

The Greening Campaign Phase 1 Community Order Form

Main Contact

Main Contact name	
Position of main contact	
Organisation	
Email address	
Phone number	

Where are you based?

Name of community	
District/Borough Council	
County Council	

Name to go on your Greening Logo

'Greening	(eg Greening Petersfield)
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Are you running the Greening Campaign as a (please circle)

Parish	Ward	Housing Association	CAT	Other
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Data Protection (see below)

We agree to the GC holding our data as supplied on this form	Agree	(please tick)
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Terms and Conditions

We agree to follow the T&C's listed in this document	Signed Print name Date
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Phase 1 of the Greening Campaign includes:

- Phase 1 Pack, on-line support videos and email/phone support
- A copy of your Greening logo
- An up-to-date list of challenges and savings
- Form for the ordering of challenge cards
- Calculations of your savings after your card count
- Please note – we do not pay for the printing of your cards.

Invoice made out to	
Address	
Email address to send invoice	

See T&Cs below.

Please return this completed form to TerenaPlowright@gmail.com

You will then receive your invoice for the cost of £50 (no VAT) This has been discounted due to funding from Hampshire County Council and Central Government.

The Greening Campaign is a Community Interest Company No 13099158

Terms and Conditions for Phase 1 Greening Campaign

We have been funded to work with you and so to be sure we are giving you the best support possible, we need to both agree the level of support required for a successful campaign. These T&C's seem formal but have been developed to ensure that the proven success of the campaign is not diluted or altered without evidence of improvement to the campaign or approval of the Central Campaign. You need to agree to the T&C's to allow you to use label 'Greening (village/town/other)', the information in the packs, and the logo.

We very much look forward to supporting you in your success.

Your community agrees:

Introductory Meeting - Two people from your group will attend an on-line Introductory Event so you understand the importance of Phase 1 as a base for the campaign.

Meeting 1 – You agree to meet with a Phase 1 support worker within one month of signing up.

The Public Meeting should be held 2-3 months from signing up – you agree to put a date into the diary within 6 weeks of signing up.

Meetings 2-4 – You agree to having a further 3 meetings with the support worker after the Public Meeting but before the Launch event.

Launch Event - You agree to hold your Launch event within 6 months of the Public Meeting.

The challenge card - must be used as part of Phase 1

Feedback forms – A feedback form should be completed after the Public Meeting and the Launch Event.

The challenge card

To be used for display in the front windows of property throughout the community to show who is taking part in the campaign

Front – The Greening Campaign logo

Back - The challenges, local contact details, the website address of the Central Greening Campaign. We have a set format for the card with opportunity for you to choose wording appropriate to your community.

Assigned printers only - The challenge card must be produced by The Greening Campaign (TGC) assigned printers – you will need funding to pay for the printing of the cards. This is to protect the community by using an award winning eco printer. The Greening Campaign makes NO money from the printing of the cards. You will be issued with an order form.

The challenges

The challenges must be a maximum list of 10 (we have found 8 to be the optimum number).

People commit to a minimum of 5 challenges

The challenges need to be taken from the official list provided to you by The Greening Campaign because the savings have been formally checked and verified by recognised organisations such as the Energy Savings Trust.

The logos

Your Greening Campaign logo must be displayed on all challenge cards and public notices.

Greening Campaign Logo

This logo may not be altered or adapted.

The logo, for use by the local community, will be supplied by the Central Greening Campaign team.

Website

We encourage all new groups to set up their own community website or link to an existing Parish/Town etc website

Other points

The Central Greening Campaign or support staff must be kept informed of dates of Public Meeting and the Launch – we need to keep your Council informed.

Maximum size of a community is 8,000 unless agreed in writing by the GC.

A monitoring form should be filled in on completion of each Phase of the campaign.

The basic structure of the campaign must remain the same –

A Public Meeting

Publicity in the community

Each household must receive a Challenge card

A launch – a stand-alone event, not tagged on to a fete etc

An agreed period for households to commit to challenges and display the card

Count of challenge cards

Amount of CO2 saved communicated to the community

Politics

The Greening Campaign is not a political organisation and is not linked to any political organisation or affiliated organisation. The Greening Campaign will therefore not support any 'Greening Committee' that allows party politics to be promoted or advertised at any event, or on any information, or that accepts political funding, donations or support of any kind. If this does occur The Greening Campaign will immediately withdraw its support from the local campaign including the use of the copyright campaign logo. The Greening Campaign receives financial support from non-political organisations and any hint of political preference, support or approval would seriously jeopardise the work of The Greening Campaign. Nor would The Greening Campaign wish to be associated with any political party. Locally organised full cross party debate on Climate Change may be possible but would need agreement in writing from all local parties and from the Greening Campaign.

Thank you for protecting the effectiveness of this campaign. Without following the T&Cs the campaigns often completely fail and that reflects on everyone.

Data protection statement – Greening Campaign

Data regarding all communities is held on a single, secure, server. This server is not accessible without a password. This data is only shared with the relevant local councils who have provided support for the programme. The information is only used to inform the data owners about information regarding the Greening Campaign.

The law states the following and we have listed our reasons for holding the data alongside the specific legal requirement.

Data may not be processed unless there is at least one lawful basis to do so:^[21]

- The data subject has given consent to the processing of personal data for one or more specific purposes – you can ask to be removed from the data list at any time. All those who are emailed gave their details to the Greening Campaign for the purpose of receiving emails about the Greening Campaign.
- Processing is necessary for the performance of a contract to which the data subject is party or to take steps at the request of the data subject prior to entering into a contract.- once the community has filled in a form we need to retain the form as a type of contract which links to the terms and conditions governing the Greening Campaign.
- Processing is necessary for compliance with a legal obligation to which the controller is subject.- We need to process the data to be sure they have proceeded through the Greening Campaign process and the outcomes are reached.

- Processing is necessary to protect the vital interests of the data subject or of another natural person.- We need to hold the data to protect the interests of those providing funding or support for the individual campaigns.
- Processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller.- We need to be sure that all relevant documentation is held for that community so the public they serve have access to the programme.
- Processing is necessary for the purposes of the legitimate interests pursued by the controller or by a third party unless such interests are overridden by the interests or [fundamental rights](#) and freedoms of the data subject, which require protection of personal data, in particular if the data subject is a child.- We hold the data to inform communities of further Phases, provide updates, and to link communities for support events. Each email holds the option for them to be removed from our data collected.

All data is held at 171 Hilltop, Cocking, Midhurst, West Sussex GU29 0HT by Terena Plowright.