

**Area Committee Well-being Fund – Project Proposal**  
**Outer West Area Committee**

**Project Name: Green Check**

**Lead Organisation: Groundwork Leeds**

**Project Delivery - How will the project be delivered? (list any partners involved in the project):**

Schools receive guidance and direct interventions over a year with the aim of improving their environmental performance including reducing energy use and waste production.

The partners are:

Groundwork Leeds

Various schools in the Outer West area

Leeds City Council Environment Policy Team - EMAS

**Project Summary (include a brief description of the main activities, why the project is needed and links to key priorities):**

Green Check uses a highly participative approach to educate and empower children and school staff to choose more sustainable behaviours. The result is that schools are continually working towards improving their environmental performance, for example reducing the amount of waste they produce or reducing their energy consumption. Green Check - a school based Environmental Management System (EMS) developed by Groundwork Leeds - is a tried and tested way of introducing and embedding Sustainable Development into the ethos of a school, through involvement of the whole school community. By improving knowledge in this way and by setting up systems in schools Green Check helps schools work towards obtaining the prestigious European environmental award EMAS.

EMAS stands for 'Eco-Management and Audit Scheme'. It is a voluntary European scheme designed to improve an organisation's environmental performance. Its aim is to recognise and reward those organisations that 'go beyond minimum legal compliance and continuously improve their environmental performance'.

There are 10 steps to Green Check which Groundwork works through with schools

1. Identify Key Personnel – Groundwork will establish a working group at the school led by a nominated Green Check coordinator within the school who is able to champion the project
2. Conduct Pupil Audit – Groundwork will work with pupils to conduct an internal audit focused upon the following topics: waste and recycling, energy, water, open spaces and wildlife, transport, pollution, use of materials and services and reducing environmental risk
3. Management Audit - The management audit is more concerned with environmental impacts that are affected by the day to day management of the school.
4. Prepare Action Plan – Groundwork will work with pupils to develop an action plan which is a list/table of proposed ideas or actions which link directly to the school's audit, and cover all the aspects of their environmental impacts. The actions will provide schools with a way of managing their environmental impact. It is also important to identify who is responsible for the action.
5. Tell Everyone about Green Check - communicating to the whole school community.
6. Check Green Check Folder and Evidence - An evidence folder will be developed by individual schools to ensure that all environmental documentation is kept accessible and is easily maintained, to demonstrate that all environmental impacts have been taken into account.

The Green Check project aims to provide schools with the basis for whole school continuous environmental improvement over many years. There is no set timeframe for schools to submit their evidence folders and it is anticipated that schools will continue to develop their evidence folders up until the point when they are ready for stage 7 when an external auditor completes a verification audit.

7. Audits - EMAS is a prestigious European award and schools who work on the project need to allow some form of third party verification to take place. .

8. EMAS Registration - This will allow schools to use the EMAS logo on any letterheads or documentation and is seen as a sign of environmental credibility. Schools will be encouraged to share ideas with other EMAS schools to share from each others successes and mistakes. The most important aspect of becoming EMAS verified though is that it should be seen as a very important first step towards a school's future of continuous environmental improvement through the Green Check project. The Green Check project does not end with verification it is only the beginning. From this point, a school will be able to develop its' EMAS system to promote inherent environmental learning for generations of pupils and local communities to come.

9. Review & Take Corrective Action - Following the verification or internal audit, auditors will prepare a report for each school explaining in detail areas where they think you have done well and areas that show room for improvement.

10. Maintaining EMAS - The Green Check project is a process of continual improvement. This can be achieved by regularly carrying out environmental audits and updating your action plan. The Green Check project is not complete once a school has achieved verification. This is just the start of the process.

Park Spring and Calverley C of E have progressed very well in their first year and are on track to receive their EMAS external verification in May 2009 (step 7 above) when Leeds City Council (and the Green Check schools) receive an EMAS audit. Having developed an ethos of sustainability these two schools are now in a very good position to make strides into the tasks on the sustainability action plans Groundwork has helped them create and make a real difference to the environment. Groundwork will support them by providing guidance on how to carry out tasks on their action plans as well as by delivering workshops, assemblies and teacher training events on the specific topic areas the schools have identified as priorities for improvement, including energy efficiency.

### **Project Need**

The Government has stated that they would like every school to be a Sustainable School by 2020. In practice this means integrating high standards of achievement and behaviour with the goals of healthy living, environmental awareness, community involvement and citizenship - many of the aspirations set forth in Every Child Matters (2005). The DfES Sustainable Schools Framework was launched in Autumn 2006 and sets out quite challenging long-term aspirations for schools to mainstream learning about sustainable development issues and sustainable practices into everyday school life.

Work with Outer-West schools fulfil strategic outcomes of Leeds Strategic Plan – Environment City, Reduced ecological footprint through responding, to environmental and climate change and influencing others:

- Reduce emissions from public sector buildings, operations and service delivery and encourage others to do so
- Undertake actions to improve our resilience to current and future climate change.
- Reduce the amount of waste going to landfill

All schools in the Outer-West area have been contacted by a letter and will shortly receive follow up e-mails, phone calls and meetings to assess their interest in participating in the project. Final numbers of schools participating will be obtained by 10<sup>th</sup> April.

**Outcomes (summarise the main outcome/output/benefit the project will achieve):**

- The engagement of the whole school community in an environmental audit programme
- An increase in the amounts of materials recycled at schools.
- An increased awareness of the causes and consequences of climate change
- An increased understanding amongst young people of the connections between local behaviour and global consequences.
- Increased pupil knowledge of the environmental management and audit process.
- The development of ownership, personal and social responsibilities for the school and its environment

**Identify which geographic areas will benefit:**

Calverley and Farsley, Pudsey.

Farnley and Wortley may also benefit depending on final schools to agree involvement.

**Project Cost. Please indicate;****How much the project will cost. (please list all partners and their contributions)**

Contribution per school:

£1250 School contribution

£500 Groundwork Leeds

**How much Well Being Funding is sought and breakdown between capital and revenue)**

£1250 revenue per school

(Groundwork estimates involvement of 5 schools resulting in a total request of £6250 from area committee – the amount will be confirmed after school numbers are confirmed on April 10<sup>th</sup>)

**Who will be in receipt of the financial order. (name of the organisation and contact details)**

Groundwork Leeds  
Environment and Business Centre,  
Merlyn-Rees Avenue  
Morley  
LS27 9SL

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Contact Name: Paul Fieldhouse

Paul.fieldhouse@groundwork.org.uk

**Approved**  
Date

**Not Approved**  
Date

*Please return this form to Clare Wiggins, West Area Management Team, c/o Pudsey Town Hall, Lowtown, Pudsey, Leeds LS28 7BL or via email to [clare.wiggins@leeds.gov.uk](mailto:clare.wiggins@leeds.gov.uk)*