

**Letter of Agreement for NHS sites receiving NHS Forest trees from the Centre for Sustainable Healthcare**

**This Agreement is between:**

The Centre for Sustainable Healthcare, Cranbrook House, 287-291 Banbury Road, Oxford, OX2 7JA (“the lead organisation”; “CSH”)

and

**please insert name of site / Trust here**

regarding trees planted at

**please list all sites where trees will be planted**

**Definitions:**

The NHS Forest is a project in the Green Space for Health Programme. The aims of the programme are:

* Improving the health and wellbeing of patients, staff and communities through improving the quality of green space and access to green space on or near NHS land
* Greening the NHS Estates by improving their biodiversity and carbon storage
* Encouraging greater social cohesion between NHS sites and the local community.

Further details of the project can be found on the project’s website: http://nhsforest.org

CSH: The Centre for Sustainable Healthcare is responsible for coordinating the Green Space for Health Programme and the NHS Forest Project, and is the lead organisation with overall control of the project.

NHS Site: Managed facility operated under the UK National Health Service including surgeries, health centres and hospitals.

The grant: The tree planting programme in England is funded by Trees Call To Action Fund and sponsorship

**Terms and Conditions of participation in NHS Forest tree planting:**

1. CSH shall promote the NHS Forest project within the NHS, manage NHS Forest site registration, and offer access to guidance on tree planting including a step-by-step planting guide.
2. The NHS site is responsible for compliance with fiscal and legal obligations including planning, building control, statutory consents, health, safety and environmental legislation arising from tree planting.
3. The NHS site is responsible for ensuring that the ground where the trees are being planted is not scheduled for development of buildings for the next 10 years. If development takes place in the next 10 years, the NHS site will be responsible for planting an equivalent number of NHS Forest trees at an alternative site.
4. The NHS site is responsible for the direction and management of all NHS Forest site activity including responsibility for planning, planting and maintenance, protecting the site from pests such as rabbits and deer, and restricting works that could damage the integrity of the site.
5. The NHS Site is responsible for registering with CSH to join its network of NHS Forest sites and for reporting progress on tree planting and other green space improvements to CSH. The site will provide a named contact to CSH to assist in this process.
6. The NHS site shall seek to provide access to NHS Forest tree planting areas for staff, patients and community groups, except in exceptional circumstances pre-agreed with CSH.
7. The NHS site will provide access to enable representatives of CSH, National Lottery Heritage Fund and Defra to make visits to see the planted trees in the event that this is required.
8. The NHS site is responsible for providing photographs of the NHS Forest tree planting and sending them to CSH. Where photographs of individuals are provided the NHS site will obtain written consent from these individuals covering the use of these images. CSH can provide consent forms.
9. The NHS site is responsible for ensuring that adequate public liability insurance is in place to cover all activity conducted on site in relation to tree planting or other green space improvements and activities, and shall indemnify and keep indemnified CSH and its delivery partner organisations against any claim, loss or damage suffered or incurred in relation to all such activity or operations carried out at that site.
10. Once the NHS site has registered to join the Green Space for Health network of NHS Forest sites, CSH may refer to the Site Name and Address in project publicity.
11. When trees are planted that have been supplied to the NHS site by CSH, the NHS site shall include reference to the Centre for Sustainable Healthcare and the NHS Forest in related communications and publicity.
12. NHS sites in England need to include mention of Trees Call to Action Fund in any related signage and publicity about the tree planting. Logos can be obtained via: <https://www.heritagefund.org.uk/funding/logo/how-acknowledge-your-trees-call-action-fund-grant>

Signed on behalf of:

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| The Centre for Sustainable Healthcare  Cranbrook House  287-291 Banbury Road  Oxford  OX2 7JA | Please insert address of site here |
| Name: Rachel Stancliffe | Name: contact name |
| Signature: | Signature: insert signature |
| Date: | Date: date of agreement |

**Please return on email to** [**Faculties@rcgp.org.uk**](mailto:Faculties@rcgp.org.uk) **before 09 October 2022**