

## **Terms And Conditions For The Coronation Oaks Scheme**

- 1) Applications are open to community centres/groups, parish councils, educational groups/schools within the East Cambridgeshire district. Any trees received must be planted within the East Cambridgeshire district, and planted in accordance with the submitted and approved application. If you need guidance on eligibility, please contact East Cambridgeshire District Council via [climatechange@eastcambs.gov.uk](mailto:climatechange@eastcambs.gov.uk) for assistance.
- 2) All applications must be from person/s over the age of 18.
- 3) Applications are limited to one per group/organisation. A maximum of six trees and associated planting equipment can be applied for. East Cambridgeshire District Council does not accept any responsibility for late or lost applications.
- 4) The deadline for applications is 12am (midnight) on Saturday 10<sup>th</sup> February 2024. If demand outstrips supply, awards will be made on a first come, first served basis (based on the date the application was received).
- 5) All applications should, if at all possible, be submitted to East Cambridgeshire District Council via the online form. Hard copies can be requested by emailing [climatechange@eastcambs.gov.uk](mailto:climatechange@eastcambs.gov.uk) and completed applications should be returned to East Cambridgeshire District Council at The Grange, Nutholt Lane, Ely CB7 4EE.
- 6) Successful applicants will be contacted by East Cambridgeshire District Council as soon as possible after the deadline.
- 7) By submitting an application, the applicant accepts that the name and details of their organisation/group will be published in publicity of the scheme undertaken by East Cambridgeshire District Council, including (but not limited to) our website.
- 8) The trees received must be planted as soon as practicable once delivered (end of February 2024)
- 9) Applicants agree that East Cambridgeshire District Council will not be liable for any costs associated with planting the trees or maintaining the trees during the period they are establishing, or for any other costs. Any trees which fail will not be replaced by East Cambridgeshire District Council.
- 10) Applicants agree that any necessary Planning Permissions, Building Regulations approvals, Environmental Health requirements or any other necessary permissions shall be obtained prior to the commencement of the work.
- 11) Applicants agree that appropriate steps will be taken by them for all aspects of ensuring health and safety requirements, including appropriate risk assessments, are met during the planting of the trees and the subsequent maintenance and management of the trees.
- 12) East Cambridgeshire District Council accept no liability for any costs or other matters arising as a result of the planting of the trees or the subsequent impact of such trees. The applicant must ensure that the chosen location is suitable for the planting of the trees (such as, but not limited to, ensuring the trees are planted an appropriate distance away from

property or other infrastructure, including highways), and the applicant accepts all future responsibility and liability should the trees consequently cause damage to land or property.

- 13) The trees and associated equipment provided must be used solely for the purpose set out in the submitted and approved application, and is not transferable.
- 14) Any unused trees or equipment must be returned to East Cambridgeshire District Council as soon as possible.
- 15) The applicant must ensure that, as appropriate, the project operates an equal opportunities and safeguarding policy during and after completion, and that nobody is unreasonably denied access.
- 16) A brief end of planting notification must be submitted by the applicant to East Cambridgeshire District Council within 1 month of project completion. A photograph would be much appreciated.
- 17) Any publicity the applicant undertakes associated with the delivery or completion of their project must acknowledge the grant award provided.
- 18) In the event of dispute, the decision of Richard Kay (Strategic Planning Manager), acting on behalf of East Cambridgeshire District Council, is final and no correspondence will be entered into.
- 19) At all times, East Cambridgeshire District Council reserves the right in the event of circumstances arising outside of its control which, in Richard Kay's opinion, makes it necessary to cancel or change the scheme at any stage.
- 20) Applicants will be deemed to have accepted these Rules and agree to be bound by them when entering this scheme. East Cambridgeshire District Council reserves the right to refuse any applicant which does not comply with these rules.
- 21) In the event of having picked a successful applicant, it later transpires that the entry has breached the rules, East Cambridgeshire District Council reserves the right to mark that application as null and void and select another successful applicant or exercise any other power that it sees fit.
- 22) In line with the UK General Data Protection Regulation and the Data Protection Act 2018, East Cambridgeshire District Council, who are running this scheme, are fully committed to protecting the privacy of its respondents. The data provided will only be used in relation to this scheme and will not be provided to any third parties. All personal data will be securely disposed of once the scheme has closed and the successful applicants announced. For more information, please see East Cambridgeshire District Council's privacy notice (<https://www.eastcambs.gov.uk/notices/privacy-notice>) or contact the Data Protection Officer by email at [dataprotection@eastcambs.gov.uk](mailto:dataprotection@eastcambs.gov.uk)