CCF – 4491

GROW ELGIN 2

Learn – Harvest – Share

Grow – Cook – Compost

Background

Grow Elgin 2 continued the excellent work started in the original Grow Elgin Project (and an earlier project in the Keith area of Moray) to develop community gardening, composting and local food. REAP, the local environmental charity, and the community in Elgin were delighted to be funded to continue work in Elgin, the main town in Moray, approximate population 19,000. Groups already involved in the project wanted to continue and extend their involvement, while several new groups and individuals were very keen to get started on their growing spaces. The slow patient work of community engagement had reached a stage in some areas of Elgin that communities were ready to get more involved in this practical, life-giving work to tackle carbon emissions.

The Grow Elgin 2 project built on previous work to:

- Plan and set up new community growing areas and maintain & develop existing ones
- Link school & community gardens to their wider community of parents & neighbours
- Continue work to skill up communities and organisations in growing and composting techniques
- Record amounts composted and harvested from community plots to help raise awareness and engagement
- Allow participants to take easy steps to make low-carbon, locally based decisions about their food
- Build up community spirit at fun gardening events open to all

REAP were really pleased that a wide range of groups and individuals responded so positively to continue or begin involvement with the Grow Elgin 2 project. The many ways to get involved – high street herb planters, e-bike compost collections, community plant care/ weeding sessions and setting up raised beds etc meant that a wide range of people have been involved in the growing and composting journey to save on carbon emissions. We hope to give a flavour of this journey in our report

Report compiled by Ann Davidson, REAP Project Manager April 2017

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Project Aims and Outcomes

Grow Elgin 2 aimed to:

- Increase area of new community gardens for the members of Elgin community to grow fruit and vegetables in by 250m2, thus reducing emissions by replacing supermarket-bought food.
    - TARGET SAVING = 2640kgs CO2e

- Reduce food waste going to landfill by helping participants through food waste collections/ composting systems by 780kgs waste.
    - TARGET SAVING = 559.26kgs CO2e

- Increase composting in the community and in households by supporting 20 households not currently composting to do so, thus composting 3120kgs food waste instead of landfilling this.
    - TARGET SAVING = 2237.04kgs CO2e

- Increasing the numbers of volunteers for REAP and other organisations
    - TARGET = 4 new volunteers for REAP; 2 for other organisations

- Developing low carbon community assets – edible public space
    - TARGET = 4 sites developed

- Low carbon living ideas promoted through publicity for project activity, including trips round town on the electric bike & social media strategy
    - TARGET = 50 miles travelled by the e-bike on 40 trips

- Community members trained up in growing skills and composting so they can better manage their growing spaces with more confidence
    - TARGET = 100 participants at 20 growing courses; 50 at 10 composting courses

Headline Achievements

Over the year of the Grow Elgin 2 project an estimated 5469.33kgs of CO2e was saved, just over the target of 5436.3kgs

carbon action	target	actual	actual CO2e saved
new growing land	250m2	235m2	2481.6kgs
compost bins	20	18	2013.22kgs
compost deliveries & community bins	780kgs		974.51kgs
totals	CO2e target 5430kgs		5469kgs

Grow Elgin employed 5 paid staff and recruited 4 new REAP volunteers, with 11 other volunteers helping out on planting projects.

114 workshops, talks, courses and courses were held attended by1,268 people across Elgin. This is double the number of people reached in the first year of Grow Elgin. (59 sessions; 565 people) We also engaged with many others in the Elgin community, through leaflets (1,000), chats at stalls(35), taking part in the treasure hunt at the Elgin Food Fair day (38) the High Street planters, the REAP website and free seeds. 80 people also attended our Apple Day event in Cooper Park, while 54 people took part in an interactive 'where does your food come from?' a Elgin Academy's Farmers' Market.

The sessions included community planting, weeding and harvesting at community beds in Cooper Park and around other community gardens set up in Elgin, composting sessions and setting up compost bins, raised bed sessions, seed sowing and planting, herb use and growing. We also held courses on tree care and permaculture.

All ages of people were involved in the project. Many of these people attended two or more sessions, though they are only 'counted' once each:

Activity/Location	numbers involved	number of sessions
school staff, volunteers & children	426	23
children's groups – guides etc	173	6
sessions at organisations	78	11
garden courses, permaculture, trees etc	20	2
community gardens	54	14
community planting days	66	6
older people day centre	50	10
compost bins in the community	24	19
composting sessions	377	23
totals	1,268	114

4 steering group meetings took place with 11 members who helped direct the project, provided feedback and helped with project evaluation and targets. The REAP Board received the regular monthly reports from the Project Manager and also discussed the progress of the project at 6-weekly REAP board meetings.

Project Outcomes

Carbon Outcome: Create 250m2 of new growing space in Elgin, reducing the community carbon footprint of Elgin by 2640kgs CO2e by replacing shop-bought food with locally grown produce
Total area = 235m2= 2481.6kgsCO2e - outcome nearly met

Community Outcome- Environmental and Social: set up 4 new community growing spaces
Total new gardens = 10 – target exceeded by 250%!

These outcomes increased the area of land turned over to growing local food, which replaced shop-bought food, thus saving carbon. This opportunity to grow food at a community garden will be helpful in spreading growing skills, as only 8 out of 14 households at West End Primary; and 2 out of 13 New Elgin Primary, reported in our baseline surveys that they were growing any food at home at all. Despite one community group being unable to convert as much land as originally hoped to growing space, Grow Elgin 2 managed to smash its target of 4 new community spaces to set up an amazing 10 new community gardens. However, many of these were small, hence not quite achieving the target for acreage of land, with 235m2 instead of 250m2.

For our carbon figures for this outcome, we used the Carter figure of 3kgs of food grown per m2 in the average allotment/garden. We used the DEFRA figure of 4.06kgs of CO2e emissions created by every 1kg of supermarket/shop bought food and 0.54kgs of CO2e emissions created by every 1kg of locally grown food.

We were really pleased that 4 of our project participating organisations were able to keep a record of produce grown from their plots. This activity alone helps to raise awareness of their community gardens and the benefits to people using the spaces.

At ENABLE in two 1m2 raised beds, 14.8kgs of food and herbs were harvested over an 8 month period, with service users taking home produce and using it in lunches (approx.7.4kgs per 1m2 for 8 months). They also kept composting records (see below). At Spynie care home 1.5kgs was harvested in June, with other regular pickings amounting to 3kgs of salad over the summer from their three 1m2 beds (1.5kgs per 1m2 for 3 months).

At Greenwards school 4.2kgs of food was harvested in June from their two 2x1m raised beds, the only one for which records were kept (2.1kgs per 1m2). At West End Primary School, records were kept for composting (see below) and an estimate of 50kgs of harvested produce was made for September, including beetroot, potatoes, carrots, onions, beans, herbs and spring onions from their four 1m2 raised beds (12.5kgs per 1m2). These growing records vary, but overall show and above average harvest per 1m2 – ie more than 3kgs per m2 over the year. Thus we are confident to use the average figure of 3kgs/m2 for our calculations.

Participants sow seeds with REAP at a Grow Elgin 2 growing course

Setting up Community Gardens

The 10 new growing spaces for Grow Elgin 2 were in a variety of venues. One or two larger areas of land, for instance at Arrows Quarriers' project and Aberlour Childcare Trust, were matched by smaller areas at West End & New Elgin P Schools and Moray Resource Centre. We were particularly pleased with public beds, set up with co-operation from the Moray Council open to all in South Lesmurdie and Bishopmill at community planting days. Early on in the project, we also worked with the Elgin BIDS to plant up planters in Elgin High Street, which have been really successful and contributed greatly to project publicity. The smallest new spaces, a 1m2 raised bed at Children First and two large whisky barrels at Linkwood School, where outside space is very limited, had an impact out of all proportion to their small size, really helping children and the C1st Kinship group switch on to the joys of growing. Our total for conversiont o growing land was added to by extra ground at existing gardens at Action for Children, Spynie, Gurness and Enable care homes and the garden in the park at Cooper Park in Elgin. Three 1m2 raised beds were also in participants' gardens (not included in the 10 new spaces). All groups we engaged with were invited to the steering group meetings – the project would not have been so rooted in the community or so successful without them.

Some of the participants at a steering group meeting help at West End School for Grow Elgin 2

Grow Elgin spaces

At Aberlour Youth Trust on an industrial estate in Elgin, a large area of land was originally earmarked for growing. REAP worked over the year with the group, which works with young people accessing their services, some of whom were interested in setting up beds, growing crops, planting trees and fruiting bushes. Nine sessions here helped set up raised beds, a 'lazy' bed, an orchard area and other growing beds. They also set up a composting system and bin for their canteen waste, which previously went into the general waste bin. Some of the area was growing lovely wild flowers, so a part was cordoned off to increase awareness of this and protect from mowing. As this area was not 'counted' in our land area total, and not as many raised beds were set up as originally expected, this accounts for the slight shortfall in project m2 targets.

Arrows Quarriers' project in central Elgin got involved in Grow Elgin 2 during February 2017, but has really taken off, with permissions being gained from local businesses and the Moray Council to take over vacant beds just outside their base. REAP staff worked with volunteers from the group, who are working to tackle problems with addictions, and staff to set up a great growing space. Planning sessions, skills audits of volunteers and consultation with all the neighbours mean that this space has got off to a great start, which the group can be proud of and will be a lasting resource for participants.

Moray Resource Centre joined Grow Elgin activity in summer 2016, and have worked with groups attending there to set up edible raised beds and plant fruit trees. Enable Scotland's base is in the same building with a separate garden, and engagement with staff and people accessing their services also continued there. Service users reported in REAP's consultation report that:
"it encouraged me to sow some seeds at home next spring. I'd never sown seeds before."
"Makes me think I should be eating more veg."

At Enable, working with people with dementia, staff reported that:
"Clients have really taken on the raised beds, taking veg home for sandwiches. The session uplifted everyone in the group – it's unusual that a session engages with everyone"

Our smallest space (1m2) was at Children First's tiny space at their Elgin office. Grow Elgin staff carried out several sessions with various groups there, which led to people attending some of the other public sessions, while 2 staff members attended the project steering group. Eventually the raised bed was set up to provide herbs and veggies for soups and engagement sessions, with everyone participating.

Public spaces were particularly successful during this year. The beds in Cooper Park and the community orchard there were partly planted up as part of our previous project, and this year saw REAP holding several community planting days, raising awareness of the herbs and crops in the beds for public use. Grow Elgin 2 worked with Elgin BIDS to plant up 11 planters in Elgin High street with volunteers working with REAP. REAP devised colourful leaflets to publicise these 2 areas, and also QR codes for people to make a direct link to the website for seasonal tips, recipes and information.

www.northern-scot.co.uk

Businesses dig in to help

SUNSHINE and smiles accompanied the planting of tubs to help keep the centre of Elgin green and beautiful.

Spurred on by Embrace Elgin (Elgin BID), half of the planters have been adopted by businesses and the remainder by REAP (Rural Environmental Action Project).

REAP, a local environmental and sustainable development charity, has filled its planters with herbs and fruit, encouraging members of the public to pick and enjoy.

Gill Neill (centre), manager of Embrace Elgin, said: "We want to thank all the businesses who signed up to get involved: Clan Cancer Support; Duncan and Todd; Heather Glen Guest House; Ritsons Chartered Accountants; Room to Bloom; Royan the Butcher; Santander; Scribbles and the St Giles Shopping Centre.

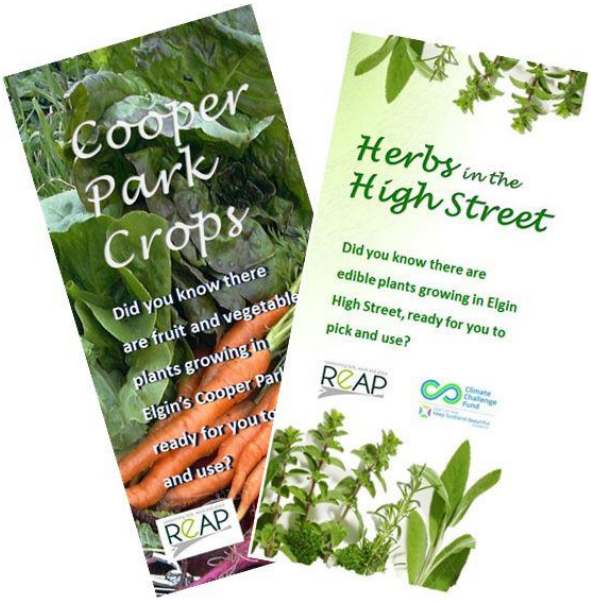
"The businesses have offered to water the plants throughout the year, which will make sure that they stay in good condition."

Helping to launch the project are businesswoman Angela Wimble (left) and Dorothy Allan, of REAP.

Mrs Neill said that teaming up with the charity to take over the remaining planters made sense. "They are a great organisation doing really valuable work. Not only are they making the city look lovely, but to offer free, fresh herbs for everyone to enjoy is the oregano in the spaghetti bolognese."

She also thanked Stephen Duff of SPICE (Strategic Partnership for Improving the City of Elgin) for helping to weed the business planters.

REAP works to raise environmental awareness, tackle economic inequality and engage in social enterprise through a variety of projects and services. It secured funding to run a project which has allowed them to plant the herbs and fruit.



Press coverage of REAP's High Street planters and project leaflets June 2016

As the High Street planters are so visible, they've been a great source of publicity for the project. In South Lesmurdie and on the other side of Elgin at Bishopmill, links begun in the previous year with the schools, parents and local groups have this year developed into planting up some vacant community land with

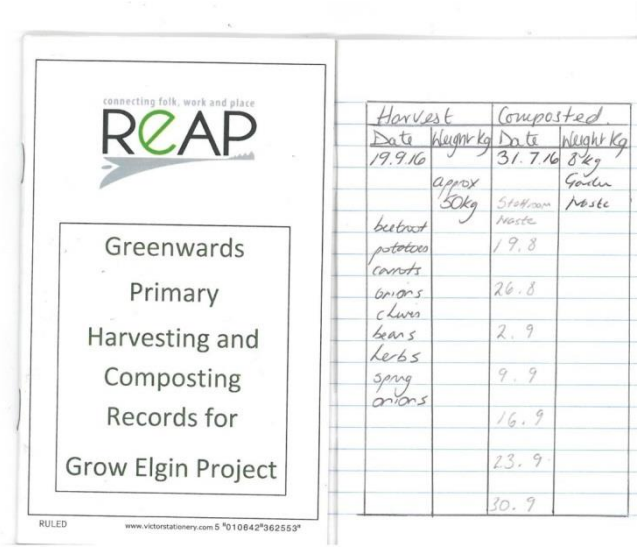
fruiting bushes, chosen and planted out by local residents. Facebook comments revealed a real boost to community spirit.

'South Lesmurdie will be Elgin in bloom! Well done you and the boys!' Facebook comment

Schools Work to connect into local communities

Grow Elgin 2 helped set up school gardens in 3 new school sites at New Elgin (the largest school in Elgin), West End and Linkwood, and worked with Elgin Academy, Bishopmill, Seafield, Greenwards, St Sylvesters and East End, schools we'd worked with before, to help with courses and sessions.

All the schools were encouraged to publicise their gardens and growing and composting activities to their parents and communities through school newsletters, asking parents to comment through baseline surveys for the project and inviting parents to Grow Elgin community planting days and events. Representatives from 2 schools were also very active in the Steering group, attending 3 of the 4 meetings. Some schools were also active in helping with the recording for Grow Elgin with harvesting and composting records.



Harvesting from the plot at Greenwards School

Pupils branch out with tree project

Sadie Merrin and Finlay Affleck (front), surrounded by their fellow pupils, get digging as part of environmental organisation Reap's Grow Elgin initiative. The West End Primary pupils are the latest to enjoy growing their own produce.

WEST End Primary pupils are hoping their latest venture will prove fruitful.

They have added to their edible garden by planting apple, pear and plum trees within the school grounds.

As part of environmental charity Reap's Grow Elgin project to encourage more food to be grown locally, the children planted six currant and gooseberry bushes, and the trees.

Pupils also had a chance to press locally grown apples by hand using a traditional crusher called a scratter and sample the juice.

The children learned that growing and making food locally reduces CO2 emissions.

Pupils at the school have also started growing herbs and vegetables in raised beds, composting their own garden waste and recycling food waste from snack time and the staff room into their wormery.

From left, West End Primary pupils Sarah Foster, Zack Crowley and Mia Stewart get to work planting apple trees at the school.

Picture: Daniel Forsyth. Image no 035924

One of the press articles on schools work for the Grow Elgin 2 project

Carbon Outcome: Increase composting in the community by supporting 20 households to compost 3120kgs food waste instead of landfilling this. **Target: 2237.04kgs CO2e**

Actual: 18 households = 2,808kgs waste; 2013.22kgs CO2e - outcome nearly met

Carbon Outcome: food waste collections by e-bike and setting up compost bins in the community. **Target: 780kgs, 559.26kgs CO2e**

Actual: 8 compost bins (1248kgs) and 111.15kgs by e-bike = 974.51kgs CO2e - outcome exceeded

For our compost diverted from landfill carbon figures, we used DEFRA 2015 carbon indicator figures for food waste landfill (0.723kgs CO2e per kilogramme of waste) & composting (0.006kgs CO2e per kilogramme of waste)

Our total weight of waste diverted from landfill to compost bins comes from the following actions, and the behaviour changes after attending composting workshops, receiving composting information leaflets and filling in survey forms:

TARGETS

1. compost bins set up in the community with a compost awareness session - 20 — 2237.04kgs CO2e
2. food waste collections and compost bins set up in community gardens and schools 780kgs — 559.26kg CO2e

Total = 2796.3kgs CO2e

ACTUAL GROW ELGIN

1. compost bins set up in the community with a compost awareness session - 18 — 2013.22kgs CO2e
2. food waste collections and compost bins set up in community gardens and schools 1203.15kgs — 974.51kgs CO2e

Total = 2875.88kgs CO2e

Composting

We did a base line survey with parents in 28 households from 2 schools at the start of engagement with Grow Elgin 2 to find out about growing and composting habits in the area. These showed that around half of our participants were doing some composting at the start of Grow Elgin, but only 1 household in 13 at New Elgin and 7 in 15 at West End were composting at home, the lowest carbon option (the households in the catchment for West End School has larger houses with larger gardens which may have been a factor). Grow Elgin 2 targeted households in the catchment areas of 2 other schools in the South Lesmurdie area, with smaller gardens. Each organisation and school we worked with, if they were able to access any outdoor space, was encouraged to set up a compost bin of their own. Others were offered the chance to join the E-bike food waste collection service.

Compost bins

26 bins were set up as shown in the table below. The households contacted all had children attending schools in the South Lesmurdie area worked with in Grow Elgin 2. Of these, ?? participants gave us detailed reporting figures of weekly compost weights. The figures showed the following:

Compost bin site	Bins	weekly compost weight (kgs)	x 52 weeks
individual 1	1	10	520
individual 2	1	2.5	130
individual 3	1	5	260
individual 4	1	12.5	650
individual 5	1	5	260
individual 6	1	5	260
individual 7	1	5	260
individual 8	1	2.5	130
individual 9	1	5	260
individual 10	1	5	260
other individuals	8		
REAP kiosk	1		
Elgin Academy	1		
New Elgin PS	1*		
St Sylvesters	1*		
West End	1*	7	364
Greenfingers	1		
ENABLE	1	1	52
Aberlour Youth Point	1		
total	26	65.5kgs	3,406

* includes a wormery as well

From the above, the 12 bins keeping a record estimated that they composted 65.5kgs a week or 3,406kgs per annum. Divided by 12 records, this gives an estimated figure of 283.8kgs waste diverted per year. Our baseline surveys and growing and composting records also gave us information. At New Elgin School, 9 households, comprising 19 adults and 17 children estimated that they produced a total of 43.3kgs of food waste per week = 4.81kgs average per household per week, which is just below the national average. At West End 13 households of 28adults and 33children estimated that they produced a total of 81.5kgs of food waste per week = 6.27kgs per week.

Overall, from the above figures, we'd be confident assuming 156kgs per annum, per household of avoidable waste composted instead of landfilled attributed to each compost bin in our carbon calculations.

E-bike Food Waste Collections

The highly visible Grow Elgin E-bike has been busy around Elgin, meeting the target for number of trips and mileage for the Grow Elgin 2 project (see also below). We included e-bike herb tours around the Grow Elgin High Street planters at 2 town centre events this year, which provoke a lot of conversations about low carbon living, the Grow Elgin project, reducing carbon emissions and e-bikes. However, target for organisations to join in the collections was not met, though the 4 regular participants really changed their behaviour, and in one case, VIP childcare, have become totally mad about worms! This prompted the Grow Elgin 2 project to commission and Eco-drama group (also CCF funded) to hold 2 performances in Elgin, for this group and one of the schools we worked with. This totally inspired the children and staff, and really helped consolidate behaviour change. Grow Elgin 2 provided them with a way of doing something practical about the things they were learning. This group is hoping to start a small garden near their site as a result of Grow Elgin work.

Food waste from the bike collections is received at 2 dedicated compost bins at Elgin Allotment Association and Action for Children. This year, the registered bins filled up, so a further 2 bins were registered with SEPA, as well as renewing our waste carrying licence with them. We used the findings of research during the first Grow Elgin project to inform and regulate all our work to deliver a proper, regulated service:

- REAP targeted non-food businesses who have a staff canteen or small client base. Registered food businesses are registered for larger, commercial food waste collections with dedicated commercial collection companies operating in Moray, following final rollout of legislation (The Waste (Scotland) Regulations 2012) to small businesses in 2016
- REAP worked with SEPA to re-register as a professional carrier of waste, collecting only plant tissue, and set up risk assessments and waste transfer paperwork to be filled in by the collection point and REAP for each delivery. We also registered 2 new compost bins
- REAP volunteers and staff carry out regular maintenance checks on the bike and bike trailer
- REAP train all new staff and volunteers in bike safety, risk assessment and safe procedures for the service.

REAP staff operated the service, but despite promotion in the third sector newsletter and personal visits to encourage people to join in, we've not had many takers. The steering group have suggested new groups to try.

Behaviour change

Grow Elgin 2 aimed to increase the numbers of people composting and diverting their waste from the general municipal waste into compost bins. After finding in our last project that supported behaviour change worked best, and through connections made through schools, REAP focussed on both these methods in Grow Elgin 2, while still providing short composting demos and workshops for groups we worked with – for example at the Community planting days. We also provided leaflets and advice at stalls and events such as the Elgin Food Fair and the social enterprise market place in the St Giles' Centre in November.

Schools worked with REAP to help reach their parents and wider community. School bag leaflets encouraged parents to take up a compost bin at home, and after all our engagement work in the area, this proved a big success. 16 bins were put up in the homes of parents from Seafield and St Sylvester's Schools with some composting advice, leaflets and survey forms, linking the compost bin to their kitchen caddy use to divert food waste from landfill. Some of these families also put in a raised bed – closing the recycling loop for their families.

A young participant with their new compost bin and raised bed

Community Outcome - Social: increase numbers of volunteers for REAP by 4 and other organisations by 3

Community members trained in growing skills – target 20 courses, 100 participants; and composting – 10 courses, 50 participants

4 volunteers for REAP; 3 for other organisations – target met

Growing courses: 72, 867 people- target exceeded

Composting courses: 42, 401 people- target exceeded

Volunteers joined REAP in a variety of ways for Grow Elgin 2, helping out at stalls, for example at the Elgin Food and Drink Fair, and helping to tend and weed the planters on the high street. Long term volunteers also helped out, for example by packeting up donated and saved seeds to hand out as a promotion for the project. Others helped out on a casual, informal basis, sometimes after receiving a project leaflet at a stall or through the schools, as part of a leafletting campaign, after seeing posts on social media or passing work parties at Cooper Park or at the High Street planters

The REAP stall at Elgin Food and Drink Fair

Skilling up and courses

This is another area where Grow Elgin 2 smashed its targets. Through all the connections made at groups, community gardens and schools, the engagement with growing local food and composting has grown at a very encouraging rate. Growing workshops on herbs, seed sowing, weeding, harvesting and using local

food in cooking, seed saving and taking cuttings amongst others helped 867 participants learn and take their new skills out into the Elgin community.

Composting workshops varied from helping school classes organise and set up canteen collections, to individual families getting the compost 'big' and diverting food waste from landfill to their own new compost bins. 401 people were involved in this activity, including the worm experts at VIP childcare and New Elgin schools, who really enjoyed their Eco-Drama sessions at Elgin Community Centre

Down with the worms at Eco-Drama's show

We've also run 'where does your food come from' events for schools and groups. At Elgin Youth café, Food was delivered from the Cooper Park beds for some of their cooking classes and sessions with the young people there helped promote food sustainability in their learning:

"Food justice and food sustainability are important issues that REAP has introduced to the young people" (Elgin Youth Café Worker)

REAP's Project Worker delivers community garden-grown produce to Elgin Youth Cafe

Two successful courses, on Tree Care and Introduction to Permaculture were run, with 20 participants taking a really in-depth look at learning these skills. All participants received growing packs, leaflets and discussed low carbon living.

Community Outcome - Economic: Develop peat-free, organic plants and saved seeds for community gardens

Develop low carbon community assets in edible community gardens – 4 sites

Total of 10 sites developed – outcome exceeded

For Grow Elgin 2, 10 new sites were developed (as above), but the project also continued to develop sites set up in the first Grow Elgin Project. Continuing to work with the local council, whose Parks and Lands officer attended steering group meetings and helped in many ways, REAP developed regular sessions at the local park beds, leaflets in the library and social media engagement. The lease of the kiosk in the park was also continued. Towards the end of the project, after trying to access greenhouse space near the kiosk to no avail, raised beds were set up next to the kiosk to raise plants for future growing work, helping with our aim in this outcome. Throughout the project, all our seed sowing sessions used peat-free compost and encouraged groups to sow their own seeds, which reduced the need to buy plants for some spaces, thus reducing the reliance on plants grown in peat.

REAP staff and ENABLE clients and staff enjoy the windowsill planter/ seed sowing session

Community Outcome - Environmental: 4 new community spaces (see above)

Low carbon living ideas promoted through publicity, 50 miles travelled by e-bike & social media strategy

Actual = 37 trips, 93 miles by e-bike – target exceeded

Grow Elgin 2 worked with various groups in the community to set up 10 new community growing spaces, but also continued work with community gardens set up in the previous year. The 25 groups and schools engaged with included:

Type of garden space/group	Names
9 Schools	New: New Elgin, West End, Linkwood Ongoing: St Sylvesters, Seafield, East End, Greenwards, Bishopmill, Elgin Academy,
8 Community Gardens/ organisations	New: Children First, Quarriers' Arrows, Aberlour Youth Point, Elgin Guides, Step by Step Ongoing: Action for Children, VIP Childcare, Elgin Youth Cafe
4 Sheltered housing/ day care	New: Moray Resource Centre Ongoing: Spynie, Gurness, ENABLE
4 Public spaces	New: Morriston Road, South Lesmurdie, High Street planters Ongoing: Cooper Park

This wide engagement was the reason for the 1,268 direct participants in the project, and the best way of publicising the project. Regular social media posts, flagging up events and activities, plus blogs helped back up direct contacts with publicity to a wider, tech-savvy audience. This proved invaluable in promoting the tree pruning course and the Permaculture course towards the end of the project. The QR codes provided another method of engaging, with direct links to the REAP website for harvesting and cooking ideas. Leaflets, posters and school bag letters and newsletters also kept Grow Elgin 2 in the news and people's minds.

The E-bike proved a talking point as usual, and was used for the food waste collections for compost, but also to take tools and soil to growing events and courses and on tours of the herb planters in the High street as a publicity tool during the Elgin Fair and at the Xmas Market. This helped us reach the mileage target, even though the collections were not as successful as originally hoped.

The REAP E-bike in action at Moray Resource Centre

Appendix 1 - Finance and Administration

Budgets and Re-profiling

The original project budget was for £78,390 for the year.

REAP spent all of this budget except for £4.97 ((£78,385.03).

During the delivery of the project, we developed underspends in some budget lines including fruit tree purchase and materials. Our CCF officer worked with us to re-profile our budgets to allow us to:

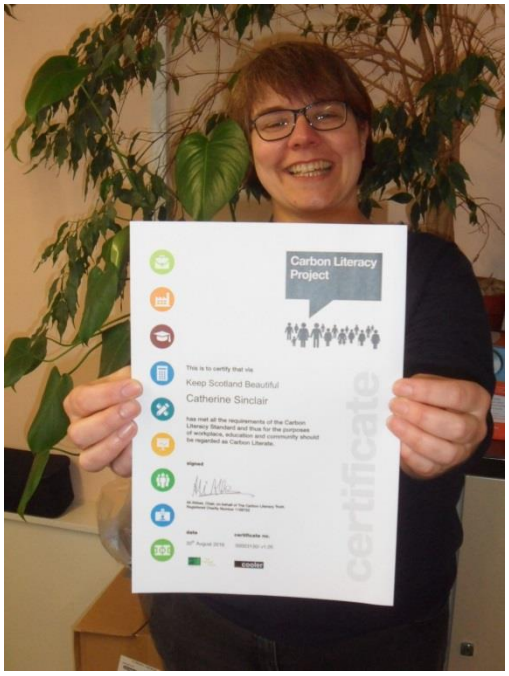
- Increase the materials budget, which proved too low, due to the large number of new garden spaces (10 instead of 4) requiring new plants.
- Re-allocate underspends on some salaries and fruit tree purchases to increase salaries to cover an upsurge in project activity during the latter part of the year, especially for new garden spaces, courses and compost bins in the community.
- Allocate underspends on office costs and courses to provide an events shelter and bring in the Eco-drama group to increase learning around composting with groups we'd worked with.

Administration

Continuing on from our previous successful projects meant that we already had most of the staff team and skills in place to begin and continue engagement with the Elgin community immediately. One staff member left, so a fair and open recruitment process was carried out and a new Project Worker appointed in May 2016. The slight underspend this caused was absorbed in extra staff hours as needed by the project work.

REAP's robust policies and procedures helped us to manage staff and volunteers throughout the year, which also saw us being approached by other organisations wanting to access CCF funding. As an experienced recipient of CCF funding, we were pleased to help and encourage 3 groups in this way, 2 of whom went on to be successful in their bids to CCF 5. .

Good communication from CCF has mean that we didn't experience any particular problems with the budget, reporting and claiming. We valued being able to discuss changes to our budget with our grant officer before submitting a formal request. REAP staff attended the Carbon Literacy training, instructive and learning passed on to other staff.



Appendix 2 - Outputs

Output Grid	
*How many **advice/information centres** – regular drop-in centre, advice surgery etc. - is your project running?*	2
*How many **training sessions where skills and/or information were passed on** – e.g. composting training, cooking workshops, etc. – has your project held.*	114
*How many **events** did your project hold, e.g. information fairs, open days, etc.? Do not include events held by other organisations which you have attended.*	7
*How many staff, volunteers or community members have achieved **qualifications** through the project – e.g. City & Guilds Energy Awareness, Trail Cycle Leader, etc.*	2
*How many people were **directly employed** by your project. Tell us the full-time equivalent (FTE) number of employees (e.g. 3 days per week = 0.6 FTE).*	2.2
*Is the project is supporting the development of any **long-term jobs** which are not dependent on CCF Funding? How many?*	2
*How many **people are actively involved** in your project – attending groups & workshops, using the project facilities etc.?*	1268
*How many **people volunteer** their time and energy to keeping the project going – don't forget the members of your management committee or board.*	19
*How many **schools** are involved in your project?*	9
*How many **square metres (m^2) of community growing space** (allotments, poly-tunnels, raised beds, community gardens) has your project brought into use?*	235m2
*How many **tonnes of waste** have been diverted from landfill because of the activities of your project?*	4.167 tonnes

Appendix 2 - carbon calculations from the original Grow Elgin 2 application

Conversion Factors:
Supermarket food emissions 4.06 - 2015 DEFRA/DECC
Local food emissions 0.54 - Carter 2010
Food waste landfilled – 0.723 DEFRA/DECC
Composting food waste – 0.006 DEFRA/DECC
Amount of food waste put to landfill per household, per annum 156kgs (WRAP 2012 & revisions)
Productivity on allotments etc per m2 = 3kgs/m2, Carter 2010

Outcome 1 - Replacing supermarket bought food with locally grown food
Grow Elgin 2 will develop at least 4 new public growing areas and add raised beds to existing community growing spaces totalling 250m2
We estimate these will produce 750kgs of locally grown food to replace supermarket produce (3kgs/m2, Carter 2010). The spaces will last at least 10 years, as all are in the grounds of community organisations who have agreed to engage with us and confirmed their leases/ownership

1. Baseline emissions = 3kg x 4.06 x 250 = 3.045kgs CO2e
2. Emissions after project impact = 3kg x 0.54 x 250 = 405kgs CO2e
3. Annual emissions savings = 2640kgs CO2e = **2.64T CO2e**
4. Lifetime saving = 10 x 2.64Co2e = 26.4 T CO2e

Outcome 2 – saving on food waste being added to general household waste
A survey indicates that no-one is separating or composting all their food waste apart from groups we've worked with already.
The average household produces 156kgs of unavoidable food waste per year (WRAP 2012 & revisions)
Grow Elgin 2 will convert 20 households to compost at home = 156 x 20 = 3120kgs waste

1. Baseline emissions = 156 x 0.723 x 20 = 2255.76kgs CO2e
2. Emissions after project impact = 156 x 0.006 x 20 = 18.72kgs CO2e
3. Annual emissions savings = 2237.04kgs CO2e = **2.24T CO2e**
4. Lifetime saving = 10 x 2.24 = 22.4T CO2e

and collect food waste/ set up composting systems at 15 community organisations and schools at 1kg per week = 15 x 52 weeks = 780kgs waste

1. Baseline emissions = 780 x 0.723 = 563.94kgs CO2e
2. Emissions after project impact = 780 x 0.006 = 4.68kgs CO2e
3. Annual emissions savings = 559.26kgs CO2e = **0.55T CO2e**

Lifetime saving = 10 x 0.55T = 5.5T CO2e