

Agenda Item 8

Memorandum of Understanding Ecoweeek

Between:

1 - Wells City Council (WCC) - Wells Town Hall, Market Place, Wells BA5 2RB
Contact – Haylee Wilkins, Town Clerk 01749 673091 / townclerk@wells.gov.uk

And

2 - Wells Environment Network (WEN)
Contact – wellsenvironmentnetwork@gmail.com

Purpose:

The following Memorandum of understanding (MOU) is to set forth the terms and understanding between Wells City Council and Wells Environment Network associated with the Wells Eco Week Annual event and aims for formalise the contributions and commitments of both parties.

Background:

Wells Eco week offers a dedicated series of events and meetings to promote sustainability, environmental awareness, and community action within the City. Ecoweeek serves as a catalyst to inspire citizens, local organisations, and businesses to come together, share ideas, and forge a greener future for our city.

Ecoweeek is a 10 day-long celebration that intertwines informative sessions, hands-on activities, and strategic discussions, all designed to foster environmental stewardship.

Expected Outcomes of the event include:

- Strengthened community commitment to environmental sustainability
- Enhanced collaboration between council, WEN, local businesses, and schools
- Concrete proposals for Wells City Council's consideration which will help meet Act To Adapt Plan and Climate Emergency Motion 2019
- New grassroots initiatives launched by WEN and community members
- Increased public awareness of green living strategies. Ecoweeek is a vibrant demonstration of Wells's dedication to a sustainable future.
- By engaging the council, WEN, and residents in meaningful dialogue and hands-on action, the city aims to make lasting strides toward environmental responsibility. Whether through learning, contributing, or celebrating, every participant plays a vital role in shaping the green legacy of Wells.

Planned special features throughout Ecoweek 2025:

1. Conference and Workshop Day to launch Act to Adapt - Informal sessions led by local experts on topics such as biodiversity, water saving measures, and climate change. Panel event with Q&As on Good Food For All
2. Pop-Up Repair Cafés - Free workshops where residents can bring broken items to be fixed, reducing waste and encouraging reuse.
3. Fixy Bus - Recycle electrical items to be collected and reused.
4. Nature Walks & Wildlife Surveys: Guided walks in local parks and green areas, with opportunities for citizens to participate in wildlife monitoring.
5. Co work with Literature Festival, Food Festival and Wookey Hole Cinema.
6. Collaboration with Primary and Secondary Schools
7. Social Media Challenges: Daily online challenges encouraging residents to share their eco-friendly actions and tips with series of videos online from residents
8. Active Travel Day - Community Fun Day focus on Walking, Cycling, Public Transport, Accessibility and Youth.

All parties commitments and Liabilities:

Work collaboratively to deliver services for the residents and visitors of the City.

Commitments and Liabilities of WCC:

Provide a suite of room bookings at Wells Town Hall with associated set up support, between 11th and 20th October to facilitate conference workshops and talks, free of charge.

Provide facility for electrical items to be dropped off at Wells Town Hall. There will be a requirement to provide a safe drop of site for items and storage until the date of the Fixy Bus pick up.

Provide Wells Recreation Ground and Bishop's Barn to support the Active Travel Day, including opening, closing and cleaning of the barn and toilet sundries for one day free of charge.

Support in the publication of social media and physical media within the Councils estate where possible.

Commitments and Liabilities of WEN:

Take liability for all individual events, ensuring liability insurances, necessary licenses and permissions are in place.

Steward events as required in line with legislation.

Will fund, manage and control each workshop, event or facility.

Directly manage content and resources of each workshop or event, including copying, publication, distribution and any associated feedback.

Provide copy content of the event workshops to the Town Clerk on request to ensure any references to Wells City Council are in keeping with the Councils own goals and objectives.

Duration:

This MOU will be effective from 01st October 2025 and will remain in effect until parties are mutually agreed the main objectives have been completed, or that it no longer serves in the interest of one or more of the parties involved and is terminated by mutual agreement.

Review and Amendment:

The parties agree to review the terms of this MOU annually and make amendments as necessary to reflect changes in priorities, resources and circumstances.

Signatories:

Wells City Council:

Haylee Wilkins

Town Clerk, Wells City Council

Wells Environment Network:

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