

***PART A**

Report to: Cabinet
Date of meeting: 6th February 2017
Report of: Head of Corporate Strategy and Client Services
Title: Adoption of new Tenancy Agreement for Allotments in Watford

1.0 Summary

- 1.1 This report summarises the updates to the Tenancy Agreement for our allotment tenants and is based on recent consultation with site supervisors, benchmarking and feedback from the Councils partner, Veolia who currently manage our allotment services
- 1.2 The updates to the tenancy are in line with current good practice and have been brought up to date to ensure consistency with the new Terms and Conditions.

2.0 Recommendations

- 2.1 To formally endorse the new tenancy agreement

Contact Officer:

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Report approved by: Lesley Palumbo, Head of Corporate Strategy and Client Services

3.0 Detailed Proposal

- 3.1 Watford Borough Council provides 12 allotment sites in the Borough which continue to be popular with local residents echoing the national picture.
- 3.2 A new and updated allotments strategy was adopted in 2013 and included Action Plan 3.8 “To review the allotment tenancy agreement and FAQ’s and update accordingly”

which were considerably dated and had a number of inconsistencies in relation to the FAQ's / Terms and Conditions e.g. rules with regards to bonfires.

- 3.3 Officers looked at a number of examples of tenancy agreements and have consulted with both site supervisors and Veolia to ensure that the new tenancy was 'workable'. The Head of Democracy & Governance was also consulted to ensure that the tenancy was also legally enforceable. A new tenancy agreement is therefore presented for consideration and approval by Cabinet.

4.0 **Implications**

4.1 **Financial**

- 4.1.1 The Director of Finance Shared Services comments that there are no financial implications.

4.2 **Legal Issues** (Monitoring Officer)

- 4.2.1 The Head of Democracy & Governance comments that the provisions of the Allotment Acts 1908 to 1950 have been considered and are reflected in the termination provisions within the agreement. The time for issuing the invoice has been brought forward to allow tenants who may not wish to continue with an allotment time to serve notice to terminate before the commencement of a new rental year.

4.3 **Equalities**

- 4.3.1 Not applicable

Appendices

- Tenancy Agreement

Background Papers

No background papers were used in the preparation of this report

File Reference

None