

**ENVIRONMENT & SUSTAINABILITY COMMITTEE 25<sup>th</sup> JANUARY 2016**

**REPORT SUBJECT: ALLOTMENTS**

**INTERIM REPORT BY: ALLOTMENT MANAGER, KAREN SMITH**

**1. Purpose of the Report**

- 1.1. The Allotment Manager provides full allotment reports in July and January each committee cycle to the Environment and Sustainability Committee on the general management of allotments. In October and April a short interim update is provided to the committee.
- 1.2. Due to the current situation with Whitebridge Allotments which has a potential impact on the allotment budget for 2016 and their management it has been agreed that a full report will be presented at the next committee meeting.

**2. Allotments Overview**

**2.1. Number of Allotment Plots**

- 2.1.1. Otley Town Council currently has 275 plots over 10 allotment sites.

**2.2. Vacant Plots**

- 2.2.1. There are currently 10 vacant plots. This may increase during January as some allotment holders may decide not to pay their bills and relinquish their plot.

**2.3. Allotment Waiting List**

- 2.3.1. There are currently 79 people on the overall waiting list many of whom have expressed an interest in more than one allotment site.

**3. Allotment Bills & New Allotment Database**

- 3.1. Allotment bills were issued in December 2015 and generated using the new database system designed and implemented by the Allotment Manager and Admin Team.
- 3.2. The allotment bills system is running smoothly and the deadline for payment is 31<sup>st</sup> January 2016.

**4. Allotment Working Group (AWG)**

- 4.1. The next meeting of the AWG is to be scheduled once the findings and implications from the Whitebridge site analysis are known (expected late January early February).

**5. Legal Aspects and Financial Implications**

5.1. The Council is empowered to manage allotments and to provide the same.

5.2. There may be financial implications relating to the findings on Whitebridge Allotment Site.

**6. Sustainability**

6.1. The provision of allotments is compliant with Aalborg.

**7. Recommendations**

7.1. This interim report is noted.