

Overview and Scrutiny Task Group - Allotments

Agenda and Reports

For consideration on

Thursday, 24th June 2010

In Committee Room 1, Town Hall, Chorley

At 6.00 pm



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24 June 2010

Dear Colleague

**OVERVIEW AND SCRUTINY TASK GROUP - ALLOTMENTS -
THURSDAY, 24TH JUNE 2010**

You are invited to attend a meeting of the Overview and Scrutiny Task Group - Allotments to be held in Committee Room 1, Town Hall, Chorley on Thursday, 24th June 2010 commencing at 6.00 pm.

AGENDA

1. **Apologies for absence**

2. **Declarations of Any Interests**

Members are reminded of their responsibility to declare any personal interest in respect of matters contained in this agenda. If the interest arises **only** as result of your membership of another public body or one to which you have been appointed by the Council then you only need to declare it if you intend to speak.

If the personal interest is a prejudicial interest, you must withdraw from the meeting. Normally you should leave the room before the business starts to be discussed. You do, however, have the same right to speak as a member of the public and may remain in the room to enable you to exercise that right and then leave immediately. In either case you must not seek to improperly influence a decision on the matter.

3. **Member of the public's request for Scrutiny (Pages 1 - 4)**

The two requests for a review of Allotments by members of the public are attached.

Members attention is drawn to the reasons given for the review.

4. **Background Information (Pages 5 - 36)**

A copy of the Allotments and Community Growing Report that went to the last meeting of the Equality Forum is attached.

5. **Scoping of the Review**

The Task Group will be requested to identify the principal objectives and desired outcomes of the inquiry.

a) Key aims and objectives

The Task Group may wish to consider shaping the inquiry around the following themes and objectives:

Waiting List provision

- Length of Waiting List
- Total allotments available
- Allocation criteria
- Size of existing plots
- Price

Accessibility

- Disabled access
- Raised beds
- Hard to reach groups

Tenancy Agreements

- Covenants
- Standards
- Rules and regulations

Community Growing

- Capacity
- Partnership working
- Private allotment sites
- Publicity/Communications

Members will be invited to comment on, add or revise, if necessary, these suggested elements of the inquiry.

b) Vision for the future

The Task Group will be requested to debate its views and aspirations for the long term future of Allotments in Chorley.

c) Scoping Document (Pages 37 - 38)

A copy of the scoping document is attached. The document will be completed to take account of Members discussions and submitted to the next meeting for endorsement.

d) Witnesses

The Task Group will be invited to identify the Members, Officers, individuals and organisations they wish to interview and/or consult during the course of the review.

e) Consultation/Research

Members may wish to consider obtaining information from a comparable authority on their allotment provision with a view to learning from best practice.

f) Site Visits

The Task Group will most likely wish to visit some of the allotment sites in Chorley to view at first hand and discuss with officers and allotment holders how the allotments are managed and the impact of any new initiatives.

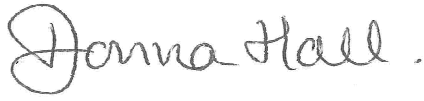
Members will therefore, be requested to suggest allotment sites that could be visited by the Task Group as part of its evidence gathering process.

6. **Future Meeting Dates**

The Task Group will be asked to agree a calendar of future meeting dates.

7. **Any other item(s) that the Chair decides is/are urgent**

Yours sincerely



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Chief Executive

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Distribution

1. Agenda and reports to all Members of the Overview and Scrutiny Task Group - Allotments (Julia Berry (Chair) and Anthony Gee, Marie Gray, Alison Hansford, Harold Heaton and June Molyneaux for attendance).
2. Agenda and reports to Martin Walls (Head of Streetscene), Andy Brown (Greenspace Co-ordinator), Alan Bothamley (Streetscene Co-ordinator (Grounds Maintenance)), Dianne Scambler (Democratic and Member Services Officer) and File for attendance.
3. Agenda and reports to Jamie Carson (Director of People and Places) for information.

This information can be made available to you in larger print or on audio tape, or translated into your own language. Please telephone 01257 515118 to access this service.

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ان معلومات کا ترجمہ آپکی اپنی زبان میں بھی کیا جاسکتا ہے۔ یہ خدمت استعمال کرنے کیلئے براہ مہربانی اس نمبر پر ٹیلیفون
کیجئے: 01257 515823