

**Allotment Strategy  
Public Consultation Comments  
January 2008**

<b>Comment</b>	<b>Officer Response and Appropriate Action</b>
<p>A 10 year Allotment Strategy is too long</p> <p>Why was Quadron asked to draft the strategy?</p> <p>Request for short term restricted parking bays by allotment sites for use by allotment holders</p> <p>Against merging of Addison Gardens and Extension</p>	<p>10 years is the contractual time for Quadron Services. The strategy will be delivered through Annual Implementation Plans that provide opportunity for change Quadron's input was sought as the agent for the Council.</p> <p>RBK do not provide bays for specific users on the public highway unless controlled by a permit. If this is requested a Traffic Management Order is applied for and the Controlled Parking Zone will follow the due consultation process.</p> <p>Comments considered and relevant amendments made to the document.</p>
<p>Credit Kingston Federation of Allotment Gardeners</p> <p>Comments made around ensuring all plots are being worked to their full potential by appropriate enforcement and new plot holders are provided with some assistance when first starting</p> <p>Improvements to signage at Addison Gardens Allotments</p> <p>Request provision of skips for a modest fee</p> <p>Clarification of the rules regarding livestock.</p>	<p>Comments considered and relevant amendments made to the document.</p> <p>Comments considered and relevant amendments made to the document.</p> <p>Policy: A signage strategy is devised to include consistency of location of signs, positioning, style and branding.</p> <p>Providing skips does not promote waste minimisation –a 'spring clean' could be arranged by the Allotment Association where a skip could be provided at a commercial rate. All tenants who are resident in Kingston can take bulky waste to the Civic Amenity Site at Villiers Road. New plots are prepared by Quadron Services where previous tenants waste is collected and disposed of.</p> <p>The Allotment Act 1950 included a clause for the provision of certain forms of livestock (hens and</p>

<p>Against merging of Addison Gardens and Addison Gardens Extension</p>	<p>rabbits) to be kept. The request for livestock will be on a case by case basis, although there is a general presumption against keeping any livestock on allotments. In the case of bee keeping, the location of the plot would be a limiting factor.</p> <p>Comments considered and relevant amendments made to the document.</p>
<p>Encouraged by the desire of the strategy for voluntary managed sites, but strategy should be stronger with regard to the responsibility of the hard assets by voluntary management</p> <p>Comments around enforcement of the tenancy agreement with regard to neglected plots.</p>	<p>The lease entered into by the Allotment Association and the Council will identify the responsibilities of the Association and the Council with regard to hard assets. Most leases have clauses that expect the lessee to provide day to day maintenance and repair of the gates, fences, water supply and paths but not major repairs with a large capital outlay. If these major repairs are required there will a period of discussion with the Council to find a resolution that is the agreement of both parties</p> <p>Comments considered and relevant amendments made to the document.</p>
<p>Comments around the lack of detailed process with regard to Voluntary management</p> <p>Identify responsibilities of key players: Quadron Services Ltd, NPS, RBK, K FAG and Associations.</p> <p>Request for more consultation with plot holders by Quadron and NPS</p> <p>Biodiversity should be taken into account when deciding how many of the unused plots are brought back into full cultivation.</p> <p>Suggest another strategic aim 'to enhance the experience of allotment holders'</p> <p>Replace the wording 'water taps' with 'water</p>	<p>The strategy is intended to make framework policies that are ratified by the Council rather than describe the process this will take. The Annual Implementation Plan will chart the actions required to promote voluntary management as well as the work around the changes made to documentation. This will require input by Legal Services and the Borough Valuer.</p> <p>Comments considered and relevant amendments made to the document.</p> <p>The strategy is the strategic direction of allotment management – this is plot holders opportunity to comment. Implementation of the policies in the strategy will be prioritised and actioned by the Annual implementation Plan.</p> <p>Comments considered and relevant amendments made to the document (see 6.1.9 and new addition 6.1.10)</p> <p>It is unclear what is meant by aim and how this can be achieved other than through the raft of policies recommended in the draft strategy.</p> <p>Agree Comments considered and relevant amendments made to the document.</p>

supply'	
Replace Site Liaison Volunteers with Site Liaison Officers	Officers in this context refer to those that are 'employed' by the Council, replacing volunteers with Officer could cause confusion leading to problematic relationships.
Request for more car access and parking provision	To provide car parking provision on sites that have none or little would require removing existing plots. If it is feasible to do so, capital finds are available to construct hardstand for cars and there is low demand on that particular site a consultation process would follow with all plot holders.
Comment to point 6.1.6 (Sinage)	'Style' and 'branding' in this context is for the sake of uniformity. The signs should all have a similar style and text, as the corporate style guide dictates.
Comment to point 6.1.8 (survey data)	Quadron Services Ltd is the agent for the Council and therefore have the responsibility to ensure satisfaction levels are high. It stands to reason that they should collect and act on any survey data.
Comment to point 6.2.1 with respect to community compost sites.	Community compost site in this context is a site that can be used by allotment holders, or if a site has been dedicated to the promotion of composting on a wider scale as is the case with Kingston Vale Allotments.
Comment to point 6.2.2 (keeping livestock)	'Prior arrangement' with respect to keeping of livestock' would be by a request being made to the Council. Many things would be taken into consideration such as location, type of livestock, proposed accommodation etc, etc before any permission granted. The Allotment Act 1950 included a clause for the provision of certain forms of livestock (hens and rabbits) to be kept, however, there is a general presumption against keeping any livestock on allotments.
Comment to point 6.3.2 (against merging of Addison Gardens and Extension)	Comments considered and relevant amendments made to the document.
Comment to point 6.3.4 (amended text now 6.3.3) clarification of 'annual increases that reflect current circumstances'	Quadron cannot raise the rent without prior agreement of the Council. Current circumstances would be a reflection of the general index for retail prices and improvements to the service (see amended text 6.3.3)
Comment to point 7.1 (amended text 7.2)	Comments considered and relevant amendments made to the document.
Add to strategic objectives 'to provide sufficient plots within reasonable walking	Acquisition of land by the council (either by lease or purchase) for allotments would need to be evidence based. This would be based on potential sites becoming available, local demand and

distance of potential plot holders'	feasibility. Wording of the strategic objectives has been changed to 'increase the numbers of available plots'. The Local Development Framework seeks to address any shortfall in need in the council open space assets. See amended text in Section 5. Also relevant to comments made on points 1.1, 5.2.4, 5.2.5, 6.1.1, 6.4.2
Comment to point 6.1.4 (amended text to 6.1.3)	There needs to be a robust policy in place for non-compliance. If a plot holder is unable to manage a full plot and a half is available on site then they would have first option, or there was a demand for half plots at that particular time. It would not be good management to divide plots if there is a waiting list for full plots.
Comment to point 6.1.6 (against sign improvement)	Signs are for the benefit of everyone not only for plot holders.
Comment to point 6.2.2 (Keeping livestock)	See comment in previous text
Add ' They provide the opportunity to grow your own food'	Comments considered and relevant amendments made to the document.
Add to strategic objectives 'To identify new plots on vacant patches of land'	Amended text in Section 5.2 addresses the point
Question regarding extending number of allotment sites	See amended text in Section 5.2 addresses the point. In addition, there are plans to bring unused plots on existing sites back into workable status. For example on Kingshill Allotments the will be an increase in the number of available plots.
Agree with changes to Addison Gardens	There has been an overwhelming response against this as a proposed policy. Hence, it has been removed as a policy. If, in the future it is a feasible option it will become an action in the Annual Implementation Plan.
Reduced rate is not enough of an inducement if a plot has been allowed to become overgrown: would like to see more active management before plot is let	A small amount of clearing is carried out prior to letting the plot. However, it is the responsibility of the tenant under the terms of the tenancy agreement to ensure the plot is workable.
Request provision of small bins for perennial weeds	If capital funds become available.
Request for skips	Providing skips does not promote waste minimisation –a 'spring clean' could be arranged by the Allotment Association where a skip could be provided at a commercial rate. All tenants who are resident in Kingston can take bulky waste to the Civic Amenity Site at Villiers Road. New plots are prepared by Quadron Services where previous tenants waste is collected and disposed of.

Request for skips	See previous comment
Comment on point 6.2.2 wrt: bee keeping	The Allotment Act 1950 included a clause for the provision of certain forms of livestock (hens and rabbits) to be kept. The request for livestock will be on a case by case basis, although there is a general presumption against keeping any livestock on allotments. In the case of bee keeping, the location of the plot would be a limiting factor
Encourage local schools to visit allotments	Whereas there is no reason why a school could not visit an allotment site, this would have to be the responsibility of the individual school and the site. Currently there are no resources available to offer this as a service.
Concerned that Groveland Way allotment did not appear on map. Worried site may be sold to developers.	This is not the intention, maps are in the first draft and this was a simple error. Maps of all allotments sites available in the allotment strategy.
Request for K FAG to be involved with the Annual Implementation Plan	Agreed amended text includes new policy <i>Policy: The strategy will be delivered through the Green Spaces Annual Implementation Plan (AIP). The plan will be developed in partnership with K FAG and Quadron Services and considered by the Executive Committee for approval.</i>
Federation maintains that the land allocated as allotments should not be classed unlettable until all reasonable means have been taken to ensure its recovery into allotment use	Agreed.
Does 1240 represent all the land allocated to allotments?	Yes – although this figure has been revised to 1200
K FAG wish play key role in the delivery of the strategy and with the promotion and facilitation of voluntary management	Agreed – see amended text <i>Policy: To work in partnership with the Federation of Allotment Gardeners to engage stakeholder groups, site liaison volunteers and individuals to develop the service through the Annual Implementation Plans.</i>
Update the roles and responsibilities of the Site Liaison Volunteers and encourage a robust communication stream	Agreed – see above
With regard to voluntary managed site	Agreed – see amended text 6.3.3

<p>leases – lease arrangements need to be updated in line with current circumstances</p> <p>Comment to point 5.2.4 (car parking)</p> <p>Comment to point 6.1.4 – process for enforcement</p> <p>Comment to point 6.2.2 (keeping livestock)</p> <p>Comment to point 6.3.2 (against merging Addison Garden and Extention)</p>	<p>To provide car parking provision on sites that have none or little would require removing existing plots. If it is feasible to do so, capital finds are available to construct hardstand for cars and there is low demand on that particular site a consultation process would follow with all plot holders</p> <p><i>Policy: To develop a recognised standard of cultivation and maintenance and a process for termination if not complied with.</i> Suggestions made with respect to process agreed.</p> <p>The Allotment Act 1950 included a clause for the provision of certain forms of livestock (hens and rabbits) to be kept. Hence, the request for livestock will be on a case by case basis, although there is a general presumption against keeping any livestock on allotments. In the case of bee keeping, the location of the plot would be a limiting factor</p> <p>Comments considered and relevant amendments made to the document.</p>
<p>Include in 1.1 Production and delivery of food. Biodiversity and flood mitigation</p> <p>3.1.4 (dft 2)( 3.1.5) ‘fallow implies non-use to retain/restore fertility – suggest ‘unused’</p> <p>Request objective about sustainable gardening techniques – those that don’t deplete fertility or consume fossil fuels. Preferably permaculture favouring perennial crops</p> <p>Introduce a policy that favours sustainable use. Use of harmful chemical could be grounds for losing the lease in favour of people on the waiting list.</p> <p>Agree with 6.2.1 (no skips)</p> <p>Provide incentives for habitat creation in</p>	<p>Comments considered and relevant amendments made to the document.</p> <p>Comments considered and relevant amendments made to the document.</p> <p>Comments considered and relevant amendments made to the document.</p> <p>Comments considered and relevant amendments made to the document</p>

<p>margins, especially for helpful pest predators such as frogs, toads, hedgehogs, ladybirds and other beetles.</p>	
<p>Concerns about security with respect to encouraging walking or cycling to sites carrying expensive tools etc</p>	<p>The council promotes walking and cycling as an alternative to the car in all its strategies and policies. The strategy recommends that more allotment land will need to be provided that offers more people the opportunity to have a plot nearer to their home. Security will always be an issue on a large tract of open land, the Council has a duty to provide adequate security ensuring gates and fences are kept in an adequate condition.</p>
<p>Who is going to make the plots more lettable?</p>	<p>The Council's agent, Quadron Services, is responsible for the management of the sites which include ensuring that as many plots are 'lettable' in line with the policy.</p>
<p>What kind of concessions can be expected to bring the plot up to standard?</p>	<p>Reduction in rent for the first two years. Larger amount of initial clearance. Large non compostable rubbish removed off site.</p>
<p>Concerns about large mature trees that have not been actively managed in the past.</p>	<p>The strategy aims to address the strategic management of the site. If trees are deemed dangerous (and this is been communicated) the tree will be inspected by the council's Tree Officer and action taken if necessary</p>
<p>Concerns about the time potential plot holders can give to maintain an expected standard of cultivation</p>	<p>Plot holders have a responsibility under the terms of their agreement to ensure the plot is maintained. Standards of maintenance will be agreed in consultation with the Federation of Allotment Gardeners, in which all issues will be taken into account.</p>
<p>Request for skips</p>	<p>Providing skips does not promote waste minimisation –a 'spring clean' could be arranged by the Allotment Association where a skip could be provided at a commercial rate. All tenants who are resident in Kingston can take bulky waste to the Civic Amenity Site at Villiers Road. New plots are prepared by Quadron Services where previous tenants waste is collected and disposed of.</p>
<p>Request for tenancy agreement to be written in plain English and to revise tenancy agreements the voluntary managed sites use.</p>	<p>Comments considered and relevant amendments made to the document. Voluntary managed sites are at liberty to use what tenancy agreement they wish. Their lease does not stipulate what agreement they use. Some use an amended version of the standard agreement; others have independently had an agreement drawn up.</p>
<p>Strategy needs more about sustainability especially with regard to biodiversity.</p>	<p>Agree - Now included as one of the strategic objectives and accompanying policy</p>
<p>Request that sheds be left by vacating tenants and/or provision of a shed as</p>	<p>If a shed is already on the plot and the new tenant agrees that he/she would be happy for it to stay, this could be a private agreement between the two parties, otherwise the shed would be removed as part of the preparation for the new tenant.</p>

<p>standard when renting a plot</p>	<p>One of the strategic objectives is to 'evaluate current methods of service delivery and propose a model for the future'. The provision of sheds as an optional extra for an annual rental fee could be part of the proposal.</p>
<p>Welcomed the strategy and the recommendation to increase the number of plots.</p>	
<p>Welcomed the strategy</p> <p>Would like a policy that removes tenants who do not actively manage their plots and termination period.</p> <p>How will the council encourage voluntary devolved management?</p> <p>What suggestions are there to encourage and create stronger relationship between KFAG and the Council? Comments around reducing the numbers on the waiting list by ensuring plot holders work their plots to an agreed standard.</p> <p>Agree with payment online through the website.</p> <p>Clarification of keeping livestock</p>	<p>The Allotment Act 1950 lays down the termination period of 12 months. The Policy: <i>To develop a recognised standard of cultivation and maintenance and a process for termination if not complied with</i>, will provide the process by which this will be adhered to.</p> <p>The strategy is intended to make framework policies that are ratified by the Council rather than describe the process this will take. The Annual Implementation Plan will chart the actions required to promote voluntary management as well as the work around the changes made to documentation. This will require input by Legal Services and the Borough Valuer. Comments considered and relevant amendments made to the document <i>Policy: To work in partnership with the Federation of Allotment Gardeners to engage stakeholder groups, site liaison volunteers and individuals to develop the service through the Annual Implementation Plans.</i> See previous comments on compliance.</p> <p>The Allotment Act 1950 included a clause for the provision of certain forms of livestock (hens and rabbits) to be kept. Hence, the request for livestock will be on a case by case basis, although there is a general presumption against keeping any livestock on allotments. In the case of bee keeping, the location of the plot would be a limiting factor</p>