

Welcome to Adur & Worthing Council's Allotment Self-Management Meeting

Allotment Self- Management

The WAM Experience

Background

1. WAM began management of one site in Worthing (West Tarring) as a 2-year pilot in October 2013.
2. A Committee was formed, consisting of Chairman, Secretary, Site Manager, Membership Secretary, and Treasurer.
3. Given the success of the pilot, the remaining sites in Worthing were given the opportunity of joining WAM.
4. In 2015, 6 of the 7 remaining sites voted to become self-managed.

What is Self-Management?

1. The Council remains as landowner.
2. Rents are collected by WAM on behalf of the Council.
3. Rent levels are determined by WAM, agreed in Committee, and if sanctioned by Council they are voted on at the AGM.
4. Accumulated rents are used to pay the water bills, benefit the allotment sites and thereby the tenants directly.
5. WAM is responsible for site maintenance, subject to the terms of the Service Level Agreement.
6. WAM appoints Overseers who together with Site Managers monitor plot usage and condition.
7. WAM Chairman issues eviction notices.
8. WAM administers waiting lists, issues rent invoices and maintains a database of tenants.

What is Self-Management?

9. WAM has developed the Terms and Conditions of Allotment Tenancy and is responsible for monitoring compliance.
10. Any changes are agreed, initially in Committee and then ratified at the AGM.
11. WAM has also developed documents associated with allotment self-management, including:
 - i. Policies and Procedures,
 - ii. Application forms
 - iii. Invoice letters, non-cultivation letters and notice to quit letters (all linked to the database)
 - iv. Overseer agreement, etc.

What is the WAM experience?

1. Repairs/maintenance issues are dealt with like never before.
2. Wherever possible, tenants are encouraged to join site working parties.
3. These working parties are necessary for plot clearance, minor repairs and general site improvements.
4. Our Committee meets once every month.
5. A Council representative also attends Committee Meetings.
6. We have been successful in securing funding for working party tools plus three secure shipping containers for their storage, a disabled area and composting toilet, and replacement pipework to water tanks at West Tarring and Chesswood Farm.

What is the WAM experience?

7. To eliminate the personal liability of its elected officers, WAM became a Company Limited by Guarantee in 2015.
8. An important element in Self-Management is communication with tenants:
 - I. Email
 - II. Newsletter
 - III. Noticeboards
 - IV. Website
 - V. Facebook
9. Greater social interaction through seed/plant sales and BBQ's.