

NORTHAMPTON BOROUGH COUNCIL

**ALLOTMENTS (WATER CHARGES)
TASK AND FINISH GROUP**

REVIEW SCOPE

1 PURPOSE/OBJECTIVES OF THE REVIEW

Purpose

To investigate the proposed water charges for allotment holders within the borough and to link the review to the Council's corporate priorities.

Objectives

- Fairness in cost in relation to the size of the allotment
- Leakage issues
- Conservation of water issues
- Whether water charges were included previously in allotment rent.

2 POTENTIAL OUTCOMES

- A fair, comparable and acceptable charge for water usage.
- Possible recommendations for further work regarding the Council's overall Allotment Strategy

3 INFORMATION REQUIRED

- Northampton Borough Council's water charges and those of comparable Local Authorities
- Calculations regarding allotment and water charges (provided by the Northampton Allotment Network)
- Details of allotment sites and allotment sizes within the borough
- Details of allotment rental charges and comparable data from other Local Authorities
- How Northampton Borough Council is billed for water usage by Anglian Water
- Identify the water charge as either business or domestic
- Water usage for individual allotment sites in the borough

4 FORMAT OF INFORMATION

- Baseline Data
- Officer reports/presentations: -
Details of allotment sites within the borough
Cost of allotment sites with comparable allotment sites

- Benchmark charges with other Local Authorities)
- Witness Interview with the Portfolio Holder
- Details of allotment sites within the borough

5 METHODS USED

- Minutes of the meetings
- Checklist for site visits
- Views of allotment holders
- Desktop research/ web based
- Alternative(s) to water on allotment sites
- Details from privately owned allotment sites regarding water usage

6 CO-OPTION TO THE TASK AND FINISH GROUP

Suggestions:

- Mr Barry Oliver - Northampton Allotment Network
- Mr Tony Care - Northampton Allotment Network
- Northampton Allotment Council to be asked to nominate a member to be a co-optee of this Task and Finish Group

7 EVIDENCE GATHERING TIMETABLE

July to September 2006

20 July	Scope the review
mid August	Site visits
21 August	Evidence gathering
7 September	Evidence gathering
22 September	Finalise Chair's final report

8 RESPONSIBLE OFFICERS

Lead Officer	Carl Grimmer
Co-Ordinator	Tracy Tiff

9 RESOURCES AND BUDGET

Possible expert evidence to the meeting scheduled for 7 September 2006

10 FINAL REPORT

Completed by September 2006. Presented by the Chair of the Task and Finish Group to the Overview and Scrutiny Committee and then to Cabinet.

11 MONITORING PROCESS