**Jan 2024 PLOT INSPECTION PROCESS**

**Plot Inspectors**:

Committee member + Plot holder/s (photographic evidence will be taken if necessary)

**Timing:**

Plot inspections will normally take place in late March, May, possibly July and then September. If a Notice of Concern has been sent, then there will be follow up inspections at 4-week interval. If a plot is showing marked deterioration the Committee will do a plot inspection no matter what time of year.

**When you sign the tenancy document you are agreeing to maintain your plot to an acceptable level of cultivation. Photos will record the state of your plot. You are also showing your commitment to follow the Site Rules & Conditions of Tenancy in cultivating your rented land.**

**Notices of Concern:**

These are based on an amended traffic lights system. All of them require a 4-week re-inspection.

* Green is No concern on the plot requiring no further inspection
* Yellow is a Slight concern
* Amber is Serious Concern
* Red is Urgent Concern with a warning that your tenancy will be cancelled without urgent improvements

(All of the above will apply unless the committee has been given valid reasons for neglect)

If Amber or Red notice is sent, the Committee will want a plan from you and/or a meeting with you as to how you intend to make improvements. It is hoped that even if you receive an Amber or Red notice, with work and support and possibly an allotment “friend”, you will then at next inspection receive a Yellow and then finally a Green notice that shows all is well. Each reinspection will be after a 4-week interval and may be recorded with photos. This process will take at least 2 months which should be sufficient time for a plot holder to improve the state of the plot but not for the plot to deteriorate beyond control.

**The Notices are different for probationer plot holders – the first is at 3 months and then there is a final approval inspection at 6 months at the end of the tenancy. This is not subject to appeal.**