



# HASLEMERE TOWN COUNCIL

## ALLOTMENT PROCEDURE WAITING LIST

### BACKGROUND

Applicants have two offers of an allotment plot before they are moved to the bottom of the waiting list.

We are finding it increasingly time consuming to allocate vacant allotment plots due to repeated non-response or refusals from approximately 25% of applicants currently on the waiting list. Offers are either ignored or declined, resulting in a waiting list that may not accurately reflect genuine demand.

### IMPACT

- Increased administrative workload
- GDPR issues with retained data where residents have moved away from the area
- Reduced efficiency in allocating plots to interested residents

In order to maintain an accurate and manageable waiting list, ensuring those who are genuinely interested in getting an allotment plot the following recommendation is made.

**RECOMMENDATION:** Any applicant who fails to respond to, or refuses, a second offer is removed from the waiting list. There is an option to reapply after 6 months.