

## **Step up to become an Association Site Rep.**

The Association is a democratic campaigning organisation, with the needs of its members at the heart of its activities. The Site Reps are the eyes and ears of the Association and play a vital role in promoting the improved efficiency of Council run allotment sites in Bath.

The principal role of the Site Rep is to be the first point of contact with the Association member plot-holders on the site and to represent their views to the Association and to the Council. The Site Reps have access to the names and addresses of the members on the site.

Site reps are encouraged to welcome new plot-holders to the site and to promote the Association's resources and activities. They are encouraged to promote the benefits of composting, efficient water use, sound and preferably organic cultivation methods and wildlife conservation. Some sites have joined community projects such as Cropdrop, under the leadership of the Site Reps.

Site Reps are also invited to attend various meetings with the Association and the Council and to contribute to the gathering of information about the sites. An example would be the Repairs and Infrastructure Lists, which the Association uses to discuss how and where the Council's budgets are spent.

The Association has put up notice boards at most sites and the site reps are responsible for maintaining and putting up the Association notices. The contact for any problems with a notice board is Andrew Baker.

If there is a dispute between Association members or a member and a non-member, the Site Rep should have reference to the Association's Code of Conduct, which is on the website. If amicable resolution cannot be obtained, the matter should be referred to the Association Committee. Clearly, in serious cases the matter should be reported immediately to the Council, keeping the Association Committee informed.

The Site Rep is not responsible for monitoring plots, but is encouraged to keep an eye out for vacant or under-used plots and to liaise with Council and Association. However, only the Council has responsibility for the enforcement of the Tenancy Agreements.