



Garden Assistance Scheme Policy

Issued by Social Housing & Community Safety

November 2024

Garden Assistance Scheme Policy Quality Record

Revision	Date	Description	Stage	Agreed
Draft		1 st revision		
Draft		Single Member Decision	Approved	14.12.17
		EqlA		
Draft	25.09.2024	2 nd revision	Draft	25.09.24
Draft	27.11.24	EqlA	Draft	27.11.24
Draft	28.11.24	Single Members Decision	Draft	28.11.24

	Page
Contents	3
Policy Statement	4
Purpose	4
Responsibility	4
Eligibility Criteria	4
Gardening Services	5
Operation	5
Equalities	6
Related Documents	6
Review date	6

**This Policy is available in larger print.
Please contact Human Resource if you require assistance.**

1. Policy statement

- 1.1. The Garden Assistance Scheme is set up to consider applications from Council tenants to provide a basic 'one-off' gardening service to assist those whose gardens have not been well-maintained and kept in a good and tidy condition in accordance with the terms of their tenancy agreement.
- 1.2. The scheme, if approved, will assist tenants who have been unable to maintain their gardens due to physical or mental health issues, a disability, vulnerability, long term illness or financial issues.

2. Purpose

- 2.1. The purpose of this policy is to ensure that the Social Housing & Community Safety directorate adopts a consistent, fair and transparent approach when assessing an applicant's qualifying criteria, how referrals are received and what remedial work is going to be carried out.

3. Responsibility

- 3.1. The Landlord Services Manager retains the overall responsibility for the implementation of this Policy.
- 3.2. The Tenancy Management & Engagement Team Leader and Independent Living Team Leader are responsible for the operational delivery of this policy and the associated procedures. This includes responsibility for monitoring and reviewing, staff awareness and training, policy development and communication to tenants.

4. Eligibility Criteria

- 4.1. Criteria for accessing the scheme will be as follows:

- ❖ Tenants must be in receipt of at least one of the following benefits:
 - ✓ Attendance Allowance
 - ✓ Personal Independent Payment
 - ✓ Disability Living Allowance (all types)
 - ✓ Severe Disablement Allowance
 - ✓ Industrial Injuries Benefit
 - ✓ War Disablement Pension
 - ✓ Long-term Incapacity Benefit
 - ✓ Employment Support Allowance (Support Element)
 - ✓ Employment Support Allowance (Transitional Element)
 - ✓ Universal Credit (with the inclusion of any of the above elements)
 - ✓ Pension Credit
- ❖ Tenants must not have any person residing with them who could reasonably be expected to carry out gardening works at the property.
- ❖ Tenants must be unable to carry out the work themselves.
- ❖ Tenants must have no family, friends or support network capable of carrying out gardening work and living within a 10-mile radius of the property.

- 4.2. Documentary evidence of the eligibility criteria will be requested as part of any application made to the scheme.
- 4.3. If an application is approved for the scheme, no further applications will be accepted. Tenants will be required to demonstrate how they will maintain their gardens to an acceptable standard going forward.
- 4.4. In instances where a tenant may require ongoing support with maintenance of their gardens, a referral will be made to the Council's Tenancy Support Officer to determine if there are any gardening services available to tenants.
- 4.5. In very exceptional circumstances, the Assistant Director for Social Housing & Community Safety can exercise discretion to override aspects of this policy. Each case will be considered on an individual basis.

5. Gardening Services

5.1. Services that may be carried out to the Garden Assistance Scheme:

- ❖ mowing grass
- ❖ pruning bushes and low small branches
- ❖ weeding
- ❖ strimming (brambles, nettles, and overgrown greenery)
- ❖ tidying hedges
- ❖ removal of green waste, such as bushes, brambles, and leaves

5.2. Services that do not apply to the Garden Assistance Scheme:

- ❖ Landscaping or building work, such as paths, fences, paving areas or installing water features (this list is not exhaustive)
- ❖ Tree works
- ❖ Rotavating or garden levelling.
- ❖ Removal of hazardous material including glass, sheds with broken panes, toxic liquids / chemicals.
- ❖ Non-hazardous waste (apart from green, natural waste) and bulky items

5.3. Any application that lists services that do not apply under the scheme will be refused.

6. Communal Areas

6.1. As a rule, communal gardens or shared areas will be maintained as part of Nuneaton and Bedworth Borough Council's grounds maintenance service.

7. Operation

7.1. The scheme will operate as follows:

- ❖ The scheme is based on direct application from tenants, external partners, Elected Members, members of the Landlord Services team (this list is not exhaustive).
- ❖ Applications will be dealt with on a 'first come first served' basis.
- ❖ The scheme shall operate within the annual budgetary limits.

- ❖ Each application will be capped to a spend up to £1000. Any costs above this amount will be recharged to the tenant.
- ❖ Applications from tenants who do not meet the eligibility criteria and/or the services provided under the scheme will be refused.

8. Equalities

- 8.1.** Nuneaton and Bedworth Borough Council is committed to promoting equality of opportunity and to eliminating unlawful discrimination based on any of the protected characteristics set out within the Equality Act 2010 or other difference that can lead to discrimination or unfair treatment.

9. Related Documents

- Tenancy Agreement
- Anti-Social behaviour Policy
- Vulnerable Persons Policy

10. Review Date

- 10.1.** This Policy will be reviewed every three years.