

Policy Guidance Note 8

Gardens

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| Responsible Officer | Service Manager – Housing and Property | | | | | | |
| Issue No. | <u>1</u> | Revision No. | <u>3</u> | Revision Date: | 17/09/2010 | Doc Ref: | OP1 v1.4 |

Amendment and Authorisation Record

PGN8 - Gardens

| Date | Author | Paragraph ref: | Nature of change | Authorised by |
|-----------|--------|----------------|--|---------------|
| 21/03/06 | | N/a | First dated revision | - |
| 02/02/09 | MH | N/a | Change to Responsible Officer Job Title | AJ |
| 17/9/2010 | MH | 3.0 | Amend wording with reference to mutual exchanges as highlighted by internal audit. | CM |

GARDENS

- 1.0 Tenants are responsible for the upkeep of a garden. Any tenant with an untidy garden is to be reported to the area Housing Officer for enforcement action.
- 2.0 On termination of tenancy the condition of the garden should be noted and the outgoing tenant reminded of their obligations. If the garden is still untidy at the time of termination, the garden should be brought to an acceptable standard by the DLO. The cost will be recharged to the outgoing tenant in accordance with OP5 Recharges.
- 3.0 Parties agreeing to a mutual exchange should be advised that the gardens are accepted “as seen”, and you are responsible for future maintenance. The Council cannot be responsible for the condition now or in the future.