

**London Legacy Development Corporation / Square Yard / Our Parklife
Mobile Garden Agreement**

Agreement between the London Legacy Development Corporation (LLDC), Square Yard and Our Parklife (OPL) on the land on which the mobile garden sits and operates.

Term Start	Commencing from and including 1st January 2024
Break Date	31st March 2025
Tenure/Red Line	The property/Land known as Mobile Garden and more particularly outlined in the red line drawing in Schedule 1.
Renewal	From September 2024, LLDC, Square Yard and Our Parklife shall discuss the future of Mobile Garden, and update the terms and conditions of the agreement accordingly, which will then inform a new agreement to be set forth, should all parties see fit to do so. Assets are owned by the LLDC, who are responsible for the removal/relocation/replacements of the assets upon expiry or termination of the funding agreement.
Insurance and liability	<ul style="list-style-type: none"> • All assets, including but not limited to the ones listed in Schedule 2, are covered by an insurance policy held by the LLDC. • Organisations delivering activities in the garden are liable for the sessions they are delivering. • When the garden is closed or opened but unsupervised, Hackney Bridge is responsible and liable for the land and therefore it includes Mobile Garden. • Our Parklife is responsible and liable for when Park Champion Team Leaders supervise the garden. • Any party running an activity on the garden needs to provide proof of public liability insurance.
Out-of-Hours Insurance	Square Yard's standard, site wide insurance policy will cover liability outside of the Mobile Garden operating days and hours, as well as when the garden is opened unsupervised.
Management	The Mobile Garden must operate in accordance with the principles of good estate management, and all assets including but not limited to storage containers, planters, furniture, fixtures, equipment, fencing, irrigation infrastructure, rubber matting, etc. must be maintained in a manner that is acceptable to Square Yard and LLDC.
Operational Costs	Hackney Bridge to provide in kind: <ul style="list-style-type: none"> • Access to water. • Access to electricity as and when required. • Litter picking. • Security twice daily inspections. • Support in signing in/out garden reps.
Power	Small solar panel lights have been installed by Our Parklife.. There is currently no need for additional power in the area.
Water	A water hookup has been installed under the ground in the mobile garden which connects to Hackney Bridges' water supply. Our Parklife and its partners will be harvesting water where possible.
Waste	General waste and recycled waste will be fairly minimal. Our Parklife will complete its own composting of green waste. Square Yard will be responsible for litter picking when the garden is opened unsupervised and reporting any issue.
Security	Site security via Square Yard will continue to be offered to the Mobile Garden area through: <ul style="list-style-type: none"> • Daily patrols, twice a day • Sign in/out process for garden users at the Hackney Bridge security office

	<ul style="list-style-type: none"> • Provision of a radio when Park Champion Team Leaders, Garden Reps and Allotment Users are on site • Deliver first aid response in case of emergency
Pest control	Responsibility of Square Yard
	<p>Our Parklife and its partners will aim to programme activities in the garden several days a week. It will take the form of:</p> <ul style="list-style-type: none"> - Gardening Community Sessions free and open to all delivered 2 days a week – 3 sessions – a weekend session will take place bi-weekly - Educational Visits as and when - Corporate Volunteering as and when - Maintenance and prep-works <p>Other local community organisations and local residents will have access to the garden upon completing an induction training. Our Parklife will provide details of the schedule and its users to Square Yard.</p>
Access	Square Yard will provide an indoor space as and when required and available.
Programming	Our Parklife will provide details of the schedule and its users to Square Yard. Activities will include the above, with the garden being opened unsupervised by garden reps from time to time.
Maintenance	<p>General maintenance of the Mobile Garden will be the responsibility of Our Parklife and its partners, based on funding available.</p> <p>Litter will be the responsibility of Square Yard.</p>
Alterations	Any material updates, additions, enhancements, or changes to the layout, aesthetic, or components of the Mobile Garden must be communicated to all parties in writing beforehand so as to maintain transparency among all parties involved.
Obligations	Our Parklife must inform Square Yard of an event/issue that might affect any insurance policy relating to the Property. In turn, Square Yard must share with Our Parklife when events are taking place on the lower tier, potentially affecting vehicle movements, pedestrian and mobility access as well as amplified noise levels.
Marketing	<p>LLDC, Our Parklife and Square Yard will work together to promote the garden and will discuss communications and partnership opportunities to see where we have common goals and where Hackney Bridge Members can be involved with volunteering hours. A communications plan will be drawn up between partners to ensure messaging is consistent.</p> <p>All parties to have a section dedicated to Mobile Garden on their website and Mobile Garden to feature on the Hackney Bridge map.</p>
Access rights	<p>Vehicle access to the Mobile Garden can be obtained through the Copper Box Arena car park and through the blue gate in front of the garden. Occasionally from time-to-time access through this blue gate at the front of the garden may be restricted but this will be communicated to Our Parklife in advance.</p> <p>Pedestrian access is available by the canal and through Hackney Bridge, this includes an accessible route. The route by the canal not being fenced off is primordial to the garden's success.</p> <p>Additional signage will be provided by Square Yard to ensure all users can easily find the garden.</p>
Rights of Access	Square Yard will have access to the space with prior notice and will make use of the road situated by the redline from time to time.
Vehicle Access	Vehicle will have access to the space through the car park from

	the Copper Box Arena. Access to this space will need to be agreed in advance with Park HQ security team.
BBQ	Our Parklife will give Square Yard 2 weeks' notice of any BBQ activity and there will be a maximum of 10 per year.

Project Governance

1. Regular Project Meetings

- 1.1 The Parties agree to conduct regular project meetings throughout the duration of the collaboration to ensure effective communication, collaboration, and progress tracking.
- 1.2 Each Party shall designate a representative responsible for collecting, organizing, and disseminating project-related information.
- 1.3 The frequency, format, and agenda of the project meetings shall be determined jointly by the Parties and documented in a mutually agreed-upon schedule.
- 1.4 All Parties involved in the project shall make reasonable efforts to attend and actively participate in the scheduled project meetings.

2. Decision-Making

- 2.1 The project meetings shall serve as a platform for collaborative decision-making. Decisions made during these meetings shall be documented and shared with all Parties promptly.

3. Dispute Resolution

- 3.1 In the event of any disputes arising under or in connection with this collaboration, the Parties agree to meet promptly to discuss and attempt to resolve the dispute amicably.

4. Termination

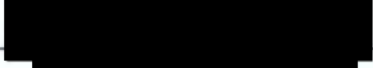
- 4.1 Any Party may terminate this collaboration with three months' written notice to the other Parties in the event of material breach by an other party that remains unrectified within 28 days of being notified (or is incapable or remedy) and likely to result in material harm to people, property of the reputation of any party.
- 4.2 Upon termination, the Parties shall work together to ensure a smooth transition, and all outstanding obligations and responsibilities shall be addressed in good faith.

Signed for and on behalf of LLDC

Name Layla Conway, Head of Education, Careers and Youth Engagement, LLDC

Signature 

Signed for and on behalf of Hackney Bridge

Name 

Signature 

Signed for and on behalf of Our Parklife

Name T. BURNS

Signature



The premises comprising of the space known as lower tier mobile garden situated on the ground floor of Site and shown edged red on the Property Plan below.

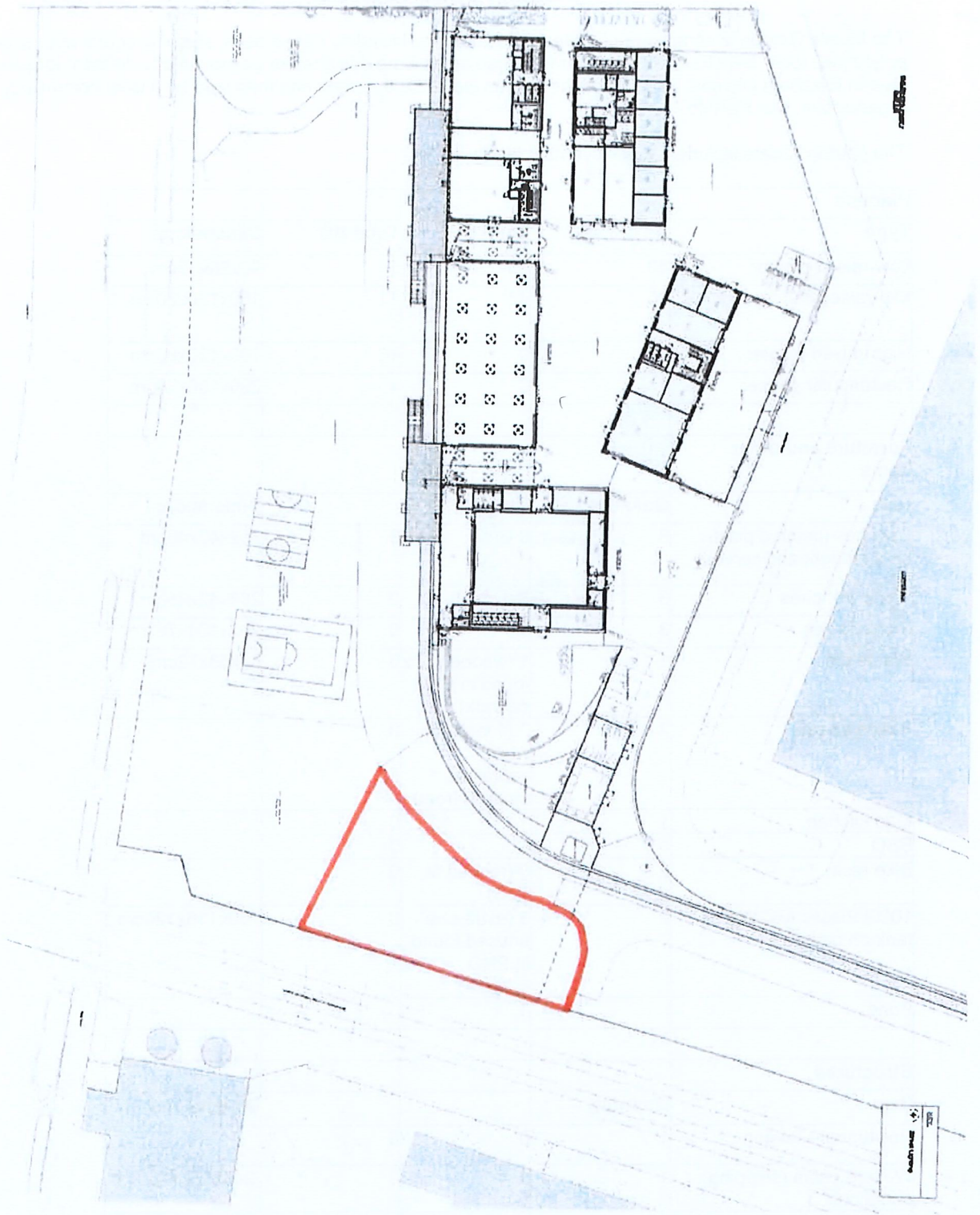
Schedule 1: Map

Mobile Garden Asset List

The Mobile Garden is comprised of a range of structures, including raised beds, shipping containers, shed, polytunnel, tools, benches and other items. These items were designed to be movable to different locations on Queen Elizabeth Olympic Park where the garden would be operated and managed by a local community organisation, Our Parklife.

The garden Assets include; as of November 2022:

Planters				
Type	As of Feb 21	Total OPL	Total HB	Dimensions
Low-raised planter	49	26	1	90x90x33cm
Mid-raised planter	96	43	11	100x120x60cm
High-raised planter	17	0	16	100x120x85cm
Rectangular planter	4	0	4	200x100x70cm
Furniture and other items				
Item	Quantity			Dimensions
Benches (painted plastic, both straight and curved)	8	0	8	202x42x45cm
Picnic benches	6	6	0	202x42x45cm
Picnic tables	3	3	0	202x101x75cm
Waste bin	1	1 (wooden box found in PHQ carpark)	0	58x58x72cm
Notice boards	2	2 (1 large on white container, 1 small in front)	0	
Mud kitchen	1	1	0	
BBQ	1	1	0	
Bike rack	2	0 (reused at TLC)	0	
1000l Plastic IBC Water tank on pallet	2	3 (extra one unused found in PHQ carpark)	0	100x116x120cm
Pond		1		
Structures				
Item	Quantity			Dimensions
Polytunnel skeleton	1	0	0	
Welfare cabin (shipping container)	1	1	0	945x300x260cm
Tool shed (shipping container)	1	1	0	605x245x260cm
Timber staff changing shed	1	1	0	210x185x270cm
Fencing				
Item	Quantity			Dimensions



Schedule 2: List of assets

Picket fencing	112m	112m		
Double leaf gate	1	0	0	5m
Double leaf gate	2	1	0	2m
Single gate	0	1	0	1m
Various gardening equipment including tools, work benches, shelving units and miscellaneous items				

