

Fife Council Allotments Strategy

2018 - 2023



2.

EXECUTIVE SUMMARY ~ *Growing our own*

This strategy provides an action plan to deliver long term, sustainable improvements to existing allotments and develop new allotment sites across Fife over the next five years.

The Community Empowerment (Scotland) Bill became enacted on the 24th July 2015. Part 9 of the act relates to legislation on allotments and places a duty on local authorities to take reasonable steps to protect and provide allotments. The act requires fair rents to be set and allows tenants to sell surplus produce. It also requires local authorities to provide a food growing strategy for their area and to identify land which may be used for cultivation or for allotments by community groups.

In order to address the growing need for allotments and improve the delivery of services to members of the community, this strategy will facilitate and enable communities to actively manage and participate in allotment gardening.

The current financial situation requires creative and innovative approaches to fund future developments and safeguard and maintain existing sites.

The strategy outlines an approach that should deliver best value to the council and all residents who live within Fife, whilst providing the best well equipped sites and allowing for the upgrading of existing sites.

Fife Council will support and encourage the establishment of constituted allotment associations for both new and existing allotments. These associations will independently manage their respective allotments addressing all day-to-day issues relating to tenants. They will provide an invaluable contact between the council and plot holders and will be empowered to develop and actively run their sites.

Fife Council will provide leases, rent collection, finance, maintenance and last resort arbitration and enforcement services.

- August 2017

FIFE ALLOTMENT STRATEGY 2018-2023

Executive Summary

'Land owned or leased by a local authority on a non-profit basis to grow, fruit, herbs or flowers'.

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CEA report criteria



Map of sites throughout Fife Council Table of facilities



National planning framework








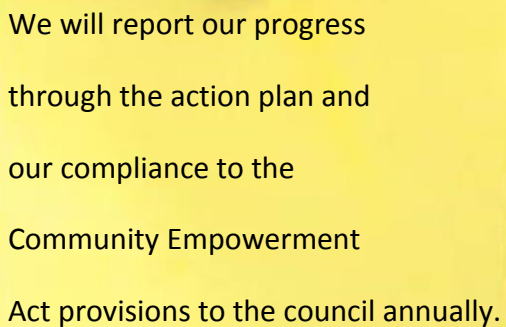
New lease example, getting a plot



What we want to achieve in Fife ~ *Growing our own*

This new strategy aspires to achieve the following key outcomes throughout Fife over the next 5 years:

-  Make all of Fife's Allotments well managed community empowered sites with quality facilities.
-  Make the supply of sites transparent to suit the waiting list applicants and compliant in accordance with the provisions in the Community Empowerment (Scotland) Act 2015
-  Make food growing opportunities available to all residents of Fife to improve their health and alleviate food poverty.
-  Educate people about the benefits of food growing to their mental and physical wellbeing and encourage social enterprise.
-  Encourage biodiversity and reduce carbon mileage through local production of food.



We will report our progress through the action plan and our compliance to the Community Empowerment Act provisions to the council annually.



1.0 Introduction about Allotments ~ *Site preparation*

Purpose

Fife Council Communities and Neighbourhoods have prepared this Allotment Strategy to replace the previous strategy 'Plotting the Future for Fife, An Allotments Strategy (2009-2014)'

Why do we need a strategy?

This strategy aims to build on and continue the work of the previous strategy and focuses on social, health, economic and environmental benefits.

Moreover the introduction of the Community Empowerment (Scotland) Act 2015 imposes rights, duties and responsibilities on Local Authorities, replaces outdated Allotment Acts, provides increased legal protection for allotments and should encourage strategic thinking about provision and ultimately empowers people.

Scope

There are many different forms of community food production from orchards, community growing spaces, edible hedgerows, school growing spaces and allotments. These projects can be delivered in different ways but all form part of the umbrella of the food growing strategy (which is still to be written).

This document specifically relates to allotment provision and management, although reference is occasionally made to other community food production projects.

How will it be used?

Fife Council has a wealth of expertise and knowledge across allotments, horticulture, community projects and the management of open and green spaces.

Fife Council Communities and Neighbourhoods/Allotments section will take the lead in coordinating the delivery of the action plan, through direct delivery and provision as well as in an enabling and empowering role to support a variety of projects.

Timescale /who is it for?

The emerging and evolving Communities and Neighbourhood/ Allotments section will be responsible for overseeing the implementation of the strategy and additional forward planning work over the next 5 years 2018-2023.



'My wife is the keen gardener and does most of the work, she works full time so finds this a great way to relieve stress.'

~ Steven, Dunfermline

1.1 History and Benefits ~ *Sowing the seeds.*

Allotment gardening initially peaked in World War I, and then again in the 1940s when people were urged to 'dig for victory' during World War II.

In the 1950s, greater affluence and convenience shopping led many people to stop growing their own food, and allotments often became under-used and neglected.

However since the turn of the twenty-first century, allotments are undergoing a revival due to interest in food production.

Allotment holders can provide a good source of healthy self-sufficient locally produced food and plots are beneficial to the local biodiversity. In addition plot holders gain health benefits through physical exercise and social interaction.



2.0 Legislation and policy ~ *Food growing, the bigger picture.*

Food growing can contribute and benefit the environment and improve the quality of life on many levels, from local to international.

Health and Wellbeing: The activity of growing food offers people the chance to take exercise, reduce stress and get fresh air whilst the harvest increases access to fresh and healthy fruit and vegetables. Creating green space in built up areas improves air quality and provides recreational opportunities that encourage socialising, decrease isolation and lead to improved confidence and self-esteem.

3.0 National policies, Scottish Government



‘Allotments no matter where or what size can bring people together from the community, each with a different level of knowledge to do the same thing, grow crops.’

~ Catherine, Cowdenbeath

The national policies look at both specifically allotment growing and other forms of food production; these are closely interlinked but often attract people for differing reasons although the end output and objectives are similar.

The National Food and Drink Policy ‘Recipe for Success’ looks to ensure that allotments and ‘grow your own’ projects are strategically supported.

Allotments and community growing spaces are one of the types of open space identified in **Planning Advice Note 65: Planning and Open Space**. It sets out that when assessing current and future needs a demand-led approach is suited to allotments and that this should allow the local authority to consult with relevant user groups or carry out necessary survey work in order to establish the demand for facilities. We have undertaken this approach in the preparation of this document through the discussion forums that were held earlier in the year (see 5.1).

Scottish Planning Policy (SPP) says that development plans should safeguard existing and potential allotment sites, and encourage opportunities for a range of community growing spaces.

National Planning Framework 3 designates the Central Scotland Green Network (**CSGN**) as a national development, and sets out that the development of allotments of 2 hectares or more in the CSGN area will form part of the ‘national development’ Green Infrastructure.

Updating the Allotments Legislation



The Community Empowerment Act was introduced to Parliament on June 11, 2014 - it includes proposals to update and modify allotments legislation. These were developed through discussions and consultations with stakeholders in the wider public, private, third and community sectors.



The Scottish Government established and continues to support the **Grow Your Own Working Group**. The terms of reference for the group were to take forward the aspects of the National Food and Drink Policy 'Recipe for Success' relating to growing your own food.

This included ensuring that allotments and 'grow your own' projects were strategically supported; and their objectives are to produce practical advice and best practice guidance that would appeal to public bodies, communities and individuals to help them develop local 'grow your own' initiatives.









The group was set up in December 2009 and produced a Recommendations Report in February 2011. The report detailed 27 recommendations under 6 themes – planning, legal, skills, community land, guidance and funding.



4.0 On a local scale ~ *Nurturing our plot*

Green infrastructure delivered through planning policies can be a “multifunctional resource capable of delivering a wide range of environmental and quality of life benefits for local communities including local food production in the form of allotments, gardens and agriculture.

Community food growing spaces contribute to green infrastructure through:

-  Biodiversity – space and habitat for wildlife with access to nature for people;
-  Amenity – places for outdoor relaxation and play;
-  Climate change adaptation sustainable drainage;
-  Environmental education;
-  Improved health and well-being – lowering stress levels and providing opportunities for exercise;
-  Local character – the special qualities of an area;
-  Education, Skills and Enterprise;
-  Inequalities.

Food growing spaces provide a learning environment, where young and old can learn about biodiversity, sustainable development and develop skills that increase employability. From selling surplus through to planning growing spaces specifically to maximise production and sale of produce, these can encourage enterprising activity, with the potential to sell to local businesses or directly to the consumer. The CEA endorses this principal.

We have worked alongside our Fife Council Planning colleagues to influence and comment on future sites for food growing development.



WEST FIFE SITES

KEAVIL, CROSSFORD
WEMYSS STREET, ROSYTH
HOPE STREET, INVERKEITHING
EARLS ROW, KELTY

GLENROTHES.

BALBIRNIE PARK,
MARKINCH
NAPIER ROAD
AUCHMUTY
ALTYRE

EAST FIFE

YORK PLACE, NEWBURGH
SANDYHILL ROAD, TAYPORT
PITTENWEEM
SILVERBURN

**COWDENBEATH/
LOCHGELLY**

PERTH ROAD
BRUCEFIELD
GRACE STREET
ROSEBANK

DUNFERMLINE

TOWNHILL
WHIRLBURT STREET
NITH STREET
CALAIS VIEW

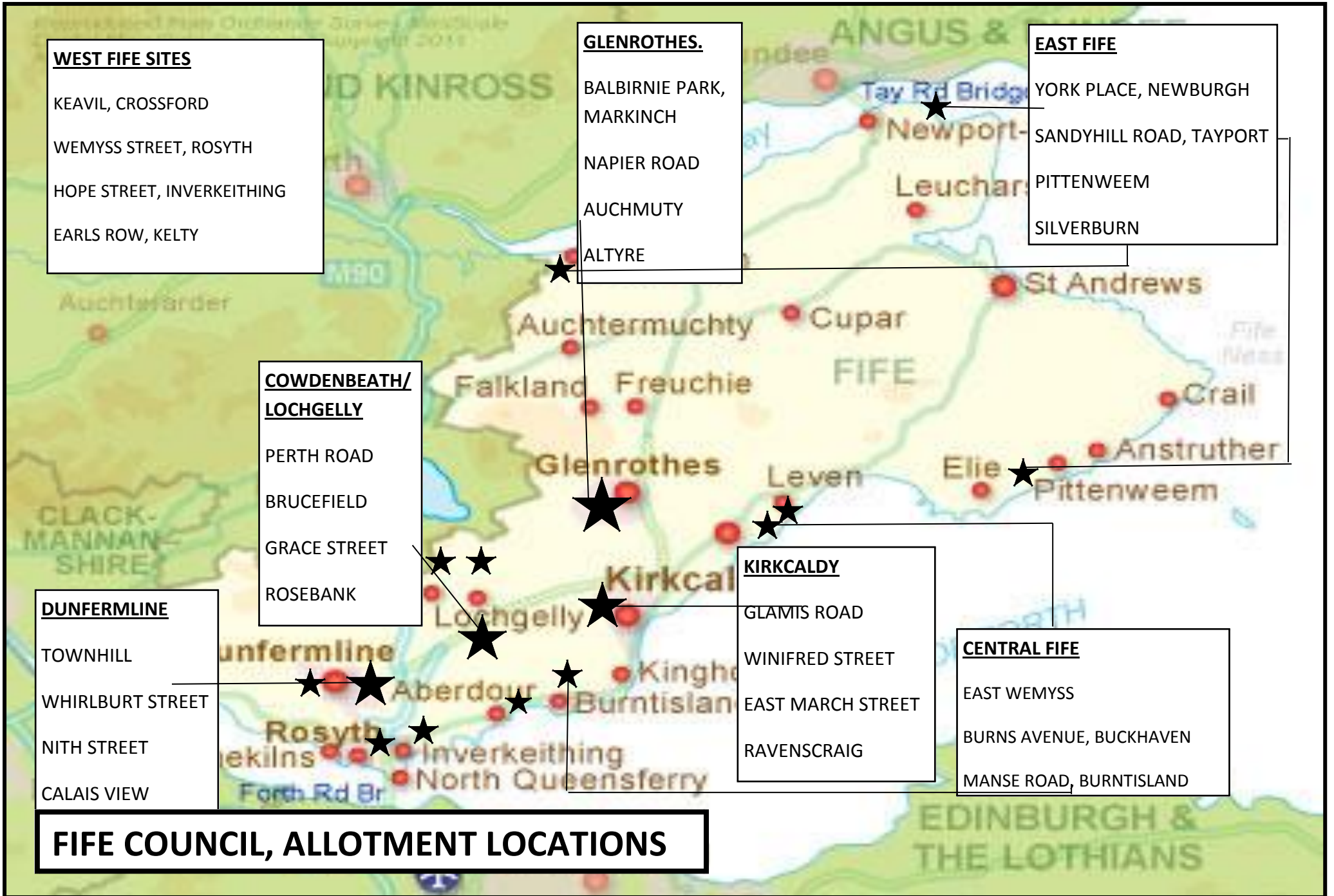
KIRKCALDY

GLAMIS ROAD
WINIFRED STREET
EAST MARCH STREET
RAVENS CRAIG

CENTRAL FIFE

EAST WEMYSS
BURNS AVENUE, BUCKHAVEN
MANSE ROAD, BURNTISLAND

FIFE COUNCIL, ALLOTMENT LOCATIONS






5.0 Background to Community Empowerment (Scotland) Act (CEA)

The Scottish Government is committed to communities being supported to do things for themselves through –‘community empowerment’ and to people having their voices heard in the planning and delivery of service-community engagement and participation. From this ethos the (CEA) has been developed and the following rights, duties and responsibilities to local authorities have been outlined.

The CEA repeals allotments legislation dating from 1890, simplifies provisions and increases the increasing interest in community growing. A new definition of allotments is provided and can be summarised as ‘land owned or leased by a local authority on a non-profit basis to grow, fruit, herbs or flowers’.

The CEA lays responsibilities on the council:

-  To keep a waiting list for allotments and take reasonable steps to provide more allotments, guided by demand;
-  The Council will need Scottish Government permission to sell or change the use of land that is used for allotments;
-  An allotments report must be published each year along with a food growing strategy. This must set out, the land identified for allotments and other community growing and how it will meet demand and submitted to the Scottish Government annually.

In addition the council must produce regulations for allotments, covering applications, rent, maintenance, and whether keeping livestock and selling surplus produce are allowed.

Fife Council has been recognised as an exemplar of best practice by the Scottish Government. Our present systems and procedures have been built into the act and we continue to engage in consultation on secondary guidance that is currently being produced. The implications for the council will be limited due to our involvement in developing allotments over the past four years.









6.0 Consultation ~ *Working our plot*

This Allotment Strategy will determine how the Council and Community Partners can best respond to both national policy and local demand.

Fife Council is seeking to embrace the Community Empowerment (Scotland) Act 2015, (CEA) and uphold the rights, duties and responsibilities by empowering allotment holders, encouraging strategic thinking, and allowing increased protection for allotments.




To support and take forward the Strategy, Fife council Communities and Neighbourhood Allotments Service arranged meetings to discuss the issues and gather information to feed into the Strategy.

Allotment representatives from all over Fife were invited to attend four evening meetings in early 2016 themed around the CEA and its potential outcomes for a new Fife strategy. The following themes were discussed:

-  Leases;
-  Compensation;
-  CEA;
-  Income and expenditure;
-  Establishing a Forum to represent Allotment holder's interests;
-  Duty - Council will need permission to sell or change the use of land which is used for allotments.

In addition to this, a Forum has been established to consult on the ongoing issues raised at the meetings and between the Scottish Government, this will influence guidance notes for the CEA.

This is made up of:

-  Scottish Allotments and Gardens Society (SAGS) members.
-  Local Authority representatives.
-  Scottish Government representatives.



7.0. Fife Community Plan ~ *A growing resource*










The aim of community planning is to strengthen Fife's future by bringing together Fife's public and voluntary organisations to work together with communities in partnership. The vision is to strengthen Fife's future to make it a great place to live, work, visit and invest.



The Community Plan is the overarching Strategic Plan for Fife. It provides a framework and reference point for the other strategies and plans put in place to deliver the outcomes in the community plan. The current Community Plan covers the period 2011 to 2020 and identifies a number of challenges and opportunities that set the strategic context for the decade.

Three high level outcomes from Fife's Community Plan 2011 – 2020 have been selected which link to themes which connect to the Allotments Strategy.



Reducing inequalities

-  Improving the health of Fifers and narrowing the health inequality gap
-  Improving the health and wellbeing of older people in Fife and maintaining involvement in local communities
-  Making Fife's communities safer
-  Increasing the capability of Fifers to take action and make a difference to their communities
-  Strengthening communities through regeneration
-  Raising educational attainment and reducing educational inequality
-  Improving early year's development of children in Fife

Increasing employment

-  Extending employment and skills opportunities
-  More dynamic businesses

Tackling climate change

-  Reducing carbon emissions (including reducing energy use, more sustainable transport and less waste).
-  Adapting to climate change.



8.0 WHAT HAVE WE BEEN DOING? ~ *Growing experience*






Since the publication of the previous Strategy Plotting the Future for Fife an Allotment Strategy (2009 allotments in Fife have undergone a steady period of growth).

Demand for allotments is linked in part to health and lifestyle awareness, economic circumstances and in local community interest.

In 2014 a seminar was organised to gather information 'Plotting the future of Allotment Provision in Fife' from this much information was gathered which shaped the delivery and continues to feed into the future of allotment provision in Fife.

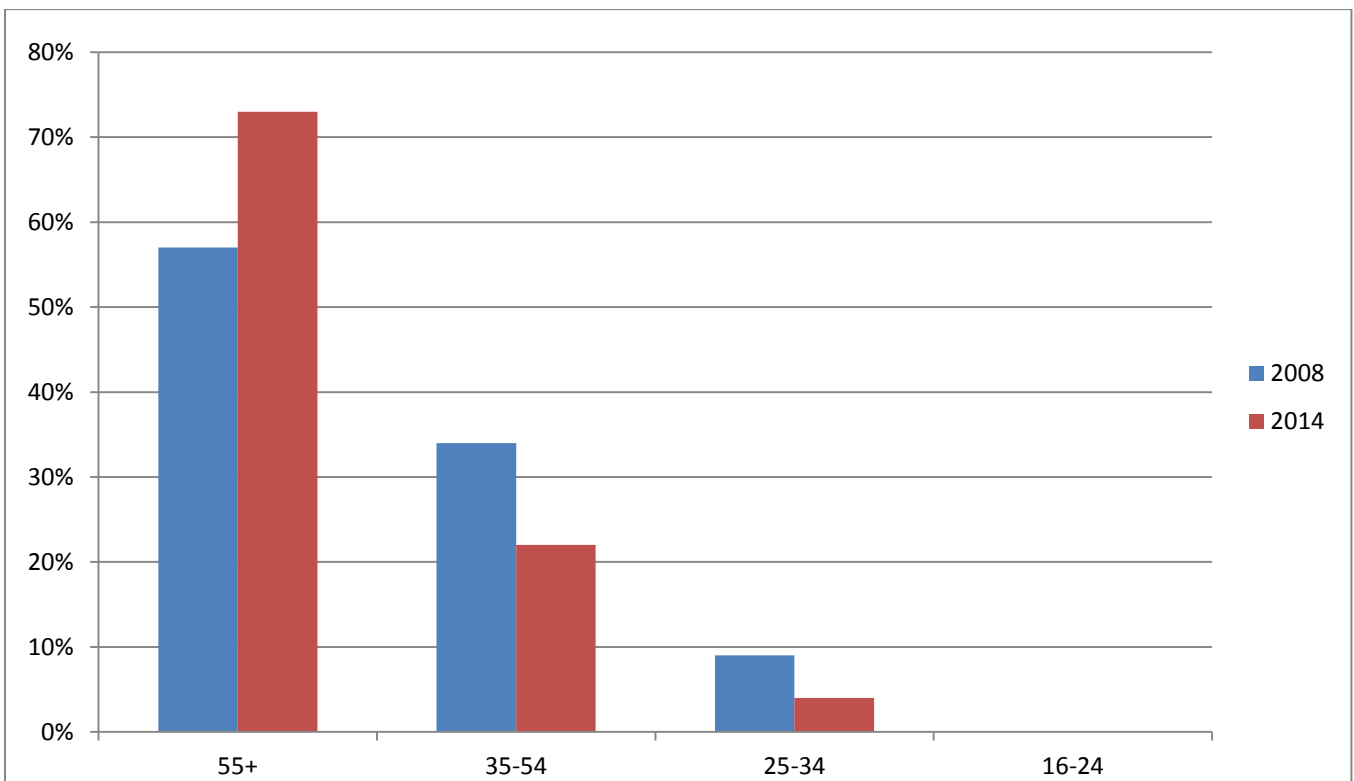
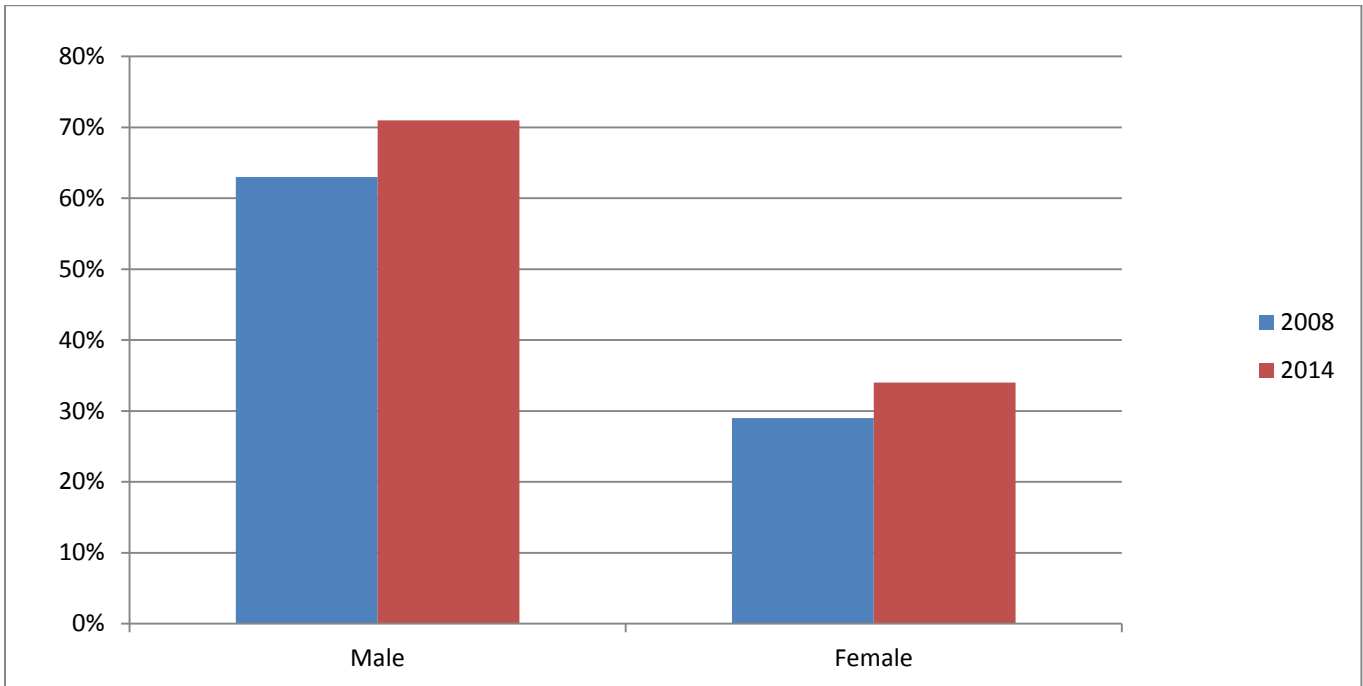
Fife Council has provided new sites, rationalised waiting lists and through the rigorous management of existing sites and promotion and support of 'grow your own', has successfully reversed the previous period of decline.

We have delivered:

-  A clear strategy on the delivery of allotments through the appointment of an Allotments officer;
-  A better understanding of the levels of sustainable demand for allotments and growing spaces across the Council area;
-  Are addressing the demand for provision and upgrading the facilities in existing allotments;
-  Supporting Community-led allotment development and other food growing projects;
-  Contributing to Planning guidance for Green networks including the provision of future community growing spaces and allotments.



See bar charts overleaf



Age profile of allotment holders 2008 vs 2014. This shows the interest in allotments, but we are not attracting younger plot holders. We have reduced plot sizes to attract younger, time poor growers and also to accommodate aging growers who cannot manage large plots. We have provided school and community plots on bigger sites.

9.0 Reducing public sector budgets ~ *Best Value*

In order to fully support our aspirations and vision of extensive, sustainable food production throughout Fife on multiple levels from schools, community growing schemes and orchards to allotments, we need to look to increasing our funding mechanisms and balance our income and expenditure accordingly.

To balance the allotment provision throughout Fife and set a fair rent, our plans were presented at a series of public meetings, where we were able to discuss a methodology for measuring current allotment provision.

We devised a measure of the sites in terms of facilities based on toilet provision, mains water, shed, fencing, community meeting space, polythene tunnels, starter plots and community plots and graded them on the basis of facilities into level 1-3. Level one being the optimum standard which is aspired to and that all new sites should reach. Improvement to sites currently sitting at 2 and 3 should bring them to a higher grade, although the geographical nature and size of some sites will prevent them from being improved and therefore upgraded.

Commensurate with the site improvements, it will be necessary to increase the rents to fund improvements and allow for some income reinvestment to replace huts.

Leases

The existing Fife Council Allotment Lease was last revised in 2004 and was updated in 2016 following a full consultation. The new lease format will be issued in January 2018

Waiting List Management

Waiting lists are currently administered by Business Support with applications received in writing or on line through Fife Direct and subsequently added into existing waiting lists.

Currently Business Support maintain an up to date waiting list, database of contacts, associations and support enquiries in accordance with the Data Protection Act.

The CEA imposes a duty on local authorities to manage waiting lists, with a legal cut off amount of 50% of the existing site list, which will trigger a requirement to provide additional sites. The measure is designed to improve the management of waiting lists by local authorities.

Fife Council would like to extend the existing Web GIS scheme on Fife Direct to allow members of the public to see where there may be vacant plots or underused capacity, similar to that used for vacant garage lock-ups. This could alleviate some of the pressure on existing waiting lists by redistributing applicants and therefore shorten waiting times for plot allocation.

10.0 Growing our Resource ~ *Our future harvest*

Summary

This strategy will enable Fife Council to satisfy the aspirations of the CEA, the Council Plan, existing and potential allotment holders through our action plan, during a time when budgetary constraints are paramount.

The future towards the food plan

As allotments contribute significantly towards the Food Plan, the Allotments Service would welcome the opportunity to input into the development of the future Fife Food Plan. (As required to be produced)

The future: Developing food provision as part of the planned built environment

We will continue to consider and plan how food growing space can be routinely incorporated into new developments working with our planning partners.

Similarly we will support and explore food growing in local open spaces, for schools, community growing or other establishments. e.g., residential or care settings.

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Similarly we will support and explore food growing in local open spaces, for schools, community growing or other establishments e.g., residential or care settings.

We will encourage the promotion of training for new and existing plot holders through empowered groups and the voluntary sector.



ACTION PLAN PRECIS

Action	Item /Theme	Objectives	Action	Outcomes	Priority
A1	Identify demand	Audit, assess and invest.	Improve standards on existing sites.	Maximise income.	1
A2		Flexibility in allotment size.	Rationalise and redesigning layouts.	Maximise income, reduce waiting lists.	1
A3		Capacity building, partnership working.	Advise groups, form allotment associations , FA Forum, Fife EATS, Food Development Officer,** SAGS etc.	Direction, funding, Annual Committee Report on Action Plan.	1
A4		Gather information on private allotment sites.	Understand the demand in the area.	Could help reduce waiting list understand market.	2
A5		Equalities Act.	Provide skip growing facility, buddy system and areas for disabled growers.	Expand facilities if there is a demand	2
A6		Extend and develop new sites, Green networks.	Continue programme for site development within budget constraints.	New or extensions to sites provided.	1
A7		Annual CEAct report (legal requirement) 2016.	Submit to Scottish Government.	Leal requirement to list sites, waiting lists, disabled requests and other criteria.	1
B1	Maintenance of sites	Explore maintenance options.	Provide best value.	Quality maintenance.	1
C1	Education in Horticulture and food production	Target schools and community growing spaces.	Identify sites and develop projects.	School growing.	2
C2		Mentoring schemes for new plot holders.	Use* FAF to promote champions and provide training.	More training.	1
C3		Support other groups *EATS, Food Strategy.	Link groups, AGM.	Maximise food production.	1
C4		Empower groups to fund raise to invest in sites.	Through sale of produce as per CEAct.	Improve facilities and growing environment and ownership.	1

Action	Item / Theme	Objectives	Action	Outcomes	Priority
D1	Rainwater harvesting	Provide rainwater barrels	Explore funding sources for rainwater barrels.	Less water charges and saving to the environment.	1
D2	Smart composting	Review / empower allotment groups to reduce skip dependency through better recycling.	Reduce number of skips and maybe provider of service and length of time on sites.	Saving to the environment.	1
D3	Over production	Explore more economical use of food waste to food distributors' users.	Identify users, e.g. church groups, food banks, community food schemes etc.	Health benefits and saving to the environment and cost of skips.	1
D4	Biosecurity	Advise on best practice.	Allotment associations informed.	Less disease and waste.	2
D5	Green infrastructure and connectivity	Link sites, improve biodiversity and provide food.	Plant edible hedges and fruit trees.	Food source for people and animals, pleasant environment.	2
D6	Pollinators and biodiversity areas	Promote benefits of pollinators and wildlife on sites.	Encourage groups to provide bug hotels and liaise with beekeepers and consider small pond/ scrapes for amphibians etc.	Increased productivity for allotment holders and biodiversity benefit for sites.	2
E1	Marketing and promotion	Digitise all sites, on Fife direct	Show vacant sites, similar to lock up garages.	Public can see availability of sites, reduced waiting lists.	2
E2		Promote the benefits to health and social interaction of having an allotment or being involved in a community growing project.	Enhance site on Fife direct and encourage groups to set up micro sites on Digital Fife and update them.	Public can access information about local area facilities through the internet and knowledge sharing. Could sell produce on line.	2
	FC Allotments team.	Financial scrutiny and transparency.	Efficient waiting list maintenance, rent collection and re-letting of plots service.	Financial report, maximise income.	1
	Maintain FAF working group	Develop new lease and conditions.	New lease and transparent fair charges for sites.	Maximise income, and turnover of vacant plots.	1
			Annual Report /AGM.	allotment holders informed	1

FULL ACTION PLAN

Action	Objectives	Action	Outcomes	Priority/ measure
A1	Identifying demand for community growing space, orchards and other food related projects FC/Allotments Officer will work in partnership with allotment groups, and SAGS to address the demand for allotments through various mechanisms	<p>Establish baseline of provision standards for existing allotments and highlight work to upgrade sites where possible. Audit all allotment sites and work towards upgrading current provision where possible(See page 18)</p> <p>Set standards for the provision of allotments, community growing spaces, orchards and other food related projects and services across Fife. Ensure that these are provided and identified in planning development briefs and planning applications Explore the provision of other food growing initiatives in churches and school grounds.</p>	<p>Grade sites to raise the standards and maximise income potential from plots.</p> <p>Provide Fife Council services to design layouts and apply for planning permission ensuring there is good access, good security, well maintained pathways, adequate water provision and toilet facilities where applicable.</p> <p>Develop further examples of planning gain to increase the allotment provision throughout Fife building on the good practice e.g. St Monans.</p> <p>Look to reallocate waiting list applicants to balance lists and move towards speedier process of plot allocation or to reallocate plots in areas where there is spare capacity.</p> <p>Respond to planning queries and applications.</p> <p>Educate through local meetings to remove perceived 'bad neighbour' developments and promote good standards of maintenance and management. Representation of Allotments officer on working groups.</p> <p>Use media to promote good examples of Allotments. Publicise case studies.</p> <p>Identify and collate demand for community growing space, orchards and other food related projects.</p>	<p>Allotment Survey</p> <p>Financial report</p> <p>Green space action plan report.</p> <p>Waiting list numbers</p> <p>In the timescales allocated by planning services</p>

<p>A2</p>	<p>Flexibility in allotment size</p>	<p>We will work towards increasing the number of smaller plots and starter plots to address demand from the aging allotment population and also in response from demand from new allotment holders. We will gather information from groups and data base about supply and demand of sites to determine design criteria for future site development. E.g. Pilot plots in Balbirnie of 50m2 with a small tool box have been well received. Larger plots on E.G Grace street will be cleaned and subdivided as they become available, this will increase availability of plots on some sites. Some sites have community or school plots which are of varying size or orchards which can take up awkwardly shaped</p>	<p>Consult with allotment groups and users to draw up a guidance document for new potholders. Promote the use of growing champions to encourage new plot holders.</p> <p>Encourage the establishment of Allotment Associations and assist and encourage self-management of sites, with the FC as the last resort for arbitration.</p> <p>Could help reduce waiting lists and assist in understanding the demand and supply in an area.</p>	<p>Production of new guidance booklet</p> <p>Number of Constituted group</p> <p>Annual Report</p>
<p>A3</p>	<p>Capacity building</p>	<p>Support best practice and help enable local communities, allotment Associations and other stakeholder groups to take a more active development and management role.</p> <p>Provide support through CLD and networking opportunities.</p> <p>Encourage allotment Associations and other stakeholder groups to take a more active management role.</p>	<p>Where possible extend existing sites and provide additional plots where demand is identified, provide flexibility in plot size.</p>	<p>Waiting list numbers</p>
<p>A4</p>	<p>Gather information on private allotment sites</p>	<p>Maintain list of Private allotment sites. Although they are not included in the CEA try and work with independent sites recognising mutual benefits to providing provision within the Fife council area.</p>	<p>Could help address demand and supply through market for allotments.</p>	<p>Waiting list numbers</p>

<p>A5</p>	<p>Equalities Act</p>	<p>Construct raised beds and suitable Footpath provision to allow access as part of the ongoing new allotment development and explore the opportunities for provision in older sites.</p> <p>Adhere to guidance in the CEAct for flexibility of allotment provision for disabled clients.</p> <p>Promote a Buddy System with the existing plot holders to assist new disabled plot holders.</p> <p>Actively promote the mobile Skip growing areas, for disabled growers.</p>	<p>Investigate providing priority parking areas.</p> <p>Information regarding number of allotments that are accessible by a disabled person, and number of allotments on each site which have been adjusted to meet the needs of a disabled person during that year are to be reported back to the Scottish government .</p> <p>Trial currently in place at mobile skip area, Keavil.</p>	<p>Annual Report</p>
<p>A6</p>	<p>Green Networks</p>	<p>Development of new sites. Promote understanding of how allotments are addressed as part of the open space provision and can benefit communities and biodiversity.</p>	<p>Development of food growing strategy to look at all forms of local food production and how allotments can contribute to this .Representation of Allotments officer on working groups.</p>	<p>Annual report to Scottish Government</p>
<p>A7</p>	<p>In accordance with the CE Act</p>	<p>Submit annual report to Scottish Government.</p>	<p>Annual report to contain amongst other items information on: location and size of each allotment, number of allotments on site, rent payable, period of lease between tenant and authority, number of people on waiting list. See appendix for details</p>	<p>Annual Report to Scottish Government</p>

B1	Maintenance of sites	<p>Explore social enterprise companies for maintenance of sites. Draw up management and maintenance plans for all allotment sites.</p> <p>Establish a high quality maintenance system which is sympathetic to biodiversity.</p>	<p>Update plans annually</p> <p>Accurate costings for site maintenance.</p>	Financial report
C1-C4	Educating in horticulture and food production	<p>Target Educational resources through school community plots e.g. Canongate PS. Also community growing spaces e.g. Burns Avenue</p> <p>Establish mentoring scheme <i>Ongoing use of 'Community Champions' who are specialised in Horticulture and who can share skills disseminate information and advice on best practice to upskill others.</i></p> <p>Support the Food strategy and other groups e.g. EATS.SAGS</p> <p>Empower groups to fund raise to invest in education.</p>	<p>Identify sites. Develop good practice guides, case studies.</p> <p>Reward excellence.</p> <p>Sale of produce could fund training events.</p>	AGM awards
D1	Climate change Through rainwater harvesting to reduce the impact on water resources.	Save FC money on water charges.	We will investigate sources to provide funding for rainwater barrels in conjunction with local allotment groups.	XXX barrels by 2023
D2	Smart composting schemes	We will look at best value for skip hire around the area and potential green recycling community/social enterprises.	We will empower allotment associations to look towards reducing the amount of wastage going to landfill. Also we will look towards smarter recycling and composting opportunities.	Target to reduce the number of skips from XXXX to XXX pa Monitor number of skips.
D3	More economical use of overproduction and waste.	We will explore the donations to foodbanks and soup kitchens and churches.	Through the development of the food strategy and consultation with local groups.	How many tonnes of food waste contributed?

D4	Promote best practice in allotments to limit biosecurity and the transfer of diseases.	We will advise and work with allotment groups to advice on the benefits of rotation and crop management. Also suggest a 'No strimming of giant hogweed 'policy to avoid seed dispersal. Also provide advice on e.g., potato blight and New Zealand flat worm	Guidance booklet for plot holders and use of mentoring schemes to guide new plot holders. Membership of SAGS and guidance on websites.	Success measured in clean plots
D5	Develop Green infrastructure and connectivity and between allotments sites to encourage sustainable transport options and biodiversity.	Consider development of an edible hedgerow/highway connecting allotment sites or improvements to existing routes. e.g., Kingseat to Townhill edible highway with fruit trees, edible hedge along route and e.g., Glenrothes Balbirnie-Altyre-Auchmuty-Glenwood-Napier Road edible network rasps, brambles , apples. Cycleway from Guardbridge to St Andrews could be enhanced planted with fruiting trees / hedge to increase biodiversity. QR codes to identify and link, or highlight biodiversity value in fallen fruit etc.	Look to funding through area budgets, FET, as part of a bigger project benefits as a food source for people and animals and insects.	1
D6	Pollinators and biodiversity on allotment sites	Keeping bees and other pollinators amongst food growing areas such as allotments or community gardens, is a beneficial way of helping to combat the decline in bees and increase food production. The creations of small ponds or ephemeral scrapes are beneficial for amphibians and hedgehogs.	Explore links between bee keepers and allotment associations for mutually beneficial outcome. Beneficial for biological pest control on allotments.	Improve the resilience and diversity of allotment sites.
E1-E2	Marketing and promotion	Digitise all sites on Fife direct. Promote the benefits to health and social interaction of having an allotment or being involved in a community growing project.	Enhance sites on Fife direct and encourage groups to set up micro sites on Digital Fife and update them regularly.	

F1	<p>Maintain Working Group and support activities, consultation events, networking and empowering. Establish Fife allotments Forum</p>	<p>Develop new lease and conditions of lease</p> <p>Encourage Fife Allotments Forum representation at FC and SAGS AGM.</p> <p><i>The existing Food development officer will be supported to expand his role and we will contribute towards the Food Strategy. Increase the benefits derived from allotments; and Allotments Officer to continue in advisory role to Scottish government on aspects of CEA in relation to allotments guidance</i></p>	<p>New lease and transparent fair charges based on site facilities.</p> <p>Support training staff on managing waiting lists.</p> <p><i>Promotion of Food Growing strategy</i></p>	AGM
	<p>The allotment team will undertake Financial scrutiny and, ensure that the rents are fair and collected in line with FC Policies and procedures</p>	<p>We will Maintain an up to date waiting list database of contacts / associations and support enquiries. Income and expenditure accounts to be presented annually. Scrutiny of rents to reflect services provided at different allotments.</p> <p>We will work towards community empowerment solutions to reduce the dependency on FC budgets. FC will uphold best practice, national standards and advice and audit the allotment provision in Fife.</p> <p>The Allotment team will investigate the potential to offer consultancy services to other Local Authorities.</p>	<p>Financial scrutiny and transparency to enable programmed replacement of assets in full consultation with associations.</p> <p>Annual Report.</p> <p>Training for business support staff to operate system.</p> <p>Maintain local view plans accurately.</p> <p>Accurate costings for each site maintenance.</p> <p>Interest has been expressed from other Local authorities in this proposal. Other local authorities are not well resourced and provisioned to provide and maintain facilities under the CEA.</p>	<p>1/Annual report</p> <p>1</p> <p>1</p> <p>1</p> <p>1</p>

REFERENCES

National



PAN 65 – Planning and Open Space. The Scottish Government



Recipe for Success- Scotland's National Food and Drink Policy - The Scottish Government



Becoming a good Food nation-'discussion document for above



Grow your Own Scotland developed from the 'Recipe for Success' established a working group
GYOWG 2011 with recommendations designed to make it easier for people in Scotland to grow
their own food. Fife council was represented on this group



Grow Your Own Scotland, working Group, Report on Activities 2010-2014 and new recommendations 2014 – 2017



Community Empowerment Act (Scotland) Act 2105



AGS Scottish Gardens and Allotments Society www.sags.org.uk

Other LA



West Lothian council Allotments Strategy Consultation Report



Falkirk Greenspace



Food Growing Framework – A Plan for Developing Local Food Growing Opportunities Nottingham City Council



Cultivating Communities; a Growing Challenge. An Allotments Strategy for the City of Edinburgh 2010-2015

Fife Council



Plotting the future for Fife an Allotment Strategy (2009-2014)



Fife Greenspace Strategy 2011-2016.



Fife Local Biodiversity Action Plan



Settlement Growth Strategy- Making Fife's places



Fife Plan Green Network Spatial Strategy



Local Development Plans



A Community Trust / PLANT Tayport

PLANT (People Learning About Nature in Tayport) is Tayport Community Trust's garden group

PLANT is a subgroup of Tayport Community Trust, Registered Charity SC042558 Company SC350253

Working with PLANT in Tayport a new community garden site was identified by the Allotments officer and planning permission obtained in 2015.

PLANT successfully applied to the Climate Challenge Fund (CCF) in 2015-2016. The grant covered site set-up costs, including tool shed and polytunnel. A part-time growing co-ordinator post helped establish the garden, providing training for Tayport residents to grow more food, reducing carbon emissions due to food miles and travel. Further CCF funding awarded for 2016-2017 covers 3 part-time posts: community gardener, volunteer co-ordinator and blog co-ordinator. The garden is adjacent to existing allotments, many fallen into disuse, with regeneration planned by Fife Council.

An inclusive community garden has been created, which acts as a knowledge hub for developing and sharing skills through workshops and social events aimed at the whole Tayport community. Over 50 volunteers are now involved of all ages and levels of experience.

The Harbour café, another community based project has also developed a community growing space in the back garden. The café uses a wide range of produce including radishes, lettuces, beans and herbs plus fresh leeks, kale and chard for their soup and several tasty varieties of salad.

Publicity is through PLANT's blog and Facebook page and local advertisements <http://tayportgarden.org/> www.facebook.com/plantgroup. Workshop topics include composting, seed sowing, increasing and protecting biodiversity and organic sources for soil phosphorus. Four local bloggers post regularly on their food growing experiences – and recipes. Local organisations using the garden include Tayport's Primary School, Brownies, Child Minding Group and Fife Carers Centre.

PLANT has also developed a small produce garden providing salads and herbs to Tayport's Harbour café, a social enterprise within Tayport Community Trust.



East March Street, Kirkcaldy

Background The ground previously was overgrown back court areas and was contaminated with rubbish. The community Payback team and local residents were the main driving force behind the project. The access to the site required that all the materials were hand barrowed in and out of the site.

East March Street Community gardens was opened in June 2014 and consists of a community garden and four large plots with two poly tunnels.



The site is managed by Fife council and Kirkcaldy Community Gardens and Allotments, a Community interest company which which was established to lease a site within the nearby Ravenscraig walled garden. For more details see www.kirkcaldyallotments.org.uk



A second phase of allotments has now been developed nearby.



Townhill Allotments

The allotment site was formerly a disused children's play area within a town park. A timber stockade fence was retained and is incorporated into the layout of the site. Planning permission for allotments was sought and granted in early 2011. A 2.4m steel fence was erected around the site and two portacabins brought in for storage. There is an active Community Council who have developed facilities within the park, including a children's mining memorial garden and fitness areas and have reactivated local interest in the park. Future developments include a children's cycle training course.



Townhill Allotment Group (TAG) was established in 2012 with the allocation of 22 half size plots. Since then it has erected polytunnels and a composting toilet. The composting toilet works via a solar panel which dries waste and solids are concentrated which can be removed yearly. Townhill Allotment Group (a sub committee of Townhill Community Council) in this way accessing grants might be made easier.



Fife Council supplied a small shed for each plot. A water supply has been installed and two shipping containers to use as stores / meeting room. The allotments have been successful in attracting applicants and there is now a waiting list for places. Allotments have been made for the local schoolchildren to use.

Balbirnie Allotments, Balbirnie Park



Background; The former walled garden of Balbirnie House, had been in disrepair for many years and old glasshouse buildings were in a poor

The idea for the allotments at Balbirnie arose from a Markinch environmental Action Group meeting in 2008 .The Construction of the site was in four phases. In 2012 phase 1 commenced creating 32 half plots and a school plot Markinch primary school .In 2013 Phase 2 constructed 23 half plots and additional school plots .Phase3 consisted planting the orchard and 10 starter plots between 2014 and 2015.Phase 4 and ongoing is the redevelopment of to glasshouses and 40 cold frames, future aspirations are to redevelop old buildings for toilets and a meeting

A dynamic group has been established which has been successful in attracting funding towards improvements on site



Keavil Nursery, Keavil Farm Steadings, Crossford

Area of site 6705m²

Located in a walled garden the former local authority nursery site was selected for development and a planning application submitted in 2011. The site is accessed through a housing estate and small courtyard development.



The site was identified for 25 growing spaces with associated sheds including one school plot and one community plot with surfaced paths formed between plots. There were existing services and features on site including an old building which now serves as a meeting room. The design and layout of the plots respects the character of the existing historic setting. A toilet block has been provided. There are some access issues related to the site.

A dynamic group of allotment holders now manage the site themselves they are a constituted group who undertake grass cutting and small repairs when required.

There is an adjacent site which is to be developed for biodiversity.

Mobile Allotment for Mobility Issue Users

The allotment team developed an open and closed growing space for people with mobility issues, and took the unit to Gardening Scotland in 2015 . Since then, the unit has been toured to Dobbie's in Dunfermline; Edinburgh Zoo; and Keavil in Dunfermline.



DESIGN FEATURES OF THE SKIP UNITS

This unit is based on a box skip and is purpose built to provide a growing facility for people with mobility issues. The facility can be used and adapted for growing greenhouse and outdoor vegetables.

Rainwater is collected and stored in tanks under the bench where it is pumped into a drip fed irrigation system which is controlled through a timer.

Ventilation is provided through four side vents and thermostatically controlled fans.

A roof mounted solar panel provides power for lighting and watering mechanism, lighting, and the pump watering mechanism.



Allotment Award at Gardening

Scotland 2015



Braehead Road, Pittenweem

Background: A small grassed landlocked site with narrow grassed access, bounded on all sides by housing.



When the site was initially identified for allotments, there was significant local objections to the planning application for change of use.

Seven allotments were created, a water supply was installed and a small polytunnel. Some fencing was erected to screen the neighbouring properties. Fruit trees have been planted. It now provides a productive area in a peaceful setting.



Biodiversity at Kelty Allotments

Allotments are important sites for wildlife and can be enriched to attract even more biodiversity for the enjoyment of plot holders and to improve food growing, as allotment holders already know! Allotment holders already contribute greatly to the biodiversity of community growing spaces through composting, crop rotation, growing a range of fruit, vegetables and herbs and companion planting, but these can be further enhanced by simply growing some native flowers and berries and providing water and shelter for insects and wildlife. Alternatively areas which cannot be cultivated can easily be enhanced for biodiversity.

There is an area within the allotment site in Kelty which is too wet for allotment cultivation. There is a pond and marshy area which is used by frogs that is surrounded by rough grassland. FC identified the area for developing a community wildlife garden for social recreation and as an educational resource for the local school.



Local school children planting trees. The first step in creating the community wildlife garden area.

Developing the community wildlife garden. In the future it is hoped that the school and community will become actively engaged in improving this communal greenspace by making bug hotels, bird and bat boxes and creating piles of logs as hibernacula. New provision for habitat connectivity and enhancement will be undertaken through the planting of hedgerows, copses, a pond mosaic, wildflower meadow, and planting for pollinating insects. A path and benches will be installed so the space can be enjoyed by all. Funding can be sought through FET and Tesco Bags of Help through Greenspace Scotland.

Example of a wetland scrape in Glenrothes; introducing water is one of the best things that you can do to encourage wildlife. Open shallow water attracts insects, invertebrates, small mammals and birds.



At Kelty the existing grassland has existing flora species including these orchids which the community are keen to maintain, and they are working with Fife Council to manage this resource. At Kelty the local community are keen to bring the grassland into management with the support of Fife Council to encourage wildflowers such as the Northern Marsh Orchid.

Burns Avenue, Buckhaven



Figure 1: Before

Background; before development the site was surrounded by housing with narrow access paths leading from Burns Avenue and Omar Crescent. The site was maintained as cut grass with old play equipment. It was used as a short cut between streets and attracted anti-social behaviour and dog fouling.

In February 2012 CLEAR Buckhaven with the help of the locality support unit, Fife Council and other organisations transformed this area into a community growing space for the local community to use and enjoy. New paths, security fencing and controlled access gates were installed. The site was developed into 4 allotments and a polytunnel, storage sheds and rain gathering butts for rainwater capture from neighbouring properties. An orchard and fruit growing area have been planted for the community to harvest and enjoy. Funding was sought by CLEAR from the climate e challenge fund and paid for the orchard and polytunnel. A part time community growing co-ordinator was also funded to work within the community.



Figure 2: After



The social benefits include bringing together neighbours, a local school, gardeners and growers and members of CLEAR. A variety of practical Horticultural workshops e.g. grafting and pruning, beehive and pallet recycling, wormery manufacture and craft themed events including childrens crafts and mosiacs. The site is open to the public 8 times a year. The community orchard produce is available for the whole community to use.