



Allotment and Growing Spaces Policy

November 2024

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Our Vision

Excellent housing in vibrant communities.

Our Values

Respect

We see the positive in everyone, especially our tenants. We treat everyone fairly, regardless of age, race, gender, sexuality or background. We ask for opinions even if we know we might not like what we hear. And we address people's concerns in any way we realistically can.

Integrity

What we say in public is the same as what we say behind the scenes. If we say we'll do something, we mean it. Our tenants can count on us to solve their problems and make sound decisions.

Aspiration

We want the best for all our current and future tenants. We're not afraid to strive for things that won't be easy – or try things that haven't been done before. We seek out opportunities and welcome change. If it doesn't turn out as planned, we learn and improve again. And then we try again.

Our Strategic Objectives

- A) Building and sustaining popular neighbourhoods
- B) Creating and supporting greater life opportunities for all
- C) Developing greener spaces and community wellbeing
- D) Being a dynamic and listening community partner
- E) Treating people equally and with respect

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1. Introduction

1.1 Queens Cross Housing Association has a small number of growing spaces available for tenants' use. This document sets out how the growing spaces should be utilised and accessed, and how people can access and rent individual growing plots.

1.2 This policy sets out the following:

- a. Process of allocating plots
- b. Fees and charging in relation to using growing spaces.
- c. Provision for supporting communal or community growing.
- d. Allotment & growing spaces rules, responsibilities and restrictions (Appendix 1).

2. Scope

2.1 This Policy applies to all users and prospective users of growing spaces including: applicants for growing spaces, allotment tenants and community growers.

2.2 Charging will only apply to raised beds where users can apply for exclusive use. At time of writing Woodside Community Garden and Allotments are the only Queens Cross location where exclusive use can be granted.

3. Definitions

3.1 For the purposes of this policy we will make reference to the following terms:

- "Full Plot" refers to a full-size allotment plot which is a standard size of 250 square metres. At time of writing QCHA has no full-sized plots available.
- "Half Plot" refers to plots which are approximately 125 square metres. At time of writing QCHA has 15 half plots available for rent in Woodside.
- "Raised bed" refers to a small free standing growing plot.
- "Allocated growing space" refers to a space that has been allocated to a person or group for growing purposes.
- "Communal or community growing space" refers to spaces that are open to all in the community.
- "Concessions" refers to reduced rates for growing spaces available for people in receipt of income related benefits and people in receipt of a state pension.

4. Qualifying criteria

- Woodside growing spaces, including allotment plots and raised beds becoming available in the community garden can be allocated to residents living in the Woodside Making Places project area. (This area is as follows: Cedar Street, Cedar Court, North Woodside Road, 434 St Georges Road, Braid Square, St Peters Path, Unity Place and Raglan Street). The purpose of this is to prioritise people living in close proximity to the growing spaces.
- Age 18 or over
- A QCHA tenant with rent arrears, and where no repayment schedule is in place would not qualify for a growing space.

- Any QCHA tenant with active or relevant tenancy concerns would not qualify for a growing space. For example, Anti Social Behaviour.

5. Key Principles for Allocating Allotment Plots and Raised Beds

5.1 Order of priority

5.2 Queens Cross will operate an allotment and plot holder waiting list. Available plots to be allocated on the following basis:

1. Woodside growing spaces, including allotment plots and raised beds becoming available in the community garden can be allocated to residents living in the Woodside Making Places project area. (This area is as follows: Cedar Street, Cedar Court, North Woodside Road, 434 St Georges Road, Braid Square, St Peters Path, Unity Place and Raglan Street). The purpose of this is to prioritise people living in close proximity to the growing spaces.
2. Growers are permitted to hold both a raised bed and an allotment plot if they wish. Existing growers from Woodside Community Garden would therefore be eligible to apply for an allotment space and whilst also retain their existing raised bed if they are using it.
3. Those who have completed an application, form and accepted the terms contained within, will be added to a waiting list, in date order of when applications have been received.
4. The name at the top of the list when a plot or raised bed becomes available will be offered a plot. The applicant will have 10 working days to accept the offer and make payment before it is offered to the next on the list.
5. New names on the list will take priority over existing plot holders waiting for a second allotment plot. This is to prevent people from having two allotment sites whilst others waiting have none. This provision also means that keen growers will be able to have a second plot if demand is low.
6. Plot sharing is permitted, and the plot holder is responsible for ensuring the sharing party is aware of the allotment rules and regulations.
7. Local community groups or organisations can also for apply for a plot if they can clearly evidence a local connection.
8. Allotment or plot holders must be 18 years of age minimum. This is consistent with Glasgow City Council allotment criteria.

6.0 The Application process

1. A simple application process has been developed. This is in the format of an online digital application form.

a. Example: <https://forms.office.com/e/59P3iZDwK7>

2. Applicants must be willing to accept our allotment and growing space rules and regulations which will also form the basis of a lease. These rules and regulations are based on those developed by Glasgow City Council, tailored to local needs.
3. The existing grower's agreement in use prior to October 2024, will be superseded by our new allotment and growing space rules and regulations and the new digital application form.
4. Applications must be checked for compliance with criteria before being admitted to the waiting list.

7.0 Fees: fair charging for growing spaces

7.1 This policy has been developed with consideration to the fees that Glasgow City Council charges and reflects that fees are set to increase over the next 5 years. Source Glasgow City Council.

7.2 Introducing charges would help raise some funds to help towards running costs and would also help ensure people use the spaces they have committed to upkeep.

7.3 Growers can be allocated either a raised bed or a "half plot" (125 sqm approx.) The cost of these are shown in the table below. Our plots at woodside are half the size of standard allotment plots.

7.4

Raised Bed	Normal Price	Concession Price
2024/25	20.00	12.00
2025/26	21.00	13.00
2026/27	22.00	14.00
2027/28	23.00	15.00
2028/29	25.00	17.00

Growing Space 125sqm approx..	Full Price	Concession Price
2024/25	30.00	20.00
2025/26	32.00	22.00
2026/27	34.00	24.00
2027/28	35.00	25.00
2028/29	36.00	36.00

7.5 These charges will be reviewed in 2028/29 in consultation with growers.

7.6 Prospective growers facing financial hardship to the extent that they cannot afford their own plot would still be accommodated to help them participate in growing: for example being encouraged to join in with communal growing or supported to share a plot with another if possible. The principle would be that we will support local people

who want to access the growing spaces to do so. Enquiries should be directed to socialregeneration@qcha.org.uk

8.0 Supporting communal and community growing

8.1 Queens Cross Housing Association has community gardens in Dundasvale and Wester Common Drive that are available for communal growing. We also have a community garden for residents residing in our development at 105 Hopehill Road and we have a public realm area with planting at the Queens Cross Clock Tower. Individuals can tend to the communal raised beds at these sites once they have been introduced to the site by our Health and Wellbeing Co-ordinator.

8.2 The association will actively seek funding to allow us to provide horticulture support for people interested in community growing at each of our growing spaces. This is delivered in the form of supported growing sessions with a community gardener.

9. Responsibilities

9.1 Responsibilities for this Policy are:

- **The Health and Wellbeing Coordinator**
 - To implement the policy and administration of growing spaces.
 - To require growers to accept and uphold the growing space rules
 - To maximise engagement with the association's growing spaces

- **The Social Regeneration Manager**
 - To develop the policy and oversee it's implementation.
 - To support the health and wellbeing coordinator to uphold the policy.
 - To deal with enquiries or policy interpretation as required.

- **Director of Neighbourhood Services**
 - To support the Social Regeneration Manager and Health and Wellbeing Coordinator to implement and improve this policy in the best interests of Queens Cross Housing Association.

10. Participation and Consultation

10.1 This policy was developed in consultation with local active growers currently involved with the Woodside Community Garden. Working with local growers helps to ensure a policy and an approach that has local support.

10.2 The local growers are also pursuing setting up their own growers group. The association should seek to involve local growers during any review or substantive changes to this policy.

11. Monitoring and Review

11.1 This Policy will be subject to a review every five years, or sooner in the event of any relevant legislative or regulatory changes or best practice guidance.

11.2 The rules and regulations (Appendix One) can be amended as and when necessary to ensure a fair community-based usage of the allotments.

12. Related Documents

QCHA Allotment Rules and Regulations 2024 (appendix 1)

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