

Grass Pitch Maintenance Agreement between Battle Town Council (Site Owner) & Battle Town Football Club (Suite User)

INTRODUCTION

This agreement has been developed to guide both site owners and site users (football clubs) who wish to work in partnership to improve the quality of the Grass Football Pitches. It aims to set out the responsibilities of a Club wishing to improve grass football pitches where the pitches are under different ownership such as a Local Authority, School, Town and Parish Councils. It is important for all partners to work together to achieve the common goal of improving the quality of Grass Football Pitches

This agreement relates **only** to the improvement of the grass football pitches at the **named site**. Other agreements may exist for other facilities on the site and they might be subject to other agreements.

ETHOS AND PURPOSE OF THE AGREEMENT

To establish an agreement setting out the roles and responsibilities of each partner to enable them to achieve common aims and objectives to improve the quality of grass pitches at Battle Recreation Ground site, North Trade Road, Battle, East Sussex, TN33 0HB (Battle Rec).

It will set out the role of Battle Town Football Club and its contractors and the information required by the Site Owner so that additional maintenance procedures to be carried out safely.

This agreement can be varied to best meet each partner needs and should be used to develop a clear understanding of roles and responsibilities and should be developed in good faith and used as a working partnership document.

The Football Club in the agreement has agreed to sign up to receive Football Foundation Grant Aid for the duration of 10 years to improve the quality of the Grass Football Pitches at the named site.

GENERAL CONTEXT OF PARTNERSHIP AGREEMENT

This agreement is **not a lease**, it is an agreement for the named club to carry out additional maintenance procedures to improve the quality of pitches at the Battle Recreation Ground site. The site owner is encouraged to ensure that the Football Club partner has priority access to pitch bookings.

THIS AGREEMENT is dated 1/9/2020

BETWEEN:

- (1) Site Owner – Battle Town Council, The Almonry, High Street, Battle, East Sussex TN33 0EA.
- (2) Football Club – Battle Town Football Club, Manna House (Battle Baptist Church), Mount Street, Battle, East Sussex, TN33 0EG.

Battle Town Football Club are signing up for a period of up to 10 years to the Football Foundation to use their best endeavors to improve the grass pitches at Battle Recreation Ground site.

KEY CONTACTS

- (1) Key Contact for Site Owner – Carol Harris (Town Clerk), Battle Town Council, The Almonry, High Street, Battle, East Sussex TN33 0EA. Tel: 01424 772210. E-mail: Clerk@Battletowncouncil.gov.uk
- (2) Key Contact for Football Club – Gary Walsh (Director of Football), Battle Town Football Club, Manna House (Battle Baptist Church), Mount Street, Battle, East Sussex, TN33 0EG. Tel: 07870 854116. E-mail: gary.walsh@battletownfc.com

KEY INFORMATION

- (A) Battle Town Council is the owner of Battle Recreation Ground by the way of Freehold.
- (B) If leasehold, please state the length of the lease – Not applicable.
- (C) The football pitches at Battle Recreation Ground are used by Battle Town Football Club, which is the priority club, but they can also be used by other teams in the Summer & by the general public on an ad-hoc basis.
- (D) The parties enter into this agreement in order to set out the terms upon which the Club shall engage a contractor to carry out works or carry out the work to improve the quality of the grass football pitches.
- (E) It is advised that the partners in this agreement meet regularly and agree a reporting system to ensure that each partner is kept informed of works.

THE SITE

A pitch layout plan of Battle Recreation Ground is attached in **Appendix A**.

KEY PARTNER ROLES

Site Owner

Battle Town Council is responsible for the following:

- Giving its permission for Battle Town Football Club to carry improvement works to the pitches on Battle Recreation Ground as set out the Grass Pitch Assessment report (and in line with their funding agreement with the Football Foundation – delete if not applicable).
- Battle Town Council shall provide an agreed schedule of maintenance to the club that clearly outlines the tasks and frequency for what the site owner is responsible for on an annual basis.
- If the site is accessible to the general public, Battle Town Council is responsible for maintaining the relevant public liability insurances.
- Battle Town Council will grant its permission to Battle Town Football Club to performance test the pitches using the **Football Foundation's Digital Assessment Tool**.

- Battle Town Council will discuss any additional site user/ booking requests with the club to ensure that the football pitches are not being overplayed and the club can continue to meet the required performance standard.

Site Owner Current Maintenance Procedures

List below the current maintenance procedures that are the responsibility of the site owner

The following tasks:

- were identified by Battle Town Council based on the last Grass Adult Pitch Assessment Report by the FA’s Pitch Improvement Team (dated May 2019 – see **Appendix B**):
- currently relate to the Adult Pitch but the Youth (9 vs 9) may also need to be included as this has only just been developed & has not yet had any formal use.

Description of Task	Frequency
Cutting (& marking out lines)	Weekly during season; fortnightly
Slitting	Monthly
Scarification	Once in Spring
Application of Selective Weed killer	Once in May
Top Dressing	Only goal mouths done in May due to budget
Over-seeding	Only goal mouths done in May due to budget
Linear decompaction	Once in September

Notes from Battle Town Council

The information in the above table are consistent with Appendix D (see the separate attached Excel file) – Annual Maintenance Programme Battle Rec pitches - with Battle Town Council’s current record of, & plans for, completing the tasks listed in the Site Owner Current Maintenance Procedures. Specific tasks to note are:

- Linear decompaction - will be carried out in September, due to Covid-19 delays;
- Top Dressing & Over-seeding - due to prohibitive cost implications, these tasks have not been done annually to the whole pitch areas (only to the goal-mouth areas).

Compared with Appendix D, Battle Town Council will no longer be undertaking these 2 tasks - Application of Fertilizer & Vertical line aeration – as they become the responsibility of Battle Town Football Club under the requirements of the FA Pitch Improvement Grant.

Football Club

Battle Town Football Club is responsible for the following:

- Providing an annual schedule of football pitch maintenance works required that are in addition to what is carried out by the site owner.
- Ensuring that the tasks required are carried out in accordance with the IOG recommendations and are performance tested using the pitches using the Football Foundation’s Digital Assessment Tool.
- Ensure that all works are carried out by club officials or specialist maintenance contractors are in line with current Health and Safety practices.

- Ensure that it keeps accurate records of specialist maintenance contractors commissioned to carry out any pitch improvement works – **Insurance, Method Statement, Risk Assessments, Product Details and Specifications and Safeguarding Certificates (DBS)**.
- Ensure that the Site Owner is supplied with the following information from specialist maintenance contractors before any work takes place:

Insurance: The contractor ensures that it always has adequate public liability insurance in place, and it provides a copy of such insurance policies. Recommend £10 million worth of cover.

Method Statement: To ensure contractor method statements are in place for all tasks associated with any works to be undertaken, and to provide on request a copy of such method statements.

Risk Assessment: To ensure risk assessments are in place for all tasks associated with any works to be undertaken and provides a copy of such risk assessments.

Operative Qualifications: It is the contractor’s responsibility to ensure that its employees are suitably qualified and training to carry out the planned maintenance procedures. The contractor is required to provide evidence of qualifications for its employees.

Product details/specification: To ensure a detailed specification is in place for **ANY** products that are to be applied during any works undertaken, and to provide on request a copy of such product details/specifications to the site owner.

Safeguarding: In some cases when working on Local authority or School Sites, contractors will be asked to provide evidence of DBS check of its operatives.

Football Club Additional Maintenance Procedures

Give an overview below the current maintenance procedures carried out by the football club (this should include the guidance given in the Pitch Advisors report).

The following tasks were identified by the FA Pitch Improvement Team in the attached Excel spreadsheet – Club Enhanced Maintenance Plan dated 3rd April 2020 (see **Appendix C**).

Description of Task		Frequency
Application of Fertilizer		Once in Autumn
Vertical line aeration		Once in May

A copy of the last Grass Adult Pitch Assessment Report by the FA’s Pitch Improvement Team (dated May 2019) is attached at **Appendix B**.

Payment of the Planned Additional Maintenance Procedures

Battle Town Football Club has received a Football Foundation Grant towards carrying out additional works set out above and detailed in the Grass Pitch Assessment Report.

Battle Town Football Club is responsible for paying the contractor to carry out the works agreed.

The Football Club should agree with the Site Owner the most cost-effective solution to make this payment.

Changes to this Agreement

This agreement can only be changed with full consultation of all partner agencies and should be done in consultation the relevant County Football Association and the Football Foundation.

This agreement will be subject to review every twelve months, with the first review due to take place in July 2021 at the earliest or later depending on the COVID-19 situation.

Signed by Site Owner:

Name:

Date:

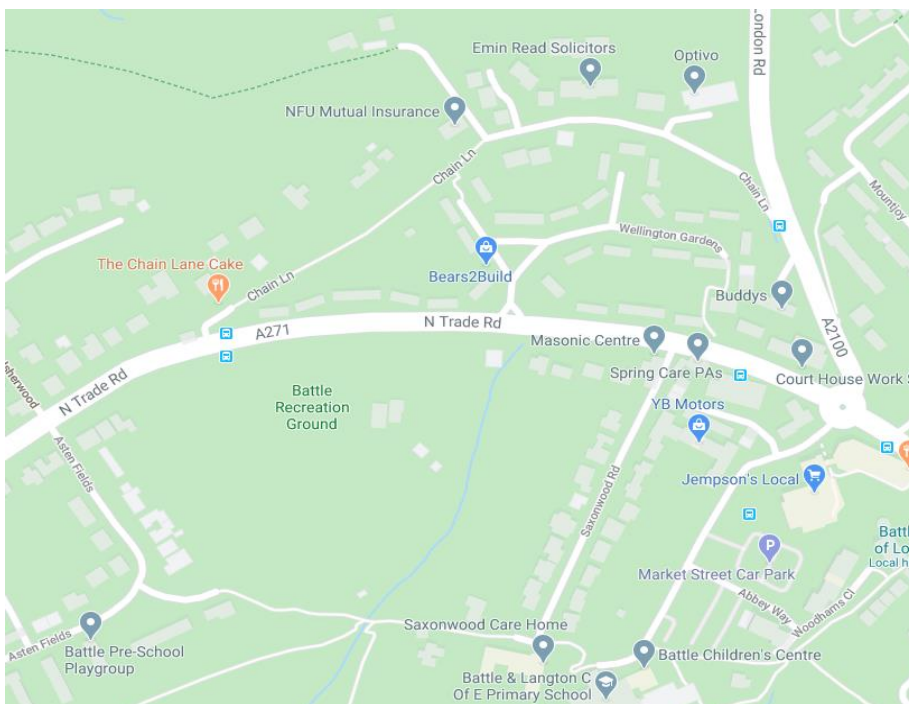
Signed by Football Club:

Name:

Date:

Appendix A - Pitch layout plan of Battle Recreation Ground

<https://www.google.com/maps/place/Battle+Recreation+Ground/@50.9185926,0.4785292,17z/data=!4m6!3m5!1s0x0:0x1de9846d7449f74d!4b1!8m2!3d50.9185114!4d0.4771345>



Appendix B

Please see the separate attached PDF file with the last Grass Adult Pitch Assessment Report by the FA's Pitch Improvement Team (dated May 2019).

Appendix C

Please see the separate attached PDF file with the FA Pitch Improvement Team's "Club Enhanced Maintenance Plan" (dated 3rd April 2020).

Appendix D

Please see the separate attached Excel file – Annual Maintenance Programme Battle Rec pitches - with Battle Town Council's current record of, and plans for, completing the tasks listed in the Site Owner Current Maintenance Procedures.