

**THIS AGREEMENT** is dated XXXXX

**BETWEEN:**

- (1) Site Trustee – Bramshott & Liphook Parish Council
- (2) Football Club – Liphook United Football Club

Liphook United 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 the Bramshott War Memorial Recreation Ground.

**KEY CONTACTS**

- (1) Key Contact for Trustee – Peter Stanley, Executive Officer, Bramshott & Liphook Parish Council, The Parish Office, Haskell Centre, Liphook, Hampshire, GU307TN.
- (2) Key Contact for Football Club – Alex Bray, Club Treasurer, Liphook United FC, 3 The Grove, Liphook, Hampshire, GU30 7NX.

**KEY INFORMATION**

- (A) Bramshott & Liphook Parish Council act as the trustee of the land at the Bramshott War Memorial Recreation Ground.
- (B) The football pitches at the Bramshott War Memorial Recreation Ground are used by Liphook United Football Club.
- (C) The parties enter into this agreement in order to set out the terms upon which the football club shall engage a contractor to carry out works or carry out the work to improve the quality of the grass football pitches.
- (D) 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 the Bramshott War Memorial Recreation Ground is attached in **Appendix A.**

**KEY PARTNER ROLES**

**Site Owner**

The trustee of the land is responsible for the following:

- Giving its permission for the football club to carry improvement works to the pitches at the Bramshott War Memorial Recreation Ground as set out the Grass Pitch

Assessment report (and in line with any funding agreement with the Football Foundation).

- The trustee of the land shall agree a schedule of maintenance to the pitches in consultation with the club, clearly outlining the tasks (and frequency) for maintenance carried out by both parties.
- The trustee is responsible for maintaining the relevant public liability insurances over the site.
- The football club is responsible for maintaining public liability insurances in respect of the use of the pitches by the club.
- The site owner will grant its permission to the Football Club to performance test the pitches using the **Football Foundation's Digital Assessment Tool**.
- The football club will discuss site use with the trustee each year to ensure that the football pitches aren't being overplayed and the pitches 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 trustee*

<b>Description of Task</b>	<b>Frequency</b>
Cutting grass	
Marking pitches	

#### **Football Club**

The 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 trustee 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:** Contractors will be asked to provide evidence of DBS check of its operatives.

**Football Club Additional Maintenance Procedures**

*To be agreed - the maintenance procedures to be carried out by the football club (this would include the guidance given in the Pitch Advisors report).*

Description of Task	Frequency
Decompaction and aeration of all of the football pitches	Twice a year
Overseeding (out of season renovation)	Once a year (outside of the football season)
Slitting of all the football pitches	XXXXXXX
Goal mouth repairs (in season)	As required
Application of fertilizer	Twice a year

A copy of the Grass Pitch Assessment Report is attached in **Appendix B.**

### **Payment of the Planned Additional Maintenance Procedures**

Liphook United Football Club intends to apply for a Football Foundation Grant towards carrying out additional works set out above and detailed in the Grass Pitch Assessment Report.

Liphook United Football Club is responsible for paying the contractor to carry out the works agreed.

The Football Club should agree with the trustee 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 <date>.

#### **Signed by Site Owner:**

**Name:**

**Date:**

#### **Signed by Football Club:**

**Name:**

**Date:**