



Essex County Council

Great Notley Country Park Joint Venture Partnership Board

11:00	Wednesday, 05 February 2020	Conference Room Great Notley Country Park Discovery Centre Braintree CM77 7FS,
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For information about the meeting please ask for:

Judith Dignum, Democratic Services Officer

Telephone: 03330 134 579

Email: democratic.services@essex.gov.uk

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3	Site Report To consider report GTP/01/20.	8 - 10
4	Artificial Grass Pitch and Multi-Use Games Area Report To consider report GTP/02/20.	11 - 29
5	Date of next meeting To agree a date for the next meeting of the Board.	
6	Urgent Business To consider any matter which in the opinion of the Chairman should be considered in public by reason of special circumstances (to be specified) as a matter of urgency.	

Exempt Items

(During consideration of these items the meeting is not likely to be open to the press and public)

The following items of business have not been published on the grounds that they involve the likely disclosure of exempt information falling within Part I of Schedule 12A of the Local Government Act 1972. Members are asked to consider whether or not the press and public should be excluded during the consideration of these items. If so it will be necessary for the meeting to pass a formal resolution:

That the press and public are excluded from the meeting during the consideration of the remaining items of business on the grounds that they involve the likely disclosure of exempt information falling within Schedule 12A to the Local Government Act 1972, the specific paragraph(s) of Schedule 12A engaged being set out in the report or appendix relating to that item of business.

7 Urgent Exempt Business

To consider in private any other matter which in the opinion of the Chairman should be considered by reason of special circumstances (to be specified) as a matter of urgency.

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Committee: Great Notley Country Park Joint Venture Partnership Board

Enquiries to: Judith Dignum, Democratic Services Officer

Membership, Apologies, Substitutions and Declarations of Interest

Recommendations:

To note

1. Membership as shown below
2. Apologies and substitutions
3. Declarations of interest to be made by Members in accordance with the Members' Code of Conduct

Membership

(Quorum: One Member from each Council)

Representing

Councillor M Platt
Councillor S Walsh
Councillor G Butland
Councillor W Schmitt

Essex County Council
Essex County Council
Braintree District Council
Braintree District Council

Minutes of the meeting of the Great Notley Country Park Joint Venture Partnership Board held at the Discovery Centre, on Monday 15 July 2019 at 14:00.

Present:

Councillors:

S Walsh	(Chairman)	Essex County Council
M Platt		Essex County Council
G Butland		Braintree District Council
W Schmitt		Braintree District Council

The following officers and advisors were also present in support:

Samir Pandya	Strategy & Policy Manager, Braintree District Council
Paul Partridge	Head of Operations, Braintree District Council
Andrew Seaman	Democratic Services Officer, Essex County Council
Harrison Ewan	Park Manager, Great Notley Country Park
Steffanie Robertson	Interim Park Manager, Great Notley Country Park
Laura Boreham	Business Development Lead, Culture and Green Spaces

1. Membership, Apologies, Substitutions and Declarations of Interest.

The Board received the report on Membership, Apologies and Declarations and it was noted that:

- The membership of the board was shown as shown in the report.
- Apologies had been received from Dee O'Rourke, Head of Culture & Green Spaces.
- There were no declarations of interest.

2. Minutes

The minutes of the meeting of the Great Notley Country Park Joint Venture Partnership Board held on 4 December 2018 were approved as correct record and signed by the Chairman.

It was agreed that:

- land registry needs to be confirmed – Laura Boreham to action
- Flooding was resolved.

3. Site Report

The Board received report (GTP/01/19) from Steffanie Robertson and Harrison Ewan, Park Managers. The following points were highlighted from the report:

- Current manager, Claire Bunn has gone on maternity leave and Steffanie Robertson is the interim Park Manager.
- A new part-time Ranger Frank has started and is doing a good job.
- Some play equipment was awaiting parts from contractors, would be open in time for the summer season.
- The water play area does not look to be open this summer due to high maintenance costs.
- Update on the muddy entrance, will be maintained after the summer season.

During consideration of the report the following points were made:

- Last inspection was in May.
- A different solution was trialled as an alternative to glyphosate to kill the weeds.
- To increase visitor numbers, they have drafted some small events such as night under stars, camp fire night, pond dipping.
- Friends of the Flitch Way are continuing to work with them once a week but will pause over summer.
- Estimated 23k visitors. Takings have gone up.

Summer holidays, when play equipment, climbing forest repairs are still ongoing, awaiting parts

It was agreed that:

- There should be a comparison of the budgets from previous years – Laura Boreham to action.
- Grass at entrance could be wild flower area instead of being mowed – Harrison Ewan to action.

4. AGP & MUGA

The Board received report (GTP/02/19) from Samir Pandya, Strategy & Policy Manager. The following points were highlighted from the report:

- An order has been placed to renew the pitch, ETC sports services, come in at about 70k total 82k with consultants.
- Aim to have a reopening event.
- Only 2.4% increase in prices.
- Anti-climb paint made a big improvement to security, needs renewing.

5. Allotments

The Board received report (GTP/03/19) from Paul Partridge, Head of Operations. The following points were highlighted from the report:

- Discussion was that a part of the country parks could be used as allotments to replace the current allotment plot. There would be a survey of the park to see what areas could be turned into allotments.
- As an educational perspective, it would be beneficial for the allotments to be at the park.

It was agreed that:

- A survey of the park would take place, to assess any suitable areas where an allotment could be placed. – Paul Partridge to action.

6. Date of Next Meeting

The date of the next meeting would be agreed in due course.

There being no urgent business the meeting closed at 14:25.

Chairman

Site Report

Reference Number: GTP/01/20

Report title: Site Report	
Report to: Great Notley Country Park Joint Venture Partnership Board	
Report author: Steffanie Robertson, Park Manager	
Date: 5 February 2020	For: Discussion and identifying any issues.
Enquiries to: democratic.services@essex.gov.uk	
County Divisions affected: Not applicable	

1. Introduction

- 1.1 This is the latest update relating to Great Notley Country Park.

2. Action required

- 2.1 To receive the latest update report relating to Great Notley Country Park as attached at appendix 1.

3. List of Appendices

Updates from the Great Notley Country Park have been requested and are attached as Appendix 1 overleaf.

- Appendix 1 – Great Notley Country Park Joint Venture Partnership Board Site Report

Great Notley Country Park Partnership Board – Site Report February 2020

Steffanie Robertson and Harrison Ewan

Actions from Previous Meeting

- How are we doing against the income budget target for takings – info requested by Cllr. Butland

Income was under target (figures from Nov 19). Year to date is down on previous years as well however the closure of key pieces in the park, the weather extremes we seen this year, and the unexpected closure of the café on site will have had a big impact. The café is being refurbished and relaunched in the very near future so that will hopefully help in making up some lost income. Car parking is overachieving with our busiest and most profitable month (as expected) being August.

- End of the park where it is very wet. Update on this. Has it been rectified already or if not confirmation that it will before the Autumn/Winter

This has now been filled in so hopefully rectified. There is also a desire line which splits away from the path near this entrance. Our plan is to take several willow trees out (deemed necessary from our tree inspection), and plant in this area to help it recover. The official pathway has been grown over by grass, slightly further on, and so allowing this desire line to recover will also help with keeping the pathway managed.

Staffing

Our part-time ranger, Frank, unfortunately left us in October after being offered an opportunity he was keen to pursue with the Essex Wildlife Trust. This has meant however we have been very much running on skeleton staff and projects we had planned are now unfortunately taking longer to complete. We are however hoping to recruit to his position very shortly.

The Service has gone through a restructure beginning in November and as such, new management positions have been created. Steve Bunn (Green Space Manager) has since left Country Parks and in replacement we are pleased to welcome Paul Stokes, who has taken the position of Operations Manager. Laura Boreham (Business Development Lead) has also decided it's time for a new challenge and will be leaving us very shortly. In terms of the Skyropes team, Harri has decided to take on a new challenge, as has one of the Senior Skyropes Instructors. We wish them all the best in their new ventures.

Playtrail and Park Update

Due to the age and high use of the play equipment we continue to undertake remedial work.

After an incident on the Climbing Forest at the end of June, the piece was closed off to the public until this was investigated. An investigation was launched, and a report written/collated and sent to the HSE who did not need to make any further investigation. From this report however we agreed several recommendations that have been implemented.

The woodchip that surrounds several of the older pieces is due to be replaced in its entirety. Due to it already being closed to the public we decided to start with the Climbing Forest, allowing the ground time to recover. Unfortunately, due to the weather, ground conditions getting worse and budgetary constraints we had to stop. We plan on completing this as soon as possible and have since been focussing on the re-launch of the café.

The Lily's at Notley café ceased trading in October and the decision was made to take it back in-house. The team are working behind the scenes to get the café refurbished and opened as soon as possible.

The Essex Forest Initiative was announced by Essex County Council (ECC) at Full Council in October. ECC have committed to planting 375,000 trees across the County over the next five years, which will capture 60,000 tonnes of carbon. Mitigating the effects of Climate Change is a major priority and The Essex Forest Initiative is just one way ECC hopes to achieve this. We were pleased the Initiative launched here at Gt Notley, with the first tree planted on the 28th November.

The Essex Young Farmers contacted Country Parks asking if they could volunteer to plant trees and/or hedgerows as part of their 'Protect Your Future' campaign. I thought Gt Notley could benefit from this, and we hoped to tie this in with the Woodland Trust's 'Big Climate Fightback' Campaign which is being deemed the UK's biggest mass tree planting on 30th November, however this didn't go quite to plan with the supply of tree's being limited. I have since contacted the Young Farmers to find out if they would be interested in planting in March instead.

Now we have reached a more quiet period visitor wise, we are hoping to get on with projects such as clearing the fishing swims of reeds, cutting back some of the growth around the lakes to allow for better views, crown lifting areas of trees for visitors to picnic under when the weather turns nicer, clearing the ponds from litter and excess algae and tidying up the willow tunnel area. We will also be looking at events for the next calendar year.

Flitch Way, Black Water Rail Trail, Garnetts Wood

The Friends of the Flitch Way continue to provide invaluable support to the Country Parks team. After a number of days clearing areas on the Black Water Rail Trail, they moved to Garnetts Wood where they worked until the festive period. They have since restarted back on the Flitch Way. Other works undertaken by the rangers include tree felling, both from our tree inspection report and ad hoc emergency works.

Visitor Numbers and Income

Between July and November we had just over 65,600 visitors. Over the summer period (July 25th 2019 to September 2nd) we had 13905 cars come to site and an estimated 37544 visitors (a 10.9% decrease from 2018). Takings during this time reached £64704 (a 15% decrease from last year when we took £76222 during the same period). This could be due to the closure of the waterplay (a hugely popular area during the summer) and the Climbing Forest at the busiest time of the year. However, this decrease over summer was actually a trend across many of the other Country Parks, which could indicate that the weather extremes we had put visitors off, with either exceedingly hot days or rain.

Artificial Grass Pitch and Multi-Use Games Area Report

Reference Number: GTP/02/20

Report title: Artificial Grass Pitch and Multi-Use Games Area Report	
Report to: Great Notley Country Park Joint Venture Partnership Board	
Report author: Samir Pandya, Strategy and Policy Manager, Braintree District Council	
Date: 5 February 2020	For: Discussion and identifying any issues.
Enquiries to: democratic.services@essex.gov.uk	
County Divisions affected: Not applicable	

1. Introduction

- 1.1 This report provides Members with an update on usage and income from the Artificial Grass Pitch (AGP) and Multi-Use Games Area (MUGA) at Great Notley Country Park. It covers a 9-month period from 1 April 2019 to 31 December 2019.

2. Action required

- 2.1 To receive the latest update report relating to Artificial Grass Pitch and Multi-Use Games Area as attached from appendix .

3. List of Appendices

Updates from the Great Notley Country Park have been requested and are attached as Appendices 2a to 2c overleaf, in the following order:

- Appendix 2a – Artificial Grass Pitch and Multi-Use Games Area Report
- Appendix 2b – Service Level Agreement – Football Development Plan
- Appendix 2c – Community Iron Progress Report

GREAT NOTLEY COUNTRY PARK JOINT VENTURE PARTNERSHIP BOARD MEETING 5 February 2020

ARTIFICIAL GRASS PITCH AND MULTI-USE GAMES AREA

1. INTRODUCTION

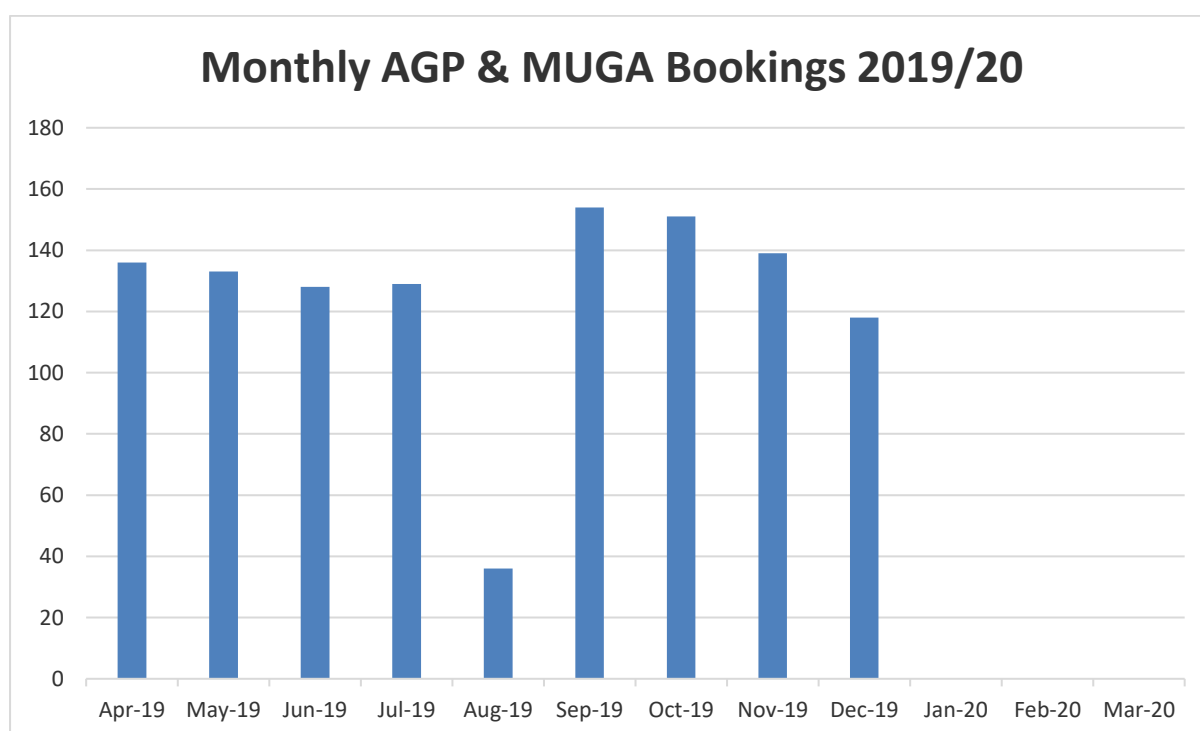
This report provides Members with an update on usage and income from the Artificial Grass Pitch (AGP) and Multi-Use Games Area (MUGA) at Great Notley Country Park. It covers a 9-month period from 1 April 2019 to 31 December 2019.

2. USAGE AND BOOKINGS

The graph below shows the number of bookings in each month up to the end of December 2019. There were 1130 bookings in total over the nine month period - an average of 126 per month; this was down by 223 bookings or an average of 25 per month compared to the same period in 2018-19.

There have been 32 different organisations/individuals both in and outside of the Braintree District who have regularly booked the facility, ranging from adult and children's football clubs, including Braintree Town Football Academy and Great Notley Youth Football Club, and other sporting clubs – see Appendix 1 for full list. Braintree Town Football Academy and Great Notley Youth Football Club account for some 27% of the total bookings.

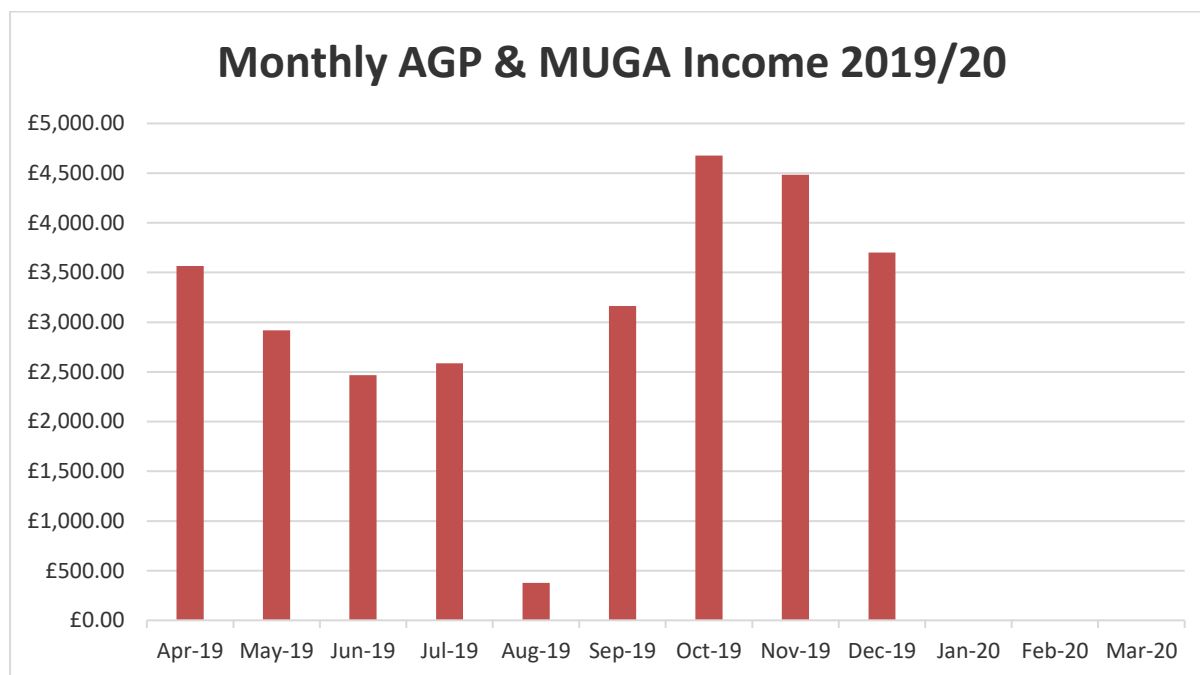
The facility continues to be well used during peak periods (evenings and weekends) when it is virtually full to capacity. This equates to 85% of all bookings, the remainder being made during the off-peak period (daytime Monday to Friday). Off-peak usage has and will continue to be a challenge in terms of the number of bookings, this is at least in part due to the accessibility of the location.



3. INCOME GENERATION

The income generated from the AGP and MUGA has more or less remained in line with the budget projection for 2019-20 and follows a similar trend to the previous year. By the end of December 2019, we had received £28k which is £500 less compared to the same period in 2018-19.

The graph below shows the monthly income received:



As expected, there was a reduction in income during the summer months and especially in August due to the closure of the AGP for refurbishment work.

4. RENEWAL OF THE ARTIFICIAL GRASS PITCH

In the last report (July 2019) it was explained that the artificial grass pitch (carpet) was due to be replaced by the end of August 2019, as it was 10 years old. Since the facility was opened back in 2009, BDC had received £1.5k p.a. from Great Notley Football Club and had itself contributed £18k p.a. to a reserve (sinking) fund. As at March 2019, the value of the reserve was £155k which was used to replace the carpet in August as planned.

On 28 September, the Council reopened the AGP at Great Notley Country Park following replacement of the old, worn out surface with a new, high quality upgraded pitch. The event was well attended with various sports activities organised for different aged groups. Dignitaries from supporting organisations e.g. Essex County Council, Braintree Town Football Club, Community Iron, enjoyed the event and some also participated in the activities.



5. FOOTBALL DEVELOPMENT PLAN

Last year we agreed a two year Service Level Agreement (SLA) with the Community Iron (CI); the community charity of Braintree Town FC, to help deliver the aims and objectives of the Football Development Plan (FDP) for BDC.

The FDP aims to provide additional opportunities for using the AGP. CI and BDC meet regularly to review the Plan. Appendix 2 shows the copy of the SLA/FDP and Appendix 3 shows the progress report from CI up to Dec 2019.

6. RECOMMENDATION

That Members note the report.

Samir Pandya
Operations Strategy and Policy Manager
21 January 2020

Appendix 1 – List of Organisations and Clubs using the AGP and MUGA

1	Dunmow Utd
2	Silver End YFC
3	Individual
4	Blackmore Rovers
5	Braintree Town FC Academy
6	Braintree Town YFC
7	Braintree Walking Netball - MUGA
8	Individual
9	Cressing Utd
10	Individual
11	Felsted Rovers
12	Gosfield Vets
13	Great Notley YFC
14	Gt Leighs AFC
15	Gt Leighs YFC
16	Individual
17	Individual
18	Individual
19	Individual
20	Lyons Ladies - MUGA
21	Sporting 77
22	Michael Richardson Football Academy
23	Individual
24	Notley Green Lyons
25	Individual
26	The Polish Football Community
27	Individual
28	Rayne Youths
29	Individual
30	Silver End United
31	The Inflatables
32	Triconnex



Service Level Agreement

Great Notley Country Park Artificial Grass Pitch (AGP)

Football Development Plan

Partners: Braintree District Council and Community Iron

GREAT NOTLEY A.G.P - FOOTBALL DEVELOPMENT PLAN

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2. Aims of the Agreement
3. Introduction
4. Increasing Participation
 - A. Development of School Links
 - B. Development of Recreational Football
 - C. Development of Girls Football
5. Volunteer Recruitment
6. Provision of opportunities for footballers with disabilities
7. Programme Management

GREAT NOTLEY A.G.P - FOOTBALL DEVELOPMENT PLAN

1. Responsible People & Contact Details.

BRAINTREE DISTRICT COUNCIL	COMMUNITY IRON
Project Sponsor Paul Partridge Head of Operations Braintree District Council, Unit 4 Lakes Industrial Park Lower Chapel Hill Braintree Essex CM7 3RU 01376 552525 paul.partridge@braintree.gov.uk	Operations Manager Mark Sansom c/o Witham Town FC, Spa Road Witham CM 01376 525700 mark@communityiron.co.uk
Project Manager Samir Pandya Operations Strategy & Policy Manager As above 01376 552525 Ext. 3335 samir.pandya@braintree.gov.uk	Administration Tracy Game As above 01376 525700 tracy@communityiron.co.uk
	Trustee; Alan Stuckey 07800 886849 stucks47@icloud.com

GREAT NOTLEY A.G.P - FOOTBALL DEVELOPMENT PLAN

2 THE AIMS OF THE AGREEMENT

This service level agreement is made between Community Iron (CI) and Braintree District Council. It sets out the agreed roles and responsibilities of both parties.

CI agrees to:

1. Draft and deliver the Gt. Notley Country Park Football Development Plan (FDP).
2. Report any issues concerning the AGP and the delivery of the FDP
3. Provide and deliver sporting activities for members of the community through the Football Development Plan including half-term and summer activities.
4. Ensure a sufficient members of staff are present at each activity delivered with appropriate qualifications and clearances.
5. Incorporate the Braintree District Council logo on any publicity materials.
6. Provide a quarterly and end of year written summary report to Braintree District Council summarising activities and achievements in the delivery of the FDP.
7. Ensure the AGP and MUGA has current CI risk assessments and health and safety checks carried out for each session delivered by CI.
8. Maintain a safe working environment for participants, CI staff and Volunteers.
9. Maintain valid Public Liability Insurance.
10. Attend all meetings in relation to the GT Notley Football Development Plan as required by Braintree District Council, the Football Association and the Football Foundation
11. Work with Partner agencies including GT Notley FC to secure funding and to promote, market and develop the best use the facility.

Braintree District Council agrees to:

1. Facilitate quarterly and any other meetings as required.
2. Provide regular feedback and updates as appropriate.
3. Contribute (£12k/pa) to CI for delivery of the FDP for the period of two years from 1 April 2019 to 31 March 2021. Contribution to be paid quarterly.
4. Update CI on any feedback/ summary updates from the Football Foundation/ Essex FA.
5. Inform CI of any issues/ concerns in relations to the co-ordination of activities of the GT Notley facility.
6. Invite CI to attend any review meeting in conjunction with the Football Foundation and Essex FA.
7. Maintain the AGP to accommodate the delivery of the FDP.

GREAT NOTLEY A.G.P - FOOTBALL DEVELOPMENT PLAN

3. INTRODUCTION

The Great Notley Community Sports Project (GNCSP) is a social cohesion based project that uses football and other sports to engage with young people within Braintree, providing positive experiences with the aims of:

Reducing anti-social behavior, Empowering local young people to take responsibility and make positive changes in their lives, Provide opportunities to participate in high quality sports activities, Learn new skills, Increase self-confidence and team building skills, Build links with local groups and provide pathways for participants, Improve the health and emotional wellbeing of participants.

The development plan for the GNCSP directly contributes to addressing these issues and brings other local partners into the equation in order to achieve these goals. CI and Braintree District Council recognise the fact that there are some quality local providers already working hard locally to deliver good community sport development programmes in the area. By working with these partners (and potential partners), and developing the facilities, this can only enhance this process further, bringing further clubs and users to the site and developing community football to a higher level in Braintree.

CI and Braintree District Council have adopted three key priorities for sport, which will be the focus of action planning within the development plan for sport:

- Provision of sporting opportunities for young people
- Provision of opportunities to develop and improve the quality of coaches, teachers and volunteers working in sport
- Improving sporting provision for people with disabilities and special needs

In addition, football can be seen as a focus for development in Braintree. The national game is a powerful catalyst for engaging people from disparate backgrounds both in Great Notley and throughout the Braintree district. This manifests itself in terms of facilities, human resources, and school to club links and coach education. Additionally, girl's football is one of the focus sports within the Active Essex Sports programme. Other multi-sports programmes will also take place on the site.

CI will ensure that other local partners with an interest in local football are liaised with and that this development plan is successfully delivered and closely monitored.

GREAT NOTLEY A.G.P - FOOTBALL DEVELOPMENT PLAN

4. INCREASING PARTICIPATION:

4A DEVELOPMENT OF SCHOOL LINKS

To continue to support and sustain sports links between primary and secondary schools and Colleges in Braintree. At present Community Iron has an excellent relationship with both primary and secondary schools.

Objective	Tactic	Responsible	Timeframe	Resources	Financial Costing
To educate students as future coaches, referees, and sports organisers	Students on the BTFC Academy qualify as leaders of sport and PE for school students - 15 per year	CI staff	Throughout 2019-20	Qualified tutors (CI)	£1000
	Integration of students into organising, operating and officiating at regular central venue schools festivals – offering a level of friendly competition for local primary schools	CI		CI staff to manage volunteers for tournaments & soccability	£1000
	In partnership with local schools, CI and local clubs publicise available schemes.	CI and partners		Marketing, administration of courses,	£1000
Provide activity routes during holiday periods	Run holiday activities at Great Notley (8 min) & other venues			Marketing. admin, coaches; equipment;	<i>8 min @ £500:</i>
					£4000
Schools facility usage	To encourage local schools to make curriculum time use of the AGP Use GT Notley centre as a central venue for.. <ul style="list-style-type: none"> Festivals- Invite schools to attend regular festivals or competitions - 3+ per year Free taster sessions in schools 	CI staff & School PE coordinators	Throughout 2019 - 20	‘Networking’ time. Market, administer, equip & deliver festivals.	<i>3 min. @ £1000 min:</i> £3000

GREAT NOTLEY A.G.P - FOOTBALL DEVELOPMENT PLAN

4B: DEVELOPMENT OF RECREATIONAL FOOTBALL ACTIVITIES

Objective	Tactic	Responsible	Timeframes	Resources	Financial Costing
To continue delivery of weekly developmental coaching activities for young people.	Provision of 2 * weekly developmental coaching sessions for 4-14 year olds	CI	Throughout 2019 - 20	Marketing; administration; and delivery costs inc. officials	£2500
Trial a business houses small-sided and / or walking football tournament /league	Initial target is Skyline 120 and other local businesses		Spring 2020		£1000

4C DEVELOPMENT OF GIRLS FOOTBALL

Younger girls to learn football at Wildcats grass roots sessions already run at other locations in the town. We aim to offer a progression from this on through youth girl's football and on into ladies football.

Objective	Tactic	Responsible	Timeframe	Resources	Financial Costing
Provision of opportunities for girls to be introduced to football	Provide follow - on to girls-only Wildcats sessions run in Braintree. Liaise with Ladies teams and Girls sides locally Organisation of weekly coaching session for girls aged 6-14 to encourage development of the female game	CI staff Local schools Essex FA	Girls only sessions to start during Spring 2020	Coaches Equipment Marketing Administration	£1,500

GREAT NOTLEY A.G.P - FOOTBALL DEVELOPMENT PLAN

5. VOLUNTEERS

Aim: To recruit, retain and value volunteer coaches

Objective	Tactic	Responsibility	Time Scale	Resources	Financial Costing
To use the opportunities presented by the use of volunteers	Liaise with BTFC Academy to include students as volunteers.	CI	Throughout 2019 - 20	Cost of Organisation, administration, DBS clearances	

6. PROVISION FOR FOOTBALLERS WITH DISABILITIES

At present CI work with Essex FA and many local special and mainstream schools to deliver Soccability for people with a disability or with special educational needs to enjoy football.

Objective	Tactic	Responsible	Timeframe	Resources	Financial Costing
Run 2 * Soccability tournaments annually * 6 schools	Recruitment of local schools to the programme	CI; Essex FA	Throughout 2019/20	Marketing time, Coaching staff, equipment; prizes, mementoes.	£1500
Develop coaches understanding and expertise of working with disabled footballers	Staff to attend the FA Coaching Disabled Footballers Course	CI staff		Training Fees	£1000

GREAT NOTLEY A.G.P - FOOTBALL DEVELOPMENT PLAN

7. PROGRAMME MANAGEMENT

Objective	Tactic	Responsible	Time Scale	Resources	Financial Costing
Ensure high quality performance of the programme	<p>Review the Football Development Plan and this SLA annually</p> <p>Provide Activity summaries at regular and frequent liaison meetings between BDC & CI.</p> <p>Ensure all CI staff are qualified, have safeguarding training and DBS clearances</p> <p>Collect & analyse feedback from event attendees</p> <p>Record all incidents and accidents</p>	CI in association with BDC	Throughout 2019 - 20	Supervision & administration; staff training & development.	£2000
Seek additional funding to support delivery and development of this plan	CI to use its charitable status to seek other funding channels	CI	Throughout 2019 - 21	Bid writing; project reviews and financial statements of funding partners.	£2000
Ensure partners are aware of the events	CI to supply quarterly illustrated activity summaries for partners.	CI	Throughout 2019 - 20		£1000
Foster good relations between partners.	Liaise to complete returns to other interested organisations such as Football Foundation; Essex FA; etc	CI in association with BDC	Throughout 2019 - 21		£1000
TOTAL					£23500



Progress Report: April 2019 - December 2019 The Football Development Plan for the Great Notley AGP.



1. A little Background - The Partnership Agreement:

The Artificial Grass Pitch (AGP) at Great Notley Country Park was installed by Braintree District Council (BDC) using grant funding supplied by the Football Foundation (FF). The FF require an approved Football Development Plan at all their funded locations.

Community Iron (CI) - the community charity of Braintree Town FC, devised and operates this Football Development Plan for BDC. The plan aims to satisfy funders with a programme of community activities using the AGP. CI and BDC meet regularly to review the Plan.

The facility was CLOSED during August 2019 for the laying of a replacement carpet.

2. Football Development Plan activities at Great Notley AGP.

CI markets, administers, and delivers (using its own coaches and equipment) community sport activities at the Great Notley AGP, with the aim to encourage young people to participate in sport.

For most community sport initiatives, BDC supplies the facility free of charge.

3. Activity Summary.

Period: Approx. 4 months (1/9/19 to 31/12/19)

- 64 Skills Development Sessions totaling hours - 128 hours
- 4 Holiday Soccer Camp - 20 hours
- 1 Relaunch Event - 2 hours.
- 1 GIRLS Schools Tournament with 8 local schools represented - 5 hours
- 1 OPEN Schools Tournament with 10 local schools represented - 5 hours
- 1 Soccability Event with 4 schools represented - 3 hours.
- 36 Academy training sessions - 72 hours.

Total number of events = 108 events; 235 hours of usage.

4. AGP Relaunch Event - 28th September 2019.

Local dignitaries, footballers and over 100 interested onlookers met at the all-weather football pitch at Great Notley Discovery Centre on Saturday 28th September. They heard Chairman of Braintree District Council, Councilor Angela Kilmartin, talk about the work done to relay the artificial pitch there, before blowing a ceremonial whistle to begin a series of football skill sessions and matches.

Around 50 players of all ages from seven to seventy took part in warm-up drills, walking football, girl's football and some small-sided matches. The event was organised by Community Iron - the Braintree Town Football Club charity - on behalf of Braintree Council.

The Club presented all visitors with a match day programme and then invited everyone attending to come to their home match against Oxford City in the afternoon, where some of the younger players formed a Guard of Honor, and Cllr Kilmartin cheered the Iron on to a home win.



Soccability

The Latest Soccability session occurred on WED 13th November with 4 participating schools.

CI organise the day and provide coaches and equipment. BDC supply the facility FoC.

We have 4 more Soccability events planned in the New Year In partnership with Essex Football Association.



Holiday Soccer Camps

The summer holiday programme was transferred to other venues as The Discovery Centre was closed, but normally run EVERY THURSDAY during school holidays.

A final camp for 2019 was held on Oct 31st with 16 youngsters.

Facilities are provided FoC by Braintree Council.

CI organise and deliver the sessions.



Progress Report: April 2019 - December 2019
The Football Development Plan for the Great Notley AGP.



Skills Development

There have been 26 skills development sessions during this period - 2 per week since the centre reopened.

Facilities for Thursday sessions are provided FoC by Braintree Council.

Facilities for Tuesday sessions are paid for by Community Iron.

Local budding young footballers from any (or no) club are welcome to come along and get specialist football coaching from Community Iron's coaches. There are **2 'twilight' sessions each week** for different age groups.



Schools Tournaments

A local schools GIRLS football tournament was held on TUESDAY 12th NOVEMBER with 10 schools participating.

WHITE NOTLEY school won the tournament and will go on to represent Braintree in a regional competition.

There was a further tournament on THURSDAY 21st NOVEMBER - also with WHITE NOTLEY as winners.

T
here are 2 more tournaments planned for February 2020. We run tournaments for Boys, Girls and mixed sides.



Progress Report: April 2019 - December 2019
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The CI/Braintree Town Academy

There are 30 students at the Academy. Up to the end of season 2018 - 19 the Academy used the facility 1 day per week; approx 70 hours usage over this period.



The Academy is a sport-focused, full-time education programme FREE to local 16 to 18 year olds.

The Academy - run by CI - pays to use the AGP for daytime training.

Students have represented Braintree Town FC 1st team; Witham Town FC 1st team and the Academy's own sides during the current season.

5. Current Issues and Plans

New initiatives such as a Business Football League for the Skyline 120 businesses will be trailed in the Spring.

There are 2 more Schools Tournaments planned for February 2020. Financial pressures and the lack of classroom facilities at the site have led to the Academy stopping their use of the AGP.