

3G PITCH STEERING GROUP SUB COMMITTEE

VERSION	DATE	AMENDED?	COMMENTS
1.0	25.08.20	No	Original Version
1.1	20.01.22	Yes	Re-titled 'Sub Committee'
1.2	10.05.22	Yes	Change to frequency of meetings – from three times per year to once per year.
1.3	28.02.23	Yes	Membership increased from 3 Councillors to 4 at FC (28.02.23)
1.4	02.04.24	Yes	LS approved reference to new Management & Development Plan document (02.04.24)

1. TYPE OF COMMITTEE => Sub Committee

2. PARENT COMMITTEE => Leisure Services Committee

3. 6 MONTH MEETING RULE VALID (see 6.1.k)

a. NO

4. SIZE => 4 Councillors;

It is also a requirement of the Football Foundation that the membership include one representative of the Berks and Bucks FA, one representative from the Reading Community Trust and one representative from each of the Partner Clubs.

5. DUTIES AND POWERS

5.1 OVERALL PURPOSE

a. The steering groups role is to monitor and review delivery of the financial, usage and football development performance of the 3G AGP at Woodford Park Leisure Centre and to provide this information to the Football Foundation.

5.2 MEETINGS

a. The steering group shall meet at least once each year. Additional meetings may be organised, as appropriate and necessary.

b. Meetings of the group shall be chaired by one of the Elected Members from Woodley Town Council as the grant holding organisation.

c. Members from the partner clubs may send a representative if they are unable to attend a meeting.

d. Officers will attend the meetings of the working party, as appropriate.

5.3 TERMS OF OPERATION

a. To monitor and report on the financial performance of the 3G pitch in line with the business plan, usage plan, football development plan, as contained within the Council's 3G Pitch Management & Development Plan, and partner clubs service level agreement.

- b. To monitor and report on the football development in relation to the 3G pitch, in line with the business plan, usage plan, football development plan, as contained within the Council's 3G Pitch Management & Development Plan, and partner clubs service level agreement.
- c. To report the minutes of each meeting to the Leisure Services Committee and the Football Foundation.
- d. To ensure that the 3G AGP remains on the FA register and is maintained in accordance with the Football Foundation Guidelines.
- e. To ensure that the required annual monitoring and evaluation questionnaires are completed and returned to the Football Foundation.