**Schedule 1: Summary of partnership, facilities and services**

1. Partnership purpose

DSDR and Team Bath Buccaneers Hockey Club enter into this partnership with the joint objective of creating the leading University based performance environment for the development of men’s and women’s hockey. Underpinned by the University of Bath Strategy for Sport 2018-2023, the partnership will focus on strengthening the performance environment to achieve individual and team progression measured by a series of agreed performance indicators and shared goals.

To achieve these joint goals, DSDR will continue to deploy time of the University Head Coach- Hockey and University Hockey Development Manager to the coaching of the Men’s and Women’s performance first teams including undertaking the role of Performance Director within the Club structure. This deployment will be reviewed on an annual basis in line with the review of agreed performance indicators. If either postholder should leave their employed positions, DSDR will ensure that the Club are involved in the recruitment process for a replacement. DSDR will maintain the facilities to standards expected of a performance environment subject to available budget and University priorities. DSDR commit to open communication regarding these priorities of facility investment and available budget to achieve these ambitions.

DSDR will support the goals of the partnership through the utilisation of performance infrastructure including use of the video camera and analysis platforms purchased by DSDR for the recording and editing of footage from training and matches. DSDR will commit to developing the understanding of a performance environment through the deployment of staff to support the athletes with education, lifestyle support and access to support services where appropriate and budget permits.

TBBHC will be responsible for the principle running of the club including recruiting individuals to form and run a club committee to oversee all activities of the club. TBBHC will support the goals of the partnership through the systematic and professional delivery of the core functions of the club which would include the administration and funding of all affiliation and entry fees, travel and accommodation, appointed officials, facility hire and playing kit. TBBHC will take the lead on obtaining sponsorship support and retention for the club that in turn will benefit the performance partnership in line with consultation processes highlighted in section 3 below.

TBBHC will support the growth and development of the performance programme through the funding of the 2nd Team Coaches in the men’s and women’s programmes.

Jointly the partnership will aim to achieve the performance indicators highlighted in Appendix 1 which will be reviewed annually.

2. Training and Match-day facilities

*Schedule and prices*

Please see Appendix 2 (updated annually) for full Facility Booking Schedule and prices. Prices currently include a 30% partner discount from the headline commercial net rate. Where applicable, the prices will have VAT added to partner discounted rate (currently 20%).

The University agrees to make available the Centre, the Facilities and the Equipment and the Club agrees to use the Centre, the Facilities and the Equipment in accordance with the facility rules and regulations displayed by the entrance to the facility and available as a hard copy on request.

*Bookings and Cancellations*

The University agrees to provide the following prime time priority access for match and training needs until 31st May (midweek) and 31st July (weekends) of each year after which date the Club must accept or release reserved facilities:

 Saturdays & Sundays: Astro Pitch 1 (full Astro) 10am-5pm

 Astro Pitch 2 (full Astro) 10am-5pm

 Tuesdays: Astro Pitch 1 (full Astro) 6-10pm

 Astro Pitch 2 (full Astro) 6-10pm

Thursdays: Astro Pitch 1 (full Astro) 6-10pm

 Astro Pitch 2 (full Astro) 6-10pm

All bookings will be accepted only with written confirmation, the booking time includes preparation and clearing up time.

For block bookings (currently all regular mid-week training booking slots and the Sunday morning Junior Club sessions), a minimum cancellation period of 1 weeks’ notice is required for cancellation of one-off training sessions/ matches within a block booking. Where the late cancellation of a match day booking may not be the fault of the club, any charges will be reviewed on a case by case basis. Cancellations will take effect from the date that written notice is received and cancellations failing to meet these criteria will be charged for at the agreed facility hire rates. Reductions in requested facility hours will be treated as cancellations.

For block bookings, a minimum cancellation period of 3 months is required for the cancellation of the full block booking or any part of the block booking (not considered a one-off change). Cancellation will take effect from the date that written notice is received.

Cancellation events/ one-off bookings should be made at the earliest opportunity with cancellation charges being applied at rates of 10% (12 weeks or more prior to booking), 30% (12-6 weeks), 60% (6-2 weeks) and 90% (less than 2 weeks). Cancellation will take effect from the date that written notice is received and reductions in requested facility hours will be treated as cancellations.

*Match set-up and facility development*

DSDR agrees to provide the appropriate match set-up as outlined in Appendix 3a and 3b, which include the agreed watering procedure, lighting procedure and bad weather cancellation process.

Where requested and appropriate, DSDR staff will be available to join a Club meeting to discuss pitch set-up and/ or facility provision. DSDR staff will communicate regularly on the planned facility developments and refurbishments recognising that the Club are keen to develop the following when budget and opportunity permits (list to be updated annually);

* Pitch 1 new carpet/upgrade
* LED light upgraded and ensured to meet 350 Lux
* 3G Project (to alleviate space on hockey surfaces)
* Astro Pitch 2 new carpet/upgrade at end of life cycle
* Astro Pitch 2 camera raised by approx. 2 meters
* Clubhouse development
* Stand Upgrade
* LED 500 Lux (to enable National league matches to start under floodlights- evening games)
* New Dugouts
* Scoreboard raised off the ground

3. Marketing and Sponsorship

*Marketing and Publicity*

All use of the Team Bath brand, whether for marketing or publicity, must be approved by either Matchtight Ltd or the Director of Sport in their absence.

Any intended use should be sent to press@matchtight.co.uk for approval.

Where appropriate, Matchtight Ltd will forward publicity to its media contacts and will share across the TeamBath media platforms.

*Sponsorship*

Team Bath recognise that sponsorship can support and underpin the cost of club activity. However, there are a number of sponsorship agreements in place across Team Bath activities and there may be restrictions on what can be included within a sponsorship agreement for a partner club.

Prior to seeking any sponsorship, it is essential that the club confirms with DSDR via Matchtight Ltd the aspects that could be included in any sponsorship agreement and if a sponsor is identified, the final agreement must be viewed by DSDR via Matchtight Ltd prior to signing.

4. Access

All members will be issued with an access card. The club will annually provide a full club list based on University definition of who can be supplied with an access card and provide regular updates when necessary of new and deleted members (currently this includes members, officers, coaches and volunteers). Access cards will have an end date of 30/11 (unless the club agreement determines otherwise) and will be reactivated each year on return of the signed schedule and appendices to the Sales Office, and an updated members list provided for the new season. Members should retain cards which will be reactivated at reception otherwise new cards will need to be purchased by the member.

Parents can accompany a child by reporting to reception and providing the child's name to be checked on the system, access will then be granted.

If an access card is forgotten then you must report to reception who will look up your membership access and the 3 Strike Rule will be followed, as with all members;

*Strike 1- a ‘Reception message’ will be put onto your members file with the date stamp showing the card has been forgotten*

*Strike 2- ‘a Reception message’ will be added as per above*

*Strike 3- You will be charged £1.50 each time for access without a card, within the current season*

If your card has been lost then you will be charged £1.50 for printing and coding a new card.

5. Office and Storage

Access to a desk, PC and services will be available in the Founders Hall Coaches’ Office for nominated Club officer until permanent staff requirements need full time utilisation.

Storage space is provided adjacent to the match-day facility and pitch-side at no additional cost but will be reviewed annually.

6. Partnership contribution

TBBHC agrees to an annual partnership contribution fee initially of £6,000 per annum invoiced in monthly instalments which will rise with the rate of inflation with effect from 1st August by the same ratio as the ratio between the RPI figure for the previous August and the RPI figure for the month from which the increase is to be effective.

7. Additional services and support (updated annually)

* 12 meeting rooms booked per annum for the use of a monthly committee meeting
* Link to the Club website from TeamBath Website and a reciprocal link placed on the club website.
* Purchase of a fixed number of a Team Bath Gym and Fitness Centre Membership cards for use of its members on Tuesday and Thursday evenings in line with training schedules. These will be purchased benefitting from the standard concessionary rate card discount.
* Club members can equally purchase individual memberships benefitting from the same concessionary rate discount coupled with no joining fee payment
* In the development of any new roles, DSDR will consider the opportunity to include an administrative function to support, and funded by, the Club as part of the job role.
* A commitment from the University and the Club to regularly review agreed joint objectives and consider joint project delivery where mutual benefits can be realised.

**Schedule 2- Organisational logo and mark**

**University of Bath and Team Bath marks:**

**The Club’s marks:**



Signatures

Signed on behalf of Team Bath Buccaneers Hockey Club \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed on behalf of University of Bath \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_