



Saxilby and District

Multi-Use Games Area (“MUGA”)

Business Plan

2026



Contents

- 1.0 Executive Summary..... 3
- 2.0 Aim and Objectives 4
- 3.0 Market Analysis..... 5
- 4.0 Ongoing Management 7
- 5.0 Operational Plan 8
- 6.0 Financial Projections..... 9
- 7.0 Risk Assessment & Mitigation10

1.0 Executive Summary

Saxilby with Ingleby Parish Council has developed a floodlit, fenced Multi-Use Games Area (MUGA) to provide a high-quality, accessible, and flexible outdoor sports facility for the benefit of the local community.

The facility has been designed to support a range of sporting and recreational activities throughout the year, including junior football training, basketball, walking football, and informal exercise.

The MUGA addresses an identified need for affordable, bookable outdoor sports provision within the parish and seeks to increase opportunities for physical activity, wellbeing, and community participation across all age groups.

The facility will incorporate an online booking and automated access and floodlighting system to provide a convenient and efficient user experience whilst supporting effective management and security.

The council's approach is to balance affordability with long-term sustainability. Charges have been set below comparable commercial facilities to encourage local participation, whilst generating sufficient income to meet operating costs and contribute towards an earmarked reserve for the future replacement of major components.

The council has overall responsibility for the strategic management, governance, maintenance and financial oversight of the facility.

The overarching objective is to provide a safe, well-maintained and financially sustainable community asset that promotes sport, recreation, health and wellbeing for current and future generations.

2.0 Aim and Objectives

Aim

To provide a safe, accessible, floodlit MUGA for year-round sports, to increase local provision, and meet the needs of local teams, whilst ensuring long-term financial and operational sustainability.

Objectives

- Provide a safe, modern, and accessible sports space for children and adults
- Provide physical activity and wellbeing opportunities in the parish for all ages
- Ensure long-term financial sustainability while providing affordable hire rates
- Provide free bookable sessions for residents
- Maintain the facility to a standard that achieves its expected asset life


3.0 Market Analysis

Local Demand

- Strong demand for junior football training facilities.
- Growing interest in walking football among older adults.
- Basketball participation increasing nationally among young people and interest though public consultation
- Lack of flexible, bookable outdoor spaces.

Comparable Pricing

Organisation	MUGA Hire Rate	Notes
Watlington PC	£10/hr before 4:30pm, £20/hr after 5pm	Floodlights via £2.50/hr token system
Foston PC	£10 per hour	
Priory City of Lincoln	7V7 3G Pitch £32 per hr	-
Gainsborough Academy	Full pitch £75 1/3 full pitch £30 per hr ½ full pitch £40 per hr	Artificial Turf Pitch Full Size 
King Edward VI Academy in Spilsby	£20 per hour	5 a side 
Ruston's	1/3 of a 3G pitch £33 per hour	3G Pitch

			
Riseholme College	£45 per hour 1/3 pitch	4G Football (6.1 miles away)	
Birchwood	£120 per hour full pitch	3G Football (7.3 miles away)	

Competitive Advantage

The MUGA benefits from a:

- Central village location.
- Floodlighting allowing year-round use.
- Online booking and automated access.
- Lower hire charges than comparable commercial facilities.
- Dedicated free community access sessions.
- Provision specifically designed to meet identified local demand.

Revenue Generation

Whilst comparable commercial facilities typically charge between £20-£35 per hour, the parish council recognises that the purpose of the MUGA is to increase local participation in physical activity and provide an affordable facility for residents and community groups.

The proposed charging structure has therefore been set below the commercial level whilst seeking to recover ongoing operating costs and contribute towards future replacement of major components. The charging structure will be reviewed annually to ensure that it remains affordable, competitive, and financially sustainable.

The draft levels are proposed at:¹

1. £15 per hour Saxilby with Ingleby Parish community organisations/clubs/residents
2. £20 per hour Non-Parish/organisations/clubs/residents/commercial coaching providers
3. £0 per hour - Free community access times slots (208 hours)
 - a. 15:00-17:00 Monday to Friday (2 hours)
 - b. 14:00-16:00 Saturday to Sunday (2 hours)

¹ MUGA Project Brief Document

This will be consulted with the existing teams and will be reviewed annually as part of the annual setting of fees and charges.

4.0 Ongoing Management

The parish council has overall responsibility for the management, maintenance, financial administration, and governance of the MUGA.

Officer's responsibilities

- Day-to-day management of the facility
- Management of the online booking system
- Administration of user accounts and payments
- Monitoring usage and income
- Arranging maintenance, inspections, and repairs
- Managing insurance and health and safety requirements

The council will be responsible for:

- Setting the long-term vision and objectives for the MUGA
- Ensuring the facility remains aligned with community needs and supporting participation in physical activity
- Establishing and reviewing pricing policies to balance affordability with financial sustainability
- Monitoring usage levels, user demographics, and community feedback to inform future development
- Determining the balance between paid bookings and free community access
- Approving annual budgets and monitoring income, expenditure, and reserve contributions
- Maintaining a long-term asset management plan, including lifecycle replacement planning
- Ensuring appropriate policies, risk assessments, safeguarding arrangements, and health and safety measures are in place
- Considering opportunities for future improvements, expansion, grant funding, and partnerships
- Reviewing the effectiveness of the MUGA against the objectives set out within this business plan

Volunteer responsibilities

Volunteers may assist the Council by carrying out informal visual inspections, reporting defects, supporting community engagement and promoting responsible use. Volunteers will not undertake specialist inspections, repairs, or activities requiring technical expertise.

Maintenance and Upkeep

It is intended that the MUGA income covers the long-term maintenance costs such as replacing the carpet when it has reached the end of its life.

5.0 Operational Plan

Booking & Access

- Online booking system with automated gate access and integrated automatic (photosensitive) floodlighting during winter months
- Volunteer support group could assist with:
 - Basic checks
 - Reporting issues

Free at Point of Use Access

- 14 hours per week available to book for free informal use

Maintenance

- Weekly volunteer/staff visual checks
- Quarterly contractor/staff maintenance
- Annual deep clean and surface treatment contractor/staff maintenance

Asset Lifecycle Management

The Council will maintain an Asset Management Plan for the MUGA which will identify:

- Routine maintenance requirements.
- Planned preventative maintenance.
- Inspection schedules.
- Expected life of key components.
- Future replacement costs.
- Reserve funding requirements.

Major components expected to require future replacement include:

Component	Expected Life
Carpet Surface	12-15 years
Shockpad	15 years
Fencing System	15-20 years
Floodlighting	10-15 years
Access Control Equipment	7-10 years

The Council will review lifecycles annually as part of the budget-setting process.

6.0 Financial Projections

The Council's objective is for the MUGA to operate without placing a significant burden on the precept by making an annual contribution towards future capital renewal and ring-fencing these funds.

Annual Income Projection

£6,240 8 hours per week @ £15per hr x 52 Parish community group

£2,080 2 hours per week @ £20per hr x 52 Non-resident & commercial rate

£8,320 per year

Annual Cost Projection

Cost Item	Confirmed	Amount
Running Costs Annual		
Insurance	Yes	£100
Maintenance e.g. quarterly mechanical sweeping, replace floodlight bulbs etc, annual deep clean and moss killer	TBC	£3,000
Electricity (lighting)	TBC	£200
Hallmaster Remote Booking System and linked Lighting Switch on (£233)	Yes	
Remote Access System Integration (£25)	Yes	£258
		£3,558
Long-Term Capital Costs		2041 Cost*
15 Years		
Carpet supply and install xx (2026 cost)	TBC	£X
Shockpad supply and install (2026 cost £5,500)	Yes	£9,189
Fencing (2026 cost £33,780)	Yes	£56,461
Lighting columns and lights	TBC	£X
*Based on 3.5% annual inflation assumption.		

Net Annual Position

Item	Amount
Total Income	£8,320
Revenue Costs	£3,558
Projected Annual Surplus for RFF	£4,762

7.0 Risk Assessment & Mitigation

Risk	Likelihood	Impact	Risk Rating	Controls / Mitigation
Vandalism or anti-social behaviour	Medium	Medium	Medium	CCTV, fencing, automated access controls, community reporting, insurance, hire agreement accepting hire responsibilities. Routine inspections, maintenance programme, risk assessments, appropriate signage, public liability insurance
Injury to users	Low	High	Medium	Safeguarding policy, booking conditions, responsibility retained by user groups, DBS-checked coaches where applicable
Lower than anticipated usage	Medium	Medium	Medium	Annual review of pricing, promotion through local organisations, community engagement
Failure of access control system	Medium	Low	Low	Manual override procedure, supplier support contract, emergency contact arrangements
Floodlighting failure	Medium	Medium	Medium	Planned maintenance, contractor support, reserve funding for replacement
Major surface deterioration	Low	High	Medium	Scheduled inspections, annual deep cleaning, lifecycle reserve contributions
Severe weather damage	Low	Medium	Low	Insurance cover, routine inspections following storms
Income below forecast	Medium	Medium	Medium	Annual fee review, reserve monitoring, adjustment of free-access periods if required
Significant increase in energy costs	Medium	Low	Low	Annual budget review, energy-efficient LED lighting
Failure to build adequate replacement reserve	Low	High	Medium	Annual reserve review, lifecycle planning, earmarked reserve monitoring
Health and Safety non-compliance	Low	High	Medium	Regular inspections, documented maintenance records, annual policy review

Recommendations:

- I. Council receive the report and agree to the fees and charges of:
 - £15 per hour Saxilby with Ingleby Parish community organisations/clubs/residents
 - £20 per hour Non-Parish/organisations/clubs/residents/commercial coaching providers
 - £0 per hour Free community access times slots (208 hours)
 - a. 15:00-17:00 Monday to Friday (2 hours)
 - b. 14:00-16:00 Saturday to Sunday (2 hours)