

Town Green Usage

Background

The UTown Management Office (UTMO) has been receiving frequent requests for use of Town Green for various events such as concerts, sports games, golf and etc. since we open in August 2011.

The purpose of this paper is to outline the guidelines, procedures and allocation priority for the permitted use of Town Green to ensure the sustainability of the Green as the Office of Facilities Management (OFM) has highlighted the advice from the landscape consultant that it would require about one year for the soil to settle to its final level.

Design of Town Green

The Town Green was designed as a general recreational field for activities such as kickabout, Frisbee-playing, running, walking, and gathering. The field was designed with a large central area of around 4500m² that was relatively flat (2% slope).

The Town Green was not designed for Competitive Sports.

Best Practices for Use of Town Green

1. Any rigorous activities other than walking or sitting around carried out on the Town Green while the soil is wet will cause compaction, settlement of the soil levels and damage to the grass roots. Hence, it is advisable not to carry out rigorous activity until the ground is reasonably dry. It is not advisable to carry out any water activities on the Town Green for the same reason.
2. Placing heavy objects such as tentage on the Town Green will cause compaction and settlement of the soil and cut off sunlight to the grass. Turf protection flooring such as "Profloor " can be used for events with high human traffic, to reduce damage to the turf.
3. Aeration, topdressing and fertilizing needs to be carried out after events to help in turf recovery from damage. If turf is damaged beyond recovery, it will need to be replaced. Cost of each reinstatement will be based on extend of damage and amount of manpower and materials required to rectify. A provision sum of S\$20,000.00 to S\$30,000.00 must be reserved for event rectification. Carrying out topdressing to fill up major depressions in the soil, followed by light rolling to smoothen the playing surface especially after major events/activities is advisable.
4. Rotating area of usage of the Town Green will be advantageous for its sustainability. Concentrated play at specific spots/areas or point loading will also cause uneven soil settlement and will eventually lead to permanent damage of the grass, regardless of Zoysia matrella species having highest traffic tolerance.

5. Maintenance of Town Green schedule will be provided by UTown Facilities Management Office (UTFM) and the schedule will be shared with the relevant stakeholders. The field may be closed at the discretion of the UTMO and/or the UFM or their designated representatives. Closures are kept to a minimum when the field remains in playable condition. Priority is given to maintenance needs, rest and renovation periods and sustainability for the field.
6. It is recommended for Town Green to be closed once a week on every Monday for the field to 'rest' to maintain sustainability. During the closure on every Monday, users can still perform light activities such as walking, running, having picnic at Town Green. UTMO will exercise flexibility in accommodating requests but the condition of the field will take priority,

"Dos"

- Walking, strolling.
- Seating, picnic.
- Light "soccer" game, frisbees
- Event (provision with turf protection flooring such as "Profloor (http://ibuild.sg/product_profloor.htm)
- Rotating area of usage is suggested. Concentrated play at specific spots/ areas will lead to damage to turf. Even Zoysia Matrella species having highest traffic tolerance.

"Don't"

- To have any activities during or after wet weather.
- Water activities such as "water bomb" game.
- Point load such as block use for tentage will cause compaction and settlement. Aeration, topdressing and fertilizing require after such activities to recovery from damage. If beyond repair, replacement of turf is required.
- No spike shoes games such as competitive soccer, rugby, etc.
- Cycling, skateboards, rollerblades, etc are not allowed.

Guidelines for Use of Town Green

The 3 main principle guidelines are:

- 1) Town Green is built as a common space for all members of the University hence the facility will not be closed for a single group usage.
- 2) The usage of Town Green will be based on the best practices recommended by the landscape consultant for a sustainable and healthy Town Green.
- 3) Safety first – All activities at the Green should pose no safety concerns.

Administrative notes:

1. For events/activities organised by student groups, they will need to get endorsement from OSA or Adviser of the student organization. The organiser must obtain clearance from the Office of Safety, Health and Environment (OSHE) for safety if required – especially for big group events.
2. The applicant shall ensure that the facility is used by the organisation he/she represents and only for the purpose stated in the application. When required, the organisation will be required to produce prove of the approval given by UTMO for the use of the Town Green when approached by the security personnel or UTMO staff.
3. The applicant shall ensure that the facility is cleaned up after use. Failing which the UTMO may impose contract charges for cleaning.
4. Rectification charges will be imposed on users for any damage to the Town Green.
5. Applicant shall remunerate the maintenance / cleaning staff for any work performed upon request. Additional charges may apply if manpower is required in preparation of the facility booked.
6. The National University of Singapore and UTMO, its agents, volunteers and staff shall not be liable for any mishap, injury, death, damage or loss of personal property of the applicant, its agents and participants during the time of usage or as a result of the use of the facility.

Enforcement of Guidelines for Town Green

1. The UTMO will coordinate and issues approvals for the use of Town Green for cultural, social and recreational activities. It will work closely with the UTFM to ensure that the requests will not cause damage to the Green.
2. The monitoring of the Green will also be done through the Office of Campus Security who will notify the UTMO of irregular/unpermitted activities.

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3. Signage will be installed to allow easier enforcement of the use of Town Green rules and regulations.

Rectification Charges

Turf recovery cost will apply if the turf is damaged and will need to be replaced. Cost of each reinstatement will be based on extent of damage and amount of manpower and materials required to rectify – and as recommended by the consultation. A provision sum of S\$20,000.00 to S\$30,000.00 is proposed for events rectification. The UTMO will ensure that organisers are aware of this clause in their agreement to use the Green.