CONDITIONS OF HIRE FOR TAMWORTH BOROUGH COUNCIL FOOTBALL PITCHES

1. Any reservations by Tamworth Borough Council for a hire of a football pitch is made in the firm understanding that the Council shall be indemnified against all actions, claims, damages, charges, costs and expenses whatsoever in respect of injury to the person or loss of or damage to property which may arise directly or indirectly as a result of the granting of an application to hire a football pitch.

2. Applicants should arrange for suitable first aid equipment and access to a telephone to be available, and are also strongly advised to arrange their own insurance policy to cover third party and public liability claims.

3. SAFEGUARDING - All local Authorities, including district/borough councils in England, have a responsibility to safeguard and promote the welfare of children and adults who are at risk of abuse and neglect. Safeguarding children and adults who are at risk of abuse and neglect is everyone’s responsibility. Applicants for use of Tamworth Borough Council Football pitches will have to confirm they have read understood and are willing to comply with Tamworth Borough Council’s safeguarding children and adult at risk of abuse and neglect policy. http://www.tamworth.gov.uk/safeguarding.

Any regulated activity which involves working directly with children and young people under the age of 18 – such as managers, coaches and volunteers must also undertake safeguarding training appropriate to their role and level of responsibility. Applications received for Junior Clubs must include an up to date Safeguarding policy and contact name and number of their Welfare Officer.

4. Applications for pitch hire will only be accepted if made on the forms provided (one team per application) and returned to Tamworth Borough Council, Marmion House, Lichfield Street, Tamworth B79 7BZ no later than date specified on the Application Form. Applicants must be over 18 and will be liable for any outstanding fees.

5. Confirmed season bookings entitles you to a pitch every other weekend to include league and established cup games on the allocated day and time throughout the duration of the season. (Allowance will be made for bad weather). Any new/additional cup competitions for the season programmed outside original cup games will incur additional costs as per Friendlies (see item 5).

6. Friendly Matches – Requests for booking additional football pitches outside to the league season, must be received by no later than 7 days prior to the game. Application forms are available on our website: http://www.tamworth.gov.uk/football-pitches. Please note cash payments are no longer accepted. Payment can be made online by visiting www.tamworth.gov.uk and clicking on “Pay it online” then “Make a Payment online here” then select “Miscellaneous Payments” and “football pitches” from the drop down menu.

7. Cancellation of pitches must be made 24 hours prior to the match or you will be charged for the use of the pitch.

8. The decision to cancel games is at the discretion of Tamworth Borough Council and will be made on the Friday morning. The League will be notified of any cancellations, thereafter, the decision to cancel matches is at the discretion of the referee. For information on weekend pitch cancellations, teams are asked to look on the League website, or Tamworth Borough Council, 01827 709445.

9. Season Pitch Hire invoices will be raised and all pitch fees must be paid by the due date stated on the invoice. Tamworth Borough Council will begin recovery proceedings for the full outstanding balance for outstanding payment by the deadline notified on the invoice. Non-payment of fees may result in withdrawal of Tamworth Borough Council facilities.

10. Once the season has commenced, should your club/team decide that their allocated pitch is no longer required you must notify the Council in writing as soon as possible (email is acceptable if from Chairman or club secretary). Failure to notify in writing may result in additional administration
charges. If a team terminate their football pitch agreement before the end of the season, then the team will liable for the whole seasons fees. No refund will be given for the monies already received.

11. **CAR PARKING** - All hirers of pitches should make use of the officially designated carpark. No vehicles will be allowed on or near the playing surface. The Council will not allow any parking on grassed areas.

12. Users of Anker Valley sports pitches are strongly encouraged to share vehicles in order to prevent parking on the access road, thereby restricting free access for emergency vehicles and to minimise the impact of overflowing car parking.

13. Users of the Council’s parks facility pitches must always pay due regard to the proximity of local residents and park users, to keep any inconvenience to a minimum. When parking at parks facility pitches the Council request that consideration be given to residents and other road users. Inconsiderate/illegal parking may result in enforcement action.

14. **Anti-Social Behaviour** - Any reported incidents of anti-social behaviour, including foul language and plays changing in the street will be taken very seriously and may lead to the cancellation of football pitch hire agreements. Any decision taken by the Council in this respect will be final.

15. **ANY LITTER FOUND AROUND THE FOOTBALL PITCH IS THE RESPONSIBILITY OF THE HOME TEAMS TO COLLECT.** Players and supporters will be expected to dispose of their litter responsibly and a charge will be made if they fail to do so. Any individual witnessed littering may incur an £80 fixed penalty fine. www.tamworth.gov.uk/litter-fines

16. All teams and officials must comply with the code of conduct attached to this application. Any team/ team member/ club official or relevant individual not complying with the code of conduct may render the club liable for cancellation of their hire agreement. **In all cases the Borough Council’s decision is final.**

**FURTHER INFORMATION REGARDING GAME FACILITIES CAN BE OBTAINED FROM http://www.tamworth.gov.uk/football-pitches or telephone (01827) 709445**
Code of Conduct

The Code of Conduct is for the benefit of all teams, local football facilities and residents.

- Aggressive and violent behaviour towards Council staff, officials, residents or players will not be tolerated.
- Foul language will not be tolerated on or off the pitch.
- All players should behave in a responsible and considerate manner so that disturbance to local residents is kept to an absolute minimum.
- Smoking is not allowed inside the changing facilities. Any team found smoking will be suspended from using the facilities.
- Football boots of any kind i.e. studs, blades, must be removed before entering the building on all occasions.
- Abuse of facilities will not be tolerated. Any abuse of facilities will result in that club being suspended from Council pitches.
- Any damage caused to facilities will be charged to the team responsible.
- Teams who do not pay fees by the required date will not be allowed to play matches.
- Any regulated activity which involves working directly with children and young people under the age of 18 - such as managers and coaches and volunteers - must be aware of the safeguarding policy and procedure. Staff and volunteers must also undertake safeguarding training appropriate to their role and level of responsibility. The organisation is also responsible for ensuring that appropriate disclosure and barring service checks are carried out for staff and volunteers.
- Players and supporter will be expected to dispose of their litter responsibly. Any litter found around the football pitch is the responsibility of the home teams to collect. A charge will be made should they fail to do so.
- Consideration must be given to residents when parking vehicles, at grounds with designated parking areas
  - Do not obstruct driveways
  - Do not park on pavements
  - Refrain from parking vehicles in such a manner that would cause obstruction to residents or emergency vehicles.

Failure to observe these guidelines may result in enforcement action.

- When children use changing rooms, they should be supervised by two members of staff/volunteers. Older teenagers may not require any supervision however a club may wish to have an appropriately recruited adult within the vicinity of the changing facilities to ensure their welfare is monitored. (The FA.com/Respect)

- The use of mobile phones and/or photographic equipment by club officials, members, parents and young people should be prohibited within areas where children and young people are changing/showering. (Please refer to the FAs Celebrating Football through Photographs and Video, Best Practice Guidance).