

BIRMINGHAM & DISTRICT PREMIER CRICKET LEAGUE

CLUB ACCREDITATION DOCUMENT

(including Ground & Facility Requirements)

To be read in conjunction with the Rules and Playing Directives

Number 15 – Issued 1st February 2023

Name of Club:

Name of Auditor:

Name of Senior Club Official:

Name of Head Groundsperson:

Auditor's Signature:

Senior Club Official's Signature:

Date of Audit:

BIRMINGHAM & DISTRICT PREMIER CRICKET LEAGUE

GROUND & FACILITY ASSESSMENTS

GUIDANCE NOTES

Introduction

These guidelines describe ground and facility standards required at BDPCL member clubs from the start of the 2023 season. The Club Accreditation Committee will be responsible for monitoring these standards on a continuing basis and they will notify clubs of any areas where they do not meet the necessary standards. Umpires will mark the ground and facilities after each game and they will be asked to comment on any on-field or off-field deficiencies in their on-line match report.

Pitch and Square

The square should be well maintained and in good condition with the whole of it being cut within two days of the start of each match. The pitch should be clearly distinguishable from the remainder of the square and shall be marked and rolled no later than 30 minutes before play commences. The pitch should be appropriate for matches of at least 110 overs duration. The bounce of the pitch should be true and predictable throughout the match and should not produce excessive spin or movement off the seam. It shall not have been artificially watered within 48 hours of the scheduled start of the match. The popping crease shall be marked for a minimum of 12 feet in conformity with Law 7.3 and the restricted area for the bowlers' follow-through (Law 41.11) shall be indicated with markings off the playing surface five feet in front of the popping crease and, also, on the bowling crease one foot on either side of the middle stump. As a guideline to the umpires for the calling of wides on the offside, a line shall be marked in blue on both sides of the wicket at both ends of the pitch. The lines should be marked 17" in from the return crease and they should be marked between the popping crease and the bowling crease. Stumps which should be properly matched sets in good condition and with matching bails, shall be pitched by the groundsmen with holes adequately watered to allow easy re-setting by the umpires. The pitch shall be brushed and re-marked (and rolled if required) during the interval between innings. At least one roller must be available for use during the match. Any holes or ruts on the square caused by previous matches must be levelled, filled and firmed before a subsequent match.

Outfield

The outfield should be well maintained and adequately drained. It should be closely mown with no noticeable grass cuttings. Balls should be able to run true and the outfield should be free of weeds, ruts and holes or other obstructions that might pose a hazard to fielders.

Boundary	The boundary should be clearly marked by a rope or a white line with markers approximately 20 yards apart. Alternatively, where a gutter is used, the edge shall be cleanly cut; if a picket fence or advertising boards form part or all of the boundary they shall be secure and in good condition. No boundary shall be less than 45 yards or more than 90 yards from the from the centre of the match pitch unless explicit dispensation is received from the Management Board of the League.
Sight Screens	The structure and non-reflective paintwork of the sight screens should be in good condition. They should be of an adequate and appropriate size for the ground and should be situated completely outside the playing area whenever possible. Screens should be properly positioned before the commencement of play. Two screens must be provided at both ends and cover a minimum width of 24 feet unless explicit dispensation is received from the Management Board of the League. A rope or boards must be provided to define the boundary if the screens stand within the playing area and the roped/boarded area must be of sufficient size to allow the screens to be moved without adjusting the ropes/boards.
Covers	Covers must be available to protect the pitch, the bowlers' run-ups and the pitches either side of the match pitch from rain both during the match and in the preceding days as appropriate. Arrangements should be made for the groundstaff, players or other helpers to put the covers in place as quickly as possible. Roll-on wheeled covers are mandatory for the match pitch, but plastic sheets/tarpaulins can be used for the bowlers' run-ups and the pitches either side of the match pitch. Clubs with grounds that slope from one side to the other may apply to the General Manager for a dispensation which permits them to double cover the top side of the pitch and leave the bottom side uncovered or apply other combinations that have proved to be efficient in the past. In the interests of time-saving, it is permissible to use flat sheets to cover the pitch during the match at the discretion of the umpires but, if the break in play is likely to be for an extended period, the roll-on wheeled covers, covers for the bowlers' run-ups and side sheets for the pitches either side of the match pitch must be applied. Clubs will be required to demonstrate that their covering arrangements are adequate to protect the pitch and the immediate areas surrounding the pitch (bowlers' run-ups and side sheets) taking into account the contours and draining characteristics of the ground.
Drying Equipment	A sufficient supply of sawdust and cloths should be available to minimise lost playing time due to wet ground conditions. Additional covering for areas likely to cause a delay in play (e.g. the ends of previously used pitches should be provided whenever possible. The presence of a working water-hog is mandatory and other drying facilities including brushes and forks should be available.
Rollers	Light (250 kilos to 500 kilos) and heavy (minimum 1500 kilos) rollers should be available for use on the pitch and, at least, one roller must be available for use during the match.

Practice Facilities	Clubs should ensure that they have access to good quality practice facilities for mid-week practice for senior players and either mid-week or weekend practice for junior players. Net practice facilities should be available for use by both sides (a minimum of two nets) before matches whenever possible. Grass nets must be in good condition with true and predictable bounce. Artificial net pitches should be maintained and rolled regularly when appropriate to maintain true and predictable bounce.
Scorebox	The numbers on the scoreboard should show the following: - Total, Wickets, Individual score of each batsman, Overs bowled, First innings total, Last man's individual score, Side batting (Home/Away) and the provision for DLS score at the end of each over in the 2 nd innings of 50 over League matches, Williamson Trophy matches and (Twenty20) Challenge Cup matches; and be of adequate size to be visible from the far side of the ground. The scorebox should be visible from the pavilion and the players' viewing area. Umpires should be able to see the scorers' signals clearly and the scorers should be able to see the whole of the playing area. The scorebox should be clean, tidy and reasonably comfortable with adequate tables and chairs and full protection from the weather. The system for changing the numbers should be easily accessible to the scorers, simple to operate and in full working order.
Ground Surrounds	The surrounds should be maintained by regular cutting. Fences and walls should be well maintained, and suitable measures must be in place to ensure that lost balls cause minimum delay. The entrance(s) to the ground should be clearly signed, showing the name of the club. Seating for spectators should be in good condition and suitable measures should be taken to ensure that lost balls do not delay the game.
Dressing Rooms	Dressing rooms should be well ventilated, well-lit and decorated with heating whenever possible. Separate changing facilities should be provided for both teams and for the umpires. The changing rooms should be of sufficient size for 12 players and a team coach with suitable seating, tables or shelving for bags and equipment, a mirror and at least one hook per player for clothes. Changing rooms should be easily accessible from the playing area whilst preserving the privacy of the players and umpires and should allow viewing of the playing area whenever possible. If spectators can see directly into the dressing rooms, blinds or a translucent screen must be provided to maintain the privacy of players and umpires. Flooring should be suitable for bare feet. The changing rooms should be clean and safe with adequate facilities to ensure the security of equipment and possessions.
Umpires Room	Separate and secure accommodation should be provided for the umpires of a similar standard to the players including a mirror and a minimum of two hooks per umpire for clothes. Bowlers' markers, drying cloths, spare stumps and ordinary and heavy bails should be available before the start of the match.

Viewing Area	A seated area, covered and sheltered, should be provided for the batting side to view the match.
Clock and Bell	A large working clock should be sited so it can be seen from the playing area. A bell to allow the umpires to signal the start and resumption of play must be provided.
Showers	Clean and hygienic showers should be available and conveniently located to allow private access by players and umpires.
Toilets	Clean and hygienic toilet, washing and hand-drying facilities (including mirrors) must be available for both males and females. Access for spectators must be consistent with the security and privacy requirements of players and umpires. All facilities must be properly equipped and serviced, must meet all legal requirements and should account for the needs of the disabled.
Kitchen	The kitchen should meet all legal health and safety requirements and provide hot and cold water, washing facilities, sufficient worktops in clean and hygienic condition and suitable storage space including a refrigerator and appropriate crockery and cutlery in good condition.
Bar	The bar and surrounding area should have suitable facilities for players, supporters and families, including proper heating and seating arrangements. The bar should be staffed and open during the hours of play, whenever possible, and at the end of the game.
First Aid	An appropriately stocked first aid box must, always, be available for the treatment of minor injuries. A person qualified in first aid should be available whenever possible.
Car Parking	Every effort should be made to provide safe car parking for players, officials and spectators either within the ground or immediately adjacent to the ground. The approaches to the car park and the car park area itself should be suitably surfaced without potholes or other hazards. Clubs should make suitable provision for disabled access to the ground and social areas.

PITCH AND OUTFIELD REPORTS

At the end of every League match, both umpires are required to report independently on the quality of the pitch and the outfield provided by the home team. The criteria for marking are available to download from the League website www.birminghamleague.org

Pitches are assessed on the following: -

1. Unevenness of bounce throughout the match.
2. Seam movement at all stages of the match.
3. Carry and bounce throughout the match.
4. Turn from the protected area.

A maximum of five marks are awarded by each umpire to each category, based on the following:

- 5 – Very Good
- 4 – Good
- 3 – Above Average
- 2 – Below Average
- 1 – Poor
- 0 – Unfit (a pitch should only be rated unfit if it is dangerous)

The scores for each category are added together to provide the Total Pitch Score. Unless the 1st innings of the match is completed, the pitch mark will not be included in the Total Pitch Score for the season.

In both divisions of BDPCL (Premier Division One and Premier Division Two) the Total Pitch Score awarded by the umpires must achieve a minimum of 28 out of 40 (70%) for each match and no pitch should receive any score lower than a 3 out of 5 in any category. On the third occasion, during the season, of a score below 28 being recorded, the offending club will be notified by the General Manager. In the event of a fourth score below 28 being recorded, the Club Accreditation Committee will investigate the circumstances and advise accordingly.

If, at the end of the season, any club finishes with an average pitch mark below 70%, the club will be advised to liaise with the Pitch Adviser of the County Board to which it is affiliated, to develop an Action Plan for Improvement for the following season. The Action Plan for Improvement should include a full PQS (Performance Quality Standard) report on the main square. A failure to improve (i.e. a mark below 70% for the second year in succession) will result in sanctions being imposed by the Management Board which may include relegation to the next lowest division (in the case of a club in Premier Division One) or to a County League (in the case of a club in Premier Division Two).

Outfields are assessed on the following: -

1. Unevenness.
2. Appearance/Grass Length.
3. Boundary markings.
4. Sightscreens.

A maximum of five marks are awarded to each category, based on the following: -

- 5 – Very Good
- 4 – Good
- 3 – Above Average
- 2 – Below Average
- 1 – Poor
- 0 – Unfit (a pitch is only rated unfit if it is dangerous)

The scores for each category are added together to provide the Total Outfield Score. Unless the 1st innings of a match is completed, the outfield mark will not be included in the Total Outfield Score for the season.

In both divisions of BDPCL (Premier Division One and Premier Division Two) the Total Outfield Score awarded by the umpires must achieve a minimum of 30 out of 40 (75%) for each match and no outfield should receive any score lower than a 3 out of 5 in any category. On the third occasion, during the season, of a score below 30 being recorded, the offending club will be notified by the General Manager. In the event of a fourth score below 30 being recorded, the Club Accreditation Committee will investigate the circumstances and advise accordingly.

If, at the end of the season, any club finishes with an average outfield mark below 75%, an Action Plan for Improvement must be agreed with the Club Accreditation Committee. A failure to improve (i.e. a mark below 75% for the second year in succession) will result in sanctions being imposed by the Management Board which may include relegation to the next lowest division (in the case of a club in Premier Division One) or to a County League (in the case of a club in Premier Division Two).

AUDIT PROCEDURE

Before the start of each season, the Club Accreditation Committee will determine which clubs will be audited during the forthcoming season.

The Auditor will contact the Hon. Secretary of the Club, directly, to arrange the date of the audit which must be completed by 31st July.

The audit will be conducted using the most recent version of this document.

The following club personnel should be present: -

- Head Groundsperson
- Club Official with knowledge of Club Finances
- Club Official with knowledge of Senior/Adult Cricket
- Club Official with knowledge of Junior Cricket

The Club name, the Auditor's name, the names of the Senior Club Official and Head Groundsperson and the date of the audit to be completed on the front cover.

Items in all sections to be answered **YES** or **NO**, with explanatory notes, if necessary.

In the interests of consistency, the current situation should be recorded. If an item or an improvement is "coming shortly" **NO** should be recorded with a note indicating "when" if it is relevant.

Items in the Appendix will be addressed via the Umpires Reports.

Any general or overall comments, which appear to be relevant (e.g. imminent ground move, major projects, issues of ownership of the ground, conflicts over ground usage in multi-sports clubs) should be noted on the page entitled "Auditor's Comments".

The audit should commence with an overview of the Club including: -

- Ground & Facilities
- Governance
- Finance
- Senior and Youth Cricket

Key questions to be answered include: -

Ground & Facilities

- Ownership of Equipment (Club, Hire or Private?)
- Equipment to be serviced regularly (annually?)
- Amount of covering for the square (e.g. 9 strips including match pitch)
- Defibrillator to be positioned outside the club for 24 hours access
- Is the Junior section independently funded?

Governance

- Committee and Management Structure
- Annual insurance cost
- Public Liability Certificate to be displayed

Cricket

- Current playing standards?
- Name of Coach?
- How many 1st XI training sessions per week?

Penalties for Non-Compliance

Any member club that is not registered for Clubmark at the end of the current season will be ineligible to play in the League in the following season. This will, also, apply to clubs in County Leagues who are seeking promotion to the League via the end of season play-offs. **(Rule 3.5).**

Any member club that doesn't run teams at the following age groups in the current season in a properly constituted League competition approved by BDPCL will be ineligible to play in the League in the following season: - one at Under 10 or Under 11 level, one at Under 12 or Under 13 level and one at Under 14 or Under 15 level. The minimum number of matches to be played at each of the above levels is six each season and the result from the match must be published on play-cricket.com within seven days of completion. Full scorecards should, also, be available to view on play-cricket.com by the end of the season. This will, also, apply to clubs in County Leagues who are seeking promotion to BDPCL via the end of season play-offs. **(Rule 3.6).**

Any member club that doesn't run a 2nd XI and a 3rd XI in the current season in a properly constituted League competition approved by BDPCL will be ineligible to play in the League in the following season. This will, also, apply to clubs in County Leagues who are seeking promotion to BDPCL via the end of season play-offs. **(Rule 3.7).**

Member Clubs will be audited on a rolling programme once every three/four years and if, after an inspection of its ground and facilities, it is felt that the Club does not meet the standards required for the League, the Chair and Secretary of the Club must sign a declaration and undertaking, on behalf of the Club, agreeing to remedy the deficiencies found during the visit, within specified time scales. If mandatory items pertaining to a club's present position remain outstanding after the time scales above have elapsed, relegation to the next lowest division (including relegation to a County League) may be imposed. **(Rule 3.8).**

Clubs from County Leagues seeking promotion into BDPCL via the end of season play-offs will not be audited until their on-field promotion has been confirmed. If, after an inspection of its ground and facilities, it is felt that the club does not meet the standards required for the League, the Chair and Secretary of the club must sign a declaration and undertaking, on behalf of the club, acknowledging the improvements required to remedy the deficiencies found during the visit, within specified time scales. **(Rule 3.9).**

Key Club Contact

Name:

Mobile Telephone:

Email:

Address of Clubhouse and Ground

Address:

Telephone:

Club play-cricket.com address:

Club website address:

Tenure (Please tick relevant box)

- Club Owned
- Leasehold – How many years left on lease? _____
- Rental – Please state when the rental agreement expires _____
- Other

Scorebox

Is there a power supply to the scorebox to enable scoring on a laptop? **Yes/No**

Is *wi-fi* available in the scorebox to enable Live Scoring? **Yes/No**

If the answer to the above is **No**, state method used to enable Live Scoring _____

GROUND REQUIREMENTS	Yes	No
The club's main audited ground must be available for BDPCL matches on all dates when BDPCL schedule fixtures – See Note 1 at the end of this section		
Full-time or part-time grounds person (strike out which is not applicable) must be available for a minimum of 30 hours per week during the season		
Minimum distance from the centre of the match pitch to any boundary to be 45 yards – See Note 2 at the end of this section		
Minimum of 10 grass pitches on the square – at least seven to be compliant with 45-yard boundary requirement		

Please state the number of pitches compliant with the 45-yard boundary requirement: - _____

Boundary to be clearly marked by a fence, a rope or a line – markers to be placed 20 yards apart if the boundary is indicated by a line		
Two sight screens (covering a minimum width of 24 feet) at both ends of the ground which must be suitable for white and red ball cricket, in good condition, moveable, non-reflective, adequate and appropriate for the size of the ground; where possible, they should stand outside the playing area		
Full length roll-on covers must be provided for the match pitch		
Sheet covers for the bowlers' run-ups at each end of the ground – 10 yards minimum		
Sheet covers for the pitch (both sides) immediately beside the match pitch – See Note 3 and Note 4 at the end of this section		

The following ground maintenance equipment should be available for inspection and the groundsman should demonstrate that they are in working order: -

	Yes	No
Hand roller between 250 and 500 kilos		
Heavy roller minimum weight 1500 kilos		
Pitch mower		
Square mower		
Outfield mower		
Scarifier – Ownership of/access to		
Spiker/aerator – Ownership of/access to		

If any of the above are missing from the audit, details must be added to the Comments page

Ground drying equipment (blankets and sawdust) and water-hog (hand version or better) in working order to be available before and during matches		
A grass nets area (on or away from the square but of a similar standard) must be provided in good condition e.g. a mobile net		
A minimum of two net lanes (grass and/or hard) on or away from the square must be provided prior to the game e.g. a mobile net		
Ground surrounds must be well maintained and suitable measures to be in place to ensure that lost balls cause minimum delay		

	Yes	No
Electronic or manual scoreboard/scoreboard in working order, indicating as a minimum: - Total runs, wickets, overs bowled, individual score of each batsman, last man's score, side batting (home/away), total of side batting first and provision for DLS par score at the end of each over in the 2 nd innings of 50 over League matches, Williamson Trophy matches and (Twenty20) Challenge Cup matches – the umpires will report clubs to the General Manager if all of the available units are not in use during a game		
Separate area to accommodate two scorers, either as an integral part of the scoreboard or as separate area (room) away from the main scoreboard/scoreboard (with capacity to update the score either electronically or manually) with an unobstructed view of the playing area, clean and tidy with sufficient space for two seated scorers and two laptops – a height-adjustable chair must be provided for both scorers who must be able to see all parts of the ground.		

Note 1.

Dispensations will be considered by the Management Board on an individual basis

Note 2.

In exceptional circumstances (usually caused by poor weather) and if both sides agree, a fresh pitch may be cut on a match day to allow cricket to be played. The 45-yard boundary requirement may be relaxed for this purpose only.

Note 3.

Clubs with grounds that slope from one side to the other may apply to the General Manager for a dispensation which permits them to double cover the top side of the pitch and leave the bottom side uncovered or apply other combinations that have proved to be efficient in the past.

Note 4.

In the interests of time saving, it is permissible to use flat sheets to cover the pitch during the match at the discretion of the umpires but, if the break in play is likely to be for an extended period, the roll-on wheeled covers, covers for the bowlers' run-ups and side sheets for the pitches either side of the match pitch must be applied.

Note 5.

Although it is desirable to have a heavy roller available during matches, this may not always be possible due to the lack of a suitable driver, contract hire etc. Rollers available on a match day should be confirmed between the captains and the umpires prior to the toss.

CLUBHOUSE REQUIREMENTS	Yes	No
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A clubhouse must be available offering the following facilities: -

Separate, secure, clean and tidy changing rooms for each team including mirror and, at least one hook per player for clothes with sufficient seating (bench or similar) for a minimum of 12 players and a team coach		
Separate, secure, clean and tidy changing rooms with sufficient seating for two umpires including mirror and, at least, two hooks per official for clothes		
Clean and hygienic showers for players and umpires		
A bell which should be rung by the umpires five minutes before the start of play and each subsequent session of play when the field shall be cleared		
A large, accurate working clock, clearly visible to everyone on the field of play		
A social area/room (including an operational bar during and after the match)		
A kitchen that meets all legal health and safety requirements with a current hygiene certificate displayed		
Separate, clean and hygienic male and female toilets for spectators with hot and cold running water, hand basin with mirror placed above and WC. All facilities must meet legal requirements and should take into account the needs of the disabled. Access for spectators must be consistent with the security and privacy requirements of players and umpires.		
Adequate external seating for players and spectators		
Adequate car parking for players, officials and spectators, either in or adjacent to the ground – the approaches to the car park and the car park area, itself, should be suitably surfaced without potholes or other hazards.		

ADMINISTRATION REQUIREMENTS	Yes	No
Clubs must provide a non-playing scorer		
Clubs' annual subscription to BDPCL are payable prior to the first League match of the season. Clubs who have not paid by that date will not be credited with any points during the period that the fees remain unpaid		
Clubs must affiliate to the Cricket Board responsible for the County in which its ground is situated. Clubs who have not paid an affiliation fee to the appropriate Cricket Board prior to the first League match of the season will not be credited with any points during the period that the fees remain unpaid		
Clubs must comply with all BDPCL administrative playing procedures (e.g. attendance at meetings, participation in electronic scoring and Play-Cricket Scorer Pro Live Scores, fulfilment of all DLS requirements, adherence to the result reporting protocols and the submission of on-line captains' reports)		
Clubs' About Us section on their own play-cricket.com website must be up to date and any changes must be updated with immediate effect. The minimum requirement for BDPCL purposes is to include contact details for the following: Chair, Secretary, Treasurer, Club Welfare Officer, League Representative, 1 st XI Captain, Groundsman and Scorer		
Clubs must have an insurance policy that indemnifies its Officers and Employees against all risks including legal liability to pay compensation and claimants' costs and expenses in respect of all injuries and illnesses sustained by any person in connection with the Business.		
Clubs must provide walkie-talkies to improve communication between the umpires and scorers during the game.		

Note 7.

Clubs regaining BDPCL status, who, during their previous membership of the League, contravened any of the above requirements must provide a written undertaking that there will be no re-occurrence of those breaches.

Clubmark Accreditation**		
Member of County Board Groundsman's Association		
2 nd XI**		
3 rd XI**		
Women's Team		
Under 19 T20 Blast		
Under 17 Team		
Under 14 or Under 15 Team in a properly constituted County League competition approved by BDPCL**		
Under 12 or Under 13 Team in a properly constituted County League competition approved by BDPCL**		
Under 10 or Under 11 Team in a properly constituted County League competition approved by BDPCL**		
Girls' Team		
Softball Cricket or Dynamos Cricket		
All Stars Cricket**		

****Mandatory**

Note 8.

Appropriate County Board and County League Officials will be requested to confirm the veracity of the responses listed above, at the start of each season.

AUDITOR'S COMMENTS: -

APPENDICES

GROUND & CLUBHOUSE QUALITY ISSUES (Monitored via Umpires' Reports & recorded by General Manager)	Yes	No
Pitch must not be artificially watered within 48 hours of the start of the match		
Pitches offer true and predictable bounce with no excessive spin or movement off the seam		
Pitches correctly marked and re-marked during the interval between innings		
Square cut for matches, in good condition, with previously used pitches repaired		
Outfield close mown with no noticeable grass cuttings, weeds, ruts, holes or hazards		
Fielding circles to be indicated as per the playing conditions		
Boundary to be clearly marked by a fence, a rope or a line – markers to be placed 20 yards apart if boundary is indicated by a line		
Sight screens, positioned before play and roped off if within the playing area		
Scorebox in working order, clean and tidy with sufficient space for two scorers and two laptops with a height-adjustable seat provided for both scorers who must have an unobstructed view of the playing area		
Covers for match pitch, bowlers' run-ups and side sheets for pitches alongside the match pitch available and in good condition		
Ground drying equipment available before and during matches		
Light and heavy rollers available before the match and prior to the start of the 2 nd innings		

	Yes	No
Compliance with all DLS requirements including the provision of appropriate software and display of par score on the scoreboard		
Clock on ground, adequate for purpose and in working order		
Bell, adequate for purpose and in working order		
Separate, safe, secure, clean and tidy changing facilities for umpires (including a mirror and, at least, two hooks per official for clothes)		
Umpires' attendance fees paid before the match commences		