



# Northumberland County Council

## Neighbourhood Services Community Litter Pick Equipment Booking Form

Thank you for your interest in becoming a community champion, your support is greatly appreciated.

So we can support your activity we need some information about the activity itself, and details of what equipment you would like to borrow. Please complete the form below as fully as possible, sign it and return to us at the address below.

By completing this form, you are confirming that you are organising an informal community-based activity led by the person signing this form. Northumberland County Council are supporting this event through the loan of litter picking equipment and protective clothing only.

You understand that you are joining the event freely and hold your own liability for your Health and Safety during the activity. The activity lead will give instructions on the use of any equipment loaned and health and safety instructions.

By taking part and signing this form you agree to use this equipment and carry out the activity only in the manner for which it is intended. You **MUST** be physically fit to carry out this activity.

I declare that I am fit to carry out litter picking activities as part of this community event. I understand I am carrying out the activity at my own risk and Northumberland County Council are not liable for any injury to myself or others.

Activities must only be carried out in areas where it is safe to do so. For example, not on roads where there is no obvious pathway and on no roads faster than 30mph. If any 'dangerous' areas need to be cleared of rubbish this should be reported back to the Council. Large pieces of rubbish and hazardous materials should also be reported, the Council will arrange for its safe removal.

I will update my information with NCC if there are any changes or I wish to end my activity. I give my consent under the Data Protection Act 2018 (GDPR) for Northumberland County Council to retain and make reasonable use of the information I have provided in connection with its policies, procedures and practices. I understand I can request the Volunteer Privacy Statement at any time.

Please sign here to agree to the above \_\_\_\_\_

Date \_\_\_\_\_

If you would like to carry out activities on a more regular basis you will need to sign up as a registered volunteer. To do this please email [volunteer@northumberland.gov.uk](mailto:volunteer@northumberland.gov.uk)

**NOW PLEASE COMPLETE THE DETAILS OVERLEAF TO LET US KNOW HOW WE CAN  
SUPPORT YOUR ACTIVITY**

## Neighbourhood Services Community Litter Pick Equipment Booking Form

**Contact Name:**.....

**Address:**.....

**Contact Telephone:**.....

**E-mail Address:**.....

**Date of Activity:** .....

**Area where work will be carried out:**.....

**How many people will be taking part:** .....

**Nearest Local Services depot or base where you can collect and return the items requested – please circle your preference:**

Alnwick Lionheart Depot / Berwick Tweedmouth Depot / Morpeth Coopies Lane Depot /  
Morpeth County Hall / Blyth Cowley Road Depot / Stakeford Depot / Hexham Tyne Mills Depot

**Suggested designated collection point where we can collect your bags of litter after the activity:** .....

Any queries please contact us at:  
[highwaysandneighbourhoodservices@northumberland.gov.uk](mailto:highwaysandneighbourhoodservices@northumberland.gov.uk)

**Please state the quantity of sacks, gloves etc required for your Community Litter Pick:**

**(Litter pickers and any unused sacks and gloves to be returned)**

Item	Maximum Quantity	Quantity Required	Sizes
Litter Sacks	2 rolls (100)		
Gloves (Sizes 7,8,9,10)	20 pairs		
Litter Pickers	20		
Hi-Vis (Sizes M,L,XL,XXL)	20		

**Please return this form by email to:**  
[highwaysandneighbourhoodservices@northumberland.gov.uk](mailto:highwaysandneighbourhoodservices@northumberland.gov.uk)

We will process your request and contact you to confirm arrangements.

**THE FOLLOWING PAGE HAS SOME USEFUL INFORMATION AND LINKS TO HELP YOU ORGANISE YOUR ACTIVITY**



# Northumberland

## County Council

Click below for more information and guidance on community litter picking from Northumberland County Council's website, including health and safety advice, useful tips for the day, and a risk assessment template.

[Northumberland County Council - Street care & cleaning](#)

Click below for more information and guidance on litter picking from Keep Britain Tidy

[Join our national network of #LitterHeroes | Keep Britain Tidy](#)

**HOW TO ORGANISE A LITTER-PICKING EVENT**  
THE #LIT 2022

**A BEGINNER'S GUIDE TO LITTER-PICKING**  
HELPING ANYONE BECOME A LITTERHERO

**RISK ASSESSMENT TEMPLATE**

DOWNLOAD →

DOWNLOAD →

DOWNLOAD →