

BARNSELY METROPOLITAN BOROUGH COUNCIL

SAFETY OF SPORTS GROUNDS ACT 1975

GENERAL SAFETY CERTIFICATE

IN RESPECT OF THE OAKWELL STADIUM, BARNSELY

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GENERAL SAFETY CERTIFICATE

Address of premises for which this Certificate is issued	Oakwell Stadium, Barnsley, South Yorkshire, S71 1ET.
Occupier of the premises and Holder of this Certificate	Barnsley Football Club 2002 Limited
Use of the premises in respect of which this Certificate is issued	Football matches, general events and community use

1. This Certificate is issued by Barnsley Metropolitan Borough Council in respect of the premises described above, being a Sports Stadium designated by Order under Section 1 of the Safety of Sports Grounds Act 1975 as a Stadium requiring a Safety Certificate.
2. The Holder shall retain control over the whole and each part of the Stadium including those parts identified within the red line boundary on The Plans and shall take all reasonable precautions for the safety of all those present at the stadium. Responsibility for the safety of all those present at the Stadium lies at all times with the Holder.
3. The Holder shall produce and maintain a written statement of safety policy and shall place up-to-date copies on deposit with the Council, Police, Fire and Rescue Service and, Ambulance Service. This policy shall be reviewed and revised as necessary by the Holder.
4. The Holder shall notify the Council in writing at least 14 days (or less if agreed by The Council) before any change of circumstances affecting this certificate.
5. The Holder shall produce Contingency Plans to deal with emergencies in consultation with the Police, Fire and Rescue Service, Ambulance Service and the Council. The Contingency Plan shall cover all reasonably foreseeable contingencies and shall identify appropriate individuals and their respective tasks; and shall include precautions against electrical and /or mechanical failure.

6. The terms and conditions hereby imposed, set out in parts A to H, are those which the Council consider necessary or expedient to secure the reasonable safety of all those present at the Stadium when it is in use for a Specified Activity in respect of which this Certificate is issued.
7. The words used in this Certificate and the Schedules attached hereto shall have the meaning assigned to them by the Safety of Sports Grounds Act 1975, the Fire Safety and Safety of Places of Sport Act 1987 and Appendix One.
8. The Schedule, Appendices and Plans hereto all form part of this Certificate.
9. This Certificate is issued without prejudice to other legislation controlling the construction or use of sports grounds or buildings or otherwise affecting the Holder and does not absolve the Holder from any other obligations statutory or otherwise they may have. The specific requirements of this certificate shall not be regarded as the limit of the obligation placed on the Holder to take all necessary precautions for the reasonable safety of all those present at the Stadium.
10. This Certificate is operative from the date shown below and supersedes all previous certificates and provisions thereof and arrangements made thereunder insofar as they are inconsistent with the provisions herein. This Certificate will be reviewed by the Council annually.

Date: 26/07/2023

Signed:



Wendy Popplewell

Executive Director Core Services  
Barnsley Metropolitan Borough Council

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Drawing Numbers: 103-78-01, 103-78-02, 103-78-03A

## THE SCHEDULE

## PART A: GENERAL GROUND MANAGEMENT

1. The Holder, or appointed nominee, shall be present whenever the Stadium is used for the Specified Activity, where members of the public are admitted as spectators to the ground, or parts of it, whether on payment or otherwise, and shall ensure that the terms and conditions of the Certificate are complied with.
2. For the purposes of this Certificate, the Stadium shall be deemed to be being used for the purposes of viewing a Specified Activity for the period commencing two hours before the scheduled start of the activity and ending one hour after the end of the Specified Activity or such lesser period as may be agreed with the Council.
3. Subject to the terms and conditions hereof and to the statutory controls relating thereto, the Stadium may be used ancillary to a Specified Activity for one or more of the following:
  - (a) singing or incidental music for short periods only with the Holder monitoring noise levels for its effects on spectator comfort;
  - (b) the provision of news or comment associated with football;
  - (c) the sale of tickets for forthcoming activities, programmes, news sheets, souvenirs, lottery tickets and similar items;
  - (d) the sale and consumption of food and refreshments (including alcohol in designated areas under The Sporting Events (Control of Alcohol) Act 1985);
  - (e) any other use ancillary to a Specified Activity which has the prior approval in writing of the Council
4. Where the prior written approval of the Council is required under the terms and conditions hereof, an application for that approval shall be made by the Holder to the Council at least 21 days before the occurrence in respect of which it is required.
5. No specified activity which is especially presented for children shall take place until the Council's consent has been given. At least 14 days written notice shall be given to the council of any intention to provide such a specified activity.
6. Notwithstanding the provisions of this Schedule, the Council shall have the right at any time to require the Holder at their own expense to arrange for the conduct of any inspection or test which the Council may consider to be necessary in the interests of securing reasonable safety at the Stadium when it is in use for a Specified Activity.

## Safety Policy

7. The Holder shall produce and maintain a written safety policy for the safety and welfare of all those at the stadium to the satisfaction of the Council.

## Emergency Contingency Plan

8. The Holder shall produce, review, test and maintain in conjunction with the Chief Constable, Chief Fire Officer, Chief Executive Ambulance Service and the Council a contingency plan for emergencies covering all matters within the responsibility of the Holder and assigning specific tasks to identified post holders or their deputies.
9. The contingency plan shall be provided to the Chief Constable, Chief Fire Officer, Chief Executive Ambulance Service and the Council and appropriate extracts shall be provided to identified postholders.
10. A copy of the contingency plan shall be kept with this Safety Certificate in the stadium control room and such extracts as may be specified by the Council shall be displayed at such prominent locations within the Stadium as the Council may require.

## Crowd Disorder and Anti-Social Behaviour Plan(s)

11. The Holder shall produce a crowd disorder and anti-social behaviour plan(s) and shall assess in writing the risks of incidents of crowd disorder and anti-social behaviour which might cause physical harm or injury. The plan(s) shall be produced in consultation with the Police and a copy shall be kept with the certificate. The crowd disorder and anti-social behaviour plan(s) of action shall cover all reasonably foreseeable risks. As a minimum, the plan(s) should:
  - a) identify the types of crowd disorder and anti-social behaviour likely to result in harm or injury to those present at the Stadium;
  - b) explain the Club's objectives and the means of achieving them;
  - c) identify who has responsibility for dealing with matters of crowd disorder and anti-social behaviour at the Stadium;
  - d) identify who will be actioning the plan;
  - e) outline the chain of command in relation to these matters;
  - f) clarify matters of primacy when police are at the ground during an event;

- g) describe how perpetrators are identified and reported or handed over to the police;
- h) describe the collection and preservation of evidence and witness identification;
- i) describe how and when police are to be contacted for any of these matters when they are not on site;
- j) outline responses to particular types of crowd disorder and ant-social behaviour.

### Counter Terrorism Plan

12. The Holder shall produce a plan to counter the risk of terrorist attack or other action. The counter terrorism plan shall be produced following a written risk assessment process and consultation with the Police. A copy of the counter terrorism plan shall be kept by the Club as a confidential document. The Council shall be provided with access to the plan, as appropriate. The counter terrorism plan shall consider all reasonable prevention techniques to reasonably foreseeable terrorist attack methods and include plans to deal with the aftermath of an attack.

### Records

13. The Holder shall make and keep the following records which shall be made available for inspection at all reasonable times to Authorised Persons:
- (a) A record of the numbers of spectators admitted to the Stadium during a Specified Activity and to each area of spectator accommodation therein.
  - (b) A record of any accident or incident occurring whilst the Stadium is in use for a Specified Activity which causes injury to people present at the stadium, such record to include the name, address, age and sex of the spectator injured, the nature of the injury and how it was caused as far as can be ascertained by diligent inquiry, and the date, time and location of the accident or incident. The Holder shall provide a written report to the Council within two working days of all significant accidents or incidents.
  - (c) A record of all serious incidents of crowd disorder and anti-social behaviour that occur within the stadium.
  - (d) A record of all training and instructions given to safety stewards, such record to include the date and time and duration of the instruction or exercise, the name of the person giving instruction, the nature of the instruction or exercise, and the name(s) of the person(s) instructed.
  - (e) A record of all inspections, tests, maintenance, repairs and renewals carried out at the Stadium, as may be more particularly described in this Certificate.



## Media

14. The Holder shall notify the Council, Chief Constable, Chief Fire Officer and Chief Executive Ambulance Service forthwith upon receiving notification of proposed arrangements both for the live televising of matches and of any associated pre-match or half time entertainment.
15. The Holder shall ensure that members of the press, TV and radio services having access to the public and playing areas of the Stadium are identifiable as such.
16. The location of television company vehicles and equipment is the responsibility of the Holder. Television cameras and associated equipment shall be placed only in such positions as may be agreed between the Holder and the Council, to ensure that:
  - (a) vehicles are not parked in such a manner as to obstruct access by emergency vehicles;
  - (b) cables do not run along or across gangways or passageways or otherwise obstruct the movement of spectators;
  - (c) camera and loudspeaker systems gantries are securely constructed and do not obscure the view of spectators;
  - (d) the position and use of loudspeaker systems does not drown out police and stewards' radios or the public address system;
  - (e) loudspeaker systems are fitted with an override switch in a suitably accessible location;
  - (f) any associated fireworks displays are arranged and located such that spectators and surrounding residents are not put at any risk and there is no threat to surrounding industrial and commercial premises (particularly those where inflammable substances may be held); smoke from any fireworks disperses and does not become concentrated under roof stands

## PART B: ADMISSION OF SPECTATORS AND GROUND CAPACITY

17. The Holder shall not allow spectators to be admitted to the Stadium unless a Specified Activity is taking place or is due to take place, or a Special Safety Certificate has been issued by the Council under the Act for the holding of the event or fixture.

### Turnstiles

18. The number of turnstiles to be used for each section of viewing accommodation shall be the responsibility of the Holder (but must never be less than the expected attendance divided by 660 persons).
19. Each section of viewing accommodation (with the exception of the Executive Suites and Disabled viewing areas) shall be served by its own turnstiles, through which all spectators admitted to that section must pass. Every turnstile shall be equipped with a computerised system of counting so that the numbers of spectators admitted to each section or sections of the Stadium shall be immediately apparent upon a monitor located in the Stadium Control Room.
20. Every turnstile shall be tested before each Specified Activity to ensure that it remains capable of admitting spectators at the rate anticipated.
21. Notwithstanding the provisions of clause 18 the admission of ticket holders to the West Stand seated areas may be by means other than through turnstiles, subject to the prior agreement of the police officer having charge of the Stadium on the occasion of the Specified Activity.

### Capacity

22. The Holder shall ensure that the number of spectators admitted to the Stadium and to each Viewing Area of spectator accommodation within the Stadium does not exceed the figures specified below:

#### **East Stand**

Lower Level (incl 80 utilising Hosp Floor*)	3,618
Upper Level	3,514
Hospitality Floor ( <u>*360 gross</u> )	<u>280</u>

**Stand Total** **7,412**

### **North Stand**

6219 (Includes 18 wheelchair spaces)  
– 619 (422 + 197 as clause 23 below) **5,600**

### **West Stand**

Upper Tier 1,890  
(1901 – 11 for gantry steps)

Lower Tier 2,606  
(2802 – 196 as clause 23 below)

Miscellaneous – Directors/Press/Staff 48/50/77 175

**Stand Total 4,671**

### **Corner Stand**

Disabled Persons Accommodation Floor 68

First Floor 1 62

Second Floor 2 62

**Stand Total 192**

### **South Stand**

(Includes 27 wheelchair spaces) **4,499**

**TOTAL 22,374**

23. The above maximum capacity figures reflect a 'P' factor of 1.0 to all stands and 'S' factor of 1.0 to all stands other than to the North Stand. These factors are to be determined by assessment by the Holder and are required to be reassessed following significant change in the physical condition of the ground and the quality of safety management. The Council reserves the right to overrule the Holder's assessment of these factors – for the North Stand and West Stand the Council has determined that an S factor of 0.90 and 0.96 shall respectively apply and thereby requires the Holder to remove from sale the seats identified in Appendix Three.
24. Tickets for seating to the Upper Tier of the West Stand where views are partially restricted by roof supports shall be marked with the words 'Restricted View'. The Holder should ensure that people are advised of this before they purchase such tickets.
25. The Holder shall arrange for a computerised system to record the number of persons passing through each turnstile and thereby to each part of the stadium.
26. The Holder shall arrange to inform the Stadium Control Room when a particular stand or part thereof is approaching capacity. The Holder will be responsible for closing off further access to a stand or part thereof when its maximum capacity is about to be reached.

27. The Holder shall comply with any request from the Police Ground Commander to postpone the commencement of the Specified Activity.

### Police Consultation

28. The Holder shall agree with the Chief Constable at least 21 days (or such shorter time to which the Chief Constable may consent) prior to every Specified Activity:
- (a) The anticipated number of spectators expected;
  - (b) The method of crowd segregation (if any) intended to be used;
  - (c) Provision of information in relation to potential crowd control problems;
  - (d) The number and location of turnstiles to be made available to each crowd group;
  - (e) An estimation of the time it will take each crowd group to pass through the turnstiles;
  - (f) To ensure that where tickets are to be used, the information on those tickets corresponds with the planned arrangements for admitting spectators to the ground;
  - (g) The methods of admission to be employed in connection with the Specified Activity;
  - (h) The categorisation of matches as High, Medium or Low Risk.
29. In respect of any Specified Activity whereby the nature of either club involved or the level of interest is such that a crowd in excess of the current Stadium capacity is expected, or the anticipated support for either club exceeds the capacity available within the Stadium for supporters of that club, or the forward information is such that a public order situation may arise, then one or more of the following alternatives, as determined by the Council after consultation with the opposing club, the relevant football governing body (if appropriate) and the Chief Constable, must be implemented:-
- (a) insisting that the match is all ticket;
  - (b) insisting that the match is all ticket for away supporters only;
  - (c) requiring the game to be played at an alternative venue;
  - (d) requiring the day and/or time of kick off to be altered.
30. The Holder shall refuse admission to, or evacuate spectators from, the Stadium or any part thereof at any time before or during a Specified Activity upon receiving instructions so to do from the Chief Constable.

## PART C: PASSAGE AND EGRESS

31. All means of ingress to and egress from the Stadium and to and from any spectator accommodation therein shall be maintained free from obstruction and with non-slip and even surfaces and in particular stair coverings shall be secured and maintained so that they do not constitute a source of danger.
32. All gangways, whether they are sunk or not, shall be identified by a conspicuous colour. The Holder shall ensure that no standing or sitting is permitted in gangways.
33. The Holder shall ensure that the corridors, gangways and staircases indicated on the plans may be illuminated when required during a Specified Activity by both the main and emergency lighting systems.;
34. The Holder shall ensure that all doors and gates which form an egress route between any spectator accommodation in use and the outside of the Stadium, shall be free from obstruction and so secured as to open immediately and easily from the inside and to this end shall be checked within a period of 24 hours prior to each Specified Activity.
35. The Holder shall ensure that the internal central escape staircase serving the North Stand concourse is to be utilised for general egress purposes where the segregation gates on the concourse are open. The use of the staircase by spectators at the end of the match is to be proactively encouraged by stewards.
36. All such gates and doors as referred to in clause 34 shall be manned at all times the Stadium is being used for a Specified Activity by at least the number of stewards required by clause 55 hereof. All such doors or gates shall be opened by the stewards responsible and secured in the fully open position at a time agreed between the Holder and the Council and at any other time on evacuation of the Stadium or a part thereof on being ordered so to do by the Police or in anticipation of or immediately following an emergency evacuation announcement over the Public Address system.

### Signs and Notices

37. The Holder shall provide and maintain to the satisfaction of the Council exit signs at, over or immediately adjacent to, all exits from the Stadium and all exits from spectator accommodation therein and shall ensure that such exit signs may be illuminated by both the main and emergency lighting systems. Such supplementary illuminated signs in such locations as the Council may require shall also be provided by the Holder. All signs shall be checked within a period of 24 hours prior to any Specified Activity to ensure good working order.

38. The signs referred to in clause 37 hereof shall be illuminated whenever adequate natural light is deficient during a Specified Activity or as directed by the Council.
39. The notices specified in the plan hereto and all other signing for spectators both inside and outside of the Stadium shall be unobstructed, unambiguous, eye-catching, simple and clear and be properly maintained. Redundant notices shall be immediately removed.
40. Information printed on match tickets shall be unambiguous, simple and clear and shall correspond absolutely with the information provided, whether by signs or otherwise, both inside and outside the Stadium. Retained ticket stubs shall contain the information necessary to guide spectators once inside the Stadium.

#### Vehicles

41. Allowing the parking of any vehicles within the redline boundary of the Stadium is the responsibility of the Holder and shall generally be restricted to those areas indicated on the Plans unless otherwise approved for emergency purposes.
42. The Holder shall provide and maintain within the Stadium to the satisfaction of the Council the access routes for emergency vehicles shown on the plans.

#### PART D: POLICING, SAFETY OFFICER AND STEWARDS

43. The Holder shall agree with the Chief Constable, within a Statement of Intent, the division of functions between the Football Club and the Police, setting out the respective responsibilities of the Club and the Police for crowd safety and control, and the circumstances under which the Police shall be able to take over operational control, for example of a major incident, even if no public order consideration arises. A copy of the Statement of Intent and any subsequent variation to it shall be supplied to the Council; any alteration or variation of the agreement shall be agreed in writing in advance and the Council notified in writing of the alteration/variation.
44. The Holder shall, at their own expense, make arrangements with the Chief Constable for the provision of an adequate number of police officers at every Specified Activity to secure the orderly and lawful behaviour of spectators. In the event that an agreement cannot be reached the Council's determination shall be final. The services provided (if any) shall be determined by the Chief Constable and officers shall be allowed full access to all parts of the sports ground.

45. The Holder shall provide a Stadium Control Room which shall be well placed, so as to command a good view of the whole pitch and of the spectator area surrounding it. The Stadium Control Room shall be of sufficient size to accommodate the Safety Officer, Police Commander and his officers, a Safety Officer's Control Point, CCTV and Radio Operators, the Ambulance Officer and an officer of the Fire Brigade. The public address announcer will be located in the annex to the stadium control room. There shall also be space for others who may need from time to time to visit the room, e.g. other senior officers, the Holder's management personnel, other members of the emergency services; or members of the certifying authorities.
46. The Stadium Control Room shall be provided with adequate lighting, temperature and ventilation control; and be able to serve as a command post in the event of an emergency. The Stadium Control Room shall contain the following equipment:
- Closed circuit television
  - Fire alarm repeater panel
  - Turnstile monitoring system
  - Emergency telephones system
  - External telephone line
  - Emergency override facility to the public address system
  - Radio facilities
  - Public address system
47. The Holder shall make contingency for a secondary control point within the stadium, to be used if the Stadium Control Room is rendered unusable, and to put systems in place to ensure the control team will be able to continue to operate effectively.
48. No objects which in the opinion of the Chief Constable are capable of being used as missiles shall be permitted in any part of the Stadium to which spectators have access. Accordingly, the Holder shall ensure that prior to every Specified Activity any accumulations of rubbish, bricks, stones or other offensive materials shall be removed and that liquid refreshments will only be made available in containers constructed from soft plastic or other soft material. An exception can be made for specified licensed areas.

## Safety Officer

49. The holder shall appoint a Safety Officer, along with a Deputy Safety Officer, who shall be of sufficient competence, status and authority to take responsibility for safety at the Stadium and be able to authorise and supervise safety measures. Both the Safety Officer and the Deputy Safety Officer shall have, or be working towards, a level 4 spectator safety qualification or is able demonstrate to the satisfaction of the Council that he/she has the necessary, skills, experience and knowledge to undertake the role.
50. The Duty Safety Officer (who shall be either the Safety Officer or the Deputy Safety Officer) shall be easily identifiable and shall not be engaged in any other task which will prevent him/her from exercising the sole duty of safety during a Specified Activity. He/she shall be on duty at the Stadium and contactable at all times during a specified activity by mobile phone or radio.
51. Unless there is a nominated Duty Safety Officer present, whose appointment has been notified to the Council, the capacity of the Stadium shall be zero.
52. The name of the Duty Safety Officer shall be displayed on boards within the First Aid Room and Stadium Control Room before every Specified Activity.
53. The Duty Safety Officer shall be responsible on behalf of the Holder for all safety matters, inspection, tests and training immediately prior to, during and after every Specified Activity, and shall sign all records which are required by Appendix II of this Certificate to be made before each Specified Activity
54. The Duty Safety Officer shall be easily identifiable and shall be in attendance at the Stadium Control Room. He/she shall not be engaged in any other task.

## Stewards

55. The Holder shall provide, to ensure the safety and welfare of all persons present at the Stadium, a minimum of one steward per 250 of the anticipated spectator attendance to undertake a mobile role. This ratio should be increased where an event/fixture risk assessment shows the need for a higher level of safety management. In addition to mobile stewards, the Holder must deploy stewards at static locations identified below when those parts of the stadium are in use:



**North Stand**

Gangways (Pitch Perimeter)	6
Vomitories	5
Concourse (head of staircase x 2, concourse entrance)	3
Central Bar	2
Final exit gates 19a, 21, & 22	3

**East Stand**

Level 1 Concourse	2
Final exit gates 13, 14, 15, 16, 17 & 18	6
Final exit door to Stairtower B	1
Lower Tier Vomitories/Gangways/Pitch Perimeter	8
Executive Floor	2
Upper Tier Vomitories	8
Level 4 Concourse	2

**Corner Stand**

Entrance area	1
Final exit gate 12	1

**South Stand**

Concourse (head of escape stair/concourse entrance)	2
Vomitories	5
Bottom of each gangway	6
Final exit gates 7, 8 & 11	3
Entrance Gate 1	1

**West Stand**

Gangways (Pitch Perimeter)	10
Entry Points to Lower Tier	2
Rear Concourse	1
Final exit gates 3A, 4, 6 & 6	4
Entrance 33	1
Upper Tier Vomitories	7

56. The Holder shall appoint senior stewards, as necessary, to supervise groups of stewards and parts of the stadium, and to provide any necessary communication channel between stewards and the safety officer.
57. The Holder shall ensure that all stewards are readily identifiable by dress, and are fit and active with the maturity, character and temperament to carry out the duties required of them. They should be able to understand and communicate verbal and written instructions in English.

58. The Holder shall provide all stewards with written instructions as to their general duties, which shall include details relating to the following:
- (a) Manning of exits as indicated on the Plans
  - (b) Control and direction of spectators entering using or leaving the Stadium
  - (c) Patrolling the Stadium and dealing with any emergency including raising an alarm and extinguishing any fire.
59. Before beginning duty at a Specified Activity, each steward shall be briefed thoroughly, and be made fully aware of his/her general responsibilities and his/her duties in the event of an emergency. Debriefing of stewards shall take place after the specified activity to ensure that incidents or problems are referred to the Safety Officer for follow up action. Records shall be kept of such briefings.
60. No steward shall leave his/her place of duty during a Specified Activity without the permission of the appropriate supervisory steward, who shall provide a replacement steward before the position is vacated.
61. Training  
All directly employed in-house stewards shall be trained, assessed, and have achieved a Level 2 spectator safety qualification within the National Qualifications Framework or be undergoing such training.

Stewards should not work unaccompanied until they have satisfied the following criteria:

- a) they have received training to provide the underpinning knowledge for the following units in the latest National Occupational Standards (NOS) at Level 2 for Spectator Safety:
  - i) Prepare for spectator events
  - ii) Control the movement of spectators and deal with crowd issues at events
  - iii) Deal with incidents at spectator events
- b) they have attended four events as a steward; and
- c) they have completed the Action Counters Terrorism (ACT) awareness e-learning counter terrorism and Basic Life Support Skills training that are prerequisites for obtaining a Level 2 Spectator Safety qualification.

All in-house stewards shall complete their training, assessment, and qualification within 12 months of commencement.

62. All directly employed in-house stewards undertaking licensable activities as defined in the Private Security Industry Act 2001, shall be subject to initial and ongoing vetting every three years comprising:

- i) Identity check informed by relevant gov.uk guidance<sup>4</sup>; and,
- ii) Standard Disclosure and Barring Service (DBS) check<sup>5</sup> (criminal records check)

Such initial and ongoing vetting will be undertaken in accordance with relevant guidance and best practice, including SGSA policy guidance on the SIA sports ground exemption

63 The Holder may choose to employ agency stewards to undertake licensable activities (as defined in the Private Security Industry Act 2001) to deliver some or all of the agreed stewarding plan at the ground. In such circumstances, the Holder shall undertake checks in advance to satisfy themselves that those agency stewards undertaking licensable activities at the ground each hold a valid and appropriate Security Industry Authority (SIA) licence. Additionally, the Holder shall undertake checks to be satisfied that all agency stewards undertaking stewarding duties are each trained, assessed and have achieved a Level 2 Certificate in spectator safety within the National Qualifications Framework or be undergoing such training.

Agency stewards should not work unaccompanied until they have satisfied the following criteria:

a) they have received training to provide the underpinning knowledge for the following units in the latest National Occupational Standards (NOS) at Level 2 for Spectator Safety:

- i) Prepare for spectator events
- ii) Control the movement of spectators and deal with crowd issues at events
- iii) Deal with incidents at spectator events

b) they have attended four events as a steward; and

c) they have completed the Action Counters Terrorism (ACT) awareness e-learning counter terrorism and Basic Life Support Skills training that are prerequisites for obtaining a Level 2 Spectator Safety qualification.

All agency stewards shall complete their training, assessment, and qualification within 12 months of commencement.

64 All stewards working at the ground for the first time shall arrive before the ground is open to the public and in time to be fully briefed as to the construction and configuration of the ground, the safety arrangements and their specific duties.

65 The holder shall give the Council access to all stewarding records and details upon request.

## PART E: COMMUNICATIONS

66. The Holder shall broadcast a safety message over the public address system at each first team match.
67. The Holder shall include a safety message in each match day programme.
68. The Holder shall provide in the Stadium Control Room a public address system designed to communicate with individual areas, both outside and inside the stadium, with groups of areas, or within the whole stadium. The Police shall have unrestricted priority use of the public address system before, during and after any Specified Activity. Important announcements shall be preceded by a distinctive signal of sufficient loudness to be clearly audible above a high level of crowd noise. The Holder shall ensure that these arrangements are prominently advertised on all match programmes.
69. The Holder in consultation with the Police, Fire and Rescue Service, Ambulance Service and the Council shall at all times provide and maintain to their reasonable satisfaction a system of emergency landline telephones at the Stadium.
70. The Holder shall provide a completely separate system of land lines with telephone links between the Stadium Control Room and those key points of the Stadium.
71. The Holder, in consultation with the Police, other emergency services and the Council, shall at all times provide and maintain a system of closed-circuit television at the Stadium and shall provide and maintain an appropriate number monitors, to be located in the Stadium Control Room.
72. The Holder shall provide a direct external telephone line to the Stadium Control Room and the first aid room.

## PART F: MEDICAL PROVISION AND AMBULANCES

73. The holder must commission a Medical Needs Assessment (MNA) in order to determine the appropriate level of provision. This should be carried out by a competent person or medical provider or Medical Co-ordinator in consultation with the statutory ambulance authority, the MNA should be set out in the medical plan.

Subject to the findings of the MNA it may be advisable for ground management to assign an individual to the role of a Medical Co-ordinator who will report directly to the ground management.

No event should proceed until the minimum requirements of medical cover are in place.

74. For events where the attendance ranges between 2,000 and 10,000 it may be acceptable to have in place either an event doctor or an event practitioner, if such a provision can be substantiated within the medical plan.

At events where attendance is expected to exceed 10,000 at least one event doctor and, where the medical needs assessment finds appropriate, a sufficient number of event practitioners should be in place. Their qualifications and training should be as set out in the Green Guide.

The medical practitioner must be immediately contactable and his/her whereabouts known to the Stadium control room.

At events where the attendance is 2,000 or lower it is acceptable for there to be no event doctor in place. However, there should still be first aid resources as per defined within the Green Guide.

75. The Holder shall arrange for the attendance of such number of qualified First Aid Attendants as determined in the MNA. The number of first aiders required and their locations will be determined by the MNA and set out in the medical plan. They should be sufficient in number and suitably distributed to enable first aid to be administered without delay.

Minimum requirements:

Seated accommodation – when the anticipated attendance is between 3,000 and 10,000 (including staff), the ratio should be one extra first aider per additional 1,000 persons in attendance (10,000 attendance = 10 first aiders). Above an anticipated attendance of 10,000 (including staff), one extra first aider should be provided per 2,000 (20,000 = 15 first aiders)

The Attendants duties shall only relate to the administering of first aid and they must have no other duties or responsibilities.

First Aid Attendants shall be present at the stadium as prescribed by the MNA and set out in the medical plan.

76. The Holder shall arrange with Yorkshire Ambulance Service for the attendance of at least one fully equipped Paramedic crewed ambulance at a specified activity where between 5,000 and 25,000 spectators are expected to attend. Where intelligence increases the match risk assessment, the Holder shall arrange with Yorkshire Ambulance Service for two fully equipped Paramedic crewed Ambulances regardless of spectator number.

The Holder shall after consulting with the Yorkshire Ambulance Service; the Police and the Fire Service designate a specific parking place for ambulance(s) at the ground during a specified activity. This area shall be marked out and signposted accordingly and the area and access to it shall, at all times, remain unobstructed.

77. For anticipated attendances over 5,000 the Holder will make arrangements with Yorkshire Ambulance Service for the attendance of a statutory ambulance officer who will be co-located in the control room with the manager/commander of any private medical provider contracted at the event.
78. Following the MNA the Holder shall produce a single written medical plan. The plan will clearly identify the first aid locations/posts, including a backup location in case the primary first aid room is compromised and the casualty clearing station.

In the event of a spectator being injured in the sports ground, the Holder shall submit to the Council a copy of any report sent to the Health and Safety Executive (HSE) in accordance with the Reporting of Injuries; Diseases and Dangerous Occurrence Regulations (RIDDOR) 2013

In the event of a fatality occurring at the ground the Holder shall as soon as possible and in any event within 24 hours inform the Council and provide a copy of any report sent to the Health and Safety Executive (HSE) in accordance with the Reporting of Injuries; Diseases and Dangerous Occurrence Regulations (RIDDOR) 2013

79. Suitable arrangements should be provided for the procurement and replacement of the medical and first aid equipment and materials. These should be detailed in the medical plan.

Equipment should be as per Annex E of the Green Guide.

Arrangements should be put in place for the safe disposal of clinical (including sharp items) and non-clinical waste.

80. The Holder will ensure that the first aid room/s have heating, lighting, emergency lighting, ventilation, hot /cold running water, electric sockets, toilet facilities and telephone allowing internal and external communication (that does not go through a switchboard).

The first aid room/s should be clearly signposted throughout the ground (pitch side and concourse) and in such a position that is accessible to spectators, staff and stewards. The room shall be clearly identified as a first aid room and its location made known to staff and stewards

The first aid room should meet the size requirements of those set out in the Green Guide.

Any deviation from recommendations within section 18 of the Green Guide must be substantiated within the medical plan.

Consideration must be given when procuring medical provision to ensure compliance with any Government legislation or advice (UKHSA) on levels of PPE for staff dealing with any infectious diseases. Plans and places for safe management and isolation of possible or probable cases should be identified.

## PART G: FIRE SAFETY

81. As required under the provision of the Regulatory Reform (Fire safety) Order 2005 (“the RRFSO”) the Holder shall ensure that a suitable and sufficient risk assessment of fire safety is carried out in respect of the Stadium. The Holder shall ensure that the assessment is carried out by someone within the Club who is deemed competent in relation to the size and nature of the task. Where no one within the Club is deemed to have the required level of competency, then an outside consultant, who is deemed to be competent, should be employed to undertake the fire risk assessment. A consultant may not take ownership of the findings and resultant remedial work identified by the assessment, as this is still the responsibility of the Holder.
82. When undertaking the fire risk assessment, the Holder must ensure compliance by the Club with the statutory requirements imposed by the RRFSO and the findings of the risk assessment. The Fire Risk assessment should also include an assessment of the risk categorisation of each stand in accordance with Section 15 of the Green Guide in order to help determine the capacity of the ground. The Holder should comply with the measures identified to prevent the outbreak and spread of fire to ensure the safety of spectators should fire break out, along with ensuring the provision and maintenance of fire safety equipment and the training of staff to deal with an outbreak of fire. Any hazardous or combustible material stored or used must be included in the fire risk assessment.

84. The Holder shall provide and maintain a separate emergency power supply for providing electricity sufficient to light all emergency lighting throughout the Stadium, all exit signs and powering all the communication systems within the Stadium, such emergency power supply to be operable independently of the main power supply and to come into automatic operation within ten seconds of the failure of the latter and to be capable of maintaining the necessary power output for a minimum of three hours from the failure of the main power supply.
85. At least once annually a report as to the condition of the Emergency Power Supply shall be certified by a Registered Electrical Engineer.
86. Not less than three hours prior to the commencement of a Specified Activity the emergency power supply shall be tested for a period of 30 minutes. Any defect revealed in this test shall be rectified before the commencement of the Specified Activity.
87. A competent electrician employed or retained by the Holder shall be present during a Specified Activity.
88. The Holder shall provide at the Stadium to the satisfaction of the Council a fire warning system consisting of a Public Address System, Emergency telephones positioned throughout the sports ground as required by clause 69; together with manually operated electric fire-alarms, automatic fire detectors and control panels as identified on the plan. The fire alarms and smoke detectors shall terminate at the control panels and at the control panel located within the Stadium Control Room.
89. The fire alarm system shall be tested and maintained to the satisfaction of the Council, and in accordance with the currently applicable British Standard, but in any event shall be tested within 24 hours prior to any Specified Activity.
90. Fire-fighting provision, including fire suppression and extinguishers, shall be provided at the locations marked on the plan and the holder shall arrange that they, and the water supply within the Stadium, are inspected and tested as appropriate at least once annually by a competent person to the satisfaction of the Council.
91. No accumulation of flammable rubbish, dirt, surplus material or goods shall be permitted to remain in any part of the Stadium except in a place and quantity approved in writing by the Council.
92. No flammable gases or liquids shall be stored or used in any part of the Stadium without the prior written approval of the Council.



93. The Holder shall at intervals of not less than once in each period of five years in respect of new installations (and such lesser period as the Council may require in respect of other installations) appoint an independent electrical engineer to provide certification as to the current compliance or non-compliance of the electrical installation within the Stadium with Section E of the IEE Regulations or other sections or Regulations for the time being in force relating to the Electrical Equipment of Buildings.

#### PART H: STRUCTURE AND FABRIC OF THE STADIUM

94. The Holder shall at all times maintain all structural parts of the Stadium in sound order and to the appropriate and relevant standards in the Green Guide and in all cases to the satisfaction of the Council.
95. The Holder shall carry out such works of maintenance, repair and renewal to the Stadium as may be required from time to time by the Council in accordance with the Green Guide and other building and safety regulations.
96. The Holder shall at all times maintain all operational parts of the Stadium (including the electrical and communications installations) and all emergency equipment in good and efficient working order to the satisfaction of the Council and shall undertake such maintenance repair or renewal as may from time to time be necessary to maintain reasonable safety within the Stadium.
97. The Holder shall arrange for an inspection of all structures, components and installations of the Stadium at least once in each 12-month period, by competent persons with the appropriate qualifications and experience. This inspection should:
- (a) ensure that all standing surfaces, seats, stairs, ramps, doors, gates, boundary walls, fences, and claddings are fit for their intended purpose
  - (b) ensure that load-bearing elements are capable of withstanding the loads to which they are likely to be subjected and that they perform properly their required functions
  - (c) assess which barriers should be tested – see Clause 100.
  - (d) ensure that all mechanical and electrical installations, including backup systems, are in good order, and, if required, serviced and tested.
  - (e) confirm that water storage and air conditioning systems have been subject to scheduled legionella testing.
  - (f) set out a programme of maintenance and repair.
98. The Holder shall ensure that the inspection be supported by all necessary periodic tests.

99. Every six to ten years, the Holder shall arrange for a detailed structural appraisal of all parts of the ground by a competent chartered engineer. This appraisal can be done on a rolling programme allowing for different stands to be done independently at different times. The frequency of each appraisal is to be determined by risk assessment, dependent upon the complexity of construction, materials, condition and standard of maintenance of the ground or stand. The method and criteria for the detailed structural appraisal should be in accordance with relevant guidance contained within the Green Guide.
100. The Holder shall ensure that all handrails, barriers and guarding should be subject to an annual risk assessment to determine the time period or periods at which all barriers should be tested. Every barrier identified by the risk assessment as a potential risk should be tested immediately. Detailed written records should be made and kept of all observations, loadings and deflection/recovery readings in respect of each barrier tested.
101. It shall be the responsibility of the Holder to produce a plan/plans of the ground, a copy of which shall be sent to the Council for inclusion in the General Safety Certificate.  
The plan(s) shall show the following detail:
- a) name of the ground;
  - b) name of the stands;
  - c) layout of the ground;
  - d) identification of seating to each area of the ground;
  - e) entrances/exits to the ground,
  - f) emergency exits;
  - g) turnstiles, which shall be appropriately identified or numbered;
  - h) pitch perimeter access points, which shall be appropriately identified or numbered;
  - i) first aid room;
  - j) fire call points and firefighting equipment;
  - k) designated parking area for ambulance and/or emergency doctor;
  - l) location of the floodlight towers;
  - m) fixed media platforms/gantries;
  - n) stadium control room;
  - o) high risk areas (such as plant or boiler rooms, or fuel stores).
102. Where it is proposed to use a temporary demountable structure as part of the spectator accommodation it shall be erected and used in strict accordance with the design criteria approved by the Council prior to assembly. The design shall be subject to an independent check by a competent person and a certificate of that check submitted to the council.

## APPENDIX ONE

### Interpretation

The Act	means the Safety of Sports Ground Act 1975
Authorised Person	means a person authorised in accordance with Section 11 of the Act
The Council, Certifying Authority and Building Authority	means Barnsley Metropolitan Borough Council
The Chief Fire Officer	means the Chief Fire Officer for the time being of the South Yorkshire Fire and Rescue Service or his designated deputy  (The Chief Fire Officer acts in an advisory capacity only on matters relating to fire safety through the medium of the Joint Safety Committee which is convened by the Council.)
The Chief Constable	means the Chief Constable for the time being of the South Yorkshire Police or his/her nominee
The Certificate	means the written document and plan of which this Appendix forms part
The Safety Officer	means the person nominated by the Holder to be responsible for all safety matters at The Stadium.
The Chief Executive Ambulance Service	means the Chief Executive of the Yorkshire Ambulance Service NHS Trust or his/her designated deputy
The Duty Safety Officer	means the person (either the Safety Officer or his/her deputy) nominated by the Holder as being responsible for all safety matters at a time when a Specified Activity is being carried out at The Stadium.
The Green Guide	means the "Guide to Safety at Sports Grounds", Sixth Edition, published by the SGSA, including any amendments to this publication.
The Holder	means Barnsley Football Club 2002 Limited

'P' and 'S' Factors	means factors evaluated in the respective assessment of the physical condition of the Stadium and quality of safety management provision used to determine the permitted final capacity of the Stadium or parts thereof.
The Plans	means the document or documents attached to and forming part of this General Safety Certificate
Specified Activity	means the use of the Stadium for the playing or screening (via a large screen) of Association Football.
Special Safety Certificate	means a certificate issued under the Act for an event of a type not specified in the Certificate which this Appendix forms part of.
Spectator	means any person occupying accommodation provided for spectators at the stadium
The Stadium	means the Oakwell Football Stadium, Barnsley
Structural Parts	includes structures, components, installations, fabric and associated parts of the Stadium

## APPENDIX TWO

### Checklist of Tests and Inspections and Reviews

<u>Continuously</u>	<u>Clause Ref.</u>
1. Review and maintain a written Safety Policy	7
2. Review and maintain Emergency Contingency Plans	8
3. Review the fire risk assessment and general fire precautions for the ground to keep them up-to-date and effective.	81/82/83
4. Review, test and keep up-to-date the Crowd Disorder and Anti-Social Behaviour Plan.	11
5. Test emergency procedures by means of exercises and additional training for stewards.	8/50
 <u>Before each Specified Activity</u>	
6. Inspect and test all turnstiles and counting system to ensure correct operation.	20
7. Check operation of exit doors and gates to ensure no obstruction and ease of opening.	35
8. Check operation of all lights and illuminated signs on both main and emergency power supply.	34/37
9. Check that all notices and signs are in place and that redundant ones have been removed.	39
10. Check that the Stadium does not contain any accumulations or deposits that could either be used as missiles or which are combustible	48/93
11. Ensure that a sufficient number of stewards are present and properly deployed.	55
12. Test all communications systems at least 24 hours before Specified Activity to ensure any necessary repairs can be quickly carried out.	68/69/70/71/72
13. Ensure that an appropriate number of first aiders are in attendance and that first aid room is fully equipped.	73/74/75/76/77/80
14. Test emergency power supply for a 30 minute period at least 3 hours prior to Specified Activity	86

15.	Test fire alarm. <u>Annually</u>	89
16.	Obtain electrical engineers report on emergency power supply	85
17.	Inspect and test fire extinguishers and water supply.	90
18.	Carry out a detailed inspection of all structures, components and installations, including any supporting periodic tests, by competent persons with the appropriate qualifications and experience.	97
19.	Carry out a risk assessment/inspection of all handrails, barriers and guarding to determine the need for testing (including the need for immediate testing).	100
 <u>Every Five Years</u>		
20.	Electrical engineers report on mains electricity supply, installation and equipment.	95
 <u>Every Six to Ten Years</u>		
21.	Independent structural appraisal of all parts of the ground by a competent chartered engineer.	99

## APPENDIX THREE

### SEATS TO BE REMOVED FROM SALE TO THE NORTH STAND

#### As a result of persistent standing

Row	Seat Numbers										No of seats
A	18	22	49	53	80	84	111	115	142	146	10
B	18	22	49	53	80	84	111	115	142	146	10
C	18	22	49	53	80	84	111	115	142	146	10
D	18	22	49	53	80	84	111	115	142	146	10
E	18	22	49	53	80	84	111	115	142	146	10
F	18	22	49	53	80	84	111	115	142	146	10
G	18	22	49	53	80	84	111	115	142	146	10
H	18	22	49	53	80	84	111	115	142	146	10
I	18	22	49	53	80	84	111	115	142	146	10
J	18	22	49	53	80	84	111	115	142	146	10
K	18	22	49	53	80	84	111	115	142	146	10
L	18	22	49	53	80	84	111	115	142	146	10
M	18	22	49	53	80	84	111	115	142	146	10
N	18	22	49	53	80	84	111	115	142	146	10
O	18	22	49	53	80	84	111	115	142	146	10
P	18	53	80	84	111	146					6
Q	18	53	80	84	111						5
R	18	54	80	84	111	147					6
S	18	49	80	84	111	142					6
T	39	40	49	68	84	99	142				7
U	39	49	70	101	142						5
V	8	18	39	49	70	80	101	111	142		9
W	8	18	39	49	70	80	101	111	142		9
X	8	18	39	49	70	80	101	111	132		9
Y	9	18	49	71	80	102	111	133			8
Z	14	18	45	49	76	80	107	111	138		9
AA	14	18	45	49	76	80	107	111	138		9
BB	14	18	45	49	76	80	107	111	138		9
CC	14	18	45	49	76	80	107	111	138		9
DD	14	18	45	49	76	80	107	111	138		9
EE	14	18	45	49	76	80	107	111	138		9
FF	14	18	45	49	76	80	107	111	138		9
GG	14	18	45	49	76	80	107	111	138		9
HH	14	18	45	49	76	80	107	111	138		9
II	14	18	45	49	76	80	107	111	138		9
JJ	14	18	45	49	76	80	107	111	138		9
KK	14	18	45	49	76	80	107	111	138		9
LL	14	18	45	49	76	80	107	111	138		9
MM	14	18	45	49	76	80	107	111	138		9
NN	14	18	45	49	76	80	107	111	138		9
OO	14	18	45	49	76	80	107	111	138		9
PP	14	18	45	49	76	80	107	111	138		9
QQ	14	18	45	49	76	80	107	111	138		9
RR	14	18	45	49	76	80	107	111	138		9
SS	14	18	45	49	76	80	107	111	138		9
TT	14	18	45	49	80	107	111	138			8
UU	14	18	45	49	80	107	111	138			8
VV	17	48	79	107	110	138					6
<b>TOTAL</b>											<b>422</b>

#### As a result of restrictive viewing

Row	Seat Numbers				No of seats
OO	29-32	61-64	93-95	124-126	14
PP	27-33	59-64	92-96	124-127	22
QQ	26-33	59-64	92-96	124-127	23
RR	25-33	59-64	92-96	124-128	25
SS	24-33	59-64	92-97	124-129	28
TT	23-33	58-65	92-98	124-130	33
UU	23-33	58-63	92-99	124-131	33
VV	23-29	58-60	96-99	127-131	19
<b>TOTAL</b>					<b>197</b>

## SEATS TO BE REMOVED FROM SALE TO THE WEST STAND

As a result of restrictive viewing

Row	Seat Numbers	No of seats
A	84-97 101-114	28
B	84-97 101-114	28
C	84-97 101-114	28
D	84-97 101-114	28
E	84-97 101-114	28
F	84-97 101-114	28
G	84-97 101-114	28
	<b>TOTAL</b>	<b>196</b>