

LONDON BOROUGH OF MERTON

SAFETY OF SPORTS GROUND ACT 1975

AS AMENDED

GENERAL SAFETY CERTIFICATE

FOR A DESIGNATED GROUND

KNOWN AS

AFC WIMBLEDON

AFC Wimbledon Plough Lane Wimbledon London SW17 0BL

SAFETY AT SPORTS GROUND ACT 1975
AS AMENDED
GENERAL SAFETY CERTIFICATE
ARRANGEMENT

GENERAL SAFETY CERTIFICATE

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SAFETY OF SPORTS GROUNDS ACT 1975

AS AMENDED

INFORMATION

It is important to know all the provisions of the Safety of Sports Grounds Act 1975, which are relevant to stadia within its scope.

The following points are particularly important but reference should be made to the Act itself for authoritative information.

(i) **Right of Entry and Inspection**

Section 11 of the Act gives to authorised officers the power to enter and inspect a sports ground and to make any inquiries as are considered necessary for the purposes of the Act. Authorised officers also have power to examine records of attendance at the ground and records relating to the maintenance of safety at the ground.

(ii) **Alterations and Extensions**

Section 8 of the Act requires notice to be given to the Council before work is begun on any proposed alteration or extension to the sports ground.

(iii) **Offences and Penalties**

For the following offences, that is to say: -

(a) Contravening any term or condition of this certificate (otherwise than in pursuance of a prohibition notice), admitting spectators to the sports ground at a time when no application for a safety certificate has been made or where a certificate does not relate to the current sports ground or has been withdrawn, surrendered or cancelled; or in contravention of a prohibition notice, the penalty is, on summary conviction, a fine not exceeding the statutory maximum or, on conviction on indictment, a fine or imprisonment for a term not exceeding two years, or both.

(b) Knowingly or recklessly making a false statement or producing, signing, furnishing or otherwise making use of a document containing a false statement, or

(c) Failing to give notice of an alteration or extension to the sports ground or obstructing an authorised officer, the penalty is on summary conviction, a fine not exceeding level 5 on the standard scale.

(iv) **Prohibition Notices**

Section 10 of the Act (as amended) provides that if the local authority are of the opinion that the admission of spectators to a sports ground or any part of a sports ground involves or will involve a risk to them so serious that, until steps have been taken to reduce it to a reasonable level, admission of spectators to the ground or that part of the ground ought to be prohibited or restricted, the authority may serve a notice

(referred to as a "prohibition notice") on the Holder of the general safety certificate or the person responsible for the management of the ground, prohibiting or restricting the admission of spectators.

(v) **Appeals**

Section 5(3) of the Act (as amended) provides that an interested party may appeal to a Magistrates' Court against the inclusion of anything in, or the omission of anything from, a safety certificate.

(vi) **Transfer of the Certificate**

If the Holder of the safety certificate ceases to be the person responsible for the management of the ground, an application must be made to the Council for the transfer of the certificate to some other qualified person.

(vii) **Other Legislation/guidance**

The holder should be aware that apart from the legislation detailed in (i) above there may be other acts and guidance that apply to the sports ground. These include health and safety legislation, legislation relating to people with disabilities, civil contingencies legislation, The Regulatory Reform Fire Safety Order (2005), Sports Ground and Stadia Guide No.4: 'Safety Management' document and any other specific pieces of legislation or guidance that may have relevant safety implications.

NOTE: No temporary variation of the terms and conditions of the certificate will be permitted other than in accordance with the terms and conditions of any relevant letter of consent by the certifying authority

SAFETY OF SPORTS GROUNDS ACT 1975

GENERAL SAFETY CERTIFICATE

AFC Wimbledon Plough Lane Wimbledon London SW17 0BL

1. In exercise of the powers conferred by the Safety of Sports Grounds Act 1975 (as amended) and all other enabling powers, the London Borough of Merton ("the Council") hereby issues to: -

Joe Palmer

Address : AFC Wimbledon Plough Lane Wimbledon London SW17 0BL

("The Holder"), this General Safety Certificate in respect of AFC Wimbledon Plough Lane Wimbledon London SW17 0BL, being a sports ground designated by Order of the Secretary of State as requiring a Safety Certificate.

2. This Certificate includes the Appendices and Drawings attached hereto.
3. The words used in this Certificate and the appendices 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 current edition of the Guide to Safety at Sports Grounds.
4. The Holder shall retain control over the whole and each part of the sports ground and shall take all necessary precautions for the reasonable safety of all people admitted to the sports ground. The responsibility for the safety of all people at the sports ground lies at all times with the Holder.
5. The Holder shall inform the Council of the name of the person at senior level in the organisation who is responsible for safety policy and its implementation, together with those of the safety officer and deputy safety officer who shall be of sufficient competence, status and authority to take responsibility for safety at the ground and be able to authorise and supervise safety measures. Either the safety officer or a nominated deputy shall be present at any event during which all people are admitted to the ground.
6. Unless a nominated Safety Officer or Deputy Safety Officer whose appointment has been notified to the Council, is present, the capacity of the sports ground will be zero.
7. The Holder shall ensure compliance with the terms and conditions of this certificate at all times the sports ground is in use for a specified activity. In relation to a Specified Activity, this Safety Certificate will be in operation 6 hours before the start and 5 hours after the end of the activity. The responsibility for safety of those present at the sports ground lies at all times with the Holder.
8. The use of the sports ground for spectator events under this General Safety Certificate is restricted to those activities specified in Appendix 3 and is subject to the terms and conditions set out in this Certificate. No ancillary activities, apart from those listed in Appendix 3, are permitted without the prior written consent of the Council.
9. The Holder shall produce and comply with a written statement of event safety policy for all people and employees, outlining the chain of command, and covering the safety

objectives and the means of achieving them and take steps to ensure that it is known and understood by all staff and voluntary workers who may be involved in ground operations. The Holder shall also ensure that the policy is reviewed annually and revised as necessary. A copy shall be included in the operations manual and a copy of the policy shall be forwarded to the Council.

10. The Holder shall maintain and comply with all sections of the Operations Manual at appendix 1 which relates to the safety of all people at the sports ground.

Note: *It should include but not be limited to: - the safety policy statement, the written event safety policy statement, the chain of command, the steward training policy, the counter terrorism plan, the crowd disorder and anti-social behaviour plan, the stewarding plan, planned preventative maintenance schedule, medical plan, fire risk assessment, fire safety plan, event day procedures, contingency plans, capacity calculations, on site vehicle movement and parking plan, the method of ensuring the safety of persons, site plans (which must include details and widths of all Ingress/Egress gates, doors and/or number of turnstiles) and details of safety equipment. The Operational Manual shall be forwarded to the Council and emergency services and attached to this certificate.*

11. The Holder shall keep under review the effectiveness of the Operations Manual and undertake a formal review as soon as practicable after any incident in which safety may have been put at risk. The Holder shall notify the Council in advance of any proposed change to the Operations Manual and provide full details of such proposals.

12. The Holder shall ensure that the maximum number of spectators and staff that may be admitted at any one time to the sports ground and to each part thereof shall not exceed the capacities specified in Appendix 2, and shall also ensure that any measures for managing crowds prescribed in the Operations Manual and this certificate are observed.

13. The Holder shall, on the basis of a risk assessment, identify and apply precautions to prevent the outbreak and spread of fire; measures to ensure the safety of all people should fire break out; provision and maintenance of fire safety equipment and the training of staff to deal with an outbreak of fire. These shall be set out in a fire safety plan in <https://drive.google.com/drive/u/0/folders/1jkBMSpEU6MVgEtmzmmXaEZ39LExDyJY46> of the Operations Manual, a copy of which is Appendix 1 to this Certificate.

14. The Holder shall undertake or commission a medical needs assessment from a competent person or organisation. In undertaking this assessment, the local ambulance NHS trust, event doctor or event practitioner and first aid providers should be consulted. From the results of this assessment the Holder shall produce a medical plan defining the levels of medical and first aid provision for staff and all people at the sports ground which shall be set out in <https://drive.google.com/drive/u/0/folders/1jkBMSpEU6MVgEtmzmmXaEZ39LExDyJY46> of the Operations Manual, a copy of which is at Appendix 1 to this certificate.

15. The Holder shall, on the basis of a risk assessment, identify the equipment, permanent staff, safety management personnel, stewards and others necessary to monitor, direct, guide, manage and assist all people during specified activities. Details of the equipment to be provided, the level of staffing and the training given to those staff shall be set out in <https://drive.google.com/drive/u/0/folders/1jkBMSpEU6MVgEtmzmmXaEZ39LExDyJY46> of the Operations Manual, a copy of which is at appendix 1 to this Certificate.

16. The Holder shall, on the basis of a risk assessment, identify the inspections and testing of structures, equipment and systems necessary to ensure the reasonable safety of all people. The Holder shall set out the frequency of the inspection and testing in <https://drive.google.com/drive/u/0/folders/1jkBMSpEU6MVgEtzmmXaEZ39LExDyJY46> of the Operations Manual, a copy of which is at Appendix 1 to this certificate. The frequency of any such inspection and test should not exceed the frequency indicated by the equipment manufacturer.
17. The Holder shall keep a record of all inspections and tests specified in the Operations Manual. These records shall be available for inspection by authorised officers at all reasonable times.”
18. The Holder shall assess in writing, the risk of incidents prejudicing public safety or disrupting normal operations and produce a plan of action to deal with all contingencies. The plan of action shall be produced in consultation with the Police, Fire Brigade, Ambulance Service and the Council. The plan of action shall cover all reasonably foreseeable contingencies up to and including the need for partial and/or the need for total evacuation of the sports ground and shall identify appropriate individuals and their respective tasks. The Holder shall set out the plan of action in <https://drive.google.com/drive/u/0/folders/1jkBMSpEU6MVgEtzmmXaEZ39LExDyJY46> of the Operations Manual a copy of which is at Appendix 1 to this certificate. The plans shall be reviewed annually, after any incident, near miss or exercise.
19. The plan of action shall also be reviewed when any permanent or temporary change is made to the structures or installations at the ground. Where following any review the Holder revises the plan of action in <https://drive.google.com/drive/u/0/folders/1jkBMSpEU6MVgEtzmmXaEZ39LExDyJY46> of the Operations Manual, a copy of which is at Appendix 1 of this certificate details of the revisions should be forwarded to the council.
20. The Holder shall assess in writing, the risk of crowd disorder and anti-social behaviour which may cause physical harm or injury occurring at the ground and shall develop a written plan to deal with such risks. The written plan shall be produced following consultation with the Police. The Holder shall set out the written crowd disorder and anti-social behaviour plan in the Operations Manual a copy of which is at Appendix 1 to this certificate. The plans shall be reviewed annually, after any incident, near miss or exercise.
21. The Holder shall assess in writing, the risk of a terrorist incident occurring at the ground which may cause physical harm or injury and shall develop a written plan to deal with such risks. The written plan shall be produced following consultation with the Police. The Holder shall set out the written counter terrorism plan in the Operations Manual a copy of which is at Appendix 1 to this certificate. The plans shall be reviewed annually, after any incident, near miss or exercise.
22. After conducting all the necessary risk assessments, the holder shall produce detailed capacity calculations in accordance with the guidance set out in the current edition of the Guide to Safety at Sports Grounds. These calculations shall be reviewed at least once a year, after any structural changes made at the sports ground and/or after any incident that involves implementing the Holder’s emergency plans. The calculations shall be submitted to the council. The Holder may within this document specify different capacities for different events that might be held within the Sports Ground.

23. The Holder shall also carry out training exercises at least once a year so as to ensure the emergency procedures as set out in the “plan of action” operate correctly. The Holder shall notify the Council, the police and the other emergency services not less than 14 days before a training exercise is to take place to enable them to observe the standards of staff training. Details of training exercises, including its duration, the instruction provided and the personnel involved shall be entered in a log book.
24. The Holder shall use his or her best endeavours to agree a Statement of Intent with the police over their respective roles.
25. The Holder shall give not less than 35 days’ notice to the Council, Police, Fire Brigade and Ambulance Service of all forthcoming specified events, together with details of any activity that might require a change to this certificate and not less than 3 months’ notice before the sports ground is used for Group C activities specified in Appendix 3. The 35 day’s notice can be waived by agreement with the Council.
26. The Holder shall notify the Council, in writing, at least 28 days before any change of circumstances affecting this certificate. Any changes, which may involve alterations or conditions at the ground, shall be accompanied by sufficient information: -
 - (a) Such information shall include two sets of drawings to an appropriate scale to clearly show the proposed works, capacity calculations and risk assessments and such other drawings as may be necessary,
 - (b) Such calculations, risk assessments and other details as are necessary, or are further required by the council to enable them to undertake the necessary consultation and to make an informed decision on the application.
27. No alteration or addition shall be made to the sports ground or its structures or installations without the prior written consent of the Council.
28. No specific activity, which is specially presented for children, shall take place until the Council’s consent has been given in writing. At least 28 days’ notice in writing shall be given to the Council of any intention to provide such a specified activity.
29. The holder shall ensure that, whilst the provisions of the Health Protection (Coronavirus, Restrictions) (All Tiers) (England) Regulations 2020 (as amended) remain in force (as these may be amended, modified or replaced from time to time, whether generally or for a particular area which includes AFC Wimbledon Stadium, the procedures for the phased return of live sport, as set out in Section Y of the Operations Manual are followed.”
30. The Holder shall draw up and keep up to date plans showing the layout of the sports ground, buildings, equipment, and all details considered necessary by the Council in connection with the Safety Certificate and shall upon request supply the Council with copies.
31. 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 invalidate any statutory obligation upon the Holder. 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 people admitted to the sports ground.

32. The Certificate is effective from September 2020. The Council will review this Certificate at least annually or at any change in circumstances.

The London Borough of Merton

Signed:



Chris Lee Director of Environment and
Regeneration

Date: 6/5/21

APPENDIX 1 Operations Manual

Example operations manual index below, and a location, whether electronic or physical, where the safety certificate operations manual can be accessed and viewed.

<https://drive.google.com/drive/u/0/folders/1jkBMSpEU6MVgEtmXaEZ39LExDyJY46>

Section	Contents
a.	The management's Spectator Safety or Event Safety Policy
b.	Safety Management Structure
c.	Capacity Calculations
d.	Site Plans/Drawings
e.	Risk assessments for: <ul style="list-style-type: none">i. Regular eventsii. Pre-event activitiesiii. Specific events or activities
f.	Stewarding Plan
g.	All contingency plans
h.	Counter Terrorism Plan
i.	Details of training and exercising
j.	Any Segregation Policy
k.	Crowd Disorder and Anti-Social Behaviour Plan
l.	Safeguarding Plan
m.	Ticketing Strategy
n.	Event Management Plan
o.	Traffic Management Plan
p.	Details of co-ordination plans for Zone Ex
q.	Fire Safety Plan
r.	Communications Plan
s.	All planned preventative maintenance/tests/inspections
t.	Medical Plan
u.	Details of any commercial and non-sporting activities
y.	Details of the Phased return of Live Sport in accordance with the Health Protection (Coronavirus Restrictions) (England) Regulations 2020 (as amended) or as the case may be are in force.

APPENDIX 2

PERMITTED NUMBERS OF SPECTATORS AND OTHERS PRESENT

The number of spectators permitted within the stadium in accordance with Guidance given in SG02 to comply with the Health Protection (Coronavirus, Restrictions) (All Tiers) (England) Regulations 2020 (as amended) as these may be amended, modified or replaced from time to time, whether generally or for a particular area which includes AFC Wimbledon Stadium and will be restricted by Government directives that are issued from time to time and will be distributed in all of the stands totalling

WEST STAND	1043
NORTH STAND	399
EAST STAND	689
SOUTH STAND	433
TOTAL	2564

in addition to players and representatives for the home and visiting football clubs the match officials the staff required to service the stadium to stage the football matches the accredited media representatives and any accredited scouts that are entitled to be present under the leagues rules.

The number of spectators will increase progressively after test events to a total capacity if and when the Health Protection (Coronavirus, Restrictions) (All Tiers) (England) Regulations 2020 (as amended) have been relaxed or withdrawn with agreement of the Safety Advisory Group for AFC Wimbledon Of: -

West Stand	4267
North Stand	1465
East Stand	2269
South Stand	1235
TOTAL	9236

in addition to players and representatives for the home and visiting football clubs the match officials the staff required to service the stadium to stage the football matches the accredited media representatives and any accredited scouts that are entitled to be present under the leagues rules.

APPENDIX 3

SPECIFIED ACTIVITIES

ACTIVITIES COVERED BY THE CERTIFICATE

The activities covered by this certificate are as follows: -

Group A

Football including pre match entertainment (screen content and light entertainment on the pitch)

Group B

Rugby

Group C

- CONCERTS (SUBJECT TO A SUCCESSFUL DYNAMIC LOADING ASSESSMENT OF THE STADIUM)

NOTE: Attention is drawn to the requirement relating to Police attendance.

Any pre-match entertainment, including live music and dancing, shall not be commenced until the gates to the sports ground have been opened for the admittance of the public to the activities listed above and covered by the terms and conditions of the certificate.

APPENDIX 4

GENERAL GROUND ARRANGEMENT DRAWINGS

A plan outlining the extent of the safety certificate plus

LIST OF DRAWINGS

CERTIFICATE DRAWING NO.	ARCHITECTS DRAWING NO.	DESCRIPTION
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<https://drive.google.com/drive/u/0/folders/18DYs4Ez5PyHINYIR3ZNfP1qDBRfZq4OP>

APPENDIX 5

AMENDMENTS TO GENERAL SAFETY CERTIFICATE

DATE OF ISSUE

This is the First issue of the Safety Certificate for the new stadium at Plough Lane Wimbledon issued on the 2nd November 2020

The issue of a revised certificate to allow spectators to return to the AFC Wimbledon Stadium in accordance with the Governments guidance to comply with the Health Protection (Coronavirus Restrictions)(England)Regulations 2020 (as amended) Issued on the 6th May 2021.

APPENDIX 6

DOCUMENTS TO BE KEPT WITH THE GENERAL SAFETY CERTIFICATE

1. Statement of Intent between Metropolitan police and AFC Wimbledon.
2. Safety Officers Job Description and details of responsibility and reporting
3. Copies of any Council letters giving permission as required within this document
4. Schedule listing deviations to the Green Guide that apply to the sports ground

