

MINUTES OF THE SAFETY OF SPORTS GROUND ADVISORY GROUP
HELD ON WEDNESDAY 8 SEPTEMBER 2016
CARROW ROAD, NORWICH

PRESENT:-

Greg Insull (Chairman)	-	Norfolk County Council
Chris Eldridge	-	Norfolk Constabulary
Andy King	-	Norfolk Constabulary
Paul Ray	-	Norfolk Constabulary
Personal Data	-	SGSA
Personal Data	-	Norwich City Football Club
Personal Data	-	CNC Building Control
Personal Data	-	Norfolk Fire and Rescue Service
Personal Data	-	NPS
Personal Data	-	Norwich City Football Club
Personal Data	-	East of England Ambulance Service NHS Trust
Personal Data	-	East of England Ambulance Service NHS Trust
Personal Data	-	Norfolk County Council, Legal Services
Personal Data	-	Norfolk County Council
Personal Data	-	CTSO

1. MINUTES

The Minutes of the meeting held on 12 September were agreed.

Personal Data reported that the fire door upgrade work was in progress and new procedures/mechanisms had been implemented with regard to pitch-side advertising boards which had resolved the issues. The Club was looking at traffic egress from County Hall which was causing delays after matches.

2. FIRE RISK ASSESSMENT

SAG reviewed the completed template.

Personal Data spoke about the cladding issue and said the main risks arose when there was overnight accommodation and that this was clearly not the case at the football stadium. On that basis, it was considered that there were enough fire precaution measures in place.

The document was agreed with the following comments/amendments:

- Cylinders in the medical room to be documented
- Include the works referred to in minute 1 on fire doors once complete
- Some narrative required around the Club's position regarding the recommendation to consider installing suppression systems in all the kitchen areas

3. SGSA WIDER DEFINITION OF SAFETY CONSULTATION RESPONSE

The Group had received the response to the consultation issued by SSGA. ^{Personal D} updated the Group. The consequences of the widening of the definition was that all people present should be protected against dangers, not just the spectators. Also that anti-social behaviour, crowd disorder and counter-terrorism should all be subject to the General Safety Certificate. The consequence was that these risks should be documented with mitigating policies and procedures and formalised in the Safety Certificate. Some elements of employee safety that came under the Health and Safety at Work Act provisions could now come within the Safety Certificate. There could be a crossover with District Council responsibilities and it was therefore important to establish close liaison. There might be crossover where it is legitimate to include H&S matters in the Safety Certificate, such as protective equipment on matchdays for stewards and fire stewards. It was important however to avoid getting drawn into everyday H&S issues. ^{Personal Data} advice was to review the certification process and documentation (SGSA would be providing a checklist) and review the membership and terms of reference of the SAG. Guidance had been issued and more would follow together with templates. It was accepted by SGSA that this would take some time to work through.

^{Personal D} suggested that it might be necessary to build working relationships with the City council regarding who enforces H&S at work. RIDDOR would report to the District Council but the SAG may need to be aware of it.

^{Personal D} said that SGSA was willing to act as an arbiter where there was disagreement and that it would be holding regional presentations to support safety authorities.

The Chairman proposed (and it was agreed) that a core sub group be established as set out below (other stakeholders to be invited as appropriate) to work through the requirements and review the documentation for Carrow Road and then the regulated stands:

- Police
- Fire
- NPS
- Club

The Chairman said that he would try to convene an initial meeting of the sub-group in the new year.

4. PERSISTENT STANDING/CHILDREN STANDING ON SEATS/MATCH DAY AUDIT REPORTS

The Chairman set out the background to this item and referred to the detailed reports submitted as part of the match-day audits of the fixtures against Derby County, Barnsley and Preston North End. This followed a complaint by a supporter which had been copied to the SAG Chairman. The issue was in the Lower Barclay Block A. The complainant had said he was unable to view matches without standing up, due to those in front of him standing. He was seeking action by the Club to stop the persistent standing. However, the complainant had also alleged that due to the persistent standing, some children were unable to see and had taken to standing on the back of seats. This was clearly dangerous and unacceptable.

The Chairman said that having become aware of the allegation, he and [Personal Data] had met with the Club to discuss the situation and to make clear that action had to be taken to prevent the standing on seats. The Club shared the concerns and indicated that it would be looking to introduce firmer stewarding to try to get supporters to sit. The Chairman had said that the SAG would monitor the situation over coming fixtures to establish whether the Club are able to manage the area safely and prevent children standing on seats.

The reports presented showed the outcome of the three monitoring inspections, which was that the Club had not been able to manage the area safely, despite concerted efforts by the stewards, who had received considerable personal abuse from spectators. This meant that the SAG now needed to consider possible enforcement action, including a reduction in the 'S' Factor for the area in question to a capacity level that would enable the Club to manage the area safely. Alternatively, the Club would need to propose acceptable additional measures to resolve the issue.

[Personal Data] explained the measures the club had taken – both in term of stewarding and also offering to relocate those children who were prepared to move to other seats in the stadium. The Club was determined to deal with the issue, but needed the support of the SAG. He asked for the SAG's agreement to the Club's proposal that before the next home game (Sheffield Wednesday), the club would send a letter to all the season-ticket holders in Block A, appealing to them to remain seated, and setting out in clear terms the implications of not complying with the ground regulations around persistent standing. In addition, there would be more robust stewarding of children standing on seats and pro-active policing of the area. He hoped that this would eliminate the danger to children but also make supporters realise the serious nature of the problem. The Club said that if this was unsuccessful, it would look to close 15 rows in Block A, with the spectators affected being relocated elsewhere in the ground.

The SAG unanimously agreed that the Club should have a final opportunity to address this issue and supported its proposed approach. (i.e. the letter to supporters and a proactive approach to preventing children standing on seats). The SAG would be represented at the forthcoming fixture to observe the situation and then consider next steps should there be no improvement.

5. POLICE POSITION STATEMENTS

a. Late Kick-Offs

SAG considered the letter from ACC Megicks to the Club concerning policing late kick offs. Effectively the Constabulary was reserving the right to require notice of changes to policed match start times for TV purposes. It was not anticipated this would be an issue with the club nor the SAG.

b. Silver Command

SAG considered the letter form ACC Megicks to the Club concerning the location of Police Silver Commanders. There would be no practical effect on the club.

6. NCFC PROPOSAL – UPPER BARCLAY

SAG considered a proposal from the club to create a drinks room in the Upper Barclay. This would provide extra circulation space for spectators. SAG had no objection subject to complying with any requirements from the Fire Officer.

7. EMERGENCY LIGHTING FREQUENCY OF TESTING – BS 5226-1

SAG considered a proposal from the club to move to annual testing of emergency lighting rather than the current 6 monthly regime.

The proposal complied with the British Standard and the SAG had no objection.

8. SGSA ISSUES

Personal Data reported that he would forward details to the club on using pitch-side advertising for emergency messaging. **Persona** explained there were practical issues around this regarding the boards having to be pre-set but he said he would be happy to look at any suggestions. The Club was looking to compile a list of emergency messages to display on the big screen.

9. MEDICAL CASUALTY REPORTS

The reports were noted. It was agreed to revert to the previously agreed format which contained more information so that trends could be better identified.

10. FORWARD BUSINESS PLAN

SAG noted the current status of the documentation required under the Safety Certificate and proposed a schedule for review and update.

CE confirmed that the Statement of Intent had now been agreed and signed and he would forward a copy to the Chairman.

The proposals set out in the report were noted agreed.

11. ANNUAL INSPECTION ARRANGEMENTS 2018

It was agreed that the SAG annual inspection would be arranged by **Personal Data** for February 2018.

12. ARRANGEMENTS FOR TABLE TOP EXERCISE

Persona suggested that the next exercise take place in June/July 2018

13. ANY OTHER BUSINESS

- i) CE said that there was to be an exercise run by the College of Policing, at Police HQ in Wymondham on 7 February and that all the emergency services would be represented. He asked anyone interested in attending to let him know.
- ii) Personal said it was likely that Chelsea would want 15% of full capacity for the FA Cup fixture on 6 January and the Club intended to revert to using segregation netting for the fixture. The SAG were happy with this.

Next SAG Meeting is on Tuesday 13 March at 10.00 a.m.

CW-SAGMINS051217