



**SAFETY OF SPORTS GROUND ACT 1975
AS AMENDED**

**GENERAL SAFETY CERTIFICATE FOR A DESIGNATED
GROUND KNOWN AS**

**The Valley
Floyd Road
Charlton
SE7 8BL**



**SAFETY AT SPORTS GROUND ACT 1975
AS AMENDED**

GENERAL SAFETY CERTIFICATE

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APPENDIX 1 OPERATIONS MANUAL

APPENDIX 2 PERMITTED NUMBERS OF SPECTATORS

APPENDIX 3 SPECIFIED ACTIVITIES

APPENDIX 4 GENERAL GROUND ARRANGEMENT DRAWINGS

APPENDIX 5 SCHEDULE OF AMENDMENTS TO THE GENERAL SAFETY CERTIFICATE

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 Royal Borough before work is begun on any proposed alteration or extension to the stadium.

(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for a safety certificate has been made or where a certificate does not relate to the current sports ground or has been withdrawn, surrendered or cancelled; or in contravention of a prohibition notice, the penalty is, on summary conviction, a fine not exceeding the statutory maximum or,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 Royal Borough 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

**Charlton Athletic Football Club
The Valley
Floyd Road
SE7 8BL**

1. In exercise of the powers conferred by the Safety of Sports Grounds Act 1975 (as amended) and all other enabling powers, **Royal Borough of Greenwich** ('the Royal Borough', 'RBG') hereby issues to: -

**Charlton Athletic Football Company Limited
(Company number 01788466)**

("The Holder"), this General Safety Certificate in respect of **Charlton Athletic Football Club, The Valley, Floyd Road, SE7 8BL** being a sports ground designated by Order of the Secretary of State as requiring a Safety Certificate.

2. This Certificate includes the Appendices, Schedules and Drawings attached hereto.
3. 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 Latest 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 people present at the sports ground. The responsibility for the safety of those present at the sports ground lies at all times with the Holder.
5. The Holder shall inform the Royal Borough 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 the safety for persons present at the sports 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 people are admitted to the ground.
6. Unless a nominated Safety Officer or Deputy Safety Officer whose appointment has been notified to the Royal Borough, is present, the capacity of the sports ground will be zero. The Holder has nominated as Safety Officer **Mick Everett**. The holder has nominated as Deputy Safety Officer(s) **Cliff Eager**, and **Martin Rowden**.
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, and covering the period three hours before the commencement of the activity and two hours afterwards.
8. The use of the sports ground for 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 Royal Borough.
9. The Holder shall produce and comply with a written statement of safety policy for those present at the ground, 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 the 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 Royal Borough.

10. The Holder shall maintain and comply with all sections of the Operations Manual at *Appendix 1* which relates to the safety at the sports ground.
11. The Holder shall ensure that the maximum number of spectators 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.
12. 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 those present at the sports ground should fire break out, provision and maintenance of fire safety equipment and the training of staff to deal with an outbreak of fire. These are set out within the Operations Manual's **FIRE RISK ASSESSMENT** (*Appendix 1.6*) and **FIRE SAFETY POLICY** (*Appendix 1.7*).
13. The Holder shall undertake or commission a medical risk assessment from a competent person or organisation. In undertaking this assessment the local ambulance NHS trust, crowd doctor 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 those at the sports ground. This is set out in the Operations Manual's **MEDICAL PLAN** (*Appendix 1.8*).
14. 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 Royal Borough. The Holder may within this document specify different capacities for different events that might be held within the Sports Ground. These are set out in the Operations Manual's **P&S FACTOR** (*Appendix 1.9*).
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 spectators, and all other persons present at the sports ground, during specified activities. Details of the equipment to be provided, the level of staffing and the training given to those staff are set out in the Operations Manual's **EVENT MANAGEMENT PLAN** (*Appendix 1.4*) and **EVENT SAFETY POLICY** (*Appendix 1.5*).
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 persons present at the sports ground. The Holder shall set out the frequency of the inspection and testing in the Operation Manual's **PLANNED PREVENTATIVE MAINTENANCE** document (*Appendix 1.10*). The frequency of any such inspection and test should not exceed the frequency indicated by the equipment manufacturer. 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.
17. 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 Contingency Plan shall be produced in consultation with the Police, Fire Brigade, Ambulance Service and the Royal Borough. The Contingency Plan shall cover all reasonably foreseeable contingencies up to and including the need for partial and/or the need for total evacuation of the stadium and shall

identify appropriate individuals and their respective tasks. This is set out in the Operations Manual's **CONTINGENCY PLANS** (*Appendix 1.1*). The Contingency Plan shall be reviewed annually, and after any incident, near miss or exercise.

18. The Contingency Plan shall also be reviewed in accordance with the Operations Manual when any permanent or temporary change is made to the structures or installations at the ground.
19. 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. This will occasionally include a 'Table Top' exercise but could also include experience gained following live incidents that have occurred during matches, eg, redirection of supporters through different exits due to exits being blocked. The Holder shall notify the Royal Borough, the Police, and 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.
20. The Holder shall use his or her best endeavours to agree a Statement of Intent with the Police over their respective roles. This is set out in the Operation Manual's **SPECIAL POLICE SERVICE AGREEMENT** (*Appendix 1.15*) and **STATEMENT OF INTENT [expires 31st July 2019]** (*Appendix 1.16*).
21. The Holder shall give not less than 35 days Notice to the Royal Borough, 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 month's 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 Royal Borough.
22. The Holder shall notify the Royal Borough, in writing, at least 28 days before any change of circumstances affecting the 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, the 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 Royal Borough to enable them to undertake the necessary consultation and to make an informed decision on the application.
23. No alteration or addition shall be made to the sports ground or its structures or installations without the prior written consent of the Royal Borough.
24. No specific activity, which is specially presented for children, shall take place until the Royal Borough's consent has been given in writing. At least 28 days notice in writing shall be given to the Royal Borough of any intention to provide such a specified activity.
25. 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 Royal Borough in connection with the Safety Certificate and shall upon request supply the Royal Borough with copies.
26. 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 people present at the sports ground.

27. 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.
28. 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. This is set out in the Operation Manual's **COUNTER TERRORISM PLAN [not retained by RBG]** (*Appendix 1.2*). The plans shall be reviewed annually, after any incident, near miss or exercise.
29. The previous Certificates: Issue 1, effective from 1 August 2013; and Issue 2, effective from 10 August 2016, is replaced by this Issue 3 of this Certificate with effect from 28th September 2018. The Royal Borough will review this Certificate annually.

Signed Jane Dyer Dated 28th September 2018

Jane Dyer Licensing Manager
Royal Borough of Greenwich
Housing & Safer Communities
Trading Standards & Commercial Services
Floor 4, The Woolwich Centre
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APPENDIX I

Operations Manual

Index of Sections

Appendix 1.1	CONTINGENCY PLANS
Appendix 1.2	COUNTER TERRORISM PLAN [not retained by RBG]
Appendix 1.3	CROWD DISORDER & ANTI-SOCIAL BEHAVIOUR PLAN
Appendix 1.4	EVENT MANAGEMENT PLAN
Appendix 1.5	EVENT SAFETY POLICY
Appendix 1.6	FIRE RISK ASSESSMENT
Appendix 1.7	FIRE SAFETY POLICY
Appendix 1.8	MEDICAL PLAN
Appendix 1.9	P&S FACTOR
Appendix 1.10	PLANNED PREVENTATIVE MAINTENANCE
Appendix 1.11	SAFETY CERTIFICATE
Appendix 1.12	SAFETY MANAGEMENT STRUCTURE – REPSONSIBILITIES
Appendix 1.13	SAFETY MANAGEMENT STRUCTURE – HIERARCHY
Appendix 1.14	SITE DRAWINGS [see Appendix 4]
Appendix 1.15	SPECIAL POLICE SERVICE AGREEMENT
Appendix 1.16	STATEMENT OF INTENT [expires 31 st July 2019]
Appendix 1.17	STEWARDING PLAN
Appendix 1.18	TICKETING & SEGREGATION POLICY
Appendix 1.19	TRAFFIC MANAGEMENT PLAN
Appendix 1.20	TRAINING EXERCISES

At the first SAG meeting each year in, or immediately following July, a copy of the Operations Manual will be stored onto a permanent physical digital media storage device, such as a (single use) recordable compact disc (CD-R) or recordable digital versatile disc (DVD-R). The media will be signed by the chairman of the SAG, sealed and retained by CAFC in a secure place. Any alterations to the Operations Manual will be notified to the chairman of SAG and the Local Authority Building Control manager. These changes will be formally discussed at the next scheduled meeting of the CAFC SAG.

APPENDIX 2

PERMITTED NUMBERS OF SPECTATORS

LOCATION	NUMBER OF SPECTATORS
WEST STAND UPPER-Seating deck	3,556
PRESS GANTRY	154
WEST STAND LOWER- Seating deck	4,463
Wheelchair bays and helpers (30+30)	60
TOTAL CAPACITY OF THE WEST STAND	8,233
N/W QUADRANT- Seating deck	1,691
Wheelchair bays and helpers (25+25)	50
TOTAL CAPACITY OF THE NW QUADRANT	1,741
N/E QUADRANT – Seating deck	1,180
Wheelchair bays and helpers (20+20)	40
TOTAL CAPACITY OF THE NE QUADRANT	1,220
NORTH LOWER	3,494
NORTH UPPER	3,155
TOTAL CAPACITY OF THE NORTH STAND	6,649
EAST STAND- Seating deck	5,762
Wheelchair bays and helpers (20+20)	40
TOTAL CAPACITY OF THE EAST STAND	5,802
SOUTH STAND (JIMMY SEED STAND)	3,448
Wheelchair bays and helpers (7+7)	14
4 x limited mobility seats	4
TOTAL CAPACITY OF THE SOUTH STAND	3,466
Total Spectator Accommodation (all seated)	27,111

APPENDIX 3

SPECIFIED ACTIVITIES

ACTIVITIES COVERED BY THE CERTIFICATE

The activities covered by this certificate are as follows: -

- Group A ASSOCIATION FOOTBALL

- Group B RUGBY LEAGUE
 LIVE SIMULTANEOUS BEAM BACKS

- Group C NONE

Charlton Athletic Football Club (“the holder”), is certified in respect of The Valley, Floyd Road, Charlton, SE7 8BL being a sports ground designated by Order of the Secretary of Safety as requiring a Special Safety Certificate.

The Special Safety Certificate gives permission for the holding of popular music concert or events at the sports ground subject to a current successful Dynamic Loading Assessment being in place for the stadium, the production of operational plans, risk assessments and capacity calculations which shall be presented to the SAG who will advise the local authority on their suitability.

The erection of any temporary structure for any event and any other alterations carried out shall be in accordance with agreement issued by Royal Borough of Greenwich Building Control department and any directions given by the Royal Borough’s authorised officer and later confirmed in writing.

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.

The Special Safety Certificate may include additional Appendices, Schedules and Drawings attached to it.

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 Schedule A.

APPENDIX 4

GENERAL GROUND ARRANGEMENT DRAWINGS

LIST OF DRAWINGS

Refer to the Operations Manual for access to the plans and drawings

CERTIFICATE DRAWING NO.	ARCHITECTS DRAWING NO.	DESCRIPTION
GSC 1	Grid site plan	General ground lay out with grid lines
GSC 2	The Valley	Diagram of exit gates, pitch gates, and vomitories
GSC 3	6 minute escape plan	6-minute escape plan
GSC 4	Evacuation routes	Diagram of emergency evacuation routes
GSC 5	CCTV Cameras	Diagram of CCTV system
GSC 6	Turnstiles	Diagram of turnstile positions
GSC 7	Kiosks	Diagram of kiosk positions
GSC 8	Emergency Telephones	Diagram of emergency telephone locations
GSC 9	TV Camera positions	Location for TV cameras

APPENDIX 5

AMENDMENTS TO GENERAL SAFETY CERTIFICATE

DATE OF ISSUE ONE JULY 2012

DATE OF ISSUE TWO 12 JANUARY 2017

DATE OF ISSUE THREE 28 SEPTEMBER 2018