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To: Councillor Boulton , Convener; and Councillors Forsyth, Corall, Malik and Malone.

Town House,  
ABERDEEN, 17 October 2012

## **SPORTS GROUND ADVISORY GROUP MEETING**

The Members of the **SPORTS GROUND ADVISORY GROUP MEETING** are requested to meet in Committee Room 4 - Town House on **FRIDAY, 2 NOVEMBER 2012 at 2.00 pm**.

**JANE G. MACEACHRAN**  
HEAD OF LEGAL AND DEMOCRATIC SERVICES

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Website Address: [www.aberdeencity.gov.uk](http://www.aberdeencity.gov.uk)

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# Agenda Item 2

## SPORTS GROUND ADVISORY WORKING GROUP

ABERDEEN, 30 May 2012. - Minute of Meeting of the SPORTS GROUND ADVISORY WORKING GROUP. Present: - Eric Anderson, Jacqui Wallace (Litigation and Licensing), Kevin Coutts (GFRS), Grant Tierney (Building Standards), Keith Henderson, David Paterson (Grampian Police), Paul Hendry, John Morgan and Gordon Ritchie (AFC).

Apologies: Dave McIntosh (Emergency Planning)

### MINUTE OF MEETING OF 5 APRIL 2012

1. The Group had before it the minute of the meeting of 5 April 2012.

The Group resolved:-  
to approve the minute.

### ABERDEEN FOOTBALL CLUB GENERAL SAFETY CERTIFICATE RENEWAL

2. Eric Anderson reminded the Group that it had agreed to an itinerary in respect of the Safety Certificate, which should be adhered to.

He explained that the Certificate should be amended.

#### Decision

1. that the location of the burger van be included in the layout plan which is attached as an appendix to the Safety Certificate;
2. that Aberdeen Football Club would provide 7 copies of the layout plan incorporating that amendment;
3. the amendment would also be included in the club's Fire Risk Assessment; and
4. Eric Anderson will draft the Certificate and circulate it with a deadline for comments, with a view to having it being completed and executed June 2012.

### MATCH DAY INSPECTION – 12 MAY 2012

3. Only the Fire Service was represented at the match day inspection, which was a police-free event. Kevin Coutts advised that GFRS had nothing adverse to report.

### DATE OF NEXT MEETING

4. Eric Anderson informed the Group that following the Local Government elections a new Licensing Committee had been appointed. Its first meeting takes place on 6 June, 2012 at which it will consider a report into its various Sub-Groups. The recommendation is to continue to have a Sports Grounds Advisory Group

(SGAG), consisting of five Members. Future meetings of the Working Group can not therefore be scheduled until the Committee makes a decision on the parent group.

## **ANY OTHER COMPETENT BUSINESS**

### **5. (A) Membership of Group**

John Morgan informed the Group that he retires from his full-time role as Operations Manager on Friday 01 June 2012. He will, however, still be there on a part-time basis and will continue in his role as Safety Officer on match days.

Paul Henry has been appointed as Facilities Manager and he will be taking John's place on the Group; all future correspondence should be sent to Paul.

### **(B) New Stadium**

John Morgan advised the Group that Aberdeen Football Club is aiming to have the new stadium ready for the 2014/15 season and will therefore remain at Pittodrie for the next two seasons.

## **Decision**

1. It was agreed that the new stadium would be added as a standing item on all future agendas to ensure that the working group is regularly kept up to date on progress.

## **Aberdeen Football Club – General Safety Certificate Renewal Policy**

Aberdeen Football Club will undertake to have an ongoing review of their General Safety Certificate.

The following schedule of events should ensure that the General Safety Certificate has been appropriately reviewed and proposed changes fully consulted on with appropriate partners/agencies.

**Ongoing**                      The Safety Officer/Deputy Safety Officer will review the General Safety Certificate on any matters that arise, for example legislative changes, UEFA, Scottish Premier League and Scottish Football Association's recommendations and any stadium facility/construction issues. Any alterations required will have to follow the agreed protocol stated in Paragraph 3 of Part 4 of General Safety Certificate.

**1st Feb**                      The Safety Officer/Deputy Safety Officer will write out to the Senior Solicitor, Litigation and Licensing, informing him that the General Safety Certificate pre inspection requires to be undertaken on or around the 1<sup>st</sup> April.

Partners/Agencies  
Grampian Police  
Grampian Fire and Rescue Service  
Aberdeen City Council (Building Control)  
Aberdeen City Council (Environmental Health)  
Scottish Ambulance Service  
Aberdeen City Council (Litigation & Licensing) for information only

**10<sup>th</sup> March**                      All pre inspections to have taken place.

**1<sup>st</sup> April**                      Partners/agencies to inform Aberdeen Football Club of any recommendations and/or requirements.

**1<sup>st</sup> April –  
30<sup>th</sup> April**                      The Safety Officer/Deputy Safety Officer to ensure that all recommendations and/or requirements have been appropriately undertaken.

**Mid May**

**Prior to new  
Season**                      General Safety Certificate to be renewed.

### **Safety Certificate Review Process**

On the XXXXXXXX Aberdeen City Council granted Aberdeen Football Club a General Safety Certificate for Pittodrie Stadium, Aberdeen. Aberdeen City Council along with regulatory officers from the Police, Ambulance Service, Fire & Rescue Service conduct annual inspections to ensure that they are satisfied with the safety matters at the Stadium.

Aberdeen Football Club agreed with the Aberdeen City Council Sports Ground Advisory Group to undertake the following to ensure compliance and review of the Safety Certificate.

1. That table top exercises be carried out on a 3 yearly basis to satisfy the contingency planning arrangements referred to in the General Safety Certificate.
2. Aberdeen Football Club would take the lead in such exercises with Emergency Planning, Environmental Health and Grampian Police acting as facilitators.
3. That Aberdeen Football Club examines in course, any changes they think necessary to the General Safety Agreement and put these to the Clerk for future consideration by the Advisory Group.
4. That annual checklist inspections be undertaken in March each year, with a view that any difficulties could be rectified prior to the football season commencing.
5. Aberdeen Football Club will provide evidence that all compliance measures have been undertaken for all matters detailed within the General Safety Certificate.
6. Visits.