

SPORTS GROUND ADVISORY WORKING GROUP

ABERDEEN, 8 October, 2009. - Minute of Meeting of the SPORTS GROUND ADVISORY WORKING GROUP. Present:- Brenda Flaherty, Licensing, Caroline Treanor, Licensing, David Kidd, Building Standards, Grant Tierney, Building Standards, Drew Carr, Scottish Ambulance Service, Sergeant Salter Watson, Grampian Police, Kevin Coutts, Grampian Fire and Rescue Service, Alex Venters, Environmental Health, Ivor Churcher, Environmental Health.

Also Present:- John Morgan and Gordon Ritchie, Aberdeen Football Club.

PART 1

GENERAL ROLE OF SAFETY CERTIFICATE

1. Brenda Flaherty explained the purpose of the meeting was to clarify the role of each service on the Working Group and to set out procedures for moving forward with the Safety Certificate for Pittodrie Stadium. Mrs Flaherty confirmed that Aberdeen Football Club was not a member of the Sports Ground Advisory Working Group and would not normally be present in the future at these meetings.

Mrs Flaherty further advised that the Local Authority's obligation in terms of Section 2, Safety of Sports Grounds Act 1975 ('the 1975 Act') was to secure reasonable public safety at the ground when an authorised activity was taking place.

Caroline Treanor advised that the current Safety Certificate for Pittodrie Stadium was now executed and it imposed on Aberdeen Football Club various obligations. Failure to adhere to these obligations would be a breach of the 1975 Act and would constitute a statutory offence in terms of that legislation.

Mrs Flaherty also confirmed a new regime whereby the Licensing Authority would assume a central co-ordinating role with regards to the submission of information and documentation from Aberdeen Football Club. All documentation would be submitted to Ms. Treanor in the first instance. Ms. Treanor would then distribute documentation to the relevant party(ies). This new approach should facilitate effective communications amongst all. It would also provide clarity for Aberdeen Football Club on whom they require to submit documentation to in terms of the Certificate.

Ms Treanor further advised that, in the event of an alleged breach of the terms and or conditions of the Safety Certificate, a warning letter would be issued to Aberdeen Football Club requiring them to rectify said breach within a 14 day time frame.

This position was noted by Aberdeen Football Club.

PROCEDURE FOR IMPLEMENTATION

a) Submission of Information

It was agreed by all parties that each agency/department had a responsibility to police their area of responsibility and would report any issues as appropriate to Caroline Treanor. The timescales by which information requires to be submitted to the licensing team are set out in the terms and conditions of the Safety Certificate.

In terms of Clause 21 of the said Certificate, a report specifying in full the functioning of the Auxiliary Power System and how it operates in relation to a failure of the main power supply required to be submitted by 4 October 2009.

In terms of Clause 4, a report detailing Deviations from Clause(s) 3(2) and/or 3(3) required to be submitted by 4 December 2009.

In terms of Clause 12, a Spectators' Safety Policy Document required to be submitted within fourteen days of the execution of the Safety Certificate and this document was now overdue.

John Morgan, Aberdeen Football Club, advised that the Club had collated all information which required to be submitted in terms of the Certificate said documentation was distributed to everyone present at the meeting. Mr. Morgan apologised for the late submission of certain documents – he said this was an erroneous oversight on behalf of the Club.

Caroline Treanor enquired about the status of the annual review in relation to Clause 13 (Contingency Plan). John Morgan replied that the contingency plan was almost complete and the offsite plan was currently being reviewed. It had been decided that the contingency plan would not be finalised until the review of the offsite plan was concluded. Caroline Treanor requested that in accordance with Clause 13 of the Certificate, seven copies of the completed plan be sent to licensing for distribution to the relevant parties.

Building Standards expressed some concern with regards to the quality of documentation that requires to be submitted (Building Standards noted that with the 5th edition Green Guide being adopted a greater level of detailed documentation is now required). It was discussed that in previous years the documentation from the Club was in place prior to the issuing of the certificate and the inspection of the ground has also been completed prior to issue.

This time the new certificate was issued prior to both the inspections having taken place and the submission of documentation from the Club.

David Kidd said that as the relevant guide was now the new "Guide to Safety at Sport Grounds" fifth edition, he would expect the submission of more detailed information than he had in the past. As an example, David Kidd advised that a justification of how the Club's architect had arrived at their figures for the P and S factors would be required.

What was required was a fuller clarification of issues which affect the P&S factor, whilst this comes in part from Club and their Architect the point was

also made that Licensing, Police, Building Standards etc. should also play a part in the agreement of acceptable P&S factors. He considered that the report should identify short, middle and long term issues and proposed solutions.

This suggestion was in relation to the Structural report (not the Architects) and looked for clear timescales of when work identified in the "structural" report should be undertaken, for example it should be clear what short term actually means, e.g. (1 month, 3 months, a year).

In addition it was mentioned that information on items outwith the remit of the structural report should also be noted.

For example, if trip hazard are present on steps, or additional highlighting of nosings to steps is required then the timescale for undertaking these works should be agreed.

It was agreed that a letter from the Club's architect containing said information would be submitted within a two week timetable of today's meeting.

b) Media Provision

There was a discussion regarding media provision at the stadium and the Club's approach to it. In terms of the Green Guide a risk assessment would be required.

It was confirmed that a risk assessment had been carried out and a joint inspection had taken place by both the Health and Safety Executive and Environmental Health. Environmental Health had been forwarded a copy of the risk assessment.

It was emphasised that in future all documents should be sent to the licensing team for onward distribution.

c) Deviation

It was agreed amongst all parties that the process of identifying deviations is the assessment of the Ground in respect of the guidelines set out in the Green Guide. Where the Ground fails to meet these guidelines then **section 1.7 Deviating from the Guide** explains the procedure to be followed.

A report regarding any Deviations would require to be submitted by 4 December 2009.

d) Disability Discrimination Act 2005 (DDA)

David Kidd advised that the Ground does not meet the requirements of the DDA as set out in the Green Guide. It was accepted, however, given the age of the stadium that it would be unreasonable to expect the club to take measures to fully comply with DDA. It was agreed that a report on DDA, consultation with local Disability Groups etc would act towards justification that the steps taken are reasonable both in terms of the Green Guide and the

DDA. The DDA report would give evidence to support and hopefully allow acceptance of the Deviation.

e) Annual Inspections

Sergeant Watson, Grampian Police, advised that previous annual inspections of the stadium had taken place prior to the football season commencing or during the season. He proposed that the next inspection take place in May, 2010 to give sufficient time to carry out any work that may require to be undertaken and to allow for, if appropriate, a re-inspection prior to the start of the season.

Kevin Coutts, Grampian Fire and Rescue Service advised that an inspection of the stadium by his Service would be carried out in accordance with their own risk assessments which may not be on annual basis.

David Kidd advised that it was important that all required information/documents be available for viewing prior to any inspection of the stadium.

f) Visits by Aberdeen City Council Departments

The police meet with the Club in advance of match days and are present at the Stewards' briefings. On match days representatives of the Club, Grampian Police and the Ambulance Service are present in the Control Room of the stadium.

The Club advised that with prior notice it would accommodate any ad hoc visits or inspections by other services.

The representatives of Aberdeen Football Club left the meeting at this point.

PART 2

ROLE OF SPORTS GROUND ADVISORY WORKING GROUP

2. Brenda Flaherty advised that the Sports Ground Advisory Working Group was an officers group of the Sports Ground Advisory Group which comprises members of the Licensing Committee and relevant officials. The Working Group's Minutes are reported to the full Licensing Committee for information.

Brenda Flaherty advised that investigations had been made with regards to whether a special Safety Certificate was required for Aberdeen Sports Village. Mrs Flaherty confirmed that said Safety Certificate was not required as the Sports Village has a spectator stand of less than five hundred seats.

Returning to Pittodrie's Safety Certificate Sergeant Watson advised that it was not realistically achievable to carry out a contingency exercise on an annual basis. He requested that the Working Group agree that this would be an acceptable Deviation or that the wording of the Certificate to be amended to allow a contingency exercise to be carried out every five years. It was agreed that to enable the wording in the

Safety Certificate to be amended appropriately Sergeant Watson would discuss the issue of contingency exercising, and the frequency of the same, with the Grampian Police Emergency Planning Department. Caroline Treanor would also make contact with Dave MacIntosh from the Local Authority's Grampian Emergency Planning Unit and do the same. This would allow for a new form of words for that section of the Safety Certificate to be agreed at the next meeting of the Sports Ground Advisory Working Group. The Working Group agreed.