# Safety at Sports GroundsSafety CertificateApplication Form

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# Safety Certificate Application Form – Designated Ground

 **SAFETY OF SPORTS GROUNDS ACT 1975**

 **APPLICATION FOR A SAFETY CERTIFICATE**

**TO A DESIGNATED GROUND**

*When completed, this form should be sent to:*

Colin Jones at Leicestershire County Council

Email: healthandsafety@leics.gov.uk

*To be completed in all cases*

I hereby apply for a \*[general] [special] Safety Certificate in respect of the sports ground described below to be issued to .

I make the application \*[on behalf of] [as] of .\*\*

Date:

Signed:

Address:

Tel. No:

Email address

*\* Delete as appropriate*

*\*\* If applying on behalf of a sports club, company or some other person, insert status (e.g. secretary).*

Under the provisions of section 3 (1) of the Safety of Sports Grounds Act 1975, a local authority receiving an application for a Safety Certificate have to determine whether the person to whom the certificate may be issued is likely to be in a position to prevent contravention of the terms and conditions of the certificate. The applicant should therefore furnish below the information required so as to enable the local authority to make such a determination. Under section 3(4) of the 1975 Act the local authority may also require the applicant to submit plans and further information.

1**.**  (a) Name and address of sports ground

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|  |

(b) Name of the occupier

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|  |

(c) Name and address of the owner

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(d) Names and addresses of any persons other than the proposed holder of the certificate who to his knowledge will or may be concerned in ensuring compliance with the terms and conditions of the Safety Certificate for which this application is being made.

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Complete Part I only for an application for a General Safety Certificate (to cover activities held over an indefinite period).

Complete Part II only for an application for a Special Safety Certificate (to cover one occasion or a series of occasions).

**PART I:**

**GENERAL SAFETY CERTIFICATES**

2. List activities to be covered by General Safety Certificate

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3. Give the approximate date of the construction of the spectator accommodation on the sports ground and details of any subsequent extension, major alteration or re-construction of the spectator accommodation on the sports ground, together with relevant dates.

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1. Give particulars of any current statutory licences granted in respect of the sports ground or parts of it:

(a) Name of issuing licensing authority

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| --- |
|  |

(b) Name of licensee

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| --- |
|  |

(c) Type of licence

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|   |

(d) Date of expiry

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|  |

(e) Description of the part or parts of the sports ground covered by the licence

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1. (1)  State maximum capacity for which spectator accommodation at the sports ground is intended:

|  |  |
| --- | --- |
| Seated spectators |  |
| Standing spectators |  |

(2)  State any restrictions on that capacity:

|  |  |
| --- | --- |
| Seated spectators |  |
| Standing spectators |  |

1. Set out for each of the last three years the total number of seated spectators and the total number of standing spectators for each activity other than reserve team matches, practice sessions or community use, held at the sports ground. Each activity (other than those excluded) should be named, together with the number of occasions on which each activity took place during each of those years.

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 (use a separate sheet if necessary)

1. Set out for each activity the total number of seated spectators and the total number of standing spectators attending at the occasion during the last three years when that activity took place which attracted the highest number of spectators. Give the date of that event and the name of the activity taking place.

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(use a separate sheet if necessary)

**PART II:**

**SPECIAL SAFETY CERTIFICATES**

1. Name event for which Special Safety Certificate is required

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1. Give date(s) of event

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1. Give the number of occasions on which this special event has taken place at the sports ground during the last three years.

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1. Set out the total number of seated spectators and the total number of standing spectators at any similar event held within the last three years at the sports ground, giving the name of the event and the date on which it was held.

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(use a separate sheet if necessary)

# Safety Certificate Application Form – Regulated Stand

**PART III OF FIRE SAFETY AND SAFETY OF PLACES OF SPORT ACT 1987**

**APPLICATION FOR A SAFETY CERTIFICATE FOR A REGULATED STAND**

When completed, this form should be sent to:

Colin Jones at Leicestershire County Council

Email: healthandsafety@leics.gov.uk

To be completed in all cases

I hereby apply for a [general] [special]\* Safety Certificate in respect of the stand\*\* described below at the sports ground, to be issued to

 .

I make the application [on behalf of] [as]\* of

 .

Date:

Signed:

Address:

Tel. No:

Email address:

\* Delete as appropriate

\*\* A separate application form is required for each regulated stand at a sports ground (although any certificate issued may cover all such stands)

\*\*\* If applying on behalf of a sports club, company or some other person, insert status (e.g. secretary).

Under the provisions of section 27(7) of the Fire Safety and Safety of Places of Sport Act 1987 in the case of a General Safety Certificate or section 28(8) of the 1987 Act in the case of a Special Safety Certificate, a local authority receiving an application for a Safety Certificate have to determine whether the applicant is qualified to hold the Safety Certificate. The applicant should therefore provide the information required below to enable the local authority to deal with the application. Under section 28(11) of the 1987 Act the local authority may also require the applicant to submit plans and further information.

1**.**  (a) Name and address of sports ground

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|  |

(b) Name of the occupier

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|  |

(c) Name and address of the owner

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|  |

(d) Location and name (if any) of the stand for which application is being made

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(e) Names and addresses of any persons other than the proposed holder of the certificate who to his knowledge will or may be concerned in ensuring compliance with the terms and conditions of the Safety Certificate for which this application is being made.

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Complete Part I only for an application for a General Safety Certificate (to cover activities held over an indefinite period).

Complete Part II only for an application for a Special Safety Certificate (to cover one occasion or a series of occasions).

**PART I:**

**GENERAL SAFETY CERTIFICATE**

1. List activities for which the stand provides viewing accommodation and which are to be covered by the General Safety Certificate

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1. Give the approximate date of the construction of the stand for which application is made and details of any subsequent extension, major alteration or re-construction of it, together with relevant dates.

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1. Give particulars of any current statutory licences granted in respect of the sports ground or parts of it:

(a) Name of issuing licensing authority

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|  |

(b) Name of licensee

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|  |

(c) Type of licence

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|   |

(d) Date of expiry

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(e) Description of the part or parts of the sports ground covered by the licence

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1. (a)  State maximum capacity of the accommodation in the stand for spectators to view activities at the sports ground:

|  |  |
| --- | --- |
| Seated spectators |  |
| Standing spectators |  |

(b)  State any restrictions on that capacity:

|  |  |
| --- | --- |
| Seated spectators |  |
| Standing spectators |  |

1. Is the number of spectators admitted to the stand controlled on entry to that stand?

Yes/No

6. If the answer to question 6 is ‘’Yes’’, set out below for each of the last three years (that is, ending on 31st December) and for each of the activities listed in answer to question 2 above (setting out the year and activity in question), the following information:

(a) the highest number of spectators admitted to the stand on any one occasion during each of the last three years, showing separately the number of seated and standing spectators if these figures are known; and

(b) the total number of spectators admitted during each of the last three years and the number of occasions they were admitted but excluding-

(i) any occasion when no charge was made for, or in respect of, admission; and

(ii) any occasion when the number of spectators admitted was less than 100.

|  |  |
| --- | --- |
| Year |  |
| Activity |  |
| Total attendance |  |
| Number of occasions |  |
| Highest attendance |  |
| a. seated |  |
| b. standing |  |

8. If the answer to question 6 is ‘’No’’, set out below for each of the last three years (that is, ending on 31st December) and for each of the activities listed in answer to question 2 above (setting out the year and activity in question), the following information:

(a) the highest number of spectators who had access to the stand on any one occasion during each of the last three years; and

(b) the total number of spectators who had access to the stand during each of the last three years and the number of occasions when they had access but excluding:

 (i) any occasion when no charge was made for, or in respect of, admission to the sports ground so as to have access to the stand; and

 (ii) any occasion when the number of spectators so admitted was less than 100.

|  |  |
| --- | --- |
| Year |  |
| Activity |  |
| Total attendance |  |
| Number of occasions |  |
| Highest attendance |  |
| a. seated |  |
| b. standing |  |

**PART II:**

**SPECIAL SAFETY CERTIFICATE**

Name activity (or activities) for which the stand provides viewing accommodation and which are to be covered by the Special Safety Certificate

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Give date(s) of occasions(s) when it is proposed that the stand will be used for the activity (or activities) listed in 9 above.

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Set out below the information required in respect of each occasion during the last three years (ending on 31st December) when spectators were admitted, or had access to, the stand to view activities which are the same as, or similar to, those listed in answer to question 9 above. The name and date of the occasions in question should be given together with the total number of spectators who had access to the stand.

Year

Occasion

Maximum number of spectators who had access to the stand

State what changes or adaptations (if any) are proposed to the stand or to arrangements for entry and control (if any) of spectators to and from the stand

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