

# Application for a Safety Certificate for a Regulated Stand.

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When completed, this form should be sent to:  
Head of Democratic Services  
Norfolk County Council  
County Hall  
Martineau Lane  
Norwich  
NR1 2DH

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## BACKGROUND NOTES

A Safety Certificate under Part III of the Fire Safety and Safety of Places of Sport Act 1987 ("the 1987 Act") is required in respect of the use, at a sports ground which is not a designated sports ground under the Safety of Sports Grounds Act 1975, of each stand which provides covered accommodation for 500 or more spectators to view activities at the ground. Such a stand is referred to as a "regulated stand".

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

In most cases the local authority will have made a preliminary determination that a particular stand is a "regulated stand". They will have served notice of this determination on you under section 28(2) of the 1987 Act. That determination will have become a final determination for the purposes of that Act at the end of the period of two months beginning with the date of that notice. You can pursue separately with the local authority the question whether a stand in fact satisfies the criteria, referred to above, which determine whether a stand is a "regulated stand".

An "on site" inspection is likely to be necessary in resolving such a question.

Alternatively, you may yourself realise that a stand is a "regulated stand" and may apply for a safety certificate in respect of it without a preliminary determination being made by the local authority. Where the application is for a special safety certificate this question will already have been resolved because a special safety certificate is issued only if a general safety certificate is in force.

Under the provisions of section 28(7) of the 1987 Act in the case of a general safety certificate or section 28(8) of the 1987 Act in the case of a special safety certificate, the 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 over to enable the local authority to deal with the application.

A scale plan of the sports ground and of the relevant stands should accompany this application. However, under section 28(11) of the 1987 Act, the local authority may require you to provide further information and plans of the ground.

**To be completed in all cases**

I hereby apply for a *[general][special] safety certificate in respect of the stand described below at the	I make the application *[on behalf of][as]
_____	_____ of + _____
sports ground to be issued to	Date _____ Address _____
_____	Signed _____
* delete as appropriate + If applying on behalf of a sports club, company or some other person, insert status (e.g. secretary)	Tel. _____ Email address. _____

1.(a) Name and address of sports ground	_____ _____ _____
(b) Name of occupier Name and address of owner	_____ _____ _____ _____
Location and name (if any) of the stand for which application is being made	_____ _____ _____ _____
(c) Names and address of any person 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	_____ _____ _____ _____ _____ _____

**Complete Part 1 only for an application for a general safety certificate (to cover activities held over an indefinite period)**

**Complete Part 11 only for an application for a special safety certificate (to cover one occasion or a series of occasions)**

**PART 1: GENERAL SAFETY CERTIFICATE**

2. List activities for which the stand provides viewing accommodation and which are to be covered by the general safety certificate.

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3. Give the approximate date of the construction of the stands for which application is made and details of any subsequent extension, major alteration or reconstruction of it, together with relevant dates.

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4. Give particulars of current fire certificates covering any premises on any part of the sports ground:

(a) Name of issuing authority

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(b) Name of holder of fire certificate

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(c) Date of issue of fire certificate

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(d) description of premises covered by the fire certificate

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

(a) Name of licensing authority

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(b) Name of licensee

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(c) Type of licence ( liquor, gaming etc.)

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(d) Date of expiry

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(d) description of the part or parts of the sports ground covered by the licence

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

(i) maximum no. of seated spectators \_\_\_\_\_

(ii) maximum no. of standing spectators \_\_\_\_\_

(b) State any restrictions on that capacity: \_\_\_\_\_

(i) seated spectators \_\_\_\_\_

(ii) standing spectators \_\_\_\_\_

7. Is the number of spectators admitted to the stand controlled on entry to that stand ?    Yes / No

8. **If the answer to question 7 is “ Yes”,** set out below for each of the last three years (that is, ending on 31 st. 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, namely -

(a) the highest number of spectators admitted to the stand on any 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

9. If the answer to question 7 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, namely -

(a) the highest number of spectators who had access to the stand on any 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 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

**PART 2: SPECIAL SAFETY CERTIFICATE**

10. 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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11. give date(s) of occasion(s) when it is proposed that the stand will be used for the activity (or activities) listed in paragraph 10 above

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12. 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 10 above. The name and date of the occasion 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

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13. 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.