

APPENDIX B

Regulatory Services - Public Protection (Environmental Health) Briefing Note: Charging Scheme for Sports Grounds Safety Certification

**Mr Kristian Williams, Specialist Environmental Health Officer (Lead Officer – Health & Safety), Regulatory Services, Tel: 01291 635707
Email: kristianwilliams@monmouthshire.gov.uk**

Background

Following the disaster at the Ibrox Stadium in Glasgow in January 1971 and the subsequent public inquiry, the Safety of Sports Grounds Act 1975 introduced a system of safety certification of sports grounds by local authorities – namely those ‘designated grounds’, with capacities for more than 10,000 spectators. The local authority is required to determine the safe capacity of the ground, to prescribe and enforce such terms and conditions as it considers necessary or expedient to secure the reasonable safety of spectators and to undertake a periodical inspection. Fire Safety and Safety of Places of Sport Act 1987 lays a similar responsibility upon the local authority in relation to regulated stands at non-designated sports grounds. Regulated stands are stands that provide covered accommodation for 500 or more standing or seated spectators, as determined by the local authority under section 26 of the 1987 Act.

Work with Chepstow Racecourse

Environmental Health Officers (EHOs) and Event Safety Advisory Group members have worked closely with Chepstow Racecourse since they expanded their portfolio of activities to include music concerts and other events, alongside traditional horse racing. EHOs have taken enforcement action and provided advice to the Racecourse, who have made a number of operational and management changes to the manner in which they operate their activities. Chepstow Racecourse will shortly be in a position to formally apply to Monmouthshire County Council for a Sports Ground Safety Certificate to cover their traditional horse racing and combined activities. The charging scheme presented below will be relevant to any future sports grounds operating in Monmouthshire that meet the relevant criteria.

Fees

The Safety of Sports Grounds Regulations 1987 and The Safety of Places of Sport Regulations 1988 empower the local authority to determine the fee to be paid in respect of an application for the issue, amendment, replacement or transfer of a safety certificate.

Regulatory Services proposes a fee of £1274.65 in respect of new applications for a safety certificate. This fee is comparable to those charged by other local authorities involved in safety certification.

Please refer to Table 1 below for a detailed breakdown of the fee for new applications.

Please refer to Table 2 for a breakdown of the fees associated with amendments, replacements and transfers of safety certificates.

Table 1 Charging Scheme for New Sports Ground Safety Certificate / Safety certificate for a Regulated Stand

Post	EHO (1)	EHO (2)	Structural Engineer	Building Control Officer	Regulatory Support officer	Materials Cost	TOTAL
Hourly Rate	£50.00	£50.00	£50.00	£50.00	£32.00		
Application Process							
Receipt of application form, scanning, update database and check details	10 (mins) £8.33				20 (mins) £10.66		£18.99
Processing of fee and production of receipt					20 £10.66	£2.00	£12.66
Desktop Survey of application ¹	60 £50.00	60 £50.00					£100.00
Notification and liaison with partner agencies	60 £50.00						£50.00
Arrange, attend and produce minutes for extraordinary ESAG meeting	90 £75.00	90 £75.00			90 £48.00	£10.00	£208.00
Inspection ²	300 £250.00	300 £250.00	60 £50.00	60 £50.00			£600.00
Prepare Safety Certificate	120 £100.00	60 £50.00					£150.00
Certificate produced and signed for approval	90 £75.00					£10.00	£85.00
Annual Report to Member	60 £50.00						£50.00
Total Other charges (from other charges worksheet)	n/a						
Total Cost							£1274.65

1 desktop survey includes assessment of application and consultation of appropriate guidance i.e. The Green Guide and SGSG4 etc., including the preparation of notes, database updates, queries taken up with applicant and any associated correspondence. 2 Physical inspection of premises, audit of associated documentation, liaison with and activities of Structural Engineer and Building Control Officers.

Table 2 - Additional fees arising for the Amendment, Replacement or Transfer of a Sports Ground Safety Certificate / Safety Certificate for a Regulated Stand

Post	EHO (1)	EHO (2)	Structural Engineer	Building Control Officer	Regulatory Support officer	Materials Cost	TOTAL
Hourly Rate	£50.00	£50.00	£50.00	£50.00	£32.00		
Additional Costs							
Amendment ³ , replacement or transfer of a safety certificate, or the cancellation of a certificate for a regulated Stand (including Processing of fee and production of receipt; liaison with relevant agencies; and production of a new certificate).	60 (mins) £50.00				30 (mins) £16.00	£10.00	£76.00

³ The local authority may only charge for amending the safety certificate in response to an application from the proposed or existing certificate holder.