Derry City & Strabane
District Council
Comhairle
Chathair Dhoire &
Cheantar an tSratha Báin
Derry Cittie & Stràbane
Destrick Cooncil

Ref: FOI / 6535

13th August 2026

Freedom of Information Act 2000 Request - Derry City v CSKA Safety Meeting Correspondence

I refer to your FOI request and respond as follows:

Request

Please provide any minutes / emails relating to the safety meeting relating to the recent game at the Brandywell Stadium. This should include the finalised/agreed plan for the game.

Response

Council does not hold this information. There was no specific meeting held in advance of the CSKA match. The Council does licence the stadium annually and for information I enclose a copy of the most recent stadium Safety Certificate

If you are dissatisfied with our response, you have rights of review and appeal; these rights consist of two review processes.

Firstly, our internal review procedure is available by contacting:

John Kelpie
Chief Executive
Derry City and Strabane District Council
98 Strand Road
Derry BT48 7NN
Tel: 028 71253253 or email: john.kelpie@derrystrabane.com

Secondly, you can appeal directly by contacting the Information Commissioner at:

Information Commissioner
Wycliffe House
Water Lane
Wilmslow
CHESHIRE SK9 5AF
Tel: 0303 123 1113 (local rate) or email: casework@ico.org.uk

I would however advise that the Information Commissioner has indicated that a review will not be undertaken unless the Council has first had an opportunity to re-consider its decision.

Yours sincerely

Philip Kingston LLB
Lead Legal Services Officer

Derry City and Strabane District Council

The Safety of Sports Grounds (Northern Ireland) Order 2006

3

Brandywell Stadium General Safety Certificate



Issue Date; 1st May 2025

THE SAFETY OF SPORTS GROUNDS (NORTHERN IRELAND) ORDER 2006 GENERAL SAFETY CERTIFICATE

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INFORMATION

Fees

Article 3 of The Safety of Sports Grounds (Fees and Appeals) Regulations (NI) 2009 sets the fees that Councils can charge in respect of an application for the issue, amendment, replacement or transfer of a safety certificate for a designated sports ground or regulated stand.

Prohibition Notices

Article 9 of the Safety of Sports Grounds (NI) 2006 Order enables a Council to serve Prohibition Notices.

A Prohibition Notice may be issued by a Council in respect of **any** sports ground or part of a sports ground.

A Prohibition Notice shall be issued if the Council is of the opinion that the admission of spectators to a sports ground or any part of a sports ground involves or will involve a risk to them so serious that until steps have been taken to reduce it to a reasonable level, admission of spectators to the ground, or part of the ground, ought to be prohibited or restricted.

Derry City and Strabane District Council shall apply its enforcement policy with regard to the issuing of Prohibition Notices.

Right of Entry and Inspection

Article 23 of the 2006 Order gives authorised persons the power to enter and inspect a sports ground and to make any inquiries as are considered necessary for the purposes of the Order. Authorised persons also have power to examine records of attendance at the ground and records relating to the maintenance of safety at the ground, and to take copies of such records.

Alterations and Extensions

Article 20 of the 2006 Order requires notice to be given to the Council regarding any proposed significant alteration or extension to the stadium which is likely to affect the safety of persons. Notice should always be given when it is proposed to alter the entrances to or the exits from the stadium.

Offences and Penalties

(a) It is an offence to:

- Admit spectators to a designated sports ground at a time when no application for a safety certificate has been made or where a certificate does not relate to the current designated sports ground or has been withdrawn,
- Admit spectators to a designated sports ground on an occasion when it is used for an activity to which neither a general safety certificate or a special certificate relates,

- Admit spectators to a designated sports ground following the surrender or cancellation of a safety certificate,

- Contravene any term or condition of a certificate (otherwise than in pursuance of a Prohibition Notice), or in contravention of a Prohibition Notice.

  In accordance with Article 11(1) and 11(3) of the 2006 Order the penalty for the above offences is, on summary conviction, a fine not exceeding the statutory maximum or, on conviction on indictment, a fine or imprisonment for a term not exceeding two years, or both.

(b) It is an offence to knowingly or recklessly make a false statement or produce, sign, furnish or otherwise make use of a document containing a false statement. Such an offence will result in a fine not exceeding level 5 on the standard scale in accordance with an Article 11(6) of the 2006 Order.

(c) It is an offence to fail to give notice of an alteration or extension to the sports ground. This will result in a fine not exceeding level 5 on the standard scale in accordance with Article 20(4) of the 2006 Order.

(d) It is an offence to obstruct an authorised person, or without reasonable excuse refuse, neglect or otherwise fail to answer any question put by an authorised person. The penalty for this is, on summary conviction, a fine not exceeding level 5 on the standard scale in accordance to Article 23(3) of the 2006 Order.

Appeals

Article 8(1) of the 2006 Order provides that an applicant for a safety certificate or for the transfer of a certificate may appeal to a Magistrates Court against the determination by a Council that they are not a Qualified Person.

Articles 8 (3) and Article 17(4) of the 2006 Order provides that an interested party may appeal to a Magistrates' Court against the inclusion of anything in, or the omission of anything from, a safety certificate.

Transfer of the Certificate

If the holder of the safety certificate ceases to be the person responsible for the management of the ground, an application must be made to the council for the transfer of the certificate to some other Qualified Person in accordance with Article 7(5) of the 2006 Order.

NOTE: No variation (or amendment) of the terms and conditions of a safety certificate shall be permitted other than by formal revision.

THE SAFETY OF SPORTS GROUNDS (NORTHERN IRELAND) ORDER 2006 GENERAL SAFETY CERTIFICATE

BRANDYWELL STADIUM

1. In exercise of the powers conferred by the Safety of Sports Grounds (Northern Ireland) Order 2006 and related legislation.

   DERRY CITY and STRABANE DISTRICT COUNCIL

   hereby issues to:-

   Mr BARRY O'HAGAN (QUALIFIED PERSON)

   this General Safety Certificate in respect of **BRANDYWELL STADIUM, LONEMOOR ROAD, DERRY.**

   Being a sports ground designated by The Safety of Sports Grounds (Designation) Order (Northern Ireland) 2009.

2. This Certificate includes the Appendices, Drawings and related documents attached hereto.

3. The words used in this Certificate and related documents shall have the meaning assigned to them by the Safety of Sports Grounds (Northern Ireland) Order 2006, the Guide to Safety at Sports Grounds (Green Guide 6th Edition), and Appendix 1.

4. The Qualified Person shall retain control of the sports ground and shall take all necessary precautions for the reasonable safety of spectators admitted.

   The Qualified Person shall have responsibility for the safety of spectators at the sports ground.

5. The Qualified Person shall take appropriate steps to ensure that a Safety Policy Statement for spectators is produced. This Policy Statement should outline the chain of command, cover the safety objectives, and the means of achieving them. The Qualified Person shall take appropriate steps to ensure that the policy is communicated to and understood by all staff and voluntary personnel who carry out work activities at the sports ground.

   The Qualified Person shall also ensure that the Safety Policy Statement is kept under review and is revised as appropriate and that a copy is kept with this General Safety Certificate.

   The Qualified Person shall ensure the appointment of a person(s) to be responsible for the implementation of the policy.

   The Qualified Person shall make copies of the Safety Policy Statement available to authorised persons under the (2006) Order.

6. The Qualified Person shall ensure compliance with the terms and conditions of this Certificate and related documents at all times when the sports ground is in use for specified activities.

7. The use of the sports ground for spectator events under this General Safety Certificate is restricted to those activities specified in Appendix 2, and is subject to the terms and conditions set out in this Certificate.

8 The Qualified Person shall take appropriate steps to ensure that notice is provided to the Lead Department (the Legal Services Department) of Derry City and Strabane District Council, the Police Service of Northern Ireland, the Northern Ireland Fire and Rescue Service and the Northern Ireland Ambulance Service of all forthcoming specified activities. The Qualified Person will ensure that all specified activities are categorised according to risk in consultation with the Lead Department of the Council and the PSNI. The Council may categorise specific activities as higher risk fixtures through consultation with the Sports Ground Safety Advisory Group or as necessary members of the Group and will notify the Qualified Person accordingly in writing and detailing any further terms and conditions as necessary to ensure the reasonable safety of spectators.

The period of notice given by the Qualified Person above shall be, where possible, not less than 28 days*, particularly for higher risk events (this information could be conveyed via the Sports Ground Safety Advisory Group for the sports ground).

* Note; Where it is not possible to give 28 days notice of a specified activity a written explanation must be provided with the notification.

9. The Qualified Person shall ensure that plans showing the layout of the sports ground, buildings, and equipment are produced and amended as appropriate. The Qualified Person shall ensure that all details considered appropriate by the District Council in connection with the Safety Certificate are included within the documentation. The plans and related documentation should be forwarded to the Lead Department of Derry City and Strabane District Council and a copy shall be kept with this General Safety Certificate.

   The Qualified Person shall provide copies of this documentation upon request to persons authorised under the (2006) Order.

10. The Qualified Person shall ensure that:

    - all buildings and structures are of sound construction and in good repair;
    - all means of ingress and egress are unobstructed and in good repair during specified activities; and
    - all electrical, mechanical and heating installations are maintained, in good repair and condition as to enable them to function in a safe manner.

    The Qualified Person shall also ensure that the use of such buildings, structures including temporary structures and installations does not place spectators at risk.

    A list of buildings, structures and installations is included in Appendix 3.

11. The Qualified Person shall ensure that inspections and testing is carried out to the structures and services at the sports ground in accordance with the content of the Guide to Safety at Sports Grounds (Green Guide 6th Edition). Structures and services that fail the relevant test shall be immediately repaired or taken out of service. The Qualified Person shall inform the Lead Department of Derry City and Strabane District Council where there is an impact on the safety of spectators.

    Records of the inspections and testing shall be recorded and made available for inspection by persons authorised under the (2006) Order.

    A list of structures and services that require inspection / testing and recommended test periods is included in Appendix 4.

Current test certificates should be available for inspection by an authorised person for all structures and installations at the sports ground that impact upon spectator safety.

The Qualified Person shall ensure that all documents and certificates required by Derry City and Strabane District Council in relation to the issuing of this certificate are renewed, updated or replaced on their expiry by a competent person. In the event of any document or certificate not being renewed, updated or replaced the Qualified Person will immediately advise the Council Lead Department in writing.

12. The Qualified Person shall provide such information regarding alterations or extensions to the sports ground or any changes in circumstances that may impact on the safety of spectators to the Lead Department of Derry City and Strabane District Council in writing as soon as practicable.

13. The Qualified Person shall take appropriate steps to ensure that the maximum number of spectators that may be admitted at any one time to the sports ground and to each part thereof shall not exceed the capacities specified in Appendix 5, and shall also ensure that the measures for managing crowds prescribed in this certificate are observed. The Qualified Person should take appropriate steps to ensure that the arrangements for the access to and egress from the sports ground as included in Appendix 5 are met.

14. The Qualified Person shall take appropriate steps to ensure equipment, stewards and other staff are provided, to monitor, direct, guide, control and assist spectators during specified activities and as set out in Appendix 6.

15. The Qualified Person shall ensure that consultation takes place with the PSNI to determine if a police presence is required at the sports grounds for certain specific activities in order to maintain public order and avoid the commission of offences. It will be for the Chief Constable to determine the level of police presence. The qualified person will notify the Lead Department in writing of such arrangements.

    In the case of a dispute between the Qualified Person and the PSNI regarding the need for a police presence at the certain specified activity the matter will be referred to the Sports Ground Safety Advisory Group by the Qualified Person for consideration.

    The Qualified Person shall endeavour to develop a Memorandum of Understanding with the PSNI. When agreed a copy should be kept with this certificate.

16. The Qualified Person shall take appropriate steps to ensure first-aid and medical staff, equipment, facilities and accommodation are provided as set out in Appendix 7.

17. The Qualified Person shall ensure that suitable Fire Safety Risk Assessment(s) for Brandywell Stadium are undertaken by competent persons (and updated as appropriate) and shall ensure that the controls identified in the Risk Assessment(s) are implemented and properly maintained. A copy of the Fire Risk Assessment(s) and any subsequent amendments shall be forwarded to the Lead Department of Derry City and Strabane District Council and copies made available to persons authorised under Article 23 of the (2006) Order upon request.

    A copy of the Fire Risk Assessment(s) should be kept with the General Safety Certificate. Control arrangements shall be included in Appendix 8.

18. The Qualified Person shall take appropriate steps to ensure that suitable communication systems are in place within the venue to ensure the safety of spectators whilst they are inside, or at access and egress points to the sports grounds. The communication arrangements should be appropriate for the normal running of an event and in an emergency situation. Communication equipment is likely to include a PA system audible throughout the venue (and

where appropriate a back up system), short wave radios, loud hailers and a telephone line for external communication. The Qualified Person shall ensure appropriate arrangements are in place to ensure the maintenance of all the communication equipment.

A list of the communication equipment and arrangements is detailed in Appendix 9.

19. The Qualified Person shall take appropriate steps to ensure the appointment of an Event Controller(s) and a Safety Officer(s) and, where appropriate, a deputy Event Controller and deputy Safety Officer(s) who shall take charge of the specified activities at the sports ground. These personnel shall be of appropriate competence, status and authority to take responsibility for the implementation of the safety arrangements at the sports ground.

    The Qualified Person shall take appropriate steps to ensure that the Event Controller(s) and Safety Officer(s) are accountable to Senior Management or the Board of Directors.

    The Qualified Person shall take appropriate steps to ensure the duties of the Event Controller(s) and Safety Officer(s) and a copy of the job descriptions are set out in writing and shall be kept with the General Safety Certificate.

    The Qualified Person shall ensure that suitable inspections and tests are carried out in accordance with paragraph 5.9 of the Guide to Safety at Sports Grounds (Green Guide 6th Edition).

    The Qualified Person shall take appropriate steps to ensure the Lead Department of Derry City and Strabane District Council is advised of the names of the Event Controller(s) and Safety Officer(s) and where appropriate their deputies in writing upon their appointment. This advice will also include details of competency and experience in their respective roles.

20. The Qualified Person shall take appropriate steps to ensure that a Contingency Plan is produced. This should be based on a risk assessment undertaken to indicate the hazards that should be considered in contingency planning for the venue. The plan shall be produced in consultation with the Police Service for Northern Ireland, the Northern Ireland Fire and Rescue Service, the Northern Ireland Ambulance Service and Derry City and Strabane District Council, and a copy shall be kept with this General Safety Certificate (Appendix 10).

    The plan shall cover all reasonably foreseeable contingencies up to and including arrangements for partial and/or total evacuation of the sports ground. It shall also identify appropriate individuals and their respective tasks. The plan should also include the actions to be taken in the event of electrical or mechanical failure affecting equipment at the sports ground.

    The Qualified Person shall take appropriate steps to ensure the regular review of the Contingency Plan and any amendments are made as appropriate. The Qualified Person shall forward a copy and any amendments to the Lead Department of Derry City and Strabane District Council and a copy should be made available to persons authorised under Article 23 of the (2006) Order on request.

    The Qualified Person shall ensure that a training exercise is undertaken at least once a year so as to confirm that the procedures as set out in the Contingency Plan be implemented effectively. The Northern Ireland Fire and Rescue Service, Police Service for Northern Ireland, the Northern Ireland Ambulance Service and the Lead Department of Derry City and Strabane District Council shall be notified when training is to take place to enable them to observe the effectiveness of the procedures. Details of training exercises shall be entered in a log book and be made available to authorised persons on request.

21. This Certificate is issued without prejudice to other legislation regulating the construction or the use of the sports ground or stand, and it does not invalidate any other statutory obligations

placed upon the Qualified Person. The specific requirements of this Certificate shall not be regarded as the limit of the obligation placed on the Qualified Person to take all necessary precautions for the reasonable safety of spectators admitted to the sports ground.

22. This Certificate is effective from the 23rd June 2026 and may be amended or replaced at a future date in accordance with Article 7 / Article 16 of the (2006) Order. This Certificate will be reviewed by Derry City and Strabane District Council within a period no greater than 12 months.

INSERT NAME OF DISTRICT COUNCIL:	**Derry City and Strabane District Council**
INSERT ADDRESS:	**Council Offices 98 Strand Road BT48 7NN**
INSERT NAME OF OFFICER:	[redacted]
INSERT JOB TITLE:	[redacted]
INSERT SIGNATURE:	[redacted]
INSERT DATE:	**23rd June 2026**

Documents to be included with the Certificate:

1. Operational Plans for the various activities
2. Safety Policy Statements for Employees and Spectators for the specified activities
3. Plans of Brandywell Stadium and related documents regarding layout of buildings and equipment at the sports grounds.
4. Fire Risk Assessments for Brandywell Stadium and any additional catering arrangements provided at the Stadium.
5. Job Descriptions for the Event Controllers and Safety Officers for the specified activities
6. Contingency Plans for the specified activities.
7. Medical Plans for the specified activities.
8. Map of Brandywell Stadium showing extent of areas covered by the safety certificate.

APPENDIX 1

DEFINITIONS
(See Section 3 of the General Safety Certificate)

See also the Safety of Sports Grounds (Northern Ireland) Order 2006 and Guide to Safety at Sports Grounds (Green Guide 6th Edition).

Lead Department
Legal Services Department of Derry City and Strabane District Council

Statement of Intent
This is a document which lists the duties and responsibilities of the various parties regarding management arrangements at the sports ground.

Sports Ground Safety Advisory Group (SGSAG)
This group is chaired by the Senior Solicitor of Derry City and Strabane District Council and provides a forum for members to give specialist advice to the Council on the certification of designated sports grounds. Its membership includes representatives of the Police Service for Northern Ireland, the Northern Ireland Fire and Rescue Service, the Northern Ireland Ambulance Service, the Council department responsible for the enforcement of building control regulations, the council department responsible for the enforcement of health and safety legislation (or the Health and Safety Executive for Northern Ireland where appropriate) and the council department responsible for emergency planning. Other stakeholder groups may also be invited to be members. SportsNI should be invited to meetings to provide advice and guidance but should not be a member of the Safety Advisory Group.

The Qualified Person and representatives of recognised supporters' organisations may also be invited to become members and attend meetings where appropriate.

Event Controller
A person who manages the safety arrangements at a sports ground during a specified activity. They should have sufficient training, competence and knowledge to enable them to undertake this function.

Safety Officer
A person who has sufficient training, experience and knowledge of the ground to assist the event controller and to share duties during specified activities.

Spectator
Persons attending a sports ground to view a specified activity and includes able bodied, non able bodied and persons of all age groups.

Specified Activity
Any of the activities listed in Appendix 2 and shall be construed as including the whole period when spectators are in the sports ground.

Steward
A person who has met the training requirements set out in Section 4.10 of the Guide to Safety at Sports Grounds (Green Guide Sixth Edition) or is undergoing training and

assessment towards the meeting of such requirements (see paragraph 4.3 of the Guide to Safety at Sports Grounds (Green Guide Sixth Edition).

Higher Risk Fixtures
Fixtures that potentially pose an additional risk due to history off/potential for disorderly behaviour, or higher proportion of young people/non English speakers.

APPENDIX 2

SPECIFIED ACTIVITIES

(See Section 7 of the General Safety Certificate)

Activities covered by this Certificate

The activities covered by this Certificate are as follows:

- Soccer matches (see restrictions detailed in the below footnote)
- Any other sporting activity as approved by Derry City and Strabane District Council in writing (14 days notice is generally required)

Playing of soccer must be categorised according to the level of risk associated with the event. This should be done by categorising each event as:

- A (Low risk),
- B (Medium risk)
- C (High risk).

Many factors can influence the risk categorisation process but a good starting point is the anticipated attendance and capacity of the venue

Group A (Low risk) –soccer matches of up to approximately 20% of the safe capacity of the sports ground

Group B (Medium risk) – soccer matches of approximately between 20% and 60% of the safe capacity of the sports ground

Group C (High risk) – soccer matches of over approximately 60% of the safe capacity of the sports ground

There are other factors, either in addition to or independent of anticipated attendance, that can influence the risk categorisation process and make a fixture with a lower attendance high risk; these include:

- The significance of the fixture/ level of competition
- The need and ability to segregate supporters
- The time of the event
- Special activities associated with the event
- Fixtures where there is a history of disorderly behaviour,
- Fixtures where it is perceived that there might be disorderly behaviour,
- Fixtures that are likely to attract a higher proportion of children and young people,
- Fixtures that may attract a significant proportion of non-English speaking spectators.

The Qualified Person shall ensure that the Event Controller and the Management of the occupying football clubs use their own records and experience in consultation with the Council Lead Department and PSNI in determining the categorisation and associated risk for each soccer event taking place in the sports ground. Where appropriate, higher risk soccer events will attract a * category

* category are fixtures that potentially pose an additional risk due to history off/potential for disorderly behaviour, higher proportion of young people/non English speakers, or where suitable intelligences dictates the fixture to be a higher risk.

Following categorisation of the event, the Qualified Person shall ensure that suitable controls, in accordance with the terms and conditions of this safety certificate are implemented.

NB Notification of all specified activities taking place at the sports ground, including details of risk categorisation, must be forwarded to the lead department not less than 28 days, where possible*, prior to the event taking place including potential dates earmarked for replays.
** Note: Where it is not possible to give 28 days' notice of a specified activity a written explanation for the delay must be provided along with notification.*

Footnote

As the number of spectators attending a Category A minus fixture is very low the risk to spectator safety is also deemed to be low. Rather than imposing specific safety terms and conditions it will instead be the responsibility of the qualified person, with the authorised end user, to undertake a risk assessment and implement controls accordingly.
The current categorisation of fixtures and the subsequent terms and conditions of this safety certificate relate primarily to the playing of soccer at Brandywell Stadium by Derry City FC and Institute FC. The playing of soccer at Brandywell Stadium by other clubs or organisations will be subject to consideration by the Lead Department of DCSDC and as necessary, following a special meeting of the Sports Ground Safety Advisory Group, DCSDC will provide in writing any additional conditions as specified.

Soccer activities covered by this Certificate are categorised as follows

Total Holding Capacity = 4531 [1463 North Stand (including 26 disabled spaces); 959 Mark Farren (including 10 disabled spaces) 1744 Southend Stand (including 10 disabled spaces); 365 Standing]

1) **Derry City FC Fixtures**

CATEGORY A (MINUS)

Soccer matches with an attendance of less than **350** spectators.

CATEGORY A (lower risk)

Soccer matches with an attendance of between **351** persons up to **770** persons

CATEGORY B (medium risk)

Soccer matches with an attendance of between **771** persons up to **2300** persons

CATEGORY C (higher risk)

Soccer matches with an attendance of between **2301** persons up to **4531** persons.

Category B* (higher risk)

Higher risk soccer matches with a capacity of between **771** persons up to **2300** persons and where a raised level or full segregation is required. The maximum capacity of B* fixtures may be reduced following a special meeting of the Sports Ground Safety Advisory Group taking account of management and segregation arrangements. As necessary the Council will provide in writing safe capacities for the fixture and any additional conditions as specified.

Category C* (higher risk)

Higher risk soccer matches with an attendance of between **2301** persons and up to a maximum capacity that will be determined following a special meeting of the Sports Ground Safety Advisory Group taking account of the management and segregation arrangements proposed for the fixture where raised or full segregation is required. The Council will provide in writing safe capacities for the fixture and any additional conditions as specified.

2) **Institute FC Fixtures**

Category E (low risk)

Soccer matches with an attendance of between **200** persons up to **750** persons and only using the Mark Farren Stand and the North and South Standing Areas (Lonemoor Road Section).

Category F (medium risk)

Soccer matches with an attendance of between **751**persons up to **1000** persons.

Home supporters will be accommodated in the Mark Farren Stand and the North and South Standing Areas (Lonemoor Road Section).

Away supporters will be accommodated in the Southend Stand using the central seated sections areas and the disabled seating in blocks L and M as required (minimum of sections F, G, & H and the disabled seats in L and M).

CATEGORY G (higher risk)

Soccer matches with an attendance of between **1001** persons up to **1450** persons.

Home supporters will be accommodated in the Mark Farren Stand and the North and South Standing Areas (Lonemoor Road Section).

Away supporters will be accommodated in the Southend Stand using the central seated sections areas and the disabled seating in blocks L and M as required (minimum of sections F, G, & H and the disabled seats in L and M).

Category F* (higher risk)

Higher risk soccer matches with a capacity of between **751** persons up to **1000**** persons and where a raised level of segregation and security is required.

Home supporters will be accommodated in the Mark Farren Stand and the North and South Standing Areas (Lonemoor Road Section).

Away supporters will be accommodated in the Southend Stand using the central seated sections areas and the disabled seating in blocks L and M as required (minimum of sections F, G, & H and the disabled seats in L and M).

**Fixtures where the maximum capacity may be reduced following a special event planning meeting or Sports Ground Safety Advisory Group taking account of management and segregation arrangements. As necessary the Council will provide in writing safe capacities for the fixture and any additional conditions as specified

Category G* (higher risk)

Higher risk soccer matches with an attendance of between **1001** persons and up to a maximum capacity that will be determined following a special meeting of the Sports

Ground Safety Advisory Group taking account of the management and segregation arrangements proposed for the fixture. The Council will provide in writing safe capacities for the fixture and any additional conditions as specified.

Home supporters will be accommodated in the Mark Farren Stand and the North and South Standing Areas (Lonemoor Road Section).

Away supporters will be accommodated in the Southend Stand using the central seated sections areas and the disabled seating in blocks L and M as required (minimum of sections F, G, & H and the disabled seats in L and M).

Fixtures that are likely to attract a capacity greater than 75% of the maximum stated capacity will require to be all ticket fixtures

APPENDIX 3

BUILDINGS STRUCTURES AND INSTALLATIONS

(See Section 10 of the General Safety Certificate)

North Stand
North Stand toilet block
Mark Farren Stand and associated buildings
Toilet blocks (mobile units)
Southend Covered Seated Stand and toilet blocks
Fixed spectator seating
DCFC Offices and Shop
Lonemoor Rd terraces (open)
Stairways and circulation gangways
Turnstile blocks and associated apparatus
Perimeter walls
Crush barriers and other barriers and guardrails (including segregation barrier)
Gates and fencing
Electrical Switch Room
Plant room
Flood Lighting and other lighting masts
Passenger lift and associated apparatus
Temporary demountable structure (where available)

Mechanical installations, plumbing installations, gas installations and associated facilities.
Electrical installation and associated facilities
On site standby generator
Heating installation (including all boilers, calorifiers and safety devices) and associated facilities.
Air conditioning and air handling systems
Fire detection, fire alarm and fire fighting equipment
Normal lighting systems
Emergency lighting systems
Public Address system
CCTV system
Media provisions

APPENDIX 4
STRUCTURES / EQUIPMENT TESTING ARRANGEMENTS

The Qualified Person shall ensure that inspections and testing is carried out to the structures and installations (ref Appendix 3) at Brandywell Stadium in accordance with the content of the Guide to Safety at Sports Grounds (Green Guide 6th Edition) (Ref 5.12). Structures and services that fail the relevant test shall be immediately repaired or taken out of service.
The Qualified Person shall inform the Lead Department of Derry City and Strabane District Council where there is an impact on the safety of spectators.
Records of the inspections and testing shall be recorded and made available for inspection by persons authorised under the 2006 Order. The Qualified Person shall ensure that comprehensive and accurate records of such inspections and testing are kept. (See The Guide to Safety at Sports Grounds (Green Guide 6th Edition) section 5.14 – Keeping records)

The period of confirmation for the following structures/installations should cover the period of the safety certificate, however it is recognised that this is not always possible.
In cases where the period of confirmation expires prior to the 12 monthly review of the certificate, arrangements should be made to obtain a revised confirmation at the appropriate time. Failure to provide this revised confirmation could result in an amendment to the safety certificate to reflect this. It could also be a breach of the terms and conditions of the safety certificate.
In some cases the confirmation period may cover a period longer than the 12 monthly review of the certificate. This extended confirmation may be used for certificates within the stated time frame, however, a visual inspection by a competent person should be obtained annually and a record forwarded to the lead department of Council.

Structures
Confirmation is required from a structural engineer for the integrity of all structures to ensure they are sound and will be for the period of the certificate.

Structural Dynamics
Similar confirmation required as above

Escalators and Lifts
A report of Thorough Examination of Lifting Equipment is required for all passenger lifts and escalators. Any works identified in the report that are required should be properly addressed and confirmation of same obtained.

Barriers/Guard rails
All barriers should be subject to an annual risk assessment by a chartered structural engineer.

Temporary Demountable Structures
Each temporary demountable structure should be inspected by a competent structural engineer upon erection and the certificate issued should state the length of time suitable for which the document is valid. The certificate should state any limitations regarding the integrity of the structure ie maximum wind speed, number of persons who may utilise the structure etc. Further inspections should be carried out if the temporary demountable structure is to be used for a longer period than stated on

the structural certificate or if modifications are made to the structure. It is important to be mindful of Planning legislation and Building Regulations.

Marquees

Each marquee should be inspected upon erection and the certificate issued should state the length of time suitable for the structure to be in place. The certificate should state any limitations regarding the integrity of the structure ie maximum wind speed, number of persons who may utilise the structure etc.

Further inspections should be carried out if the temporary demountable structure is to be used for a longer period than stated on the structural certificate or if modifications are made to the structure. It is important to be mindful of Planning legislation and Building Regulations.

Public address system

The public address system should be audible and of suitable clarity for all parts of the ground and should be tested prior to each specified activity.

An annual inspection should also be carried out by a competent person and a record of the inspection retained.

Electrical Supply and Electrical Equipment

Confirmation should be obtained to prove that the electrical installation and equipment have been inspected by a competent person and certified as safe for the period of the certificate. Revised confirmation should be obtained for any modifications to the system.

Gas Fired Installations

A Gas Safe certificate should be provided for all gas installations and appliances. Revised confirmation should be obtained for any modifications to the system.

Boilers and other heating appliances

Other heating appliances that could impact on public safety should be inspected by a competent person and a test certificate provided to confirm that it does not present a risk to spectators.

Items to be tested	**Guide to Safety at Sports Grounds (Green Guide 6th Edition)**
Structures e.g. seated accommodation whether permanent or temporary, roofs and supporting structures, plant and switch rooms, passenger lifts, floodlight pylons, toilet blocks, stairways, boundary walls and fences, turnstiles, fixed spectator seating, spectator terracing, (see Appendix 3 for list)	5.4 & 5.8
Structural Dynamics for both permanent and temporary structures	5.5
Lifts	17.13
Barriers, Guard Rails etc A barrier (or guard rail) is any element of a sports ground, permanent or temporary, intended to prevent people from falling, and to retain, stop or guide people.	11.19, 11.20, 11.21, 11.22, 11.23, 11.24 & 11.25

Temporary Demountable Structures and Marquees as appropriate	14.4, 14.5, 14.6
Public Address System	16.18
Electrical Supply & Electrical Equipment To include general lighting, emergency lighting, lightening protection and auxiliary power	17.3
Gas Fired Installations all natural and LPG installations, including heating and cooking appliances, pipe work and ,meters	17.14
Boilers and other Heating Devices	17.15
Media Provision	19.3 & 19.4
Fire Detection, Fire Alarm and Fire Fighting Equipment	15.20, 15.23, 15.24

Other items may require testing; this shall be done in accordance with manufactures instructions, legal requirements and related guidance and in accordance with best practice

Plans and other documents

The Qualified Person shall ensure that clear and up to date plans and specifications for the sports ground are kept. (See The Guide to Safety at Sports Grounds (Green Guide 6th Edition) section 5.15 – Plans and Specifications)

APPENDIX 5

PERMITTED NUMBERS OF SPECTATORS

(See Section 13 of the General Safety Certificate)

1) The maximum number of spectators that may be admitted to each part of the sports ground, when occupied by **Derry City FC**, at any one time shall be restricted to:

LOCATION (within sports ground)	**NUMBER OF SPECTATORS PERMITTED**	
	Seated	**Standing**
North Stand (**seating only)** Southend Stand (covered seating) Mark Farren Stand Lonemoor Road Terrace North (open standing) Lonemoor Rd Terrace South (open standing)	**S Factor = 0.9** **1463** (including **26** disabled spaces) **P Factor = 0.9** **1744** (including **10** disabled spaces. **S Factor = 1.0** 959 (including **10** disabled spaces.) **0** **0**	**0** **0** **S Factor = 0.9** **173** **S Factor = 0.9** **192**
	TOTAL: 4166 **(**includes **46** disabled spaces)	TOTAL: **365**
GRAND TOTAL		**4166 + 365 = 4531 (4461 with buffer zone for segregation)**

2) The maximum number of spectators that may be admitted to each part of the sports ground, when occupied by **Institute FC**, at any one time shall be restricted to:

LOCATION (within sports ground)	**NUMBER OF SPECTATORS PERMITTED**	
	Seated	**Standing**
	S Factor = 0.6	**S Factor 0.6**
Southend Stand	700 standard seats with 12 disabled spaces available. For special category G* fixtures this will be raised to **1200** seats.	**0**
Mark Farren Stand	**534*** standard seats plus **25** Press Seats and an additional **10** disabled spaces. Away fans to be seated in a dedicated area in section S *This includes VIP seating	**0**
Lonemoor Road Terrace North (open standing -173)	**0**	**104 (Away fans)**
Lonemoor Rd Terrace South (open standing -192)	**0**	**112 (Home fans)**
	TOTAL: **1234 plus 22 disabled and 25 Press. For special category G* fixtures 1734 plus 22 disabled and 25 Press**	TOTAL: **216**
GRAND TOTAL		**1472 except for special category G* fixtures = 1972**

Category of fixture.	Methods of controlling numbers to the sports ground or parts of the sports ground.
Category A-	As determined by the end users risk assessment
Category A	Turnstile counters for home and away supporters. At least one turnstile will be used at each of the turnstile banks at Lonemoor Rd, Brandywell Rd and Anne St with 1 handheld scanner at each bank. All admitted spectator numbers will be available in the control room
Category B	Turnstile counters for home and away supporters. At least one turnstile will be used at each of the turnstile banks at Lonemoor Rd, Brandywell Rd and Anne St with 1 handheld scanner at each bank. All admitted spectator numbers will be available in the control room
Category B*	Turnstile counters for home and away supporters. At least one turnstile will be used at each of the turnstile banks at Lonemoor Rd, Brandywell Rd and Anne St with 1 handheld scanner at each bank. For full segregation entrance to visiting fans by restricted ticket numbers to block K, L, and M. All admitted spectator numbers will be available in the control room
Category C	Entrance to the match by ticket only where expected attendance to exceed 75% of the capacity for any one area or for the full stadium. All turnstiles to be available with 1 handheld scanner at each turnstile bank. All admitted spectator numbers will be available in the control room
Category C*	Entrance to match by ticket only for all fans and all turnstiles to be available. Visiting fans limited by restricted ticket numbers to blocks K, L, and M as agreed at Sports Ground SAG. All turnstiles to be available with 1 handheld scanner at each turnstile bank. All admitted spectator numbers will be available in the control room.
Category E	Turnstile counters for home and away supporters. At least one turnstile will be used at each of the turnstile banks at Lonemoor Road and Anne St with 1 handheld scanner at each bank. All admitted spectator numbers will be available in the control room
Category F and G	Entrance to the match by ticket only where expected attendance to exceed 75% of the capacity for any one area or for the full stadium Turnstile counters for home and away supporters. All turnstiles will be used at each of the turnstile banks at Lonemoor Rd and Anne St with 1 handheld scanner at each bank. Away supporters will enter via Anne Street turnstiles to the Southend Stand. All admitted spectator numbers will be available in the control room
Category F* and G*	Entrance to the match by ticket only where expected attendance to exceed 75% of the capacity for any one area or for the full stadium Turnstile counters for home and away supporters. All turnstiles will be used at each of the turnstile banks at Lonemoor Rd and Anne St with 1 handheld scanner at each bank. Away supporters will enter via Anne Street turnstiles to the Southend Stand unless on security grounds where an alternative means of access and an alternative means of counting admitted spectators will be required. All admitted spectator numbers will be available in the control room. For category G* fixtures additional turnstile arrangements will be required as agreed via SAG or pre-event planning meeting.

Note; for Cat B*, C, C*, F*, G and G* games, the qualified person and/or the responsible person with the organising Club will hold, (where Council decides appropriate) a pre-event planning meeting with

the Lead Department of Derry City and Strabane District Council and the Emergency Services at least 28 days(where possible) prior to the event.

ACCESS / EGRESS ARRANGEMENTS

Category of fixture	Access / Egress Arrangements
Category A Spectator accommodation in all sections of the grounds.	**Access**: via a minimum of: • Turnstiles at Bank 1 (as required) Lonemoor Rd providing access to Lonemoor Rd side of stadium. • Turnstiles Bank 2 & 4 (as required) at Brandywell Rd/Av providing access to North Stand, Southend Stand and disabled access. • Turnstiles at Bank 3 (as required) Anne St providing access to the Southend Stand and disabled access • Visiting fans seated in block N (and block M where necessary) will enter via turnstiles on Anne Street as detailed in match day risk assessment/event plan. **Exiting**: via a minimum of: • GATE 2 Lonemoor Rd 3.250m wide • GATE 3 Lonemoor Rd 3.160m wide • GATE 4 Brandywell Rd 3.125m wide • GATE 5 Brandywell Rd 3.260m wide • GATE 9 Anne St 5.420m wide • GATE 24 Brandywell Av 1.200m wide • Pitch perimeter gates must be unlocked and clear of any obstructions so as to maintain easy access in an emergency to enable the pitch to be used as a place of relative safety.
Category B Spectator accommodation in all sections of the grounds	**Access**: via a minimum of: • Turnstiles at Bank 1 (as required) Lonemoor Rd providing access to Lonemoor Rd side of stadium. • Turnstiles Bank 2 & 4 (as required) at Brandywell Rd/Avenue providing access to North Stand, Southend Stand and disabled access. • Turnstiles at Bank 3 (as required) Anne St providing access to the Southend Stand and disabled access • Visiting fans seated in block N (and block M where necessary) will enter via turnstiles on Anne Street as detailed in match day risk assessment/event plan. **Exiting**: via a minimum of:

	• GATE 2 Lonemoor Rd 3.250m wide • GATE 3 Lonemoor Rd 3.160m wide • GATE 4 Brandywell Rd 3.125m wide • GATE 5 Brandywell Rd 3.260m wide • GATE 9 Anne Street 5.420m wide • GATE 24 Brandywell Av 1.200 m wide • Pitch perimeter gates must be unlocked and clear of any obstructions so as to maintain easy access in an emergency to enable the pitch to be used as a place of relative safety.
Category B * Spectator accommodation in all sections of the grounds.	**Access:** via a minimum of : • Turnstiles at Bank 1 (as required) Lonemoor Rd providing access to Lonemoor Rd side of stadium. • Turnstiles Bank 2 & 4 (as required) at Brandywell Rd/Av providing access to North Stand, Southend Stand and disabled access. • Turnstiles at Bank 3 (as required) Anne St providing access to the Southend Stand and disabled access • Where blocks K and/or L and/or M are to be used visiting fans will enter via turnstiles at Anne Street or as agreed via the pre-event planning meeting or SAG as appropriate. **Exiting**: via a minimum of: • GATE 2 Lonemoor Rd 3.250m wide • GATE 3 Lonemoor Rd 3.160m wide • GATE 4 Brandywell Rd 3.125m wide • GATE 5 Brandywell Rd 3.260m wide • GATE 9 Anne Street 5.420m wide • GATE 24 Brandywell Av 1.200m wide • Visiting fans in block K and/or L and/or M Gate 9 Anne Street or other arrangements as agreed at pre-event planning meeting or SAG as appropriate. • Pitch perimeter gates must be unlocked and clear of any obstructions so as to maintain easy access in an emergency to enable the pitch to be used as a place of relative safety
Category C	**Access:** via a minimum of: • Turnstiles at Bank 1 Lonemoor Rd providing access to Lonemoor Rd side of stadium.

Spectator accommodation in all sections of the grounds.	• Turnstiles Banks 2 & 4 (as required) at Brandywell Rd/Av providing access to North Stand, Southend Stand and disabled access. • Turnstiles at Bank 3 Anne St providing access to the Southend Stand and disabled access • Visiting fans seated in block N (and block M where necessary) will enter via turnstiles on Anne Street as detailed in match day risk assessment/event plan. **Exiting:** via a minimum of: • GATE 2 Lonemoor Rd 3.250m wide • GATE 3 Lonemoor Rd 3.160m wide • GATE 4 Brandywell Rd 3.125m wide • GATE 5 Brandywell Rd 3.260m wide • GATE 9 Anne Street 5.420m wide • Gate 24 Brandywell Av 1.200 m wide Pitch perimeter gates must be unlocked and clear of any obstructions so as to maintain easy access in an emergency to enable the pitch to be used as a place of relative safety
Category C* (2301 – 4239) Spectator accommodation in all sections of the grounds.	**Access:** via a minimum of : • Turnstiles at Bank 1 Lonemoor Rd providing access to Lonemoor Rd side of stadium. • Turnstiles Bank 2 & 4 (as required) at Brandywell Rd/Av providing access to North Stand, Southend Stand and disabled access. • Turnstiles at Bank 3 Anne St providing access to the Southend Stand and disabled access • Where blocks K and/or L and/or M are to be used visiting fans will enter via turnstiles at Anne Street or as agreed via the pre-event planning meeting or SAG as appropriate. **Exiting**: via a minimum of: • GATE 2 Lonemoor Rd 3.250m wide • GATE 3 Lonemoor Rd 3.160m wide • GATE 4 Brandywell Rd 3.125m wide • GATE 5 Brandywell Rd 3.260m wide • GATE 9 Anne Street 5.420m wide • GATE 24 Brandywell Av 1.200m wide Pitch perimeter gates must be unlocked and clear of any obstructions so as to maintain easy access in an

	emergency to enable the pitch to be used as a place of relative safety**.**
Category E Spectator accommodation only to the Lonemoor Road section of the Stadium (Mark Farren Stand and North and South standing areas).	**Access**: via a minimum of: • Turnstiles at Bank 1 (as required) Lonemoor Rd providing access to Lonemoor Rd side of stadium. • Turnstiles at Bank 3 (as required) at Anne St providing access to the Mark Farren Stand and disabled access • Visiting fans seated in block S (and North Standing Area where necessary) will enter via turnstiles on Anne Street unless determined otherwise by the match risk assessment/event plan. **Exiting**: via a minimum of: • GATE 2 Lonemoor Rd 3.250m wide • GATE 3 Lonemoor Rd 3.160m wide • GATE 4 Brandywell Rd 3.125m wide • GATE 9 Anne St 5.420m wide • Pitch perimeter gates must be unlocked and clear of any obstructions so as to maintain easy access in an emergency to enable the pitch to be used as a place of relative safety.
Category F Spectator accommodation in all sections of the grounds.	**Access:** via a minimum of : • Turnstiles at Bank 1 (as required) Lonemoor Rd providing access to Lonemoor Rd side of stadium. • Turnstiles at Bank 3 (as required) Anne St providing access to the Southend Stand and disabled access • Visiting fans seated in the Southend Stand will enter via turnstiles at Anne Street or as detailed in match day risk assessment/event plan. **Exiting**: via a minimum of: • GATE 2 Lonemoor Rd 3.250m wide • GATE 3 Lonemoor Rd 3.160m wide • GATE 4 Brandywell Rd 3.125m wide Visiting fans • GATE 9 Anne Street 5.420m wide or other arrangements as detailed in the match day risk assessment/event plan. • GATE 5 Brandywell Rd 3.260m wide to be available as required.

	Pitch perimeter gates must be unlocked and clear of any obstructions so as to maintain easy access in an emergency to enable the pitch to be used as a place of relative safety
Category G Spectator accommodation in all sections of the grounds.	**Access:** via a minimum of : • Turnstiles Bank 1 (as required) at Lonemoor Rd providing access to Lonemoor Rd side of stadium. • Turnstiles Bank 3 at Anne St providing access to the Southend Stand and disabled access • Visiting fans seated in the Southend Stand will enter via turnstiles at Anne Street or as detailed in match day risk assessment/event plan. **Exiting**: via a minimum of: • GATE 2 Lonemoor Rd 3.250m wide • GATE 3 Lonemoor Rd 3.160m wide • GATE 4 Brandywell Rd 3.125m wide Visiting fans • Gate 9 Anne Street 5.420m wide or other arrangements as detailed in match day risk assessment/event plan. • GATE 5 Brandywell Rd 3.260m wide to be available as required. Pitch perimeter gates must be unlocked and clear of any obstructions so as to maintain easy access in an emergency to enable the pitch to be used as a place of relative safety
Category F* and G* Spectator accommodation in all sections of the grounds.	**Access:** via a minimum of : • Turnstiles at Bank 1 (as required) Lonemoor Rd providing access to Lonemoor Rd side of stadium. • Turnstiles at Bank 3 at Anne St providing access to the Southend Stand and disabled access. G* fixtures will require additional turnstile arrangements. • Visiting fans seated in the Southend Stand will enter via turnstiles at Anne Street or alternative arrangements as agreed via the pre-event planning meeting or SAG as appropriate. **Exiting**: via a minimum of: • GATE 2 Lonemoor Rd 3.250m wide • GATE 3 Lonemoor Rd 3.160m wide • GATE 4 Brandywell Rd 3.125m wide Visiting fans

	• Gate 9 Anne Street 5.420m wide or other arrangements as agreed at pre-event planning meeting or SAG as appropriate. • GATE 5 Brandywell Rd 3.260m wide to be available as required. Pitch perimeter gates must be unlocked and clear of any obstructions so as to maintain easy access in an emergency to enable the pitch to be used as a place of relative safety

Means of Ingress and Egress during Specified Activities

- The means of ingress and egress to all parts of the ground shall be maintained in a good condition and unobstructed and gates shall be of a minimum width as specified above.

- When calculating entry capacity the upper limit is set at 660 persons per turnstile per hour. Additional turnstiles may be required when it is necessary to search spectators before entry into the Sports Ground or where other restrictions apply.

- Each Gate shall be permanently marked on both the inside and outside with an identifying number.

- No door or gate forming part of an escape route shall be locked or fastened in such a way that it cannot easily and immediately be opened by those using that route in an emergency.

- The final exiting gates numbered 2 to 9 (inclusive) and gate 24, the emergency services ingress gate number 6 at Anne Street and vehicular gates 1, 7, 9, 11 13 and 15 must be stewarded and available for ingress/egress during any specified activity.

- All final exit doors on a normal exit route should be secured in the fully open position before the end of the event.

- Each gangway, exit route stairway ramp stepping and means of access for emergency vehicles shall be fully accessible and shall be kept free of stored goods, vehicles or other obstructions, litter ice and snow whilst the sports ground is used for any specified activity.

Unreserved Seat Sales

Where seats are sold unreserved then spectators are prone to occupy seats in a random pattern and it can be hard to fill unoccupied seats in the key period before the start of a game. For this reason, when seats are sold unreserved at fixtures with an expected capacity above 75%, a reduction in the number of seats made available for sale is necessary. This reduction will be 10% of the overall capacity of that section, unless by prior agreement, in writing, with the Lead Department of DCSDC.

APPENDIX 6

LOCATIONS AND NUMBERS OF STEWARDS

(See Section 14 of the General Safety Certificate)

The Qualified person shall provide such stewards and other staff to monitor, direct, control and assist spectators. The numbers below are the **minimum** numbers, additional stewards may be required as identified by the match day risk assessment and/or the coronavirus risk assessment.

A steward may cover more than one key area but a sufficient number of stewards must be in place at all times so as to ensure the reasonable safety of spectators. Stewards must be located throughout the sports ground covering key areas where crowd monitoring is required. These areas will include:

- Gangways
- Concourses
- Exit doors and gates
- Areas of known build-up of crowd densities
- Other fixed strategic points as deemed necessary

STEWARDS - Category A(MINUS) Events (less than 200)	
Location within venue	**Number**
As identified by the end users risk assessment.	As identified by the end users risk assessment.

STEWARDS - Category A Events	
Location within venue	**Minimum Number 23 FIXED**
GATE 2 and 3	1
Officials Car Pk/Players Bus Area	1*
Standing Tce South	1
Standing Tce North and Gate 17	1
GATE 4	1
GATE 16 and rear of M.F. Stand	1
M.F. Stand Changing Room Area	1
M.F. Stand 1st Aid Area/Stairs	1
M.F. Stand Upper Level corridor	1
M.F. Stand VIP/Press/TV area	1*
M.F. Stand Tunnel Area/Dugouts	2
M.F. Stand Terrace Steps	1 steward per 250 spectators or part thereof
GATE 24	1
Turnstiles and Concourse at Gate 24	1
North Stand Disabled Area	1
North Stand Terrace Steps	1 steward per 250 spectators or part thereof

North Stand Rear Concourse/Vendor	1
North Stand Toilet Block	1
GATE 5	1
Turnstiles and Concourse at Gate 5	1*
Southend Stand Away Fans Block A	1
Southend Stand Disabled Area	1
Southend Stand seated	1 steward per 250 spectators or part thereof
Southend Std Rear Concourse/Vendor	1
GATE 11	1
GATE 9	1
Turnstiles at Gate 9	1*
Anne Street Emergency Gate 6	1
Southend Stand segregation	Additional stewarding numbers to be determined following risk assessment and consideration of intelligence
	*Stewards to be relocated to Stands as 1/250

STEWARDS - Category B Events	
Location within venue	**Minimum Number 24 FIXED**
GATE 2	1
GATE 3	1
Officials Car Pk/Players Bus Area	1*
Standing Tce South	1
Standing Tce North and Gate 17	1
GATE 4	1
GATE 16 and rear of M.F. Stand	1
M.F. Stand Changing Room Area	1
M.F. Stand 1st Aid Area/Stairs	1
M.F. Stand Upper Level corridor	1
M.F. Stand VIP/Press/TV area	1*
M.F. Stand Tunnel Area/Dugouts	2
M.F. Stand Terrace Steps	1 steward per 250 spectators or part thereof
GATE 24	1
Turnstiles and Concourse at Gate 24	1
North Stand Disabled Area	1
North Stand Terrace Steps	1 steward per 250 spectators or part thereof
North Stand Rear Concourse/Vendor	1
North Stand Toilet Block	1
GATE 5	1
Turnstiles and Concourse at Gate 5	1*
Southend Stand Away Fans Block A	1
Southend Stand Disabled Area	1
Southend Stand seated	1 steward per 250 spectators or part thereof
Southend Std Rear Concourse/Vendor	1
GATE 11	1
GATE 9	1
Turnstiles at Gate 9	1*
Anne Street Emergency Gate 6	1
Southend Stand segregation	Additional stewarding numbers to be determined following risk assessment and consideration of intelligence
	*Stewards to be relocated to Stands as 1/250

STEWARDS - Category B* Events	
Location within venue	**Minimum Number 24 FIXED**
Turnstiles Bank 1 Lonemoor Rd	1*
GATE 2	1
GATE 3	1
Officials Car Pk/Players Bus Area	1*
Standing Tce South	1
Standing Tce North and Gate 17	1
GATE 4	1
GATE 16 and rear of M.F. Stand	1
M.F. Stand Changing Room Area	1
M.F. Stand 1st Aid Area/Stairs	1
M.F. Stand Upper Level corridor	1
M.F. Stand VIP/Press/TV area	1*
M.F. Stand Tunnel Area/Dugouts	2
M.F. Stand Terrace Steps	1 steward per 250 spectators or part thereof
GATE 24	1
Turnstiles and Concourse at Gate 24	1
North Stand Disabled Area	1
North Stand Terrace Steps	1 steward per 250 spectators or part thereof
North Stand Rear Concourse/Vendor	1
North Stand Toilet Block	1
GATE 5	1
Turnstiles and Concourse at Gate 5	1*
Southend Stand Away Fans Block A	1
Southend Stand Disabled Area	1
Southend Stand seated	1 steward per 250 spectators or part thereof
Southend Std Rear Concourse/Vendor	1
GATE 11	1
GATE 9	1
Turnstiles at Gate 9	1*
Anne Street Emergency Gate 6	1
Southend Stand segregation	Additional stewarding numbers to be determined following risk assessment and consideration of intelligence. Where sections K, L or M are used for segregated supporters a special event planning meeting or Sports Ground Safety Advisory Group meeting will be held to review the capacity and segregation arrangements for the fixture and as required the Council will provide in writing any additional conditions as specified.
	*Stewards to be relocated to Stands as 1/250

STEWARDS - Category C Events	
Location within venue	**Minimum Number 26 FIXED**
Turnstile Bank 1, Lonemoor Rd	1*
GATE 2	1
GATE 3	1
Officials Car Pk/Players Bus Area	1
Standing Tce South	1
Standing Tce North	1
GATE 4	1
GATE 16 and rear of M.F. Stand	1
GATE 17 and rear of M.F. Stand	1
M.F. Stand Changing Room Area	1
M.F. Stand 1st Aid Area/Stairs	1
M.F. Stand Upper Level corridor	1
M.F. Stand VIP/Press/TV area	1*
M.F. Stand Tunnel Area/Dugouts	2
M.F. Stand Terrace Steps	1 steward per 250 spectators or part thereof
GATE 24	1
Turnstiles and Concourse at Gate 24	1
North Stand Disabled Area	1
North Stand Terrace Steps	1 steward per 250 spectators or part thereof
North Stand Rear Concourse/Vendor	1
North Stand Toilet Block	1
GATE 5	1
Turnstiles and Concourse at Gate 5	2*
Southend Stand Away Fans Block A	1
Southend Stand Disabled Area	1
Southend Stand seated	1 steward per 250 spectators or part thereof
Southend Std Rear Concourse/Vendor	1
GATE 11	1
GATE 9	1
Turnstiles at Gate 9	2*
Anne Street Emergency Gate 6	1
Southend Stand segregation	Additional stewarding numbers to be determined following risk assessment and consideration of intelligence
	*Stewards to be relocated to Stands as 1/250

STEWARDS - Category C* Events	
Location within venue	**Minimum Number 28 FIXED**
Turnstile Bank 1, Lonemoor Rd	1*
GATE 2	1
GATE 3	1
Officials Car Pk/Players Bus Area	1
Standing Tce South	1
Standing Tce North	1
GATE 4	1
GATE 16 and rear of M.F. Stand	1
GATE 17 and rear of M.F. Stand	1
M.F. Stand Changing Room Area	1
M.F. Stand 1st Aid Area/Stairs	1

M.F. Stand Upper Level corridor	1
M.F. Stand VIP/Press/TV area	1*
M.F. Stand Tunnel Area/Dugouts	2
M.F. Stand Terrace Steps	1 steward per 250 spectators or part thereof
GATE 24	1
Turnstiles and Concourse at Gate 24	1
North Stand Disabled Area	1
North Stand Terrace Steps	1 steward per 250 spectators or part thereof
North Stand Rear Concourse/Vendor	1
North Stand Toilet Block	1
GATE 5	1
Turnstiles and Concourse at Gate 5	2*
Southend Stand Block A-G	1
Southend Stand Disabled Area	1
Southend Stand seated	1 steward per 250 spectators or part thereof
Southend Std Rear Concourse/Vendor	1
Southend Stand segregation gates	2
GATE 11	1
GATE 9	1
Turnstiles at Gate 9	2*
Anne Street Emergency Gate 6	1
Southend Stand segregation	A special meeting of the Sports Ground Safety Advisory Group will be held to review the capacity and segregation arrangements for the fixture and as required the Council will provide in writing any additional conditions as specified.
	*Stewards to be relocated to Stands as 1/250

STEWARDS - Category E Events	
Location within venue	**Minimum Number 19 FIXED**
GATE 2 (Turnstile C)	1
GATE 3 (Turnstile D)	1*
Officials Car Pk/Players Bus Area	1*
Standing Tce South	1
Standing Tce North and Gate 17	1
GATE 4	1
GATE 16 and rear of M.F. Stand	1
M.F. Stand Changing Room Area	1
M.F. Stand 1st Aid Area/Stairs	1
M.F. Stand Upper Level corridor	1
M.F. Stand Tunnel Area/Dugouts	2
M.F. Stand Terrace Steps	1 steward per 250 spectators or part thereof
GATE 24	1
Turnstiles and Concourse at Gate 24	1
North Stand Toilet Block	1
Anne Street Emergency Gate 6	1
Anne Street Turnstiles	1
GATE 9	1*
Southend Park/Gate 9 area	1

Mark Farren Stand soft segregation	Additional stewarding numbers to be determined following risk assessment and consideration of intelligence
	*Stewards to be relocated to Stands as 1/250

STEWARDS - Category F Events	
Location within venue	**Minimum Number 22 FIXED**
Turnstile Bank 1, Lonemoor Rd	1*
GATE 2	1
GATE 3	1
Officials Car Pk/Players Bus Area	1
Standing Tce South	1
Standing Tce North	1
GATE 4	1
GATE 16 and rear of M.F. Stand	1
GATE 17 and rear of M.F. Stand	1
M.F. Stand Changing Room Area	1
M.F. Stand 1st Aid Area/Stairs	1
M.F. Stand Upper Level corridor	1
M.F. Stand VIP/Press/TV area	1*
M.F. Stand Tunnel Area/Dugouts	2
M.F. Stand Terrace Steps	1 steward per 250 spectators or part thereof
GATE 24	1
Turnstiles and Concourse at Gate 24	1
North Stand Toilet Block	1
GATE 5	1
Southend Std Rear Concourse/Vendor	1
Southend Stand Disabled Area	1
Southend Stand seated Away Fans	1 steward per 250 spectators or part thereof. Additional stewarding numbers to be determined following risk assessment and consideration of intelligence
GATE 11	1
GATE 9	1
Turnstiles at Gate 9	2*
Anne Street Emergency Gate 6	1
	*Stewards to be relocated to Stands as 1/250

STEWARDS - Category F* and G Events	
Location within venue	**Minimum Number 24 FIXED**
Turnstile Bank 1, Lonemoor Rd	1*
GATE 2	1
GATE 3	1
Officials Car Pk/Players Bus Area	1
Standing Tce South	1
Standing Tce North	1
GATE 4	1
GATE 16 and rear of M.F. Stand	1
GATE 17 and rear of M.F. Stand	1

M.F. Stand Changing Room Area	1
M.F. Stand 1st Aid Area/Stairs	1
M.F. Stand Upper Level corridor	1
M.F. Stand VIP/Press/TV area	1*
M.F. Stand Tunnel Area/Dugouts	2
M.F. Stand Terrace Steps	1 steward per 250 spectators or part thereof
GATE 24	1
Turnstiles and Concourse at Gate 24	1
North Stand Toilet Block	1
GATE 5	1
Southend Std Rear Concourse/Vendor	2
Southend Stand rear gangway	1
Southend Stand Disabled Area	1
Southend Stand seated Away Fans	1 steward per 250 spectators or part thereof. Additional stewarding numbers to be determined following risk assessment and consideration of intelligence
GATE 11	1
GATE 9	1
Turnstiles at Gate 9	2*
Anne Street Emergency Gate 6	1
	*Stewards to be relocated to Stands as 1/250

STEWARDS - Category G* Events	
Location within venue	**Minimum Number 25 FIXED**
Turnstile Bank 1, Lonemoor Rd	1*
GATE 2	1
GATE 3	1
Officials Car Pk/Players Bus Area	1
Standing Tce South	1
Standing Tce North	1
GATE 4	1
GATE 16 and rear of M.F. Stand	1
GATE 17 and rear of M.F. Stand	1
M.F. Stand Changing Room Area	1
M.F. Stand 1st Aid Area/Stairs	1
M.F. Stand Upper Level corridor	1
M.F. Stand VIP/Press/TV area	1*
M.F. Stand Tunnel Area/Dugouts	2
M.F. Stand Terrace Steps	1 steward per 250 spectators or part thereof
GATE 24	1
Turnstiles and Concourse at Gate 24	1
North Stand Toilet Block	1
GATE 5	1
Southend Std Rear Concourse/Vendor	2
Southend Stand Disabled Area	1
Southend Stand rear gangway	2
Southend Stand seated Away Fans	1 steward per 200 spectators or part thereof. Additional stewarding numbers to be determined following risk assessment and consideration of intelligence

GATE 11	1
GATE 9	1
Turnstiles at Gate 9	3*
Anne Street Emergency Gate 6	1
	*Stewards to be relocated to Stands as 1/250

OTHER STAFF

OTHER STAFF - Category A(minus) Events	
Location within venue	**Number**
As identified by the end user's risk assessment	As identified by the end user's risk assessment
DCSDC Facilities Officer	1
DCSDC Recreational Operative	2
OTHER STAFF - Category A Events	
Location within venue	**Minimum Number**
DCSDC Facilities Officer	1
DCSDC Recreational Operative	2
Event Controller - Control Room	1
Comms Officer – Control Room	1
CCTV Operatives Control Room	1
PA announcer Control Room	1
Safety Officer - mobile	1
Car parking personnel	4
Ticket outlet operatives	As determined by the end user
Ejection stewards	6 or as determine by match day Risk Assessment/Intelligence
OTHER STAFF - Category B Events	
Location within venue	**Minimum Number**
DCSDC Facilities Officer	1
DCSDC Recreational Operative	2
Event Controller - Control Room	1
Comms Officer – Control Room	1
CCTV Operatives Control Room	1
PA announcer Control Room	1
Safety Officer - mobile	1
Car parking personnel	4
Ticket outlet operatives	As determined by the end user
Ejection stewards	6 or as determine by match day Risk Assessment/Intelligence

OTHER STAFF - Category B* Events	
Location within venue	**Minimum Number**

DCSDC Facilities Officer	1
DCSDC Recreational Operative	2
Event Controller - Control Room	1
Comms Officer – Control Room	1
CCTV Operatives Control Room	1
PA announcer Control Room	1
Safety Officer - mobile	1
Car parking personnel	4
Ticket outlet operatives	As determined by the end user
Ejection stewards	8 or as determine by match day Risk Assessment/Intelligence

OTHER STAFF - Category C Events	
Location within venue	**Minimum Number**
DCSDC Facilities Officer	1
DCSDC Recreational Operative	2
Event Controller - Control Room	1
Comms Officer – Control Room	1
CCTV Operatives Control Room	1
PA announcer Control Room	1
Safety Officer - mobile	1
Car parking personnel	4
Ticket outlet operatives	As determined by the end user
Ejection stewards	6 or as determine by match day Risk Assessment/Intelligence

OTHER STAFF - Category C* Events	
Location within venue	**Minimum Number**
DCSDC Facilities Officer	1
DCSDC Recreational Operative	2
Event Controller - Control Room	1
Comms Officer – Control Room	1
CCTV Operatives Control Room	1
PA announcer Control Room	1
Safety Officer - mobile	1
Car parking personnel	5
Ticket outlet operatives	As determined by the end user
Ejection stewards	As determined at pre event planning meeting or Sports Ground SAG

OTHER STAFF - Category E Events	
Location within venue	**Minimum Number**
DCSDC Facilities Officer	1
DCSDC Recreational Operative	2
Event Controller - Control Room	1
Comms Officer – Control Room	1
CCTV Operatives Control Room	1
PA announcer Control Room	1

Safety Officer - mobile	1
Car parking personnel	2
Ticket outlet operatives	As determined by the end user
Ejection stewards	4 or as determine by match day Risk Assessment/Intelligence.

OTHER STAFF - Category F Events	
Location within venue	**Minimum Number**
DCSDC Facilities Officer	1
DCSDC Recreational Operative	2
Event Controller - Control Room	1
Comms Officer – Control Room	1
CCTV Operatives Control Room	1
PA announcer Control Room	1
Safety Officer - mobile	1
Car parking personnel	2
Ticket outlet operatives	As determined by the end user
Ejection stewards	4 or as determine by match day Risk Assessment/Intelligence.

OTHER STAFF - Category F* and G Events	
Location within venue	**Minimum Number**
DCSDC Facilities Officer	1
DCSDC Recreational Operative	2
Event Controller - Control Room	1
Comms Officer – Control Room	1
CCTV Operatives Control Room	1
PA announcer Control Room	1
Safety Officer - mobile	1
Car parking personnel	4
Ticket outlet operatives	As determined by the end user
Ejection stewards	6 or as determine by match day Risk Assessment/Intelligence.

OTHER STAFF - Category G* Events	
Location within venue	**Minimum Number**
DCSDC Facilities Officer	1
DCSDC Recreational Operative	2
Event Controller - Control Room	1
Comms Officer – Control Room	1
CCTV Operatives Control Room	1
PA announcer Control Room	1
Safety Officer - mobile	1
Car parking personnel	4

Ticket outlet operatives	As determined by the end user
Ejection stewards	8 or as determine by match day Risk Assessment/Intelligence.

MATCH DAY EQUIPMENT

EQUIPMENT - Category A Events	
Location within venue	**Minimum Number**
Steward High Visibility Jackets/Tabards	1 per steward/ car park personnel etc
Loudhailers	4
2 way radios	14
Torches for Steward and Car Parks	10

EQUIPMENT - Category B Events	
Location within venue	**Minimum Number**
Steward High Visibility Jackets/Tabards	1 per steward/car park personnel etc
Loudhailers	4
2 way radio	16
Torches for Steward and Car Parks	10

EQUIPMENT - Category B* Events	
Location within venue	**Minimum Number**
Steward High Visibility Jackets/Tabards	1 per steward/car park personnel etc
Loudhailers	4
2 way radios	18
Torches for Steward and Car Parks	10

EQUIPMENT - Category C and C* Events	
Location within venue	**Minimum Number**
Steward High Visibility Jackets/Tabards	1 per steward/car park personnel etc
Loudhailers	4
2 way radios	20
Torches for Steward and Car Park	10

EQUIPMENT - Category E Events	
Location within venue	**Minimum Number**
Steward High Visibility Jackets/Tabards	1 per steward/ car park personnel etc
Loudhailers	4
2 way radios	14
Torches for Steward and Car Parks	10

EQUIPMENT - Category F Events	
Location within venue	**Minimum Number**

Steward High Visibility Jackets/Tabards	1 per steward/ car park personnel etc
Loudhailers	4
2 way radios	16
Torches for Steward and Car Parks	10

EQUIPMENT - Category F* Events	
Location within venue	**Minimum Number**
Steward High Visibility Jackets/Tabards	1 per steward/ car park personnel etc
Loudhailers	4
2 way radios	18
Torches for Steward and Car Parks	10

EQUIPMENT - Category G and G* Events	
Location within venue	**Minimum Number**
Steward High Visibility Jackets/Tabards	1 per steward/ car park personnel etc
Loudhailers	4
2 way radios	20
Torches for Steward and Car Parks	10

APPENDIX 7

FIRST AID / MEDICAL

Staff, Equipment, Facilities and Accommodation

(See Section 15 of the General Safety Certificate)

CATEGORY A(minus) ACTIVITIES In accordance with the authorised end users assessment of the medical cover required
CATEGORY A and E ACTIVITIES In accordance with the authorised end users assessment of the medical cover required and at least the following provisions; 2 suitable and fully trained First Aiders. A dedicated and suitably equipped* spectator first aid room.
CATEGORY B and B* ACTIVITIES In accordance with the authorised end users assessment of the medical cover required and at least the following provisions; 2 suitable and fully trained First Aiders for the first 2000 spectators and an additional fully trained first aider for the next 1000 spectators or part thereof. A dedicated and suitably equipped* spectator first aid room
CATEGORY C and C* ACTIVITIES In accordance with the authorised end users assessment of the medical cover required and at least the following provisions; 2 suitable and fully trained First Aiders for the first 2000 spectators and an additional fully trained first aider for the next 1000 spectators or part thereof. A dedicated and suitably equipped* spectator first aid room
CATEGORY F, F*, G and G* ACTIVITIES

In accordance with the authorised end users assessment of the medical cover required and at least the following provisions; 4 suitable and fully trained First Aiders to be located within the Mark Farren and Southend Stands. A dedicated and suitably equipped* spectator first aid room.

***As specified in Chapter 18.8 and 18.9 of the 6th Edition of the Green Guide**

First aiders shall:

1) Have no other duties or responsibilities
2) Be in post at the ground prior to spectators being admitted
3) Remain in position until stood down by the safety officer
4) Have immediate access to a first aid kit and fulfil the requirements of Chapter 18 of the Guide to Safety at Sports Grounds (Green Guide 6th Edition)

See The Guide to Safety at Sports Grounds (Green Guide 6th Edition) chapter 18 – Medical and First Aid Provision.

APPENDIX 8

FIRE SAFETY - Control Arrangements

(See Section 16 of the General Safety Certificate)

- The Qualified Person shall ensure that the controls identified in the Fire Risk Assessments for the Brandywell Stadium and any additional fire risk assessments associated with catering arrangements (appendix 10) are implemented and properly maintained
- All exit gates to be open as per the schedule (appendix 5).
- Means of communication for the end users (event controller) to announce evacuation of the ground (or part thereof) or other safety message to be available as per the schedule (appendix 9).
- The person identified in the operational plans for the specified activities shall be the designated person to contact the emergency services in the event of a fire / emergency.
- All litter to be removed and securely stored prior to and after any match.
- A telephone landline to be provided and maintained in the control room(s).
- Flares and fireworks are prohibited, suitable arrangements should be in place to deal with unauthorised use of same.
- Catering vehicles within the Grounds must have a suitable and up to date Fire Risk Assessment with suitably developed contingency plans to deal with gas leaks and/or fire. Up to date maintenance records for gas safety, electrical equipment and firefighting provisions must be provided to the Council. Catering vehicles shall use the onsite fixed electrical power supplies. The siting of catering vehicles within the curtilage of the sports grounds is to be agreed via the Sports Ground SAG.
- Signage must be installed within the sports ground in accordance with British Standard 5499 Pt 1 2002 and BS5499 Pt 4 2000.
- The access arrangements for the emergency service vehicles as stated in the contingency/emergency plan must be maintained (Appendix 10).

- The following tests should be carried out at the stated intervals and a record maintained in the fire safety logbook or similar logbook;

Fire alarm and detection systems (weekly)
Safety lighting systems (monthly)
Fire fighting equipment - visually (monthly)

Training of appropriate personnel in the use of extinguishers and the emergency plan (annually)
Fire drill (at least annually)
Any other requirement as identified in the Fire Risk Assessments for Brandywell Stadium and any associated catering provisions. (Appendix 10).

APPENDIX 9

COMMUNICATION ARRANGEMENTS

(See Section 17 of the General Safety Certificate)

Category A and E Fixtures	• Use of a suitable public address system that is clearly audible in all areas of the sports ground, backed up by the use of loud hailers located in agreed locations and assigned to nominated stewards. • **14** number 2 way radios (minimum) • **4** number loud hailers (minimum) • Telephone Line for external communication • A means whereby the Event Controller/Safety Officer can be instantaneously informed of the numbers of spectators within the stadium.
Category B and F Fixtures	• Use of a suitable public address system that is clearly audible in all areas of the sports ground, backed up by the use of loud hailers located in agreed locations and assigned to nominated stewards. • **16** number 2 way radios (minimum) • **4** number loud hailers (minimum) • Telephone Line for external communication • A means whereby the Event Controller/Safety Officer can be instantaneously informed of the numbers of spectators within the stadium.

Category B* and F* Fixture	• Use of a suitable public address system that is clearly audible in all areas of the sports ground, backed up by the use of loud hailers located in agreed locations and assigned to nominated stewards. • **18** number 2 way radios (minimum) • **4** number loud hailers (minimum) • Telephone Line for external communication • A means whereby the Event Controller/Safety Officer can be instantaneously informed of the numbers of spectators within the stadium.
Category C, C*, G and G* Fixtures	• Use of a suitable public address system that is clearly audible in all areas of the sports ground, backed up by the use of loud hailers located in agreed locations and assigned to nominated stewards. • **20** number 2 way radios (minimum) • **4** number loud hailers (minimum) • Telephone Line for external communication • A means whereby the Event Controller/Safety Officer can be instantaneously informed of the numbers of spectators within the stadium.

The following documents, which may be required for quick reference, **shall be kept in the control room:**

- Plans of the ground and it immediate approaches to be used by emergency services.
- Plans showing the location of fire alarm points and fire fighting equipment
- Fire Risk Assessment
- Contingency plans
- Statement of Intent
- Copy of Safety Certificate
- A list of key telephone numbers and extensions to include emergency services and relevant outside agencies. This will facilitate regular communication and also communication in the case of an emergency situation where activation of the contingency/ emergency plan is required.
- A record of the number of spectators passing through turnstiles and other entry points. Where computerised or mechanical read outs are not available, the number of spectators passing through the turnstiles should be displayed by another means such as wipe boards.
- Agreed scripted safety messages to be used in the event of an emergency or other contingency arrangements.

See The Guide to Safety at Sports Grounds (Green Guide 6th Edition) chapter 16 – Communication and Control.

APPENDIX 10

PLANS AND RELATED DOCUMENTATION

(See Section 19 of the Safety Certificate)

The following plans and documents are appended to the Safety Certificate as referenced below:

1. Operational Plans for the end users specified activities
2. Safety Policy Statements for Employees and Spectators for the specified activities.
3. Plans of Brandywell Stadium and related documents regarding layout of buildings and equipment at the sports grounds.
4. Fire Risk Assessments for Brandywell Stadium and any additional catering arrangements provided at the Stadium.
5. Job Descriptions for the event controllers and safety officers for the end users specified activities.
6. Contingency Plans for the end users specified activities.
7. Medical Plans for the end users specified activities.
8. Map of Brandywell Stadium showing extent of areas covered by the safety certificate.