

Guide to Safety at Sports Grounds

Annex D: Demountable stand checklist

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Introduction

A fundamental principle of the *Guide to Safety at Sports Grounds* is that responsibility for the safety of all people present at a ground lies at all times with the ground management.

This responsibility extends to any demountable structure erected at the sports ground.

Management cannot delegate the responsibility to the event promoter, to the designers of the structure, or to the contractors responsible for assembling the structure.

Ground management should therefore put in place procedures for ensuring the safe design, assembly and usage of any such structures. If the management does not itself possess sufficient expertise in specific matters relating to demountable structures, it should require the event promoter or contractor to produce certificates from competent persons of the appropriate qualification and experience.

This Annex contains a sample checklist of the information typically required for the approval of a demountable stand by the appropriate authority. The checklist is not intended to be exhaustive nor to apply in all circumstances.

Key:

s: **satisfactory**

ns: **not satisfactory**

na: **not applicable**

Both the *Guide to Safety at Sports Grounds* and this checklist are compiled and published by the Sports Grounds Safety Authority, Fleetbank House, 2-6 Salisbury Square, London EC4Y 8JX

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results

D.1 Design elements

	s	ns	na	action
a. seated/standing capacity calculation				
b. roof				
c. gangways and/or vomitories				
d. stairways				
e. barrier configuration				
f. boundary walls and fences				
g. sightlines (restricted views)				

D.2 Installations

a. electrical and mechanical systems				
b. PA system				
c. CCTV				
d. turnstile monitoring				
e. fire alarm system				
f. cable bridges				
g. lightning protection				
h. auxiliary power				

D.3 Structures

a. design calculations: foundations/ superstructure/barriers/flooring				
b. structural dynamics				
c. wind/weather restrictions				

D.4 Components

a. seats				
b. signs				
c. fixtures and fittings				

results

D.5 Inspection regime

	s	ns	na	action
a. inspection + testing (annual)				
b. inspection + testing (3 monthly)				
c. inspection + testing (pre event)				
d. inspection + testing (post event)				

D.6 Safety management

a. Spectator Safety Policy				
b. staffing risk assessment				
c. Stewarding Plan				
d. Event Management Plan				
e. monitoring and recording				
f. risk assessment				
g. fire risk assessment				
h. chain of command				
i. contingency plans				
j. emergency plan				
k. ticketing strategy				
l. sale of refreshments				
m. sale/control of alcohol				
n. Medical Needs Assessment				
o. Counter Terrorism Plan				
p. Crowd Disorder and Anti-Social Behaviour Plan				

results

D.7 Plans + specifications

	s	ns	na	action
a. name of ground and stand(s)				
b. plan of structure and ground				
c. approach roads and car parks				
d. entrances / exits / turnstiles				
e. pitch/area of activity perimeter gates				
f. medical/first aid room(s)				
g. fire fighting equipment				
h. parking for ambulance/event doctor				
i. floodlight towers				
j. media gantries				
k. control point				
l. high risk areas				