

Lancashire County Cricket Club
Safety Procedures Manual Overview 2018



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Introduction

About this Manual

This manual is produced as a requirement of Clause 7 of the current General Safety Certificate issued by Trafford Borough Council which states –

“The Holder shall produce and maintain a written Safety Procedures Manual setting out the policies and procedures for complying with the terms and conditions within this certificate”.

Conditions numbered 1 – 9 inclusive are preliminary, requiring no further explanation and are therefore not addressed in this manual.

Conditions 10 to 20 – Designations

Condition 10

“The Holder shall designate a person who shall have executive responsibility for the production and implementation of Lancashire County Cricket Club’s Safety Policy for the specified activities.”

Mr. Anthony Mundy, Director of Operations and Safety Certificate Holder is the Designated Person. He has the responsibility to produce the Lancashire County Cricket Club Sports Ground Safety Policy and make this available to the relevant authorities. The Policy is reviewed annually.

Condition 11

“The Holder shall designate a person who shall deputise for the person described in 10 above.”

Mr. Ian Aspey, Stadium Safety Officer, is the designated person. He works closely with Mr. Mundy on the Lancashire County Cricket Club Sports Ground Safety Policy to maintain understanding and seamless handover should that be required.



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Condition 12

“The Holder should designate a person who shall have executive responsibility for all operational safety personnel employed, contracted or invited to undertake a safety role in connection with the specified activities.”

Mr. Ian Aspey, Stadium Safety Officer, is the Designated Person. He has responsibility to comply with the Lancashire County Cricket Club Sports Ground Safety Policy. The Policy is reviewed annually by the Director of Operations.

Condition 13

“The Holder shall designate a person who shall deputise for the person described in 12 above.”

Miss Sarah McManus, Special Events and Projects Manager is the designated person. She works closely with Mr. Mundy and Mr. Aspey on the Lancashire County Cricket Club Sports Ground Safety Policy to maintain understanding and seamless handover should that be required. Miss McManus holds NVQ Level 4 in Spectator Safety Manahement.

Condition 14

“The Holder shall designate a person who shall have executive responsibility for ensuring that all building structures, building services and equipment are provided and maintained in such a manner that they safely fulfil their required function.”

Mr. Anthony Mundy, Director of Operations and Safety Certificate Holder is the Designated Person. He has the responsibility to produce the Lancashire County Cricket Club Sports Ground Safety Policy and make this available to the relevant authorities. The Policy is reviewed annually.

Condition 15

“The Holder shall designate a person who shall deputise for the person described in 14 above.”

Mr. Dan Brown, Operations Manager, is the designated persons. He works closely with Mr. Mundy on the Lancashire County Cricket Club Sports Ground Safety Policy to maintain understanding and seamless handover should that be required



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Condition 16

“The Holder shall designate a person who shall have executive responsibility for ensuring that a Safety Procedures Manual is maintained, updated, and that specified activities take place in accordance with that same Safety Procedures Manual.”

Mr. Ian Aspey, Stadium Safety Officer is the Designated Person and author of this Manual.

Condition 17

“The Holder shall designate a person who, having the title of Safety Officer shall have final responsibility for suspending play for non-sporting reasons during all matches (unless control has been passed to the Police Ground Commander).”

Mr. Ian Aspey, Stadium Safety Officer is the designated person

Condition 18

“The Holder shall designate a person who shall deputise for the person described in 17 above.”

Mr. Anthony Mundy, Director of Operations, is the designated persons. He works closely with Mr. Aspey and has a full understanding of Mr Aspey’s role and therefore more than able to accept a seamless handover should that be required.

Condition 19

“The Holder shall ensure that the persons described in Conditions 10 – 18 (inclusive) above are afforded such authority as is commensurate with their responsibilities and shall ensure that those persons discharge their responsibilities under this certificate.”

Mr. Anthony Mundy, Mr. Ian Aspey and Dan Brown have written authority from the Holder to discharge their responsibilities. All the named persons are subject to regular appraisal.



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Condition 20

“The Holder shall notify Trafford Council of the names of the persons designated under conditions 10 – 18 (inclusive).”

The names of the persons designated appear in this manual and the council are notified immediately a change to the manual is made.

Conditions 21 and 22 – Spectator Numbers

Condition 21

“The Holder shall ensure that the maximum number of spectators admitted at any one time to the whole ground shall not exceed 24,000 (Twenty- four Thousand).”

Mr. Ian Aspey calculates the maximum safe capacity for the whole ground and advises Trafford Borough Council of the maximum annually. The calculation methodology and reference sources are agreed with Trafford Borough Council’s Team Leader (Pollution & Housing) Public Protection. The maximum capacity calculated is then reflected in Condition 21 of the General Safety Certificate. All spectators are counted on entry to the ground and assessed against the maximum by the Stadium Safety Officer. Entrances are closed on the instructions of the Stadium Safety Officer when the maximum capacity is reached.

Condition 22

“The Holder shall ensure that the maximum number of spectators admitted at any one time to parts of the ground shall not exceed the capacities set out within the L.C.C.C. Safety Procedures Manual.”

Mr. Ian Aspey calculates the safe capacity for all specified events based on the parts of the ground intended to be made available for spectator access. All spectators are counted on entry to the ground and assessed against the maximum by the Stadium Safety Officer. Entrances are closed on the instructions of the Stadium Safety Officer when the maximum capacity is reached. Trafford Borough Council are notified of all capacity calculations.



Conditions 23 to 33 – Specific Requirements

Condition 23

“The Holder shall take such precautions as may be necessary to ensure reasonable spectator safety.”

Mr. Ian Aspey and **Mr. Dan Brown** complete Safety Risk Assessments. The precautions identified by the safety risk assessments are communicated within the organisation and acted upon accordingly. Regular audits are undertaken to ensure compliance.

Condition 24

“The Holder shall take such precautions as may be necessary to ensure reasonable crowd control.”

Mr. Ian Aspey and **Miss Sarah McManus** complete Safety Risk Assessments. The precautions identified by the safety risk assessments are communicated within the organisation and acted upon accordingly. Regular audits are undertaken to ensure compliance.

Condition 25

“The Holder shall take such precautions as may be necessary to ensure reasonable stewarding of spectators.”

Mr. Ian Aspey and **Miss Sarah McManus** complete Safety Risk Assessments. The precautions identified by the safety risk assessments are communicated within the organisation and acted upon accordingly. Regular audits are undertaken to ensure compliance.

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Condition 26

“The Holder shall ensure that all stewards employed at the sports ground shall be trained and assessed to a Level 2 Stewarding qualification within the National Qualification Framework, or to be undergoing such training. No steward shall be deployed at the ground until they have undertaken all aspects of the familiarisation and induction training covered by the induction module of the Training Package for Stewarding at football grounds (as amended for cricket grounds).”

No steward shall work unaccompanied until they have completed all aspects of the training set out in modules 1 (General Responsibilities) and 2 (Maintenance of a Safe Environment) of the Football Authorities’ Training Package for Stewarding at football grounds (as amended for Cricket grounds) and have attended 4 matches as a steward. All stewards shall complete their training, assessment and qualification within 12 months thereafter.”

Mr. Ian Aspey addresses these standards in the Safety Risk Assessment.

Condition 27

“The Holder shall ensure that all reasonable policing requirements determined by Greater Manchester Police are provided for.”

Mr. Anthony Mundy and **Mr. Ian Aspey** complete an assessment of each cricket season in advance and identify the need for police attendance. The requirements identified form the basis of the Police Statement of Intent and the Order for Special Police Services. Both the Statement of Intent and the Order for Special Police Services remain under review and are subject to amendment throughout the season.

Condition 28

“The Holder shall ensure that all means of Ingress and Egress are maintained, effective and unobstructed.”

Mr. Ian Aspey and **Mr. Dan Brown** complete Safety Risk Assessments. The precautions identified by the Safety Risk Assessments are communicated within the organisation and acted upon accordingly. Regular audits are conducted to ensure compliance.



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Condition 29

“The Holder shall ensure that all building structures, building services and equipment are maintained in such a manner that they safely fulfil their required function.”

Mr. Anthony Mundy and **Mr. Dan Brown** monitor the design, condition and use of building structures, building services and equipment by inspection regimes commensurate with the particular structure, service or equipment. They instruct consultant and specialist when necessary. They maintain appropriate records and make these available for inspection.

Condition 30

“The Holder shall ensure that all reasonable fire safety precautions are taken to prevent the outbreak, spread and effects on spectators of fire.”

Mr. Ian Aspey and **Mr. Dan Brown** complete Safety Risk Assessments including fire risk. The precautions identified by the Safety Risk Assessments are communicated within the organisation and acted upon accordingly. Regular audits are conducted to ensure compliance.

Condition 31

“The Holder shall ensure that reasonable levels of medical / first aid facilities are available at the ground, throughout any specified activity, to relieve the immediate suffering of persons injured or taken ill at the ground.”

Mr. Anthony Mundy and **Mr. Ian Aspey** complete Safety Risk Assessments including medical risk. The precautions identified by the Safety Risk Assessments are communicated within the organisation and acted upon accordingly. Regular audits are conducted to ensure compliance.



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Condition 32

“The Holder shall ensure that such evidence is made available as will enable Trafford Borough Council to satisfactorily audit L.C.C.C. safety management for compliance with the terms and conditions within this safety certificate.”

Mr. Anthony Mundy, Mr. Ian Aspey and Mr. Dan Brown maintain or have access to all appropriate records. There are made accessible for purposes of immediate audit via an internet portal. Additional evidence is made available on request.

Condition 33

“The Holder shall take reasonable steps to control the supply and consumption of alcohol at the Sports Ground to ensure it does not give concerns for spectator safety.”

Mr. Anthony Mundy and Mr. Ian Aspey complete Safety Risk Assessments including the management of alcohol. The precautions identified by the Safety Risk Assessments are communicated within the organisation and acted upon accordingly. Regular audits are conducted to ensure compliance.

End of Safety Procedures Manual Overview

