

**APPLICATION FOR A SAFETY CERTIFICATE FOR A
DESIGNATED SPORTS GROUND OR REGULATED STAND**

This form is to be completed in by the proposed holder of the safety certificate.

*If the form is unfamiliar, please read the guidance notes before completing this form. Please type or use **BLOCK CAPITALS**.*

In respect of the sports ground described below, I hereby apply for a:

General Safety Certificate Special Safety Certificate

General Safety Certificate – to cover activities held over an indefinite period If general, complete Part I

Special Safety Certificate – to cover one occasion or a series of occasions If special, complete Part II

to be issued to:

I make the application* on behalf of: /
as:

of †

* Delete as appropriate

† If applying on behalf of a sports club, company or some other person, insert status (e.g. secretary).

Signed: Date:

Address:

..... Tel. No.:

1 Name and Address of Sports Ground:

Name of the Occupier:

Name and Address of owner:

Names and addresses of any persons other than the proposed holder of the certificate who to his knowledge will or may be concerned in ensuring compliance with the terms and conditions of the safety certificate for which this application is being made:

.....

.....

Complete **Part I** only for an application for a **General Safety Certificate** (to cover activities held over an indefinite period)

Complete **Part II** only for an application for a **Special Safety Certificate** (to cover one occasion or a series of occasions)

PART I: GENERAL SAFETY CERTIFICATE

2 List activities to be covered by general safety certificate:

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3 Give the approximate date of the construction of the spectator accommodation on the sports ground and details of any subsequent extension major alteration or re-construction of the spectator accommodation on the sports ground, together with relevant dates:

.....

.....

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

Name of issuing licensing authority:

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

Name of licensee:

Date of expiry:

Description of the part or parts of the sports ground covered by the licence:

.....

5 State maximum capacity for which spectator accommodation at the sports ground is intended:

Seated spectators:

Standing spectators:

State any restrictions on that capacity:

Seated spectators:

Standing spectators:

6 Set out separately for each of the last three years the total number of seated spectators and standing spectators for each activity other than reserve team matches, practice sessions or community use, held at the sports ground. Each activity (other than those excluded) should be named, together with the number of occasions on which each activity took place during each of those years.

Year	Total no. seated spectators	Total no. standing spectators	Activity	No. of occasions

7 Set out separately for each activity the total number of seated spectators and the total number of standing spectators attending at the occasion during the last three years when that activity took place which attracted the highest number of spectators. Give the date of that event and the name of the activity taking place.

Year	Activity	Highest attendance

PART II: SPECIAL SAFETY CERTIFICATE

8 Name event for which special safety certificate is required:

9 Give date(s) of event:

10 Give the number of occasions on which this special event has taken place at the sports ground during the last three years:

.....
.....
.....

11 Set out separately the total number of seated spectators and the total number of standing spectators at any similar event held within the last three years at the sports ground, giving the name of the event and the date on which it was held.

Date	Activity	Total no. seated spectators	Total no. standing spectators

.....

GUIDANCE NOTES (Full Plans)

Submitting the Application

- a) Supply one copy of the form completed together with two copies of all plans and any supporting calculations.
- b) Two additional copies of all relevant plans, which demonstrate compliance with fire safety requirements, are required to be submitted where work is to be carried out to a building, which the Regulatory Reform (Fire Safety) Order 2005 (RRO) applies, or will apply after the completion of the building work. (See Section 5)
- c) Detailed plans and sections should be drawn to a recognisable scale normally not less than 1:100; 1:200 is permissible where the proposed building is extensive.
- d) The Building Control Service welcomes discussions on draft proposals prior to their formal submission as full applications.
- e) Plans can also be deposited by e-mail: buildingcontrol@barnsley.gov.uk

Section 1: Applicant or Owner

Section 2: Agent or Architect

You, the applicant/owner, may complete these forms yourself or you may employ an agent/architect to do them for you. If an agent completes the form, all correspondence from this Department will be sent to them. In supplying details of mobile/other telephone numbers and e-mail addresses, it is accepted that these may be used to contact you.

Please note: Unless the application is on behalf of a company, a forename is essential to allow us to process this application. The forename of the person to whom any invoice should be addressed **MUST** to be provided.

Section 3: Location of Building

As well as stipulating the address of the building to which the work relates, you must submit a location plan with your application showing the site, highlighted in Red, and all adjoining roads and properties. The location plan should be to a recognisable scale of a scale not less than 1:1250 and, where the application relates to new housing, should show the direction of north.

Section 4: Proposed Work

- a) Briefly describe the proposed building works stating the number of storeys, e.g. two storey kitchen/bedroom extension, single storey factory unit, etc.

Section 5: Use of Building

- a) Indicate the present and proposed use of the building, e.g. dwelling, factory, etc.
- b) Buildings to which the **Regulatory Reform (Fire Safety) Order 2005 (RRO)** will apply include offices & shops, factories & warehouses, sleeping accommodation, residential care premises, education premises, places of assembly, theatres & cinemas, healthcare premises, transport premises and to the common parts of buildings containing residential flats.

A Full Plans application MUST be made where work is to be carried out to a building which the Regulatory Reform (Fire Safety) Order 2005 (RRO) applies, or will apply after the completion of the building work.

Section 6: Conditions/Extension of Time

Section 16 of the Building Act 1984 provides for the passing of plans subject to conditions. The conditions may specify modifications to the deposited plans and/or that further plans/details/calculations shall be deposited.

The Council aims to give a decision within 5 weeks and will only use the additional period of time where unavoidable delays occur.

Section 7: Fees and Payments

- a) No fees are required to be paid if the work is solely for the purpose of providing access and facilities for disabled persons. Satisfactory proof of disablement is required.
- b) No plan fee is required for resubmitted applications. Ensure original application number is quoted.
- c) Where fees are based upon the estimated cost of the work, you must give the full estimated cost of all the works. This should not include professional fees or VAT.
- d) Completed applications should be emailed or posted using the details below.

Fees can be paid by card by calling (01226) 772678 or 772679 between 8:30am and 4pm, Monday to Friday (except Bank Holidays). Please have your card details ready before calling.

Please Note:

Prior to completion the council must be satisfied that Part P has been complied with. All electrical work must be designed, installed, inspected, and tested by a 'Competent Person Scheme' Member approved by Communities and Local Government (C.L.G.).

The above also includes any installer not registered with a Part P Competent Persons self-certification scheme but is qualified to complete a BS 7671 Installation Certificate, a copy of which will need to be supplied to Building Control.

FURTHER INFORMATION

If you still have any questions you can contact us:

E-mail: buildingcontrol@barnsley.gov.uk

Telephone: (01226) 772678 or 772679 between 8:30am and 4pm, Monday to Friday (except Bank Holiday's).

Post: Building Control Services. Growth and Sustainability Directorate, Barnsley MBC, PO Box 634, BARNSELY, S70 9GG.

Website: www.barnsley.gov.uk/buildingcontrol