



Our Ref: 7044/497182/E0500746

Your Ref:

Date: 11 March 2024

FAO: Saleha Simms

Please reply to:

Cannock Community Fire Station
Western Service Delivery Group
Old Hednesford Road
Cannock
WS11 6LD

Contact: Amanda Shakespear

Direct line:

E-mail:

amanda.shakespear@staffordshirefire.gov.uk

Switchboard: 0300 330 1000

Dear Sir

THE REGULATORY REFORM (FIRE SAFETY) ORDER 2005

Playing Fields at rear of The Edward Marsh Center, Legion Drive, off High St, Kinver,
Stourbridge, DY7 6ET

Staffordshire Fire and Rescue Service, as a responsible authority wishes to make an objection to the grant of a new premises licence for Playing Fields at rear of The Edward Marsh Center, Legion Drive, off High St, Kinver, Stourbridge, DY7 6ET from the applicant Saleha Simms on the licensing objectives of public safety.

Under section 18 the applicant has stated *"A full and detailed overview is in the EMP"*

As each event is likely to be different and specific to the event site, I would therefore expect to see an up to date EMP which is specific for each event. This should also include a suitable and sufficient Fire Risk Assessment, relevant for each event, which details the fire risks and the measures in place to reduce the risk of a fire.

Furthermore, the plan attached to the application, are you able to confirm that each and every event held on site have the same bar, stage etc in the same place or will the layout be different for each event. Therefore, with this in mind, Staffordshire Fire and Rescue Service would like to see the following conditions attached to any new licence granted. If the applicant is willing to accept and understands the proposed conditions the objection will be withdrawn.

1. A suitable and sufficient, event and site-specific Event Management Plan (EMP) will be



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developed and shared with the Licensing Authority and SAG no later than 3 months prior to an event, with the final approved EMP 7 days prior to each event.

2. The EMP will include details on such topics as the following: - (but this list is not exhaustive and will depend on the type of event held):

Event Risk Assessments, Event Schedule, Site Plan, Fire Risk Assessment, Security & Marshalling Details and Plan, Crowd Management Plan, Drugs Policy, Liquids Policy, Search Policy, Alcohol Management Plan, Traffic Management Plan, Ingress/Egress Plan, Waste Management Plan, Medical Management Plan, Concessions and Retail Management Plan, Adverse Weather Plan, Crisis Communication Plan, Noise Management Plan, Egress Plan, Water Provisions, Sanitation Plan, Child Welfare/Vulnerable Persons Policy, Capacity Calculations, Barrier Plan, Emergency Evacuation Procedures, Emergency Services procedure, Command & Control Arrangements etc.

These documents will be living documents which will be reviewed and revised in the planning phases of the events.

3. A suitable Fire Risk Assessment for each specific event.

No later than 3 months prior to an event, this allows ample time for us to review your event documentation and confirm with you should there be any queries raised from the

documentation, with the final approved event specific site plan 7 days prior to each event.

Yours faithfully



Amanda Shakespear
Fire Safety Officer

