



Staffordshire
Fire and Rescue Service
preventing • protecting • responding

Our Ref: 7044/492840/E0500682

Your Ref:

Date: 03 May 2023

FAO: Mr D McClure

Please reply to:

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

Contact: Amanda Shakespear

Direct line: 01785 898378

E-mail:

amanda.shakespear@staffordshirefire.gov.uk

Switchboard: 0300 330 1000

Dear Sir

THE REGULATORY REFORM (FIRE SAFETY) ORDER 2005

Kewford Eagles FC Swindon Road Kingswinford DY6 0AW

Staffordshire Fire and Rescue Service, as a responsible authority wishes to make an objection to the grant of a new premises licence for Kewford Eagles FC applied for by Mr D McClure on the licensing objectives of public safety.

On page 4 of the application under the heading of "please give a general description of the premises" the applicant has stated "*Licence application for 2 events per year with 28 days notice in writing to the relevant authorities*". On Page 17 under the heading of Public safety the applicant has stated "*We have conducted a suitable Fire Risk Assessment at the premises and implemented necessary control measures*"

As each event is likely to be different and specific to the event site, therefore I would expect to see a suitable and sufficient Fire Risk Assessment which is relevant for each event, as the risks may change dependant on the type of event you are looking to hold.

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 If the applicant is willing to accept and understands the proposed conditions the objection will be withdrawn.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 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

A handwritten signature in black ink that reads 'A. Shakespear'.

Amanda Shakespear
Fire Safety Officer

