



# OPERATIONS MANUAL FOR STADIA AND OTHER EVENTS

A sports ground is defined by the Safety of Sports Grounds Act 1975 as:

*“A place where sports or other competitive activities take place in the open air, and where accommodation has been provided for spectators, consisting of artificial structures or of natural structures artificially modified for the purpose”*

The “green guide” (Guide to Safety at Sport Grounds) sets out recommendations that applies to the safety of all people present at any sports ground that meets the above definition, whether or not a safety certificate is in force, during the course of an event.

Part of the recommendations is to draw up an operations manual, specific to the stadium, setting out both its standard operating procedures for the normal running of the sports ground and its special operating procedures to deal with events that may interrupt the standard procedures.

The key contents to an operations manual are:

- Spectator Safety Policy Statement
- Safety Management Structure
- Capacity Calculations
- Stewarding Plan
- Medical Plan
- Fire Safety Plan
- Contingency Plans
- Generic Risk Assessment for Standard Activities
- Ticketing Strategy/Segregation Policy
- Traffic Management Plan
- Event Management Plan
- Planned Preventative Maintenance/Tests/Inspections
- Exercises
- Specific Risk Assessments
- Event Specific Risk Assessments

Cardinus Risk Management has the expertise not only to help you write your operations manual, but more importantly, we can also help you implement the operations manual and train your teams.

For more information, contact our team on [info@cardinus.com](mailto:info@cardinus.com)

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