

**Safety of Sports Grounds Act 1975  
Chelsea Football Club Safety Advisory Group (SAG)**

**Friday 19<sup>th</sup> January 2018, 9:30am  
Council Chamber, Town Hall**

**MINUTES OF MEETING**

**PRESENT**

**London Borough of Hammersmith & Fulham (LBHF):**

Karen Ashdown	- Commercial Services
Stefan Bysrrazanouski	- Building Control
Douglas Dickson	- Trading Standards Officer
Charles Francis	- Governance and Scrutiny
Laura McGahon	- RBKC Licensing
Kieran McKenna	- Commercial Services CFC Lead Officer
Stephanie Needham	- Commercial Services
David Nimmo	- Building Control Services
Adrian Overton	- Licensing
Tony Pegrum	- Highway Network Manager
Paolma Pionetti	- Governance and Scrutiny
Ann Ramage	- Bi-Borough Head of Environmental Health (Chairman)
Keith Stevenson	- Parking Services, LBHF

**Chelsea Football Club (CFC):**

Bruce Buck	- CFC Chairman
Keith Overstall	- Head of Security
Jill Dawson	- Safety Officer
Chris Baker	- Deputy Safety Officer
Jamie Gray	- Head of Facilities
Hugh Millington	- Imperial College Healthcare NHS & CFC

**Sports Ground Safety authority (SGSA):**

Geoff Galilee

**Metropolitan Police Service (MPS):**

James Brockway  
Mark Whitten  
Paul Wright  
Mike Dorins

**London Ambulance Service**

Jamie Maynard

<b>Item No.</b>	<b>ITEM</b>	<b>ACTION</b>
<b>1.</b>	<b>Welcome from the Chairman</b>	
1.1	The Chairman welcomed those present to the meeting.	
<b>2.</b>	<b>Apologies / introductions</b>	
2.1	The Chairman invited introductions and welcomed new members to the meeting. New Members included: Mr Bruce Buck CFC Chairman and Laura McGahon from RBKC Licensing as a guest. Apologies: Matt Shutte - LAS Linda McCormack - TfL Lisa White – LBHF Licensing.	
<b>3.</b>	<b>Confirmation of previous minutes and matters arising</b>	
3.1	The minutes of the meeting held on 18 <sup>th</sup> July 2017 were approved as an accurate record. The Chairman identified actions from the minutes that were outstanding:	
3.2	3.2 PA system coverage at Wansdown Place. Ann Ramage confirmed that this was an ongoing issue which needed to be monitored.	
3.3	6.11 Keith Overstall provided an update on the missile and coin throwing. It was noted that there had been a welcome decrease in the number of incidents.	
3.4	9.3 was corrected to minute 3.3 Ann Ramage explained that she would be attending a Fans Forum and that the item was to remain on the agenda.	<b>AR</b>
<b>4.</b>	<b>Debrief by Heart productions of planning work for 2017 Chelsea Parade.</b>	
4.1	Keith Overstall reported that debrief meetings between CFC and Heart Productions had been held (and that this information would be circulated to the SAG). He confirmed that CFC had decided not to hold victory parades going forward, due to the impact that this had on the local community. Instead, CFC would hold stadium based supporter events in future, having applied for the appropriate licence and special safety certificate.	<b>KO</b>
4.2	Ann Ramage confirmed that Stephanie Needham would become the point of contact for the Council for any stadium events going forwards. She highlighted that it was currently the middle of January 2018 and due to the three-month consultation period which was necessary, there was not much time to arrange a stadium based event in the near future if Chelsea were successful.	<b>SN</b>

4.3	Ann Ramage confirmed that a lessons learnt document was available from Heart Productions. The main learning points were around the timings of events and the need to ensure that there was sufficient time to plan and consult well so that important details were not overlooked.	
5.	<p><b>End of Season 2017/18 Celebrations</b></p> <p>5.1 As per item 4, CFC confirmed that in future, the end of season celebrations would be held at the stadium. The Chairman welcomed these proposals and reminded CFC that a Special Safety Certificate would be required to hold these events.</p> <p>5.2 Drawing on recent learning from other Football Stadiums, the Chairman highlighted that ‘Activations and events’ held within the immediate vicinity of the stadium had the ability to attract large crowds and event organisers needed to be mindful of the bottlenecks / access / egress issues these could cause. Also to note that larger legends/celebrities could also attract very large crowds.</p> <p>5.3 CFC highlighted that a CFC Legends v Inter Milan fixture was planned for Friday 18 May 2018. The Chairman advised that the Council was notified of any other future events within the correct timescales given holiday season etc.</p>	
6.	<p><b>Planned Stadium Works - upgrade to accessible viewing provision</b></p> <p>6.1 Jamie Grey confirmed that CFC were committed to increasing the number of wheelchair placements and were currently in consultation with architects and accessibility consultants. The intention was to increase the number of wheelchair placements from 107 to 219.</p> <p>6.2 Jamie Grey explained that the intention was to create some of the additional space through the use of super risers. CFC confirmed that as part of the enhancements, it would be reviewing access and egress arrangements, as well as the impact on fire safety to ensure that all wheelchair users had a safe and enjoyable trip to CFC.</p> <p>6.3 Kieran McKenna confirmed that Building Control arrangements were in place to assist CFC and a phased approach of four separate works were planned. The Chairman explained that each of the planned works would have ramifications for the Safety Certificate and it was important to ensure CFC’s Operations Manual was updated as appropriate.</p> <p>6.4 The Chairman highlighted that all of the emergency services would need to ensure they took an active role in overseeing the increase in capacity for wheelchair users. She confirmed that Kieran McKenna would be the Authorities main point of contact for the planned works.</p> <p>6.5 Jamie Grey provided an update on a new sensory room for autistic children which had recently been completed. It was noted that CFC were in contact</p>	<p><b>LAS, LFB, MPS KM</b></p>

	with Fulham School as well as the National Autistic Society about the use and running of the facility. The Chairman encouraged CFC to contact the Council's Director of Education and Director of Children's Services to see how the Authority might assist with publicity for the facility. The Chairman explained the Authority would hold records of those residents with specific needs and so could assist CFC to target potential users.	
6.6	In relation to the number of additional wheelchair placements, Geoff Galilee highlighted the importance of ensuring updated evacuation procedures were in place. In response, Jamie Grey confirmed that 90% of the new wheelchair placements would not be reliant on lifts and the majority would be located by the pitch side.	
6.7	CFC confirmed that there were no other major works planned at the stadium in the close season.	
<b>7.</b>	<b>Update on the New Development</b>	
7.1	Bruce Buck, informed the SAG that current plans would see CFC stay at Stamford Bridge until at least the end of the 2019/2020 season and then the intention was to decant to another venue. He confirmed that architects were currently fine tuning the design of the new stadium and not withstanding some right to light issues, CFC hoped to bring matters to a satisfactory conclusion in the near future.	
<b>8.</b>	<b>CFC Safety/ Security Management review 2017/18 half season</b>	
	<b>Management/Operational changes</b>	
8.1	Bruce Buck confirmed that Chris Alexander had left CFC and he was currently representing the Club and liaising with the SAG. It was noted that a new Chief Executive, Guy Laurence, had been appointed and further changes in responsibilities might ensue before the next SAG meeting.	
8.2	Bruce Buck confirmed that CFC were in the process of bolstering CFC's security department as well as enhancing match day security. Keith Overstall explained that challenges were always increasing. As a result, CFC were recruiting a safety operational support officer to assist him and Jill Dawson. Keith Overstall also confirmed that CFC were in the process of recruiting a Deputy Head of Security post, which illustrated that there would be a significant strengthening of security at the Club before the next SAG.	
8.3	The Chairman welcomed these developments and highlighted the importance of documenting all administrative changes. The Chairman formally thanked Chris Alexander for his contribution to the SAG while he was at CFC.	
8.4	<b>CFC supporter behavior at home fixtures (anti-social behavior/ crime &amp; disorder)</b>  Keith Overstall introduced and discussed the total number of Ejections and Arrests so far this season and no trends were noted.	

8.5	<p><b>Ticketing – Fakes and Forgeries</b></p> <p>The Chairman noted that there had only been 31 instances so far, compared to 300 the previous year which was an improvement (although there was a large spike at one particular fixture last season). The Chairman asked what actions the Club was taking to reduce instances of fakes and forgeries? Keith Overstall confirmed that touting was a huge issue and CFC explored whatever joint actions it could, to reduce the problem with partners.</p>	
8.6	<p>The Chairman noted that Arsenal and CFC appeared to have the same touts operating at matches and suggested that it ought to be possible to look at this more widely. Could the SGSA and MPS assist us further? The Chairman explained it was her impression that on matchday visits the touting problem was getting worse. The Chairman confirmed that she would be liaising with CS Whitten to see what more could be done, but acknowledged that it was always a balancing act allocating resources. The Chairman explained that ticket touts were, in many cases the public face of a much larger criminal network and hoped the introduction of electronic ticketing would reduce the problem going forward.</p>	
8.7	<p><b>Counter Terrorism</b></p> <p>Keith Overstall explained that when the Parsons Green attack occurred steps were taken to increase security with a site lock down and all non essential business was stopped including stadium tours and car parking. All hotels within the ground were rigorously checked. He confirmed CFC were in the process of assessing vehicle mitigation measures and it was hoped a suitable product would be sourced in the near future.</p>	
8.8	<p><b>Stewarding/ security arrangements</b></p> <p>Jill Dawson provided an update on the stewarding and security arrangements. It was noted that the pre-season intake of stewards took place in August 2017. 113 stewards were let go in October 2017 for non attendance. A further intake of stewards will take place in January / February 2018. Jill highlighted that overall, the number of stewards was in decline and the recruitment and retention of stewards had become more difficult.</p>	
8.9	<p><b>Search regimes/ configurations (high-risk fixtures)</b></p> <p>It was noted that the Club had enhanced its search regime. Outer ticket checks, bag checks and soft searches at the three perimeter entrances were taking place. It was noted that the Away turnstile search regimes were working well and due to the increased amount of searches, a higher proportion of supporters were arriving early pre kick off. It was noted that search dogs were part of routine security used on match days.</p>	
8.10	<p><b>Flares and Smoke Devices</b></p> <p>It was noted that fire stewards and the Club Fire Officer continued to support match days. Stewards continued to be briefed on fire safety matters. It was noted that there had been an early Champions League game where smoke</p>	

	<p>devices were discharged in the street and one was discarded before the turnstiles.</p>	
8.11	<p><b>Persistent Standing</b> Having looked at the fixture list, the Club have identified those fixtures where persistent standing could be an issue and as a result had reduced the allocation to the visiting Club by not awarding them tickets for the end aisle seats. The Crystal Palace match due to take place in March 2018 was a fixture which had been problematic in the previous season.</p>	
8.12	<p><b>Accidents, injuries</b> It was noted that the half season figures indicated that by the end of the year, there might be an increase in the overall number of accidents and injuries. This would be monitored during the rest of the season. In terms of the emergency services, it was noted that CFC continue to have a good working relationship with St John.</p>	
8.13	<p><b>Safeguarding</b> It was noted that there had been an increase in the number of safeguarding issues, notably under aged children deposited at the stadium by parents, or parents opting to sit in a different section of the stadium to their children. The specific details were documented in CFC match log with the details forwarded to the Clubs Safeguarding Officer. Staff received safeguarding training in July 2017.</p>	
8.14	<p><b>Diversity Awareness</b> A pilot course on diversity awareness was held for senior staff early on in the season. CFC are currently in the process of producing a bespoke 'aid memoire' card for match day staff which will be made available to the Premier League and other clubs for their use.</p>	
8.14	<p><b>TV Broadcasting</b> Increased demand has meant that the number of televised fixtures has continued to rise. So far there have been 20 days of TV coverage. The onset of Friday night football will see this increase further and have resource implications and community impacts must be considered as this is introduced.</p>	
8.15	<p><b>Counter Terrorism / Security</b> CFC confirmed that the stadium boundaries are kept sterile during the match and only permitted persons with valid reasons are admitted. Emergency exit drills are regularly conducted to test staff and the response times. It was noted that during the coming close season, CFC's Citizen Aid / Counter Terrorism training would be undertaken by all Chelsea and Agency Stewards.</p>	
<b>9.</b>	<p><b>Metropolitan Police</b></p>	
9.1	<p>James Brockway provided an update on operational arrangements. It was noted that some of the largest challenges included improving child safeguarding, as well as the safeguarding associated with the away travel of</p>	

	<p>vulnerable supporters. It was noted that strong processes on safeguarding were an investment that would be beneficial to the Club in the longer term.</p>	
9.2	<p>James Brockway highlighted some key elements: the sale of tickets, travel and attendance were under consideration and a number of reports on these topics would be fed back to the Central Football Unit so that information and intelligence could be shared. The Chairman asked if this information could be pooled between Clubs? In response, James Brockway explained the idea was to examine the learning, look at ways to improve procedures and how to improve communications. The intention and key outcome was the creation of a reference document which would be circulated to Clubs, Match Commanders, Safety Advisors and SAGs.</p>	
9.3	<p>Mike Dorins commented that a document on safeguarding best practice had been developed and this would be circulated to the Club. He also explained that the MPS were in the process of arranging safeguarding workshops with clubs across London.</p>	
9.4	<p>CS Whitten provided an update on BCU (Borough Command Unit) developments. It was noted that the intention was to reduce these from 32 to 12 by the end of 2018 and for Hammersmith and Fulham to be partnered with Kensington and Chelsea and Westminster. The rationale for this move, was the need to find £400 million nationally in savings. He confirmed that as well as reducing estates, other forthcoming changes included modernising the equipment and IT operability of officers. Details were provided about the proposed changes to MPS command structures and it was noted that Rob Jones would take over as the local BCU Commander. Moving forward, CS Whitten confirmed that the MPS would need to reduce demand for Category A fixtures and it was essential that officers were deployed in the right place, at the right time.</p>	
9.5	<p>James Brockway provided a breakdown of the season so far. The following points were noted:</p> <ul style="list-style-type: none"> <li>• There had been 17 fixtures played at Stamford Bridge up to and including 31/12/2017 (11 League, 3 Champions League and 3 Cup games).</li> <li>• There had been 10 Category A, 6 Category B and 1 Category C fixtures.</li> <li>• 26 Command Teams had been required so far.</li> <li>• The MPS would continue in its public order role and a new local Inspector John Childs would continue with the Team.</li> </ul> <p>MPS statistics on Arrests and Offence Types were provided outside the meeting and are appended to the minutes.</p>	
9.6	<p>James Brockway confirmed that it had been a relatively quiet first half of the Season and the highlight fixture was the match against Roma in the Champions League. This fixture was successfully Policed and there were only a few instances of disorder which were in Kensington and Chelsea.</p>	

9.7	The Chairman thanked the MPS for their overview and stressed it was important to ensure the learning points from high profile games were captured. It was noted that in overall terms, there was a downward trend on disorder and it was encouraging that compared to the same time last year, arrest figures were down by 24%.	<b>All parties</b>
9.8	<p><b>Banning Orders and Away Fixtures</b></p> <p>Paul Wright provided details of banning orders and it was noted that there had only been 4 arrests in 10 away domestic fixtures. It was reported that at the last Bournemouth fixture there had been one case of indecent exposure and 3 males had been arrested for pyrotechnics. All 3 men had been charged which had resulted in 2 banning orders and the third was in the court system.</p>	
9.9	It was noted that at the Atletico Madrid v CFC fixture, Spanish Police had been heavy handed and there had been 1 arrest which had resulted in a charge and fine. At the Roma v CFC fixture, there was an incident of disorder the night before the game and there was a belief that CFC fans had been targeted.	
<b>10.</b>	<b>British Transport Police (BTP) Update</b>	<b>KM</b>
10.1	Inspector Wayne had sent his apologies. No update was provided by BTP.	
10.2	Paul Wright highlighted that there had been issues around the Earls Court area. The Chairman asked officers to contact BTP to provide any feedback they had on instances where platforms became very full.	
10.3	The Chairman asked officers to contact Elwyn Jones to establish what the learning points were.	<b>KM</b>
<b>11.</b>	<b>Transport for London/London Underground</b>	
11.1	Linda McCormack and Sue Joyce had sent their apologies.	
11.2	The Chairman referred to recent incidents. Firstly, when a faulty train caused major delays on the District line and the kick off at CFC was delayed by 15 minutes. Also an incident on the Platform which required careful management of the tube as people were evacuated from the station.	
<b>12.</b>	<b>Local Authority Review 2015/2016 Season</b>	
12.1	<p><b>Match day inspections carried out</b></p> <p>Kieran McKenna reported on the match day inspections which had been conducted. The following fixtures were noted:</p> <p>CFC v Qarabag FK CFC v Arsenal</p>	



	<p>CFC v Nottingham Forest  CFC v AS Roma  CFC v Club Atletico De Madrid  CFC v Arsenal Semi final of the Carabao Cup</p>	
12.2	<p>Kieran McKenna confirmed that there had been a quiet start to the Season although external factors had meant security had to be reviewed after the Parsons Green attack. He explained that the Bovril Gate had been used for away supporter entry for the Cup matches and no issues were observed however the supporters had arrived early in a steady flow and caused no issues.</p>	
12.3	<p>The SAG was informed there had only been one RIDDOR on a match day so far, which related to the notification of a cut leg on a seat after celebrating a goal in the away end. Satisfactory actions were taken.</p>	
12.4	<p>Kieran McKenna commended the work which had been done by the Club in relation to trespassing and highlighted that an injunction had been obtained for named individuals and any other individual who entered or remained on site without the permission of the Club. The SAG noted that Partnership meetings had been working very well and comprehensive risk assessments had been done for upcoming games, as well as debriefs conducted after every game.</p>	
12.5	<p>The Chairman welcomed news that CFC had improved the format and content of partnership minutes which were both a valuable audit and learning tool.</p>	
12.6	<p><b>Compliance with the Safety Certificate and Operations Manual</b>  The Chairman reminded the Club that the Operations Manual, would need to be updated considering the planned access changes and that the evacuation procedures would need to be reviewed in the Operations Manual to reflect the ongoing work at the ground.</p>	
12.7	<p><b>Customer Feedback – complaints / praise</b>  Kieran McKenna provided an overview of the complaints which had been received. He confirmed that a complaint had been received at the start of the Season regarding the volume of the PA system. Having moderated the volume, this had been satisfactorily resolved. The SAGs attention was drawn to one other complaint. This related to a supporter who had slipped on the stairs after the Bournemouth match and investigations were still ongoing.</p>	
12.8	<p><b>Supporters Groups liaison/ feedback</b>  Kieran McKenna confirmed that a copy of the Agenda had been sent to Chelsea Supporters Trust but no feedback had been received.</p>	
12.9	<p><b>Licensing Update</b>  Adrian Overton provided an updated on Licensing. It was reported that inspections had been undertaken in the stadium for alcohol and gambling, and there were no issues to report. Outside the stadium, he confirmed that</p>	AO/JB

	<p>several off licences had breached their conditions by selling alcohol either an hour before kick-off, or an hour after the final whistle. The Chairman asked Adrian Overton to liaise with James Brockway about Licensing issues.</p>	
12.10	<p>Laura McGahon, a Licensing Officer from RBKC, provided an update on activities in the Earls Court area and the work which was being completed in regards to street drinking. It was noted that officer action had reduced this activity and incidents tended to flare up around European games rather than domestic fixtures. She also highlighted that there had been an issue with a pub on the Earls Court Road which was used as a pick up and drop off point by several coaches for away supporters.</p>	
12.11	<p>Laura McGahon explained that a compliant had been received at RBKC from a Councillor about street drinking and for actions to be in place to reduce instances of this. The Chairman thanked Laura for the update and requested to be kept updated about the collaborative licensing work between RBKC and H&amp;F.</p>	
12.12	<p>James Brockway explained that there had been no instances of violence or disorder in Earls Court and asked the RBKC Licensing Team where they had any specific operations in place for CFC match days, to liaise with him about these and he would update the MPS working that area.</p>	
12.13	<p><b>Highways Update</b>  Tony Pegrum provided a highways update:</p> <ul style="list-style-type: none"> <li>• <b>Traffic Order and associated Memorandum of Understanding -</b>  Tony Pegrum reported that the MoU Deed of Guarantee and Indemnity and MoU Chelsea was still with CFC for signing. Bruce Buck confirmed that the MoU would be signed by CFC as soon as its Legal Department had reviewed and approved the TMO.</li> <li>• <b>TMO operational observations –</b> Tony Pegrum confirmed there were no concerns, although ongoing works at the Fulham Gas Works had slightly increased congestion.</li> <li>• <b>Network Activity –</b> Tony Pegrum reported that gas works were ongoing at the Embankment which had resulted in closure and putting traffic on to Kings Road. He confirmed that the works were due to be completed by the first week in April 2018.</li> </ul>	
12.14	<p>Tony Pegrum reported that the west bound closure of the Fulham Road would be required until the end of July 2018 and multi lights would be used to control the traffic flows. It was noted that gas replacement works would take place on the Fulham Road at the junction with Parsons Green Lane and this was due to take place between 15 and 18 February 2018. It was reported that Thames Water meter replacement works would be taking place on the North End Road between 21 and 28 February 2018.</p>	
12.15	<p>Tony Pegrum confirmed that on Saturday 17 March 2018, a market would be held on the North End Road and on Sunday 18 March, the Fulham 10k Run</p>	

	would be held which would incorporate CFC as part of the route. As a result, he reported that it would be necessary to shut the Kings Road and Fulham Road between 7am and 2 pm.	
12.16	The Chairman noted that currently there were roadworks outside the stadium and this was impacting on local congestion. In response, Tony Pegrum explained that TfL used a wider traffic management strategy and changed green times when there were major works. He confirmed that the Authority did not receive this information in a readable format as it was produced diagrammatically by TfL. Tony Pegrum confirmed that the Council monitored the TfL website for information about planned or ongoing works.	
12.17	<p>Kieran McKenna noted that some of the flip signs used on match day were broken and asked for an update for when these would be replaced.</p> <p>With regards to other local changes, the Chairman asked about the position in relation to pay and display machines and whether these still accepted coinage. In response, Tony Pegrum confirmed that some machines accept cash but the majority are now electronic.</p> <p>Closing her remarks, the Chairman noted that the draw for the next round of the Champions League would take place on 29 January 2018 when the list of forthcoming fixtures would become clearer. The Chairman asked all SAG members to be vigilant and ensure all key partners liaise effectively about forthcoming fixtures.</p>	TP
12.18	<p><b>Parking Services Update</b> Keith Stevenson confirmed there were no issues to report.</p>	
12.19	<p><b>Street Scene Update</b> The Chairman confirmed that RBKC and LBHF conducted sweeps of skips and scaffolding on buildings on a regular basis to ensure waste materials could not be used as weapons. This precaution had proved effective and would continue.</p>	
12.20	<p><b>Trading Standards Update</b> Douglas Dickson, confirmed that Trading Standards had attended 5 games. The Team were busy especially during the European games and he confirmed that a few prosecutions were in progress for illegal street trading.</p>	
12.21	Douglas Dickson highlighted that work had been conducted, looking at street trading on the verge of the stadium grounds. Keith Overstall reported that an update on this would be provided to the next SAG.	
12.22	<p><b>Building Control</b> In terms of Building Control, officers reported that a several meetings had taken place which related to the new stadium and were ongoing.</p>	

<p><b>13.</b></p> <p>13.1</p> <p>13.2</p> <p>13.3</p>	<p><b>Update from the London Fire Brigade</b></p> <p>The Chairman highlighted that this was the fourth SAG meeting at which there had been no representation from the London Fire Brigade which undermined the effectiveness of the meeting. It was noted that the Fire Brigades' attendance record of SAG meetings outside London was good but there was scope to improve its record inside London.</p> <p>The Chairman explained that enhanced disability access and improved security procedures in place at CFC all had a bearing on access and egress times, which in turn affected the response times of the emergency services. The Chairman asked James Brockway and CS Whitten to join her to liaise with the London Fire Brigade to underline how important a joined up blue light response was.</p> <p>The Chairman stressed how important vehicular access was, especially on match days and suggested that stress testing should be carried out.</p>	<p><b>KM/ LFB</b></p> <p><b>AR/ JB/ MW/ LFB</b></p>
<p><b>14.</b></p> <p>14.1</p> <p>14.2</p> <p>14.3</p> <p>14.4</p>	<p><b>Medical Provision Update</b></p> <p><b>Update on Medical Plan</b> Keith Overstall confirmed that CFC's Medical Plan remained unchanged. However, disability access would need to be updated in light of the increased number of wheelchair placements from 107 to 219. It was noted that the table top exercise planned for February 2018 with the Fire Brigade would be used to model what a medical emergency would look like and what steps were required.</p> <p><b>London Ambulance Service Update</b> The LAS update confirmed that there were no access or egress issues and the LAS were currently conducting triage training and training in evacuation procedures.</p> <p><b>St John Ambulance Update</b> Kieran McKenna confirmed that there was no issues to report or trends to note.</p> <p><b>Chelsea and Westminster Hospital</b> There were no issues to report.</p>	
<p><b>15.</b></p> <p>15.1</p> <p>15.2</p>	<p><b>Sports Ground Safety Authority</b></p> <p>Geoff Galilee provided an update. He explained that all clubs had been reminded by the Sports Ground Safety Authority about a series of table top exercises which would be taking place with the 'blue light' services soon.</p> <p>In relation to LED screens at most grounds, Geoff Galilee explained that these could be used in contingency planning by the clubs as a means of providing information and should be integrated into emergency planning procedures. Jill</p>	

	Dawson confirmed that CFC were already using the large screens and side screens at CFC to disseminate information.	
15.3	With regards to SECCO, it was noted that Counter Terrorism were working with the Counter Terrorism Advisors at clubs and these meetings needed to be ongoing.	
15.4	In relation to Annual Safety Inspections, Geoff Galilee confirmed that additional guidance on these was available from the SGSA's website. An update was provided on PEPs (personal evacuation plans). It was noted that these had gone out to wider consultation and not merely to spectators, but every party in attendance on match days (ASB units, staff, stewards and contractors). The learning from the consultation had been distilled into a short document which the SGSA would circulate electronically. This document listed several actions for both CFC and the Local Authority as well as providing a number of hyperlinks to a set of additional documents covering: 1. Counter terrorism 2. ASB and 3. the wider area.	GG
15.5	Geoff Galilee highlighted that the Event Safety Policy had replaced the Spectator Safety Policy and the SGSA had also produced a policy document for all clubs concerning crowd behavior and ASB.	
15.6	The Chairman enquired about the new Green Guide and whether there was a new implementation time. In response, Geoff Galilee confirmed that this was due to go out to consultation in February 2018 and would be published as a final guide in July 2018. The Chairman reminded CFC that their Safety Certificate and Operational Plans would need to be reviewed and amended as necessary in light of this new guidance. The Chairman asked Geoff Galilee to meet with Kieran McKenna and the LA to review the new SGSA guidance and also highlighted that the new Safety for All guidance would need be considered.	KM
16.	<b>Looking forward to the 2017/2018 Season</b>	
16.1	The Chairman enquired about future fixtures to the end of the Season and whether any of these posed specific challenges. She highlighted the importance of the Club discussing kick off times with the broadcasters so that contingencies could be made in good time.  The following fixtures were noted:	
16.2	<b>CFC v Barcelona FC (BFC)</b> Scheduled for 20 January 2018, kick off time at 19:45. Despite being a Champions League match, James Brockway confirmed that the match would be less challenging than some of the matches in the first half of the Season. He confirmed that a Local Command Team would be used and the MPS had targeted the fixture to minimise ticket touts.	
16.3	<b>CFC v Crystal Palace</b>	

16.5	<p>Scheduled for 10 March 2018, kick off time at 17:30, Category C. The Chairman highlighted that the fixture had posed challenges in the past, especially in relation to the behaviour of the away fans in the stadium and the use of pyrotechnics. The MPS explained that in the past, flares and pyrotechnics had been discarded in West Brompton cemetery and in the toilets at CFC. The Chairman reminded all SAG members that if the Local Authority felt a fixture posed a health and safety risk to those in attendance appropriate and proportional measures must be in place. It was important to ensure that arrangements were in place so that if flares were discharged in the away supporter section of the stadium, this could be effectively managed by CFC stewards.</p> <p><b>CFC v Tottenham Hotspur</b>  Scheduled for 31 March 2018, kick off time at 15:30, Category B. It was noted that the fixture was due to take place over the Easter weekend. It was noted by the SAG that any maintenance work by London Underground might impact upon Fulham Broadway station.</p>	
17.1	<p><b>17. Chairman's update</b></p> <p>Ann Ramage acknowledged that the Arsenal v Cologne game had raised the importance of ticketing as a control measure and that good collaboration must be ensured with the ticket office, the Safety Team, and the away club. The membership database was an avenue to check for irregularities and memberships should be suspended where necessary.</p>	
18.1	<p><b>18. Date and venue of the next SAG meeting</b></p> <p>To be confirmed. It was expected to be during July 2018 at CFC.</p>	

The meeting closed at 13:00