

ALCOHOL MANAGEMENT POLICY		
STATUS	FINAL	Approved
VERSION	THREE	20th NOV 2024
APPROVAL		CBRC Committee

### Rationale

This policy provides the basis for a balanced and responsible approach to the use of alcohol at CBRC events and activities. This policy will help to ensure the club:

- Meets its duty of care in relation to the health and safety of our members and guests who attend our club functions.
- Upholds the reputation of the club, our sponsors and partners.
- Understand the risks associated with alcohol misuse and our role in minimising this risk.

CBRC recognises the legal responsibilities, financial and social benefits of holding a liquor license in the community. In doing, so we will adhere to liquor licensing laws and the criteria of the *Good Sports* program.

Accordingly, and to ensure the aims of the club are upheld and that alcohol is managed responsibly, the following policy requirements will apply:

- When alcohol is served by the club at our facilities or during a club function.
- To all rowers, coaches, officials, members, club visitors, club facilities, club functions and other activities undertaken by the club where alcohol is consumed.

### General Principles

- A risk management approach will be taken in planning events/activities involving the sale, supply or consumption of alcohol. Such events will be conducted and managed in a manner consistent with liquor licensing legislation and this policy.
- Alcohol misuse can lead to unsafe or unacceptable sexual and/or violent behaviour, drink-driving and other alcohol-related harm. Excessive consumption of alcohol will not be an excuse for unacceptable behaviour, particularly behaviour that endangers others or breaches the law, this policy or any other policy of the club.

### Committee Members, Members, Players and Officials

- Must not compete, train, coach or officiate if affected by alcohol.
- Must not provide, encourage or allow people aged under 18 to consume alcohol.
- Must not participate in or encourage excessive or rapid consumption of alcohol (including drinking competitions).
- Must not pressure anyone to drink alcoholic beverages.
- Must accept responsibility for their own behaviour and take a responsible approach and use good judgment when alcohol is available.

### **General**

The club will ensure that:

- A current and appropriate liquor license is maintained.
- The club's liquor license will be displayed in the bar (as required by law).
- All mandatorily required liquor licence signage will be displayed in the bar.
- The club's licensed trading hours are adhered to:
  - Mon – Fri (except Good Fri): 4.30pm to 12 midnight.
  - Sat: 12 noon to 12 midnight.
  - Sun: 12 noon to 2.30pm and 4.30pm to 6.30pm.
- The names of Responsible Service of Alcohol (RSA) trained personnel will be kept in a folder at the bar.
- Bar servers of alcohol are not permitted to consume alcohol when on duty.
- Information posters about 'Standard Drink measures' will be displayed prominently near where alcohol is served.
- An Incident Register will be maintained, and any alcohol-related incident will be recorded on the register.
- Non-members are signed-in by a club member before they can be served alcohol.
- Persons under the age of 18 are not allowed in the bar area unless accompanied by a parent or guardian.

### **Service of Alcohol**

Alcohol will be served according to the club's Liquor Licence with the safety and well-being of members and guests the priority. The club will ensure:

- Only RSA trained bar servers with current qualifications will serve alcohol. (Members without a current RSA **are** allowed to serve alcohol provided there is at least one member present with a valid RSA who will take responsibility for ensuring compliance to the terms of the club's license).
- People under 18 will not serve alcohol.
- Excessive or rapid consumption of alcohol is not encouraged, which includes not conducting:
  - Happy hours
  - Cheap drink promotions
  - Drinking competitions.
- When serving non pre-packaged alcohol (e.g. drinks in glasses), standard drink measures will be served at all times.

### **Intoxicated people**

- Intoxicated people will not be permitted to enter the premises.
- Alcohol will not be served to any person who is or appears intoxicated.

- Bar servers will follow RSA training procedures when refusing service to an intoxicated person.
- If a person becomes intoxicated (and is **not** putting other people at risk with their behaviour) they will not be served alcohol but will be provided with water and offered options for safe transport home from the club (where available).
- If a person becomes intoxicated (and **is** putting other people at risk due to their behaviour) they will be asked to leave the premises immediately and offered safe transport options (where available). Police may also be contacted to remove the person, if required.
- Any alcohol-related incident and any action taken will be recorded in the club's incident register.

### **Underage Drinking**

- Alcohol will not be served to persons aged under 18.
- Servers and committee members will ask for proof of age whenever the age of a person requesting alcohol is in doubt.
- Only photo IDs will be accepted as 'proof of age'.

### **Availability of Non-Alcoholic and Low Alcohol Drinks**

The club recognises that alcohol is not the only revenue stream available and actively encourages the sale of alternative products to that of alcohol.

- Tap water will be provided free of charge (where available).
- At least four non-alcoholic drinks and one low-alcoholic drink option will be available and priced at least 10% cheaper than the cheapest full-strength drink.
- Non-alcoholic drinks should be clearly visible and adequate in variety and supply.

### **Food**

- Substantial food (more than chips, nuts and similar snacks) will be available when alcohol is served for more than 90 minutes to groups of more than 15 people (e.g. soup, toasted sandwiches, pizza, BBQ, salad rolls).

### **Safe Transport**

The club recognises that driving under the influence of alcohol or drugs is illegal and hazardous to individuals and the wider community. Accordingly, the club will seek to offer safe transport options where possible. We ask that all attendees of the club bar plan their transport requirements to ensure they arrive home safely and prevent driving under the influence of alcohol or drugs.

### **Functions**

The club will not:

- Conduct functions where a minimum amount of liquor sales is required
- Conduct 'all you can drink' functions

- Provide alcohol-only drink vouchers for functions
- Include alcohol in the price of tickets (or will limit 'free' drinks to a maximum of two).

Advertisements for functions will:

- Not overemphasise the availability of alcohol or refer to the amount of alcohol available
- Not encourage rapid drinking or excessive drinking
- Give equal reference to the availability of non-alcoholic drinks
- display a clear start and finish time for the function.
  - Note that, where possible, alcohol will cease being served at least an hour before the designated time for close of the function. Non-alcoholic beverages will continue to be made available during the last hour of service.

### **Club Trips**

The club will monitor and ensure any club trips strictly adhere to responsible behaviour and alcohol consumption in accordance with the principles of this policy and the aims of the association.

### **Awards/prizes**

The club will avoid providing awards (e.g. at end of season presentations) and fundraising prizes that have an emphasis on alcohol as a reward.

### **Policy and Responsible Use of Alcohol Promotion**

- The club will promote the alcohol management policy regularly:
  - By putting a copy of the policy on the website and in member/player information
  - In club newsletters and flyers/invitations for functions
  - Via social media
  - Through periodic announcements to members at functions.
- The club will educate club members and supporters about the alcohol policy and the benefits of having such a policy.
- The club will actively demonstrate its attitude relating to the responsible use of alcohol and promote positive messages through its social media platforms.
- The club will not advertise, promote or have alcohol served or consumed at junior events or activities.
- The club will pursue non-alcohol sponsorship and revenue sources.
- The club will actively participate in the Australian Drug Foundation's *Good Sports* program with an ongoing priority to maintain Level 3 accreditation.

### **Non-Compliance**

All club committee members will enforce the alcohol management policy and any non-compliance, particularly regarding Licencing Laws, will be handled according to the following process:

- Explanation of the policy to the person/people concerned, including identification of the section of policy not being complied with.
- Continued non-compliance with the policy should be handled by at least two committee members who will use their discretion as to the action taken, which may include asking the person/ people to leave the facilities or function.

### **Policy Management**

The presence of a bar manager and/or RSA-trained members is essential to ensure compliance with this policy. The bar manager or at least one RSA-trained member are required to be present at all club functions when the bar is open. Key responsibilities of the bar manager/duty members are to ensure:

- Compliance with this policy and the liquor licensing laws
- Persons under 18 years of age are not served alcohol
- Intoxicated people are not served alcohol and are asked to leave after safe transport options are offered or provided
- Any alcohol-incidents are recorded in the incident register
- Visiting police are cooperated with and assisted with any inquiries

### **Policy Review**

This policy will be reviewed annually to ensure it remains relevant to club operations and reflects both community expectations and legal requirements.