



Centrals Trinity Beach Australian Rules &
Sporting Club Inc.

Trading as
Trinity Beach Sports Club

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RISK ASSESSED MANAGEMENT PLAN

Date of Submission: 16/01/2020

Date of Approval: 17/06/2020

Submitted on behalf of Centrals Trinity Beach
Australian Rules & Sporting Club Inc. trading as Trinity
Beach Sports Club and overseen by Cazaly's Cairns
Ltd Management.

This document is required under the Liquor Act 1992 prescribed under section 38A of the Liquor Regulation 2002. This has been introduced as a harm minimisation initiative and is required for all licence types and restricted liquor permits. A RAMP (risk assessed management plan) is defined as: “a detailed document containing information about matters prescribed in a regulation to the licensee’s management practices and procedures at the premises”.

The purpose of this document is to outline how ‘Centrals Trinity Beach Australian Rules & Sporting Club’ will manage the premises in accordance with the first object of the Liquor Act 1992.

As per requirements, the following matters are addressed in this RAMP.

PRINCIPAL ACTIVITY AND TIMES

The principal activity is AFL junior and AFL senior sport. The club also has recreational activities for its members and bona fide guests that include Bistro, Bar, Keno, TAB, Gaming Facilities and Events.

The Social Club operates Monday – Sunday – 7 days/week from 10.00 am -2.00 am excluding public holidays that are prescribed in the Liquor Act 1992.

RSA

Cazalys Cairns Ltd has implemented a House Policy and Liquor Act Requirements Management Strategy at ‘Centrals Trinity Beach Australian Rules & Sporting Club Inc.’ trading as ‘Trinity Beach Sports Club.’

These documents state the following:

- Any Committee Volunteers that serve Alcohol are required to have obtained a current RSA (SOA) Statement of Attainment; that serves alcohol in the Sporting area canteen. Trinity Beach Sports Club implements the House policy and Volunteers and Staff sign the acknowledgment.
- It is a condition of employment that staff holds an RSA (SOA) Statement of Attainment within 30 days of commencement of duties. Staff who have an RSA (SOA) ‘Statement of Attainment’ are no longer required to renew their RSA under the new OLGR legislation. The General Manager is required to hold a current RMLV & RSA Statement of Attainment to coincide with their Approved Managers Licence.
- Management are issued OLGR updates to keep updated with liquor licensing legislation changes. These are kept in the venue compliance box. Approved Managers also have regular meetings with Cazalys’ General Manager to ensure Staff are following the Liquor House Management Policies in place.
- Trinity Beach Sports Club Responsible Service of Alcohol House Policy is used in the day-to-day operations of the club. This has been adopted by the Club Management & Board of Directors.
- Rostering will include an Approved Manager and or the Club Manager on game days and events to oversee the area and enforce RSA procedures and Liquor Licensing laws.
- The proposed Change to Sound Conditions, will have the required signage displayed regarding advising patrons of fines, minors, refusal of service, no alcohol past this point and when leaving this venue, please consider our neighbours and keep noise to a minimum. All Amplified music

will cease by 12:00midnight daily other than (trading hours of which are prescribed in the Liquor Act 1992 for New Year's Eve), and any other special events permits approved by OLGR.

- A copy of the Community Club Licence will be on display for patrons and a copy in the Duty Managers Compliance Box. The original Licence will be kept in the safe of the Social Club and will be available when requested.

Staff Training and Incident Procedures

- Quarterly staff meetings are held, also before football season and/or any major event to reinforce RSA practices and liquor licensing laws. This includes but not limited to Liquor licensing requirements regarding Memberships, and Bona fide visitors. All employees are trained and reinforced in sighting membership cards and visitor slips (after 11:00pm) especially if anyone looks under the age of 25 yrs of age.
- Club Manager and Duty Managers have RMLV training and an Approved Manager Licence.
- All incidents are recorded in specific RSA registers. This covers ID checking of anyone under 25yrs, intoxicated, disorderly or anti social behaviour. Any major incidents are recorded in more detail in a separate incident book. This is then reported to Cazalys General Manager within 2-24hrs depending on risk factor.
- All staff are instructed that any signs of intoxication, unaccompanied minors, anti social behaviour, unduly intoxicated or disorderly patrons are to be advised to the Manager on duty. Management supports all staff that refuses service due to the above. Staff are also advised that there will be disciplinary action if any breaches of the Liquor Act are witnessed from but not limited to Management, Local Police or Liquor Licensing Division.
- All minors must be supervised by an adult within the licensed areas including the clubhouse, beer garden and playground area. Minors are not permitted in the Member's Bar and Gaming Area.

Dealing with unduly intoxicated/disorderly patrons on premises.

- Person/s detected reaching a level of undue intoxication will be refused service and monitored by staff and management. Water will be offered along with assistance to arrange transport from the premises. This can include the calling of a taxi or a friend to arrange pickup from the club.
- On Training & Home Game days the Approved Manager on Duty for Trinity Beach Sports Club will at regular intervals monitor the outdoor Dining/Canteen Area to ensure that there is no secondary supply of liquor to minors or intoxicated/disorderly patrons.
- This RAMP will be tabled at the committee meeting of Trinity Beach Sports Club, to advise the Committee of their obligations and requirements.

LIQUOR ACCORD

- The Trinity Beach Club Manager was attending the bi-monthly Northern Beaches Liquor Accord meetings; however, due to changes at the Local Police Station at Smithfield the Northern Beaches Liquor Accord has ceased. When The Northern Beaches Police and Venue Managers decide to

start the Liquor Accord up again; the Trinity Beach Venue Manager will be required to attend. Open communication with Smithfield Police is held as with Cairns Liquor Licensing Division.

ARRANGEMENTS

Lighting

The car park in front of the venue has lighting to monitor the area for patrons when exiting the premises at night. The football ground also has night lights which are used for training and Twilight Games, which are every Tuesday & Thursday and some Friday & Saturday nights. This also provides extra lighting in the car park.

Noise Mitigation

All amplified entertainment is to cease at the premises by 12midnight, unless otherwise approved by the Office of Liquor and Gaming Regulations.

Management Operational procedures involved when large groups of patrons, at the end of trade, end of a promotion, completion of dining trade exit the premises that management, security, or staff stand at the door. This is to remind patrons to leave quietly due to surrounding neighbours. Management or security is also required to check the car park to reduce any noise and monitor their behaviour. Signage stating, patrons need to be mindful of the neighbourhood when leaving is displayed and referred to. The cleaners arrive in the morning therefore bins from the previous days trade are not emptied into the skip until 9am.

Security

Security Officers are contracted by the club. All security personnel supply Centrals Trinity Beach Australian Rules & Sporting Club Inc. trading as 'Trinity Beach Sports Club' with current RSA certificates and security license. Security personnel on commencement and completion of shifts will sign the Register of Crowd Controllers. Security Officers will also log in the Register any incidents that have occurred and if none then that is also to be noted. All Incidents must be reported to the Duty Manager who will also log in the club's incident register. Additional licensed Crowd Controllers will be contracted as deemed necessary to maintain order and safety.

The club currently has CCTV cameras in operation. These are situated at internal and external locations around the club. Footage from these CCTV cameras is retained as for a period of 28 days.

Transport Services

Centrals Trinity Beach Australian Rules & Sporting Club Inc. trading as 'Trinity Beach Sports Club' operates a courtesy bus. The days and times are as follows:

Monday to Sunday, 12.00 pm to close of trade.

Staff and Management are also required to ring patrons a taxi if required, or a friend of patron.

Provision of Food

The '5th Quarter' Restaurant that is situated on the premises of 'Centrals Trinity Beach Australian Rules & Sporting Club Inc.' trading as 'Trinity Beach Sports Club' operates:

Sunday to Wednesday – 12.00 pm-2.00 pm, 6.00 pm-8.30 pm

Thursday to Saturday – 12.00 pm-2.00 pm, 6.00 pm-9.00 pm

A lunch, main and children's menu, coffee shop offers a snack menu that consists of Light items such as cakes and toasted sandwiches etc., which will be on offer during trading hours from opening time through to closing time.

Conduct of Business

Smoking Management Plan is available on request. All staff are trained in procedures relating to service of alcohol and food in DOSA. This is monitored by staff keeping area clean and tidy and removing empty glasses and bottles. Patron behaviour is also monitored in this area. Minors are not permitted within the DOSA.

Advertising of Events – Football is advertised by AFL Cairns. Club activities are advertised internally or by letter drops, SMS, TV, Facebook, Twitter and radio.

The number of patrons that are within building requirements is approximately 300pax seated inside and outside in the Beer Garden, not including the Gaming area.

The aim is to market the club as a family friendly venue incorporating the game of AFL and sporting identities through junior and senior levels. This in turn will hopefully promote a safe and more controlled environment. Due to this targeted market, there is no adult entertainment promoted within Trinity Beach Sports Club.

Any functions that are held on premises are assessed for the risk factor regarding the type of function and requirement of security. Catering is supplied by the Trinity Beach Sports Clubs' 5th Quarter Restaurant and staffed accordingly.