KENSINGTON GARDENS BOWLING AND TENNIS CLUB
ALCOHOL MANAGEMENT POLICY

AMENDMENTS

Date	Summary of Amendment
13th November 2018	Policy created and adopted by the Board of Management
19 November 2019	Item 11 – updated
16 February 2021	Item 5.2 BYO added. Change from annual to biennial policy review
16 August 2022	Remove words allowing an exception to the rule that servers of alcohol will not consume alcohol when on duty
14 September 2026	Inclusion of reference to the KGBTC Complaint Handling Procedures in dealing with extreme cases of non compliance.

CROSS REFERENCES

Liquor Licence Act 1997
Liquor Licence (Liquor Review) Amendment Act 2017
KGBTC Complaint Handling Procedures

1. PURPOSE

This policy outlines our procedures for a balanced and responsible approach to the service, supply, consumption and promotion of alcohol at club games, special events, functions and other club-related activities. It represents our club's commitment to its members, volunteers and visitors, acknowledging the role that sporting clubs and associations play in building strong and healthy *communities.*

This policy will help to ensure our club:

- Meets its duty of care in relation to the health and safety of our members, volunteers and visitors who attend any club games, special events, functions and other activities where alcohol may be consumed.
- Upholds the reputation of our club, our sponsors and partners.
- Understands the risks associated with alcohol misuse and our role in minimising this risk.
- Complies with a valid liquor licence and associated terms and conditions.

2. RATIONALE

Kensington Gardens Bowling and Tennis Club recognises the legal responsibilities and the financial and social benefits of holding and/or operating a liquor licence in the community. Level 3 Accreditation under the *Good Sports* program requires us to implement practices and policies regarding the responsible management of alcohol. As such, we will adhere to liquor licensing laws and the criteria of the *Good Sports* program.

3. GENERAL PRINCIPLES

- A risk management approach will be taken in planning events and activities involving the sale, supply or consumption of alcohol. Such events and activities will be conducted and managed in a manner consistent with liquor licensing legislation and this policy.
- Alcohol misuse can lead to risk taking, unsafe, unacceptable and/or illegal behaviour. 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.

4. CONDUCT EXPECTATIONS

Whilst engaging in club activities, members, volunteers and visitors:

- Will accept responsibility for their own behaviour, take a responsible approach and use good judgment when alcohol is available.
- Will encourage and assist others to use good judgment when alcohol is available.
- Will not compete, train, coach or officiate if affected by alcohol.
- Will not provide, encourage or allow people aged under 18 years to consume alcohol.
- Will not participate, pressure anyone or encourage excessive or rapid consumption of alcohol (including drinking competitions).
- Will not provide alcohol only as an award to a player or official for any reason.
- Will not post images on social media of themselves or others drinking alcohol irresponsibly at club-related activities.

5. ALCOHOL MANAGEMENT

Our club will ensure that:

- A current and appropriate liquor licence is maintained.
- The club's liquor licence is displayed as near as practical to the entrance of the clubroom or beside the bar/canteen (as required by relevant state law).
- All mandatorily required liquor licence signage will be displayed in each area covered by the club's licence.
- The names of Responsible Service of Alcohol (RSA) trained personnel will be displayed near the bar.
- Servers of alcohol will not 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 (at the bar/canteen) and any alcohol-related incidents will be recorded on the register and promptly reported to the Board of Management.
- Substantial food (requiring preparation and/or heating) will be available when alcohol is available for more than 90 minutes and more than 15 people are present. Healthy food options will be provided, where possible.

5.1 Service of Alcohol

Alcohol will be served according to the club's liquor licence with the safety and well-being of members and visitors the priority. Our club will ensure:

- Only RSA trained bar servers with current qualifications will serve alcohol.
- Standard drink measures are used for non pre-packaged alcohol (e.g. drinks in glasses), where possible.
- Servers are aware of standard drink sizes and are competent in measuring standard drinks.
- The service of double measures of spirits is discouraged.
- People aged under 18 years do not serve alcohol.
- Excessive or rapid consumption of alcohol is not encouraged. This means we do not conduct cheap drink promotions or drinking competitions.

5.2 BYO

Our club does not allow patrons to BYO alcohol. The bar manager will endeavour to stock a reasonable range of drinks to provide for patron's needs, and will respond to requests for stocking particular products when this is feasible. Special requests for a function must be forwarded to the bar manager at least 5 days before the event.

5.3 Intoxicated People

For the purposes of this policy, a person is defined as in a state of intoxication if his or her speech, balance, co-ordination or behaviour is noticeably affected and there are reasonable grounds for believing that this is the result of the consumption of alcohol.

- Intoxicated people will not be permitted to enter our club premises.
- Alcohol will not be served to any person who is or appears intoxicated.
- 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) the person will not be served alcohol but will be provided with water and options for safe transport home from our club, where available.
- If a person becomes intoxicated (and **is** putting other people at risk due to their behaviour) the person will be asked to leave our club 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 our club's incident register.

5.4 Underage Drinking

- Alcohol will not be served to persons aged under 18 years.
- Bar servers and committee members will ask for proof of age whenever the age of a person requesting alcohol is in doubt.
- Only photo ID's will be accepted as 'proof of age'.
- Our club will not encourage the drinking of alcohol in the club change-rooms to reduce the risk of minors being served alcohol illegally.

5.5 Availability of Non-Alcoholic and Low Alcohol Drinks

Our club recognises that not all club members may drink alcohol and alcohol is not the only revenue stream available. Our club actively encourages the sale of alternative products to that of alcohol and will ensure that:

- Water is provided free of charge (where available).
- At least four non-alcoholic drinks and one low-alcoholic drink option are always available and priced at least 10% cheaper than the cheapest full strength drink. Healthy drink options will be provided, where possible.
- Non-alcoholic drinks are clearly visible and adequate in variety and supply.

6. FUNCTIONS

Our club will encourage safe celebrations and events by:

- Not conducting functions where a minimum amount of liquor sales is required.
- Not promoting or hosting 'all you can drink' functions.
- Not providing alcohol-only drink vouchers for functions.
- Limiting the number of drinks included in the price of function tickets to a maximum of four, as recommended by the Australian Health and Medical Research Council.

Advertisements for functions will promote safe celebrations by:

- Not overemphasising the availability of alcohol or referring to the amount of alcohol available.
- Not encouraging rapid drinking or excessive drinking.
- Giving equal reference to the availability of non-alcoholic drinks.
- Displaying a clear start and finish time for the function.
- Including a safe transport message, where possible and relevant.

7. SAFE TRANSPORT

Our club recognises that driving under the influence of alcohol and/or drugs is hazardous to individuals and the wider community. Accordingly, our club implements a Safe Transport Policy that is reviewed regularly in conjunction with this Alcohol Management Policy. We ask that all attendees at our functions plan their transport requirements to ensure they arrive home safely and prevent driving under the influence of alcohol.

8. CLUB TRIPS

Our club will monitor and ensure any club trips, particularly end of season player trips, strictly adhere to responsible behaviour and alcohol consumption in accordance with the principles of this policy and the values of the club.

9. AWARDS/PRIZES

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

10. PROMOTING THIS POLICY AND RESPONSIBLE USE OF ALCOHOL

Our club will:

- Educate members, volunteers and visitors about our policy and the benefits of having such a policy.
- Ensure this policy is easily accessible and will promote it via our website, newsletters, social media, announcements during events and functions.
- Actively demonstrate its attitude relating to the responsible use of alcohol and promote positive messages through its social media platforms.
- Pursue non-alcohol sponsorship and revenue sources.
- Actively participate in the Alcohol and Drug Foundation's *Good Sports* program with an ongoing priority to maintain the highest Good Sports accreditation.

11. NON-COMPLIANCE

The Bar Manager, with the support of Board of Management as appropriate, will uphold this policy, and any non-compliance, particularly in regard to 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 the Bar Manager, with the support of Board of Management as appropriate, who will use their discretion as to the action taken, which may include asking the person/ people to leave the facilities or function. Details of the event will be noted in the Incident Register.
- Patrons who are intoxicated and/or disorderly, offensive, abusive or violent, may be barred from the Club at the discretion of the Board of Management. Where appropriate the Bar Manager may report an incident, and the matter will be dealt with in accordance with the KGBTC Complaint Management Procedure.

12. POLICY MANAGEMENT

The presence of a Bar Manager, person who has current RSA qualifications and/or committee member, whenever our bar is open, is essential to ensure compliance with this policy and liquor licensing laws.

13. POLICY REVIEW

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

ACCEPTANCE:

Reviewed and confirmed by Resolution of the Board of Management

Signed:		Signed:	
	Chairperson		Secretary
Date:	19/10/26	Date:	19/10/26