

# Harm Minimisation Policy

## 1. House Management Policy

### 1.1. Purpose

- 1.1.1. The purpose of this policy is to ensure the responsible sale, supply, and consumption of alcohol at Rockingham Districts AFL Masters (the Club). The Club is committed to creating a safe, family-friendly environment that minimises alcohol-related harm to members, guests, and the wider community.

### 1.2. Objectives

- 1.2.1. Promote responsible drinking practices consistent with WA liquor licensing laws.
- 1.2.2. Protect vulnerable groups including minors, intoxicated persons, and banned drinkers.
- 1.2.3. Support community wellbeing by reducing risks of alcohol misuse, violence, and anti-social behaviour.
- 1.2.4. Comply with the Liquor Control Act 1988 and all directives from the Director of Liquor Licensing.

### 1.3. Nature of the Premises

- 1.3.1. The primary purpose of the Club is encouraging participation in AFL Rules Football, including playing and training. The Club has exclusive access to the clubrooms at Stan Twight Reserve (the Premises) on dedicated days.
- 1.3.2. The Premises will operate as a restricted club, with alcohol supplied only to members and their guests.
- 1.3.3. The primary time for sale of alcohol will be following training while members and guests socialise between 7:00 pm and 8:30pm, during which time the maximum number of patrons is expected to be approximately 40, with minimal sales of alcohol expected after this time.
- 1.3.4. On occasions, the Club may hold small events at the Premises with a family focus, social purpose or club meetings such as the Annual General Meeting, during which time the maximum number of patrons is expected to be approximately 40.
- 1.3.5. Majority of patrons are expected to consume alcohol within the clubroom building, which will reduce any noise impact on residential lots, although the Club acknowledges that there will be patrons drinking outside at times.
- 1.3.6. Noise levels are expected to be minimal consisting of mainly conversation and background music.
- 1.3.7. The club will maintain a family-friendly environment, ensuring alcohol service does not dominate activities.

### 1.4. Hours of Operation

- 1.4.1. Liquor will only be sold and consumed during approved trading hours.
- 1.4.2. No liquor service will occur outside of these hours.
- 1.4.3. Management will ensure orderly patron dispersal at closing time to minimise noise and disturbance.

### 1.5. Responsible Service of Alcohol (RSA)

- 1.5.1. All staff involved in the sale or supply of alcohol will hold a current RSA certification recognised in Western Australia.

- 1.5.2. Management will actively monitor alcohol consumption and refuse service to intoxicated persons in accordance with the law.
- 1.5.3. Free drinking water will be readily available at all times.

## 1.6. Patron Numbers and Amenity

- 1.6.1. Patron numbers will not exceed the maximum approved occupancy.
- 1.6.2. Noise levels will be managed to prevent unreasonable disturbance to surrounding properties, including keeping doors and windows closed where practicable during entertainment or peak periods.

## 2. Code of Conduct

### 2.1. General Behaviour

- 2.1.1. All members, guests, and staff are expected to behave in a respectful, lawful, and responsible manner at all times while on the premises.

### 2.2. Members and Guests

- 2.2.1. Alcohol must be consumed responsibly.
- 2.2.2. Intoxicated, disorderly, or offensive behaviour will not be tolerated.
- 2.2.3. Members are responsible for the conduct of their guests and must ensure guests comply with this Code of Conduct.
- 2.2.4. Any person engaging in violent, aggressive, or anti-social behaviour will be asked to leave the premises and may be suspended or banned.

### 2.3. Staff Conduct

- 2.3.1. Staff must act professionally and in accordance with RSA principles at all times.
- 2.3.2. Staff must comply with directions from management and relevant legislation.

### 2.4. Responsible Service of Alcohol (RSA)

- 2.4.1. All staff and volunteers serving alcohol will hold a current RSA certificate.
- 2.4.2. Alcohol will not be served to minors, intoxicated persons, or banned drinkers (checked against the Banned Drinkers Register where applicable).
- 2.4.3. Free water and low-cost non-alcoholic beverages will be available at all times.
- 2.4.4. Promotions encouraging rapid or excessive consumption are strictly prohibited.

### 2.5. Safety and Respect

- 2.5.1. Harassment, discrimination, or abusive language will not be tolerated.
- 2.5.2. The safety and wellbeing of patrons, staff, and neighbours is a priority at all times.

### 2.6. Complaint Handling

- 2.6.1. Any complaints relating to noise, behaviour, or amenity will be recorded and addressed promptly by the Executive Committee of the Club.
- 2.6.2. The Executive Committee of the Club will take reasonable steps to prevent reoccurrence of substantiated complaints.

## 3. Management Plan

### 3.1. Management Structure

- 3.1.1. A nominated manager or committee representative will be responsible for day-to-day compliance with licence conditions and this Harm Minimisation Document.
- 3.1.2. Contact details for a responsible person will be available on-site during trading hours.

### 3.2. Training and Awareness

- 3.2.1. Regular training will be provided to staff and committee members on RSA obligations, conflict management, and harm minimisation practices.
- 3.2.2. Members will be informed of club rules, liquor restrictions, and expected standards of behaviour.

### 3.3. Venue Management

- 3.3.1. Clear signage will display liquor licence conditions and RSA obligations.
- 3.3.2. Alcohol service will be restricted to the clubrooms, the undercover areas between the clubroom and the changerooms and extend to a small section of the grass area in front of the clubrooms, excluding the parking lot to limit noise exposure to nearby residents.
- 3.3.3. Noise management procedures will be in place to minimise disturbance to neighbours.

### 3.4. Noise and Disturbance Management

- 3.4.1. Patrons will be encouraged to leave quietly, particularly during evening and night-time hours.
- 3.4.2. External areas will be monitored to prevent excessive noise.
- 3.4.3. On the occasions where there may be background music and any live entertainment will be managed to minimise noise spill and will not go beyond a reasonable hour.

### 3.5. Incident and Risk Management

- 3.5.1. An incident register will be maintained to record any refusals of service, ejections, or notable incidents.
- 3.5.2. Staff will be trained to handle refusals of service respectfully and safely.
- 3.5.3. Any incidents of intoxication, disorderly conduct, or breaches of licence conditions will be recorded in an Incident Register.
- 3.5.4. Emergency procedures will be in place, including access to first aid and contact with local police if required.

### 3.6. Ongoing Review

- 3.6.1. This Harm Minimisation Document will be reviewed periodically to ensure ongoing compliance with legislative requirements and City of Rockingham planning policies.
- 3.6.2. Management will cooperate with the City of Rockingham, WA Police, and the Department of Local Government, Sport and Cultural Industries if issues arise.