

Liquor Accord

Guidelines for Specific Events

A specific event is generally an event where alcohol is served or sold that meets any of the following criteria.

- There are over 100 patrons expected who are not residents of the venue,
- The purpose of the event is primarily entertainment as opposed to a formal dinner
- Tickets have been sold or provided to the University Community or general public

Licensees are to assess if the event occurring on their premises is a specific event and what measures are necessary to meet with the intent of the Accord and its principles.

Any Licensee at Sydney University for either a permanent venue or for a limited licence should be a mature person (defined to mean a person who is over 25 years old or who has held a RSA certificate for over 5 years). All Licensees are to be made aware of the liquor accord and the guidelines for specific events.

1. The Licensee is to consider the necessity of a formal written risk assessment conducted by a 2A Licensed Security Consultant, detailing all required policy areas and RSA compliance strategies for the event. The following is a list of policy areas that should be covered in any assessment.
 - a. Event operation plan and synopsis
 - b. Site Map
 - c. Traffic Plan
 - d. Security Management Plan
 - e. Medical Procedures
 - f. Conditions of Entry
 - g. Site Rules
 - h. RSA Accreditation and Security Licences
 - i. Drug Management Plan
 - j. NSW Police Involvement
 - k. Wet Weather Contingency Plan
 - l. Site Specific Emergency Plan
 - m. Noise Management Plan and Residential Notification Strategy (If applicable)
 - n. Waste Plan
2. If an event involves the sale and or consumption of alcohol at a Licensee or University premises and the licensee considers that it is a specific event, the licensee will need to inform other University licensees and appropriate groups on campus as part of their undertaking to be a good neighbour.
3. It is recommended that special events are capped at 800 patrons, events with over 800 patrons require additional logistics and services and need to be professionally managed.
4. Any specific event may be subject to additional conditions from the Police depending upon ongoing strategies to address Alcohol Related Crime.

During any specific event the licensee is to consider the appropriateness of utilising the following guidelines during the event

- A dedicated RSA officer, separate to any bar staff should be on site during any operational period to monitor alcohol consumption.
- Patrons should not be permitted to be served more than two alcoholic drinks per transaction.
- Events should have as a minimum 2 Security Officers for the first 100 patrons and an additional Security Officer for each 100 patrons or part thereof over 100, additionally there needs to be an officer supplied for any entry door into the alcohol sales area.
- ID Checks are to be carried out and any suspect ID's are to be referred to the Police
- Specific Events cannot be BYO events
- Bottled wine should be served by staff and not left on tables or provided to patrons over a bar
- All alcohol sold and supplied at the event is to be provided in plastic containers and not glass depending on the type of event.
- No drinks are to be available with over 50% spirits or Liquor.
- Patrons are not to be served shots of distilled spirits at any time during the event.
- No ready-to-drink beverages with an alcohol by volume content greater than 5% are to be served.
- No drinks are to be prepared that contain more than one 30ml nip of spirits or liqueur
- No pass outs are to be available from any function.
- All bars within the event should cease trading no later than 11.30pm unless otherwise specified on the licence.
- Entertainment for the event is to cease no later than 12am unless otherwise specified on the licence.
- If appropriate, transport is to be made available for patrons leaving the function to a transport hub.

Educational Aims of the Accord

To effectively implement the Accord Principles, the Members agree to work with and support each other to educate students and patrons on the following responsibilities, principles and practices

This is due to the understanding amongst the Accord members that many of our patrons are students who are young, away from home for the first time and are having their first experiences with alcohol

As a result there is a responsibility on the licensees at the University to ensure that they collectively provide a consistent level of responsible service, and that the message that the students receive is one of orderly and appropriate alcohol consumption:

This will ensure not only the responsible enjoyment of alcohol while they are at the University but also provide a solid grounding for our students later in life.

As a result the following educational aims are detailed for the Accord.

Aims

1. To provide students and patrons with an understanding of their legal requirements and appropriate behaviour in licensed premises
2. To allow students and patrons to experience safe levels of alcohol consumption and to restrict excesses.
3. To provide an environment that demonstrates to students and patrons that alcohol consumption should not be the primary focus of social events

Guidelines for students and patrons

The following points detailing a patron's responsibilities while in a licensed premises are to be on display and additionally are to be made available to security, students, and patrons as required. Patrons are to be educated that they are:

- To at all times obey the law and conduct oneself in an orderly and appropriate manner
- To treat all staff with respect
- To respect the University environment and facilities particularly when arriving and departing from licensed premises
- Not to arrive at premises intoxicated as they will be refused entry
- To accept refusal of service
- That if they are asked to leave a licensed premises they must immediately leave as required
- To abide by the accord provisions as displayed at the Licensed premises
- That under NSW law there are penalties for licensees and patrons for inappropriate behaviour, underage drinking, not leaving when asked and being intoxicated on licensed premises.
- That there is a legal requirement upon licensed premises to enforce Responsible Service of Alcohol