



Bonnet Bay Football Club Inc.

**Operational Plan of Management
for Lakewood Reserve, Coolidge Crescent Bonnet Bay**

(As at 24 April 2015)

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Background

Bonnet Bay FC has been the principle winter user of Lakewood Reserve, Bonnet Bay since 1982.

During that time the club has carried out substantial improvements with support of Sutherland Shire Council and the NSW Department of Sport of Recreation. These improvements include construction of a clubhouse and subsequent extensions, installation of floodlighting and two subsequent upgrades to floodlighting.

In 2011 the use of Lakewood Reserve was reduced significantly following the installation of training lighting at the club's second field at Prince Edward Park, Woronora. This work was completed after full consultation with council and with State Government support.

In 2011 the club sought approval that floodlighting lighting be used at Lakewood to extend the available playing and pack up time on Saturdays and Sundays to 6.30 pm. The club is already permitted to play games beyond that time where daylight permits. The club conducted 4 mid-week trial night games in 2011 which were notified to neighbours in accordance with council requests. No negative feedback was received. It was clear that night games produced less traffic than a training night where many more players are involved.

In summer cricket has use of the fields during daylight hours with one-day matches scheduled to finish at 7.00 on weekends.

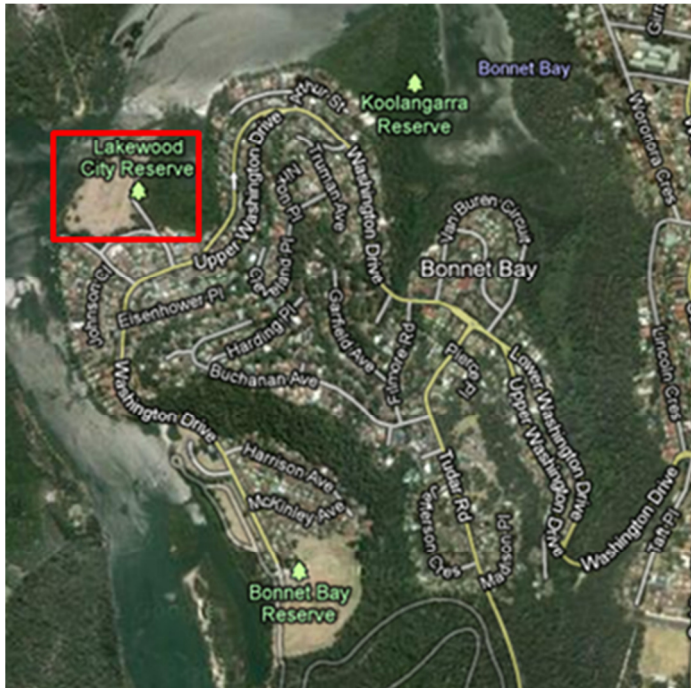
In 2014 council approved a large expansion of the clubhouse at Lakewood. There were some concerns expressed by local residents that this development would generate unacceptable noise. These concerns are acknowledged within this document and strategies identified to alleviate them. The works provide considerably improved amenities for all users of Lakewood. Bonnet Bay FC and council agreed to enter a lease agreement of the new building for 21 years. Under this agreement the club became responsible for the upkeep of the building except for the 3 public toilets.

In accordance with the development consent the club's occupation of the clubhouse building is ancillary to the participation/use, or spectating of, recreational sports associated with the grounds and is not to be used for alternate entertainment purposes without prior approval from Council. Ancillary uses include up to 12 club meetings per year, recreational use on match days by players and spectators, storage of equipment and provision of refreshments on match days. The premises may be used for major club functions for a maximum of six (6) occasions in any calendar year, notice of which must be provided at least 7 days in advance in writing to the Council.

Bonnet Bay FC has prepared this Operational Plan of Management (OPM) to ensure policies and processes are in place to minimise the impact of its activities at Lakewood on the amenity of surrounding neighbours who the club has happily co-existed with since 1982.

This OPM forms part of the Club's Policies. It should be read in conjunction with various development consents received from council over time and updated whenever these conditions are varied.

Site & Locality Overview



Lakewood City Reserve is located on lot 5R Coolidge Crescent, Bonnet Bay. The reserve is used by community members for many recreational purposes. There is a playground and picnic grounds and the banks are a popular fishing spot. Small water craft often pull up on the banks to utilise the facilities.

The reserve also accommodates a number of sports with 2 council operated tennis courts located at the northern end and a playing field located centrally on the site. The playing field has traditionally been allocated for use by soccer in the winter months and cricket in the summer months.

90 degree public parking is provided along the Wilson Place and Coolidge Crescent Boundaries of the site. Parking which was upgraded by council in 2009 is also provided right along the internal road from Coolidge Crescent to the tennis courts.

Floodlighting has been installed to Australian Standard AS4282 which facilitates the field's use for training and night matches. The locations of these are denoted by the green spots on the image.

This plan has been developed by Bonnet Bay Football Club which has used the playing fields for soccer training and matches during the winter months since 1982. This plan relates only to activities of Bonnet Bay Football Club which effectively revolve around the clubhouse, sports field, floodlighting and associated matters.



Organisational Overview

In 2011 Bonnet Bay FC had 605 playing members of which 39% were female.

Players' ages range from 6 to 60, with 480 players aged under 30.

220 players were residents of Bonnet Bay and 181 were residents of suburbs immediately adjoining Bonnet Bay such as Como, Jannali, Sutherland, Bangor and Woronora. Of the remainder many were former Bonnet Bay residents.

Group	Male	Female	Total	%
Open	116	59	175	29%
6s to 11s	76	31	107	18%
12s to 21s	108	115	223	37%
Over 35/45	68		68	11%
Over 30		32	32	5%
Total	368	237	605	100%
%	61%	39%	100%	

The major attraction for many players is the community atmosphere promoted by the club. The club is managed by an Executive Committee elected on an annual basis. The Executive Committee is bound by the club's Constitution and Policies as adopted by the members.

The club's postal address is PO Box 50, Jannali, 2226. Current contact details of the club's committee are maintained on its website at www.bonnetbaysoccer.com or are available through the office at Sutherland Shire Football Association on 9542 3577.

Hours of Use & Timetable

Since 1982 Bonnet Bay FC has been allocated use of the sports field from mid to late March until late August for training and matches. Allocations are Monday to Friday from 4 pm till 9 pm and on Saturdays and Sundays for matches during daylight hours or to 6.30 pm under floodlights. These are the principle hours when larger numbers of people gather.

The approved base hours of clubhouse operations are every day from 7.00am to 10:00 pm.

Major club functions may be held on up to 6 occasions in any calendar year with the operating hours being extended to 11pm. Notice of any major events must have been provided to council at least 7 days in advance.

During major function evenings alcohol may be served or sold in accordance with the conditions of an approved liquor licence issued by the Office of Liquor Gaming and Racing. On every other occasion, no alcohol is to be sold or distributed by the Club on the premises after 6.30pm.

Council may review the performance of the clubhouse hours of operation annually or, with 14 days' notice, upon receipt of a complaint. The extended hours outlined in above are for a trial period of 12 months from the occupation of the premises in 2015. Following a period of at least 12 months of the operation of the above hours, the Club shall submit an application for a further trial period or the permanent operation of those hours, for the consideration of Council. Such a review will be based on the track record of the club during the trial period in terms of any impacts on the amenity of the nearby residential area, police reports, substantiated complaints and Council's planning controls.

A committee member will be responsible for locking up after each function and ensuring members and guests behave reasonably and respect the interests of neighbours during the function and when leaving the function. Management of noise from any club functions is managed as per the provisions of this Plan of Operational Management.

The club also uses the clubhouse on an ad hoc basis outside these times for matters associated with operating the club such as registrations, maintenance, meetings, storage of goods and equipment. Most of these matters are undertaken during daylight hours or early evening. Meetings are may go till 11pm depending upon business. Council consent limits these meetings to 12 per annum and minutes must be made available to council upon request.

The club uses the fields with council approval on other occasions such as presentation days (usually during daylight hours on a Saturday or Sunday in September) and grading days during February and March which are generally midweek from late afternoon till sunset. The club also carries out field maintenance throughout the summer season including irrigating the field, repairing worn turf, weeding and general maintenance around the clubhouse and sports field. All of the club's summer season activity work is co-ordinated with cricket who have priority access.

Lighting

Floodlighting has been used in the winter season between 5 pm and 9 pm Monday to Friday as required for many years.

In 2011 the use of floodlighting at Lakewood Reserve was reduced significantly following the installation of training lighting at the club's second field at Prince Edward Park, Woronora.

In 2012 the club was granted Development Approval by Council which allows night lighting be used to 6.30 pm to extend the available playing and pack up time on Saturdays and Sundays. This consent also allowed the playing of matches until 9pm on weeknights with approval.

The installation of all floodlighting at Lakewood Reserve has been project managed by Sutherland Shire Council and has been carried out to comply with Australian Standard AS4282. This includes the fitting of baffles to protect residents from light over spill which was carried out at the end of the 2011 season.

It is a condition of the Council's Development Approval to permit play till 6.30 pm on Saturdays and Sundays that the club provides Council with a Certification form a suitably qualified professional practicing in the area of outdoor lighting confirming compliance with AS4248-1997 – Control of Obtrusive Effects of Outdoor Lighting. Similar Certification is required to be submitted to Council annually before the commencement of night games verifying continued compliance with this requirement.

Noise Control

Bonnet Bay FC is committed to minimising the impact of unreasonable noise on residents. Noise will be managed actively whenever using Lakewood field or clubhouse (particularly during major functions). It is important that there is orderly departure of club members and their guests to limit noise disturbance to the neighbours.

In 2011 the club installed training lighting at Prince Edward Park, Woronora which enabled the number of teams training at Lakewood through the week to be dramatically reduced. In particular some of the senior teams that wish to stay a while after training now have access to licensed premises at the Woronora RSL Club. Another initiative involved hiring a bus to take patrons away from the field after grand final celebrations.

On match days the club appoints club members to ground control. Part of their responsibility is to manage spectator behaviour and support the match officials as required to manage events on the field. They have the power to remove people from the field and clear instructions to call police if there are any issues.

The committee and club members will ensure that every effort is made to vacate the ground within a reasonable time of games being completed. Initiatives to achieve this include limiting after game activities at the grounds to the defined "Hours of Use and Timetable" above and holding regular bookings at local restaurants coinciding with the end of activities, along with arranging transport.

Where functions are held after matches any music will be maintained to ensure the impact on the exterior of neighbours' homes does not exceed 10 decibels till 9pm and 5 decibels after 9pm. Noise will be directed away from neighbours' houses with all activity focused toward the back of the clubhouse to minimise any adverse impact on the amenity of neighbours. The design of the clubhouse includes a number of noise management measures including:

- Noise insulation in the ceiling
- Industrial roller shutters
- 10.38mm glass
- Ceiling raked towards river
- Voids between glass and roller shutters

A committee member is always at Lakewood until lock up on Saturdays and Sundays or weeknights when matches are played. The coach or manager of the last team to leave training locks up the clubhouse. There are various other initiatives within this Operational Plan of Management designed to manage the impact of noise on the amenity of the surrounding neighbourhood. Refer to:

- Background
- Parking & Traffic
- Liquor Licensing & Management
- Signage & Communication
- Complaint Handling Procedures
- Good Neighbour Policy
- Special Arrangements for Mid-Week Night Games
- Alcohol Management Policy

In addition to these the Club Policies which are agreed upon by members at each Annual General Meeting cover all relevant areas from this Plan as well as numerous other requirements of members.

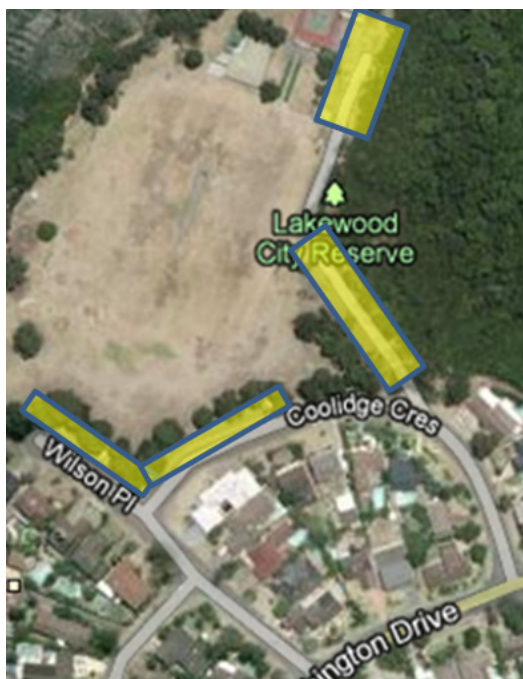
Parking & Traffic

While the Bonnet Bay FC is not aware of a single complaint being lodged about car parking or traffic since it started using Lakewood in 1982, the Club does recognise the importance of continuing to manage parking and traffic movements generated by games at the field.

By transferring a high proportion of our training to our second venue at Prince Edward Park, Woronora the club has significantly reduced the parking and traffic density in the streets surrounding Lakewood Reserve on Mondays to Fridays.

Weekend traffic flows at Lakewood Reserve have remained unchanged for many years and no negative comments have been received directly by the Club. We expect that playing one additional game each Saturday and Sunday from 2012 will generate a maximum of 90 extra traffic movements (ie 15 players x 2 teams x 1.5 cars per player x 2 movements each) over a period of 3 hours (from 45 minutes before the match until 45 minutes after the match) or 1 additional movement every two minutes.

Most games played late in a day are allocated 100 minutes of time. With most people leaving the field within 45 minutes of their match and departing within 45 minutes after their match, the maximum parking requirement is for 2 well attended games (ie up to 90 cars). This is not expected to change from 2012.



Lakewood Reserve benefits from 3 separate areas which are highlighted in yellow on the adjacent image. These provide public parking for up to 69 vehicles:

1. 39 spaces along the internal access road between Coolidge Crescent and the tennis courts
2. 18 spaces on the Coolidge Crescent boundary
3. 12 spaces on the Wilson Place Boundary

There is easy kerbside parking available in Coolidge Crescent, Wilson Place, and Washington Drive which is more than adequate to accommodate a further 21 cars if necessary. Parking preference is for patrons to use area 1, 2 or 3 above before the kerbside parking.

The only time all this available parking has been used to our knowledge is when grand finals have been held at the ground which has not occurred for many years.

On rare occasions that a particular match day will draw above average crowds, the committee will request that council permits an overflow parking area to be established on the reserve itself using the access gate within the Coolidge Crescent car park. This has the potential to accommodate at least 50 more vehicles. On such occasions the Club will provide "parking wardens" to ensure the efficient use of such parking was will the orderly exit of patrons after these games.

Waste Management

During the winter season Bonnet Bay FC manages the waste generated by players and spectators.

Bins are placed around the playing field and the clubhouse of at the start of every weekend. These bins are put out every Sunday night for the Monday morning collection by Sutherland Shire Council. A club member brings the bins in every Monday evening.

In conjunction with Sutherland Shire Council, Bonnet Bay FC has established a system of separating recyclables from general rubbish and using yellow bins. Sutherland Shire Council has established a garbage and recycling bay for bins in the area near the cricket nets where empty bins are stored.

Liquor Licensing & Management

In the case of Lakewood the club holds a liquor license which enables it to sell alcohol between 12.30 pm and 6.30 pm on 52 occasions each year. The Executive Committee will determine the times the liquor license will be used in accordance with the Alcohol Management Policy attached to this document. It is a requirement that the club's licensee advise NSW Police of all dates the license is to be used.

The club is also permitted, subject to approval by NSW Office of Liquor and Gaming, to extend its liquor trading hours to 10.30pm on 6 occasions every year for major club events.

Members of the public are not prohibited from bringing alcohol to Lakewood Reserve or Prince Edward Park. The club recognises therefore that it has a moral obligation to manage the consumption of alcohol by members and guests at the field and has established guidelines to do this. Members are responsible for ensuring their behaviour and the behaviour of their guests is appropriate and that they have appropriate transport arrangements in place.



The club has registered with the Good Sports Program which is a national initiative of the Australian Drug Foundation (ADF) to develop safer and healthier communities. The program helps clubs manage their culture to become more focused on young people and families and less on the consumption of alcohol at high risk levels.

Good Sports works to create sustainable change by enabling sporting clubs to change their systems and practices around the responsible use of alcohol. It has been developed to:

- Change the behaviour of players, supporters and members of community sporting clubs;
- Increase the viability and impact of sporting clubs in their communities;
- Reduce alcohol related problems such as drink driving, violence and assault.

Policies are steadily being upgraded with a view to maximising Good Sports Accreditation Levels. This includes Smoking Policies and Safe Transport Policies. A copy of the Alcohol Management Policy is attached to this document.

Signage & Communication

Bonnet Bay FC will work closely with Sutherland Shire Council to ensure signage around Lakewood is relevant and maintained in good order. Any vandalism to signs is reported as soon as we become aware.

The club will use its noticeboards to ensure members and guests are aware of the Bonnet Bay FC's "Conditions of Entry" to their games and fixtures at Lakewood Reserve as well as patrons' responsibilities while at the field. Additionally members will be kept informed of expectations of them through the club's website.

Accident/Emergency & Evacuation Procedures

Bonnet Bay FC deals with accidents on a regular basis during the season with many injuries occurring during matches some of which require an ambulance. A key to the access gate for emergency vehicles is kept in the ground control room and all committee members and two residents in the immediate vicinity also have keys.

A telephone is maintained in the clubhouse and mobile phones are easily accessible to call emergency vehicles in.

The club maintains a suitably equipped first aid kit in the ground control room. Ice to treat injuries is readily accessible.

A megaphone with a siren is kept in the clubhouse to alert patrons and players should an emergency occur. Smoke alarms are fitted in the main club rooms.

The upgraded clubhouse design provides clearly marked exits on the northern and southern walls of the club rooms. Egress to external areas and safety is very straightforward. All exit pathways are to be kept clear of obstacles.

Except in the case of major events, the vast majority of patrons and players are outside the clubhouse building at any one time. Evacuation for these people would be very straight forward towards the surrounding streets. An Emergency Assembly Area has been established in the car park closest to the clubhouse. Fire extinguishers, fire blanket, smoke detectors, exit signs, exit doors and emergency lighting are located as shown on the following diagram. All these essential services will be certified regularly as required.

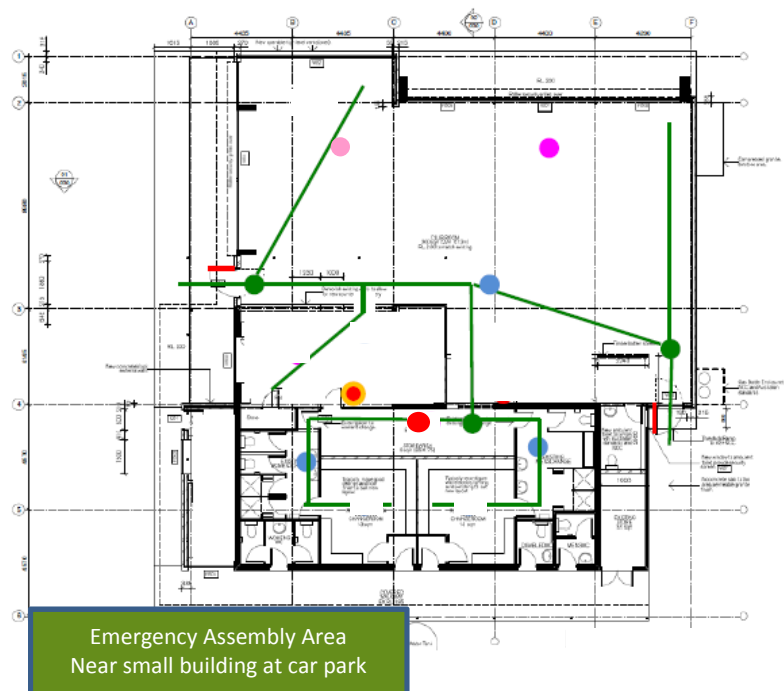
Essential Services & Egress - Clubhouse at 5R Coolidge Crescent, Bonnet Bay

Legend

- Exit Signs - BCA E4.5
- Fire Extinguisher (AE) - BCA E1.2
- Fire Extinguisher (AE) & Fire Blanket - BCA E1.2
- 2 x Exits with push bar - BCA D2.21b, D1.2(d)(vi) Width 1500mm (up to 150 persons capacity each) D1.6(f)(iii), D1.13(c)
- Emergency Lighting - BCA E4.1
- Smoke Detectors - E2.2a.4
- Path to Exits - D1.4(c)

Notes:

1. It is estimated that all users of the building could evacuate easily within 2 minutes.
2. Internal Door Handles – lever handles throughout in direction of egress (D2.21)
3. Egress - Practical egress is enhanced when building is in full use by operable bi-fold doors on southern and western boundary. Dressing rooms, ground control and public toilets have direct egress to outside areas when in use.
4. Fire Brigade Hardstand - Existing Car Park (20m); Existing Cricket Pitches (10m); Entry Road (20m to 120m).



Complaints Handling Procedures

The club has complaint handling procedures in place to deal with an array of issues which may arise, including child protection issues, grading issues, internal complaints against other members as well as complaints from neighbours. All complaints are treated expeditiously as a matter of urgency.

Complaints from neighbours may be received via other club members, council, police or direct from the neighbour. Complaints from neighbours may relate to concerns about unreasonable noise generation, lighting being left on outside approved hours, the field being left in an untidy state, lights spillage into homes in excess of standards or other issues.

In the first instance complaints should be directed to either the President, Secretary or the club's Council Liaison Officer. The complaint will be investigated and a response prepared. Details of all complaints are referred to the club members involved and the full club committee is kept fully informed. The Club seeks to resolve all complaints received and strives to ensure that where possible no further complaint or similar issue arises.

The development consent for Lakewood requires that in the event of a complaint being received by from a neighbouring resident with respect to a disturbance to the quiet and good order of the neighbourhood, the club must notify Council of the complaint for inclusion on the complaints register within 48 hours. It remains the responsibility of the club to respond appropriately to complaints.

All club committee members are bound by the Club Policies as adopted at each year's Annual General Meeting. Any non-compliance will be handled by clearly explaining Club Policy to the person/people concerned, including identification of how they might better manage a particular issue. Continued non-compliance with a 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 club facilities or function. Serious breaches may be referred to the Executive Committee who may suspend a member or bar a visitor and refuse future registration of a player.

Where matters cannot be resolved by the committee the club may appoint a Disputes Committee comprised of past presidents to attempt to resolve the issues.

Wherever possible, disputes that arise will be dealt with by facilitating discussion between the parties involved. The executive may also refer matters where a formal complaint is brought by one member against another or the Committee generally to the Disputes Committee which has the power to refer matters to a more appropriate forum (eg in the case of Child Protection) or recommend actions where appropriate including cancelling or suspending membership of the club.

The club takes whatever corrective actions are required to minimise the risk of future complaints of a similar nature.

Good Neighbour Policy

Bonnet Bay FC has adopted the following good neighbour policy. This policy may be varied from time to time but the following clauses shall remain as minimum requirements:

As members would be aware we share our environment and surrounds at our grounds at Lakewood and Prince Edward Park with a number of neighbours.

Our Club has a "GOOD NEIGHBOUR POLICY" and will co-operate with both Council and individual neighbours where issues arise.

It is most important that club members and guests do not interfere with neighbour's property in any way. Requirements include:

- *If a ball goes over a neighbour's fence please do not jump the fence but ask the ground control official to arrange retrieval by knocking on the front door of the house concerned*
- *Noise levels during all use of the clubrooms will be considerate of neighbours. This is particularly the case after games are completed and during major club events*
- *Noise levels during night training sessions or late afternoon/night matches, should be kept to a minimum*
- *Do not use offensive language.*
- *When driving to and from Lakewood and Prince Edward Park do so in an orderly and quiet manner so as not to cause any undue disturbance.*
- *In no circumstances may a member or guest park in a manner which obstructs a neighbour's access to or from their property*
- *All members and guests are required to assist us in maintaining a good relationship with our neighbours.*
- *Treat all comments, complaints or requests from neighbours respectfully and, where appropriate, pass them on to the club committee.*

Special Arrangements for Mid-Week Night Games

For Monday to Friday night games at Lakewood:

- lights will be automatically timed to turn off at 9 pm
- all participants and spectators will be off the premises and the gates locked by 10 pm
- there will be NO sale of alcohol.
- there will be a maximum of two (2) matches
- ground control persons will be allocated and be present at all times
- at least one (1) member of the Bonnet Bay Football Club committee will be present at all times

Cash Handling & Security

A committee member will be rostered on at all times to oversee security until closing on Sunday nights, and as required, whilst major functions are being held. The clubhouse and surrounds are under constant video surveillance. During matches ground control officials are responsible for security across the entire campus.

RSA staff will be attentive to any problems whilst the bar is open and take appropriate action including calling police where necessary.

Cash is collected during match days. No cash is kept on the premises overnight. Persons carrying cash off the premises after closing are always accompanied by another person who is attentive to any possible danger. The club accepts cash for a range of activities. These include:

- Canteen
- Bar
- Registrations
- Merchandise
- Training Academies
- Social Events

Of these the canteen and bar takings are the most regular. A separate till is maintained for each and the following procedures apply.

Separation of cash handling duties

The following people carry out specific aspects of the cash handling process:

- Cash is Collected and each transaction recorded in the till by the Cashier
- Funds are Deposited by the Canteen Manager or Bar Manager who prepare a daily report
- Reconciliations are overseen by the Treasurer

Limited cash kept at point of sale

Excess amounts are cleared from tills on a regular basis during the day. These amounts are placed in a clearly marked envelope and kept in a secure area.

Safeguarding the handling of cash

Cash takings should not be handled in the direct view of the public. A protected 'back of house' area should be used for counting takings.

Storage of cash during business hours

Cash registers are never left open and cannot be accessed by anyone other than the operators.

No Cash is ever kept on site overnight

Transporting of cash

Cash is transported at day's end by at least 2 and preferably 3 people to a vehicle which leaves the premises immediately.

Alcohol Management Policy

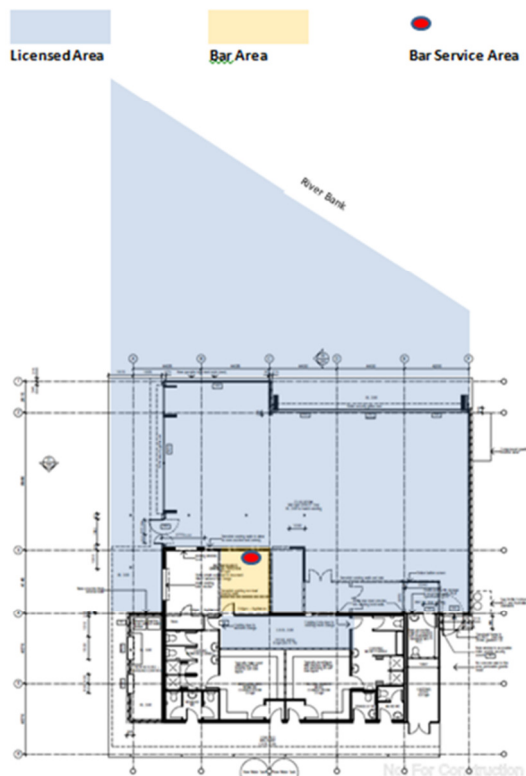
This policy provides the basis for the responsible use of alcohol by Bonnet Bay FC members and guests and is seen as fundamental to the aims of the club.

The club's two home fields are at Lakewood Reserve, Bonnet Bay and Prince Edward Park, Woronora. Both these fields are situated on public reserves where alcohol consumption is permitted.

In the case of Lakewood the club holds a liquor license which enables it to sell alcohol between 12.30 pm and 6.30 pm on 52 occasions each year. The club must meet responsible service of alcohol requirements on each occasion including having qualified personnel running the bar. The club has chosen to use the license as follows:

- From 12.30pm to 6.30pm on Sundays whenever its teams participate in matches at Lakewood.
- From 2.00pm to 5.30pm on Saturdays whenever its teams participate in matches at Lakewood (subject to committee approval)
- The license will also be used on selected days during the year. It is a requirement that the club's licensee advise NSW Police of all dates the license is to be used.

Bonnet Bay FC – Licensed Area (Over 18s Events)



The club is also permitted, subject to approval by NSW Office of Liquor and Gaming, to extend its liquor trading hours to 10.30pm on 6 occasions every year for major club events. The executive committee will determine its events calendar in January each year to enable the licensee to get permits in place before the season commences.

When the license is in use members and guests may only consume alcohol purchased from the club within the licensed area.

Members and guests may consume their own alcohol at the Lakewood Clubhouse when the license is not in use. They are still subject to this policy.

The following notice will be promoted and displayed for information of members and guests.

ALCOHOL MANAGEMENT POLICY

Bonnet Bay FC acknowledges it has a duty of care to its members and to meet community expectations in supporting responsible use of alcohol by members and guests at club events.

We are committed to supporting the principles of the Good Sports program which aims to:

- *Highlight clubs' important role in the community*
- *Reduce alcohol-related problems (eg. binge and underage drinking, violence, etc.)*
- *Increase club viability*
- *Enable clubs to meet their duty of care obligations*
- *Eliminate drink driving incidents*
- *Provide free ongoing education and support.*

The following responsible use of alcohol principles will apply when members and guests represent the club in any capacity including:

- *Bringing alcohol to Lakewood or Prince Edward Park during a club game or event*
- *Attending a club or other SSFA affiliate's function; or*
- *Representing the club at another club's fields; or*
- *Attending a club trip.*

Incident Register

An incident register shall be maintained behind the bar at the Lakewood Clubhouse and any incident involving a club member and alcohol will be recorded there.

Intoxicated Members and Guests

- Drunk members and guests are not permitted to enter the clubhouse or playing field area
- Drunk members and guests will be asked to leave the ground (after appropriate safe transport options are offered).
- If members and guest do not respond to reasonable requests the police will be called

Underage Drinking

By law persons aged under 18 are not be permitted to consume alcohol. All Club members are required to support this particularly coaches and managers of young adults.

Excessive or Rapid Consumption of Alcohol

The club does not encourage excessive or rapid consumption of alcohol. The club will ensure information about standard drink measures are displayed at the Lakewood Clubhouse.

Alcohol Alternatives

The Club sells alternative products to that of alcohol through its canteen at Lakewood where.

- Tap water is provided free of charge
- At least four types of non-alcoholic drinks are always available
- Substantial food is available when the bar is open.

Player Awards & Prizes

The Club avoids using alcohol for player awards and fundraising prizes.

Related Club Policies

The Club has separate policies in a number of related areas which are reviewed annually including:

- Safe Transport Policy
- Smoking Policy,
- Club Trips Policy and
- Good Neighbour Policy

Non Compliance

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

- Explanation of the club 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 club facilities or function.

Policy Management

The presence of a committee member or ground control official at grounds is essential to ensure compliance with this policy. At least one committee member is required to be present at all club functions where alcohol is being consumed. Key responsibilities of the duty committee members are to:

- Meet visiting police, cooperate and assist with any enquiries
- Compliance in respect of consumption of alcohol by persons under 18 years of age
- Recording any incidents in the incident register
- Ensuring strict compliance with this policy in accordance with legal requirements and the Good Sports program.

Policy Promotion

The Club will promote this Alcohol Management Policy regularly by:

- Displaying a copy of this policy on the club website;
- Displaying a copy of this policy at the Lakewood Clubhouse;
- Displaying information posters about standard drink measures at the Lakewood Clubhouse;
- Periodic announcements to members at functions.

The Club recognises the importance of educating club members, particularly players, about the benefits of an alcohol management policy and will endeavour to provide information to assist this process including links to the Good Sports website.

The Club will actively participate in the Australian Drug Foundation's Good Sports program with an ongoing priority to maintain the highest possible level of accreditation.

This policy will be reviewed at each Annual General Meeting to ensure it remains relevant to club operations and reflects both community expectations and legal requirements.