

Minutes of the Flemington LAC Liquor Accord Meeting held at DOOLEYS Lidcombe Catholic Club on Tuesday 17th May, 2017 at 10:30AM

ATTENDEES:

Senior Constable Paul Aishou, Senior Constable Shannon Thomson, Nathan Titmuss, Paul Williams, Justin Corcoran, Harumi Arrascue, Scott Buckingham, John Jansen, Andrew Arquilla, Nicholas Powers, Julie Milsom, Steve Rodrigues, Gaby Tannous, Jin Won Yoou, Rob Williams, Dwane Goodman, Lachland Sugg-Owen, Alex Biddolph, James Drivas, Geoff Jansen, Jung Soon, Sean Mc Dowel, Bill Hoy, Leimin Duong, Brendan Hough, Megan Dessent, Nari Ha, Neill Hendry, Casey Luscombe, John Ross, Tim Brady, Grant Nel, Sun Mi Park, Ying Xia, Teresa Russo, Greta Fletcher.

APOLOGIES:

John Seward, Lisa Quach, Debbie Simpson, Domkeng Nakaraj, Yuval Yaari, Glenn Fraser, Peter Denmead, Sue Max.

The Treasurer Nathan Titmuss declared the Meeting open at 10:35AM and thanked all members for the participation.

REVIEW MINUTES OF MEETING HELD 21ST FEBRUARY 2017

RESOLVED: That the Minutes of meeting held 21st February 2017 be adopted as a true and correct record of proceedings.

No matters arising from those minutes.

SENIOR CONSTABLE PAUL AISHOU - FLEMINGTON LAC PRESENTATION

Senior Constable Paul Aishou provided a summary of statistics on alcohol related crimes for the period of February 2017 - April 2017:

- Out of 8,829 reported incidents, 5% was alcohol related crime during February – April 2017, which was up by 1% since last quarter, but the same percentage compared to the same period 12 months prior.
- 17% of all assaults were alcohol related, vs 16% last quarter and 14% same period 12 months prior.
- 16% of all domestic violence incidents were alcohol related, vs 17% last quarter, vs 13% same period last year.

PCA (Drink Driving offences) by the last place of consumption:

February 2017 - April 2017 total 46 offences vs 48 in previous quarter, which was down by 2:

- 16 linked to licensed premises (vs 15 previous quarter), up by 1;
- 19 linked to home/private residences (vs 28 in previous quarter), down by 9;
- 3 linked to public place (vs 0 in previous quarter), up by 3;
- 8 linked to other places (vs 5 same period last year), up by 3.

Upcoming events, which may have impact on venues within the Flemington LAC:

- 26/05 Liverpool FC vs Sydney FC
- 29/05 Annual Liquor Licence fees due
- 10/06-12/06 – Queen’s Birthday Long weekend
- 18/06-02/07 Confederations Cup – Russia and Australia playing games on 19/06, 22/06 & 25/06 (All games played 1am following morning).
- 21/06 State of Origin Game II
- 02/07-16/07 School Holidays – (minors about)
- 13/07 Arsenal vs Sydney FC
- 15/07 Arsenal vs Wanderers

SENIOR CONSTABLE SHANNON THOMSON – INCIDENT REGISTERS

Constable Shannon Thomson explained that an incident register is a record of what happens at a licensed venue and it is compulsory to have one, if you are the licensee of a venue that:

- is authorised to sell or supply liquor after midnight at least once a week
- is listed as a declared premises under Schedule 4 of the Liquor Act 2007
- has a limited licence that trades after midnight
- is located in the Kings Cross or Sydney CBD entertainment precincts..

A register helps recording and retaining details of incidents that involve:

- Violence on licenced premises;
- Anti-social behaviour in the licenced venue or its immediate vicinity;
- People being removed from the licenced premises under section 77 of the Liquor Act 2007
- Details of someone needing medical treatment.

Maintaining an incident register will ensure better understanding of:

- Issues which may affect the licenced venue’s business
- Strategies to reduce the risk of alcohol related violence and anti-social behaviour.

What needs to be done to ensure that the incident register is properly maintained?

There should be procedures implemented to make sure that the incident register is properly maintained. This duty can be delegated to the managers or other key staff of the venue. It is a legal obligation to maintain the register. All staff needs to be educated about the value of maintaining proper record of any incident. It is a good practise to regularly review how to record incidents with staff, as soon as possible after each incident.

Is there a compulsory format?

- If the licenced venue is in the Kings Cross or Sydney CBD precincts, the incident register must be in a format approved by Liquor & Gaming NSW.

If the venue is not in a precinct, then any of the following can be used:

- The incident register available from L&GNSW;
- Any bound book with pre-numbered pages and the same incident report content areas as the L&GNSW-issued incident register; or
- An electronic register provided it contains the same content as the L&GNSW incident register and records the time and date of any entry of data to the electronic register.

Who views an incident register?

- L&GNSW inspectors and police review incident registers when they audit a licensed premises.
- You may face prosecution if you don't maintain your incident register properly.
- Potential \$1100 fine for breach of licence condition

What should be put in an incident register?

The Liquor Act 2007 and the Liquor Regulation 2008 describe the types of incidents that must be recorded in the register.

These include any incident that:

- Involves violence or anti-social behaviour at the licensed venue
- Involves violence or anti-social behaviour occurring in the immediate vicinity of the venue and involves a person who has recently left or been refused entry to the premises
- Results in someone being refused entry or asked to leave under section 77 of the Liquor Act
- Results in someone needing medical assistance if the incident occurs outside of the venue's standard trading period.

Where could an incident register be purchased?

- Can be ordered from L&GNSW by:
- Visiting the NSW Government's online shop – Shop NSW or,
- Filling in the printable L&G NSW product order form and posting it to:
Liquor & Gaming NSW
GPO Box 7060
Sydney NSW 2001
- Incident registers cost \$20.

SENIOR CONSTABLE PAUL AISHOU – PRESERVATION OF CRIME SCENES

Different offences within LP:

- Assaults
- Sexual Assaults
- Glassings
- Robbery / AHU
- Stealings /Malicious Damages (Gaming Machines, Cigarette Machines)
- Drug use and supply
- Minors

Examples of physical evidence: weapons, clothing, furniture, cigarette butts, personal property.

Potential trace evidence:

- DNA (from weapons, cigarette butts, blood, clothing, caps, personal property)
- Latent fingerprints (from weapon, glasses, cans, personal property, furniture, walls and doors)
- Hair / fibres (from the floor, furniture, weapon, clothing)

For DNA test the following can be used: blood, semen, skin cells, saliva, and hair.

Contamination issues:

- Handling the evidence
- Fingerprints / DNA
- Items placed together in one receptacle
- Cross contamination of evidence on clothing

Crime scene preservation guidelines for licensed premises:

- Immediately contact '000' or local Police Station,
- Render any required first aid,
- Determine the Crime Scene and remove all persons from the area. Cordon off the area with things such as bar stools, tables, tape or consider closing off the area completely for areas such as toilets or hallways. (Remember there may be multiple Crime Scenes),
- Do not allow any persons to enter this area,
- **DO NOT CLEAN UP ANY CRIME SCENE** you may be destroying vital evidence.
- Assign a member of staff to guard all Crime Scenes until the arrival of Police,
- Remember some evidence may not be visible to the naked eye such as blood, semen, skin cells, saliva, hair or fingerprints,
- Do not move any items that may have been involved in an offence unless absolutely necessary. (For example they could get wet. Use gloves to stop transference of your DNA or fingerprints),
- Notify Police if any items have been moved or removed from the Crime Scene. (Items may include bottles, glasses, pool cues, clothing, furniture, weapons or cigarette butts),
- Make notes in relation to the incident. Time, date, location, description of offender(s), vehicle(s) involved, weapons used, last known direction of offender(s), any movement of items involved in the incident,
- Obtain any CCTV footage and the Security Sign on sheets,
- Obtain any details of witnesses and try to keep all witnesses separated so as to maintain the integrity of their evidence. (Try to persuade witnesses from leaving the premises before Police arrive),
- Hand this information to Police on arrival,
- Be prepared to make a statement to Police regarding the incident.

SENIOR CONSTABLE SHANNON THOMSON – RSA/RCG COMPETENCY CARDS

An RSA/RCG Competency Card is similar to a Driver Licence and NSW photo card and is evidence that the card holder is allowed to work in the liquor and gaming industries. Competency cards are valid for five years and are available as a physical card and digital licence.

Why RSA is important:

Responsible Service of Alcohol (RSA) helps control the negative impacts alcohol has on our community. RSA has been part of NSW's liquor laws for more than 100 years.

Presently, it deals with:

- Intoxicated minors (anyone under 18)
- Alcohol-related violence and crime
- Drunk and disorderly patrons
- Noise disturbances.

To comply with RSA laws, licensees and venue staff must:

- Recognise the signs of impending intoxication
- Not serve anyone who shows these signs
- Not serve anyone who arrives already intoxicated
- Understand the principles of 'standard drinks' and drink driving levels
- Discourage patrons from actions that can harm themselves or others
- Understand the impact of alcohol on our community.

Responsible Conduct of Gambling

- Gaming machines are allowed in registered clubs and hotels. Licensees and venue staff have responsibilities when operating gaming machines.
- Responsible Conduct of Gambling (RCG) helps to ensure compliance with the law, reduce gambling related issues and to
- Promote safety (harm minimisation) in venues where there are gaming machines.

RCG training is mandatory if your work duties involve gaming machines. This includes, but is not limited to:

- Licensees of a full hotel licence
- Secretaries of a registered club
- Staff with gaming machine duties
- Staff who pay out winnings
- Staff who patrol or serve in the gaming machine area
- Whether you are a staff member or an employer, you may be fined if you work without a valid competency card, or allow employees to work without one.

RSA/RCG competency card renewals

- An RSA/RCG competency card renewal and online refresher training is available for anyone wanting to renew their RSA/RCG competencies for five years.
- Renewal and online refresher training is only available via the links sent by Liquor & Gaming NSW when the individual's renewal period opens.
- Full, first-time courses at registered training organisations will not renew the card.

RSA/RCG Interim Certificates:

- The training company issues the interim certificate, once the training is successfully completed. It's valid for 90 days, and allows person to work immediately.
- Interim certificate needs to be kept at work. If staff is caught working without the interim certificate or it's expired, they could be fined.

Digital RSA/RCG Competency Card is now available.

- Liquor & Gaming NSW has partnered with Service NSW to deliver a free and secure digital card for RSA and RCG competency cardholders.
- The digital version of the competency card makes it easier to display, update and renew a licence using a smart phone or tablet. It will also make compliance for licensees easier as the digital card will provide a solution to the problem of staff forgetting to bring their competency cards to work.
- Digital licences are free for customers and can be accessed through the Service NSW App.

Older paper certificates

- The last of the older paper certificates for Responsible Service of Alcohol (RSA) and Responsible Conduct of Gaming (RCG) competencies expired on 30 June 2016. They are no longer valid.
- If a person held an older paper certificate and wants to work in the liquor and gaming industries in NSW, they need to complete full first-time course training through an approved training provider and apply for a competency card.

What if an employee shows up to work without their card?

- All employees who have duties that involve selling or serving alcohol must have their physical/digital competency card with them at work. If you allow an employee to work without their competency card, you risk getting a fine and so does your employee.
- Things to think about.
- Do you keep an RSA/RCG Register?
- Have you sighted RSA/RCG cards of new and existing employees?
- Do you maintain records of expiry dates to ensure staff maintain their competency?

24-28 John Street
 Lidcombe NSW 2141
 Phone: 02 8745 6124

RSA penalties:

Offence	Maximum penalty for Licensee	Maximum penalty for staff member
Not comply with a requirement of police officer or inspector to show valid certification (interim certificate or competency card)	\$55.00 <i>(if licensee fails to show their own certification)</i>	\$55.00 <i>(if staff member fails to show their own certification)</i>
Licensee not hold current recognised RSA certification	\$1,100.00	
Licensee permits staff to sell, supply or serve alcohol on premises if staff member holds expired RSA certification	\$550.00	
Licensee permits staff to sell, supply or serve alcohol on premises if staff member does not hold recognised RSA certification	\$1,100.00	
Staff member sell, supply or serve alcohol without holding current RSA certification		\$220.00

Offence	Maximum penalty for Licensee/club secretary	Maximum penalty for staff member
Not comply with a requirement of police officer or inspector to show valid certification (interim certificate or competency card)	\$55.00 <i>(if licensee fails to show their own certification)</i>	\$55.00 <i>(if staff member fails to show their own certification)</i>
Hotel Licensee keeps gaming machines but does not hold recognised RCG certification	\$550.00	
Club keeps gaming machines but club secretary does not hold recognised RCG certification	\$550.00 (the club itself is also liable for this fine)	
Employ a person (in a role requiring RCG) with expired RCG certification	\$550.00	
Employ a person (in a role requiring RCG) without recognised RCG certification	\$1,100.00	
Fail to keep a register containing current RCG certificates (old style) for staff	\$550.00	
Fail to make RCG certificate register available for inspection on request	\$550.00	

HARUMI ARRASCUE, OFFICER IN ECONOMIC DEVELOPMENT – CITY OF PARRAMATA COUNCIL – PRESENTATION OF NIGHT TIME ECONOMY STUDY

What is the night time economy?

Refers to service, management, facilitation and consumption of night time activities through various types of entertainment and recreation. This also includes public services which sustain a NTE i.e. transport, infrastructure, policing and enforcement, venue and street hygiene

Parramatta's NTE has grown 13.2% since 2009 and was valued at \$908.7 million in 2015.

Existing Night Time Economy:

- There are 1,182 establishments operating in the Core NTE sector of the Parramatta economy, which account for 28% of the total NTE.
- The number of Core NTE establishments has increased by 27% since 2009.
- Employment associated with Core NTE activities has increased from 7,646 in 2009 to 8,632 in 2015 (growth of 13%).
- Food sector is the largest sector in the Parramatta NTE:
 - *Sales in the Food sector has grown 43% during 2009 – 2015*
 - *Employment in the Food sector has grown 27% during 2009 – 2015*
 - *Number of establishments has increased by 43% during 2009-2015*

Consultations to date:

- Key Stakeholder Roundtable Discussion (April 2017)
- Local Business Roundtable Discussion (April 2017)
- Council Staff Workshop (Dec 2016 & May 2017)
- Police Local Area Command Discussions (ongoing)
- Survey of 285 residents (April 2017)
- Survey of 300 visitors (April 2017)
- 4 focus groups (Feb 2017)
- Late Night Audit of Parramatta CBD, Epping and Harris Park (April 2017)
- One on one interviews with various businesses, organisations, stakeholders within the Night Time Economy study (ongoing)
- Presentation and input at Youth Forum (April 26 2017)
- Presentation and input at Parramatta Liquor Accord Meeting (May 2017)

Key themes for the Night Time Economy study:

- A safe and vibrant centre;
- A competitive night time economy;
- Live music and entertainment;
- Diverse and inviting for everyone;
- Events and activations;
- Easily accessible.

Each of the key themes were researched by breaking them down to the key issues, content of consultation, as well as the evidence and experience.

Next steps:

- Stakeholder and community consultation;
- Discussion Paper – June/July 2017 (to report to Council on findings, themes, literature review, research undertaken);
- Public exhibition of Discussion Paper in July 2017 (for additional community comments / input).

COMMITTEE OVERVIEW

Treasurer's Report

Account details as at 1st May 2017:

Opening Balance	\$22,021.60
Total Credits	+\$5.48 (Interest)
Total Debits	-\$0.00
Closing Balance	\$22,026.60

GENERAL BUSINESS

Next meeting will be an Annual General Meeting. It will be held on Tuesday, 15th August 2017 at DOOLEYS Lidcombe Catholic Club at 10:30AM. Shortly after the AGM the invoices for 2017/2018 Flemington Accord Membership will be sent out to all Flemington Liquor Accord LAC Licenced Venues.

The Treasurer thanked all members that attended the meeting.

Meeting closed 11:55AM.

Peter Denmead.....
Chairperson

Date.....