**LOCAL ALCOHOL POLICY SUBMISSION TEMPLATE**

*[Below is an example of a submission to a Draft Local Alcohol Policy. The template includes examples of key policy elements. Please adapt and edit the template according to Local Alcohol Policy proposed in your community.]*

Mr / Mrs / Miss / Ms / Dr (circle) Name: ....................................................................................

Name of Organisation (if applicable) ......................................................................................... Postal address: ......................................................................................................................... ............................................................................................. Post Code ................................... Phone: .............................. A/H ............................... Mobile .....................................................

Email: ........................................................................................................................................

Preferred method of communication: 🞏 Email 🞏 Post

Do you wish to speak to your submission at a hearing: 🞏 Yes 🞏 No

1. **GENERAL COMMENTS**

Thank you for the opportunity to provide comments on the Draft Local Alcohol Policy. We are deeply concerned about the negative effects alcohol has on our community.

We supportthe Council in their commitment to develop a Local Alcohol Policy (LAP). Not only can a strong LAP minimise alcohol-related harm in our region, it can significantly alleviate the burden placed on community members involved in individual licensing applications.

1. **FEEDBACK ON THE ELEMENTS OF THE DRAFT LAP**

**Off-licences**

We recommend the following trading hours for off-licences:

* Opening hour: 10:00am
* Closing hour: 9:00pm

We recommend the following location controls be applied to off-licences:

* No new off-licences to be granted in the following areas:
  + *[Specify areas]*
* No new off-licences within 500m of an existing off-licence
* No new off-licences within 200m of the following sensitive sites:
  + *[Specify sensitive sites]*

We recommend the following discretionary conditions for off-licences be included in the LAP:

* Restrict single sales
* External advertising and signage to limited to one sign only identifying the premises trading name
* No portable signage such as flags or sandwich boards
* No sales to persons wearing school uniform
* RTDs not displayed at the principal entrance to the store, or within three metres of the front windows

**On-licences**

We recommend the following trading hours for on-licences:

* Opening hour 10:00am for all locations and premises
* Closing hour 1:00am for city centres or main urban areas
* Closing hour 12:00am for residential areas
* Closing hour 12:00am for restaurants/cafés

We recommend the following location controls to be applied to on-licences:

* No new on-licences be granted in the following areas:
  + *[Specify areas]*
* No new on-licences are granted in areas experiencing high levels of alcohol harm

We recommend the following discretionary conditions for on-licences be included in the LAP:

* Implement one-way door policy one hour before closing
* No shots or straight spirits/liqueurs be served during the final hour of trading
* Restrict the use of outdoor areas after 12:00am
* Specify security and crowd management requirements
* Ensure a safe and controlled environment (through lighting, internal layout, CCTV and staffing), especially at the entrance and exists of the on-licence
* Specify a minimum number of certified managers to be present onsite especially at peak time, based on the layout and capacity of the premises
* Display of low risk drinking messages/materials

**Club licences**

We recommend the following trading hours for club licences:

* Opening hour 10:00am
* Closing hour 12:00am

We recommend the following discretionary conditions for club licences be included in the LAP:

* A qualified manager must be on duty when alcohol is being sold and supplied during higher-risk periods.

**Special licences**

We recommend the following with regards to trading hours for special licences:

* Trading hours should be determined on a case by case but should not extend the trading hours prescribed for on-licences in the same areas
* Maximum trading hours for special licences should be specified in a Local Alcohol Policy. We recommend a 3:00am limit for special licences

We recommend the following discretionary conditions for special licences be included in the LAP:

* Events with over 1000 attendees (or as otherwise considered appropriate), should require an Event Alcohol Risk Management Plan
* The number of alcoholic beverages supplied to one patron should be limited.
* Restrictions on certain types of drinking vessels should be imposed for safety reasons

1. **GENERAL COMMENTS**

[*insert any further comments or observations about the local alcohol policy, or alcohol harm in your community here*]