

**IN THE MATTER**of the Sale and Supply of  
Alcohol Act 2012**AND****IN THE MATTER**of an application under s. 22  
of the Sale and Supply of  
Alcohol Act 2012 by the  
**Canterbury Jockey Club  
Incorporated** in respect of  
premises at **165 Racecourse  
Road, Christchurch.****RESERVED DECISION OF THE CHRISTCHURCH DISTRICT LICENSING  
COMMITTEE**

Chairperson: Mr P R Rogers  
 Members: Ms C Robinson  
 Mr D Blackwell QSM

**HEARING** at 73 Hereford Street, Christchurch on the 26 July 2018.

**PRESENT:**

**David Jackson** – Counsel for Applicant  
**Eric Cormack** – Operations Manager for the Canterbury  
 JockeyClub  
**Paul Spang** - Licensing Inspector - In opposition  
**Sergeant David Robertson** - NZ Police - In opposition  
**Helen Barbour** - Canterbury District Health Board – In opposition  
**Dr Ramon Pink** – Medical Officer of Health  
**Janet Anderson** – Assisting the Committee

**INTRODUCTION**

[1] This is an application by the Canterbury Jockey Club (CJC/the Club) for an On-site Special Licence for the New Zealand Cup Day, an event to be held on the 17 November 2018 (Cup Day/the Event). The CJC holds a number of race days throughout the year with Cup Day being an iconic annual event which forms the cornerstone of their racing calendar.

[2] Club members and the public attend Cup Day and are able to picnic in a park type atmosphere and this has always been part of the attraction of the Event. Club members have access to an area known as the Show Gate Reserve Car Park (SGRC) and have the right to use car parks spaces on race day. There are approximately 390 spaces which are used for this purpose.

[3] Members who hold the right to car parks in the SGRC act as hosts for a day at the races, for friends and colleagues. Traditionally alcohol and food they had brought to the track was supplied out of the boot of their cars. The last year that BYO alcohol was allowed was in 2015. BYO ceased as a result of an application by the Police to the Alcohol Regulatory Licensing Authority (ARLA) to suspend and vary the Club's on-licence for the premises due to concerns regarding compliance with the Sale and Supply of Alcohol Act 2012 (the Act) on Cup Day. In its decision ***Harris v Canterbury Jockey Club Incorporated*** [2016] NZARLA 130-131 ARLA approved an agreement between CJC and the Police to amend the Club's On Licence to exclude Cup day from the Club's On Licence. This meant that for Cup Day CJC would have to apply for a Special Licence to allow the sale, supply and consumption of alcohol on the day. The reason for ARLA making the change was to '*facilitate robust consultation prior to the event each year with a view to minimisation of alcohol related harm...*'

[4] This has meant that since 2016 there have been changes to the Event around the consumption of alcohol to follow the guiding principles in the Act. One of the key elements of the Act is the minimisation not just the reduction in alcohol related harm.

[5] This Hearing was triggered as a consequence of opposition from the Alcohol Licensing Inspector, the Police and the Medical Officer of Health (Agencies).

[6] The Operations Manager for the Club appeared to give evidence on behalf of the CJC and was represented by Mr Jackson as Counsel and also the three agencies appeared at the Hearing.

[7] Prior to the Hearing all parties had agreed that, whilst not restricting the scope of the Hearing, the chief issue was what is called a Welcome Pack (WP) and ability to purchase bulk alcohol during the event as a 'cash and carry'. The WP is an alternative offering due to the Members no longer being allowed BYO. Following the ARLA decision an arrangement had been reached with members whereby each car park holder is allowed to pre order an amount of alcohol which would be delivered to them on-site, on the day. This became known as the 'Welcome Pack'. There are rules around this, such as the total amount that could be uplifted on the day depending on how many guests the member was entertaining, and these guests had to be recorded as attending prior the event. Additional alcohol had been made available on a 'cash and carry' basis.

## **THE HEARING**

[8] Mr Jackson presented opening comments, including advising the Committee that since the filing of evidence, further changes had been offered to the size of the WP and limits on the 'cash and carry' facility. Mr Jackson tabled a further amended AMP.

[9] The Agencies then made opening statements, acknowledging the efforts made by the applicant prior to the hearing, but confirming that they still maintained their opposition to the 'Welcome Pack' and cash and carry facility.

[10] Evidence was given by Eric Cormack, Operations Manager for the Club who stated he had been the Event manager for 20 years. The witness had previously supplied his brief of evidence to all parties and this was taken as read.

[11] He detailed the operational matters around the event such as security and managing the Event around the Club's responsibilities regarding the sale of alcohol. He covered a number of headings in his brief such as the Statutory Criteria, Amenity and Good Order, Staff and Training and the Alcohol Management Plan (AMP) for the Event.

[12] He stated since the lodging of the application part of which included the AMP significant changes had been made in order to satisfy the Agencies. Some of these changes were made only days before the Hearing.

[13] The Agencies cross examined Mr Cormack concerning the Welcome Pack and how they would be managed. The Agencies questioned such things as how many Duty Managers would be responsible for the SGRC area. There were questions about the amount of alcohol that would be allowed to be pre ordered in a welcome pack, and how many guests were attending. Questions were asked about the management of the 'cash and carry' facility.

[14] There were questions over the record keeping of which members had received what alcohol in relation to the number of guests who had been hosted, in an attempt to monitor alcohol consumption. Mr Cormack accepted that mistakes were made in the past concerning the recording or non-recording of these amounts, however, he was of the view that improvements had been made.

[15] During the lunch adjournment at 1.00 pm and before the Committee had asked questions, Counsel for the applicant asked if they could extend the adjournment as the CJC were in negotiations with the Agencies and it was likely this may result in an agreement between all parties. As a result a continuation of the lunch adjournment was agreed to. When the Hearing recommenced Mr Jackson announced that agreement had been reached with the Agencies.

[16] The changes that had been agreed to were outlined to the Committee by Mr Jackson. It was clear that there had been considerable movement by all parties to ensure a compromise had been reached. Each of the Agencies spoke on the matter and it was clear that the minimisation of harm and the running of a safe event was uppermost in the Agencies' minds, while also keeping in mind the object of the Act and that the administration of the Act be reasonable.

[17] Mr Jackson advised that the Agencies' evidence, which had been disclosed to the applicant prior to the hearing could be entered on the record by consent. The Agencies provided signed copies of their pre-circulated statements to the Committee. Mr Jackson then proposed that the Hearing be adjourned until the parties had

formalised their agreement in a Joint Memorandum to be filed with the Committee within 5 working days.

[18] The Committee and the Agencies agreed to this.

## **DISCUSSION**

[19] All the evidence presented to the Committee has been considered, and the Committee has considered the relevant sections of the Act, in particular the sections listed below:

### **Section 3(2) The purpose of the Act.**

*The characteristics of the new system are that—*

*(a) it is reasonable; and*

*(b) its administration helps to achieve the object of this Act.*

### **Section 4**

*The object of this Act is that—*

*(a) the sale, supply, and consumption of alcohol should be undertaken safely and responsibly; and*

*(b) the harm caused by the excessive or inappropriate consumption of alcohol should be minimised.*

*(2) For the purposes of subsection (1), the harm caused by the excessive or inappropriate consumption of alcohol includes—*

*(a) any crime, damage, death, disease, disorderly behaviour, illness, or injury, directly or indirectly caused, or directly or indirectly contributed to, by the excessive or inappropriate consumption of alcohol; and*

*(b) any harm to society generally or the community, directly or indirectly caused, or directly or indirectly contributed to, by any crime, damage, death, disease, disorderly behaviour, illness, or injury of a kind described in paragraph (a).*

### **Section 142**

*Criteria for issue of special licences*

*(1) In deciding whether to issue a special licence, the licensing committee concerned must have regard to the following matters:*

*(a) the object of this Act:*

*(b) the nature of the particular event for which the licence is sought and, in particular,—*

*(i) whether the applicant is engaged in, or proposes at the event to engage in, the sale of goods other than alcohol, low-alcohol refreshments, non-alcoholic refreshments, and food, and if so, which goods; and*

*(ii) whether the applicant is engaged in, or proposes at the event to engage in, the provision of services other than those directly related to the sale of alcohol, low-alcohol refreshments, non-alcoholic refreshments, and food, and if so, which services:*

*(c) the suitability of the applicant:*

*(d) any relevant local alcohol policy:*

*(e) whether (in its opinion) the amenity and good order of the locality would be likely to be reduced, by more than a minor extent, by the effects of the issue of the licence:*

*(f) the days on which and the hours during which the applicant proposes to sell alcohol:*

*(g) the design and layout of the premises concerned:*

*(h) whether the applicant has appropriate systems, staff and training to comply with the law:*

*(i) any areas of the premises that the applicant proposes should be designated as restricted areas or supervised areas:*

*(j) any steps the applicant proposes to take to ensure that the requirements of this Act in relation to the sale and supply of alcohol to prohibited persons are observed:*

*(k) the applicant's proposals relating to—*

*(i) the sale and supply of non-alcoholic drinks and food; and*

*(ii) the sale and supply of low-alcohol drinks; and*

*(iii) the provision of help with or information about alternative forms of transport from the premises:*

*(l) any matters dealt with in any report from the Police, the Medical Officer of Health, or an inspector made under section 141.*

### **Section 143**

#### *Additional requirements for large-scale events*

*If, in the opinion of the licensing committee concerned, an application for a special licence relates to a large-scale event, the committee may do any or all of the following:*

(a) require the applicant to provide the committee with a management plan describing how the applicant proposes to deal with matters such as security, monitoring, interaction with local residents, and public health concerns:

[20] The Police, in their opening submission, stated there had been discussions amongst the parties and the current position was the Welcome Pack and the management and volume of alcohol available to car park holders within the SGRC was the key issue. Sergeant Robertson stated, notwithstanding the evidence that was to be called by the Police, the focus for the Committee could be narrowed to the Welcome Pack and 'cash and carry' issue. This was accepted by the Inspector and the Medical Officer of Health as also being their position.

[21] The Committee should point out that in any matter placed before it, notwithstanding that there may be a narrow issue of contention between the parties, it has a duty to look at all the evidence placed before it and evaluate that evidence in accordance with the statutory requirements.

[22] The Committee adopts the approach outlined by the High Court in **Otara-Papatoetoe Local Board v Joban Enterprises Limited CIV 2011-404-007930 [2012] NZHC 1406** and consistently applied since. The first step is to consider:

- (a) The relevant statutory criteria under consideration, in this case s142(1) and any relevant matters in s143;
- (b) The reports presented by the Agencies; and
- (c) Public Objections, of which there are none in this case.

[23] In **Otara-Papatoetoe Local Board** decision the Court held that (referring to the then object of the Act:

Having considered all of that information, the Authority must stand back and determine whether the application should be granted (whether on conditions or not) or refused. This step requires the Authority to form a view on whether there is evidence to suggest that granting the application will be contrary to s 4 (1), increase the risk of alcohol abuse. While a causal nexus is required between such evidence and the relevant risk, it is unnecessary to qualify the nature of the link by reference to such words as 'powerful' or 'direct'.

[24] In this case we must stand back and determine whether the application should be granted (and if so with conditions) or refused after forming a view on whether there is evidence to suggest the granting of the application will be contrary to the dual objects of the Act that;

- “(a) the sale, supply, and consumption of alcohol should be undertaken safely and responsibly; and
- (b) the harm caused by the excessive or inappropriate consumption of alcohol should be minimised.”

[25] In this case the briefs of evidence of all the witnesses were disclosed and read by the Committee before the Hearing. We heard evidence from Mr Cormack and the Agencies evidence was entered on the record by consent. We have considered this evidence in reaching our decision.

[26] Following the Hearing a Joint Memorandum of Parties was received and forms part of this Decision under Appendix 'A'. Likewise, the updated Alcohol Management Plan provided with the Joint Memorandum is attached as Appendix 'B'. These documents shall be considered part of this Decision.

[27] We acknowledge the agreement reached between the parties. In making our decision the Committee has been cognisant of the dual objects of the Act. We see the agreed approach by the parties to be reasonable, conciliatory and pragmatic. It is consistent with the approach accepted by ARLA in *Harris*. We are satisfied that the position reached between the parties accords with the purposes and object of the Act. In *Linwood Food Bar Limited v Davison and Ors* CIV-2014-000562 [2014] NZHC 2980, the High Court noted that:

[18] Importantly, as was emphasised in *Venus NZ Ltd*, the object in s 4 of the 2012 Act differs from that contained in the 1989 Act in that the aim is now minimisation of alcohol related harm, not merely its reduction. That means both the Authority and this Court, must have regard to reducing alcohol related harm to the smallest amount, extent or degree, when making decisions on the grant of renewal of a licence".

[28] This is not to say that either side of the resolution are 100% happy. Many in the Club do not understand the shift in emphasis since the introduction of the new Act in 2012 to harm minimisation, safety and community outcomes. Likewise, the Agencies see this as a move in the right direction but not necessarily the ultimate resolution of their concerns. The Medical Officer of Health made it clear he would like to have seen the amount of alcohol offered by CJC within the SGRC to move closer to the daily guidelines set out by the Health Promotion Agency.

[29] The reason for removing Cup Day from the Club's on licence and requiring the day to be controlled by a Special Licence was to allow more robust consultation around the licensing of the event. We find that there has been robust consultation between the applicant and the Agencies that has resulted in an agreement between the parties in relation to this application. The applicant has recorded an undertaking in the Joint Memorandum that it will not seek to increase the size of the Welcome Pack in the future. The parties have also agreed that they acknowledge that the Agencies have not contracted out of their statutory obligations nor bound themselves to either the availability of the Welcome Pack or otherwise its size in respect of future applications.

[30] While we accept the basis of the agreement accords with the Object of the Act, this decision does not bind the District Licensing Committee when considering future applications which will be considered on the merits in light of the evidence before the Committee at the time.

[31] We are therefore satisfied after standing back and evaluating all the matters placed before us and having had regard to the criteria as set out in s.142 of the Act that the application (as amended in the Joint Memorandum and AMP attached to this Decision as Appendix 'A' and 'B') does not offend against either the purpose or object of the Act. Pursuant to s.211(1)(c) the Committee's attitude to this application is therefore that it should be granted. We hereby grant the application for a special licence pursuant to s.104(1) subject to the following conditions:

**Compulsory conditions – section 147(3)**

- (a) Alcohol may only be sold under the licence only on the following days and during the following hours:  
**Saturday 17 November 2018, between the hours of 10.30 am to 8.00pm**
- (b) Drinking water will be freely available on the premises as specified in the application.

**Discretionary conditions – section 147(1) the following discretionary conditions:**

- (c) The licence holder must display appropriate signs adjacent to every point of sale detailing the statutory restrictions on the supply of alcohol to minors and the complete prohibition on sales to intoxicated persons.
- (d) Food must be available for consumption on the premises as specified in the application.
- (e) Low-alcohol beverages must be available for sale and supply on the premises as specified in the application.
- (f) Non-alcohol beverages must be available for sale and supply on the premises as specified in the application.
- (g) The licensee must provide assistance with or information about alternative forms of transport from the premises as specified in the application.

**Restricted and supervised area – section 147(2) and section 119(2)**

- (h) As set out in the attached Alcohol Management Plan, Appendix 'B'

**The licence is also subject to the following conditions, which in the committee's opinion are not inconsistent with the Act:**

- (i) Noise should be controlled so as not to disturb neighbouring residents.



- (j) Alcohol must only be sold, supplied and consumed within the premises as per plan provided.
- (k) A copy of the licence, together with signs showing the age restriction must be clearly displayed on the premises.
- (l) The Alcohol Management Plan, Version 4 dated 30<sup>th</sup> July 2018 as provided with the application, including but not limited to the bar restrictions and maximum serves and the undertakings within, are to be read as conditions of the licence and must be adhered to.
- (m) As far as it relates to the SGRC, the following are the bar restrictions and maximum serves as stated in paragraph 14 of the AMP.
- **One Welcome Pack per carpark may be pre-ordered and the size of this welcome pack shall reflect the number of members and guests attending the carpark site as follows:**
    - **For carparks of 9, 10 or more people – 5 club units;**
    - **For carparks of 7 or 8 people – 4 club units;**
    - **For carparks of 5 or 6 people – 3 club units;**
    - **For carparks of less than 5 people – 2 club units;**
    - **All units as expressed as above are the maximum allowable units per carpark;**
    - **A club unit is defined as: 1 x 750ml bottle of wine or 1 dozen beer/cider or a combination of these for example. 5 units can be a combination of the two. e.g. 3 bottles wine/2 doz beer or 2 bottles wine/ 3 doz beer or, no wine and up to a maximum of 5 doz beer etc.**
    - **After the Welcome Pack is collected, there will be no further sale & supply of club units to the carpark holder and guests and purchases will be restricted to single serve units with a maximum of 4 drinks per transaction.**
    - **If no Welcome Pack is ordered, no club units will be sold or supplied to the carpark holder and guests and any purchases on the day will be restricted to single serve units with a maximum of 4 drinks per transaction.**

**Other restrictions and requirements to be noted on the licence**

**The following restrictions and requirements are to be noted on the licence:**

**Section 57 – Display of licences**

**Section 214 – Managers to be on duty at all times and responsible for compliance**

A copy of the licence setting out the conditions to which it is subject is attached to this decision.

**THE LICENSED PREMISES**

The premises are identified on the plan provided with the application for a licence.

**DATED** this 8 August 2018

A handwritten signature in blue ink, appearing to read 'P R Rogers', is written over a faint, light-colored rectangular stamp or watermark.

**P R Rogers**

Chairperson

**CHRISTCHURCH DISTRICT LICENSING COMMITTEE**

**Before the Christchurch  
District Licensing Committee**

**In the matter** of the Sale and Supply of Alcohol Act 2012

**And**

**In the matter** of an application for a Special Licence by **THE CANTERBURY JOCKEY CLUB** (Applicant) in respect of New Zealand Cup Day to be held at Riccarton Park Racecourse on Saturday 17 November 2018

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**Joint Memorandum of Parties following the  
hearing of evidence by the Committee**

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**MEREDITH  
CONNELL**

**Solicitors:**

K Fraser | L Bielby  
PO Box 90750, Victoria Street West, Auckland 1142  
DX CP24063  
T: +64 9 336 7500  
katia.fraser@mc.co.nz |  
laura.bielby@mc.co.nz

**Counsel:**

David Jackson  
Canterbury Chambers  
148 Victoria St, Christchurch  
P O Box 9344  
CHRISTCHURCH 8013  
Tel: (03) 260 3109  
E: djackson@canterburychambers.co.nz

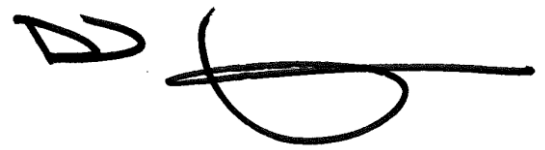
**May it please the Committee:**

1. The Committee has heard or read and taken into consideration all of the evidence and the hearing now stands adjourned pending the filing of this joint memorandum, which will bring the respective cases for the parties, and the hearing itself, to an end.
2. The parties are agreed that the sole issue in dispute in respect of the application is the availability and size of the Welcome Pack and the ability on the part of Showgate Reserved Carpark holders or their guests to purchase additional “club units” thereafter (club units being those units of alcohol defined in the Alcohol Management Plan submitted by the applicant.)
3. The evidence of the applicant which was heard and tested by cross-examination enabled, and informed, the parties to review their respective positions throughout the course of the hearing and to agree the following matters in principle but ultimately for determination by the Committee by way of formal written judgment:
  - 3.1 That the applicant may offer its Showgate Reserved Carpark holders the option of pre-ordering a Welcome Pack;
  - 3.2 That the size of the Welcome Pack shall reflect the number of members and guests reflected in the pre-purchase order form to be completed by the carpark holder as follows:
    - (a) For carparks of 9, 10 or more people – 5 club units;
    - (b) For carparks of 7 or 8 people – 4 club units;
    - (c) For carparks of 5 or 6 people – 3 club units;
    - (d) For carparks of less than 5 people – 2 club units;
    - (e) All units as expressed as above are the maximum allowable units per carpark;
  - 3.3 That the Applicant will abandon the sale and supply of club units on a cash and carry basis but otherwise operate bars in the Showgate Reserved Carpark per the bar service limits set out in the AMP.
  - 3.4 That the offer of Welcome Pack orders to Showgate Reserved carpark holders shall cease at 5pm on Friday 2 November 2018 and will not be available thereafter including on race day.
  - 3.5 The Applicant hereby undertakes that it will not seek to increase the size of the Welcome Pack in the future.
4. The parties are agreed on these matters but record their mutual acknowledgement that the tri-agencies have not contracted out of their statutory obligations nor bound

themselves to either the availability of the Welcome Pack or otherwise it's size in respect of future applications.

- 5. That the application be accordingly considered by the Committee on the basis of the aforementioned matters agreed and the amended Alcohol Management Plan which is submitted herein by the applicant.
- 6. The parties await the Committee's judgment accordingly.

Dated at Christchurch this 2<sup>nd</sup> day of August 2018



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**David Jackson**  
Counsel for the applicant



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**Sergeant D Robertson**  
New Zealand Police



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**H Barbour**  
Canterbury DHB



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**Paul Spang**  
Licensing Inspector  
Christchurch City Council

Revised 30<sup>th</sup> July 2018 (version 4)



*ride with the action*

## **Riccarton Park Alcohol Management Plan**

**Christchurch Casino New Zealand Cup &  
gavelhouse.com NZ 1000 Guineas Day**

**Sat 17<sup>th</sup> Nov 2018**

## 1. Background

After event issues of 2015, an agreement was reached by the CJC representatives and the Tri-Agencies representatives for NZ Cup Day to be changed for 2016 from an On-License to a Special License which is also sought for NZ Cup Day, Saturday 17<sup>th</sup> November 2018

The 2018 Christchurch Casino New Zealand Cup is the 155<sup>th</sup> race meeting, in a series that dates to 1864 and is held at Riccarton Park Racecourse.

The park-like surroundings of Riccarton Park Racecourse have always made picnicking a key part of the race meeting's attraction. To this end the concept of hosting at the races has always been important – the idea of securing a spot, bringing along a range of good food and the ability to host (or self-cater) a small number of guests at one's site.

Riccarton Park Racecourse sees this Iconic Event as a cornerstone of its racing calendar and its ability to attract new racing followers. Riccarton Park Racecourse is committed to ensuring that its members and the public can enjoy a high-quality event, at a reasonable cost and in a safe environment.

### Key Issues arising from Cup Day 2017 and improvements sought:

- Redesign pedestrian entry, vehicle entry and drop off areas at Racecourse Road gates to avoid vehicle & pedestrian congestion - refer 12. Main Gates
- Improvements in the administering of Show Gate Reserved Car Park Welcome Pack Orders -refer 14c) SRRC Bar restrictions & maximum serves
- Better communication with Security Staff on; checking for contraband liquor and understanding the locations and functions of the safe zones – refer 14 c.) Show Gate Reserved Car Park, Alcohol Management
- Better communication and more effective systems for returning unused products in the Show Gate Reserved Car Park -refer 14 c.) Show Gate Reserved Car Park, Bar restrictions & maximum serves
- Security to be more proactive in encouraging and enforcing the exiting of patrons within the Show Gate Reserved Car Park - refer 14 c.) Show Gate Reserved Car Park, Opening & Closing Times
- Reposition & provide some free water zones to avoid queuing in bars to get water – refer 7m.) Promotion of Low Alcohol, Soft Drinks & Water

## 2. Security and Compliance

CJC have engaged Allied Security, Wendy Alford (The Bedford), EatonDrink for alcohol management, security, and crowd control. A full security management plan will be submitted once all hospitality events are confirmed and site lay-outs are finalised.

Overall security numbers for gates and alcohol management will be based on 2017 levels with increases in certain areas i.e.

- 223 Allied Security Staff
- 9 Duty Managers (The Bedford) at Main Gate entry
- 6 Senior Duty Mangers (The Bedford) for intoxication assessment in the SGRC
- 6 Duty Managers (The Bedford) for outlet bars in the SGRC)
- 8 Duty Managers from Riccarton Park managing key bar areas
- 4 Duty Mangers (Eaton Drink) managing key bar areas
- 4 Duty managers (The Bedford) for the Carriage Car Park bars
- 16 Duty Managers from Recruitment Network in bar outlets

There will be clear lines of communication between security and those responsible for selling alcohol. Allied Security will be appropriately located and spread throughout the licensed premises.

### 3. Temporary Alcohol Ban

Like 2016 and 2017, a Temporary Alcohol Ban from 7am till Midnight, Saturday 17<sup>th</sup> November 2018. The ban will apply to the immediate area surrounding Riccarton Racecourse, namely Yaldhurst Road to Middlepark Road, Epsom Road to Racecourse Road, Buchanans Road and Masham Road to Yaldhurst Road.

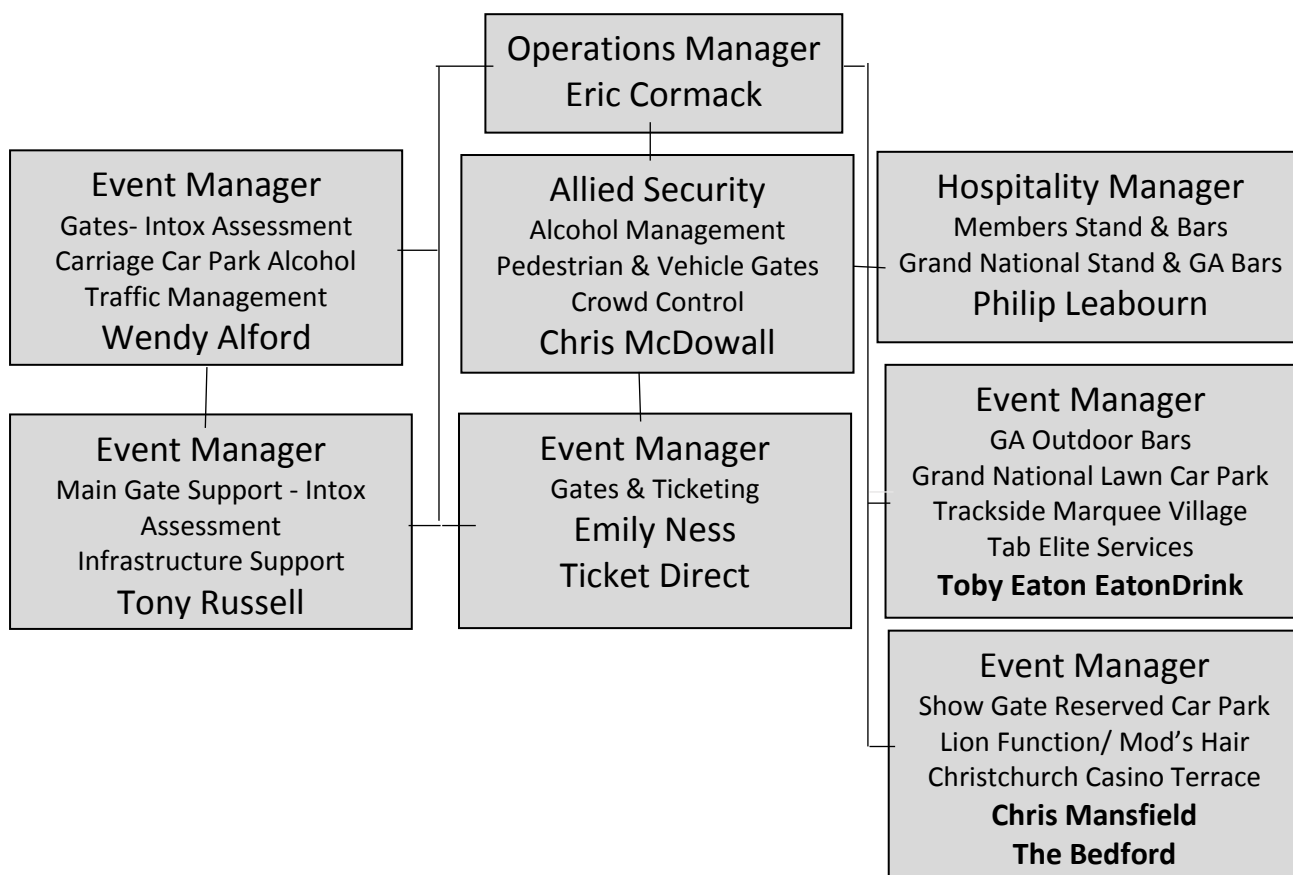
**Refer attached Temporary Alcohol Ban Map and Riccarton Park Internal Alcohol Ban Map**

### 4. Signage

The Event will ensure all appropriate signage is displayed at the entrance to the event and at all points where alcohol is being served and consumed. This will include

- Accepted Forms of ID
- Duty Managers Name
- A copy of the Events special license
- Alternative Forms of Transport
- Prohibited Persons/ Under 18 year olds

### 5. Senior Management team





## 6. Minors

Riccarton Park Racecourse has been actively discouraging patrons from bringing minors through its marketing and communications. It promotes the event as an R18 event but communicates to its higher-paying Member and Corporate clients that exclusions to this R18 policy do apply based on strict conditions:

- We will ensure that all staff are conversant with the requirements of the Sale and Supply of Alcohol Act 2012 (the Act), which prohibits any sale of alcohol to minors (under 18's)
- Eligible Minors must be pre-registered advising of the name, date of birth and 2 parental/legal guardian telephone numbers
- All minors must be accompanied by their registered parent/guardian
- A list of all registered minors will be kept with security throughout the event.
- Any minors will be given numbered wristbands which will correlate with the minors' registration list.
- Each gate will have dedicated staff trained to cope with Minors, and upon entry, will be directed to speak to this staff member. This staff member will be responsible for checking off the Minor's name against the pre-registered list and will confirm that the details of the parent/guardian are correct.
- Signage will be displayed appropriately behind the bar stating that minors will not be served
- Security staff will issue the minor with a distinctive "Green Smiley Face" wristband and warned that they must ensure they wear this wristband always and reminded of the conditions:
  - Constant parental supervision
  - No access to Carriage Paddock
  - No consumption of alcohol whatsoever
  - A reminder that there are significant penalties for minors and the premises
  - Reminder that the minor and adult will be required to leave the event if these rules are breached.
  - Security and/or Management staff who find a minor unsupervised will look up their wristband number and then contact of their parent.

## 7. Managing Intoxication

### a) Gate Entry

We will have a specialist dedicated team of experienced DM's and security that will be responsible for identification and assessment of all entering the event. All staff will be trained to in how to recognise the signs of intoxication. Duties of DM's and security will include but not limited to the following;

- Assessment of all persons entering the entranceways and I.D. Checking
- Intervention and refusal at point of entrance to any person who shows signs of excess consumption of alcohol, and or consumption of other prohibited substances
- Breath testing kits will be available at gate entry points to help resolve disputes over intoxication. Messaging via our web site and social media will simply state *Breath testing will be occurring at the entrance to the Racecourse* with no further details.
- Maintain a vigilant presence at the entry and exit points throughout the day
- Work with security teams on search of vehicles, bags and persons for smuggled alcohol or other prohibited substances.
- Identification and assessment of anti-social behaviour
- Work with and instruct security teams on warning, removal, or eviction from event.
- Report directly to the Leadership Teams

## 7 b) Managing Intoxication cont..

- b) Refusing Entry
  - Where a patron presents themselves to the event grounds with signs of intoxication (Pre-Loading), they will be refused entry.
  - Refusal will be managed by The Specialist Management team of DM's and security team at the gate.
  - The patron will be allowed to leave the grounds and return later in the day. Entry will **NOT** be allowed if they still show signs of intoxication.
- c) Pass -out policy
  - Security staff to manage pass-outs on a basis of once persons have left through the gates prior to finish, there is no re-entry and wristband is removed
  - Discretion may apply to cases where there is a genuine reason for leaving and re-entry and in such cases, security may accompany or monitor the person during this process
- d) Wristbands
  - Ticket Direct staff scan tickets at both vehicle gate entry and pedestrian gate entry
  - Corporate – retain portion of their ticket and wrist banded at their event
  - Members – ticket redeemed at entry and wrist banded with silver wristband
  - GA – ticket redeemed at entry and handed red wristband to affix themselves
- e) Intervention & Refusing Service
  - Where a patron who is already in the event area presents themselves to bar service point, showing one (1) sign of intoxication, they will be encouraged to consume free water or purchase non-alcoholic or low alcohol beverages, consume food and slow there consumption down.
  - Where a patron presents themselves showing two (2) or more signs of intoxication, they will be refused service and referred to the duty manager and or Specialist Management team to assess the intoxication level and decide on steps to take. Any of these persons can make the decision to move the patron to the detox and safe Zone.
  - Regular checks will be made of the toilets to prevent and detect persons taking drugs or becoming intoxication
  - **Patrons that are identified as being influenced will have wristbands marked with one X or two XX indicating signs of intoxication**
- f) Eviction
  - Where a patron has become intoxicated (especially when intoxication is paired with violence or anti-social behaviour) they will be evicted from the event grounds.
  - Their wristbands will be removed, and they will not be allowed re-entry at any time.
  - Trespass notices may also be required. All removals will be performed by trained CoA security personnel or police if required
  - Police intervention is a matter of last resort.
- g) Referral to safe zone (Detox)
  - Where a patron is found within the event grounds to be showing two (2) or more signs of intoxication, and/or requires care due to intoxication or first aid, they will be referred to the Safe Zone
  - Horizons Healthcare at the safe zone staff and given appropriate care and time to bring them back to sobriety. They will remain in their care until they can leave safely on their own or collected by a trusted associate or family member. Assistance will be given from the management and the security team where required. Arrest
- h) Arrest
  - Where a patron has become intoxicated and/or violent and/or is exhibiting anti-social behaviour AND is refusing to comply with all reasonable request by the Event management and/or event security, it may be necessary for police intervention, including arrest.

## 7b) Managing intoxication cont...

## i) Senior Management Team and Duty Manager Duties;

A team of 8 management and 17 senior DM's will oversee the event (2 management and 6 senior DM's will be within the SGRC) and their responsibilities will include but not limited to:

- Oversee leadership teams and be ultimately responsible for the compliance and enforcement on behalf of the CJC
- Work with the security team to create a safe and friendly atmosphere at the event
- Ensure that all bar staff are aware of the Sale and Supply of Alcohol Act 2012, the conditions of the special license, this AMP, and any other relevant regulations
- Ensure all service staff know the protocols and who the manager looking after their area is and how to get hold of them.
- Ensure all leadership staff receive the appropriate training and briefing prior to the event, including where the Safe Zone and Security Headquarters are located
- Responsible for all evaluations in conjunction with Security, Managers, Service staff and enforcement agencies
- Prevent and manage intoxication levels during the event
- Responsible for the issue of final warnings and/or eviction in conjunction with the security teams
- Make sure water, low alcohol, and non-alcohol beverages are always available
- Ensure food is available at all time, including after alcohol service has ended
- **Appropriate coloured wristbands will also assist bar staff i.e.**  
**Green Smiley Face wristbands =minors = no service**  
**Gold Wristband (staff =No service)**  
**No Wristband =No service /XX on wristband = no service**

## j) Incident and report book

Duty managers in each bar, Head of security, and team leaders will record below in incident books or clipboards which will be placed in each bar area and in Security Comms

- People being removed from the event
- Refusal at entry
- Use of force including but not limited to police
- Arrests by police
- Any altercations or inappropriate behaviour

## k) Tri-Agency Meetings, No service and Service Wind Down plan

- Regular Hourly meetings with Security, Senior Management & Team Leaders and Tri-Agency representatives will be determined on the day
- Maximum serves will be evaluated by area and reduced to a maximum of two (2) alcoholic drinks at any time.
- If necessary, drinks service will cease prior to the start of the last race in GA bars
- Service will cease after the last race in all other bars, owners pavilion and members bars. Corporate and VIP areas will close later
- Members of the police and licensing inspectors visiting the premises will be met by the duty manager and given every assistance in their business

## l) Alcohol promotions;

There will be no promotions involving the sale and supply of alcohol at the event;

- No promotions of free alcohol\*
- Allow alcohol to be sold at discounted prices
- Allow for the sale of two for one price drinks
- Promote the excessive and inappropriate consumption of alcohol

\* The exception being the Lindauer Experience Marquee (Birdcage Bar Area) where some limited sampling will be available and managed by Duty Manger/s

## 7b) Managing intoxication cont...

## m) Promotion of Low Alcohol, Soft Drinks &amp; Water

- There will be no RTD's over 5% alcohol
- Soft Drinks and water will be available at all bars
- At least 6,000 refillable water bottles handed during the day out at Main Gate entry & Steadman Road Gate, with most used to hand out after 2pm
- 5 x Hydration areas using reticulated water will be set up; 1 in Carriage Car Park, 2 on Grand National Lawn, 1 x Club Grandstand entrance and 1 in Show Gate Reserved Car Park. These will be placed away from bar areas to avoid queuing for water
- Additional water stations for refilling water bottles (non-reticulated) will be set up in; Carriage Car Park, Parade Ring Lawn & Show Gate Reserved Car Park
- Ref Frogs staff will also assist in managing water stations as well as mobile water carriers

## n) Intoxication Assessment Tool

Staff will use the indicators in the intoxication assessment tool (SCAB) below and intervene when necessary

Intoxication Assessment Tool			
Indicators may include but are not limited to:			
	SOBER	INFLUENCED	INTOXICATED
S peech	Coherent, clear speech, normal tone/volume, may be talkative.	May be overly talkative, opinionated and interrupts, may stumble over words, becoming loud, inappropriate language, jokes, comments.	Slurring, difficulty forming words, loud, repetitive, loses train of thought, nonsensical, unintelligible.
C oordination	Coordinated, balanced, standing without help or support.	Slowed or delayed reactions, swagger or occasional staggers or sways.	Spills drinks, stumbles, trips, weaves, walks into objects, unable to stand un-aided or sit straight.
A pppearance	Tidy, clear eyes, alert.	Vacant or blank expression, smell of alcohol on breath, may look untidy.	Bloodshot eyes, eyes glazed, inability to focus, tired, asleep, dishevelled.
B ehaviour	Behaving sensibly but may be more relaxed.	Over friendly or withdrawn, inappropriate or risky actions, argumentative, annoying, fading attention, increased consumption rate.	Seriously inappropriate actions or language, aggressive, rude, belligerent, obnoxious behaviour affecting other customers.
	Monitor & serve responsibly	Intervene	Deny & remove
<b>Intoxication definition</b> INTOXICATED means observably affected by alcohol, other drugs, or other substances (or a combination of two or all of those things) to such a degree that two or more of the following are evident: (a) appearance is affected; (b) behaviour is impaired; (c) coordination is impaired; (d) speech is impaired.			

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## 8. First Aid, safe zone, and Red Frogs

- Horizons Healthcare will provide the onsite medics and support staff for managing cases of intoxication and undertaking duty of care.
- For 2018, they will be stationed at the main Junction Gate where a Safe Zone will be established along with Red Frogs. Other Safe Zones will be established near the main gate turnstiles and the Riccarton Market junction road behind The Tea House
- Red Frogs will be engaged to dispense water, non-alcoholic products and food as well as diversionary tactics away from alcohol consumption.
- Red Frogs will staff reticulated water stations and undertake roving and dispensing water

## 9. Transport

- All Taxi and shuttle companies are aware of the event and will be made aware of the schedules time table and event finishing times
- Blue Star Taxis has a significant presence on-site with their staff co-ordinating drop-off and pick-up zones
- Provision is in place for patrons to leave their vehicle on site and arrange pick up the next day.

## 10. License Designation

- Restricted Areas R18 – All GA Bars and GA Outdoor Areas including Grand National Lawn Reserved Car Parks and Carriage Car Parks
- Supervised Areas – Members and Corporate Areas

## 11. Crowd Capacity

This will be restricted to 18,000 patrons with limited and/or no sales on the day

## 12. Main Gate Entrance and Intoxication Assessment

Progressive changes have occurred since 2015 and 2016 following high incidence of pre-loading and our main gate vehicle and pedestrian congestion in 2017.

### **Refer attached Main Entrance Gate Map 2017**

This will be redesigned with Fulton Hogan for Cup Day 2018 to avoid vehicle and pedestrian congestion:

- Only vehicles allowed access through the Racecourse Road main gate entrance will be Show Gate Reserved Car Park vehicles and Blue Star Taxis drop off
- Improved Traffic Management systems will be introduced along Racecourse Road to direct most vehicles away from the main gate entrance towards the drop off zones mentioned above
- Bus off loads and vehicle drop offs will on Racecourse Road alongside the Racecourse Hotel Motor lodge on both sides of the road
- Gate B will become Blue Star taxi exit and pedestrian entry
- Pedestrian entry will be funnelled along the main driveway and through Gate B to Area 2 where the first intoxication and Age I.D. screening will occur. Key aspects of this redesign:
  - Shifting the main pedestrian entry point to the Junction Road near Gate B
  - At area 2, intoxication assessors and Allied Security will screen patrons and at this area, Horizons Healthcare will provide a safe zone and Red Frogs will also be stationed there.
  - Stationing teams of security and intoxication assessors at this junction and prioritising more resources at this area up till 2.30pm when most pedestrian patrons have entered
  - High fencing will be erected along Racecourse Road opposite the Racecourse Hotel to prevent pedestrian patrons from entering and avoiding the intoxication screening points.
  - Capturing intoxicated or influenced patrons and I.D. checking before they walk any further down the driveway
  - It is easier to turn away intoxicated patrons at this Junction
  - Along the Racecourse Road entrance driveway, there will be further screenings for intoxication, Age I.D., and bag checks prior to the entry gate ticket processing
  - Intoxication assessment will be undertaken by teams of Wendy Alford's key DM's/Security as well as Allied Security's Duty Managers
  - Dedicated team leader to co-ordinate security and intoxication assessors
  - It is hoped this design will more effectively deal with pre-loaded patrons
- Additional Assessment:
  - Introducing break points along the driveway for further checks and intoxication assessment
  - Bag searching before entering gate processing lanes
- 12 qualified staff from The Bedford will undertake intoxication assessment
- 8 Allied Security staff will control pedestrian gate and vehicle access
- 18 Allied Security will undertake intoxication assessment and bag searching

## 13. Steadman Road Gates -Refer attached Steadman Road Gate Map

- It is not planned to change the gate systems at Steadman Road
- Vehicle searching lanes and pedestrian entry will remain unchanged from 2016
- 4 Allied Security and 2 qualified staff from The Bedford will undertake intoxication assessment at the pedestrian entry
- Better signage will be introduced for the vehicle lanes

## 14. Show Gate Reserved Car Park (SGRC) - Members Ticket Area

a) Wristbands - All wristbands entitle entry except Red (GA)

b) Minors -allowed under strict conditions

### c) SGRC – No BYO Alcohol, maximum 390 vehicles

#### ➤ Hours of Event

- Gates open from 9am for Show Gate Reserved Car Parking
- All patrons to vacate this area by 8pm (reduced from 8.30pm 2016)

#### ➤ SGRC Bar Opening & Closing Times

- SGRC bar outlets will open from 10.30am for collection of welcome packs and close at 6.45pm
- Credit returns for unused & unopened alcohol will advertised as being available up to 7.15pm at the bar outlets to encourage car parks to leave. However, the facility to action credit returns will exist till 7.45pm.
- Security staff will be proactive in enforcing the 8pm vacate time by visiting car park holders from 7pm onwards.
- Security staff will remind car park holders that unused and unopened alcohol cannot be taken off the premises
- Security will issue final reminders to leave at 7.30pm and concentrate efforts in moving patrons
- Blue Star Taxi wait zone on main drive entrance will be communicated to car park holders, so they can wait outside the SGRC

#### ➤ Special considerations for SGRC

- SGRC holders will be able to order a *Welcome Pack* for their carpark which will be capped at a maximum level per car park and reflects the number of guests attending their car park. The number of guests will be required to be recorded on the order form
- That the offer of Welcome Pack orders to SGRC carpark holders shall cease at 5pm on Friday 2 November 2018 and will not be available thereafter including on race day.
- Only SGRC holders and their guests with the appropriate carpark pass will be able to collect and purchase from the designated SGRC bar outlet.
- SGRC has approximately 400 carparks, divided into 5 groups of 80 carparks; each group being assigned to 1 of 5 specially created bar outlets
- SGRC holders and their guests will not be able to purchase from any SGRC bar outlet other than the one designated for their carpark and will be refused service at any others.
- Any other person entitled to be in this SGRC car park area (such as members, owners and corporate guests) will not be allowed to purchase from these 5 bar outlets but will be able to purchase from the Sacred Falls Lawn Bar (cash bar, maximum purchase of 4 drinks per transaction, no 750ml bottles or packaged beer)
- Strict conditions apply to the SGRC car park holders who are accountable for their guests and must sign a contract and provide photo I.D. to obtain a car park pass

#### ➤ Bar restrictions & maximum serves

- One Welcome Pack per carpark may be pre-ordered and the size of this welcome pack shall reflect the number of members and guests attending the carpark site as follows:
  - (a) For carparks of 9, 10 or more people – 5 club units;
  - (b) For carparks of 7 or 8 people – 4 club units;
  - (c) For carparks of 5 or 6 people – 3 club units;
  - (d) For carparks of less than 5 people – 2 club units;
  - (e) All units as expressed as above are the maximum allowable units per carpark;
- A club unit is defined as; 1 x 750ml bottle of wine or 1 doz beer/cider or a combination of these e.g. 5 units can be a combination of the two. e.g. 3 bottles wine/2 doz beer or 2 bottles wine/ 3 doz beer or, no wine and up to maximum of 5 doz beer etc.
- After the Welcome Pack is collected, there will be no further sale & supply of club units to the carpark holder and guests and purchases will be restricted to single serve units with a maximum of 4 drinks per transaction.

- If no Welcome Pack is ordered, no club units will be sold or supplied to the carpark holder and guests and any purchases on the day will be restricted to single serve units with a maximum of 4 drinks per transaction

#### 14. SGRC Restrictions and Maximum Serves cont...

- RTD's will not be available in the Welcome Packs but available for purchase from the SGRC bar outlets.
  - The SGRC bar outlets will display and sell single serves (330ml can/bottle or smaller size) or wine by the glass and/or ½ bottle which will be available from the start of the event and continue throughout the day for members and guests. Single serves will be restricted to a maximum of 4 drinks per transaction.
  - The SGRC bar outlets will have the ability to reduce to single serves at the discretion of the DM in consultation with roving DM(s) and security.
  - At any stage throughout the day, should concerns arise over carparks and their guests becoming influenced or otherwise the frequency of additional purchases are of concern to the bar outlet DM, then security and/or senior DM's will instruct the bar outlets not to accept any further purchases from these car parks until an additional carpark assessment is undertaken by a duty manager
  - All Welcome Packs will be time monitored and recorded to ensure that the maximum limits as previously specified are not exceeded - Refer attached Show Gate Collection Record
  - A system of returning unused stock will apply from 4pm onwards till 7.15pm and this will be communicated to the SGRC holders
  - Security and Duty Mangers will remind car park holders from 4pm onwards about the credit return facility
  - All Welcome Pack packaged product such as packs of beer/cider and 750ml bottles must be consumed at the designated SGRC car park site and cannot be removed or carried away from the carpark site. Security will actively monitor this and take appropriate action such as, but not limited to confiscation
  - Any product not listed per the pre-order form and bar list, will be deemed contraband and confiscated. The carpark in question - as per the SGRC Carpark Contract will be red flagged and dealt with by the Club
  - There will be no sales after the start of the last race or, earlier if deemed necessary by the Duty Mangers and/or Tri Agency representatives
- Alcohol Management
- 12 Allied Security staff split into 4 teams of 3, will search vehicles on arrival by, each team being responsible for a quadrant of approx. 100 vehicles. These staff will continue roving throughout the day
  - Each team will be assigned a list of car parks and names of car park holders within their quadrants to check for contraband
  - A system will be introduced to visibly identify vehicles that have been searched or require searching
  - In addition:
    - 5 Dedicated Duty Managers (The Bedford) and 5 Allied Security staff, 1 of each at the 5 SGRC bar outlets will undertake assessment of patrons & I.D. checking
    - 6 to 8 experienced Senior Duty Managers (The Bedford) will rove throughout the SGRC overseeing Alcohol Management and liaising with each bar DM and Allied Security
    - 6 Allied Security staff at various locations within the SGRC
    - 7 Allied Security staff controlling internal gate entry and wristband checks
    - 10 Allied Security staff are deployed between 4pm and 4.30pm from other gate areas to the SGRC

- 10 additional Allied Security staff are deployed between last race and 6.15pm from other areas to the SGRC
- After 4pm, at least 6 Allied Security staff stationed are qualified Duty Managers



#### 14. Show Gate Reserved Car Park (SGRC) cont...

- Food
  - BYO food is allowed, and appropriate levels of food are encouraged at car park sites. This is actively marketed to car park holders and members.
  - Historically, SGRC holders have always provided substantial food at car park sites
  - The Club helps encourage the provision of food by having a competition for the best car park site with food being one of the deciding factors in judging
  - Allied Security also monitor levels of food when searching vehicles on arrival
  - One coffee vendor and one food vendor operate in this area. The Coffee Vendor will be requested to remain in the SGRC to well after the last race
  - The Club Grandstand (within 20 metres from SGRC internal entrance gates) provides; a Members Only Restaurant offering a comprehensive buffet lunch and 2 coffee shops offering substantial snacks and hot food
  - Within 100 metres from the SGRC internal entrance gates, there are another 10 food vendors and 2 more coffee vendors
- Water
  - Bottled water is available at the bar
  - Additional water - refer 7m) page 7
- Glassware and allowances for each area
  - Glasses at own vehicle permitted as well as canned & bottled beverages obtained from pre-order or approved cash & carry product lists
  - Rubbish bags will be supplied on arrival to help reduce litter
- Entertainment
  - A big screen is sited in this area

#### **Sacred Falls Lawn Bar – Members Outdoor Bar**

- Bar Opening & Closing Times
  - Cash Bar open from 11.00 am and close at last race
- Bar restrictions & maximum serves
  - A maximum of 4 units per person - No 750ml bottles sold or packaged beer sold
  - Maximum serves will be evaluated by area and reduced to a maximum of two (2) alcoholic drinks at any time by the DM's and/or Tri-Agencies representatives
- Alcohol Management
  - Security and Duty managers will be present at this bar
  - A roving team of Allied Security and Senior DM's will also monitor this area
  - I.D. checking for minors
- Food
  - The Club Grandstand (within 20 metres from SGRC internal entrance gates) provides; a Members Only Restaurant offering a comprehensive buffet lunch and 2 coffee shops offering substantial snacks and hot food
  - Within 100 metres from the SGRC internal entrance gates, there are another 10 food vendors and 2 more coffee vendors
- Water
  - Bottled water is available at the bar
  - Additional water - refer 7m) page 7
- Glassware and allowances for each area
  - The majority of product will be served in cans or plastic
  - Any beverage in glass will be sold in a plastic drinking vessel

## 14. Show Gate Reserved Car Park (SGRC) cont...

**Lion Function, Show Gate -Corporate**

- Bar Opening & Closing Times
  - Bar open from 11.30am and close at 6.45pm (vacate 7.15pm))
- Bar restrictions & maximum serves
  - A maximum of 4 single units (330 to 380 ml) per person or, 1x 750 ml bottle per person
  - Maximum serves will be evaluated and reduced to a maximum of two (2) single serve alcoholic drinks at any time by the DM's and/or Tri-Agencies representatives
- Alcohol Management
  - Security and Duty managers will be present at this function
  - A roving team of Allied Security and Senior DM's will also monitor this area
- Food
  - A substantial buffet lunch with light refreshments also served at the end of the day
- Water
  - Bottled water is available at the bar
  - Additional water - refer 7m) page 7
- Glassware and allowances for each area
  - Glassware will be used in this area

**Christchurch Casino Stables - Corporate**

- Bar Opening & Closing Times
  - Bar open from 11.45am and close at 6.45pm (vacate 7.15pm))
- Bar restrictions & maximum serves
  - Maximum of 4 single units (330 to 380 ml) per person or, 1x 750 ml bottle per person
  - Maximum serves will be evaluated and reduced to a maximum of two (2) single serve alcoholic drinks at any time by DM's and/or Tri-Agencies representatives
- Alcohol Management
  - Casino will provide their own duty manager and security staff
  - A roving team of Allied Security and Senior DM's will also monitor this area
  - A substantial gourmet BBQ and light refreshments served throughout the day
- Glassware and allowances for each area
  - Glassware will be used in this area

**The Colombo & Société Lounge – Corporate**

- Bar Opening & Closing Times
  - Bar open from 11.45am and close at 6.45pm (vacate 7.15pm)
- Bar restrictions & maximum serves
  - Maximum of 4 single units (330 to 380 ml) per transaction or, 1x 750 ml bottle per transaction
  - Maximum serves will be evaluated and reduced to a maximum of two (2) single serve alcoholic drinks at any time by DM's and/or Tri-Agencies representatives
- Alcohol Management
  - Duty manager and security staff will be present at this function
  - A roving team of Allied Security and Senior DM's will also monitor this area
- Food
  - A substantial gourmet BBQ and light refreshments served throughout the day
- Glassware and allowances for each area
  - Glassware will be used in this area

## 15. Members Bars and Corporate Suites (Club Grandstand)

Wristbands - All wristbands expect Red (GA) and Corporate Suite Tickets

- Minors -allowed under strict conditions
- Bar Opening & Closing Times
  - Members bars and Suites bars will be open from 11.30am
  - All Bars close at last race (approx.5.45pm) except for Gloaming Room (Committee), Nightmarch Bar and Suites which will close at 6.45pm
- Bar Restrictions & Maximum Serves
  - A maximum of 4 single units (330 to 380 ml) per person
  - Maximum serves will be evaluated and reduced to a maximum of two (2) single serve alcoholic drinks at any time by DM's and/or Tri-Agencies representatives
- Alcohol Management
  - Security and Duty managers will be present in all bars
  - A dedicated team of security and duty mangers will look after the corporate Suites
  - Security and Duty managers will be present in the bars
  - A roving team of Allied Security and Senior DM's will also monitor this area
  - I.D. checking for minors at bars
- Food
  - Food outlets available in 2 members bars and the Balmerino Restaurant is also open
  - Corporate suites have substantial lunch and light refreshments served later in the day
- Water
  - Bottled water is available at the bar
  - Additional water - refer 7m) page 7
- Glassware and allowances for each area
  - Bars will serve all products in plastic glasses except in Gloaming, Beaumaris, and Corporate Suites
  - In areas where glassware is used, plastic glass stations will be set up at exit points where patrons can transfer beverages to plastic drinking vessels
- Entertainment
  - Live entertainment in the birdcage in front of the Members Stand

## 16. GA (Public Outdoor Bars) -Parade Ring Lawn Bar & Birdcage Lawn Bar

Wristbands -All wristbands except Minors wristband (Minors not allowed)

- Bar Opening & Closing Times
  - Bars will be open from 11.30am and close at last race (approx. 5.45pm)
- Bar Restrictions & Maximum Serves
  - A maximum of 4 units per person - No 750ml bottles sold
  - Maximum serves will be evaluated and reduced to a maximum of two (2) single serve alcoholic drinks at any time by DM's and/or Tri-Agencies representatives
- Alcohol Management
  - Security and Duty Managers will be present in all bars
  - Roving security and intoxication assessors will monitor all bars
  - I.D. checking for minors
- Food
  - Coffee shop available in Parade Ring Bar and 1 food vendors and 1 coffee vendor available on Parade Ring lawn
  - 11 food vendors available on Grand National Lawn
- Water
  - Available in all bars
  - Additional water - refer 7m) page 7
- Glassware and allowances for each area

- The majority of product will be served in cans or plastic Any beverage in glass will be sold in a plastic drinking vessel
- Entertainment
  - Live entertainment in the birdcage and fashion in the fields in Birdcage Lawn bar

## 17. Grand National Stand GA (Indoor Bars)

### Parade Ring Bar, 1<sup>st</sup> East & West Bars & Speights Bar 2<sup>nd</sup> West

Wristbands - All wristbands except Minors wristband (Minors not allowed)

- Bar opening & Closing Times
  - Bars will be open from 11.30am and close at last race (approx. 5.45pm)
- Bar Restrictions & Maximum Serves
  - Cash Bar- maximum of 4 units per person
  - No 750ml bottles stocked in bars
  - Maximum serves will be evaluated and reduced to a maximum of two (2) single serve alcoholic drinks at any time by DM's and/or Tri-Agencies representatives
- Alcohol Management
  - Security and Duty managers will be present in all bars
  - A roving team of Allied Security and Senior DM's will also monitor this area
  - I.D. checking for minors
- Food
  - Coffee shop available in 1<sup>st</sup> floor
  - 11 food vendors available on Grand National Lawn
- Water
  - Available in all bars
  - Additional water - refer 7m) page 7
- Glassware and allowances for each area
  - The majority of product will be served in cans or plastic
  - Any beverage in glass will be sold in a plastic drinking vessel
- Entertainment
  - Live entertainment in the birdcage and fashion in the fields in Birdcage Lawn bar

## 18. Grand National Stand GA - Corporate Functions

3<sup>rd</sup> West – Corporate

Racing Fans Room, 3<sup>rd</sup> East – Invitation Only

Mellay Room – Members only of Canterbury Westland Owners Association

All wristbands except Minors – no minors allowed

- Bar Opening & Closing Times
  - Bars open from 11.45am with exception of Mellay Room at 11.30am
  - Racing Fans Room close at 6pm and vacate at 6.30pm
  - 3<sup>rd</sup> West close at 6.30pm and vacate 7.00pm
  - Mellay Room closes 1hr after the last race, approx. 6.45pm
- Bar restrictions & maximum serves
  - A maximum of 4 single units (330 to 380 ml) per person or, 1x 750 ml bottle per person
  - Maximum serves will be evaluated and reduced to a maximum of two (2) single serve alcoholic drinks at any time by DM's and/or Tri-Agencies representatives
- Alcohol Management
  - Security and Duty managers will be present at this function
  - A roving team of Allied Security and Senior DM's will also monitor this area
- Food

- 3<sup>rd</sup> West - A substantial buffet lunch and light refreshments served later in the day
- Racing Fans - snack food, Coffee shop available in 1<sup>st</sup> floor
- 11 food vendors available on Parade Ring lawn and Grand National Lawn
- Mellay Room- coffee shop and hot food
- Water
  - Available in all bars
  - Additional water - refer 7m) page 7

## 18. Grand National Stand GA - Corporate Functions

- Glassware and allowances for each area
  - Glassware will be used in these areas
  - In areas where glassware is used, plastic glass stations will be set up at exit points where patrons can transfer beverages to plastic drinking vessels

## 19. Owners Pavilion

- All wristbands
- Bar Opening & Closing Times
  - Bar open from 20 mins prior to first race and 20 mins before each race thereafter
  - Bar closes at last race, approx. 5.45pm
- Bar restrictions & maximum serves
  - 1 x complimentary drink (glass) per owner per race
- Alcohol Management
  - Duty Manager and security staff
  - I.D. Check for minors
- Food
  - Complimentary nibbles
  - The Club Grandstand (within 40 metres from Owners Pavilion) provides; a Members Only Restaurant offering a comprehensive buffet lunch and 2 coffee shops offering substantial snacks and hot food
  - Within 80 metres from the Owners Pavilion, there are another 11 food vendors
- Water
  - Available at the bar
  - Additional water - refer 7m) page 7
- Glassware and allowances for each area
  - Glassware will be used in this area but retained within the area

## 20. Tea House Corporate Function – Maia Health/C.C.C.

### Blue Wristbands - No Minors

- Bar Opening & Closing Times
  - Bar open from 11.45am and closes at 6.30pm, vacate at 7pm
- Bar restrictions & maximum serves
  - A maximum of 4 single units (330 to 380 ml) per person or, 1x 750 ml bottle per person
  - Maximum serves will be evaluated and reduced to a maximum of two (2) single serve alcoholic drinks at any time by DM's and/or Tri-Agencies representatives
- Alcohol Management
  - Security and Duty managers will be present at this function
  - A roving team of Allied Security and Senior DM's will also monitor this area

- Food
  - A substantial BBQ lunch and light refreshments served later in the day
- Water
  - Available at the bars
  - Additional water - refer 7m) page 7
- Glassware and allowances for each area
  - Glassware will be used in this area
  - In areas where glassware is used, plastic glass stations will be set up at exit points where patrons can transfer beverages to plastic drinking vessels

## 21. Trackside Marquees – Grand National Lawn Corporate Function

Blue Wristbands - No Minors allowed

- Bar Opening & Closing Times
  - Bar open from 11.45am and closes at 6.30pm, vacate at 7pm
- Bar restrictions & maximum serves
  - A maximum of 4 single units (330 to 380 ml) per person or, 1x 750 ml bottle per person
  - Maximum serves will be evaluated and reduced to a maximum of two (2) single serve alcoholic drinks at any time by DM's and/or Tri-Agencies representatives
- Alcohol Management
  - Security and Duty managers will be present at this function
  - A roving team of Allied Security and Senior DM's will also monitor this area
- Food
  - A substantial BBQ lunch and light refreshments served later in the day
- Water
  - Available in all bars
  - Additional water - refer 7m) page 7
- Glassware and allowances for each area
  - Glassware will be used in this area but will not leave the area
  - Plastic glass stations will be set up at exit points where patrons can transfer beverages to plastic drinking vessels
- Entertainment -Big Screen

## 22. Grand National Lawn Reserved Car Parks – NO BYO, maximum 57 vehicles

Wristbands - All wristbands expect minors - Minors not allowed

- Hours of Event
  - Gates open at Steadman Road to allow reserved parking
  - All patrons to vacate this area by 7.30pm
- Bar Opening & Closing Times
  - Bar opens at 11am and closes at last race, approx. 5.45pm
- Bar restrictions & maximum serves
  - Cash Bar - No BYO or Welcome Packs
  - A maximum of 4 single units (330 to 380 ml) per person or, 1x 750 ml bottle per person
  - Members of a car park (or designated car park guest) must produce a car park pass issued by the Club to ensure only car park holders and their guests can purchase from this bar
  - Maximum serves will be evaluated and reduced to a maximum of two (2) single serve alcoholic drinks at any time by DM's and/or Tri-Agencies representatives
- Alcohol Management
  - 4 Allied Security staff split into 2 teams of 2 will search vehicles upon arrival
  - 3 Allied Security will undertake roving throughout the Car Park area
  - 6 Allied Security will undertake Alcohol Management at the bar and gate entry
  - The car park area will be fenced off and demarcated from the Grand National Lawn GA public area
  - Strict conditions apply to the Grand National Reserved Car Park and all car park holders attending on the day must sign a contract to obtain a pass
  - Any product not sold by the bar will be deemed to be contraband and will be confiscated by security

- No alcoholic products to be taken out of the Car Park area
- Senior Duty Manager at another DM present at the Bar
- I.D. checking for minors at bars

## 22. Grand National Lawn Reserved Car Parks cont,,

- Food
  - BYO food is allowed at car park sites
  - 11 food vendors are located within 20 metres of the reserved car park
- Water
  - Water is available at the bar
  - Additional water - refer 7m) page 7
- Glassware and allowances for each area
  - Glasses at own vehicle permitted as well as canned & bottled beverages purchased
  - Plastic glass stations will be set up at exit points where patrons can transfer beverages to plastic drinking vessels
  - Rubbish bags will be issued on arrival to help reduce litter
- Entertainment - A big screen is sited near this area

## 23. Carriage Car Park - TAB Elite Corporate Function

Blue Wristbands - No Minors - Upmarket truck and marquee set up  
Fenced off area demarcated from reserved car parks & GA patrons

- Bar Opening & Closing Times
  - Bar open from 11.45am and closes at 6.30pm, vacate at 7pm
- Bar restrictions & maximum serves
  - A maximum of 4 single units (330 to 380 ml) per person or, 1x 750 ml bottle per person
  - Maximum serves will be evaluated and reduced to a maximum of two (2) single serve alcoholic drinks at any time by DM's and/or Tri-Agencies representatives
- Alcohol Management
  - 1 Duty Manager and Allied Security staff
- Food
  - A substantial BBQ lunch and light refreshments served later in the day
- Water
  - Available at the bar
  - Additional water - refer 7m) page 7
- Glassware and allowances for each area
  - Glassware will be used in this area
  - In areas where glassware is used, plastic glass stations will be set up at exit points where patrons can transfer beverages to plastic drinking vessels

## 24. Carriage Car Park Reserved Car Parks and GA Outdoor Bars

Maximum 200 vehicles, No BYO Alcohol

Wristbands - All wristbands expect minors (Minors not allowed)

- Hours of Event
  - Gates open at Steadman Road at 9am to allow reserved parking
  - All patrons to vacate this area by 7.30pm
- Bar Opening & Closing Times
  - Bar opens at 11am and closes at last race, approx. 5.45pm
- Bar restrictions & maximum serves – 2 bars
  - Cash Bar - maximum of 4 single units per person (**reduced from 6 in 2016**)
  - No 750ml bottles supplied or sold
- Alcohol Management



- Any product not sold by the bar will be deemed to be contraband and will be confiscated
- 9 Allied Security will search vehicles at 4 lanes by the Steadman Road Gate
- 4 Allied Security will be stationed at the 2 bars for Alcohol Management
- 12 Allied Security (4 zones of 3 each) will undertake alcohol management in the car parks
- 6 Allied Security will be deployed as roaming security throughout the whole area
- I.D. checking for minors at bars

#### 24. Carriage Car Park Reserved Car Parks and GA Outdoor Bars cont..

- BYO food is allowed at car park sites
- 4 to 5 food vendors also operate in this area
- Water
  - Available at the bars
  - Water stations located near the bars, 12000 litres of reticulated water supply
  - Additional water - refer 7m) page 7
- Glassware and allowances for each area
  - Glasses at own vehicle permitted
  - The majority of product will be sold from the bar will be in cans or plastic
  - Any beverage in glass will be sold in a plastic drinking vessel
  - No glass or bottled products can be taken out of this area to any other GA area
- Entertainment
  - A big screen is sited in this area
  - Radio station DJ will provide music between race-meetings

#### **Additional Information attached**

Host Responsibility Policy

Full Site Plan Cup Day 2018 (Draft)

NZ Cup Day Main Entrance Gates (Draft)

Show Gate Reserved Car Park - stock refund request form

Show Gate Reserved Car Park Orders & Time Monitoring Sheet 2018

#### **Yet to be finalised but not substantially different from 2017:**

Ticket Pricing - Cup & Show Week Hospitality Packages

Security Plan and Security Numbers

Traffic Management Plan

Ticket Operating Plan

Beverage Price Lists

#### **Updated in early November 2018**

Key Contact List with names of duty managers