

CLUBS SA MEMBERSHIP

ENSURING YOUR CLUB HAS THE TOOLS AND SUPPORT
TO OPERATE IN A COMPLIANT AND SAFE MANNER



*THE ONLY INDUSTRY BODY REPRESENTING THE INTERESTS
OF LICENSED CLUBS ACROSS SOUTH AUSTRALIA*



**CLUBS
SA**

Smarter Clubs | Safer Clubs



AFFILIATED WITH
Clubs Australia



ABOUT CLUBS SA MEMBERSHIP

Holding a Club licence comes with many responsibilities and obligations. You may already have the basic knowledge and experience required; however, operating a viable and compliant Club has many challenges that you will need to address to succeed. This is where we help.

We have a team of specialists in Liquor and Gambling legislation, Workplace Relations, WHS and Club Governance:

- WE PROVIDE PRACTICAL ADVICE ON OPERATIONAL MATTERS
- WE OFFER ADVICE AND GUIDANCE ON REGULATORY & LEGAL ISSUES
- WE PROVIDE REPRESENTATION
- COMPLEX LEGISLATION EXPLAINED IN PLAIN ENGLISH
- WE HAVE DEVELOPED EFFECTIVE RELATIONSHIPS WITH INDUSTRY, GOVERNMENT AND MINISTERS TO SUCCESSFULLY REPRESENT CLUB INTERESTS

WHY CLUBS SA?

BENEFITS AND SERVICES

CLUBS SA MEMBERSHIP GIVES YOU ACCESS TO THE TOOLS AND SUPPORT TO HELP AVOID COSTLY OVERSIGHTS AND MISTAKES

Hundreds of instances of non-compliance are detected by Clubs SA every year avoiding:

- SIGNIFICANT FINES
- DISCIPLINARY ACTION

Liquor Licensing Act 1997—18.11.2019

Part 3—Licences

Division 3—Conditions of licence

45—Compliance with licence conditions

If a condition of a licence is not complied with—

(a) the licensee is guilty of an offence; and

Maximum penalty:

(a) in the case of the licensee—

(i) for a first offence—\$10 000;

(ii) for a second or subsequent offence—\$20 000;

(ab) for an offence against a code of practice—

(i) for a category A offence—\$20 000;

(ii) for a category B offence—\$10 000;

(iii) for a category C offence—\$5 000;

(iv) for a category D offence—\$2 500;

(b) in any other case—\$2 500.

LIQUOR LICENCE COMPLIANCE

Clubs SA is the best placed Body to advise and assist its Members in the implementation of the South Australian Government's review of the State's Liquor Licensing laws as it has been significantly involved in all stages of the Review.

We fully recognise the importance of understanding a Club's obligations for liquor compliance. As a result, Clubs SA provides a range of resources and specialist advice to assist Clubs in their efforts to fulfil their obligations.

Materials include:

- Liquor Compliance Manuals
- Liquor Risk Assessment and Management Plan
- Club Roles and Responsibilities documents
- Step By Step Guides
- Handy Information Sheets on matters important to Clubs

"CBS works closely with industry associations including Clubs SA to increase their members' understanding of, and compliance with their liquor licensing obligations.

CBS encourages the use of materials, such as the Clubs SA Liquor Records and Compliance Manuals that help licensees to fulfil their obligations."

Consumer and Business
Services

Advice typically includes:

- Licence applications
- Changes in trading conditions
- Renovations & Alterations
- Relocations & Amalgamations etc.

Application assistance including representation to CBS:

- Most matters included in Membership.
- Others available at heavily discounted rates

CLUB GOVERNANCE

Governance is the system by which your Club is controlled. It is about how your Club manages its resources for the benefit of both members and stakeholders. Clubs SA provides governance advice and support in all areas including:

Constitution

Policies and Procedures

Roles and Responsibilities

Purpose and Strategy

Integrity and Accountability

Obligations under Legislation

Risk Management

Financial Controls

WORKPLACE RELATIONS

Clubs SA provides specialist, up-to-date advice and support in Workplace and Employment matters over the telephone and face-to-face.

Matters that can be addressed within 30 minutes are provided as part of your Clubs SA membership.

These typically include:

- Interpretation of awards and general industrial law, wage rates and payroll issues
- Recruitment, termination and redundancy advice
- Guidance in Work Health & Safety responsibilities
- Advice on managing poor performance
- Conciliation on minor matters

Matters that require further specialist assistance are available at heavily discounted rates for Clubs SA Members.

These typically include:

- Addressing unfair dismissal claims at the Fair Work Commission
- Union disputes
- Preparation of complex employment contracts
- Work Health & Safety matters including bullying claims
- Negotiation and subsequent preparation of Enterprise Bargaining Agreements and Individual Flexibility Agreements

TRAINING AND EDUCATION

Continued professional staff development through training and education is the key to maintaining standards and compliance.

Clubs SA's training Partner, Complete Hospitality Training Skills (CHTS) provides a comprehensive calendar of current, cost-effective nationally recognised courses that focus on essential areas of the licensed club business.

Training is provided both at Clubs SA House and on site (minimum numbers apply) and CHTS offers a discounted rate for Clubs SA Members.

Courses typically include:

- Responsible Service of Alcohol
- Basic, Advanced and Further Advanced
- Certificate training in Hospitality & Cookery
- Food Safety & Hygiene
- First Aid and CPR
- Barista

Clubs SA can also provide workshops on specific issues including the impact of new legislation.



**Not for Profit Training Partner of Clubs SA – Investing in people – a
WorkReady Provider – RTO 1050,**

RESOURCES AND PUBLICATIONS

As a Clubs SA Member, you will receive up-to-date information on current issues through a range of publications and a suite of valuable tools and resources.

- Clubs SA website and access to Members' Only section
- Members Only Bulletins with up-to-date information on industry issues
- Monthly e-newsletter "Keeping in Touch"
- Legislation updates
- Annual magazine "Clublink"

Reference materials and a range of pro forma documents are available complimentary for Clubs SA Members, including:

- Directors' Manual for Licensed Clubs.
Topics including:
 - The Law
 - Corporate Governance
 - Committee's Roles and Responsibilities
 - Constitution
- Handy Information Sheets
- Templates
- Signage for Venue
- Liquor Price Guides
- Award Rates Schedules

MEMBER EVENTS

Each year, Clubs SA hosts several different events where you can meet to share ideas and experiences with other Club representatives, and learn about legislative changes and latest trends in the industry:

- **Regional Meetings** | Each year Clubs SA travels to the regions of South Australia providing free information seminars on issues relating to the Licensed Club industry.
- **Members' Forums** | Clubs SA hosts a number of free 'Member Forums' each year to provide interesting and vital information relating to Club Operations.
- **Awards for Excellence** | The annual Awards for Excellence present an opportunity for Clubs to showcase the excellent work that is carried out in the community, for the community.. The Gala Night showcases the many achievements made by Clubs, their staff and their volunteers.

ADDITIONAL BENEFITS

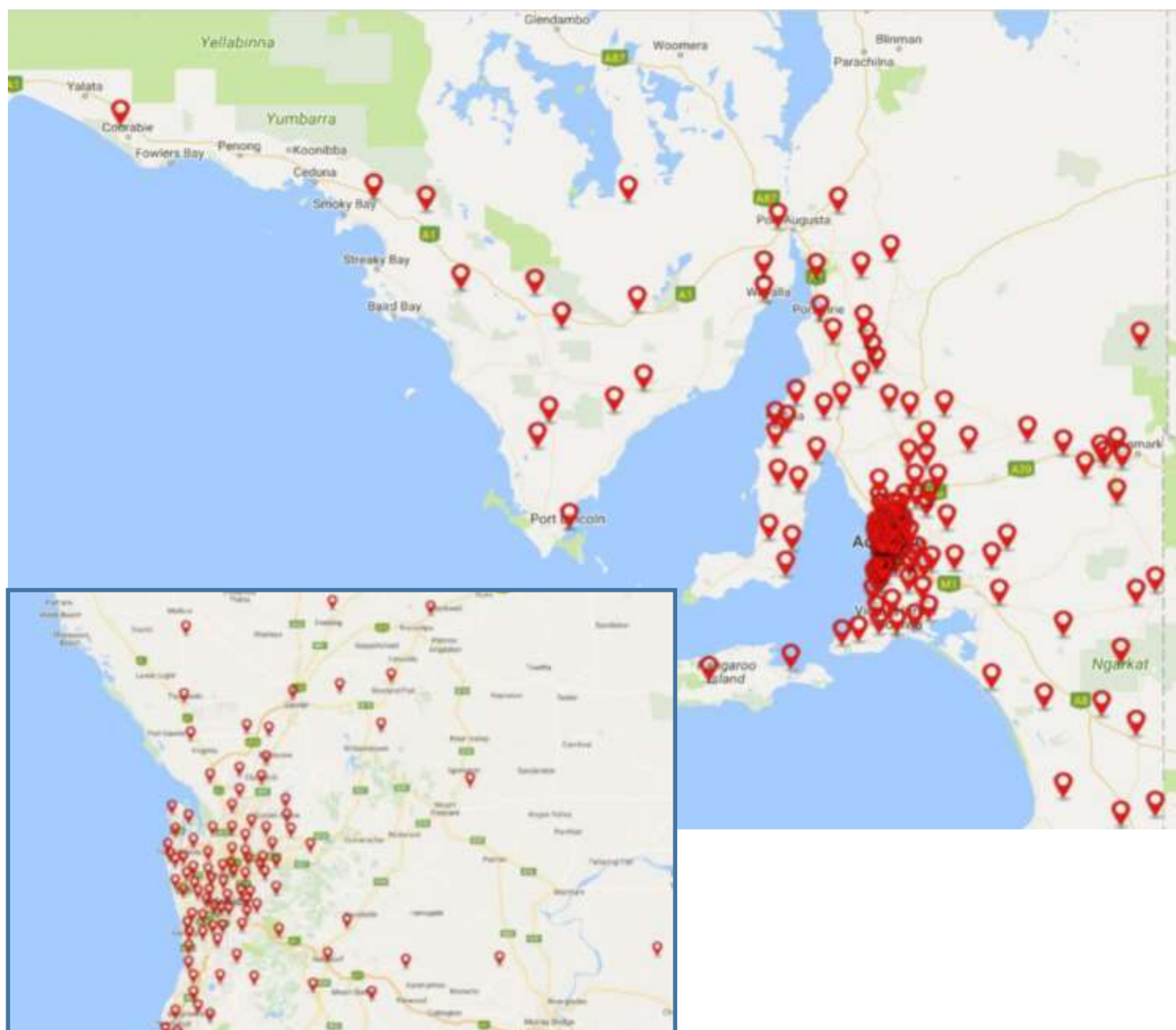
Clubs SA has a range of Corporate Partners offering services and products to its Members. These include:

- Preferential pricing
- Special offers
- Free initial consultations
- Rewards programs
- Introductory of-



Clubs SA Members can also receive valuable marketing exposure through the publicising of events, achievements and facilities on its website and social media platforms and its publications.

CLUBS SA MEMBERS THROUGHOUT SA



JOIN US TODAY!

Contact our Membership Manager to learn more

Christine Carter

T | 08 8290 2200

E | admin@clubssa.com.au

M | 0437 95 95 89

PROUD CLUBS SA MEMBER

**CLUBS
SA**

Smarter Clubs - Safer Clubs