



ANNUAL REPORT 2010-11

Annual General Meeting – 16 April 2011

AGENDA

1. Opening Prayer
2. Apologies
3. Minutes of the Previous Annual General Meeting
4. President's Report
5. Secretary's Report
6. Referees Coordinator's Report
7. Financial Reports
8. Auditor's Report
9. Election of Management Committee
10. Appointment of Chaplain
11. Appointment of Auditor
12. General Business
 - Adoption of "Good Sport" Policies:
 - Alcohol Management
 - Smoke Free Venue
 - Safe Transport
 - Flood Damage and Winter Season
 - Junior Competition
 - Carnival
 - Referees
 - Drop-off rules
 - Other Business
13. Closing Prayer

*Minutes of the Annual General Meeting of the
BRISBANE CHURCHES TOUCH ASSOCIATION Inc.*

*Held at the Coffee Club, Stones Corner
From 10.00 am on Saturday, 17th April 2010*

1.0 Welcome and Opening Prayer

2.0 Present: Chris Kelly, Selwyn Dickfos, Wendy Blakeney, Ash Price, Matt Carey, Scott Carpenter, Philip Eagling, Colin Roome

Proxies: Geraldine Philip-Smith, Ian Smith, Johanna Carpenter, Regan Dent, Nathan Manning, Mark Blakeney, Melinda Carey, Rob Haupt, David Roome

Apologies: Nil

3.0 Previous Minutes

It was resolved that the Minutes of the 2009 AGM be adopted.

4.0 President's Report

It was resolved that the President's Report be adopted.

5.0 Secretary's Report

It was resolved that the Secretary's Report be adopted.

6.0 Referee Co-ordinator's Report

It was resolved that the Referees Coordinator's Report be adopted.

7.0 Financial Reports

It was resolved that the Financial Reports be adopted.

8.0 Auditor's Report

It was resolved that the Auditor's Report be adopted.

9.0 Election of Management Committee

As per the Association Rules, all Management Committee positions were declared vacant.

9.1 President: Being the only nominee, Chris Kelly was elected as President.

9.2 Secretary: Being the only nominee Col Roome was elected as Secretary.

9.3 Treasurer: Being the only nominee, Scott Carpenter was elected as Treasurer.

9.4 Referee Coordinator: Being the only nominee, Ashley Price was elected as Referee Coordinator.

9.5 Committee Members: The following persons were elected as general members of the Management Committee:

- Selwyn Dickfos
- Matt Carey
- Wendy Blakeney

10.0 **Chaplain:** Phil Eagling accepted nomination to this position for 2010.

11.0 **Auditor:** It was resolved that Ian Krarup (Aspire Taxation & Accounting) be re-appointed as auditor of the Association for the current year.

12.0 General Business

12.1 **Referees:** It was resolved that fees be increased to \$18.00 (Buddy) and \$24.00 (Single) for the 2010 Winter Season. These are similar to pay rates in other touch competitions. While some associations pay different amounts depending on grading level however the BCTA did not want to adopt this format. We will endeavour to allocate two referees per game where possible.

12.2 **Chaplain:** Phil suggested that the association should consider an end of season BBQ and Service, possibly in October/ November. Venue would be at Sunnybank Baptist Church. Phil Jauncey (sports psychologist) to be approached as a possible speaker. **Action:** Selwyn to approach Phil re: availability and report back.

12.3 **Fields:** Winter season nominations at five already, aiming for ideal number of 24 teams with maximum number 27. Last summer season we had to turn away one nomination as we exceeded capacity. A number of expansion options were considered:

12.3.1 Four time slots. This creates issues in meeting the St Joseph's College 9.30 pm "lights out" deadline and also many teams and referees cannot get to a 6.00 pm start.

12.3.2 Installing lights on additional fields. This is part of St Joseph's College master plan for the playing fields and will happen at some point but probably not in the next few years.

12.3.3 Use another venue, or outsource some of our games to fields run by other competitions in nearby suburbs.

12.3.4 If the current proposal for adopting daylight saving in Queensland is accepted, more fields will be available in the summer season early timeslots.

Action: Scott to make contact with Ian Krarup re: Bethania Cricket Club fields at Waterford and check on availability. Further investigate if they are available for a junior competition. Chris to investigate with clubs close by, should we ever have more teams than 27 teams nominate again.

12.4 Junior Competition: Discussion of the attempt to establish a junior competition in late 2009 which met with little success. It was resolved that we leave it for a couple of years and rely on the existing BCTA members with children to be the catalyst to get it started. It was noted that the Metro competition is very strong and we can learn from what they do. The way forward will be that we need to start with 4-5 teams and the bulk of the children will probably have parents involved in BCTA. Alternatively, foster this involvement prior by holding junior carnivals. Sunnybank Baptist and Bethania CC are possible venues. BCTA Members need to consider having coaching certificates and Phil will be able to help with targeting selected schools with newsletters.

12.5 Carnival: The BCTA held the QTL carnival in early July last year. Overall it was successful as 18 teams participated and we had positive income from the day. Down side to this was that only one BCTA team was involved. Committee questioned why and it was determined that key issue is looking after children. Next carnival is proposed 3/7/2010 hence committee to look at arranging a crèche and/or hiring a jumping castle. It was further noted that due to numbers specific tasks such as catering/BBQ needed to be separately looked after, along with organizing coffee van (Wendy) and Radio station. Planning start meeting to be arranged prior to next carnival to ensure all tasks allocated and looked after.

12.6 Referee Training: It was encouraging to see many new referees last summer season. It is important that we provide training and also refresher courses for all referees. **Action:** Chris Kelly to approach Nathan Manning to run training courses

12.7 Management Roles: Scott noted that we are all doing specific roles yet we have no training or backup person should one of us leave or be unable to fulfil. One possibility is to create an Assistant Referee Coordinator and Vice President (Operations) with a view to providing backup to current committee members. **Action:** Chris to provide information and training to Wendy on the draw spreadsheet. Committee to think about this and re visit in one due course.

12.8 Uniforms: Matt Carey noted that dealing with Cudlee suppliers was difficult. This had not been experienced by other teams however it was noted that his team sourced uniforms from a local supplier. **Action:** Chris to note on website that purchase of uniforms from Cudlee is optional and they can be purchased from any supplier and still qualify for the \$150 subsidy.

12.9 Sponsorship can be sourced with appropriate company. Committee member to advise of any possible leads, president to make contact.

12.10 Touch Balls: All agreed that the BCTA-branded touch balls ordered last year and given free to each team were a success. **Action:** Chris to arrange another order.

12.11 Trophies: It was suggested that other ideas be looked at for trophies. Metro comp, the winners were given an embossed camping chair. Other ideas are beach towels, water

bottles, etc. **Action:** Ash to obtain catalogue from suppliers and advise of what alternatives available.

12.12 As a novelty idea it was suggested that the reigning A grade premiers play an exhibition game against a referees team. The match will be scheduled if it is logistically possible.

13.0 **Closing Prayer:** Phil Eagling. The meeting closed at 11.20 am

President's Report



Tennyson playing fields, January 2011

The past twelve months was defined by one event- the south-east Queensland flood which caused billions of dollars worth of damage and unfortunately claimed some 30 lives. May we never see its like again.

Our losses are trivial in comparison. All our equipment (some \$1,500 worth) was damaged beyond repair and will have to be replaced. Our application for state government assistance under their Flood Fightback scheme was successful and will cover most of the replacement bill.

My special thanks to the Wests Centenary JRLC at Wacol which, after a long search many knockbacks, provided temporary accommodation to complete the summer season and also for the upcoming winter competition.

In most other respects the year was another successful one for us, as outlined in more detail in the following reports. As always, I extend my sincere thanks to our committee members and referees for their ongoing contribution.

God Bless

Chris Kelly

Secretary's Report

The Year in Numbers:

	2010/2011	2009/2010
Number of Teams	46	48
Games Played	346	360
Send-offs	0	0
Forfeits	1	1
Games with >1 Referee	83.0%	76.4%
Fair Play Rating	99.1%	98.5%
Website Visits	13,284	17,799
Turn over	\$39,050	\$36,867

Summary

The 2010/11 season has continued to see strong numbers, with both the winter and summer season having large numbers of teams 22 and 24 respectively. Unfortunately the floods of January 2011 threw a spanner in the works, and has effectively left us unable to use the Terrace playing fields. Due to this upheaval we have had to relocate to different fields. This caused a lot of disruption to the competition with a number of forfeits and two teams dropping out. The table above does not include the eight forfeits that were a direct result of the flooding and field relocation.

The competition in all four grades has been very close throughout the year, making overall for a successful year. Congratulations to all the winners, and also the other teams that have participated. It is with pleasure that I can report, we have had a high standard of behaviour with very few send-offs, or other on field indiscretions. Thank you to everyone involved in continuing to contribute to make the competition successful.

Playing Fields

As I have noted in previous reports we need to continue to be mindful that we are at one of Brisbane's best sporting venues. Terrace Playing fields. Well unfortunately due to the floods the fields will be unavailable till October. We have in the meantime been able to use the Wests Junior Rugby fields located at Wacol. We are very grateful that they have agreed to let us hire and use the fields until the Terrace fields are operational again. I can report that Chris and Wendy have spent a lot of time trying to source fields more centrally located, and have not been successful. We are mindful of the limited field availability at Wacol and will try to minimize via the draw having to use 4 time slots which is taxing on not only the referee's but players for the late and early games.

Equipment

This was housed at the fields at Tennyson and all was lost as a result of the floods. Luckily the registration books are taken off site so we did not lose any of our records etc. Application for

relief to recover the cost of equipment has been applied for and granted. We will now endeavour to replace everything that was lost.

Finance

A full set of figures appears in the Treasurer's report. It is pleasing to advise the Association is in a healthy financial position. We will continue to be diligent in controlling costs where possible as evidenced by our association with QSM to save on insurance costs.

Barbeque

We have held 2 barbecues throughout the year. A big thank you to the Haults for generously giving their time, doing the organising and cooking on the night. Due to different location and Wets having a canteen we will advise on the web site and notice board when the next event is held.

Carnival

We successfully held the QTL carnival in July. 13 teams participated and an enjoyable afternoon was had. This been our second time at doing it and we learnt and improved. We smoothed the draw out, had a larger number referees and to my delight ran the BBQ over a two hour time slot , so peak demand was not encountered like last year. Furthermore, Wendy organized the coffee/drinks vendor so refreshments could be sourced throughout the day. Subject to field availability I'm sure we will be holding a round again next year so we will advise accordingly.

Summary

The 2010/11 Winter Summer season was running very smoothly until the flood event in January. Whilst it caused disruption we have been able to finish the summer competition. Again the results and the points tables shows the closeness of the competition. This has made it enjoyable to each participant and results in teams arriving each week knowing that they have to play to their potential. The draw system we have is working well so all credit to Chris in refining this over the years.

To all the other committee members: well done. Together we all contribute to have a very successful competition. The key to this success is that everyone is willing to chip in utilising our various talents.

The association only exists to further the aims of its members, so your feedback is needed, participation welcome. If you have any concerns or comments, please do not hesitate to talk with one of us.

God Bless***Col Roome***

Referee Coordinator's Report

Another year gone. Another winter season finished, another summer season comes to an end. It seems we can't go a full year going without a major event happening. Our winter season went by without a hitch but our summer season had a major hiccup in the shape of major floods. This was a major challenge as we had to move fields. The further distance discouraged some referees from continuing. We were down to our faithful regulars. Our new fields also required us to go to 4 timeslots putting further strain on our referee ranks. We managed to pull through (huge round of applause to our band of merry referees) and everyone is looking forward to a break.

The challenge for the coming year is to encourage new referees to help out, whether that be one game per night or the whole night. With our old fields at Tennyson still unavailable for the winter season, this will be a big challenge. As none of us are getting any younger it is essential for the future of the competition to be able to function to bring new referees into the fraternity.

I must give my annual standing ovation to Selwyn who tirelessly arrives early every week to set up the fields and help out refereeing all night. I must thank all and sundry who helped out with either a game now and again or did the hard yards week in, week out. Without your contribution the competition wouldn't happen.

Thank you all for your efforts in making my job easier. I look forward to refereeing with you all in the coming year.

Ashley Price

Financial Reports

BALANCE SHEET AS AT 31 DECEMBER 2010

	2010	2009
	\$	\$
<i>CURRENT ASSETS</i>		
ANZ Bank Account	14,108	50,148
ANZ Business Online Saver	41,406	0
Plant & Equipment at Cost	224	224
Accumulated Depreciation	-224	-224
TOTAL ASSETS	55,514	50,148
 <i>CURRENT LIABILITIES</i>		
ANZ Credit Card	45	251
TOTAL LIABILITIES	45	251
 Net Assets	 55,469	 49,897
 <i>EQUITY</i>		
Retained Earnings	49,898	41,715
Current Year Surplus	5,571	8,182
TOTAL EQUITY	55,469	49,897

**STATEMENT OF INCOME AND EXPENDITURE
FOR THE YEAR ENDED 31 DECEMBER 2010**

	2010	2009
	\$	\$
INCOME		
Registration Fees	35,200	33,035
Registration Fees - Carnival	2,305	3,365
Jersey Sales	0	35
Reimbursement	28	0
Entertainment Books Commission	111	0
Interest Received	1,406	432
TOTAL INCOME	39,050	36,867
EXPENSES		
Association Registration	41	80
Audit Fees	330	330
Bank Charges	0	114
Car Hire & Petrol	264	337
Catering	1,164	1,659
Catering - Carnival	303	294
Computer Software	55	256
Credit Card Fees	0	65
Depreciation	0	-2
Donations	200	500
Gifts	175	236
Ground Hire	7,145	3,564
Insurance	4,000	0
Postage	145	318
Printing & Stationary	76	0
Referees Fees	12,346	10,958
Referees Fees - Carnival	936	1,080
Referees Uniforms	980	773
Repairs and Maintenance	0	11
Subsidies - Tournament Fees	100	0
Subsidies - Uniforms	750	1,313
Touch Balls	828	445
Trademark Registration	0	250
Trophies	3,230	3,122
Website	368	205
Witches Hats	43	0
TOTAL EXPENSES	33,479	25,908
SURPLUS	5,571	10,959

INDEPENDENT AUDIT REPORT***To the Members******Brisbane Churches Touch Association Inc.***

Scope

We have audited the financial report of Brisbane Churches Touch Association Inc. for the year ended 31 December 2010, as set out on pages 1-2. The Management Committee is responsible for the financial report. We have conducted an independent audit of the financial report in order to express an opinion on it to the members of the Association.

The financial report has been prepared for distribution to members for the purpose of fulfilling the Committee of Management's financial reporting requirements under the entity's constitution. We disclaim any assumption of responsibility for any reliance on this report or on the financial report to which it relates to any person other than the members, or for any purpose other than that for which it was prepared.

Our audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial report is free of material misstatement. Our procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report, and the evaluation of procedures have been undertaken to form an opinion whether, in all material respects, the financial report is presented fairly in accordance with Accounting Standards and other mandatory professional reporting requirements (including Australian Accounting Interpretations) and statutory requirements so as to present a view which is consistent with our understanding of Brisbane Churches Touch Association Inc. financial position, the results of its operations and its cash flows.

Qualification

As in the case of similar organisations, it was impracticable to extend our examination of income derived from operations beyond that information which is recorded in the books of account. The audit opinion expressed in this report has been formed on the above basis.

Audit Opinion

In our opinion, the financial report of Brisbane Churches Touch Association Inc. is properly drawn up:

- (a) so as to give a true and fair view of the financial position of Brisbane Churches Touch Association Inc. as at 31 December 2010 and the results of its cash flows for the year then ended;
- (b) in accordance with applicable Accounting Standards and other mandatory professional reporting requirements;
- (c) as at 31 December 2010, there were no mortgages, charges or securities of any description affecting any of the property of the incorporated association.

Yours faithfully,

A handwritten signature in black ink that reads "Ian Krarup".

IAN KRARUP PNA

12 April 2011

Honour Board 2010-11

Winter 2010 Season

Mixed Grade	Premiers	Runners-Up
A	Soft Touch	Second Wind
B	Has Beens	Ruck It
C	Hundred Acre Bar	Oldies
D	Rogues	Savages

Summer 2010-11 Season

Mixed Grade	Premiers	Runners-Up
A	Pretty	Soft Touch
B	Hundred Acre Bar	MissSir
C	X-Rayted	Ruck & Roll
D	Bimbo Magic	Ruck It

Best & Fairest Players

<p><i>Mixed Winter 2010</i> Andrew Hynd (Rogues) Esther Lawrence (Johnny's Heroes)</p>	<p><i>Mixed Summer 2010-11</i> Andrew Hynd (Rogues) Esther Lawrence (MissSir)</p>
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Life Members

MEMBER	YEAR INDUCTED
Barry Thornton	1997
Selwyn Dickfos	1999
Chris Kelly	2006

2010 Winter Season Points Table

Grade	Team	P	W	D	L	Forf	For	Against	+/-	Points	FP
A1	Second Wind	14	13	0	1	0	91	34	57	40	41
A2	Pretty	14	12	0	1	1	92	51	41	37	42
A3	Soft Touch	14	8	2	4	0	76	45	31	32	42
A4	Hammer Time	14	8	1	5	0	68	37	31	31	42
B1	Has Beens	14	9	1	4	0	74	48	26	33	39
B2	Ruck It	14	8	1	5	0	80	54	26	31	42
B3	Latecomers	14	7	1	6	0	64	63	1	29	42
B4	Chipmunks	14	5	2	7	0	68	72	-4	26	42
C1	Oldies	14	8	1	5	0	78	71	7	31	42
C2	Hundred Acre Bar	14	7	0	7	0	67	69	-2	28	42
C3	Untouchables	14	6	2	6	0	60	67	-7	28	42
C4	Johnny's Heroes	14	5	2	7	0	72	74	-2	26	42
C5	Vajasslers	14	6	0	8	0	54	61	-7	26	40
C6	Sliders	14	5	0	9	0	66	74	-8	24	42
D1	Rogues	14	6	2	6	0	61	60	1	28	42
D2	X-Rayted	14	6	2	6	0	50	60	-10	28	42
D3	Savages	14	6	1	7	0	78	75	3	27	42
D4	BS Air Conditioning	14	5	2	7	0	51	58	-7	26	41
D5	Half Full	14	6	0	8	0	63	79	-16	26	42
D6	Greenies	14	3	2	9	0	32	75	-43	22	42
D7	Pirates	14	3	0	11	0	48	78	-30	20	42
D8	Electric Mayhem	14	1	0	13	0	40	128	-88	16	42

2010 Winter Season Semi-Finals

Semi Finals 31-Aug-10	6.20	F1	D4 BS Air Conditioning	5*	v.	D5 Half Full	4
		F3	B1 Has Beens	8	v.	B2 Ruck It	4
	7.20	F4	C4 Johnny's Heroes	8	v.	C5 Vajasslers	2
		F1	C3 Untouchables	7	v.	C6 Sliders	4
	8.20	F2	D1 Rogues	11	v.	D8 Electric Mayhem	3
		F3	B3 Latecomers	4	v.	B4 Chipmunks	2
		F4	D2 X-Rayted	0	v.	D7 Pirates	3
		F1	D3 Savages	4	v.	D6 Greenies	2
		F3	A1 Second Wind	7	v.	A2 Pretty	4
		F4	A3 Soft Touch	1	v.	A4 Hammer Time	0
			C1 Oldies		v.	Bye	
			C2 Hundred Acre Bar		v.	Bye	

Semi Finals 7-Sep-10	6.45	F1	B2 Ruck It	2	v.	B3 Latecomers	0
		F2	D1 Rogues	4*	v.	D4 BS Air Conditioning	3
	7.45	F3	C2 Hundred Acre Bar	8	v.	C3 Untouchables	3
		F1	D3 Savages	11	v.	D7 Pirates	7
		F3	A2 Pretty	3	v.	A3 Soft Touch	5
		F4	C1 Oldies	3	v.	C4 Johnny's Heroes	1
			A1 Second Wind		v.	Bye	
			B1 Has Beens		v.	Bye	

Grand Finals 14-Sep-10	7.00	F1	B1 Has Beens	4	v.	B2 Ruck It	2
		F2	D1 Rogues	7	v.	D3 Savages	5
		F3	A1 Second Wind	2	v.	A3 Soft Touch	3
		F4	C1 Oldies	6	v.	C2 Hundred Acre Bar	7

* - in a drop-off

Results for all games can be found on our website www.bcta.org.au

2010/11 Summer Season Points Table

Grade	Team	P	W	D	L	Bye	Forf	For	Against	+/-	Points	FP
A1	Soft Touch	14	12	1	0	1	0	95	32	63	41	41
A2	Pretty	14	9	2	1	2	0	79	45	34	38	40
A3	Hammer Time	14	8	0	5	1	0	60	44	16	32	41
A4	Jubilarians	14	6	2	6	0	0	89	91	-2	28	42
B1	Hundred Acre Bar	14	9	1	4	0	0	99	76	23	33	42
B2	iTouch	14	7	2	5	0	0	91	65	26	30	42
B3	MissSir	14	5	2	6	1	0	53	63	-10	28	42
B4	Pumped	14	4	5	5	0	0	61	60	1	27	42
C1	Half Full	14	7	0	6	1	0	69	64	5	30	42
C2	Sliders	14	6	3	5	0	0	83	74	9	29	42
C3	Ruck & Roll	14	6	1	6	1	0	61	57	4	29	41
C4	X-Rayted	14	7	1	6	0	0	55	53	2	29	42
C5	Pirates	14	6	1	7	0	0	61	73	-12	27	39
C6	Johnny's Heroes	14	6	1	7	0	0	68	82	-14	27	42
D1	Ruck It	14	5	2	6	1	0	60	50	10	28	42
D2	Rogues	14	7	0	7	0	0	72	70	2	28	42
D3	Bimbo Magic	14	7	0	7	0	0	58	63	-5	28	42
D4	Numo	14	5	0	8	1	0	66	63	3	26	42
D5	Chipmunks	14	6	0	8	0	0	55	68	-13	26	42
D6	Hillstone	14	4	1	8	1	0	50	66	-16	25	41
D7	Touch and Go	14	1	2	11	0	0	39	113	-74	18	42
D8	Greenies	14	1	1	12	0	0	32	87	-55	17	42
	BS Air Conditioning	8	5	0	3	0	0	48	40	8	18	23
	Can't Touch This	8	4	0	4	0	0	39	44	-5	16	24

BS Air Conditioning and Can't Touch This withdrew from the competition once fixtures were transferred to Wacol following the floods at Tennyson.

2010/11 Summer Season Semi-Finals

Semi Finals	6.30	F1	A3 Hammer Time	12	v.	A4 Jubilarians	3
		F2	C4 X-Rayted	6	v.	C5 Pirates	4
15-Mar-11	7.15	F1	A1 Soft Touch	5	v.	A2 Pretty	6
		F2	C3 Ruck & Roll	6	v.	C6 Johnny's Heroes	4
	8.00	F1	B3 MissSir	5*	v.	B4 Pumped	4
		F2	D1 Ruck It	6	v.	D8 Greenies	2
		F3	B1 Hundred Acre Bar	6*	v.	B2 iTouch	5
		F4	D4 Numo	6	v.	D5 Chipmunks	4
	8.50	F3	D2 Rogues	9	v.	D7 Touch and Go	2
		F4	D3 Bimbo Magic	6*	v.	D6 Hillstone	5
			C1 Half Full		v.	Bye	
			C2 Sliders		v.	Bye	

Semi Finals	7.00	F1	C1 Half Full	4	v.	C4 X-Rayted	5
		F2	B2 iTouch	4	v.	B3 MissSir	5*
22-Mar-11	8.00	F1	D1 Ruck It	6	v.	D4 Numo	5
		F2	D2 Rogues	4	v.	D3 Bimbo Magic	5
		F3	A1 Soft Touch	6	v.	A3 Hammer Time	4
		F4	C2 Sliders	5	v.	C3 Ruck & Roll	7
			A2 Pretty		v.	Bye	
		F4	B1 Hundred Acre Bar		v.	Bye	

Grand Finals	7.00	F1	C3 Ruck & Roll	3	v.	C4 X-Rayted	6
		F2	B1 Hundred Acre Bar	7	v.	B3 MissSir	4
29-Mar-11	8.00	F3	D1 Ruck It	3	v.	D3 Bimbo Magic	4
		F4	A2 Pretty	5	v.	A1 Soft Touch	4

* - in a drop-off

Results for all games can be found on our website www.bcta.org.au



Brisbane Churches Touch Association

Level 0 Alcohol Management Policy Special Functions (off-site)

This policy provides the basis for the responsible use of alcohol by the **Brisbane Churches Touch Association** and is seen as fundamental to the aims of the Association. As a Level 0 Association, we will not serve or consume alcohol on our premises and will not permit alcohol to be brought into the grounds during Association games and functions.

The Association recognises that on occasions alcohol may be consumed at special functions held away from the Association premises, and in doing so accepts the responsibilities and expectations of the community by ensuring this is done in a safe and responsible manner.

The following requirements will apply when alcohol is consumed during a Association function, held away from the Association premises.

Special Functions (off-site)

- At least two committee members will be RSA trained, with at least one present when alcohol is consumed.
- The Association will discourage excessive or rapid consumption of alcohol.
- An incident register shall be maintained and any incident recorded.

Intoxicated Patrons

The Association will arrange with the function venue staff that:

- Drunk patrons will not be permitted to enter the premises.
- Alcohol will not be served to any person who is intoxicated or drunk.
- Drunk patrons will be asked to leave the premises (after appropriate safe transport options are offered).

Underage Drinking

The Association will arrange with the function venue staff that:

- Alcohol will not be served to persons aged under 18.
- Servers and committee members will ask for proof of age whenever necessary or whenever in doubt.
- Only photo ID's will be accepted as 'proof of age'.

Alcohol Alternatives

The Association will ensure the following (where possible):

- Tap water is provided free of charge.
- Non-alcoholic and low-alcoholic drink options are available.
- Substantial food is available whenever alcohol is consumed.

- The Association will avoid using alcohol for player awards and fundraising prizes.

Safe Transport

The Association has a (separate) Safe Transport Policy that is reviewed regularly in conjunction with this Alcohol Management Policy.

Smoke-Free

The Association has a (separate) Smoke-Free Policy that is reviewed regularly in conjunction with this Alcohol Management Policy.

Association Trips

The Association will monitor and ensure any Association trips, particularly end of season player trips, strictly adhere to responsible behaviour and alcohol consumption in accordance with the principles of this policy and the aims of the Association.

Non Compliance

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

- Explanation of the Association policy to the person/people concerned, including identification of the section of policy not being complied with.
- Continued non-compliance with the policy should be handled by at least two committee members who will use their discretion as to the action taken, which may include asking the person/ people to leave the Association function.

Committee Policy Management

The presence of committee members is essential to ensure compliance with this policy. Key responsibilities of the duty committee members are to:

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

Policy Promotion

The Association will promote the alcohol management policy regularly by putting a copy of the policy on the Association website and printed player information.

The Association recognises the importance of educating Association members, particularly players, about the benefits of an alcohol management policy and will endeavour to provide information to assist this process.

The Association will actively participate in the Australian Drug Foundation Good Sports program with an ongoing priority to maintain Level 0 accreditation.

Policy Review

This policy will be reviewed periodically to ensure it remains relevant to Association operations and reflects both community expectations and legal requirements.

Last update: January 2011



Brisbane Churches Touch Association

Smoke Free Policy

The **Brisbane Churches Touch Association** recognises that passive smoking is hazardous to health and those non-smoking Association members and visitors have the right to be protected from exposure to tobacco smoke. Accordingly, the following policy shall apply to all Association facilities, functions, meetings and activities undertaken by the Association and will apply to all members, officials, players and Association visitors.

Facilities

All Association facilities are to be completely smoke-free. Cigarettes will not be sold (including vending machines) at any time at or by the Association.

Players, Officials & Coaches

Coaches, players, trainers, volunteers and officials will refrain from smoking and remain smoke-free while involved in an official capacity for the Association, on and off the field.

Functions (off-site)

All Association functions including social and fund raising events and meetings are to be completely smoke-free.

Non-compliance

All Association committee members will enforce the smoke-free policy and any non-compliance will be handled according to the following process:

- Explanation of the Association policy to the person/people concerned, including identification of the areas in which smoking is permitted
- Continued non-compliance with the policy should be handled by at least two committee members who will use their discretion as to the action taken, which may include asking the person/ people to leave the Association facilities or function.

Policy Promotion

The Association will promote the smoke-free policy regularly by placing a copy of the policy on the website and printed member/player information.

The Association recognises the importance of educating Association members, particularly players, of the benefits of implementing a smoke-free policy and will endeavour to provide information to assist this process.

The Association will actively participate in the Australian Drug Foundation's Good Sports program with an ongoing priority to maintain Level 0 accreditation.

Policy Review

This policy will be reviewed periodically to ensure it remains relevant to Association operations and reflects both community expectations and legal requirements.

Last update: January 2011



Brisbane Churches Touch Association

Safe Transport Policy – Level 0

The **Brisbane Churches Touch Association** recognises that on occasions alcohol may be consumed at special functions / committee meetings held away from the Association premises and that as an Association we are responsible for the safety of our members.

This policy has been developed to avoid any incidents as people travel to and from these 'special' Association functions and the following requirements will apply at any such event.

- The committee shall encourage members and visitors to make alternate safe transport arrangements if they appear to be over .05 blood alcohol concentration (.00 if probationary driver).
- In specific cases, where a designated driver nominated by the Association has accepted the responsibility to drive others home safely, the Association (not the venue) will provide non alcoholic drinks and bar food free of charge.
- Taxi vouchers will be considered as part of selected raffle prizes/player awards.
- Committee will pre-order taxis to arrive at the venue at the conclusion of the function.

Last update: January 2011