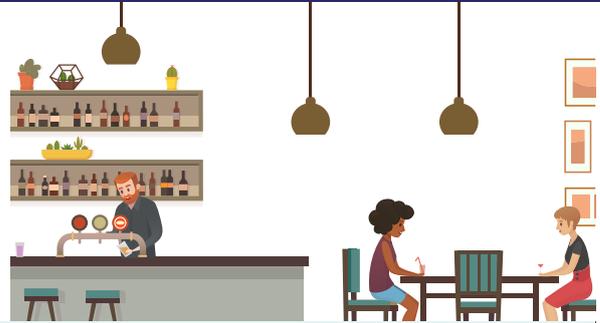


# CASE STUDY

## LICENSED CLUB



### Key Points

- › From 11.59pm on 1 Tuesday September 2020, casinos and gaming facilities in clubs can continue to operate in line with current venue occupancy restrictions.
- › Betting agencies (such as TAB and Keno) can also continue to operate in line with current venue occupancy restrictions.
- › Licensed clubs can have up to 100 patrons in each indoor space and each outdoor space, or one person per 4 square metres of usable space, whichever is lesser.
- › Usable for an indoor or outdoor space means the space that people can freely move around in, taking out divisions such as stages and similar areas, restrooms, changerooms and similar areas, staff only areas, areas occupied by fixtures, fittings and displays and areas that are closed off or not being used.
- › Bars, pubs and clubs can continue to serve alcohol to seated patrons with no limit on the size of group bookings.
- › Patrons can continue to order at the bar or counter, but must be seated to consume their drinks or meals.
- › Patrons must not stand while drinking, and must remain seated other than when entering and exiting the premises, using bathroom facilities or ordering and paying for food or drinks.
- › Live music can continue to be performed, however performers should try to maintain physical distancing requirements wherever possible. Singers should stand at least two metres away from other performers, as well as audience members.

- › Venue owners, managers and operators must not temporarily divide any usable indoor space or usable outdoor space for the purposes of calculating usable space.
- › Staff are excluded from the 100 patron limit and the one person per 4 square metre rule.
- › Venues must not breach any other occupancy laws or licensing requirements when determining their patron density allowance.

### Licensed clubs must:

- › develop a COVID Safety Plan that identifies risks and outlines how those risks will be managed.
- › clearly display occupancy allowance at the entrance to the venue as well as display additional signs with area occupancy for separate individual spaces.
- › ensure there is appropriate physical distancing between patrons queueing to enter the premises.
- › request first name and contact phone number (for contact tracing purposes) of each person who attends. If provided, keep a record of those details—and the date and time the person attended—for 28 days, after which it can be securely destroyed.
- › if possible, ensure separate dining areas have their own bathrooms.
- › if possible, ensure each dining area has its own entrance and exit (the entrance may also function as the exit) and waitstaff.

### Service and entertainment rules:

- › Alcohol can be served without a meal, with no limit on the size of group bookings
- › Patrons can order and collect their meals at the bar or counter but must be seated to consume their drinks or meals.
- › Patron groups should not mingle with other groups.
- › Live music is permitted. Performers should stay at least two metres apart from each other and audience members.
- › Dancing is not permitted to ensure physical distancing.

### To protect staff and patrons:

- › increase frequency of cleaning of high-touch areas and objects
- › manage how people enter and exit the venue to maintain physical distancing
- › manage the flow of patrons throughout the venue/site to avoid people congregating
- › manage bookings so patrons do not stay at the venue for more than two hours
- › If a club has more than one indoor space, each space must be enclosed by a roof and walls of solid construction stretching from floor to ceiling.
- › The Risk Mitigation Guidance attached to the Public Health Directions provides that in a given occupied space, there be a density of no more than one person per 4 square metres of floor space (taking into account objects and items that may impact the total free space). This means that businesses need to consider items and objects that may impact space that people can freely move around in, such as permanent fixtures (for example pylons, countertops, benches and gaming machines).

### How many people are allowed in an indoor or outdoor space

Size of indoor or outdoor space	Maximum number of people (see note)
80m <sup>2</sup>	20
100m <sup>2</sup>	25
160m <sup>2</sup>	40
200m <sup>2</sup>	50
400m <sup>2</sup>	100

**Note:** You should only factor in usable space when calculating how many people you can have in your premises. Usable space means the space that people can freely move around in, but does not include:

- › stages and similar areas,
- › restrooms, changerooms and similar areas,
- › areas occupied by fixtures, fittings, and displays, and
- › staff only areas and areas that are closed off or not being used.

## Case study: Hosting groups of 100

A large licensed club in Woden has reopened for seated dining. It has a large sit-down restaurant, a self-service buffet area, a bar where people can have a meal and a small outdoor area. The TAB, Keno and poker machine facilities are available. Each indoor space has its own entry and exit. Staff are allocated to one area only. Each indoor space is large enough to accommodate 100 patrons.

Restaurant tables have been spread out so patrons at different tables can remain 1.5 metres apart. The restaurant has a menu in large writing behind the counter so menus don't need to be handed out. To help patrons who might not be able to read the menu board, laminated menus are available and are cleaned after each use.

The self-service buffet and communal condiment area remains closed. All cutlery stations have been removed and diners are given cutlery as they sit down. Orders can be taken at the table or patrons can order at the bar and return to their table. Orders are taken to the table. Single-use paper menus are handed out to tables and disposed of as recycling. Live music performers are set up at least two metres from patron tables.

## Outdoor space

The outdoor space can only have a maximum of eight patrons. Four small tables are set up. Patrons ordering alcohol without a meal order at the bar and return to their table without lingering. They remain seated while having their drinks. Patrons who are dining are given printed paper menus and order at their table. The menus are disposed of as recycling after single use.

This information is correct as of 1 September 2020. For the latest advice on restrictions please check [covid19.act.gov.au](https://www.covid19.act.gov.au) or call the COVID-19 helpline on (02) 6207 7244.

The **Business Resource Kit** includes: guidelines for creating a COVID Safety Plan; posters for displaying in your business premises; fact sheets and case studies to provide up-to-date information and clear advice; and other useful resources.

Find them at [www.covid19.act.gov.au](https://www.covid19.act.gov.au) resources Canberra Business Advice and Support Service: Business owners can receive up to four hours of free, tailored advice and access online business development resources. Call (02) 6297 3121.

Information in this factsheet is for illustrative purposes only and is not an accurate representation of any particular business.