

Drug Management Plan (Large Events 400+ Patrons)

Licensee name:		Event date(s):	
Event name:		Event start/end time:	
Event location:		Number of patrons:	

The Misuse of Drugs Act 1975 makes it illegal to knowingly permit any premises to be used to supply, consume, procure or administer a “controlled drug”.

This means if you or your staff see anything happening, it should be dealt with.

- This plan is to be used as an operational **risk management** tool for dealing with drug-related concerns, and should be reviewed regularly and updated for each event.
- **This plan is to be followed by all event staff and security while the event is operating under an alcohol licence.** A copy should be maintained and available to all staff, at all times, for reference.
- **This plan forms part of your Host Responsibility training.** All staff must be aware of drug, alcohol, resource consent, and noise management requirements for the event.
- It is your responsibility as event organiser/licensee to ensure the best result from any situation while maximising the safety of your staff and patrons.

Things to consider:

- **What aspects of intoxication/minors/customer behaviour etc. pose a risk?** E.g. bad drugs, excessive consumption (overdose), drink spiking, weather conditions, removal from premises, etc.
- **What actions will be taken before, during and after an event to mitigate risk?** E.g. discourage illegal substances at the event through event website info, information on tickets, event social media posts, provide a chill-out space/place of safety, first aid locations, amnesty points for safe and secure disposal of illegal drugs, lighting and security locations, free water and sunscreen locations, interactions with authorities, etc.
- **How and where will you record an incident? Are there any other relevant documents?** E.g. a health and safety plan, etc.

Intoxication

Identified risk	Risk level (LOW, MED or HIGH)	Risk management actions	Person(s) responsible	Resources / recording / outcomes
<i>e.g. Patrons arrive intoxicated</i>	<i>High</i>	<i>- Set expectations prior to, upon entry, and during the event (info & signage – SCAB tool). - Refuse entry</i>	<i>- Event organiser - Security provider</i>	<i>- Info & signage is present - Intoxicated patrons do not enter the venue</i>

Minors

Identified risk	Risk level	Risk management actions	Person(s) responsible	Resources / recording / outcomes
<i>e.g. Other patrons supply minors with drugs</i>	<i>High</i>	<i>Monitor for supply to minors</i>	<i>Security</i>	<i>No minors supplied with drugs by other patrons</i>

Customer Behaviour

Identified risk	Risk level	Risk management actions	Person(s) responsible	Resources / recording / outcomes
<i>e.g. A patron is witnessed supplying drugs to another person</i>	<i>High</i>	<i>Set expectations prior to, upon entry, and during the event (info & signage – SCAB tool).</i>	<i>Security</i>	<i>Info & signage is present</i>

Host Responsibility

Identified risk	Risk level	Risk management actions	Person(s) responsible	Resources / recording / outcomes
<i>e.g. The weather on the day is hot</i>	<i>Medium</i>	<i>Ensure shade and water stations are set up and enough water is available for the entire event.</i>	<i>Event organiser/staff</i>	<i>Ensuring water is always available and it is clearly marked where it can be obtained.</i>

Staff Training

Identified risk	Risk level	Risk management actions	Person(s) responsible	Resources / recording / outcomes
<i>e.g. Drugs are found on patrons on entry</i>	<i>Medium</i>	<i>Ensure staff are training in the processes in place for the event around how to handle any drugs found on patrons</i>	<i>Event organisers, security, event staff</i>	<i>Safe storage for drug items and paraphernalia</i>

Security

Identified risk	Risk level	Risk management actions	Person(s) responsible	Resources / recording / outcomes
<i>e.g. Not easily identifiable</i>	<i>Medium</i>	<i>Ensure staff have a uniform, high-vis vests or clothing that clearly indicates who they are, ID COAs displayed</i>	<i>Event Organiser, security</i>	<i>Undertaking bag checks, monitoring toilet locations, and queuing systems.</i>

Drug Confiscation

Identified risk	Risk level	Risk management actions	Person(s) responsible	Resources / recording / outcomes
<i>e.g. Drugs found by security staff</i>	<i>Medium</i>	<i>Record all information (name, date, time, name of person drugs were found with/on, type of drugs, description of how found, photos taken, drugs secured in a safe location, etc.)</i>	<i>Security, Police</i>	<ul style="list-style-type: none"> - <i>Amnesty bins promoted at entry to events to avoid patrons being arrested or removed from the event.</i> - <i>Person removed from event.</i>

Medical Intervention

Identified risk	Risk level	Risk management actions	Person(s) responsible	Resources / recording / outcomes
<i>e.g. A patron overdoses</i>	<i>High</i>	<i>Qualified medical staff on site in their own clearly marked and covered area who are able to provide medical and mental health services.</i>	<i>Medical staff</i>	<i>Qualified staff onsite who can expertly deal with overdose situations and provide education.</i>