

Alcohol Secure and Safety

Terms and Conditions

Effective April 2023

Contents

1. Objective	3
2. Grant Participation	3
2.1. Funding and Grant period	3
2.1.1. Funding	3
2.1.2. Grant period	4
2.2. Eligibility criteria	4
2.2.1. Who is eligible?	4
2.2.2. Additional eligibility requirements	4
2.2.3. Who is not eligible?	4
2.2.4. Additional excluded businesses or activities:	4
2.3. What works can businesses apply for?	5
2.3.1. Eligible works	5
2.3.2. Upgrades of existing security measure	6
2.3.3. Eligible expenditure	6
3. How to apply	6
4. Successful Applications	7
4.1. Grant Agreement	7
5. Changes to Program	7
6. General Terms and Conditions	7
6.1. Complaints	7
6.2. Privacy	7
6.3. Due Diligence, Audit and Compliance with Law	8
6.4. Release and Indemnity	8
7. Program End	8

1. Objective

On 22 March 2023, the Northern Territory Government announced a suite of initiatives aimed at improving community safety and the safety of workers in the retail sales sector selling alcoholic beverages.

The Alcohol Secure and Safety Grant (the 'Grant'), which complements the Northern Territory Government's existing Biz Secure Program (bizsecure.nt.gov.au), has been established to provide financial support to licensed premises to increase the physical safety and security of their liquor stock against theft or damage in accordance with the Crime Prevention through Environmental Design (CPTED) principles.

The grant will provide financial assistance to liquor licensees for:

- Securing product: works that will result in the improved security of liquor stocks;
- Worker safety: works to protect workers from anti-social or criminal behaviour while working at a relevant premises.

The desired outcomes of this initiative are:

- to help reduce anti-social behaviour incidents, crime and other security risks occurring in and around licensed premises.
- contribute to the safety and wellbeing of workers in licensed premises by addressing crime, antisocial behaviour and other security risks.
- contribute to the safety and wellbeing of the public using licensed premises.

2. Grant Participation

The grant is open to businesses that hold a valid licence to sell liquor on or from its premises under the Liquor Act (NT) and which are not, at the time of making the application and during the term of any Funding Agreement, in breach or non-compliance of that licence. All applications will be accepted on a "first come first served" basis.

2.1. Funding and Grant period

2.1.1. Funding

A maximum of \$15,000 (GST exclusive) is available as a 75 percent co-contribution towards eligible work costs per premises.

Successful applicants will be offered a Grant Agreement, a condition of which will be that the business contributes at least 25 percent of the total cost of any approved works. See section 4 below for further details about Grant Agreements.

A licensee can apply for multiple works for each premises from which it operates, however the total amount available is capped at \$15,000.00 (GST exclusive) per premises.

2.1.2. Grant period

A business must complete all works within six months of signing the Grant Agreement or any subsequent variation to it (if relevant).

2.2. Eligibility criteria

The Department will not consider your application if you do not satisfy all eligibility criteria.

2.2.1. Who is eligible?

To be eligible a business must:

1. be a liquor licensee operating from a premises (leased or owned) situated in the Northern Territory.
2. be a legal entity that is fully compliant with its liquor licence and its governing legislation (if relevant);
3. hold a valid Australian Business Number (ABN); and
4. employ Northern Territory residents.

2.2.2. Additional eligibility requirements

Applications will only be accepted where the business confirms:

- that it has the authority from the landlord to be able to undertake the works at the nominated premise(s) (if the applicant is not the owner of the premises);
- that any works will comply with the *Building Act (NT)* and *National Code* and all relevant permits have been or will be obtained (where required by law), and
- its commitment to commence the works within six weeks of executing a grant agreement.

2.2.3. Who is not eligible?

- an individual
- partnership
- unincorporated associations and other unincorporated bodies.

2.2.4. Additional excluded businesses or activities:

The following are excluded from this program:

- Liquor wholesalers
- Businesses which operate from a premises other than a fixed premises (for example a mobile business)
- Special events such as wedding, wake or party at either a licensed premises that is outside of normal licensed hours, or a non-licensed location such as a park or community hall.

2.3. What works can businesses apply for?

2.3.1. Eligible works

Alcohol secure funding is accessible to provide prompt security enhancements that can guarantee the safety of staff and the secure storage of alcohol products. This funding is not intended for significant building works. For more complex works, the Biz Secure program may be a more suitable funding option.

Category	Eligible Works
Secure Product	<p>Securing product works, are security enhancements that do not impact pedestrian flow or require external or structural compliance. These works can include:</p> <ul style="list-style-type: none">- CCTV- security screens- roller shutters of shelves- enclosed cabinets- alarm systems such as duress alarms- crime prevention through environmental design (CPTED) works, including changing the environmental characteristics in public spaces, such as a lack of lighting or poor natural surveillance.
Worker Safety	<p>Worker safety are security items which protect workers (and the community) from anti-social behavior and crime. These works can include:</p> <ul style="list-style-type: none">- barriers or cashier screens- alarm systems such as duress alarms- smoke and cloak distraction systems.- security lighting- crime prevention through environmental design (CPTED) works, including changing the environmental characteristics in public spaces, such as a lack of lighting or poor natural surveillance.

Building works that involve more substantial upgrades, such as roller shutters or alterations to the overall building layout, do not qualify for Alcohol Secure funding. If you are proposing building works that include significant upgrades, the Biz Secure funding program may be a more appropriate option for you.

2.3.2. Upgrades of existing security measure

An upgrade of an existing security measure in buildings or premises, for example upgrading a CCTV to a higher pixel resolution model will be considered ineligible unless there is satisfactory documented evidence (through a worker safety/security audit that will be undertaken by the Department) that the upgrade is a superior security measure than the existing product/infrastructure with reasoning. Approval of such applications will be entirely at the unfettered discretion of the Department.

2.3.3. Eligible expenditure

You can claim reimbursement on costs you have incurred on an agreed work as defined in your grant agreement.

Eligible expenditure must be:

- incurred by the business within the grant agreement period, and
- constitute direct costs of the materials and labour required for the works.

Eligible expenditure can include:

- Cost of purchase and installation of items listed in 2.3.1 Eligible Works.
- Labour costs associated with the installation of items listed in 2.3.1 Eligible Works.

Businesses must provide written evidence of its expected direct costs, such as quotes, as part of its application. Not all expenditure on the proposed works may be eligible for funding. The Program Delegate makes the final decision on what is eligible expenditure and may give additional guidance on eligible expenditure if required, and items approved will be described in the Grant Agreement.

All costs must be incurred and due and payable (the works expenditure) between the works start and end date which will be stated in the Grant Agreement.

Approved applicants may start their works from the date we notify you that your application is successful, however the Department is not responsible for any expenditure a business incurs until a grant agreement is executed. No payment will be made until receipt of a signed agreement.

3. How to apply

Applications must be made to the Department on the application form and in accordance with these terms and conditions and any other information for applicants published from time to time. Information is available online at **GrantsNT**.

As part of the application process, businesses must include the following documentation:

- a) the business liquor licence number;
- b) valid quotes for each item of proposed works, and
- c) any other information that may be requested from the Department.

Applications close on 23 June 2024

4. Successful Applications

4.1. Grant Agreement

Businesses that are approved to participate in this Program will be provided with a grant agreement detailing all the terms on which the grant is to be made, including that the funds will be paid by way of reimbursement on receipt of satisfactory evidence that the works have been completed (including that all relevant certificate/s of completion/occupancy as required by law have been issued), before and after photos and that all works have been paid for in full by the business by provision of paid invoices.

5. Changes to Program

The Department reserves the right to:

- vary these terms and conditions, the eligibility criteria or any other documented rule or procedure relating to the Program at any time; and
- accept or reject any application for participation in the Program in its absolute discretion;
- claim repayment from a recipient if the Department's subsequent Audit determines that the business was in fact not eligible.

6. General Terms and Conditions

6.1. Complaints

Disputes and complaints relating to applications for this Program, or other complaints involving the Department during the currency of the Program can be made at [Feedback | Department of Industry, Tourism and Trade](#)¹

6.2. Privacy

In this section, a reference to "you" is a reference to a participant.

The Department is bound by the *Information Act 2002 (NT)* and will only ever use information in accordance with the Northern Territory Government's Information Privacy Principles. These principles are available at www.infocomm.nt.gov.au/privacy/information-privacy-principles or by contacting the Information Commissioner Northern Territory on 1800 005 610.

Recipients should read the Department's [Privacy Policy](#)² and by providing information to the Department under the Program, Businesses and Recipients agree to the following Privacy Statement:

Information collected as part of the Program application process is collected in accordance with the Program's terms and conditions and for the purposes of assessing participant eligibility, audit; monitoring; evaluation; and reporting.

By applying to participate in the Program, you consent to the Northern Territory Government:

- (a) storing information, including personal information (such as names and personal contact details);
- (b) using the information, including personal information for the purposes mentioned under the paragraph above;

¹ <https://industry.nt.gov.au/feedback>

² <https://industry.nt.gov.au/publications/business/policies/privacy-policy>

- (c) transferring some of this information, including personal information, outside of the Northern Territory (but not outside Australia) for the purpose storing it; and
- (d) releasing non-sensitive information, de-identified data in accordance with the Northern Territory Government's open data policy.

If you have provided personal information of another individual to the Northern Territory Government, you warrant that you have informed the person to whom the personal information relates that the personal information will be provided to the Northern Territory Government, and of the Northern Territory Government's intended use of this personal information, and that you have obtained consent from all such persons to allow the Northern Territory Government to use and disclose their personal information in this manner.

6.3. Due Diligence, Audit and Compliance with Law

All participants in the Program acknowledge:

- (a) that the Department will conduct such due diligence enquiries as it sees fit in order to ensure the integrity of the Program and that the allocated funding is used strictly in accordance with the intent of the relevant government policy.
- (b) that it is a condition of participation in the Program that applicants comply with all relevant laws, including the *Payroll Tax Act 2009* and *Taxation Administration Act 2007* and, without limitation, that the applicant ensure they are aware of their obligations under the *Independent Commissioner Against Corruption Act 2017* (the Act) and that none of their officers, employees, and/or members engage in improper conduct as that term is defined in the Act.

All participants in the Program acknowledge and expressly agree to the Department seeking from and sharing information with other NT Government agencies, as well as such external professional advisers as it may need to do in order to assess eligibility, such as conveyancers / solicitors.

The Department reserves the right to conduct an Audit at any time during the Program or within 12 months after the Program's End Date.

By applying to participate in the Program, applicants declare that they expressly agree to the Department having access to any private register of information in relation to the Business, and to the Department using, storing and releasing for lawful purposes, their information, including personal information.

6.4. Release and Indemnity

By applying to participate and as a continuing obligation throughout any period of participation in the Program, the applicant declares and warrants to the Department that they have read, understood and fully accept these terms and conditions and fully release and indemnify the Department against any loss or damage he/she/it/they may suffer of any nature whatsoever (including without limitation personal injury or death) caused or contributed to by participation in the Program.

7. Program End

The Alcohol Secure program is a result of a decision by the NT Government to improving community safety and the safety of workers in the retail sales sector selling alcoholic beverages. Applications for participation in the program will cease on 30 June 2024.