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Date: September 3, 2015

To: All LCLB Staff  
All Industry Associations  
All Local Government, First Nations, and Police Agencies

Re: **Revised Site Assessment Tool (S.A.T.)**

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### **Introduction**

On April 28, 2014, government announced that public special occasion licensed (SOL) events would be eligible for whole site licensing, except in circumstances where it is in the public interest to impose a beverage garden. Under policy directive 14-02, applicants for large public SOL events (greater than 500 people) must submit a security plan for review by liquor inspectors.

### **Previous policy**

Liquor inspectors evaluated overall risk using a risk analysis chart and Excel interactive worksheet. The use of these tools was a pilot project to be reviewed after a year.

### **New policy**

The analysis chart and interactive worksheet are replaced with a site assessment tool (S.A.T). Inspectors and branch staff will use the S.A.T. as a guide to assess risk factors to determine whether to impose a beverage garden. Inspectors may consider the core factors set out in policy directive 14-02, as well as other factors that are relevant to the event.

Inspectors and branch staff will also use the S.A.T. to evaluate licensees' security plans to ensure security plans adequately mitigate the risks associated with whole-site licences.

The new S.A.T. is publicly accessible:

<http://www2.gov.bc.ca/assets/gov/employment-business-and-economic-development/business-management/liquor-regulation-licensing/documents/sol-site-assessment.pdf>

Minor amendments may be made to the S.A.T. on a continuing basis.

**Further Information**

Further information regarding liquor control and licensing in British Columbia is available on the Liquor Control and Licensing Branch website at

<http://www2.gov.bc.ca/gov/content/employment-business/business/liquor-regulation-licensing>.

If you have any questions regarding these changes, please contact the Liquor Control and Licensing Branch toll free in Canada at 1-866-209-2111 or 250 952-5787 if calling from the Victoria area.

Douglas Scott

Assistant Deputy Minister and General Manager