

REGIONAL COUNCIL OF GOYDER

	LIMITED LIQUOR LICENCE POLICY AND PROCEDURE	Department	Governance
		Version No:	1.0
		Adopted:	Jun 2016
		Reviewed:	May 2022
		Next Review:	May 2026
		Minutes Ref:	067/22
		Responsibility:	CEO

1. INTRODUCTION

This policy provides guidance for managing the requirements of the *Liquor Licensing Act 1997*, including the Liquor Licensing General Code of Practice, and establishes a framework to guide Council in managing limited liquor licence applications.

A limited liquor licence application is required for:

- one-off, short term events
- a limited series of events;
- if you have an existing licence or authorisation and need to extend trading hours for a special event

2. OBJECTIVES

Council's role is to, wherever possible, promote and support the responsible service of alcohol, promote safe venues for patrons, and minimise any adverse impacts on local amenity arising from the operation of licensed venues, functions and special events.

3. LIMITED LICENCES

An application for a Limited Licence to the Office of Consumer & Business Services must be accompanied by a Council approval. Such an approval will consider issues such as;

- the date, time and duration of the event;
- the type of event
- likely noise levels
- likely patron behaviour
- disposal of refuse
- security arrangements; and
- general impact on the amenity of the locality

Council may, at its discretion, take into account the history of the site which is the subject of an application, and the history of the operation at the existing premises when recommending conditions to the licensing authority for inclusion in the licensing decision.

Council authorises the Chief Executive to approve applications to 2.00am. Any applications that proceed 2.00am must be considered by Council.

4. APPLICATIONS

Applications should be made in writing addressed to the Chief Executive Officer.

5. RECORDS

All records should be treated in accordance with Local Government GDS40.

5. REVIEW AND EVALUATION

This document shall be reviewed by the Council at least four (4) yearly or on significant change to legislation or aspects included in this policy that could affect the health and safety of workers.

**REGIONAL COUNCIL OF GOYDER
LIMITED LIQUOR LICENSE POLICY & PROCEDURE V1.0**

6. REVIEW HISTORY

Document History	Version No:	Issue Date:	Description of Change:
	1.0	14/6/16	Adopted.
	1.0	13/6/17	Reviewed with no changes.
	1.0	25/06/19	Reviewed with no changes refer 125/19
	1.0	16/06/20	Refer minute 087/20
	1.0	17/05/22	Refer minute 067/22