

Liquor and Gaming Licensing Procedure

Procedure Author	General Manager – City Services
Date of next review	January 2025

1. Purpose

To outline the circumstances where Council may review and respond to Liquor and Gaming Licence applications referred to it by Consumer and Business Services.

2. References and Supporting Documentation

This procedure is to be read in conjunction with the Liquor and Gaming Licensing Policy.

3. Application

Chief Executive Officer	To ensure the Liquor and Gaming Licensing Policy accords with relevant legislation and Council's role in such considerations is clear and transparent.
General Manager City Services; Senior Manager Development Services; and Manager Planning Services	To ensure Liquor and Gaming Licence application processes reflect legislative requirements and Council's position on such applications is conducive with the role it plays within such legislation.
Relevant Delegated Officers	To adhere to the relevant procedure in responding to Liquor and Gaming Licence applications, ensuring also consistency with the intent of the associated policy.

4. Procedure

4.1 Consistency with Planning Consents

- 4.1.1 Review of all Liquor and Gaming Licence applications referred to Council by Consumer and Business Services will be undertaken to ensure the licence application is consistent with planning approvals and associated conditions of consent.
- 4.1.2 Should the licence application be inconsistent with respective planning approvals, Council may make a submission to the licence application specific to this inconsistency.

- 4.1.3 Council's administration will forward any relevant complaint(s) that is has on record, relating to the subject premises, to Consumer and Business Services.

4.2 Best practice on Council-owned or controlled land

- 4.2.1 Review of all Liquor and Gaming Licence applications proposed by a tenant or licensee of Council-owned or controlled land will be undertaken to consider the impact of the application on the community.
- 4.2.2 Objection to the licence application may occur should the licence application be inconsistent with the tenant or licensee's property agreement with Council, or if the sale and consumption of liquor is considered to otherwise be inappropriate or significantly impact on community amenity or wellbeing.
- 4.2.3 The appropriateness of an application will be based on factors such as the suitability of the facility and the organisation or community group's complaint(s) history.

4.3 Best practice on properties adjacent to land Council has an interest in

- 4.3.1 Review of all Liquor and Gaming Licence applications proposed on sites adjacent to land that Council has an interest in will be undertaken by Council administration.
- 4.3.2 Intervention in the application process will occur should it be determined the proposed licence will likely result in negative impacts (in regards to community amenity or wellbeing) on land to which Council has an interest in.
- 4.3.3 In respect of short term licence applications for one-off or short-term functions, Council administration may intervene in the licensing process where there is a recorded history of complaint(s).

4.4 Dry Zones

- 4.4.1 Applications by Council to Consumer Business Services for the creation of long-term dry zones will only be considered where there is a demonstrated ongoing and unreasonable risk to public safety arising from alcohol consumption, within a defined area.

5. Feedback

Your feedback on this procedure is invited and can be directed to the Manager Governance via email to governance@playford.sa.gov.au or by calling the Customer Contact Team on 8256 0333.

Administration use only

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Procedure author	General Manager – City Services
Endorsed by	Council

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Version history

Version no.	Approval date	Approval by	Change
1	27/4/2021	Council Resolution No 4538	New Procedure
