

Community Impact Assessment Form –

Liquor Licensing Act 1997

Part 1 – Overview

Introduction

A Community Impact Submission assists the licensing authority to assess whether it is in the community interest for a designated application under the *Liquor Licensing Act 1997* (the Act) to be granted.

It is also a valuable document for informing the community about the impacts that the grant of a designated application will likely have on the community.

Applicants should ensure they read the [Community Impact Assessment Guidelines – Liquor](#) prior to completing this form. Depending on the nature of your application, you may feel it is more appropriate to complete a submission which you can provide in lieu of this form.

When providing information, applicants should keep in mind that Community Impact Submissions will be made public. Any information that an applicant does not wish to be made public should be redacted or omitted from the Community Impact Submission.

Completing a Community Impact Submission

There is no requirement for a Community Impact Submission to be prepared by legal counsel or industry consultants. Applicants can complete their own Community Impact Submissions after consulting with the relevant key stakeholders and interest groups in the community, obtaining all other required information and providing a map showing the locality of their premises. A tool to assist applicants with the provision of the map can be found by visiting www.cbs.sa.gov.au/ciportal.

As each application is different, the level of detail required in a Community Impact Submission may differ depending on the complexity of the application and the impact the premises/proposed premises will have on the surrounding community. If a Community Impact Submission does not adequately address each of these considerations, the Authority may require additional information to be provided.

Regardless of whether this form or a submission is completed addressing the criteria set out in the Community Impact Assessment Guidelines – Liquor, the final Community Impact Submission must be lodged with the application. The application will then be advertised together with the Community Impact Submission, providing the opportunity for the community to make submissions on the application.

Locality

As part of a Community Impact Submission, applicants must identify the locality of their premises/proposed premises, which is the area which will be affected by the application, if granted.

The term 'locality' refers to the area surrounding the proposed licensed premises. Please see the Community Impact Assessment Guidelines – Liquor for more information.



Part 2 – Application Details

Liquor Licence Number (*required if application relates to existing licence*)

Premises/Proposed Premises Name

Physical Address of Premises/Proposed Premises

Part 3 – Nature of the Business

Description of the nature of the business conducted or to be conducted under the licence.

- 3.1 Describe the 'locality' of your business/proposed business. Provide an explanation as to why this locality has been selected and from where you expect to draw customers.

A guide to 'locality' can be found in the Community Impact Assessment Guidelines – Liquor.

- 3.2 Provide a detailed description of the proposed business, including a description of your products, facilities and services. Include information about the liquor services/additional liquor services you will be providing (e.g. bar, bottle shop) and the range/additional range of liquor you intend to sell/supply.

- 3.3 Provide details, if applicable, of the type of food to be provided at your premises.

You may wish to include a copy of your menu/proposed menu, if applicable.

3.4 Provide details, if applicable, of the type of entertainment to be provided at your premises.

3.5 Provide details, if applicable, of the type of accommodation to be provided at your premises.

- 3.6 Provide a physical description of the premises/proposed premises, including size in square metres, materials used/to be used in the construction of the premises, internal and external finishes, acoustic treatment, etc. and any safety/security features, e.g. alarms, closed-circuit television (CCTV) surveillance, lighting, security officers, anti-theft devices.

You may wish to provide photos or artists impressions of the premises/proposed premises

- 3.7 Provide a detailed description of how the business will approach responsible service and consumption of liquor, including staffing, responsible persons and RSA training, as well as your business/professional experience and knowledge and competency in relation to the service of liquor.

Part 4 – Harm

Description of the potential harm that might be caused (whether to a community as a whole or a group within a community) due to the excessive or inappropriate consumption of liquor.

- 4.1 Considering the socio-economic profile of the locality are there any issues of social disadvantage, or any vulnerable or 'at-risk' groups or sub-communities in the locality (including minors)? If yes, please provide details regarding how the grant of this application will impact on those groups/sub-communities.

- 4.2 Provide details of what steps you will take to mitigate the risk of any liquor related harm, including any policies or procedures that you have implemented or intend to implement.

- 4.3 Are there any community buildings, facilities and areas within the locality? If yes, please list and provide addresses or a map of where these buildings/facilities/areas are located in relation to your premises/proposed premises. Please also provide details as to how the grant of this application may impact on persons using those buildings/facilities/areas.

This may include:

- *schools and educational institutions*
- *hospitals, drug and alcohol treatment centres*
- *accommodation or refuges for young or disadvantaged people*
- *child care centres*
- *recreational areas*
- *places of worship*
- *dry areas*
- *any other area where young people may congregate or be attracted to*

- 4.4 How will you manage the potential for harm associated with the consumption or sale of liquor at the premises?

This may include:

- *anti-social behaviour*
- *driving under the influence of alcohol*
- *theft of liquor*
- *queue management*
- *minors on licensed premises*
- *intoxication*
- *conflict and harm associated with clustering where premises are located in close proximity to each other*

- 4.5 Are there any specific challenges which may arise in respect of the premises/proposed premises. This may include longer response times for police or emergency health services, or the reduced availability of public and other transport services for premises that are located regionally? If yes, please provide details about how these challenges will be addressed/managed.

Part 5 – Cultural, Recreational, Employment and Tourism Impacts

Description of any cultural, recreational, employment or tourism benefits for the locality.

- 5.1 Will the grant of this application provide any economic benefits or employment opportunities to the locality or broader community? If yes, please provide details.

- 5.2 Will the grant of this application provide any cultural, recreational or tourism benefits in the locality or broader community? If so, please provide details.

Part 6 – Social Impact and Amenity

Description of the social impact in, and the impact on the amenity of, the locality of the premises or proposed premises.

- 6.1 Provide details of the social impact the grant of the application may have on the locality, including any potential increase in crime and anti-social behaviour.

- 6.2 How will the grant of this application impact the amenity of the locality (being the pleasantness, attractiveness, desirability or utility of the locality) or the character of the premises or locality?

- 6.3 Provide details of any steps that will be taken to address any negative social impact or negative impact on the amenity of the locality.

- 6.4 Are there any benefits or points of difference the premises will offer to the locality, such as unique features or customer experiences and how will the proposed offering differ from other offerings in the locality?

Part 7 – Licence Density

Description of existing licensed premises in the locality.

This section is only applicable where the application includes or relates to an authorisation to sell liquor for consumption off the premises.

7.1 Provide details about the licence density for your locality.

The portal at www.cbs.sa.gov.au/ciportal may help you in completing this question.

7.2 With reference to these other licensed premises in the locality, why would it be in the community interest for the Authority to grant this application?

Part 8 – Community Consultation

Description of community consultation undertaken.

8.1 Does the community support your application? Provide evidence of consultation.

8.2 If any concerns were raised during the consultation process, please provide details about what measures will be implemented to address or mitigate these concerns.

Part 9 – Other Considerations

When making a determination on your application the licensing authority must also consider the potential impact on those that reside, work or worship in the vicinity of the premises.

- 9.1 What measures will be implemented to ensure that the sale and supply of liquor on the premises would not be likely to result in undue offence, annoyance, disturbance or inconvenience to those who reside, work or worship in the locality?

Part 10 – Conclusion and Summary

When making a determination on your application, the licensing authority must also have regard to whether the application is in the public interest.

- 10.1 How will the granting of this application benefit the local and broader community, or otherwise impact on the public interest?

Part 11 – Checklist

In support of your application, please provide the following documents, where applicable, noting that they will be made public. Any information you do not wish to be made public should be redacted or omitted prior to submission.

- ☐ Site or property plan, floor plan and/or photographs/artists impressions of site/building.
- ☐ Evidence of consultation – this may include customer surveys, letters of support, petitions, etc.
- ☐ Business plan/plan of management.
- ☐ Copies of any policies and procedures relevant to the minimisation of harm.