

QLD: CLUB LIQUOR LICENSING REQUIREMENTS



Managing a club liquor licence or permit requires understanding and adhering to certain requirements and conditions. Most importantly, you are required to responsibly manage the sale and consumption of liquor. If you uphold the requirements of your licence or permit you can avoid excessive drinking from patrons, as well as antisocial and unsafe behaviour occurring in your club.

- A liquor licence or permit states where and when alcohol can be served and consumed.
- In Queensland, the Liquor Act 1992 controls the sale and supply of alcohol and the Office of Liquor and Gaming Regulation (OLGR) is responsible for regulating the liquor and gaming industries.

In Queensland, there are two different types of licences and two permits available to clubs depending upon the circumstances. All of them have varying requirements and responsibilities.

The licences and permits are:

- community club licence
- community other licence
- community liquor permit
- restricted liquor permit.^{1,2}

Your liquor licence or permit will contain all the conditions you must adhere to, however there are some general obligations you should understand.

LICENCES

- **Responsible Service of Alcohol (RSA)** – licensees and any staff who serve/supply alcohol need to complete RSA training from a registered training organisation. Volunteers are not required to hold an RSA certificate, however the licensee or permit holder needs to ensure someone with a current RSA certificate is available to supervise.³
- **Approved manager** – you may need the licensee or an approved manager at your premises or reasonably available during trading hours. There are exceptions/exemptions for certain licenced premises depending on your circumstances.³
- **Responsible Management of Licensed Venues (RMLV)** – RMLV training is mandatory for licensees (if individuals) and approved managers.³
- **Risk-assessed management plan (RAMP)** – you must adhere to your RAMP as it ensures you trade in accordance with the Liquor Act 1992. If you want to change your RAMP you need to notify the OLGR for approval.⁴
- **Record keeping** – your licence document and copies of current RSA certificates need to be kept on the licensed premises and made available to OLGR compliance officers or police officers inspecting your premises.^{5,6}
- **Refusal of service** – you should be aware of the legal requirements for the refusal of service (e.g. if the person is under 18 or if a person is intoxicated). Reasons for refusal of service cannot be discriminatory.⁷
- **Patron and staff safety** – you are legally required to provide a safe environment for staff, patrons and the areas that surround your licensed premises.⁸
- **Preserving amenity** – reasonable steps are required to make sure your premises doesn't adversely impact on the amenity of the nearby area.⁸
- **Young people** – if a minor's presence doesn't break any club rules or any conditions outlined in your community club/other licence or restricted liquor permit they can be permitted on the licensed premises.⁹
- **Noise restrictions** – you must ensure that your premises doesn't create unreasonable noise or exceed the noise limit.¹⁰
- **Signage** – your liquor licence/permit details and a sign advising patrons of their right to view the RAMP must be displayed in a visible place at your premises. You can also display other signage provided by the OLGR that addresses issues such as noise and refusal of service.¹¹

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PERMITS

A permit allows for the sale and consumption of liquor for clubs that wish to serve alcohol temporarily or at a special event.²

Permits carry the same requirements as full licences, with some differences:

- You may not need RMLV training as it is only required for permit holders in certain circumstances.³
- RSA requirements for permit holders will be determined when the permit application is lodged with the OLGR.

LIQUOR PERMIT EXEMPTION

If you are planning a one-off event you may be exempt from applying for a Community Liquor Permit. You can find out if you are exempt from this permit on the OLGR website (see further information).

Further information:

Liquor and gaming website

<https://www.business.qld.gov.au/industries/hospitality-tourism-sport/liquor-gaming>

Liquor and wine licensing

<https://www.business.qld.gov.au/industries/hospitality-tourism-sport/liquor-gaming/liquor/licensing>

Compliance for liquor licensees and permittees

<https://www.business.qld.gov.au/industries/hospitality-tourism-sport/liquor-gaming/liquor/compliance>

Liquor guidelines

<https://www.business.qld.gov.au/industries/hospitality-tourism-sport/liquor-gaming/liquor/liquor-guidelines>

RSA training

<http://www.etrainu.com/userfiles/files/RSA-RSG-PDFS/QLD%20OLGR%20FactSheet-MandatoryRSATraining.pdf>

Office of Liquor and Gaming Regulation (OLGR)

Ph: 13 74 68 • OLGRlicensing@justice.qld.gov.au • <https://www.business.qld.gov.au>

Exemption Assessment for Community Liquor Permit

<https://secure.olgr.qld.gov.au/forms/clp>

References:

1. Business Queensland. Types of liquor and wine licences: Queensland Government; 2020.
Available from: <https://www.business.qld.gov.au/industries/hospitality-tourism-sport/liquor-gaming/liquor/licensing/applications/types>
2. Business Queensland. Liquor-related permits: Queensland Government; 2020.
Available from: <https://www.business.qld.gov.au/industries/hospitality-tourism-sport/liquor-gaming/liquor/licensing/applications/permits>
3. Business Queensland. Approved managers, wine nominees and training for staff of licensed premises: Queensland Government; 2019.
Available from: <https://www.business.qld.gov.au/industries/hospitality-tourism-sport/liquor-gaming/liquor/licensing/applications/managers-nominees-training>
4. Business Queensland. Risk-assessed management plan (RAMP): Queensland Government; 2020.
Available from: <https://www.business.qld.gov.au/industries/hospitality-tourism-sport/liquor-gaming/liquor/licensing/ramp>
5. Business Queensland. Requirement to display liquor licence: Queensland Government; 2019.
Available from: <https://www.business.qld.gov.au/industries/hospitality-tourism-sport/liquor-gaming/liquor/licensing/applications/display-licence>
6. Business Queensland. Responsible service of alcohol (RSA) training and certification: Queensland Government; 2020.
Available from: <https://www.business.qld.gov.au/industries/hospitality-tourism-sport/liquor-gaming/liquor/training/rsa/certification>
7. Business Queensland. Refusal of service: Queensland Government; 2018.
Available from: <https://www.business.qld.gov.au/industries/hospitality-tourism-sport/liquor-gaming/liquor/compliance/refusal-service>
8. Business Queensland. Patron and staff safety on licensed premises: Queensland Government; 2018.
Available from: <https://www.business.qld.gov.au/industries/hospitality-tourism-sport/liquor-gaming/liquor/compliance/patron-staff-safety>
9. Business Queensland. Exemptions for minors on licensed premises: Queensland Government; 2019.
Available from: <https://www.business.qld.gov.au/industries/hospitality-tourism-sport/liquor-gaming/liquor/compliance/minors/exemptions>
10. Business Queensland. Noise restrictions for licensed venues: Queensland Government; 2019 [cited 2020 July 7].
Available from: <https://www.business.qld.gov.au/industries/hospitality-tourism-sport/liquor-gaming/liquor/compliance/noise-restrictions>
11. Business Queensland. Signage that licensed venues must display by law: Queensland Government; 2018.
Available from: <https://www.business.qld.gov.au/industries/hospitality-tourism-sport/liquor-gaming/liquor/compliance/compliance-signage/licensed-venues-display-law>