



WHITEHORSE
CITY COUNCIL

ALCOHOL AT EVENTS

If you intend to run an event where alcohol will be sold, you are required to obtain a liquor licence. The event organiser must ensure that no alcohol is distributed or sold inside the approved event area unless a valid liquor license can be produced for the sale of alcohol. The sale and consumption of alcohol must be agreed to by Council and Victoria Police.

What are the event organiser's responsibilities?

- For events that will be selling alcohol, a Temporary Limited Licence or Major Event Licence must be obtained from the *Victorian Commission for Gambling and Liquor Regulation*. These licences can take up to three months to be approved.
- Written approval must be obtained from Victoria Police and Council.
- It is recommended that you create and implement an Alcohol Management Plan to support the management of alcohol at the event.

What is an Alcohol Management Plan?

An alcohol management plan outlines the steps that will be taken to ensure that alcohol consumption is monitored and controlled within your event. It may include the measures you will take to:

- Prevent the sale of liquor to minors and unduly intoxicated/disorderly persons
- Prevent access by minors to liquor service/sales areas
- The proposed location of alcohol service/sales areas and any dry areas
- The proposed timings of alcohol service/sales
- The number of security personnel who will manage the area
- The type of alcohol that will be available
- The containers in which it will be served (plastic or cardboard containers required for outdoor events)
- Provisions for container collection during and after the event
- It should also include the name, contact details and RSA Certificate(s) of the person(s) that will be managing the sale or service of alcohol at your event

Additional Information

The Consumption of Alcohol in a Municipal Place or Road is regulated by Community Laws and failure to advise Council that alcohol will be consumed at an Event is in breach of the permit conditions, and may result in the Event Permit being cancelled.

Event organisers are responsible for ensuring that alcohol misuse and abuse is controlled at their events. If alcohol is to be served, sold or consumed at the event a section on alcohol management should be included in the event plan and the activity should be examined in the Risk Management Plan.



Questions? Please contact the
Events Officer on 9262 6352
or arts@whitehorse.vic.gov.au