

Category B Community Impact Statement

Liquor & Gaming NSW

Before you complete this form

What this form is for

If your application is for a new liquor licence, an authorisation for an existing licence, to remove a licence, or to expand the boundaries of a licence by more than 50%, and it falls under any one of the following categories, you will be required to complete a Category B Community Impact Statement (CIS-B):

- ▲ packaged liquor licence (full)
- ▲ hotel licence
- ▲ club licence
- ▲ small bar licence*
- ▲ on-premises licence for a public entertainment venue other than a cinema or theatre
- ▲ producer/wholesaler licence (if authorisation will allow the sale of alcohol by retail between 12 midnight and 5am)
- ▲ extended trading authorisation for a hotel, club, small bar (2am and 5am only) or packaged liquor licence
- ▲ extended trading authorisation for an on-premises liquor licence allowing the sale of alcohol to occur between 12 midnight and 5am on any day of the week.

You need to include a completed Category B Community Impact Statement (CIS-B) with your application.

What you need to know

You need to complete your CIS-B before you lodge your liquor licence application. This written CIS-B is the end result of your consultation with your community – including the local council, police, neighbouring properties, other mandatory stakeholders, and interest groups. When it is received, it will be posted on the Liquor & Gaming application noticeboard for at least 30 days. The community will have the opportunity to view it and make submissions until the application is determined.

Find out more about [community impact statements](https://www.liquorandgaming.nsw.gov.au/community-impact-statements) and the CIS-B process at [liquorandgaming.nsw.gov.au](https://www.liquorandgaming.nsw.gov.au).

Note:

- ▲ You must **be careful how you prepare and complete your CIS-B**. You may need professional advice for more complex or contentious applications. You may have to revise or re-make your CIS-B if it is incomplete or unsatisfactory.
- ▲ *A **small bar application** is not required to be accompanied by a CIS-B (except in cases where you wish to trade between 2am and 5am) if development consent has been sought from the local council to use the premises as a small bar or to sell liquor during the times sought in the application, and police and the Secretary have been provided with notification of the development application within two working days of it and any amendments to it being lodged with the local council.
- ▲ Please note that a CISB will be required if you wish to extend your liquor trading hours between 2am and 5am.

If information is missing, we'll need to ask you to supply the required information to support the application. This may delay the application process or you may have to restart the CIS process.

How to lodge this form

- 📎 Submit this Category B CIS to L&GNSW attached to your liquor licence or licence-related application.

There's no need to attach this introduction page.

Need more information?

- 🌐 [liquorandgaming.nsw.gov.au](https://www.liquorandgaming.nsw.gov.au)
- @ [Contact us online](#)
- ☎ 1300 024 720

Your privacy

We will handle your personal information in accordance with the *Privacy and Personal Information Protection Act 1998*. It is being collected by Liquor & Gaming NSW and will be used for the purpose of processing your application and may be disclosed to other Government agencies for this purpose. General information about your application may be published on an electronic noticeboard and information about the application, if granted, on a public register. Providing this information is voluntary, but where relevant information is not provided this may lead to your application being refused, delayed or not further considered. You have the right to request access to, and correct details of, your personal information held by us. You can access further information on privacy at [liquorandgaming.nsw.gov.au](https://www.liquorandgaming.nsw.gov.au).

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Category B Community Impact Statement

Liquor & Gaming NSW

Part 1 Application details

1A Applicant details

☐ Mr ☐ Ms ☐ Mrs ☐ Miss ☐ Other

Given name

Middle name

Family name

1B What the application is for

Please check ☒ all that apply.

- ☐ New packaged liquor licence (full)
- ☐ Removal of existing packaged liquor licence
- ☐ Extended trading authorisation for a packaged liquor licence
- ☐ New hotel licence
- ☐ Removal of existing hotel licence
- ☐ Extended trading authorisation for a hotel licence
- ☐ New club licence
- ☐ Removal of existing club licence
- ☐ Extended trading authorisation for a club licence
- ☐ New small bar licence*
- ☐ Removal of existing small bar licence
- ☐ Extended trading authorisation for a small bar licence
- ☐ New on-premises licence for a public entertainment venue other than a cinema or theatre
- ☐ Removal of existing on-premises licence for a public entertainment venue other than a cinema or theatre
- ☐ Extended trading authorisation for an on-premises licence for a public entertainment venue other than a cinema or theatre
- ☐ Extended trading authorisation for a producer/wholesaler licence if authorisation will allow the sale of alcohol by retail between 12 midnight and 5am (not including sales to the residents of the licensed premises and their guests)

- ☐ Change of boundaries application if the original licence application required a CIS-B, or a CIS-B would currently be required for an application of this type, and the change of boundaries application is for a substantial increase in the scale of the premises (greater than 50%)
- ☐ Other

*Note:

If you're applying for a small bar licence you don't need to attach a CIS-B if:

- ▲ development consent has been sought from the local council to use the premises as a small bar or to sell liquor during the times sought in the application, and
- ▲ police and the Secretary have been provided with notification of the development application within two working days of it and any amendments to it being lodged with the local council.

1C Proposed licensed premises

Premises name

Street address

Suburb/town/city

State

Postcode

continue overleaf

1D Existing licensed premises (if applicable)

Premises name

Street address

Suburb/town/city

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State

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Postcode

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Part 2 What your local community looks like

To get a better understanding of the local community and whether special interest groups should be notified, you must consider whether community buildings, facilities or places are located near the proposed licensed premises.

Please check ☒ all community buildings, facilities or areas located near the proposed licensed premises.

☐ Hospitals or other health facilities (such as surgeries, health clinics, medical centres)

Please name and describe, including address/es; or N/A

☐ Nursing homes

Please name and describe, including address/es; or N/A

☐ Places of worship (of any faith)

Please name and describe, including address/es; or N/A

☐ Schools, universities, TAFE colleges, other educational facilities

Please name and describe, including address/es; or N/A

☐ Facilities for people who are homeless

Please name and describe, including address/es; or N/A

☐ Detoxification facilities for people with alcohol related problems

Please name and describe, including address/es; or N/A

continue overleaf

- ☐ Public parks and sporting grounds and other public facilities

Please name and describe, including address/es; or N/A

- ☐ Alcohol-free zones

Please describe the location/s; or N/A

- ☐ Any area that has been identified by the police as being a problem area in relation to public drinking

Please describe; or N/A

- ☐ Other

Please describe; or N/A

Part 3 Stakeholders you must consult with

3A You must notify each of the following stakeholders with a copy of FM2007 'Notice of intention to apply for liquor licence or a licence authorisation' form at least 30 days prior to completing this CIS form and before lodging your application.

A copy of the form FM2007 can be found on our website at liquorandgaming.nsw.gov.au

Please check ☒ to confirm notification.

- ☐ Notified

Local council and/or other consent authority

Please name the council and/or authority

- ☐ Notified

Local police

Please name the local police station/s

- ☐ Notified

NSW Health – Head office

Manager

Population Health and Partnerships Drug and Alcohol Clinical Program

Mental Health and Drug & Alcohol Office

@ MOH-LiquorLicensing@health.nsw.gov.au

- ☐ Notified

Department of Communities and Justice (FACS) – Head Office

The Secretary

Department of Communities and Justice

☒ Locked Bag 5000 Parramatta NSW 2124

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☐ Notified

Transport for NSW – Head Office

The Chief Executive

Transport for NSW

 231 Elizabeth Street Sydney NSW 2000

 PO Box K659 Haymarket NSW 1240

☐ Notified

Recognised leaders or representatives of the local Aboriginal community in the area

Name of community group (do not include any individual's name – general description only)

☐ Notified

The occupier of any neighbouring premises

Note:

You must include a map as part of this form showing the neighbouring premises notified within at least a 100 metre radius of the boundary of the proposed licensed premises (i.e. don't measure from the centre).

Neighbouring premises are:

- any building situated on land within 100 metres of the boundary of the premises to which the proposal relates
- any building situated on land adjoining the boundary of the land on which the premises to which the proposal relates are or will be situated (or that would be land adjoining that boundary if it were not for a road separating the land).

You may wish to consider notifying premises just beyond the mandatory notification radius (e.g. 120 metres).

For strata title buildings, notification will be to:

- the Owners Corporation
- subject to the agreement of the Owners Corporation a copy of the notice is to be placed in the foyer (or adjacent to the foyer) of the strata title building
- individual occupiers of any premises within the building where those premises immediately adjoin the proposed premises.

We recommend obtaining proof of notification wherever possible.

☐ Notified

Special interest groups or individuals (as identified in Part 2)

Name of community group (do not include any individual's name – general description only)

☐ Notified

☐ N/A

Any organisation providing gambling-related counselling or treatment services

Name of group (do not include any individual's name – general description only)

Note: Only applies if you are applying for an extended trading authorisation in relation to a hotel licence.

☐ Notified

☐ N/A

Other stakeholders as determined by L&GNSW (applicant will be notified if this is required)

Please describe; or N/A

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No ☐ Go to 3C

Yes ☐

If insufficient space, please attach additional details

[illegible]☐ Additional page attached

No ☐ Go to 3D

Yes ☐

If insufficient space, please attach additional details

[illegible]☐ Additional page attached

No ☐ Go to 3E

Yes ☐

If insufficient space, please attach additional details

[illegible]☐ Additional page attached

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3E Were other consultation techniques used?

No  Go to Part 4

Yes ☐

Describe who was consulted and how

If insufficient space, please attach additional details

[illegible]☐ Additional page attached

Part 4 Issues raised by stakeholders during consultation

- If you have received written comments from stakeholders, you can attach a copy of these comments to this statement.
- If you choose not to attach written comments, use the space provided to describe issues raised in written advice you have received.

Note: You must obtain consent before identifying individual written comments.

4A Were any issues raised by local councils or other consent authorities?

No Go to 4B

Yes 

Describe those issues

If insufficient space, please attach additional details

[illegible]☐ Additional page attached

continue overleaf

4B Were any issues raised by local police?

No  Go to 4C

Yes 

Describe those issues

If insufficient space, please attach additional details

[illegible]☐ Additional page attached

4C Were any issues raised by other stakeholders determined by L&GNSW?

Note: Applicants will be notified if this is required.

No  Go to Part 5

Yes 

Describe those issues

If insufficient space, please attach additional details

[illegible]☐ Additional page attached

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4D Were any issues raised by the Department of Health?

No ☐ Go to 4E

Yes ☐

Describe those issues

If insufficient space, please attach additional details

☐ Additional page attached

4E Were any issues raised by the Department of Family and Community Services?

No ☐ Go to 4F

Yes ☐

Describe those issues

If insufficient space, please attach additional details

☐ Additional page attached

4F Were any issues raised by Roads and Maritime Services?

No ☐ Go to 4G

Yes ☐

Describe those issues

If insufficient space, please attach additional details

☐ Additional page attached

4G Were any issues raised by recognised leaders or representatives of the local Aboriginal community in the area?

No ☐ Go to 4H

Yes ☐

Describe those issues

If insufficient space, please attach additional details

☐ Additional page attached

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If insufficient space, please attach additional details

[illegible]☐ Additional page attached

Part 6 Future consultation

6A Do you propose to consult with stakeholders in the future to ensure any concerns they have raised during the preparation of this CIS-B have been satisfactorily addressed?

- ☐ Yes
- ☐ No
- ☐ Not applicable, as no issues were raised

If **Yes**, describe the steps you will take in the future.

If insufficient space, please attach additional details

[illegible]☐ Additional page attached

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If insufficient space, please attach additional details

[illegible]

6B Do you propose to consult with stakeholders in the future to address any future concerns that may arise?

Yes 

If insufficient space, please attach additional details

[illegible]

Part 7 Potential impacts: Your view

- Include any potential negative impacts, as well as benefits for stakeholders.
- If you will be delivering alcohol outside of your local community, include information about these areas and the impact you think your proposed licence will have on these areas.
- If you think your application will have minimal impact, include a statement with reasons why.

[illegible]

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Part 9 Declaration

- ▲ I declare that the contents of this CIS-B including attachments are true, correct and complete and that I have made all reasonable enquiries to obtain the information required to complete the application.
- ▲ I acknowledge that under section 36 of the *Gaming and Liquor Administration Act 2007* and section 307A of the *Crimes Act 1900* it is an offence to provide false, misleading or incomplete information in this document.

Signature

Date

DD / MM / YYYY

Part 10 CIS-B – Pre-application checklist

Before you submit your application, please check your CIS document carefully:

- ☐ Have you provided a response in each required section?
- ☐ Have all mandatory stakeholders been consulted and notices provided to the addresses specified above (see Part 3)?
- ☐ Is the CIS signed and dated?
- ☐ Does it include a map showing the mandatory notification of neighbouring premises (as defined in Part 3)?
- ☐ The CIS and all related documents (including the map) must be submitted as a single file so a complete CIS is published on the L&GNSW Application Noticeboard.

Failure to comply with the above may result in your CIS and application being invalid which could result in you having to start the process again.