

## City of Ballarat Outdoor Dining Frequently asked questions

### **Do I need a COVIDSafe Plan?**

You must have a COVIDSafe Plan and record all patron names and contact numbers.

All additional Victorian Government advice regarding outdoor trading requirements for the hospitality sector must also be strictly followed.

[Learn how to create a COVIDSafe workplace.](#)

### **Which hospitality businesses will be able to start/expand their outdoor dining offer?**

We are helping **all** Ballarat hospitality businesses to trade safely.

### **Where do we find out what the rules about outdoor dining are?**

View the City of Ballarat's [Outdoor Dining and Trading Policy](#) which provides information such as the spaces to be maintained for pedestrian movements and kerbs, and the general principles to be followed.

Be mindful that we are currently taking a relaxed approach to some requirements in the policy, including the processes and fees for applying for outdoor dining. Where this is the case, the information provided here is the most up-to-date.

### **How quickly can I start/expand outdoor dining for my business?**

An Outdoor Dining Permit will be issued as quickly as possible, once all safety matters and other requirements have been assessed. You can start trading when you receive your Local Laws Permit

If you require a change to your liquor licence (red line area), a [Planning Permit](#) may be required. Please contact our Customer Experience team by emailing [info@ballarat.vic.gov.au](mailto:info@ballarat.vic.gov.au) or calling [5320 5500](tel:53205500). We have a dedicated Planning Officer to help you work through this as quickly as possible.

### **Will I need a planning permit?**

If your existing business is in the city centre and you do not require a liquor licence, you **will not** need a [planning permit](#). However, you will need a Local Laws permit before you can start trading outdoors.

If your business is outside of the city centre you may need a planning permit. This may be due to specific controls or the planning zone that applies to the property. If you do require a planning permit, we have a dedicated planning officer to help make this process as simple as possible.

**Note:** If you undertake any building/works to facilitate outdoor dining, you may require a Planning Permit and/or Building Permit.

### **Will I need to extend my liquor licence if I start/extend outdoor?**

If you already have a liquor licence for your outdoor area and you are not proposing an extension, then you won't need to amend your liquor licence and can operate as normal. If you extend your outdoor dining area and would like to serve alcohol in this area, you may need to amend your [planning permit](#) and liquor licence.

Our dedicated planning officer will be available to make this process as simple as possible. These applications may also need to be referred to Victoria Police and a separate application may also need to be made to the Victorian Commission for Gambling and Liquor Regulation. We are working closely with the Victorian Government to advocate for liquor licences to be amended as quickly as possible.

### **Who will pay for the outdoor furniture if needed?**

This cost will be the responsibility of the business owner. As it is unlikely businesses will be able to cater for many customers indoors, some of this furniture may be able to be taken outside. Businesses may also choose to hire furniture. Businesses can apply for funding to support these initiatives through the [Victorian Government Outdoor Eating and Entertainment Package](#).

### **Can I set up dining on footpath in front of my neighbour's business?**

Yes, you can extend your dining area to include the footpath in front of neighbouring/adjacent properties if they are in agreement with this. We expect neighbouring businesses will work with each other in good faith at this time.

We suggest you confirm this with mutual written consent.