

# LICENCE TO SERVE

## ISSUE 011

### News from the Liquor Licencing team



## ONLINE ADVERTISING

After a bit of work behind the scenes we are finally able to announce that we will be commencing advertising 'online' on our website as from 1 July 2019.

This is going to result in a saving for you as licensees. We are going to be charging \$50.00 and we will be able to raise invoices for these.

Please note though that we can not start doing this until the new financial year so that means that anyone who has a licence up for renewal in August will likely still have to do the advertising via the

newspapers. You will still need to display the notice in your premise and these will still be sent out to you as has happened in the past.

If you have any questions regarding the above please feel free to call us on 03 687 7200 to discuss whether this is something you will be able to do for your next renewal.

This newsletter is jointly produced by the Timaru District Council Alcohol Licensing Team, the Police Alcohol Harm Reduction Officer and the Community and Public Health Alcohol Licensing Officer.

We encourage all licensees to circulate this newsletter to all staff, especially Duty Managers.

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## DID YOU KNOW?

### Fire & Emergency New Zealand

**Did you know** there is a legislative requirement for a building owner to ensure there are evacuation procedures for the building and both the owner and tenant must ensure those procedures can efficiently evacuate all persons in a fire event?

**Did you know** that SOME buildings have a legislative requirement to not only have evacuation procedures but also have an Evacuation Scheme?

**Did you know** it is the building owner's responsibility to understand the occupancy loading for the building and both the building owner and the tenant's responsibility to ensure occupancy levels are adhered too?

**Have you heard** of the Fire and Emergency New Zealand (Fire Safety, Evacuation Procedures and Evacuation Schemes) Regulations 2018?

Accidents are common place in society and happen at a frequent rate. Most of the time the accidents we encounter within our buildings are relatively low impact but that does not excuse us of the responsibility to ensure that when an accident does happen, people will be safe and unharmed as a result. Below is a photo of a bar in France where an accidental fire swept through the building that killed and hurt up to nineteen people. The news



story reported the fire took hold in seconds and people had to crawl out of the building. Please everyone, ensure you have all the correct policies and procedures in place to guarantee all people that are in your care while in your premise are adequately looked after.

### For the full news article use this link:

<http://www.stuff.co.nz/world/europe/82893158/Partygoers-killed-as-fire-sweeps-through-French-bar?cid=app-android>

**If you would like to discuss any of the above or any other matter relating to fire safety in buildings or your home please don't hesitate to contact your local Fire Risk Management Officer Craig Chambers on 03 684 1211 or 027 405 6996.**

# Host Responsibility

A large part of my role is ensuring that licensed premises adhere to the Host Responsibility requirements.

Most premises do this job really well, but there are some that could do with a bit of improvement. With winter sports upon us, and the tendency to drink alcohol during and after these sports, it is important that we take care of our patrons and our community.

Food is a big part of reducing the harm caused by alcohol and can make a huge difference to attracting regular and long term patrons. As a Tri Agency, we are insistent that a good range of substantial food is readily available when alcohol is being sold or consumed. This must include a minimum of three types of food (this does not mean crisps and nuts).

I know of one licensee at a local rural hotel that provides free food at least one night of the week. This is in the form of a basket of crispy chicken nibbles and fried chips. This is at a minor cost to the licensee, but I know from the locals and visitors that this is appreciated and they look forward to these

evenings. Not only is it a responsible move by the licensee, but also allows him to showcase some of the food on his bar menu. Another venue in the same town provided hot chips to sporting groups for after sport functions.

I am not saying that food has to be provided free of charge, but it is a good gesture by the ones that are providing it, and shows they are passionate about Host Responsibility.



Water is another requirement and should be made attractive to patrons. A water cooler on the bar or a table with ice and slices of lemon or lime is a lot more attractive and inviting than a cracked plastic jug with no lid or cover. The idea is to get customers to drink the water, and making it appealing to them will help.

Information regarding transport must be readily available, free, comprehensive and accurate at any time that customers are on the premises and staff will be able to give customers appropriate advice free Licensees should at least have a sign up stating that transport options are available, with a contact number if applicable. A phone should be made available or staff available to make a call.

Remember that Host Responsibility is all about the safety of your customers and the community, so if you have concerns about customers leaving the premises and you consider them to be unfit to drive, offer them alternate transport. If that fails, Police recommend that you contact them.

If you need any signs regarding host responsibility, please don't hesitate to contact me.

Have a safe winter.

**Wayne Cummings**

Liquor Licensing Health Promoter



**Community  
& Public Health**

A ride home in a taxi or courtesy bus is preferable to some other options...

**This?**



**Or...**

**This?**



## LCQ Training Dates

I have received the dates for next year from ARA however please be aware they are open to change in case you have any staff needing to go through.

### Timaru

- 29 July and exam on 12 August
- 21 October and exam on 3 November

As well as the ARA course there is also the online version which is done through another organisation called GetLCQ (located in Dunedin) and their website is [www.getlcq.co.nz](http://www.getlcq.co.nz) if your staff would prefer to do it online.

# WHO CAN BE ON A CLUB PREMISE?

This is a reminder to keep yourself up to date with Section 60 of the Sale and Supply of Alcohol Act 2012 with regards to who can and cannot be on your premises.

For example more often than not the general public are in attendance at End of Season Prize Givings so a special licence is required if you wish to sell them alcohol. If you are not sure if you should get a special licence please feel free to visit our website [www.timaru.govt.nz](http://www.timaru.govt.nz) for a handy guide as to 'who needs a special licence'.

Now is also the time to remind clubs that if you are going to be having events that are not club related (i.e. ANZAC commemorations, large group meetings) you need to obtain a special licence. It has been brought to our attention that a few ANZAC events were held without special licences. Section 47A relates to trading hours for RSA's but does not negate clubs from their requirement to adhere to Section 60.

I remind you of the Act where it states "...is on the premises at the invitation of, and is accompanied by, a member of the club concerned...". Signing in a group of people does not constitute meeting this requirement. It seems a number of clubs are trying to come up with ways to 'work around' the law so please make sure you check with either Clubs NZ (if you are a member) or one of the Tri-Agency members and we are more than happy to discuss what is acceptable etc.

## POLICE UPDATE

I have now been in the role of Alcohol Harm Prevention for the Police for a few months now and have been able to meet many of you already. I think I am starting to get my head around the role a little bit now and I will keep trying to get out and about and meet everyone as I continue in the role.

As most may know the role within Police used to just be called the 'Liquor Licensing Sergeant'. Part of the reason the name was changed was to reflect the responsibilities of the role to prevent all alcohol related harm where possible or at the least try and lessen it.

This of course means more than just reviewing license and manager applications and monitoring licensed premises. A lot of the harm caused by alcohol in our community is not caused at licensed premises but at other venues or at home.

Of course all premises with an Off Licence have responsibilities under the Act relating to who is a prohibited person and by adhering to these can contribute to reducing harm. Beyond this though all licensed premises have a responsibility to take precautions that alcohol from the premise does not fall into the wrong hands.

The Mid-South Canterbury Police Area Commanders focus at present is burglaries. Over the years there have been numerous burglaries and thefts of alcohol from licensed premises, both from 'smash and grab' type offending and also more sneaky methods by stealing smaller amounts from store rooms etc. Alcohol remains a common item to be stolen from all manner of burglaries.

Whilst licensees cannot catch the burglars for us I encourage all of you to spare some thought to how your alcohol is stored, is it secure? Is it out of sight?. There are two main arms to Policing, prevention and enforcement. Prevention is obviously the preferred method and by thinking of ways to make it more difficult for any would be offenders to steal alcohol you may prevent a burglary at your premise.

As to enforcement the golden ticket is CCTV camera's, as they say a picture paints a thousand words if you are ever unfortunate enough to be targeted.

I am always happy to help out with ideas and advice where I can so please feel free to contact me if needed.

Sam Winchester



# Premise toolkits

The Health Promotion Agency have put together a new Premise Toolkit specifically for Bottle Stores.

If you would like one of these please email [sharon.hoogenraad@timdc.govt.nz](mailto:sharon.hoogenraad@timdc.govt.nz) and we will organise to get one out to you (or organise to leave one at Reception for you to collect). There are still some of the On-Licensed Premises Toolkits if you are wanting a copy of these also.



## CPO/Monitoring

- 27 April – Monitoring in Timaru/ Mackenzie
- 4 May – CPO (On Licences – Timaru/ Mackenzie/Waimate) – 1 premise sold
- 24 May – Monitoring Special Licence (Waimate Hunt Club) and licensed premises
- 1 June – Monitoring Special Licence (Winter Ball /Old Boys RFC Centennial)

As you may be aware, the tri-agency have been monitoring large scale special events to ensure compliance with the Sale and Supply of Alcohol Act 2012. Unfortunately we have had a few concerns and are currently working with a few organisations to ensure compliance in the future.

Now that we are back up to full staffing with regards to the tri-agency you will find us out and about more often monitoring. All in all we are pleased with the monitoring we have carried out so far, keep up the good work and see you out there...

## From the Secretary's Desk

### Kia ora koutou

As the secretary of the District Licensing Committee I mainly oversee the administrative functions of the committee. Any communication with the Commissioner and/or DLC is directed through me. Recently I have had a couple of conversations with applicants who have expressed their frustration on a range of compliance issues in relation to the Act. An underlying theme has been that they see what they are required to do to manage their event is all a bit over the top.

Leading the regulatory functions of Council I certainly understand that it can appear at times as though there is a lot of needless 'red tape' to get through. I have heard us described on more than one occasion as the 'fun police'. Often though when I sit down and talk with people and go back to what the intent or purpose of the particular Act, regulation or bylaw is, more often than not they agree with or at least understand why it is in place.

Underpinning the Sale and Supply of Alcohol Act 2011 is the desire to minimize harm caused by the excessive or inappropriate use of alcohol. I suspect most people would agree

that is a good thing to do. The Act strives to strike a balance between providing for the responsible (and enjoyable) consumption of alcohol with the need to reduce the harm alcohol can cause when it is abused.

I am sure we have all been affected in some way by incidents where excessive alcohol consumption has been a factor. Our role then is not to be the fun police, rather to act as guardians that through this legislation help keep the communities we are a part of as safe as we can.

Nga mihi, Tracy Tierney



## Future Topic Suggestions

Do you find the newsletter useful?

We are looking for suggestions from you as licensees as to what sort of articles or items you would like to see in future newsletters. If you have any suggestions please feel free to email me on [sharon.hoogenraad@timdc.govt.nz](mailto:sharon.hoogenraad@timdc.govt.nz)