

LICENCE TO SERVE

ISSUE 019

News from the Liquor Licencing team



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.

I have recently been lucky enough to be privy to two fire investigation reports from very large buildings where injuries occurred. While both have different causes and the fire dynamics are different, there are similarities around the recognition and response to each fire.

The incidents were in the MGM Grand Hotel in Las Vegas in 1980 and the Las Vegas Hilton in 1981. Yes they were a long time ago but the thing that resonated with me is the fact we are still (in some cases but not all) blasé when responding and enacting evacuation procedures when a fire alarm is sounding.

I regularly attend trial evacuations in different buildings and have noted that when I or a fire crew are there the response is quick and efficient. A lot of the time the request for our attendance is due to building management asking for advice on how to evacuate people more efficiently because it seems slow.

The two incidents I mentioned above, both have similar responses to the fire alarm sounding in that there was very little concern shown from building management and the occupants that were staying there. This eventuated in some people being cut off from their evacuation pathway and having to be rescued from windows via a ladder.

I just want to reiterate how important it is to be alert and respond with urgency if a fire is detected or a fire alarm activates. 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.

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.

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FROM THE SECRETARY'S DESK



Police update

KNOW YOUR LIMITS

Excessive and inappropriate consumption of alcohol is a significant contributor to social harm in New Zealand. It is also a significant factor in people being injured or killed on our roads.

In New Zealand, the alcohol limit for drivers aged 20 years and over is 250 micrograms (mcg) of alcohol per litre of breath and the blood alcohol limit is 50 milligrams (mg) per 100 millilitres (ml) of blood. If you are under 20, the alcohol limit for drivers is zero. You must not drive if the amount of alcohol in your breath or blood exceeds these limits.

Drivers caught with breath-alcohol levels of between 251mcg and 400mcg receive a \$200 fine and 50 demerit points but avoid a conviction. Anybody caught driving with a level of more than 400mcg goes to court.

These limits were changed in 2014 but the safest way to avoid any ambiguity is to drive sober and not risk it. Blood alcohol content can vary greatly from person to person and there is no set amount of standard drinks someone can have before driving.

The police message is if you are drinking, don't drive.

I don't have statistics for 2020, but in 2019, alcohol, illegal drugs or medicines were a factor in 131 fatal crashes. They were also a factor in 432 serious injury crashes. Alcohol contributes to around 30 per cent of New Zealand's fatal road crashes.

The Sale and Supply of Alcohol Act 2012 set out requirements for licence holders around host responsibility. This is intended to minimise alcohol harm and help create safer drinking environments.

While you don't have any powers to take keys from anyone who is intoxicated you may be able to talk them out of driving by offering alternatives ways for them to get home. If you believe anyone is driving while intoxicated call 111 and try and obtain the cars registration number.

Until next time. Sgt Dallas Robertson



LCQ Training Dates 2021

In the Timaru / Waimate / Mackenzie district there are two providers that offer NZQA Unit Standards 4646 and 16705 training.

During the lockdown ServiceIQ announced that they would be providing the LCQ Certificate electronically now which will hopefully reduce the wait time people have been experiencing.

Course dates for 2021:

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|-------------------------------------|---|
| 21st June with exam on 5th July | 18th October with exam on 1st November. |
| 2nd August with exam on 16th August | |

(The course runs 8.30am to 4.30pm on the first day and the exam starts at 1.00pm)

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

ServeWise

In previous newsletters we have discussed ServeWise and this is excellent for those staff that you have working behind the bar who may not wish to go to the next level of obtaining their LCQ. This is a free training system and you can access this by going to www.alcohol.org.nz and search for 'Servewise'.



Newsletter Library

If anyone is looking for any previous newsletters you can find these on our website now.

The link is: <https://www.timaru.govt.nz/tri-agency>



Community & Public Health update

FOOD + DRINK

Food availability requirements to reduce alcohol-related harm.

To help you avoid having intoxicated patrons you are required to have a reasonable amount of food available while your licensed premise is open for business.

Food works to reduce intoxication by slowing the rate at which alcohol is absorbed into the bloodstream. For this to be effective, it needs to be consumed before drinking begins or before the drinker becomes intoxicated.

The Sale and Supply of Alcohol Act 2012 requires:

- Food is always available in all ON-licensed and Club premises where alcohol is available. This means right up until the door closes at the end of the day's trade.
- The range of foods available is always actively promoted. This may be done by having menus on the bar/tables, a chalkboard menu or food on display.
- Food is made available within a reasonable time and is reasonably affordable.

From time to time we will carry out controlled purchase operations to ensure that premises are being compliant with the food requirements associated with holding a licence.

Take care and stay safe

Olivia Ensor



Payment Options

As of 21 May 2021 the Timaru District Council will no longer be accepting cheques as a payment option due to most major banks phasing them out.

Other payment options include internet banking along with Eftpos or cash when paying in person.

The Council is encouraging payment of alcohol licensing invoices by internet banking. Renewals and Annual Fee fees will still be posted out two months in advance with reminders and can be paid by internet banking. All invoices (and forms) have banking payment details on them including the reference details you need to include so we can allocate your payment accordingly. We will need you to provide proof of payment by emailing liquoradmin@timdc.govt.nz so we can proceed with processing your application as quickly as possible.

Don't get left out in the cold

It has come to our attention that some template food control plan registered businesses are selling chilled and/or frozen meals. These meals are outside the scope of the template FCP - which only covers ready to eat meals/snacks.

During Covid-19 restrictions last year, MPI advised registration authorities that chilled and frozen meals were considered to be outside the scope of template FCP registrations.

Food businesses on template FCP's that wish to sell prepared meals (chilled or frozen) will need to register either a My Food Plan or a standard Custom Food Control Plan with MPI directly. The My Food Rules tool has been set up to assist you with this process. For further advice on registration with MPI and registering as a My Food Plan or Custom Food Control Plan please email MPI and discuss your business plan. They can be emailed on foodactinfo@mpi.govt.nz.

If your food business does register with MPI then the registration with Council will no longer be required.

Environmental Health Unit

IMPORTANT

COUNTING DOWN FROM 20

It is becoming apparent that a large proportion of applications are having to be placed on hold pending further information due to the forms being incomplete.

Processing of applications will not commence until all information has been supplied which means the 20 working days does not start until then. This is particularly important to note when it comes to Special Licence applications. It seems that we are getting more and more applications being lodged right on the 20 working day deadline (often incomplete).

We are going to be implementing a new system whereby you will receive an email confirming receipt of the application at which time a staff member will check the application and once it is deemed complete you will receive an email confirming it has been assessed and the 20 working days will commence.

If however the form is incomplete you will be contacted to provide further information. Until that information is received we cannot commence processing your application and the 20 working days will not have started.

If you are renewing your premise licence please provide all supporting documentation stated on the form as information may have changed in the last three years. Each renewal is treated as if it were a new application hence needed up to date details.



From the Secretary's Desk

Kia ora koutou

It's hard to believe, that's it been almost a year ago, since we were all let out of level 3 lockdown and began our journey to some level of normalcy. This means that business confidence is increasing and so are applications for various licenses.

The liquor licensing team have been encountering a busy workload, especially with a marked increase in special licence applications. As you can appreciate each application has to be assessed thoroughly and when the application is presented with insufficient information, this can place pressure on the team and the applicant as we have to work within very tight statutory timeframes.

We tend to get applications that are submitted stating things like: refer to my file, relevant information will be on there; I will be having 2 managers supervising the event (but they do not provide the names); will be providing sufficient food (but do not explain what food, or which hours the food will be available). As you can appreciate our staff are not allowed to fill in the forms on behalf of applicants, after checking files or making assumptions about what kind of food is being served or which managers are on duty.

We request that every effort is made to ensure that your applications are filled out fully and all requested paperwork is attached. This will ensure that staff will be able to ensure that your application is put before the DLC within the statutory timeframe before your event. We will have no choice but to reject applications if they are not fully and suitably filled out before they are accepted, and if this means that it is inside the allocated 20 days timeframe before your event then it will mean that your event will not be able to take place. Please fill out the forms in plenty of time to avoid disappointment. If you are unsure about how to fill out the form, please feel free to contact the Liquor Licensing team who will be only too happy to help.

Staff are planning monitoring visits in the coming weeks, to ensure venues are meeting their statutory obligations.

If you have any queries regarding the liquor licensing area, please feel free to contact our very knowledgeable team.

Ngā mihi,

Debbie Fortuin, Secretary