

LICENCE TO SERVE

ISSUE 003

News from the Liquor Licensing team



DO YOU HAVE AN OUTSIDE AREA?

Do you have an outside area at your premise and if so do your staff and patrons know where the area is? Are you even sure it is actually licensed?

Alcohol can only be sold and supplied within the area marked on the licensed area plan on the file at the Council. We advise you to:

- Update your Host Responsibility Policy to make note of the outside area, and
- Keep a plan of the licensed area on the premises



From time to time monitoring visits identify premises where outdoor areas are being used that are not identified as part of the licensed premises in accordance with the plans submitted.

If alcohol purchased from the holder of an On or Club Licence is consumed outside the licensed area the sale is considered unauthorised (Section 247 of the Act) and

if convicted of this offence the result could be a fine not exceeding \$20,000, or the suspension of the license for a period not exceeding 7 days, or both.

If you are not sure what your licensed area is feel free to contact the Inspector (sharon.hoogenraad@timdc.govt.nz) and obtain a copy of the plan referred to on your licence which shows your licensed area.

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.

THIS ISSUE

Outside Areas

Evacuation Schemes

What does it all mean?

POLICE UPDATE

If there are any licensees out there that are planning special theme nights etc for the upcoming Lions Tour if you could please let the Police know via their email address ahro.timaru@police.govt.nz so they know what is going on in the area over this busy period.

As most of you will be aware, our Alcohol Harm Reduction Officer (AHRO) is currently Sgt Milo Hamilton however as of 3 July 2017 this will change and we will have Sgt Greg Sutherland taking over the role. Sgt Sutherland has had experience with liquor licensing in the past dealing with that portfolio whilst he was posted to Lake Tekapo. I am sure he will be making himself known to you all once he is in the role (if you haven't met him already) and we look forward to dealing with him for the next couple of years.

I would like to take this opportunity on behalf of all the licensees to say thank you to Sgt Hamilton for his two years in the role and I am sure he won't be a stranger as he will still be out on the beat now and again.

FENZ IMPLEMENTATION – EVACUATION SCHEMES



On July 1st this year the New Zealand Fire Service will cease to exist. At this time a new and improved emergency response service will be formed that will amalgamate over 40 different agencies across New Zealand.

This new service will be known as 'Fire and Emergency New Zealand' and will continue to provide all the Fire and Rescue response for the country that the different agencies currently provide.

Along with the change of name comes some legislative changes that provide Fire and Emergency New Zealand with the mandate to drive improvement in fire safety procedures and fire safety building compliance across a wide range of buildings and business activities.

Before the changes are enacted, the New Zealand Fire Service strongly recommend building and business owners familiarise themselves with compliance requirements and check they are in place and current. Some things you may want to consider are Evacuation Schemes, Building Warrant of Fitness, any outstanding non-compliances that relate to fire systems or fire safety, Hazardous Substance use and storage, escape routes are compliant.

Please remember it is our responsibility to keep anyone that enters a building we own or occupy safe in the case of a fire emergency.

An example of bad housekeeping in a public place around an emergency exit.



Note: this picture was not taken in New Zealand and is an example only.

RECENT MONITORING RESULTS

Recent monitoring was undertaken by the tri-agency and intoxication levels appear to be reducing which is great to see.

The monitoring was undertaken over two consecutive nights and on one of those nights there were three obviously intoxicated persons outside licensed premises and one intoxicated patron who was removed from the premise once brought to the DM's attention. Just remember to start intervening when people are under the influence rather than leaving it until they are intoxicated to step in and do something with them.

We came across a situation where a patron had been removed from a licensed premises who was obviously intoxicated but was a young lady who was left sitting outside a premise alone and upset on a dark road waiting for someone to pick her up. A concerned member of the public brought her to our attention. Her friend who was supposed to be with her was still in the premise. Sgt Hamilton spoke to the DM at the time and her friend was asked to remain with her outside until she was collected. Just remember that you have a duty of care to ensure the safety of patrons even if you have asked them to leave.

SERVEWISE TRAINING

Shayne Broughton has asked me to mention that he is looking at undertaking some free Servewise training in the very near future. If you are interested in putting any of your staff through please contact Shayne via email on Shayne.Broughton@cdhb.health.nz



ELECTRONIC NEWSLETTER

We are in the process of updating our system with the possibility that in the future we may look at providing this newsletter electronically (we will keep you informed when this is going to be available). If you could provide Gemma with the best email address for the premise including the name of the premise you are providing the address for that would make it easier for Gemma to link to the correct record.

Gemma's email address is gemma.holden@timdc.govt.nz

WHAT DOES IT ALL MEAN?

You should all be aware of the designations relating to your premise as should your staff. There are three designations being Undesignated, Supervised and Restricted.

Two of these designations are defined in the Sale and Supply of Alcohol Act 2012 as:

Supervised

Means an area to which minors must not be admitted unless accompanied by a Parent or Guardian*

(*For the purposes of the Sale and Supply of Alcohol Act 2012 a person is a minor's guardian only if he or she is guardian by virtue of the Care of Children Act 2004. For example if you have a supervised designation and a sports team come in wanting to have a meal this is not possible as the coach of a team is not deemed to be a guardian)

Restricted

Means an area to which minors must not be admitted

If you have an UNDESIGNATED premise (i.e. supermarket, café etc) you can have minors on the premise but they cannot purchase alcohol. If you are not sure what your designations are they are on your base licence under 'Licensed Area'.

If you have a gaming area please note that the Department of Internal Affairs deems that area to be Restricted however it may appear on your liquor licence as Supervised. This means that the gaming area is restricted as the DIA designated is greater than ours.

HOST RESPONSIBILITY POLICY

Your premises should have a Host Responsibility document, the Act requires you to present one at renewal.

Please check your Host Responsibility document to ensure it has been changed to the Sale and Supply of Alcohol Act 2012. This Act replaced the Sale of Liquor Act 1989. Your Host Responsibility document should refer to the Sale and Supply of Alcohol Act 2012, not the old Act.

This document is not just another form to put on your wall. It should reflect what your premises is about and how you and your team are great hosts. There are a number of things that should be mentioned in this policy.

They are how you and your staff:

- 1 Prevent intoxication
- 2 Prevent alcohol sales to minors
- 3 Provides and promotes low alcohol and non-alcoholic alternatives
- 4 Provides and actively promotes food
- 5 Serve alcohol in a responsible manner
- 6 Arrange safe transport options.

If you are unsure, Shayne Broughton will be able to assist you. Feel free to contact him by email Shayne.Broughton@cdhb.health.nz



Sneak Peek at what is in the next newsletter

The Timaru District Council Building Control Unit are going to discuss occupancy loadings for licensed premises.

Future Topic Suggestions

Do you find the newsletter useful? We are looking for suggestions from you as licensee's 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

From the Secretary's desk

Since the last newsletter there have been a steady stream of applications passing across my desk and the District Licensing Committee has convened for two hearings – it's been a busy period both for the sector and for the committee. I'll be stepping down from the role of Secretary to the District Licensing Committee at the beginning of June as I prepare to take up a new challenge out of district. I just want to take this opportunity to congratulate our licensees in the Timaru, Waimate and Mackenzie Districts on operating licensed premises responsibly, with very few exceptions. The sector provides a service that adds value to our communities and I hope that you continue to run a tidy ship in terms of the responsible sale of alcohol. My replacement in the short term, until a full time replacement is found, will be Paul Cooper who is the Environmental Compliance Manager at the Timaru District Council. So to close, well done, keep it up and I wish you all well for the future.

Chris English