

# Nelson Tasman Alcohol Update

KEEPING LICENSEES AND THEIR STAFF UP TO DATE WITH ALCOHOL LICENSING MATTERS



## MARCH 2015

Welcome to the Nelson Tasman Alcohol Update - produced by the Nelson City and Tasman District Council Alcohol Licensing Teams, NZ Police Alcohol Harm Reduction Officer and the Nelson Marlborough District Health Board's Public Health Service.

### In this update

1. Trading hours over Easter and Anzac Day (25 April)
2. Hospitality breakfast invitation
3. Renewal licence applications
4. Local Alcohol Policy comes into force for Tasman District
5. Club licence holder reminder
6. Controlled Purchase Operations
7. Updating your contact details
8. Agency contact details

### 1. Trading hours over Easter and Anzac Day

A reminder about the changes to trading on these days in the new Act:

- **OFF Licences** are not permitted to sell alcohol on Good Friday, Easter Sunday or before 1pm on Anzac Day, except for wineries who can sell their own wine on Easter Sunday.
- **ON Licences**
  - No alcohol is to be sold on Good Friday, Easter Sunday or before 1pm on Anzac Day to any person other than those who are:
    - On the premises for the purpose of dining, or
    - Who for the time being are living on the premises;
  - Or, unless a special licence has been granted.

If you are providing meals you can sell alcohol as an accompaniment to the meal up to one hour before and after the meal. **Casual drinking is not permitted.**

This year Anzac Day (25 April) falls on a Saturday. The restrictions above apply on the Saturday. The "mondaysed" Anzac Day holiday is treated as a normal trading day.

If you are confused about these rules please discuss your plans with Council licensing staff.

### 2. Hospitality breakfast invitation

The Nelson Tasman Regional Alcohol Accord invites you to a networking breakfast on Tuesday 31 March. These breakfast meetings aim to develop and promote closer working relations between police, the agencies and licensees. It also facilitates an educational forum for the benefit of all parties. This is an excellent opportunity to hear from key people in the industry and share your views.

**Date: Tuesday 31 March 8.00am – 10.00am**

**Venue: The Honest Lawyer, Monaco**

Following breakfast we will hear from Dr. Paul Quigley, Emergency Medicine Specialist, who has a special interest in alcohol related emergency department admissions.

A panel discussion will then follow where you can ask your questions of the Council Licensing Inspectors and the NZ Police Alcohol Harm Reduction Officer.

**There is no charge but please RVSP** to [steph.rathbun@hospitalitynz.org.nz](mailto:steph.rathbun@hospitalitynz.org.nz) using “Nelson Breakfast” as the subject heading. Alternatively phone 0800 500 503 during office hours.

Queries to Steph Rathbun, Regional Manager Hospitality NZ on 0274 305 074 or the above email.

Please RSVP by Friday 27 March to secure a place!

Kindly sponsored by



### **3. Renewal licence applications**

This is a reminder that the new Act requires all ON, OFF and CLUB licence renewal applications to be submitted **at least 20 working days\*** before the licence expiry date.

*\*Working days do not include weekends, public holidays or the days 20 December to 15 January inclusive.*

The District Licensing Committee can refuse an application if it is made less than 20 working days before the expiry date. If it is refused the licence holder must stop selling alcohol and apply for a new licence.

The 20 working days is to allow a reasonable length of time for any issues with the application to be sorted before the licence expiry date. Often applications are not complete when submitted and additional documents and information must be provided. A recent case where there were issues with an application that was submitted less than 20 working days resulted in the licence expiring before the renewal application could be accepted. Don't let this happen to you. It is your responsibility as the licence holder to ensure that you know the expiry date of your licence and get your application in on time.

To assist us to process your application we require the application to be COMPLETE and LEGIBLE. All parts of the form must be filled in and all additional information provided. We require a copy of the plan of the premises with every renewal application.

All application forms are available for download on the Council websites:

[www.nelson.govt.nz](http://www.nelson.govt.nz)

[www.tasman.govt.nz](http://www.tasman.govt.nz)

And a reminder – special licence applications must also be submitted **at least 20 working days** before the date of the event.

### **4. Local Alcohol Policy comes into force for Tasman District Council**

The Local Alcohol Policy for the Tasman District comes into force on Saturday 14 March 2015. This will mean that on licences will have maximum trading hours of 2am and off licences will have maximum trading hours of 10pm. Premises that are directly affected have been written to advising them of their new hours. You can view a copy of the policy on the Tasman District Council website [www.tasman.govt.nz](http://www.tasman.govt.nz)

The Nelson City Council has not made any final decisions about the Nelson Local Alcohol Policy at this stage.

## 5. Club Licence Holder Reminder

A reminder to all holders of a Club Licence who they can sell alcohol to.

An **authorised customer** in relation to premises where a club licence is held means a person who;

- a) is a member of the club concerned; or
- b) is on the premises at the invitation of, and is accompanied by, a member of the club concerned; or
- c) is an authorised visitor.

An **authorised visitor** is a member of some other club with which the club concerned has an arrangement for reciprocal visiting rights for members.

A **member** is a person who;

- a) has expressly agreed in writing to comply with the club's rules; and
- b) is recognised as a member of the club by those rules.

Put simply, an On Licence allows the sale and supply of alcohol to the public; a Club Licence **does not allow** the sale and supply of alcohol to the public, unless the club has been issued a special licence.

The licensee and manager of any licensed premises that sells or supplies alcohol to someone who is not an authorised customer commits an offence under section 247 of the Sale and Supply of Alcohol Act 2012 - Unauthorised sale or supply. The possible penalty in the case of the licensee is a fine not exceeding \$20,000 and/or the suspension of the licensee's licence for a period not exceeding 7 days. In the case of a manager, a fine not exceeding \$20,000.

Before alcohol is sold in a club the following must be known:

1. they are a member of the club, or
2. they are an invited guest that is accompanied by a member of the club, or
3. they are an authorised visitor from another club which has arranged reciprocal visiting rights with your club.

If a Club is hosting a wedding, birthday etc and **selling** alcohol then a special licence must be obtained.

Please remember, if a Special Licence is required the Nelson and Tasman Licensing Teams must receive the application for a special licence **at least 20 working days** before it is required.

Monitoring visits will be carried out to check for compliance.

## 6. Controlled Purchase Operations

Regular Controlled Purchase Operations will continue in Nelson and Tasman throughout 2015. Please take this opportunity to remind all staff, and ensure you have systems in place to prevent sales to minors and other unauthorised persons. During a recent operation some premises did not even ask to see ID.

The only approved forms of ID are:

- New Zealand Drivers Licence
- New Zealand or overseas passport
- HNZ 18+ Card

Remember: **If they look under 25 - No ID, No Sale, No Exceptions.**

## 7. Updating your contact details

It is important you keep us updated with your current contact details including:

- Address for service of documents
- Phone numbers
- Email address

If any of this information changes at any time please email to inform us:

Nelson City Council                      [admin.alcohol@ncc.govt.nz](mailto:admin.alcohol@ncc.govt.nz)

Tasman District Council                [regulatory.admin@tasman.govt.nz](mailto:regulatory.admin@tasman.govt.nz)

## 8. Agency contact details

### ***Nelson City Council Alcohol Licensing Team***

[www.nelson.govt.nz/alcohollicensing](http://www.nelson.govt.nz/alcohollicensing)

Melanie Yeomans	Licensing Administrator	<a href="mailto:melanie.yeomans@ncc.govt.nz">melanie.yeomans@ncc.govt.nz</a>	545 8726
Sarah Yarrow	Licensing Inspector	<a href="mailto:sarah.yarrow@ncc.govt.nz">sarah.yarrow@ncc.govt.nz</a>	546 0260

### ***Tasman District Council Alcohol Licensing Team***

[www.tasman.govt.nz/services/licensing-and-environmental-health/alcohol-licensing](http://www.tasman.govt.nz/services/licensing-and-environmental-health/alcohol-licensing)

Larissa Illing	Licensing Administrator	<a href="mailto:larissa.illing@tdc.govt.nz">larissa.illing@tdc.govt.nz</a>	543 8496
Tracy Waddington	Licensing Inspector	<a href="mailto:tracy.waddington@tdc.govt.nz">tracy.waddington@tdc.govt.nz</a>	543 8513

### ***NMDHB Public Health Service***

Bronwyn White	Public Health Promoter	<a href="mailto:bronwyn.white@nmhs.govt.nz">bronwyn.white@nmhs.govt.nz</a>	543 7928
Alan Bywater	Public Health Promoter	<a href="mailto:alan.bywater@nmhs.govt.nz">alan.bywater@nmhs.govt.nz</a>	543 7911
Andrew Lindsay	Medical Officer of Health	<a href="mailto:Andrew.lindsay@nmhs.govt.nz">Andrew.lindsay@nmhs.govt.nz</a>	543 7926

### ***NZ Police Alcohol Harm Reduction Officer***

Sgt Steve Savage	Alcohol Harm Reduction	<a href="mailto:stephen.savage@police.govt.nz">stephen.savage@police.govt.nz</a>	546 3840
------------------	------------------------	--	----------

**PLEASE CIRCULATE THIS TO ALL YOUR STAFF - ESPECIALLY DUTY MANAGERS - AND/OR PLACE ON YOUR NOTICE BOARD**