

Christchurch Tri-Agency Newsletter

October 2017



Please circulate this
to all your staff –
especially duty managers
– and/or place on your
notice board

The object of the Act

The Object of the Sale and Supply of Alcohol Act 2012 should be pivotal in your work on licensed premises:

- The sale, supply and consumption of alcohol should be undertaken safely and responsibly; and
- The harm caused by excessive or inappropriate consumption of alcohol should be minimised.

This is different from the previous legislation where the object was limited to a “reasonable system of control” over the sale and supply of liquor in order to “reduce liquor abuse”, Sale of Liquor Act 1989.

Under the 2012 Act, alcohol related harm includes –

- (a) any crime, damage, death, disease, disorderly behaviour, illness or injury (and harm related to society generally or to the community) resulting from excessive or inappropriate consumption of alcohol; and
- (b) any harm to society generally or the community, directly or indirectly caused, or directly or indirectly contributed to, by any crime, damage, death, disease, disorderly behaviour, illness, or injury of a kind described in (a)

The definition of harm is wide and encompasses not only health but also societal harms. Perhaps at your next staff training you could brainstorm what types of harm alcohol causes impact on the community you live and work in?

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Free water

Availability of free water is one of the best ways to prevent intoxication. With warmer weather comes the risk of rapid dehydration so now is a great time to assess the provision of water in your premises. There are many different ways to safely provide water as well as checking that the location isn't obstructed during busy times. Remind your staff to keep providing water to anyone consuming alcohol and if you do have a water station, that it is refreshed regularly and ensure there are plenty of clean drinking glasses.



Outside areas

Summer is on its way! If you have an outside area now is the time to double check that all of your staff know what areas are covered under your alcohol licence and how patrons know where they can sit and enjoy their drink in the sunshine.

Some licensees have their areas roped off or marked with planter boxes, others choose to use hosting staff to let customers know where they can sit. You may like to update your host responsibility policy to tell your staff, customers and the agencies how you manage your licensed area boundaries. If you do please email us a copy.



Fresh air dining

Check out the link to the Fresh Air project: freshairproject.org.nz/

What is a standard drink?



Do you and your staff know and understand what a standard drink is? It may be less than you think. A bottle of 500ml beer at 5% is nearly 2 standard drinks. One serve is not always one standard drink.

The Health Promotion Agency have some resources on their website to help you work out how much your customers may be drinking:

alcohol.org.nz/help-advice/standard-drinks/whats-a-standard-drink

What's our number?

Curious about how licence numbers are tracking in Christchurch? You may see from time to time various statistics quoted about "hospitality numbers" in Christchurch. Depending on where these numbers are sourced or how they are asked for impacts on the figures quoted. Often "hospitality" numbers requests to Council includes unlicensed eating places that have food registrations only.

So to avoid confusion here's the official figures as of 1 October 2017 for Alcohol Licences in Christchurch:

934

Total current premises licences held – ON 598; OFF 220; CLUB 116

We process around 500 new/renewal applications each year.

3364

Total current Managers Certificates held

We process around 1890 new/renewal applications each year.

1195

Total Special Licences granted for events (small, medium, and large) in the last 12 months



Controlled Purchase Operations

The Canterbury Police Alcohol Harm Reduction Unit – along with Tri-Agency Licensing Inspectors from Council and the Community and Public Health Licensing Officers – have, to date, tested 45 licenced premises in Controlled Purchase Operations in 2017.

This activity has resulted in 5 individual failures – which have been progressed through enforcement action.

Police acknowledge the general efforts of the majority of licensees to comply with the Act and continue to work alongside other Tri-Agency representatives to educate and assist in this regard.

The simplest way to ensure compliance with the Act is to ensure all staff use the mantra “no id, no sale”. The prohibited person signs you have to display will back staff up when they ask for ID. If you need any more signs please contact one of the agencies.

Special licence deadlines

Don't forget we have a number of non-working days over the Christmas period so get your special licence applications in early to avoid disappointment.

You can find information about deadlines at the link below:

<https://www.ccc.govt.nz/consents-and-licences/business-licences-and-consents/alcohol/christchurch-tri-agency-group-newsletter/>

If in doubt please call the Alcohol Licensing Team.

Club Licence renewal year

The majority of club alcohol licences come up for renewal during the same year, the next being 2018.

This is a timely reminder for club licence holders to ensure all legal requirements are being met.

Your legal requirements while alcohol is available for sale include the following:

- To have systems in place to ensure alcohol is only sold to authorised persons and not the general public.
- To have systems in place to ensure alcohol is not sold to minors or intoxicated patrons and that intoxicated patrons are not allowed to enter or remain on the premises.
- A correctly appointed duty manager's name is displayed.
- Low alcohol beer is available.
- Free water and adequate food is available and promoted.
- Prohibited person signage regarding minors and intoxicated patrons is displayed.
- A copy of the Club alcohol licence is displayed on the premises where it can be read by patrons.
- Alternative transport signage.

We had an article in our last newsletter about **“Sports clubs selling to the public”** ([ccc.govt.nz/assets/Documents/Consents-and-Licences/business-licences-and-consents/Alcohol/Tri-agency-Newsletter-July-2017-FINAL.pdf](https://www.ccc.govt.nz/assets/Documents/Consents-and-Licences/business-licences-and-consents/Alcohol/Tri-agency-Newsletter-July-2017-FINAL.pdf)). We also sent a letter to all types of club licence holders (sports and non-sport clubs) in August advising that club Controlled Purchase Operations will be happening over the next 12 months.

We've received a large number of phone calls with questions and also presented to some of the large sporting associations. This communication has been welcomed by us to ensure clubs licence holders are aware of and correctly understand their legal obligations when it comes to selling alcohol.

If you have any questions or would simply like to discuss this further, please contact Alcohol Licensing Inspector Paul Spang on 941 8826 or 027 242 7890.

Special licence applications for summer events 2017–2018

We are now entering our busiest part of the year for special licences. If you are planning a special event for Christmas or over the summer and require an alcohol special licence you need to get your application in early.

- All applications must be made at least 20 working days (four weeks) before the event is held, otherwise they may not be accepted by the District Licensing Committee for consideration
- Short notice applications (made less than 20 working days before the event date) must be accompanied by a letter explaining the reason for lateness for DLC consideration. You need to have a good reason as the Act refers to the reason for lateness as “could not reasonably have been foreseen”.

It is important to note that a working day does not include weekends, statutory holidays (including Labour Day on 24 October and Canterbury Show Day on 17 November) or any day between 20 December and 15 January (inclusive).

Due to the non-working days over Christmas and New Year you will need to apply **at least two months in advance** of your event to allow for the minimum 20 working days to process it. This is also our busiest period for processing applications. If you want the security of knowing whether your special licence will be granted before you start advertising you should apply even earlier. As a guide:

Event date between:	Apply for special licence by:
19 December 2017 and 23 January 2018	21 November 2017 (or carefully check at least 20 working days)
23 January 2018 and 30 January 2018	28 November 2017 (or carefully check at least 20 working days)
31 January 2018 and 14 February 2018	6 December 2017 (or carefully check at least 20 working days)
After 14 February 2018	16 January 2018 (or carefully check at least 20 working days)

If you have any questions please discuss with Council Alcohol Licensing staff.



All holders of manager’s certificates should know the expiry date of their certificate, likewise they should know their actual number.

Every certificate holder was given a new number when their certificate was first issued or renewed under the Sale and Supply of Alcohol Act 2012. This creates a number of headaches for us when the wrong number is listed on change of management forms, renewal applications for manager’s certificates or on/off/club licence renewal applications and the like, in some cases incorrect detail could void the application or appointment. Please take care when completing forms.

Expiry of licences

We always advise licensees and duty managers to read, know and understand the conditions of the licences they operate under. The bottom of the licence includes some important information about when the licence expires (see the example below).

This means that if you make an application to renew the licence before the licence expires, the licence does not expire until a decision has been made on your application to renew.

DURATION

Subject to the requirements of the Act relating to the payment of fees, and to the provisions of the Act relating to the suspension and cancellation of licences, this licence shall continue in force -

- Until the close of the period of 1 year commencing with the date of its issue; or
- If an application for the renewal of the licence is duly made, until the application is determined; or
- If the licence is renewed, until the close of the period for which it is renewed.



Happy holidays

The tri agencies wish you and your staff a very happy holiday period and we look forward to working with you in 2017.

If you have any questions about an aspect of your licence, the Act or you have general questions, please call a member of the agencies.

Christmas Day trading hours restrictions

There are three and a half days of the year when premises holding an on or off-licence cannot trade in their usual manner.

These are commonly referred to as the **sacrosanct days** and are:

- Good Friday;
- Easter Sunday;
- Christmas day; and
- Before 1pm on Anzac Day.

This year Christmas Day (25 December) falls on a Monday.

As a reminder:

- If you hold an off-licence you cannot sell alcohol. **No exceptions.**
- If you hold an on-licence you can only sell alcohol to:
 - » persons currently living on the premises; or
 - » people present on the premises to dine.
- You cannot sell alcohol to people who just want a drink. They must be intending to dine or have just finished a meal.
- The timelines for diners drinking alcohol are specific:
 - » no more than an hour before they start eating a meal; or
 - » an hour after they have finished their meal.
- Casual drinking is not permitted. This includes restaurants.

What is dining?

Generally a meal undertaken at a table with knife and fork and undertaken at meal times, breakfast, lunch and dinner. Again for clarity, if you are functioning as a restaurant (providing meals) you may only sell alcohol to a person as an accompaniment to their meal.

The three monitoring agencies are required to enforce the provisions of the Act and will be monitoring premises for compliance.

If you have an event or function planned to occur on the sacrosanct days, we recommend you apply for a special licence. Refer to our information on Summer Events time lines for applications.

If any confusion remains please discuss your plans with agency staff.





*This newsletter is jointly produced by the
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the Police Alcohol Harm Reduction Unit,
and Community and Public Health Alcohol Licensing Officers.*

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