

## PUBLIC NOTICE OF APPLICATION

### Sale and Supply of Alcohol Act 2012 Section 127, 101 & 120

**MCGOWAN HOSPITALITY LIMITED, (THE LICENSEE, 38 Navarra Road, Christchurch 8025)**, has made application to the District Licensing Committee at Christchurch for the renewal and variation of **ON-LICENCE RENEWAL** in respect of the premises situated at **20 Welles Street Central City** known as **BAR YOKU**.

The general nature of the business conducted under the licence is: **ON-LICENCE RESTAURANT CLASS 3**

The days on which and the hours during which alcohol is sold under the licence are:

**CURRENT HOURS:**

**MONDAY TO SUNDAY 8.00 AM TO 1.00 AM THE FOLLOWING DAY**

**VARIATION SOUGHT:**

**INCREASING LICENSED AREA TO INCLUDE SALUT SALUT**

The application may be inspected during ordinary office hours at the office of the Christchurch District Licensing Committee, Civic Offices, 53 Hereford Street, Christchurch. Phone 941 8999 to arrange with the Alcohol Licensing Team.

Any person who is entitled to object and who wishes to object to the grant of the application may, not later than 25 working days after the date of the first publication of this notice, file a notice in writing of the objection with the Secretary of the District Licensing Committee, P O Box 73013, Christchurch 8154.

No objection to the renewal of a licence may be made in relation to a matter other than a matter specified in section 131 of the Sale and Supply of Alcohol Act 2012.

Date of first publication on website: **23 August 2024**

[www.ccc.govt.nz/alcohol](http://www.ccc.govt.nz/alcohol)

[ccc.govt.nz/consents-and-licences/business-licences-and-consents/alcohol/alcohol-licence-public-notification](http://ccc.govt.nz/consents-and-licences/business-licences-and-consents/alcohol/alcohol-licence-public-notification)



# Application for renewal of licence

Section 100, Sale and Supply of Alcohol Act 2012

For office use only:

Connect Ref:

ALC/2024/2208

## About this application:

Please complete this form and forward it with all required documents. You can submit the form (and documents) online through the webpage or in person, or post to Christchurch City Council, 53 Hereford Street, PO Box 73013, Christchurch 8154.

**This application cannot be accepted if the form is incomplete and documents are missing. Filing is not complete unless your invoice is paid. Invoices are posted to you 2 months in advance of the due date to your last address provided to us.**

Accepted methods of payment are: CASH – EFTPOS – Internet Banking.

*Note: Application fees are non-refundable and are for the processing of your application and must be paid when you apply for your renewal.*

We can only process your application once we have both the Proof of Payment of fees AND the required paperwork (application form and required documents).

The original of this application should be filed with the District Licensing Committee no later than 20 working days before the expiry of the licence. After that time it may be filed only with the permission of the District Licensing Committee. **In no case may the renewal application be filed after the licence has expired. You will be deemed unlicensed and a full new licence application will be required.**

Any questions contact the Alcohol Licensing Team to discuss and for more information, ph 03 941 8999 or [alcohollicensing@ccc.govt.nz](mailto:alcohollicensing@ccc.govt.nz)

- Endorsements: (state by type every endorsement sought) ☐ Caterer ☐ BYO ☐ Auctioneers ☐ Remote sales
- Renewal with Variation: (changes to licence conditions) ☒
- Renewal of Club-off licence ☐

## 1. Renewal application for: (details as on current licence)

- a. Trading name:
- b. Licensee:
- c. Licence number:
- d. Licence Expiry date:

**If Renewal with Variation:** Risk Weighting verification and fees recalculation for invoice (Office to complete)

(If variation, please make an appointment with an Inspector to discuss and have your fees and risk weighting confirmed before payment as we may have to make **adjustments to your renewal invoice before you make payment.**)

Total Weighting:  Fee Category:

Updated Premises Certificate of Compliance (alcohol) application needed? ☐ Yes ☐ No

If YES, Certificate already applied for? ☐ Yes ☐ No OR ☐ Already issued and attached?

Inspector confirmed application vetted and complete for lodgement ☐ Yes ☐ No – refer to lodgement notes on back page

Inspectors Signature:  Date of verification:  dd/mm/yyyy

## Council Use Only

Connect Invoice number:  Receipt No.:   
Date:



## 2. Details of Applicant

a. Company or Club or Society name or full legal name(s) if individual to be on licence:

McGowan Hospitality Ltd

f. Website: baryoku.co.nz

### g. Convictions of Company Directors, Partners, or individuals:

Have you ever been convicted of any offence (including traffic but not parking)? Note: As per the Criminal Records (Clean Slate) Act 2004, if you have no convictions in the last 7 years, you need not declare any convictions prior to that date other than convictions relating to imprisonment or indefinite disqualified from driving. ☐ Yes ☒ No

If YES, give details below. (You may wish to explain the circumstances on another page)

NB: Information on how to check your criminal record history details can be found at [justice.govt.nz/criminal-records](http://justice.govt.nz/criminal-records)

Name of offence:	Date of conviction:	Penalty suffered:

i. Is this address used for any other business with Council?  
If Yes and this address has changed recently please go to the "Contact us" link at [ccc.govt.nz/contact-us](http://ccc.govt.nz/contact-us) to update your address details for all other Council business.

j. Daytime Contact Name: Juliana McGowan

Phone:

Mobile:

Email: yokuoffice@gmail.com

k. Preferred mode of contact: email

l. Status of applicant: (tick appropriate box)

☐ Natural Person

☐ Licensing Trust

☐ Government Department

☐ Manager under the protection of Personal and Property Rights Act 1988

☐ Body Corporate to which section 28(1)(b) of the Act applies. Authority incorporated under:  
Board, organisation, or other body to which section 28(1)(c)

☐ Incorporated Society

☒ Private Company

☐ Partnership

☐ Local Authority

☐ Trustee

☐ Public Company

Other:



## 5. Further details of where applicant is a partnership

a. Full details of each partner as follows:

Full name:	Address:	Date of birth:	Place of birth:	Designation:	Face value of shares held:

b. Signature of each partner:


## 6. Premises details

a. Legal address of Club premises: (Note: for Remote Sales this is the office base)

12 / 20-26 Welles Street, Central City, Christchurch 8011

Is this premises location known by any other address? (Note: for Remote Sales this could be your website address)

The Welder 20-26 Welles Street, Central City, Christchurch 8011

b. Type of licence: On-Licence

c. Existing licence number: 60/ON/179/2021

d. Expiry date: 1st September 2024

e. Trading name: Bar Yoku

f. **Details of premises area.** The current licence includes (please attach plans annotated with licenced area):

Internal areas include: Restaurant, Bar (82m2)

Outside areas include: Courtyard (our licensed area = 71.46m2)

Any leased public space areas? If YES, please attach copy of the lease. ☐ Yes ☒ No

g. Does the applicant own the proposed licensed premises? ☐ Yes ☒ No

If NO:

Owners full name: Quill Lane Limited - contact James Stringer

Owners address: c/ P O Box 819, Christchurch

Form and term of tenure (state whether to be held as leasehold, or under tenancy agreement, or licence):

Leasehold until 2027 (with 3+3 rights of renewal following)

NB: Additional information and/or signed documents may be requested in some instances to confirm tenure.

h. What part (if any) of the premises does the applicant intend should be designated as:

- **Restricted designation:** no person under 18 may be present on the premises.
- **Supervised designation:** persons under 18 may be present, but only if accompanied by a parent, or legal guardian, i.e. Court appointed. Those under 18 cannot be sold alcohol, but may be supplied by the parent or guardian.
- **Un-designated:** Any person of any age may be present on the premises. Those under 18 cannot be served alcohol, but may be supplied by their parent, or legal guardian.

NB: Any designated areas **MUST** be marked on the plan for the premises

A restricted area: N/A

A supervised area: N/A

i. Has the premises area or layout changed in any way since the last renewal, or are you planning to make any changes in the future? ☒ Yes ☐ No

If YES, how? Increase licenced area to cover entire courtyard from Bar Yoku to Salut Salut - make one licence.



### 3. Details of all Managers appointed for the premises

Full list of all current manager(s) employed and Certificate Numbers of Manager's Certificate(s):  
(Please attach separate sheet if required)

Name:	Known as:	Address:	Certificate number, or if no certificate held confirm if they have applied for one	Expiry Date
Shawn Daniel Barry McGowan	Shawn		/CERT/123/2021	10/03/22
Laura Beth Holcroft	Laura		/CERT/218/2020	10/06/27
Emma Phillipa McMurray	Emma or Muzza		/CERT/158/2024	19/03/25

Note: please remember to complete a separate **Notice of Duty Manager Appointment or Change form for all new Duty Manager appointments or termination of duty managers.**

### 4. Further details of where applicant is a company

- a. Date of incorporation: 21 July 2020
- b. Place of incorporation: Christchurch
- c. Full details of each director, and the secretary (if any), as follows:

Full name:	Address:	Date of birth:	Place of birth:	Designation:	Face value of shares held:
Juliana McGowan				Director/Operations	50%

- e. Private Company: Full details of each person who holds any shares issued by the company:

Full name:	Address:	Date of birth:	Place of birth:	Designation:	Face value of shares held:
Shawn McGowan				Owner/Head Chef	50%
Juliana McGowan				Owner/Operations	50%

- f. Public Company: Full details of each person who holds 20 percent or more of the shares, or of any particular class of shares, issued by the company.

Full name:	Address:	Date of birth:	Place of birth:	Designation:	Face value of shares held:





**j. FIRE SAFETY – Section 127(2):**

I certify that the Building Owner has confirmed with me that the building: ☒ has ☐ does not require an Evacuation Scheme for public safety which meets the requirements of section 76 of the Fire and Emergency New Zealand Act 2017.

Name of

Signature

Date: 15/08/24 dd/mm/yyyy

A registered

en:

- The building can hold more than 100 people;
- There are more than 10 employees in the entire building; or
- Overnight accommodation is provided for more than 5 people.

Please contact Fire and Emergency NZ (telephone 372 8600) for more information about evacuation schemes and fire safety requirements.

**7. Business details** (Please attach separate sheet if required.)

a. What is the general nature of the business? (e.g. hotel, tavern, restaurant, entertainment/nightclub):

Restaurant

b. Is the sale of alcohol intended to be the principal purpose of the business? ☐ Yes ☒ No

(i) If NO, what is intended to be the principal purpose of the business? Dine in food service

(ii) What part of Section 32 of the Act is applicable to this application? N/A

If section 32(1)(f) (grocery stores) applies you must complete the relevant Statement of Annual Sales Revenue available here [ccc.govt.nz/consents-and-licences/business-licences-and-consents/alcohol/alcohol-licences/off-licence/](http://ccc.govt.nz/consents-and-licences/business-licences-and-consents/alcohol/alcohol-licences/off-licence/)

If section 32(1)(b) (Bottle store) applies:

What percentage of your annual sales is expected to be from sale of alcohol?

NB: to assist you may wish to use the form found at the link above.

c. Is the applicant engaged, or intending to be engaged, in the sale or supply of any goods other than alcohol and food, or in the provision of any services other than those directly related to the sale or supply of alcohol and food? ☐ Yes ☒ No

If YES, what is the nature of those other goods or services?

d. Current licensed hours: Monday - Sunday 8.00am - 1am

e. Full On-licence: are you also intending to permit BYO? ☐ Yes ☒ No

f. Has any of the a-c questions above changed since the last renewal or are you planning to make changes to these in the future?  
no changes to the a-c questions above

g. If off-licence remote sales, state the address from where the alcohol will be stored and dispatched from.

**8. Conditions** (Please attach separate sheet if required.)

The following questions relate to Variations – changes to licence conditions. Please attach separate sheet if required.

a. Are there any changes sought to the present conditions of the licence? ☒ Yes ☐ No (If yes please also refer to note at 11)

If YES, please detail what changes are sought (this includes hours, premises area, nature of the business)

Premises Area - Join two licences (currently operating in the Welder courtyard) into one from Oct 14th

If seeking changes:

- Please DO NOT publish Public Notices until further discussion with the Alcohol Licensing Team on phone (03) 941 8827.
- An updated Premises Certificate of Compliance (Alcohol) authorising the changes sought may be required. Applications requesting changes cannot be accepted without this certificate. For more information refer to the Step-by-Step guide [www.ccc.govt.nz/consents-and-licences/business-licences-and-consents/alcohol/alcohol-licences/variatiions-to-alcohol-licences-changes-to-your-business/](http://www.ccc.govt.nz/consents-and-licences/business-licences-and-consents/alcohol/alcohol-licences/variatiions-to-alcohol-licences-changes-to-your-business/)

b. For Club Licences only: Your Club Licence permits you to sell alcohol to authorised customers under s60(1)(a). Do you also want to be able to sell alcohol to guests of authorised visitors from other clubs? ☐ Yes ☐ No



## 9. Host Responsibility (Please attach separate sheet if required.)

The following questions relate to Host Responsibility. In conjunction with completing the questions, you should provide with this application a copy of your 'Host Responsibility Policy' by using the guidelines on our website at [ccc.govt.nz/alcohol](http://ccc.govt.nz/alcohol)

a. What provisions does the applicant intend to make for the sale and supply of alcohol?

- Food (attach menu's, including all day or snack menu):

Food will be available at all times during the hours of operation - see attached menu

- Non-alcoholic refreshments:

a broad range of non alcoholic options will be available at all times. Water served to each table and stations available

- Low-alcoholic beverages (Between 1.1% and 2.5%ALC):

a broad range of low alcoholic beverages will be available at all times - see attached menu.

- Alcohol range available (attach full drinks menu)

A full beverage list is available for each guest listing beer, wine, sake, spirits, cocktails - see attached

b. What steps does the applicant propose to take to provide assistance with or information about alternative forms of transport from the premises, for staff and patrons?

We will offer to arrange taxi service for any person needing assistance to get home. We will have signage clearly displayed at the bar to offer alternative transport options. We will also offer a safe space for people to wait while their transport arrives.

c. What other steps does the applicant propose to take aimed at promoting the responsible consumption of alcohol?

We will provide full table service ensuring that we manage each persons consumption of alcohol. We will have our full menu available at all times during our hours of operation. Our service staff will ensure that the table has water and easy access to a station within the restaurant at all times. Our bar will always be well stocked with low and non alcoholic

d. What steps does the applicant propose to take to ensure that the requirements of the Act in relation to the sale of alcohol to prohibited persons (i.e. minors, intoxicated persons, other persons to whom alcohol may not be sold pursuant to the licence) are observed?

Our staff will be fully trained on our alcohol management plan and understand its contents and how to apply it to everyday service. Signs will be clearly displayed at the bar and birth chart visible for staff to use as a reference point at the point of sale. A duty manager will be onsite and roaming around the restaurant at all times during our hours of operation.

e. To what extent, where, and how is drinking water intended to be freely available to patrons? (i.e. explain whether water is bar service only, water jugs, or plumbed water stations (and locations))

Water will be served and poured for any seated table.  
We will have a water station available and easily accessible to all customers and staff at all times.

f. What appropriate systems, staff and training does/will the applicant have in place to ensure compliance with the law?

We will provide regular staff training of our alcohol management plan and how to apply host responsibility to every shift. Every staff member will be thoroughly inducted before their first shift. This will include: familiarity with the Welder space, evacuation policy and procedures.

g. What are the current and possible future noise levels and how does the applicant intend to mitigate them?

We have a music management plan in place which our staff will understand and comply with. Foam is in place to absorb music, ideal sound and bass levels are noted on the system for staff to see. The restaurant manager / supervisor will be onsite at all times of trade to manage the noise levels of music and patrons, during the evening they will check the levels externally

h. What are the current and possible future levels of nuisance and vandalism and how does the applicant intend to mitigate them?

Security systems are in place with signage to deter any troublesome behaviour.  
The venue is within an internal building which is securely locked at night therefore a low risk to nuisance and vandalism.  
When any large group event is held, additional security will be appointed.

i. What other licensed premises are there in the vicinity of this proposed premises? And, will the granting of this licence contribute to an increase in alcohol related problems in the area? (Explain)

Kokomo, Welder Events and Bareno are our licensed neighbours within the Welder Community. Our offering for Imoto will be the same as Salut  
Salut currently serves therefore no additional consumption or threat to the community envisaged.

j. What is the land near the proposed premises being used for? Will the granting of a licence for your premises impact on changing neighbouring land use? If so, in what way?

Apartments, hospitality, retail & offices. The impact of the license change will not affect our neighbours in any negative form. Salut currently operates as a wine bar with food and our offering will be very much the same with more food offering and within the designated licensed area.



## 10. Please attach the following documents:

You must provide the following prescribed documents (your application will not be accepted without these documents)

- ☒ Floor plans annotated to show licensed area (for whole of premises, including any outside area and mark any restricted or supervised designated areas)
- ☒ Leased outside areas – Footpath, public or private space lease details and plan if held for any outside areas (annotated to show licensed area) *only by and internally*
- ☒ Photo of principle entrance to the premises
- ☒ Certificate of Incorporation (including the details of directors and shareholders or the Society's full registration details)
- ☒ Premises Certificate of Compliance (Alcohol) – An Updated Certificate may be required when seeking a Variation of the licence

**You should also provide the following documents to assist with assessment of your application (if these are not provided this will delay assessment of your application)**

- ☒ Duty Manager appointment forms for all your duty managers or any additional duty managers
- ☒ Host Responsibility Policy
- ☒ Food Menu
- ☒ Drinks/ beverage menus
- ☒ Any other information you wish to include to support your application, e.g. business plan, promotional materials etc
- ☒ **Bottle Stores 32(1)(b):** To assist with confirmation of percentage annual income expected from alcohol you may wish to complete a Statement of Annual Sales Revenue if applicable. Template statement available here [ccc.govt.nz/consents-and-licences/business-licences-and-consents/alcohol/alcohol-licences/off-licence](http://ccc.govt.nz/consents-and-licences/business-licences-and-consents/alcohol/alcohol-licences/off-licence)
- Clubs:**
  - ☒ 1. Provide an updated copy of Club Charter and membership rules (including details of any Affiliated memberships)
  - ☒ 2. A list of names of clubs with which the club has reciprocal visiting rights for members; and
  - ☒ 3. A Club Alcohol Management Plan and Club Alcohol Policy (desirable)

Notes:

- The Agencies may request to inspect a copy of your staff training plan/manuals.
- Tenure (Q7e) – Additional information and/or signed documents may be requested in some instances to confirm tenure.
- Please remember to complete a separate **Notice of Duty Manager Appointment or Change form for any new Duty Manager appointments or termination of duty managers** and provide a copy to both the Alcohol Licensing Team and the Police, as detailed on the form [ccc.govt.nz/consents-and-licences/business-licences-and-consents/alcohol/managers-certificate/notification-of-management-change](http://ccc.govt.nz/consents-and-licences/business-licences-and-consents/alcohol/managers-certificate/notification-of-management-change)

## 11. Payment

You will be issued an invoice at your lodgement meeting when you file your application. **Payment of Fee MUST be made immediately on receiving the invoice.**

Accepted methods of payment are: CASH – EFTPOS – INTERNET BANKING

Note: All application fees are for processing of an application and are non-refundable, they must be paid when you apply. We can only process your application once we have both the Proof of Payment of fees AND the required paperwork (application form and required documents).

Any questions? Contact the Alcohol Licensing Team to discuss and for more information, ph 03 941 8999 or [alcohollicensing@ccc.govt.nz](mailto:alcohollicensing@ccc.govt.nz).

## Important to note – Public notification of application

All alcohol licence application public notices are published on the dedicated webpage located on [ccc.govt.nz/alcohol](http://ccc.govt.nz/alcohol). Applications are no longer required to be published in the local newspaper.

1. We will take care of the publication of your public notice when you make your application to us.
  - There is a small administration charge for our assistance in loading the content onto the licensing notification webpage. The fee will need to be paid in advance of publication.
  - Your notice will be published within a week of your application being received and the public notice fee being paid.
2. We will send you a copy of the published notice for your records at the same time we send you the front entrance notice for display on your premises. You will need to display the notice on your main entrance for at least 15 working days.
3. Except in the case of a conveyance, within 10 working days after filing this application with the District Licensing Committee, the applicant must ensure that notice of this application in form 7 is attached in a conspicuous place on or adjacent to the site to which this application relates (unless the Secretary of the District Licensing Committee agrees that it is impracticable or unreasonable to do so).



## 12. Authorisation

You must complete this section in full

Have you completed ALL relevant sections of this form and attached ALL requested documents? ☐ Yes ☐ No

Incomplete applications WILL be returned. We can only process your application once we have BOTH the Proof of Payment of fees AND the required paperwork (application form and required documents).

## Privacy Statement

Information contained in your application and any supporting information will be held by Christchurch City Council to enable your application to be processed under the Sale and Supply of Alcohol Act 2012. This information will be made available to the public on request as part of the public notification of your application. The information will be provided to the statutory reporting agencies (the Police, the Medical Officer of Health, and the Council's Licensing Inspectors) for the purposes of assessing and reporting on your application, and to the Christchurch District Licensing Committee for the purposes of making a decision on your application. This information may form part of a public hearing of your application before the Christchurch District Licensing Committee and may be used in the Committee's decision for your application. Decisions will be made publicly available.

The Council is required to keep a record of every premises licence application (including for renewals and variations) filed with the District Licensing Committee and the Committee's decision on it. This information (which includes the application and all attachments) is made available to the Council's Licensing Inspectors, the Medical Officer of Health, and the Police for the purposes of monitoring ongoing compliance with any licence conditions and undertakings, Duty Manager appointments, and the Act.

The Council is required to report statistics about applications to the Alcohol Regulatory and Licensing Authority.

Any member of the public may, under the Local Government Official Information and Meetings Act 1987, request access to information held by the Council. The Privacy Act 2020 applies to the Council and under that Act, you have the right to see and correct personal information that the Council holds about you.

I have read and understood the above privacy statement ☐ Yes ☐ No

Dated at Christchurch this 15<sup>th</sup> day of August 2024

Applicant's Signature  
(must not be signed  
by an Agent or Solicitor)

## 13. Variation Lodgement and Invoice

Please make an appointment with an Alcohol Licensing Inspector to Lodge your new renewal with variation. The inspector will confirm your risk rating and fees and if required re-issue your invoice for payment of fees. Renewal with Variations will not be accepted without an Inspector Verification being completed.

## 14. Processing Timelines:

Premises applications should be made well before your licence is required. On average about 5-6 weeks is required for a standard application to allow for public notification, processing, statutory reporting on your application, and issuing of a District Licensing Committee (DLC) decision on your licence. Timelines will be longer if there are public objections or agency oppositions or missing information on your application. More information about statutory timelines can be found at [ccc.govt.nz/alcohol](http://ccc.govt.nz/alcohol)

## Lodgement notes – for office use only



# Application for Variation or Cancellation of Conditions

Section 120, Sale and Supply of Alcohol Act 2012

For office use only:

Connect Ref:

ALC / /

## About this application:

Please complete this form and then arrange a Lodgement Meeting appointment with an Alcohol Licensing Inspector in order to lodge your completed application and pay the associated fee. The Alcohol Licensing Team are located at Civic Offices, 53 Hereford Street, Christchurch 8154 and can be contacted by phone (03) 941 8999 or email [alcohollicensing@ccc.govt.nz](mailto:alcohollicensing@ccc.govt.nz)

**This application cannot be accepted if the form is incomplete and documents are missing. You will be given an invoice at the Lodgement meeting. Filing is not complete unless your invoice is paid.**

Accepted methods of payment are: CASH – EFTPOS – Internet Banking.

Note: All application fees are for processing of an application and are non-refundable, they must be paid when you apply.

**We can only process your application once we have both the Proof of Payment of fees AND the required paperwork (application form and required documents).**

Any questions contact the Alcohol Licensing Team to discuss and for more information, ph 03 941 8999 or [alcohollicensing@ccc.govt.nz](mailto:alcohollicensing@ccc.govt.nz)

Endorsements: (state by type every endorsement sought) ☐ Caterer ☐ BYO Only ☐ Auctioneers ☐ Remote Sales

## 1. Application for Variation of Licence conditions for: (details as on current licence)

a. Trading name: Bar Yoku

b. Licensee: McGowan Hospitality Ltd

c. Licence expiry date: 1st September 2024

## 2. Lodgement meeting, Fees Calculation Invoice and Payment

(Refer Fees information sheet) To be completed at lodgement meeting with inspector before invoicing.

At Lodgement meeting an inspector will – check the application for completeness, confirm the risk weighting and fees payable, and issue the invoice for payment.

### Weighting and fees calculation

- a. Type of licensed premises:  Weighting:
- b. Latest alcohol sale time:  Weighting:
- c. Enforcements:  Weighting:
- d. Total weighting:  Fee Category: ☐ Very low ☐ Low ☐ Medium ☐ High ☐ Very high
- e. Fees payable: Application fee: \$
- f. Updated Premises Certificate of Compliance (alcohol) needed for the changes? ☐ Yes ☐ No If YES, Certificate already applied for? ☐ Yes ☐ No  
OR, already issued and attached? ☐ Yes ☐ No
- g. Inspector confirmed application vetted and complete for lodgement ☐ Yes ☐ No – refer to lodgement notes on back page
- Inspectors Signature:  Date:  dd/mm/yyyy

(To be completed by the inspector at the lodgement meeting)

Council Use Only

Fee: \$296.70

Connect invoice number:

Receipt no:

Date:



### 3. Details of applicant

Please give legal name as appears on Birth Certificate or Passport

a. Company name or full legal name(s) if individual to be on licence:

McGowan Hospitality Ltd

f. Website: baryoku.co.nz

#### g. Convictions of Company Directors, Partners, or individuals:

Have you ever been convicted of any offence (including traffic but not parking)? Note: As per the Criminal Records Clean Slate) Act 2004, if you have no convictions in the last 7 years, you need not declare any convictions prior to that date other than convictions relating to imprisonment or indefinite disqualified from driving. ☐ Yes ☒ No

If YES, give details below. (You may wish to explain the circumstances on another page)

Name of offence:	Date of conviction:	Penalty suffered:

Is this address used for any other business with Council? e.g. Rates; dog registration. ☒ Yes ☐ No

If yes and this address has changed recently please go to the "Contact us" link at [www.ccc.govt.nz/contact-us](http://www.ccc.govt.nz/contact-us) to update your address details for all other Council business.

i. Daytime Contact Name: Juliana McGowan

Phone:

Email: yokuoffice@gmail.com

j. Preferred mode of contact: email

k. Status of applicant: (tick appropriate box)

☐ Natural Person

☐ Licensing Trust

☐ Government Department

☐ Manager under the protection of Personal and Property Rights Act 1988

☐ Body Corporate to which section 28(1)(b) of the Act applies. Authority incorporated under:

☐ Board, organisation, or other body to which section 28(1)(c)

☐ Other

☒ Private Company

☐ Partnership

☐ Local Authority

☐ Trustee

☐ Public Company

☐ Incorporated Society



#### 4. Details of all Managers appointed for the premises

- a. Full list of all details of all manager(s) currently employed and Certificate Numbers of Manager's Certificate(s):  
(Please attach separate sheet if required)

Name:	Known as:	Address:	Certificate number, or if no certificate held confirm if they have applied for one	Expiry Date
Shawn Daniel Barry McGowan	Shawn		60/CERT/123/2021	10/03/22
Laura Beth Holcroft	Laura		60/CERT/218/2020	10/06/27
Emma Phillipa McMurray	Emma or Muzza		60/CERT/158/2024	19/03/25

Note: please remember to complete a separate **Notice of Duty Manager Appointment or Change form** for all new appointments or termination of duty managers.

#### 5. Further details of where applicant is a company

- a. Date of incorporation: 21 July 2020
- b. Place of incorporation: Christchurch
- c. Full details of each director, and the secretary (if any), as follows:

Full name:	Address:	Date of birth:	Place of birth:	Designation:	Face value of shares held:
Juliana McGowan				Director/Operations	50%

- e. Private Company: Full details of each person who holds any shares issued by the company:

Full name:	Address:	Date of birth:	Place of birth:	Designation:	Face value of shares held:
Shawn McGowan				Owner/Head Chef	50%
Juliana McGowan				Owner/Operations	50%

- f. Public Company: Full details of each person who holds 20 percent or more of the shares, or of any particular class of shares, issued by the company.

Full name:	Address:	Date of birth:	Place of birth:	Designation:	Face value of shares held:





## 6. Further details of where applicant is a partnership

a. Full details of each partner as follows:

Full name:	Address:	Date of birth:	Place of birth:	Designation:	Face value of shares held:

b. Signature of each partner:


## 7. Premises and licence details

a. Legal address of Club premises: (Note: for Remote Sales this is the office base)

12 / 20-26 Welles Street, Central City, Christchurch 8011

Is this premises location known by any other address? (Note: for Remote Sales this could be your website address)

The Welder 20-26 Welles Street, Central City, Christchurch 8011

b. If premises is a conveyance:

Type of conveyance (ship, bus, plane, railway carriage):

Registration number:

Home base address:

c. Trading name for premises/conveyance (if any): Bar Yoku and Imoto by Yoku

d. Licence Number: 60/ON/119/2021

Expiry Date: 1/09/24

e. Does the applicant own the licensed premises? ☐ Yes ☒ No

If NO:

Owners full name: Quill Lane Limited - contact James Stringer

Owners address: c/ P O Box 819, Christchurch

Form and term of tenure (state whether to be held as leasehold, or under tenancy agreement, or licence):

leasehold until 2027 (+3+3)

NB: Additional information and/or signed documents may be requested in some instances to confirm tenure.

f. **Details of premises area** – the current licensed includes: (Please attach plans annotated with proposed licenced area)

Internal areas include: BarYoku (82m2)

Outside areas include: Courtyard (our licensed area = 71.46m2)

Do you have a separate lease over these outside areas? If YES, attach a signed copy with plan included. ☒ Yes ☐ No

Any leased public space areas? If YES, please attach copy of the lease with plan included. ☐ Yes ☒ No

g. What part (if any) of the premises does the applicant intend should be designated as:

- **Restricted designation:** no person under 18 may be present on the premises.
- **Supervised designation:** persons under 18 may be present, but only if accompanied by a parent, or legal guardian, i.e. Court appointed. Those under 18 cannot be sold alcohol, but may be supplied by the parent or guardian.
- **Un-designated:** Any person of any age may be present on the premises. Those under 18 cannot be served alcohol, but may be supplied by their parent, or legal guardian.

**NB: Any designated areas MUST be marked on the plan for the premises**

A restricted area: N/A

A supervised area: N/A





## 8. Business details (Please attach separate sheet if required.)

- a. What is the general nature of the business to be conducted by the applicant in the premises if the licence is granted? (e.g. hotel, tavern, restaurant, entertainment/nightclub):

Restaurant

- b. Is the sale of alcohol intended to be the principal purpose of the business? ☐ Yes ☒ No

If NO, what is intended to be the principal purpose of the business?

Dine in restaurant and bar

- c. Is the applicant engaged, or intending to be engaged, in the sale or supply of any goods other than alcohol and food, or in the provision of any services other than those directly related to the sale or supply of alcohol and food? ☐ Yes ☒ No

If YES, what is the nature of those other goods or services?

- d. On which days and during which hours does the applicant intend to sell alcohol under this licence?

Monday - Sunday 8am - 1am

- e. Full On-Licence: Are you also intending to permit BYO? ☐ Yes ☒ No

- f. BYO Restaurants only: Does the applicant wish to have the license endorsed under Section 37 of the Act? ☐ Yes ☐ No

- g. If off-licence remote sales, state the address from where the alcohol will be stored and dispatched from.

## 9. Conditions (Please attach separate sheet if required.)

The following questions relate to the conditions you are applying to vary or cancel.

- a. Terms of condition at present:

Bar Yoku and Salut Salut currently operate under two separate licenses. We are taking over the Salut Salut lease on Oct 14th 2024 and would like to have one license held for the two venues. Salut Salut name will change to Imoto by Yoku

- b. Action sought: ☒ Variation ☐ Cancellation

If variation, in what respect does the applicant seek to vary the condition? (This includes hours, premises area, nature of the business, or change in designation)

Premises area

- c. Full reasons for variation or cancellation:

Bar Yoku operates at capacity on a regular basis with pre and post diners often enjoying a drink at Salut Salut. We would like the freedom to allow people to bring over their beverages if not consumed at the time of their dinner booking. We would also like for our customers to be able to purchase beverages from either bar expanding our offering with two venues that are restricted for space.

- d. What is your proposed implementation date for these changes:

October 14th 2024

Note:

- Please DO NOT publish Public Notices until further discussion with the Alcohol Licensing Team on phone (03) 941 8827.
- An **Updated Premises Certificate of Compliance (Alcohol)** for **some changes sought** may also be required. Applications requesting changes cannot be accepted without this certificate. For more information refer to the **step-by-step guide** [ccc.govt.nz/consents-and-licences/business-licences-and-consents/alcohol/alcohol-licences/variatiions-to-alcohol-licences-changes-to-your-business](https://ccc.govt.nz/consents-and-licences/business-licences-and-consents/alcohol/alcohol-licences/variatiions-to-alcohol-licences-changes-to-your-business)



## 9. Host Responsibility Please attach separate sheet if required

The following questions relate to Host Responsibility. In conjunction with completing the questions, you should provide with this application a copy of your 'Host Responsibility Policy' by using the guidelines on our website at [ccc.govt.nz/alcohol](http://ccc.govt.nz/alcohol)

a. What provisions does the applicant intend to make for the sale and supply of alcohol?

- Food (attach menu's, including all day or snack menu):

Food will be available at all times during the hours of operation

- Non-alcoholic refreshments:

a broad range of non alcoholic options will be available at all times. Water served to each table and stations available

- Low-alcoholic beverages (Between 1.1% and 2.5%ALC):

a broad range of low alcoholic beverages will be available at all times - see attached menu.

- Alcohol range available (attach full drinks menu)

A full beverage list is available for each guest listing beer, wine, sake, spirits, cocktails - see attached

b. What steps does the applicant propose to take to provide assistance with or information about alternative forms of transport from the premises, for staff and patrons?

We will offer to arrange taxi service for any person needing assistance to get home. We will have signage clearly displayed at the bar to offer alternative transport options. We will also offer a safe space for people to wait while their transport arrives.

c. What other steps does the applicant propose to take aimed at promoting the responsible consumption of alcohol?

We will provide full table service ensuring that we manage each persons consumption of alcohol. We will have our full menu available at all times during our hours of operation. Our service staff will ensure that the table has water and easy access to a station within the restaurant at all times. Our bar will always be well stocked with low and non alcoholic

d. What steps does the applicant propose to take to ensure that the requirements of the Act in relation to the sale of alcohol to prohibited persons (i.e. minors, intoxicated persons, other persons to whom alcohol may not be sold pursuant to the licence) are observed?

Our staff will be fully trained on our alcohol management plan and understand its contents and how to apply it to everyday service. Signs will be clearly displayed at the bar and birth chart visible for staff to use as a reference point at the point of sale. A duty manager will be onsite and roaming around the restaurant at all times during our hours of operation.

e. To what extent, where, and how is drinking water intended to be freely available to patrons? (i.e. explain whether water is bar service only, water jugs, or plumbed water stations and locations)

Water will be served and poured for any seated table.

We will have a water station available and easily accessible to all customers and staff at all times.

f. What appropriate systems, staff and training does/will the applicant have in place to ensure compliance with the law?

We will provide regular staff training of our alcohol management plan and how to apply host responsibility to every shift. Every staff member will be thoroughly inducted before their first shift. This will include: familiarity with the Welder space, evacuation policy and procedures.

g. What are the current and possible future noise levels and how does the applicant intend to mitigate them?

We have a music management plan in place which our staff will understand and comply with. Foam is in place to absorb music, ideal sound and bass levels are noted on the system for staff to see. The restaurant manager / supervisor will be onsite at all times of trade to manage the noise levels of music and patrons, during the evening they will check the levels externally

h. What are the current and possible future levels of nuisance and vandalism and how does the applicant intend to mitigate them?

Security systems are in place with signage to deter any troublesome behaviour.

The venue is within an internal building which is securely locked at night therefore a low risk to nuisance and vandalism.

When any large group event is held, additional security will be appointed.

i. What other licensed premises are there in the vicinity of this proposed premises? And, will the granting of this licence contribute to an increase in alcohol related problems in the area? (Explain)

Kokomo, Welder Events and Bareno are our licensed neighbours within the Welder Community. Our offering for Imoto will be the same as Salut Salut currently serves therefore no additional consumption or threat to the community envisaged.

j. What is the land near the proposed premises being used for? Will the granting of a licence for your premises impact on changing neighbouring land use? If so, in what way?

Apartments, hospitality, retail & offices. The impact of the license change will not affect our neighbours in any negative form. Salut currently operates as a wine bar with food and our offering will be very much the same with more food offering and within the designated licensed area.



## 10. Please attach the following documents:

You must provide the following prescribed documents (your application will not be accepted without these documents)

- ☒ Floor plans annotated to show licensed area (for whole of premises, including any outside area and mark any restricted or supervised designated areas)
- ☒ Leased outside areas – Footpath, public or private space lease details and plan if held for any outside areas (annotated to show licensed area) *internal courtyard*.
- ☒ Photo of principle entrance to the premises
- ☒ Certificate of Incorporation (including the details of directors and shareholders)
- ☒ Premises Certificate of Compliance (Alcohol) (may be required when seeking a Variation of the licence)
- ☐ All Grocery Stores must complete a Statement of Annual Sales Revenue if applicable. Template statement available here [ccc.govt.nz/consents-and-licences/business-licences-and-consents/alcohol/alcohol-licences/off-licence/](http://ccc.govt.nz/consents-and-licences/business-licences-and-consents/alcohol/alcohol-licences/off-licence/)

**You should also provide the following documents to assist with assessment of your application (if these are not provided this will delay assessment of your application)**

- ☒ Duty Manager appointment forms for all your duty managers or any additional duty managers
- ☒ Host Responsibility Policy
- ☒ Food Menu
- ☒ Drinks/ beverage menus
- ☒ Any other information you wish to include to support your application, e.g. business plan, promotional materials etc
- ☐ **Bottle Stores:** To assist with confirmation of percentage annual income expected from alcohol you may wish to complete a Statement of Annual Sales Revenue if applicable. Template statement available here [ccc.govt.nz/consents-and-licences/business-licences-and-consents/alcohol/alcohol-licences/off-licence/](http://ccc.govt.nz/consents-and-licences/business-licences-and-consents/alcohol/alcohol-licences/off-licence/)

### **Clubs:**

- ☐ 1. Provide an updated copy of Club charter and membership rules (including details of any Affiliated memberships)
- ☐ 2. A list of names of clubs with which the club has reciprocal visiting rights for members; and
- ☐ 3. A Club Alcohol Management Plan and Club Alcohol Policy (desirable)

### **Notes:**

- The Agencies may request to inspect a copy of your staff training plan/manuals.
- Please remember to complete a separate **Notice of Duty Manager Appointment or Change form for any new Duty Manager appointments or termination of duty managers** and provide a copy to both the Alcohol Licensing Team and the Police, as detailed on the form [ccc.govt.nz/consents-and-licences/business-licences-and-consents/alcohol/managers-certificate-notification-of-management-change](http://ccc.govt.nz/consents-and-licences/business-licences-and-consents/alcohol/managers-certificate-notification-of-management-change)

## 11. Payment and submitting the application

Please complete this form and forward it with all required documents. You can submit the form (and documents) online through the webpage or in person, or post to Alcohol Licensing, Christchurch City Council, 53 Hereford Street, PO Box 73013, Christchurch 8154.

**This application cannot be accepted if the form is incomplete and documents are missing. Filing is not complete unless your invoice is paid. Invoices are posted to you 2 months in advance of the due date to your last address provided to us.**

Accepted methods of payment are: CASH – EFTPOS – Internet Banking

Note: All application fees are for processing of an application and are non-refundable, they must be paid when you apply.

Any questions contact the Alcohol Licensing Team to discuss and for more information, ph 03 941 8999 or [alcohollicensing@ccc.govt.nz](mailto:alcohollicensing@ccc.govt.nz)

## 12. Important to note – Public notification of application

All alcohol licence application public notices are published on the dedicated webpage located on [ccc.govt.nz/alcohol](http://ccc.govt.nz/alcohol). Applications are no longer required to be published in the local newspaper.

1. We will take care of the publication of your public notice when you make your application to us.
  - There is a small administration charge for our assistance in loading the content onto the licensing notification webpage. The fee will need to be paid in advance of publication.
  - Your notice will be published within a week of your application being received and the public notice fee being paid.
2. We will send you a copy of the published notice for your records at the same time we send you the front entrance notice for display on your premises. You will need to display the notice on your main entrance for at least 15 working days.
3. Except in the case of a conveyance, within 10 working days after filing this application with the District Licensing Committee, the applicant must ensure that notice of this application in form 7 is attached in a conspicuous place on or adjacent to the site to which this application relates (unless the Secretary of the District Licensing Committee agrees that it is impracticable or unreasonable to do so).



### 13. Authorisation

You must complete this section in full

Have you completed ALL relevant sections of this form and attached ALL requested documents? ☒ Yes ☐ No

Incomplete applications WILL be returned. We can only process your application once we have BOTH the Proof of Payment of fees AND the required paperwork (application form and required documents).

### Privacy Statement

Information contained in your application and any supporting information will be held by Christchurch City Council to enable your application to be processed under the Sale and Supply of Alcohol Act 2012. This information will be made available to the public on request as part of the public notification of your application. The information will be provided to the statutory reporting agencies (the Police, the Medical Officer of Health, and the Council's Licensing Inspectors) for the purposes of assessing and reporting on your application, and to the Christchurch District Licensing Committee for the purposes of making a decision on your application. This information may form part of a public hearing of your application before the Christchurch District Licensing Committee and may be used in the Committee's decision for your application. Decisions will be made publicly available.

The Council is required to keep a record of every premises licence application (including for renewals and variations) filed with the District Licensing Committee and the Committee's decision on it. This information (which includes the application and all attachments) is made available to the Council's Licensing Inspectors, the Medical Officer of Health, and the Police for the purposes of monitoring ongoing compliance with any licence conditions and undertakings, Duty Manager appointments, and the Act.

The Council is required to report statistics about applications to the Alcohol Regulatory and Licensing Authority.

Any member of the public may, under the Local Government Official Information and Meetings Act 1987, request access to information held by the Council. The Privacy Act 2020 applies to the Council and under that Act, you have the right to see and correct personal information that the Council holds about you.

I have read and understood the above privacy statement ☒ Yes ☐ No

Dated at Christchurch this 15<sup>th</sup> day of August 20 24

Applicant's Signature  
(must not be signed  
by an Agent or Solicitor)

### 14. Important to note – Renewal with Variation Lodgement and Invoicing

Please make an appointment with an Alcohol Licensing Inspector to lodge your new renewal with variation before you make payment. The inspector will confirm your risk rating and fees and if required re-issue your invoice for payment of fees.

Renewal with Variations will not be accepted without an Inspector Verification being completed.

### 15. Processing Timelines:

Manager Certificate applications should be made well before your certificate is required. On average about 5-6 weeks is required for a standard application to allow for processing, statutory reporting on your application, and issuing of a District Licensing Committee (DLC) decision on your licence. Timelines will be longer if there are agency oppositions or missing information on your application. More information about statutory timelines can be found at [ccc.govt.nz/alcohol](http://ccc.govt.nz/alcohol)

### Lodgement notes – for office use only