



Alcohol Management Plan

Version 5. 26/09/2025

29th December 2025 - 1st January 2026

Rolling Meadows
240 Lower Styx Road, Bottle Lake, Christchurch

Executive Summary

This Alcohol Management Plan (A.M.P.) Overview is for submission along with a Special Liquor Licence application to the Christchurch City Council for Rolling Meadows Festival, 29th December 2025 - 1st January 2026, held at 240 Lower Styx Road, Bottle Lake, Christchurch

This overview details the management policies of the licensed bar operation and intoxication management at the event.

Objective

- To manage the service in compliance with the Sale and Supply of Alcohol Act of 2012.
- To provide an event environment that encourages safe and responsible consumption of alcohol.
- To ensure that people do not become intoxicated by using defined roles and procedures.
- To manage any persons identified as influenced by alcohol or exhibiting undesirable behaviour using defined roles and procedures.

About us

Rolling Meadows is a Canterbury based live music events promotion and events management company operating annually at 240 Lower Styx Road in Bottle Lake. Specialising in electronic, live and hip hop music, Rolling Meadows was formed 5 years ago and is run by 2 Directors, James Moir and Ashleigh Moir. Rolling Meadows connects the music industry with New Zealand festival goers, promoting inclusivity and a safe destination to celebrate the year that has been as well as the year forthcoming. We focus on diversity and the promotion of homegrown talent and have a mission to grow the electronic and live music industry in New Zealand.

Alcohol Management

The Special Licence & Alcohol Management Plan for Rolling Meadows is submitted by Rolling Meadows Ltd. Rolling Meadows Ltd has employed Jacinta Mitchell in the Bar Operations Manager role along with Ross Munro Allot in the Head Duty Managers role. Their Certificate details are listed below:

NAME	CERTIFICATE NUMBER	EXPIRY DATE	POSITION/ROLE
Jacinta Mitchell	058/CERT/00014/2019	01/04/2026	Bar Operations Manager
Ross Munro Allot	62/CERT/024/2019	03/07/2026	Head Duty Manager
Beatriz Gomes Lima De Godoy	60/CERT/513/2024	18/09/2028	Duty Manager
Jessica Marie Halliday	60/CERT/437/2024	22/08/2028	Duty Manager
Ashleigh Rose Moir	60/CERT/246/2018	08/05/2028	Duty Manager
James Andrew Moir	60/CERT/54/2021	17/02/2028	Duty Manager

Jacinta Mitchell, Bar Operations Manager:

Jacinta Mitchell has been working at large festivals since 2015.

She has run the bars, managed hundreds of staff and or been roaming DM managing intoxication at Canterbury A&P Show, Sail GP, Addington Races Cup Day, Riccarton Races, Northern Base, South Island Wine and Food Festival, The Great Kiwi Beer Festival, Rolling Meadows 2IC and Roaming DM, Selwyn Sounds, Nostalgia Festival, Ruapuna Super Sprint, Live In The Park as well as managing all 5 bars, 2 of which are 100m long with hundreds of staff at Electric Avenue Music Festival 2024 and will do so again for 2025.

Duty Manager: 058/CERT/00014/2019 Expiry: 01/04/2026

Ross Munro Allot, Head Duty Manager:

Ross had worked for us for the past 3 years including last year's Rolling Meadows. We have found him to be good with staff, excellent with difficult customers, he is very proper in the way he handles situations and the liquor licensing act.

-Various bars, restaurants and clubs since 2013. DM since 2019.

-Fox and Ferret (Assistant General Manager) 2021 - 2022

-Te Pae Chch Convention Centre from August 2022 as a Culinary Operations Supervisor and Duty Manager as required, still currently employed.

-Special licence events for University of Canterbury Gentlemen's club cocktail evening and a Cancer society Daffodil Ball.

-Electric Ave DM 2IC bar manager

-DM at Hidden Lakes

-Rolling Meadows DM 2IC of all bars

-Addington cup week DM bar manager.

-Juicy Fest - DM roaming intoxication.

Duty Manager: 62/CERT/024/2019 Expiry: 03/07/2026

Duty Managers

- Duty Managers fixed in bar positions and also roaming throughout designated areas.
- To monitor and manage adherence to the licence conditions.
- Highlight and prevent any potential issues around the consumption or service of alcohol.
- Liaise with the intoxication manager and security on removal or intervention of patrons showing signs of intoxication on site.
- Communicate with the Bar Operations Manager on serves per person & timelines of lessening serves.
- Keeping a reporting book relevant with the information required and reporting back to ICP via radio.
- Ensuring water stations at bar locations are well stocked with water and cups.
- Be proactive in creating a safe and enjoyable environment.
- Staff Requisite Skills & Qualifications
 - Managers Certificates
 - Experience within large events

Event Name:	Rolling Meadows
Venue:	240 Lower Styx Road, Bottle Lake, Christchurch
Program Schedule:	29th December 2025 12:00pm Gates open 12:00pm Bars open 12:00pm Stage opens and music starts 12:00am Stage closes and music finishes 12:00am Bars Close 30th December 2025 10:00am Gates open 10:05am Stages open and music starts 12:00pm Bars open 1:00am Bars Close 1:00am Last stage closes and all music finishes 31st December 2025 10:00am Gates reopen 10:05am Stages open and music starts 12:00pm Bars open 2:00am Bars close 2:00am Last stage closes and all music finishes 1st January 2026 12:00pm All guests must have exited the premises 12:00pm Pack out begins
Expected Number:	10,000 pax
Number of Security Guards:	1:100 Ratio
Security Company:	Alpha Security
Target Audience:	18+
Licenced Areas:	Please see the site map for details. The licensed area is highlighted in red.

Special Licence Required:	Restricted
Event Description:	3 day music festival featuring key artists: - JoJo - K Motionz - Aitch - Savage - SOTA - Example - Cassie Henderson - Flux Pavilion - Young Franco - Simula
Promoter:	Rolling Meadows Ltd
Bar Operations Manager:	Jacinta Mitchell - 027 909 2086
Head Duty Manager:	Ross Munro Allot - 027 867 1810
Security Contact:	Kieran Norton Taylor 022 244 6288
Medics:	St Johns. Tony Dowell - 027 2231 860
Production Manager:	Alex Wilson - 027 919 2848
Waste Management:	Nick Donald - 021 045 6296

Event Entry

All customers entering the event will:

- Be checked for valid ID by a COA security guard.
- Be greeted and assessed for intoxication by a COA security guard.
- Produce a valid ticket to be scanned or obtain entry if a guest.
- Agree to a bag search.

Pass Outs

Pass outs of the event after a patron has had their ticket scanned in, will only be allowed on the mornings of the 30th and 31st between the hours of 8am-10am for

attendees who had camped on site the night before, or on a case by case basis if the patron needs to obtain medical paraphernalia and or other items of importance.

Conditions of entry and behaviour

- We reserve the right to refuse entry or assess and remove a patron if any of the below conditions are not adhered to.
 - Customers showing signs of intoxication due to alcohol or drug use.
 - Anti-social or threatening behaviour to other event attendees or staff.
 - Gang patches or gang paraphernalia will not be allowed into the event.
 - Misrepresentation as a member of staff or security or attempt to enter restricted areas.
 - Construction or attempts to do so of any form of fire, bonfire or naked flame.
 - Use of illicit drugs or illegal substances.
 - Participating in dangerous activities such as aggressive dancing, stage diving, crowd surfing or climbing may result in denial of entry, immediate ejection, or referral to New Zealand Police if deemed necessary.

IDs and Personal Searches

All identification cards used to prove age must be valid (i.e. may not be expired) We will only accept NZ photo driver's licence, a current passport, HANZ 18+ card or Kiwi Card. Appropriate signage on the day will reinforce this and entry will be refused if valid ID cannot be presented.

All Alcohol supplied within the Licensed premise will remain in that area. No BYO Alcohol is allowed into the venue. Bag and personal searches will be conducted with adherence to the Privacy Act and any alcohol, weapons or paraphernalia will be confiscated and disposed of. Right of refusal may be reserved if patrons refuse search. The licensed area is fully fenced. Patrons can only gain entry through the main entrance. They will go through a personal bag search conducted by trained security. There are security posted on the exits of the event, and they will stop any alcohol being taken out of the venue. All persons entering the site will be searched for any items not permitted at the event. These items include:

- Illicit Drugs or illegal substances.
- Alcohol.
- Fireworks.
- Weapons.
- Lasers.

- Any forms of glass, including glass containers and/or drinking vessels.
- BBQ's or gas cookers of any description (this includes candles or naked flames).
- Inappropriate drinking apparatuses, such as funnels or beer bong.
- Material to construct fires or weapons.
- Other dangerous items.
- Animals

Signage at the Event

Signage will be posted throughout the event, with information containing:

- Transport options, including Taxi phone numbers
- Free water
- Food Options
- Toilets
- Prohibited persons signs (minor and intoxication)
- Licence displayed – The licence will be displayed at the main entrance to the event as well as at the bar within the event.

Bar Design

There will be a total of 6 Bars with different offerings:

Bar 1 – A Stage – General Admission

The bar is specifically designed for the safe, prompt and efficient service of alcohol, allowing for assessment of patrons in the queue and as they approach the bar. The bar is in a key location for assessing and intervening escalating levels of patron intoxication inside the venue.

At the front of the queuing system there will be Duty Manager & Security personnel positioned to:

- Assess for signs of intoxication and,
- Remove any patrons with alcoholic beverages,
- Refuse entry to any customer showing signs of being influenced and suggest they get water and/or food and come back later.

- If they are showing signs of intoxication the Duty Manager will get a security guard to escort the patron to the Hydration tent.

Between the queuing System and the Bar there will be a Duty Manager and / or Security personnel positioned to:

- Manage crowd flow to the bar front
- Assess for signs of intoxication and remove from the queue, any customer showing signs of being influenced and suggest they get water and/or food and come back later.
- If they are showing signs of intoxication the Duty Manager will get a security guard to escort the patron to the hydration tent.

Bar 2 - SUB180 Stage - General Admission

The bar is specifically designed for the safe, prompt and efficient service of alcohol, allowing for assessment of patrons in the queue and as they approach the bar. The bar is in a key location for assessing and intervening escalating levels of patron intoxication inside the venue.

At the front of the queuing system there will be Duty Manager & Security personnel positioned to:

- Assess for signs of intoxication and,
- Remove any patrons with alcoholic beverages,
- Refuse entry to any customer showing signs of being influenced and suggest they get water and/or food and come back later.
- If they are showing signs of intoxication the Duty Manager will get a security guard to escort the patron to the Hydration tent.

Between the queuing System and the Bar there will be a Duty Manager and / or Security personnel positioned to:

- Manage crowd flow to the bar front
- Assess for signs of intoxication and remove from the queue, any customer showing signs of being influenced and suggest they get water and/or food and come back later.
- If they are showing signs of intoxication the Duty Manager will get a security guard to escort the patron to the hydration tent.

Bar 3 - Canopy Stage - General Admission

The bar is specifically designed for the safe, prompt and efficient service of alcohol, allowing for assessment of patrons in the queue and as they approach the bar. The bar is in a key location for assessing and intervening escalating levels of patron intoxication inside the venue.

At the front of the queuing system there will be Duty Manager & Security personnel positioned to:

- Assess for signs of intoxication and,
- Remove any patrons with alcoholic beverages,
- Refuse entry to any customer showing signs of being influenced and suggest they get water and/or food and come back later.
- If they are showing signs of intoxication the Duty Manager will get a security guard to escort the patron to the Hydration tent.

Between the queuing System and the Bar there will be a Duty Manager and / or Security personnel positioned to:

- Manage crowd flow to the bar front
- Assess for signs of intoxication and remove from the queue, any customer showing signs of being influenced and suggest they get water and/or food and come back later.
- If they are showing signs of intoxication the Duty Manager will get a security guard to escort the patron to the hydration tent.

Bar 4 - VIP Zone - VIP guests only

The bar is specifically designed for the safe, prompt and efficient service of alcohol, allowing for assessment of patrons in the queue and as they approach the bar. The bar is in a key location for assessing and intervening escalating levels of patron intoxication inside the venue.

Between the queuing System and the Bar there will be a Duty Manager and / or Security personnel positioned to:

- Manage crowd flow to the bar front
- Assess for signs of intoxication and remove from the queue, any customer showing signs of being influenced and suggest they get water and/or food and come back later.
- If they are showing signs of intoxication the Duty Manager will get a security guard to escort the patron to the hydration tent.

Bar 5 - Hospitality Zone

The bar is specifically designed for the safe, prompt and efficient service of alcohol, allowing for assessment of patrons in the queue and as they approach the bar. The bar is in a key location for assessing and intervening escalating levels of patron intoxication inside the venue.

Between the queuing System and the Bar there will be a Duty Manager and / or Security personnel positioned to:

- Manage crowd flow to the bar front
- Assess for signs of intoxication and remove from the queue, any customer showing signs of being influenced and suggest they get water and/or food and come back later.
- If they are showing signs of intoxication the Duty Manager will get a security guard to escort the patron to the hydration tent.

Bar 6 - Garden Zone & Cocktail Bar

The bar is specifically designed for the safe service of cocktails and mocktails, allowing for assessment of patrons in the queue and as they approach the bar. The bar is in a key location for assessing and intervening escalating levels of patron intoxication inside the venue.

This bar will offer premium products at a higher price and will not be designed to sell a large volume of product but instead to offer a more premium service to patrons.

Security personnel positioned near the bar will:

- Manage crowd flow to the bar front
- Assess for signs of intoxication and remove from the queue, any customer showing signs of being influenced and suggest they get water and/or food and come back later.
- If they are showing signs of intoxication the Duty Manager will get a security guard to escort the patron to the hydration tent.

A Duty Manager stationed at the bar will:

- Assess for signs of intoxication and remove from the queue, any customer showing signs of being influenced and suggest they get water and/or food and come back later.
- If they are showing signs of intoxication the Duty Manager will get a security guard to escort the patron to the hydration tent.

Food

Offering and promoting the consumption of food to patrons is a critical part of the A.M.P as a tool for intervention. The consumption of food prior to or early in a drinking occasion reduces or slows down the rate at which alcohol is absorbed into the bloodstream, and therefore slows the rate of intoxication. All food will be supplied by the below food vendors, it will be readily available in sufficient quantity for the duration of the event, well promoted, reasonably priced and available within a reasonable timeframe. There will be food available to purchase 24/7.

VENDOR NAME	CONTACT NAME	EMAIL ADDRESS	FOOD CERT NUMBER	TYPE OF PRODUCT
The Saucey Kiwis	Jordan	Thesauceykiwis@gmail.com	CCC004923/1	Vegan street food
The Roaming Bear	Ben Bernard	theroamingbearchch@gmail.com	CCC005820/1	Mexican
Wid-A-Why's Bacon Buddies	Michael Dewar	info@eventhire.co.nz	CCC004889/1	Breakfast
Smoke n Barrel	Chris Geary	chris@smokenbarrel.com	CCC006011/1	Texas BBQ
Roma	Stacey Newfield	info@romaevents.co.nz	CCC005407/1	Mexican
Lucky Road Coffee	Max Soler	luckyroadcoffee@gmail.com	CCC004916/1	Hot and Iced coffees/ Chocolate
Kung Fu Dumplings	Nikuru Pradhan	Nikuru@fritzswieners.co.nz	WMR000029/1	Dumplings
Fritz's Wieners	Nikuru Pradhan	Nikuru@fritzswieners.co.nz	WMR000029/1	Bratwurst
Bacon Bros events LTD	Camille Martin	camille.m.mart1@gmail.com	CCC000820/4	Burgers, sides and pies

Free Water

- Drinking Water
 - ➔ There will be a water distribution system provided by Celabit Water which makes up our 5 water stations across the festival, and an additional water station at each of the 6 bars. Each of these stations will be visible from teardrop flags so that they can be seen from afar. The water will be filtered down to 0.5 microns using jumbo filters at each of the water stations. Celabit will be onsite running and testing the water, with 23 years of experience at festivals we have chosen one of the best operators in the country to undertake this crucial part of the festival.
- Water station Locations:
 - A Stage
 - Campground
 - B Stage
 - Food Court
 - VIP

Proposed beverage range and service volumes

All beverages served at the event will be served in paper cups or cans.

We will serve 2 drinks per person; the number of serves will drop during the event. The Duty Managers regularly monitor all areas of the crowd to ensure the onset of intoxication does not arise from alcohol.

Servings will drop to 1 drink per person from 1:00am or earlier at the discretion of the head duty manager.

Please note that the alcohol brands available on site are subject to change due to ongoing alcohol partnership arrangements

<u>Type</u>	<u>ABV</u>	<u>Size</u>	<u>Sale Price</u>
Steinlager Light	2.5%	330ml	\$11
Corona Cero	0%	330ml	\$11

Speights Summit Ultra	4%	330ml	\$11
Speights Gold Medal Ale	4%	330ml	\$11
Speight's Hazy Pale Ale	4.5%	330ml	\$11
The Bone Line Wine - Rose	12.5%	120ml	\$13
The Bone Line Wine - Sauvignon Blanc	13.5%	120ml	\$13
The Bone Line Wine - Pinot Noir	14%	120ml	\$13
The Bone Line Wine - Riesling	11.5%	120ml	\$13
Smirnoff Soda Pineapple & Lime (RTD)	5%	330ml	\$11
Smirnoff Soda Lemon & Lime (RTD)	5%	330ml	\$11
Smirnoff Soda Cranberry & Apple (RTD)	5%	330ml	\$11
Mac's Ginger Giant Alcoholic Ginger Beer (RTD)	5%	330ml	\$11
Hazy Lemonade 330ml (RTD)	5%	330ml	\$11
Alcoholic Gingerbeer 330ml (RTD)	5%	330ml	\$11
Macs Cloudy Apple Cider	4.2%	330ml	\$11
Jim Beam & Cola (RTD)	4.8%	330ml	\$11
Jim Beam & Cola No Sugar (RTD)	4.8%	330ml	\$11
Canadian Club & Dry (RTD)	4.8%	330ml	\$11
Canadian Club & Dry No Sugar (RTD)	4.8%	330ml	\$11
Gordon's Pink & Soda (RTD)	5%	330ml	\$11

Smirnoff Ice (RTD)	5%	250ml	\$11
Smirnoff Ice No Sugar (RTD)	5%	250ml	\$11
Vodka & Sprite	4.3%	280ml	\$13
Vodka & Sprite Zero	4.3%	280ml	\$13
Vodka & Redbull	4.3%	280ml	\$13
Vodka & Redbull No Sugar	4.3%	280ml	\$13
Espresso Martini	8%	150ml	\$18
Frozen Margarita	5%	330ml	\$18
Shaken Margarita	8%	150ml	\$18
Shaken Daiquiri	8%	150ml	\$18
Dark & Stormy	8%	150ml	\$18
Mimosa	6%	150ml	\$16
Keri Orange Juice	0%	350ml	\$5
Sprite/Zero	0%	420ml	\$5
Coke/Zero	0%	420ml	\$5
Redbull/No Sugar/Watermelon	0%	250ml	\$5

Vodka is 40% alcohol so 12ml alcohol per 30ml shot (double) ($30 \times .4 = 12$). In a drink of 280ml (250ml pour of Sprite + 30ml Vodka) the equation is this $12/280 = .0429 \times 100/1 = 4.3\%$ alcohol.

Other cocktails are mixed at 1 x 30ml shot of 40% alcohol combined with 120ml of cocktail mix. This equals $12/150 = 0.08$ or 8%.

Frozen cocktails are a pre mix commercially made at 5%.

Chill Out/Hydration Area

Hydration:

Situated next to the St Johns area will be the “Hydration Area” which will be overseen by the Crowd Care team and supported by Security.

This area will be a safe place for vulnerable patrons who require time out, a quiet space, friendly support or who are showing signs of being influenced by alcohol and require assistance.

Free drinking water, food & seating will be available within this area.

Customers showing signs of Intoxication that are escorted to the “Hydration Area” will:

- Offered water
- Encouraged to have food
- Encouraged to take a safe transport option home
- Not be able to gain access to the licenced area while intoxicated

Customers who volunteer to take time out in “Hydration Area” will:

- A customer will not be able to gain access to the venue unless accessed by one of the crowd care team.
- Offered water
- Left to relax in a quieter environment.

Friends Zone (chillout):

Will be situated inside the Campground with blankets, heaters, chilled water, beanbags. This space will be for people wanting to be in a quieter environment for some time. Guests will not be escorted to the chillout area, and will not be used to treat intoxication.

This area will be manned by our crowd care team and like the hydration tent, will be open 24/7.

Garden Zone:

A shaded zone near with seating and a quieter atmosphere where people can chillout. Guests will not be escorted to the chillout area, and will not be used to treat intoxication.

Medical Support

This area is manned by St Johns and works in conjunction with the Hydration/Chill Out Area.

This is a private space where people can be treated without disturbance from other and is for:

- Patrons needing medical assistance.
- Patrons who are highly intoxicated on any substance, or incoherent

Transport from the venue

Local transport companies will be made aware of the event finish times and the appropriate signage will be displayed throughout the venue with taxi numbers.

Reporting

All removal & interventions with patrons will be recorded by Rolling Meadows Ltd Management and documented, available to the regulatory agencies, council and Police no later than Monday 19th January 2026 if requested. This information will include:

- Police & Council visits to the Duty Managers.
- Patrons removal of the event.
- Patrons caught entering the event unauthorised
- Intoxicated patrons that were not able to gain access to the event.
- Patrons refused service from the bar queuing lines.
- Patrons taken to the Hydration Area

This is not a guarantee that every event on site will be recorded, but a concerted effort by Management will be made.

Drug Policy

Door Procedures

- The Security staff located at the entry/door of the event will be experienced and well trained with intoxication (Drugs/Alcohol) management.
- All bags coming into the event will be searched for Drugs and other contraband by Security personnel prior to entering the event.
- A targeted (profiled) patron “pat down” search at the discretion of the security manager will be carried out when required.
- All drugs found and confiscated at the gate will be stored in a locked box held by the Security Manager. All items stored in the box will be recorded for our records, and at the end of the event will be handed over to NZ police for disposal.

- The agreed protocols will be documented in the Security Operations Plan and a full briefing will be conducted to security staff prior to the beginning of the event.
- The Security Manager will be responsible to ensure all incident reports are completed and filed with NZ Police within the specified timeframes.

Confiscation

- When drugs are found on a patron upon entry, they will be confiscated and put in the lock box held by the Security Manager.
- Personal Use amount – If the amount confiscated is a personal use amount it will be taken off the Patron and the customer will be removed from the venue if found within the licenced area.
- When drugs or prohibited alcohol (alcohol brought in from outside the venue) are found on a patron within the event it will be taken off the Patron and the customer will be removed from the venue if found within the licenced area.
- Sell and Supply amount – If the patron is found with a sellable amount of drugs on them, the drugs will be confiscated, the patron will be removed from the venue, or denied entry and referred to the Police.
- In either of the above scenarios, we will endeavour to record the patron's details and confiscation information. All this information will be handed to the police at the end of the event at the same time as the lockbox is handed over.

Intoxication Assessment Protocol

Early Warning Signs

E	Excitement - Boasting and rowdiness
G	Generosity - Acting freely with money/being over-indulgent in buying drinks for others
O	“Oi, get me another drink” - Demanding extra attention for bar service

These are the early signs of intoxication. If these people consume more alcohol, they are at risk of rapidly becoming intoxicated. Slow down their drinking, suggest food and non- alcoholic alternatives, and cut off the supply of liquor for the time being.

Signs of intoxication

S	Speech - slurred, difficulty in forming words, loud, repetitive, loses train of thought, nonsensical, unintelligible.
C	Coordination – Spills drinks, stumbles, trips, weaves, walks into objects, unable to stand unaided or sit straight
A	Appearance – bloodshot eyes, eyes glazed, inability to focus, tired, asleep, dishevelled.
B	Behaviour – Seriously inappropriate actions or language, aggressive, rude, belligerent, obnoxious behaviour affecting other customers.

B	Balance – stumbling, loss of or lack of coordination
A	Attitude – argumentative, belligerent or aggressive
S	Speech – slurred, difficulty in forming sentences
E	Eyes – bloodshot, unfocused, inability/unwillingness to maintain eye contact

Guest(s) showing one or more of these characteristics will not be served alcohol.

Site Map

The licensed area is highlighted in red.

