



36/SOL/100/2016

Form 12
SPECIAL LICENCE

(for premises that are not a conveyance)
Sections 22, and 64, Sale and Supply of Alcohol Act 2012

Pursuant to the Sale and Supply of Alcohol Act 2012, **Wanganui Rotary North** is authorised to sell and supply alcohol, on the premises situated at **132 Liverpool Street, Whanganui** and known as **Wanganui Collegiate "Big School"** to any person attending the following occasion or event: **Surgical Toolkit Fundraiser for Samoa.**

Conditions

This licence is subject to the following conditions:

- a) The licensee shall display the licence at the principal entrance to the event.
- b) Alcohol may be sold under the licence only on the following days and during the following hours:
Friday 25 November 2016, between 6.00pm and 10.30pm.
- c) The fees payable for the licence concerned were \$63.25.
- d) The licensee must take the following steps to ensure that the provisions of this Act relating to the sale or supply of alcohol to prohibited persons are observed:
 - i) Signs promoting food;
 - ii) Signs advising that intoxicated persons are prohibited and that minors will not be served alcohol.
- e) The licensee must take the following steps to ensure that the provisions of this Act relating to the management of premises are observed: That Shaun Barry Hogan be present at all times.
- f) Drinking water must be freely available while the premises are open for business.
- g) Food must be available for consumption on the premises as follows: That food being externally catered finger food by Mini Gourmet, in accordance with the application, shall be available at all times when alcohol is being sold.
- h) Low-alcohol beverages must be available for sale and supply on the premises as follows: Lite Beer.
- i) Non-alcohol beverages must be available for sale and supply on the premises as follows: Orange Juice, Soft Drinks, Tea and Coffee.
- j) The licensee must take the following steps to provide assistance with or information about alternative forms of transport from the premises:
 - i) Phone availability displayed;
 - ii) Taxi phone numbers displayed.
- k) Alcohol may be sold in the following types of container only: Bottles and Glasses.
- l) The whole of the premises is undesignated.

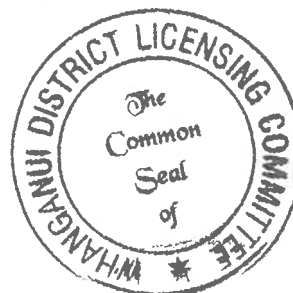
Duration

This licence is in force from 6.00pm Friday 25 November 2016 until 10.30pm.

Dated at Whanganui this 15th day of November 2016.

Secretary

Whanganui District Licensing Committee



IN THE MATTER

of the Sale and Supply of Alcohol Act
2012

AND

IN THE MATTER

of an application by Wanganui Rotary
North for a special-licence pursuant to
section 138 of the Act on the occasion of
a 'surgical tool kit fundraiser for Samoa'.

BEFORE THE WHANGANUI DISTRICT LICENSING COMMITTEE



Chairperson
Mr Stuart Hylton

DECISION

1. Introduction

This is an application by Wanganui Rotary North for a special licence in regard to an event to be held at Wanganui Collegiate 'Big School' building, 132 Liverpool Street, Wanganui. The nature of the event for which the licence is sought is for a surgical kit fundraiser for Samoa. The dates and hours sought is 25th November 2016, between 6.00pm and 10.30pm.

2. Application

The application was received on 21st October 2016 and included a menu, site plan and letter from Collegiate Headmaster giving permission for use of the premise.

The application was not advertised and no objection or notice of desire to be heard has been received under section 141 of the Act. Accordingly we deal with the matter on the papers in accordance with section 202(1).

In considering the application for special licence the committee had regard to the following criteria under section 142 of the Act:

- (a) the object of this Act:
- (b) the nature of the particular event for which the licence is sought and, in particular,—
 - (i) whether the applicant is engaged in, or proposes at the event to engage in, the sale of goods other than alcohol, low-alcohol refreshments, non-alcoholic refreshments, and food, and if so, which goods; and
 - (ii) whether the applicant is engaged in, or proposes at the event to engage in, the provision of services other than those directly related to the sale of alcohol, low-alcohol refreshments, non-alcoholic refreshments, and food, and if so, which services:
- (c) the suitability of the applicant:
- (d) any relevant local alcohol policy:
- (e) whether (in its opinion) the amenity and good order of the locality would be likely to be reduced, by more than a minor extent, by the effects of the issue of the licence:
- (f) the days on which and the hours during which the applicant proposes to sell alcohol:
- (g) the design and layout of the premises concerned:
- (h) whether the applicant has appropriate systems, staff and training to comply with the law:
- (i) any areas of the premises that the applicant proposes should be designated as restricted areas or supervised areas:

(j) any steps the applicant proposes to take to ensure that the requirements of this Act in relation to the sale and supply of alcohol to prohibited persons are observed:

(k) the applicant's proposals relating to—

- (i) the sale and supply of non-alcoholic drinks and food; and
- (ii) the sale and supply of low-alcohol drinks; and
- (iii) the provision of help with or information about alternative forms of transport from the premises:

(l) any matters dealt with in any report from the Police, the Medical Officer of Health, or an inspector made under [section 141](#).

3. Reporting Agencies

The following reports were received under section 141 of the Act.

Police Report – No objection within report received on 8th November 2016.

Medical Officer of Health – No objection within report received on 8th November 2016.

Licensing Inspector Report – Full report provided by the inspector including assessment of application against section 142 criteria. The Inspector concludes that the application is complete and will likely meet the criteria of the Act. Draft conditions are also offered by the inspector.

The inspector noted the following pertinent points in her report –

- The applicant is Wanganui North Rotary.
- The school has been a venue for other special licences before with no known non-compliance issues.
- Suitability is not challenged.
- The hall is part of a large school complex with alcohol not playing a large part of the event. Issuing a special licence should not reduce amenity and good order of the locality.
- The hall is suitable for the type of event and layout has been suitable in the past.
- The hours appear reasonable for the event being undertaken.
- A non-certified manager (Shaun Hogan) is nominated for the event and accordingly a s. 213(2) waiver is sought.
- No designation for the event has been requested and this is supported.
- Both the Police and MOH have no objections to the application.

4. Decision

The application for Special Licence is **Approved** for issue subject to the conditions outlined in the inspectors report and a s. 213 waiver.

DATED at Whanganui this 10th day of November, 2016.



Secretary
Whanganui District Licensing Committee



Application Number: 036/SOL/100/2016

IN THE MATTER of the Sale and
Supply of Alcohol Act 2012

AND

IN THE MATTER of an application by
Wanganui Rotary North for a Special
Licence for a premises in terms of
Section 138 on the occasion of
“Surgical Tool Kit Fundraiser for
Samoa”

REPORT OF THE LICENSING INSPECTOR

This report is made in accordance with section 141(2) of the Sale and Supply of Alcohol Act 2012.

(a) Does this application meet the Object of the Act?

(1) The object of this Act is that—

(a) the sale, supply, and consumption of alcohol should be undertaken safely and responsibly; and

(b) the harm caused by the excessive or inappropriate consumption of alcohol should be minimised.

(2) For the purposes of subsection (1), the harm caused by the excessive or inappropriate consumption of alcohol includes—

(a) any crime, damage, death, disease, disorderly behaviour, illness, or injury, directly or indirectly caused, or directly or indirectly contributed to, by the 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 paragraph (a).

For the reasons following, I believe this application will meet the Object of the Act.

(b) Description of Special Occasion:

The nature of the particular event for which the licence is sought is a Wanganui Rotary North Fundraising Event. The event will be held in the Wanganui Collegiate ‘Big School’ building.

(c) **Suitability of Applicant:**

The applicant is the Wanganui North Rotary who wish to raise funds for the purpose of funding a Surgical Toolkit for Samoa. The School has an international reputation and therefore the applicant will not put that name at risk by any noncompliant activities. The School has hosted special licences previously and as far as I am aware they have always been well run and compliant.

(d) **Any relevant Local Alcohol Policy:**

There is no local alcohol policy in force at this time.

(e) **Is the amenity and good order of the locality likely to be reduced, by more than a minor extent, by the effects of the issue of this licence:**

Alcohol consumption will not play a big part in the event proposed and therefore I do not believe that the amenity and good order of the locality will be reduced in anyway.

(f) **Days, Dates and Hours which the applicant proposes to sell alcohol, are as follows:**

25 November 2016, between 6.00pm and 10.30pm has been requested. These hours are reasonable.

(g) **Design and layout of the premises:**

I do not see any issues with the proposed layout and use of the premises. It has worked satisfactorily for a number of previous similar events.

(h) **Does the applicant have the appropriate systems, staff and training to comply with the law?**

Shaun Hogan has been nominated to ensure compliance with the conditions of the licence.

It is recommended that the requirements for a manager be waived in terms of section 213(2) of the Sale and Supply of Alcohol Act 2012.

- (i) Does the applicant propose that any part of the premises be designated as supervised or restricted - and if so, which parts?

No request was made for any area to be designated. I do not see any need for one either.

- (j) What steps does the applicant take to ensure that the requirements of this Act in relation to the sale and supply of alcohol to prohibited persons are observed?

The applicant states that they have experience Rotary Club Members to control the event. All staff will be briefed on the requirements that need to be met, such as no sale or supply to minors or intoxicated persons.

- (k) What is the applicant's proposals relating to host responsibility practices?

In addition to providing a range of non-alcoholic beverages and water, a range of food will also be provided.

(l)(1) Police Report:

The Police have enquired into the application, and in a report dated 8th November 2016 advised that they do not oppose the granting of this application.

(l)(2) Medical Officer of Health Report:

The Medical Officer of Health has also enquired into the application, and in the report dated 8th November 2016 advised that there is no opposition to the issuing of the licence.

CONCLUSION

The application is **complete** and **will likely meet** the criteria of s.142 of the Act with the following conditions.



Charleen Omundsen

Licensing Inspector

9 November 2016

SPECIAL LICENCE (FOR PREMISES)

Pursuant to the Sale and Supply of Alcohol Act 2012, Rotary Club Wanganui North is authorised to sell and supply alcohol, on the premises situated at 132 Liverpool Street, Wanganui and known as Wanganui Collegiate Big School to any person attending the Surgical Toolkit for Samoa Fundraiser.

CONDITIONS: This licence is subject to the following conditions:

This licence is subject to the following conditions:

- The licensee shall display the licence at the principal entrance to the event.
- alcohol may be sold under the licence only on the following days and during the following hours: 25 November 2016, between 6.00pm and 10.30pm.
- the licensee must take the following steps to ensure that the provisions of this Act relating to the sale or supply of alcohol to prohibited persons are observed:
 - Signs promoting food
 - Signs advising that intoxicated persons are prohibited and that minors will not be served alcohol.
- the licensee must take the following steps to ensure that the provisions of this Act relating to the management of premises are observed:
 - That Shaun Barry Hogan be present at all times.
- drinking water must be freely available while the premises are open for business.
- food must be available for consumption on the premises as follows:
 - That food, in accordance with the application, shall be available at all times when alcohol is being sold.
- low-alcohol beverages must be available for sale and supply on the premises as follows:
 - i) Lite Beer
- non-alcohol beverages must be available for sale and supply on the premises as follows:
 - Orange Juice, Soft Drinks
- the licensee must take the following steps to provide assistance with or information about alternative forms of transport from the premises:
 - Phone availability displayed

Taxi phone numbers displayed

- alcohol may be sold in the following types of container only:

Bottles, Glasses.

APPLICATION FOR POLICE REPORT/RECOMMENDATION

Applicant	<i>Shaun Hogan</i>
On Behalf of	<i>Rotary Club Wanganui North</i>
Address	<i>273 St Hill Street Whanganui 4500</i>
Trading at	<i>Collegiate School (Big School) 128 - 132 Liverpool St WHANGANUI</i>
Licence Type	<i>Special Licence</i>
Occasion	<i>Rotary Club Wanganui North's fundraiser for a surgical toolkit for Samoa</i>
Date	<i>Friday 25th November 2016</i>
Hours	<i>6.00pm to 10.30pm</i>
Signed & Dated	<div style="display: flex; align-items: center;"> <div style="font-size: 2em; font-weight: bold; margin-right: 10px;">Approved</div> <div style="font-size: 0.8em;"> Digitally signed by Approved DN: cn=Approved, o=NZ Police, ou, email=ATW914@police.govt.nz, c=NZ Date: 2016.11.08 09:37:45 +13'00' </div> </div>



Louise Woodthorpe

From: Daniel Hirst <Daniel.Hirst@midcentraldhb.govt.nz> on behalf of Liquor Licence <Liquor.Licence@midcentraldhb.govt.nz>
Sent: Tuesday, 8 November 2016 10:31 a.m.
To: Louise Woodthorpe
Subject: RE: Application: SOL/100/2016 Special Licence – Wanganui Rotary North

Dear Sir/Madam

I refer to your request received by our office 25th October 2016, together with the application for a Special Licence for the above applicant, for the premises situated at Whanganui Collegiate, on 25th November 2016.

We have considered this application with respect to the public health issues involved and are not aware of any problems that would require opposition.

We have not been advised of any concerns or objections from yourselves, NZ Fire Service or NZ Police.

Subject to the above we do not oppose to this application.

Yours faithfully

Daniel Hirst (Health Protection Officer) for Dr Patrick O'Connor (Medical Officer of Health) Wanganui Public Health Services Lambie Hostel MidCentral District Health Board Private Bag 3003 Wanganui
06 348 7881

-----Original Message-----

From: Louise Woodthorpe [mailto:Louise.Woodthorpe@whanganui.govt.nz]
Sent: Tuesday, 25 October 2016 10:08 a.m.
To: Liquor Licence
Subject: Application: SOL/100/2016 Special Licence – Wanganui Rotary North

Dear Sir/Madam

Application: SOL/100/2016 Special Licence – Wanganui Rotary North

Would you please provide your report/recommendation on the attached application.

Yours faithfully

Louise Woodthorpe
Liquor Licensing Officer
Whanganui District Licensing Committee
Louise Woodthorpe | Regulatory Services Administrator
P: +64 06 349 0001 | M: +64
www.whanganui.govt.nz<<http://www.whanganui.govt.nz>>
Whanganui District Council | 101 Guyton Street | PO Box 637 | Whanganui 4500

[Whanganui District Council]<<http://www.whanganui.govt.nz>>

Application for Special Licence

Section 138, Sale and Supply of Alcohol Act 2012



WHANGANUI DISTRICT COUNCIL
Te Kaunihera a Rohe o Whanganui
LICENSING COMMITTEE

Fill this form out with the assistance of the Application for Special Licence Guide—numbers on this form relate to explanatory notes in the guide.

The Secretary
District Licensing Committee
Whanganui District Council

21 OCT 2016

RECEIVED

Please tick where applicable

Could the event for which the special licence is applied for have been reasonably foreseen?

Yes No

If NO: Describe circumstances

1 off in annual event.

1. Applicant details

1a. Full legal name or names to be on licence [whom ever will profit from the sale of liquor]

Whanganui Rotary North

1b. Licence held for any premises or conveyance concerned?

Yes No

Type of licence

1c. Occupation (if applicant is an individual)

Osteopath

1d. Date of birth (if applicant is an individual)

21/08/1961

1e. Status of applicant

- Natural person
- Private company
- Government department or other instrument of the Crown
- Licensing Trust
- Partnership
- Club
- Incorporated Society
- Territorial authority
- Trustee
- Public company
- Body Corporate

1f. Postal address (for service of documents)

273 St. Hill Street
Whanganui 4500

1g. Contact person (during normal office hours) and date of birth

Shawn Hogan

21/08/1961

1h. Contact numbers

349 0060

0274900203

347 6587

Phone

Mobile

Fax

1i. Email/website address

info@hoganosteopaths.com

1j. Has the applicant been convicted of any offence? (Includes traffic offences, driving offences involving drink or drugs, but not parking infringements)

Yes No

If YES, what are the details of each offence?

Nature of offence	Date of conviction	Penalty suffered
/	/	/
/	/	/
/	/	/

2. Premise or conveyance details

2a. Type of conveyance

Not applicable

Details of type

2b. Address of proposed licence premise, or address of homebase of conveyance (if any)

Collegiate School
132 Liverpool Street, Whanganui

2c. Proposed trading name (if any) of premises or Conveyance [registration no. if applicable]

2d. Is a licence sought conditional upon construction or completion of building of the premise of conveyance?

Yes No

2e. Does the applicant own the proposed licensed premise or conveyance?

Yes No

2. Premise details

If NO: (i) What is the full name and address of the owner?

Wanganui Collegiate School
132 Liverpool Street, Wanganui

(ii) What tenure of the premises will the applicant have?

6 - 10 pm Friday 25 November 2016

2f. What part (if any) of the premises does the applicant intend to designate as:

(i) A restricted area

(ii) A supervised area

(iii) Undesignated area (specify reason)

A floor plan must be supplied indicating the area to be licensed, designated area(s) and the principle entrance

Attached

2g. Full name of manager(s) to be employed, certificate numbers of manager's certificate(s) it expiry and date of birth.

Name/Certificate No./Expiry/DOB

Name/Certificate No./Expiry/DOB

Name/Certificate No./Expiry/DOB

3. Event or events

3a. Nature of Event please describe

Wanganui Rotary North fundraiser

3b. Principal purpose of Event please describe

Fundraiser for Surgical Toolkit Samoa

If for a birthday celebration, who's birthday and DOB?

3c. On which days and during which hours does the applicant proposes for sale or supply of alcohol?

Day	Date	Start Hours	Finish Hours	Occasion
Friday	25/11/2016	1800 hrs	22.30 hrs	Fundraiser

3d. Estimate number of people attending event

1-50
 51-100
 101-250
 251-399
 400-699
 750-999
 1000 plus

3e. Probable age distribution of people attending

0-17
 18-25
 26-40
 41-50 plus

3f. What security measures/staff will be used to control this event?

Rotary Club members Experienced

3g. Is the applicant intending to engage 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 of supply of alcohol and food.

Yes No

3h. If YES, nature of other goods and services?

3i. Are staff/volunteers trained to ask for valid ID for everybody who looks below 25 years of age before being served Liquor? (valid ID is: Passport, NZ driver's Licence or 18+ photo ID Card)

Yes No

3j. Are staff/volunteers trained to cease serving liquor to a person before that person is allowed to become intoxicated?

Yes No

4. Conditions

4a. What provision does the applicant intend to make for the sale and supply of:

- (i) Food? Please ensure that a range of food is provided at all times alcohol is being served? Food must be more substantial than packet chips, peanuts etc.
(Please include a list of food and/or a copy of any menu available for your event).

Menu/list attached

~~Substantial~~ Substantial Gourmet finger food comes with the Ticket Price as attached.

(ii) Non-alcoholic refreshments

Orange Juice
Soft Drinks

(iii) Low alcohol beverages (2.5%)

Yes - Caters 0% alcohol.

(iv) Will drinking water be freely available to patrons?

Yes

No

(v) If NO, what access to mains water supply, potable water is intended to be available?

N/A

(vi) How will alcohol be sold/supplied e.g. purchase of tickets, cash bar, ..

Cash bar.

What steps does the applicant propose to take in regard to:

4b. Provision of assistance with or information about alternative forms of transport?

Taxi service will be informed event on & guests informed of taxis.

4c. Promoting responsible consumption of liquor?

Alcohol served one beer bottle or glass of wine at a time, with non-alcohol or low-alcohol beverage visibly available

4d. What steps does the applicant propose to take to ensure that the requirements of the Act in relation to the sale of liquor to prohibited persons are observed?

1) will be required if any doubt, school students will not be served alcohol regardless if 18. In taxi cab patrons will only be offered non-alcohol beverage.

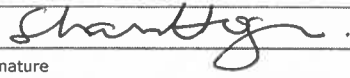
4e. What type of containers does the applicant propose to sell liquor in?

Individual beer bottles, glasses of wine or juice / soft drinks.

4f. What other systems (including training systems), and staff in place (or to be in place) do you intend to implement for compliance with the Act?

One way door policy - no alcohol taken out or brought in. I will brief all staff on conditions of sale & report to me immediately any concerns.

5. Applicant signature

 Dated at 21/10/2016 this day of
Signature (town/city) (month) (year)

Shawn Barry Hogan Whanganui
Name (print clearly)

6. Notes

Notes:

1. This form must be accompanied by the prescribed fee.
2. If required to do so by the secretary of the District Licensing Committee, the applicant must within 10 working days after filing this application with the committee ensure that notice of this application in form 8 is attached in a conspicuous place on or adjacent to the site to which this application relates.

***This application WILL NOT BE ACCEPTED unless a photocopy of the application form is attached**

Wanganui Collegiate School

Year 9 to 13, Anglican, Co-Educational Boarding and Day School



Academic Excellence
Sporting Achievement
Cultural Enrichment
Christian Fellowship
Lifetime Friendships

15 September 2016

Shaun Hogan
Rotary Club, North Wanganui
shaun@hoganosteoplus.com

WHANGANUI DISTRICT
LICENSING COMMITTEE

21 OCT 2016

RECEIVED

Dear Shaun

RE: Rotary North Wanganui - fundraiser event

I am writing to grant you permission to hold this function in Big School at Wanganui Collegiate School on Friday 25 November.

I am aware that you will be selling alcohol on the night.

I wish you well with your fundraiser.

Yours sincerely

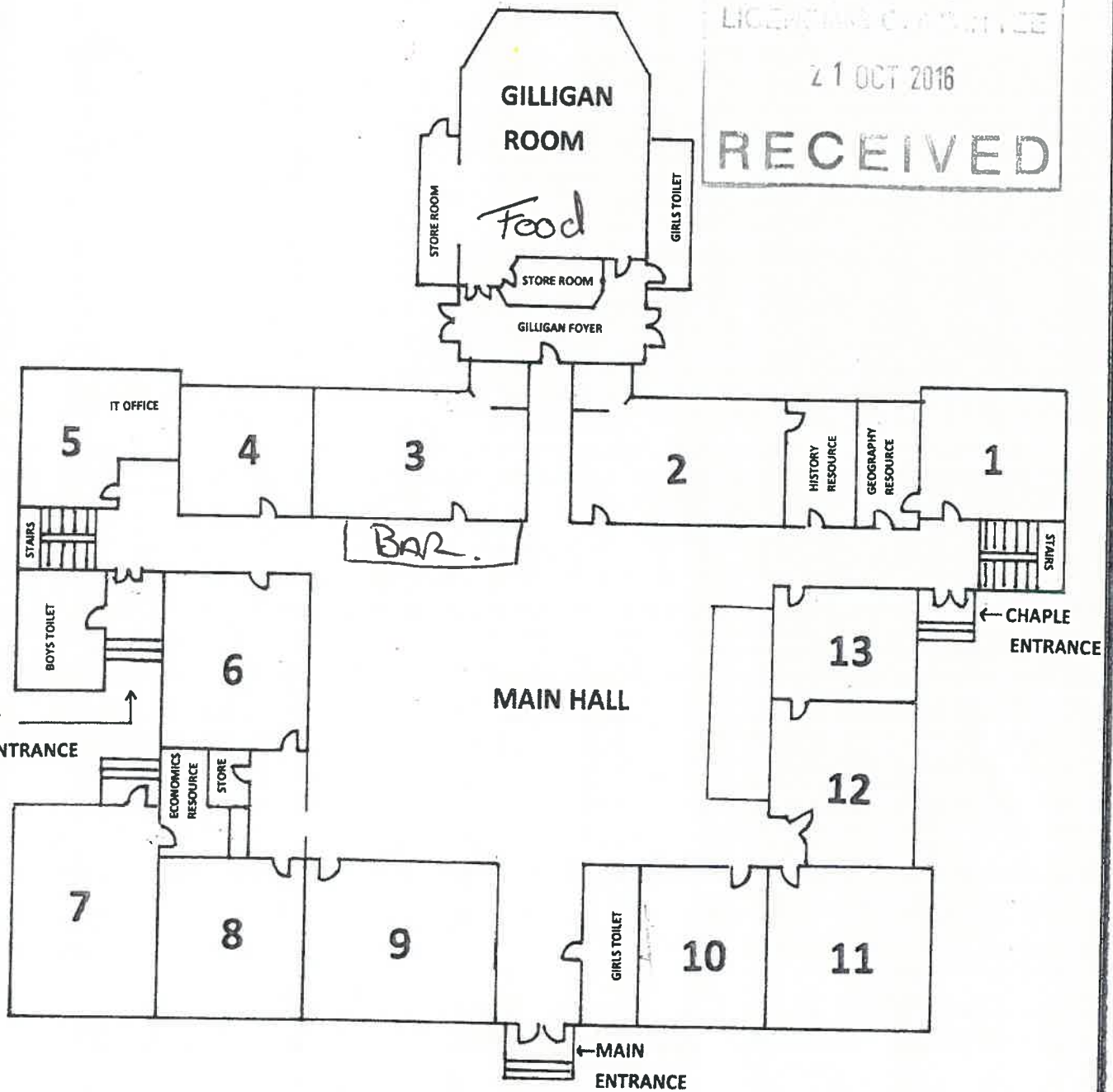
A handwritten signature in blue ink that reads "Chris Moller".

Chris Moller
Headmaster

Wanganui Collegiate School

BIG SCHOOL – Plan 2 - Ground Floor

RECEIVED
21 OCT 2016
LICENSING OFFICER



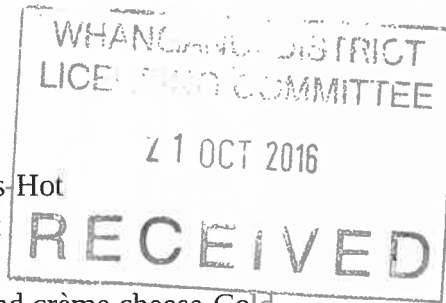
MINI GOURMET

25 November 200 People

6-8 Canapé Options

Pictures below of each item

- Thai Satay Chicken skewers- Hot
- Spinach and Feta Filos- Hot
- Club Sandwiches
- Ham crepes with mustard and crème cheese-Cold
- Thai Fish cakes with dipping sauce- Hot
- Dill picklets with Smoked Salmon and lemon crème fraiche -Cold
- Poppy Seed Tarts with Rare beef and wholegrain mustard-Cold
- Mini Burgers with pickles and Swiss cheese- Hot



I suggest you either have the 6 or 8 options depending on how much you would like to spend

6 options = \$16 per person

8 options = \$20 per person

We are happy to deliver anytime

