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Ideas for Safe Transport

Cars and alcohol have never mixed well together, and part of being a responsible host is aiming to get your customers home safely after they've been drinking.

Offering and promoting low-alcohol and alcohol free drinks providing alternative transport options for people who shouldn't drive themselves, and if necessary insisting that they use these alternatives, is really just caring for your customers.

Host Responsibility and the Sale of Liquor Act

Question: Why does the Sale of liquor Act never mention Host Responsibility?

Answer: It doesn't have to.

The object of the Act is to establish a reasonable system of control over the sale and supply of liquor to the public with the aim of contributing to the reduction of liquor abuse, so far as that can be achieved by legislative means.

Lets look at the issue from a service and profit point of view!

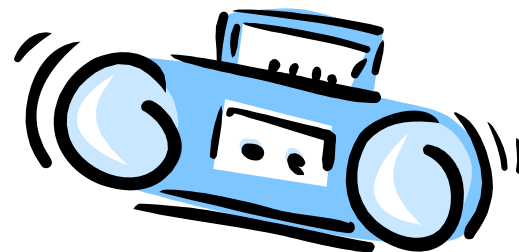
By emphasizing a range of products and services you take the emphasis away from drinking alcohol. People can enjoy their social network whether or not they wish to drink alcohol.

A range of marketing strategies which can enhance the profitability and sustainability of business and other organizations in liquor supply.

You are committing an offence if you:

1. Sell or supply liquor to an intoxicated person
2. Allowing a person to become intoxicated
3. Allowing drunkenness or disorderly conduct on licensed premises
4. Promotion of excessive consumption of alcohol

There are heavy penalties should you commit any of these offences, **OUCH!**



It's all about taking care of your customers

Most of the authorities see the Host Responsibility policy as a sign that you are on the right track and understand your obligations.

Be proud of your house policy, display it in the bar where everyone can see it and print a copy for your notice board. If you require help with a house policy - please ask!

On Licence Newsletter

On Licence Authorisations

An On licence allows the holder of the licence:

- to sell and supply liquor, to allow the consumption of liquor to any person present on the premise as described in the licence,

Evidence of age document:

- A drivers licence
- NZ passport or overseas
- HANZ 18+

Offences:

It is an offence for 2 of the 3 types of prohibited persons to be on licensed premises.

1. Minors are not allowed in licensed premises except under certain circumstances.
2. Intoxicated persons are not allowed in licensed premises under any circumstances.
3. The third prohibited person can be

on licensed premises, but they cannot be sold liquor.

A licensee or manager who allows an intoxicated person to be on or remain on the premise commits an offence.

Take steps to remove the intoxicated person before an offence is committed.

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All New Premise/Owners:

- Taupo Quay Pub Limited trading as Stellar Bar
- Ambrosia Deli Ltd trading as Ambrosia Deli
- Hatrick Raceway 2012 Ltd trading as Wanganui Greyhounds
- Wanganui Softball Assn trading as Braves Ballpark)

Intoxication

Affected by Alcohol - 'Managed by Host Responsibility' 'Wasted' - remove!

Low Level:	Moderate Level:	High Level:
<ul style="list-style-type: none"> • Loss of inhibitions • Relaxation • Generally good humour and festive mood 	<ul style="list-style-type: none"> • Being over friendly • Loud and quick speech • Foul language • Buying strangers drinks 	<ul style="list-style-type: none"> • Slurred speech • Spilling drinks • Loss of balance • Glassy eyed

Distribution List: Licensee Bar Staff Kitchen staff
Duty Manager:

Designated or Undesignated?

Designated Areas:

Licensed premises or areas of licensed premises can be designated as Supervised or restricted areas. Premises or parts of premises not designated are referred to as undesignated areas.

Examples:

Restricted - some public bars,

nightclubs

Supervised - lounge bars, house bars, bar & grill premises

Undesignated - Restaurants, club bars, off licensed premises.

Take the test - Yes or No -

1. An under 18 year old not accompanied is allowed

in a Restricted area?

2. An under 18 year old accompanied by parent/or guardian is allowed in a Restricted area?

3. Employment of minors other than to sell/supply liquor in a Restricted area?

Answers: 1. No 2. No 3. Yes

Conditions attached to an On Licence

Mandatory Conditions:

- A reasonable range of non alcoholic drinks must be available
- No liquor may be sold on Easter Sunday, Good Friday, Christmas Day or before 1.00pm on Anzac

Remember: Know the conditions on your licence

Day *except* to persons living on the premises, or dining there.

- The whole or one or more parts of a hotel or tavern

be designated as a restricted or supervised area.

....more conditions

Discretionary Conditions:

- That food is available. Food can be as simple as pie or sausage roll, wedges, it depends upon the kind of premises. The premise must have notices to tell patrons that food

is available on request within a reasonable time.

- That low alcohol beverages are available
- That information or assistance about alternative transport be available



Call a taxi! Don't drink 'n' drive

Managers Certificates, and responsibilities of Duty Managers

In order to work as a Manager of licensed premises, you must hold a managers certificate. There are two kinds currently:

1. A General Manager - which permits the holder to manage any licensed premises
2. A Club Manager - which permits the holder to manage premises with a Club Licence.

The 'type' of managers certificate you apply for depends on the type of licensed premises you operate or intend to operate.

Your local District Licensing Agency (WDC) will tell you which type you will need.

As a manager, you have responsibilities, *you must be on duty at all times* when liquor is sold or supplied. The Duty Manager is responsible for ensuring the licensed premises are operated in accordance with the Act and the conditions of the licence covering the premise. The name of the Manager on duty must be

clearly shown on the premises so that it can be read by any person.

Section 128 - Temporary Manager:

In the absence of a certificated manager, a person can be appointed by the licensee as a *temporary* manager and as such, if this person doesn't hold a certificate you must apply for one within 48 hours of this appointment.

Section 129 - Acting Manager:

An acting manager can be appointed to **replace** a certificated manager who may be absent for more than 48hrs or on holiday or long illness. An acting manager can be appointed for up to 3 weeks at a time but cannot be appointed for more than a total of 6 weeks within a 12 month period.

Temporary and acting managers have the full responsibilities as a certificated manager of licensed premises under the Act.

Remember to notify the LLA, DLA and Police within 2 working days of appointing, cancelling or terminating the appointment of any manager.

The unit standard process

If you are a candidate for a general manager's certificate, then you must use this process to pass both unit standards to gain your qualification.

Both unit standards can be gained either from an [NZQA](#) accredited training provider, or from a [Hospitality Standards Institute](#) (HSI) registered assessor, if you work in an HSI registered workplace.

The qualification itself is made up of two unit standards. These require you to: demonstrate knowledge of the Sale of Liquor Act 1989 and implications for licensed premises (US4646) demonstrate knowledge of Host Responsibility requirements as a duty manager of licensed premises (US16705).

Once you have the unit standards, you'll be issued with your Licence Controller Qualification. You then apply for the general manager's certificate at your local District Licensing Agency (DLA). Application forms are available from DLAs around the country.