

#### **PUBLIC NOTICE OF APPLICATION**

### Sale and Supply of Alcohol Act 2012 Section 101

WINE SPOT NZ LIMITED, (THE LICENSEE, c/- Omega Hospitality, PO Box 50, Kumeu, Auckland 0841), has made application to the District Licensing Committee at Christchurch for the issue of OFF-LICENCE NEW in respect of the premises situated at G01/177 Cashel Street, Central City known as SIP.

The general nature of the business conducted under the licence is: OFF-LICENCE LIQUOR STORE

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

MONDAY TO SUNDAY 10.00 AM TO 9.00 PM

The application may be inspected during ordinary office hours at the office of the Christchurch District Licensing Committee, 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 issue of the licence 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 issue of a licence may be made in relation to a matter other than a matter specified in section 105(1) of the Sale and Supply of Alcohol Act 2012.

Date of first publication on website: 18 March 2025

www.ccc.govt.nz/alcohol

ccc.govt.nz/consents-and-licences/business-licences-and-consents/alcohol/alcohol-licence-public-notification

For office use only:

Connect Ref:

ALC/2025/760

# **Application for new Off-licence**

Section 100, Sale and Supply of Alcohol Act 2012

About this appli	cation:						
Please ensure you have read the Step-by-step guide before you apply www.ccc.govt.nz/consents-and-licences/business-licences-and-consents/alcohol/alcohol-licences							
your completed applicat	Please complete this form and then arrange a <b>Lodgement Meeting</b> 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						
This application cannot Lodgement meeting. Fi				ts are missing. You wi	ll be given an invoice at the		
Note: All application fees are	e for processing of an	application and are n	on-refundable, they	must be paid when you a	oply.		
We can only process yo form and required docu		ce we have both th	e Proof of Payme	ent of fees AND the re	quired paperwork (application		
Accepted methods of pa	yment are: CASH -	- EFTPOS – Internet	Banking.				
Any questions contact th	ne Alcohol Licensir	ng Team to discuss a	and for more infor	mation, ph 03 941 8999	or alcohollicensing@ccc.govt.nz		
Endorsements: (state by	type every endors	sement sought)	Auctioneers	Remote Sales			
1. New applicat	ion for:						
a. Trading name: SIP							
b. Licensee: WINE SPC	T NZ LIMITED						
2. Lodgement n	neeting, Fee	s Calculation	Invoice an	d Payment			
(Refer fees informati	on sheet) To be co	mpleted at lodgeme	ent meeting with i	nspector before invoice	ing.		
At the Lodgement m and issue the invoice		or will – check the ap	plication for com	pleteness, confirm the	risk weighting and fees payable,		
Weighting and fees cale	culation						
a. Type of licensed prei	mises: OFF	· weedee		Weighting:	5		
b. Latest alcohol sale ti	me:	9 pm		Weighting:	0		
c. Enforcements:		IA		Weighting:	0		
d. Total weighting:	15	Fee Category:	Very low	Low / Medium	High Very high		
e. Fees payable: Appli	cation fee: \$ $ ot\!$	16-50	Annual fee: \$	632.50			
f. Premises Certificate of Compliance (alcohol) application lodged? Yes No If YES, Certificate 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: 13-03-2025 dd/mm/yyyy							
To be completed by the inspector at the lodgement meeting.							
Council Use Only							
Connect Invoice number:							

3.	Details of applicant Please give legal	name as appears on Birth Certific	ate or Passport				
a.	. Company name or full legal name(s) if individual to be on licence:						
b.	Other names/aliases known by:						
c.	Date of birth:		Sex: Male	Female			
d.	Occupation/Current employment (including for a	ıll Directors):					
e.	Residential address:						
f.	Website:						
g.	Convictions of Company Directors, Partners, o	r individuals:					
	Have you ever been convicted of any offence (inc 2004, if you have no convictions in the last 7 year relating to imprisonment or indefinitely disqualif	s, you need not declare any co					
	If YES, give details below. (You may wish to explain	n the circumstances on anoth	er page)				
	Name of offence:	Date of conviction:	Penalty suffe	red:			
h.	Postal address for service of documents:						
	Suburb:	City:		Postcode:			
	Is this address used for any other business with C	ouncil? e.g. Rates; dog registra	ation. Yes	No			
If Yes and this address has changed recently please go to the "Contact us" link at <a href="https://www.ccc.govt.nz/contact-us">www.ccc.govt.nz/contact-us</a> to update your addess details for a other Council business.							
i.	Daytime Contact Name:						
	Phone:	Mobile:					
	Email:						
j.	Preferred mode of contact:						
k.	Status of applicant: (tick appropriate box)						
	Natural Person	Private Company		Trustee			
	Licensing Trust	Partnership		Public Company			
	Government Department Local Authority Incorporated Society						
	Manager under the protection of Personal a Body Corporate to which section 28(1)(b) of		rnorated under				
	Board, organization, or other body to which		. poracea arraer.				
	Other						



4. Details of all Managers appointed for the premises							
a. Full list of all details of all manager(s) to be employed and Certificate Numbers of Manager's Certificate(s): (Please attach separate sheet if required)							
Name:	Known as:	Address:		certificate h	number, or if no neld confirm if applied for one	Expiry Date	
Note: please remember managers.	to complete a separa	te <b>Notice of Duty Manager Ap</b>	pointment or Chan	ge form for al	l appointments or ter	mination of duty	
5. Further de	tails of whe	re applicant is a c	ompany				
a. Date of incorpora	ation:						
b. Place of incorpor	ration:						
c. Full details of eac	ch director, and the	secretary (if any), as follow	vs:				
Full name:	Address:	Date of b	irth: Place	of birth:	Designation:	Face value of shares held:	
d Duivete Comment	. a.u.l A.u.kla a.ui.a.a.d	Canital.	r	aid Cani	kal.		
<ul><li>d. Private Company</li><li>e. Private Company</li></ul>		capital: of each person who holds a		Paid-up Capi			
Full name:	Address:	Date of b		of birth:	Designation:	Face value of	
	7.66.000	2000			2 co.g. ac.o.	shares held:	
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 b	irth: Place	of birth:	Designation:	Face value of shares held:	



6.	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.	<b>Premises details</b>							
a.	Legal address of premises:	(Note: for Remote Sales thi	is is the office base)					
	Is this premises location kn	own by any other address?	(Note: for Remotes	Sales this could be	your website addre	ss)		
la.	Duran and two diam are an a factor							
	Proposed trading name for		Na If	- li				
	. Is a licence already held for this premises? Yes No If yes, licence number:  . Do you hold a current Temporary Authority to trade on that licence? Yes No							
d.	Is a licence sought conditio			Yes No lises? Yes	No			
f.	Does the applicant own the			No	NO			
1.	If NO:	: proposed licensed premis	es: 165	NO				
	Owners full name:							
	Owners address:							
	Form and term of tenure (state whether to be held as leasehold, or under tenancy agreement, or licence):							
NR:	NB: Additional information and/or signed documents may be requested in some instances to confirm tenure.							
	g. Details of premises area:							
Ü	The proposed licensed areas include:							
	NB: Please attach plans annotated with licensed area							
h.	What part (if any) of the pre	emises does the applicant in	ntend should be des	signated as:				
	• Restricted designation:					I.		
	• <b>Supervised designation:</b> 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.							
	• <b>Un-designated:</b> 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	NB: Any designated areas MUST be marked on the plan for the premises							
	A restricted area:							



A supervised area:

i.	FIRE SAFETY – Section 100(d): 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 owner:
	ate: dd/mm/yyyy
	Overnight accommodation is provided for more than 5 people.
Ple	ease contact Fire and Emergency NZ (telephone 372 8600) for more information about evacuation schemes and fire safety requirements.
8.	Business details Please attach separate sheet if required
a.	Does the applicant seek the licence in connection with the business of a remote seller?  Yes  No
	If yes, state the address from where the alcohol will be stored and dispatched from.
b.	Does the applicant seek the licence in connection with the business of an auctioneer?  Yes  No
c.	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?
	What part of Section 32 of the Act is applicable to this application?
	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-licences/off-licence
	If section 32(1)(b) (Bottle store) applies: What percentage of your annual sales is expected to be from the sale of alcohol?
d.	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?
e.	On which days and during which hours does the applicant intend to sell alcohol under this licence? Note for remote sellers: s49 can permit sales "at any time on any day". s59(1) imposes restrictions on hours for delivery to the buyer for all remote.

f. Does the applicant intend to provide complimentary samples of alcohol on the premises?



Yes

No

9. Conditions 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 ccc.govt.nz
a. 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?
b. Are there any other steps the applicant intends to take to promote the responsible drinking of alcohol?
c. Where the principal business is other than the manufacture or sale of alcohol: What kind or kinds of alcohol does the applicant intend to sell or deliver under the licence?
d. What appropriate systems, staff and training does/will the applicant have in place to ensure compliance with the law?
e. What are the current and possible future noise levels and how does the applicant intend to mitigate them?
f. What are the current and possible future levels of nuisance and vandalism and how does the applicant intend to mitigate them?
g. 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)
h. 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?



#### 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, and mark any restricted or supervised designated areas)

Photo of principle entrance to the premises

Certificate of Incorporation (including the extract details of directors and shareholders)

Premises Certificate of Compliance (Alcohol)

All Grocery Stores must complete a Statement of Annual Sales Revenue if applicable. Template statement available here <a href="mailto:ccc.govt.nz/consents-and-licences/business-licences-and-consents/alcohol-licences-and-consents/alcohol-licences-and-consents/alcoh

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)

Host Responsibility Policy

Duty Manager appointment forms for all your duty managers

Background information on applicant(s) and Directors – business experience and training experience in the hospitality industry (a brief CV outlining work history would assist)

Background information on the Operational Manager (if not to be the licensee) – experience and training in the hospitality industry (a brief CV would assist)

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 <a href="mailto:ccc.govt.nz/consents-and-licences/business-licences-and-consents/alcohol/alcohol-licences/off-licence">ccc.govt.nz/consents-and-licences/off-licences/of

#### Notes:

- The Agencies may request to inspect a copy of your staff training plan/manuals.
- Tenure (Q7f) 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 <a href="mailto:cc.govt.nz/consents-and-licences/business-licences-and-consents/alcohol/managers-certificate/notification-of-management-change">cc.govt.nz/consents-and-licences/business-licences-and-consents/alcohol/managers-certificate/notification-of-management-change</a>

## 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. 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 25 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).

#### 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, and 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.



#### 12. Authorisation You must de

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. Please note, your full application, including name and contact details will be used by Council staff to assess and provided to decision makers. Your application, with names only will be available on our website. However, if requested under the Local Government Official Information and Meetings Act 1987, we may disclose applications including personal details. If you feel there are reasons why your contact details and/or personal details should be kept confidential, please contact us.

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

day of

20

Applican't Signature:

(must not be signed by an Agent or Solicitor)

## 13. Lodgement meeting and invoicing

Please make an appointment with an alcohol licensing Inspector for a Lodgement meeting. The inspector will confirm your fees and issue your invoice for payment. Your application will not be accepted without this meeting. Phone (03) 941 8999 for an appointment.

## 14. 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

Lodgement notes – for office use only					