

## ŌTOROHANGA DISTRICT LICENSING COMMITTEE

**Decision number:** 018-0555

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

**AND**  
**IN THE MATTER** of an application by  
Ōtorohanga Club Incorporated  
for a special licence  
pursuant to section 138 of the Act

### DECISION OF THE DISTRICT LICENSING COMMITTEE

1. The application for a special licence is granted. The special licence may issue immediately.
2. Ōtorohanga Club Incorporated is authorised to sell and supply alcohol, on the club premises situated at 107 Maniapoto Street, Ōtorohanga to any person attending the funeral service of Mr Craig Flett on Tuesday, 4 March 2025.
3. This licence is subject to the following conditions:
  - (a) A copy of this licence with all the conditions must be displayed in a prominent place so all persons can read it and all staff must be familiar with the conditions.
  - (b) Alcohol may be sold under the licence only on Tuesday, 4 March 2025, from 1.00pm to 7.00pm.
  - (c) Alcohol may be sold or supplied to people present participating in the event this licence is issued for.
  - (d) The area where alcohol is to be sold and consumed is the clubs usual licensed area and no alcohol is to be taken out of this area.
  - (e) The holder of a manager's certificate or a properly notified manager shall be on duty and on the premises at all times alcohol is sold.
  - (f) There must be no sale or supply of alcohol to minors or intoxicated persons and there must be displayed at every point of sale appropriate signs detailing these restrictions
  - (g) Drinking water must be freely available from the bar and this must be clear to guests while the premises is open for the sale and supply of alcohol.

- (h) Food must be available for consumption on the premises at all times the premises is open for the sale of alcohol in accordance with the menu submitted with the application for this licence: assortment of sandwiches, and other savouries.
- (i) A range of low-alcohol and non-alcoholic drinks must be available at all times when the premises is open for the sale of alcohol.
- (j) A telephone must be freely available for customers to call for transport and staff must assist if required. Telephone numbers for alternative forms of transport from the premises, including a courtesy vehicle or sober driver services, must be displayed and be promoted.
- (k) The entire premises is undesignated.

## **REASONS**

1. This is an application by Ōtorohanga Club Incorporated for a special licence for funeral service to be held at their premises. The application was filed on 27 February 2025, less than 20 working days prior to the event, and was therefore filed late (section 137). However, a waiver is granted from the requirement to file a special licence more than 20 working days before the event, because a funeral is an unforeseen event (sections 137(2) & 208).
2. The Liquor Licensing Inspector, Police and Medical Officer of Health have no objection to this application for a special licence (s 141). Accordingly, this application is decided on the papers (s 202).
3. The object of the Act is to ensure that the sale and supply of alcohol is undertaken safely and responsibly, and the harm caused by excessive or inappropriate consumption of alcohol is minimised (s 4).
4. In deciding whether to grant a special licence the District Licensing Committee must have regard to the criteria in s 142 of the Act. Therefore, this committee must consider the following questions within the framework of the purpose and object of the Act:
  - a) What is the nature of the event? Does the applicant propose to engage in the sale of goods or provision of services other than those directly relating to the sale of alcohol, low-alcohol refreshments, non-alcoholic refreshments and food?
  - b) Is the applicant suitable?
  - c) Will the amenity and good order of the locality be reduced to more than a minor extent by the effects of the issue of the licence?
  - d) Are the days and hours during which the applicant proposes to sell alcohol reasonable?
  - e) Is the design and layout of the premises suitable? Are any areas of the premises designated restricted or supervised areas?
  - f) Does the applicant have appropriate systems, staff and training to comply with the law? What steps will the applicant take to ensure that alcohol is not sold to prohibited persons?
  - g) What proposals does the applicant have in relation to the sale and supply of non-alcoholic drinks and food, low-alcohol drinks and the provision of help with or information about alternative forms of transport from the premises?
  - h) Have the Inspector, Police and Medical Officer of Health raised any relevant considerations?
  - i) Does the application comply with the Otorohanga District Local Alcohol Policy?
5. Sections 146 – 149 of the Act outline the compulsory and discretionary conditions for a special licence.

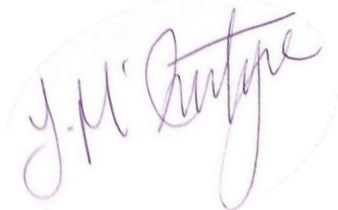
## **Should a special licence be granted?**

6. The application is for a funeral memorial service for Craig Flett. The service is a gathering of family, and friends to celebrate his life. It is likely that minors may be in attendance.
7. The licensing committee is satisfied that Ōtorohanga Club Incorporated is a suitable applicant to hold a special licence. The club currently holds a club licence and has demonstrated compliance with the Sale and Supply of Alcohol Act 2012. The issue of a special licence for these events will allow the applicant to sell alcohol to non-members of the club attending the event. There will be two duty managers to ensure compliance with the Act. The licensing committee is satisfied that proposed hours are reasonable.
8. The Licensing Inspector reports that the application does comply with the Ōtorohanga District Local Alcohol Policy.
9. The licensing committee is satisfied that suitable measures will be taken to ensure that alcohol is sold and supplied responsibly, and that harm caused by inappropriate or excessive consumption of alcohol is minimised.
10. Given the nature of the events and the venue it is not likely that the issue of the special licence will adversely affect neighbouring properties.
11. The licensing committee is satisfied that the design and layout of the premises is suitable given the temporary nature of the licence. The applicant will provide substantial food platters, low-alcohol and non-alcoholic refreshments. Free water will be provided.
12. The licensing committee is satisfied that the applicant will provide information about alternative forms of transport from the premises, including taxi services, a courtesy vehicle, Dial a Driver and a free phone for customers to call those services.

### **Conclusion**

13. The licensing committee is satisfied that the grant of the special licence with the appropriate conditions will ensure the safe and responsible supply of alcohol and the minimisation of harm caused by excessive or inappropriate use of alcohol.
14. Therefore, the application for a special licence is granted.

Dated at this 3rd day of March 2025



Tegan McIntyre  
Commissioner  
Ōtorohanga District Licensing Committee