

804150 /
\$560.00

APPLICATION FOR ON-LICENCE OR RENEWAL OF ON-LICENCE



Form 3, Sections 100 and 127(2), Sale and Supply of Alcohol Act 2012

Send or deliver your application to:
The Secretary
District Licensing Committee
Kāpiti Coast District Council
Private Bag 60601, Paraparaumu 5254
175 Rimu Road, Paraparaumu 5032
Telephone (04) 296 4700 Toll Free: 0800 486 486

Received by
Kāpiti Coast District Council
at Paraparaumu
22 NOV 2024
By Jones Time 14:32

For Council use
File #

Once this application is complete you may make an appointment for a pre-lodgement meeting with a Licensing Inspector at the numbers given above.

Application forms cannot be accepted by the District Licensing Committee (DLC) over the counter until they have been signed off as complete by the Inspector and a fee category has been calculated. Instructions on how to complete this application are attached at the back of the form.

This application is made in accordance with the particular set out below:

1. Application Type

<input type="checkbox"/> New On-Licence	<input checked="" type="checkbox"/> Renewal of On-Licence Licence number: <u>45/01/25/2022</u>	<input type="checkbox"/> Renewal of On-Licence with variation of conditions Licence number:
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2. Endorsements

Tick the appropriate box if you want an endorsed licence only

<input type="checkbox"/> Allow BYO	<input checked="" type="checkbox"/> On-Licence plus Caterer's On-Licence
<input type="checkbox"/> BYO Licence only	<input type="checkbox"/> Caterer's On-Licence only (no restaurant)

3. Details of Applicant

Full legal name or names to be on licence (if a company, must be company name):
OLIVE GROVE CAFE & GIFTS & LTD

Whether licence already held for premises or conveyance concerned: Yes No, and if 'Yes' state kind of licence
on licence

4. Applicant Status: by reference to section 28 of Sale and Supply of Alcohol Act 2012

<input type="checkbox"/> Natural person(s)	<input checked="" type="checkbox"/> Private Company
<input type="checkbox"/> Body Corporate	<input type="checkbox"/> Public Company
<input type="checkbox"/> Partnership	<input type="checkbox"/> Other (please specify).....

5. For Applicant that is a Natural Person(s):

Full legal name: **FLEUR HEAZLEWOOD**

Any aliases (and/or maiden name):

Usual residential address: Number **164**

Street: **SETTLEMENT ROAD**

Suburb: **TE HORO**

City: **KAPITI**

Postcode: **5582**

Sex: **FEMALE**

Occupation: **OWNER/OPERATOR**

Date of birth: **04-10-1968**

Place of birth: **LOWER HUTT**

Telephone: **04 9022562**

Mobile: **021 1725283**

Email: **olivegrovecafe@xtra.co.nz**

Preferred mode of contact: **PHONE**

6. For Applicant that is a Body Corporate, Authority under which Incorporated:

7. For Applicant that is Not a Natural Person(s), Details of Contact Person:

Name:

Designation/Position:

Telephone:

Email:

Mobile:

Preferred mode of contact:

8. Postal Address for Service:

Number/Street/PO Box:

Suburb:

City:

Postcode:

9. Business Details:

Describe principal business, any other businesses

CAFE

10. Criminal Convictions:

Does the applicant(s) have any criminal convictions (other than convictions for offences against provisions of the Land Transport Act 1998 not contained in Part 6, and offences to which the Criminal Records (Clean Slate) Act 2004 applies). Yes No, and if "Yes", then please provide nature of the offence, details of conviction, and penalty imposed.

11. For a Company: whether Incorporated under the Companies Act 1993 or Equivalent Foreign Legislation

Full Legal Names of Directors: **FLEUR HEAZLEWOOD**

SIMON HEAZLEWOOD

12. For a Private Company Incorporated under the Companies Act 1993:

Authorised capital:	Paid up capital:
Name:	Address: Street number
Street:	Suburb:
City:	Postcode:
Date of birth:	Place of birth:
Designation:	Face value of shares held:

13. For a Partnership:

Full legal name of partner:		
Usual residential address: Number	Street:	
Suburb:	City:	Postcode:
Full legal name of partner:		
Usual residential address: Number	Street:	
Suburb:	City:	Postcode:

14. Details of Premises (if not a Conveyance)

Address: Number 16	Street: MAHARA PLACE	
Suburb: WAIKANAE	City: KAPITI	Postcode: 5036
Trading Name: OLIVE GROVE CAKE		
If not Owned by Applicant:		
Tenure: (state whether to be held as leasehold, or under tenancy agreement or licence)		
Full legal name of owner: F KAPITI FREEMASONS		
Address: Number 16 MAHARA	Street: MAHARA PLACE	
Suburb: WAIKANAE	City: KAPITI	Postcode: 5036
Is the licence conditional on completion of building work: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, and if "Yes", state details:		

15. Details of Conveyance

Kind: (eg. ship, railway carriage, bus, etc)
Tenure: (state whether owned by applicant, or to be operated under charter, lease, or licence) LEASE

If not Owned by Applicant:

Full legal name of owner:

Address: Number

Street:

Suburb:

City:

Postcode:

Any registration number:

Any home base address:

Any name used or proposed for conveyance:

Is the licence conditional on completion of construction work: Yes No, and if "Yes", state details:

16. Details of Duty Manager(s)/Proposed Manager(s) If more than two certified managers please attach details separately

Full legal name: **BRODWYN BUTSON**

Number of manager's certificate: **45/CERT/929/2021**

Expiry Date: **25/5/2025**

Full legal name: **FLEUR HEAZLEWOOD**

Number of manager's certificate: **45/CERT**

Expiry Date:

17. Business Details

State the general nature of the business to be conducted by applicant in the premises if licence granted: (for example, hotel, tavern, restaurant, entertainment/nightclub)

CAFE

Is the sale of alcohol intended to be the principal purpose of business: Yes No, and advise the intended principal purpose of business (for example: sale of alcohol, sale of food; entertainment; accommodation).

SALE OF FOOD

Is the applicant engaged, or intending to be engaged, in the sale or supply of any goods other than alcohol, non-alcoholic refreshments and food, or in the provision of any services other than those directly related to the sale or supply of alcohol and non-alcoholic refreshments, and food: Yes No - and if "Yes", advise the nature of other goods or services. This is to assess whether other goods and services provided are compatible with the sale of alcohol.

ART

State the days and hours proposed for sale of alcohol (this is your current licensed hours not trading hours):

~~7:30 AM Till 3:30pm Mon - Sunday~~

~~7:30 AM Till 3pm Sun & SA~~

Monday to Sunday 8am to 12 Midnight

Do you have an encroachment licence to consume alcohol on footpath: Yes No If 'Yes', please attach and number #...N/A.....

18. Conditions

Doc attached?
Number.

- Write answer below or attach relevant documents that demonstrate compliance.
- When including attachments please number the hard copies, and in the first column circle 'Yes' box and write the document number on '#.....'

Describe experience and training of applicant: 17 YEARS AS OWNER/OPERATOR
& COMPLETED LEO BUILDING TEST 3/9/2018

Yes / No
#...1...

Describe the type and range of food intended to be available for purchase:

MENU - BREAKFAST ITEMS
CABINET

Yes / No
#...2...

Describe the type and range of non-alcoholic beverages intended to be available for purchase:

COFFEE, COKE RANGE, OJ, TEA
MILKSHAKES, FRAPPEE

Yes / No
#...3...

Describe the type and range of low-alcohol beverages intended to be available for purchase:

EXPORT CITRUS 2% HEINEKEN ZERO
HEINEKEN LIGHT 2.5%
LITTLE BIRD 0%

Yes / No
#...4...

Describe to what extent, and where, drinking water is intended to be freely available to patrons (if no access to mains water supply, also advise the potability of water intended to be available):

BIG BLUE & GRASSES AVAILABLE

Yes / No
#...5...

...Conditions contd-	...Conditions conta
<p>Describe the steps proposed to be taken to prevent the sale and supply of alcohol to prohibited people:</p> <p>HOST RESPONSIBILITY. STAFF TRAINING ON AGE, MINORS & WARNING SIGNS OF INTOXICATION,</p>	<p>Yes / No #.....6.....</p>
<p>Describe any other steps the applicant proposes to promote the responsible consumption of alcohol (for instance host responsibility practices):</p> <p>PROMOTE LOW OR NO ALCOHOL ALTERNATIVES. REFUSE SERVICE OR ENTRY TO INTOXICATED CUSTOMERS PROVIDE FOOD & NO OR LOW ALCOHOL BEVERAGES</p>	<p>Yes / No #.....7.....</p>
<p>Describe any other systems (including training systems), and staff in place (or to be in place) for compliance with the Act:</p> <p>TRAINING TO RECOGNISING SIGNS OF INTOXICATION PROVIDING FOOD & WATER, OR LOW ALCOHOL SIGNAGE INVOLVE MANAGEMENT AGE CHECKING</p>	<p>Yes / No #.....8 & 4.....</p>
<p>Describe any actions that have been taken to ensure the good order and amenity of the locality would not be likely to be:</p> <ul style="list-style-type: none"> reduced, by more than a minimal extent, by granting the licence; or increased, by more than a minimal extent, by the refusal to renew the licence. <p>This includes issues such as noise (including amplified music, people in outdoor areas or arriving or leaving premises), the effects on sensitive users within locality such as pre-schools, schools and medical centres:</p> <p>- LIMITING FUNCTIONS IN THE EVENINGS - N/A, NO SCHOOLS, PRE SCHOOLS, MEDICAL CENTRE ACROSS THE ROAD, THEY HAVE NEVER BEEN AFFECTED AS WE ONLY DO ODDER GENERATION GROUP FUNCTIONS.</p>	<p>Yes (No) #.....</p>
<p>For Licence Renewal Only: Describe any conditions of the licence the applicant seeks to vary or cancel: To be filled in for each condition the applicant seeks to vary or cancel - attach additional pages as necessary</p> <p>Terms of condition at present: N/A</p> <p>Action sought: <input type="checkbox"/> Variation <input type="checkbox"/> Cancellation. If Variation, in what respect does the applicant seek to vary the condition?</p>	<p>Yes / No #..... #..... #..... #.....</p>

Full reasons for variation or cancellation:	
19. Attachments (if Not a Conveyance) <i>When including attachments please number the hard copies, and in the first column circle 'Yes' box and write the document number on '#.....'</i>	Doc attached? Number.
A statement, or signed declaration, regarding the premises need for an evacuation scheme, as set out in section 100(d) of the Act for new applications, or section 127(e) of the Act for renewals. A copy of the 'Evacuation of Declaration Scheme' is available on the website.	Yes / No #...12...
Copy of planning consent: Please attach certificate that proposed use meets the requirements of the Resource Management Act 1991. <i>Not required for renewal unless the business activity or type has changed since the last version.</i> NA	Yes / No #.....
Copies of all relevant building certificates consents: Please attach certificates that show the premises meet the requirements of Building Code 2004. <i>Not required for renewal unless structural changes have been undertaken since the last issue or renewal.</i> NA	Yes / No #...13...
A scale floor plan showing each area to be designated as a supervised area or restricted area, and indicating whether supervised or restricted area; and the principal entrance. <i>Not required for renewal unless changes have been made since the last issue or renewal.</i>	Yes / No #.....
For body corporate applicant, please attach a copy of certificate of incorporation (or equivalent document). <i>Not required for renewal unless changes have occurred since the last issue or renewal.</i>	Yes / No #.....
Advise if a Crime Prevention Through Environmental Design (CPTED) assessment has been undertaken or any improvements to the design and layout in accordance with CPTED. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, and if 'Yes' attach a copy, and if 'No' complete a CPTED checklist (see HPA and the Ministry of Justice websites for more information).	Yes / No #.....
Please attach a photograph or artist's impression of the exterior of the premises or proposed premises. <i>Not required for renewal unless major changes have been undertaken since the last issue or renewal.</i> NA	Yes / No #.....
Please attach a map showing the location of the premises. <i>Not required for renewal.</i> NA	Yes / No #.....
For the following documents, if they are already attached in response to a previous section you do not need to provide twice. Just circle the Yes and repeat the document number you have given it.	
Please attach a copy of your Host Responsibility Policy. <i>Not required for a renewal unless there have been significant changes since the last issue or renewal.</i>	Yes / No #...6...
Please attach a copy of a sample menu. <i>Not required for a renewal unless there has been a significant change in the range and nature of the food offered since the last issue or renewal.</i>	Yes / No #...2...
If the premises are owned by another party, please attach an owner's statement or copy of lease to show there is no objection from the owner to the issue of licence to this premise. <i>Not required for a renewal unless the lease or ownership arrangements have changed.</i>	Yes / No #.....

Doc attached?
Number.

20. Attachments (Conveyance)

- When including attachments please number the hard copies, and in the first column circle 'Yes box and write the document number on '#.....'
- For renewal applications you only need to attach copies if there have been changes from the last version you provided to the DLC

Floor plan showing each area to be designated as a supervised area or restricted area, and indicating whether supervised or restricted area. <i>Not required for renewal unless changes have occurred since the last issue or renewal.</i>	N/A	Yes / <input checked="" type="radio"/> No #.....
For body corporate applicant, copy of certificate of incorporation (or equivalent document). <i>Not required for renewal unless changes have occurred since the last issue or renewal.</i>	N/A	Yes / <input checked="" type="radio"/> No #.....
Please attach a photograph or artist's impression of the exterior of the conveyance. <i>Not required for renewal unless major changes have been undertaken since the last issue or renewal.</i>	N/A	Yes / <input checked="" type="radio"/> No #.....
For the following documents, if they are already attached in response to a previous section you do not need to provide twice. Just circle the Yes and repeat the document number you have given it.		
Please attach a copy of your Host Responsibility Policy. <i>Not required for a renewal unless there have been significant changes since the last issue or renewal.</i>	N/A	Yes / <input checked="" type="radio"/> No #.....
Please attach a copy of a sample menu. <i>Not required for a renewal unless there has been a significant change in the range and nature of the food offered since the last issue or renewal.</i>	N/A	Yes / <input checked="" type="radio"/> No #.....
If the conveyance is owned by another party, please attach an owner's statement or copy of lease to show there is no objection from the owner to the issue of licence to this conveyance. <i>Not required for a renewal unless the previous lease has expired.</i>	N/A	Yes / <input checked="" type="radio"/> No #.....

21. Further Details where Applicant is a Company

Include full details of each person who holds 20% or more of the shares, or of any particular class of shares, issued by the company.

Name:	Address:
Suburb:	City:
Postcode:	Date of birth:
Place of birth:	Designation:
Name:	Address:
Suburb:	City:
Postcode:	Date of birth:
Place of birth:	Designation:
Name:	Address:
Suburb:	City:
Postcode:	Date of birth:
Place of birth:	Designation:
Are additional sheets attached? Yes / No - Doc number #.....	

22. Further Details where Applicant is a Partnership

Name:	Address:	
Suburb:	City:	
Postcode:	Date of birth:	
Place of birth:	Date:	Signature:
Name:	Address:	
Suburb:	City:	
Postcode:	Date of birth:	
Place of birth:	Date:	Signature:
Name:	Address:	
Suburb:	City:	
Postcode:	Date of birth:	
Place of birth:	Date:	Signature:

Are additional sheets attached? Yes / No - Doc number #.....

23. Signature of Applicant (this must be signed by applicant not their agent):

I authorise New Zealand Police to disclose any personal information it considers relevant to my application to the Medical Officer of Health and/or the Licensing Inspector for the purpose of assessing my suitability.

Name: *[Signature]* FLEUR HAZENWOOD

Date: 20/11/2024 Signature: *[Signature]*

Dated at location: 20/11/2024

Privacy Statement

Information contained in your application and any supporting information will be held by Kapiti Coast District Council to enable your application to be processed under the Sale and Supply of Alcohol Act 2012. This information will be made available to the public on request. The information will be provided to the Kapiti Coast District Licensing Committee, the NZ Police, the Medical Officer of Health and Council's Licensing Inspectors. This information may form part of a public hearing of your application before the Kapiti Coast District Licensing Committee and may be used in the Committee's decision for your application. Decisions will be made publically available.

Council is required to keep a statutory register of all applications and the District Licensing Committee's decisions on them. Council is required to report statistics about applications to the Alcohol Regulatory and Licensing Authority. Any member of the public may request access to this information under the Local Government Official Information and Meetings Act 1987. This information may also be used under the Privacy Act 1993. You have the right to see and correct personal information that Council holds about you.

Method of payment (must be made at time of application)

- I have paid at a Kāpiti Coast District Council Service Centre when I delivered this application.
- I have paid by electronic transfer (Council Bank Account Number: 03-0732-0306101-00) and quoted my name and "alcohol" in the reference fields; and
 - I have included proof of electronic payment with this application.
- I have enclosed a cheque with this form.

How I would like to receive my alcohol licence (please select one only)

- I will collect my alcohol licence – please contact me when it is ready by Phone or Email
- OR
- Please post my alcohol licence to me.

Next Step: Once your application is complete, if you would like to make an appointment for an optional pre-lodgement meeting with the Licensing Inspector then please Telephone (04) 296 4700 or Toll Free: 0800 486 486.

- 1 This form must be accompanied by the prescribed fee.
- 2 This form must be accompanied by the required attachments (refer Points 19 or 20).
- 3 Within 20 working days after filing your application with the District Licensing Committee (or 10 working days if it is an application for renewal), the application must be publically notified. The public notice template will be provided on receipt of your application by the Alcohol Licensing Team.

For Office Use: Application Fee Risk Categories

- Very Low
- Low
- Medium
- High
- Very High

Application Fee Payable: \$ _____ Signature of Licensing Inspector _____

Name of Licensing Inspector _____ Date: _____

Guidance for Completing On-Licence Application Form

Background

The object of the Sale and Supply of Alcohol Act 2012 is that the sale, supply, and consumption of alcohol should be undertaken safely and responsibly; and the harm caused by the excessive or inappropriate consumption of alcohol should be minimised.

It is a legal requirement of the Sale and Supply of Alcohol Act 2012 that you must have a licence before you can sell or supply alcohol.

Before lodging application

Once this application is complete then you must ring and make an appointment for a pre-lodgement meeting with the Licensing Inspector. Please Telephone (04) 296 4700 or Toll Free: 0800 486 486. The application form cannot be accepted by the DLC over the counter until it has been signed off as complete by the Inspector and a fee category has been calculated.

If your application is regarding a 'premise - not a conveyance', you should also apply for certificate of compliance with the Resource Management Act and the Building Act from the Kapiti Coast District Council. A 'conveyance' means an aircraft, coach, ferry, hovercraft, ship, train, or other vehicle, used to transport people.

Completing your application

Who should complete which fields

Completing your application		Who should complete which fields
1	Type of Application	All applicants to complete.
2	Endorsements	Only complete if seeking an endorsement for BYO or Caterer. This is for restaurants who only allow BYO and caterers who only cater.
3	Details of Applicant	All applicants to complete. If a company receives profits then apply in company name.
4	Applicant Status	All applicants to complete
5	For Applicant that is Natural Person(s)	Only complete if applicant is a natural person. A natural person is an individual. Complete all sections.
6	For Applicant that is Body Corporate	Only complete if applicant is a body corporate.
7	For Applicant that is <u>not</u> a Natural Person(s)	Only complete if applicant is a body corporate, partnership, private company or public company. Complete all sections.
8	Postal Address for Service	All applicants to complete.
9	Business Details	What is your principal business? For example restaurant/entertainment centre/sale of alcohol (ie tavern).
10	Criminal Convictions	All applicants to complete.
11	For a Company full legal names of directors	Only complete if applicant is a public or private company.
12	For a Private Company	Only complete if applicant is a private company incorporated under the Companies Act 1983.
13	For a Partnership	Only complete if applicant is a partnership.
14	Details of Premises (if not a conveyance)	All applicants must complete either 14 or 15. A 'conveyance' is a premise which is used to transport people such as an aircraft, coach, ferry, hovercraft, ship, train, or other vehicle.
15	Details of Conveyance	A 'premise - not a conveyance', is any other type of premise for which you are seeking a Licence.

16	Details of Duty Manager(s)/Proposed Managers	All applicants to complete. If more than 2 please attach details separately.
17	Business Details	All applicants to complete.
18	Conditions	All applicants to complete.
19	Attachments (if not a conveyance)	All applicants must complete either 19 or 20 (see 14/15).
20	Attachments (conveyance)	
21	Further Details where Applicant is a Company	Only complete if private or public company.
22	Further Details where Applicant is a Partnership	Only complete if a partnership.
23	Signature of Applicant	All applicants to complete.

After your Application is Lodged

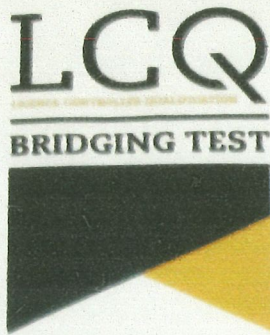
Public Notices

You are responsible for giving notice in the Kapiti Observer or Kapiti News within 20 working days of the Council formally accepting your application (or 10 working days if it is an application for renewal) and the Council will send you a template to complete this, along with further information. Unless notified otherwise by a Licensing Inspector, the notice must be published twice and there must not be less than five days and not more than 10 days between the two dates of publication. The notices must be worded according to Form 7 (and in compliance with regulations 36, 37 and 38 of the Sale and Supply of Alcohol Regulations 2013). A Form 7 notice must also be displayed in a conspicuous place on the premises or conveyance to which this application relates for 10 days from the first newspaper notification.

NAME: - DUTY MANAGERS.
KATHREEN PROVEN

NUMBER:
45/CERT/325/2015.

EXPIRY DATE: 28/10/27
~~28/10/2024.~~



Completion Certificate

This is to certify that

Fleur Paige

has successfully completed the

**Licence Controller Qualification
Bridging Test**

on

03 September 2015

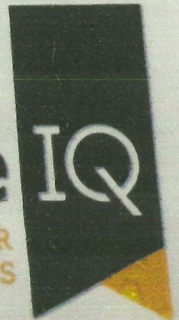
This certificate is awarded in recognition of the recipient completing the LCQ Bridging Test, which covers the Sale and Supply of Alcohol Act (2012) for holders of an LCO Certificate awarded under the repealed Sale of Liquor Act (1989). This certificate does not replace the Licence Controller Qualification (LCQ) or verify the completion of NZQA unit standards. The Completion Certificate should be presented along with a corresponding LCO Certificate for the application of the Manager's Certificate.

Certificate No: 5301

A handwritten signature in black ink, appearing to read 'D. Minchington'.

Dean Minchington
Chief Executive Officer
ServiceIQ (Service Skills Institute)

Service IQ
SMARTER PEOPLE FOR
SMARTER BUSINESSES



OLIVE GROVE

2

BREAKFAST

TOAST AND SPREADS. \$8.50

CIABATTA, ASSORTED SPREADS

GRANOLA \$16.00

WITH FRESH SUMMER FRUITS
AND YOGHURT

BELGIAN WAFFLES \$19.00

SERVED WITH SUMMER FRUITS
AND WHIPPED CREAM

BACON BUTTIE \$9.00

STREAKY BACON ON WHOLEGRAIN BREAD

EGGS ON TOAST \$12.00

POACHED, SCRAMBLED OR FRIED

ADD BACON → \$5.50

EGGS BENEDICT \$20.00

STREAKY BACON, POACHED EGGS
AND HOLLANDAISE SAUCE

FULL BREAKFAST \$24.00

STREAKY BACON, HASH BROWN, EGGS,
BREAKFAST SAUSAGE, GRILLED TOMATO
AND TOAST

HASH STACK

→ SALMON \$25.00

→ BACON \$22.00

→ VEGE \$22.00

SMASHED AVO \$22.00

CIABATTA TOAST, AVOCADO,
FRESH TOMATO, POACHED EGG,
FETA CRUMBLE, DVKKAH.

LUNCH

STEAK, EGGS, CHIPS \$24.00

FRIED EGGS

SALAD OPTIONAL + \$5.50

BEEF BURGER w FRIES \$24.00

150 GRAM BEEF PATTIE, BACON,
TOMATO, LETTUCE, CHEESE, AIOLI
ON A TOASTED BUN

OPEN CHICKEN SAMMIE \$23.50

CHICKEN SCHNITZEL PATTIE,
FRESH SALAD, AVOCADO, AIOLI
ON TOASTED CIABATTA, WITH FRIES

SCALLOPS \$22.00

CRUMBED SCALLOPS, SALAD,
TARTAR SAUCE

WEDGES \$17.50

BACON, CHEESE

ADD SOUR CREAM → \$2.00

FRIES w AIOLI

FULL BOWL \$7.50

HALF BOWL \$5.50

KUMARA FRIES w AIOLI

FULL BOWL \$8.50

HALF BOWL \$6.50

PASTA OF THE DAY \$18.50

ASK OUR FRIENDLY TEAM
ABOUT OUR FLAVOUR.

SOUP OF THE DAY \$14.50

SERVED w TOAST.

→ ASK OUR FRIENDLY TEAM
ABOUT OUR FLAVOUR.

#21



FULL \$9.90

HALF \$7.50

SMALL \$3.00

MEDIUM \$4.00

LARGE \$5.00

REG \$6.00

REG \$7.00

REG \$8.00

REG \$9.00

REG \$10.00

REG \$11.00

REG \$12.00

REG \$13.00

REG \$14.00

REG \$15.00

Substituting any of these items for an additional fee

Cream of vegetable soup \$2.50

Stouffer's

Homemade Gnocchi \$1.50
Soup of the Day \$1.50
Streak Eggs & Cheese \$1.50

French Toast \$1.50

Waffles \$1.50

Waffles \$1.50

Waffles \$1.50

Waffles \$1.50

Waffles \$1.50

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Waffles \$1.50

Waffles \$1.50

Waffles \$1.50

Waffles \$1.50

BOOKING

Light Fun & Co

Relix



COLD DRINKS

Smoothies \$8.50

- GREEN • BERRY
- BANANA • MANGO



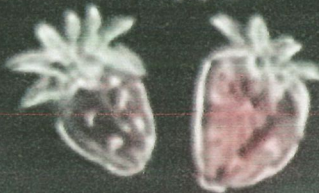
Frappes \$7.50

- BANANA • SUMMER BERRIES
- MANGO • COFFEE
- TROPICAL • CHOCOLATE
- APPLE • FEIJOA • MOCHA

NON-DAIRY FRAPPES AVAILABLE

Shakes \$7.50

- CHOCOLATE • SPEARMINT
- LIME • STRAWBERRY
- VANILLA • BANANA
- CARAMEL



More



ORGANIC COFFEE

	HAVE HERE:	TAKEAWAY:	
FLAT WHITE	REG \$ 5.50	REG \$ 6.10	KIDS FLUFFY \$3.50
LATTE	LRG \$ 6.40	LRG \$ 7.00	
CAPPUCCINO	BOUL \$ 7.40	JUMBO \$ 8.00	
MOCCACCINO			SYRUPS - \$1.00
HOT CHOCOLATE			- VANILLA
VIENNA			- CARAMEL
PICCOLD	\$ 5.50	REG \$.60	- HAZELNUT
SHORT BLACK	\$ 4.50	LRG \$.60	- WHITE CHOC
LONG BLACK	\$ 5.30		ALTERNATIVE
AMERICANO	\$ 5.30		+ \$1.00 MILKS:
MACCHIATO	\$ 5.30		- SOY - ALMOND
TEA	\$ 5.00		- COCONUT - OAT
TUMERIC LATTE	REG \$ 5.50 LRG \$ 6.40		- DECAF - \$1.00
LEMON, HONEY, GINGER	\$ 6.50	PEACH TEA	- RUNNY CREAM \$1
HOT BLACKCURRANT	\$ 6.50	HOT OR COLD	- EXTRA MILK \$1.00
SPICED CHAI LATTE	REG \$ 5.50	\$ 8.00	HOT OR COLD
VANILLA CHAI LATTE	LRG \$ 6.40		





Lilly Binns

#3



JUICES \$6.00

- ORANGE
- APPLE

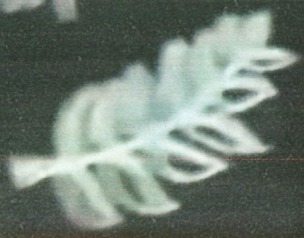
ICED DRINKS \$7.50

- CHOCOLATE
- COFFEE
- MOCHA
- PEACH TEA
- SPICED



TEA \$5.00

- ENGLISH BREAKFAST
- EARL GREY
- APPLE - ELDER FLOWER
- CRANBERRY - BLUEBERRY
- BLOOD ORANGE - EUCALYPTUS
- PURE PEPPERMINT
- PURE GREEN
- WILD BERRY



#3

...

More





4 # 7



5

HOST RESPONSIBILITY STATEMENT OF INTENT

...management & staff welcome you

We wish to ensure that all our customers enjoy themselves and encourage responsible drinking practices.

- Those under 18 years old will not be served alcohol, please do not be offended if identification is required
- Low or no alcohol beer is available
- We offer a range of fruit juices , non alcohol and hot beverages
- Intoxicated persons will be asked to leave the premises
- Food is available during opening hours
- This is a non-smoking environment, tables & chairs are available outside for smokers
- We will dail a Taxi or drive 4 U for your convenience

Please be our guest and take advantage of our hospitality.
We will endeavor to make your stay a pleasant one.



#3

#7

Alcohol will
not be served
to minors

No ID
No Service
No Exceptions

Alcohol will
not be served
to anyone who
is intoxicated

THE LAW

Intoxication

Personnel should not serve alcohol to anyone who is so intoxicated that they are unable to take care of themselves.

People intoxicated will be required to leave.

Minors

A person 21 years of age or younger is prohibited from consuming any alcoholic beverage.

If you have under 21 you may need to prove your age.

THE LAW

Intoxication

Personnel should not serve alcohol to anyone who is so intoxicated that they are unable to take care of themselves.

People intoxicated will be required to leave.

Minors

A person 21 years of age or younger is prohibited from consuming any alcoholic beverage.

If you have under 21 you may need to prove your age.

It is a violation of our license that
Food, non and low alcoholic
drinks and free drinking water
be available to all times.

Please call 616-235-8800 for details.

BUILDING WARRANT OF FITNESS

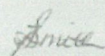
Form 12, in accordance with Section 108 of the Building Act

BUILDING		
Street Address of Building: 16 Mahara Place, WAIKANAĒ	Compliance Schedule: 112	BWOF Expiry Date: 11 December 2021
Legal Description: LOT 5 DP 40607	Fire Hazard Category: 2	
Level/Unit Number: Two Levels,	Current, Lawfully Established Use: Cafe and Club	
Building Name: 16 Mahara Place	Year First Constructed: 1976	Purpose Group: WL, CS
OWNER	AGENT	
Name of Owner: Kapiti Freemasons Centre Ltd	Name of Agent: CoveKinloch Compliance Ltd	
Mailing Address: 100 Milne Drive, Midlands, PARAPARAUMU	Contact Person: Tracey Smith – Compliance Manager	
Phone No.(Daytime): 04 589 9180	Street Address/Registered Office: C/- CoveKinloch, Level 1, 12 Victoria Street, Lower Hutt, Wellington 5010	
Phone No.(After hours): 0800COVEKINLOCH	Email Address: compliance@covekinloch.co.nz	
	Web Site: www.covekinloch.co.nz	
WARRANT		
The maximum number of occupants that can safely use this building is: 92		
SPECIFIED SYSTEMS		

- SS2** Automatic or manual emergency warning systems for fire or other dangers
- SS4** Emergency lighting systems
- SS8/1** Passenger-carrying lifts
- SS9** Mechanical ventilation or air condition or systems
- SS14/2** Signs relating to a, system or feature specified in any of clauses 1 to 13
- SS15/2** Final exits
- SS15/3** Fire separations
- SS15/4** Signs for communicating information intended to facilitate evacuation

The Compliance Schedule and records are kept at:
CoveKinloch, Level 1, 12 Victoria Street, Alicetown, Lower Hutt 5010

The inspection, maintenance, and reporting procedures of the compliance schedule for the above building have been fully complied with during the **12 Months** prior to the date stated below:

Signature of agent on behalf of and with the authority of the owner: 	Print Name: Tracey Smith	Date: 11 December 2020
---	-----------------------------	---------------------------

13.

Fire Evacuation Statement

This statement must be accompanied with all new or renewal applications for on-licence (including BYO licences), off-licence, special and club licences in accordance with section 100 and 127 of the Sale and Supply of Alcohol Act 2012.

1. Applicant details

Premises name:	Add	OLIVE GROVE CAFE & GIFTS LTD		
Applicants name: (Individual or Company)	Add	FLEUR HEAZLEWOOD		
Premises address:	Add	16 MAHARA PLACE, WAIKANAÉ		
Contact phone:	Home:	04 9025562	Mobile:	021 1725283
Contact email:	Add	olivegrovecafe@xtra.co.nz		

2. Fire evacuation scheme

Most commonly a building requires an evacuation scheme because it is used for the following purposes:

- The gathering together, for **any purpose of 100 or more persons**:
- Providing **employment facilities for 10 or more persons**:
- Providing **accommodation for more than 5 persons** (other than in 3 or fewer household units):
- **Storing or processing hazardous substances in quantities exceeding the minimum amounts** prescribed in Schedule 3 of the Fire and Emergency New Zealand (Fire Safety, Evacuation Procedures, and Evacuation Schemes) Regulations 2018.

See Fire and Emergency New Zealand Act 2017 section 75 and 76 for further information.

If you are unsure that the building has or requires an approved evacuation scheme, check with the **building owner**. For the requirements of an evacuation scheme or to apply for an evacuation scheme, refer to Fire and Emergency New Zealand web site. www.fireandemergency.nz or Contact Fire and Emergency New Zealand, wellingtondistrict-rteams@fireandemergency.nz.

12

Statement

I hereby state that (tick one):

the **owner** of the building in which the premises are situated provides and maintains an evacuation scheme as required by section 76 of the Fire and Emergency New Zealand Act 2017;

OR

because of the building's current use, its owner is not required to provide and maintain such a scheme;

OR

because of the nature of the building, its owner is exempt from the requirement to provide and maintain such a scheme.

NOTE:

If an approved evacuation scheme is not required, the building must have evacuation procedures that meet Part 1 of the Fire and Emergency New Zealand (Fire Safety, Evacuation Procedures, and Evacuation Schemes) Regulations 2018 – this does not require approval by Fire and Emergency New Zealand.

Name:

FLEUR HEAZLEWOOD

Signature:

Add

Fleur Heazlewood

Date:

Add

22/11/2024.

Submitting applications

Email completed forms to: licence.application@kapiticoast.govt.nz

Post to:

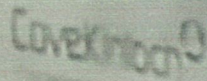
Alcohol Licensing Team
Kāpiti Coast District Council
Private Bag 60601
Paraparaumu 5254

or deliver to:

Kāpiti Coast District Council
175 Rimu Road
Paraparaumu

12

#13



Building Warrant of Fitness Part 2, Section 18, Building Act 2004

General Information

Street Address of Building: 11 Victoria Place, Auckland
 Building Name: Kapiti Free Storage Centre
 Legal Description: LOT 1 DP 43027
 Level/Unit Number: Two Levels
 Year First Constructed: 2014
 Maximum Number of Occupants that can safely use the building is: 12
 Compliance Schedule No: 112
 Fire Hazard Category: 2
 Level/Store: LOT 1 DP 43027
 Purpose Group: 18.03
 Standed Life: 2 years or less
 Location of Building with site / block number, north-south end of Victoria Place

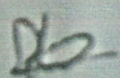
Owner

Owner: Kapiti Free Storage Centre Ltd
 Owner Address: P.O. Box 256, Victoria 822
 Owner's Contact: Eileen
 Agent: Compliance Compliance
 Registered Office: 2/101 Building, Suter Park, 10 Suter Park Rd, Takapuna, Auckland 1023, 09 402 8228
 Contact Email: compliance@compliance.co.nz

Specified Systems

- SS 2 - Address or manual emergency warning systems
- SS 4 - Emergency lighting systems
- SS 6.1 - Passenger carrying lifts
- SS 6 - Mechanical ventilation or air conditioning systems
- SS 14.2 - Signs related to one or more of the specified systems 1-11
- SS 15.2 - Fire exits
- SS 15.3 - Fire extinguishers
- SS 15.4 - Signs for communicating information intended to facilitate evacuation

The Compliance Schedule set out in Part 2 of the Resource Management Act 1991 and the Compliance Schedule 112, Building Act 2004, require the owner to ensure that the specified systems are maintained in accordance with the standards specified in the Compliance Schedule. The responsible person for the building has been fully compliant with doing so.

Signature of agent on behalf of and with the authority of the owner:  Date Issued: 2023

Sorry For Poor Quality.
 UNFORTUNATELY WE DON'T HAVE
 ACCESS TO THIS PART OF THE
 BUILDING.

Section 226, Sale and Supply of Alcohol Act 2012

KATHERINE MARTHA PROVAN

Your manager's certificate **45/CERT/325/2015** is renewed.

Subject to the requirements of the Act relating to the payment of fees, and to the provisions of the Act relating to the suspension and cancellation of managers' certificates, this certificate expires on **28 October 2027** unless again renewed.

Dated at Paraparauumu on 11 September 2024



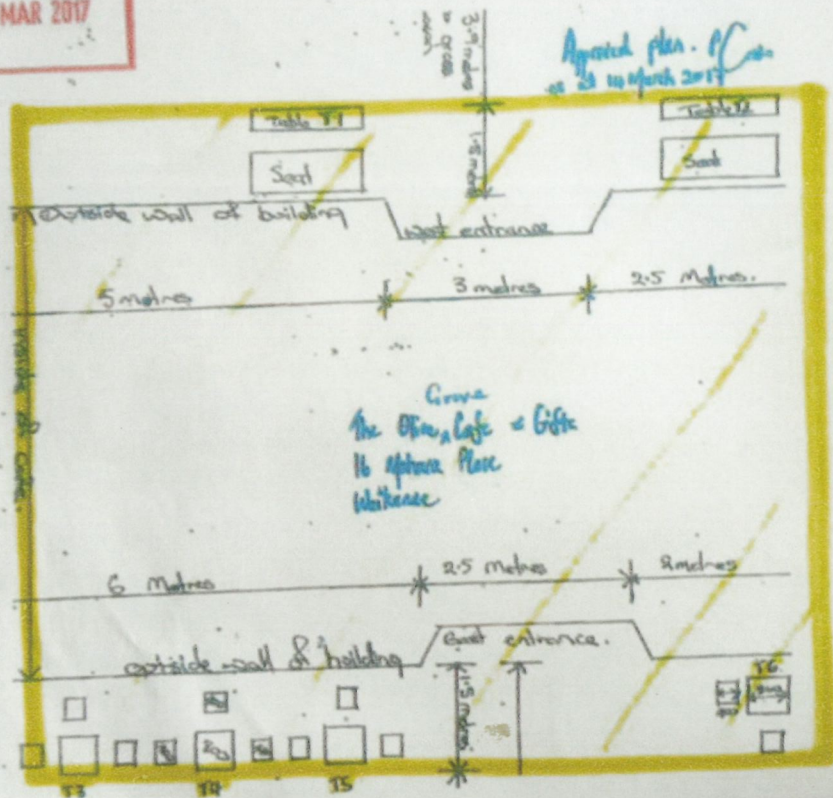
Secretary

Kapiti Coast District Licensing Committee

Manager Certificate Rene... 8/08/2024

Attachment 1: Plan of licensed area

APPROVED
30 MAR 2017



Donna Want

From: Fleur Heazlewood <olivegrovecafe@xtra.co.nz>
Sent: Monday, 25 November 2024 6:20 pm
To: Mailbox - Licence Application
Subject: Re: Application for renewal of On-Licence

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Donna

Sorry for the confusion.
Hours to be the same as the current licence, Monday to Sunday 8am to 12 midnight.
I hope this helps.

Fleur Heazlewood

Managing Director

 olive Grove Cafe

On 25/11/2024 15:51 NZDT Mailbox - Licence Application
<licence.application@kapiticoast.govt.nz> wrote:

Good afternoon,

We have received your application to renew your On-Licence, along with payment of the application fee.

To enable this to be processed, would you please clarify the hours the café is selling alcohol. Your application form does not match the hours stated in your current licence, which are:

- Monday to Sunday 8am to 12 midnight

Your application shows the following:

- 7.30am till 3.30pm Monday to Sunday, and
- 7.30 am till 3pm Sunday and Saturday? (this is not clear on the form).

Once you are able to clarify what your licenced hours are your application can progress. In the meantime, this will remain on hold.

Kind regards

Donna Want

Regulatory Services Support Officer
Te Kai Maangai Whakaanga Kiritaki

Tel 04 296 4700



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