

APPLICATION FOR CLUB LICENCE OR RENEWAL OF CLUB LICENCE



Form 5, 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

For Council use
File #

Once this application is complete it is recommended that you 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 particulars set out below:		
1. Application Type		
<input type="checkbox"/> New Club Licence	<input checked="" type="checkbox"/> Renewal of Club Licence Licence number:	<input type="checkbox"/> Renewal of Club Licence with variation of conditions Licence number:
2. Details of Applicant		
Full legal name or names to be on licence: Rahui Football and Sports Club Inc		
Whether licence already held for premises concerned: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No, and if 'Yes', state kind of licence Club Licence		
3. Applicant Status by reference to section 28 of Sale and Supply of Alcohol Act 2012		
<input type="checkbox"/> Natural person(s)	<input type="checkbox"/> Private Company	
<input type="checkbox"/> Body Corporate	<input type="checkbox"/> Public Company	
<input type="checkbox"/> Partnership	<input checked="" type="checkbox"/> Incorporated Society	
<input type="checkbox"/> Other (please specify).....		
4. For Applicant that is a Natural Person(s)		
Full legal name: Slade Henare Sturmey		
Any aliases (and/or maiden name):		
Usual residential address: Number 36B	Street: Te Roto Road	

Suburb:		City: Otaki	Postcode: 5512
Sex: Male		Occupation: Public Servant	
Date of birth: 30/04/1970		Place of birth: Lower Hutt	
Telephone: Nil	Mobile: 021 191 4780	Fax:	
Email: ssd416@police.govt.nz	Website: N/A	Preferred mode of contact: Mobile	

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

N/A

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

Name: **Rahui Football and Sports Club Inc**

Telephone: Nil	Mobile: 021 191 4780	Fax: Nil
Email: ssd416@police.govt.nz	Website: N/A	Preferred mode of contact: Mobile

7. Postal Address for Service

Number/Street/PO Box: P. O. Box 156	Suburb:
City: Otaki	Postcode: 5542

8. Business Details

Describe principal business, any other businesses

This organisation is a Sports Club to enable member of the Otaki Community to participate in rugby, netball, touch and athletic sporting activities. The organisation has an Annual membership of about 300-400 members.

9. 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.

10. Details of Premises

Address: Number Otaki Domain	Street: Jim Spiers Lane	
Suburb:	City: Otaki	Postcode: 5512

Any name, trading name, or name of building:

Trading Name: Rahui Football and Sports Club Inc		
If not Owned by Applicant:		
Tenure: (state whether to be held as leasehold, or under tenancy agreement or licence)		
Full legal name of owner: N/A		
Address: Number N/A	Street: N/A	
Suburb: N/A	City: N/A	Postcode: N/A
Is the licence conditional on completion of building work: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, and if "Yes", state details:		
11. Details of Duty Manager(s)/Proposed Manager(s) <i>If more than two certified managers please attach details separately</i>		
Full legal name: Maraea Maria Murray		
Number of manager's certificate: 45/CERT/820/2019	Expiry Date: 29/01/2027	
Full legal name: N/A		
Number of manager's certificate: N/A	Expiry Date: N/A	
12. Club Details		
State authority under which the club is incorporated: Rahui Football and Sports Club Inc		
Membership: total membership.....350....., number of members under 18 years of age..... 150.....		
Contact details of club secretary - Name: Andrea Sturmeay		
Address: Number/PO Box P. O. Box 156	Street: N/A	
Suburb:	City: Otaki	Postcode: 5542
Telephone: Nil	Mobile: 021 882 177	Fax: Nil
Email: a.gower.sturmeay@gmail.com	Website: N/A	Preferred mode of contact: email
Is the sale of alcohol intended to be the principal purpose of the club? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, and if "No", advise the intended principal purpose of the club.		

This organisation is a Sports Club to enable member of the Otaki Community to participate in rugby, netball, touch and athletic sporting activities. The organisation has an Annual membership of about 300-400 members.

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.**

1. Providing non alcoholic refreshments such as sprite, lemonade, coke, L&P, Ginger beer, 0% alcohol beers and water.
2. Providing low percentage alcoholic refreshments such as 2% Export Citrus.
3. Full meals are provided after sports fixtures consisting of mince, lasagne, sausages, stews, mixed veges, potato bakes, mashed potatoes, bread and boil ups.
4. Food is always available for purchase via the Bar such as chippies, cheese snacks, pies, and pizzas.

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

Monday to Thursday, 6pm to 10pm.

Friday, 5pm to 12 midnight.

Saturday & Public Holidays, 1pm to 12 midnight.

Sunday, 11am to 8pm.

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

13. Conditions

- 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 '#.....'

**Doc attached?
Number.**

Describe experience and training of applicant:

I am aware of the rules, regulations and statues pertaining to the Sale and Supply of Alcohol and Host Responsibility, especially:

- Non alcoholic refreshments are always available when the bar is open;
- Sale or Supply to person U18 years does not occur;
- Sale and Supply to intoxicated persons does not occur;
- Ensuring food is available when the bar is open;
- Alcohol only purchased in the Rahui Football and Sports Club is consumed on the premises;
- Rahui Club members and their visitors are only served;

Yes / No
#.....

<ul style="list-style-type: none"> - Bar opens as per the approved Licence provided by KCDC. 	
<p>Describe the type and range of food intended to be available for purchase:</p> <ul style="list-style-type: none"> - Chippies, Rashuns, Burger rings, Twisties; - Miniature pies; - Pies; - Cheese snacks; - Pizzas; 	<p>Yes / No #.....</p>

...Conditions <i>contd-</i>	Doc attached? Number.
<p>Describe the type and range of non-alcoholic beverages intended to be available for purchase:</p> <ul style="list-style-type: none"> - Water; - Sprite lemonade, and Sprite Zero; - Coke and Coke Zero; - L&P; - Ginger beer; - Heineken 0%; - Steinlager 0%; - Coffee and Tea; - Milo. 	<p>Yes / No #.....</p>
<p>Describe the type and range of low-alcohol beverages intended to be available for purchase:</p> <ul style="list-style-type: none"> - DB Export Citrus 2% - Steinlager Light 2.5% - Heineken Light 2.5% 	<p>Yes / No #.....</p>
<p>Describe to what extent, and where, drinking water is intended to be freely available to members (if no access to mains water supply, also advise the potability of water intended to be available):</p> <ul style="list-style-type: none"> - Bottles water is available for sale when the Bar is open. 	<p>Yes / No #.....</p>
...Conditions <i>contd-</i>	Doc attached? Number.
<p>Describe the steps intended to be taken to provide help with and information about transport options from the premises:</p> <ol style="list-style-type: none"> 1. Shuttle service from Otaki Shuttles; 2. Taxi Service from Levin Taxis; 3. Taxi Service from Paraparaumu Taxis; 4. Shuttle Service from the Tele Hotel; 5. Shuttle Service offered by Rahui Club Members upon request. 	<p>Yes / No #.....</p>

<p>Describe the steps proposed to be taken to prevent the sale and supply of alcohol to prohibited people:</p> <ul style="list-style-type: none"> - Patrons that look under the age of 25 years purchasing alcohol are to provide suitable identification upon request; - Monitoring of patrons intoxication inside the Licensed Premises; - Monitoring of patrons intoxication as they purchase alcohol from the Bar; - Ensuring patrons do not purchase alcohol for intoxicated persons by monitoring patrons inside the Licensed premises; - Ensuring that patrons do not purchase alcohol for person that look under the age of 25 years, unless those persons have provided suitable identification; - If persons have been identified as under the age of 18 years, ensuring they are accompanied at all times by their parent or legal guardian. 	<p>Yes / No #.....</p>
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<p>Describe any other steps the applicant proposes to promote the responsible consumption of alcohol (for instance host responsibility practices):</p> <ul style="list-style-type: none"> - Signage that Water is available for sale; - Signage that Tea, Coffee and Milo is available; - Signage that food can be purchased over the Bar when it is open; - Signage that intoxicated persons will not be served alcohol and will be encouraged to drink water; - Signage that it is illegal for intoxicated persons to be served alcohol; - Signage that any person under the age of 25 years will be required to provide suitable identification, preferably in the form of photo identification; - Signage that is illegal for person under the age of 18 years to be served alcohol; - Signage that Taxis, Shuttle Services and other transport assistance exists upon request; - Ensuring a Bar Checklist is available for all Bar Staff to ensure that rules, regulations, and statutes are adhered to; - Signage as to who the 'Duty Manager' is for every function, including a contact cellular phone number. 	<p>Yes / No #.....</p>
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<p>...Conditions contd-</p>	<p>Doc attached? Number.</p>
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<p>Describe any other systems (including training systems), and staff in place (or to be in place) for compliance with the Act:</p>	<p>Yes / No #.....</p>
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<p>When the Bar is open, ensuring the following is available:</p> <ul style="list-style-type: none"> - The 'Duty Manager' is displayed, including the contact cellular phone number; - The 'Duty Manager' has obtained the necessary qualification via an appropriate training facility; - The 'Duty Manager' ensure that staff are aware of the rules, regulations and statutes relating the Sale and Supply of alcohol; - Ensuring a 'checklist booklet' is available for staff to follow prior to opening the Bar, which covers the Licence displayed, licensed hours to be open, the floor plan of the Licensed area, levels of intoxication, 'Duty Staff Member', food availability, non-alcoholic drinks available, if person under 18 years are present, Transport availability and occupancy. 	
<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><i>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:</i></p> <ul style="list-style-type: none"> - Music is only played inside the Licensed area, so that any music heard outside is minimal; - Music is played at a minimal level so that Patrons can speak with each other inside the Licensed area; - When Patrons leave the Licensed area, they are reminded of an appropriate 'noise level' so that they do not disturb neighbouring homes; - The Rahui Rugby Club has a 'Noise Policy' that determines how loud music can be played, between what times, ensuring the doors are closed when playing music and that consideration must be given to surrounding homes and/or neighbours at all times; - When the Premises is hired out, full details of the hirer is obtained, such as name and cellular phone number and a record is kept in case any follow-up is required by the Rahui Rugby Club or KCDC. 	<p>Yes / No #.....</p>
<p>For Licence Renewal Only: Describe any conditions of the licence the applicant seeks to vary or cancel: <i>To be filled in for each condition the applicant seeks to vary or cancel – attach additional pages as necessary</i></p> <p>Terms of condition at present:</p> <p>No variances or cancellations are sought.</p>	<p>Yes / No <input checked="" type="checkbox"/> #..... #..... #..... #.....</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>Full reasons for variation or cancellation:</p>		
<p>14. Attachments</p> <ul style="list-style-type: none"> When including attachments please number the hard copies, and in the first column circle 'Yes box and write the document number on '#.....') 		<p>Doc attached? Number.</p>
<p>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.</p>		<p>Yes <input checked="" type="radio"/> No <input type="radio"/> #.....</p>
<p>Copy of planning consent – Please attach certificate to show that the 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></p>		<p>Yes <input type="radio"/> No <input checked="" type="radio"/> #.....</p>
<p>Copies of all relevant building certificates consents: Please attach certificates to show that the premise meets the requirements of Building Code 2004. <i>Not required for renewal unless structural changes have been undertaken since the last issue or renewal.</i></p>		<p>Yes <input type="radio"/> No <input checked="" type="radio"/> #.....</p>
<p>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></p>		<p>Yes <input type="radio"/> No <input checked="" type="radio"/> #.....</p>
<p>Copy of any certificate of incorporation (or equivalent document). <i>Not required for renewal unless changes have occurred since the last issue or renewal.</i></p>		<p>Yes <input type="radio"/> No <input checked="" type="radio"/> #.....</p>
<p>Names of other clubs with which club has reciprocal visiting rights for members:</p> <p>As per the Horowhenua-Kapiti Rugby Football Union reciprocal visiting rights exist with:</p> <ul style="list-style-type: none"> - Foxton RFC; - Levin College Old Boys RFC; - Wanderers RFC; - Shannon RFC; - Waikanae RFC; - Paraparaumu RFC; - Paekakariki RFC; - Toa RFC 		<p>Yes <input type="radio"/> No <input checked="" type="radio"/> #.....</p>
<p>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></p>		<p>Yes <input type="radio"/> No <input checked="" type="radio"/> #.....</p>
<p>Please attach a map showing the location of the premises. <i>Not required for renewal.</i></p>		<p>Yes <input type="radio"/> No <input checked="" type="radio"/> #.....</p>
<p>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.</p>		
<p>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></p>		<p>Yes <input type="radio"/> No <input checked="" type="radio"/> #.....</p>

<p>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></p>	<p>Yes / <input checked="" type="checkbox"/> No #.....</p>
<p>If 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></p>	<p>Yes / <input checked="" type="checkbox"/> No #.....</p>

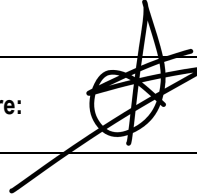
15. Signature of Applicant (this must be signed by applicant not their agent)

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: **Slade Henare Sturme**y

Date: 11th July 2024

Signature:



Dated at location: Otaki

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.

Notes

- 1 This form must be accompanied by the prescribed fee.
- 2 Within 20 working days after filing this application with the District Licensing Committee (or 10 working days if it is an application for renewal), the applicant must give public notice of it in form 7. The notice must be given in compliance with regulation 36, 37, or 38 of the Sale and Supply of Alcohol Regulations 2013 (whichever applies to this application).
- 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).

ONCE YOUR APPLICATION IS COMPLETE, MAKE AN APPOINTMENT FOR A PRE-LODGEMENT MEETING WITH THE LICENSING INSPECTOR.

PLEASE TELEPHONE (04) 296 4700 OR TOLL FREE: 0800 486 486.

Before lodging Application

Once this application is complete then 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.

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). Unless notified otherwise by a Licensing Inspector, the notice must be published once. The notice 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.

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: _____

For Office Use: Customer Service Desk Checklist:

- Applicant has met with a Licensing Inspector, and fee has been calculated (as per above).
 - Fee has been paid
- Attachments checked?
- CSO has checked that all identified (Yes/No Ref #) attachments are attached OR
 - CSO has NOT checked that all identified documents are attached

Signature of CSO _____ Date: _____

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:

Slade Sturmev

Signature:



Date:

12th July 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

Non-alcoholic prices:

\$2-00 All 0% alcohol

\$4-00 Ginger Beer

\$2-00 All softdrinks

\$2-00 Water bottles

Alcohol Prices:

\$2-00 All low % alcohol

\$5-00 All Beers

\$5-00 All Gins

Special - 5 for \$20

Alcohol Prices:

\$7-00 Canadian Club

\$7-00 Coruba & Cola

\$7-00 Jim Beam

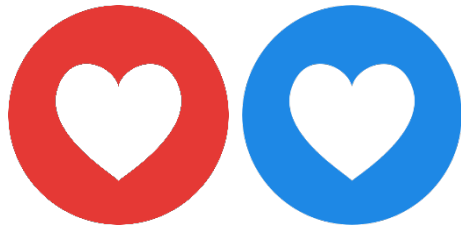
\$7-00 Long White

\$7-00 Vodka Cruisers

\$7-00 Woodstock

Special - 5 for \$30

Nau mai, haere mai!



Need a feed?
Kai is available - just ask
at the bar.

*Chips

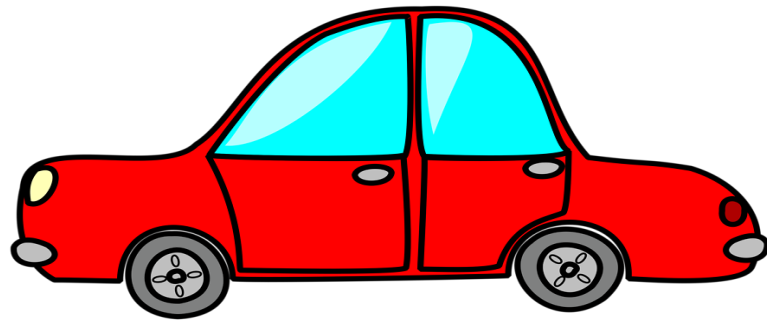
*Pies

*Mini pizzas

*Jumbo sausage rolls

\$3 each

Kia ora!



Need a ride?
Ask at the bar...
... they'll sort you out.
Kia ora!

