



Complete this form with the assistance of the application for off-licence or renewal of off-licence guide - numbers in this form relate to explanatory notes in the guide.

1. This form must be accompanied by the prescribed fee.
2. Within 20 working days after filing this application with the District Licensing Committee (DLC) (or 10 working days if it is an application for renewal), the applicant must give public notice of it in **Form 7 - NEWSPAPER OR INTERNET**
Public notice of application for on, off or club licence or variation of conditions.
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 DLC, the applicant must ensure that notice of this application in **Form 7 - NOTICE ON BUILDING**
Public notice of application for on, off or club licence or variation of conditions
is displayed on the premises to which it relates, in a place (whether inside or outside the premises) where it can conveniently be read by a person outside the premises.

1. Application type

- 1a. Are you applying for a new licence or a licence renewal?
- ☐ New ☒ Renewal (no changes) ☐ Renewal with variations (hours) ☐ Renewal with variation (re-definition of licensed area)
- 1b. Is a licence already held for the premises or conveyance concerned? ☐ Yes ☐ No
- If yes, state which type of licence:
-

2. Applicant details

- 2a. Full name(s) to be on the licence

J Elms (2018) Limited

First name(s) Surname
- 2b. Contact person

Robin Bryant
- 2c. Contact postal address (include postcode)

Tachelle Consulting Services Limited Box 302732 North Harbour 0751
- 2d. Contact details

019 4431162

021720451

Phone Mobile Fax
- 2e. Email

info@tachelleconsulting.co.nz
- 2f. Preferred means for formal correspondence ☐ Mail ☒ Email ☐ Fax

3. Premises details

- 3a. Current/proposed trading name

New World Inglewood
- 3b. Premises address

50 Matai Street Inglewood
- 3c. Type of premises
- ☒ Supermarket ☐ Hotel ☐ Class 1 club ☐ Remote sale
- ☐ Grocery store ☐ Tavern ☐ Class 2 club
- ☐ Bottle store ☐ Winery cellar door ☐ Class 3 club
- ☐ Other premises (specify below)
-

Please turn over

OFFICE USE ONLY

Date received **23 JAN 2020** Applicant ID **615214** Scanned by Application # **L1Q18/10730**

Received by **PB** Document # Advertised ☐ Newspaper Receipt #

Property ID **28723** Land ID **84551** ☐ Internet Amount paid **\$1449.00**

RECEIVED
23 JAN 2020
9:55am PB

3. Premises details - continued

3d. What part of the premises (if any) does the applicant intend should be designated as:

A restricted area?

nil

A supervised area?

nil

Undesignated area?
(specify reason)

supermarket

3e. Is the licence sought conditional on construction or completion of building work?

☐ Yes

☒ No

3f. Does the licensee own the proposed licensed premises?

☐ Yes

☒ No

If no, what is the full name and address of the owner?

Foodstuffs Wellington Limited
Box 38896 WMC Lower Hutt 5045

What form of tenure of the premises does the applicant have (including term of tenure)?

lease

4. Alcohol trading hours

4a. On which days and during which hours does the applicant propose to sell or supply alcohol under the licence?

Day of the week	Hours	
Monday - Sunday	from 7am	to 930pm
	from	to
	from	to
	from	to
	from	to
	from	to
	from	to

4b. For renewal applications.

Do you propose to change your current licensed hours?

☐ Yes

(specify current licensed hours below)

☒ No

Day of the week	Hours	
	from	to
	from	to
	from	to
	from	to
	from	to
	from	to
	from	to

5. Endorsements

5a. Indicate if an endorsement is sought or sought to be renewed.

☐ Auctioneer

☐ Remote seller of alcohol

☒ Not applicable

6. Further applicant details

6a. Status of applicant

☐ Individual person

☐ Public company

☐ Body corporate

☐ Partnership

☒ Private company

☐ Other (please specify)

6. Further applicant details – continued

- 6b. Further details where the applicant is an individual person.

Place and date of birth

Birthplace	DOB
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Maiden name (if applicable)

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Occupation

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- 6c. Further details where the applicant is a body corporate.

Incorporation details:

i. Date of incorporation

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Place of incorporation

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- 6d. Further details where the applicant is a private company.

Incorporation details:

i. Date of incorporation

18 September 2018

Place of incorporation

NZ Companies Office

ii. Capital



Authorised capital



Paid-up capital

iii. Full details of each director, secretary and each person who holds shares issued by the company.

Name

Phillip James Elms HIRD

Address

50 Matai Street Inglewood

Place and date of birth

Birthplace NZ

DOB 12/10/85

Position held / Face value of shares held

Position director/shareholder

Shares 100

Name

--

Address

--

Place and date of birth

Birthplace

DOB

Position held / Face value of shares held

Position

Shares

Name

--

Address

--

Place and date of birth

Birthplace

DOB

Position held / Face value of shares held

Position

Shares

Name

--

Address

--

Place and date of birth

Birthplace

DOB

Position held / Face value of shares held

Position

Shares

- 6e. Further details where the applicant is a public company.

Incorporation details:

i. Date of incorporation

--

Place of incorporation

--

ii. Capital



Authorised capital



Paid-up capital

iii. Full details of each director, secretary and each person who holds 20 per cent or more of the shares, or of any particular class of shares issued by the company.

Name

--

Address

--

Place and date of birth

Birthplace

DOB

Position held

--

Please turn over

6. Further applicant details – continued

Name		
Address		
Place and date of birth	Birthplace	DOB
Position held		

Name		
Address		
Place and date of birth	Birthplace	DOB
Position held		

Name		
Address		
Place and date of birth	Birthplace	DOB
Position held		

6f. Further details where the applicant is a partnership.

Full details of each partner:

Name		
Address		
Place and date of birth	Birthplace	DOB
Signature		

Name		
Address		
Place and date of birth	Birthplace	DOB
Signature		

Name		
Address		
Place and date of birth	Birthplace	DOB
Signature		

6g. State all criminal convictions (other than convictions for offences against the Land Transport Act 1998 not contained in Part 6, and offences to which Criminal Records (Clean Slate) Act 2004 applies). Include directors, secretaries, shareholders and partners.

The director has stated he has no criminal convictions

7. Business details

7a. Describe the principal business to be conducted on the premises if the off-licence is granted and any other business.

Supermarket

7b. Is the sale of alcohol intended to be the principal purpose of the business? ☐ Yes ☒ No

7c. Does the applicant seek the licence in connection with the business of an auctioneer? ☐ Yes ☒ No

7. Business details - continued

- 7d. Is the applicant engaged in or intending to be engaged in the sale or supply of any goods other than alcohol or 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?

supermarket goods and services

8. Certified manager details

When alcohol is being sold or supplied to the public a certified manager (appointed under Section 217 of the Sale and Supply of Alcohol Act 2012) must be on duty at all times.

- 8a. How many certified managers have been or will be employed?

9

- 8b. Manager details

Full name

see attached

Address

Certificate number

Expiry date

Full name

Address

Certificate number

Expiry date

Full name

Address

Certificate number

Expiry date

Full name

Address

Certificate number

Expiry date

9. Conditions

- 9a. What systems (including staff training) does the applicant propose to put in place to ensure compliance with the Sale and Supply of Alcohol Act?

in house training provided by foodstuffs and normal monthly ongoing inhouse training by manager

- 9b. State the experience and training of the applicant.

The Director has worked for 4 years at Pak n Save Wairau In Auckland which is one of the busiest stores in Auckland 26 check outs and 8 self checks out and has had a year operating the Inglewood store. Rebuilt training system in place

- 9c. What steps does the applicant propose to take in regard to promoting responsible consumption of alcohol?

Signage and no promotions which are against the spirit of the Act.

- 9d. What steps does the applicant propose to take to prevent the sale of alcohol to prohibited people?

No sales of alcohol can be made as the cash registers lock up until the supervising duty manager checks for ID at the point of sale, only then can the sale continue. intoxicated will not be served and removed

NEW WORLD INGLEWOOD DUTY MANAGER LIQUOR LICENSE CERTIFICATES

NAME	LICENSE NUMBER	EXP. DATE
Phill Hird	007/CERT/361/2017	01/04/2020
Donna Moratti	033/CERT/741/2015	08/04/2022
Melinda Dunn	033/CERT/1515/2016	27/02/2021
Allan Goldsworthy	033/CERT/181/2014	09/07/2020
Suzanne Horn	033/CERT/1210/2016	19/10/2022
Maree Rumball	033/CERT/981/2016	11/04/2020
Julie Terry	033/CERT/982/2016	11/04/2020
Zoe Oliver	033/CERT/1842/2019	31/10/2020
Vanessa Askew	033/CERT/989/2016	22/02/2020

9. Conditions – continued

- 9e. In the event that evidence of age documents are required, what documents will the applicant request?

NZDL, KIWI ACCESS OR 18+ CARD ANY VALID PASSPORT

- 9f. What is your policy on staff and the consumption of alcohol?

On the job drinking of alcohol is banned.

- 9g. For renewal licences.

Are there any other changes sought to the present conditions of the licence?

☐

Yes
(specify below)

☒

No

What are the changes sought?

What are the full reasons for the changes sought?

10. Amenity and good order details

To support your application please supply the information required and answer the questions listed below.

- 10a. Provide a scale floor plan which also shows the design and layout of the premises. Include seating and tables, a list of facilities, CCTV placement, designated smoking areas and security lighting.
- 10b. The reporting agencies must consider the effects the issue of the licence will have on amenity and good order.

- i. Advise proximity of all childcare centres, schools and places of worship within 500m – a site plan would assist.

none

- ii. How many residential neighbours would you have within 50m?

1 to the south

- iii. Internal layout. Can the entire premises be seen by the cashier? Where there are blind spots, are there mirrors or CCTV installed? Is the internal lighting inside the premises suitable?

Internal CCTV coverage throughout the store.

- iv. Are there windows providing good visibility into and from the premises, and the street?

Yes

- v. Does the lighting outside the premises discourage loitering? Does the lighting allow staff to check IDs, etc?

yes

- vi. What security systems do you have (outdoor lighting, indoor/outdoor CCTV, other)? State the location of each.

Normal CCTV coverage

- vii. Will you employ security staff and when will they be used?

No not a risk activity

10. Amenity and good order details – continued

viii. How many security staff hold a certificate of approval and formal registration or qualification? If so, what?

n/a but if required they must hold the COA

10c. Noise

i. Explain clearly the types of all the entertainment you will be providing and when (e.g. amplified music or large crowd noise related).

n/a

ii. Do you have a noise management plan or acoustic report?

n/a

iii. What sound-proofing has been undertaken?

n/a

10d. What outside advertising involving alcohol will you be doing? Design drawings of your advertising would be of assistance.

☒ Newspaper/magazine

☐ Shop windows

☐ On your premises – roof/other

☐ Street/footpath signs

10e. Systems and staff training

i. Are you involved in any mystery shopper/pseudo CPO programmes?

yes

ii. What till-prompt systems do you have regarding age checks?

standard Foodstuffs program

iii. What staff training is provided with regard to sale of alcohol compliance and host responsibility practices - explain content, duration and how often this training is provided.

As explained above regular in house training of all check out operators as well as certificated managers.

Additional training is given to certificated managers as and when required

iv. Please provide copies of any written material you supply to staff regarding staff training (attach to this form).

10f. Business and premises

i. Is this your first licensed premises?

☒ Yes

☐ No

If yes, please submit a copy of your financial plan.

ii. What percentage of the front windows will be clear and transparent?

50%

iii. What is the target market for the business?

local population

iv. What is your policy regarding pricing and promotions?

only what is demanded by Foodstuffs fortnightly rotation

10. Amenity and good order details - continued

10g. The granting, or renewal of this application will contribute to the object of the Act by:

i. Steps taken to ensure the sale, supply and consumption of alcohol will be undertaken safely and responsibly:

We have signage and our host responsibility signage is attached

ii. Steps taken to minimise the harm caused by the excessive or inappropriate consumption of alcohol (including BYO):

Refuse service to all prohibited persons

10h. For renewal licences

i. Have you had any complaints from the neighbours (including confirmed noise complaints) that you are aware of?

no

ii. Has your business been subject to a Police controlled purchase operation (CPO)? If so, what were the results?

not that we are aware of and we have had no feedback to the contrary

iii. Have you or your business ever appeared before the Alcohol Regulatory and Licensing Authority? If so, for what reason?

no

11. Public notification

Where will you advertise your application?

☐ Newspaper

☒ NPDC website

You will need to complete the following two forms:

1. **Form 7 – NEWSPAPER OR INTERNET**
Public notice of application for on, off or club licence or variation of conditions.
2. **Form 7 – NOTICE ON BUILDING**
Public notice of application for on, off or club licence or variation of conditions.

12. Applicant's declaration

PRIVACY STATEMENT:

Information on this form is to be provided under the Sale and Supply of Alcohol Act 2012 and is required to process your application. This information, including your personal information, has to be made available to the members of the public and media, including business organisations, upon request. In appropriate circumstances, it may also be made available to other units of the Council, the Council's approved contractors and other government agencies. Under the Privacy Act 1993, you have the right to access the personal information held about you by the Council and you can also request that the Council corrects any personal information it holds about you.

I confirm that I have read and understood the privacy statement above and that the information provided in the application form is true and correct.

robin

First name(s)

bryant

Surname

Signature

Rbryant

22/1/19

Date

Auckland as agent for the applicant company

Place where dated and signed, e.g. New Plymouth