

## Notice of Meeting:

I hereby give notice that an ordinary meeting of the District Licensing Committee will be held on:

Date:	Friday 15 November 2024
Time:	10:00am -
Venue:	Council Chamber, top floor, Dunedin Public Art Gallery, the Octagon, Dunedin

Sandy Graham Chief Executive Officer

## **District Licensing Committee**

# Opposed On-License Renewal for the Regent Theatre Trust PUBLIC AGENDA

MEMBERSHIP		
Chairperson Deputy Chairperson	Katie Lane	
Members	Cr Marie Laufiso	Cr Lee Vandervis
Senior Officer	Kevin Mechen, Secretary, District	t Licensing Committee
Governance Support Officer	Lauren Riddle	

Lauren Riddle Governance Support Officer

Telephone: 03 477 4000 Lauren.riddle@dcc.govt.nz www.dunedin.govt.nz

**Note:** Reports and recommendations contained in this agenda are not to be considered as Council policy until adopted.



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PART /	A REPORTS (Committee has power to decide these matters)	
3	Report for Opposed On-licence Renewal, "Regent Theatre", 17 The Octagon, Du Secretary, District Licensing Committee	nedin – From 5



### 1 APOLOGIES

At the close of the agenda no apologies had been received.

### 2 CONFIRMATION OF AGENDA

Note: Any additions must be approved by resolution with an explanation as to why they cannot be delayed until a future meeting.

## PART A REPORTS

# REPORT FOR OPPOSED ON-LICENCE RENEWAL, "REGENT THEATRE", 17 THE OCTAGON, DUNEDIN – FROM SECRETARY, DISTRICT LICENSING COMMITTEE

Department: Civic

## APPLICATION DESCRIPTION

Applicant's Name:	The Regent Theatre Trust of Otago
Site Address	17 The Octagon, Dunedin
Trading Name:	Regent Theatre
Style of Licence	On-licence
Application Number	ON-3317-2006
Date received by Council	21 August 2024

## **EXECUTIVE SUMMARY**

- 1 This is a report for an application by The Regent Theatre Trust of Otago for the renewal of an on-licence for the premises situated at 17 The Octagon, Dunedin, and known as the "Regent Theatre". The criteria found at section 131 of the Sale and Supply of Alcohol Act 2012 (the Act) apply to this application.
- 2 The applicant does not seek any changes to the licence.
- 3 Public notice of the application did not attract any public objections. Neither the Police nor Medical Officer of Health raised any matters in opposition.
- 4 The Licensing Inspector, however, has concerns that the Applicant does not have the appropriate systems, staff nor training to comply with the legislation.

## APPLICANT AND APPLICATION

5 The Applicant is a trust established in 1972 to preserve the Regent Theatre as a predominantly live performance venue for Dunedin. It also hosts film festivals and offers space for smaller functions/performances. When the theatre is being used, they utilise the services of volunteers.

6 The current hours on the licence are Monday to Saturday, 8.00 am to 2.00 am the following day, on such days and during such hours as the premises is being operated as an entertainment venue. The Applicant is not seeking any changes to these conditions.

## **PUBLIC NOTICE**

- 7 Public notice of the application did not attract any objections.
- 8 Neither the Police nor Medical Officer of Health have raised any matters of concern.
- 9 The Licensing Inspector has raised some concerns and has requested the matter be heard by the District Licensing Committee to ensure their concerns have been addressed.
- 10 The matters raised in the Inspectors report include:
  - a) The premises has been operating without a certified manager being appointed. This resulted in the Police issuing a 'Graduated response Model' warning. During the process, it became apparent the Trust was not maintaining the required 'Register of Duty Managers' as required by s232 of the Act.
  - b) While there are substantial food options available, there is a warning they may take some time (not quantified) to prepare. Intervals during performances are about 20 minutes long and this type of food cannot be taken into the theatre; this may be seen as discouraging the purchase of substantial food.
  - c) The volumes of wine served is also a concern. One can order either a 'regular' (185ml) or 'large' (250ml) pour. Assuming the wine is 12.5% ABV, the large pour is about 2.75 standard drinks which, when no substantial food can be taken into the theatre with the wine, close monitoring of the audience would be required.
- 11 The Inspector does not believe there are appropriate systems, staff or processes in place at the theatre which has lead to there being no certified managers. The 'situation' with the substantial food requirement may be considered contrary to the requirements of their licence.

## CONCLUSION AND CONDITIONS

- 12 The Applicant in this matter has been warned for not having a certified manager appointed and are taking steps to have new managers appointed.
- 13 The availability of substantial food options for consumption during shows does need clarification to ensure compliance with the legislation.
- 14 The hearing will provide the Applicant the opportunity to assure they are taking appropriate steps to ensure compliance with the conditions of their licence.

## Signatories

Author:	Kevin Mechen - Alcohol, Psychoactive Substances and Gambling Advisor
Authoriser:	



## Attachments

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# PUBLIC NOTICE

### Section 101(a), Sale and Supply of Alcohol Act 2012

The Regent Theatre Trust of Otago has made application to the District Licensing Committee at Dunedin for the renewal of an on licence number ON-3317-2006 in respect of the premises situated at 17 The Octagon Dunedin and known as Regent Theatre

The general nature of the business conducted under the licence is Entertainment Venue.

The applicant seeks the licence on the following hours:

On such days and during such hours as the premises are being operated as an entertainment venue (whether live or not) but not other than on the following days and hours: Monday to Saturday 8.00 am to 2.00 am the following day: EXCEPT THAT on the Thursday before

Good Friday, and on Easter Saturday, and on Christmas Eve and on the day before Anzac Day,

alcohol may only be sold between 8.00 am and 12.00 midnight.

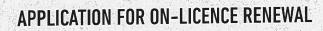
First publication date:	Saturday, 24 August 2024
Second publication date:	Saturday, 31 August 2024

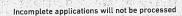
Objections Close 5:00 pm Friday, 27 September 2024

- The application may be inspected during ordinary office hours at the office of the Dunedin District Licensing Committee at 50 The Octagon, Dunedin, or on-line at <a href="https://www.dunedin.govt.nz/services/licensing/alcohol-licence-applications">https://www.dunedin.govt.nz/services/licensing/alcohol-licence-applications</a>
- 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
- Any person who is entitled to object and who wishes to object to the issue of the application 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 Dunedin District Licensing Committee at 50 The Octagon, PO Box 5045, Dunedin 9058

Attachment A







- The application must be accompanied by the correct fee (see page 2).
- The District Licensing Committee (DLC) will notify the public of this application via the Dunedin City Council website and the Otago The District Licensing Committee (DLC) will notify the public of this oppression Daily Times (the advertising cost is included in the application fee).
- The contact person will be emailed a copy of the public notice to be displayed on the premises.
- Please use separate pages to provide extra information where necessary. If you have any questions while completing this form, please contact Dunedin DLC staff on 03 474 3481 or email dla@dcc.govt.nz. amlication

Please read and complete the following checklist before submitting the application

A gopy of both the food and drinks menus

Map showing location of 'sensitive' locations, e.g. schools, early childhood facilities, hospitals and churches Copy of host responsibility policy – for high risk premises please also include an alcohol management plan explaining how you Copy of host responsibility pulley – for ingeries prease doe interest and a second sec

Letter of authorisation if a consultant is completing this form on your behalf

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Office use only			
Date received:			
CITY COUNCIL   kaunihera a-rohe o otepoti			Page 1 of 7

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- Class 1 restaurants restaurants with a significant separate bar area which, in the opinion of the DLC, operate that bar at least
  one night a week in the nature of a tavern (such as serving alcohol without meals to tables situated in the bar area)
- Class 2 restaurants restaurants that have a separate bar (including small bar areas) but which, in the opinion of the DLC, do not
  operate that area in the nature of a tavern at any time
- Class 3 restaurants restaurants that only serve alcohol to tables and do not have a separate bar area

Type of premises								Poin	its
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Class 2 restaurant, hotel	s, function centres, unive	ersities, polyt	echnics						10
Class 3 restaurant, other	premises not specified		and the second						5
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elect the number of enforcement findings:	
	Trading hours points: O
3am onwards	and the second
Between 2.01am and 3am	1
2am or earlier	C

Enforcement points: O

Add the premises points, trading hours points and the enforcement points together to get the total:

Premises points: Z Trading hours points: C Enforcement points: C Total points: 2

Use the table below to work out the fee payable:

Total points	<b>Risk rating</b>	Application fee (GST inc)	Annual fee (GST inc)	Total fee required
0-2	Very low	\$368.00	\$161.00	\$529.00
3-5	Low	\$609.50	\$391.00	\$1000.50
6-15	Medium	\$816.50	\$632.50	\$1449.00
16-25	High	\$1,023.50	\$1,035.00	\$2058.50
26 plus	Very high	\$1,207.50	\$1,437.50	\$2645.00

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Attachment A

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TO the Secretary, Dunedin District	Licensing Committee in-licence is made in accordance with t	he particulars set out below		
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Phone: 02754697				
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Email: 000000000	· Box 5036 , Du	n alia		
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X Board, organisation or other b	ody			
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Does the building have a current b	uilding warrant of fitness (BWOF)? XYes	No	
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Attachment A

## DISTRICT LICENSING COMMITTEE 15 November 2024

Attachment A

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CITY COUNCIL | Kaunihera a-rohe o Otry council | diepoti

**DUNEDIN** | kaunihera a-rohe o DISTRICT LICENSING COMMITTEE COUNCIL | Otepoti 15 November 2024 \* contlet Manager details Provide the below details for each manager or proposed manager. Manager's certificate number Expiry date Date of birth Full name 15/06/85 \$ Tessa falmer Ben Cato-Conditions . 1) What provision does the applicant make for the sale and/or supply of: i.  $\cdot$  food (describe type and range and when it will be served, attach menu) We have three types A hot food option available - pizza, quicke or pies (please see attached menu), chips, popcan, ice-cross, lolles & clocolate are available at all times ii. non-alcoholic drinks (describe type and range) Please see attached menus for hill details. iii. low-alcohol drinks (2.5% alcohol by volume or less, describe type and range)

Please see attached menus for full details.

2) To what extent, and where, will drinking water be freely available to patrons?

NA-

Each bar in the verne has a free water despenser beside it (two plunbed + two frestending) To signage also.

3) If no access to mains water supply is available, how will clean drinking water be made available?

4) What steps are taken to provide help with, and information about, transport options from the premises? Box staff mishers, door staff, security & box office staff are completent at informing provens & providing assistance in Man sport options as needed. Takis can be easily arranged pations coming to a show all ucheve emails prior outling show details + things to consider like thinsport, parking t informat show timings. Page 6 of 7

**DUNEDIN** | kaunihera a-rohe o CITY COUNCIL | **õtepoti** 

5) What steps are taken to prevent the sale and supply of alcohol to prohibited people? (minors and intoxicated people) All bar stat are trined, mentored and costoed apprli knowledge & capacity to matthe oblightons of the nuce relating to sale for provider additional assistance it deeded why but y but idds provider additional assistance it deeded it other steps does the applicant take to promote the responsible consumption of alcohol? Fout of house staff monitor levels of inforiation to fil assistance of where & loor staff. Inchanses de limited to two per costoned dring him dritting crowds. Free water (5) provided, is early drietill a encowage 7) How does the applicant staff the premises to ensure compliance with the Act? Please provide the number of staff and heir The Regent has approximatel, 30 gar Stat Voluntees who are rostered regularly - 6-8 across the three barrist all are in openation the amount of stat to choose than gives experience. 8) For high risk premises, what arrangements will be made for security staff? External security stat are booked and allocated two yhout the behilding depending on the size of audlence + the type of event/show 9) How does the applicant train staff to ensure compliance with the Act? All statt & vanateers undergo a prientation & training program when they start. They are then mentoued a more experienced volumeus portate & supervised into molepleadently 05/08/2024 Place: Signed: **Privacy statement** The information you provide in this application, and any supporting documents, will be used by the Dunedin City Council to process your application under the Sale and Supply of Alcohol Act 2012. The information will be shared with the Dunedin District Licensing Committee (DLC), Dunedin District Licensing Inspectors, Police and the Medical Officer of Health as part of the approval process. If required, the information may form part of a public hearing before the DLC and may be used in any subsequent decision relating to your application. The decision will be publicly available

If your application is publicly advertised, the associated information will be publicly available.

The DCC is required to keep a statutory register of all alcohol licence applications and anyone can request a copy of that information under the Local Government Official Information and Meetings Act 1987. This information may also be used or shared for other purposes in line with the Privacy Act 2020. If you would like a copy of the personal information we hold about you, or to have the information corrected, please contact us at privacy@dcc.govt.nz or 03 477 4000.

Page 7 of 7

Attachment A



DISTRICT LICENSING COMMITTEE 15 November 2024



# STILL WINE

# \$12/\$20 SNACKS & SWEETS \$5/\$10

\$12 REGULAR POUR \$20 LARGE POUR

STONELEIGH LATITUDE CHARDONNAY SAUVIGNON BLANC PINOT GRIS ROSÉ

THE LAST SHEPHERD PINOT NOIR DOUBLE BARREL SHIRAZ

# BUBBLES

# **BEER, CIDER & RTDs**

EMERSON'S PILSNER ORANGE ROUGHY

HEINEKEN 0.0% MONTEITH'S APPLE CIDER JACK DANIELS & COLA SMIRNOFF ICE GORDONS GIN & TONIC

# SOFT BEVERAGES

APPLE, ORANGE & MANGO JUICE STILL WATER ALMIGHTY SPARKLING WATER (V, SF) PASSIONFRUIT, LEMON, BLOOD ORANGE

SERIOUS POPCORN SEA SALT (V, GF, DF) or REAL BUTTER (GF)	\$10
PROPER CRISPS (GF, V) MARLBOROUGH SEA SALT	<b>\$</b> 5
WHITTAKERS CHOCOLATE DARK GHANA or CREAMY MILK	<b>\$</b> 5
SKITTLES (GF, V) SOUR or FRUITS	\$5

# \$15 ICE CREAMS \$5

TRUMPETS: <u>CHOCOLATE, BOYSENBERRY</u> (V/GF), MINT

\$12 KAPITI CUPS: VANILLA-CHOC

> IF YOU WOULD LIKE HOT FOOD, PLEASE ASK THE BAR STAFF FOR OPTIONS. PLEASE BE AWARE, THESE MAY TAKE SOME TIME TO PREPARE.

\$5

Attachment A

# HOT FOOD MENU

All items \$5.00

## Mini pizzas

Supreme

Meat Lovers

## Pies

Mince and Cheese

Steak and Cheese

## Quiche

**Classic Lorraine** 

## Vegetarian

Cream Cheese & Spinach Roll

Menu items may take up to 10 minutes to heat –

Please allow time to consume hot foods prior to entering auditorium.

, DUNEDIN CITY COUNCIL | kaunihera a-rohe o Otepoti DISTRICT LICENSING COMMITTEE 15 November 2024 - The Regent Theytre. - Chardnes. - School Bron S. -Rest Mitgation from Regent Threather. - Art Galler ]. 2013 Where is Sensis . Image © 2013 DigitalG 2013 \* Neither schools of the chuch quete on Thinsday everys \* Noise will be kept to an acceptable level as part of the verme's have agreements \* Taxis can be easily called from the verne of accessed divertly across from the familities Most patrons will be able to walk from the accordation \* Serievity will be plevent when approprise.





# **Host Responsibility Policy**

- We will serve alcohol responsibly or not at all
- We will not serve intoxicated persons
- We will not serve minors
- No ID no service no exceptions
- We will not allow intoxicated persons to enter or remain on our premises
- We will provide and promote a wide range of non-alcoholic beverages
- We will provide and promote our food options
- We will provide a telephone and ensure all reasonable steps are taken to ensure safe transport options are available if required
- We will operate within the requirements of the Sale of Liquor Act.

We have the following toilet facilities Office area including Clarkson Room occupancy up to 100 people 2 accessible toilets unisex and 2 other toilets also unisex That equates to 4 pans for 100 people and are all accessible by elevator from the foyer.

) entrance 2 accessible unisex toilets St 7 Stars main toilets for men consist of 6 pans and 5 urinals Female main stalls toilets consist of 12 pans The stalls area services 827 max accessible via elevator

Mezzanine men's toilet has 2 pans and 7 urinals Mezzanine female toilets 7 pans This services 790 total

Back stage has 2 accessible single pan toilets and 13 unisex single pan toilets Servicing up to 400 people and accessible via elevator.

()

Maximum combined occupancy including Dressing rooms and back stage is 2117

Report for Opposed On-licence Renewal, "Regent Theatre", 17 The Octagon, Dunedin – From Secretary, District Licensing Committee



Attachment A

The learning place

# **Ben Caton**

Has completed The Learning Place's

## Licence Controller Qualification Course

Date: 8 Mar 2024 Unique ID Number: 306622

Achieving the following NZQA Unit Standards:

Unit 4646 V10	Demonstrate knowledge of the Sale and Supply of Alcohol Act 2012 and its implications for licensed premises
Unit 16705 V6	Demonstrate knowledge of host responsibility requirements as a duty manager of licensed premises

# inspire • learn • grow

Piet van de Klundert

Director/Kaiarihi The Learning Place NZQA Provider 7982

0800 800 415



www.thelearningplace.co.nz

The Learning Place Limited is a New Zealand Qualifications Authority Registered Private Training Establishment under the provisions of the Education Act 1989 and its subsequent amendments. Head Office: 33 Princes Street, Dunedin. Phone: 03 477 7770



Attachment A

The learning place

# Tessa Palmer

Has completed The Learning Place's

## Licence Controller Qualification Course

Date: 26 Apr 2022 Unique ID Number: 195270

Achieving the following NZQA Unit Standards:

Unit 4646 V10	Demonstrate knowledge of the Sale and Supply of Alcohol Act 2012 and its implications for licensed premises
Unit 16705 V6	Demonstrate knowledge of host responsibility requirements as a duty manager of licensed premises

# inspire • learn • grow

Piet van de Klundert

Director/Kaiarihi The Learning Place NZQA Provider 7982

0800 800 415



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# INSPECTOR'S REPORT ON LICENCE RENEWAL APPLICATION

Applicant Trading Name Address of premises Type of licence Pathway number Application type Date of application Interviewee Date of interview Agencies Present The Regent Theatre Trust of Otago The Regent Theatre 17 The Octagon ON Licence ON-3317-2006 Renewal 21.8.2024 Sarah Anderson - Director 22.8.2024 DCC-Alison Blair, Police – Steve Jones

#### Applicant details

NameThe Regent The<br/>225990Incorporation Number225990NZBN9429042796749Incorporation Date21 December 19Charitable Trust Board Status-RegisteredRegistration NumberCC25748

The Regent Theatre Trust of Otago 225990 9429042796749 21 December 1972 -Registered CC25748

#### General nature of the business (description/background/previously licensed)

The Regent Theatre provides a venue for live performances – theatre, music, prize giving's, dance, conferences, film festivals and community events. It is run by a charitable trust and is celebrating its 50<sup>th</sup> year of operation. The theatre utilises the services of a number of volunteers to operate.

#### Site Location (zoning/surrounding uses or activities) Central Business District

#### Manager details

Current Manager's Certificate holders are

#### At the time of application there were no certificated managers for these premises.

The application in 2021 noted that Kerry Jane WILSON was a certificated manager for the site. Two other names were proposed at that time as potential managers who held the LCQ qualification. They were Tessa PALMER and Bruce BERNASCONI. No application was received during the licencing period for either of these people. The certificate for Kerry WILSON expired 14.1.2023

A meeting was held (22.8.2024) with the Director of the Theatre, Sarah Anderson, and at this time she stated that she had been supplying Notification of Management Change to notify of Acting Manager appointments – these were sent to Police and not the Licensing Agency despite this being a requirement and included in the information contained on the Notification form itself.

The one application that was received by licensing was received 16.2.24 and appointed Tessa PALMER and Alice CURRY as Acting Managers. The application stated they were replacing Kathleen WALLACE – this person's certificate had expired 3.2.2019 prior to the previous renewal of this licence.

Attachment B



Applications that were sent to Police also appointed Tessa PALMER for 29.7.2024-12.8.2024 and again 19.8.2024 – 9.9.2024. These acting manager appointments were also replacing Kathleen WALLACE. Examples of these applications are attached. It is also noted these were made on an old version of this form.

Further examples from 2023 of these applications were unable to be provided by the applicant although it was stated that these were sent regularly.

Acting Mangers can be appointed for a period of 3 weeks at a time and up to 6 weeks in total per year – these appointments potentially exceeded these parameters. It is also likely that unlawful sales could have occurred from the period since Kerry WILSON's certificate expired in 14.1.2023 and through until 22.8.2024 when the renewal meeting was held. This situation is a breach of s212 which requires every holder of an ON licence to appoint a manager.

The applicant has also not met the requirement to maintain a Register of Duty Mangers as required under s232 of the Act – Licensees are required to keep a record of appointments.

#### Applications expected from

Temporary Manager appointments were received to cover the theatre until such time as the certificates were assessed and issued. These were received following the renewal meeting held on 22.8.2024.

Tessa PALMER and Ben CATON have now applied for their Managers Certificates, and these have now been processed.

#### Licensing hours sought

The applicant is seeking licensed hours of Monday to Sunday 8.00am – 2.00am

## Are there any changes from the existing licence or Temporary Authority? $\ensuremath{\mathsf{No}}$

#### **Designation sought**

Undesignated

#### Correct signage on display?

1.	Copy of licence at principal entrance	Yes
2.	Duty Manager	Yes
з.	Prohibited persons	Yes
4.	Availability of food	Yes
5.	Transport options	Yes

#### Host Responsibility

 Minors – People appearing U25 will be asked for ID. When asked what the acceptable forms of ID to determine someone's legal age were the applicant was unable to list all 4 and listed Student ID as an acceptable form. The Host Responsibility Policy does not mention the acceptable forms of ID. Given the workforce are primarily volunteers this addition would be helpful.

- 2. Intoxication Customers are assessed for intoxication. Service would be refused.
- 3. Food -

BAR STAFF FOR OPTIONS. PLEASE BE AWARE.	IF YOU WOULD	LIKE HOT FOO	D, PLEASE ASK THE

Substantial food options are theoretically available in the form of pies, pizzas and quiches however these are not listed on the main menu and the wording around the ordering of these options is not encouraging when it states these may take some time to prepare. This time delay is not quantified. Show intervals generally last around 20 minutes.

These options are also not permitted to be taken into the theatre.

The theatre has very limited facilities for reheating items and I believe staff take food upstairs to the staff room to use the microwave. This adds to the time issue around reheated products.

The combination of these matters does not support the Host Responsibility Policy or the requirement to have substantial foods available.

The range of more suitable options was discussed with the applicant and the need for the food to be available for consumption along with the alcohol offerings. The applicant has advised (2 October 2024) that muffins would be added to the menu alongside the reheated items and these options would be printed on the main menu for the Theatre.

- 4. Transport Assistance is provided to access taxi services
- Low alcohol options the application listed a Heineken Zero product. No low alcohol option was available, and the applicant was unaware of what constitutes a low alcohol product. A suitable product has yet to be sourced.

The applicant has communicated (2 October 2024) that the preferred supplier (Emerson's) does not have a low alcohol option and an alternative would be sourced. No interim measure has been put in place to provide a suitable option while this decision is reached.

# Does the premises utilise DCC owned footpath? $\ensuremath{\mathsf{No}}$

# What is the maximum occupancy number for the premises? 1617

#### Public Notification process

Notified in ODT on 24 and 31 August 2024.

#### Public Objections (interest in the application/reasons for) No objections

#### Section 105 Criteria

NEDIN | kaunihera a-rohe o

**OUNCIL** Ötepoti

In deciding whether to issue a licence, the licensing authority or the licensing committee concerned must have regard to the following matters:

#### (a) the object of this Act:

Primarily the Act requires that the sale of alcohol should be undertaken safely and responsibly, and that harm should be minimised.

The knowledge of the applicant and the systems that have been in place to oversee the correct running of these licensed premises is of concern. While there is no suggestion that alcohol harm has been occurring, it is likely that the sale of alcohol has not been managed appropriately and that unlawful sale has occurred.

Attachment B

#### (b) the suitability of the applicant: (any previous issues)

There are no known issues of suitability with this applicant (Regent Theatre Trust of Otago) however the principal employee of the Trust does not hold a Managers Certificate and during the renewal interview knowledge was demonstrated to be lacking in some areas. This lack of knowledge has led to issues over correct staffing arising, failure to maintain a managers register, adequacy of the food available and a lack of a low alcohol product.

#### (c) any relevant local alcohol policy:

Meets the requirements of the LAP

#### (d) the days on which and the hours during which the applicant proposes to sell alcohol:

Monday to Sunday 10.00am -10.30pm or as required according to the nature of the event.

(f) whether the applicant is engaged in, or proposes on the premises to engage in, the sale of goods other than alcohol, low-alcohol refreshments, non-alcoholic refreshments, and food, and if so, which goods: Show merchandise.

(g) whether the applicant is engaged in, or proposes on the premises to engage in, the provision of services other than those directly related to the sale of alcohol, low-alcohol refreshments, non-alcoholic refreshments, and food, and if so, which services:

Theatre events.

(j) whether the applicant has appropriate systems, staff, and training to comply with the law:

(a) Building. A current BWOF is in place which expires 30.3.2025

(b) Sale of food. The premises are registered with the DCC and expire 31.3.2025

(c) Fire. No issues as at 23.08.2024

(d) Security. Have trialled using external security for events that may present more risk e.g. Jimmy Barnes concert.

(e) Training systems. Training is covered in the induction process. There is a training handbook – alcohol is covered briefly "must follow regulations" and "ID U25". This would not be considered to be adequate training for volunteers who are involved in the sale of alcohol. Servewise was discussed with the applicant.

#### (k) any matters dealt with in any report from the Police, an inspector, or a Medical Officer of Health made under section 103

No objections to this application from Police. MOoH had put interim opposition for this renewal however have not followed up with a final report within the timeline allowed.

#### Section 131 Criteria for Renewal

1(b)Whether (in its opinion) the amenity and good order of the locality would be likely to be increased, by more than a minor extent, by the effects of a refusal to renew the licence:

No issues in relation to noise or vandalism that can be connected to these premises.

# 1(c)The manner in which the applicant has sold (or, as the case may be, sold and supplied), displayed, advertised or promoted alcohol.

The menu states wine is available at a "Regular" pour or a "Large" pour. The volume of this is not specified. The applicant was initially unaware of the quantity supplied for these pours and has subsequently responded with volumes – regular 185ml and large 275ml. Industry standard pours for wine would be normally around the 150ml volume which is 1.5 standard drinks of a 12% ABV product – white wine is generally around this point. While there is no restriction on the size or number of standard drinks permitted, a large pour is a reasonable number of standard drinks – 2.75 standards for a white wine - and given that substantial food cannot be consumed within the theatre the consumption of these large pours would require careful monitoring.

The applicant received a Graduated Response Model warning from NZ Police (22.8.2024) that covered the lack of suitable managers while the sale of alcohol was occurring, and the lack of a Duty Managers register. See attached.

#### Inspector's comment

This report is prepared for the District Licensing Committee's consideration.

It is my opinion that the committee would benefit from hearing the application to ensure the issues that have been raised about the management of the premises, the range and availability of food and the way in which alcohol is sold can be discussed.

Appropriate systems have not been in place, s105(j), which raises concerns that the Object of the Act has not been met, s105(a), and the Suitability of the applicant s105(b) is in question.

For these reasons I oppose the application.

(mB)

Alison Blair Licensing Inspector

8 October 2024

Attachment C

From:	Alison Blair
To:	Kirsten Allan
Subject:	FW: Opposition ON-3317-2006 Regent Theatre
Date:	Thursday, 12 September 2024 02:19:45 p.m.
Attachments:	image001.png
	image005.png
	image004.png

Please replace

From: Aaron Whipp <aron.Whipp@southerndhb.govt.nz>
Sent: Thursday, 12 September 2024 2:17 p.m.
To: Alison Blair <Alison.Blair@dcc.govt.nz>
Subject: Opposition ON-3317-2006 Regent Theatre

### Health New Zealand Te Whatu Ora

11 September 2024

Ref:ON-3317-2006Application received:21 August 2024Applicant:The Regent ThereApplication type:OnPremises:Regent TheatrePremises address:17 The Octagon

ON-3317-2006 21 August 2024 The Regent Theatre Trust of Otago On Regent Theatre 17 The Octagon, Dunedin

The Secretary District Licensing Agency Dunedin City Council

Dear Sir

#### RE: SALE AND SUPPLY OF ALCOHOL ACT 2012 - APPLICATION FOR AN On - Regent Theatre

Please receive this interim report on the above application from **The Regent Theatre Trust of Otago.** This report advises that we have been unable to complete our enquiry as unable to meet with the applicant.

#### Please note that a further report will be submitted.

Please be advised also that the application is **opposed** until the above report is completed.

Yours faithfully

Apen

Aaron Whipp Delegated by the Medical Officer of Health Section 151 of the Sale and Supply of Alcohol Act 2012

Raihana waipiro | Āpiha Whakaū Kore | Kaitohutohu Hauora

Attachment D

From:	Dunedin AHPU
To:	Dunedin Licensing Agency
Cc:	EMCTWP
Subject:	FW: [EXTERNAL] Renewal - ON-3317-2006 - The Regent Theatre Trust of Otago, Regent Theatre, 17 The Octagon Dunedin
Date:	Tuesday, 3 September 2024 05:48:06 p.m.
Attachments:	0.png image001.png image001.png image003.png image004.png image005.png ON-3317-2006 - The Regent Theatre Trust of Otago, Regent Theatre, 17 The Octagon Dunedin.pdf

Kia ora,

Police have no matters in opposition to this On Licence application.

FMC, for entry and filing please.

Nga mihi,

### **Steve Jones**

Sergeant SJCT35 Alcohol Harm Prevention Dunedin Central

P +64 3 471 4800 M +64 21 191 2755 E sict35@police.govt.nz



Kaua e rangiruatia te hā o te hoe; e kore tō tātou waka e ū ki uta

From: Kirsten Allan <Kirsten.Allan@dcc.govt.nz>
Sent: Wednesday, 21 August 2024 9:34 AM
To: Aaron Whipp <Aaron.Whipp@southerndhb.govt.nz>; Admin DHB
(alcoholadmin@southerndhb.govt.nz) <alcoholadmin@southerndhb.govt.nz>; Alison Blair
<Alison.Blair@dcc.govt.nz>; Fire <OtagoRiskReduction@fireandemergency.nz>; Kevin Mechen
<Kevin.Mechen@dcc.govt.nz>; Dunedin AHPU <Dunedin.AHPU@police.govt.nz>; Tanya
Morrison <Tanya.Morrison@dcc.govt.nz>
Subject: [EXTERNAL] Renewal - ON-3317-2006 - The Regent Theatre Trust of Otago, Regent

Theatre, 17 The Octagon Dunedin

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Attachment E

White, Nikki From To: Dunedin Lice Subject: FW: Renewal - ON-3317-2006 - The Regent Theatre Trust of Otago, Regent Theatre, 17 The Octagon Dunedin Date: Friday, 23 August 2024 09:37:23 a.m. 0.png image001.png ON-3317-2000 Attachments The Regent Theatre Trust of Otago, Regent Theatre, 17 The Octagon Dunedin odf Hi team No issues with this one. Ngā mihi / Many thanks Nikki White **Business Services Coordinator** Otago District – Dunedin Te Kei Region Dunedin Central Fire Station 85 Castle Street, Dunedin 9016 PO Box 341, Dunedin 9054 Mobile: 027 559 1825

nikki.white@fireandemergency.nz www.fireandemergency.nz



From: Kirsten Allan <Kirsten.Allan@dcc.govt.nz>

Sent: Wednesday, August 21, 2024 9:34 AM

To: Aaron Whipp <Aaron.Whipp@southerndhb.govt.nz>; Admin DHB (alcoholadmin@southerndhb.govt.nz) <alcoholadmin@southerndhb.govt.nz>; Alison Blair <Alison.Blair@dcc.govt.nz>; Otago Risk Reduction <OtagoRiskReduction@fireandemergency.nz>; Kevin Mechen <Kevin.Mechen@dcc.govt.nz>; Police <Dunedin.AHPU@police.govt.nz>; Tanya Morrison <Tanya.Morrison@dcc.govt.nz> Subject: Renewal - ON-3317-2006 - The Regent Theatre Trust of Otago, Regent Theatre, 17 The Octagon Dunedin



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Attachment F

### **Kevin Mechen**

From:	Dunedin AHPU <dunedin.ahpu@police.govt.nz></dunedin.ahpu@police.govt.nz>
Sent:	Thursday, 22 August 2024 2:09 pm
То:	Sarah Anderson
Cc:	Alison Blair
Subject:	GRM Warning and Risk Mitigation Action Plan
Attachments:	GRM warning - Regent 22.08.24.pdf; Regent RMAP 22.08.24.pdf

Kia ora Sarah,

Thank you again for meeting with myself and Alison this morning.

Please find attached the Police Graduated Response Model warning letter and Risk Mitigation Action Plan (RMAP).

Please let me know if you require any further information.

Nga mihi,

### **Steve Jones**

Sergeant SJCT35 Alcohol Harm Prevention **Dunedin Central** 

P +64 3 471 4800 +64 21 191 2755 E sjct35@police.govt.nz



Kaua e rangiruatia te hā o te hoe; e kore tō tātou waka e ū ki uta

#### WARNING

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Attachment G



22<sup>nd</sup> August 2024

Central Police Station 25 Great King street Private Bag 1924 DUNEDIN Telephone (03) 4714800 Fax (03) 479 9363

Sarah Anderson The Regent Theatre Trust of Otago Regent Theatre 17 The Octagon Dunedin 9016

Dear Ms ANDERSON,

Recently Police have been made aware that your premises has been operating contradictory to your obligations under the Sale and Supply of Alcohol Act 2012 (The Act).

- 1. The premises has been operating in the sale and supply of alcohol without a certified Duty Manager.
- 2. The premises does not maintain an up-to-date Duty Managers register.

Please accept this letter as an official warning under the graduated response model that Police are obligated to follow in such matters.

Any further offending against The Act will be proceeded by way of an application to the Alcohol Regulatory and Licensing Authority to suspend or cancel the on-licence held by The Regent Theatre Trust of Otago for Regent Theatre.

Regards,

S A JONES Sgt SJCT35 Alcohol Harm Prevention Officer Dunedin Police

Sgt Steve JONES - Dunedin Police – Alcohol Harm Prevention Officer sict35@police.govt.nz DDI- 03 4714980 Cell 021 1912755



## Dunedin Alcohol Partnership

**Risk Mitigation Action Plan** 

<u>Premises name</u> <u>Address.</u> Licence number	17	ne Regent Theatre 7 The Octagon, Dunedin 9016 N-3317-2006
Date		22 <sup>nd</sup> August 2024
Time		11:00 am

Time	11:00 am	
Meeting Venue         The Regent Theatre		

	Attendees are	
Dunedin Police Licensing Unit	<ul><li>Sergeant Steve Jones</li><li>Licensing Inspector Alison Blair</li></ul>	
Premises Representatives	Sarah Anderson	
General Manager/Server	•	

	Problems Identified	Risk Category
	<ul> <li>Premises operating in the sale and supply of alcohol without a certified Duty Manager</li> </ul>	Engage: X <u>Educate</u> : X
	<ul> <li>Premises does not have an up to date Managers register</li> </ul>	Enforce:
Issues to be addressed (but not limited to the following)		
	1. To identify what procedures, steps or training processes failed.	
	<ol> <li>To identify what the premises will on happening again.</li> </ol>	to to prevent this matter

<u>Proposed Action Plan:</u> (to be completed within 72 hours of GRM meeting) (The section below is to be filled in by the Licensee and <u>returned</u> to the Dunedin Police Licensing Unit)

Page 1 of 2

Attachment H



	Signature	
	Name	
	Date	

The information contained within this document is classified as IN CONFIDENCE and is provided for the use of CLEG partners only. This information is not to be released or copied to other persons without the prior consent of New Zealand Police

Police reserve the right to provide this information to the District Licensing Committee AND/OR the Alcohol Regulatory Licensing Authority should enforcement procedures of this incident or future incidents be required.

If completed electronically, the signed and scanned signature copy can be emailed to:

sjct35@police.govt.nz

Page 2 of 2



#### **Kevin Mechen**

From:	Sarah Anderson <saraha@regenttheatre.co.nz></saraha@regenttheatre.co.nz>	
Sent:	Wednesday, 2 October 2024 2:06 pm	
То:	Alison Blair	
Subject:	Public notice declaration	
Attachments:	Public Notice 2024.pdf	

Hi Alison,

Thanks for your time and feedback earlier - much appreciated.

I'm attaching the Public Notice and Public Notice Declaration here for you as instructed and trust you will forward it onto the correct person if it is not you?

I've been looking through my files for the notice of management change docs as discussed, but am struggling to find anything prior to this year, which is concerning given I have been (mistakenly it is now clear) completing and forwarding them over the last few years at least. I will continue looking and will send through anything I find as and when.

### Best

Sarah Anderson DIRECTOR



PHONE +64 3 477 6481 ext. 3 EMAIL saraha@regenttheatre.co.nz | WEB www.regenttheatre.co.nz



1



Attachment J

NOTICE OF MANAGEMENT CHANGE Section 231, Sale and Supply of Alcohol Act 2012		
Name of Licensed Premises: The Regart Theathe Licensee: The Regart That of Hago Licence Number: # 225,990		
Address of Licensed Premises: 17 The	Octage Onreach	
Contact Phone: (027) 54-69799	_ Contact Fax: (03) 477 4-276	
What are you notifying? (Please tick and complete	e the applicable box below)	
New Certificate Holding Manager		
Full Name:	Effective from: / / 2 0	
Certificate Number:	_ Certificate Expiry Date:	
See s.229, Sale and Supply of Alcohol Act)	Effective from: / / 2 0 to / 2 0	
Full Name:	_ Date of Birth:	
Residential Address:		
Who they are replacing:	Certificate Number:	
A CONTRACT OF A LOCATION OF A DESCRIPTION OF A DESCRIPTIO	ger's certificate within two working days of their appointment.	
Acting Manager (see s. 230, Sale and Supply of Alcohol Act)     Effective from: 16/02/2024 to 19/02/2024     Pull Name: [ESSec falme/ + Afice Cull Bate of Birth: 15/06/95 & 19/12/2024     Residential Address: 199 Wakar i'rd & + 17 Portalello R6     Who they are replacing: Kathleen Wallace Certificate Number: 6M-286-2011     Reason: Kothleen jr no longe able to Udustee/ [work in this		
Termination/Cancellation of Manager Appointment Full Name:	Effective from: / 2.0	
Certificate Number:	Certificate Expiry Date:	
Forward a copy of this completed form, within two working days of the appointment (or termination), to:		
The Secretary     New Zealand       Dunedin District Licensing Committee     Private Bag       c/o Dunedin City Council     DUNEDIN 90       P O Box 5045     Attention: Al       DUNEDIN 9058     Attention: Al	1924	
Fax: (03) 474 3523 Email: dla@dcc.govt.nz Fax: (03) 479 9363 Email: lan.Paulin@police.govt.nz		
Signature of licensee:		
Name: Talan Mallion Position (director, partner etc)		

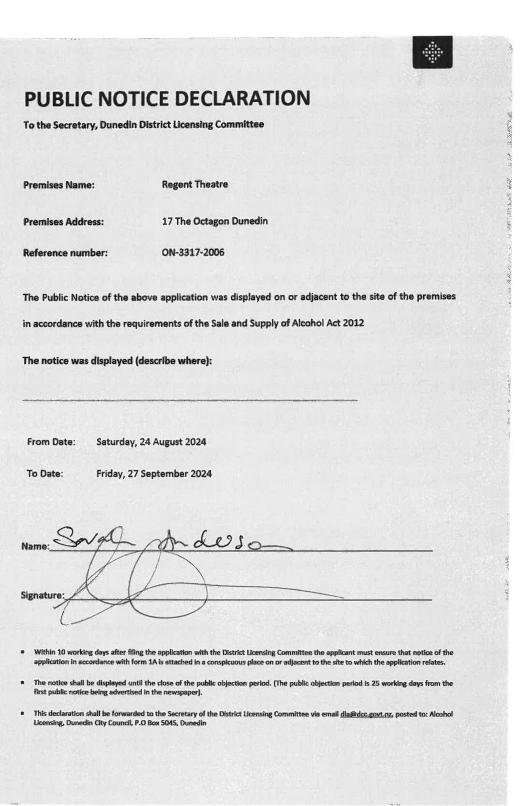


NOTICE OF MAI Section 231, Sale and	NAGEMENT CHANGE Supply of Alcohol Act 2012
Name of Licensed Premises: The Repent	
Licensee Regent Theatre Trust 8) Ot	P <sup>2</sup> Licence Number: # 22.599 0
Address of Licensed Premises: 17 The O	stagon - madel
CA CA CA MA	
What are you notifying? (Please tick and complete	
New Certificate Holding Manager	
Pull Name:	
Certificate Number:	Certificate Expiry Date:
See s.229, Sale and Supply of Alcohol Act)	Effective from: / / 2 0 to / / 2 0
Full Name:	
Residential Address:	
Who they are replacing:	Certificate Number;
Reason:	
Note that a temporary manager must apply for a manag	er's certificate within two working days of their appointment.
Aoting Manager	
see s.230, Sale and Supply of Alcohol Act) Full Name: THISSA Palme	Effective from: $\frac{29}{07}$ , $\frac{07}{2024}$ to $\frac{12}{08}$ , $\frac{08}{2024}$ Date of Birth: $\frac{1504(85)}{12024}$
Residential Address: 199 Waluari 1d :	Date of Birth: <u>1,3 [04 [83]</u>
Who they are replacing Katthleen Wallace	
Besson Koth 1860 is no lease ( die the vie	Certificate Number: GM-286-2011
Je to the offer deal to be	where with in this regarity concerned we .
Termination/Cancellation of Manager Appointment	
Full Name:	/ 20
Certificate Number:	Certificate Expiry Date:
Forward a copy of this completed form, within two working	g days of the appointment (or termination), to:
The Secretary New Zealand Dunedin District Licensing Committee Private Bag 1	
c/o Dunedin City Council DUNEDIN 90. P O Box 5045 Attention: Alc	
Fax: (03) 474 3523 Email: dla@dcc.govt.nz	9363 wlin@police.govt.nz
XX	0.010010.000
Signature of licensee:	Date: 29/07/2024
Name: Jach Anderso-	Position (director, partner etc):
	$\smile$



NOTICE OF MANAGEMENT CHANGE Section 231, Sale and Supply of Alcohol Act 2012				
Name of Licensed Premises: The Rege Licensee: The Regent Theory of The Address of Licensed Premises: 17 The Contact Phone: (027) 5469799 What are you notifying? (Please tick and comp	Bochyon - Jonean Contact Fax: () N(A			
New Certificate Holding Manager  Full Name: Certificate Number:	Effective fram: / / 2 0 Ceptificate Expiry Date:			
Temporary Manager (see s.229, Sale and Supply of Alcohol Act)  Full Name:	Effective from: / 2 0 to / 2 0 Date of Birth:			
Residential Address:	Certificate Number:			
Residential Address: 2375 Meray Place Who they are replacing: Kathlen Walls	Effective from: 19/08/2024 to 09/09/2024 Me bate of Birth: 02/01/2004 18/06/85 · 3N / 199 Walcari rd Dunds ce Certificate Number: GM-286-2011 L to valuate (work on this capendy Offer the other.			
Termination/Cancellation of Manager Appointm Full Name: Certificate Number:				
Dunedin District Licensing Committee       Private I         c/o Dunedin City Council       DUNEDI         P O Box 5045       Attentio         DUNEDIN 9058       Fax: (03) 474 3523         Fax: (03) 474 3523       Fax: (03         Email: dla@dcc.govt.nz       Email: 1         Signature of licensee:	aland Police Bag 1924 IN 9054 n: Alcohol Harm Reduction Officer 3) 479 9363 Ian.Paulin@police.govt.nz			
Name:	Position (director, partner etc):			







Alcohol Licence Application for DCC Noticeboard

First notice Saturday, 24 August 2024

#### LIQUOR LICENCE APPLICATIONS

On-3317-2006 - The Regent Theatre Trust of Otago, Regent Theatre, 17 the Octagon, Dunedin. First notice. Closes Friday, 27 September. On-19-2017 - Wilmac Limited, The Bog Irish Bar, 387 George Street, Dunedin. First notice. Closes Friday, 27 September 0n-23-2011 - Indian Spice (South Dunedin) Limited, Indian Spice Restaurant, 133 King Edward Street, Dunedin. Second notice. Closes Friday, 20 September On-11-2024 - Monarch Wildlife Limited, Monarch Wildlife Cruises & Tours, 20 Fryatt Street, Dunedin. Second notice. Closes Friday, 20 September. Off-5-2024 - J and C Vaudrey Limited, Pak 'N' Save Dunedin, 86 Hillside Road, Dunedin. First notice. Closes Friday, 27 September. Clu-2843-2006 - Island Park Golf Club Incorporated, Island Park Golf Club, 336 Brighton Road, Green Island. Second notice. Closes Friday, 20 September. Clu-2962-2006 - Port Chalmers Bowling Club Incorporated, Port Chalmers Bowling Club, 36A Albertson Avenue, Port Chalmers. Second notice. Closes Friday, 20 September.

Second notice Saturday, 31 August 2024

#### LIQUOR LICENCE APPLICATIONS

On-19-2017 - Wilmac Limited, The Bog Irish Bar, 387 George Street, Dunedin. Second notice. Closes Friday, 27 September.

On-3317-2006 - The Regent Theatre Trust of Otago, Regent Theatre, 17 the Octagon, Dunedin. Second notice Closes Friday, 27 September.

On-12-2024 - Augustines of Central Limited, Augustines of Portobello, 33 Hereweka Street, Portobello. First notice. Closes Friday, 4 October.

On-9-2017 - DWB Octagon Limited, Brew Bar, 12 the Octagon, Dunedin. First notice. Closes Friday, 4 October.

Off-5-2024 - J and C Vaudrey Limited, Pak 'N' Save Dunedin, 86 Hillside Road, Dunedin. Second notice. Closes Friday, 27 September.

Clu-2672-2006 - Brighton Bowling Club Incorporated, Brighton Bowling Club, 1066 Brighton Road, Brighton. First notice. Closes Friday, 4 October.

Visit <u>www.dunedin.govt.nz/alcohol-applications</u> for full details of the applications.

Closes Friday, 27 September 2024

m





#### **DN DLC LICENCE DECISION CHECKLIST**

Application:	New Renewal Variation		ON OFF CLUB		Pathway reference: Date received:		317-200 3/2024	16	
Approved:					Granted:	Yes		No	
	District Lice	nsing Co	mmittee		Date considered:				
Date:					Date determined:				
DLC Registration Number: 0		069/ON/03/2016 202		6 202	4/84/ON				
Applicant:		The Regent Theatre Trust of Otago							
Premises: Re		Regen	Regent Theatre, 17 the Octagon, Dunedin						
On such days and during such entertainment venue (wheth days and hours: Monday to Saturday 8.00 am Thursday before Good Friday on the day before Anzac Day, Days and hours:			enue (whethei day 8.00 am to Good Friday, a	r live or not) but not othe o 2.00 am the following o and on Easter Saturday, a	er than o day: EXC and on C	EPT TH/	ollowing AT on th as Eve an	e Id	
Are there any	objections?	Yes		o 🗵					

Comments:

Received	Decom	_					
	Recommend Issue			Matters in Opposition			
$\overline{X}$					$\boxtimes$		
$\overline{X}$		X					
$\boxtimes$		X					
$\boxtimes$		$\mathbf{X}$					
Is the location of the premises suitable?			No				
	Yes	X	No				
premises suitable?	Yes	X	No				
er be affected?	Yes		No	X			
ers adequate?	Yes		No	X			
Is any proposed entertainment appropriate?			No		N/A		
Renewal: Has the premises been operated properly?			No	X	N/A		
Renewal: Change in conditions sought?			No	X	N/A		
	Yes	X	No				
		Image: Second state in the second	Image: Second secon	Image: Constraint of the second state of the second sta	□       □         □       □         □       □         □       □         □       □         □       □         □       □         suitable?       Yes       □         Premises suitable?       Yes       □         Premopremises       No       □ </td <td>□       □         □       □</td>	□       □         □       □	



LICENCE CONDITIONS	
Trading hours:	When premises being used for entertainment:
(incl sacrosanct days)	Monday to Saturday 8.00 am to 2.00 am next day
Designation:	Nil
Water: (required for On & Club licences)	
Low alcohol drinks: (range, signage)	No options were available. The Applicant was unaware of what 'low alcohol' was – assumed the 0% options would suffice.
Non-alcoholic drinks: (signage, type)	
Food: (menus, signage etc)	While 'substantial' food may be available, it cannot be consumed in the theatre itself.
Door Security: (required? time? Lighting, queue management)	
<b>Prohibited people:</b> (intoxicated, minors)	
<b>One-way door:</b> (if required)	
Comments:	Maximum Occupancy: 1617 people
	The theatre has been operating without a certified manager. Notices of change of management had been sent to Police, but not the DLC as required. No register of certified manager appointments had ben maintained. The Police issued a GRM warning for the breaches.
	There is some concern at the size of some of the 'pours' – wine served as a large pour was 2.75 std drinks and with no food able to be consumed during shows there needed to be good monitoring.
	The Licensing Inspector suggests a hearing would be beneficial so the Applicant can describe what they are doing to remedy the issues.



# INSPECTOR'S REPORT ON LICENCE RENEWAL APPLICATION

Applicant Trading Name Address of premises Type of licence Pathway number Application type Date of application Interviewee Date of interview Agencies Present The Regent Theatre Trust of Otago The Regent Theatre 17 The Octagon ON Licence ON-3317-2006 Renewal 21.8.2024 Sarah Anderson - Director 22.8.2024 DCC-Alison Blair, Police – Steve Jones

#### Applicant details

NameThe Regent TheaIncorporation Number225990NZBN9429042796749Incorporation Date21 December 19Charitable Trust Board Status-RegisteredRegistration NumberCC25748

The Regent Theatre Trust of Otago 225990 9429042796749 21 December 1972 -Registered CC25748

#### General nature of the business (description/background/previously licensed)

The Regent Theatre provides a venue for live performances – theatre, music, prize giving's, dance, conferences, film festivals and community events. It is run by a charitable trust and is celebrating its 50<sup>th</sup> year of operation. The theatre utilises the services of a number of volunteers to operate.

#### Site Location (zoning/surrounding uses or activities) Central Business District

#### Manager details

Current Manager's Certificate holders are

#### At the time of application there were no certificated managers for these premises.

The application in 2021 noted that Kerry Jane WILSON was a certificated manager for the site. Two other names were proposed at that time as potential managers who held the LCQ qualification. They were Tessa PALMER and Bruce BERNASCONI. No application was received during the licencing period for either of these people. The certificate for Kerry WILSON expired 14.1.2023

A meeting was held (22.8.2024) with the Director of the Theatre, Sarah Anderson, and at this time she stated that she had been supplying Notification of Management Change to notify of Acting Manager appointments – these were sent to Police and not the Licensing Agency despite this being a requirement and included in the information contained on the Notification form itself.

The one application that was received by licensing was received 16.2.24 and appointed Tessa PALMER and Alice CURRY as Acting Managers. The application stated they were replacing Kathleen WALLACE – this person's certificate had expired 3.2.2019 prior to the previous renewal of this licence.



Applications that were sent to Police also appointed Tessa PALMER for 29.7.2024-12.8.2024 and again 19.8.2024 – 9.9.2024. These acting manager appointments were also replacing Kathleen WALLACE. Examples of these applications are attached. It is also noted these were made on an old version of this form.

Further examples from 2023 of these applications were unable to be provided by the applicant although it was stated that these were sent regularly.

Acting Mangers can be appointed for a period of 3 weeks at a time and up to 6 weeks in total per year – these appointments potentially exceeded these parameters. It is also likely that unlawful sales could have occurred from the period since Kerry WILSON's certificate expired in 14.1.2023 and through until 22.8.2024 when the renewal meeting was held. This situation is a breach of s212 which requires every holder of an ON licence to appoint a manager.

The applicant has also not met the requirement to maintain a Register of Duty Mangers as required under s232 of the Act – Licensees are required to keep a record of appointments.

#### Applications expected from

Temporary Manager appointments were received to cover the theatre until such time as the certificates were assessed and issued. These were received following the renewal meeting held on 22.8.2024.

Tessa PALMER and Ben CATON have now applied for their Managers Certificates, and these have now been processed.

#### Licensing hours sought

The applicant is seeking licensed hours of Monday to Sunday 8.00am – 2.00am

### Are there any changes from the existing licence or Temporary Authority? $\ensuremath{\mathsf{No}}$

#### **Designation sought**

Undesignated

#### Correct signage on display?

1.	Copy of licence at principal entrance	Yes
2.	Duty Manager	Yes
з.	Prohibited persons	Yes
4.	Availability of food	Yes
5.	Transport options	Yes

#### Host Responsibility

 Minors – People appearing U25 will be asked for ID. When asked what the acceptable forms of ID to determine someone's legal age were the applicant was unable to list all 4 and listed Student ID as an acceptable form. The Host Responsibility Policy does not mention the acceptable forms of ID. Given the workforce are primarily volunteers this addition would be helpful.

- 2. Intoxication Customers are assessed for intoxication. Service would be refused.
- 3.

Food –	
IF YOU WOULD LIKE HOT FOOD, PLEASE ASK T	HE
BAR STAFF FOR OPTIONS. PLEASE BE AWARE,	
THESE MAY TAKE SOME TIME TO PREPARE.	



NEDIN | kaunihera a-rohe o

**OUNCIL** Ötepoti

Substantial food options are theoretically available in the form of pies, pizzas and quiches however these are not listed on the main menu and the wording around the ordering of these options is not encouraging when it states these may take some time to prepare. This time delay is not quantified. Show intervals generally last around 20 minutes.

These options are also not permitted to be taken into the theatre.

The theatre has very limited facilities for reheating items and I believe staff take food upstairs to the staff room to use the microwave. This adds to the time issue around reheated products.

The combination of these matters does not support the Host Responsibility Policy or the requirement to have substantial foods available.

The range of more suitable options was discussed with the applicant and the need for the food to be available for consumption along with the alcohol offerings. The applicant has advised (2 October 2024) that muffins would be added to the menu alongside the reheated items and these options would be printed on the main menu for the Theatre.

- 4. Transport Assistance is provided to access taxi services
- Low alcohol options the application listed a Heineken Zero product. No low alcohol option was available, and the applicant was unaware of what constitutes a low alcohol product. A suitable product has yet to be sourced.

The applicant has communicated (2 October 2024) that the preferred supplier (Emerson's) does not have a low alcohol option and an alternative would be sourced. No interim measure has been put in place to provide a suitable option while this decision is reached.

### Does the premises utilise DCC owned footpath? $\ensuremath{\mathsf{No}}$

### What is the maximum occupancy number for the premises? 1617

#### Public Notification process

Notified in ODT on 24 and 31 August 2024.

#### Public Objections (interest in the application/reasons for) No objections

#### Section 105 Criteria

In deciding whether to issue a licence, the licensing authority or the licensing committee concerned must have regard to the following matters:

#### (a) the object of this Act:

Primarily the Act requires that the sale of alcohol should be undertaken safely and responsibly, and that harm should be minimised.

The knowledge of the applicant and the systems that have been in place to oversee the correct running of these licensed premises is of concern. While there is no suggestion that alcohol harm has been occurring, it is likely that the sale of alcohol has not been managed appropriately and that unlawful sale has occurred.

#### (b) the suitability of the applicant: (any previous issues)

There are no known issues of suitability with this applicant (Regent Theatre Trust of Otago) however the principal employee of the Trust does not hold a Managers Certificate and during the renewal interview knowledge was demonstrated to be lacking in some areas. This lack of knowledge has led to issues over correct staffing arising, failure to maintain a managers register, adequacy of the food available and a lack of a low alcohol product.

#### (c) any relevant local alcohol policy:

Meets the requirements of the LAP

#### (d) the days on which and the hours during which the applicant proposes to sell alcohol:

Monday to Sunday 10.00am -10.30pm or as required according to the nature of the event.

(f) whether the applicant is engaged in, or proposes on the premises to engage in, the sale of goods other than alcohol, low-alcohol refreshments, non-alcoholic refreshments, and food, and if so, which goods: Show merchandise.

(g) whether the applicant is engaged in, or proposes on the premises to engage in, the provision of services other than those directly related to the sale of alcohol, low-alcohol refreshments, non-alcoholic refreshments, and food, and if so, which services:

Theatre events.

(j) whether the applicant has appropriate systems, staff, and training to comply with the law:

(a) Building. A current BWOF is in place which expires 30.3.2025

(b) Sale of food. The premises are registered with the DCC and expire 31.3.2025

(c) Fire. No issues as at 23.08.2024

(d) Security. Have trialled using external security for events that may present more risk e.g. Jimmy Barnes concert.

(e) Training systems. Training is covered in the induction process. There is a training handbook – alcohol is covered briefly "must follow regulations" and "ID U25". This would not be considered to be adequate training for volunteers who are involved in the sale of alcohol. Servewise was discussed with the applicant.

#### (k) any matters dealt with in any report from the Police, an inspector, or a Medical Officer of Health made under section 103

No objections to this application from Police. MOoH had put interim opposition for this renewal however have not followed up with a final report within the timeline allowed.

#### Section 131 Criteria for Renewal

1(b)Whether (in its opinion) the amenity and good order of the locality would be likely to be increased, by more than a minor extent, by the effects of a refusal to renew the licence:

No issues in relation to noise or vandalism that can be connected to these premises.

### 1(c)The manner in which the applicant has sold (or, as the case may be, sold and supplied), displayed, advertised or promoted alcohol.

The menu states wine is available at a "Regular" pour or a "Large" pour. The volume of this is not specified. The applicant was initially unaware of the quantity supplied for these pours and has subsequently responded with volumes – regular 185ml and large 275ml. Industry standard pours for wine would be normally around the 150ml volume which is 1.5 standard drinks of a 12% ABV product – white wine is generally around this point. While there is no restriction on the size or number of standard drinks permitted, a large pour is a reasonable number of standard drinks – 2.75 standards for a white wine - and given that substantial food cannot be consumed within the theatre the consumption of these large pours would require careful monitoring.

The applicant received a Graduated Response Model warning from NZ Police (22.8.2024) that covered the lack of suitable managers while the sale of alcohol was occurring, and the lack of a Duty Managers register. See attached.

#### Inspector's comment

This report is prepared for the District Licensing Committee's consideration.

It is my opinion that the committee would benefit from hearing the application to ensure the issues that have been raised about the management of the premises, the range and availability of food and the way in which alcohol is sold can be discussed.

Appropriate systems have not been in place, s105(j), which raises concerns that the Object of the Act has not been met, s105(a), and the Suitability of the applicant s105(b) is in question.

For these reasons I oppose the application.

(mB)

Alison Blair Licensing Inspector

8 October 2024

From:	Alison Blair
To:	Kirsten Allan
Subject:	FW: Opposition ON-3317-2006 Regent Theatre
Date:	Thursday, 12 September 2024 02:19:45 p.m.
Attachments:	image001.png
	image005.png
	image004.png

Please replace

From: Aaron Whipp <aron.Whipp@southerndhb.govt.nz>
Sent: Thursday, 12 September 2024 2:17 p.m.
To: Alison Blair <Alison.Blair@dcc.govt.nz>
Subject: Opposition ON-3317-2006 Regent Theatre

#### Health New Zealand Te Whatu Ora

11 September 2024

Ref:ON-3317-2006Application received:21 August 2024Applicant:The Regent ThereApplication type:OnPremises:Regent TheatrePremises address:17 The Octagon

ON-3317-2006 21 August 2024 The Regent Theatre Trust of Otago On Regent Theatre 17 The Octagon, Dunedin

The Secretary District Licensing Agency Dunedin City Council

Dear Sir

#### RE: SALE AND SUPPLY OF ALCOHOL ACT 2012 - APPLICATION FOR AN On - Regent Theatre

Please receive this interim report on the above application from **The Regent Theatre Trust of Otago.** This report advises that we have been unable to complete our enquiry as unable to meet with the applicant.

#### Please note that a further report will be submitted.

Please be advised also that the application is **opposed** until the above report is completed.

Yours faithfully

Apen

Aaron Whipp Delegated by the Medical Officer of Health Section 151 of the Sale and Supply of Alcohol Act 2012

Raihana waipiro | Āpiha Whakaū Kore | Kaitohutohu Hauora

From:	Dunedin AHPU
To:	Dunedin Licensing Agency
Cc:	<u>FMCTWP</u>
Subject:	FW: [EXTERNAL] Renewal - ON-3317-2006 - The Regent Theatre Trust of Otago, Regent Theatre, 17 The Octagon Dunedin
Date:	Tuesday, 3 September 2024 05:48:06 p.m.
Attachments:	0.png image001.png image002.png image003.png image005.png oN-3317-2006 - The Regent Theatre Trust of Otago, Regent Theatre, 17 The Octagon Dunedin.pdf

Kia ora,

Police have no matters in opposition to this On Licence application.

FMC, for entry and filing please.

Nga mihi,

#### **Steve Jones**

Sergeant SJCT35 Alcohol Harm Prevention Dunedin Central

P +64 3 471 4800 M +64 21 191 2755 E sict35@police.govt.nz



Kaua e rangiruatia te hā o te hoe; e kore tō tātou waka e ū ki uta

From: Kirsten Allan <Kirsten.Allan@dcc.govt.nz>
Sent: Wednesday, 21 August 2024 9:34 AM
To: Aaron Whipp <Aaron.Whipp@southerndhb.govt.nz>; Admin DHB
(alcoholadmin@southerndhb.govt.nz) <alcoholadmin@southerndhb.govt.nz>; Alison Blair
<Alison.Blair@dcc.govt.nz>; Fire <OtagoRiskReduction@fireandemergency.nz>; Kevin Mechen
<Kevin.Mechen@dcc.govt.nz>; Dunedin AHPU <Dunedin.AHPU@police.govt.nz>; Tanya
Morrison <Tanya.Morrison@dcc.govt.nz>
Subject: [EXTERNAL] Renewal - ON-3317-2006 - The Regent Theatre Trust of Otago, Regent

Theatre, 17 The Octagon Dunedin

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.



#### Kevin Mechen

From:	Dunedin AHPU <dunedin.ahpu@police.govt.nz></dunedin.ahpu@police.govt.nz>
Sent:	Thursday, 22 August 2024 2:09 pm
То:	Sarah Anderson
Cc:	Alison Blair
Subject:	GRM Warning and Risk Mitigation Action Plan
Attachments:	GRM warning - Regent 22.08.24.pdf; Regent RMAP 22.08.24.pdf

Kia ora Sarah,

Thank you again for meeting with myself and Alison this morning.

Please find attached the Police Graduated Response Model warning letter and Risk Mitigation Action Plan (RMAP).

Please let me know if you require any further information.

Nga mihi,

#### **Steve Jones**

Sergeant SJCT35 Alcohol Harm Prevention Dunedin Central

P +64 3 471 4800 \*\*\* +64 21 191 2755 E sjct35@police.govt.nz



Kaua e rangiruatia te hā o te hoe; e kore tō tātou waka e ū ki uta

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22<sup>nd</sup> August 2024

Central Police Station 25 Great King street Private Bag 1924 DUNEDIN Telephone (03) 4714800 Fax (03) 479 9363

Sarah Anderson The Regent Theatre Trust of Otago Regent Theatre 17 The Octagon Dunedin 9016

Dear Ms ANDERSON,

Recently Police have been made aware that your premises has been operating contradictory to your obligations under the Sale and Supply of Alcohol Act 2012 (The Act).

- 1. The premises has been operating in the sale and supply of alcohol without a certified Duty Manager.
- 2. The premises does not maintain an up-to-date Duty Managers register.

Please accept this letter as an official warning under the graduated response model that Police are obligated to follow in such matters.

Any further offending against The Act will be proceeded by way of an application to the Alcohol Regulatory and Licensing Authority to suspend or cancel the on-licence held by The Regent Theatre Trust of Otago for Regent Theatre.

Regards,

S A JONES Sgt SJCT35 Alcohol Harm Prevention Officer Dunedin Police

Sgt Steve JONES - Dunedin Police – Alcohol Harm Prevention Officer sict35@police.govt.nz DDI- 03 4714980 Cell 021 1912755



### Dunedin Alcohol Partnership

**Risk Mitigation Action Plan** 

<u>Premises name</u> <u>Address.</u> Licence number	17	ne Regent Theatre 7 The Octagon, Dunedin 9016 N-3317-2006
Date		22 <sup>nd</sup> August 2024

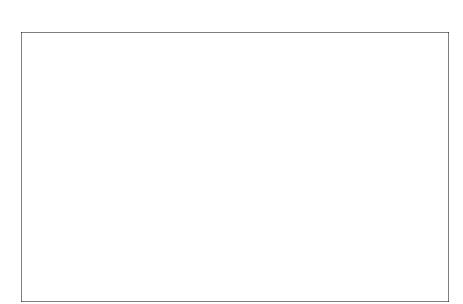
Time	11:00 am	
Meeting Venue	The Regent Theatre	

	Attendees are
Dunedin Police Licensing Unit	<ul><li>Sergeant Steve Jones</li><li>Licensing Inspector Alison Blair</li></ul>
Premises Representatives	Sarah Anderson
General Manager/Server	•

Problems Identified	Risk Category
<ul> <li>Premises operating in the sale and supply of alcohol without a certified Duty Manager</li> </ul>	Engage: X Educate: X
<ul> <li>Premises does not have an up to date Managers register</li> </ul>	Enforce:
Issues to be addressed (but not limited to th	e following)
<ol> <li>To identify what procedures, ste failed.</li> </ol>	eps or training processes
<ol> <li>To identify what the premises will on happening again.</li> </ol>	o to prevent this matter

Proposed Action Plan: (to be completed within 72 hours of GRM meeting) (The section below is to be filled in by the Licensee and <u>returned</u> to the Dunedin Police Licensing Unit)

Page 1 of 2



	Signature	
	Name	
	Date	

The information contained within this document is classified as IN CONFIDENCE and is provided for the use of CLEG partners only. This information is not to be released or copied to other persons without the prior consent of New Zealand Police

Police reserve the right to provide this information to the District Licensing Committee AND/OR the Alcohol Regulatory Licensing Authority should enforcement procedures of this incident or future incidents be required.

If completed electronically, the signed and scanned signature copy can be emailed to:

sjct35@police.govt.nz

Page 2 of 2

From To:

Subject:

Attachment M

Date: Friday, 23 August 2024 09:37:23 a.m. 0.png image001.png ON-3317-2000 Attachments The Regent Theatre Trust of Otago, Regent Theatre, 17 The Octagon Dunedin odf Hi team No issues with this one. Ngā mihi / Many thanks Nikki White **Business Services Coordinator** Otago District – Dunedin Te Kei Region Dunedin Central Fire Station 85 Castle Street, Dunedin 9016 PO Box 341, Dunedin 9054 Mobile: 027 559 1825

nikki.white@fireandemergency.nz www.fireandemergency.nz

White, Nikki

Dunedin Lice



FW: Renewal - ON-3317-2006 - The Regent Theatre Trust of Otago, Regent Theatre, 17 The Octagon Dunedin

From: Kirsten Allan <Kirsten.Allan@dcc.govt.nz>

Sent: Wednesday, August 21, 2024 9:34 AM

To: Aaron Whipp <Aaron.Whipp@southerndhb.govt.nz>; Admin DHB (alcoholadmin@southerndhb.govt.nz) <alcoholadmin@southerndhb.govt.nz>; Alison Blair <Alison.Blair@dcc.govt.nz>; Otago Risk Reduction <OtagoRiskReduction@fireandemergency.nz>; Kevin Mechen <Kevin.Mechen@dcc.govt.nz>; Police <Dunedin.AHPU@police.govt.nz>; Tanya Morrison <Tanya.Morrison@dcc.govt.nz> Subject: Renewal - ON-3317-2006 - The Regent Theatre Trust of Otago, Regent Theatre, 17 The Octagon Dunedin



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#### **Kevin Mechen**

From:	Sarah Anderson <saraha@regenttheatre.co.nz></saraha@regenttheatre.co.nz>
Sent:	Wednesday, 2 October 2024 2:06 pm
To:	Alison Blair
Subject:	Public notice declaration
Attachments:	Public Notice 2024.pdf

Hi Alison,

Thanks for your time and feedback earlier - much appreciated.

I'm attaching the Public Notice and Public Notice Declaration here for you as instructed and trust you will forward it onto the correct person if it is not you?

I've been looking through my files for the notice of management change docs as discussed, but am struggling to find anything prior to this year, which is concerning given I have been (mistakenly it is now clear) completing and forwarding them over the last few years at least. I will continue looking and will send through anything I find as and when.

#### Best

Sarah Anderson DIRECTOR



PHONE +64 3 477 6481 ext. 3 EMAIL saraha@regenttheatre.co.nz | WEB www.regenttheatre.co.nz



1



	District Licensing Committee
Premises Name:	Regent Theatre
remises Address:	17 The Octagon Dunedin
leference number:	ON-3317-2006
he Public Notice of the a	bove application was displayed on or adjacent to the site of the premises
n accordance with the re	quirements of the Sale and Supply of Alcohol Act 2012
he notice was displayed	(deseties where)
ne notice was uispiayeu	(uescribe where).
ne notice was displayed	
	, 24 August 2024
From Date: Saturday	
From Date: Saturday	, 24 August 2024
From Date: Saturday	, 24 August 2024
From Date: Saturday To Date: Friday, 2	, 24 August 2024 7 September 2024
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From Date: Saturday To Date: Friday, 2 Iame: Saturday	, 24 August 2024 7 September 2024
From Date: Saturday To Date: Friday, 2 Iame: Friday, 2 Ignature: John States and States	a, 24 August 2024 7 September 2024
From Date: Saturday To Date: Friday, 2 ame: Friday, 2 ignature: John States Within 10 working days after fil application in accordance with f The notice shall be displayed un first public notice being advertis	a, 24 August 2024 7 September 2024



Alcohol Licence Application for DCC Noticeboard

First notice Saturday, 24 August 2024

#### LIQUOR LICENCE APPLICATIONS

On-3317-2006 - The Regent Theatre Trust of Otago, Regent Theatre, 17 the Octagon, Dunedin. First notice. Closes Friday, 27 September. On-19-2017 - Wilmac Limited, The Bog Irish Bar, 387 George Street, Dunedin. First notice. Closes Friday, 27 September 0n-23-2011 - Indian Spice (South Dunedin) Limited, Indian Spice Restaurant, 133 King Edward Street, Dunedin. Second notice. Closes Friday, 20 September On-11-2024 - Monarch Wildlife Limited, Monarch Wildlife Cruises & Tours, 20 Fryatt Street, Dunedin. Second notice. Closes Friday, 20 September. Off-5-2024 - J and C Vaudrey Limited, Pak 'N' Save Dunedin, 86 Hillside Road, Dunedin. First notice. Closes Friday, 27 September. Clu-2843-2006 - Island Park Golf Club Incorporated, Island Park Golf Club, 336 Brighton Road, Green Island. Second notice. Closes Friday, 20 September. Clu-2962-2006 - Port Chalmers Bowling Club Incorporated, Port Chalmers Bowling Club, 36A Albertson Avenue, Port Chalmers. Second notice. Closes Friday, 20 September.

Second notice Saturday, 31 August 2024

#### LIQUOR LICENCE APPLICATIONS

On-19-2017 - Wilmac Limited, The Bog Irish Bar, 387 George Street, Dunedin. Second notice. Closes Friday, 27 September.

On-3317-2006 - The Regent Theatre Trust of Otago, Regent Theatre, 17 the Octagon, Dunedin. Second notice Closes Friday, 27 September.

On-12-2024 - Augustines of Central Limited, Augustines of Portobello, 33 Hereweka Street, Portobello. First notice. Closes Friday, 4 October.

On-9-2017 - DWB Octagon Limited, Brew Bar, 12 the Octagon, Dunedin. First notice. Closes Friday, 4 October.

Off-5-2024 - J and C Vaudrey Limited, Pak 'N' Save Dunedin, 86 Hillside Road, Dunedin. Second notice. Closes Friday, 27 September.

Clu-2672-2006 - Brighton Bowling Club Incorporated, Brighton Bowling Club, 1066 Brighton Road, Brighton. First notice. Closes Friday, 4 October.

Visit <u>www.dunedin.govt.nz/alcohol-applications</u> for full details of the applications.

Closes Friday, 27 September 2024

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# PUBLIC NOTICE

#### Section 101(a), Sale and Supply of Alcohol Act 2012

The Regent Theatre Trust of Otago has made application to the District Licensing Committee at Dunedin for the renewal of an on licence number ON-3317-2006 in respect of the premises situated at 17 The Octagon Dunedin and known as Regent Theatre

The general nature of the business conducted under the licence is Entertainment Venue.

The applicant seeks the licence on the following hours:

On such days and during such hours as the premises are being operated as an entertainment venue (whether live or not) but not other than on the following days and hours: Monday to Saturday 8.00 am to 2.00 am the following day: EXCEPT THAT on the Thursday before

Good Friday, and on Easter Saturday, and on Christmas Eve and on the day before Anzac Day,

alcohol may only be sold between 8.00 am and 12.00 midnight.

First publication date:	Saturday, 24 August 2024
Second publication date:	Saturday, 31 August 2024

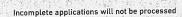
Objections Close 5:00 pm Friday, 27 September 2024

- The application may be inspected during ordinary office hours at the office of the Dunedin District Licensing Committee at 50 The Octagon, Dunedin, or on-line at <a href="https://www.dunedin.govt.nz/services/licensing/alcohol-licence-applications">https://www.dunedin.govt.nz/services/licensing/alcohol-licence-applications</a>
- 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
- Any person who is entitled to object and who wishes to object to the issue of the application 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 Dunedin District Licensing Committee at 50 The Octagon, PO Box 5045, Dunedin 9058









- The application must be accompanied by the correct fee (see page 2).
- The District Licensing Committee (DLC) will notify the public of this application via the Dunedin City Council website and the Otago The District Licensing Committee (DLC) will notify the public of this oppression Daily Times (the advertising cost is included in the application fee).
- The contact person will be emailed a copy of the public notice to be displayed on the premises.
- Please use separate pages to provide extra information where necessary. If you have any questions while completing this form, please contact Dunedin DLC staff on 03 474 3481 or email dla@dcc.govt.nz.

amlication Please read and complete the following checklist before submitting the application

A gopy of both the food and drinks menus

Map showing location of 'sensitive' locations, e.g. schools, early childhood facilities, hospitals and churches Copy of host responsibility policy – for high risk premises please also include an alcohol management plan explaining how you Copy of host responsibility pulley – for ingeries prease doe interest and a second sec

Letter of authorisation if a consultant is completing this form on your behalf

a an an a		a san an tha san an
	n na in shana cika na in sa i	
Office use only		
Date received:		
CITY COUNCIL   kaunihera a-rohe o Otry COUNCIL   otepoti		Page 1 of 7

#### Calculate your application fee

- Class 1 restaurants restaurants with a significant separate bar area which, in the opinion of the DLC, operate that bar at least
  one night a week in the nature of a tavern (such as serving alcohol without meals to tables situated in the bar area)
- Class 2 restaurants restaurants that have a separate bar (including small bar areas) but which, in the opinion of the DLC, do not
  operate that area in the nature of a tavern at any time
- Class 3 restaurants restaurants that only serve alcohol to tables and do not have a separate bar area

ype of premi	ses	A CARDON AND	C SA	STREES.				P	oints
lass 1 restau	ant, nightclubs, t	taverns, adult prei	mises						15
2001 B D	- W	tion centres, unive		lytechnics					10
lass 3 restaur	ant, other premi	ses not specified	i sidaki	Sector Sec.	速心。				5
heatres, ciner	nas. BYO restaur	ants, cellar doors	100		19.00	and a court h	N. 2. 12. 54		2

				1 60	03- 171 - 195	
Select the	latest time v	ou intend to	sell alcohol	12500	(4) - 10.1 april	14 - 14 Ke ja

Latest alcohol sales time	Point
2am or earlier	
Between 2.01am and 3am	
Bam onwards	
1. · · · · · · · · · · · · · · · · · · ·	いいであった。 おうか 教養 後の人 等 やいしゅう
	Trading hours points: C
	Trading hours points: C
Number of enforcement findings in the last 18 months	Point
Number of enforcement multigs in the tast to months	

Enforcement points:

Add the premises points, trading hours points and the enforcement points together to get the total:

Premises points: Z Trading hours points: C Enforcement points: C Total points: 2

Use the table below to work out the fee payable:

Total points	Risk rating	Application fee (GST inc)	Annual fee (GST inc)	Total fee required
0-2	Very low	\$368.00	\$161.00	\$529.00
3-5	Low	\$609.50	\$391.00	\$1000.50
6-15	Medium	\$816.50	\$632.50	\$1449.00
16-25	High	\$1,023.50	\$1,035.00	\$2058.50
26 plus	Very high	\$1,207.50	\$1,437.50	\$2645.00

Page 2 of 7

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	[199] R. S.	김홍수님 그릇은 말하는것.
ection 127 (2), Sale and Supply of Alcohol Act 2012 O the Secretary, Dunedin District Licensing Committee		
pplication for the renewal of an on-licence is made in accordance with th	e particulars set out below:	
ontact person		
ame: Sarah Anderson		
none: 0275469799		
mail: Saraha @regenttheatre.co.r ostal address for service: Po. Sox 5036 Bu	)2	
ostal address for service: Po . Dop 5036 , Du	ned: n	an an - Arabitation
		Postcode: 9054
pplicant details pplicant status (please select from the below options)		Private company
Individual     Partnership     Body corporate       Club     Trustee     Local authority       Government department or other instrument of the Crown     Manager under the Protection of Personal Property Rights Act 1988       Ø Board, organisation or other body     Partnership	Public company	
ull legal name or names to be on the licence: KEGENT THi egal name(s) of the person(s) or organisation that will receive any proceeds nown by ddress: 17 The Octagen Dun	from alcohol sales. Include a	o デ OTAGO ny other names you may be
ccupation: Live entertainent very	re + cirema	facilities
hone: 027 · 5469799		an the figure of the all the second
mail: Saraha@regenttheatre.co	.152	
pplicant's place and date of birth (if an individual):		
iender (if an individual):		
lave there been any changes to the licensee status? Yes XNo . change would include a change of any shareholders, directors or partners.		
yes, please outline the changes:		
s this your principal business? XYes No		
lease state any other businesses:		



Criminal convictions	방법 가장은 정말할 것이 있는 것을 가지도 않는 것 이 같은 것은 것은 것은 것은 것은 것은 것을 했다.			
	r or shareholder been convicted of an			
Please state all criminal convict contained in part 6, and convicti	ions other than convictions for offenc ons for offences to which the Crimina	es against provisions of the l Records (Clean Slate) Act 2	Land Transport Act 1998 not 1004 applies.	
Full Name	Conviction		Date of Conviction	
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Details of premises				
	Regent Theath	0	an an bhaile 1960 an 1860 an 1860 an 1870 an 1 Tha tha tha tha tha tha tha tha tha tha t	
2019년 1월 1991년 1월 19 1월 1991년 1월 1991년 1월 1월 1991년 1월			(9-7) antifector	
Name of the building (if applicat	Die: The Rege	nt theame		
Address of the premises: 17	- The Octage	er - Juneo	luh	
	0		Postcode: 9054	Call of a constraint of the second se
Deep the building have a curren	t building warrant of fitness (BWOF)?	XYes No		
Does the building have a curren	Duitding warrant or nelice (Street)	a state of the second second second		
그는 것이 같은 것이 같은 것이 같아?		1/17		18.19
いったいがある ひんち ダンドレート	y of your premises including outside :			
うっている あん なってい しょう	mber and nature of the toilet arrange		and female toilets, number of	
Please describe in detail the nu urinals, unisex facilities and acc	mber and nature of the toilet arrange essible facilities:	nents, e.g. number of male	essibility unis	ev
Please describe in detail the nu urinals, unisex facilities and acc Toilets in public	mber and nature of the toilet arranger ressible facilities: Nic spaces: Stat	nents, e.g. number of male	essibility unis	ex to:
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Please describe in detail the nu urinals, unisex facilities and acc Toclets in put Circle - Mon's Momenia Studio - 2x Fire evacuation declaration - Which of the following fire evac If unsure, check with Fire and Em The owner of the building in section 76 Fire and Emerge	mber and nature of the toilet arranges essible facilities: Alic Spaces: Stat - 7 x winds 2 x tailets - 7 x toilets - 7 x toilets - 100 Sex access: 10 Fire and Emergency Act 2017 uation statements applies to you? mergency New Zealand. which the premises is situated provin part 2017	ments, e.g. number of male $\frac{13 - 2 \times accv}{t_0:1e}$ $- Meas Weas$ $- W \cdot Meas$	essibility misi to (lift access evel) 6xtoilets 5x nrinals y - 12 xtoilets s	ex te
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Please describe in detail the nu urinals, unisex facilities and acc Toilets in put Circle - Men's Momenia Studio - 2x Fire evacuation declaration - Which of the following fire evac if uneure, check with Fire and Em The owner of the building in section 76 Fire and Emerge Because of the building's cy	mber and nature of the toilet arranges ressible facilities: Aric spaces: Stat - 7 x writes 2 x 4 x 1 ets - 7 x to: Lets - 7 x	ments, e.g. number of male $\frac{13}{-2 \times accx}$ $- Meas Meas$	essibility mis to (lift access bevel) 6xtoilets 5x nrinals y - 12 xtoilets s	

#### DISTRICT LICENSING COMMITTEE 15 November 2024

Attachment M

	conveyance
Type of co	nveyance (e.g. ship, bus or train):
Trading na	ime of conveyance:
Registratio	on number:
Address w	here based:
- 1 In et Begel7 ie -	Postcode:
Business	details
What is th	e general nature of the business to be conducted under the licence?
Tavern	/bar Café/restaurant Hotel Nightclub 🕊 Entertainment Other (specify)
Day	days and during which hours do you sell alcohol: Mon Tues Wed Thurs Fri Sat Sun
Start time	IOan IOan Wan IOan IOan IOan
End time	LO: 30 pm 10:30 pm 10:30 pm 10:30 pm 10:30 pm 10:30 pm 10:30 pm
Are there An extensi	any changes to the current licensed hours? Yes No on to the existing hours may require resource consent, check with City Planning staff.
lf yes, des	cribe changes:
Undes Super Restrie	gnations apply to the premises? ignated (people of any age are permitted) vised (people under 18 years must be accompanied by a parent or legal guardian) cted (people under 18 years not permitted) licant seeking any changes to the current licensed areas or designations?
Carl and	
Carl and	No If yes, provide details:
Yes Is accomm Is the sale	No If yes, provide details: nodation provided? Yes No of alcohol the principal purpose of the business? Yes No
Yes I Is accomm Is the sale If no, prov	No If yes, provide details: nodation provided? Yes No of alcohol the principal purpose of the business? Yes No ide details: The Reglot Threater is a performing alt anditor:
Yes I Is accomm Is the sale If no, prov	No If yes, provide details: hodation provided? Yes No of alcohol the principal purpose of the business? Yes No ide details: The Reglist Theatre is a performing alto arbitol: also used to screen hilms & stage community eve applicant supply or sell any goods other than alcohol and food?
Yes I Is accomm Is the sale If no, prov	No If yes, provide details: nodation provided? Yes No of alcohol the principal purpose of the business? Yes No ide details: The Reglot Threater is a performing alt anditor:
Yes Is accomm Is the sale If no, prov Does the a Yes Does the a	No If yes, provide details: hodation provided? Yes No of alcohol the principal purpose of the business? Yes No ide details: The Reght Theather is a performing alt and itol. also used to screen hilms & stage community eve applicant supply or sell any goods other than alcohol and food? No If yes, provide details: Show merchandise applicant provide any services other than those related to the sale or supply of alcohol or food?
Yes Is accomm Is the sale If no, prov Does the a Yes Does the a	No If yes, provide details: hodation provided? Yes No of alcohol the principal purpose of the business? Yes No ide details: The Reght Theatre is a performing alt and itol. also used to screen hilms & stage community eve applicant supply or sell any goods other than alcohol and food? No If yes, provide details: Show merchandise

CITY COUNCIL | Kaunihera a-rohe o CITY COUNCIL | Otepoti

COUNCIL | Otepoti 15 November 2024 \* complete \$ Lic Manager details Provide the below details for each manager or proposed manager. Manager's certificate number Expiry date Date of birth Full name 15/06/85 \$ Tessa falmer Ben Caton Conditions . 1) What provision does the applicant make for the sale and/or supply of: i.  $\cdot$  food (describe type and range and when it will be served, attach menu) We have three types A hot food option available - pizza, quicke or pies (please see attached menu), chips, popcan, ice-cross, lolles & clocolate are available at all times ii. non-alcoholic drinks (describe type and range) Please see attached menus for hill details. iii. low-alcohol drinks (2.5% alcohol by volume or less, describe type and range) Please see attached menus for full details. 2) To what extent, and where, will drinking water be freely available to patrons? Each bar in the verne has a free water despenser beside it (two plunbed + two frestending) To signage also. 3) If no access to mains water supply is available, how will clean drinking water be made available? NA-4) What steps are taken to provide help with, and information about, transport options from the premises? Box staff mishers, door staff, security & box office staff are completent at informing provens & providing assistance in Man sport options as needed. Takis can be easily arranged pations coming to a show all ucheve emails prior outling show details + things to consider like thinsport, parking t informat show timings. Page 6 of 7

**DUNEDIN** | kaunihera a-rohe o DISTRICT LICENSING COMMITTEE

Report for Opposed On-licence Renewal, "Regent Theatre", 17 The Octagon, Dunedin – From Secretary, District Licensing Committee

5) What steps are taken to prevent the sale and supply of alcohol to prohibited people? (minors and intoxicated people) All bar stat are trined, mentored and costoed apprli knowledge & capacity to matthe oblightons of the nuce relating to sale for provider additional assistance it deeded why but y but idds provider additional assistance it deeded it other steps does the applicant take to promote the responsible consumption of alcohol? Fout of house staff monitor levels of inforiation to fil assistance of where & loor staff. Inchanses de limited to two per costoned dring him dritting crowds. Free water (5) provided, is early drietill a encowage 7) How does the applicant staff the premises to ensure compliance with the Act? Please provide the number of staff and heir The Regent has approximatel, 30 gar Stat Voluntees who are rostered regularly - 6-8 across the three barrist all are in openation the amount of stat to choose than gives experience. 8) For high risk premises, what arrangements will be made for security staff? External security stat are booked and allocated two yhout the behilding depending on the size of audlence + the type of event/show 9) How does the applicant train staff to ensure compliance with the Act? All statt & vanateers undergo a prientation & training program when they start. They are then mentoued a more experienced volumeus portate & supervised into molepleadently 05/08/2024 Place: Signed: **Privacy statement** The information you provide in this application, and any supporting documents, will be used by the Dunedin City Council to process your application under the Sale and Supply of Alcohol Act 2012. The information will be shared with the Dunedin District Licensing Committee (DLC), Dunedin District Licensing Inspectors, Police and the Medical Officer of Health as part of the approval process. If required, the information may form part of a public hearing before the DLC and may be used in any subsequent decision relating to your application. The decision will be publicly available

If your application is publicly advertised, the associated information will be publicly available.

The DCC is required to keep a statutory register of all alcohol licence applications and anyone can request a copy of that information under the Local Government Official Information and Meetings Act 1987. This information may also be used or shared for other purposes in line with the Privacy Act 2020. If you would like a copy of the personal information we hold about you, or to have the information corrected, please contact us at privacy@dcc.govt.nz or 03 477 4000.



	AGEMENT CHANGE Supply of Alcohol Act 2012
Name of Licensed Premises: The Regent	- Theatre 8 Licence Number: # 225,990
Address of Licensed Premises: IF The	Detale Phase
Contact Phone: (027) 5469799	Contact Fax: (03) 4.77 4-276
What are you notifying? (Please tick and complete	the applicable box below)
New Certificate Holding Manager	
Pull Name:	Effective from:       / / 20         Certificate Expiry Date:
see s.229, Sale and Supply of Alcohol Act)	Effective from: / / 2 0 to / 2 0
Pull Name:	Date of Birth:
Who they are replacing:	Certificate Number:
	r's certificate within two working days of their appointment.
Residential Address: 1992 Walker i Tol A Who they are replacing: Kathleen Wallace Reason: Korthleen is no longe of	Effective from: 16/02/2024 to 19/02/2024 Beste of Birth: 18/06/15 4 19/12/2024 A 17 Ho A obsello R.C. Certificate Number: 6M-286-2011 Leto Udintee/ Work in this Oaparty @ theeper.
Termination/Cancellation of Manager Appointment Full Name:	
Certificate Number:	Effective from: / / 2 0 Certificate Expiry Date:
Forward a copy of this completed form, within two working	days of the appointment (or termination), to:
The Secretary New Zealand H Dunedin District Licensing Committee Private Bag 19 C/o Dunedin City Council DUNEDIN 905 P O Box 5045 Attention: Alco	24
Fax: (03) 474 3523 Email: dla@dcc.govt.nz Fax: (03) 479 Email: lan.Pay	9363 ulin@police.govt.nz
Signature of licensee: Name: Jalah Andel 59	Date: 16th Feb 2024 Position (director, partner etc): 151.ectw



NOTICE OF MANAGEMENT CHANGE Section 231, Sale and Supply of Alcohol Act 2012		
Address of Licensed Premises:	Resent Theatre verticant Licence Number: #225990 The godyon - Ineach 99 Contact Fax: () b (A and complete the applicable box below)	
New Certificate Holding Manager Full Name: Certificate Number:	Effective from: / / 2 0	
Temporary Manager (see s.229, Sale and Supply of Alcohol Act) Full Name:	Effective from:         / _ / 20to         / _ / 20           Date of Birth:	
Residential Address: Who they are replacing: Reason: Note that a temporary manager must app	Certificate Number:	
Residential Address: 2375 Mariay Who they are replacing: Kartheen	Effective from: 19/08/2024 to 09/09/2024 cs: Calle Content OZ/01/2024 to 09/09/2024 Cs: Calle Content OZ/01/2004 15/06/85 Place M. (199 Walcovi rd. Junch Wallace Certificate Number: GUI-286-2011 pe about to valuate of Walcon this corporate C. The theotre.	
Termination/Cancellation of Manage Full Name: Certificate Number:		
Forward a copy of this completed form, with The Secretary Dunedin District Licensing Committee c/o Dunedin City Council P O Box 5045 DUNEDIN 9058 Fax: (03) 474 3523 Email: dla@dcc.govt.nz	thin two working days of the appointment (or termination), to: New Zealand Police Private Bag 1924 DUNEDIN 9054 Attention: Alcohol Harm Reduction Officer Fax: (03) 479 9363 Email: Ian.Paulin@police.govt.nz	
5	Date: Position (director, partner etc):	



	NAGEMENT CHANGE Supply of Alcohol Act 2012
	Contact Fax: () N(A.
New Certificate Holding Manager	e the applicable box below)
	Effective from: / 2 0 Certificate Expiry Date:
Temporary Manager (see s.229, Sale and Supply of Alcohol Act)      Full Name:      Residential Address:	Effective from: / 2 0 to / 2 0 _ Date of Birth:
Who they are replacing:	Certificate Number:
Determined Acting Manager (see s. 230, Sale and Supply of Alcohol Act) Full Name: Tesse Palmer Residential Address: 199 Walchri Id. Who they are replacing Lathles Wollace	Effective from: 29/07/2024 to 12/08/2024 Date of Birth: 15/04 (83
Termination/Cancellation of Manager Appointment	· )
Fax: (03) 474 3523	Police 1924 J54 cohol Harm Reduction Officer
Signature of licensee: Name: Sach Ander 50	Date: 29/07/2024 Position (director, partner etc): Trecto



DISTRICT LICENSING COMMITTEE 15 November 2024



### STILL WINE

## \$12/\$20 SNACKS & SWEETS \$5/\$10

\$12 REGULAR POUR \$20 LARGE POUR

STONELEIGH LATITUDE CHARDONNAY SAUVIGNON BLANC PINOT GRIS ROSÉ

THE LAST SHEPHERD PINOT NOIR DOUBLE BARREL SHIRAZ

### BUBBLES

### **BEER, CIDER & RTDs**

EMERSON'S PILSNER ORANGE ROUGHY

HEINEKEN 0.0% MONTEITH'S APPLE CIDER JACK DANIELS & COLA SMIRNOFF ICE GORDONS GIN & TONIC

### SOFT BEVERAGES

\$5

APPLE, ORANGE & MANGO JUICE STILL WATER ALMIGHTY SPARKLING WATER (V, SF) PASSIONFRUIT, LEMON, BLOOD ORANGE

SERIOUS POPCORN SEA SALT (V, GF, DF) or REAL BUTTER (GF)	<b>\$</b> 10
PROPER CRISPS (GF, V)	
MARLBOROUGH SEA SALT	\$5
WHITTAKERS CHOCOLATE	
DARK GHANA or CREAMY MILK	\$5
SKITTLES (GF, V)	
SOUR or FRUITS	\$5

## \$15 ICE CREAMS \$5

TRUMPETS: CHOCOLATE, BOYSENBERRY (V/GF), MINT

\$12 KAPITI CUPS: VANILLA-CHOC

> IF YOU WOULD LIKE HOT FOOD, PLEASE ASK THE BAR STAFF FOR OPTIONS. PLEASE BE AWARE, THESE MAY TAKE SOME TIME TO PREPARE.

### HOT FOOD MENU

All items \$5.00

### Mini pizzas

Supreme

Meat Lovers

### Pies

Mince and Cheese

Steak and Cheese

### Quiche

**Classic Lorraine** 

### Vegetarian

Cream Cheese & Spinach Roll

Menu items may take up to 10 minutes to heat –

Please allow time to consume hot foods prior to entering auditorium.

, DUNEDIN CITY COUNCIL | kaunihera a-rohe o Otepoti DISTRICT LICENSING COMMITTEE 15 November 2024 - The Regent Theytre. - Chardnes. - School Bron S. -Rest Mitgation from Regent Threather. - Art Galler ]. 2013 Where is @ Sensis / Image © 2013 DigitalG 2013 \* Neither schools or the chuch quate on Thiriday evenings \* Noise will be kept to an acceptable level as part of the venue's have agreements \* Taxo's can be easily called from the venue of accessed divertly across from the familities Most patrons will be able to walk from their accoradation e Sciewity will be pleasert when ay Propriete.





## **Host Responsibility Policy**

- We will serve alcohol responsibly or not at all
- We will not serve intoxicated persons
- We will not serve minors
- No ID no service no exceptions
- We will not allow intoxicated persons to enter or remain on our premises
- We will provide and promote a wide range of non-alcoholic beverages
- We will provide and promote our food options
- We will provide a telephone and ensure all reasonable steps are taken to ensure safe transport options are available if required
- We will operate within the requirements of the Sale of Liquor Act.

We have the following toilet facilities Office area including Clarkson Room occupancy up to 100 people 2 accessible toilets unisex and 2 other toilets also unisex That equates to 4 pans for 100 people and are all accessible by elevator from the foyer.

) entrance 2 accessible unisex toilets St 7 Stars main toilets for men consist of 6 pans and 5 urinals Female main stalls toilets consist of 12 pans The stalls area services 827 max accessible via elevator

Mezzanine men's toilet has 2 pans and 7 urinals Mezzanine female toilets 7 pans This services 790 total

Back stage has 2 accessible single pan toilets and 13 unisex single pan toilets Servicing up to 400 people and accessible via elevator.

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Maximum combined occupancy including Dressing rooms and back stage is 2117

Report for Opposed On-licence Renewal, "Regent Theatre", 17 The Octagon, Dunedin – From Secretary, District Licensing Committee



The learning place

# **Ben Caton**

Has completed The Learning Place's

### Licence Controller Qualification Course

Date: 8 Mar 2024 Unique ID Number: 306622

Achieving the following NZQA Unit Standards:

Unit 4646 V10	Demonstrate knowledge of the Sale and Supply of Alcohol Act 2012 and its implications for licensed premises
Unit 16705 V6	Demonstrate knowledge of host responsibility requirements as a duty manager of licensed premises

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Piet van de Klundert

Director/Kaiarihi The Learning Place NZQA Provider 7982

0800 800 415



www.thelearningplace.co.nz

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The learning place

# Tessa Palmer

Has completed The Learning Place's

### Licence Controller Qualification Course

Date: 26 Apr 2022 Unique ID Number: 195270

Achieving the following NZQA Unit Standards:

Unit 4646 V10	Demonstrate knowledge of the Sale and Supply of Alcohol Act 2012 and its implications for licensed premises
Unit 16705 V6	Demonstrate knowledge of host responsibility requirements as a duty manager of licensed premises

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