

Christchurch Tri-Agency Newsletter

*Christmas Day and Summer Holiday
trading update 2016–2017*



Special licence applications for summer events 2016–2017

We are now entering our busiest part of the year for special licences. If you are planning a special event for Christmas or over the summer and require an alcohol special licence you need to get your application in early.

- All applications must be made at least 20 working days (four weeks) before the event is held, otherwise they may not be accepted by the District Licensing Committee for consideration
- Short notice applications (made less than 20 working days before the event date) must be accompanied by a letter explaining the reason for lateness for DLC consideration. You need to have a good reason as the Act refers to the reason for lateness as “could not reasonably have been foreseen”.

It is important to note that a working day does not include weekends, statutory holidays (including Labour Day on 24 October and Canterbury Show Day on 11 November) or any day between 20 December and 15 January (inclusive).

Due to the non-working days over Christmas and New Year

you will need to apply **at least two months in advance** of your event to allow for the minimum 20 working days to process it. This is also our busiest period for processing applications. If you want the security of knowing whether your special licence will be granted before you start advertising you should apply even earlier. As a guide:

Event date between:	Apply for special licence by:
19 December 2016 and 23 January 2017	22 November 2016 (Or carefully check at least 20 working days)
23 January 2017 and 30 January 2017	29 November 2016 (Or carefully check at least 20 working days)
31 January 2017 and 14 February 2017	7 December 2016 (Or carefully check at least 20 working days)
After 14 February 2017	16 January 2017 (Or carefully check at least 20 working days)

If you have any questions please discuss with Council Alcohol Licensing staff.

Christmas Day trading hours restrictions

There are three and a half days of the year when premises holding an on or off-licence cannot trade in their usual manner.

These are commonly referred to as the **sacrosanct days** and are:

- Good Friday;
- Easter Sunday;
- Christmas day; and
- Before 1pm on Anzac Day.

This year Christmas Day (25 December) falls on a Sunday.

As a reminder:

- If you hold an off-licence you cannot sell alcohol. **No exceptions.**
- If you hold an on-licence you can only sell alcohol to:
 - » persons currently living on the premises; or
 - » people present on the premises to dine.
- You cannot sell alcohol to people who just want a drink. They must be intending to dine or have just finished a meal.

- The timelines for diners drinking alcohol are specific:
 - » No more than an hour before they start eating a meal; or
 - » an hour after they have finished their meal.
- Casual drinking is not permitted. This includes restaurants.

What is dining?

Generally a meal undertaken at a table with knife and fork and undertaken at meal times, breakfast, lunch and dinner. Again for clarity, if you are functioning as a restaurant (providing meals) you may only sell alcohol to a person as an accompaniment to their meal.

The three monitoring agencies are required to enforce the provisions of the Act and will be monitoring premises for compliance.

If you have an event or function planned to occur on the sacrosanct days, we recommend you apply for a special licence. Refer to our information on Summer Events time lines for applications.

If any confusion remains please discuss your plans with agency staff.





*This newsletter is jointly produced by the
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the Police Alcohol Harm Reduction Unit,
and Community and Public Health Alcohol Licensing Officers.*

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