Decision No. 14/SP/074/2026

IN THE MATTER of the Sale and Supply of Alcohol Act 2012

AND

IN THE MATTER of an application by Waikato District Council, Woodlands Estate pursuant to s.138 of the Act for a special licence in respect of premises situated at 42 Whitikahu Road GORDONTON known as "Waikato District Council".

BEFORE THE WAIKATO DISTRICT LICENSING COMMITTEE

Commissioner: Dr Michael Cameron

DECISION

The application for an on-site special licence is granted.

Application:

[1] This is an application by Waikato District Council for an on-site special licence in respect of premises situated at 42 Whitikahu Road, Gordonton, known as "Woodlands Estate – Homestead and Gardens Venue". The application is sought to allow the sale or supply of alcohol, for consumption there, to people attending the following event/s:

"Funeral for Bruce Charles Lye".

[2] The application is to allow the sale of alcohol at a particular occasion or event where there is no existing licence in force.

[3] The days and hours sought for the licence are:

Saturday, 31 October 2026 11:00 am to 3:00 pm

[4] The application was received on Wednesday 28 October 2026, which is less than the statutory requirement of 20 working days prior to the event.[1] I issued a waiver under Section 137(2) of the Act on 28 October 2026.[2]

[1] Section 137(1)(a) of the Act.
[2] *Waikato District Council* 14/SP/074/2026, 28 October 2026.

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[5] The application was not required to be notified in accordance with Section 139(b) of the Act. No objection has been received under section 140 of the Act. Reports from the Police and an inspector do not raise any matters in opposition to the application. The Medical Officer of Health (MOH) did not report on the application, and may therefore be assumed to not be opposed. Accordingly, the application is determined on the papers.

Criteria for determining the application:

[6] In deciding whether to issue a special licence the committee must have regard to the matters detailed in Section 142 of the Act. These are:

(a) The object of the Act;
(b) The nature of the particular event for which the licence is sought;
(c) The suitability of the applicant;
(d) Any relevant local alcohol policy;
(e) Whether the amenity and good order of the locality would be likely to be reduced, by more than a minor extent by the effects of the issue of the licence;
(f) The days on which and the hours during which the applicant proposes to sell alcohol;
(g) The design and layout of the premises concerned;
(h) Whether the applicant has appropriate systems, staff and training to comply with the law;
(i) Any areas of the premises that the applicant proposes should be designated as restricted areas or supervised areas;
(j) Any steps the applicant proposes to take to ensure that the requirements of the Act in relation to the sale and supply of alcohol to prohibited persons are observed;
(k) The applicant's proposals relating to the sale and supply of non-alcoholic drinks, low-alcohol drinks and food and to the provision of help with or information about alternative forms of transport from the premises; and
(l) Any matters dealt with in any report from the Police, the Medical Officer of Health or an Inspector made under section 141.

[7] Section 143 of the Act details further criteria that must be given regard in respect of a large-scale event. I do not consider the event to be a large-scale event to which Section 143 of the Act applies.

Reasons and decision:

[8] The nature of the event is not likely to lead to real risk of excessive or inappropriate consumption of alcohol. The applicant has experience hosting events, and has held several special licences previously with no adverse issues noted. They have never hosted an event at this location, but the inspector notes that "there have been several special licenses previously issued to other entities at the venue with no adverse issues noted". The proposal complies with the provisions of Section 7 of the Waikato District Local Alcohol Policy relating to special licences. The event is low profile and small-scale, and will be unlikely to reduce the amenity and good order of the locality, to more than a minor extent. The days and hours applied for, and the design and layout of the premises, are appropriate for an event of this nature. The applicant has appropriate systems and training in place, and they have appropriate processes in place to avoid the sale and supply of alcohol to prohibited persons. Non-alcoholic drinks, low-alcohol drinks and an appropriate range of food will be available.

Reports of an Inspector and Police did not raise any matters in opposition to the application, and the MOH did not report on the application.

[9] The applicant has sought for the premises to be undesignated. I determine that this is appropriate given the nature of the event.

[10] Section 213 of the Act provides that the holder of a special licence must appoint at least one manager. The licensing committee may exempt the holder of the licence from this requirement if satisfied that the licensee, or some other person nominated by the licensee, will manage the conduct of the sale of alcohol pursuant to the licence.

[11] The Inspector notes in their report that the applicant has appointed Kylie Te Anga and Estella Payton to manage the conduct of the sale of alcohol under the licence. Although neither has specific prior experience with managing the sale and supply of alcohol, the Inspector considers that it would be appropriate to exempt the applicant from appointing a manager in accordance with the Act, given the nature of the event.

[12] I agree with the Inspector's opinion and consequently an exemption under section 213 is granted to the applicant.

[13] The Object of the Act is that the sale, supply and consumption of alcohol should be undertaken safely and responsibly, and the harm caused by the excessive or inappropriate consumption of alcohol should be minimised. The Inspector has indicated that they consider that "the applicant has demonstrated suitable measures to ensure responsible sales, supply, and consumption of alcohol and that harm will be minimised". I agree with that assessment.

[14] Overall, and as outlined in paragraphs [8] to [13] above, I am satisfied with the matters to which I must have regard as set out in Section 142 of the Act, and that the application is capable of meeting the object of the Act. Accordingly, I grant the applicant an on-site special licence.

Conditions

Sections 146 to 148 of the Act detail compulsory and discretionary conditions that may be imposed on a special licence.

The licence will be subject to the following conditions:

(a) Alcohol may be sold under the licence only on the following days and during the following hours:

Saturday, 31 October 2026 11:00 am to 3:00 pm

(b) The licensee must take the following steps to ensure that the provisions of the Act relating to the sale and supply of alcohol to prohibited persons are observed:
   (i) Display appropriate signs adjacent to every point of sale detailing the statutory restrictions on the supply of alcohol to minors and the complete prohibition on sales to intoxicated persons.

(c) The licensee must take the following steps to ensure that the provisions of the Act relating to the management of the premises are observed:

(i) The persons nominated to always manage the conduct of the sale and supply of alcohol when the premises are open for the sale and supply of alcohol are Kylie Te Anga and Estelle Payton.
(ii) All staff will be trained in their responsibilities under the Act.
(iii) A sign shall be prominently displayed inside the premises, which identifies by name the manager on duty or of the person responsible for the management of the sale and supply of alcohol under the licence.

(f) Drinking water must be freely available at the following places while the premises are open for business:
From the bar servery.

(g) The licensee must have available for consumption on the premises, always when alcohol may be sold under the licence, a reasonable range of non-alcoholic and low-alcohol beverages.

(h) Food must be available for consumption on the premises as follows:
The range of food will be as shown on the finger food buffet menu submitted and should include items such as ham, chicken, salads, and dessert platters or variations of a similar range and standard.

(j) The licensee must take the following steps to provide assistance with or information about alternative forms of transport from the premises:
(i) Display telephone numbers and information for alternative forms of transport such as taxis and dial-a-driver services.

(h) For the purposes of this event, the premises situated at 42 Whitikahu Road, Gordonton, are more precisely identified in a plan dated and stamped as received by the Waikato District Licensing Committee on 28 October 2026.

The licensee must ensure a copy of the licence and the conditions subject to which it is issued shall be attached to the interior of the premises so as to be easily read by people using the premises.

DATED at Ngaaruawaahia on 30 October 2026

DISTRICT LICENSING COMMITTEE
Waikato District Council

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Michael Cameron
Commissioner
Waikato District Licensing Committee