

# APPLICATION FOR ON-LICENCE OR RENEWAL OF ON-LICENCE



## Form 3, Sections 100 and 127(2), Sale and Supply of Alcohol Act 2012

**Send or deliver your application to:**

The Secretary  
 District Licensing Committee  
 Kāpiti Coast District Council  
 Private Bag 60601, Paraparaumu 5254  
 175 Rimu Road, Paraparaumu 5032  
 Telephone (04) 296 4700 Toll Free: 0800 486 486

<b>For Council use</b>
File #

Once this application is complete you may make an appointment for a pre-lodgement meeting with a Licensing Inspector at the numbers given above.

Application forms cannot be accepted by the District Licensing Committee (DLC) over the counter until they have been signed off as complete by the Inspector and a fee category has been calculated. **Instructions on how to complete this application are attached at the back of the form.**

This application is made in accordance with the particular set out below:		
<b>1. Application Type</b>		
<input type="checkbox"/> New On-Licence	<input checked="" type="checkbox"/> Renewal of On-Licence Licence number: 45/ON/038/2022	<input type="checkbox"/> Renewal of On-Licence with variation of conditions Licence number:
<b>2. Endorsements</b>		
Tick the appropriate box if you want an endorsed licence only		
<input type="checkbox"/> Allow BYO	<input type="checkbox"/> On-Licence plus Caterer's On-Licence	
<input type="checkbox"/> BYO Licence only	<input type="checkbox"/> Caterer's On-Licence only (no restaurant)	
<b>3. Details of Applicant</b>		
Full legal name or names to be on licence (if a company, must be company name): Ryman Healthcare Limited		
Whether licence already held for premises or conveyance concerned: <input checked="" type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b> , and if 'Yes' state kind of licence ON License		
<b>4. Applicant Status: by reference to section 28 of Sale and Supply of Alcohol Act 2012</b>		
<input type="checkbox"/> Natural person(s)	<input type="checkbox"/> Private Company	
<input type="checkbox"/> Body Corporate	<input checked="" type="checkbox"/> Public Company	
<input type="checkbox"/> Partnership	<input type="checkbox"/> Other (please specify).....	

**5. For Applicant that is a Natural Person(s):**

Full legal name:

Any aliases (and/or maiden name):

Usual residential address: Number

Street:

Suburb:

City:

Postcode:

Sex:

Occupation:

Date of birth:

Place of birth:

Telephone:

Mobile:

Email:

Preferred mode of contact:

**6. For Applicant that is a Body Corporate, Authority under which Incorporated:****7. For Applicant that is Not a Natural Person(s), Details of Contact Person:**

Name: Edrich Tandy

Designation/Position: Hospitality Services Lead - NZ

Telephone:

Email: eddie.tandy@rymanhealthcare.com

Mobile: 027 214 0270

Preferred mode of contact: email

**8. Postal Address for Service:**

Number/Street/PO Box: 92D Russley Road

Suburb: Russley

City: Christchurch

Postcode: 8042

**9. Business Details:***Describe principal business, any other businesses*

Ryman Healthcare Limited owns and operates 39 retirement villages across New Zealand and 8 in Victoria, Australia.

**10. Criminal Convictions:**

*Does the applicant(s) have any criminal convictions (other than convictions for offences against provisions of the Land Transport Act 1998 not contained in Part 6, and offences to which the Criminal Records (Clean Slate) Act 2004 applies).  Yes  No, and if "Yes", then please provide nature of the offence, details of conviction, and penalty imposed.*

N/A

**11. For a Company: whether Incorporated under the Companies Act 1993 or Equivalent Foreign Legislation****Full Legal Names of Directors:**

Please see attached documentation of all director information.

**12. For a Private Company Incorporated under the Companies Act 1993:**

Authorised capital:	Paid up capital:
Name:	Address: Street number
Street:	Suburb:
City:	Postcode:
Date of birth:	Place of birth:
Designation:	Face value of shares held:

**13. For a Partnership:**

Full legal name of partner:		
Usual residential address: Number	Street:	
Suburb:	City:	Postcode:
Full legal name of partner:		
Usual residential address: Number	Street:	
Suburb:	City:	Postcode:

**14. Details of Premises (if not a Conveyance)**

Address: Number 112	Street: Parata Street	
Suburb: Waikanae	City: Kapiti	Postcode: 5036
Trading Name: Charles Flemming Retirement Village		

**If not Owned by Applicant:**

Tenure: <i>(state whether to be held as leasehold, or under tenancy agreement or licence)</i>		
Full legal name of owner:		
Address: Number	Street:	
Suburb:	City:	Postcode:

Is the licence conditional on completion of building work:  Yes  No, and if "Yes", state details:

**15. Details of Conveyance**

Kind: <i>(eg, ship, railway carriage, bus, etc)</i>
Tenure: <i>(state whether owned by applicant, or to be operated under charter, lease, or licence)</i>

<b>If not Owned by Applicant:</b>		
Full legal name of owner:		
Address: Number	Street:	
Suburb:	City:	Postcode:
Any registration number:		
Any home base address:		
Any name used or proposed for conveyance:		
Is the licence conditional on completion of construction work: <input type="checkbox"/> Yes <input type="checkbox"/> No, and if "Yes", state details:		
<b>16. Details of Duty Manager(s)/Proposed Manager(s) <i>If more than two certified managers please attach details separately</i></b>		
Full legal name: Please see attached documentation		
Number of manager's certificate:	Expiry Date:	
Full legal name:		
Number of manager's certificate:	Expiry Date:	
<b>17. Business Details</b>		
State the general nature of the business to be conducted by applicant in the premises if licence granted: <i>(for example, hotel, tavern, restaurant, entertainment/nightclub)</i>		
Retirement Village		
Is the sale of alcohol intended to be the principal purpose of business: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, and advise the intended principal purpose of business <i>(for example: sale of alcohol, sale of food; entertainment; accommodation)</i> .		
Retirement Village		
Is the applicant engaged, or intending to be engaged, in the sale or supply of any goods other than alcohol, non-alcoholic refreshments and food, or in the provision of any services other than those directly related to the sale or supply of alcohol and non-alcoholic refreshments, and food: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No - and if "Yes", advise the nature of other goods or services. This is to assess whether other goods and services provided are compatible with the sale of alcohol.		
Retirement Village		

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

Monday to Sunday 12.00pm to 10.00pm

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

<b>18. Conditions</b> <ul style="list-style-type: none"> <li>• Write answer below or attach relevant documents that demonstrate compliance.</li> <li>• When including attachments please number the hard copies, and in the first column circle 'Yes box and write the document number on '#.....'</li> </ul>	<b>Doc attached? Number.</b>
Describe experience and training of applicant:  Please see attached documentation	<input checked="" type="checkbox"/> Yes / No #....1.....
Describe the type and range of food intended to be available for purchase:  Please see attached menu	<input checked="" type="checkbox"/> Yes / No #....2.....
Describe the type and range of non-alcoholic beverages intended to be available for purchase:  Please see attached menu	Yes / No #.....
Describe the type and range of low-alcohol beverages intended to be available for purchase:  Please see attached menu	<input checked="" type="checkbox"/> Yes / No #....3.....
Describe to what extent, and where, drinking water is intended to be freely available to patrons (if no access to mains water supply, also advise the potability of water intended to be available):  Water will always be freely available at the bar and signs will indicate this.	Yes / No #.....

...Conditions contd-	...Conditions contd-
<p>Describe the steps proposed to be taken to prevent the sale and supply of alcohol to prohibited people:</p> <p>Please see attached documentation</p>	<p><input checked="" type="checkbox"/> Yes / No #.....1.....</p>
<p>Describe any other steps the applicant proposes to promote the responsible consumption of alcohol (for instance host responsibility practices):</p> <ol style="list-style-type: none"> <li>1. Ensuring food is available including complimentary function food, on occasion</li> <li>2. Staff will assist residents to return to their rooms and villas making sure all are safe</li> <li>3. Staff will receive adequate host responsibility training</li> <li>4. Residents will be provided with information on the responsible consumption of alcohol</li> </ol>	<p><input checked="" type="checkbox"/> Yes / No #.....</p>
<p>Describe any other systems (including training systems), and staff in place (or to be in place) for compliance with the Act:</p> <p>Staff will receive regular training on Ryman Healthcare responsible service of alcohol policies. Village Managers will ensure any new employees undertake training that covers the conditions of the village licence and the contents of this policy prior to their first shift. Serving staff will undergo Serve Wise training prior to their first shift. Training will be revisited on an ongoing basis via TeamRyman in service training</p>	<p>Yes <input checked="" type="checkbox"/> No #.....</p>
<p>Describe any actions that have been taken to ensure the good order and amenity of the locality would not be likely to be:</p> <ul style="list-style-type: none"> <li>• reduced, by more than a minimal extent, by granting the licence; or</li> <li>• increased, by more than a minimal extent, by the refusal to renew the licence.</li> </ul> <p><i>This includes issues such as noise (including amplified music, people in outdoor areas or arriving or leaving premises), the effects on sensitive users within locality such as pre-schools, schools and medical centres:</i></p> <p>Please see attached documentation</p>	<p><input checked="" type="checkbox"/> Yes / No #.....1.....</p>
<p><b>For Licence Renewal Only:</b> Describe any conditions of the licence the applicant seeks to vary or cancel: <i>To be filled in for each condition the applicant seeks to vary or cancel – attach additional pages as necessary</i></p> <p>Terms of condition at present:</p> <p>Action sought: <input type="checkbox"/> <b>Variation</b>      <input type="checkbox"/> <b>Cancellation.</b> If Variation, in what respect does the applicant seek to vary the condition?</p> <p>N/A</p>	<p>Yes / No #..... #..... #..... #.....</p>

Full reasons for variation or cancellation:	
<b>19. Attachments (if Not a Conveyance)</b> <ul style="list-style-type: none"> <li>When including attachments please number the hard copies, and in the first column circle 'Yes box and write the document number on '#.....')</li> </ul>	<b>Doc attached? Number.</b>
A statement, or signed declaration, regarding the premises need for an evacuation scheme, as set out in section 100(d) of the Act for new applications, or section 127(e) of the Act for renewals. A copy of the 'Evacuation of Declaration Scheme' is available on the website.	<input checked="" type="checkbox"/> Yes / No #.....
Copy of planning consent: Please attach certificate that proposed use meets the requirements of the Resource Management Act 1991. <i>Not required for renewal unless the business activity or type has changed since the last version.</i>	Yes / No #.....
Copies of all relevant building certificates consents: Please attach certificates that show the premises meet the requirements of Building Code 2004. <i>Not required for renewal unless structural changes have been undertaken since the last issue or renewal.</i>	Yes / No #.....
A scale floor plan showing each area to be designated as a supervised area or restricted area, and indicating whether supervised or restricted area; and the principal entrance. <i>Not required for renewal unless changes have been made since the last issue or renewal.</i>	Yes / No #.....
For body corporate applicant, please attach a copy of certificate of incorporation (or equivalent document). <i>Not required for renewal unless changes have occurred since the last issue or renewal.</i>	Yes / No #.....
Advise if a Crime Prevention Through Environmental Design (CPTED) assessment has been undertaken or any improvements to the design and layout in accordance with CPTED. <input type="checkbox"/> Yes <input type="checkbox"/> No, and if 'Yes' attach a copy, and if 'No' complete a CPTED checklist (see HPA and the Ministry of Justice websites for more information).	Yes / No #.....
Please attach a photograph or artist's impression of the exterior of the premises or proposed premises. <i>Not required for renewal unless major changes have been undertaken since the last issue or renewal.</i>	Yes / No #.....
Please attach a map showing the location of the premises. <i>Not required for renewal.</i>	Yes / No #.....
For the following documents, if they are already attached in response to a previous section you do not need to provide twice. Just circle the Yes and repeat the document number you have given it.	
Please attach a copy of your Host Responsibility Policy. <i>Not required for a renewal unless there have been significant changes since the last issue or renewal.</i>	Yes / No #.....
Please attach a copy of a sample menu. <i>Not required for a renewal unless there has been a significant change in the range and nature of the food offered since the last issue or renewal.</i>	Yes / No #.....
If the premises are owned by another party, please attach an owner's statement or copy of lease to show there is no objection from the owner to the issue of licence to this premise. <i>Not required for a renewal unless the lease or ownership arrangements have changed.</i>	Yes / No #.....

<b>20. Attachments (Conveyance)</b>		<b>Doc attached? Number.</b>
<ul style="list-style-type: none"> <li>When including attachments please number the hard copies, and in the first column circle 'Yes box and write the document number on '#.....')</li> <li>For renewal applications you only need to attach copies if there have been changes from the last version you provided to the DLC</li> </ul>		
Floor plan showing each area to be designated as a supervised area or restricted area, and indicating whether supervised or restricted area. <i>Not required for renewal unless changes have occurred since the last issue or renewal.</i>		Yes / No #.....
For body corporate applicant, copy of certificate of incorporation (or equivalent document). <i>Not required for renewal unless changes have occurred since the last issue or renewal.</i>		Yes / No #.....
Please attach a photograph or artist's impression of the exterior of the conveyance. <i>Not required for renewal unless major changes have been undertaken since the last issue or renewal.</i>		Yes / No #.....
For the following documents, if they are already attached in response to a previous section you do not need to provide twice. Just circle the Yes and repeat the document number you have given it.		
Please attach a copy of your Host Responsibility Policy. <i>Not required for a renewal unless there have been significant changes since the last issue or renewal.</i>		Yes / No #.....
Please attach a copy of a sample menu. <i>Not required for a renewal unless there has been a significant change in the range and nature of the food offered since the last issue or renewal.</i>		Yes / No #.....
If the conveyance is owned by another party, please attach an owner's statement or copy of lease to show there is no objection from the owner to the issue of licence to this conveyance. <i>Not required for a renewal unless the previous lease has expired.</i>		Yes / No #.....
<b>21. Further Details where Applicant is a Company</b>		
<i>Include full details of each person who holds 20% or more of the shares, or of any particular class of shares, issued by the company.</i>		
Name:	Address:	
Suburb:	City:	
Postcode:	Date of birth:	
Place of birth:	Designation:	
Name:	Address:	
Suburb:	City:	
Postcode:	Date of birth:	
Place of birth:	Designation:	
Name:	Address:	
Suburb:	City:	
Postcode:	Date of birth:	
Place of birth:	Designation:	
Are additional sheets attached? Yes / No - Doc number #.....		



**22. Further Details where Applicant is a Partnership**

Name:	Address:	
Suburb:	City:	
Postcode:	Date of birth:	
Place of birth:	Date:	Signature:
Name:	Address:	
Suburb:	City:	
Postcode:	Date of birth:	
Place of birth:	Date:	Signature:
Name:	Address:	
Suburb:	City:	
Postcode:	Date of birth:	
Place of birth:	Date:	Signature:

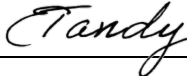
Are additional sheets attached? Yes / No - Doc number #.....

**23. Signature of Applicant (this must be signed by applicant not their agent):**

**I authorise New Zealand Police to disclose any personal information it considers relevant to my application to the Medical Officer of Health and/or the Licensing Inspector for the purpose of assessing my suitability.**

Name: Edrich Tandy

Date: 29/01/2025

Signature: 

Dated at location: Wellington

**Privacy Statement**

Information contained in your application and any supporting information will be held by Kapiti Coast District Council to enable your application to be processed under the Sale and Supply of Alcohol Act 2012. This information will be made available to the public on request. The information will be provided to the Kapiti Coast District Licensing Committee, the NZ Police, the Medical Officer of Health and Council's Licensing Inspectors. This information may form part of a public hearing of your application before the Kapiti Coast District Licensing Committee and may be used in the Committee's decision for your application. Decisions will be made publically available.

Council is required to keep a statutory register of all applications and the District Licensing Committee's decisions on them. Council is required to report statistics about applications to the Alcohol Regulatory and Licensing Authority. Any member of the public may request access to this information under the Local Government Official Information and Meetings Act 1987. This information may also be used under the Privacy Act 1993. You have the right to see and correct personal information that Council holds about you.

**Method of payment (must be made at time of application)**

- I have paid at a Kāpiti Coast District Council Service Centre when I delivered this application.
- I have paid by electronic transfer (Council Bank Account Number: 03-0732-0306101-00) and quoted my name and “alcohol” in the reference fields; and
  - I have included proof of electronic payment with this application.
- I have enclosed a cheque with this form.

**How I would like to receive my alcohol licence (please select one only)**

- I will collect my alcohol licence – please contact me when it is ready by  Phone or  Email  
OR
- Please post my alcohol licence to me.

**Next Step:** Once your application is complete, if you would like to make an appointment for an optional pre-lodgement meeting with the Licensing Inspector then please Telephone (04) 296 4700 or Toll Free: 0800 486 486.

- 1 This form must be accompanied by the prescribed fee.
- 2 This form must be accompanied by the required attachments (refer Points 19 or 20).
- 3 Within 20 working days after filing your application with the District Licensing Committee (or 10 working days if it is an application for renewal), the application must be publically notified. The public notice template will be provided on receipt of your application by the Alcohol Licensing Team.

**For Office Use: Application Fee Risk Categories**

- Very Low  High
- Low  Very High
- Medium

Application Fee Payable: \$ \_\_\_\_\_ Signature of Licensing Inspector \_\_\_\_\_

Name of Licensing Inspector \_\_\_\_\_ Date: \_\_\_\_\_

## Guidance for Completing On-Licence Application Form

Background	
<p>The object of the Sale and Supply of Alcohol Act 2012 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.</p> <p>It is a legal requirement of the Sale and Supply of Alcohol Act 2012 that you must have a licence before you can sell or supply alcohol.</p>	
Before lodging application	
<p>Once this application is complete then you must ring and make an appointment for a pre-lodgement meeting with the Licensing Inspector. Please Telephone (04) 296 4700 or Toll Free: 0800 486 486. The application form cannot be accepted by the DLC over the counter until it has been signed off as complete by the Inspector and a fee category has been calculated.</p> <p>If your application is regarding a 'premise - not a conveyance', you should also apply for certificate of compliance with the Resource Management Act and the Building Act from the Kapiti Coast District Council. A '<i>conveyance</i>' means an aircraft, coach, ferry, hovercraft, ship, train, or other vehicle, used to transport people.</p>	
Completing your application	Who should complete which fields
<b>1</b>	<b>Type of Application</b>
<b>All applicants to complete.</b>	
<b>2</b>	<b>Endorsements</b>
<b>Only complete if seeking an endorsement for BYO or Caterer. This is for restaurants who only allow BYO and caterers who only cater.</b>	
<b>3</b>	<b>Details of Applicant</b>
<b>All applicants to complete. If a company receives profits then apply in company name.</b>	
<b>4</b>	<b>Applicant Status</b>
<b>All applicants to complete</b>	
<b>5</b>	<b>For Applicant that is Natural Person(s)</b>
<b>Only complete if applicant is a natural person. A natural person is an individual. Complete all sections.</b>	
<b>6</b>	<b>For Applicant that is Body Corporate</b>
<b>Only complete if applicant is a body corporate.</b>	
<b>7</b>	<b>For Applicant that is <u>not</u> a Natural Person(s)</b>
<b>Only complete if applicant is a body corporate, partnership, private company or public company. Complete all sections.</b>	
<b>8</b>	<b>Postal Address for Service</b>
<b>All applicants to complete.</b>	
<b>9</b>	<b>Business Details</b>
<b>What is your principal business? For example restaurant/entertainment centre/sale of alcohol (ie tavern).</b>	
<b>10</b>	<b>Criminal Convictions</b>
<b>All applicants to complete.</b>	
<b>11</b>	<b>For a Company full legal names of directors</b>
<b>Only complete if applicant is a public or private company.</b>	
<b>12</b>	<b>For a Private Company</b>
<b>Only complete if applicant is a private company incorporated under the Companies Act 1983.</b>	
<b>13</b>	<b>For a Partnership</b>
<b>Only complete if applicant is a partnership.</b>	
<b>14</b>	<b>Details of Premises (if not a conveyance)</b>
<b>All applicants must complete either 14 or 15.</b>	
<i>A 'conveyance' is a premise which is used to transport people such as an aircraft, coach, ferry, hovercraft, ship, train, or other vehicle.</i>	
<b>15</b>	<b>Details of Conveyance</b>
<i>A 'premise - not a conveyance', is any other type of premise for which you are seeking a Licence.</i>	

16	Details of Duty Manager(s)/Proposed Managers	All applicants to complete. If more than 2 please attach details separately.
17	Business Details	All applicants to complete.
18	Conditions	All applicants to complete.
19	Attachments (if not a conveyance)	All applicants must complete either 19 or 20 (see 14/15).
20	Attachments (conveyance)	
21	Further Details where Applicant is a Company	Only complete if private or public company.
22	Further Details where Applicant is a Partnership	Only complete if a partnership.
23	Signature of Applicant	All applicants to complete.
<b>After your Application is Lodged</b>		
<b>Public Notices</b>		
<p>You are responsible for giving notice in the Kapiti Observer or Kapiti News within 20 working days of the Council formally accepting your application (or 10 working days if it is an application for renewal) and the Council will sent you a template to complete this, along with further information. Unless notified otherwise by a Licensing Inspector, the notice must be published twice and there must not be less than five days and not more than 10 days between the two dates of publication. The notices must be worded according to Form 7 (and in compliance with regulations 36, 37 and 38 of the Sale and Supply of Alcohol Regulations 2013). A Form 7 notice must also be displayed in a conspicuous place on the premises or conveyance to which this application relates for 10 days from the first newspaper notification.</p>		



## 18. Conditions

### **Describe experience and training of applicant:**

Ryman Healthcare has been operating retirement villages in New Zealand for over 30 years. Ryman currently operates 38 retirement villages in New Zealand and 8 in Australia. Ryman villages cater for all levels of care including independent townhouses, apartments, rest home and hospital rooms and dementia care.

Ryman has been responsibly operating bar areas on behalf of residents, in all village centres, for a number of years. Ryman Healthcare has always operated bars service and functions with residents' best interests and high standards of care in mind. Food and good hospitality are critical to running successful village events which involve alcohol.

Ryman village managers are responsible for resident wellbeing and all will be trained as Duty Managers. Village Managers have always ensured all service staff undertake appropriate host responsibility training and that village events are well run.

### **Describe the steps proposed to be taken to prevent the sale and supply of alcohol to prohibited people:**

A manager will be on Duty at all times when alcohol is being sold or supplied. The Duty Manager will ensure compliance with the Sale and Supply of Alcohol Act and any conditions of the licence.

Residents or their guests will not be allowed to become intoxicated, through the provision of food, non-alcoholic beverage options and refusal of service. Any person who service staff believe to be under the age of 25 will be asked to provide suitable identification.

Prohibited people will be removed from the premises, after ensuring provisions for safe passage home have been made. All incidents involving prohibited people will be recorded in the incident register.



**Describe any actions that have been taken to ensure the good order and amenity of the locality would not be likely to be:**

- **reduced, by more than a minimal extent, by granting the licence;**  
or
- **increased, by more than a minimal extent, by the refusal to renew the licence.**

Amplified music will only occasionally form part of functions at the village and will not be played after 10.00pm. The village centre where functions will be held are located in the middle of the complex so noise immediately adjacent to neighbours will be minimised

The business is a part of the local community, providing retirement living and aged care for residents. Residents live in the business's location, have day to day contact with village management, and regular village resident meetings. Residents will therefore be able to have input in to and voice any concerns over the way functions are managed. It is unlikely the community immediately adjacent to the village will be aware functions are taking place.

Where appointments are prior to February 1993 the date shown may relate to when the information was entered on this database.

Full legal name:Dean Ross HAMILTON

Residential Address:76 Hunter Road, Rd 1, Queenstown, 9371 , New Zealand

Appointment Date:01 Jun 2023

Consent:[View Consent Form](#)

Full legal name:Paula Natalie JEFFS

Residential Address:110 Mullum Mullum Road, Ringwood, Victoria, 3134 , Australia

Appointment Date:19 Nov 2019

Consent:[View Consent Form](#)

Director of an Australian company:No

Full legal name:Anthony Cameron LEIGHS

Residential Address:3 Kereru Lane, Riccarton, Christchurch, 8011 , New Zealand

Appointment Date:01 Oct 2018

Consent:[View Consent Form](#)

Full legal name:James Bruce MILLER

Residential Address:27 Aldred Road, Remuera, Auckland, 1050 , New Zealand

Appointment Date:01 Jun 2023

Consent:[Link to Consent Form](#)

Full legal name:Kathryn Marian MUNNINGS

Residential Address:1/3 Oyama Avenue, Manly, New South Wales, 2095 , Australia

Appointment Date:01 Nov 2023

Consent:[View Consent Form](#)

[Australian company directorship](#)

Director of an Australian company:[Not specified]

Full legal name:David Leslie PITMAN

Residential Address:56 Walumetta Drive, Wollstonecraft, Sydney, Nsw, 2065 , Australia

Appointment Date:01 May 2024

Consent:[View Consent Form](#)

[Australian company directorship](#)

Director of an Australian company:[Not specified]

Full legal name:Scott Robert PRITCHARD

Residential Address:10 Tiri Road, Milford, Auckland, 0620 , New Zealand

Appointment Date:01 Nov 2024

Consent:[View Consent Form](#)





## Bar Snacks

**Crispy fries with aioli** (V) (†)  
\$6.00

**Beef, cheese, and bacon sliders  
with tomato and capsicum  
relish served with fries** (\*)  
\$12.00

**Seafood basket with tartare sauce**  
\$9.00

**Fish 'n' chips with side salad  
and tartare sauce**  
\$11.50

**Honey soy chicken nibbles** (GF) (†)  
\$10.00

**Thai beef salad** (GF) (†)  
\$11.00

**Tomato, mozzarella, and basil pizza** (\*) (V)  
\$12.00

**Pepperoni pizza** (\*)  
\$12.00

**Halloumi and pumpkin bruschetta** (\*) (V)  
\$10.00

**Vegetarian spring rolls with  
sweet chilli and soy sauce** (V) (†)  
\$10.00

**Bang Bang chicken skewers** (†)  
\$11.00

**Antipasto/cheese platter** (V)  
\$14.00



## Drinks

**Soft drink - glass**  
\$3.00

**Coke**  
\$4.50

**Coke no sugar**  
\$4.50

**Sprite**  
\$4.50

**Schweppes range**  
\$4.50

**Keri juices**  
\$4.50

**Most organic**  
\$4.50



- (\*) Gluten free option available
- (†) Dairy free option available
- (GF) Gluten free (V) Vegetarian

*Please notify staff of your dietary requirements prior to placing your order, to ensure caution is taken when preparing your meal.*



# Beverage List

## Sparkling Wine

	Glass	Bottle
Botter Prosecco 200ml .....	n/a	\$7.00
Brancott Estate Brut Cuvee 200ml.....	n/a	\$5.00
Brancott Estate Sparkling Brut Cuvee ..	\$6.50	\$19.00
Edenvale Alcohol Free Sparkling Cuvee.....	\$6.50	\$19.00
McGuigan Private Bin Moscato .....	\$5.50	\$18.00

## White

Church Road Pinot Gris.....	\$7.50	\$20.00
Edenvale Alcohol Free Chardonnay.....	\$6.50	\$19.00
Edenvale Alcohol Free Sauvignon Blanc .....	\$7.00	\$19.50
Esk Valley Artisanal Collection Chardonnay.....	\$8.00	\$20.50
Esk Valley Sauvignon Blanc.....	\$8.00	\$20.50
Montana Festival Block Chardonnay.....	\$5.00	\$17.50
Montana Festival Block Sauvignon Blanc .....	\$6.00	\$18.00
Selaks Breeze Low Alcohol Pinot Gris...	\$6.50	\$19.00
Selaks Breeze Low Alcohol Sauvignon Blanc .....	\$6.50	\$19.00
Stoneleigh Marlborough Riesling.....	\$7.50	\$20.00
Thornbury Chardonnay.....	\$7.00	\$19.50
Villa Maria Private Bin Pinot Gris.....	\$5.50	\$18.00

## Red

Edenvale Alcohol Free Shiraz.....	\$7.00	\$19.50
Jacobs Creek Merlot.....	\$6.00	\$18.00
McGuigan Private Bin Shiraz.....	\$6.00	\$18.00
Montana Festival Block Merlot Cabernet.....	\$5.00	\$17.50
Montana Festival Block Pinot Noir .....	\$6.00	\$18.00
Stoneleigh Marlborough Pinot Noir .....	\$7.50	\$20.00
Villa Maria Private Bin Syrah.....	\$7.00	\$19.50

## Rose

Edenvale Alcohol Free Rose .....	\$7.00	\$19.50
Montana Classics Rose.....	\$6.00	\$18.50
Stoneleigh Marlborough Pinot Noir Rose.....	\$7.50	\$20.00
Thornbury Hawkes Bay Rose.....	\$7.00	\$19.50

## Beer

DB Export Citrus 0%.....	\$4.50
Export Gold.....	\$4.50
Guinness.....	\$6.50
Heineken .....	\$5.50
Heineken 0% .....	\$5.50
Heineken Light.....	\$5.50
Monteiths Original.....	\$5.00
Speights 5 Malt Old Dark.....	\$5.00
Speights Gold Medal Ale.....	\$4.50
Speights Summit Ultra Low Carb.....	\$4.50
Steinlager Light.....	\$5.00
Steinlager Pure.....	\$5.50
Stella Artois.....	\$5.50

## Fortified & Liqueurs

### Single

Baileys Irish Cream .....	\$6.50
Penfolds Port Club.....	\$5.50

## Spirits

### Single

Absolut Vodka.....	\$6.00
Chatelle Napoleon Brandy .....	\$6.50
Havana Club Rum Anos 3yo.....	\$6.00
Jack Daniels Old No.7.....	\$6.50
Jameson Whiskey .....	\$6.50
Jim Beam Bourbon.....	\$6.50
Malfy Rosa .....	\$6.50
Tanqueray Gin.....	\$6.50

## Cider

### Bottle

Monteiths Cider Apple.....	\$5.50
Orchard Thieves Apple.....	\$5.50



# Happy Hour & Functions Beverage List

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## Sparkling Wine

Brancott Estate Sparkling Brut Cuvee

McGuigan Private Bin Moscato

## White

Edenvale Alcohol Free Chardonnay

Montana Festival Block Chardonnay

Montana Festival Block Sauvignon Blanc

Stoneleigh Marlborough Riesling

Villa Maria Private Bin Pinot Gris

## Rose

Edenvale Alcohol Free Rose

Montana Classics Rose

## Red

McGuigan Private Bin Shiraz

Montana Festival Block Merlot Cabernet

Montana Festival Block Pinot Noir

## Beer

Export Gold

Heineken 0%

Heineken Light

Monteiths Original

Speights 5 Malt Old Dark

Steinlager Pure

## Cider

Monteiths Apple Cider





## Charles Flemming Duty Managers

**Name:** Jane Carolyn Hickman

**Certificate Number:** 45/CERT/898/2020

**Expiry Date:** 16/02/2025

**Name:** Leon Peter Swain

**Certificate Number:** 49/CERT/739/2015

**Expiry Date:** 29/08/2027

**Name:** Maxine Ruth Gordon

**Certificate Number:** 45/CERT992/2022

**Expiry Date:** 20/04/2026

# DECLARATION OF EVACUATION SCHEME



To be used with applications for New, or Renewal of, On, Off and Club Alcohol Licences

(Sale and Supply of Alcohol Act 2012 sections 100 & 127)

Licence number:	
For premises known as:	112 Perata st
Located at:	Waikanae

I, (applicant) .....**Ryman Healthcare Limited**..... (please print)

Herewith state that: (Please delete whichever does not apply)


(i) The owner of the building in which the premises are situated provides and maintains an evacuation scheme as required by section 76 of the Fire and Emergency New Zealand Act 2017.

OR

(ii) ~~Because of the buildings current use, the owner is not required to provide and maintain such a scheme.~~

OR

(iii) ~~Because of the nature of the building, its owner is exempt from the requirement to provide such a scheme.~~

Signed: .......... (applicant)

Date: **28/05/2020** .....

Please include this declaration with your application for forwarding to NZ Fire Service.

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## **MUST BE CONFIRMED BY AUTHORISED FIRE SAFETY OFFICER**

Signed: .....

Name: ..... (please print)

Date: .....

# Fire Evacuation Statement

*This statement must be accompanied with all new or renewal applications for on-licence (including BYO licences), off-licence, special and club licences in accordance with section 100 and 127 of the Sale and Supply of Alcohol Act 2012.*

## 1. Applicant details

**Premises name:** Charles Flemming Retirement Village

**Applicants name:**  
(Individual or Company) Ryman Healthcare Limited

**Premises address:** 112 Parata Street, Waikanae, 5036

**Contact phone:** Home: Mobile: 027 214 0270

**Contact email:** eddie.tandy@rymanhealthcare.com

## 2. Fire evacuation scheme

Most commonly a building requires an evacuation scheme because it is used for the following purposes:

- The gathering together, for **any purpose of 100 or more persons:**
- Providing **employment facilities for 10 or more persons:**
- Providing **accommodation for more than 5 persons** (other than in 3 or fewer household units):
- **Storing or processing hazardous substances in quantities exceeding the minimum amounts** prescribed in Schedule 3 of the Fire and Emergency New Zealand (Fire Safety, Evacuation Procedures, and Evacuation Schemes) Regulations 2018.

**See Fire and Emergency New Zealand Act 2017 section 75 and 76 for further information.**

*If you are unsure that the building has or requires an approved evacuation scheme, check with the **building owner**. For the requirements of an evacuation scheme or to apply for an evacuation scheme, refer to Fire and Emergency New Zealand web site. **[www.fireandemergency.nz](http://www.fireandemergency.nz)** or Contact Fire and Emergency New Zealand, [wellingtondistrict-rteams@fireandemergency.nz](mailto:wellingtondistrict-rteams@fireandemergency.nz).*

## Statement

I hereby state that (tick one):

the **owner** of the building in which the premises are situated provides and maintains an evacuation scheme as required by section 76 of the Fire and Emergency New Zealand Act 2017;

OR

because of the building's current use, its owner is not required to provide and maintain such a scheme;

OR

because of the nature of the building, its owner is exempt from the requirement to provide and maintain such a scheme.

### NOTE:

*If an approved evacuation scheme is not required, the building must have evacuation procedures that meet Part 1 of the Fire and Emergency New Zealand (Fire Safety, Evacuation Procedures, and Evacuation Schemes) Regulations 2018 – this does not require approval by Fire and Emergency New Zealand.*

Name:

Edrich Tandy

Signature:



Date:

31/01/2025

## Submitting applications

Email completed forms to: [licence.application@kapiticoast.govt.nz](mailto:licence.application@kapiticoast.govt.nz)

### Post to:

Alcohol Licensing Team  
Kāpiti Coast District Council  
Private Bag 60601  
Paraparaumu 5254

### or deliver to:

Kāpiti Coast District Council  
175 Rimu Road  
Paraparaumu