

9 June 2023

HARVEST HOSPITALITY GROUP LIMITED
74 VIGOR BROWN STREET
NAPIER SOUTH
NAPIER 4110

Sale and Supply of Alcohol Act 2012

Dear Sir/Madam,

Thank you for your recent application for a renewal of an off-licence.

With regard to your recent application, I am pleased to confirm that the Napier District Licensing Committee has granted the application. The relevant documents are attached.

Please note the expiry date of the licence and ensure that any application for renewal is filed a minimum of 20 working days prior to that expiry date.

Please also ensure that at all times your premises remain fully compliant with all conditions of the licence and sections 51, 52, 53, 54, 56, 231 & 232 of the Sale and Supply of Alcohol Act 2012, and regulations 24, 25 & 26 of the Sale and Supply of Alcohol Regulations 2013.

Further information regarding these sections is attached.

If you have any queries please contact the Liquor Licensing Inspector Darryn Waugh on 835 7579 extension 8154.

Yours faithfully



p.p. Martin Ferguson
Liquor Licensing Inspector
NAPIER CITY COUNCIL

Enclosed *Licence- 1 page,*
Notice of Renewal – 1 page,
Decision – 3 pages,
Inspectors report – 4 pages,
Police report – 1 page,
HB DHB report – 1 page,
Change of management notice – 1 page,
Compliance info sheet – 2 pages.

Licence No: 30/OFF/1297/2023

PURSUANT to sections 17 to 20, and 64 of the Sale and Supply of Alcohol Act 2012 (the Act), **HARVEST HOSPITALITY GROUP LIMITED** (the licensee) is authorised to sell alcohol on the premises situated at **132 Emerson Street Napier South, Napier** and known as **Harvest Deli & Teresa Cocktail Bar**, to any person for consumption off the premises and to supply alcohol free, as a sample, for consumption on the premises and to sell alcohol on or from the premises and deliver it somewhere else.

If this licence is not endorsed under section 40 of the Act, the licensee is also authorised to sell alcohol on or from the premises and deliver it somewhere else.

The authority conferred by this licence must be exercised through a manager or managers appointed by the licensee in accordance with Subpart 7 of Part 2 of the Act.

CONDITIONS

The licence is subject to the following conditions:

- a. No alcohol is to be sold or delivered on Good Friday, Easter Sunday, Christmas Day, or before 1pm on Anzac Day.
- b. Alcohol may be sold only on the following days and during the following hours:

Monday to Sunday 9:00am to 10:00pm

- c. The following steps must be taken by the licensee to ensure that the provisions of this Act relating to the sale of alcohol to prohibited persons are observed:
 - Appropriate signs must be prominently displayed adjacent to every point of sale detailing the statutory restrictions on the supply of liquor to minors and the complete prohibition on sales to intoxicated persons.
- d. At any time while alcohol is being supplied free as a sample on the premises, drinking water is to be freely available to customers. This must be located and available from the same place at which the free sample is given.
- e. Only the area described and delineated on the plan approved by the District Licensing Committee is the permitted area for the display and promotion of alcohol within the premises as required under section 112.
- f. The following steps must be taken to promote the responsible consumption of alcohol:
 - The licensee must implement and maintain the steps proposed in their host responsibility policy.
- g. The licensee must ensure that at all times a copy of the licence is displayed at the principal entrance.

Subject to the requirements of the Act relating to the payment of fees, and to the provisions of the Act relating to the renewal, suspension and cancellation of licences, this licence expires on:

16th December 2025

This licence replaces licence number 30/OFF/1297/2021 issued by the Napier District Licensing Committee.

Originally dated at Napier, on **16 December 2021**



Secretary,
NAPIER DISTRICT LICENSING COMMITTEE



Licence No: 30/OFF/1297/2023

Notice of Renewal of Licence

Section 135, Sale and Supply of Alcohol Act 2012

To:

HARVEST HOSPITALITY GROUP LIMITED

Licence **30/OFF/1297/2023** replacing licence **30/OFF/1297/2021**.

The off licence in respect of the premises situated at **132 Emerson Street Napier South, Napier** and known as **Harvest Deli & Teresa Cocktail Bar**, is renewed.

The conditions of the licence remain unchanged.

Subject to the requirements of the Act relating to the payment of fees, and to the provisions of the Act relating to the suspension and cancellation of licences, the licence continues in force—

- Until the close of the period for which it is renewed; or
- If an application for the renewal of the licence is duly made before it would otherwise expire, until the close of the period for 3 years after the period for which it is renewed.

The period for which this licence is renewed is **3 years**, expiring on **16th December 2025**.

Dated at Napier, on this **9th day of June 2023**.



Secretary,
NAPIER DISTRICT LICENSING COMMITTEE



DECISION NUMBER **1297/2023**

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

AND

IN THE MATTER of an application by **Harvest
Hospitality Group Limited** for a
renewal of Off-licence pursuant to
section 127 of the Supply of
Alcohol Act 2012.

BEFORE THE NAPIER DISTRICT LICENSING COMMITTEE

The application for renewal of Off-licence (030/OFF/1297/2021) was publically advertised in the Hawkes Bay Today on 14 and 21 December 2022 along with a display notice attached to the premise in accordance with the Regulations, with no objections received.

As no matters of opposition were raised under section 102 and 103 reports; therefore the matter was considered by the Napier District Licensing Commissioner on the papers contained in the full file provided by the secretary.

Commissioner: Stuart Hylton

RESERVED DECISION OF THE NAPIER DISTRICT LICENSING COMMITTEE

1. Application

On the 13 December 2022, **Harvest Hospitality Group Limited** on the prescribed form made application for renewal of an Off-licence (within a tavern). This is the first renewal application by the licensee.

The application for renewal of Off-Licence is in relation to the premises known as '*Harvest Deli and Teresa Cocktail Bar*' situated at 132 Emerson Street, Napier South, Napier.

The general nature of the business is that of a 'Tavern Style Off-licence'. The renewal application seeks to renew with the same existing conditions. The premise has not come to the notice of authorities in an adverse manner during the renewal period and there are no changes to the company structure.

The complete file included –

- The application
- Fire evacuation compliance statement
- Host Responsibility Plan
- Food/Drinks list

- Floor plan
- Photo's
- Copy of draft public notice and public display
- Existing Licence
- Reports from Police, Medical Officer of Health and Inspector

2. Decision Making

In considering this application for Off-Licence the licensing committee had regard to the criteria under section 131 and 105 of the Act. Section 105 assessments were made using the inspector's full report and own assessment. I accept the inspector's assessment and recommendations.

Key matters raised in complete file including the inspector's report were –

- The applicant is a private company that has operated this licence for one year in conjunction with a tavern on-licence. No changes to applicants company structure. The applicant has named two managers for the licence which is seen as suitable for this type of licence.
- The premise has not come to the notice of authorities in an adverse manner during the renewal period.
- The applicant provided a host responsibility plan that if followed should ensure the object of the act is met.
- The applicant appears to have appropriate systems, staff and training to comply with the law.
- There were no reports questioning suitability and neither do I.
- The current hours wanting to be renewed have operated without incident i.e.

Monday to Sunday, between 9.00am to 10.00pm.

- Floor plan works well for the nature of the business held on the premises.
- No CPTED or amenity or good order issues raised with renewal. There is no reason to believe the amenity and good order of the locality would likely to be increased, more than a minor extent, by the effects of a refusal to renew the licence.
- The applicant has satisfactory systems for staff training and performance.
- The application accords with the Napier LAP.

3 Reporting Agencies

The following reports were received under section 103 of the Act and taken into account during the decision.

3.1 Police – Report received on 13 December 2022, of no opposition.

3.2 Medical Officer of Health – Report received on 16 December 2022, of no opposition.

3.3 Licensing Inspector – Full report dated 8 February 2023. The inspector has no opposition to the application and assessed the application against s. 105 matters with no matters of opposition raised. The inspector concludes that the application is complete and recommends renewal of the licence with existing conditions.

4 Conclusion

Based on the evidence provided to me within the complete file, my assessment above of section 105 matters and the past operation of the premise/licensee, I conclude that the application by **Harvest Hospitality Group Limited** meets the statutory criteria to be granted a renewal of Off-Licence under the Act for a period of three (3) years, from the expiry date of the previous licence.

The licence will be subject to the existing conditions.

5 Decision

Accordingly the application is **Approved** for issue immediately.

Dated at Napier District this 5th day of June 2023.

Signed



.....
Stuart Hylton

Napier District Licensing Commissioner

OF1297

8 February 2023

The Secretary
Napier District Licensing Committee
Private Bag 6010
NAPIER

Inspector's Report

Renewal of Off-licence

Pursuant to s. 103(2) of the Sale and Supply of Alcohol Act 2012 (the Act)

1. Introduction

This is a report on an application for a renewal of off-licence made by HARVEST HOSPITALITY GROUP LIMITED in respect of the premises situated at 132 Emerson Street, Napier South, Napier and known as "Harvest Deli & Teresa Cocktail Bar".

2. Application Details

2.1 Name:	HARVEST HOSPITALITY GROUP LIMITED.
2.2 Address for service:	74 Vigor Brown Street, Napier South, Napier 4110.
2.3 Trading Name:	Harvest Deli & Teresa Cocktail Bar.
2.4 Premises address:	132 Emerson Street, Napier South, Napier.
2.5 Licence type:	OFF Licence located within a Tavern
2.6 Licence number:	30/OFF/1297/2021
2.7 Expiry date:	16 December 2022.
2.8 Date application received:	13 December 2022.
2.9 Risk rating:	Medium Risk

3. Executive Summary

HARVEST HOSPITALITY GROUP LIMITED seeks to renew the OFF - Licence for Harvest Deli & Teresa Cocktail Bar situated at 132 Emerson Street, Napier South, Napier.

The applicant does not seek any changes to the existing licence.

No public objections have been made, neither of the reporting agencies have opposed the application and this report offers no opposition to the application for renewal.

4. Details of Applicant

The applicant is a private registered company. There have been no changes to the structure of the company since the previous application.

The applicant appears to be suitable to hold a licence. There have been no adverse comments received by any of the reporting agencies in respect to the way this licensee has managed this licence.

5. Notifications and Objections

Details of the application have been published in the prescribed form in the Hawkes Bay Today on 14 December 2022 and again on 21 December 2022.

No objection or notice of desire to be heard was received during the fifteen working day period ending on 30 January 2023.

6. Agency Reports

Police have provided a report in accordance with section 103 (3) of the Act, dated 13 December 2022.

That report raises no matters in opposition to the granting of the application.

The Medical Officer of Health has provided a report in accordance with section 103 (3) of the Act, dated 16 December 2022.

That report raises no matters in opposition to the granting of the application.

7. Trading Hours

The existing trading hours are:

Monday to Sunday, between 9.00am & 10.00pm.

There are no changes sought to the trading hours and they fall within the default national maximum trading hours allowable.

The applicant has operated within these hours without any apparent issue and therefore there is no opposition for them to continue.

8. Statutory Criteria

8.1 Object of the Act:

The applicant has provided a Host Responsibility Policy indicating that suitable measures will be in place to ensure the sale and supply of alcohol to prohibited persons is managed responsibly. Provided the policy and the license conditions continue to be adhered to, the object of the Act should be met.

8.2 Suitability of Applicant:

The applicant is a suitable entity to continue to hold an Off Licence and the reporting agencies have not noted any suitability issues during the period under renewal.

The applicant has supplied the following names, manager's certificate numbers and expiry dates for the certificated managers employed on the premises:

Manager's Name	Certificate No.	Expiry Date
Andrea MARSEGLIA	29/CERT/108/20	10 December 2024
Sarah MITCHELL	30/CERT/4164/2020	27 November 2024

I consider this number should be adequate to manage the sale of alcohol pursuant to the Sale and Supply of Alcohol Act 2012.

Suitability of the applicant is not challenged.

8.3 Local Alcohol Policy:

The hours of trade in this renewal application accord with the Local Alcohol Policy.

8.4 Premise Design and Layout:

There is no change noted to the design and layout of the premise which appears to function well.

8.5 Details of other Goods and Services Provided:

The applicant does not provide any other goods or services other than those related to the sale and supply of alcohol from the premises.

8.6 Amenity and Good Order:

An environmental scan of the area including neighbouring land use, proximity to sensitive premises, noise levels, any notified nuisance and vandalism incidents and Police concerns; have not raised any issues regarding amenity and good order. Therefore there is no reason to believe the amenity and good order of the locality would be likely to decrease, by more than a minor extent, if the licence were to be renewed.

8.7 Restriction on Renewal of Off-licence

Section 125 of the Act prohibits the renewal of any off-licence unless it's a premise of the kind described in sections 28, 32, 34 or 35 of the Act. This application is to renew an existing OFF – Licence located within a tavern and it is my opinion that this premise is still of a kind of premise for which off-licences can be issued or renewed.

9. Conclusion

The premises have been operated as an OFF – Licence within a Tavern by this Licensee for the last year. I am not aware of any issues arising from the management of the premises during that time.

I have inquired into the application, and based on the information provided, the application appears to meet the criteria in the Act.

10. Recommendation

It is my recommendation that the Napier District Licensing Committee should consider, determine and grant the application on the papers.

I further recommend that the OFF - Licence should be renewed with the existing conditions including any compulsory conditions not currently attached to the licence.



.....
Darryn Waugh
Liquor Licensing Inspector
NAPIER CITY COUNCIL

From: hawkesbay.AHPU
To: [Regulatory Solutions Mailbox; FMCCR](mailto:Regulatory.Solutions.Mailbox@FMCCR)
Subject: FW: [EXTERNAL] Request for Report - Renewal OFF Licence - OF1297 Harvest Hospitality Group Limited
Date: Tuesday, 13 December 2022 16:01:14
Attachments: [image001.jpg](#)
[OF1297 2022 Renewal Application.pdf](#)

Caution: This email originated from outside Napier City Council. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Police do not oppose the attached application.

Regards,

Ray Wylie/ David Power

Alcohol Harm Prevention Officers

M +64 21 191 3277 / +64 21 191 3214

E RWG919@police.govt.nz / DPX309@police.govt.nz

Hawkes Bay Police

From: Deborah O'Leary <Deboraho@napier.govt.nz>

Sent: Tuesday, 13 December 2022 2:41 PM

To: [hawkesbay.AHPU](mailto:hawkesbay.AHPU@police.govt.nz) <hawkesbay.AHPU@police.govt.nz>;

'liquor.licensing@hawkesbaydhb.govt.nz' <liquor.licensing@hawkesbaydhb.govt.nz>

Subject: [EXTERNAL] Request for Report - Renewal OFF Licence - OF1297 Harvest Hospitality Group Limited

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.

Dear Sir / Madam

APPLICATION FOR RENEWAL OFF Licence – OF1297

APPLICANT – Harvest Hospitality Group Limited

Pursuant to the Sale and Supply of Alcohol Act 2012, please find attached the relevant documents relating to the above application. Could you please forward your report to planning@napier.govt.nz within 15 days as required by the Act.

Kind regards

Liquor Licencing

District Licencing Committee

Napier City Council, Private Bag 6010, Napier 4142

t +64 6 835 7579 / www.napier.govt.nz



This communication, including any attachments, is confidential. If you are not the intended recipient, please delete it. Thank you. Refer to the Electronic Transactions Act 2002.

Deborah O'Leary

REGULATORY ADMINISTRATOR

Napier City Council, Private Bag 6010, Napier 4142

t +64 6 834 4176 www.napier.govt.nz

OF1297 Harvest Deli & Teresa Cocktail Bar
Officer for Enquiries: Dina Rykers

16 December 2022

Napier District Licensing Agency
231 Hastings Street
Napier

To whom it may concern

RE: SALE AND SUPPLY OF ALCOHOL ACT 2012 – APPLICATION FOR RENEWAL OF OFF LICENCE –HARVEST HOSPITALITY GROUP LTD

I refer to your request received by our office on 13 December 2022, together with the application for Renewal of Off Licence for the above applicant, for the premises known as Harvest Deli & Teresa Cocktail Bar situated at 132 Emerson Street, Napier South, Napier.

This application was considered with respect to the public health issues involved, and the object of the Sale and Supply of Alcohol Act 2012 (the Act) and I am not aware of any problems that would require opposition.

If applicable, our service will continue to monitor the premise for compliance with the Act. We have not been advised of any issues relating to amenity and good order. As per our agreement we expect Environmental Health staff at your council to notify us of any current issues relating to noise, nuisances or vandalism.

Therefore, the Medical Officer of Health has **no opposition** to the issue of the above-mentioned licence.

Ngā mihi



Reynold Ball

Health Protection Officer on behalf of the Medical Officer of Health

National Public Health Service | Te Matau a Māui

Waea: 06 835 1815 **ext:** 4313 **Waea pūkoro:** 027 293 893

NOTICE OF MANAGEMENT CHANGE
Section 231, Sale and Supply of Alcohol Act 2012

Name of Licensed Premises: Harvest Deli & Teresa Cocktail Bar
Licensee: Harvest Hospitality Group Limited
Licence Number: 30/OFF/1297/2023
Address of Licensed Premises: 132 Emerson Street, Napier South, Napier
Contact Phone:
Contact email:

What are you notifying? (Please tick and complete the applicable box below)

New certificate holding manager

Full name: Effective from: / /
Certificate number: Certificate expiry date:

Temporary manager (see s.229 of the Act)

Full name: Effective from: / /
Residential address: Effective to : / /
.....
Who are they replacing: Certificate number:
Reason for appointment:

Note: A temporary manager must file an application for a manager's certificate within 48 hours of this appointment.

Acting manager (see s.230 of the Act)

Full name: Effective from: / /
Residential address: Effective to : / /
.....
Who are they replacing: Certificate number:
Reason for appointment:

Termination / cancellation of manager appointment

Full name: Effective from: / /
Certificate number: Certificate expiry date:

Email or fax a copy of this completed form, within two working days of the appointment (or termination), to each of the following agencies:

The Secretary
Napier District Licensing Committee
Email - planning@napier.govt.nz
Fax: (06) 835 7579

Liquor Licensing Team
New Zealand Police
Email - HB.liquorlicensing@police.govt.nz
Phone: (06) 873 0534

Name: _____ **Signature:** _____ **Date:** _____

Position (circle one option): Licensee / Partner in partnership / Company Director / Authorised Agent

Sale and Supply of Alcohol Act 2012

Sections 51, 52, 53, 54, 56, 231 & 232

51 Non-alcoholic drinks to be available

The holder of an on-licence or club licence must ensure that, at all times when the premises are open for the sale and supply of alcohol, there is available for sale and consumption on the premises, at reasonable prices, a reasonable range of non-alcoholic drinks.

52 Low-alcohol drinks to be available

- (1) The holder of an on-licence or club licence must ensure that there is available for sale and consumption on the premises alcohol containing not more than 2.5% ethanol by volume at 20°C.
- (2) The requirements of subsection (1) do not apply to the premises if—
 - (a) they are premises whose licensee—
 - (i) sells on those premises only alcohol manufactured by the licensee; and
 - (ii) does not manufacture (whether on those premises or somewhere else) alcohol of the kind described in subsection (1); and
 - (b) the licence was issued or last renewed (whichever occurred more recently), subject to a condition exempting the holder from those requirements.

53 Food to be available

The holder of an on-licence or club licence must ensure that, at all times when the premises are open for the sale and supply of alcohol, a reasonable range of food is available for sale and consumption on the premises, in portions suitable for a single customer,—

- (a) at reasonable prices; and
- (b) within a reasonable time of being ordered.

54 Help with and information about transport to be available

The holder of an on-licence or club licence must ensure that, at any time customers are lawfully on the premises,—

- (a) there is readily available to the customers, free, comprehensive, and accurate information about the forms of transport from the premises that are available at that time; and
- (b) there are on the premises, and readily accessible to the customers, staff able to give them comprehensive and accurate information about the forms of transport from the premises that are available at that time; and
- (c) those staff will on demand give any customer appropriate advice free.

56 Display of signs: on-licences, off-licences

The holder of an on-licence issued for premises or an off-licence (other than an off-licence issued for premises for which a club licence is held) must ensure that for each principal entrance to the premises there is displayed at all times a sign attached to the inside or outside of the premises, so as to be easily read by people immediately outside the entrance, stating the ordinary hours of business during which the premises are open for the sale of alcohol (or, in the case of an on-licence endorsed under [section 37](#), open for the consumption of alcohol).

231 Notice of appointment, etc, of manager, temporary manager, or acting manager

- (1) A licensee must give notice, in accordance with subsection (2), of the appointment, or the cancellation or termination of the appointment, of any manager, temporary manager, or acting manager.
- (2) Notice is given in accordance with this subsection if the notice is given within 2 working days after the appointment, or the cancellation or termination of the appointment, to—
 - (a) the licensing committee with which the application for the licence was filed; and
 - (b) the constable in charge of the police station nearest to—
 - (i) the premises, where the licence is in force for any premises; or
 - (ii) the office of the licensing committee with which the application was filed, where the licence is in force for a conveyance.
- (3) It is not necessary to comply with subsection (1) in respect of the appointment of a temporary manager or an acting manager for any period not exceeding 48 consecutive hours.
- (4) The licensing committee may, within 5 working days after receiving a notice of the appointment of any temporary manager or acting manager, notify the licensee that it does not approve the appointment, in which case it must give a copy of the notice to the constable referred to in subsection (2)(b).
- (5) On receiving notice under subsection (4), the licensee must terminate the appointment with effect from a date not later than 5 working days after the date of the notice.

232 Licensees to keep record of temporary and acting managers

- (1) Every licensee required by this Act to appoint a manager or managers for any premises must, in respect of each manager, acting manager, or temporary manager appointed for the premises, record (in a form that is readable or retrievable) the information prescribed by regulations made under this Act for the purposes of this section.
- (2) The licensee must keep the information recorded for at least 2 years after it is recorded.

Sale and Supply of Alcohol Regulations 20103

Regulations 24, 25 & 26

24 Information relating to full managers

The information that a licensee is required by section 232 of the Act to record in respect of each manager appointed for premises or a conveyance who is not an acting manager or temporary manager is as follows:

- (a) the manager's full legal name, date of birth, and sex:
- (b) the number and day of expiry of the manager's manager's certificate:
- (c) the day on which the manager was appointed manager for the premises or conveyance:
- (d) the day on which that appointment was terminated:
- (e) in respect of each occasion on which (under section 231 of the Act) the licensee notified the licensing committee with which the application for the premises' licence was filed of the appointment, or the cancellation or termination of the appointment, of the manager, the day on which the licensee did so:
- (f) in respect of each occasion on which (under section 231 of the Act) the licensee notified the constable in charge of the police station nearest to the premises (or, in the case of a conveyance, the office of the licensing committee with which the application for the conveyance's licence was filed) of the appointment, or the cancellation or termination of the appointment, of the manager, the day on which the licensee did so.

25 Information relating to acting managers

The information that a licensee is required by section 232 of the Act to record in respect of each acting manager appointed for premises or a conveyance under section 230 of the Act is as follows:

- (a) the acting manager's full legal name, date of birth, and sex:
- (b) if the acting manager holds a manager's certificate, its number and day of expiry:
- (c) each day on which the acting manager was appointed acting manager for the premises or conveyance:
- (d) in respect of each day on which the acting manager was appointed acting manager for the premises or conveyance, the day on which the acting manager's appointment ceased:
- (e) in respect of each day on which the acting manager was appointed acting manager for the premises or conveyance,—
 - (i) the full legal name of the manager whose place the acting manager was appointed to act in; and
 - (ii) a brief statement of the reason for the manager's absence:
- (f) in respect of each occasion on which (under section 231 of the Act) the licensee notified the licensing committee with which the application for the premises' licence was filed of the appointment, or the cancellation or termination of the appointment, of the acting manager, the day on which the licensee did so:
- (g) in respect of each occasion on which (under section 231 of the Act) the licensee notified the constable in charge of the police station nearest to the premises (or, in the case of a conveyance, the office of the licensing committee with which the application for the conveyance's licence was filed) of the appointment, or the cancellation or termination of the appointment, of the acting manager, the day on which the licensee did so.

26 Information relating to temporary managers

The information that a licensee is required by section 232 of the Act to record in respect of each temporary manager appointed for premises or a conveyance under section 229 of the Act is as follows:

- (a) the temporary manager's full legal name, date of birth, and sex:
- (b) the day on which the temporary manager applied for a manager's certificate:
- (c) each day on which the temporary manager was appointed temporary manager for the premises or conveyance:
- (d) in respect of each day on which the temporary manager was appointed temporary manager for the premises or conveyance, the day on which the temporary manager's appointment ceased:
- (e) in respect of each day on which the temporary manager was appointed temporary manager for the premises or conveyance,—
 - (i) a brief statement of the reason for the temporary manager's appointment; and
 - (ii) if it was because of the dismissal or resignation of a manager, the full legal name of the manager:
- (f) in respect of each occasion on which (under section 231 of the Act) the licensee notified the licensing committee with which the application for the premises' licence was filed of the appointment, or the cancellation or termination of the appointment, of the temporary manager, the day on which the licensee did so:
- (g) in respect of each occasion on which (under section 231 of the Act) the licensee notified the constable in charge of the police station nearest to the premises (or, in the case of a conveyance, the office of the licensing committee with which the application for the conveyance's licence was filed) of the appointment, or the cancellation or termination of the appointment, of the temporary manager, the day on which the licensee did so.