

**Report of the**  
**WAIKATO DISTRICT LICENSING COMMITTEE**  
**For the period ended 30 June 2020**

## INTRODUCTION

This report, from the Waikato District Council (The Council), is provided to the Alcohol Regulatory and Licensing Authority (ARLA) in response to their questionnaire covering the operations of the Waikato District Licensing Committee (the Committee) and alcohol related statutory activities during the 12 months to 30 June 2020.

This report answers the questions posed and includes in Schedule A the relevant financial information for the 2019/2020 year.

## ARLA QUESTIONS

### 1. Please provide the name of your District Licensing Committee.

Waikato District Licensing Committee

### 2. Please provide the name, email, and contact phone number of your Committee's Secretary.

Sarah Bourke

[Sarah.bourke@waidc.govt.nz](mailto:Sarah.bourke@waidc.govt.nz)

Phone: 0800 492 452

### 3. Please name each of your licensing inspectors and provide their email and contact phone number.

Sudhir Kumar	<a href="mailto:sudhir.kumar@waidc.govt.nz">sudhir.kumar@waidc.govt.nz</a>	0800 492 452
Paul Lynch	<a href="mailto:paul.lynch@waidc.govt.nz">paul.lynch@waidc.govt.nz</a>	0800 492 452
Joe Kee	<a href="mailto:joe.kee@waidc.govt.nz">joe.kee@waidc.govt.nz</a>	0800 492 452
Nicki Haller	<a href="mailto:nicki.haller@waidc.govt.nz">nicki.haller@waidc.govt.nz</a>	0800 492 452
Bianca Staines	<a href="mailto:bianca.staines@waidc.govt.nz">bianca.staines@waidc.govt.nz</a>	0800 492 452
Rebecca Clarke	<a href="mailto:rebecca.clarke@waidc.govt.nz">rebecca.clarke@waidc.govt.nz</a>	0800 492 452
Team Leader, Anthony Pipe	<a href="mailto:anthony.pipe@waidc.govt.nz">anthony.pipe@waidc.govt.nz</a>	0800 492 452

### 4. The following questions relate to the number of licences and managers' certificates your Committee issued and refused in the 2019-2020 financial year.

*Note: the 2019-2020 financial year runs from 1 July 2019 to 30 June 2020.*

#### Licences 2019-2020

In the 2019-2020 year, how many 'on licences' did your Committee issue? (#) **12**

In the 2019-20 year, how many applications for 'on licences' did your Committee refuse? (#)  
**Nil**

In the 2019-20 year, how many 'off licences' did your Committee issue? (#) **4**

In the 2019-20 year, how many applications for 'off licences' did your Committee refuse? (#)  
**Nil**

In the 2019-20 year, how many club licences did your Committee issue? (#) **Nil**

In the 2019-20 year, how many applications for club licences did your Committee refuse? (#) **Nil**

**Manager's certificates 2019-2020**

In the 2019-20 year, how many managers' certificates did your Committee issue? (#) **140**

In the 2019-20 year, how many applications for managers' certificates did your Committee refuse? # **Nil**

In the 2019-20 year, how many applications for managers' certificates were withdrawn? # **1**

**Licence renewals 2019-2020**

In the 2019-20 year, how many licence renewals did your Committee issue? (#) **37**

In the 2019-20 year, how many licence renewals did your Committee refuse? # **Nil**

**5. Please comment on any changes or trends in the Committee's workload in 2019-20.**

Overall in 2020 the number of applications has reduced compared to previous years, although we are seeing a slight increase now the COVID restrictions have been lifted in the Waikato District. The number of hours spent by the Committee in considering and hearing decisions and report writing has also reduced on previous years.

**6. Please comment on any new initiatives the Committee has developed/adopted in 2019-2020.**

The Committee continues to hold a pragmatic attitude towards applications and the need for hearings – with clarification sought via the secretary where necessary, saving both time and money but enabling the Committee to be fully informed.

**7. Has your Committee developed a Local Alcohol Policy?**

Yes

**7A. If the answer is yes, what stage is your Local Alcohol Policy at?**

In force

**8. If the answer to 7 is Yes, what effect do you consider your Local Alcohol Policy is having?**

The Waikato District Council Local Alcohol Policy 2017 (LAP) has the effect of:

- Reflecting the views of local communities as to the appropriate location, number, hours and conditions that should be applied to licensed premises within their communities;
- Balancing the views of local communities regarding the sale, supply and consumption of alcohol, while addressing the statutory requirements of the Sale and Supply of Alcohol Act 2012, including the object of the Act, to minimise the harm caused by excessive or inappropriate consumption of alcohol;
- Providing certainty and clarity for applicants and the public as to whether a proposed licence application will meet the criteria of the LAP; and

- Providing effective guidance to the District Licensing Committee and Alcohol Regulatory and Licensing Authority when making decisions.

**9. If the answer to 7A is 'in force', is your Local Alcohol Policy due for review?**

December 2022

**10. If the answer to 9 is Yes, has such a review been undertaken; and, if so with what result?**

N/A

**11. Please comment on the manner in which Covid-19 has impacted on DLC operations.**

During the COVID-19 pandemic some hearings were delayed until it was safe for them to be held. Hearings now take place with appropriate personal protective equipment available to all participants and with restrictions such as social distancing in place in accordance with the applicable COVID alert level. During this period there was a decrease in the number of special licence applications received, reflecting the restrictions on gatherings imposed by Central Government.

The timeframe for completing the process was also extended with the extended Police and Ministry of Health timeframes for reporting to the DLC.

The Committee had noticed a reduction on overseas nationals on visas renewing their manager's certificates, although these numbers are now starting to increase.

**12. Please comment on the ways in which you believe the Sale and Supply of Alcohol Act 2012 is achieving its object. Note: the object of the Sale and Supply of Alcohol Act 2012 is that:**

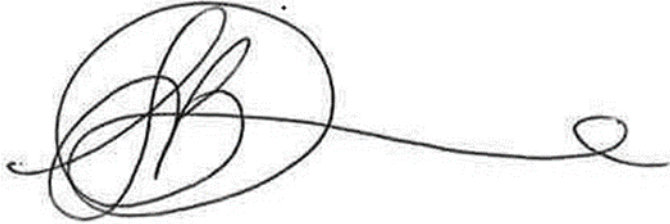
- a) the sale, supply, and consumption of alcohol should be undertaken safely and responsibly; and***
- b) the harm caused by the excessive or inappropriate consumption of alcohol should be minimised.***
- c) to what extent, if any, do you consider that achievement of the object of the Act may have been affected by the Covid-19 pandemic?***

The Act enabled Council to develop a local alcohol policy (LAP) to guide expectations for the development of alcohol licensing. This statutory recognition allows our DLC in consultation with their communities and stakeholders, to have greater influence over the local licensed environment.

- The Act strengthens the rules around the types of stores eligible to sell alcohol.
- The Act provides clarity for objections to alcohol licence applications.
- The Act allows reporting agencies to consider new criteria for renewal of licences; such as regard for the objective of the Act; design and layout of premises and impact on amenity and good order.
- There are tighter controls on sale and promotion of alcohol.
- There are better enforcement powers and penalties.

**Liaison**

The Council continues to work closely with the Police and the Medical Officer of Health (MoH) representative from the Waikato District Health Board, holding liaison group meetings during the year.

A handwritten signature in black ink, consisting of a large, stylized 'S' and 'B' followed by a long horizontal line ending in a small loop.**Sarah Bourke**

Secretary

Waikato District Licensing Committee

**Attached** – Schedule A – End of Year Financial Information

## Annual Return (Fees) to Alcohol Regulatory and Licensing Authority

### Territorial Authority: Annual Return for the Year Ending 2020

On-licence, Off-licence and Club Licence Applications Received						
Application Type	Number Received in Fee Category – Very Low	Number Received in Fee Category – Low	Number Received in Fee Category – Medium	Number Received in Fee Category – High	Number Received in Fee Category – Very High	Total
On-licence new		3	8			
On-licence variation			2			
On-licence renewal		4	12			
Off-licence new			3			
Off-licence variation		2	1			
Off-licence renewal			14			
Club licence new		1				
Club licence variation						
Club licence renewal	3	5	1			
<b>Total number</b>	<b>3</b>	<b>15</b>	<b>41</b>			
<b>Total fees payable to ARLA (GST incl)</b>	<b>\$51.75</b>	<b>\$517.50</b>	<b>\$2121.75</b>			
<b>Total fees paid to ARLA (GST incl)</b>	<b>\$51.75</b>	<b>\$517.50</b>	<b>\$2121.75</b>			
Licence Type	Number Received in Fee Category – Very Low	Number Received in Fee Category – Low	Number Received in Fee Category – Medium	Number Received in Fee Category – High	Number Received in Fee Category – Very High	Total
On-licence	1	16	31			

Off-licence		4	28	1
Club licence	17	18		
<b>Total number</b>	<b>18</b>	<b>38</b>	<b>59</b>	<b>1</b>
<b>Total fees payable to ARLA (GST incl)</b>	<b>\$310.50</b>	<b>\$1311.00</b>	<b>\$3053.25</b>	<b>\$86.25</b>
<b>Total fees paid to ARLA (GST incl)</b>	<b>\$310.50</b>	<b>\$1207.50</b>	<b>\$2949.75</b>	<b>\$86.25</b>

<b>Managers' Certificate Applications Received</b>	
<b>Application Type</b>	<b>Number Received</b>
Managers' certificate new	66
Managers' certificate renewal	107
<b>Total number</b>	<b>173</b>
<b>Total fees payable to ARLA (GST incl)</b>	<b>\$4973.75</b>
<b>Total fees paid to ARLA (GST incl)</b>	<b>\$4801.25</b>

<b>Special Licence Applications Received</b>			
	<b>Number Received in Category – Class 1</b>	<b>Number Received in Category – Class 2</b>	<b>Number Received in Category – Class 3</b>
Special licence	6	29	48

<b>Temporary Authority Applications Received</b>	
	<b>Number Received</b>
Temporary authority	13

**Permanent Club Charter Payments Received**

**Number Received**

Permanent club charter payments -

**Total paid to ARLA -**