

The Secretary
Alcohol Regulatory and Licensing Authority Tribunals Unit
Private Bag 32 001
Panima Street
WELLINGTON 7610

Dear Sir

WAIMAKARIRI DISTRICT LICENSING COMMITTEE: ANNUAL REPORT 2014/2015

The following is our annual report for the year ended 30 June 2015.

Overview of the Waimakariri District Licensing Committee Workload

The Waimakariri District Licensing Committee has a staff of:

- 3 Part-time Inspectors
- Part-time Administrator
- Part-time Secretary

This collectively is equivalent to 1.5 FTE in the Inspectors role, .5 FTE Secretary Role and .5 FTE Administration positions. Note that this includes the time spent by the Inspector inspecting premises. Staffs also have other roles such as environmental health officers, Environmental Services Management and collectively are stretched to cope with the current workload however it is proposed to review this resourcing issue in 2015.

Two inspectors attended both the NZILLI and the ALAC annual conference during this year and all staff attended a tribunal hearing to further understanding of that part of the process.

The Committee have attended all available training programmes run by both LGNZ and SOLGM.

The Committee Chairman and Secretary meet with our neighbouring DLC every 2 months approximately to share experiences and discuss any issues of concern.

This year the Committee has held 1 public hearing on “opposed applications”:

5-8 December – Brownlee Brothers Kaikanui Tavern for the renewal of “*On and Off Licence*” where the decision was to refuse to renew the “*On and Off licence*”.

Temporary Authorities; seven “*Temporary Authorities*” were issued during the period covered in this report.

New Premises Licence’s; there have been thirteen new “*On Licence*” premises of which eleven were medium risk, two were low risk.

Nine new “*Off Licence*” premises; of which one was high risk, seven were medium risk and one low risk, have been established in the district.

Special Licence Applications: 89 Special licences have been processed; 3 class 1, 47 class 2 and 39 class 3.

Managers Certificates: The DLC have processed 113 applications for managers certificates; 42 New and 71 Renewals.

Since the introduction of the Sale and Supply of Alcohol Act 2012 (The Act) there has been a noticeable increase in the workload of the Inspectors, the Secretary and the DLC Chairman. The DLC Chairman is aware of the increased workload on staff brought by the new Act as there is an expectation for Inspectors to write more comprehensive Inspectors reports, respond to questions raised by the Chairman, the monitoring of licenced premises, as well as assisting/managing the development of the Local Alcohol Policy (LAP). The liaison and links between the Chairman and the Secretary have increased dramatically, with the weekly signing of decisions, "on the papers" which under the old Act was previously done by the Secretary. It has been found to be very time consuming. There are also additional demands on the Inspectors time with the additional monthly joint monitoring of licensed in conjunction with NZ Police, Medical Officer of Health

District Licensing Initiatives:

On 15 July 2014 Council appointed members from the neighbouring Hurunui District Licensing Committee to the Waimakariri District Licensing Committee List and currently our District Licensing Committee has an arrangement with the Hurunui District Council to assist their committee if required.

Note; that this is to be used only if a quorum of three cannot be reached from elected members of the Waimakariri District Council or there is a matter of mutual interest or conflict of interest is to be heard.

Appointments have been made for a five year term from 18th December 2013.

Waimakariri District Local Alcohol Policy

The Council's Resource Management and Regulations Committee approved the development of a Draft Local Alcohol Policy under the new Sale and Supply of Alcohol Act 2012. The Council confirmed the public notification, on 18 December 2013, of the Provisional Local Alcohol Policy at its meeting on 8 October 2013. All submitters to the consultation on the draft Policy were advised of this and a copy of the provisional policy was sent to them with the Council's decisions on their particular points of submission in mid-November.

As per the requirements of the *Sale and Supply of Alcohol Regulations 2013*, the provisional Local Alcohol Policy was notified via public notice in the Christchurch Press on 18 December. Additionally, the notice was placed in the Local Newspapers on 18 December; this notice was also displayed in a prominent position on the Council's website with links to the Ministry of Justice's website. Copies of the provisional policy were available at all the Council's Service Centre's and libraries as well as on the website. Five appeals had been received against this Policy and it was set down for hearing by ARLA on 4th August 2014 over a period of three days.

The consent order from the Alcohol Regulatory Licensing Authority (ARLA) disposing of the appeals filed by Progressive Enterprises Limited, Foodstuffs South Island Limited, the Mill Retail Holdings Limited and Independent Liquor Limited and Super Liquor Holdings Limited, was received on 11 December 2014. This enables Council to complete the requirements of section 87 of the Act and bring the Local Alcohol Policy into force

The Local Alcohol Policy was adopted by Council 3 February 2015 and the Council resolved that the policy would come into force on 16 February 2015. The elements of the policy referring to **maximum trading hours** come into force **three months** (16 May 2015) from the date the policy comes into force. All other elements of the policy come into force on 16 February 2015.

The DLC Chairman has identified that it was very good for TLA's to get involved in local alcohol policy development – especially in helping to meet its outcomes of a safer environment for its community.

Enforcement and Inspections

All licensed premises have been inspected this year, plus the additional random monitoring with the Police and Canterbury District Health Board. The most common matter of non-compliance concerned the lack of display of duty manager's names and in one case, intoxication which is being followed up by the Police. The Committee assisted the Police and Community & Public Health with two controlled purchase operations on 3rd October 2014, 11 April 2015, where 62 sales of alcohol premises were visited.

No sales were made to underage persons.

Liaison/Collaboration with other agency groups

Formal quarterly liaison has taken place with neighbouring DLAs, the Police and Community and Public Health. There were frequent discussions with the police about applications and enforcement. A close working relationship has developed since the Sale and Supply of Alcohol Act came in force between our local Waimakariri Police, our Inspectors and the District Licensing Committee.

All staff attended the three tri-agency meetings that have also been held in our district, as a result staffs from all agencies have a close working relationship, and a number of issues have been solved through picking up the phone and contacting each other.

The application of the liquor ban bylaw, in tandem with other measures such as controlled purchase operations, crime cameras and voluntary one way door-closed policies, and encouraging reduced hours of operations is seen as a joint initiative.

The District Licensing Committee has identified that T.A's know their community and has links into that community. A concern is underage drinking and it would be helpful if DLC's could get data on the scale of underage drinking.

Any other Matters

The District Licensing Committee Inspectors interview all applicants for both new and renewal licences and certificates. This provides a key opportunity to remind applicants of their obligations under the Act. The new Act came into force on 18th June 2012 and staffs are have y come to terms with the new requirements. The Agency also contributes and participates in the monthly North Canterbury Community College LCQ training in this district.

Canterbury Earthquake:

The district continues to recover from the effects of the earthquakes, it has significantly increased its population over the last four years, there has been essentially 10 years growth in the last 3 years, and this increase has also brought with it the normal social problems and an increase in demand for new *On and Off licenced* premises.

Statistical Information

TERRITORIAL AUTHORITY: WAIMAKARIRI DISTRICT ANNUAL RETURN FOR YEAR ENDING: 30 JUNE 2015

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
On-licence new	1	1	11		
On-licence variation					
On-licence renewal	1	9	6	2	1
Off-licence new		1	7	1	
Off-licence variation					
Off-licence new		1	7		
Club licence new					
Club licence variation					
Club licence renewal	1	2	2		
Total number	3	14	33	3	1
Total fee paid to ARLA GST included	\$51.75	\$483.00	\$1,707.75	\$258.75	\$172.50

Annual fees for existing licences received:

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
On-licence	3	14	20	3	1
Off-licence	1	2	20	4	
Club Licence	6	3	3		
Total number	10	19	43	7	1
Total Fee paid to ARLA (GST Included)	\$172.50	\$655.50	\$2,225.25	\$603.75	\$172.50

Manager' certificate applications received:

	Number received
Manager's certificate new	42
Manager's certificate renewal	71
Total number	113
Total Fee paid to ARLA (GST included)	\$3,248.75

Special Licence applications received:

Number received in category: Class 1	Number received in category: Class 2	Number received in category: Class 3
3	47	39

Temporary Authority applications received:

	Number received
Temporary authority	7

Permanent club charter payments:

	Number received
Permanent club charter payments	2

Total to be paid to ARLA	\$9,838.25
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Please note:

Difference in figures include July and August as indicated in your letter of 2 Oct. 2014

Yours faithfully

Leslie Pester
Secretary
WAIMAKARIRI DISTRICT LICENSING AGENCY