

Waimakariri District Council

District Planning and Regulation Committee

Agenda

Tuesday 19 August 2025
1pm

Council Chambers
215 High Street
Rangiora

Members:

Cr Tim Fulton (Chairperson)

Cr Neville Atkinson

Cr Al Blackie

Cr Brent Cairns

Cr Jason Goldsworthy

Mayor Gordon (ex officio)



WAIMAKARIRI
DISTRICT COUNCIL

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DISTRICT PLANNING AND REGULATION COMMITTEE

A MEETING OF THE DISTRICT PLANNING AND REGULATION COMMITTEE WILL BE HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA ON TUESDAY 19 AUGUST 2025 AT 1PM.

Recommendations in reports are not to be construed as
Council policy until adopted by the Council

BUSINESS

Page No

1 APOLOGIES

2 CONFLICTS OF INTEREST

Conflicts of interest (if any) to be reported for minuting.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the meeting of the District Planning and Regulation Committee held on Tuesday 20 May 2025

5-9

RECOMMENDATION

THAT the District Planning and Regulation Committee:

- (a) **Confirms** the circulated Minutes of the meeting of the District Planning and Regulation Committee, held on 20 May 2025, as a true and accurate record.

3.2 Matters arising (From Minutes)

4 DEPUTATIONS

Nil.

5 REPORTS

5.1 Annual Report to the Alcohol Regulatory and Licensing Authority 2024/25 – Billy Charlton (Environmental Services Manager)

10-22

RECOMMENDATION

THAT the District Planning and Regulation Committee:

- (a) **Receives** Report No. 250722134000.
- (b) **Approves** the attached 2024/25 Annual Report for the financial year ending 30 June 2025 for submission to the Alcohol Regulatory and Licensing Authority. (Trim: 250722134223).
- (c) **Notes** that the Local Alcohol Policy has proven effective with sensible rules contributing to a reduction in alcohol related harm within the community.

- (d) **Notes** that while the number of Alcohol Licences and Manager's Certificates remain steady when compared to the 2023/24 financial year there has been an improvement in the quality of new applications due to the establishment of pre-application meetings.
- (e) **Circulates** this report to the Community Boards for information.

6 CORRESPONDENCE

Nil.

7 PORTFOLIO UPDATES

- 7.1 **District Planning – Councillor Tim Fulton**
- 7.2 **Civil Defence and Regulation – Councillor Jason Goldsworthy**
- 7.3 **Business, Promotion and Town Centres – Councillor Brent Cairns**

8 QUESTIONS UNDER STANDING ORDERS

9 URGENT GENERAL BUSINESS

NEXT MEETING

The next meeting of the District Planning and Regulation Committee will be held on 16 September 2025.

WAIMAKARIRI DISTRICT COUNCIL

**MINUTES OF THE MEETING OF THE DISTRICT PLANNING AND REGULATION COMMITTEE
HELD IN THE COUNCIL CHAMBER, 215 HIGH STREET, RANGIORA, ON TUESDAY, 20 MAY 2025,
AT 3.30 PM.**

PRESENT

Mayor Gordon, Councillors T Fulton (Chairperson), A Blackie, B Cairns and J Goldsworthy.

IN ATTENDANCE

Councillor N Mealings.

K LaValley (General Manager Planning, Regulation and Environment), M Bacon (Development Planning Manager), I Carstens (Team Leader Resource Consents) and A Connor (Governance Support Officer).

1 APOLOGIES

Moved: Councillor Cairns

Seconded: Councillor Goldsworthy

THAT the District Planning and Regulation Committee:

- (a) **Receives and sustains** an apology for leave of absence from Deputy Mayor Atkinson.

CARRIED

2 CONFLICTS OF INTEREST

There were no conflicts of interest declared.

3 CONFIRMATION OF MINUTES

3.1 Minutes of the meeting of the District Planning and Regulation Committee held on Tuesday, 15 April 2025

Moved: Councillor Cairns

Seconded: Councillor Fulton

THAT the District Planning and Regulation Committee:

- (a) **Confirms** the circulated Minutes of the meeting of the District Planning and Regulation Committee, held on 15 April 2025, as a true and accurate record.

CARRIED

3.2 Matters arising (From Minutes)

There were no matters arising from the minutes.

4 DEPUTATIONS

Nil.

5 **REPORTS**

5.1 **Application to the Heritage Fund – Recommendation of Staff – G Maxwell (Business and Project Advisor) and I Carstens (Team Leader Resource Consents)**

Councillor Fulton noted he was the Chair of a Community Group interested in applying to this fund however did not have a conflict of interest.

I Carstens took the report as read and highlighted that the application was for exterior painting for the Kerr House, a category two listed historical building. It was built in 1866 and was relocated from Victoria Street to Ivory Street in Rangiora. The owners reported that the house was severely run down and had not been painted for over 20 years. Staff recommended that the Council pay 50% of the quoted paint works, which was considered fair and reasonable. The Heritage Fund had accumulated a total of \$46,337. The Council added \$15,500 to the Heritage Fund annually, with the following funding provision being made on 1 July 2025.

Councillor Fulton asked whether there was any indication that the owners would also apply for funding for other maintenance projects due to the building's run-down state. I Carstens noted that the owners had not indicated any further work to be done on the building at this stage, except for the painting, which they hoped to have completed before winter. However, it was possible they would look at further changes in the future.

Mayor Gordon questioned whether the Council typically granted 50% of the quote and whether it could consider granting a higher amount. I Carstens confirmed that the Council generally only funded 50% of the costs as a starting point. Staff had considered recommending a higher percentage due to the low cost; however, they had to consider what was fair and reasonable to previous and future applicants.

Mayor Gordon then sought clarification on whether the full amount had ever been granted before. I Carstens noted he was unaware of any occasions where funding had been granted for the full cost of a project.

Following a further question from Mayor Gordon, I Carstens stated he was unaware of any advertising for the Heritage Fund; however, staff could consider options to increase uptake.

Mayor Gordon inquired about the landmark plaques for historical buildings. I, Carstens, explained that the Waimakariri Landmark Committee met regularly to discuss possible historical buildings which qualified for plaques. They were also currently looking at lower-cost options, as the bronze plaques were very costly to make. The hope was that if the plaques were more economical to produce, more could be installed.

Councillor Cairns questioned how many heritage-listed buildings there were in the Waimakariri District. I Carstens undertook to supply the information to the Committee.

Councillor Cairns further asked if there was a maximum amount that could be granted per application. I Carstens noted there was no restriction on how many times an applicant could apply for one building; however, when staff assessed applications, they considered previous funding received. Given the amount requested was low, the owners could likely apply again.

Moved: Mayor Gordon

Seconded: Councillor Cairns

THAT the District Planning and Regulation Committee:

(a) **Receives** Report No. 250507079995.

- (b) **Approves** from the Heritage Fund \$3,533.58 for the application received from M and P Horton for the listed Heritage Cottage H058.
- (c) **Notes** that the accumulated amount available in the Heritage Fund is currently \$46,337.

CARRIED

Mayor Gordon understood why staff recommended funding 50% of the quote; however, the cost was such that funding the discounted quote to achieve a better outcome seemed to be a better option. He endorsed approaching heritage building owners to make them aware of the availability of the Heritage Fund. He suggested the Council had been generous in this instance and would not want to consider another application for this property again soon.

Councillor Cairns felt this was an excellent price to paint a building's exterior and, therefore, supported the motion.

Councillor Fulton also supported the motion, noting it would be sad if this historic building were lost due to poor maintenance.

Councillor Blackie observed that several applications were received in the past as the availability of the Heritage Funding was promoted. He, therefore, felt it would be beneficial to communicate the funds to the owners of historic buildings. He also supported the motion.

Councillor Mealings noted that the District Plan included all heritage-listed buildings and suggested targeted communication to promote the Heritage Fund.

6 CORRESPONDENCE

Nil.

7 PORTFOLIO UPDATES

7.1 District Planning – Councillor Tim Fulton

- District Plan - A meeting plan, including briefings for elected members, was in place.
- Solar Farms:
 - A solar farm was consented on Tram Road near Swannanoa School.
 - An applicant in Eyreton was seeking further information.
- Heritage:
 - Rail signs for Swannanoa and Mandeville North were funded from the Oxford-Ohoka Community Board Landscaping Budget and built with the assistance of the Oxford Menz Shed.
 - Progress was being made on the West Eyreton Heritage Display. The structure was built, and the text and illustration design were being reviewed. It would be located in the Oak Reserve opposite West Eyreton Hall.
 - Bernard Kingsbury at the Cust Museum had expressed interest in a similar display at Bennetts on the Council reserve.

- Woodstock Quarries - A decision was made on the proposed mediation for the Woodstock Quarry application. It was jointly submitted to the Courts with Environment Canterbury and the Oxford-Ohoka Community Board, which did not wish to enter mediation. A date was in place for an Environment Court Hearing in November 2025.
- Advocating for the Rangiora Museum while dealing with a blown fuse and maintenance constraints.
- The Wolffs Road Footbridge Society Inc. has now had several meetings, including one with Greenspace staff to prepare a Memorandum of Understanding between the Council and the society. The Council's administrative support and advice were much appreciated.

7.2 **Civil Defence and Regulation – Councillor Jason Goldsworthy**

- Met with the new Building Unit Manager, who had many years of experience in Building Control.
- Met with staff regarding the clarity of the enforcement process. A new direction was currently being implemented.
- Service requests related to parking have declined over the past three months.
Councillor Cairns questioned the process for rescinding parking/vehicle fines. Councillor Goldsworthy explained that people had to write to the Council, where the Environmental Services Manager would assess the information provided. The decision could be appealed to the General Manager of Planning, Regulation, and Environment if needed. The matrix used to determine what would be accepted to rescind was clear.
- Civil Defence Community Hubs continued to open, with Woodend and Oxford being the most recent.
- Hikurangi Road Show had started in the Waimakariri District, and funding from Council was towards staff time, hall hire and refreshments.
Councillor Cairns asked if a date had been set for a Civil Defence meeting in Waikuku Beach. Councillor Goldsworthy stated that staff are looking into possible dates and locations.
- Staff did an excellent job at the Emergency Operation Centre (EOC) during the recent rain event. The event generated 140 service requests, which are being worked through.

7.3 **Business, Promotion and Town Centres – Councillor Brent Cairns**

- Pegasus Residents Group Inc:
 - Asked if a Hikurangi public information meeting could be held in Pegasus.
 - Hosting a Matariki event at the Pegasus School and an evening walk through the wetland, starting with a talk from Joseph Hullen.
 - They would be holding their Annual General Meeting on 16 July 2025, where they were hoping to ask Mike Kwant to discuss the Northern Pegasus Bay Bylaw.
 - They expressed concern regarding the difficulty in filling out Enterprise North Canterbury funding applications.
 - They were looking to host a fund-raising golf tournament in October 2025.
 - They were planning to hold candidate meetings for the Local Elections.
- Oxford Promotions Action Committee:
 - Hosting a Matariki Winter Lights Event from 8 June to 22 June 2025.
 - Enterprise North Canterbury attended a recent meeting to see how it could assist with economic development.
 - They were paying for Oxford's street flags. This could be addressed through a small rate paid for by local businesses or something similar.

- Waiora Links:
 - The group was continuing to hold successful and well-attended monthly meetings.
 - Held a pink ribbon event, which was sold out.
- Kaiapoi Promotions Association:
 - Considering hosting a Light-up Christmas Tree event on the night before the Christmas carnival, aiming to lift visitor numbers to the town. This would require businesses to be open late.
 - Interested in hosting a Women in Business event on 25 July 2025.
 - The monthly Connection Events struggled to have enough attendees to make them worthwhile.
 - Kai July would be moved to August to avoid conflict with Pie July, which Enterprise North Canterbury would run.
 - The Annual General Meeting would be held on 18 July 2025.
- Silverstream Residents:
 - Hosting regular events in local eateries to aid in supporting local.
 - At their recent duck race, the option was to have stallholders who would have paid fees to attend a well-run, popular event. The organisers turned that opportunity down to ensure local businesses received the trade rather than pop-up vendors.
- Last Wednesday Club in Rangiora had good attendance at the monthly events, and a recent initiative involved having a small number of businesses bring their products and talk about them.
- The Kaiapoi Chemist Warehouse building should be finished in September 2025 and handed over for fit-out. It could be opened by Christmas.

8 **QUESTIONS UNDER STANDING ORDERS**

Nil.

9 **URGENT GENERAL BUSINESS**

Nil

NEXT MEETING

The next meeting of the District Planning and Regulation Committee would be held on 15 July 2025

THERE BEING NO FURTHER BUSINESS, THE MEETING CLOSED AT 4.00PM.

CONFIRMED

Councillor T Fulton

Date

WAIMAKARIRI DISTRICT COUNCIL**REPORT FOR DECISION****FILE NO and TRIM NO:** 250722134000**REPORT TO:** DISTRICT PLANNING AND REGULATION COMMITTEE**DATE OF MEETING:** 19 August 2025**AUTHOR(S):** Billy Charlton - Environmental Services Manager**SUBJECT:** Annual Report to the Alcohol Regulatory and Licensing Authority 2024/25**ENDORSED BY:**
(for Reports to Council,
Committees or Boards)
General Manager
Chief Executive**1. SUMMARY**

- 1.1. This report is to present to the District Planning & Regulation Committee, the 2024/25 Annual Report to the Alcohol Regulatory Licensing Authority (ARLA). This annual report covers the activity of the Waimakariri District Licensing Committee over the past financial year 2024/25.
- 1.2. The District Licensing Committee has continued to work professionally and effectively over the past year to deliver decisions on alcohol licences and manager's certificate applications.
- 1.3. All granted licences and manager's certificates have been issued in accordance with the Sale and Supply of Alcohol Act 2012.
- 1.4. Council has therefore fulfilled its obligations pursuant to the Sale and Supply of Alcohol Act 2012.

Attachments:

- i. Annual Report to the Alcohol Regulatory and Licensing Authority 2024/25 - Trim: 250722134223.
- ii. Annual Survey to the Alcohol Regulatory and Licensing Authority 2024/25 - Trim: 250724136137.
- iii. Full register of all licenced premises 2024/25 - Trim: 250722134215.

2. RECOMMENDATION**THAT** the District Planning and Regulation Committee:

- (a) **Receives** Report No. 250722134000.
- (b) **Approves** the attached 2024/25 Annual Report for the financial year ending 30 June 2025 for submission to the Alcohol Regulatory and Licensing Authority. (Trim: 250722134223).
- (c) **Notes** that the Local Alcohol Policy has proven effective with sensible rules contributing to a reduction in alcohol related harm within the community.
- (d) **Notes** that while the number of Alcohol Licences and Manager's Certificates remain steady when compared to the 2023/24 financial year there has been an improvement in the quality of new applications due to the establishment of pre-application meetings.
- (e) **Circulates** this report to the Community Boards for information.

3. **BACKGROUND**

- 3.1. The Alcohol Regulatory Licensing Authority, which is abbreviated and generally known as ARLA is the overarching agency that oversees and monitors all alcohol licensing in New Zealand. It is the authority all Territorial Authorities (TAs) reports to and supplies all alcohol licensing information to.
- 3.2. All Territorial Authorities (TA/TAs) are required to have a District Licensing Committee which is referred to as a DLC.
- 3.3. Every year there is a statutory requirement for each TA in New Zealand to complete an annual report to ARLA (by 30 September each year) for the previous financial year.
- 3.4. The annual report provides ARLA with all of the information regarding the activities of the Waimakariri District Council's DLC. The annual report also itemises the types and numbers of alcohol licence Waimakariri DLC has made decision on over the reporting period.
- 3.5. The reporting period is also an opportunity for the DLC Secretary to provide feedback directly to ARLA via an on-line survey. The information from the Waimakariri DLC forms part of a wider national report that ARLA present to the Government each year.
- 3.6. The Annual Report is a statutory requirement of the Waimakariri District Council to inform ARLA of a summary of the alcohol licence applications dealt with by the DLC over the preceding year. The information is collected across the Waimakariri district as a holistic entity and is not broken down into wards.
- 3.7. The information in this report and appendices is provided to ARLA as a statutory requirement pursuant to Sec. 199 of the Sale and Supply of Alcohol Act 2014 (the Act), which states that within three months after the end of every financial year, every TA must prepare and send to ARLA an Annual Report outlining the TA's licensing proceedings and operations for that financial year.
- 3.8. The Annual Report and Survey covers aspects of the DLC's workload over the last year. It includes any new DLC initiatives undertaken, what effect the Local Alcohol Policy (LAP) is having within the district and whether Council believes the LAP is achieving the object of the Act (to reduce alcohol related harm) for the Waimakariri District.
- 3.9. Pursuant to Section 186 of the Sale and Supply of Alcohol Act 2012 (SSAA) each TA must appoint a District Licensing Committee (DLC). One member of the DLC must be appointed as the Chair. For Hearings, which are usually held if there is opposition to a licence or manager's certificate application by a member or members of the public or one or all of the Tri-agencies (Police, Medical Officer of Health and Licensing Inspectorate), there must be a quorum of three, which comes from the DLC members listed, one member being the Chair.
- 3.10. With Alcohol Licence applications and Manager's Certificate applications, where there has been no opposition received, the Chair can operate as a quorum of one to make decisions. The Chair can approve these applications on the papers when the three agencies submit their reports with no opposition to the application and there has also been no public opposition.
- 3.11. The DLC has four sitting members, all four were re-appointed on 3 September 2024 for a further five years. The members are as follows: Cr. Neville Atkinson (Chairperson), Cr. Paul Williams, and Mr Richard James (Jim) Gerard QSO for a further five years to 4 September 2029 and Cr Philip Redmond for a further five years to 24 October 2029, with Cr. Philip Redmond being appointed as Deputy Chair. All four members were also reappointed as Commissioners by the Chief Executive following the recommendation to Council on 3 September 2024 being accepted.
- 3.12. Once the new Council has been elected in October 2025, there will be an opportunity to appoint more members to the DLC.

- 3.13. The Environmental Services Manager acts as the Secretary of the District Licensing Committee on behalf of the Chief Executive under delegation.
- 3.14. Meetings are scheduled monthly. These are set aside for discussions topics, training and hearing when required. All DLC member value the training opportunities, discussions with staff and the ability to gain insight into the common issues experienced across the country.
- 3.15. There were two hearings held in the 2024/25 financial year.
 - 3.15.1. LL4939 Manager's Certificate – Hearing Date 5 August 2024 – Declined
 - 3.15.2. LL7362 Special Licence – Hearing Date 23 September 2025 – Granted

4. **ISSUES AND OPTIONS**

- 4.1. Alcohol licensing continues to be a busy function within the Environmental Services Unit. Although licence and manager's certificate numbers have remained steady when compared to the 2023/24 financial year, which can be viewed in Table 1, Council staff have implemented pre-application meetings to help applicants submit applications with all of the required details.
- 4.2. Staff offer these pre-application meetings to any new application, whether a new business or the purchase of an established business. Pre-application meetings have been successful as all applications received following a meeting have been of a high standard with all the relevant information supplied. This means there is no requirement from staff to request further information, which can be frustrating for the applicant and can hold up the application process. Having good documentation also gives the DLC Chair (or full DLC) a good understanding of the application to help formulate good robust decisions.
- 4.3. Table 1: Alcohol Licence and Manager's Certificate numbers for 2023/24 and 2024/25

Licence Type	2023/24	2024/25
On	72	68
Off	36	37
Special	85	87
Manager's Certificates	156	151
Temporary Authority	9	4
<i>Total</i>	<i>374</i>	<i>364</i>

- 4.4. The District Licensing Committee members are confident and competent in discharging their roles as required under the Act. To future proof the seamless running of the District Licensing Committee, Council resolved that all members be appointed as commissioners. This allows the District Licensing Committee to continue post local body elections regardless of election results. This also covers any situation where the Chair and Deputy Chair are not available.

- 4.5. Once the Local Body Elections have been completed in October 2025 a report will come to Council to consider appointing three further members to the DLC, which was approved at a Council meeting on 3 Sept 2024. Additional appointments will enable planning for the future and allow new DLC members to sit with experienced members to gain valuable knowledge of what the DLC does and how and why decisions are made.
- 4.6. The Council has a Local Alcohol Policy (LAP) that sets out rules to help gain compliance with the object of the Act: that the sale, supply, and consumption of alcohol should be undertaken safely and responsibly to reduce alcohol related harm. This policy places restrictions on the location of stand-alone bottle stores and also specifies maximum trading hours for premises in the district. The LAP is under review and that process and initial report will be presented to Council in early 2026.

Implications for Community Wellbeing

- 4.7. There are implications on community wellbeing by the issues and options that are the subject matter of this report. These implications are positive as submitting the annual report to the Alcohol Regulatory Licensing Authority and completing the on-line survey important information filters through to the Government. The information provided in all TA annual reports enables the Alcohol Regulatory Licensing Authority to report to the Government to ensure that the Sale and Supply of Alcohol Act 2012 is fulfilling its purpose and objectives to minimise harm associated with alcohol sales, supply, and consumption, which benefits our communities.
- 4.8. The Management Team has reviewed this report and support the recommendations.

5. COMMUNITY VIEWS

5.1. Mana whenua

Te Ngāi Tūāhuriri hapū are likely to be affected by or have an interest in the subject matter of this report. It is suggested that a copy of the report and associated appendices be sent to Te Ngāi Tūāhuriri hapū. Te Ngāi Tūāhuriri hapū are likely to be interested in this report due to the over representation of Māori when considering alcohol-related harm (Alcohol Healthwatch / Whakatūpato Waipiro).

5.2. Groups and Organisations

There are likely to be groups and organisations likely to be affected by, or to have an interest in the subject matter of this report. The subject matter is uploaded to the Council website for any group that may have a future interest. Groups such as Salvation Army who deal directly with issues directly linked to alcohol harm is just one example.

5.3. Wider Community

The wider community is not likely to be affected by, or to have an interest in the subject matter of this report.

6. OTHER IMPLICATIONS AND RISK MANAGEMENT

6.1. Financial Implications

There are no financial implications for the decisions sought by this report. The DLC are funded through the Long Term Plan and Annual budget cycles. However, when further DLC members are added to the roster, there will be a greater level of initial training required and therefore present budgets may need to be reviewed.

The present budget is included in the Annual Plan/Long Term Plan.

6.2. Sustainability and Climate Change Impacts

The recommendations in this report do not have sustainability and/or climate change impacts.

6.3. Risk Management

There are no risks arising from the adoption/implementation of the recommendations in this report. The DLC make decisions pursuant to the objectives of the Act, and therefore minimise risk associated with Alcohol harm in the district. The LAP also provides risk mitigation for the district with rules that are designed to minimise alcohol related harm.

6.4. Health and Safety

There are no health and safety risks arising from the adoption/implementation of the recommendations in this report.

7. CONTEXT

7.1. Consistency with Policy

This matter is not a matter of significance in terms of the Council's Significance and Engagement Policy.

7.2. Authorising Legislation

Sale and Supply of Alcohol Act 2014, Section 199

1. *3 months after the end of every financial year, every territorial authority must prepare and send to the licensing authority a report of the proceedings and operations of its licensing committees during the year.*
2. *The licensing authority may specify the form of the annual report and the matters to be included in the report.*
3. *The licensing authority or the licensing committee must, on payment of any reasonable fee it may prescribe, provide a copy of each report to any person who asks for one.*
4. *Every annual report required to be prepared under this section is a public record for the purposes of this Act.*
5. *A copy of every annual report must be made available by the territorial authority for inspection free of charge and be made available on an Internet site maintained by or on behalf of the territorial authority for a period of not less than 5 years.*

7.3. Consistency with Community Outcomes

The Council's community outcomes are relevant to the actions arising from recommendations in this report. The information provided to the Alcohol Regulatory Licensing Authority provides critical data for future policies and are amendments to the Act.

The work completed adds value to the community by creating an environment where alcohol related harm is mitigated through the safe and sensible supply and consumption of alcohol through the licensing process.

There is a safe environment for all – Crime, injury and harm from road crashes, gambling, and alcohol abuse are minimised due to the work undertaken by the District Licensing Committee and staff.

7.4. Authorising Delegations

Jurisdiction of the District Licensing Committee, under the Sale and Supply of Alcohol Act 2012, s186-211

A range of criteria will be considered when deciding licence applications under sections 105, 131 and 142 of the Act. Case law and guidance or practice directions issued by the Alcohol Regulatory and Licensing Authority (ARLA) will also influence District Licensing Committee decisions.

TERRITORIAL AUTHORITY : WAIMAKARIRI DISTRICT COUNCIL
ANNUAL RETURN FOR YEAR ENDING: 2025

On-Licence, Off-Licence and Club licence application 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
Club Licence	New	1				
Club Licence	Renewal	7	1			
Off Licence	New		2	2		
Off Licence	Renewal		2	9		
On Licence	New		4			
On Licence	Renewal	1	12	13		
Total Number :		9	21	24		
Total Fee paid to ARLA (GST incl)		\$155.25	\$724.50	\$1,242.00		

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
Club Licence		9	3	2		
Off Licence		1	6	28		
On Licence		2	29	34	1	
Total Number :		12	38	64	1	
Total Fee paid to ARLA (GST incl)		\$207.00	\$1,311.00	\$3,312.00	\$86.25	

Manager's certificate applications received:

		Number received
Manager's Certificate	New	60
Manager's Certificate	Renewal	91
Total Number :		151
Total Fee paid to ARLA (GST incl)		\$4,341.25

Special Licence applications Received :	16		
	Number received in category: Class 1	Number received in category: Class 2	Number received in category: Class 3
Special Licence	9	46	28

Temporary Authority applications received :	Number received
Temporary Authority	4

Permanent Club Charter applications received :	Number received
Permanent Club Charter	10

Total Fee paid to ARLA for 2025 : \$ 11,379.25
(GST incl)

Trim: 250722134223

Submitted to ARLA for DLC Annual Reports 2024-2025
Submitted on 2025-07-24 14:05:23

Questions relating to the make up of your DLC

1 Please select your District Licensing Committee.

Please select your District Licensing Committee.:
58 WAIMAKARIRI

2 Please provide a generic email address to which general correspondence will be certain of a response.

Please provide a generic email address to which general correspondence will be certain of a response:
Alcohol@wmk.govt.nz

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

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

Billy Charlton.
027 325 7837
billy.charlton@wmk.govt.nz

4 Please name each of your Licensing Inspectors and provide their email and contact number.

generic email:

Chief Licensing Inspector - Robert (Rob) Turner rob.turner@wmk.govt.nz
Inspector - Lance Matheson - lance.matheson@wmk.govt.nz
Inspector - Avril Mathers - avril.mathers@wmk.govt.nz

New Licenses 2024-2025

1 In the 2024-2025 year, how many total Applications did your committee grant for New 'on licences'?

report:

4

2 In the 2024-2025 year, how many total Applications did your committee refuse for New 'on licences'?

report:

0

3 In the 2024-2025 year, how many total Applications did your committee grant for New 'off licences'?

report:

4

4 In the 2024-2025 year, how many total Applications did your committee refuse for New 'off licences'?

report:

0

5 In the 2024-2025 year, how many total Applications did your committee grant for New 'club licences'?

report:

1

6 In the 2024-2025 year, how many total Applications did your committee refuse for New 'club licences'?

report:

0

1 In the 2024-2025 year, how many new managers’ certificates did your committee issue?

report:

60

2 In the 2024-2025 year, how many new applications for managers’ certificates did your committee refuse?

report:

2

Licence Renewals 2024-2025

1 In the 2024-2025 year, how many licence renewals did your committee issue?

report:

45

2 In the 2024-2025 year, how many licence renewals did your committee refuse?

report:

0

3 As at 30 June 2025, what is the total number of On-Licences (new and existing) in your licensing district?

report:

68

4 As at 30 June 2025, what is the total number of Off-Licences (new and existing) in your licensing district?

report:

37

5 As at 30 June 2025, what is the total number of Club-Licences (new and existing) in your licensing district?

As at 30 June 2025, what is the total number of Club-Licences (new and existing) in your licensing district?:

17

Managers’ Certificate Renewals 2024-2025

1 In the 2024-2025 year, how many managers’ certificate renewals did your committee issue?

report:

91

2 In the 2024-2025 year, how many managers’ certificate renewals did your committee refuse?

report:

1

3 In the 2024-2025 year, how many applications for managers’ certificates were withdrawn?

report:

1

Questions

1 Please comment on any changes or trends in the Committee’s workload in 2024-2025.

report:

The workload is similar to the previous year; therefore, there have been no significant changes in DLC activity. There has been a small increase in business sales and, therefore a similar trend in TA applications.

We are also finding that new owners require much more help and guidance when applying for and running their businesses.

2 Please comment on any new initiatives the Committee has developed/adopted in 2024-2025.

report:

The DLC recruitment was put on hold for 2025 until after the Local Body elections. A further 3 members will be recruited after Oct 2025.

LAPs

1 Has your Territorial Authority developed a Local Alcohol Policy?

Yes

2 If the answer is yes, at what stage is your LAP?

In Force

3 If the answer to question 2 is 'in force', what effect do you consider your Local Alcohol Policy is having?

report:

The LAP in place has helped reduce the effects of alcohol on the district and has helped minimise alcohol related harm. Some businesses want to open longer hours and the LAP give the public assurances that their opinions are listened to. The LAP is under review presently and will be put in front of the Council after Oct 2025.

4 If the answer to question 2 is 'in force', when is your Local Alcohol Policy due for review – date?

report:

It is being reviewed presently. Dec 2024 was the start of the review, this was put on hold and restarted in July 2025.

Operations

1 Please comment on the ways in which you believe the Sale and Supply of Alcohol Act 2012 is, or is not, achieving its objective. Note: the objective 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.

report:

The Sale and Supply of Alcohol Act 2012 is achieving the objectives in the Waimakariri District by giving a solid framework on which to administer licensing requirements. The 3 CPOs completed in 2024/25 produced good results and illustrate that businesses know their responsibilities under the Act when making sure they do not sell alcohol to minors. All businesses are regularly visited, and we are happy with most businesses' operations, training, staff knowledge, and compliance.

2 What changes or trends in licensing have you seen since the Act came into force?

report:

There continues to be a high number of managers' certificate applications, which suggests that all of our business owners see the need for well-educated staff that comply with the requirements of the act. There has continued to be many enquiries regarding remote sales.

3 What changes to practices and procedures under the Act (if any) would you find beneficial?

report:

We continue to advocate for an increase of fees to cover real TA costs so the ratepayer is not subsidizing the alcohol industry. The fees have not changed since 2012, whereas inflation has increased real costs.

Last Step

1 Please provide to ARLA@justice.govt.nz a separate detailed list of the names, addresses and types of licenced premises currently operating in your licensing district as prescribed in s 65(1) of the Act.

Last step:

File upload:

Waimakariri District Council Annual ARLA Return - Premises as at 30 June 2025.pdf was uploaded

Trim: 250724136137

Waimakariri District Council ON Licences as at 30 June 2025

Applicative Primary Full Details

LL1415	LQON	VBR Holdings Limited T/A Spice N Light
LL1419	LQON	Inari Corporation Limited
LL1394	LQON	T & A Indian Limited T/A Spice N Light
LL1330	LQON	La Tandoor Indian Restaurant & Takeaway
LL1403	LQON	Two Daughter's Private Limited - Golden Turmeric
LL1275	LQON	Red Elephant - Mandeville
LL1331	LQON	Taste Asian Fusion House
LL1405	LQON	R & E Traders Limited
LL1280	LQON	The Good Home Pegasus
LL1384	LQON	Mackenzie Holdings 2023 Limited
LL1224	LQON	Joe's Garage Rangiora
LL1404	LQON	Suburban Enterprises Limited
LL1408	LQON	Better Half Hospitality Limited
LL1340	LQON	The Brook Bar & Eatery
LL1223	LQON	Pineacres Restaurant and Bar
LL1286	LQON	Indian Hut Restaurant and Takeaway
LL1411	LQON	Waikuku Cafe Limited
LL1228	LQON	F.O.D Fools of Desire
LL1289	LQON	Kaiapoi Golf Club
LL1344	LQON	Siri Thai Restaurant
LL1350	LQON	The Platform Restaurant Bar & Cafe
LL1216	LQON	The Plough Hotel - On Licence
LL1236	LQON	Craft Bar and Kitchen
LL1296	LQON	Winnie Bagoes Rangiora
LL1355	LQON	La Luna Eatery & Bar
LL1364	LQON	Ramsay Oxford Limited T/A The West Oxford Hotel
LL1242	LQON	Lemongrass Restaurant
LL1299	LQON	The Ottoman
LL1366	LQON	Lehle49 Ltd
LL1154	LQON	A Pocket Full of Spices
LL1295	LQON	Charles Upham Retirement Village Limited
LL1301	LQON	Kaiapoi River Queen MNZ 129979
LL1044	LQON	Cafe 51
LL1367	LQON	Asian Garden Hospitality Limited
LL1112	LQON	Teppanyaki Takao Japanese Restaurant
LL1243	LQON	Nomnom Kitchen
LL1282	LQON	Fresca Mediterranean
LL1303	LQON	Indian Lotus
LL1254	LQON	Golden Panda Restaurant
LL1307	LQON	The Office Cafe
LL1305	LQON	The Good Drop
LL1373	LQON	South Hospitality Limited
LL1142	LQON	Teppanyaki Takao Japanese Restaurant
LL1113	LQON	Kanniga (Kaiapoi) Thai Restaurant
LL1375	LQON	SRR Enterprise Limited T/A Indian Food Court
LL1374	LQON	James Hospitality Ravenswood Limited
LL1263	LQON	Urban Revival
LL1377	LQON	The Coffee Club Ravenswood
LL1005A	LQON	Anglers Arms Tavern - On Licence
LL1379	LQON	Spicey Kitchen Limited T/A King of Spices
LL1082	LQON	The Woodend Tavern
LL1264	LQON	Mandeville Sports Club
LL1378	LQON	Singto Limited
LL1386	LQON	Emporer Panda Limited
LL1260	LQON	Kaikanui Tavern
LL1314	LQON	Pegasus Golf Limited
LL1393	LQON	Swan Hospitality Limited T/A The Station Cafe Rangiora
LL1234	LQON	Himalayas Indian Restaurant and Takeaway
LL1391	LQON	Paris for the Weekend

Primary Property

61 Main North Road, KAIAPOI
1699 Cust Road, CUST
61 Main North Road (Sh 1), WOODEND
75 Victoria Street, RANGIORA
61 Williams Street, KAIAPOI
468 Mandeville Road, MANDEVILLE NORTH
65 Percival Street, RANGIORA
46 Main Street, OXFORD
62 Pegasus Main Street, PEGASUS
184 Williams Street, KAIAPOI
83 Victoria Street, RANGIORA
416 Williams Street, KAIAPOI
8 Tahuna Street, PEGASUS
14 Southbrook Road, RANGIORA
740 Main North Road (Sh 1) (Kai-Wnd), KAIAPOI
76 Main Street, OXFORD
1473 Main North Road (Sh1) (Wnd-Amb), WOODEND
176 High Street, RANGIORA
373 Williams Street, KAIAPOI
246 High Street, RANGIORA
468 Mandeville Road, MANDEVILLE NORTH
398 High Street, RANGIORA
4 - 77 Hilton Street, KAIAPOI
88 Victoria Street, RANGIORA
246 High Street, RANGIORA
159 Main Street, OXFORD
56 Fletchers Road, LOBURN
220 High Street, RANGIORA
24 Canterbury Street, ASHLEY
92 Victoria Street, RANGIORA
24 Charles Upham Drive, RANGIORA
1 Tom Ayers Drive, KAIAPOI
51 Main Street, OXFORD
93 Ivory Street, RANGIORA
10 - 77 Hilton Street, KAIAPOI
257 High Street, RANGIORA
188 High Street, RANGIORA
42 Silverstream Boulevard, KAIAPOI
246 High Street, RANGIORA
1429 Main North Road (Sh1) (Wnd-Amb), WOODEND
7 Durham Street, RANGIORA
124 High Street, RANGIORA
67 Williams Street, KAIAPOI
61 Williams Street, KAIAPOI
7 - 77 Williams Street, KAIAPOI
4 Clayton Place, WOODEND
42 Silverstream Boulevard, KAIAPOI
4 Clayton Place, WOODEND
573 Upper Sefton Road, SEFTON
4 Clayton Place, WOODEND
51 Main North Road (Sh 1), WOODEND
431 Mandeville Road, MANDEVILLE NORTH
7 - 77 Hilton Street, KAIAPOI
4 Clayton Place, WOODEND
67 Williams Street, KAIAPOI
8 Mapleham Drive, PEGASUS
2 Blackett Street, RANGIORA
29 Huntingdon Dr, RANGIORA
1 Tom Ayers Drive, KAIAPOI

LL1312	LQON	Monteiths Rangiora	75 Victoria Street, RANGIORA
LL1212	LQON	The Town Hall Cinemas	303 High Street, RANGIORA
LL1390	LQON	Golden Lotus Investment Limited T/A Saigon Sister	29 Sewell Street, KAIAPOI
LL1205	LQON	Five Stags Rangiora	29 Huntingdon Dr, RANGIORA
LL1381	LQON	Oak Thai Cuisine Limited T/A Thai Station Restaurant & Take	4 Clayton Place, WOODEND
LL1058A	LQON	Darjon	454 North Eyre Road, WAIMAKARIRI DISTRICT
LL1315	LQON	Mainstreet Sports Bar	37 High Street, RANGIORA
LL1325	LQON	Himchuli Enterprise Limited	97 Williams Street, KAIAPOI
LL1018A	LQON	Mandeville Tavern	99 Raven Quay, KAIAPOI

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Waimakariri District Council OFF Licences as at 30 June 2025

LL1399	LQOFF	Skudar Limited	6 Clayton Place, WOODEND
LL1407	LQOFF	ChinChiller Brewing	184 Williams Street, KAIAPOI
LL1416	LQOFF	Crowe and Co Foods Limited	376 Island Road, KAIAPOI
LL1417	LQOFF	Richard Arthur Stringer	10 Chimera Street, PEGASUS
LL1418	LQOFF	Townill & Shelton Limited	13 Hakarau Road, KAIAPOI
LL1397	LQOFF	Spurs Gin Limited	175 Mill Road, OHOKA
LL1321	LQOFF	Forthluck Limited	201 Davis Road, CUST
LL1327	LQOFF	Bare Rabbit Limited T/A New World Ravenswood	10 Bob Robertson Drive, WOODEND
LL1220	LQOFF	Rangiora Pak 'n Save	2 Southbrook Road, RANGIORA
LL1406	LQOFF	J K Supermarkets 2007 Limited T/A New World Rangiora	10 Good Street, RANGIORA
LL1409	LQOFF	Kahli Leah Briggs	833 South Eyre Road, EYREWELL
LL1127	LQOFF	Super Liquor Kaiapoi	57 Williams Street, KAIAPOI
LL1284	LQOFF	Super Liquor Oxford	46 Main Street, OXFORD
LL1146	LQOFF	Blackhouse Vineyard Bed and Breakfast	533 Boundary Road, CUST
LL1092	LQOFF	Countdown Kaiapoi	91 Hilton Street, KAIAPOI
LL1400	LQOFF	SSSD Limited	47 Main North Road (Sh 1), WOODEND
LL1347	LQOFF	Fresh Choice Oxford	52 Main Street, OXFORD
LL1348	LQOFF	HM Liquor Limited - Liquorland Southbrook	16 Southbrook Road, RANGIORA
LL1144	LQOFF	Big Daddys Liquor - Rangiora	28 High Street, RANGIORA
LL1300	LQOFF	Tiki Wine & Vineyards	27 Heywards Road, CLARKVILLE
LL1365	LQOFF	GLC Fresh Foods T/A New World Kaiapoi	58 Charles Street, KAIAPOI
LL1253	LQOFF	Craft Bar and Kitchen	4 - 77 Hilton Street, KAIAPOI
LL1370	LQOFF	99 Liquor Limited	71 Victoria Street, RANGIORA
LL1256	LQOFF	The Good Drop	7 Durham Street, RANGIORA
LL1015	LQOFF	Kaipoi Distillery	9 A Peraki Street, KAIAPOI
LL1283	LQOFF	Bodega Limited - Fresca Mediterranean	188 High Street, RANGIORA
LL1005	LQOFF	Anglers Arms Tavern - Off Licence	573 Upper Sefton Road, SEFTON
LL1363	LQOFF	MKLS Automotive Imports Limited	70 Yaxleys Road, OKUKU
LL1369	LQOFF	Super Liquor Pegasus	60 Pegasus Main Street, PEGASUS
LL1376	LQOFF	Countdown Waimakariri Junction	21 Hakarau Road, KAIAPOI
LL1206	LQOFF	Bottleland	29 Sewell Street, KAIAPOI
LL1261	LQOFF	Kaikanui Tavern	67 Williams Street, KAIAPOI
LL1140	LQOFF	Woolworths Rangiora East	46 Ivory Street, RANGIORA
LL1271	LQOFF	Mandeville Supervalu Limited	468 Mandeville Road, MANDEVILLE NORTH
LL1217	LQOFF	The Plough Hotel - Off Licence	398 High Street, RANGIORA
LL1317	LQOFF	Super Liquor Rangiora	320 High Street, RANGIORA
LL1309	LQOFF	Te Tino Enterprises Limited	61 Main North Road (Sh 1), WOODEND

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Waimakariri District Council CLUB Licences as at 30 June 2025

LL1019	LQClub	Oxford Rugby Club	28 Bay Road, OXFORD
LL1045	LQClub	Kaipoi Working Mens Club	113 Raven Quay, KAIAPOI
LL1046	LQClub	Oxford Workingmens Club & MSA	164 High Street, OXFORD
LL1412	LQClub	Coldstream Tennis Club Incorporated	289 Coldstream Road, RANGIORA
LL1055	LQClub	Ashley Rugby Football Club	154 Loburn Whiterock Road, LOBURN
LL1047	LQClub	The Southbrook Community Sports Club Incorporated	117 South Belt, RANGIORA
LL1059	LQClub	Woodend Bowling Club Incorporated	Rangiora Woodend Road, WAIMAKARIRI DISTRICT
LL1041	LQClub	Woodend Rugby Football Club	202 Gladstone Road, WOODEND
LL1062	LQClub	Woodford Glen Speedway Association	39 Doubledays Road, KAIAPOI

LL1156	LQClub	Kaiapoi Riverside Bowling Club	13 Belcher Street, KAIAPOI
LL1024	LQClub	Rangiora RSA Club	82 Victoria Street, RANGIORA
LL1029	LQClub	Rangiora Golf Club	79 Golf Links Road, RANGIORA
LL1025	LQClub	Rangiora Bowling Club	25 Good Street, RANGIORA
LL1022	LQClub	Waimakariri Gorge Golf Club	1847 Thongcaster Road, OXFORD
LL1087	LQClub	Kaiapoi Tennis Club	9 Cass Street, KAIAPOI
LL1030	LQClub	Northern Bulldogs Rugby League Club	78 Raven Quay, KAIAPOI
LL1020	LQClub	Kaiapoi Rugby Football Club	14 Smith Street, KAIAPOI

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