

# Waimate District Licensing Committee

## Annual Report to the Alcohol Regulatory and Licensing Authority

For the year 2016 - 2017

**Date:** 1 September 2017

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Timaru District Council

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### Introduction

The purpose of this report is to inform the Alcohol Regulatory and Licensing Authority (the Authority) of the general activity and operation of the Waimate District Licensing Committee (DLC) for the year 2016 - 2017.

There are three DLC's operating in the South Canterbury area under a single Commissioner, this model having been adopted during the implementation of the Sale and Supply of Alcohol Act 2012 (the Act) in December of 2013. The three DLC's are that of the Timaru, Waimate and Mackenzie Districts.

This report will relate to the activities of all the DLC's in the body of the text and to the Waimate DLC alone in the Annual Return portion of the report at the rear of this document. This satisfies the requirements of the territorial authority set out in section 199 of the Act.

### Overview of DLC Workload

#### DLC Structure and Personnel

The table below shows the current membership of the three DLC's under the Commissioner. Councillor Chris Clarke joined the Mackenzie DLC following former Mayor Claire Barlow's resignation in October 2016. No other changes occurred during the reporting period.

	Name	Role
<b>Commissioner</b>	Sharyn Cain	Deputy Mayor - Waimate District Council
<b>Timaru DLC Members</b>	Damon Odey	Deputy Chair, Mayor - Timaru District Council
	David Jack	Councillor - Timaru District Council
	Peter Burt	Councillor - Timaru District Council
<b>Mackenzie DLC Members</b>	Graham Smith	Mayor - Mackenzie District Council
	Chris Clarke	Councillor – Mackenzie District Council
<b>Waimate DLC Members</b>	Craig Rowley	Mayor - Waimate District Council
	Sheila Paul	Councillor – Waimate District Council

Total costs for the period amounted to \$15,527.28. This was made up of elected members allowances, travel costs, administration costs and solicitors fees.

In terms of Council staff delivering licensing services to the community and the DLC, there are 1.3 FTE licensing inspectors and a licensing administrator and the secretary to all three DLC's. In August of 2017 Secretary to the Timaru DLC Chris English took up another role out of district and consequently resigned. The new Secretary to the DLC is Paul Cooper.

Of note current staffing levels are at capacity given the number of applications processed, monitoring requirements and enforcement functions they carry out across the three districts.

### Staff Training

One DLC training session was held during this period.

### Hearings

There were no DLC hearings during the reporting period for Waimate DLC.

### **Local Alcohol Policy**

The Timaru, Mackenzie and Waimate District Councils jointly prepared a draft Local Alcohol Policy. In preparing the policy, the views of the community about alcohol licensing matters were sought through community surveys, a consultation process and discussions with key stakeholders a policy was drafted. Following consultation and hearings on the draft policy (and subsequent changes) it became a Provisional Local Alcohol Policy (PLAP). Once the appeals against the PLAP were resolved, the Councils and ARLA were satisfied with the LAP and it was adopted. The PLAP became the LAP on 21 December 2015.

The LAP was evaluated by the Timaru, Waimate and Mackenzie District Councils in June 2017 and found to be performing well. Stakeholders were consulted with during the evaluation process. Each Council found the policy to be fit for purpose and will now be reviewed at the frequency prescribed by the Act.

### **Statistical Information**

Statistical information about the operation of the DLC for the year 2016 - 2017 is in the prescribed form and follows overleaf.

- Annual return
- Current listing of licenced premises.

# Waimate District Licensing Committee

## Annual Return

July 2016 – June 2017

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						
On-licence variation						
On-licence renewal		1	3	1		
Off-licence new		1				
Off-licence variation						
Off-licence renewal			4			
Club licence new						
Club licence variation						
Club licence renewal	1					1
<b>Total number</b>	<b>1</b>	<b>2</b>	<b>7</b>	<b>1</b>	<b>0</b>	<b>1</b>
<b>Total fee paid to ARLA (GST inc)</b>	<b>\$17.25</b>	<b>\$69.00</b>	<b>\$362.25</b>	<b>\$86.25</b>	<b>\$0</b>	<b>\$17.25</b>

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	Total
On-licence		4	7	3		
Off-licence	1	2	7	2		1
Club licence	2	2				2
<b>Total number</b>	<b>3</b>	<b>8</b>	<b>14</b>	<b>5</b>	<b>0</b>	<b>3</b>
<b>Total fee paid to ARLA (GST inc)</b>	<b>\$51.75</b>	<b>\$276.00</b>	<b>\$724.50</b>	<b>\$431.25</b>	<b>\$0</b>	<b>\$51.75</b>

Managers' Certificate Applications Received	
Application Type	Number Received
Managers' certificate new	10
Managers' certificate renewal	27
<b>Total number</b>	<b>37</b>
<b>Total fee paid to ARLA (GST inc)</b>	<b>\$1,063.75</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	2	11	16

<b>Temporary Authority Applications Received</b>	
	<b>Number Received</b>
Temporary authority	0

<b>Permanent Club Charter Payments Received</b>	
	<b>Number Received</b>
Permanent club charter payments	0
<b>Total fee paid to ARLA (GST incl)</b>	<b>\$0</b>

<b>Total paid to ARLA</b>	<b>\$3,082.00</b>
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## Number of District Licensing Committee Meetings Held

<b>Date</b>	<b>Number</b>
July 2016	5
August 2016	3
September 2016	4
October 2016	5
November 2016	4
December 2016	3
January 2017	2
February 2017	4
March 2017	5
April 2017	4
May 2017	4
June 2017	5

# Waimate District Licensing Committee

## List of Licenced Premises

As at 30 June 2017

Premise Name	Licence Type
198 Morven Beach Road, RD 10, Waimate "Gifthouse & Cart Limited"	Endorsed Off/Remote
42 Waimate Highway, St Andrews "Masonic Hotel"	Off Licence
42 Waimate Highway, St Andrews "Masonic Hotel"	On Licence
36 Waimate Highway, Makikihi, RD 8, Waimate "Makikihi Country Hotel Catering"	Endorsed On/Caterers
228 Point Bush Road, Waimate "Vines Restaurant"	On Licence
Manchester Park - Wall Street, Waimate "Waimate Rugby Football Club"	Club Licence
45 Shearman Street, Waimate "The Woolshed Baa"	On Licence
95 Queen Street, Waimate "New World Waimate"	Off Licence
14 John Street, Waimate "Waimate Town and Country Club"	Club Licence
Main South Road, Hook, RD 8, Waimate "Butlers Berry Farm & Cafe"	On Licence
1 Redcliff Road, Glenavy "Glenavy Hotel"	Off Licence
1 Redcliff Road, Glenavy "Glenavy Hotel"	On Licence
228 Point Bush Road, RD 9, Waimate "Point Bush Estate Cellar Door"	Off Licence
8 Murray Street, Studholme "Studholme Hotel"	On Licence
36 Waimate Highway, Makikihi, RD 8, Waimate "Makikihi Country Hotel"	Off Licence
36 Waimate Highway, Makikihi, RD 8, Waimate "Makikihi Country Hotel"	On Licence
700 Craigmere Valley Road, Maungati "Maungati Golf Club"	Club Licence
4 Stony Creek Road, Waimate "Waihao Forks Hotel"	Off Licence
4 Stony Creek Road, Waimate "Waihao Forks Hotel"	On Licence
Main Road, St Andrews "St Andrews Golf Club"	Club Licence
112-114 High Street, Waimate "Waimate Hotel"	Off Licence
112-114 High Street, Waimate "Waimate Hotel"	On Licence
14 John Street, Waimate "Waimate Town & Country Club"	Off Licence
30 Shearman Street, Waimate "Royal Tavern"	Off Licence
30 Shearman Street, Waimate "Royal Tavern"	On Licence
Browns Road, Waimate "Waimate Golf Club"	Club Licence
210 Queen Street, Waimate "Waimate Bowling Club"	Club Licence