

# WAIMATE DISTRICT LICENSING COMMITTEE ANNUAL REPORT TO ALCOHOL REGULATORY AND LICENSING AUTHORITY FOR YEAR 2014 - 2015

**Date:** 25 September 2015

**Prepared by:** Paul Cooper  
Environmental Services Manager

---

## Introduction

The purpose of this report is to inform the Alcohol Regulatory and Licensing Authority (the Authority) of the operation and proceedings of the Waimate District's District Licensing Committee (DLC). The Council during the development of the processes to be adopted through the implementation of the Sale and Supply of Alcohol Act 2012 (the Act) decided to become part of the Joint District Licensing Committee for the Timaru, Waimate and Mackenzie districts. The Timaru District Council is contracted to provide licensing services to both the Waimate and Mackenzie District's. This report satisfies the requirements of the territorial authority set out in Section 199 of the Act.

## Overview of DLC Workload

The table below shows the current membership and structure of the DLC, with the Waimate members shown at the bottom:

<b>Commissioner</b>	Councillor Pat Mulvey
<b>Deputy Chairperson</b>	Mayor Damon Odey
<b>Mackenzie DLC Members</b>	Mayor Claire Barlow Councillor Graeme Smith
<b>Timaru DLC Members</b>	Mr Peter Thompson Mr Graeme Broker
<b>Waimate DLC Members</b>	Mayor Craig Rowley Councillor Sharyn Cain

- *Staff over the Reporting Period*

Mr Jonathan Cowie, Environmental Health Unit Manager at Timaru District Council, was the Secretary to the DLC for the majority of the reporting period, until his resignation in mid June 2015. At that time the role passed to Mr Chris English, Group Manager Regulatory Services at Timaru District Council. At the time of the change in Secretary, it was also decided that following the successful implementation of the Act and fine tuning of the operation of the Committee, the position of Committee Advisor (Technical Advisor) could be disestablished.

Operational staff during the reporting period varied due to staff resignations. Mrs Sharon Hoogenraad and Mr Paul Cooper were the Inspectors until August 2014, at which point Mr Cooper took up another position within the Timaru District Council. He was replaced by Environmental Health Officer Llyn Davies, who provided half a full time health position and half a full time liquor position. This formalised a reduction of half a position dedicated to operational alcohol licensing matters.

Mrs Llyn Davies resigned in April 2015 and there was only a single Inspector until mid June 2015, when Mr Paul Cooper returned to the unit providing half a full time Inspector's position, together with the role of Environmental Services Manager, after Mr Jonathan Cowie also resigned.

Mrs Candice Skevington was the Liquor Licensing Clerk until she resigned in December 2014, subsequently replaced by Mrs Jenna Campbell.

The DLC membership has remained static throughout the reporting period.

- *Workload over the Reporting Period*

The DLC typically meets on a weekly basis to consider all applications not requiring a quorum. These meetings consist of the Commissioner, the Secretary and the Licensing Clerk. All file a pre-read in the two days prior to the meeting and this cuts down the time spent in the meeting considerably.

Where a full quorum is required, for example to consider an application for a Temporary Authority, the DLC members from the respective area from to which the application belongs, attend together with the Commissioner. The number of times in the year a quorum is limited, therefore one issue identified by members was that they found it difficult to remain current and maintain their knowledge level, with so few meetings.

- *DLC Costs and activity over the Reporting Period*

There were 20 meetings over the course of the year. The cost associated with the Commissioner and the DLC members for those meetings was \$13,531.76 exclusive of GST. In terms of licenced premises, The Empire Tavern licensee has closed his doors and left the district, although the licence does not expire until May 2017, and the Vines Restaurant opened up, together with an extra off licence for Point Bush Estates at the same location (but completely separate from the restaurant.)

**DLC Initiatives**

Due to the infrequent nature that the DLC meets with Commissioner and members present, it was decided to invite members to pre-read applications and attend a regular DLC meeting quarterly. This initiative is intended to help DLC members remain current and retain their knowledge.

**Local Alcohol Policy**

The collaborative approach of the three South Canterbury District Councils toward licensing matters, which existed prior to the introduction of the new Act, has continued in relation to

the development of a LAP. The three decided in May of 2013 to work toward developing a joint LAP and the process dictated by the Local Government Act 2002 and the Act was followed from that point.

In December of 2013 the Councils made some recommendations for adjustments to the Draft LAP before it became the Provisional LAP (PLAP) on 10 December 2013. Prior to being adopted the PLAP was put out for public consultation on 8 February 2014 for 30 days, as required by Section 80 of the Act. At the close of the public consultation period on 10 March 2014, four appeals had been lodged from the following appellants:

Foodstuffs South Island Limited  
Progressive Enterprises Limited  
James Gary Dennison (withdrew)  
Super Liquor Holdings Limited  
Dr Daniel Williams, Canterbury Medical Officer of Health

The appellants attended a hearing with the Authority in May 2015. They agreed to declare a particular element of the PLAP unreasonable, the element pertaining to the proximity of premises licensed for off sales in a commercial zone, to sensitive sites such as educational facilities. The Authority could then consider the PLAP on the papers, providing agreement about the element could be reached and there was no subsequent appeal.

The appellants agreed to the amended element and signed a memorandum to confirm their agreement. The original submitters from the Special Consultative Procedure were then contacted and made aware of the changes. A thirty day period ending on 21 September 2015 was observed to provide opportunity for any submitters to appeal. At the conclusion of this period, the PLAP was sent to the Authority for their consideration, where it sits at the time of writing.

### **Current Legislation**

See below.

### **Matters for Authority to Consider**

The Commissioner of the DLC and his fellow members have formed the opinion that member engagement in licensing matters is at risk due to the infrequent nature that their services are required. The initiative outlined previously in this report goes part way toward addressing the issue, but this may not be enough. The DLC would like to have any member sit at meetings where matters are not contested and not the Commissioner alone as currently prescribed by the Act. This would mean sharing the workload and ensuring that the Commissioner and all the members of the DLC have the opportunity to rotate through the chair (members as Acting Commissioner) to promote engagement of members and maintain their level of knowledge.

### **Statistical Information**

The Annual Return is attached to this report in the prescribed format.

## Waimate District Licensing Committee

### Yearly return for July 2014 to 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
On-licence new		1		
On-licence variation				
On-licence renewal		2	1	
Off-licence new	1			
Off-licence variation				
Off-licence renewal			1	
Club licence new				
Club licence variation				
Club licence renewal	3	1		
<b>Total number</b>	<b>4</b>	<b>4</b>	<b>2</b>	<b>0</b>
<b>Total Fee paid to ARLA (GST incl)</b>	<b>\$ 69.00</b>	<b>\$ 138.00</b>	<b>\$ 103.50</b>	<b>\$ -</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
On-licence		3	4	1
Off-licence	1		4	1
Club licence	3	2		
<b>Total number</b>	<b>4</b>	<b>5</b>	<b>8</b>	<b>2</b>
<b>Total Fee paid to ARLA (GST incl)</b>	<b>\$ 69.00</b>	<b>\$ 172.50</b>	<b>\$ 414.00</b>	<b>\$ 172.50</b>

#### Managers' certificate applications received:

	Number received
Manager's certificate new	11
Manager's certificate renewal	17
<b>Total number</b>	<b>28</b>
<b>Total Fee paid to ARLA (GST incl)</b>	<b>\$ 805.00</b>

**Special licence applications received:**

	Number received in category: Class 1	Number received in category: Class 2	Number received in category: Class 3
Special licence	4	13	15

**Temporary authority applications received:**

	Number received
Temporary authority	

**Permanent club charter payments received:**

	Number received
Permanent club charter payments	

<b>Total to be paid to ARLA</b>	<b>\$ 1,943.50</b>
---------------------------------	--------------------

**Number of DLC Meetings Held**

July 2014 .....4  
 August 2014 .....2  
 September 2014 ....3  
 October 2014 .....4  
 November 2014 ....4  
 December 2014 ....2  
 January 2015 .....1  
 February 2015 .....2  
 March 2015 .....2  
 April 2015 .....3  
 May 2015 .....4  
 June 2015 .....3

WAIMATE PREMISES

Premise	Address	Applicant	Applicant Address	Reference	Determination	Description of numeric code 1	Category	District	Expiry Date
36 Main South Road, Makikihi, RD 8, Waimate "Makikihi Country Hotel Catering" INV	36 Waimate Highway RD 1 Timaru 7971	Makikihi Hotel and Hospitality Services Limited	36 Main Waimate Highway, RD 8, Waimate 7978			Endorsed On/Caterers Licence	CAT	W	
228 Point Bush Road, Waimate "Vines Restaurant"	228 Point Bush Road Waimate 7924	Point Bush Estates Limited	227 Point Bush Road, RD 9, Waimate 7979	65/ON/4/2014	ISSD	On Licence	RES	W	05/11/2015
25 Queen Street, Waimate "Cafe on Queen"	25 Queen Street Waimate 7924	Temptations Bakery Limited	C/- 25 Queen Street, Waimate 7924	65/ON/1/2014	ISSD	On Licence	CAF	W	07/05/2018
Wall Street, Waimate "Waimate Rugby Football Club"	Wall Street Waimate 7924	Waimate Rugby Football Club Incorporated	PO Box 48, Waimate 7960	065/CL/5/2006	ISSD	Club Licence	SC	W	02/03/2016
45 Shearman Street, Waimate "The Woolshed Baa"	45 Shearman Street Waimate 7924	The P/S of Beverley Anne Knowles and Rayner Marcus	45 Shearman Street, Waimate 7924	065/ON/3/2012	ISSD	On Licence	TAV	W	29/11/2016
95 Queen Street, Waimate "Waimate New World"	95 Queen Street Waimate 7924	L B & S F Murray Limited	95 Queen Street, Waimate 7924	065/OFF/3/2012	ISSD	Off Licence	SUP	W	07/09/2016
14 John Street, Waimate "Waimate Town and Country Club"	14 John Street Waimate 7924	Waimate Town & Country Club Incorporated	14 John Street, Waimate 7924	65/CL/1/2015	ISSD	Club Licence	CC	W	13/07/2018
Main South Road, Hook, RD 8, Waimate "Butlers Berry Farm & Cafe"	Timaru Road Waimate 7924	Bullers Fruit Farms Limited	Hook, RD 8, Waimate 7978	65/ON/1/2015	ISSD	On Licence	RES	W	09/02/2018
1 Redcliffe Road, Glenavy "Glenavy Hotel"	1 Redcliff Road RD 10 Waimate 7980	Glencoe Hotel Limited	C/- T & F Andersen, Glenavy Hotel, 1 Redcliff Road, RD 10, Waimate 7980	65/OFF/1/2015	ISSD	Off Licence	HOT	W	21/05/2018
1 Redcliff Road, Glenavy "Glenavy Hotel"	1 Redcliff Road RD 10 Waimate 7980	Glencoe Hotel Limited	C/- T & F Andersen, Glenavy Hotel, 1 Redcliff Road, RD 10, Waimate 7980	65/ON/2/2015	ISSD	On Licence	HOT	W	21/05/2018
25 Queen Street, Waimate "Cafe on Queen" ARCHIVED		Country Fare Catering Limited	25 Queen Street, Waimate 7924	065/ON/3/2011	ARC	On Licence	RES	W	
228 Point Bush Road, RD 9, Waimate "Point Bush Estate Cellar Door"	228 Point Bush Road Waimate 7924	Point Bush Estates Limited	227 Point Bush Road, RD 9, Waimate 7979	65/OFF/1/2014	ISSD	Off Licence	OTH	W	04/12/2015
8 Murray Street, Studholme "Studholme Hotel"	8 Murray Street RD 10 Waimate 7980	SAD Murray	8 Murray Street, RD 10, Waimate 7980	65/ON/3/2014	ISSD	On Licence	HOT	W	05/09/2015
36 Main South Road, Makikihi, RD 8, Waimate "Makikihi Country Hotel"	36 Waimate Highway RD 1 Timaru 7971	Makikihi Hotel and Hospitality Services Limited	36 Main Waimate Highway, RD 8, Waimate 7978	065/OFF/2/2012	ISSD	Off Licence	HOT	W	01/09/2015
36 Main South Road, Makikihi, RD 8, Waimate "Makikihi Country Hotel"	36 Waimate Highway RD 1 Timaru 7971	Makikihi Hotel and Hospitality Services Limited	36 Main Waimate Highway, RD 8, Waimate 7978	065/ON/2/2012	ISSD	On Licence	HOT	W	01/09/2015
700 Craigmore Valley Road, Maungati "Maungati Golf Club"	Craigmore Valley Road RD 2 Timaru 7972	Maungati Golf Club Incorporated	PO Box 91, Timaru 7940	65/CL/1/2014	ISSD	Club Licence	SC	W	06/07/2017
86-88 Queen Street, Waimate "Empire Tavern" ARCHIVED		Jask Enterprises Limited	86-88 Queen Street, Waimate 7924	065/OFF/2/2011	ARC	Off Licence	TAV	W	
86-88 Queen Street, Waimate "Empire Tavern"	86-88 Queen Street Waimate 7924	Jask Enterprises Limited	86-88 Queen Street, Waimate 7924	65/ON/2/2014	ISSD	On Licence	TAV	W	01/05/2017
Stoney Creek Road, RD 7, Waimate "Waihao Forks Hotel"	State Highway 82 Waimate 7924	CM Doolan	Waihao Forks Hotel, Stoney Creek Road, RD 7, Waimate 7924	065/OFF/1/2011	ISSD	Off Licence	HOT	W	11/12/2016
Stoney Creek Road, Waimate "Waihao Forks Hotel"	State Highway 82 Waimate 7924	CM Doolan	Waihao Forks Hotel, Stoney Creek Road, RD 7, Waimate 7924	065/ON/18/2003	ISSD	On Licence	HOT	W	11/12/2016
Main Road, St Andrews "St Andrews Golf Club"	200 Waimate Highway RD 1 Timaru 7971	St Andrews Golf Club Incorporated	PO Box 302, Timaru 7940	65/CL/2/2015	ISSD	Club Licence	SC	W	31/07/2018
Queen Street, Waimate "Waimate Hotel"	112-114 High Street Waimate 7924	The Partnership of William Russell Johnson and Jud	C/O Waimate Hotel, Queen Street, Waimate 7924	065/OFF/4/2010	ISSD	Off Licence	HOT	W	14/09/2016
Queen Street, Waimate "Waimate Hotel"	112-114 High Street Waimate 7924	The Partnership of William Russell Johnson and Jud	C/O Waimate Hotel, Queen Street, Waimate 7924	065/ON/2/2010	ISSD	On Licence	HOT	W	14/09/2016
14 John Street, Waimate "Waimate Town & Country Club"	14 John Street Waimate 7924	Waimate Town & Country Club Incorporated	14 John Street, Waimate 7924	065/OFF/3/2010	ISSD	Off Licence	CC	W	28/03/2016
198 Queen Street, Waimate "Criterion Hotel"	198 Queen Street Waimate 7924	Glenkeith Industries (NZ) Limited	20 Pembroke Street, RD 10, Waimate 7980	065/ON/1/2010	ISSD	On Licence	HOT	W	09/04/2016
St Andrews, RD 24, St Andrews "Masonic Hotel"	42 Waimate Highway RD 24 St Andrews 7988	The Partnership of Russell Janzen Marris and Marga	42 Waimate Highway, RD 24, St Andrews 7988	065/ON/1/2013	ISSD	On Licence	HOT	W	09/04/2016
St Andrews, RD 24, St Andrews "Masonic Hotel"	42 Waimate Highway RD 24 St Andrews 7988	The Partnership of Russell Janzen Marris and Marga	42 Waimate Highway, RD 24, St Andrews 7988	065/OFF/1/2013	ISSD	Off Licence	HOT	W	09/04/2016
45 Shearman Street, Waimate "Brownie's Bar" ARCHIVED		GI Browne	58 Harris Street, Waimate 7924	065/ON/4/2009	ARC	On Licence	TAV	W	01/12/2012
30 Shearman Street, Waimate "Royal Tavern"	30-32 Shearman Street Waimate 7924	Colvill Shearing Limited	30 Shearman Street, Waimate 7924	065/OFF/25/2009	ISSD	Off Licence	TAV	W	06/09/2015
30 Shearman Street, Waimate "Royal Tavern"	30-32 Shearman Street Waimate 7924	Colvill Shearing Limited	30 Shearman Street, Waimate 7924	065/ON/40/2009	ISSD	On Licence	TAV	W	06/09/2015
Browns Road, Waimate "Waimate Golf Club"	Browns Road RD 8 Waimate 7979	Waimate Golf Club Incorporated	PO Box 88, Waimate 7960	65/CL/4/2015	ISSD	Club Licence	SC	W	31/07/2018
210 Queen Street, Waimate "Waimate Bowling Club"	206-210 Queen Street Waimate 7924	Waimate Bowling Club Incorporated	210 Queen Street, Waimate 7924	65/CL/3/20105	ISSD	Club Licence	SC	W	31/07/2018