

# Information Report

To	Environment and Hearings Committee
From	Jim Single, Regulatory Services Manager
Date	4 August 2014
Subject	<b>Annual Liquor Licensing Report</b>

## Executive Summary

1. Attached is a copy of the Annual Report to the Alcohol Regulatory Licensing Authority (ARLA) for the year ending 30 June 2014. It has been prepared for ARLA by the Council, acting in its capacity as the District Licensing Committee (DLC).

## Subject Matter

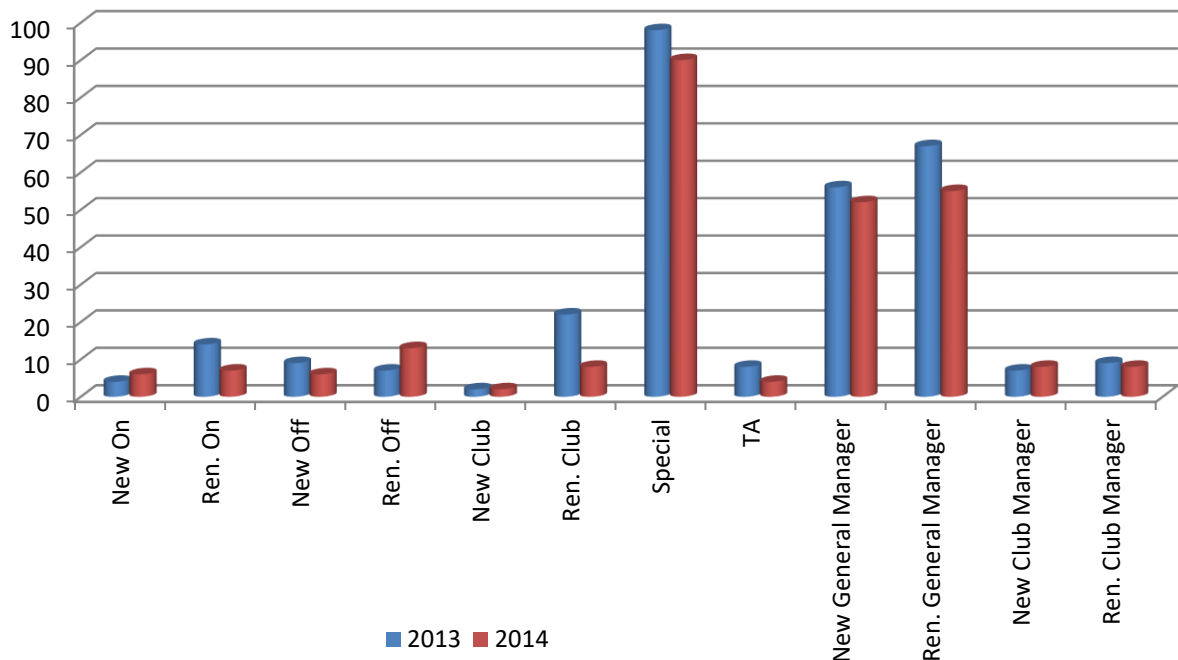
### Overview of the Council's Workload

2. The report summarises the Council's initiatives, policy, inspections and enforcement regime and liaison with other groups.

### Annual Return

3. Attached to the report is the statistical return summarising the number of applications the DLC has received and determined for the period and the revenue generated from them.
4. The following graph shows a comparison of the number of liquor applications received over 2013 and 2014.

## Liquor Applications Received Year Ending 30 June 2014



### Recommendation

- (1) THAT the Environment and Hearings Committee receives the Annual Liquor Licensing Report for the 2013/14 year and recommends to Council that it be adopted.

Jim Single  
Regulatory Services Manager

[Seen by]  
John McKenzie  
Group Manager Environmental Services

## **Overview of Council's Workload**

As Liquor Licences and Manager's Certificates are renewed every three years, the proportion of them that are renewed in one financial year fluctuates. Most of these businesses have been in place for a long time and are fairly stable.

No new liquor licensed businesses opened this year but 11 existing businesses changed hands to new operators and required new licences.

The number of applications for new Manager's Certificates has increased over the last year by 7 per cent. The number of renewal applications for Manager's Certificates has reduced by 4 per cent.

## **Agency Initiatives**

Drink Safe Workshop Programme – These evening workshops for licensed premises staff; covering intoxication, sale and supply to minors, ID checking, Host Responsibility options and offences under the Sale and Supply of Alcohol Act 2012, continue to be offered annually.

Door staff training – These courses are offered to all licensed premises staff as a valuable supplement to bar managers training. They specialise in Host Responsibility and security measures to aid the provision of a safe and enjoyable hospitality environment. These courses are funded by the Taranaki District Health Board Health Promotion Unit.

## **Local Alcohol Policy (LAP)**

The Council is in the process of research and consultation to support policy formulation and drafting of a LAP and it will be available for public submissions in April/May 2015.

## **District Licensing Committee**

The South Taranaki District Council District Licensing Committee comprises of a Chairperson and Deputy Chair from elected members of the Council. List members appointed include one other Councillor and a member selected from a regional list.

## **Enforcement and Inspections**

The Liquor Licensing Inspector routinely inspects premises as part of the application process and all new and renewal Manager's Certificate applicants are interviewed. Joint late night inspections are made with the Police. Agency inspectors also take part in Controlled Purchase Operations with the Police and District Health Board Health Promotions Unit staff.

## **Liaison with Other Agency Groups**

The Combined Agency Agreement is currently being reviewed to incorporate the changes in the new Sale and Supply of Alcohol Act 2012. It has proved to be a successful approach to Liquor Licensing between the Agency, the Police and the District Health Board. It has led to greater communication and co-ordination between the reporting authorities with an increased level of monitoring of licensed premises in the District.

The Agencies meet quarterly as the South Taranaki Liquor Liaison Group.

### **DLC Formal Meetings or Hearings Held during the year:**

There were no formal DLC meetings or hearings held during the 2013/14 financial year.

### **Any Other Matter the Agency Might Wish to Draw to the Attention of the Authority**

The DLC has no other matter it wishes to draw to the attention of the Alcohol Regulatory Licensing Authority (ARLA) at this time.

### **Statistical information**

The annual return, listing the numbers of applications received and determined and the resulting revenue received by the Agency for the year ending 30 June 2014, is attached along with the active register of licensed premises as it stood at 30 June 2014.

Statistical reporting to ARLA has changed. The previous report (found on page 5) shows the information Councils were required to provide ARLA prior to 18 December 2013. From 19 December 2013 onwards the statistical information which Councils are now required to provide (found on page 6 - 7 of this report) highlights the directional change of reporting now required.

Reporting has shifted from 'received/determined' applications and the DLC revenue, to reporting on the risk level of applications and annual fees without the need to show the DLC revenue. Because of the change half way through the reporting period, the capture of both statistical returns have been included in this report.

## South Taranaki District Licensing Committee Annual Return Year 1 July 2013 – 18 December 2013

Category	Number of Applications Received	Number of Applications Determined	Number of New Licensed Premises	DLC Revenue	ARLA Revenue
On Licence New	5	1	0	\$3,332.40	\$633.80
On Licence Variation (redefinitions)	0	0	-	\$0	\$0
On licence Renewal	5	4	-	\$3,332.40	\$633.80
Off Licence New	6	3	0	\$3,998.88	\$760.56
Off Licence Variation	0	0	-	\$0	\$0
Off licence Renewal	8	6	-	\$5,331.84	\$1,014.08
Club Licence New	2	2	0	\$1,332.96	\$253.52
Club Licence Variation	0	0	-	\$0	\$0
Club Licence Renewal	2	2	-	\$1,332.96	\$253.52
<b>General</b> Manager Cert New	37	17	-	\$4,198.08	\$794.39
<b>General</b> Manager Cert Renewal	29	27	-	\$3,290.34	\$622.63
<b>Club</b> Manager Cert New	8	6	-	\$907.68	\$171.76
<b>Club</b> Manager Cert Renewal	8	7	-	\$907.68	\$171.76
<b>Subtotal</b>	<b>110</b>	<b>75</b>		<b>\$27,965.16</b>	<b>\$5,309.82</b>
Special Licence	51	49*	-	\$3155.60	-
Temporary Authority	3	3	-	\$404.79	-
<b>TOTAL</b>	<b>164</b>	<b>127</b>		<b>\$31,525.55</b>	<b>\$5,309.82</b>

- 1 Special Licence withdrawn and 1 refunded.

## South Taranaki District Licensing Committee Annual Return 19 December 2013 - 30 June 2014



### On-licence, Off- licence and Club licence applications – paid and completed

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	-	-
On-licence variation	-	-	-	-	-
On-licence renewal	-	-	2	-	-
Off-licence new	-	-	-	-	-
Off-licence variation	-	-	-	-	-
Off-licence renewal	-	-	3	1	1
Club licence new	-	-	-	-	-
Club licence variation	-	-	-	-	-
Club licence renewal	3	3	-	-	-
<b>Total number</b>	<b>3</b>	<b>3</b>	<b>6</b>	<b>1</b>	<b>1</b>
<b>Total Fee paid to ARLA (GST inclusive)</b>	<b>\$51.75</b>	<b>\$103.50</b>	<b>\$310.50</b>	<b>\$86.25</b>	<b>\$172.50</b>

### Annual fee for existing licences – paid and completed

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	1	2	5	-	-
Off-licence	-	-	6	-	1
Club licence	12	3	1	-	-
<b>Total number</b>	<b>13</b>	<b>5</b>	<b>12</b>	<b>-</b>	<b>1</b>
<b>Total Fee paid to ARLA (GST inclusive)</b>	<b>\$224.25</b>	<b>\$172.50</b>	<b>\$621.00</b>	<b>\$0</b>	<b>\$172.50</b>

### Manager's certificate applications – paid and completed

	Number received
Manager's certificate new	15
Manager's certificate renewal	26
<b>Total number</b>	<b>41</b>
<b>Total Fee paid to ARLA (GST inclusive)</b>	<b>\$1,178.75</b>

### Special Licence applications

	Number received in category: Class 1 (Small)	Number received in category: Class 2 (Medium)	Number received in category: Class 1 (Large)
Special Licence	24	15	0

### Temporary Authority applications

	Number received
Temporary authorities	1

### Permanent Club Charter payments:

	Number received
Permanent Club Charters	0

### Totals

Page 5 total + Page 6 total	\$5,309.82 + \$3,093.50
Total to be paid to ARLA (GST inclusive)	\$8,403.32