Te Kaunihera ō Taranaki ki Te Tonga
South Taranaki District Council

Pūrongo Report

To	Ordinary Council
From	Kaihautū Ratonga Waeture/ Regulatory Services Manager, Chantelle Denton
Date	29 September 2025
Subject	**Annual Alcohol Licensing Report – 2024/25**

(This report shall not be construed as policy until adopted by full Council)

Whakarāpopoto Kāhui Kahika / Executive Summary

1. The Council is required under the Sale and Supply of Alcohol Act 2012 (the Act) to provide a report for each financial year on the proceedings and operations of its District Licensing Committee (DLC). The Annual Alcohol Licensing Report (the Report) is attached as Appendix 1.

Taunakitanga / Recommendation(s)

THAT the Council;

a) Adopts the South Taranaki District Council Annual Alcohol Licensing Report – 2024/25 in accordance with Section 199 of the Sale and Supply of Alcohol Act 2012.

b) Notes that the adoption will trigger a public notification of the report and that a copy will be provided to the Alcohol Regulatory and Licensing Authority (ARLA).

Kupu Whakamārama / Background

2. Every territorial authority is required under the Act to provide an annual report to the ARLA on the proceedings and operations on its DLC at the end of each financial year.

Local Government Purpose

3. Under the Local Government Act 2002, the Council's purpose is to "*promote the social, economic, environmental and cultural well-being of communities in the present and for the future".*

4. The Council provides a regulatory function regarding alcohol licensing, which includes the enforcement of compliance with the Act and administration support to the DLC for the issuing of alcohol licences and holding DLC hearings. This promotes the social and cultural well-beings of the district.

Whaiwhakaaro me ngā aromatawai / Considerations and Assessments

Assessment of Significance and Engagement

5. South Taranaki District Council's general approach to determining the level of "significance" will be to consider:

Criteria	Measure	Assessment
Degree	The number of residents and ratepayers affected and the degree to which they are affected by the decision or proposal.	Low – given the retrospective nature of the report and the small proportion of the community that applies for licenses in accordance with the Act, the number of residents and ratepayers affected by this decision is minimal.
LOS	The achievement of, or ability to achieve, the Council's stated levels of service as set out in the Long-Term Plan.	Low – the decision will not affect the Council's ability to deliver levels of service as outlined in the LTP.
Decision	Whether this type of decision, proposal or issue has a history of generating wide public interest within South Taranaki.	Low – this decision has not generated wide public interest in the past.
Financial	The impact of the decision or proposal on the Council's overall budget or included in an approved Long-Term Plan and its ability to carry out its existing or proposed functions and activities now and in the future.	Low – there is no impact on Council's budgets.
Reversible	The degree to which the decision or proposal is reversible.	Medium – once the report is presented to the ARLA, the decision cannot be reversed.
Environment	The degree of impact the decision will have on the environment.	Low – there is no impact on the environment.

6. In terms of the Council's Significance and Engagement Policy, the adoption of the report is of low significance

7. It should be noted that the Council is required to make a copy of the report publicly available and publish it online on its website.

Legislative Considerations

8. Section 199 of the Sale and Supply of Alcohol Act 2012 requires that:

"1) Within three 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 five years."

Financial/Budget Considerations

9. There are no financial or budget implications regarding this report, given its retrospective nature.

Consistency with Plans/Policies/Community Outcomes

10. Nothing in this report is inconsistent with any Council policy, Plan or strategy and reports on the administration as required under the Act.

Affected Parties Consultation

11. There is no requirement to consult on the findings of the report. Under the Act, the Council must ensure that the report is made publicly available following its adoption.

Whakakapia / Conclusion

12. The attached Annual Alcohol Licensing Report 2024/25 has been compiled to formally record the operations of the South Taranaki DLC during the 2024/25 financial year. It is recommended that the Council formally adopt the report, after which the report will be forwarded to the ARLA. This will meet the Council's legal obligations under the Act.

Chantelle Denton
Kaihautū Ratonga Waeture / Regulatory Services Manager

[Seen by]
Liam Dagg
Kaiarataki Taiao / Group Manager Environmental Services

Appendix 1:

South Taranaki District Council
Annual Alcohol Licensing Report 2024/25

1.0 Overview of the South Taranaki District Licensing Committee Workload

District Licensing Committee (DLC) Structure and Personnel

The DLC consists of four members: An Elected Member (Chairperson), two elected members and one alternate member. During the 2024/2025 period, the appointed Chairperson requested to step back from their position as Chairperson for the remainder of the 2022-2025 triennium. As a result, the alternate member was appointed Acting Chairperson to the DLC from March 2025.

Any Staff Training Undertaken Relating to the Sale and Supply of Alcohol Act 2012 (the Act)

Licensing Inspectors

The Council's Inspectors have informal training with the Chief Inspector on a regular basis and attend the New Zealand Institute of Liquor Licencing Inspectors' annual professional development workshops.

DLC Meetings or Hearings

In the 2024/25 year, the South Taranaki DLC held two hearings. This was due to objections to a Club Licence Renewal and an On Licence Renewal.

The DLC has held several informal meetings to keep members informed of relevant matters and for the Chair to discuss operational matters.

2.0 District Licensing Committee Initiatives

Alcohol Industry Workshop Programme

The DLC Inspectors, in conjunction with the Medical Officer of Health, Police and Fire and Emergency NZ, regularly have catch-up sessions to discuss trends and issues when they arise. However, no in-person workshops/meetings have been held with the liquor industry operators this financial year. DLC inspectors are regularly visiting premises, and operators have easy access to them at any time when advice is needed.

Liaison with Other Agency Groups

The Combined Agency Agreement has been a successful approach to Alcohol Licensing between the Licensing Inspector, the Police and Te Whatu Ora. It has led to greater communication and coordination between the reporting agencies with an increased level of monitoring of licensed premises within the district. A collaboration meeting group was established earlier this year, where all three Taranaki District Councils, Te Whatu Ora and Police held monthly meetings to discuss liquor-related matters and shared experiences to educate and inform other stakeholders on alcohol related matters.

3.0 Local Alcohol Policy (LAP)

The South Taranaki District Council (the Council) does not have a Local Alcohol Policy but is looking into the development of a joint LAP with New Plymouth District Council and the Stratford District Council.

4.0 Current Legislation

There is no comment on the current legislation.

5.0 Other Matters

The Council would like to raise the matter of Alcohol Regulatory and Licensing Authority (ARLA) providing guidance or advice for Inspectors. At present, each Territorial Authority is advised to obtain its own legal advice. It would be helpful to gain advice or guidance from the ARLA, which would provide national consistency.

6.0 Statistical Information

The South Taranaki DLC Annual Return 1 July 2024 to 30 June 2025, showing payments made to the ARLA is tabled below:

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	0	1	0	**0**	**0**
On licence variation	0	0	0	**0**	**0**
On licence renewal	1	5	6	0	0
Off licence new	0	0	2	0	0
Off licence variation	0	0	0	0	0
Off licence renewal	0	0	10	0	0
Club licence new	1	0	0	0	0
Club licence variation	0	0	0	0	0
Club licence renewal	13	2	0	0	0
Total number	**15**	**8**	**18**	**0**	**0**
Total Fee paid to ARLA (GST incl)	**$276.00**	**$207.00**	**$828.00**	**0**	**0**

Annual Fee 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	1	6	16	0	0
Off licence	0	0	19	2	0
Club	21	3	2	0	0
Total number	**22**	**9**	**37**	**2**	**0**
Total Fee paid to ARLA (GST incl)	**$379.50**	**$310.50**	**$1,863.00**	**$172.50**	**$0**

Manager's Certificate Applications Received

	Number received
Manager's certificate new	35
Manager's certificate renewal	57
Total Number	**92**
Total Fee paid to ARLA (GST incl)	**$1,293.75**

Special Licence Applications Received

	Number received in category: Class 1 (Small)	Number received in category: Class 2 (Medium)	Number received in category: Class 3 (Large)
Special Licence	23	17	4

Temporary Authority Applications Received

	Number received
Temporary Authorities	10

Permanent Club Charter Payments Received

	Number received
Permanent Club Charters	1

6.1 Current Listing of Licensed Premises

On Licence	Off Licence
Hāwera Cinema 2	Black Bull (Glover Road)
Egmont Racing Club	The Bottle-O Waverley
Ōpunakē Surf Inn	Black Bull Ōpunakē
Waimate Hotel	Waimate Hotel
Waitōtara Hotel	Waitōtara Hotel
White Hart Hotel	Four Square Waverley
Stadium Bar & Bistro	Rāhotu Super Mart
Town Takeaways	Manaia Four Square
Upside Down Eatery	Four Square Pātea
Tairoa Lodge and Cottage	Big Barrel Hāwera
Kaponga Hotel	Four Square New Ōpunakē
Ōkaiawa Hotel	Super Liquor Hāwera
Coronation Hotel	Ōpunakē Supermarket
Touchpoint	Black Bull Eltham
Hot Friday's	South Taranaki Club
Ōhangai Limited	Rāhotu Tavern & Café
Indian Zaika	Four Square Kaponga
Hub Catering	Woolworths Hāwera
Milan	Clarendon Hotel
The Local TAB and Sports Bar	Black Bull (High Street)
Clarendon Hotel	Kaponga Hotel
Rāhotu Tavern & Cafe	Four Square Eltham
Palms Hotel Ōpunakē	Pak n Save Hāwera
Rough Habits	The Palms Hotel Ōpunakē
Marracbo Café	Black Bull Liquor Pātea
The Furlong Motel	
Tika Restaurant	
Someday Café	
The Burnt Place	
Hind Quarters Bar & Café	
Renate's Café	
The Gathering Cafe	

Club Licence
South Taranaki RSA
South Taranaki Club
Tower Bowling Club
Pātea Bowling Club
Eltham Squash Racquets Club
South Taranaki Darts Association
Waverley Golf Club
Pātea Golf Club
Kaponga Rugby Football Club
Manaia Golf Club
Rāhotu Bowling Club
Hāwera Park Bowling Club
Southern Rugby Football Club (Taranaki)
Border Rugby & Sports Club
Te Ngutu Golf Club
Ōkaiawa Sports Club
Masse Hāwera
Hāwera Football Club
Hāwera Golf Club
Hāwera Lawn Tennis & Squash Club
Ōpunakē Bowling Club
Waverley Bowling Club
Ōpunakē Golf Club
Cape Egmont Boat Club
Eltham Golf Club
Rāhotu Community & Sports Club
Manaia Bowling Club
Pungarehu Golf Club