

SELWYN DISTRICT LICENSING COMMITTEE **ANNUAL REPORT TO ARLA 2014**

1. Overview of District Licensing Committee workload:

- **DLC's structure and personnel**

Selwyn's agency consists of two Commissioners, five Committee members, one Secretary, a chief alcohol licensing inspector, one alcohol licensing inspector and administration staff.

The DLC has contracted services in the administration, secretary and alcohol licensing inspector's roles.

- **Staff Training**

CPTED training, and in house training by the Commissioner for chairs and members has been undertaken. The alcohol licensing inspector, secretary and administration staff all attended LG training prior to the new act coming in to place.

- **Change in Business**

There has been a significant increase in workloads from an administration and Inspectors prospective.

- **DLC Meetings and Hearings**

- Weekly meetings are held with the Chair, Alcohol Licensing Inspector and Secretary.
- Quarterly meetings with the Police and Ministry of Health take place, with the Agency recording minutes, matters for attention and controversial applications seeking more of a collaborated on approach and input.

- The District Licensing Committee have held three Hearings, two for Temporary Authorities and one opposed new On licence application. The On Licence was declined, and has since been appealed. The application is now before ALAR for determination.

2. Agencies Initiatives:

- Expiry reminder letters are sent to all licence holders and managers certificate holders one month prior to the expiry date to the licence certificate, along with renewal forms. Annual fee invoices are now sent out at the same time.
- Collaborating with other neighbouring TA's to reach a customer friendly approach to Fees for special licenses that also adheres to the object of the Act.
- At all renewal applications, interviews are now conducted on site by all three agencies, with the Inspector producing an extensive photo montage for further reference and clarity of licensed premises going forward.

3. Local Alcohol Policy

- The Council agreed to develop a LAP at the 12 December 2012 Council meeting and to have a provisional LAP before the 2013 elections. The Council followed the process under the Sale and Supply of Alcohol Act 2012 to prepare a LAP and worked with the Police, Medical Officers of Health and the licensing inspector for Selwyn. Initial feedback was obtained through a range of methods, including through emails, surveys and meetings with stakeholders, community boards and Councillors. Two short surveys were undertaken to obtain young people's opinions of alcohol issues.
- The special consultative procedure was undertaken in June 2013. Sixty-seven submissions were received including submissions from the retail and the hospitality industry, the New Zealand Police, public health providers and Selwyn community boards and committees, local licence holders (such as sports clubs and taverns) and the public.

- The Provisional policy was endorsed at the 11 September 2014 council meeting and publicly notified on 28 January 2014. It was appealed by Foodstuffs South Island Ltd, Progressive Enterprises Limited, The Mill Retail Holdings, Independent Liquor, Hospitality Association of New Zealand and the Lincoln Golf Club.
- "The Council is awaiting further direction from the Authority."

4. Current Legislation

- Administration workloads have increased significantly; due to all applications and reports being sent to the Commissioner for a final decision before a licence can be issued.
- Having to obtain a waiver for Special Licences received outside the required 20 working days is a very time consuming process, which actually adds more processing time to the application.
- Risk ratings for licensed premises is working well although on renewal when premises vary their license conditions after being interviewed by the inspector and change category the implications of increasing/decreasing fees can be confusing and difficult for monthly reporting and annual fee collection.
- Special Licenses and more particularly understanding the fees regulations for special licenses has caused a number of difficulties for this TA. We imagine that the regulations were supposed to provide some clarity around fees, categories and risk for special licenses, both On and Off site specials. We have found the opposite to be true with ambiguous wording around the word "Event" in the Regulations. We don't think that the intention of the Act was to make small Cellar door Off licenses pay large fees for large events when their stands are small and low risk but the use of the word "Event " in the fees regulations causes a number interpretation issues for both councils and customers.

7. Any other matters the Agency might wish to draw to the attention of the Authority:

- Representation was made at the New Zealand Institute of Liquor Licensing Inspectors in Wellington. This conference was well patronised by DLC Inspectors, the Police and Medical Officers of Health.

8. Statistical Information:

- Annual Return (attached).
- Current list of licensed premises (attached).

Signed:

A handwritten signature in black ink, appearing to read 'G. Shaw', written over a dotted line.

**Gail Shaw
Secretary
District Licensing Committee
Selwyn District Council**

CURRENT LICENSED PREMISES

Licence - Name	Trading - Name	Licence - Type
Leeston Bowling and Tennis Club Inc		CLUB LICENCE
West Melton Bowling Club		CLUB LICENCE
Dunsandel Sports Centre Incorporated		CLUB LICENCE
Darfield Rugby Football Club Incorporated		CLUB LICENCE
Temple Basin Ski Club Incorporated		CLUB LICENCE
Weedons Country Club Incorporated		CLUB LICENCE
Leeston Rugby Football Club Incorporated		CLUB LICENCE
Prebbleton Rugby Football Club Incorporated		CLUB LICENCE
Ellesmere Golf Club Incorporated		CLUB LICENCE
Darfield Bowling Club Incorporated		CLUB LICENCE
Lincoln Rugby Football Club Incorporated		CLUB LICENCE
Lincoln Golf Club Incorporated		CLUB LICENCE
Greendale Golf Club Incorporated		CLUB LICENCE
Southbridge Rugby Football Club Incorporated		CLUB LICENCE
Springston Associated Sports Club Incorporated		CLUB LICENCE
Tai Tapu Golf Club Incorporated		CLUB LICENCE
Hororata Golf Club Incorporated		CLUB LICENCE
Lincoln Bowling Club		CLUB LICENCE
Rhodes Park Combined Sports Body Incorporated		CLUB LICENCE
West Melton Rugby Football Club Incorporated		CLUB LICENCE
Craigieburn Valley Ski Club Incorporated		CLUB LICENCE
Southbridge Bowling Club Incorporated		CLUB LICENCE
Dunsandel Bowling Club Incorporated		CLUB LICENCE
Broken River Ski Club Incorporated		CLUB LICENCE
Coalgate Bowling Club		CLUB LICENCE
Rolleston Rugby Football Club		CLUB LICENCE
Pineglades Naturist Club Inc		CLUB LICENCE
Windwhistle Winter Sports Club Inc		CLUB LICENCE
Mount Cheeseman Ski Club Inc.		CLUB LICENCE
Kirwee Tennis Club Inc		CLUB LICENCE
Kirwee Rugby Football Club Incorporated		CLUB LICENCE

Whitehouse by the Bridge Restaurant & Bar	The Whitehouse Restaurant & Bar	ON LICENCE
Clearwater investments Ltd	Melton Estate	ON LICENCE
Lincoln Hospitality Limited	Lincoln University	ON LICENCE
PMR Holdings Ltd	Springfield Hotel	ON LICENCE
Famous Grouse 2009 Ltd	The Famous Grouse Hotel	ON LICENCE
Neville Thomas and Joanne Lisa Chapman	Springston Hotel	ON LICENCE
Bruce Wayne Reilly	Dunsandel Tavern	ON LICENCE
Steve Joy	Kirwee Tavern	ON LICENCE
Coalgate Tavern	Coalgate Tavern	ON LICENCE
Rolly Inn Limited	Rolly Inn	ON LICENCE
Prebbleton Hotel Limited	Prebbleton Hotel	ON LICENCE
The Partnership of Jones-Hansen	West Melton Tavern	ON LICENCE
Ernies Cantina Ltd	Mt Hutt Lodge	ON LICENCE
Sheffield Hotel	Sheffield Hotel	ON LICENCE
RP & DP O`Connell Limited	Darfield Hotel	ON LICENCE
JK Taverns Ltd	Arthurs Chalet	ON LICENCE
Hard Left Limited	Bealey Hotel	ON LICENCE
MBJKT Holdings Limited	Tai Tapu Hotel	ON LICENCE
Grasmere Lodge Limited	Grassmere Lodge Limited	ON LICENCE
Glenn William Kerrison	The Wobbly Kea	ON LICENCE
Trents Estate Limited	Trents Estate Vineyard	ON LICENCE
Wilderness Lodge Arthur`s Pass	Wilderness Lodge	ON LICENCE
Yello Shack Café	Yello Shack Café	ON LICENCE
Flock Hill Limited	Flock Hill Lodge	ON LICENCE
Hillyer`s of Lincoln 2013 Limited	Hillyer's of Lincoln	ON LICENCE
Chambers & Daughters Limited	Cossars Wineshed	ON LICENCE
McTay Investments Limited	The Bridge Restaurant	ON LICENCE
The Club at Terrace Downs Limited	Terrace Downs High Country Resort	ON LICENCE
Jaquesy Rocks Limited	The Rock Restaurant and Bar	ON LICENCE
The Partnership of Craig Scott and Jane Scott	The Raspberry Café	ON LICENCE
Halcyon NZ Limited	Otahuna Lodge	ON LICENCE
Arthurs Pass Café & Store Limited	Arthurs Pass Café	ON LICENCE

Hororata Village Bar & Cafe Limited	Hororata Village Bar & Café	ON LICENCE
Suram Holdings Limited	Southbridge Hotel	ON LICENCE
Jeet Holdings Limited	Corianders Ethnic Indian Restaurant	ON LICENCE
Monkey Spices Limited	Monkey Spices Limited	ON LICENCE
Ngapuarata Vines and Wines	Ngapuarata Wines	ON LICENCE
Hillyer`s of Lincoln 2013 Limited	Hillyers Café	ON LICENCE
Steve Trigg Limited	Café Izone	ON LICENCE
Rossendale Catering Company Limited	Rossendale Catering Company Limited	ON LICENCE
TBDN Ltd	Lake Coleridge Lodge	ON LICENCE
Curry Pot Limited	Curry Pot on Lincoln	ON LICENCE
Cherry Tree Café Ltd	Cherry Tree Café Ltd	ON LICENCE
All Natural Holding NZ Ltd	Paradise Restaurant	ON LICENCE
The Oaks Partnership	The Oaks Restaurant of Darfield	ON LICENCE
Hampton Tea House Ltd	Hampton Tea House	ON LICENCE
Geo's Jewel Limited	The Terrace Café & Wine Bar	ON LICENCE
GLS Restaurants Ltd	Langdales Restaurant	ON LICENCE
D Store Café Limited	Dunsandel Store	ON LICENCE
JAM 2008 Limited	The Store @ Tai Tapu	ON LICENCE
Poppitas	Poppitas Cafe	BYO LICENCE
RP & DP O`Connell Limited	Darfield Hotel	OFF LICENCE
Arthurs Pass Café & Store Limited	Arthurs Pass Café	OFF LICENCE
Darfield Foodcentre (1980) Limited	Darfield Foodcentre	OFF LICENCE
Sheffield Hotel	Sheffield Hotel	OFF LICENCE
Rolly Inn Limited	Rolly Inn	OFF LICENCE
	Kirwee Tavern	OFF LICENCE
Queen street backpackers ltd	Springfield Hotel Ltd	OFF LICENCE
Bruce Wayne Reilly	Dunsandel Tavern	OFF LICENCE
Prebbleton Hotel Limited	Prebbleton Hotel	OFF LICENCE
MBJKT Holdings Limited	Tai Tapu Hotel	OFF LICENCE
Suram Holdings Limited	Southbridge Hotel	OFF LICENCE
Famous Grouse 2009 Ltd	The Famous Grouse Hotel	OFF LICENCE
Neville Thomas and Joanne Lisa Chapman	Springston Hotel	OFF LICENCE

Coalgate Tavern	Coalgate Tavern	OFF LICENCE
The Partnership of Jones-Hansen	West Melton Tavern	OFF LICENCE
Gatehouse Wines Limited	Gatehouse Wines	OFF LICENCE
Leeston Supervalue Limited	Leeston Supervalue	OFF LICENCE
Raymond and Robyn Watson	Bentwood Wines	OFF LICENCE
Rolleston Supermarket Limited	Rolleston New World	OFF LICENCE
Gadjit Limited	Southbridge Four Square	OFF LICENCE
IMPERIAL DISCOUNT LIQUOR LTD	Henry's Beer Wine and Spirits - Rolleston	OFF LICENCE
Lindsay Family Cellars Limited	Lindsay Family Cellars Limited	OFF LICENCE
Penkenna Ltd	Sandihurst Winery	OFF LICENCE
Clearwater Investments Limited	Melton Estate Vineyard	OFF LICENCE
Lone Goat Vineyards Limited	Lone Goat Vineyards Limited	OFF LICENCE
Braided River Wines	Braided River Wines	OFF LICENCE
Lincoln Supermarket Ltd	Lincoln New World	OFF LICENCE
Akshan Enterprises Limited	Super Liquor Lincoln	OFF LICENCE
General Distributors Limited	Countdown Rolleston	OFF LICENCE
Mary Jamieson & James Shand	Straight 8 Estate Wines	OFF LICENCE
GLS Restaurants Limited	Langdales Vineyard Restaurant	OFF LICENCE
Ngapuarata Vines and Wines	Ngapuarata Wines	OFF LICENCE

TERRITORIAL AUTHORITY: SELWYN DISTRICT LICENSING AGENCY

ANNUAL RETURN FOR PERIOD: 31 JUNE 2013 – 15 DECEMBER 2013

On-licence, off-licence and club licence applications received:

<i>Application Type</i>	Number received:
On-licence new	7
On-licence variation	1
On-licence renewal	3
Off-licence new	2
Off-licence variation	
Off-licence renewal	4
Club licence new	
Club licence variation	
Club licence renewal	3
Total number	20
Total Fee paid to ARLA (GST incl)	\$2,535.20

Managers' certificate applications received:

	Number received
General Manager's certificate new	32
General Manager's certificate renewal	46
Club Manager's certificate new	1
Club Manager's certificate renewal	6
Total number	85
Total Fee paid to ARLA (GST incl)	\$1,824.95

Special licence applications received:

	Number received
Special Licence	77

Temporary authority applications received:

	Number received
Temporary authority	11

- Please note \$236.17 was paid to LLA in arrear

Permanent club charter payments received:

	Number received
Permanent club charter payments	0

TERRITORIAL AUTHORITY: SELWYN DISTRICT LICENSING COMMITTEE

ANNUAL RETURN FOR PERIOD: 16 DECEMBER 2013 – 30 JUNE 2014

On-licence, off-licence and club licence applications received:

<i>Application Type</i>	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			1		
On-licence renewal	2	3	4	2	
Off-licence new					
Off-licence variation					
Off-licence renewal	2	5	1		
Club licence new					
Club licence variation					
Club licence renewal	3	1			
Total number	7	9	7	2	
Total Fee paid to ARLA (GST incl)	\$120.75	\$310.50	\$362.25	\$172.50	

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
On-licence	2	8	9	5	
Off-licence	6	9	1		
Club licence	4	8			
Total number	12	25	10	5	
Total Fee paid to ARLA (GST incl)	\$207.00	\$862.50	\$517.50	\$431.25	

Managers' certificate applications received:

	Number received
Manager's certificate new	25
Manager's certificate renewal	35

Total number	60
Total Fee paid to ARLA (GST incl)	\$1,725.00

Special licence applications received:

	Number received in category: Class 1	Number received in category: Class 2	Number received in category: Class 3
	22	26	4

Temporary authority applications received:

	Number received
Temporary authority	1

Permanent club charter payments received:

	Number received
Permanent club charter payments	0