

Agenda for a meeting of the Policy & Regulatory Committee to be held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **MONDAY, 1 AUGUST 2022** commencing at **9.30am**.

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|-----------|---|-----|
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GJ Ion
CHIEF EXECUTIVE

POLICY & REGULATORY COMMITTEE

| | |
|----------------------------|--|
| Reports to: | Council |
| Chairperson: | Cr Jan Sedgwick |
| Deputy Chairperson: | Cr Noel Smith |
| Membership: | The Mayor, all Councillors and Mrs Maxine Moana-Tuwahangi (Maangai Maaori) |
| Meeting frequency: | Six-weekly |
| Quorum: | Majority of the members (including vacancies) |

Purpose

The Policy & Regulatory Committee is responsible for the Council's governance policies and bylaws, reviewing the District Plan and overseeing civil defence and emergency management issues.

In addition to the common delegations on page 10, the Policy & Regulatory Committee is delegated the following Terms of Reference and powers:

Terms of Reference:

1. To establish, implement and review the governance policy framework that will assist in achieving the Council's strategic priorities and outcomes.
2. To develop, review and approve the consultation process for Council bylaws.
3. To consider and determine changes to the schedules and parking restrictions in the Public Places Bylaw 2016, including hearing any submissions relating to those proposed changes.
4. To hear and determine matters arising under current bylaws, including applications for dispensation from compliance with the requirements of bylaws, unless such matters are otherwise delegated by Council.
5. To administer the Council's District Plan in accordance with the Resource Management Act 1991.
6. To monitor the performance of regulatory decision-making by the District Licensing Committee¹, Regulatory Subcommittee and officers under their respective delegations.
7. To monitor the Council's Civil Defence and Emergency Management framework.

¹ For clarity, the District Licensing Committee is a committee of Council under the Sale and Supply of Alcohol Act 2012.

The Committee is delegated the following powers to act:

Governance Policies

- Develop and agree governance policies for the purpose of consultation/engagement.
- Recommend to Council policy for adoption, amendment or revocation.
- Monitor and review policy, including recommending amendments to any policy as and when required.

Bylaws

- Develop and approve the statement of proposal for new or amended bylaws for consultation.
- Recommend to Council new or amended bylaws for adoption.

District Plan

- Review and approve for notification a proposed district plan, a proposed change to the District Plan, or a variation to a proposed plan or proposed plan change (excluding any plan change notified under clause 25(2)(a), Schedule 1 of the Resource Management Act 1991)
- Withdraw a proposed plan or plan change under clause 8D, Schedule 1 of the Resource Management Act 1991.
- Make the following decisions to facilitate the administration of plan changes, variations, designation and heritage order processes:
 - a. To decide whether a decision of a Requiring Authority or Heritage Protection Authority will be appealed to the Environment Court by the Council and authorise the resolution of any such appeal, provided such decisions are consistent with professional advice.
 - b. To consider and approve Council submissions on a proposed plan, plan changes, and variations.
 - c. To monitor the private plan change process.
 - d. To accept, adopt or reject private plan change applications under clause 25, Schedule 1, Resource Management Act 1991.

Other Resource Management Issues

- Pursuant to Section 34(1) of the Resource Management Act 1991, to exercise all of the Council's functions, powers and duties under that Act, except the functions, powers and duties:
 - a. that cannot be delegated or that are otherwise retained by the Council under its terms of reference; or
 - b. expressly delegated to other Council committees or decision-making bodies, or officers.

- Monitor and approve submissions in relation to National Policy Statements.

Civil Defence and Emergency Management

- Monitor the performance of Waikato District's civil defence and emergency management response against Council's requirements under the Civil Defence and Emergency Management Act including:
 - a. implementation of Government requirements; and
 - b. co-ordinating with, and receiving reports from, the Waikato Region Civil Defence and Emergency Management Group Joint Committee.

Other Delegations

- Exercise all of the Council's functions, powers and duties under the Building Act 2004, the Health Act 1956, and the Food Act 2014, and the respective regulations made under these Acts, except the functions, powers and duties:
 - a. that cannot be delegated or that are otherwise retained by the Council under its terms of reference; or
 - b. expressly delegated to other Council committees or decision-making bodies, or officers.
- Approval of attendance of elected members at conferences, seminars, training or events, in accordance with Council policy.

| | |
|---------------------|--|
| To | Policy & Regulatory Committee |
| Report title | Confirmation of Minutes |
| Date: | 1 August 2022 |
| Report Author: | Grace Shaw, Democracy Advisor |
| Authorised by: | Gaylene Kanawa, Democracy Team Leader |

1. Purpose of the report

Te Take moo te puurongo

To confirm the minutes for meetings of the Policy & Regulatory Committee held on:

- a. Tuesday, 14 June 2022; and
- b. Tuesday, 12 July 2022.

2. Staff recommendations

Tuutohu-aa-kaimahi

THAT the minutes for the meetings of the Policy & Regulatory Committee held on Tuesday, 14 June 2022 and Tuesday, 12 July 2022 be confirmed as a true and correct record.

3. Attachments

Ngaa taapirihanga

Attachment 1 – P&R Minutes, Tuesday, 14 June 2022

Attachment 2 – P&R Minutes, Tuesday, 12 July 2022

Minutes for a meeting of the Policy & Regulatory Committee of the Waikato District Council held in the Council Chambers, District Office, 15 Galileo Street, Ngaruawahia on **TUESDAY, 14 JUNE 2022** commencing at **9.30am**.

Present:

Cr JD Sedgwick (Chairperson)
His Worship the Mayor, Mr AM Sanson
Cr AD Bech
Cr C Eyre
Cr JM Gibb (*left at 10.56am*)
Cr SL Henderson
Cr RC McGuire
Mrs Moana-Tuwangai
Cr FM McInally
Cr EM Patterson
Cr JD Sedgwick
Cr NMD Smith
Cr LR Thomson
Cr CT Woolerton

Attending:

Mr T Whittaker (Chief Operating Officer)
Ms A Diaz (Chief Financial Officer)
Mrs S O’Gorman (General Manager Customer Support)
Mr R MacCulloch (General Manager Service Delivery)
Mr C Morgan (General Manager Community Growth)
Ms G Shaw (Democracy Advisor)
Ms M Russo (Corporate Planning Team Leader)
Ms A Sayer (Policy Advisor)
Mr J Ebenhoh (Planning & Policy Manager)
Ms H Beaven (Corporate Planner)
Mr R Bayer (Team Leader Roading)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Crs Thomson/Gibb)

THAT the Policy & Regulatory Committee accepts the apologies from Cr Church and Cr Lynch for non-attendance.

CARRIED

P&R2206/01

CONFIRMATION OF STATUS OF AGENDA ITEMS**Resolved: (Crs Eyre/McInally)****THAT:**

- a) the agenda for a meeting of the Policy & Regulatory Committee held on Tuesday, 14 June 2022 be confirmed; and
- b) all items therein being considered in open meeting, with the exception of those items detailed at agenda items 7, which shall be considered with the public excluded; and
- c) all reports be received.

CARRIED**P&R2206/02****DISCLOSURES OF INTEREST**

There were no disclosures of interest.

CONFIRMATION OF MINUTES**Resolved: (Crs Eyre/Bech)****THAT the minutes for the meeting of the Policy & Regulatory Committee held on Tuesday, 3 May 2022 be confirmed as a true and correct record.****CARRIED****P&R2206/03****ACTIONS REGISTER**

Agenda Item 5

The report was received [*P&R2206/02 refers*] and the following discussion was held:

- Staff would investigate provision of an organisational staff contact list for Councillors.

REPORTS

Chief Executive's Business Plan

Agenda Item 6.1

The report was received [*P&R2205/02 refers*] and the following discussion was held:

- The Chief Operating Officer presented the report in the Chief Executive's absence.
- Council hosted a 'Reconnection Week' with all staff. The event was held over the course of four days, with every Council staff member invited back on site (in the Ngaruawahia office) to reconnect with colleagues and celebrate successes we've had under trying circumstances.
- Council introduced staff to new physical spaces on site – e.g., 'Project Place', 'Community Lane' and 'Wellness Way'. These spaces were to keep employees connected as to why we work for Council and acknowledge the person each employee is, both at work and outside of work.
- The week was a celebration of all Council staff and projects. We also celebrated achievements staff had experienced outside of work.
- Council held a session on the future of local government to provide reassurance to staff around potential changes that may occur in this space.
- Reconnection week also gave new staff (who started at Council within the last six months during the Omicron outbreak) the opportunity to meet in-person and connect with the physical office space.
- Councillors noted that people work better with people and people need people, therefore, the reconnection week was a beneficial initiative.
- Mrs Moana-Tuwhangai queried what had changed within Council operations as a result of COVID-19? The Chief Operating Officer confirmed COVID-19 had challenged Council to operate differently and moved progress forward around the flexible working policy. Some teams also rapidly converted from completely paper-based operations to online.
- As a result of COVID-19, Council has had to dial up its pace of change. The new customer portal is an example of this.
- Councillors noted they would like a reconnection of their own so that Councillors could have a tour on-site to see the new spaces.
- Councillors requested the words, and lessons, for the updated waiata.

ACTION: Staff to explore possibility of a 'Reconnection' event for Councillors, including an on-site tour (similar to the staff reconnection week tour). Staff also to provide Councillors with words to the new waiata, as well as arrange a session to learn the song.

Policy and Bylaw Review Programme

Agenda Item 6.2

The report was received [*P&R2206/02 refers*] and the following discussion was held:

- Staff had worked on updating several bylaws and policies since May 2022, including the Local Alcohol Policy.
- Reviews of the Public Places, Reserves and Beaches, Cemeteries, Trade Waste and Wastewater bylaws had commenced and were at varying stages in the review process.
- A review of the Cemeteries Bylaw was in the very early stages.
- The review of the Trade Waste and Wastewater Bylaw had commenced. A workshop took place on 3 May 2022 and early engagement had commenced.
- After the May workshop on the Local Alcohol Policy, a decision was made to undertake early engagement with the community to understand their views on the number of bottle stores in the district. Research work was also being undertaken on issues with alcohol in the district i.e., health and crime impacts.
- A light review of Road Closure for Motor Sport Events Policy 2012 policy took place with only minor changes proposed. However, staff had decided to not progress the policy review and instead wait for the Events Strategy and Policy to be developed before undertaking a comprehensive review. The Events Strategy and Policy would not be started until the next triennium. The current policy was fit for purpose in terms of upcoming motor sport events.
- There had been approximately 100 community responses to the Local Alcohol Policy review.
- Staff had been trying work through and resolve as many policy reviews as possible prior to the next triennium.
- Councillors queried if staff believed they had been clear enough with the public around what pre-engagement meant? E.g., that it did not necessarily mean they had made a formal submission. Councillors felt there had been a significant breakdown in the Communications/Engagement areas relating to how pre-engagement versus final engagement/formal submissions were explained to the public.
- Staff confirmed Council was required to consult on the Local Alcohol Policy regardless of whether we make any changes to the existing policy or not.
- Are we making progress around how Council focuses the public's attention and minimises over-engagement? There was a suggestion that Council could ask those who participate in early engagement if they would like their contribution to become a formal submission. Staff confirmed that involving the public in hearings as a first point of engagement could feel too formal for some people. Pre-consultation also allows an initial gathering of ideas for staff to consider before proceeding with a more formal process.
- Councillors were trying to have a constructive discussion around how to support the Policy Team during this period of policy review.

- Councillors confirmed they were not against the pre-consultation process but felt there needed to be a better explanation and improved management of the process to ensure it could run more smoothly.
- The Chief Operating Officer would consider the need for a workshop to be held regarding the broader processes around policy and bylaws, and how the Councillors could better support staff throughout these processes. It was a work programme that had been all consuming for the team and this would be a real opportunity for us to work collectively around this matter.

ACTION: Chief Operating Officer to investigate holding a workshop around the broader processes around policy and bylaws and how Councillors can support staff throughout the process. It would be an opportunity for Councillors and staff to work collectively on this matter.

Revocation of Policies

Agenda Item 6.3

The report was received [P&R2206/02 refers] and the following discussion was held:

- Policies are key decision-making documents and therefore needed to be kept up to date to ensure that decisions being made were appropriate and consistent. The policies identified are no longer required as they have either been superseded by other documents or are deemed out-of-date and unnecessary.
- Council had 55 governance policies of which three were overdue for review and 23 were under review. Best practice was that policies be reviewed every three years. However, to progress the policy review programme, policies would be reviewed at five-yearly intervals until three-yearly intervals became more manageable.
- Staff sought approval to revoke the Control of Business Advertising Signs/Displays in Public Places Policy 1998, District Minor Improvement Programme Policy 2011, and the Lump Sum Payment Policy (Rates) 2004.

Resolved: (Crs Patterson/Bech)

THAT the Policy and Regulatory Committee recommends to Council that the policies listed below be revoked with immediate effect:

- Control of Business Advertising Signs/Displays in Public Places Policy 1998;**
- District Minor Improvement Programme Policy 2011; and**
- Lump Sum Payment Policy (Rates) 2004.**

CARRIED

P&R2206/04

Adoption of the Proposed Livestock Movement Bylaw 2022

Agenda Item 6.4

The report was received [P&R2205/02 refers] and the following discussion was held:

- Purpose of the report was to seek approval for the Policy and Regulatory Committee to recommend to Council the adoption of the Livestock Movement Bylaw 2022.
- Councillors and the Mayor commended staff on the process and a great outcome we had with this bylaw, including the support of the Federated Farmers.
- We received an outcome that was beneficial for multiple parties – e.g., the community, farmers, motorists, etc. Some may still have had concerns, but it was a matter of compromise.
- The journey had been several years in the making and was a good example of thinking through the issues and being able to work them through with limited time pressure.
- Councillor Woolerton did not agree with removing the 16-year-old minimum age of a competent person when moving stock across roads.

Resolved: (Crs Smith/Patterson)

THAT the Policy and Regulatory Committee:

- a. **notes that the changes have been made to the Livestock Movement Bylaw 2022 (track changes) (Attachment 1) and Livestock Movement Bylaw (no track changes) (Attachment 2), as directed by the Committee on 4 April 2022;**
- b. **recommends to Council that Council reaffirms, in accordance with Section 155 of the Local Government Act 2002, a bylaw is the most appropriate way of addressing the perceived problem;**
- c. **recommends to Council that Council determines that, in accordance with section 155 of the Local Government Act 2002**
 - i. **the proposed bylaw is the most appropriate form of bylaw; and**
 - ii. **the bylaw does not give rise to any implications under the New Zealand Bill of Rights Act 1990**
- d. **recommends to Council that the Livestock Movement Bylaw 2022 (Attachment 2) be adopted; and recommends to Council that the policies listed below be revoked with immediate effect:**
 - i. **‘Stock Underpasses – Financial Assistance Policy 2002’ (Attachment 3)**
 - ii. **‘Livestock Movement Policy 2011’ (Attachment 4)**
 - iii. **‘Stock Underpass Policy 2006 (Attachment 5).**

CARRIED

P&R2206/05

Councillor Woolerton requested his dissenting vote against the above resolution be recorded.

EXCLUSION OF THE PUBLIC

Agenda Item 7

Resolved: (Crs Gibb/Patterson)**THAT** the public be excluded from the following parts of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

| General subject of each matter to be considered | Reason for passing this resolution in relation to each matter | Ground(s) under section 48(1) for the passing of this resolution |
|--|--|---|
| PEX I Confirmation of unconfirmed minutes | Good reason to withhold exists under Section 6 or Section 7 Local Government Official Information and Meetings Act 1987 | Section 48(1)(a) |

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

| Item No. | Section | Interest |
|---|-------------------------|--|
| Item PEX I Confirmation of unconfirmed minutes | Section 48(1)(a) | Refer to the previous Public Excluded reason in the agenda for this meeting |

CARRIED**P&R2205/06**

Resolutions P&R2205/07 – P&R2205/09 are contained in the public excluded section of these minutes.

There being no further business the meeting was declared closed at 11.30am.

Minutes approved and confirmed this _____ day of _____ 2022.

JD Sedgwick
CHAIRPERSON

Minutes for an extraordinary meeting of the Policy & Regulatory Committee of the Waikato District Council held via Audio Visual Conference **TUESDAY, 12 JULY 2022** commencing at **9.30am**.

Present:

Cr JD Sedgwick (Chairperson)
Cr C Eyre
Cr J Church
Cr SL Henderson
Cr SD Lynch
Cr FM McNally
Mrs Moana-Tuwhangai
Cr LR Thomson
Cr NMD Smith

Attending:

Mrs S O’Gorman (General Manager Customer Support)
Ms G Shaw (Democracy Advisor)
Mrs G Kanawa (Democracy Team Leader)
Ms Kerri Davis-Miller (Resource Management Policy Team Leader)
Sandra Kelly (Senior Programme Coordinator – District Plan)
Ms Yvonne Legarth (Principal Policy Planner)
Ms A Diaz (Chief Financial Officer)

APOLOGIES AND LEAVE OF ABSENCE

Resolved: (Cr Thomson/Lynch)

THAT the Policy & Regulatory Committee accepts the apologies from His Worship the Mayor, Cr Bech, Cr Gibb, Cr McGuire and Cr Patterson for non-attendance.

CARRIED

P&R2207/01

CONFIRMATION OF STATUS OF AGENDA ITEMS**Resolved: (Crs Church/Eyre)****THAT:**

- a) the agenda for the meeting of the Policy & Regulatory Committee held on Tuesday, 12 July 2022 be confirmed; and
- b) all reports be received.

CARRIED**P&R2207/02****DISCLOSURES OF INTEREST**

There were no disclosures of interest.

EXCLUSION OF THE PUBLIC

Agenda Item 4

The report was received [*S&F2207/02 refers*] and no discussion was held.**Resolved: (Crs Thomson/McInally)**

THAT the public be excluded from the following parts of the proceedings of this meeting. The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

| General subject of each matter to be considered | Reason for passing this resolution in relation to each matter | Ground(s) under section 48(1) for the passing of this resolution |
|---|--|---|
| Item number PEX 1 Pre-consultation on Housing Intensification: Proposed Waikato District Plan: Variation 3 | Good reason to withhold exists under Section 6 or Section 7 Local Government Official Information and Meetings Act 1987 | Section 48(1)(a) |

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

| Item No. | Section | Interest |
|---|-------------|---|
| Item number PEX I Pre-consultation on Housing Intensification: Proposed Waikato District Plan: Variation 3 | 7(2)(c)(ii) | To protect information that is subject to an obligation of confidence and to protect the public interest. |

CARRIED**S&F2207/02**

Resolutions P&R2207/03 – P&R2207/04 are contained in the public excluded section of these minutes.

Having concluded the public excluded meeting the following resolutions were released into the open section of the minutes.

Pre-consultation on Housing Intensification: Proposed Waikato District Plan: Variation 3
PEX Agenda Item I

It was resolved [Resolution No. P&R2207/03] during the public excluded section of the meeting that the following resolution be released into open meeting but the report remain confidential and unavailable to the public:

“Resolved: (Crs Church/Thomson)

THAT the Policy & Regulatory Committee:

- a. agrees to the release the draft text of proposed Housing Enablement Variation 3 for pre-consultation with statutory parties and seek their feedback;*
- b. notes that a resolution will be sought in a subsequent report to notify proposed Housing Enablement Variation 3 by the statutory deadline of 20 August 2022; and*
- c. resolves to release the resolutions into the open meeting but the report remain confidential and unavailable to the public.*

CARRIED”

There being no further business the Chairperson declared the meeting closed at 10.30am.

Minutes approved and confirmed this day of 2022.

Cr JD Sedgwick
CHAIRPERSON

| | |
|---------------------|--|
| To | Policy and Regulatory Committee |
| Report title | Actions Register – August 2022 |
| Date: | 1 August 2022 |
| Report Author: | Evonne Miller, PA General Manager Customer Support |
| Authorised by: | Sue O’Gorman, General Manager Customer Support |

1. Purpose of the report **Te Take moo te puurongo**

To update the Policy and Regulatory Committee on the actions arising from the previous meeting.

2. Staff recommendations **Tuutohu-aa-kaimahi**

THAT the Actions Register – August 2022 be received.

3. Attachments **Ngaa taapirihanga**

Attachment 1 – Policy and Regulatory Committee Actions Register August 2022

| | Action | Responsible to Action | Status/Update/Response |
|----|---|--|---|
| 1. | <p><u>Chief Executive Business Plan</u> Agenda item 6.1</p> <p>Staff to explore possibility of a 'Reconnection' event for Councillors, including an on-site tour (similar to the staff reconnection week tour). Staff also to provide Councillors with word to the new Waiata, as well as arrange a session to learn the song.</p> | <p>Ashleigh Fairhead, EA to the Mayor</p> <p>Emma Edgar, CME Manager</p> | <p>The Waiata has been circulated to Councillors. A session to learn the Waiata is being arranged.</p> <p>Some Councillors have now had the tour via the Ngaruawahia Community Board and EDAG. The remainder are booked in.</p> |
| 2. | <p><u>Policy and Bylaw Review Programme</u> Agenda Item 6.2</p> <p>Chief Operating Officer to investigate holding a workshop around the broader processes around policy and bylaws and how Councillors can support staff throughout the process. It would be an opportunity for Councillors and staff to work collectively on this matter.</p> | <p>Tony Whitaker, Chief Operating Officer</p> | <p>Staff have received some direction in principle from EDAG which will be given effect to now. This includes the relevant committee chair to facilitate workshops and outcomes. Staff will ensure relevant chair is briefed prior to workshops to ensure clarity of those outcomes. A broader programme and way forward will be developed to discuss with the new Council.</p> |
| 3. | <p>Staff would investigate provision of an organisation staff contact list for Councillors.</p> | <p>Christie Roberts, Team Administrator Operations</p> | <p>Organisation chart now in Councillors Dropbox.</p> |

| | |
|---------------------|--|
| To | Policy & Regulatory Committee |
| Report title | Chief Executive’s Business Plan |
| Date: | 1 August 2022 |
| Author/Authoriser: | Gavin Ion – Chief Executive |

1. Purpose of the report

Te Take moo te puurongo

To update/inform the Committee on progress covering 2021/2022 business plan items. Future reports will focus on the 2022/2023 business plan.

2. Executive summary

Whakaraapopototanga matua

The Chief Executive's Business Plan is a summary of progress on priority issues agreed by Councillors.

3. Staff recommendations

Tuutohu-aa-kaimahi

THAT the Chief Executive’s Business Plan be received.

4. Background

Koorero whaimaarama

The Plan is a summary of progress on specific issues. It enables staff and Councillors to focus on the big issues and ensures that attention is given to those things of strategic importance.

The Plan is in line with the Chief Executive's Performance Agreement which was updated in June 2021 in preparation for the new financial year. This is a final report for 2021/2022.

Whilst the plan is largely completed, some projects have been delayed by the impact of COVID. This has come either through delays in getting resources or materials or contractors able to work or because staff have been diverted onto pandemic related activities.

A new set of KPIs have been set for 2022/2023.

5. Discussion

Matapaki

This report contains the strategic issues that Council is focused on. The Chief Executive's Business Plan is aligned to the Chief Executive's Performance Agreement. The underpinning criteria is the council vision of "liveable, thriving and connected communities."

Iwi and Tangata Whenua have been or will be consulted on at least some of the key projects or initiatives referred to in the report. Iwi are involved as a strategic partner of Council through our Joint Management Agreements and projects such as Raglan Wastewater Consent renewal process.

Iwi have been engaging in the waters management project, the Better Off funding assessment and with Council and central government through Future Proof.

The list of KPIs was updated in line with the Chief Executive's Performance Agreement Reports in June 2021.

A new list of KPIs has been set for the 2022/23 financial year. Future reports will focus on reporting on these KPIs.

6. Attachments

Ngaa taapirihanga

Attachment 1 – Chief Executive's KPI schedule

Chief Executive's KPIs – 2021/2022

Overarching Council Vision: “Liveable, Thriving and Connected Communities”

Staff & Wellbeing Vision: “Work Safe, Home Safe”

| Key project/priority | Key deliverables/KPIs | Progress | Final Achievement Met/Not Met |
|--|--|--|-------------------------------|
| <p>1. Delivery and achievement of LTP year 1 (covers normal business activities, financial and non-financial performance measures and the delivery of the annual work programme)</p> | <p>1.1 The 2021/2022 LTP Year 1 is delivered within the agreed budget, and in accordance with variations approved by Council. Provide regular updates to the Strategy & Finance Committee on progress.</p> | <p>The LTP was formally approved on 28 June. The work programmes are progressing. Regular updates are provided about progress with the capital programme and the impacts of covid on supply chains and availability of contractors.</p> | |
| | <p>1.2 Capital Works</p> <p>a) Increasing the delivery of capital works with greater priority and focus being given to social/community related projects (e.g. agreed blueprint projects, parks, reserves, playground, public toilets).</p> <p>b) Explore how social procurement principles could be incorporated into the delivery of projects in future years, and report back on this by 31 December.</p> | <p>a.) The Infrastructure and Waters Governance Board receive updates at each meeting on progress with capital works. Progress has been affected by covid lockdowns, supply change issues and difficulty in securing contractors.</p> <p>\$65.07 million worth of capital expenditure was delivered by the end of the financial year.</p> <p>b.) Staff are starting to work with contractors around social procurement. As explained to Councillors recently, our tree contract features the involvement of Te Riu o Waikato and Te Ara Pai as part of embracing social procurement principles involving apprenticeships and traffic management. Our Climate Action Co-ordinator is now involved from a circular economy perspective.</p> <p>A presentation was provided to the JMA meeting with Waikato-Tainui about work that is being undertaken in this space.</p> | |

| Key project/priority | Key deliverables/KPIs | | Progress | Final Achievement Met/Not Met |
|---|-----------------------|---|--|-------------------------------|
| | 1.3 | Provide evidence (tangible examples) of alignment between the implementation of Council's work plan and the Council vision of Liveable, Thriving and Connected Communities. | <p>The LTP incorporates key elements of the vision such as blueprint projects.</p> <p>Codesign projects such as the Innovative Streets projects in Raglan and Te Kauwhata are now complete and at the stage of seeking public feedback over the next six months.</p> | |
| 2. To deliver the 2022-2023 Draft Annual Plan | 2.1 | The 2022-2023 Draft Annual Plan is complete by 30 June 2022. | Council has resolved not to consult on the Annual Plan for 2022/23 as changes from the original LTP budgets were immaterial. | |
| 3. Facilitate a Council position on the Future of Local Government. | 3.1 | <p>a) A strategy paper on the Future of Local Government is prepared by 31 August and Council is fully briefed on the implications.</p> <p>b) In line with the strategy position paper, provide an update on organisational preparedness and any associated repurposing requirements, along with what changes would be required to future proof the Council by 31 October</p> | <p>a) A workshop was held with councillors prior to 31 August and the results were compiled (delayed by impacts of lockdown and other work). A paper was workshopped with Councillors in early November (informed by this workshop and other current available thinking) to generate discussion. This will shape actions such as submissions and council readiness in response to agreed strategy.</p> <p>b) Some initial thinking has begun on what skills and experience would be beneficial to help with the changing role of local government.</p> <p>This work is ongoing and is being used to factor into recruitment processes, training programmes and planning.</p> <p>As we work through this process, the alignment to the council vision, the four</p> | |

| Key project/priority | Key deliverables/KPIs | | Progress | Final Achievement Met/Not Met |
|---|-----------------------|---|---|----------------------------------|
| | | | wellbeings and our internal Gearing for Growth and Greatness implementation plan is clear. | |
| 4. Strategic Management & Delivery (key projects and priorities includes regional and national matters) | 4.1 | Hamilton to Auckland Corridor - At each performance review, demonstrate the role that the Chief Executive has played in advancing the opportunities for the Waikato District in relation to the Hamilton to Auckland Corridor e.g. objective feedback, tangible progress. | <p>The draft Future Proof Strategy was consulted on and hearings held. Deliberations on the final strategy document has been undertaken during March-May with reporting back to councils in due course.</p> <p>The WDC submission developed by staff and approved by council, supports the Strategy but highlights the importance of bipartisan policy making at central government level on infrastructure projects of a regional and sub-regional significance.</p> <p>The Future Proof Chief Executives Advisory Group met on 4 November to consider the implications of the recently announced Enabling Housing Amendment Bill ('3 x 3' provisions which allow up to three housing units up to three stories high on a plot of land) by central government.</p> <p>The Waikato District Council Chief Executive indicated that clarity is required with regards to the application of the Housing Supply Bill especially since Ngāruawāhia is identified as part of Hamilton's Tier 1 urban environment. The Chief Executive supported the importance of a joint Future Proof submission to central government on the Bill on the understanding that the relevant issues related to WDC are incorporated and that a unified (Future Proof) submission would present a more powerful view to central government.</p> | |

| Key project/priority | Key deliverables/KPIs | Progress | Final Achievement Met/Not Met |
|----------------------|-----------------------|--|----------------------------------|
| | | <p>The Chief Executive, as the sponsor of the Future Proof Transport Workstream, is providing leadership oversight on the work on the Hamilton-Waikato Metropolitan Spatial Plan Transport Programme Business Case. This Programme Business Case will recommend a prioritised programme of transport activities for more detailed investigation, and which best achieve the goals and objectives of the HWMSP. A WDC councillor workshop on this project was held on 13 October at which there was endorsement of the methodology. It was also noted that it is important for the elected members from all the partner councils to be comfortable and understand the rationale for the long list and short list options when these have been developed and that this process should not be rushed just to meet tight deadlines.</p> <p>The Chief Executive is also on the Project Control Group of the Hamilton-Waikato Metropolitan Wastewater Programme Business Cases (one for the north and one for the south). The business cases are important components of supporting the land use footprint identified in the Hamilton to Auckland Corridor Plan and the Hamilton Waikato Metro Spatial Plan (HWMSP) and a key component of the integration of strategic land use and infrastructure planning. The Southern HWMSP Wastewater Programme Business Case was approved by the Governance Group in April.</p> | |

| Key project/priority | Key deliverables/KPIs | | Progress | Final Achievement Met/Not Met |
|----------------------|-----------------------|--|--|----------------------------------|
| | | | The Northern HWMSP Wastewater Programme Business Case is expected to be finalised by June 2022. | |
| | 4.2 | Play an active role in Local Government Reform of 3 Waters seeking opportunities to build on the investment Council has already made. | <p>The Waters Governance Board remain connected to this work.</p> <p>We are a participant in the Entity B cluster at a staff level and have been working with a group of Mayors around the case for change in the specified area.</p> <p>Several workshops and a discussion regarding feedback to the Entity B steering group has already been undertaken. The Extraordinary Council meeting on 28 September approved feedback to be provided to the Department of Internal Affairs. This is not a decision point.</p> <p>The Waters Governance Board and the Mayor had a zoom meeting with Minister Mahuta to discuss aspects of the reform process.</p> <p>Staff are responding to extensive requests from the Department of Internal Affairs in relation to transition to Entity B. It appears that the Department of Internal Affairs are seeking a high level of assurance regarding the Entities being fully functioning from 1 July 2024.</p> | |
| | 4.3 | <p>By 30 June:</p> <p>a) Advance Phase 2 of the Solid Waste Review to enable the Ultimate Service State and associated strategy and action plan.</p> | Due to COVID restrictions and staff changes within the Solid Waste team, little progress has been made since the last update. The main priority at present is to re-build the Solid Waste Team, keep connected with central government initiatives, establish the Huntly recycling plant on Rotowaro Road, progress the Bollard Road resource recovery centre | |

| Key project/priority | Key deliverables/KPIs | | Progress | Final Achievement Met/Not Met |
|--|-----------------------|--|---|-------------------------------|
| | | b) To provide alternative arrangements/facilities for inorganic waste management in the community. | feasibility works and implement the Raglan Foodwaste targeted rate. | |
| 5. Partnerships and Relationships (includes relationships with central government, Waka Kotahi, Iwi and the Waikato District Alliance) | 5.1 | <p>a) Provide evidence of initiatives, collaboration and engagement with Iwi, including the key outcomes achieved.</p> <p>b) Demonstrate progress on delivering the Waikato-Tainui JMA workplan.</p> | <p>a) Staff are working with Department of Conservation, mana whenua and Waikato-Tainui regarding the return of Te Paina to Iwi.</p> <p>Discussions have also started with mana whenua about the future ownership of the Raglan airfield.</p> <p>b) The staff of the two organisations are working together to update progress. A new draft workplan has been developed for discussion with the Committee.</p> | |
| | 5.2 | Waka Kotahi – Provide regular updates on how the relationship with Waka Kotahi is developing, with particular emphasis on the benefits to Waikato District. | <ul style="list-style-type: none"> ▪ The Chief Executive has brokered discussions between staff, Waikato Regional Council and Waka Kotahi to work on resolving the Sleepyhead appeal. ▪ Positive discussions have been held regarding revocation arising from the completion of the Waikato Expressway. Waka Kotahi will come back in response. Discussions are ongoing about the Telephone Road rail crossing. | |
| | 5.3 | Waikato District Alliance – Undertake an efficiency and quality review of the Alliance arrangement with recommendations for improvements by 31 December. | The Infrastructure Committee considered a report in December which met this KPI and provided information about how the arrangement has been improved. | |
| | | | | |

| Key project/priority | Key deliverables/KPIs | | Progress | Final Achievement Met/Not Met |
|---|-----------------------|--|--|-------------------------------|
| | 5.4 | <p>Central Government – Provide evidence at each performance review of the impact the Chief Executive has made in building relationships with central government that are related to Council’s future strategies and delivery aspirations.</p> | <p>Engagement with Kainga Ora and Ministry of Housing and Urban Development is happening more regularly. This is aimed at assisting progress with planned growth.</p> <p>The Chief Executive was also involved in the Waikato Housing Initiative discussion with Minister Megan Woods about a housing programme for the Waikato region.</p> <p>Connections with many government departments and agencies have been established by the Chief Executive through the Regional Leadership Group.</p> | |
| 6. Staff and Culture (including leadership, engagement and retention) | 6.1 | <p>Outline what initiatives have been undertaken to strengthen the internal culture and leadership of the organisation and provide supporting information on the impact of these initiatives.</p> | <p>A new Pay, Performance and Recognition strategy has been developed in conjunction with staff.</p> <p>The Takitaki leadership programme to develop 21 of our leaders was completed in November 2021 (delayed by the impacts of Covid-19). A second cohort commenced in February. A key component of this programme is widening thinking and preparation for changes that might arise through the Future for Local Government work.</p> <p>The Executive Leadership Team connected with the alumni from our 2021 Takitaki programme. This was the first of a number of engagements which will develop depth and breadth of leadership in the organisation.</p> <p>Staff and People Leaders have undertaken training and coaching.</p> | |

| Key project/priority | Key deliverables/KPIs | | Progress | Final Achievement Met/Not Met |
|-------------------------------------|-----------------------|---|---|-------------------------------|
| | | | <p>A group of 30 Change Agents have been appointed to support our on-going change journey to deliver the Council vision.</p> <p>A course has commenced for our ELT and Senior Managers around crisis management. This builds on our civil defence and incident management work but also focuses on leadership during a crisis.</p> <p>The debate regarding our staff vaccine policy has impacted on culture as was outlined that it would. The issue divided staff even if they support the intent of the policy. We heard from a range of people including those who support vaccination but also the right of the individual to choose.</p> | |
| | 6.2 | <p>Demonstrate progress in relation to how diversity and inclusion is being embraced by the organisation. This includes how the opportunity is developing, is being kept alive by behaviours and practices and broadening the perspective of staff.</p> | <p>The celebration of Matariki within the organisation and through our libraries are examples.</p> <p>Te Reo and Te Tiriti o Waitangi classes have been held. A second term of Te Reo classes has just started.</p> <p>The Takitaki programme runs a session on diversity and inclusion as a prelude to wider engagement on this matter.</p> | |
| 7. Zero Harm (Work Safe, Home Safe) | 7.1 | <p>Lead initiatives that clearly demonstrate progress towards safety leadership in the way the organisation operates.</p> | <p>A recent review of our solid waste contract documentation has pushed a safety leadership rather than compliance lens.</p> <p>Our covid response has been based on safety leadership principles to deliver a safer workplace. It has highlighted the need to focus on health, safety, and wellbeing.</p> | |

| Key project/priority | Key deliverables/KPIs | | Progress | Final Achievement Met/Not Met |
|----------------------|-----------------------|---|---|----------------------------------|
| | 7.2 | Complete the Strategic Plan work for 2021/2022 by 30 June 2022. | <p>The Plan has been set and work is underway to deliver the various initiatives.</p> <p>With covid in our community, resources have been diverted to support this issue.</p> | |
| 8. Climate Action | 8.1 | <p>Give effect to the goals identified in the Climate Action Plan this financial year and provide updates on progress.</p> <p>a) Report to the Strategy and Finance Committee about actions to be undertaken under the Climate Action Plan by 30 September.</p> <p>b) Provide regular updates on progress with the scheduled actions.</p> | <p>a) Work has commenced on the planned actions for this year building on the initiatives identified in the Climate Action Plan.</p> <p>b) A report on progress was presented to the Strategy & Finance Committee in September. A Climate Action Co-ordinator has been employed and commenced during September. Good progress is being made in reviewing emission targets and in linking into internal work programmes. An example is the reshaping of the vehicle fleet.</p> | |

Footnote:

1. The Chief Executive has agreed to deliver KPIs, subject to any changes due to Council's change of direction on any of the KPIs, in which case such changes would be taken into account. Delivery will also be subject to factors within the control of the Chief Executive e.g. a delay in receiving materials for capital works due to Covid-19 would be outside the control of the Chief Executive.

| | |
|---------------------|--|
| To | Policy and Regulatory Committee |
| Report title | August Update on Policy and Bylaw Review Programme |
| Date: | 1 August 2022 |
| Report Author: | Melissa Russo, Corporate Planning Team Leader Anthea Sayer, Corporate Planner |
| Authorised by: | Clive Morgan, General Manager Community Growth |

1. Purpose of the report

Te Take moo te puurongo

To update the Policy and Regulatory Committee on progress made on the Policy and Bylaw Review Programme since the previous report in June 2022.

2. Executive summary

Whakaraapopototanga matua

Staff have worked on updating several bylaws and policies since June 2022. Policy work has focused on the Local Alcohol Policy. Reviews of the Public Places, Reserves and Beaches, Cemeteries, and Trade Waste and Wastewater bylaws have continued and are at varying stages in the review process. Details of where each bylaw is at in the review process is detailed in attachment 1.

3. Staff recommendations

Tuutohu-aa-kaimahi

THAT the August Update on Policy and Bylaw Review Programme report be received.

4. Discussion Matapaki

Policies and bylaws are key decision-making and regulatory monitoring documents. They need to be kept up to date so any decision or enforcement action using the bylaw or policy that is taken by Council is appropriate and consistent.

The following bylaws and policies have had work carried out on them since June 2022:

| Document | Update |
|----------------------------------|--|
| Bylaws | |
| Trade Waste and Wastewater Bylaw | The review of the Trade Waste and Wastewater Bylaw has commenced. A second workshop was held on 18 July. A draft bylaw will be presented at the next Policy and Regulatory Committee meeting for approval for consultation. |
| Public Places Bylaw | A review of the Public Places Bylaw is in its early stages. This will be reviewed alongside the Reserves and Beaches Bylaw. |
| Reserves and Beaches Bylaw | A review of the Reserves and Beaches Bylaw is in its early stages. This bylaw will be reviewed alongside the Public Places Bylaw. |
| Cemeteries Bylaw | An initial workshop on the Cemeteries Bylaw has been held and early engagement is about to commence. |
| Policies | |
| Local Alcohol Policy 2016 | Early engagement took place between 1 June and 1 July with 206 people submitting. The draft policy will be presented to the August Policy and Regulatory Committee meeting along with approval to consult on the draft. |

Further details on the bylaw and policy review programme are provided in the attachments to this report.

The review timings noted in the attachments are an estimate only. If the Committee would like to see the review of a policy or bylaw fast-tracked, then direction for staff is requested so that other reviews can be re-prioritised or delayed. This is to ensure resourcing in the Corporate Planning team, as well as from subject matter experts is allocated to meet any re-prioritisation.

Policies

Council has several policies that relate to a broad range of acts. These policies cover a variety of activities and while some are on legislated review cycles, policies not required by legislation are intended to be reviewed every three to five years or as required. Policies that are required by legislation are given higher priority than those that are not.

Bylaws

Under section 156 of the Local Government Act 2002 (LGA), bylaws must be reviewed five years after they are made and every 10 years thereafter. The LGA allows bylaws to remain in force for two years after their review period (i.e. years six and seven after the first review and years 11 and 12 thereafter).

Review Process

The process of review often starts with discussion in a Council workshop to identify any issues or improvements related to the policy or bylaw. Once these have been discussed and considered by Council, staff will work through these and produce a report seeking consultation approval from the Policy and Regulatory Committee.

Consultation then occurs, as appropriate, under s.82 or s.83 of the LGA. The results of the consultation are presented to the Committee who can request further changes or corrections to the policy or bylaw in response to submissions. The Committee may recommend that Council formally adopts the policy or bylaw. The adopted policy or bylaw is publicly notified and the review is complete. The whole process can take anywhere from eight to 18 months depending on the complexities of the document and related issues.

A review may be triggered by a legislated review period or change in legislation, a political driver or an issue having been identified that requires an amendment.

5. Attachments **Ngaa taapirihanga**

Attachment 1 – Register of bylaws

Attachment 2 – Register of policies

Bylaw Review programme

| Bylaw | Status | Priority | Full Review Date | Bylaw Revoked (full review + 2 years) | Progress made at June 2023 | Comments |
|---|---------------------|----------|------------------|---------------------------------------|---|---|
| Cemeteries Bylaw | 2 year grace period | 1 | 2021 | 2023 | A workshop is planned for 14 June to seek initial feedback from Council. | |
| Trade Waste and Wastewater Bylaw | 2 year grace period | 2 | 2021 | 2023 | A workshop was held in July and a draft bylaw will be presented at the next Policy and Regulatory Committee meeting for consultation approval. | |
| Public Places Bylaw | 2 year grace period | 3 | 2021 | 2023 | Initial discussions have been held to commence this bylaw review. | Will be reviewed alongside the Reserves and Beaches Bylaw. Staff anticipate anti-social driving provisions will be addressed through this bylaw review. |
| Reserves and Beaches Bylaw | 2 year grace period | 4 | 2021 | 2023 | Initial discussions have been held to commence this bylaw review. | Will be reviewed alongside the Public Places Bylaw. |
| Freedom Camping Bylaw | 2 year grace period | 5 | 2021 | 2023 | | Work has not yet started on this bylaw review. Awaiting direction following MBIE's consultation regarding 'Supporting Sustainable Freedom Camping Aotearoa New Zealand' |
| Keeping of Animals Bylaw | Current | 6 | 2031 | 2033 | | |
| Water Supply Bylaw | Current | 7 | 2031 | 2033 | | |
| Waste Management and Minimisation Bylaw | New | 8 | N/A | N/A | With the Government Draft Waste Reduction Plan out for consultation, the development of the Waste Management and Minimisation Bylaw has been put on hold. | Developing a bylaw is one of the action points included in the Waste Management and Minimisation Plan. |
| Alcohol Control Bylaw | Current | 9 | 2025 | 2027 | | |
| Stormwater Bylaw | Current | 10 | 2026 | 2028 | | |
| Dog Control Bylaw | Current | 11 | 2027 | 2029 | The Dog Control Bylaw was adopted by Council at their meeting on 11 April 2022. | Dog Control Policy must be reviewed at the same time (s.10AA Dog Control Act). |
| Livestock Movement Bylaw | Current | 12 | 2027 | 2029 | A hearing and deliberations were held on 4 April. Staff are making the changes as discussed and the Bylaw will be presented to the Policy and Regulatory Committee in June recommending Council adopt at the end of June meeting. | The Livestock Movement Policy and the Stock Underpass Policy is also reviewed concurrently with the bylaw. |
| Speed Limit Bylaw | Expired | 13 | 2016 | 2018 | The Speed Limit Bylaw was adopted by Council on 23 May. | Section 6 of the Land Transport (Speed Limits Validation and Other Matters) Act 2015 validates the Speed Limits Bylaw i.e., this bylaw can expire but cannot lapse |

Register of Policies
Updated: 13 July 2022

| <table border="1"> <tr><td>Overdue for review</td></tr> <tr><td>Policy is current</td></tr> <tr><td>Ready to be revoked</td></tr> <tr><td>Will be revoked</td></tr> <tr><td>Under review</td></tr> </table> | Overdue for review | Policy is current | Ready to be revoked | Will be revoked | Under review | Council (WDC/FDC) | Group | Policy Owner | Date approved | Next review date | On website | Required under Statute? If so, which act? | Comments | Status | Update since last Committee meeting? |
|---|--------------------|-------------------|---|-----------------|--------------|-------------------|---|--|---------------|--|------------|---|----------|--------|--------------------------------------|
| Overdue for review | | | | | | | | | | | | | | | |
| Policy is current | | | | | | | | | | | | | | | |
| Ready to be revoked | | | | | | | | | | | | | | | |
| Will be revoked | | | | | | | | | | | | | | | |
| Under review | | | | | | | | | | | | | | | |
| | WDC | Operations | Chief Executive Group | Feb 2014 | Feb 2017 | Yes | N/A | | UNDER REVIEW | Review will be complete by the end of the calendar year at the latest. | | | | | |
| | WDC | Operations | Tony Whittaker (Chief Operating Officer) | Oct 2013 | Oct 2016 | No | Local Government Act 2002 Local Electoral Act 2001 | | UNDER REVIEW | There is a paper on the August Policy and Regulatory Committee agenda requesting that this policy is adopted with no changes proposed. | | | | | |
| | FDC | Service Delivery | Roger MacCulloch (General Manager Service Delivery) | Jan 2008 | Jan 2011 | No | N/A | All property related policies are under review and will form part of a new general property management policy. Due to competing priorities, the review won't be completed until later this year. | UNDER REVIEW | | | | | | |
| | WDC | Operations | Tony Whittaker (Chief Operating Officer) | Sept 2013 | Sept 2016 | No | N/A | | UNDER REVIEW | There is a paper on the August Policy and Regulatory Committee agenda requesting that this policy is adopted with no changes proposed. | | | | | |

Register of Policies

Updated: 13 July 2022

| | Overdue for review | Council (WDC/FDC) | Group | Policy Owner | Date approved | Next review date | On website | Required under Statute? If so, which act? | Comments | Status | Update since last Committee meeting? |
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| | Policy is current | | | | | | | | | | |
| | Ready to be revoked | | | | | | | | | | |
| | Will be revoked | | | | | | | | | | |
| | Under review | | | | | | | | | | |
| Conferences) | | | | | | | | | | | |
| District Tree Policy | | WDC | Service Delivery | Roger MacCulloch (General Manager Service Delivery) | Apr 2015 | Apr 2018 | Yes | N/A | Policy review is underway but dependent on the review of the Notable Tree Policy and PDP appeals. | UNDER REVIEW | Staff are also determining whether it can be combined with the Notable Tree Policy. |
| Easements Policy | | WDC | Service Delivery | Roger MacCulloch (General Manager Service Delivery) | Dec 2014 | Dec 2017 | Yes | N/A | All property related policies are under review and will form part of a new general property management policy. Due to competing priorities, the review won't be completed until later this year. | UNDER REVIEW | |
| Funding for Road Closures for Community Events Policy | | WDC | Community Growth | Clive Morgan (General Manager Community Growth) | Jan 2009 | Jan 2011 | No | N/A | | UNDER REVIEW | Currently determining if this policy can be revoked. |
| Grass Verge Policy | | WDC | Service Delivery | Roger MacCulloch (General Manager Service Delivery) | Sep 2016 | Oct 2019 | Yes | N/A | | UNDER REVIEW | Review of this policy has commenced but progress has been restrained by competing priorities in the Open Spaces team. |

Register of Policies

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|---|-------------------|------------------|---|---------------|------------------|------------|---|--|--------------|--|
| Policy is current | | | | | | | | | | |
| Ready to be revoked | | | | | | | | | | |
| Will be revoked | | | | | | | | | | |
| Under review | | | | | | | | | | |
| Heritage Policy | WDC | Community Growth | Clive Morgan (General Manager Community Growth) | Apr 2014 | Apr 2017 | Yes | N/A | | REVIEW | The review of this policy is underway but is dependent on the PDP being finalised and Heritage Strategy completed. Once these two parallel processes are complete, the policy review can be finalised. |
| Leases to Individuals and Commercial Organisations Policy | WDC | Service Delivery | Roger MacCulloch (General Manager Service Delivery) | Jan 2010 | Jan 2013 | No | N/A | All property related policies are under review and will form part of a new general property management policy. Due to competing priorities, the review won't be completed until later this year. | UNDER REVIEW | |
| Leasing of Reserve Land Policy | WDC | Service Delivery | Roger MacCulloch (General Manager Service Delivery) | Jan 2010 | Jan 2013 | No | N/A | All property related policies are under review and will form part of a new general property management policy. Due to competing priorities, the review won't be completed until later this year. | UNDER REVIEW | |
| Local Alcohol Policy | WDC | Customer Support | Sue O'Gorman | Dec 2016 | Dec 2022 | Yes | Sale and Supply of | | UNDER REVIEW | Pre-engagement took place between 1 June and |

Register of Policies

Updated: 13 July 2022

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|---|---------------------|-------------------|------------------|---|---------------|------------------|------------|---|--|--------------|---|
| | Policy is current | | | | | | | | | | |
| | Ready to be revoked | | | | | | | | | | |
| | Will be revoked | | | | | | | | | | |
| | Under review | | | | | | | | | | |
| | | | | (Customer Support General Manager) | | | | Alcohol Act 2012 | | | 1 July with 206 people providing feedback. There is a separate report on the Policy and Regulatory Committee agenda seeking the Committee's approval to formally consult on the draft policy. |
| Notable Tree Policy | | WDC | Community Growth | Clive Morgan (General Manager Community Growth) | Nov 2014 | Nov 2017 | No | N/A | Review started but has been paused given it will need to reflect the PDP and Heritage Strategy and Policy. | UNDER REVIEW | Staff are also determining whether it can be combined with the District Tree Policy. |
| Plaques, Memorials and Monuments Policy | | WDC | Service Delivery | Roger MacCulloch (General Manager Service Delivery) | Sep 2016 | Sep 2019 | Yes | N/A | | UNDER REVIEW | Review of this policy has commenced but progress has been restrained by competing priorities in the Open Spaces team. |
| Property Management Policy | | WDC | Service Delivery | Roger MacCulloch (General Manager Service Delivery) | Jan 2010 | Jan 2013 | No | N/A | All property related policies are under review and will form part of a new general property management policy. Due to competing priorities, the review won't be completed until later this year. | UNDER REVIEW | |

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| Policy is current | | | | | | | | | | |
| Ready to be revoked | | | | | | | | | | |
| Will be revoked | | | | | | | | | | |
| Under review | | | | | | | | | | |
| Reimbursements for Elected Members Policy | WDC | Operations | Alison Diaz (Chief Finance Officer) | Aug 2017 | Aug 2020 | No | N/A | | UNDER REVIEW | A workshop on this policy is scheduled for 18 July. |
| Road Closure for Motor Sport Events Policy | WDC | Service Delivery | Roger MacCulloch (General Manager Service Delivery) | Mar 2012 | Mar 2015 | Yes | N/A | | UNDER REVIEW | The policy review has been paused until after the October local body election The World Rally Championship road closure process will provide valuable insights into the policy review. |
| Road Naming Policy | WDC | Service Delivery | Roger MacCulloch (General Manager Service Delivery) | Mar 2016 | Oct 2018 | Yes | N/A | | UNDER REVIEW | No recent progress has been made on this policy review due to a staff vacancy. However, a new staff member has now been employed and will be responsible for continuing the review. |
| Sponsorship of, and Advertising On, Council Properties and Assets Policy | WDC | Service Delivery | Roger MacCulloch (General Manager Service Delivery) | Jan 2002 | Jan 2005 | No | N/A | The review of this policy falls across several different areas within council. It is likely that some parts of this policy will be placed into the new General Policies Reserve Management Plan. | UNDER REVIEW | |

Register of Policies

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| Policy is current | | | | | | | | | | |
| Ready to be revoked | | | | | | | | | | |
| Will be revoked | | | | | | | | | | |
| Under review | | | | | | | | | | |
| | WDC | Operations | Tony Whittaker (Chief Operating Officer) | Apr 2016 | Apr 2019 | No | N/A | A paper was presented to the April JMA co-governance meeting to seek Waikato-Tainui agreement and support on the draft policy. Will be presented again to the October meeting. | UNDER REVIEW | |
| | WDC | Operations | Tony Whittaker (Chief Operating Officer) | May 2019 | May 2022 | Yes | N/A | Will be reviewed after the October local body election. | REVIEW | |
| | WDC | Operations | Tony Whittaker (Chief Operating Officer) | May 2017 | May 2020 | Yes | N/A | | REVIEW | This policy is dependent on the Te Reo Maaori Policy review being completed. |
| | WDC | Community Growth | Clive Morgan (General Manager Community Growth) | Dec 2021 | Dec 2022 | Yes | N/A | | CURRENT | |
| | WDC | Operations | Tony Whittaker (Chief Operating Officer) | Dec 2019 | Dec 2022 | Yes | Local Government Act 2002 | Will be reviewed after the October 2022 local body election. | CURRENT | |

Register of Policies

Updated: 13 July 2022

| | Overdue for review | | | | | | | | | | |
|--|---------------------|-------------------|------------------|---|---------------|------------------|------------|---|---------------------------|---------|--------------------------------------|
| | Policy is current | | | | | | | | | | |
| | Ready to be revoked | | | | | | | | | | |
| | Will be revoked | | | | | | | | | | |
| | Under review | | | | | | | | | | |
| | | Council (WDC/FDC) | Group | Policy Owner | Date approved | Next review date | On website | Required under Statute? If so, which act? | Comments | Status | Update since last Committee meeting? |
| Community Board Charter | | WDC | Operations | Tony Whittaker (Chief Operating Officer) | Mid - 2019 | Mid- 2022 | Yes | N/A | Will be reviewed in 2022. | CURRENT | |
| Dangerous and Insanitary Buildings Policy | | WDC | Service Delivery | Roger MacCulloch (General Manager Service Delivery) | Sep 2018 | Sep 2023 | Yes | Building Act 2004 | | CURRENT | |
| Development Contributions Policy | | WDC | Community Growth | Clive Morgan (General Manager Community Growth) | Jun 2018 | Jun 2021 | Yes | Local Government Act 2002 | | CURRENT | |
| Development Contributions Policy | | WDC | Community Growth | Clive Morgan (General Manager Community Growth) | Jun 2021 | Jun 2024 | Yes | Local Government Act 2002 | | CURRENT | |
| Development Contributions - Remissions for Subsidiary or Second Dwelling for Dependents Only | | WDC | Community Growth | Clive Morgan (General Manager Community Growth) | Jan 2007 | N/A | Yes | Local Government Act 2002 | | CURRENT | |

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| Policy is current | | | | | | | | | | | | | | | |
| Ready to be revoked | | | | | | | | | | | | | | | |
| Will be revoked | | | | | | | | | | | | | | | |
| Under review | | | | | | | | | | | | | | | |
| Development or Financial Contributions | WDC | Community Growth | Clive Morgan (General Manager Community Growth) | Jan 2009 | N/A | Yes | Local Government Act 2002 | | CURRENT | Review will commence mid-2022 | | | | | |
| Dog Control Policy | WDC | Customer Support | Sue O'Gorman (Customer Support General Manager) | April 2022 | With the Dog Control Bylaw | Yes | Dog Control Act 1996 | | CURRENT | | | | | | |
| Easter Trading Policy | WDC | Customer Support | Sue O'Gorman (Customer Support General Manager) | Feb 2022 | Feb 2027 | Yes | Shop Trading Hours Act 1990 | | CURRENT | | | | | | |
| Gambling Venues Policy | WDC | Customer Support | Sue O'Gorman (Customer Support General Manager) | Dec 2021 | Dec 2024 | Yes | Gambling Act 2003 Racing Act 2003 | | CURRENT | | | | | | |
| Gifts and Hospitality Policy | WDC | Operations | Alison Diaz (Chief Finance Officer) | April 2019 | April 2024 | Yes | No | | CURRENT | | | | | | |
| Library Policy | WDC | Customer Support | Sue O'Gorman (Customer Support) | Oct 2019 | Oct 2024 | Yes | N/A | | CURRENT | | | | | | |

Register of Policies

Updated: 13 July 2022

| | Overdue for review | | | | | | | | | | |
|--|---------------------|-------------------|------------------|---|---------------|------------------|-------------|---|---------------------------|---------|--------------------------------------|
| | Policy is current | | | | | | | | | | |
| | Ready to be revoked | | | | | | | | | | |
| | Will be revoked | | | | | | | | | | |
| | Under review | | | | | | | | | | |
| | | Council (WDC/FDC) | Group | Policy Owner | Date approved | Next review date | On website | Required under Statute? If so, which act? | Comments | Status | Update since last Committee meeting? |
| | | | | Support General Manager) | | | | | | | |
| Meremere Community Committee Charter | | WDC | Operations | Tony Whittaker (Chief Operating Officer) | Mid- 2019 | Mid - 2022 | Yes | N/A | Will be reviewed in 2022. | CURRENT | |
| Petitions Guidelines Policy | | WDC | Community Growth | Clive Morgan (General Manager Community Growth) | Mar 2021 | Mar 2024 | Yes | N/A | | CURRENT | |
| Psychoactive Substances Policy | | WDC | Customer Support | Sue O'Gorman (Customer Support General Manager) | Jul 2019 | Jul 2024 | Yes | Psychoactive Substances Act 2013 | | CURRENT | |
| Rates Remission and Postponement Policy | | WDC | Operations | Alison Diaz (Chief Finance Officer) | Jun 2021 | June 2024 | Part of LTP | N/A | | CURRENT | |
| Remission or Postponement of Rates on Māori Freehold Land Policy | | WDC | Operations | Alison Diaz (Chief Finance Officer) | Jun 2021 | June 2024 | Part of LTP | Local Government Act 2002 | | CURRENT | |
| Sensitive Expenditure | | WDC | Operations | Alison Diaz (Chief | April 2022 | April 2025 | Yes | N/A | | CURRENT | |

Register of Policies

Updated: 13 July 2022

| | Overdue for review | | | | | | | | | | |
|---|---------------------|-------------------|------------------|---|---------------|------------------|------------|---|---|---------|--------------------------------------|
| | Policy is current | | | | | | | | | | |
| | Ready to be revoked | | | | | | | | | | |
| | Will be revoked | | | | | | | | | | |
| | Under review | | | | | | | | | | |
| | | Council (WDC/FDC) | Group | Policy Owner | Date approved | Next review date | On website | Required under Statute? If so, which act? | Comments | Status | Update since last Committee meeting? |
| Policy | | | | Finance Officer) | | | | | | | |
| Significance and Engagement Policy | | WDC | Community Growth | Clive Morgan (General Manager Community Growth) | Dec 2020 | Dec 2023 | Yes | Local Government Act 2002 | | CURRENT | |
| Standing Orders | | WDC | Operations | Tony Whittaker (Chief Operating Officer) | Sept 2018 | Sept 2022 | Yes | Local Government Act 2002 | Will be reviewed after the October 2022 local body elections. | CURRENT | |
| Strategic Land Acquisition and Disposal Policy | | WDC | Service Delivery | Roger MacCulloch (General Manager Service Delivery) | Oct 2019 | Oct 2024 | Yes | N/A | | CURRENT | |
| Te Kauwhata Community Committee Charter | | WDC | Operations | Tony Whittaker (Chief Operating Officer) | Mid- 2019 | Mid - 2022 | Yes | N/A | Will be reviewed in 2022. | CURRENT | |
| Treasury Risk Management Policy (including Liability and Investment Policies) | | WDC | Operations | Alison Diaz (Chief Finance Officer) | April 2022 | April 2025 | Yes | N/A | | CURRENT | |

Register of Policies

Updated: 13 July 2022

| Overdue for review | Council (WDC/FDC) | Group | Policy Owner | Date approved | Next review date | On website | Required under Statute? If so, which act? | Comments | Status | Update since last Committee meeting? |
|--|-------------------|------------------|--|---------------|------------------|------------|---|----------|---------------|--|
| Policy is current | | | | | | | | | | |
| Ready to be revoked | | | | | | | | | | |
| Will be revoked | | | | | | | | | | |
| Under review | | | | | | | | | | |
| Water Leak Remission Policy | WDC | Service Delivery | Ian Cathcart (Special Infrastructure Projects Manager) | Sept 2021 | Sept 2024 | Yes | N/A | | CURRENT | |
| Street Lighting and Other Security/Amenity Lighting Policy | FDC | Service Delivery | Roger MacCulloch (General Manager Service Delivery) | Jan 1997 | Jan 2000 | No | N/A | | TO BE REVOKED | This policy will be proposed to be revoked at the September Policy and Regulatory Committee as it is no longer relevant. Instead, strategy will be developed to guide where streetlights are placed and how they are funded. |
| Relocatable Home Parks and Camping Grounds Policy | FDC | Service Delivery | Roger MacCulloch (General Manager Service Delivery) | Jan 2009 | Jan 2012 | No | N/A | | TO BE REVOKED | This policy will be proposed to be revoked at the September Policy and Regulatory Committee. This is an old Franklin District Council policy. WDC no longer has responsibility for a campground in the Franklin district. |

| | |
|---------------------|---|
| To | Policy and Regulatory Committee |
| Report title | Approval for consultation on the Proposed Local Alcohol Policy |
| Date: | 1 August 2022 |
| Authors: | Anthea Sayer, Corporate Planner Anthony Pipe, Environmental Health Team Leader |
| Authoriser: | Sue O’Gorman, General Manager – Customer Support |

1. Purpose of the report

Te Take moo te puurongo

To provide Elected Members with the results of the early engagement and seek approval from the Committee to consult on the proposed Local Alcohol Policy (LAP) 2022.

2. Executive summary

Whakaraapopototanga matua

The review of the LAP began in early 2022. Three Council workshops have taken place and several changes made to the policy as a result. The biggest change to the policy is a proposal to place more restrictions on bottle stores in areas of higher deprivation in the district. Staff recommend that Council approves formal consultation to be undertaken from 10 August 2022 to 11 September 2022.

3. Staff recommendations

Tuutohu-aa-kaimahi

THAT the Policy & Regulatory Committee:

- a. adopts the Statement of Proposal for the proposed Local Alcohol Policy (as set out in Attachment 1 of this report);**
 - b. approves the commencement of a Special Consultative Procedure as per section 83 of the Local Government Act 2002 on the proposed Local Alcohol Policy to be undertaken between Wednesday 10 August and Sunday 11 September 2022.**
-

4. Background

Koorero whaimaarama

Background

The object of the Sale and Supply of Alcohol Act 2012 (Act) is to minimise 'the harm caused by the excessive or inappropriate consumption of alcohol'. One mechanism for this is to allow local authorities to develop a LAP. A LAP is developed in consultation with the community about the sale and supply of alcohol. Licensing bodies must consider the LAP when they make decisions about alcohol licensing applications. The policy can:

- limit the location of licences in particular areas or near certain types of facilities such as in specific neighbourhoods or near schools or churches;
- limit the density of licences by specifying whether new licences or types of licences should be issued in a particular area;
- impose conditions on groups of licences, such as a 'one-way door' condition that would allow patrons to leave premises but not enter or re-enter after a certain time;
- restrict or extend the maximum opening hours set in the Act.

Waikato District Council (Council) adopted its first LAP in 2016. Review of the LAP needed to commence by December 2022 to meet the statutory requirement to review the policy every six years.

Review process

Three Council workshops on the LAP review took place between February and May 2022. The purpose of the first workshop was to gather feedback on the current policy. The second workshop presented a proposed LAP for feedback and the third workshop presented a further iteration of the proposed LAP and confirmed that early engagement on restrictions on bottle stores would take place.

As required under the Act, the Medical Officers of Health for the Auckland and Waikato District Health Boards, Police and inspectors were asked to comment on the current LAP. The District Licensing Committee also provided feedback.

Consultation on the policy is proposed to take place from 10 August to 11 September 2022. Hearings and deliberations are scheduled for 28 and 29 September 2022. The provisional LAP will then be prepared - anyone who submitted during formal consultation can appeal. The provisional LAP becomes final 30 days after it is publicly notified, or appeals are resolved.

The operative LAP continues to be in force until such a time as the new LAP is adopted.

5. Discussion and analysis

Taataritanga me ngaa tohutohu

Changes to the LAP to date

Several changes have been made to the proposed policy as result of the three LAP workshops and are outlined in the table below.

| Change | Reason |
|---|---|
| <p>A definition of 'site' has been included in the policy.</p> | <p>This is to avoid any confusion as to what 'site' means – whether it includes the legal title that the proposed premises sits on or just the physical premises itself.</p> <p>This change was requested by the District Licensing Committee and the Police as the definition of site has implications when considering the impact of a proposed premises and the surrounding community.</p> |
| <p>There have been minor changes to the definition of 'new licence', noted in yellow highlight:</p> <p>A premises that has not been subject to a licence (with the exception of Special Licences) for more than 12 months prior to the filing of an application.</p> <p><i>Note: a licensed premises that changes ownership but continues to hold a licence is not considered to be a new licensed premises. A change of licence type is considered an application for a new licence.</i></p> | <p>These changes provide more clarification as to what constitutes a 'new licence'.</p> |
| <p>Additional guidance is provided on how the distance between a licensed premises and another licensed premises or facility is measured - the closest boundary point of the proposed licensed premises and the closest boundary point of the existing licensed premises/facility (see clauses 4.2.2, 4.3.2, 5.2.2 and 5.31).</p> | <p>Provides more clarity on how the distance between a proposed premises and existing facility or premises should be measured.</p> <p>This change is in line with similar provisions in the Gambling Venues Policy 2022.</p> |
| <p>For Special Licences, the provision noting that the one-way door policy cannot apply earlier than two hours before the conclusion of the event, has been removed (clause 7.3.1).</p> | <p>This is due to the impact it could have on events such as the showing of Rugby World Cup games in the Northern Hemisphere. Instead, one-way door provisions would be left to the DLC's discretion.</p> |
| <p>Two new sections related to remote sales have been added (clauses 5.5.2 and 5.7).</p> | <p>These sections note when alcohol can be bought online and delivered and who receives the delivery of alcohol (over 18 and not intoxicated).</p> |

| Change | Reason |
|--|---|
| | This change acknowledges that online alcohol sales have increased since the COVID-19 pandemic began in 2020. |
| Libraries have been added to the list of sensitive sites (clauses 4.3.1, 4.3.2, 5.3.1 and 6.3.1). | Elected members felt that libraries should also be included as a sensitive site that have proximity rules associated with them. |
| A slight change was made to: <i>5.4.3 For the purposes of clause 5.4.1, an off-licence associated with a distillery, brewery or winery, and established primarily for the purpose of selling alcohol products produced on site is not a standalone bottle store.</i> | At the request of elected members, this section was altered to allow the sale of alcohol products that are produced by other producers: |
| Administrative amendments | Wording has been simplified where possible, for example, putting the definitions of each type of licence in the definition sections, adding more definitions in for completeness, using abbreviations and shortening sentences. |

Buy now pay later clause

An additional discretionary condition for off-licences (clause 5.6.1.i) has been added to the policy prohibiting off-licences from being able to offer 'buy now pay' later schemes:

Licensees are prohibited from accepting 'buy now pay later' as a method of payment for the sale or supply of alcohol to any customer whether remotely or on premises, regardless of whether the 'buy now pay later' is executed through a third party or not. This condition does not apply to payments made by a standard bank credit card.

The risk around such schemes is that they are unregulated – they are not recognised as a form of credit under New Zealand law. This means the rules requiring credit card and loan providers to assess an applicant's ability to meet their financial obligations don't apply. 'Buy now, pay later' has the potential to make alcohol more accessible leading to more harm.

The District Licensing Committee has undertaken to add this condition to each new off-licence and renewed off-licence in the future. Adding it to the proposed LAP will enable Council to take a proactive stance on the issue and gather community feedback on the proposed condition.

Standalone bottle stores

The recurring message from elected members has been around concern with the number of bottle stores and the potential for that number to grow in existing towns/settlements and future areas of growth.

Imposing further restrictions on bottle stores would be a significant change to the LAP therefore at the May workshop, it was agreed that early engagement would take place to ascertain whether there is appetite for additional restrictions. Staff would also undertake more research to support or disprove why further restrictions are warranted. This research report can be found in attachment 5.

Early engagement submission summary

Early engagement took place from 1 June 2022 to 1 July 2022. A total of 206 submissions were received. Responses to the submission questions are noted below:

1. Thinking about the number of bottle stores in your town, do you think there are:

Far too many: 23% (48)

Too many: 19% (39)

About right: 46% (95)

Too few: 8% (16)

Far too few: 3% (7)

NB – one respondent did not respond to this specific question.

As a comparison, when the same question was asked in 2013 as part of the development of the current LAP, 60% of respondents thought the number of bottle stores in their area was about right, 24% thought there were too many or far too many, 4% thought there were too few or far too few and 13% didn't know.

2. Please specify the town you are referring to in the previous question.

| Town | Percentage |
|------------------------|-------------------|
| Te Kauwhata | 31% (63) |
| Huntly | 27% (54) |
| Hamilton | 11% (23) |
| Pokeno | 8% (17) |
| Ngaruawahia | 7% (15) |
| Raglan | 6% (12) |
| Tuakau | 4% (8) |
| Cambridge | 1% (2) |
| Cambridge and Hamilton | 1% (2) |
| Taupiri | 1% (2) |
| Paeroa | 0.5% (1) |
| Pukekohe | 0.5% (1) |
| Te Aroha | 0.5% (1) |
| Matangi | 0.5% (1) |

NB - 4 respondents didn't answer this question

3. Do you believe there should be restrictions on the number of bottle stores in your town?

Yes – 84% (171)

No – 13% (26)

Other response – 3% (6)

Three submitters did not respond to this question.

Reasons for imposing further restrictions

Submitters noted that there should be further restrictions on bottle stores because:

- There are more than enough bottle off-licences in the town;
- It's socially responsible to impose more restrictions;
- The Te Kauwhata Trust sells alcohol and gives back to the community;
- The town's population is too small to support more bottle stores
- Not family friendly to allow more bottle stores;
- Bottle stores fuel crime such as family violence and unruly behaviour;
- Exacerbates the lives of people who live in poverty leading to poor outcomes in life;
- Te Kauwhata will lose its natural beauty with more bottle stores; and
- Health implications of making alcohol more available in the community.

Reasons for not imposing further restrictions

Submitters noted that there should not be further restrictions on bottle stores because:

- more bottle stores provide more competition and cheaper prices;
- other types of bottle shops should be allowed to open for example, specialisation in New Zealand beer and wine;
- bottle stores don't attract unruly behaviour;
- there's no limits on bakeries;
- towns should be able to choose; and
- the number of bottle stores won't make a difference to how much alcohol people buy and that there should be some restrictions but not at the expense of competition.

Submitters were also provided with the opportunity to make any other general comments on the current LAP.

A submission was received from the Waikato District Health Board (DHB) Medical Officer of Health. The submission stated that the DHB:

- supports Council's current cap on the number of standalone bottle stores in Ngaruawahia, Huntly and Raglan and suggested a cap on off-licence premises is introduced for Taupiri.
- strongly opposes more permissive rules being applied for new bottle stores in Pokeno, Te Kauwhata, and Tuakau and that they should be subject to the same rules and conditions as the rest of the district.
- recommends a district-wide cap be discussed and considered by Council.

The full submission can be found in attachment 6.

Proposed changes to standalone bottle stores provisions

Current policy

As a reminder, the current LAP specifies a cap on the number of standalone bottle stores in three towns:

Ngaruawahia (2), Huntly (3), Raglan (2).

However, there are more permissive rules for the urban areas zoned commercial or mixed use in Pokeno, Te Kauwhata or Tuakau. Bottle stores in these areas are exempt from the rule stipulating that no new bottle stores can be within 1km of any existing off-licence provided it can be demonstrated that the proposed bottle store won't lead to any significant adverse effects.

A standalone bottle store is also permitted to directly border a sensitive site existing at the time the licence application if it can be demonstrated that the premises will have no significant impact.

The case for further restrictions on standalone bottle stores

After considering early engagement feedback and the research report, it is proposed that the proposed LAP contains stricter restrictions on standalone bottle stores.

Early engagement feedback showed most submitters believe there was either the right number of bottle stores in their town or too many bottle stores. Most submitters also thought there should be further restrictions on the number of bottle stores.

The research report clearly shows that alcohol harm disproportionately affects those in highly deprived areas, Māori and youth – all factors in Waikato district. The costs of alcohol harm on our health care system and ACC are also evident.

Proposed policy changes

The more permissive provisions for Pokeno, Te Kauwhata and Tuakau and caps on standalone bottle stores in Huntly, Ngaruawahia and Raglan have been removed.

In their place is a presumption against new standalone bottle stores in Tuakau, Te Kauwhata, Huntly, Ngaruawahia and Raglan as well as a general provision for other deprived areas that may experience future growth and attract a standalone bottle store application.

The proposed policy reads:

5.4.1 Standalone bottle stores

There is a presumption against the issuing of new off-licences for standalone bottle stores in Tuakau, Te Kauwhata, Huntly, Ngaruawahia and Raglan as well as other district localities where the deprivation level is 7 or higher unless it is demonstrated to the DLC that a new standalone bottle store would not result in significant adverse effects including:

- *the amenity and good order of the locality being reduced to more than a minor extent;*
- *any other potential adverse effect which may give rise to alcohol-related harm.*

The full proposed policy can be found in attachment 3 (tracked changes version) and attachment 4 (clean version).

5.1 Options

Ngaa koowhiringa

Under any of the following options, Council is required to consult under section 83 of the Local Government Act 2002. Consultation is planned to take place between 10 August 2022 – 11 September 2022. Hearings and deliberations are scheduled for 28 and 29 September 2022.

Option 1 – Status quo

Council retains the current LAP and consults on retaining the current policy.

This option is **not** recommended. Although the LAP is, on the whole working well, there are several changes to the policy that will help prevent further harm from alcohol as well as provide more clarity for the community on what the policy states.

Option 2 – Proposed Policy is adopted for consultation

Council adopts the proposed policy for consultation.

This option **is** recommended. The proposed amendments will enable a greater consistency of rules across the district. This option also incorporates the feedback received through the early engagement period.

Option 3 – Revoke Policy

Council revokes the LAP. LAPs are not mandatory and the provisions of the Sale and Supply of Alcohol Act would apply if Council chooses not to have one.

This option is **not** recommended. LAPs allow communities to have a say on the sale and supply of alcohol in their district and without the policy, decisions will be made based on the generic conditions laid out in the Act such as default maximum trading hours.

5.2 Financial considerations

Whaiwhakaaro puutea

There are no material financial considerations associated with the recommendations of this report.

5.3 Legal considerations **Whaiwhakaaro-aa-ture**

Staff confirm that the decision to consult complies with the Council's legal and policy requirements.

5.4 Strategy and policy considerations **Whaiwhakaaro whakamaaherehere kaupapa here**

The report and recommendations are consistent with the Council's policies, plans and prior decisions.

5.5 Maaori and cultural considerations **Whaiwhakaaro Maaori me oona tikanga**

No specific cultural issues have been identified with respect to this decision.

5.6 Climate response and resilience considerations **Whaiwhakaaro-aa-taiao**

The matters in this report have no known impact on climate change or resilience for the Council.

5.7 Risks **Tuuraru**

There are no risks associated with this report.

6. Significance and engagement assessment **Aromatawai paahekoheko**

6.1 Significance **Te Hiranga**

The decisions and matters of this report are assessed as of medium significance, in accordance with the Council's [Significance and Engagement Policy](#).

The following criteria are particularly relevant in determining the level of significance for this matter:

- There is a legal requirement to engage with the community.
 - The proposal or decision will affect a large portion of the community.
 - The community interest is likely to be high.
-

6.2 Engagement Te Whakatuutakitaki

| Highest level of engagement | Inform | Consult | Involve | Collaborate | Empower |
|--|--------------------------|--------------------------|-------------------------------------|--------------------------|--------------------------|
| | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| <p>The Sale and Supply of Alcohol Act 2012 requires that a Special Consultative Procedure is undertaken when reviewing a Local Alcohol Policy. Information on the consultation will be made available to the public at all council offices and libraries, as well as online via the Council website on the 'Say It' page. The available information will include a Statement of Proposal, the proposed policy, submission form and a link to the online submission form.</p> <p>Stakeholders will be contacted to advise that consultation is open including the Police, Medical Officers of Health for Auckland and Waikato, Inspectors (as required by the DCA) as well as community boards and committees and iwi and people who submitted as part of early engagement.</p> | | | | | |

| Planned | In Progress | Complete | |
|--------------------------|--------------------------|-------------------------------------|---------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Internal |
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Community Boards/Community Committees |
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Waikato-Tainui/Local iwi and hapuu |
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Affected Communities |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Affected Businesses |

7. Next steps Ahu whakamua

If the Committee approves consultation on the proposed policy, formal consultation will begin on 10 August 2022 and close on 11 September 2022. Hearings and deliberations would take place on 28 and 29 September 2022.

8. Confirmation of statutory compliance Te Whakatuuturutanga aa-ture

As required by the Local Government Act 2002, staff confirm the following:

| | |
|---|-----------|
| The report fits with Council's role and Committee's Terms of Reference and Delegations. | Confirmed |
| The report contains sufficient information about all reasonably practicable options identified and assessed in terms of their advantages and disadvantages (<i>Section 0</i>). | Confirmed |
| Staff assessment of the level of significance of the issues in the report after consideration of the Council's Significance and Engagement Policy (<i>Section 6.1</i>). | Moderate |
| The report contains adequate consideration of the views and preferences of affected and interested persons taking account of any proposed or previous community engagement and assessed level of significance (<i>Section 6.2</i>). | Confirmed |
| The report considers impact on Maaori (<i>Section 5.5</i>) | Confirmed |
| The report and recommendations are consistent with Council's plans and policies (<i>Section 5.4</i>). | Confirmed |
| The report and recommendations comply with Council's legal duties and responsibilities (<i>Section 5.3</i>). | Confirmed |

9. Attachments Ngaa taapirihanga

1. Statement of Proposal - Proposed Local Alcohol Policy 2022
2. Submission form – Proposed Local Alcohol Policy 2022
3. Proposed Local Alcohol Policy 2022 (tracked version)
4. Proposed Local Alcohol Policy 2022 (clean version)
5. Local Alcohol Policy research report
6. Full submissions received as part of early engagement



HAVE YOUR
SAY ON THE
LOCAL
ALCOHOL
POLICY

STATEMENT OF PROPOSAL

PROPOSED LOCAL ALCOHOL POLICY 2022

This Statement of Proposal is made
for the purposes of sections 83, 86 and 156
of the Local Government Act 2002.

IT INCLUDES:

- Background to the proposal
- Reasons for the proposal
- Summary of the proposed changes
- Submission details.

BACKGROUND

In 2012, the Sale and Supply of Alcohol Act 2012 (Act) enabled local councils to develop and adopt a Local Alcohol Policy (policy).

Waikato District Council adopted its policy in 2016. It sets alcohol licensing criteria for when, where and how alcohol is sold in the district. Licensing bodies must consider the policy when they make decisions about alcohol licensing applications. It also provides a guide for those applying for an alcohol licence in the district.

The policy is now due for review and we would like your feedback on the proposed changes.

REASONS FOR PROPOSAL

Council is reviewing the policy as the Act requires it to be reviewed every six years. Consultation allows the community to have a say on:

- limiting the location of licences in particular areas or near certain types of facilities such as in specific neighbourhoods or near schools or churches;
- limiting the density of licences by specifying whether new licences or types of licences should be issued in a particular area;
- imposing conditions on groups of licences such as a 'one-way door' condition that would allow patrons to leave premises but not enter or re-enter after a certain time;
- restricting or extending the maximum opening hours set in the Act.

KEY CHANGES



Council believes that, on the whole, the policy is working well, however, acknowledges that some improvements can be made. Several changes are proposed including additional restrictions on standalone bottle stores. A summary of these changes is noted below:

1. The proposed policy presumes there will be no new standalone bottle stores in Tuakau, Te Kauwhata, Huntly, Ngaruawahia and Raglan as well as other district localities where the deprivation level is 7 or higher unless it can be demonstrated that there will be no adverse effects. There is sufficient evidence to show a link between the density of off-licenses, social deprivation and alcohol related harm. Early engagement feedback also indicated the community supported restrictions on bottle stores in the district.
2. A definition of 'site' has been included to avoid any confusion as to what constitutes a site. A narrow definition has been taken namely, the physical premises that relates to the particular licence application.
3. Additional clarity has been provided where there is a requirement for there to be a certain distance between a proposed licensed premises and existing facility or other licensed premises. The policy now stipulates that the measurement should be between the closest boundary point of the proposed licensed premises and the existing facility or licensed premises (clauses 4.2.2, 4.3.2, 5.2.2 and 5.3.1).
4. For Special Licences, the provision noting that the one way door policy cannot apply earlier than two hours before the conclusion of the event has been removed (clause 7.3.1). This is due to the impact it could have on events such as the showing of Rugby World Cup games in the Northern Hemisphere. Instead, one-way door provisions would be left to the District Licensing Committee's discretion.
5. Two new sections (clauses 5.5.2 and 5.7.1) related to remote sales have been added - when alcohol can be bought online and delivered and who receives the delivery of alcohol. This change acknowledges that online alcohol sales have increased since the COVID-19 pandemic began in 2020.
6. An additional discretionary condition for off-licenses (clause 5.6.1.i) has been added prohibiting them from being able to offer 'buy now pay' later schemes.
7. Wording has been simplified where possible, for example, putting the definitions of each type of licence in the definition sections, adding more definitions for completeness, using abbreviations and shortening sentences.



OPTIONS

There are three options available regarding the future of the Local Alcohol Policy.

Option 1 - Council retains the current Local Alcohol Policy

Council retains the current policy.

Although the policy is, on the whole working well, the proposed changes to the policy will help prevent further harm from alcohol as well as provide more clarity for the community on what the policy states.

This option is not recommended.

Option 2 - Council adopts the proposed Local Alcohol Policy

Council adopts the proposed policy including the recommended changes noted previously. The proposed amendments will enable a greater consistency of rules across the district. This option also incorporates the feedback received through the early engagement period.

This is Council's preferred option.

Option 3 - Council revokes the Local Alcohol Policy

Council revokes the policy.

Local Alcohol Policies are not mandatory. However, they allow communities to have a say on the sale and supply of alcohol in their district. Without the policy, licensing decisions would be made based on the default criteria in the Sale and Supply of Alcohol Act such as default maximum trading hours.

This option is not recommended.



SUBMISSIONS

Anyone can make a submission on the review of the Local Alcohol Policy. We encourage you to let us know your views. This feedback will be used during the decision-making process.

PRIVACY ACT INFORMATION



The Local Government Act 2022 requires submissions to be made available to the public. Your details are collected:

- so the Council can write and inform you of the decision(s) on your submission(s)
- to arrange a hearing date and time for you to speak (if you choose to).

Your name will be publicly available. If you would like your name kept confidential you need to inform us when you send in your submission.

You have the right to correct any errors in personal details contained in your submission. If you do not supply your name and address, Council will formally receive your submission but will not be able to inform you of the outcome.

SUBMISSIONS CAN BE:

ONLINE:

www.waikatodistrict.govt.nz/sayit



POSTED:

Waikato District Council
Private Bag 544
Ngaruawahia 3742



DELIVERED:

Waikato District Council
Attn: Corporate Planner
15 Galileo Street, Ngaruawahia 3742



EMAILED:

consult@waidc.govt.nz
Subject heading should read:
'Local Alcohol Policy Submission'



Huntly Office
142 Main Street, Huntly 3700

Raglan Office
7 Bow Street, Raglan 3225

Tuakau Office
2 Dominion Rd, Tuakau 2121

Te Kauwhata Office
1 Main Road, Te Kauwhata 3710

WHAT HAPPENS NEXT?

Council will acknowledge each submission received in writing, either by letter or email.

Following the closing of submissions on 11 September 2022, all submissions will be reviewed. Verbal submissions will be heard and all submissions formally considered at a meeting of the Policy & Regulatory Committee on 28 and 29 September 2022. This meeting is open to both submitters and the public to attend.

It is anticipated that the proposed policy will be adopted in late 2022 and appeals will be open for anyone who submitted during the formal consultation.

IMPORTANT DATES TO REMEMBER:

SUBMISSIONS OPEN – 10 August 2022

SUBMISSIONS CLOSE – 11 September 2022

HEARING OF SUBMISSIONS/DELIBERATIONS – 28 and 29 September 2022

If you have any further queries or would like further copies of the proposed policy, please email at consult@waidc.govt.nz.



waikatodistrict.govt.nz



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0800 492 452

**For internal use only:**ECM project # **POL22/01-03**

ECM no. #

Submission #

Customer #

Property #

Proposed Local Alcohol Policy

Submission form (please provide feedback by **11 September 2022**)

Name/Organisation

Physical address

Postal address **Postcode**

Email

A hearing will be held on Wednesday 28 September 2022. Would you like to present your submission to Council at the hearing?

Yes

No

What is your preferred option for the future of the Proposed Local Alcohol Policy?

Option 1 Council retains the current Local Alcohol Policy

Option 2 Council adopts the proposed Local Alcohol Policy

Option 3 Council revokes the Local Alcohol Policy

Do you have any other comments to make on the Proposed Local Alcohol Policy?

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Need more information or prefer to do it online?

Visit www.waikatodistrict.govt.nz/sayit

Privacy statement

The contents of your submission (not including your address and contact details) will be made public through Council agendas and as a result will be published on our website. If you would like your name also kept confidential, please let us know on your submission form.

Proposed Local Alcohol Policy – tracked changes version

| | |
|-------------------|------------------------------------|
| Policy Owner | Chief Executive |
| Policy Sponsor | General Manager – Customer Support |
| Approved By: | Policy and Regulatory Committee |
| Approval Date: | |
| Resolution Number | |
| Effective Date | |
| Next Review Date: | 2028 |

Relevant Documents/Legislation

Sale and Supply of Alcohol Act 2012
Alcohol Control Bylaw 2020

Policy Review

Pursuant to section 97 of the Sale and Supply of Alcohol Act (**Act**), Waikato District Council (**Council**) must review its Local Alcohol Policy (**LAP**) no later than six years after it came into force and no later than six years after the most recent review was completed. If directed by Council, a LAP can be reviewed or amended earlier.

Policy Statements

1. INTRODUCTION AND OVERVIEW

1.1 The Act established a national framework for regulating the sale and supply of alcohol. The object of the Act is that:

the sale, supply, and consumption of alcohol should be undertaken safely and responsibly; and the harm caused by the excessive or inappropriate consumption of alcohol should be minimised.

1.2 The Act enables local authorities to develop a LAP to guide expectations for the development of alcohol licensing within their district. The LAP is a set of policies, made by the Council in consultation with its community, about the sale and supply of alcohol in its geographical area. ~~While it is not mandatory for local authorities to develop a LAP, the Waikato District Council approved the development of a LAP in May 2013 and adopted the LAP in 2016.~~

1.3 The Act requires the District Licensing Committee (**DLC**) and the Alcohol Regulatory and Licensing Authority (**ARLA**) to have regard to the content of any relevant LAP when making decisions under the Act. This ~~statutory recognition~~ allows local authorities, in consultation with their communities and stakeholders, to have greater influence over the local licensed environment.

1.4 Section 77 of the Act details what policies relating to licensing may be included in a LAP. ~~Policies that may be included are~~ These include:

- location of licensed premises by reference to broad areas;
- location of licensed premises by reference to proximity to premises of a particular kind ~~(s)-of kinds;~~
- location of licensed premises by reference to proximity to facilities of a particular kind ~~(s)-of kinds;~~
- whether further licences (or licences of a particular kind ~~(s)-of kinds~~) should be issued for premises in the district concerned, or any stated part of the district;

- maximum trading hours;
- the issue of licences or licences of a particular kind(s) ~~or kinds~~ subject to discretionary conditions;
- one-way door restrictions.

No other matters may be included.

2 OBJECTIVES OF THE LAP

2.1 The objectives of this policy are to:

- Reflect the views of local communities as to the appropriate location, number, hours and conditions that should be applied to licensed premises within their communities;
- Balance the views of local communities regarding the sale, supply and consumption of alcohol, while addressing the statutory requirements of the ~~Sale and Supply of Alcohol Act 2012, including the object of the Act,~~ to minimise the harm caused by excessive or inappropriate consumption of alcohol;
- Provide certainty and clarity for applicants and the public as to whether a proposed licence application will meet the criteria of the LAP;
- Provide effective guidance to the ~~District Licensing Committee~~ DLC and ~~Alcohol Regulatory and Licensing Authority~~ ARLA when making decisions.

3 DEFINITIONS

| <u>Act</u> | <u>The Sale and Supply of Alcohol Act 2012</u> |
|---|--|
| <u>Alcohol Regulatory and Licensing Authority</u> | <u>The Alcohol Regulatory and Licensing Authority established under section 169(1) of the Sale and Supply of Alcohol Act 2012.</u> |
| Authorised Customer | In relation to premises that hold a club licence, an authorised customer is: (a) a member of the club concerned; or (b) on the premises at the invitation of, and is accompanied by, a member of the club concerned; or (c) an Authorised Visitor. |
| Authorised Visitor | In relation to premises a that hold a club licence, an authorised visitor means a member of another club with which the club concerned has an arrangement for reciprocal visiting rights for members |
| Bottle Store | A retail premises where at least 85 per cent of the annual sales revenue is expected to be earned from the sale of alcohol for consumption somewhere else. |
| Cafe | Has the same meaning as 'restaurant'. |
| Class I Restaurant | A restaurant that has or applies for an on-licence and (a) has, in the opinion of the territorial authority, a significant separate bar area; and (b) in the opinion of the territorial authority, operates that bar area at least one night a week in the manner of a tavern. |

| | |
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| Club | A body that— (a) is a body corporate having as its object (or as one of its objects) participating in or promoting a sport or other recreational activity, otherwise than for gain; or (b) is a body corporate whose object is not (or none of whose objects is) gain; or (c) holds permanent club charter. |
| <u>Club Licence</u> | <u>A club licence premises is one where the sale, supply and consumption of alcohol is authorised on the premises from which it is sold to authorised customers and guests. Common examples include sports clubs and chartered clubs such as an RSA or Workingmen's Club. (Refer to section 21 of the Act).</u> |
| <u>Conveyance</u> | <u>An aircraft, coach, ferry, hovercraft, ship train or other vehicle used to transport people and includes part of a Conveyance.</u> |
| District Licensing Committee (DLC) | The Waikato District Licensing Committee appointed pursuant to section 186 of the Act. |
| Early Childhood Facility | Includes any crèche, childcare centre, kindergarten, kohanga reo, playcentre, Whānau Āwhina Plunket rooms and any other place (excluding a school) where five or more children receive care or education on a commercial basis. |
| Facility | Includes a early childcare facility, <u>library</u> , place of worship, or school. |
| <u>Function centre</u> | <u>Premises in which the principal business is pre-booked private functions where alcohol is sold or supplied in conjunction with those functions.</u> |
| Grocery Store | A shop that— (a) has the characteristics normally associated with shops of the kind commonly thought of as grocery shops; and (b) comprises premises where— (i) a range of food products and other household items is sold; but (ii) the principal business carried on is or will be the sale of food products. |
| Hotel | A premises used or intended to be used in the course of business principally for providing to the public— (a) lodging; and (b) alcohol, meals, and refreshments for consumption on the premises. |
| <u>Library</u> | <u>A Waikato District Council library located in Huntly, Meremere, Ngaruawahia, Raglan, Te Kauwhata or Tuakau.</u> |
| Maximum Trading Hours | The maximum hours for which a licence may be granted permitting the sale, supply or consumption of alcohol. |
| Member | In relation to a club, means a person who— (a) has expressly agreed in writing to comply with the club's rules; and (b) is recognised as a member. |
| <u>New Licence</u> | <u>A premises that has not been subject to a licence (with the exception of Special Licences) for more than 12 months prior to the filing of an application.</u> <u>Note: a licensed premises that changes ownership but continues to hold a licence is not considered to be a new licensed premises.</u> <u>A change of licence type is considered an application for a new licence.</u> |

| | |
|---------------------------------|---|
| <u>Off-licence</u> | <p>Where alcohol is authorised to be sold from the premises for consumption at a location other than where it was purchased or delivered away from the premises. Common examples include bottle stores, supermarkets and grocery stores (refer to section 17 of the Act).</p> <p><i>Note: Policies relating to off-licences do not apply to applications for off-licences endorsed under sections 39 or 40 of the Act relating to auctioneers and remote sellers.</i></p> |
| <u>On-licence</u> | <p>Where the sale, supply and consumption of alcohol is authorised on the premises. Common examples include hotels, taverns and restaurants (refer to section 14 of the Act).</p> <p><i>Note: Policies relating to on-licences also apply to BYO restaurants and caterers.</i></p> |
| <u>One-way Door Restriction</u> | <p>In relation to a licence, is a requirement that, during the hours stated in the restriction, -</p> <p>(a) No person is to be admitted (or re-admitted) into the Premises unless he or she is an exempt person; and</p> <p>(b) No person who has been admitted (or re-admitted) into the Premises while the restriction applies to the licence is to be sold or supplied with alcohol.</p> |
| Outdoor Dining Area | An area of a premises holding an on-licence or club licence that is outside of the building on any part of a public footpath, pavement or other public place. |
| Place of Worship | Includes any church, mosque or other facility designed primarily for worship and related religious activities |
| Premises | <p><u>Premises includes:</u></p> <p>(a) A Conveyance; and</p> <p>(b) Includes part of a premises; and</p> <p>(c) In relation to a licence, means the premises it was issued for.</p> |
| <u>Prohibited Persons</u> | Persons to whom alcohol cannot be served including minors and intoxicated persons and in the case of Clubs any person who is not an Authorised Customer. |
| Public Park | Any park, reserve, playground, garden or similar public place maintained by the local authority for recreation purposes. |
| Restaurants | <p>Premises that—</p> <p>(a) are not a Conveyance; and</p> <p>(b) are used or intended to be used in the course of business principally for supplying meals to the public for eating on the premises</p> |
| School | Includes any primary, intermediate or secondary school and any kurakaupapa. |
| <u>Site</u> | The physical premises that relates to the particular licence application. |
| <u>Special Licence</u> | A type of licence that allows the sale and consumption of alcohol at events or occasions on premises that are unlicensed, or at licensed premises when the sale of alcohol would otherwise be unlawful (refer to section 22 of the Act). |
| Supermarket | Premises are a supermarket with a floor area of at least 1000m ² including any separate departments set aside for such foodstuffs as fresh meat, fresh fruit and vegetables, and delicatessen items. |
| Tavern | Premises used or intended to be used in the course of business principally for providing alcohol and other refreshments to the public; but does not include an airport bar. |

Waikato District Plan

The Waikato District Plan that is operative at the date the application is being assessed.

4 ON LICENCE POLICIES

4.1 Introduction

~~4.1.1. An on-licence premises is one where the sale, supply and consumption of alcohol is authorised on the premises from which it is sold. Common examples include hotels, taverns and restaurants.~~

~~4.1.2. Section 14 of the Act states:~~

~~“On any premises an on-licence (other than an on-licence endorsed under section 37 of the Act) is held for, the licensee—~~

~~Can sell and supply alcohol for consumption there; and
Can let people consume alcohol.”~~

~~4.1.3. Policies relating to on-licences also apply to BYO restaurants and caterers.~~

~~4.1.4. For the purposes of clauses 4.2.1, 4.3.1, 4.3.2, 4.4.1 and 4.4.2, a licensed premises that changes ownership but continues to hold an on-licence is not considered to be a new licensed premises.~~

~~4.1.5. For the purposes of clauses 4.2.1, 4.3.1, 4.3.2, 4.4.1 and 4.4.2, a premises that has not been subject to an on-licence for more than 12 months prior to the filing of application shall be considered a new premises being licensed for the first time. Premises that have been subject to an on-licence in the 12 months prior to filing the application are not considered as being new premises being licensed for the first time.~~

4.2.1. Location of on-licence premises by reference to broad areas

~~4.2.1. New on-licence premises being licensed for the first time shall be restricted to:~~

- ~~1. areas zoned under the Waikato District Plan to allow commercial activities as permitted activities; or~~
- ~~2. locations authorised by resource consent.~~

4.3.2 Location of on-licence premises by reference to proximity to premises of a particular kind(s) ~~or kinds~~

~~4.3.2.1 When considering any new on-licence application in respect of new premises being licensed for the first time, the ~~District Licensing Committee~~ DLC or ~~Alcohol Regulatory and Licensing Authority~~ ARLA shall have regard to the proximity of the proposed premises to other licensed premises where this is considered relevant.~~

~~4.3.2.2 No ~~new~~ on-licence for a new tavern, ~~not~~ located in an area zoned under the Waikato District Plan that does not ~~to~~ allow commercial activities, shall be located within five kilometres of any existing tavern or hotel that holds an on-licence, measured from the closest boundary point of the proposed tavern to the closest boundary point of the existing premises.~~

4.4.3 Location of on-licence premises by reference to proximity to facilities of a particular kind(s) ~~or kinds~~

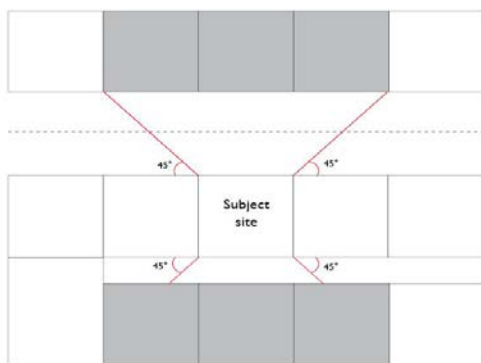
~~4.4.3.1 No new on-licence shall be issued in respect of:~~

- ~~i. a tavern; or~~
- ~~ii. a class I restaurant; or~~
- ~~iii. a hotel with a significant bar area operating in the manner of a tavern; or~~

- iv. any other premises with a significant bar area operating in the manner of a tavern

where the site directly borders any school, early childcare facility, library or place of worship existing at the time the licence application is made unless it can be demonstrated to the DLC that the hours, signage or operation of the premises will have no significant impact on those facilities and/or persons using those facilities. 'Directly borders' includes across any road from such a facility as shown in Figure 2.1.

Figure 2.1: Proximity of New Premises Directly Bordering a Facility



4.4.3.2 In any zone other than one zoned under the Waikato District Plan to allow commercial activities as permitted activities, in respect of:

- i. a tavern; or
- ii. a class I restaurant; or
- iii. a hotel with a significant bar area operating in the manner of a tavern; or
- iv. any other premises with a significant bar area operating in the manner of a tavern

~~the boundary of the site shall be a there~~ there shall be a minimum of 100 metres ~~from the site boundary of between the closest boundary point of the proposed premises and the closest boundary point of~~ any school, early childcare facility, library, place of worship, public park or residential dwelling existing at the time the licence application is made unless it can be demonstrated to the District Licensing Committee ~~DLC~~ that the hours, signage or operation of the premises will have no significant impact on those facilities and/or persons using those facilities.

4.4.3.3 Renewal of a licence shall be unaffected should such a facility later establish at a site within 100 metres of the premises.

4.5.4 Further issuing of on-licences

4.5.4.1 This policy does not limit the number of on-licence premises in the Waikato district or restrict the issue of new licences, provided the other policy criteria are met.

4.6.5 Maximum trading hours for on-licences

4.65.1 The following maximum trading hours apply to all on-licences in the Waikato district:

| Maximum trading hours | |
|-----------------------|--|
| i. | Monday to Sunday: 7.00am to 1.00am the following day. |
| ii. | New Year's Eve: 7.00am to 2.00am the following day. |
| iii. | In any outdoor dining area located in a public area, the trading hours shall not exceed 9.00am to 11.00pm. Outside of these hours the area shall be subject to any alcohol control bylaw that is in force in the area. |
| iv. | Any time to any guest residing on the premises. |

4.76 One way door restrictions

4.76.1 A one-way door restriction may be applied to any licence at the time of its issue or renewal when the closing time is later than midnight if the ~~District Licensing Committee~~ [DLC](#) or ~~Alcohol Regulatory and Licensing Authority~~ [ARLA](#) believe this is warranted. The restriction applies after midnight.

4.87 Discretionary conditions of on-licences

4.87.1 In accordance with sections 110(1) and 117 of the Act, the ~~District Licensing Committee~~ [DLC](#) or ~~Alcohol Regulatory and Licensing Authority~~ [ARLA](#) may impose discretionary conditions (in addition to those required by section 110(2)) on any licence or renewed licence. These may include conditions related to the following, or any other reasonable condition:

- Prohibited persons;
- Management of premises;
- People or kinds of people to be served;
- Low and non-alcoholic beverages;
- Transport options;
- Exclusion of the public;
- Advertisements, signage, display and promotion of alcohol;
- Application of the principles of 'Crime Prevention Through Environmental Design'. On-licence premises, where appropriate, will give effect to the principles of Crime Prevention Through Environmental Design where they achieve outcomes (where applicable to the individual premises) including:
 - Bar area
 - Bar staff have good visibility of entire premises;
 - Bar area is open with no obstructions affecting monitoring of premises;
 - Cash registers are front facing;
 - Lighting
 - Internal lighting is suitable;
 - Lighting allows staff to monitor patrons;
 - Lighting allows staff to check IDs;
 - Internal lighting can be raised in an emergency and at closing time;
 - External lighting is suitable;
 - Internal layout
 - The premises is laid out so staff can monitor patrons at all times;
 - Mirrors or CCTV are installed where there may be blind spots;
 - Bar is easily approached by customers;
 - CCTV

- CCTV is installed in suitable locations to monitor vulnerable areas; (areas that are not easily or continuously monitored by staff);
- Customers are aware of the CCTV system;
- Entrances and exits
 - Entrances and exits are visible from behind the bar area;
 - CCTV is installed to monitor blind entrances and exits;
- Outdoor drinking areas
 - Outdoor drinking areas are monitored by bar and/or security staff;
 - Lighting allows staff to monitor patrons;
 - Outdoor drinking areas are well defined from surrounding external environment;
 - Pavement creep is not evident;
- Staff
 - Relevant staff understand how to operate the CCTV system;
 - There are sufficient staff to ensure control of the premises during trading hours.

4.7.2 For any licence issued or renewed in respect of a hotel or tavern, the DLC or ARLA shall impose a condition designating the premises as either supervised or restricted.

5 OFF-LICENCE POLICIES

5.1 Introduction

~~5.1.1 An off-licence premises is one where alcohol is authorised to be sold from the premises for consumption somewhere else. Common examples include bottle stores, supermarkets and grocery stores.~~

~~5.1.2 Section 17 of the Act states:~~

~~On the premises an off-licence is held for, the licensee can sell alcohol for consumption somewhere else.~~

~~While the premises an off-licence is held for are open for the sale of alcohol for consumption somewhere else, the licensee can also supply alcohol free, as a sample, for consumption on the premises.~~

~~5.1.3 Policies relating to off-licences do not apply to applications for off-licences endorsed under section 39 or 40 relating to auctioneers and remote sellers.~~

~~5.1 For the purposes of clauses 5.2.1, 5.3.1, 5.3.2, 5.4.1, and 5.4.2, a licensed premises that changes ownership but continues to hold an off-licence is not considered to be a 'new' licensed premises.~~

~~5.1 For the purposes of clauses 5.2.1, 5.3.1, 5.3.2, 5.4.1, and 5.4.2, a premises that has not been subject to an off-licence for more than 12 months prior to the filing of the application shall be considered as being a new premises being licensed for the first time. Premises that have been subject to an off-licence in the 12 months prior to filing the application are not considered as being new premises being licensed for the first time.~~

5.2.1 Location of off-licence premises by reference to broad areas

~~5.2.1.1 -New off-licence premises being licensed for the first time (excluding auctioneers and remote sellers endorsed under sections 39 and 40 of the Act respectively) shall be limited to:~~

- i. areas zoned under the Waikato District Plan that allow commercial activities as permitted activities; or
- ii. locations authorised by resource consent.

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5.3.2 Location of off-licence premises by reference to proximity to premises of a particular kind(s) ~~or kinds~~

5.3.2.1 When considering any new off-licence application ~~in respect of~~ new premises being licensed for the first time, the ~~District Licensing Committee~~ DLC or ~~Alcohol Regulatory and Licensing Authority~~ ARLA shall have regard to the proximity of the proposed premises to other licensed premises, where this is considered relevant.

5.3.2.2 No new bottle store off-licence ~~in respect of a bottle store~~ shall be issued for any premises located within one kilometre of the site boundary of any existing bottle store, licensed supermarket or grocery store ~~(the existing premises)~~, measured from the closest boundary point of the proposed new bottle store to the closest boundary point of the existing premises,

unless:

- ~~i. the premises are located within the business zone in the urban areas of Te Kauwhata, Tuakau or Pokeno; and~~
- ~~ii. it is demonstrated to the District Licensing Committee that the proximity to the existing premises does not result in significant adverse effects including: the amenity and good order of the locality being reduced to more than a minor extent; any other potential adverse effect which may give rise to alcohol related harm.~~

5.4.3 Location of off-licence premises by reference to proximity to facilities of a particular kind(s) ~~or kinds~~

~~5.4.1 No new off-licences in respect of a bottle store shall be issued for any premises located within the business zones in the urban areas of Te Kauwhata, Tuakau or Pokeno where the site frontage directly borders the boundary of any school, early childcare facility, place of worship or public park existing at the time the licence application is made unless it can be demonstrated to the District Licensing Committee that the hours, signage or operation of the premises will have no significant impact on those facilities and/or persons using those facilities.~~

~~'Directly borders' includes across any road from such facility as shown in figure one.~~

~~Provided the applicant demonstrates how the outcomes listed in clauses 5.7.1 (g) and (h) will be achieved, the following shall be considered to have no significant impact:~~

- ~~i. the hours of an off-licence where there is no external display of alcohol related advertising; and~~
- ~~ii. the operation of an off-licence where the licensee implements an ID-25 policy.~~

~~5.4.1.1 Renewal of a licence shall be unaffected should such a facility later establish at a site which borders the premises.~~

~~5.4.2.1 Except as set out in clause 5.4.1, n~~ No new bottle store off-licences ~~in respect of a bottle store~~ shall be issued for any premises located within 100 metres of the boundary of any school, early childcare facility, library, place of worship or public park ~~(the facility)~~ existing at the time the licence application is made, measured from the closest boundary of the proposed new bottle store to the closest boundary point of the facility, unless:

- ~~i. it can be demonstrated to the District Licensing Committee DLC that the hours, external alcohol-related signage or operation of the premises will have no significant impact on those facilities and/or persons using those facilities; and~~
- ~~ii. the applicant demonstrates how the outcomes listed in clauses 5.7.1 (g) and (h) will be achieved.~~

~~5.4.2.2 Renewal of a licence shall be unaffected should such a facility later establish at a site within 100 metres of the premises.~~

5.5.4 Further issuing of standalone bottle store off-licences in the district

Bottle stores

~~5.5.1 The number of standalone bottle store off-licences issued in the urban areas of Ngaruawahia, Huntly and Raglan shall not exceed the number existing at the date this LAP comes into force:~~

~~Ngaruawahia (2), Huntly (3), Raglan (2)~~

~~5.4.1 There is a presumption against the issuing of new off-licences for standalone bottle stores in Tuakau, Te Kauwhata, Huntly, Ngaruawahia and Raglan as well as other district localities where the deprivation level is 7 or higher unless it is demonstrated to the DLC that a new standalone bottle store would not result in significant adverse effects including:~~

- ~~i. the amenity and good order of the locality being reduced to more than a minor extent;~~
- ~~ii. any other potential adverse effect which may give rise to alcohol-related harm.~~

~~5.5.2 For the purposes of clause 5.5.1, a bottle store associated with a hotel or tavern is not a standalone bottle store.~~

~~5.4.3 For the purposes of clause 5.4.1, an off-licence associated with a distillery, brewery or winery, and established primarily for the purpose of selling alcohol products is not a standalone bottle store.~~

Other off-licences

~~5.5.3 Except for standalone bottle store off-licences as provided in clause 5.5.1, this policy does not limit the number of other types of off-licence premises in the Waikato district or restrict the issue of new licences, provided the other policy criteria are met.~~

5.5 Maximum trading hours for off-licences

~~5.6.1 The following maximum trading hours apply to all off-licences in the Waikato district:~~

| |
|------------------------------------|
| Maximum trading hours |
| Monday to Sunday 7.00am to 10.00pm |

~~5.5.2 For remote sellers, alcohol may be sold remotely at any time on any day, but alcohol must not be delivered on Christmas Day, Good Friday, before 1pm on Anzac Day or between 11:00pm and 6:00am the following day.~~

5.7.6 Discretionary conditions of off-licences

~~5.7.6.1 In accordance with sections 116(1) and 117 of the Act, the ~~District Licensing Committee~~DLC may impose discretionary conditions in relation to the following matters (in addition to those required by section 116(2)) on any new off-licence or renewed off-licence. These may include conditions related to the following, or any other reasonable condition:~~

- ~~a. Prohibited persons;~~
- ~~b. People or kinds of people to be served;~~
- ~~c. Kinds of alcohol to be sold;~~
- ~~d. Designation of the premises as a supervised area or restricted area;~~
- ~~e. Display of nationally consistent safe drinking messages and material;~~
- ~~f. Advertisements, signage and display of alcohol;~~
- ~~g. Application of the principles of Crime Prevention Through Environmental Design (CPTED) - supermarkets, bottle stores and other off-licence premises where appropriate~~

will give effect to the principles of CPTED where they achieve outcomes (where applicable to the individual premises) including:

- Lighting
 - Internal lighting enables passive surveillance by staff and active surveillance by CCTV;
 - Lighting allows customers to be seen as they enter the premises;
 - Lighting allows staff to check IDs;
 - External areas such as car parks and loading bays are well lit, subject to the requirements of any resource consent or district plan rule.
 - Internal layout
 - General points of sale are positioned near the main entrance
 - CCTV
 - CCTV is installed in suitable locations to monitor vulnerable areas (areas that are not easily or continuously monitored by staff)
 - Customers are aware of the CCTV system
 - Staff
 - Relevant staff understand how to operate the CCTV system
 - There are staff to ensure control of the premises during trading hours
- h. External promotion and advertising such that at least 50 per cent of any store front glazing shall be transparent, consistent with CPTED guidelines and no more than 30 per cent of the external area of any side of the premises may contain alcohol related signage or advertising excluding the company and/or trading name.
- i. Licensees are prohibited from accepting 'buy now pay later' as a method of payment for the sale or supply of alcohol to any customer whether remotely or on premises, regardless of whether the 'buy now pay later' is executed through a third party or not. This condition does not apply to payments made by a standard bank credit card.

5.7.2-3 For any licence issued or renewed in respect of a bottle store, the District Licensing Committee DLC or Alcohol Regulatory and Licensing Authority ARLA shall impose a condition designating the premises as either supervised or restricted.

5.8-7 Specific policies relating to remote sales

5.7.1 The licensee must take reasonable steps to verify that the buyer and the receiver of an alcohol delivery is not under 18 years of age, and that the receiver is not intoxicated.

6 CLUB LICENCE POLICIES

6.1 Introduction

~~6.1.1 A club licence premises is one where the sale, supply and consumption of alcohol is authorised on the premises from which it is sold to authorised customers. Common examples include sports clubs and chartered clubs such as an RSA or Workingmen's Club.~~

~~6.1.2 Section 21 of the Act states:~~

~~"On the premises a club licence is held for, the licensee can sell and supply alcohol to authorised customers (within the meaning of section 60(3)), for consumption there."~~

~~6.1.3 For the purposes of clauses 6.2, 6.3 and 6.4, any premises that have not been subject to a club licence in the 12 months prior to the application shall be considered as being a new premises being licensed for the first time.~~

6.2-1 Location of club licence premises by reference to broad areas

6.2.1.1 New club licence premises in respect of a sports or social club being licensed for the first time should be located at or in close proximity to the sports grounds or other facilities used by the club, if relevant.

6.2.1.2 New club licence premises in respect of a chartered club such as an RSA, Workingmen's, Cosmopolitan or similar type of club, being licensed for the first time shall be limited to:

- i. areas zoned under the Waikato District Plan to allow commercial activities as permitted activities; or
- ii. locations authorised by resource consent.

6.3-2 Location of club licence premises by reference to proximity to premises of a particular kind(s) or kinds

6.3.2.1 The ~~District Licensing Committee~~DLC or ~~Alcohol Regulatory and Licensing Authority~~ARLA shall have regard to the proximity of any proposed new club premises being licensed for the first time to any other existing premises when considering a new licence application.

6.4-3 Location of club licence premises by reference to proximity to facilities of a particular kind(s) or kinds

6.4.3.1 The ~~District Licensing Committee~~DLC or ~~Alcohol Regulatory and Licensing Authority~~ARLA shall have regard to the proximity of any proposed new club premises being licensed for the first time to any school, early childcare facility, ~~library~~, place of worship, public park or residential area.

6.5-4 Further issuing of club licences in the district

6.5.4.1 This policy does not limit the number of club licence premises in the Waikato district or restrict the issue of new licences, provided the other policy criteria are met.

6.6-5 Maximum trading hours for club licences

6.6.5.1 The ~~District Licensing Committee~~DLC or ~~Alcohol Regulatory and Licensing Authority~~ARLA shall have regard to the days and hours of operation and the type of activities undertaken by the club, in setting club hours.

6.6.5.2 Subject to clause 6.6.5.3, the following maximum trading hours apply to all club licences in the Waikato district – Monday to Sunday 9.00am to 1.00pm the following day.

6.6.5.3 Returned Services Associations affiliated with the Royal New Zealand Returned Services Association and other club-licensed premises of a similar nature that are involved with ANZAC Day commemorations/civic services shall be permitted to trade from 5.00am on ANZAC Day.

6.7-6 One way door restrictions

6.7.6.1 A one-way door restriction may be applied to any licence at the time of its issue or renewal when the closing time is later than midnight if the ~~District Licensing Committee~~DLC or ~~Alcohol Regulatory and Licensing Authority~~ARLA believe this is warranted. The restriction shall apply after midnight.

6.7-8 Discretionary conditions of club licences

6.7.8.1 In accordance with sections 110(1) and 117 of the Act, the ~~District Licensing Committee~~DLC or ~~Alcohol Regulatory and Licensing Authority~~ARLA may impose discretionary conditions (in addition

to those required by section 110(2)) on any licence or renewed licence. These may include conditions related to the following, or any other reasonable condition:

- Prohibited persons;
- Management of premises;
- People or kinds of people to be served;
- Low and non-alcoholic beverages;
- Transport options;
- Exclusion of the public.

6.87.2 In accordance with section 215(3), the ~~District Licensing Committee~~DLC or ARLA should impose a condition on a club licence requiring a manager to be on duty:

- i. At all times at chartered clubs; and
- ii. At any other club when:
 - there are more than 50 patrons present; or
 - at any time after 10.00 pm.

7 SPECIAL LICENCE POLICIES

7.1 Introduction

~~7.1.1 Special licences allow the sale and consumption of alcohol at events or occasions on premises that are unlicensed, or at licensed premises when the sale of alcohol would otherwise be unlawful.~~

~~7.1.2 Section 22 of the Act states:~~

~~“There are 2 kinds of special licence: on site special licences and off site special licences”~~

~~“On the premises a special licence designated as an on site special licence is held for, the licensee can sell or supply alcohol, for consumption there, to people attending an event described in it”~~

~~“On the premises a special licence designated as an off site special licence is held for, the licensee can sell the licensee’s alcohol, for consumption somewhere else, to people attending an event described in it”~~

7.1 Maximum trading hours for special licences

~~7.2.1.1~~ No maximum trading hours for special licences are specified in this policy.

7.1.2 The DLC shall determine the trading hours for special licence applications on a case-by-case basis having regard to the criteria detailed in section 142 of the Act.

7.1.3 Where an application for a special licence is in respect of premises already subject to an on, off or club licence with the maximum hours permitted for that type of licence under this policy, a special licence with greater hours will only be issued in exceptional circumstances as determined by the DLC.

7.1.4 A special licence should only be issued with greater hours than the guideline set out below in exceptional circumstances as determined by the DLC:

| Guideline maximum trading hours |
|---|
| Monday to Sunday 7.00am to 1.00am the following day |

7.3.2 Discretionary conditions of special licences

7.32.1 In accordance with sections 146 and 147(1) of the Act, the ~~District Licensing Committee~~ **DLC** may impose discretionary conditions regarding the following matters, in addition to those required by section 147(3):

- Sale and supply to prohibited persons;
- People or kinds of people to be served;
- The kind(s) of alcohol that may be sold or delivered;
- The provision of food for consumption on the premises;
- The provision of low and non-alcoholic beverages;
- The provision of information relating to transport options;
- Exclusion of the public;
- Restricting the types of containers used for sale or supply;
- The filing of returns;
- Conditions of a kind, subject to which a licence may be issued under section 110 (on-licence or club licence) or 116 (off-licence);
- Any reasonable condition not inconsistent with the Act.

7.4.3 One-way door restrictions

7.43.1 The ~~District Licensing Committee~~ **DLC** may impose a one-way door condition on any licence where it believes this is warranted. ~~The one-way door restriction shall not apply any earlier than two hours prior to the conclusion of the event.~~

8 Policy review

~~8.1 Pursuant to section 97 of the Act, Council must review its LAP no later than six years after it came into force and no later than six years after the most recent review of it was completed. If directed by Council, a LAP can be reviewed or amended earlier.~~

Proposed Local Alcohol Policy – clean version

| | |
|-------------------|------------------------------------|
| Policy Owner | Chief Executive |
| Policy Sponsor | General Manager – Customer Support |
| Approved By: | Policy and Regulatory Committee |
| Approval Date: | |
| Resolution Number | |
| Effective Date | |
| Next Review Date: | 2028 |

Relevant Documents/Legislation

Sale and Supply of Alcohol Act 2012
Alcohol Control Bylaw 2020

Policy Review

Pursuant to section 97 of the Sale and Supply of Alcohol Act (**Act**), Waikato District Council (**Council**) must review its Local Alcohol Policy (**LAP**) no later than six years after it came into force and no later than six years after the most recent review was completed. If directed by Council, a LAP can be reviewed or amended earlier.

Policy Statements

I. INTRODUCTION AND OVERVIEW

I.1 The Act established a national framework for regulating the sale and supply of alcohol. The object of the Act is that:

the sale, supply, and consumption of alcohol should be undertaken safely and responsibly; and the harm caused by the excessive or inappropriate consumption of alcohol should be minimised.

I.2 The Act enables local authorities to develop a LAP to guide expectations for the development of alcohol licensing within their district. The LAP is a set of policies, made by the Council in consultation with its community, about the sale and supply of alcohol in its geographical area.

I.3 The Act requires the District Licensing Committee (**DLC**) and the Alcohol Regulatory and Licensing Authority (**ARLA**) to have regard to the content of any relevant LAP when making decisions under the Act. This allows local authorities, in consultation with their communities and stakeholders, to have greater influence over the local licensed environment.

I.4 Section 77 of the Act details what policies relating to licensing may be included in a LAP. These include:

- location of licensed premises by reference to broad areas;
- location of licensed premises by reference to proximity to premises of a particular kind(s);
- location of licensed premises by reference to proximity to facilities of a particular kind(s);
- whether further licences (or licences of a particular kind(s)) should be issued for premises in the district concerned, or any stated part of the district;
- maximum trading hours;
- the issue of licences or licences of a particular kind(s) subject to discretionary conditions;
- one-way door restrictions.

No other matters may be included.

2 OBJECTIVES OF THE LAP

2.1 The objectives of this policy are to:

- Reflect the views of local communities as to the appropriate location, number, hours and conditions that should be applied to licensed premises within their communities;
- Balance the views of local communities regarding the sale, supply and consumption of alcohol, while addressing the statutory requirements of the Act to minimise the harm caused by excessive or inappropriate consumption of alcohol;
- Provide certainty and clarity for applicants and the public as to whether a proposed licence application will meet the criteria of the LAP;
- Provide effective guidance to the DLC and ARLA when making decisions.

3 DEFINITIONS

| | |
|--|--|
| Act | The Sale and Supply of Alcohol Act 2012 |
| Alcohol Regulatory and Licensing Authority | The Alcohol Regulatory and Licensing Authority established under section 169(1) of the Sale and Supply of Alcohol Act 2012. |
| Authorised Customer | In relation to premises that hold a club licence, an authorised customer is: <ul style="list-style-type: none"> a. a member of the club concerned; or b. on the premises at the invitation of, and is accompanied by, a member of the club concerned; or c. an Authorised Visitor. |
| Authorised Visitor | In relation to premises a that hold a club licence, an authorised visitor means a member of another club with which the club concerned has an arrangement for reciprocal visiting rights for members |
| Bottle Store | A retail premises where at least 85 per cent of the annual sales revenue is expected to be earned from the sale of alcohol for consumption somewhere else. |
| Cafe | Has the same meaning as 'restaurant'. |
| Class I Restaurant | A restaurant that has or applies for an on-licence and <ul style="list-style-type: none"> a. has, in the opinion of the territorial authority, a significant separate bar area; and b. in the opinion of the territorial authority, operates that bar area at least one night a week in the manner of a tavern. |
| Club | A body that— <ul style="list-style-type: none"> a. is a body corporate having as its object (or as one of its objects) participating in or promoting a sport or other recreational activity, otherwise than for gain; or b. is a body corporate whose object is not (or none of whose objects is) gain; or c. holds permanent club charter. |
| Club Licence | A club licence premises is one where the sale, supply and consumption of alcohol is authorised on the premises from which it is sold to authorised customers and guests. Common examples include sports clubs and chartered clubs such as an RSA or Workingmen's Club. (Refer to section 21 of the Act). |

| | |
|------------------------------------|--|
| Conveyance | An aircraft, coach, ferry, hovercraft, ship train or other vehicle used to transport people and includes part of a conveyance. |
| District Licensing Committee (DLC) | The Waikato District Licensing Committee appointed pursuant to section 186 of the Act. |
| Early Childhood Facility | Includes any crèche, childcare centre, kindergarten, kohanga reo, playcentre, Whānau Āwhina Plunket rooms and any other place (excluding a school) where five or more children receive care or education on a commercial basis. |
| Facility | Includes an early childcare facility, library, place of worship public park or school. |
| Grocery Store | A shop that— a. has the characteristics normally associated with shops of the kind commonly thought of as grocery shops; and b. comprises premises where— i. a range of food products and other household items is sold; but ii. the principal business carried on is or will be the sale of food products. |
| Hotel | A premises used or intended to be used in the course of business principally for providing to the public— a. lodging; and b. alcohol, meals, and refreshments for consumption on the premises. |
| Library | A Waikato District Council library located in Huntly, Meremere, Ngaruawahia, Raglan, Te Kauwhata or Tuakau. |
| Maximum Trading Hours | The maximum hours for which a licence may be granted permitting the sale, supply or consumption of alcohol. |
| Member | In relation to a club, means a person who— a. has expressly agreed in writing to comply with the club's rules; and b. is recognised as a member. |
| New Licence | A premises that has not been subject to a licence (with the exception of Special Licences) for more than 12 months prior to the filing of an application. <i>Note: a licensed premises that changes ownership but continues to hold a licence is not considered to be a new licensed premises.</i> <i>A change of licence type is considered an application for a new licence.</i> |
| Off-licence | Where alcohol is authorised to be sold from the premises for consumption at a location other than where it was purchased or delivered away from the premises. Common examples include bottle stores, supermarkets and grocery stores (refer to section 17 of the Act). <i>Note: Policies relating to off-licences do not apply to applications for off-licences endorsed under sections 39 or 40 of the Act relating to auctioneers and remote sellers.</i> |
| On-licence | Where the sale, supply and consumption of alcohol is authorised on the premises. Common examples include hotels, taverns and restaurants (refer to section 14 of the Act). <i>Note: Policies relating to on-licences also apply to BYO restaurants and caterers.</i> |
| One-way Door Restriction | In relation to a licence, is a requirement that during the hours stated in the restriction - a. no person is to be admitted (or re-admitted) into the Premises unless he or she is an exempt person; and |

| | |
|-----------------------|--|
| | b. no person who has been admitted (or re-admitted) into the Premises while the restriction applies to the licence is to be sold or supplied with alcohol. |
| Outdoor Dining Area | An area of a premises holding an on-licence or club licence that is outside of the building on any part of a public footpath, pavement or other public place. |
| Place of Worship | Includes any church, mosque or other facility designed primarily for worship and related religious activities |
| Premises | Premises includes: a. A Conveyance; and b. Includes part of a premises; and c. In relation to a licence, means the premises it was issued for. |
| Prohibited Persons | Persons to whom alcohol cannot be served including minors and intoxicated persons and in the case of Clubs any person who is not an Authorised Customer. |
| Public Park | Any park, reserve, playground, garden or similar public place maintained by the local authority for recreation purposes. |
| Restaurants | Premises that— a. are not a conveyance; and b. are used or intended to be used in the course of business principally for supplying meals to the public for eating on the premises. |
| School | Includes any primary, intermediate or secondary school and any kurakaupapa. |
| Site | The physical premises that relates to the particular licence application. |
| Special Licence | A type of licence that allows the sale and consumption of alcohol at events or occasions on premises that are unlicensed, or at licensed premises when the sale of alcohol would otherwise be unlawful (refer to section 22 of the Act). |
| Supermarket | Premises are a supermarket with a floor area of at least 1000m ² including any separate departments set aside for such foodstuffs as fresh meat, fresh fruit and vegetables, and delicatessen items. |
| Tavern | Premises used or intended to be used in the course of business principally for providing alcohol and other refreshments to the public; but does not include an airport bar. |
| Waikato District Plan | The Waikato District Plan that is operative at the date the application is being assessed. |

4 ON LICENCE POLICIES

4.1 Location of on-licence premises by reference to broad areas

- 4.1.1 New on-licence premises being licensed for the first time shall be restricted to:
1. areas zoned under the Waikato District Plan to allow commercial activities as permitted activities; or
 2. locations authorised by resource consent.

4.2 Location of on-licence premises by reference to proximity to premises of a particular kind(s)

- 4.2.1 When considering any new on-licence application in respect of new premises being licensed for the first time, the DLC or ARLA shall have regard to the proximity of the proposed premises to other licensed premises where this is considered relevant.

4.2.2 No on-licence for a new tavern, located in an area zoned under the Waikato District Plan that does not allow commercial activities, shall be located within five kilometres of any existing tavern or hotel that holds an on-licence, measured from the closest boundary point of the proposed tavern to the closest boundary point of the existing premises.

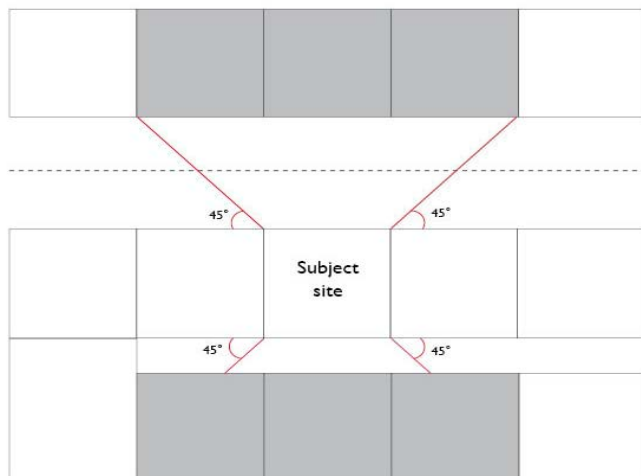
4.3 Location of on-licence premises by reference to proximity to facilities of a particular kind(s)

4.3.1 No new on-licence shall be issued in respect of:

- i. a tavern; or
- ii. a class I restaurant; or
- iii. a hotel with a significant bar area operating in the manner of a tavern; or
- iv. any other premises with a significant bar area operating in the manner of a tavern –

where the site directly borders any school, early childcare facility, library or place of worship existing at the time the licence application is made unless it can be demonstrated to the DLC that the hours, signage or operation of the premises will have no significant impact on those facilities and/or persons using those facilities. 'Directly borders' includes across any road from such a facility as shown in Figure I.

Figure I: Proximity of New Premises Directly Bordering a Facility



4.3.2 In any zone other than one zoned under the Waikato District Plan to allow commercial activities as permitted activities, in respect of:

- i. a tavern; or
- ii. a class I restaurant; or
- iii. a hotel with a significant bar area operating in the manner of a tavern; or
- iv. any other premises with a significant bar area operating in the manner of a tavern

there shall be a minimum of 100 metres between the closest boundary point of the proposed premises and the closest boundary point of any school, early childcare facility, library, place of worship, public park or residential dwelling existing at the time the licence application is made unless it can be demonstrated to the DLC that the hours, signage or operation of the premises will have no significant impact on those facilities and/or persons using those facilities.

4.3.3 Renewal of a licence shall be unaffected should such a facility later establish at a site within 100 metres of the premises.

4.4 Further issuing of on-licences

4.4.1 This policy does not limit the number of on-licence premises in the Waikato district or restrict the issue of new licences, provided the other policy criteria are met.

4.5 Maximum trading hours for on-licences

4.5.1 The following maximum trading hours apply to all on-licences in the Waikato district:

| Maximum trading hours | |
|-----------------------|--|
| i. | Monday to Sunday: 7.00am to 1.00am the following day. |
| ii. | New Year's Eve: 7.00am to 2.00am the following day. |
| iii. | In any outdoor dining area located in a public area, the trading hours shall not exceed 9.00am to 11.00pm. Outside of these hours the area shall be subject to any alcohol control bylaw that is in force in the area. |
| iv. | Any time to any guest residing on the premises. |

4.6 One way door restrictions

4.6.1 A one-way door restriction may be applied to any licence at the time of its issue or renewal when the closing time is later than midnight if the DLC or ARLA believe this is warranted. The restriction shall apply after midnight.

4.7 Discretionary conditions of on-licences

4.7.1 In accordance with sections 110(1) and 117 of the Act, the DLC or ARLA may impose discretionary conditions (in addition to those required by section 110(2)) on any licence or renewed licence. These may include conditions related to the following, or any other reasonable condition:

- Prohibited persons;
- Management of premises;
- People or kinds of people to be served;
- Low and non-alcoholic beverages;
- Transport options;
- Exclusion of the public;
- Advertisements, signage, display and promotion of alcohol;
- Application of the principles of 'Crime Prevention Through Environmental Design'. On-licence premises, where appropriate, will give effect to the principles of Crime Prevention Through Environmental Design where they achieve outcomes (where applicable to the individual premises) including:
 - Bar area
 - Bar staff have good visibility of entire premises;
 - Bar area is open with no obstructions affecting monitoring of premises;
 - Cash registers are front facing;
 - Lighting
 - Internal lighting is suitable;
 - Lighting allows staff to monitor patrons;
 - Lighting allows staff to check IDs;
 - Internal lighting can be raised in an emergency and at closing time;

- External lighting is suitable;
- Internal layout
 - The premises is laid out so staff can monitor patrons at all times;
 - Mirrors or CCTV are installed where there may be blind spots;
 - Bar is easily approached by customers;
- CCTV
 - CCTV is installed in suitable locations to monitor vulnerable areas; (areas that are not easily or continuously monitored by staff);
 - Customers are aware of the CCTV system;
- Entrances and exits
 - Entrances and exits are visible from behind the bar area;
 - CCTV is installed to monitor blind entrances and exits;
- Outdoor drinking areas
 - Outdoor drinking areas are monitored by bar and/or security staff;
 - Lighting allows staff to monitor patrons;
 - Outdoor drinking areas are well defined from surrounding external environment;
 - Pavement creep is not evident;
- Staff
 - Relevant staff understand how to operate the CCTV system;
 - There are sufficient staff to ensure control of the premises during trading hours.

4.7.2 For any licence issued or renewed in respect of a hotel or tavern, the DLC or ARLA shall impose a condition designating the premises as either supervised or restricted.

5 OFF-LICENCE POLICIES

5.1 Location of off-licence premises by reference to broad areas

5.1.1 New off-licence premises being licensed for the first time shall be limited to:

- i. areas zoned under the Waikato District Plan that allow commercial activities as permitted activities; or
- ii. locations authorised by resource consent.

5.2 Location of off-licence premises by reference to proximity to premises of a particular kind(s)

5.2.1 When considering any new off-licence application for new premises being licensed for the first time, the DLC or ARLA shall have regard to the proximity of the proposed premises to other licensed premises where this is considered relevant.

5.2.2 No new bottle store off-licence shall be issued for any premises located within one kilometre of any existing bottle store, licensed supermarket or grocery store (the **existing premises**), measured from the closest boundary point of the proposed bottle store to the closest boundary point of the existing premises.

5.3 Location of off-licence premises by reference to proximity to facilities of a particular kind(s)

5.3.1 No new bottle store off-licences shall be issued for any premises located within 100 metres of any school, early childcare facility, library, place of worship or public park (the **facility**) existing at the time the licence application is made, measured from the closest boundary of the proposed new bottle store to the closest boundary point of the facility, unless:

- i. it can be demonstrated to the DLC that the hours, external alcohol-related signage or operation of the premises will have no significant impact on those facilities and/or persons using those facilities; and
- ii. the applicant demonstrates how the outcomes listed in clauses 5.6.1(g) and (h) will be achieved.

5.3.2 Renewal of a licence shall be unaffected should such a facility later establish at a site within 100 metres of the premises.

5.4 Further issuing of standalone bottle store off-licences in the district

5.4.1 There is a presumption against the issuing of new off-licences for standalone bottle stores in Tuakau, Te Kauwhata, Huntly, Ngaruawahia and Raglan as well as other district localities where the deprivation level is 7 or higher unless it is demonstrated to the DLC that a new standalone bottle store would not result in significant adverse effects including:

- i. the amenity and good order of the locality being reduced to more than a minor extent;
- ii. any other potential adverse effect which may give rise to alcohol-related harm.

5.4.2 For the purposes of clause 5.4.1, a bottle store associated with a hotel or tavern is not a standalone bottle store.

5.4.3 For the purposes of clause 5.4.1, an off-licence associated with a distillery, brewery or winery, and established primarily for the purpose of selling alcohol products is not a standalone bottle store.

5.5 Maximum trading hours for off-licences

5.5.1 The following maximum trading hours apply to all off-licences in the Waikato district:

| |
|------------------------------------|
| Maximum trading hours |
| Monday to Sunday 7.00am to 10.00pm |

5.5.2 For remote sellers, alcohol may be sold remotely at any time on any day but alcohol must not be delivered on Christmas Day, Good Friday, before 1pm on Anzac Day or between 11:00pm and 6:00am the following day.

5.6 Discretionary conditions of off-licences

5.6.1 In accordance with sections 116(1) and 117 of the Act, the DLC may impose discretionary conditions in relation to the following matters (in addition to those required by section 116(2)) of the Act) on any new off-licence or renewed off-licence. These may include conditions related to the following, or any other reasonable condition:

- a. Prohibited persons;
- b. People or kinds of people to be served;
- c. Kinds of alcohol to be sold;
- d. Designation of the premises as a supervised area or restricted area;
- e. Display of nationally consistent safe drinking messages and material;
- f. Advertisements, signage and display of alcohol;
- g. Application of the principles of Crime Prevention Through Environmental Design (CPTED) - supermarkets, bottle stores and other off-licence premises where appropriate will give effect to the principles of CPTED where they achieve outcomes (where applicable to the individual premises) including:
 - o Lighting

- Internal lighting enables passive surveillance by staff and active surveillance by CCTV;
 - Lighting allows customers to be seen as they enter the premises;
 - Lighting allows staff to check IDs;
 - External areas such as car parks and loading bays are well lit, subject to the requirements of any resource consent or district plan rule.
 - Internal layout
 - General points of sale are positioned near the main entrance
 - CCTV
 - CCTV is installed in suitable locations to monitor vulnerable areas (areas that are not easily or continuously monitored by staff)
 - Customers are aware of the CCTV system
 - Staff
 - Relevant staff understand how to operate the CCTV system
 - There are staff to ensure control of the premises during trading hours
- h. External promotion and advertising such that at least 50 per cent of any store front glazing shall be transparent, consistent with CPTED guidelines and no more than 30 per cent of the external area of any side of the premises may contain alcohol related signage or advertising excluding the company and/or trading name.
- i. Licensees are prohibited from accepting 'buy now pay later' as a method of payment for the sale or supply of alcohol to any customer whether remotely or on premises, regardless of whether the 'buy now pay later' is executed through a third party or not. This condition does not apply to payments made by a standard bank credit card.

5.6.2 For any licence issued or renewed in respect of a bottle store, the DLC or ARLA shall impose a condition designating the premises as either supervised or restricted.

5.7 Specific policies relating to remote sales

5.7.1 The licensee must take reasonable steps to verify that the buyer and the receiver of an alcohol delivery is not under 18 years of age, and that the receiver is not intoxicated.

6 CLUB LICENCE POLICIES

6.1 Location of club licence premises by reference to broad areas

6.1.1 New club licence premises in respect of a sports or social club being licensed for the first time should be located at or in close proximity to the sports grounds or other facilities used by the club, if relevant.

6.1.2 New club licence premises in respect of a chartered club such as an RSA, Workingmen's, Cosmopolitan or similar type of club, being licensed for the first time shall be limited to:

- i. areas zoned under the Waikato District Plan to allow commercial activities as permitted activities; or
- ii. locations authorised by resource consent.

6.2 Location of club licence premises by reference to proximity to premises of a particular kind(s)

6.2.1 The DLC or ARLA shall have regard to the proximity of any proposed new club premises being licensed for the first time to any other existing premises when considering a new licence application.

6.3 Location of club licence premises by reference to proximity to facilities of a particular kind(s)

6.3.1 The DLC or ARLA shall have regard to the proximity of any proposed new club premises being licensed for the first time to any school, early childcare facility, library, place of worship, public park or residential area.

6.4 Further issuing of club licences in the district

6.4.1 This policy does not limit the number of club licence premises in the Waikato district or restrict the issue of new licences, provided the other policy criteria are met.

6.5 Maximum trading hours for club licences

6.5.1 The DLC or ARLA shall have regard to the days and hours of operation and the type of activities undertaken by the club, in setting club hours.

6.5.2 Subject to clause 6.5.3, the following maximum trading hours apply to all club licences in the Waikato district – Monday to Sunday 9.00am to 1.00pm the following day.

6.5.3 Returned Services Associations affiliated with the Royal New Zealand Returned Services Association and other club-licensed premises of a similar nature that are involved with ANZAC Day commemorations/civic services shall be permitted to trade from 5.00am on ANZAC Day.

6.6 One way door restrictions

6.6.1 A one-way door restriction may be applied to any licence at the time of its issue or renewal when the closing time is later than midnight if the DLC or ARLA believe this is warranted. The restriction shall apply after midnight.

6.7 Discretionary conditions of club licences

6.7.1 In accordance with sections 110(1) and 117 of the Act, the DLC or ARLA may impose discretionary conditions (in addition to those required by section 110(2)) on any licence or renewed licence. These may include conditions related to the following, or any other reasonable condition:

- Prohibited persons;
- Management of premises;
- People or kinds of people to be served;
- Low and non-alcoholic beverages;
- Transport options;
- Exclusion of the public.

6.7.2 In accordance with section 215(3), the DLC or ARLA should impose a condition on a club licence requiring a manager to be on duty:

- i. At all times at chartered clubs; and
- ii. At any other club when:
 - there are more than 50 patrons present; or
 - at any time after 10.00 pm.

7 SPECIAL LICENCE POLICIES

7.1 Maximum trading hours for special licences

7.1.1 No maximum trading hours for special licences are specified in this policy.

7.1.2 The DLC shall determine the trading hours for special licence applications on a case-by-case basis having regard to the criteria detailed in section 142 of the Act.

7.1.3 Where an application for a special licence is in respect of premises already subject to an on, off or club licence with the maximum hours permitted for that type of licence under this policy, a special licence with greater hours will only be issued in exceptional circumstances as determined by the DLC.

7.1.4 A special licence should only be issued with greater hours than the guideline set out below in exceptional circumstances as determined by the DLC:

| |
|---|
| Guideline maximum trading hours |
| Monday to Sunday 7.00am to 1.00am the following day |

7.2 Discretionary conditions of special licences

7.2.1 In accordance with sections 146 and 147(1) of the Act, the DLC may impose discretionary conditions regarding the following matters, in addition to those required by section 147(3):

- Sale and supply to prohibited persons;
- People or kinds of people to be served;
- The kind(s) of alcohol that may be sold or delivered;
- The provision of food for consumption on the premises;
- The provision of low and non-alcoholic beverages;
- The provision of information relating to transport options;
- Exclusion of the public;
- Restricting the types of containers used for sale or supply;
- The filing of returns;
Conditions of a kind, subject to which a licence may be issued under section 110 (on-licence or club licence) or 116 (off-licence);
- Any reasonable condition not inconsistent with the Act.

7.3 One-way door restrictions

7.3.1 The DLC may impose a one-way door condition on any licence where it believes this is warranted.

LOCAL ALCOHOL POLICY REVIEW

July 2022

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1. INTRODUCTION

The purpose of this paper is to outline relevant information on alcohol in the Waikato district to inform any decisions that are made in relation to the review of the Local Alcohol Policy (LAP).

The information in the paper is in line with the requirements of section 78(2) of the Sale and Supply of Alcohol Act 2012 which requires councils to have regard to:

- a) the objectives and policies of its district plan; and
- b) the number of licences of each kind held for premises in its district, and the location and opening hours of each of the premises; and
- c) any areas in which bylaws prohibiting alcohol in public places are in force; and
- d) the demography of the district's residents; and
- e) the demography of people who visit the district as tourists or holidaymakers; and
- f) the overall health indicators of the district's residents; and
- g) the nature and severity of the alcohol-related problems arising in the district.

2. BACKGROUND

2.1 Legislative framework

The objective of the Sale and Supply of Alcohol Act 2012 is to ensure that—

- (a) the sale, supply, and consumption of alcohol is undertaken safely and responsibly; and
- (b) the harm caused by the excessive or inappropriate consumption of alcohol is minimised.

This is achieved through the development of LAPs and District Licensing Committees that enable local communities to have a say in licensing decisions.

There is considerable debate on how effective the Sale and Supply of Alcohol Act has been on minimising alcohol related harm and several organisations, such as Alcohol Health Watch and heads of District Health Boards, have recommended to the government that it is reviewed. Former Minister of Justice, Kris Faafoi also noted that his aim was to have the act reviewed this Parliamentary term however there has been no announcement of this to date.

However, there is a private member's bill, the Sale and Supply of Alcohol (Harm Minimisation) Amendment Bill, that would abolish appeals on LAPs and limit alcohol advertising and sponsorship. The Bill is currently awaiting its first reading in the House.

2.2 Council's role

The Sale and Supply of Alcohol Act 2012 allows local authorities to develop a LAP. It is not mandatory and the default provisions in the Act can apply. A LAP is developed in consultation with the community about the sale and supply of alcohol. Licensing bodies must consider the LAP when they make decisions about alcohol licensing applications. The policy can:

- limit the location of licences in particular areas or near certain types of facilities such as in specific neighbourhoods or near schools or churches
- limit the density of licences by specifying whether new licences or types of licences should be issued in a particular area
- impose conditions on groups of licences, such as a 'one-way door' condition that would allow patrons to leave premises but not enter or re-enter after a certain time
- restrict or extend the maximum opening hours set in the Act.

A LAP can have different conditions for different areas within the council's district.

2.3 Current Local Alcohol Policy

Waikato District Council (WDC) adopted its current LAP in October 2016 with it becoming effective in 2017 following the resolution of appeals.

The objectives of the policy are to:

- reflect the views of local communities as to the appropriate location, number, hours and conditions that should be applied to licensed premises within their communities;
- balance the views of local communities regarding the sale, supply and consumption of alcohol, while addressing the statutory requirements of the Sale and Supply of Alcohol Act 2012, including the object of the Act, to minimise the harm caused by excessive or inappropriate consumption of alcohol;
- provide certainty and clarity for applicants and the public as to whether a proposed licence application will meet the criteria of the LAP;
- provide effective guidance to the District Licensing Committee and Alcohol Regulatory and Licensing Authority when making decisions.

The current LAP includes restrictions on the location of off-licences and on-licences, sets maximum trading hours and allows the District Licensing Committee to impose discretionary conditions on licences such as one way door restrictions. There is also a cap on the number of standalone bottle stores in Ngaruawahia, Huntly and Raglan and more relaxed rules for new bottle stores in Te Kauwhata, Tuakau and Pokeno.

Elected members have noted that, on the whole, the LAP works well however they have acknowledged that there may be a need to strengthen off-licence provisions. The Waikato Medical Officer of Health has also requested that the provisions in the LAP related to standalone bottle stores are strengthened.

2.4 Alcohol Control Bylaw 2020

The purpose of the Alcohol Control Bylaw is to provide for the prohibition and control of the consumption or possession of alcohol in public places to reduce alcohol related harm.

The bylaw includes permanent alcohol bans in Ngaruawahia, Huntly, Taupiri, Te Kauwhata, Meremere, Pokeno, Tuakau, Raglan, all Council cemeteries, Sunset Beach Port Waikato and the wider Raglan ward from 23 December to 6 January every year.

2.5 Links to other council strategies and plans

Waikato District Council's vision is for liveable, thriving and connected communities. There's also a community outcome stating that we will support our communities through considering the well-being of all our people in all our planning and activities.

The Proposed District Plan includes the following zones that refer to a 'commercial' environment and would therefore allow licensed premises to operate:

- Local Centre Zone
- Commercial Zone
- Town Centre Zone
- Business Tamahere zone
- Rangatahi Peninsula zone.

3. LICENCES IN THE DISTRICT

As at February 2022, Waikato district had a total of 153 permanent alcohol licences in the district comprising:

On-licence: 64

Off-licence: 43

Club-licence: 46

These are represented throughout the district as shown in the table below:

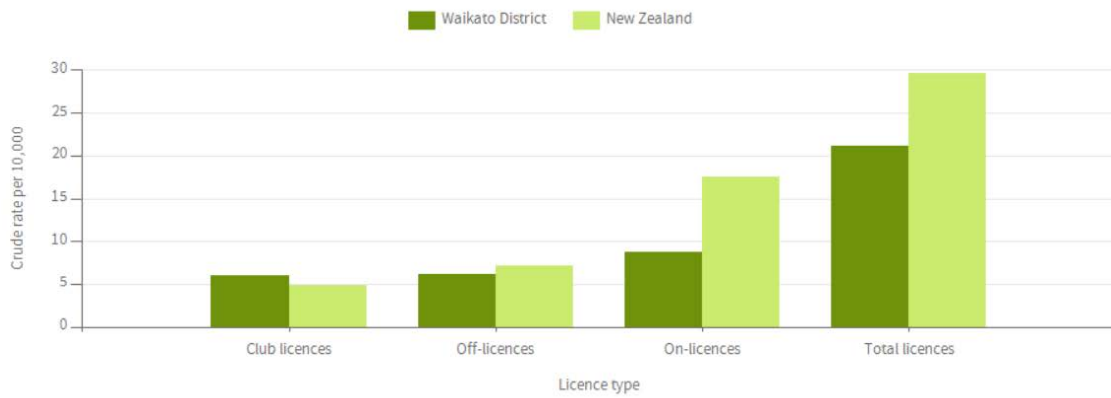
| | Ngaruawahia | Huntly | Pokeno | Raglan | Tamahere | Te Kauwhata | Tuakau | Rural | Totals |
|---|-------------|-----------|----------|-----------|----------|-------------|-----------|-----------|------------|
| On-licence | | | | | | | | | |
| Hotel | 0 | 1 | 1 | 1 | 0 | 0 | 1 | 3 | 7 |
| Café/restaurant | 2 | 1 | 2 | 8 | 2 | 0 | 4 | 12 | 31 |
| Tavern | 1 | 2 | 1 | 4 | 0 | 0 | 1 | 5 | 14 |
| Other | 0 | 0 | 0 | 3 | 1 | 1 | 1 | 6 | 12 |
| Total | 3 | 4 | 4 | 16 | 3 | 1 | 7 | 26 | 64 |
| Off-licence | | | | | | | | | |
| Supermarket/ grocery | 3 | 3 | 1 | 2 | 1 | 1 | 2 | 2 | 15 |
| Off licence club | 0 | 0 | 0 | 1 | 0 | 0 | 1 | 0 | 2 |
| General (includes standalone, remote sales and taverns/clubs) | 3 | 3 | 2 | 4 | 1 | 1 | 2 | 10 | 26 |
| Total | 6 | 6 | 3 | 7 | 2 | 2 | 5 | 12 | 43 |
| Club licence | 7 | 10 | 0 | 4 | 0 | 4 | 5 | 16 | 46 |
| TOTALS | 16 | 20 | 7 | 27 | 5 | 7 | 17 | 54 | 153 |

There has not been a dramatic increase in the number of licensed premises since the LAP was developed. In September 2014 there was a total of 141 permanent licences comprising 50 on-licences, 40 off-licences and 51 club licences.

The density of licensed premises in the district is as follows:

| Township | Population (NIDEA population estimates 2022) | Total # of licensed premises | Population per licensed premises | Total # of standalone bottle stores | Population per standalone bottle store |
|-------------|--|------------------------------|----------------------------------|-------------------------------------|--|
| Pokeno | 4550 | 7 | 650 | 2 | 2275 |
| Tuakau | 6478 | 17 | 381 | 2 | 3239 |
| Te Kauwhata | 3145 | 7 | 449 | - | - |
| Huntly | 9307 | 20 | 465 | 3 | 3102 |
| Ngaruawahia | 8760 | 16 | 548 | 2 | 4230 |
| Raglan | 4376 | 27 | 162 | 2 | 2188 |
| Tamahere | 6512 | 5 | 1302 | - | - |

As the graph shows below, Waikato district has lower alcohol density per person in comparison to New Zealand as a whole. However, this may be due to the district's small towns and villages and large areas of rural land.

Alcohol licence density per person, 15+ years, by licence type, 2016 (crude rate per 10,000) – Waikato district¹

¹ Environmental Health Intelligence. Alcohol. Healthspace. Wellington: Environmental Health Intelligence NZ, Massey University. Accessed 23 May 2022, <https://healthspace.ac.nz>.

4. DEMOGRAPHICS

Harmful health outcomes caused by alcohol consumption are not distributed equally amongst the New Zealand population. Māori, Pacific people, youth and low-income populations disproportionately suffer more harm from alcohol as well as:

- unborn babies;
- children and young people; people living with mental illness;
- homeless and vulnerably housed populations;
- people experiencing, or at risk of, family violence (especially women and children); and high-risk drinkers and those experiencing alcohol dependence.²

4.1 District population

Waikato district has had significant population growth in recent years. The district's population has grown from 57,588 in the 2006 Census to 75,618 in 2018. The district's population is estimated to be 121,554 in 2050.

NIDEA population estimates for the largest towns and centres are noted in the table below. Growth is predicted to continue albeit at a slower rate, with variations between towns and settlements.

| Town/centres | 2022 | 2032 | 2052 |
|---------------------|---------------|---------------|---------------|
| Pokeno | 4550 | 7212 | 9146 |
| Tuakau | 6478 | 7254 | 7659 |
| Te Kauwhata | 3145 | 5141 | 9330 |
| Huntly | 9307 | 11280 | 13320 |
| Ngaruawahia | 8760 | 9549 | 10255 |
| Raglan | 4376 | 5383 | 6479 |
| Tamahere | 6512 | 6713 | 6658 |
| TOTAL | 43,128 | 52,532 | 62,847 |

4.2 District age

The median age of the district's residents is 37.6 years (same as the New Zealand average). However, there is a smaller number of people aged over 65 and a larger

² Alcohol Healthwatch. Evidence-based alcohol policies: Building a fairer and healthier future for Aotearoa New Zealand. Auckland: Alcohol Healthwatch. Accessed 9 July 2022, <https://www.ahw.org.nz/Portals/5/Resources/Briefing%20papers/2021/Evidence-based%20alcohol%20policies-Alcohol%20Healthwatch%20Nov%202020.pdf>

number of people aged under 15 than the nationwide average. Also, more deprived areas such as Ngaruawahia and Huntly have relatively young median ages.

| Community | Median age |
|--------------------------|-------------------|
| Pokeno | 33.8 |
| Tuakau North | 32.6 |
| Tuakau South | 31.7 |
| Te Kauwhata | 40.2 |
| Huntly East | 37.1 |
| Huntly West | 28.6 |
| Ngaruawahia North | 28.1 |
| Ngaruawahia Central | 30.7 |
| Ngaruawahia South | 29.8 |
| Raglan | 39.6 |
| Tamahere North and South | 44.3 |

Males aged 18 to 24 years and Māori males aged 18 to 30 years are most likely to be heavy drinkers.

Acute alcohol related hospital admissions in the Waikato DHB region are predominantly from people in the younger age group.³ Looking specifically at Waikato district, between 1 June 2020 and 31 May 2022 the average age of emergency department (ED) alcohol related presentations was 38 years. The highest number of presentations to ED were 18–34-year-olds followed by those in the 45–54-year-old age group⁴.

4.3 Ethnicity

The Waikato district has low numbers of Pacific Island (4.2 per cent) and Asian people (5.8 per cent), but a much larger than average proportion of Māori (26.4 per cent).

³ Waikato District Health Board, Alcohol Harm Position Statement, December 2017, accessed 14 June 2022, <https://www.waikatodhb.health.nz/assets/Docs/About-Us/Key-Publications/Position-Statements/Alcohol-Harm.pdf>

⁴ Data provided by Waikato DHB to Waikato District Council, 7 July 2022

| Community | Ethnicity |
|---------------------|--|
| Tuakau North | In Tuakau North, 72.5% of people are European and 29.8% Māori, 7% Pacific peoples and 9% Asian. |
| Tuakau South | Tuakau South has a higher Māori (37.1%) and Pacific peoples (37.1%) population compared with Tuakau South. European ethnicity is 63.2% and Asian ethnicity 6.9%. |
| Te Kauwhata | 77.9% of people in Te Kauwhata are of European ethnicity with 23% Māori, 3.3% Pacific peoples and 7.6% Asian. |
| Huntly East | Most people in Huntly East are of European ethnicity (61.2%) with Māori making up 38.8%, Pacific peoples 11% and Asian 8.7%. |
| Huntly West | The Huntly West population is primarily Māori (75.1%) with European ethnicity making up 34.8%, Pacific peoples 9.2% and Asian 3.2%. |
| Ngaruawahia North | The Ngaruawahia North population is primarily Māori at 69.7%, 41.6% are of European ethnicity, 4.4% Pacific peoples and 2.2% Asian. |
| Ngaruawahia Central | Ethnicity is similar between European (58.2%) and Māori (56.3%) in Ngaruawahia Central. Pacific peoples make up 7.3% and Asian 3.3%. |
| Ngaruawahia South | European ethnicity makes up most of the population in Ngaruawahia South (59.9%). Māori make up 52.5%, Pacific peoples 5.2% and Asian 3.5%. |
| Raglan | 82.9% of the Raglan population are from European ethnicity. Māori make up 26.5%, Pacific peoples 2.9% and Asian 2.5%. |
| Tamahere North | 85.5% of the Tamahere North population are European followed by Asian at 10.3%. Māori make up 8.6% and Pacific peoples 1.3%. |
| Tamahere South | 92.9% of the Tamahere South population are European followed by Māori at 8.2%, Asian at 4.6% then Pacific peoples at 0.6%. |

As outlined earlier, Māori are disproportionately affected by harm caused by alcohol. In 2007, the age-standardised premature death rate for Māori from alcohol was 2.5 times the rate for non-Māori. The years of life lost due to alcohol were 2.6 times greater for Māori

than non-Māori. Higher proportions of cancer among Māori are due to alcohol, with an average of 12.7 years of life lost from alcohol-attributable cancer for Māori compared to 10.1 years for non-Māori.⁵

Māori also have higher rates of hazardous drinking (at 33.2 percent) than other ethnic groups such as European (21.1 percent) and Asian (5.7 percent).⁶

Looking specifically at Waikato district, between 1 June 2020 and 31 May 2022, Māori made up 45.5 per cent (261) of all alcohol-related presentations to the Waikato Hospital ED despite making up 26.4 per cent of the total population.

4.4 Deprivation Index

The NZ Deprivation Index is an area-based measure of socioeconomic deprivation in New Zealand. It measures the level of deprivation for people in each small area. It is based on nine Census variables. Low decile represents areas with low deprivation.

Waikato district's overall deprivation score is 5.2⁷ However, levels of deprivation vary across the district and even vary within a town or settlement (see table below).

Adults living in more deprived areas are more likely to live near alcohol outlets and are disproportionately impacted by alcohol harm.⁸ Of the patients living in the Waikato district presenting to ED, 45.4% (261 presentations) were domiciled in an area with a deprivation level of 8-10.⁹

| Community | Deprivation score (NZ Dep 2018) |
|-------------------|--|
| Pokeno | 2 |
| Tuakau North | 7 |
| Tuakau South | 9 |
| Te Kauwhata | 7 |
| Huntly East | 10 |
| Huntly West | 10 |
| Ngaruawahia North | 10 |

⁵ Alcohol Healthwatch (2020). Evidence-based alcohol policies: Building a fairer and healthier future for Aotearoa New Zealand. Auckland: Alcohol Healthwatch

⁶ Ministry of Health. Annual Update of Key Results 2020/21 – New Zealand Health Survey. Accessed 16 June 2022, <https://www.health.govt.nz/publication/annual-update-key-results-2020-21-new-zealand-health-survey>.

⁷ Waikato Regional Council. Socio-economic deprivation in the Waikato region. Accessed 16 June 2022, <https://www.waikatoregion.govt.nz/assets/WRC/WRC-2019/TR202114.pdf>.

⁸ Action Point. Alcohol Harm to Māori. Accessed 16 June 2022, <https://www.actionpoint.org.nz/alcohol-harm-to-maori>.

⁹ Data provided by Waikato DHB to Waikato District Council, 7 July 2022.

| Community | Deprivation score (NZ Dep 2018) |
|---------------------|--|
| Ngaruawahia Central | 10 |
| Ngaruawahia South | 8 |
| Raglan | 7 |
| Tamahere | 1 |

The table below shows that those living in the district's more deprived areas have higher alcohol-related presentations to all Waikato EDs than those living in less deprived areas.

Alcohol-related presentations across all hospitals by socio-economic deprivation for patients residing in the Waikato district 1 June 2020 – 31 May 2022

| Decile | Alcohol-related presentations | % of presentations related to alcohol | Alcohol-related ED bed hours | Total ED presentations |
|---------------|--------------------------------------|--|-------------------------------------|-------------------------------|
| 8, 9, 10 | 261 | 2.64% | 915 | 9,890 |
| 5, 6, 7 | 130 | 2.25% | 458 | 5,770 |
| 1, 2, 3, 4 | 183 | 2.27% | 577 | 8,060 |

4.5 Tourism

Even prior to the COVID-19 pandemic, most tourists visiting the Waikato district were domestic.¹⁰ Since COVID-19 and with international borders closed, local tourism spending grew 5.9 percent thanks to a resurgence in domestic tourism.¹¹

Raglan is the district's holiday hotspot with the summer population increasing 300 – 400 per cent. The town also has a significant number of holiday homes not permanently occupied.

¹⁰Waikato Enterprise Agency. Huntly and Raglan i-sites operational report July to June 2017. Accessed 6 July 2022, https://www.waikatodistrict.govt.nz/docs/default-source/meetings/agendas-2017/6-2-waikato-enterprise-agency-operational-report---updated.pdf?sfvrsn=5c12bdc9_0

¹¹ Waikato District Council. 2020/21 Annual Report. 6 July 2022. https://www.waikatodistrict.govt.nz/docs/default-source/your-council/plans-policies-and-bylaws/reports/annual-report/1668_01_wdc_annual_report_final_singlepages.pdf?sfvrsn=d36794c9_2

6. ALCOHOL AND HEALTH AND WELLBEING

Alcohol is the most used drug in New Zealand with a significant number of people consuming to excess, with a quarter of New Zealanders being classed as hazardous drinkers. At least 800 people in New Zealand die prematurely from alcohol related causes each year and alcohol is also a causal factor in more than 200 disease and injury conditions.¹²

Alcohol is a significant burden on the Waikato Hospital ED.¹³ Waikato DHB has provided statistics specifically on people residing in the Waikato district presenting to the ED. For the two-year period from 1 June 2020 to 31 May 2022, there were 574 alcohol-related presentations and an average of four people a week were in an imminently or potentially life-threatening condition. There were also seven alcohol-related deaths during this period.¹⁴

The NZ Police state that alcohol is also a significant factor in people being killed and injured on New Zealand roads. It was a proven factor in about 19 percent of fatal crashes in 2017¹⁵.

In the Waikato district, the number of alcohol-related car accidents and fatal injuries caused by alcohol-related car accidents decreased between 2009 – 2011 and 2012 – 2014 but were still higher than the national average.

Alcohol-related motor vehicle crashes, 2009–2014 (crude rate per 10,000)



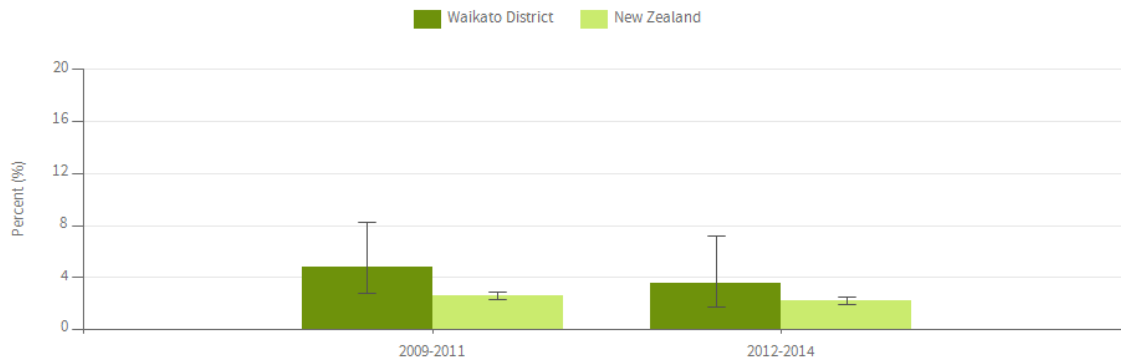
¹² Health Coalition Aotearoa. Alcohol – Key Facts. Accessed 14 June 2022, <https://www.healthcoalition.org.nz/health-issues/alcohol/>.

¹³ Waikato District Health Board, Alcohol Harm Position Statement, December 2017, accessed 14 June 2022, <https://www.waikatodhb.health.nz/assets/Docs/About-Us/Key-Publications/Position-Statements/Alcohol-Harm.pdf>

¹⁴ These are ED episodes that were flagged as alcohol-related and during which time the patient died.

¹⁵ NZ Police. NZ Police Alcohol Action Plan. Accessed 5 July 2022, <https://www.police.govt.nz/sites/default/files/publications/nz-police-alcohol-action-plan-2018.pdf>

Fatal injuries from alcohol-related motor vehicle crashes, 2009-2014



In figures released by the Helen Clark Foundation in 2021, Waikato district had the second highest lifetime ACC costs due to alcohol-related crashes between 2016 and 2020 (\$124.7 million). Lifetime costs are calculated by identifying all car crashes where a police officer determines alcohol to be a factor and then identifying ACC costs associated with these crashes across the expected lifetime of the claim.¹⁶

¹⁶ Helen Clark Foundation. ACC Data Reveal \$636k Daily Cost Of Alcohol-related Crashed. Accessed 7 July 2022, <https://www.scoop.co.nz/stories/print.html?path=GE2107/S00106/acc-data-reveal-636k-daily-cost-of-alcohol-related-crashes.htm>.

7. ALCOHOL AND CRIME

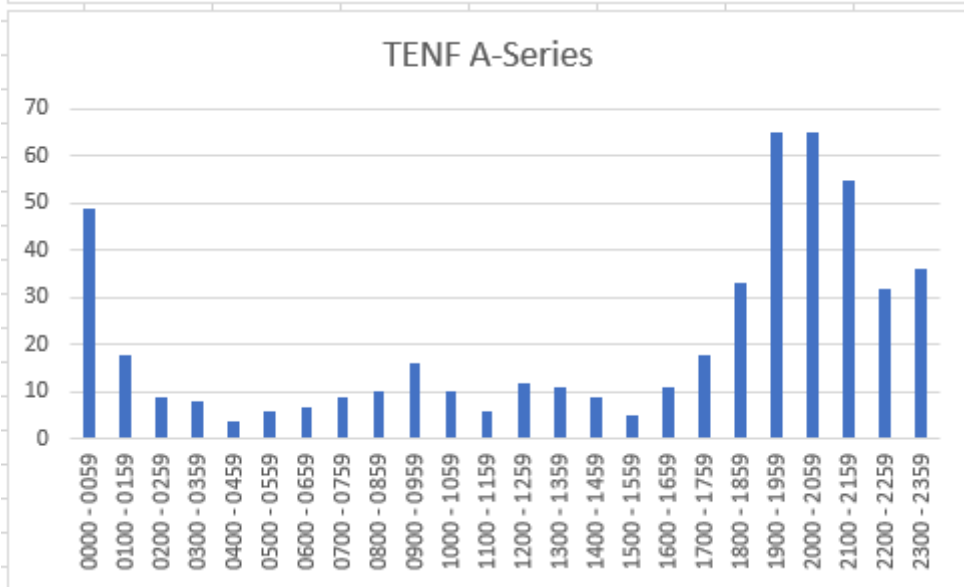
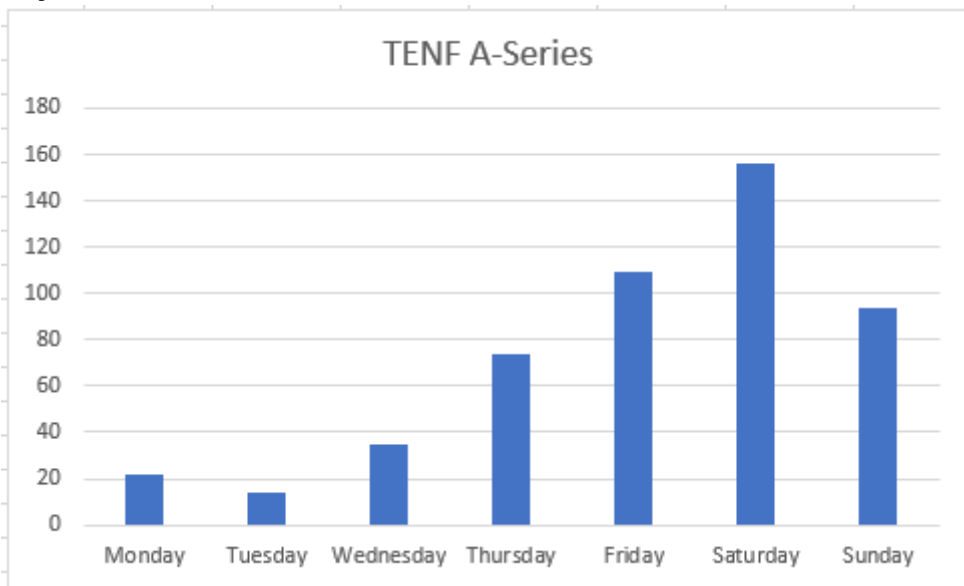
A significant proportion of Police work involves dealing with alcohol related incidents such as violent offending, homicides, family harm and drink driving. The NZ Police estimates that about half of serious violent crimes are related to alcohol.¹⁷

Waikato Police data demonstrates that the busiest times and days of the week for calls for service often relate to alcohol consumption and harm. They clearly show a pattern of Friday and Saturday evenings from 7:00pm to 1:00am as periods when Police can expect the most calls for service.

The information below was provided by the Waikato West Police.

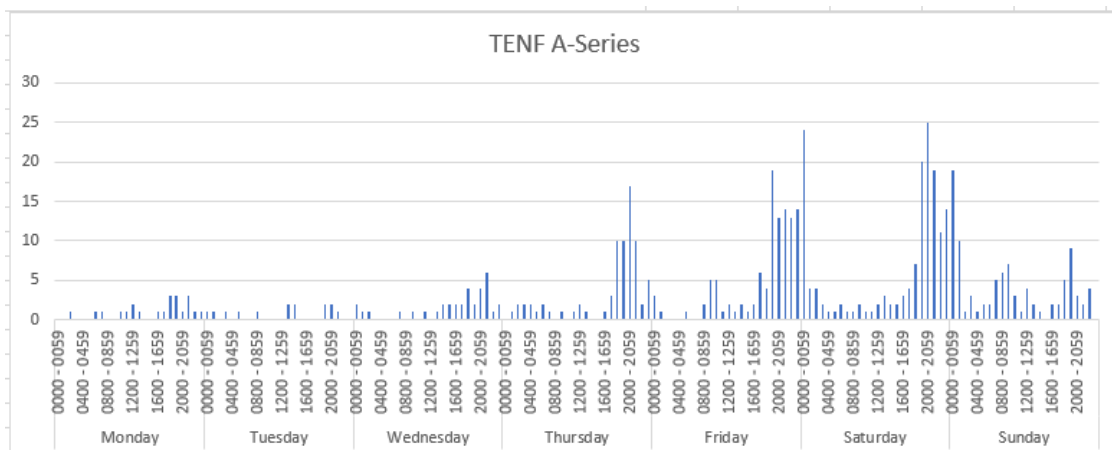
¹⁷ Health Coalition Aotearoa. Alcohol – Key Facts. Accessed 14 June 2022, <https://www.healthcoalition.org.nz/health-issues/alcohol/>.

Alcohol related offences for Waikato District 2016-2021 - approx. 2000 records - by day of the week and time band

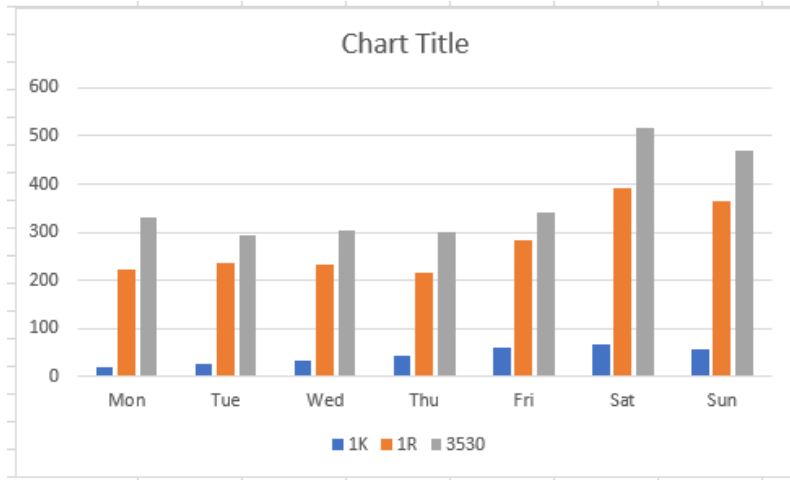


All crime reported - Alcohol and non-alcohol offences

Police reports for Waikato TLA from 2016 to 2021

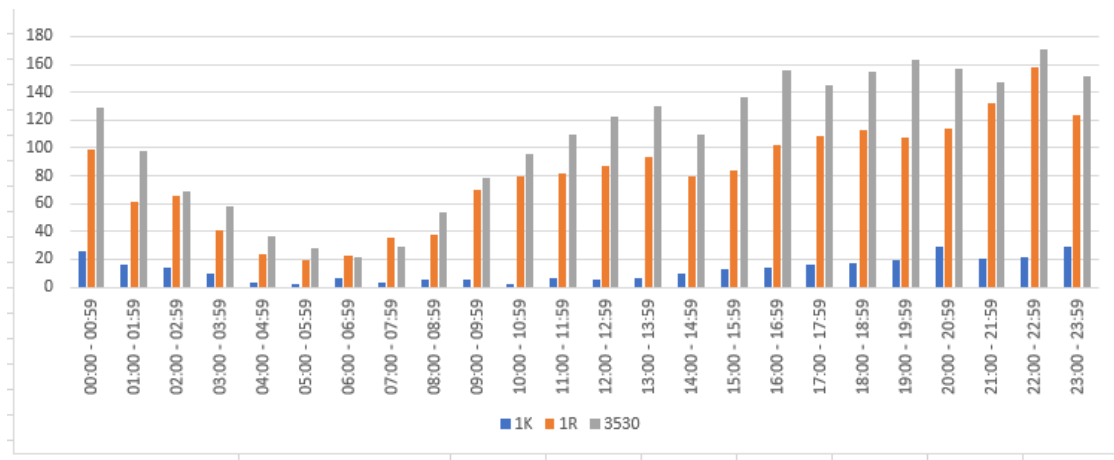


Calls to the Police 111 system for events that most likely are related to alcohol offending - Day of the week comparison



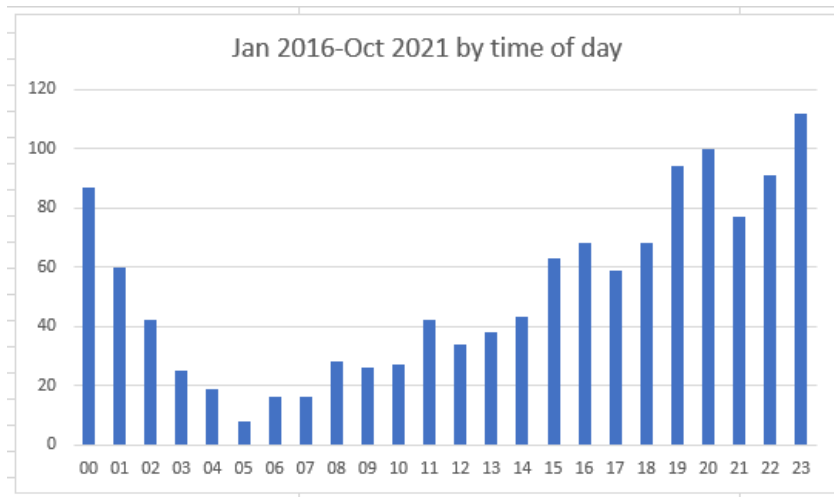
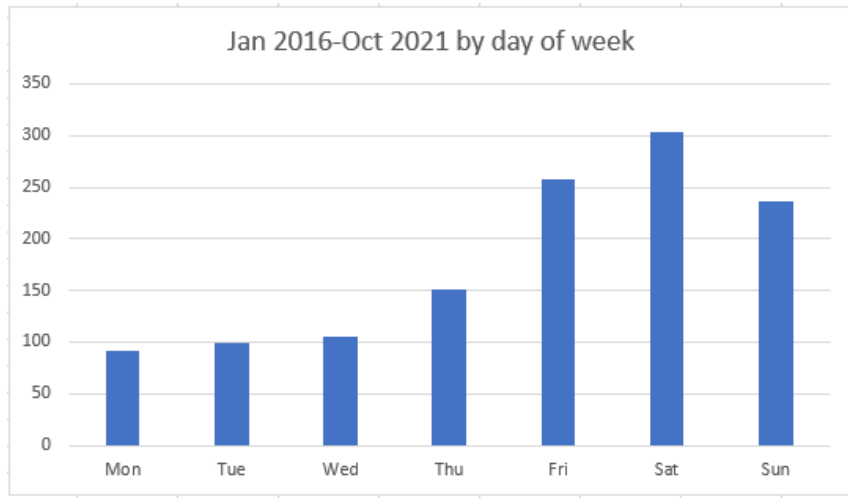
1K = Drunk custody/detox centre
 1R = Breach of peace
 3530 = Anti-social behaviour

Time of day/hour



1K = Drunk custody/detox centre
 1R = Breach of peace
 3530 = Anti-social behaviour

Reports entered into the National Intelligence Application (NZ Police records management system)



8. CONCLUSION

When considering this information, there is no doubt that alcohol causes harm in the district. A summary of key points is noted below:

- On the whole, the LAP is working well but there is potential for strengthening some provisions. The Medical Officer of Health supports strengthening provisions related to standalone bottle stores;
- The number of licensed premises has not risen significantly since 2014;
- Waikato district has several towns with high rates of deprivation. Research shows adults living in more deprived areas are more likely to live near alcohol outlets and are disproportionately impacted by alcohol harm;
- More deprived areas in the district have relatively young median ages;
- Acute alcohol related hospital admissions in the Waikato DHB region are predominantly from people in the younger age group;
- Waikato district has a higher proportion of Māori and research shows Māori are disproportionately affected by harm caused by alcohol;
- DHB data shows that there are significant numbers of district residents presenting to ED with alcohol related harm;
- The number of alcohol-related car accidents and fatal injuries in the district caused by alcohol-related car accidents is higher than the national average;
- Between 2016 and 2020, Waikato district had the second highest lifetime ACC costs caused by alcohol-related vehicle crashes;
- Waikato Police data demonstrates that the busiest times and days of the week for calls for service often relate to alcohol consumption and harm.

| First Name | Organisation/business/iwi | Thinking about the number of bottle stores in your town, do you think there are: | | | | | Please specify the town you are referring to in the previous question. | Do you believe there should be restrictions on the number of bottle stores in your town? | Do you have any other comments on the current Local Alcohol Policy? |
|------------------|-------------------------------------|--|----------|-------------|---------|-------------|--|--|---|
| | | Far too many | Too many | About right | Too few | Far too few | | | |
| John Ngatai | Ngati Naho Ngati Hine | 1 | | | | | Pokeno | Yes | No |
| Valerie O'Rourke | | | 1 | | | | Tuakau | Yes, there is a pub and a Bottle-O store. The superette and dairies don't need to sell alcohol as well. | No new licences should be issued. Renewals should be viewed carefully, with the focus being on reducing harm caused by alcohol. |
| Suresh Goel | Bottle O Tuakau and Bottle O Pokeno | | | 1 | | | Tuakau | Yes. We support that the number of off-licensed premises in Tuakau and Pokeno be capped to the current existing numbers. | |
| Chris Rayner | Raglan Community Board | | | 1 | | | Raglan | Yes | <p>As part of the early engagement for the review of the Local Alcohol Policy Raglan Community Board would like the opportunity to discuss and review the 1am closing time for entertainment venues in Raglan, namely, clubs, bars & events using special licenses.</p> <p>The Board has not come to a unanimous agreement on the detail of this issue, or whether in fact the closing time should change, but we are in agreement that it should be considered as part of this LAP review process. We have outlined below some of the reasons why we are asking the LAP review to consider changing the 1am closing time for licensed venues in Raglan.</p> <p>It has been brought to some board members' attention that the 1am closing time has a number of negative effects and does not reflect Raglan's unique position in the Waikato as a world-renowned tourist destination. Post Covid the night time economy has been struggling to get back on its feet and the restrictive opening hours provide a very limited window to operate. The majority of people will go out to watch a band or dance to a Dj after dinner and as times have changed so evening meal times have become later, typically finishing dinner around 9pm and heading out for entertainment after 10pm. From looking at the entry data for our local venue The Yot Club it's clear that the vast majority of people enter the venue after 10pm. This leaves a very short window of 3 hours to operate, which in turn affects the calibre of artist that venue operators & promoters can afford to book and has led some promoters to skip Raglan from their touring schedule.</p> <p>Other negative effects of the 1am closing time that impact the wider community, is the effective dumping out on to the streets of a venue full of people, amped up not ready to stop partying, this has lead to the creation of an 'after party' culture where groups of people go back to someone's house in a suburban area, away from the controlled environment of the venue. The 1am closing time also creates an increased risk of confrontations between groups of people, when the whole venue is emptied out onto the street en masse at 1am. There is plenty of evidence that later closing times for controlled liquor licenced venues allows people to depart from the venue across varying times, reducing confrontations, and allowing security staff to manage any issues that may occur in a more controlled manner.</p> <p>Raglan has a long and beautiful history with music of all genres, we</p> |

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|-------------------|--|--|---|---|--|-------------|---|--|---|
| | | | | | | | | would like this upcoming review of the Local Alcohol Policy to consider the unique nature of Raglan and importance of the entertainment industry to the local economy. | |
| Amanda Rutherford | AUT | 1 | | | | Pokeno | Yes. There are 2 here and this is already too many. We also have a seedy bar called the Pokeno Sports Bar which devalues the whole area. | Bottle stores and bars are really not a great look for a lovely growing and vibrant young community. We have new homes being built around the area every day and lots of additional children moving into the area. We should not be encouraging any type of business that changes the family environment that has been created here. Since the opening of the second bottle store and the bar, there have been several incidents of drunk people wandering about the streets and people loitering around the bar and bottle store. | |
| Haupai Montgomery | Te Hau Kainga me Nga Mana Whenua O Pokeno Charitable Trust | | | 1 | | Pokeno | Yes, we have Countdown plus the 2 bottle stores. This is more than enough for a small town. Whilst population is growing, most work outside Pokeno and can therefore purchase their alcohol elsewhere. | | |
| Antony | | | | 1 | | Ngaruawahia | Nah - what we have means there's competition and if you can't get what you want at one place you can try the other | Stop listening to all the ones that haven't left their homes in 30 years. Alcohol is a real problem in the community but I do believe that normally the only feedback used is from sources that don't get a full spectrum of opinions from all age groups. Maybe get out on foot and talk to younger people and get them involved. | |
| Fiona L | | 1 | | | | Hamilton | Yes | Less access to alcohol particularly late at night. Fewer liquor stores | |
| Kenna | | | 1 | | | Hamilton | Yes - I think it's crazy that bottle stores are almost as common as dairies. Nothing against bottle stores and having a drink. But just how accessible they are, especially in low socioeconomic areas is concerning. | NA | |
| Barry Weaver | resident | | | 1 | | Te Kauwhata | Yes. same as current number. | Remove clauses that identify Te Kauwhata as an exception. Restrict new licences/permits to the current number of premises. | |
| Wilma Wilson | | 1 | | | | Hamilton | Yes we don't need them at every shopping centre within meters of schools. | The law needs to be tougher on drink drivers and kids drinking alcohol. | |
| David Whyte | Huntly Community Board | | | 1 | | Huntly | The Huntly Community Board strongly believes that there should be restriction on the number of bottle stores in Huntly. The current number should be the maximum number allowed. | Huntly Community Board is very pleased that we have a policy that restricts the number of bottle stores. Thank you for helping our community reduce the harm caused by alcohol. | |
| Raewyn Forsyth | | 1 | | | | Hamilton | Definitely, there seems to be one in every area that used to be a dairy! The access is too easy for people to go to as they're in walking distance to people's homes, especially in vulnerable areas (low socioeconomic). Also there seems to be a Vapor store in the same block of shops. I'm sure I didn't see as many when I visited Wellington city recently. Surely selling vapors in the main petrol stations would be enough 😊 Then again why do we need this unhealthy 'drug' anyway? Someone is making money...our health system will pay!! | | |
| Robyn Weal | | 1 | | | | Hamilton | Yes. | | |

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|------------------------|--------------------------------------|--|---|---|--|--|--|---|--|
| Andrea Barr | | 1 | | | | | Hamilton | I strongly believe this. There are more bottle stores than supermarkets or grocery shops. Plus alcohol can be bought from a supermarket. We have grown a culture in NZ alcohol becomes the main feature at any event or family gathering. I live not far from 2 bottle stores in a 2 kilometre radius and see the steady trade that is done during the day every day. The sad thing for me is the number of young people who come out with bottles of spirits as well as boxes of beer. In the area I live it is common to see people staggering down the street even in the middle of the day. Alcohol is a factor in the high levels of crime and abuse - physical and sexual. I don't know if we can ever come back from the damage that alcohol has done to society. It is woven into the fabric of everything we do. Restriction on bottle stores may help but it is a deeper issue than that caused by poverty and deprivation. Until a government or caring citizens to the root of alcohol abuse nothing will change. | |
| Gary Raynel | | 1 | | | | | Hamilton | Yes. Limit on the closeness to schools. limit on one shops distance to another. | No sales after 8pm and closed on Sundays |
| Kerrin Sawyer | | 1 | | | | | Hamilton | Yes! | Too many vape shops as well. |
| Sharron Smith | Waikato/Tainui | 1 | | | | | Hamilton | Yes I believe we need a restriction on bottle stores. | The homeless are sometimes outside the bottle stores. More violence is bought into the homes, innocent children suffer because there's no money for food or clothing. Families in emergency homes need to be monitored. Too much Alcohol in there and drugs. |
| Joy Woolley | | 1 | | | | | Hamilton | | Far too lax |
| Karlene Te Rangi | KFST / Ngaati Mahuta me Ngāti Pūkiao | 1 | | | | | Dinsdale, Hamilton | Yes | The amount of bottle stores, and how early they open, is disgusting. It creates an unhealthy community where alcohol is accepted as our norm. |
| Dean Andrews | | | | 1 | | | Te Kauwhata | Yes | TK is a small (but growing) community. We do not need extra outlets to encourage any new offensive behaviour that will obviously occur with any additional outlet supplies. Happy with what we now have. NO MORE PLEASE |
| Abigail Ea | | | 1 | | | | Pokeno | Yes. Two maximum is more than enough. | Consideration to how close liquor stores are to public areas should also be considered. |
| Janet Baillie | Pokeno resident | 1 | | | | | Pokeno | Yes the more bottle stores you have in a town encourages more people to drink | Every town in the Waikato district council should have the same rules on how many bottle stores allowed in the town. The less bottle stirred the better off the town will be. |
| Natasha Stoupe-Barnett | | | 1 | | | | Tuakau | considering we can buy wine and beer at many dairies. I def believe we need less | Increase the drinking age to 20 |

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| | | | | | | | | | |
| Winsome Ansty | | | | 1 | | | Paeroa | Yes, we have enough here | |
| Charlotte Hannah | | 1 | | | | | Tuakau | Absolutely. | Change of opening hours. Need to be restricted. |
| Daryl Ives | | | | | 1 | | Pukekohe | If they are all in business and making money, then the supply is meeting the demand. What we don't need is more unemployed people and a lower GDP. I don't drink but I do believe in freedom of choice. | The abuse is a cultural one not a substance issue. People need to behave not be restricted to booze. Price hikes and limited outlets will not work. They are just "do good" warm and fuzzy feeling pointless solutions to a real world problem. Freedom is necessary. What has really gone a miss? Forty years ago would this have been considered? The problem is the tough process of the user and the justice system. The behaviour is the key to proper control. Even though the cost of living has gone up, still the people at my work drink just as much. What happens in low income houses is that they go without or commit crimes to get fed. The amount of bottle stores are not relevant. The result of high cost and closing of access to alcohol is crime. The desired result of stopping drinking in excess is education and mental health access. In both cases the system has failed to provide the need. |
| Christine Harvey | | | 1 | | | | Pokeno | yes | |
| Melinda Underwood | | | | 1 | | | | Yes none | Should be none |
| Brett Flowerday | | | | 1 | | | Te Kauwhata | Yes. | |
| Penny Hibberd | | 1 | | | | | Raglan | Yes definitely we seem to have a rising issue with family violence and petty crime. Not always alcohol fuelled I know but easy access doesn't help | I am happy with the alcohol restrictions around town. I would like to see the prevention of cheaper alcohol sold at Raglan Club stopped for the same reason as given above re liquor stores |
| John Charteris | | | | 1 | | | Taupiri | There are no bottle stores in Taupiri and I think there should not be any in the future. | I presume the current policy includes the Taupiri Tavern. In my opinion the tavern is very well run and appreciated by the community. |
| Dom Toon | | 1 | | | | | Pokeno | YES! | Pokeno already has two and a half bottle stores (Countdown does not sell spirits). We definitely need no more and perhaps one fewer would be better. |
| David Peacocke | | | | | 1 | | Raglan | No restrictions There could be better liquor stores or ones that specialised in quality nz products Eg nz wine or beer | Present rules restrict choice and quality of product and service A new store could sell specialty products such as wine are not allowed under the present restrictions. New locations are ruled out , for example on Rangitahi if we wanted a specialty wine store. |
| Kendra Corey | | | | 1 | | | Ngaruawahia | No | |
| Elna Fourie | | | | 1 | | | Te Kauwhata | yes - we have the tav and supermarket; don't need more | no |
| Joccoaa | | | | 1 | | | Te Kauwhata | Yes, | |
| Stuart McNab | | | | 1 | | | Te Kauwhata | Yes, there are two outlets in our town already. We would be more socially responsible if we tempered the amount of alcohol consumption in our community. | |

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|------------------|-----------------------------|--|---|---|---|--|---|---|
| Dirk Korver | | | | 1 | | Te Kauwhata | Of course | |
| Marianne Korver | NZPD | | | 1 | | Te Kauwhata | Definitely | |
| Lynne Glover | | | | 1 | | Te Kauwhata | Yes | |
| Jess Fowlie | | | | 1 | | Te Kauwhata | Yes we have one and that's enough | Please don't allow anymore in our town! |
| Lynnhe Herbert | | | | 1 | | Te Kauwhata | We have enough places to buy alcohol in Te Kauwhata | |
| Kitty Joyce | Tainui | | | | 1 | Te Kauwhata | No | No |
| Nicola Patterson | | 1 | | | | Te Kauwhata | There should be restrictions. We are crazy to encourage more outlets. There is plenty of places in Te Kauwhata that sell alcohol. | Please do not allow more. We need to protect the Tavern as a Licencing Trust which grants profits to the community. |
| Nicky Patterson | Te Kauwhata Community House | 1 | | | | Te Kauwhata | Yes, It is a small town and we have a Tavern in town. It is a Licencing Trust and profits are given out as grants to the community. | There is absolutely no need to have more alcohol selling places in Te Kauwhata. There is the Tavern and the New World who have alcohol. There is also the Rangiriri Pub a couple of kms down the road. |
| Rachel Holder | | | | | 1 | Te Kauwhata | No | No |
| Joanne Nichols | | | | 1 | | Te Kauwhata | Yes | |
| Sue Simpson | | | | 1 | | Te Kauwhata | Yes. The New World sells beer and wine. The Tavern sells beer, wine and spirits. It is a Trust Tavern that gives back to the community. Other outlets coming into the village would take away any profits from the Tavern that go back to the community. | |
| Justun Trousdale | Onroad Heavy Automotive Ltd | | | | 1 | Te Kauwhata | Yes | |
| Mary Davis | | | | 1 | | Te Kauwhata | Yes | |
| Alanah Knaggs | | | | 1 | | Te Kauwhata | Yes there should be restrictions. Our town has an adequate amount to service our community | |
| Linda Esplin | | | 1 | | | Cambridge and Hamilton | most definitely, alcohol is a huge issue in New Zealand, I believe Supermarkets shouldn't be selling it either. | |
| Amy Karena | | | | 1 | | Te Kauwhata | | I'm New to town and haven't been living here long. I don't believe that the small town needs an alcohol store. we can purchase from the supermarket and also the Tavern that is ample considering our size. |
| Mario Vodanovich | | | | 1 | | Te Kauwhata | Yes, | There should be a restriction on where alcohol stores are located. |
| Annamarie Howe | Pet Grooming | | | 1 | | Pokeno | Definitely. Pokeno is a small town with limited facilities. Expanding the shopping area with businesses that attract families and community growth should be encouraged. 2 bottle stores plus a supermarket selling liquor is plenty | |

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| | | | | | | | | | |
| Mere Hata-Huata | Te Whakatōhea | | | 1 | | | Ngaruawahia | Nah | nah |
| Jennifer Knight | | | | 1 | | | Te Kauwhata | Yes. To put more liquor stores with the Current population would almost outnumber the number of cafes in the town (3) . With so many young people around the Main Street it's not going to send the right message to increase the availability of alcohol. | |
| Colette Hosking | SG Stud | 1 | | | | | Hamilton and Cambridge | Yes! It's the worst drug on the market | NZ drinking culture is terrible and something needs to be done about it |
| Oralee | Ngati kahungunu ki Awaroa | | | | | 1 | Te Kauwhata | Yes but with only one in te Kauwhata that I feel is fully over priced compared to if I drove to Huntly it'll still be cheaper then buying from the tavern even with paying petrol so having 1 bottle store would be okay and it'll hopefully drive down the prices at the tavern | |
| Roxanne Wrigley | | | | 1 | | | Waikato | Yes, it's a small town, and the land could be used in a far more resourceful way. We already have a tavern and a supermarket, we really don't need any more alcohol stores. | |
| Jared Parkes | | | | 1 | | | Te Kauwhata | Yes | No |
| Shari Awatere | | 1 | | | | | Hamilton | Yes! If we are trying to improve outcomes for children, youth & families, especially those who live in low socio-economic areas & whom already suffer from poverty & whom statistics show are likely to have poor outcomes in life, then why are we placing liquor stores at their front door steps? Society wants crime rates to drop yet liquor stores & drug dealers continue to fuel the fire everyday. There are 3 liquor stores just in Melville alone! | 2-3 liquor stores in one town or suburb is 2 too many! |
| Jo Gurnell | | | | 1 | | | Te Kauwhata | Yes | |
| Lauren Hughes | | | | 1 | | | Te Kauwhata | Yes. We have a licensing trust operating a tavern and wholesaler as well as a supermarket on the same street. People have no trouble accessing alcohol. Additional retailers would damage the viability of the tavern which is an employer, funder and community hub. | Protect our licensing trust. I'd also be disappointed if a dedicated alcohol retailer opened on our small main street. Children walk down it every day to school and we don't need that level of profile for alcohol in their lives. Bearing in mind our primary school is being relocated to Lakeside but our College will remain on Waerenga Rd I'd be disappointed to see an alcohol retailer appear in either location. |
| Mike Peters | MJ & LJ Peters Ltd | | | 1 | | | R D 2 Te Kauwhata | Yes. We don't need anymore | |
| Dianne Johnson | | | | 1 | | | Te Kauwhata | Yes | No |

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| | | | | 1 | | | | | |
| Lashana Perkinson | Ngati paoa | | | 1 | | | Te Kauwhata | Yes I believe that te Kauwhata will lose its country beauty if an alcohol store is added to Main Road. I moved here from Manurewa which is so over run with alcohol stores that every complex of shops had its own alcohol store you always knew that if you found a dairy the alcohol store was right next door. I also feel that adding alcohol stores to a small town like te Kauwhata will attract crime not just to the stores but to our homes as well. | Yes I believe that the same rules should apply here in te Kauwhata as they do in Ngaruawahia, Huntly and all other towns that don't allow them to be close to schools and churches. |
| Dan Randall | | | | | 1 | | Te Kauwhata | No not at all | N/A |
| Karen Roach | Nga Te Rangi | | | 1 | | | Te Kauwhata | I live in Rangiriri but we use The Kauwhata as our town for shopping, school etc. We actually don't have bottle stores as such, we do have a new world, and a tavern and in Rangiriri (4 or so kilometres down the road) is a pub so I think Te Kauwhata has enough | |
| Viv | | | | | 1 | | Te Kauwhata | Yes, but only having one allows them to overcharge which they do. | No |
| Stacey Haitana | | | | | 1 | | Te Kauwhata | Yes I do. However, I believe we need a bottle store as we only have a supermarket we can buy from. We have to travel to Huntly to be able to buy rtds and other alcohol that isn't beer or wine | No |
| Hazel Clinton | | 1 | | | | | Hamilton | Yes. Move them out of low income areas. They should not be as easy to access as the local dairy! | |
| KENNETH Smith | | | 1 | | | | Huntly | Yes and too many other Liquor outlets | Too many other Liquor outlets |
| Steven Croft | | | | | 1 | | Te Kauwhata | No | No |
| Bernadette Vaili | | | | 1 | | | Te Kauwhata | Yes | No more liquor stores. The harm done is more than the need for another business to set up selling alcohol. |
| Patricia Derbyshire | | | | 1 | | | Te Kauwhata | Yes | |
| Judy Garrick | | | | 1 | | | Te Kauwhata Rangiriri | Yes. New World and TK Tavern are right in TK. | |
| Jo Mako | | | | | 1 | | Te Kauwhata | Yes | No |
| Leigh Fitzgerald | | | | | 1 | | Te Kauwhata | Yes. Minimum distances between stores. Minimum distances from schools. Limited operating hours. Eg close at 9pm. Set at 2 for now. | |
| Tonia Maassen | Machine operator | | | | 1 | | Te Kauwhata | Maybe | No |

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| | | | 1 | | | | | | |
| Alex Carson-Holloway | | | 1 | | | | Te Kauwhata | Yes | |
| Cindie Ritchie | | | | | | 1 | Te Kauwhata | No, I believe competition is healthy. We currently have the pub and new world who do wholesale but they have only very few variety. A proper designated whole liquor store would be appropriate to have at least one in each town allowed. | No |
| Wendy Peach | | | | 1 | | | Te Kauwhata | Yes You can buy Alcohol from our new New World and the Te Kauwhata Trust Tavern along with the Rangiriri Tavern five minutes down the road. I believe this is more than adequate access to Alcohol and if you wish to purchase then the existing businesses which have served the community well should receive the support in the first instance. After watching Patrick Gowers doco on booze current pricing and access is plenty. | Ref above |
| Ivy Broek | | | | 1 | | | Te Kauwhata | YES | |
| Brendon Pulman | RE/MAX APEX | | | | | 1 | Te Kauwhata | There should be another one available to give more choice and bring prices down The tavern has a monopoly, and it is expensive | No |
| Andrew | | | | | | 1 | Te Kauwhata | No. | The WDC has shown it is willing to engage in discrimination and segregation by its vaccine pass policies. Therefore, as is usual with local government, any policy changes will tend to have the opposite effect than the supposed intention. |
| Derek Peel | | | | 1 | | | Te Kauwhata | I believe that there should be a cap at 3 premises that exist to sell alcohol for consumption off the premises. Currently we have 2, being the Pub and the Supermarket. One more dedicated premises would see some competition in the spirits and RTD area (no competition at the moment as only pub sells them). Reason for the cap at 3, competition without encouraging harm, in an area that has a rapidly growing population. | Premises that sell alcohol as part of a meal ie cafe/restaurant, should be encouraged. |
| Heni Sharp | | | | 1 | | | Te Kauwhata | Let the town choose. | |
| Sharon Williams | | | | 1 | | | Te Kauwhata | Yes | |
| Pat Takiari | Tainui | | | | | 1 | Ngaruawahia | No more allowed as Ngaruawahia already has 2 stores plus supermarkets. | |
| Ashley | | 1 | | | | | Hamilton as a whole | Yes | |
| Tiffany Oldham | | 1 | | | | | Hamilton | Yes | No |

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| | | 1 | 2 | 3 | 4 | 5 | | | |
| Beth Pickering | Glen Afton/Pukemiro community society | 1 | | | | | Ngaruawahia | Yes | Why have bottle stores when supermarkets sell the product? |
| Melinda Wright | | | | 1 | | | Te Kauwhata | No. As they aren't going to operate/start up if they're not going to be profitable. | No |
| Holger Bloedorn | | | 1 | | | | Ngaruawahia | Yes | No |
| Kary Johansson | Ratepayer | | 1 | | | | Raglan | Yes | Too easy to buy alcohol here. |
| Arrielle Fortune | Ngapuhi | 1 | | | | | Hamilton | Absolutely. I believe for the safety of the community it would be best if the sale of alcohol was limited to supermarkets and one bottle store per suburb. | There should be limits on the amount of alcohol one person can purchase per day. Alcohol should be sold in smaller quantities (i.e.: not in large 24 boxes or crates) to encourage responsible drinking, rather than drinking to excess. |
| Sarah Weaver | | 1 | | | | | Hamilton | Yes, definitely. There are far too many in our neighbourhoods | Take alcohol out of the supermarkets too |
| Wendy Hamerton | Naike Community Centre/hall | | 1 | | | | Huntly | yes | |
| Andrea Lane | | | 1 | | | | Hamilton | Yes. In some parts of Hamilton there are bottle shops on every corner. | |
| Ric Odom | | | 1 | | | | Pokeno | Yes. There are already three off-licence outlets in Pokeno - all on the main street: Countdown supermarket and two bottle stores | The policy needs to be updated to ensure it contains restrictions on the number and location of of-licence premises in Pokeno |
| Ginny Bullock | | | 1 | | | | Pokeno | We have licensed premises at CBD, Bottle O, and the one behind the Pink Café. Definitely no more outlets | No more licensed premises in the Pokeno district. We have quite enough |
| DENNIS WELLS | | 1 | | | | | Hamilton | yes | to easy |
| Sean | | 1 | | | | | Huntly | Absolutely. 3 bottle stores in such a small town plus the supermarket is excessive. So much harm comes from alcoholism and these stores make it more accessible. | There needs to be more focus on reducing harm and there should be mandatory requirements for a percentage of all alcohol sales to go into a quality rehab centre that has family and rehabilitation at its heart. A not for profit organisation. But paid mental health staff. Please please look into reducing harm in our community addiction makes our families struggle, and a lot of it now is generational. We don't need more than one bottle store or supermarket both is too much. Do not relax the rules for Tuakau Pokeno etc. Keep these places away from schools etc. If they haven't needed a bottle store prior to now then they don't need one now. I'd prefer to see alcohol removed from Huntly all together. Also consider adding amount of robberies and thefts into the process for reapplication of licence. If there is a lot of ramraids and theft then clearly there is community harm and a working group needs formed to seriously assess the likelihood of further risk to both the public and the staff. As well as the harm that has been contributed to by that store. Ban selling of individual cans. What I really want for my town is support for those who want to end dependency. I absolutely do not want more bottle stores. |
| Yvonne Campbell | | | | 1 | | | Ngaruawahia | Yes | Ngaruawahia certainly does not need any more liquor stores - there are two already, and two supermarkets in a relatively small area. |

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| Debbie Dalbeth | | | | 1 | | | Raglan | No. | At the last census the population in Te Kauwhata was half that of Raglan yet the rules for bottles stores are more permissive. Raglan is increasing with a huge number of sections in the Rangitahi peninsula. I believe retail shops are ear marked for there so restricting the number of bottle stores for Raglan seems unwarranted. |
| Wendy Harlock | | | 1 | | | | Huntly | yes | Also too many dairy's selling alcohol as well. We have drunks in the main Street. Also places that serve alcohol need to be better policed for noise, bad language and drinking outside the place. Very intimidating for old people Ann Young children |
| Nick Greene | | | 1 | | | | Huntly | Yes | Ban alcohol legalise cannabis much safer. |
| Maria Evaroa | | 1 | | | | | Te Aroha | Yes | No |
| Tyler Barry | | | | 1 | | | Raglan | No further restrictions. 2 is a perfect amount, so there is not a monopoly. they are both at other ends of town and are discrete | |
| Evelyn van Ommen | | | | 1 | | | Matangi | yes the local 4 Sq has an alcohol licence. There is a pub called Bootleg Brewery. That is ample for Matangi. Residents have a short drive to Tamahere where they can purchase alcohol as well as Hillcrest and Silverdale and Cambridge. Matangi does not need any more. | |
| Jenny Kelly | | | | 1 | | | Te Kauwhata | Definitely the number of "Bottle Stores" needs to be restricted. The New World Supermarket and Te Kauwhata Tavern serve as two. The Tavern also has a licensed restaurant. Another licensed restaurant or two might be permitted in the wider village, encompassing Lakeside. However, the Rangiriri Hotel is only a few kilometres away, and there are at least three licensed sports clubs, so alcohol is sufficiently provided for the area. | The proximity of sales points should, as previously, not be close to schools or churches for health, wellbeing and safety reasons. |
| Matthew Hurley | | | | | | 1 | All Waikato towns | No. | Alcohol and cigarettes should be banned from supermarkets and only sold at a licensed store. Increase tax on the alcohol at Liquor stores and reduce the tax on alcohol at establishments. This would reduce harmful binge drinking at home and create a better pub culture which have appropriate staff and supervision of their patrons. |
| Te Mihinga Komene | Waikato-Maniapoto | 1 | | | | | Hamilton | Absolutely, it's disgusting how many bottle stores there are, especially the amount there are in the much more vulnerable and impoverished communities. Why has this been allowed to happen? Alcohol is the worst drug in our communities. | I think the policy needs to be stricter by limiting the days and hours bottle stores are allowed to operate. We should be like Invercargill and not have alcohol sales in any of the supermarkets, superettes or Four Squares. The more we discourage the sales and advertising of alcohol, the better. |
| Shane Groom | | 1 | | | | | Tuakau | Yes only one store | All supermarkets to not sell |

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|-------------------|---|--|---|---|--|--|---|--|
| Trevor Otton | | | | 1 | | Raglan | Yes, two is plenty for our small town. | While two is plenty you also been to consider that alcohol is also available at the two supermarkets in Raglan. Nothing extra is required. |
| Peter Gatenby | | | | 1 | | Ngaruawahia | Yes. But there should be a minimum of 2 for competitive reasons. | I think it is good as it currently is for Ngaruawahia. |
| Cecilia Heta | Pokeno Community Committee / Waikato Tainui | 1 | | | | Pokeno | Yes, I do believe there should only be 1 whole sale store in a Community, but how ever Pokeno has 2 whole sales that are competing against each other now a Whisky place want to request for a licensed in Pokeno which I think absolute wrong. | Yes why does there have to be so many different wholesale Business in 1 township we have the Pokeno Wholesale, now a year later we have Pokeno Bottle o I think where the Pokeno Bottlo is located I am not happy as a member of the board an local resident too see a bottleo right outside our Pokeno Hall when family hires the hall it makes it so easy just to cross the road an buy Alcohol an it also encourages young people as well to buy. |
| Oki Tuakura | Tainui | | | 1 | | Huntly | No we have enough in town | Nope may be extend the hours of opening |
| Vannessa Charlton | | | | 1 | | Huntly | I don't think we need any more | |
| Alex Mylchreest | | | | 1 | | Ngaruawahia | No, there shouldn't be a restriction on bottle stores or any type of shop. Why stop people trying to earn a living | Lift the liquor ban on parks etc. Who cares if people want to drink in public |
| Ruth Pickles | | | 1 | | | Huntly | Definitely yes. | I don't think that bottle stores in Huntly should be allowed to have large gaudy advertisements or signs outside their premises. I would also like to see their hours reduced, as I often see people entering them early in the day and buying large cases of alcohol. |
| Kavaleen Rupapere | Tainui | 1 | | | | Huntly | Definitely yes. Too much stores leads to too much money spent on alcohol, which leads to more disturbances in & out of the streets and homes. | Take alcohol out of grocery stores. |
| Jamie Toko | Sincere Funeral Services | | | 1 | | Ngaruawahia | Yes, these stores are strictly to make money. They're don't positively contribute to the business community or communities. They're commonly used for pre drinking before an event and after hours drinking. They're located within walking distance of each other and strategically placed in low socioeconomic communities. Where there is low to no income families. Just like the clothes and furniture trucks. We don't need them? | That more information and submissions are encouraged so that people can make informed decisions when considering approval or not. That everything is considered especially schools, ECE facilities, elderly communities. |
| Graham Bagley | | 1 | | | | Huntly | Yes | Far to any outlets |
| Carl Ammon | | | | 1 | | Raglan | As a tourist town its demand is higher than normal on weekends and holidays so some oversupply is needed for peak demand. In reality we have two supermarkets that sell more liquor than the bottle shops do so its a dubious distinction. | In reality we have two supermarkets that sell more liquor than the bottle shops do so its a dubious distinction being employed here. Out of town delivery is possible as well so focusing on two retailers is not germinal to issues with alcohol. |
| Donald Carmichael | Nga puhi | | 1 | | | Huntly | Yes there should be restrictions on the amount of stores in our town. | No |
| Surina Combrink | | | 1 | | | Pokeno | Yes | |

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|----------------|---------------------------|--|---|---|---|--|---|--|
| Elaine Miller | | | | 1 | | Huntly | I don't think the number of bottle stores in town make any difference to the amount people buy. | It doesn't need changing. |
| Denise Lamb | | | 1 | | | Huntly | Yes definitely | |
| Zoe Carter | | | 1 | | | Raglan | Yes, 1 or 2 at the most. We don't want to encourage too much alcohol bring purchased and causing unruly behaviour in the town. | Raglan is growing and changing which is good and bad. There are lots of burglaries now and many cars being stolen even during the day. Alcohol affects people's behaviour and sometimes not in a good way. Recently I was in town on a Tues afternoon after school with my 9 yr old son and his friend. We were verbally abused whilst sitting by a tree enjoying an ice-cream. A group of people decided to abuse the boys with fowl language and were very intimidating even to myself. We were very upset and that was the first time in 17yrs that I've felt unsafe in our town. |
| Megan Ryder | Long time resident | | | 1 | | Huntly | Definitely there should be a limit, and no more for sure but let those businesses live on as they employ people Huntly has more pressuring issues to deal with like. educating the young and old not to drink and promoting healthy lifestyles therefore reducing crime rate | |
| Davina Vaughn | | 1 | | | | Huntly | Yes I do. We have too many in our town along with other outlets such as Countdown, RSA, sports clubs, pubs. Though they are not bottle stores they still sell alcohol. | It should be stricter, and the community have an opportunity to vote for the final decision. |
| Dee Bond | Tuakau Hotel | | | 1 | | Tuakau | No | The current LAP appears to be working very well for our community, however the current rules may limit the ability to move the location of one of the stores following a fire last year. We would support the liquor store being located opposite the hotel and adjacent to the Museum and Council owned vacant land. We believe that the community impact of this move will be nil, as the store currently faces those two properties. |
| Nga Rimamaki | | | | 1 | | Huntly | Yes, it's so should be per population | |
| Lee Fletcher | | | | | 1 | Te Kauwhata | No, neither here or anywhere else. You don't limit the number of bakeries, I have never seen a problem with abuse outside or around a bottle shop, | |
| Jeremy Duncan | | 1 | | | | Ngaruawahia | Yes absolutely. Anyone understands more access to alcohol leads to more problems. | |
| Kylie Baker | | | | 1 | | Tuakau | Yes. The current number of outlets selling alcohol in our town is adequate for the population. | I cannot see why you would ever allow alcohol to be sold within vicinity of schools. It seems silly to also be more liberal in some townships and more restrictive in others. There should be one consistent rule. |
| Shelley Turner | | | 1 | | | Huntly | Yes | I think the bottle stores shouldn't be allowed to stay open as late as they do. |
| Donna Henton | | | 1 | | | Huntly | Yes, bad for the community | No |
| Magda De Lange | Private | | | 1 | | Huntly | Yep definitely there need to be restrictions. | Nil |

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|------------------|---------------------------|--|---|---|--|--|---|--|
| Dianne Pitts | | | | 1 | | Pokeno | Yes there are two bottle shops, a sports bar , a cafe and supermarket that all sell alcohol. | No just voicing our extended family opinion. |
| Malika Kanawa | | | 1 | | | Huntly | Yes. I think Huntly has enough liquor suppliers as is. There is no need for more. | |
| Sacha Wood | | | | 1 | | Te Kauwhata | Yes, we do not need any further stores selling alcohol- would hate to see TK turn into Huntly with a bottle store every 500m | There should be a ban on drinking alcohol in the town area (Main Street), community areas etc especially where families and children use and gather at |
| Marina Masame | | | | 1 | | Huntly | I think Huntly be restricted to three stores. | For a small town, there is no need for more alcohol stores. |
| Leonie Andrews | | | | 1 | | Te Kauwhata | Yes | There is now sufficient alcohol premises in our small community, with the recent well stocked supermarket. |
| Jenny Cameron | Waahi Paa Marae | | | 1 | | Huntly | Yes. We currently have 2 x bottle stores and 1 x Countdown (where you can buy alcohol from). I think 2 x bottle stores is enough and should be capped at 2. | |
| Merelina Burnett | | | | 1 | | Cambridge/Leamington/Matangi | Yes. Despite being areas of significant population growth, these town areas are already well served with a sufficient number of outlets. | |
| Kate Thomas | | | | 1 | | Huntly | Yes absolutely, at the moment there are just enough stores plus the supermarkets selling alcohol. We use these places but also see the negative effect it can have on our community, restricting the number would be the best idea. | |
| Tania Wooding | | | 1 | | | Huntly | Yes I do, demographics of the Huntly area gives leave for excessive consumption | |
| Heather Lynch | | | | 1 | | Huntly | Yest | |
| Michael Dickason | | | | 1 | | Pokeno | To an extent, there should be some competition if you only have one then they can set prices very high but with 2 or 3 it allows for good prices and gives people a choice. | |
| Kris de Jong | | | 1 | | | Huntly | Hell yes. If you add on Countdown then a town of maybe 10k people has at least 4 places to get alcohol from, that's more than suburbs in Auckland that have 5 times the population. This town has enough issues. | |
| Kelly Jones | Resident | | | 1 | | Huntly | Yes | Alcohol provision takes not gives back to the community. |
| Gordon Dabell | | | | 1 | | Huntly | Yes . | |

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|------------------|---------------------------|--|---|---|---|--|--|---|
| Sarina Ponga | | | 1 | | | Huntly | Yes | The socio-economic of our town is disproportionate to the amount of access to alcohol. Not counting the 3 bottle stores but there are 3 to 4 other supermarkets where alcohol is also available. For a town with approx 8,500 people 6 stores is enough. Alcohol is only 1 issue. The ridiculous amount of bakeries/takeaways is another. If stopping the ability to supply alcohol is a priority for health the same methodology should apply for unhealthy supply of food - especially when you look at the disease distribution over this population. It is about time the local council looked into a detailed analysis of the issues for our town and prioritise these - working collaboratively with health/education/justice sector. Health reforms are here - Where is the localities approach to addressing these issues. Nga Mihi.... |
| Amelia Movete | Tainui | | 1 | | | Huntly | Yes. Especially in small towns. No more than two. Two is enough. The supermarket, four square in my town both sell beer/wine as well. | |
| Ocsa Savage | | | 1 | | | Huntly | Yes I do, more access to alcohol mean more availability for the community. Alcohol also sells in the supermarket and about 2 of the dairies here. So in total that's 6 shops selling. | Stricter opening times would help |
| Stacey Bate | | | | 1 | | Huntly | Yes, we definitely don't need any more. What we have now is about right. | |
| Aaron Lowe | | | | 1 | | Huntly | Yes, I think we have the ideal number now. Enough for competition but not enough to cause major alcoholism. | Perhaps WDC should keep a register of high consumption customers for health reasons. Also could cross reference with drink driving in the district. Should be a short term check, maybe three months, and all identifying data destroyed at the end of the survey for privacy purposes. Stores would know who their regulars are. |
| Dorz Marshall | | | | 1 | | Huntly | Yes there should be restrictions on liquor stores. Alcohol is readily available in supermarkets and Four Square stores so there is no need to saturate our towns with more alcohol outlets. | |
| Carol Te Ohaere | | 1 | | | | Huntly | Yes | |
| Devon | | | | | 1 | Te Kauwhata | No | One decent bottle store in TK would be nice |
| Victoria Britton | | 1 | | | | Huntly | Yes. You can purchase from bottle store, supermarket and multiple dairies. As the grown child of an alcoholic and a partner of an alcoholic. Please don't allow anymore bottle stores. Alcohol has killed more people than the world wars combined. It is the root of all evil. | |
| Steven O'Connor | Tainui | | 1 | | | Pokeno | Most definitely | |

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| Jeanette Phipps | | 1 | | | | | Huntly | Yes I do. For the size of Huntly the amount of stores already here is too much. No more wanted. | Not at present |
| Kara Reed | | | | 1 | | | Te Kauwhata | Yes | Pokeno is also my local. Two alcohol shops is enough. It's one too many actually |
| Chris | | | | 1 | | | Te Kauwhata | Yes, there are plenty, by the time you have the New World, Tavern, Rugby Club, and Golf Club there are plenty of places to purchase alcohol. We do not need another shop in town or the surrounding areas supplying our youth etc with cheap booze. We also do not want to add another building that would be a target to ram raids. | I think we need to look at the wider issues alcohol has on our district, and I feel that the council has some responsibility in keeping the people in its regions safe. |
| Hazel Godley | | | | 1 | | | Te Kauwhata | Yes | Less is better NZ has a drink problem family violence quite often is led by drunken members. |
| Laura Tabrum | | | | 1 | | | Ngaruawahia | Yes, two is plenty for Ngaruawahia. Alcohol should be more regulated. | |
| George Dale | | | | | 1 | | Te Kauwhata | No | Thieving tavern bastards are always ripping us off in this town. Too many of the cotton wool brigade want to control this little town. |
| Kim King | | 1 | | | | | Huntly | Yes! Bad enough supermarkets and 4 squares are selling alcohol in our area let alone 3 actual liquor stores 🙄 | Yes get rid of the alcohol stores and go with the supermarket sales 🙄 |
| Susie Rangi | Tainui | | 1 | | | | Huntly | No | No |
| Vicky Bagley | | | 1 | | | | Huntly | Yes | |
| Ellaina Martin | Tainui | 1 | | | | | Huntly | Definitely | Alcohol contributes to physical, sexual, mental, whanau and spiritual abuse. It creates pain and suffering to our children and women, parents and grandparents It contributes to death on our roads It has a negative impact of the community |
| Safia Pitel | | | | | | 1 | Raglan | There isn't enough choice in the bottle stores. More stores would make a difference, bottle stores, distilleries, breweries and wineries... there should be additional bottle stores not restrictions | |
| Tim Manukau | Self | | | 1 | | | Ngaruawahia | Yes | |
| Logan Wells | | | | | | 1 | Taupiri | No | No |
| Kevin Whittock | Kevin Whittock | | 1 | | | | Huntly | Yes | Opening hours for bottle stores should be changed. They should not be permitted to open before 09:00 and must close by 18:00 on weekdays and 14:00 on Saturdays. Sundays they should remain closed. |
| Jared Pickles | | | 1 | | | | Huntly | There definitely should be no new shops open, maybe closing earlier will reduce late night reckless drinking. | |

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|------------------|-----------------------------|--|---|---|--|---|--|--|---|
| Brooke | | | 1 | | | | Huntly | I think it won't matter how many alcohol stores there are in Huntly if people within the community drink or wish to drink for whatever reason they will always ensure they have alcohol. | |
| Jess | | 1 | | | | | Huntly, Waikato | Yes! Because we have multiple bottle stores and then the supermarket and also a number of smaller supermarkets, like 4 square and others who also sell alcohol. | |
| Claire Stevens | | | | 1 | | | Raglan | Yep | |
| Rachel | | | | 1 | | | Te Kauwhata | Yes - small town with two ways to buy alcohol already....we experience antisocial behaviour already (boy racing, aggressive teens doing damage to shops and homes) we don't need more ways to buy alcohol. | Stop giving bottle shops the ability to pop up in every block of shops. Everything about them is yuck - the signage, the booze advertising, who they attract outside their shops to hang out and intimidate others. |
| Ross Barrow | | | | 1 | | | Huntly | Yes as I feel we don't need any more bottle stores | |
| Stacey Haitana | | | | | | 1 | Te Kauwhata | No I don't. But currently we don't have any bottle stores in our town. | |
| Torrie Martinez | - | | | 1 | | | Huntly | I feel 3 would be appropriate however, 2 is just enough. | |
| Cheryl Maskell | | | | 1 | | | Huntly | No | No |
| Tracy Jones | | 1 | | | | | Huntly | Yes | |
| Jasoj Berryman | Covid centre Raahui Pookeka | 1 | | | | | Raahuo Pookeka | Yes | |
| Debra Brooks | | 1 | | | | | Huntly | Yes | No |
| Scott Bovaird | | | | 1 | | | Te Kauwhata | Yes. Until there is far more retail space. No new liquor stores including the new commercial properties in the lakeside area. New world and the trust service the community well. | Strong policies across the district should be applied. We do not need a proliferation of stores like in Auckland. |
| Phillip Amis | | | | 1 | | | Huntly | Yes, three is enough. Especially seeing as there are also three food outlets in town that also sell alcohol. | Alcohol free zones are not policed or enforced adequately |
| Bruce Horrox | | | 1 | | | | Huntly | Yes | We live in a low economic society with a lot of unemployment. I have years on school boards and see children that suffer due to not having their needs met at home. Their parents income is being spent on drugs and alcohol and the children miss out. We may only have 3 designated liquor outlets in town but alcohol is also readily available in super markets and food stuff stores |
| Paulina Sadowska | | | | 1 | | | Raglan | I believe 2 bottle stores are enough in town itself for the time being. Raglan is growing rapidly so in another 5 years it might be different. | The current LAP is fine. |

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|---------------------|---------------------------|--|---|---|----|---|--|--|---|
| | | | | | | | | | |
| Alex Dixon | | | 1 | | | | Cambridge | Yes | I don't think they should be near areas such as schools. |
| Kirsty BARBER | Taurikura | | 1 | | | | RD 9 Hamilton | Yes | I think restaurants and cafes should be licensed but stand alone bottle stores are a serious risk in communities, especially socially and economically disadvantaged communities. Ditto pokies! |
| Sarah Weaver | | 1 | | | | | Hamilton | Yes definitely | Remove tobacco and bottle shops |
| David Kimber | | | | 1 | | | Ngaruawahia | yes | |
| Crystal Cherrington | Ngati Naho Trust | 1 | | | | | Pokeno | There should be a limit for smaller areas as it's more likely to be targeted for robberies. And also the amount of bottles and cans that are left behind. One is more than enough. | That there should be more rules put in place where community committee groups that develop spaces like Pokeno can also enforce or put liquor bans in public reserves to keep the community and children safe. Especially during summer at swimming locations. |
| Bronwyn Heath | Steppingstones2nz | | | 1 | | | Pokeno | Yes, in Pokeno there are 3 places to buy alcohol and that plenty. | Don't make it easy to open Bottle stores |
| Raghu Hegde | | | 1 | | | | Tuakau | Yes | |
| Elizabeth Dillon | | 1 | 0 | | | | Hamilton | yes | no |
| Elysia Wanakore | Negative Apakura | 0 | 0 | 1 | 16 | 7 | Ngaruawahia | Yes | Don't allow any more to open. Even 1 would be enough, so if one were to close. Change max limit to 1. |

Submission

Waikato District Council Local Alcohol Policy Review

To: Waikato District Council
Private Bag 544
Ngaruawahia 3742
New Zealand
info@waidc.govt.nz

Details of submitter: Waikato District Health Board

Address for Service: Public Health Unit
Waikato District Health Board
Private Bag 3200
Hamilton 3240

Contact Person: Dr Richard Hoskins
Richard.hoskins@waikatodhb.health.nz

Hearing: Waikato DHB wishes to verbally support its submission

Date: 30 June 2022

Introduction

1. Waikato District Health Board (Waikato DHB) presents this submission through its Public Health Unit. Regarding matters concerning public health, the Public Health Unit is the principal source of advice within Waikato DHB. Under the New Zealand Public Health and Disability Act 2000, Waikato DHB has responsibility to improve, promote and protect the health of people and communities. Additionally, there is a responsibility to promote the reduction of adverse social and environmental effects on the health of people and communities. With over 8,000 staff, Waikato DHB delivers health services to a population of more than 400,000 people across the Waikato region, and tertiary-level services to the midland region with a population of over 840,000.
2. Public Health, Waikato DHB welcomes the opportunity to provide comment on council's Local Alcohol Policy 2017 review.



Submission and Recommendations

- Waikato DHB **supports** council's current cap on the number of standalone bottle stores in three towns; Ngaruawahia (2); Huntly (3), and Raglan (1). Our organisation **recommends** council go a step further and introduce a cap of one off-licence premises for Taupiri.
- Waikato DHB **strongly opposes** more permissive rules being applied for new bottle stores in Pokeno, Te Kauwhata, and Tuakau or any future growth area. Our organisation would **support** Waikato District Council amending s5.3 of Council's Local Alcohol Policy 2017 to ensure that any new off-licence premises for Te Kauwhata, Tuakau, Pokeno or any other future growth area within the district, be subject to the same rules and conditions as the rest of the district.
- Waikato DHB **recommends** a district-wide cap be discussed and considered by council.

Key information

The Sale and Supply of Alcohol Act 2012 (The Act) has failed in its objective to minimise alcohol-related harm in the most cost-effective policy areas such as alcohol taxation, minimum purchase age, and control of alcohol marketing. Furthermore, the Act fails to address the disproportionate impact on Māori or uphold and honour the Crown's obligations under Te Tiriti o Waitangi¹.

Alcohol is more affordable than ever. Beers, wines and spirits can be sold for under \$1 per standard drink. The budget end of the alcohol market has moved very little in price over the past few decades.¹

Alcohol marketing contributes to harmful alcohol consumption, failure to self-regulate, failure to protect children, and failure to afford Māori protection from alcohol-related harm. Exposure to sports sponsorship is associated with higher consumption of alcohol in both children and adults.²

The Act devolved responsibility to Territorial Authorities (TAs) to develop a Local Alcohol Policy (LAP) to improve community input into local alcohol licensing decisions, if they choose to. As at March 2022, only 32 TAs had an adopted LAP.³ The appeals process has resulted in LAPs being more permissive. The inability of strong restrictions in a LAP to make it through the appeals process has placed a significant burden on communities to be engaged in the licensing application process.⁴

Health is one of the key agencies that bears the burden of alcohol-related harm. Alcohol is a Group 1 carcinogen causally associated with seven types of cancer

¹ All District Health Boards. (2021). Heads of District Health Boards join forces to call for action to reduce alcohol harm. Accessed from chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.ahw.org.nz/Portals/5/Images/Documents/For%20Release%20-%20PR%20and%20DHB%20Position%20Statement%20on%20the%20Sale%20and%20Supply%20of%20Alcohol%20Act.pdf.

² Brown K. Association Between Alcohol Sports Sponsorship and Consumption: A Systematic Review. Alcohol and alcoholism (Oxford, Oxfordshire) 2016;51:747-55.

³ Alcohol Healthwatch. Status of Local Alcohol Policies, March 2022. Accessed from chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://www.ahw.org.nz/Portals/5/Resources/Documents-other/2022/LAP%20status%20March%202022.pdf

⁴ Alcohol Healthwatch. A review of Territorial Authority progress towards Local Alcohol Policy development.



including bowel, female breast, and liver cancer.⁵ More than 1000 New Zealanders die each year from their drinking.⁶ Breast cancer is the leading cause of alcohol-attributable death among females in New Zealand and more than one-third of these alcohol-attributable breast cancer deaths were attributed to an average consumption of <2 standard drinks per day.⁷

Data from the New Zealand Health Survey 2019/20 showed that one in five adults drink hazardously with males being twice as likely as females to be hazardous drinkers. Forty-four percent of Māori men and 29% of Māori women report hazardous drinking. Hazardous drinking prevalence is highest amongst those aged 25-34 years. Those living in the most socio-economically deprived areas were 1.3 times more likely to consume more than six drinks on an occasion at least weekly, when compared to adults in the least deprived areas.⁸ Young people experience more harm per standard drink than older drinkers.

Alcohol Outlet Density, Deprivation and Harm

It is now well established that people living in deprived areas of New Zealand live closer to pubs, bars, clubs and off-licensed premises than those living in wealthier areas.^{13,9} Hay (2009) reports that those living in more deprived urban areas do not need access to a vehicle to purchase alcohol as outlets are well within walking distance.¹³ Hay's research indicates that most alcohol outlets have other outlets located within 2km. In poorer areas of New Zealand there is greater access to pubs and bars than restaurants which are more common in wealthier areas. As a consequence, those living in poorer areas are more routinely exposed to alcohol promotion via signage, advertising, price competition and marketing of events such as happy hour than those living in wealthier areas. Hay (2009) notes differences in patterns of harm associated with pubs and bars versus restaurants, in that there are generally fewer assaults and less disorder attributable to the latter i.e. restaurants.¹³

Rural areas are a little different in that outlets tend to be locally clustered but each cluster is small and isolated from other clusters typically containing only a few outlets.¹³

Alcohol-related Waikato Emergency Department presentations

The burden of alcohol on the Waikato Hospital Emergency Department presentations is substantial. For the two-year period 1 June 2020 to 31 May 2022, there were 574 alcohol-related presentations from patients domiciled in the Waikato district. Ninety-seven percent (557) presented at Waikato Hospital in Hamilton.

The mean age of alcohol-related presentations for the Waikato District was 38 years. The highest number of presentations to ED were the 18-34 year olds (248 presentations) followed by those in the 45-54 year old age group. Sixty percent were male. Māori made up 45.5% (261) of all alcohol-related presentations from the

⁵ International Agency for Research on Cancer. Agents classified by the IARC Monographs, Volumes 1-125. Lyon, France: Author, 2019. Accessed from <https://monographs.iarc.fr/agents-classified-by-the-iarc>

⁶ Action Point. Alcohol Harm in New Zealand. Accessed from <https://www.actionpoint.org.nz/alcohol-harm-in-new-zealand>

⁷ Connor J, Kydd R, MacLennan B, Shield K, Rehm J. Alcohol-attributable cancer deaths under 80 years of age in New Zealand. *Drug Alcohol Rev* 2017; 36: 415-23

⁸ Ministry of Health. Annual Update of Key Results 2018/19: New Zealand Health Survey. Accessed from <https://www.health.govt.nz/annual-update-key-results-2019-20-new-zealand-health-survey>

⁹ Cameron, M.P.; Cochrane, W., Livingston, M. (2017). The relationship between alcohol outlets and harm: a spatial panel analysis for New Zealand, 2007-2014. Commissioned Research Report Prepared for the Health Promotion Agency. Department of Economics, University of Waikato.

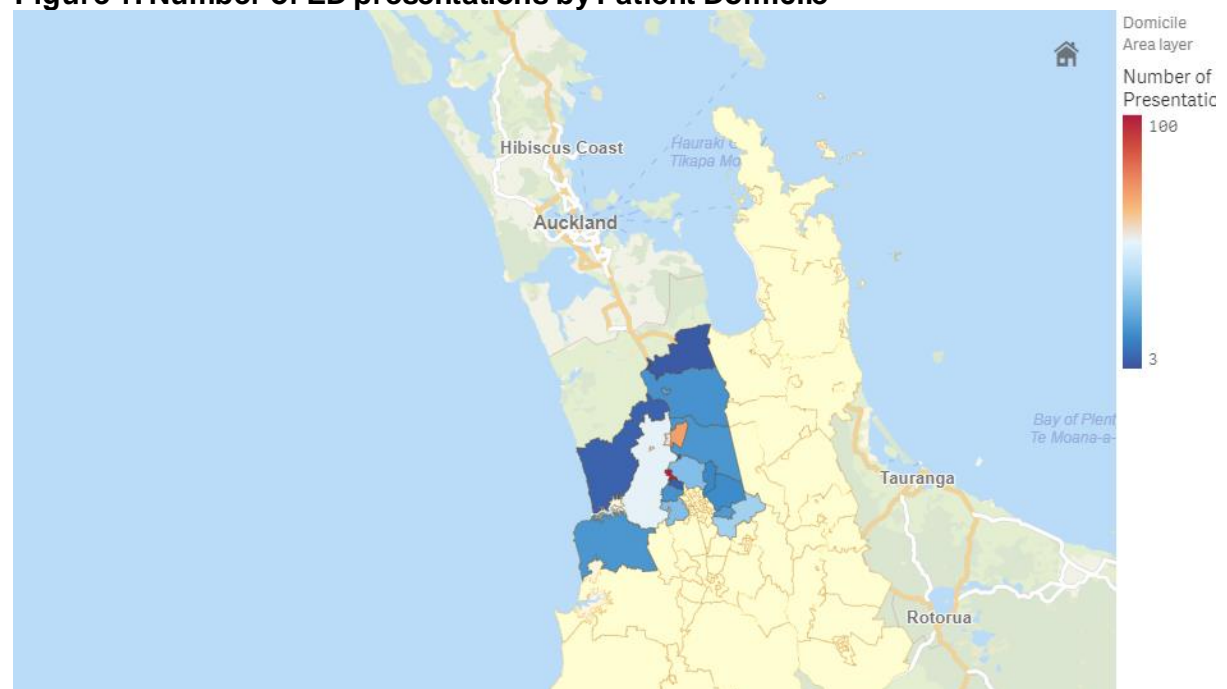
Waikato district.¹⁰ There were seven alcohol-related deaths at Waikato Hospital Hamilton during that time.¹¹

Deprivation

Deprivation¹² is a strong determinant of health. It is well established that poverty is a risk factor for poor health and those living in poor areas have higher mortality than those in wealthy areas.¹³ Exposure to poverty in childhood can have lifelong negative impacts on mental health¹⁴, and general health and wellbeing outcomes.

Of the patient domiciled addresses for the Waikato District, 45.4% (261 presentations) were domiciled in an area with a deprivation level of 8-10.¹⁵ Figure 1 below shows the number of ED presentations by Patient domicile. The dark red colour shows the highest number of ED presentations and the dark blue area the lowest number of ED presentations.

Figure 1: Number of ED presentations by Patient Domicile



Source: Inpatient Management System (iPM) via Costpro database, Waikato DHB

Within the Waikato district for the two-year period 31 May 2020 to 1 June 2022, 17% (100 presentations) were from people domiciled in Ngaruawahia; followed by 12% (70 presentations) Huntly East; 9.6% (55 presentations) Huntly West, and 9% (52

¹⁰ Inpatient Management System (iPM) via Costpro database, Waikato DHB

¹¹ These are ED episodes that were flagged as alcohol-related and during which time the patient died.

¹² The New Zealand Index of Deprivation (NZDep) is an area-based measure of socioeconomic deprivation and measures the level of deprivation of people in each small area or meshblock. NZDep estimates relative socioeconomic deprivation, not people, for example decile 1 represents areas with the least deprived scores while decile 10 represents areas with the most deprived scores.

¹³ Hay, G., Whigham, P., Kypri, K., Langley, J. (2009). Neighbourhood deprivation and access to alcohol outlets: A national study. University of Otago, Dunedin.

¹⁴ NIDEA (2017). Health Needs Assessment – Mental Health and Addiction Service Utilisation. National Institute of Demographic and Economic Analyses. University of Waikato, Hamilton.

¹⁵ The New Zealand Index of Deprivation (NZDep) is an area-based measure of socioeconomic deprivation and measures the level of deprivation of people in each small area or meshblock. NZDep estimates relative socioeconomic deprivation, not people, for example decile 1 represents areas with the least deprived scores while decile 10 represents areas with the most deprived scores.



presentations) from Glen Massey. There were 46 alcohol-related presentations from Raglan/Te Uku (8%).

Data recorded in this submission is only relevant to patients presenting to a Waikato Hospital Emergency Department and does not include alcohol-related presentations to a GP or clinic or for those who are not seen at all by a health professional.

Conclusion

As a health organisation, we are concerned that harm from alcohol remains unacceptably high and drives health inequities. Our organisation actively seeks to improve alcohol risk environments through legislative change and stronger, more effective alcohol policies. Waikato DHB applauds Waikato District Council for the strength of its current Local Alcohol Policy, amidst legislation that has failed in its objective to minimise alcohol-related harm. Our organisation looks forward to working alongside you to support and strengthen your LAP as required.

Yours sincerely

A handwritten signature in black ink, appearing to read 'R. Hoskins', written over a horizontal line.

Dr Richard Hoskins
Medical Officer of Health
Public Health Waikato DHB

| | |
|---------------------|--|
| To | Policy and Regulatory Committee |
| Report title | Exclusion of the Public |
| Date: | 1 August 2022 |
| Report Author: | Grace Shaw, Democracy Advisor |
| Authorised by: | Gaylene Kanawa, Democracy Team Leader |

1. Staff recommendations

Tuutohu-aa-kaimahi

THAT the public be excluded from the following parts of the proceedings of this meeting.

The general subject of each matter to be considered while the public is excluded, the reason for passing this resolution in relation to each matter, and the specific grounds under section 48(1) of the Local Government Official Information and Meetings Act 1987 for the passing of this resolution are as follows:

| General subject of each matter to be considered | Reason for passing this resolution in relation to each matter | Ground(s) under section 48(1) for the passing of this resolution |
|--|--|--|
| PEX 1 Item number PEX 1 Confirmation of Minutes PEX 2.1 Recommended Appointment – District Licensing Committee Commissioner | Good reason to withhold exists under Section 6 or Section 7 Local Government Official Information and Meetings Act 1987 | Section 48(1)(a) |

This resolution is made in reliance on section 48(1)(a) of the Local Government Official Information and Meetings Act 1987 and the particular interest or interests protected by Section 6 or Section 7 of that Act which would be prejudiced by the holding of the whole or relevant part of the proceedings of the meeting in public, as follows:

| Item No. | Section | Interest |
|---|-------------------------------------|-------------------------------|
| Item PEX 1 Confirmation of Minutes | Refer previous minutes for reasons. | |
| Item 2.1 Recommended Appointment - District Licensing Committee Commissioner | 7(2)(a) | To protect a person's privacy |

2. Attachments Ngaa taapirihanga

There are no attachments for this report.
