

## Sale and Supply of Alcohol - Stakeholder Questionnaire

### Survey introduction

Tēnā koe

You are invited to complete this survey to provide feedback on your experience implementing the alcohol licensing fees regime. The survey is part of a review to fulfil the requirement of the **Sale and Supply of Alcohol Act 2012** (section 404 of the Act) that the Ministry of Justice (the Ministry) must undertake a review of cost recovery by territorial authorities (TAs) for alcohol licensing every five years.

A few points to note:

- By completing the survey, you consent to participate in the review of alcohol licensing fees (the Review).
- Your response will be confidential and used for review purposes only. Your contact details will be kept in a secure folder with password protection and only approved researchers can access the information.
- The survey should take about 20 minutes to complete but may require you to source some information.
- Questions marked with an asterisk (\*) are required: you will not be unable to proceed until you answer the question.
- If you want to change any of your answers, use the 'Previous' button at the bottom of the survey. Please **DO NOT** use the back button on your web browser; otherwise, you will lose the content of your answers.
- Your answers will be submitted at the end when you click the "**Submit**" button.
- Please complete the survey by **24 June 2022**.
- Please contact the Review team on [survey@allenandclarke.co.nz](mailto:survey@allenandclarke.co.nz) if you have questions regarding the survey or the Review.

## Sale and Supply of Alcohol - Stakeholder Questionnaire

### About you

\* 1. Territorial Authority:

Dunedin City Council - Kaunihera a-rohe o Ōtepoti

\* 2. Contact name:

Aaron Hawkins

\* 3. Job title:

Mayor

\* 4. Your role in relation to the Act:

Mayor in Territorial Authority

\* 5. Contact phone number:

022 100 6634

\* 6. Contact email address:

mayor@dcc.govt.nz

## Sale and Supply of Alcohol - Stakeholder Questionnaire

### Fees and costs (default)

Under the Act, TAs must collect application and annual fees from applicants for licences for the sale and supply of alcohol to recover the costs of the functions they are required to carry out under the Act. Fees payable are set under the Sale and Supply of Alcohol (Fees) Regulations 2013 (the 2013 Regulations). The current fee schedule can be viewed [here](#).

TAs can use the default rates as set in the 2013 Regulations or set their own rates for application and annual fees through local bylaws, as provided for by the Sale and Supply of Alcohol Act (Fee-setting Bylaws) Order 2014.


\* 7. In the past five years, has your council charged alcohol licensing fees based on the default rates as set by the 2013 Regulations?

- ☐ No, we have fees set differently to the default rates
- ☒ Yes, we have fees set to the default rates for the past five years
- ☐ Don't know

## Sale and Supply of Alcohol - Stakeholder Questionnaire

### Fees and costs (default)

8. Please tell us which year you started to set fees that are different to the default rates?

N/A 

## **Sale and Supply of Alcohol - Stakeholder Questionnaire**

### **Fees and costs (default)**

\* 9. Is your council considering, or in the process of, implementing a change from the default licensing fees?

☒ No

☐ Yes

☐ Don't know

## Sale and Supply of Alcohol - Stakeholder Questionnaire

### Fees and costs (default)

10. Please tell us a bit more about why your council has considered/is considering implementing a change from the default licensing fees.

N/A

11. If you could increase the Alcohol Regulatory Fees under the Act, would you?

☒ No

☐ Yes

☐ Don't know

## Sale and Supply of Alcohol - Stakeholder Questionnaire

### Fees and costs (default)

12. Please tell us a bit more why you would increase the Alcohol Regulatory Fees under the Act.

N/A

\* 13. In the past five years, has your council applied section 6(4) of the 2012 Regulations (Fees) to assign a fees category to premises so that it is charged at a rate 1 level lower than its assessed risk category?

☐ No

☒ Yes

☐ Don't know

## Sale and Supply of Alcohol - Stakeholder Questionnaire

### Fees and costs (default)

\* 14. How often has your council applied this subclause to assign a fees category to premises in the past five years?

- ☒ Seldom
- ☐ Sometimes
- ☐ Frequently
- ☐ Always
- ☐ Don't know

15. Roughly, how many applications has your council applied this subclause to assign the fees category in the past five years?

Number of  
premises applied  
the subclause:

approximately - 20

Total number of  
applications  
received:

license applications - 860



## Sale and Supply of Alcohol - Stakeholder Questionnaire

### Fees and costs (non-default)

Under the Act, TAs must collect application and annual fees from applicants for licences for the sale and supply of alcohol to recover the costs of the functions they are required to carry out under the Act. Fees payable are set under the Sale and Supply of Alcohol (Fees) Regulations 2013. The current fee schedule can be viewed [here](#).

TAs can use the default rates as set in the 2013 Regulations or set their own rates for application and annual fees through local bylaws, as provided for by the Sale and Supply of Alcohol Act (Fee-setting Bylaws) Order 2014.

\* 16. Please advise the basis on which the chosen non-default fees have been set, including the rationale for replacing the default fee structure and details of the relevant bylaw.

Licence type:

Date of  
implementation:

Rationale:

17. \* Please outline the non-default fee structure your council has adopted. If you prefer, you can include a hyperlink in the text box below to the relevant page of your council's website, or upload a document using the optional upload tool in the next question or send to [survey@allenandclarke.co.nz](mailto:survey@allenandclarke.co.nz)

N/A

18. Upload your non-default fee structure here.

Tips for how to upload:

1. Save this document to your computer's local drive (e.g., C:/ drive).
2. When prompted in SurveyMonkey, upload this document by clicking "Upload File".
3. In the pop-up window, browse until you find your saved Survey Response Form.  
Double-click to add this to SurveyMonkey and click "Upload Files".
4. Continue with the rest of the survey.

Choose File

Choose File

No file chosen

## Sale and Supply of Alcohol - Stakeholder Questionnaire

### Guidance for TAs on determining costs and income

In October 2018 the [Ministry released guidance](#) to assist TAs to determine the costs and income relating to their alcohol licensing functions and activities, which include issuing licences, monitoring licensees and undertaking enforcement action relating to licence holders.

These questions relate to the use of that guidance.

\* 19. Have you used the guidance to determine your TAs costs and income related to alcohol licensing activities?

☒ No

☐ Yes

☐ Don't know

## **Sale and Supply of Alcohol - Stakeholder Questionnaire**

### **Guidance for TAs on determining costs and income**

20. Please tell us why you have not used the guidance.

The cost of licensing activity and income generated from fees is monitored monthly. DCC has not identified a need to use the guidance.

## **Sale and Supply of Alcohol - Stakeholder Questionnaire**

### **Guidance for TAs on determining costs and income**

21. Please tell us why you used the guidance?

N/A

22. How difficult or easy was it to use the guidance?

- ☐ Very difficult
- ☐ Difficult
- ☐ Neither easy nor difficult
- ☐ Easy
- ☐ Very easy

## Sale and Supply of Alcohol - Stakeholder Questionnaire

### Financial and statistical data

\* 23. We are interested in collecting financial and statistical data, including application and annual licence fees, cost recovery information, and costs related to inspections and enforcement.

Are you able to provide the financial and statistical data?

☐ No

☒ Yes

## Sale and Supply of Alcohol - Stakeholder Questionnaire

### Financial and statistical data

24. Please include a hyperlink in the text box below to the relevant page for the financial and statistical data of your council's website or upload a document using the optional upload tool in the next question or send to [survey@allenandclarke.co.nz](mailto:survey@allenandclarke.co.nz)

Document will be uploaded.

25. Upload your financial and statistical data here.

Tips for how to upload:

1. Save this document to your computer's local drive (e.g., C:/ drive).
2. When prompted in SurveyMonkey, upload this document by clicking "Upload File".
3. In the pop-up window, browse until you find your saved Survey Response Form.  
Double-click to add this to SurveyMonkey and click "Upload Files".
4. Continue with the rest of the survey.

Choose File

Choose File

No file chosen

## Sale and Supply of Alcohol - Stakeholder Questionnaire

### Licensing trends

\* 26. Has your TA observed any trends in the number of applications and licensing approvals following the implementation of the Act and 2013 Regulations?

- ☐ No
- ☒ Yes
- ☐ Don't know



## Sale and Supply of Alcohol - Stakeholder Questionnaire

### Licensing trends

\* 27. Please tell us a bit more about the trends that you observed.

The number of licences is trending down over time. The COVID-19 pandemic has exacerbated this trend. The number of off-licenses dropped in 2014-15. This is attributable to hotels/taverns with off-licenses no longer being able to compete with supermarkets and bottle stores.

\* 28. Do you agree or disagree with the following statement:

It is practical to implement the Epidemic Preparedness (Sale and Supply of Alcohol Act 2012—Licence Application Inquiries) Immediate Modification Order 2020.

Agree	Neither agree nor disagree	Disagree	Don't know	N/A
<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

## Sale and Supply of Alcohol - Stakeholder Questionnaire

### Licensing trends

29. Please tell us a bit more about why you agreed or disagreed.

The order was appropriate and implementable during lock down. Following a return to normalcy, the delay created by the amendments has had financial implications for new license holders. The Medical Officers of Health and the Police are often delayed in submitting their reports. This has delayed determinations being made by our DLC and can have serious financial implications for new license holders. The impact of the delays have been mitigated by our close working relationship with Police and Medical Officers of Health.

\* 30. Do you agree or disagree with the following statement:

The implementation of the Epidemic Preparedness Immediate Modification Order 2020 should be continued even after the COVID-19 pandemic.

Agree	Neither agree nor disagree	Disagree	Don't know	N/A
<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

## **Sale and Supply of Alcohol - Stakeholder Questionnaire**

### **Licensing trends**

31. Please tell us a bit more about why you agreed or disagreed.

The delay created by the amendments is not justified following lockdown. Dunedin City Council continues to work closely with the Police and Medical Officers of Health.

## Sale and Supply of Alcohol - Stakeholder Questionnaire

### Barriers, challenges, and improvements

32. Please describe any experience with, or ideas you may have for, **improving efficiency or minimising the cost** of your alcohol licensing functions.

The DCC notes that efficiency in our system has been greatly improved through the transition to applications being received and processed digitally. This transition was forced by COVID lock downs. We are continually looking for efficiencies to implement in our licensing function.

33. What is your territorial authority's experience including any **challenges** with ensuring the costs of its activities under the 2012 Act are recovered through fees?

No challenges have been identified. The workload is manageable within the default fees system of cost recovery. DLC members are paid per meeting. A weekly DLC meeting is sufficient to process applications.

34. Are there any additional comments that your territorial authority would like to share with the Ministry regarding the alcohol licensing fee regime such as **any suggestions for changes**?

The default fees regime is appropriate for the DLC and the DCC.

## Sale and Supply of Alcohol - Stakeholder Questionnaire

### Fit for purpose

35. Do you agree or disagree with the following statement:

The potential harm caused by excessive or inappropriate consumption of alcohol is minimised by the implementation of the Act.

Agree	Neither agree nor disagree	Disagree	Don't know	N/A
<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>	<input type="radio"/>	<input type="radio"/>

## Sale and Supply of Alcohol - Stakeholder Questionnaire

### Fit for purpose

36. Please tell us a bit more about why you agreed or disagreed.

Most alcohol-related harm in Dunedin is occurring away from licensed premises. On-license premises provide supervision for patrons. There is a low number of incidents attributable to on-license premises. When alcohol is purchased at an off-license, the seller must confirm the purchaser is over the age of 18 and not under the influence of alcohol. The DCC submits that there are insufficient means provided for by the Act to mitigate potential harm created by off-license consumption.

\* 37. In your view, are there any additional risk factors that we should consider when implementing the Act?

☒ No

☐ Yes

☐ Don't know

## Sale and Supply of Alcohol - Stakeholder Questionnaire

### Fit for purpose

38. Please tell us what they are.

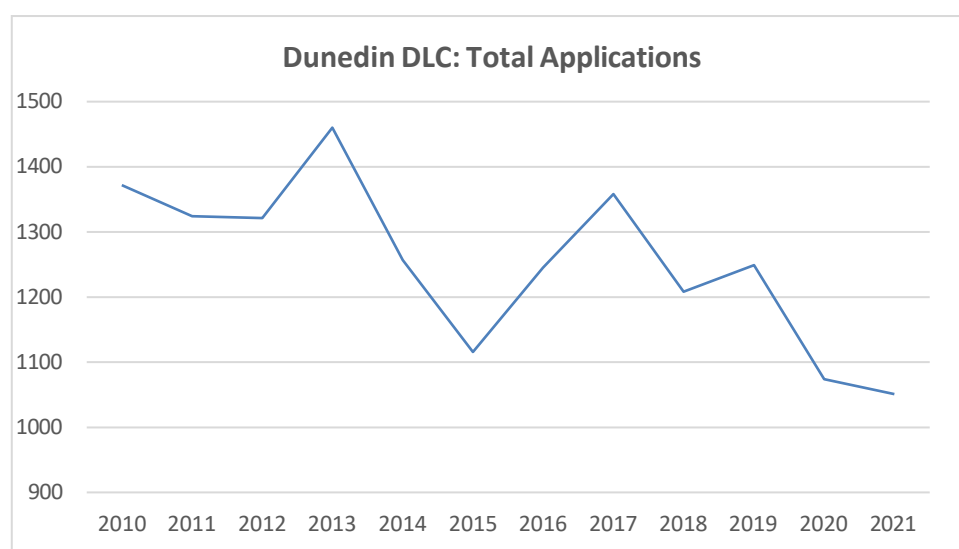
Actual revenue and budgeted expenditure for 2020/21 financial year:

Category	Revenue	Expenditure
Total	\$464,349	\$454,888
Actual income (2020/21)	\$464,349	
ARLA Refunds (2020/21)		\$39,888
Net Income	\$424,461	
Budgeted expenditure		\$415,000
Surplus	\$9,461	

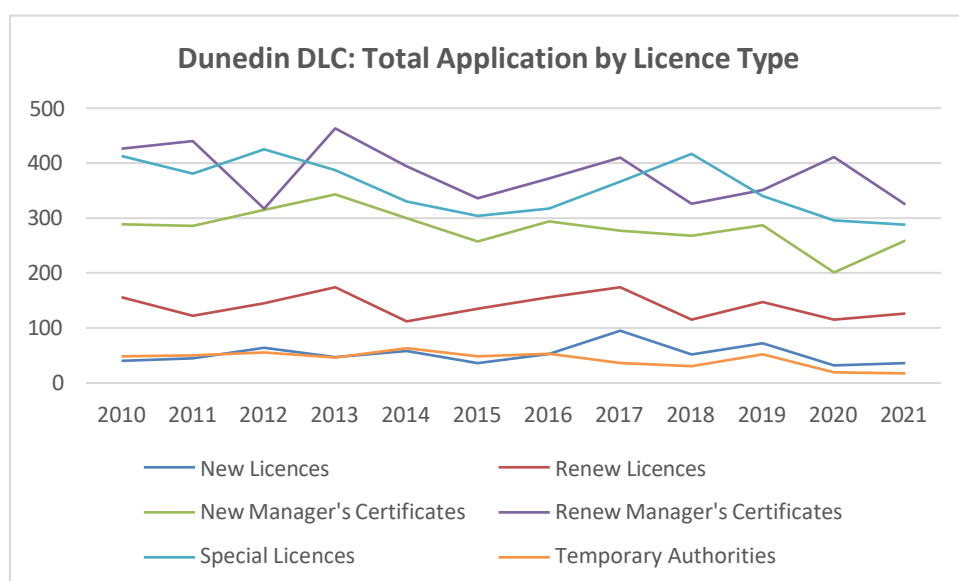
**Notes:**

1. The end of year actual expenditure for the 2020/21 financial year cannot be included. This may be lower than expected because of the pandemic: the Committee did not meet as often, and projects were on hold during 2020/21.
2. Details have been aggregated to protect the privacy of individuals.

**Applications Received since 2010:**



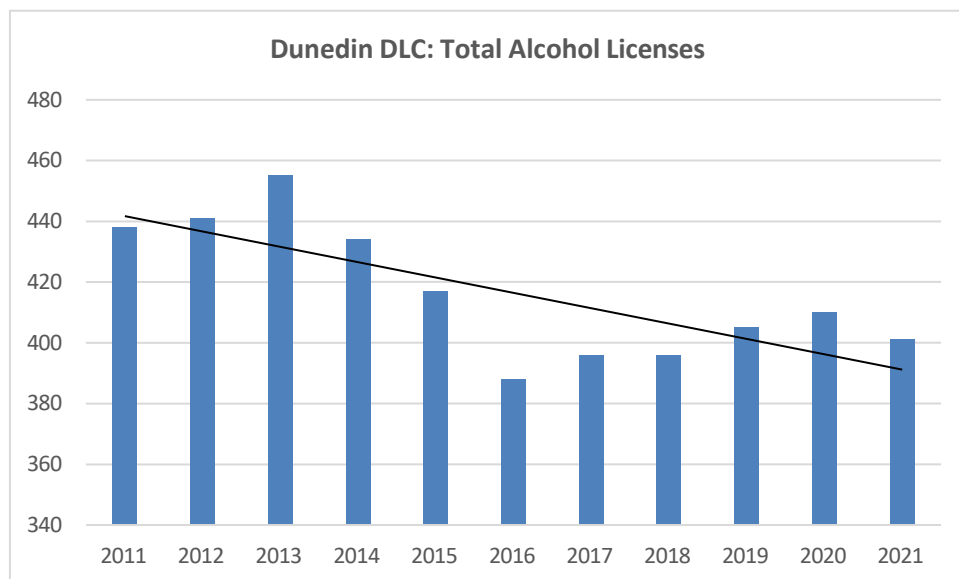
**Breakdown of applications by license type:**





## Licence Numbers

The graphs that follow show the number of current licences by year from 2012:



The sudden drop in 2015/16 occurred when many taverns/hotels decided not to renew their off-licences. We understand this is because they could not compete with chain bottle stores and supermarkets. We have no evidence the drop in numbers had anything to do with licence fees.

