

**ORDINARY MEETING**

**OF**

**WELLINGTON CITY COUNCIL**

**AGENDA**

**Time:** 9:30am  
**Date:** Wednesday, 29 August 2018  
**Venue:** Committee Room 1  
Ground Floor, Council Offices  
101 Wakefield Street  
Wellington

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**MEMBERSHIP**

Mayor Lester  
Councillor Calvert  
Councillor Calvi-Freeman  
Councillor Dawson  
Councillor Day  
Councillor Fitzsimons  
Councillor Foster  
Councillor Free  
Councillor Gilberd  
Councillor Lee  
Councillor Marsh  
Councillor Pannett  
Councillor Sparrow  
Councillor Woolf  
Councillor Young

**Have your say!**

*You can make a short presentation to the Councillors at this meeting. Please let us know by noon the working day before the meeting. You can do this either by phoning 04-803-8334, emailing [public.participation@wcc.govt.nz](mailto:public.participation@wcc.govt.nz) or writing to Democracy Services, Wellington City Council, PO Box 2199, Wellington, giving your name, phone number, and the issue you would like to talk about.*

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## 1. Meeting Conduct

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### 1.1 Karakia

The Chairperson will open the meeting with a karakia.

<b>Whakataka te hau ki te uru,</b>	Cease oh winds of the west
<b>Whakataka te hau ki te tonga.</b>	and of the south
<b>Kia mākinakina ki uta,</b>	Let the bracing breezes flow,
<b>Kia mātaratara ki tai.</b>	over the land and the sea.
<b>E hī ake ana te atākura.</b>	Let the red-tipped dawn come
<b>He tio, he huka, he hauhū.</b>	with a sharpened edge, a touch of frost,
<b>Tihei Mauri Ora!</b>	a promise of a glorious day

### 1.2 Apologies

The Chairperson invites notice from members of:

1. Leave of absence for future meetings of the Wellington City Council; or
2. Apologies, including apologies for lateness and early departure from the meeting, where leave of absence has not previously been granted.

### 1.3 Announcements by the Mayor

### 1.4 Conflict of Interest Declarations

Members are reminded of the need to be vigilant to stand aside from decision making when a conflict arises between their role as a member and any private or other external interest they might have.

### 1.5 Confirmation of Minutes

The minutes of the meeting held on 27 June 2018 will be put to the Council for confirmation.

### 1.6 Items not on the Agenda

The Chairperson will give notice of items not on the agenda as follows:

***Matters Requiring Urgent Attention as Determined by Resolution of the Wellington City Council***

The Chairperson shall state to the meeting.

1. The reason why the item is not on the agenda; and
2. The reason why discussion of the item cannot be delayed until a subsequent meeting.

The item may be allowed onto the agenda by resolution of the Wellington City Council.

***Minor Matters relating to the General Business of the Wellington City Council***

The Chairperson shall state to the meeting that the item will be discussed, but no resolution, decision, or recommendation may be made in respect of the item except to refer it to a subsequent meeting of the Wellington City Council for further discussion.

**1.7 Public Participation**

A maximum of 60 minutes is set aside for public participation at the commencement of any meeting of the Council or committee that is open to the public. Under Standing Order 3.23.3 a written, oral or electronic application to address the meeting setting forth the subject, is required to be lodged with the Chief Executive by 12.00 noon of the working day prior to the meeting concerned, and subsequently approved by the Chairperson.

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## **2. General Business**

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# **WELLINGTON DISTRICT LICENSING COMMITTEE ANNUAL REPORT TO THE ALCOHOL REGULATORY AND LICENSING AUTHORITY TO 30 JUNE 2018**

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### **Purpose**

1. This report:
  - a. asks the Council to approve the content of the Wellington District Licensing Committee (DLC) annual report to the Alcohol Regulatory and Licensing Authority (ARLA) for the period 1 July 2017 to 30 June 2018; and
  - b. provides the Council with further information about the operations of the DLC, its administrative support team (secretariat) and the Council's Licensing Inspectorate.

### **Summary**

2. Under the Sale and Supply of Alcohol Act 2012 (the Act), Council is required to submit an annual report for the period 1 July to 30 June on the operations of its DLC to the Alcohol Regulatory and Licensing Authority (ARLA).
3. The DLC requests Council's approval to submit the annual report to ARLA to its deadline of 30 August 2018 (**Attachment 1** refers).
4. The report complies with the requirements of the Act and ARLA.
5. The DLC annual report will be published on Council's website and distributed to stakeholders.
6. This paper includes additional reporting to Council on the operations of the DLC, its administrative support team (secretariat) and the Council's Licensing Inspectorate.

### **Recommendation/s**

That the Council:

1. Receives the information.
2. Agrees that the DLC Annual Report for the period 1 July 2017 to 30 June 2018 may be submitted to ARLA.
3. Notes the additional reporting about the activities of the DLC, its secretariat and the Licensing Inspectorate for the period.

### **Background**

7. The DLC is appointed by Council under the Act to deal with alcohol licensing matters for the district. Each year, the DLC must provide a report to ARLA detailing its proceedings and operations over the previous year. The reporting period for each year is 1 July to 30 June. ARLA is a specialist tribunal that deals with appeals of decisions by DLCs. ARLA specifies the form and content from DLC annual reports under the Act.

ARLA reports annually to Parliament and considers the content of DLC reports when it does so.

8. This year, ARLA is trialling a new online survey for DLCs, to make the reporting process simpler. The online survey includes a mixture of quantitative and qualitative questions. The annual report sets out the Wellington DLC's answers to ARLA's questions. In addition ARLA has requested completion of an Annual Return summarising fees paid to it under the Act and associated regulations. A copy of this is included as **Attachment 2**.
9. The Principal Advisor, District Licensing and DLC Secretary have prepared this material, in consultation with the DLC and relevant Council staff, and we now seek Council's approval to submit it to ARLA. ARLA's deadline for doing so is 30 August 2018.
10. The Council has elected to receive annual reporting on the activities of the DLC. In the past that has been based on the content of the DLC's annual report to ARLA. ARLA is requesting less information from DLCs this year, so the Wellington secretariat has provided Council with additional reporting. This additional reporting is set out below.

## Discussion

### DLC Annual Report – highlights

11. Some highlights from the DLC's Annual Report to ARLA for 2017-18 include:
  - The total number of applications considered and determined by the DLC has been relatively stable since last year. Please note that this year ARLA has only asked us to report on grants of new licences and manager's certificates and not renewals. The figures in the report are, therefore, lower than for previous years and do not represent the full volume of work undertaken by the DLC. This is set out in the table below under the hearing 'DLC Workload'.
  - The Wellington DLC continued to show leadership including by hosting an 'AGM' gathering for DLCs in the region in October 2017, alerting the Ministry of Justice to a need for guidance for on tobacco excise tax reporting requirements, and developing protocols for using Te Reo and NZ sign at DLC public hearings.
  - The Wellington DLC welcomed a High Court decision in relation to Wellington premises, Liquor King Kent Terrace (Lion Liquor Retail Limited v Medical Officer of Health (Wellington region)) [2018] NZHC 1123 that empowers DLCs and ARLA to do more to tackle alcohol related harm in the community.

### Additional reporting

#### *The DLC*

12. The composition of the DLC remained the same between 1 July 2017 and 30 June 2018, during which time the Committee conducted 23 days of public hearings to consider 19 opposed applications. Some trends we have observed with these opposed applications are described below.
13. Residential bodies corporate have opposed applications for inner city on-licences, with the residents' concerns relating to amenity and good order, in particular noise. In some cases, the DLC has been able to facilitate agreement between the residents and applicants and grant licences with consented conditions.



14. Applications for new licences in some city suburbs met with public objections from local communities. An application for a new bottle store on Aro Street was rejected by the DLC in the face of opposition from more than 50 local residents, as well as the reporting agencies. The applicant has appealed to ARLA. An application for a new bottle store in Newtown was withdrawn on the first day of a scheduled three-day hearing, in the face of opposition from many local members of the public.
15. Licences for most of the city's inner city bottle stores came up for renewal in the reporting period and were opposed by the reporting agencies (the Medical Officer of Health and Police in particular) who sought reduced late night trading hours. Some of these applications have yet to be determined by the DLC.
16. During the reporting period, the High Court issued a decision for Liquor King Kent Terrace. In October 2016, the Wellington DLC renewed the licence for this inner city bottle store, but reduced the hours on Friday and Saturday nights to 9pm closing. The DLC also imposed a licence condition requiring the store to brand its plastic bags; this was to help determine if products from the store were contributing to alcohol-related harm in the community. The applicant appealed. In May 2017, ARLA issued a decision upholding the branded bags condition, but reversing the DLC's reduction of licensed hours. The High Court, in May 2018, upheld the Wellington DLC's decision, imposing 9pm closing on Friday and Saturday nights. In doing so, the High Court confirmed that evidence of alcohol related harm must exist, but need not be directly linked to particular premises. This is a change in the law and its impact is already being felt. For example, ARLA recently reversed a decision of the Lower Hutt DLC to grant a new off licence for a bottle store in the face of community opposition.
17. Decisions made by the Wellington DLC must be published and we do this online at [www.nzlii.org](http://www.nzlii.org), where decisions of all the major New Zealand courts and tribunals can be accessed for free. Decisions made by the Wellington DLC are some of the most popular on the website. In 2017, the Wellington DLC's decisions were the fourth most searched after the High Court, Court of Appeal and Supreme Court and before the Environment Court, Employment Court, District Court and ARLA.

*DLC workload*

18. The table below outlines the number of licences and manager's certificates issued, renewed and declined by the DLC for the 2017-18 year.

<b>Application type</b>	<b>New</b>	<b>Renewal</b>	<b>Variation</b>	<b>Totals</b>
On licence – granted	66	157	11	234
On licence – declined	0	2	0	2
Off licence – granted	19	42	1	62
Off licence – declined	3	0	0	3

Club licence – granted	1	8	0	9
Club licence – declined	0	0	0	0
Manager’s certificate – granted	772	641	n/a	1413
Manager’s certificate – declined	4	1	n/a	5

19. In addition, the DLC determined 341 special licence applications for events and 57 applications for temporary authority orders, permitting new operators of premises to continue trading under the existing licence until their new application had been determined.

*DLC secretariat*

20. Council’s alcohol licensing activities are broader than the operations of the DLC and include work undertaken by support staff in the Public Health team. In July 2017, the Council’s Public Health team assumed responsibility for managing and running DLC public hearings. Previously, this was undertaken by the Democratic Services team. This includes managing all related paper work, setting fixtures and managing the hearing room and the parties who attend the hearing. The DLC Secretary leads this process, together with the Principal Advisor, District Licensing. Two members of the Public Health Approvals team also provide support as committee advisors, when required.
21. We reviewed and updated the DLC’s Health and Safety management plan in February and May 2018. Changes included ensuring that at all public hearings and site visits, a member of Council staff has a ‘lone worker device’ programmed to discretely call a member of security in the event of any personal confrontation.
22. The secretariat reviewed all alcohol licence application forms this year, with a view to Going Digital with applications (technology-permitting) in the new future.
23. A new DLC Secretary was appointed during the reporting period, with the resignation of Aimee Dartnall and recruitment of Grayson Rowse.

*Licensing Inspectorate*

24. Also integral to Wellington’s alcohol licensing regime is the Council’s Licensing Inspectorate. This comprises the Chief Licensing Inspector and five full time Inspectors. Inspectors are independent of the DLC and its secretariat. They are charged with reporting on all licence and manager’s certificate applications, as well as undertaking monitoring and enforcement activities under the Act. They are required by the Act to collaborate with the Police and Medical Officer of Health. The three agencies meet fortnightly to facilitate this.
25. This year, the Inspectors have undertaken specialist training in how to present at DLC hearings, including preparing evidence and submissions. They will be attending the New Zealand Institute of Liquor Licensing Inspectors’ conference later this year, which will focus on skills for DLC and ARLA hearings.

26. The Licensing Inspectorate met their Annual Plan targets this year, including visiting all 'Very High Risk' licensed premises twice and 'High Risk' premises once. Inspectors visited the Urban Polo event in Kelburn Park, which had attracted community concern. They found the event to be well run.
27. With the Police, the Inspectors have issued infringement notices this year (after initial warnings) to premises that did not have certificated managers named and on duty. This sent a strong message to these premises that they need to be run according to the Act.
28. The Inspectors have begun the transition to Going Digital, including by running all applications for manager's certificates digitally. The team is working with minimal paper now and hoping to go fully digital within a year.

### Next Actions

29. Once approved by Council, the DLC annual report to ARLA will be submitted online. A copy of the report will be made public on the Council's website, copies will be distributed to interested stakeholders and legal deposit copies will be sent to relevant libraries. This year, we have opted to produce the report in a simple format, without colour illustration. This aligns with the approach taken by other Councils. It will be more cost effective and responds to feedback by some members of the community that illustrated reports may be perceived as promoting alcohol.

### Attachments

- Attachment 1. Wellington DLC Annual Report to ARLA 2017 2018 [↓](#)  Page 13  
Attachment 2. Wellington DLC ARLA Return 2017 2018 [↓](#)  Page 17

Author	Clare Needham, Principal Advisor, District Licensing
Authoriser	David Chick, Chief City Planner

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## **SUPPORTING INFORMATION**

### **Engagement and Consultation**

The DLC annual report has been prepared in response to a request from ARLA specifying the required form and content for the report. The Chairs of the DLC have provided content, as has the DLC Secretary, Chief Licensing Inspector and Team Leader, Approvals and Process Innovation in the Public Health Team. Community feedback on the format of past reports has also been taken into account, leading to a decision to produce the report in a simpler, unillustrated format this year.

### **Treaty of Waitangi considerations**

In recognition of te Reo Māori as tāonga, and its protection as a tāonga by article 2 of the Te Tiriti o Waitangi, the DLC has introduced procedures for te Reo Māori to be used in its hearings.

### **Financial implications**

The cost of design and printing incurred for past DLC annual reports will be saved this year. The report will be submitted to ARLA through a free, online survey tool. The report will not be printed in full colour this year.

### **Policy and legislative implications**

The DLC annual report has been prepared and will be submitted to ARLA in compliance with the requirements of the Sale and Supply of Alcohol Act 2012.

### **Risks / legal**

There have been no legal risks identified in relation to this report.

### **Climate Change impact and considerations**

There are no relevant considerations.

### **Communications Plan**

The DLC annual report will be made public on the Council's website, copies will be distributed to interested stakeholders and legal deposit copies will be sent to relevant libraries.

### **Health and Safety Impact considered**

There are no relevant considerations regarding the annual report. Some new health and safety measures adopted by the DLC and its secretariat are outlined above.

Wellington District Licensing Committee's Annual Report to the Alcohol Regulatory and Licensing Authority for the period 1 July 2017 to 30 June 2018

1. Please provide the name of your District Licensing Committee:

The Wellington District Licensing Committee

2. Please provide the name, email, and contact phone number of your Committee's Secretary:

Grayson Rowse, [grayson.rowse@wcc.govt.nz](mailto:grayson.rowse@wcc.govt.nz), (021) 533964

3. Please name each of your licensing inspectors and provide their email and contact phone number:

Name	Email	Phone
Kay Sedcole, Chief Licensing Inspector	<a href="mailto:kay.sedcole@wcc.govt.nz">kay.sedcole@wcc.govt.nz</a>	021 247 9732
Karen Binnie	<a href="mailto:karen.binnie2@wcc.govt.nz">karen.binnie2@wcc.govt.nz</a>	027 803 0032
Joanne Burt	<a href="mailto:joanne.burt@wcc.govt.nz">joanne.burt@wcc.govt.nz</a>	021 227 8272
Lewis Howells	<a href="mailto:lewis.howells@wcc.govt.nz">lewis.howells@wcc.govt.nz</a>	021 227 8304
Kane McCollum	<a href="mailto:kane.mccollum@wcc.govt.nz">kane.mccollum@wcc.govt.nz</a>	021 227 8036
Phil Whelan	<a href="mailto:phil.whelan@wcc.govt.nz">phil.whelan@wcc.govt.nz</a>	021 227 8536

4. The following questions relate to the number of licences and managers' certificates your Committee issued and refused in the 2016-17 and 2017-18 financial years.

*Note: the 2016-17 financial year runs from 1 July 2016 to 30 June 2017 and the 2017-18 financial year runs from 1 July 2017 to 30 June 2018.*

**Licences 2016-2017**

In the 2016-17 year, how many 'on licences' did your Committee issue? (#) **82 (new)**

In the 2016-17 year, how many applications for 'on licences' did your Committee refuse? (#) **0 (new)**

In the 2016-17 year, how many 'off licences' did your Committee issue? (#) **16 (new)**

In the 2016-17 year, how many applications for 'off licences' did your Committee refuse? (#) **0 (new)**

In the 2016-17 year, how many club licences did your Committee issue? (#) **0 (new)**

In the 2016-17 year, how many applications for club licences did your Committee refuse? (#) **0 (new)**

**Licences 2017-2018**

In the 2017-18 year, how many 'on licences' did your Committee issue? (#) **66 (new)**

In the 2017-18 year, how many applications for 'on licences' did your Committee refuse? (#) **0 (new)**

In the 2017-18 year, how many 'off licences' did your Committee issue? (#) **19 (new)**

In the 2017-18 year, how many applications for 'off licences' did your Committee refuse? (#) **3 (new)**

In the 2017-18 year, how many club licences did your Committee issue? (#) **1 (new)**

In the 2017-18 year, how many applications for club licences did your Committee refuse? (#) **0 (new)**

#### **Manager's certificates 2016-2017**

In the 2016-17 year, how many managers' certificates did your Committee issue? (#) **744 (new)**

In the 2016-17 year, how many applications for managers' certificates did your Committee refuse? # **3 (new)**

In the 2016-17 year, how many applications for managers' certificates were withdrawn? # **6**

#### **Manager's certificates 2017-2018**

In the 2017-18 year, how many managers' certificates did your Committee issue? # **772 (new)**

In the 2017-18 year, how many applications for managers' certificates did your Committee refuse? # **4 (new)**

#### **5. Please comment on any changes or trends in the Committee's workload in 2017-18.**

The total number of applications considered and determined has been relatively stable from year to year. There was a slight downward trend in both on licences granted and manager's certificates issued across these two years, but this cannot be said to indicate a trend as there is insufficient comparative data.

We have noticed the following qualitative trends with opposed applications during the reporting period:

- Applications for new, inner city on-licensed premises attracting public objections from residential bodies corporate in relation to amenity and good order, particularly noise. It has been possible, in some cases, for the DLC to facilitate agreement among the parties to address residents' concerns, sometimes with licence conditions being imposed as a result or undertakings given.

- Reporting agency opposition to bottle stores and particularly to late night trading by inner city bottle stores. The majority of Wellington's central city bottle store off-licences came up for renewal during the reporting period.
- Numerous public objections by members of local communities (e.g. Newtown; Aro Valley) in relation to applications for new off-licences for bottle stores in their suburbs.

**6. Please comment on any new initiatives the Committee has developed/adopted in 2017-18.**

In October 2017, the Wellington DLC hosted an AGM for DLCs in the Wellington region, including Kapiti DLC, Porirua DLC, Upper Hutt DLC and Lower Hutt DLC. This comprised a day of presentations on topical issues by representatives of each DLC, covering key legal developments, procedural matters, trends etc. The AGM was an opportunity for members of Wellington regional DLCs and their support staff to meet, network and exchange ideas and experiences.

The Wellington DLC Secretary, Principal Advisor and the Chief Licensing Inspector provided input to the Ministry of Justice, which developed a factsheet on how to calculate tobacco excise tax when preparing a statement of annual sales revenue for a grocery store. The factsheet is now available on the Ministry's website and the Wellington DLC is providing it to applicants.

The Wellington DLC engaged a Te Reo interpreter to support the Committee at a public hearing where one party requested the right to give evidence in Te Reo. The DLC has developed a protocol for doing this in future and also for procuring the services of an NZ Sign interpreter, if required.

The Wellington DLC Secretary developed criteria for deciding whether to publically notify and special licence application.

**7. Has your Committee developed a Local Alcohol Policy?**

Historically, the Wellington City Council developed a provisional Local Alcohol Policy, which was notified on January 21, 2014. Appeals were lodged by eight parties which were heard by the Authority over eight days between October 20 and November 5, 2014. The Authority released its decision on January 20, 2015 which asked the Council to reconsider elements of its PLAP. The Council resolved on March 18, 2015 to receive a "report to the February 2016 meeting of the Community, Sport, and Recreation Committee on the opportunities to resubmit an amended Provisional Local Alcohol Policy taking into account updated local data and the parameters for local alcohol policies arising from the decision on appeals". On 3 March 2016, the Council's Community Sport and Recreation Committee resolved that the Council should not at that time resubmit the PLAP to the Authority, and should instead continue to monitor alcohol-related data in Wellington, work with key stakeholders, and consider future ARLA decisions on other PLAP appeals prior to determining if the Council requires a local

alcohol policy. The Committee also “agreed to continue to advocate to central government for a higher minimum unit price for alcohol including off licences.”

**8. 7A. If the answer is yes, what stage is your Local Alcohol Policy at?**

See above

**9. If the answer to 7 is Yes, what effect do you consider your Local Alcohol Policy is having?**

N/a

**10. Please comment on the ways in which you believe the Sale and Supply of Alcohol Act 2012 is achieving its object. Note: the object of the Sale and Supply of Alcohol Act 2012 is that:**

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

The Wellington DLC has been frustrated that limited progress has been made in minimising alcohol related harm since the Act came into force, in particular due to the constraints of past case law that required DLCs to find a direct link between harm and the operation of a particular premises. Since the High Court’s decision in Lion Liquor Retail Limited v Medical Officer of Health (Wellington region) [2018] NZHC 1123, it appears DLCs and the Authority will, nearly 5 years after the Act came into force, be able to give effect to the object of the Act. We note that the High Court’s approach has been applied in recent cases determined by the Authority, including a decision to decline a new off licence in Hutt City (Shady Lady Lighting Limited v Patel & ors [2018] NZARLA 198-199).

The Wellington DLC notes that, under the 1989 legislation, there was a particular category of manager’s certificate, for a ‘club manager’, and it was common for club licensed premises to have 2 or 3 certificated managers attached to the premises. This ensured qualified supervision of the sale, supply and consumption of alcohol by club members and their guests. Under the 2012 Act, the club manager qualification no longer exists. The Wellington DLC has observed that few applications for manager’s certificates received by the Committee are ‘tagged’ to licensed clubs. The majority of Wellington club licences are coming up for renewal at the end of this reporting period. The Wellington DLC considers that it will be detrimental to the management of licensed clubs if manager’s certificates are not renewed, perhaps due to cost, as this means the qualified supervision of club bars will be reduced.

Thank you for completing your annual report.



**Annual Return (Fees) to Alcohol Regulatory Licensing Authority**

**Territorial Authority :** Wellington  
**Annual Return for the Year Ending 2018**

**On Licence, Off Licence and Club Licence Applications Received:**

Application type	Number received in fee category: Very low	Number received in fee category: Low	Number received in fee category: Medium	Number received in fee category: High	Number received in fee category: Very High
ON Licence new	0	30	36	6	0
ON Licence variation	0	3	8	1	0
ON Licence renewal	10	69	62	31	1
OFF Licence new	1	1	14	1	0
OFF Licence variation	0	0	2	0	0
OFF Licence renewal	2	5	21	9	0
CLUB LICENCE new	0	0	0	0	0
CLUB LICENCE variation	0	0	0	0	0
CLUB LICENCE renewal	12	9	1	0	0
<b>TOTALS</b>	<b>25</b>	<b>117</b>	<b>144</b>	<b>48</b>	<b>1</b>
<b>Total fee payable to ARLA (GST incl)</b>	<b>\$ 431.25</b>	<b>\$ 4,036.50</b>	<b>\$ 7,452.00</b>	<b>\$ 4,140.00</b>	<b>\$ 172.50</b>
<b>TOTAL fee paid to ARLA (GST incl)</b>	<b>\$ 431</b>	<b>\$ 4,036.50</b>	<b>\$ 7,452.00</b>	<b>\$ 4,140.00</b>	<b>\$ 172.50</b>
<b>Balance payable</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Annual Fees for Existing Licences Received:**

Licence type	Number received in fee category: Very low	Number received in fee category: Low	Number received in fee category: Medium	Number received in fee category: High	Number received in fee category: Very High
ON Licence	17	176	169	88	1
OFF Licence	6	10	67	27	2
CLUB Licence	18	16	1	0	0
<b>TOTALS</b>	<b>41</b>	<b>202</b>	<b>237</b>	<b>115</b>	<b>3</b>
<b>Total fee payable to ARLA (GST incl)</b>	<b>\$ 707.25</b>	<b>\$ 6,969.00</b>	<b>\$ 12,264.75</b>	<b>\$ 9,918.75</b>	<b>\$ 517.50</b>
<b>TOTAL fee paid to ARLA (GST incl)</b>	<b>\$ 707.25</b>	<b>\$ 6,969.00</b>	<b>\$ 12,264.75</b>	<b>\$ 9,918.75</b>	<b>\$ 517.50</b>
<b>Balance payable</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Managers' Certificate Applications Received:**

MANAGER'S CERTIFICATE - new	792
MANAGER'S CERTIFICATE - renewal	628
<b>TOTALS</b>	<b>1420</b>
<b>Total fee payable to ARLA (GST incl)</b>	<b>\$ 40,825.00</b>
<b>TOTAL fee paid to ARLA (GST incl)</b>	<b>40,825.00</b>
<b>Balance payable</b>	<b>\$ -</b>

**Special Licence Applications Received:**

SPECIAL Licence	Number received in category: Class 1	Number received in category: Class 2	Number received in category: Class 3
	1	2	84
	34	208	

**Temporary Authority Applications Received:**

TEMPORARY AUTHORITY	Number received: 61
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**Permanent Club Charter Payments Received:**

PERMANENT CLUB CHARTER PAYMENTS	Number received: 1
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### 3. Committee Reports

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## REPORT OF THE CITY STRATEGY COMMITTEE MEETING OF 16 AUGUST 2018

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**Members:** Mayor Lester, Councillor Calvert, Councillor Calvi-Freeman, Councillor Dawson, Councillor Day, Councillor Fitzsimons, Councillor Foster, Councillor Free, Councillor Gilberd, Councillor Lee, Councillor Marsh, Councillor Pannett (Chair), Councillor Sparrow, Councillor Woolf, Councillor Young.

**The Committee recommends:**

**WELLINGTON HOUSING ACCORD - NOMINATION OF SPECIAL HOUSING AREAS**

**Recommendation/s**

That the Council:

1. Recommend to the Minister of Building and Construction to approve the following special housing areas and associated qualifying development criteria as identified in the Special Housing Area maps:
  - **Arlington**, with qualifying development criteria being 10 or more dwellings or allotments.
2. Add housing affordability provisions to the qualifying development criteria for Special Housing Areas to achieve an appropriate mix of housing, including housing for owner-occupiers, first home buyers, and accommodation for key workers. Mechanisms for achieving affordability may include, but are not limited to:
  - a range of appropriately sized sections (including smaller sized sections of 240-400m<sup>2</sup>);
  - a mixture of housing typologies and size;
  - the nature of any covenants (or similar restrictions) imposed on sections;
  - methods to reduce property speculation of vacant sections; and
  - methods to retain affordability in the medium to long term.
3. Adopt a requirement that a minimum of 10% of the special housing area, by developed market value or by area, is identified for affordable housing per the definitions established under the Kiwibuild criteria or the Wellington Housing Affordability Model.

**Attachments**  
Nil

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## REPORT OF THE CITY STRATEGY COMMITTEE MEETING OF 23 AUGUST 2018

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**Members:** Mayor Lester, Councillor Calvert, Councillor Calvi-Freeman, Councillor Dawson, Councillor Day, Councillor Fitzsimons, Councillor Foster, Councillor Free, Councillor Gilberd, Councillor Lee, Councillor Marsh, Councillor Pannett (Chair), Councillor Sparrow, Councillor Woolf, Councillor Young.

### The Committee recommends:

#### A. INTRODUCTION OF WEEKEND PARKING FEES

##### Recommendation/s

That the Council:

1. Approves the attached amendments to the Traffic Restrictions pursuant to the provisions of the Wellington City Council Consolidated Bylaw 2008 to implement parking fees between the 08:00am and 06:00pm on Saturdays and Sundays in the areas indicated on the Parking Fee Areas map (refer **Attachment 1**).
2. Approves weekend parking fees of \$2.50 per hour in all areas with a weekday rate of \$3.00 and above and a rate of \$1.50 per hour in all areas with a weekday rate of less than \$3.00 (refer **Attachment 1**).



#### B. INCREASE OF COUPON PARKING AND PERMIT FEES

##### Recommendation/s

That the Council:

1. Approves the attached amendments to the Traffic Restrictions pursuant to the provisions of the Wellington City Council Consolidated Bylaw 2008 to implement an increase in parking coupon and permit fees (refer **Attachment 2**).

### Attachments

Attachment 1.	Proposed Traffic Resolution – Weekend Parking <a href="#">↓</a> 	Page 22
Attachment 2.	Proposed Traffic Resolution – Parking Coupon and Permit Fees <a href="#">↓</a> 	Page 23



## PROPOSED TRAFFIC RESOLUTION

- Location :** Wellington Central Business District
- Proposal:** Replace free on-street parking in the central city during weekends with a user pays parking fee.
- Information:** Currently on-street parking is free of charge on Saturdays and Sundays
- I. Weekend parking fees be implemented from 8 September 2018.
  - II. A rate of \$2.50 per hour be applied in all areas with a weekday rate of \$3.00 and above.
  - III. A rate of \$1.50 per hour be applied in all areas with a weekday rate of less than \$3.00.
  - IV. A full-day weekend central city trade coupon be introduced at a rate of \$22.50
  - V. Parking time limits remain unchanged.

**Key Dates:**

23 July 2018	Advertisement in the Dominion Post Newspaper
23 July 2018	Feedback period opens
07 August 2018	Feedback period closes
23 August 2018	Report sent to City Strategy Committee for approval
29 August 2018	Report sent to Council for approval
08 September 2018	Enforcement start

**Prepared By :** JT Schutte  
Commercial Operation Team Leader – Parking Services

**Approved By :** Barbara McKerrow  
Chief Operating Officer, Customer & Community

**Approved By :** Jim Robertson  
Manager Community Networks, Coo-Community Networks (Acting)

**Date:** 15 August 2018

**Comments:**

Wellington City Council

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## PROPOSED TRAFFIC RESOLUTION

**Location :** Wellington Residential Parking Zones

**Proposal:** Increase in parking coupon & permit charges

**Information:** Our Revenue and Financing Policy guides our decisions on how to fund Council services. Under the policy, we take into account who benefits from a service (individuals, parts of the community, or the community as a whole) to help us to determine how the service should be funded.

The policy sets targets for each Council activity, determining what proportion should be funded from the various sources of income, such as user charges, general rates and target rates.

We propose making the below changes to the parking coupon and permit fees:

Type of parking coupon	Current fee	Proposed fee
Parking coupon – monthly	\$120	\$135
Parking coupon – daily	\$7.50	\$8.50
Parking coupon – trade (city centre) full day	\$40	\$45
Parking coupon – trade (city centre) half day	\$20	\$22.50
Parking coupon – trade (suburb) full day	\$7.50	\$8.50

Type of parking permit	Current fee	Proposed fee
Resident parking permit (12 months)	\$115	\$126.50
Exemption parking permit (12 months)	\$65	\$71.50
Guesthouse parking permit (10 permits)	\$17	\$18.70
Loading zone parking permit (12 months)	\$55	\$60.50

**Key Dates:**

23 July 2018	Advertisement in the Dominion Post Newspaper
23 July 2018	Feedback period opens
07 August 2018	Feedback period closes
23 August 2018	Report sent to City Strategy Committee for approval
29 August 2018	Report sent to Council for approval
01 September 2018	Implementation

**Prepared By :** **JT Schutte**  
Commercial Operation Team Leader – Parking Services

**Approved By :** **Barbara McKerrow**

Wellington City Council

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Proposed traffic resolution  
Increase in parking coupon and permit charges

Chief Operating Officer, Customer & Community

**Approved By :**     **Jim Robertson**  
Manager Community Networks, Coo-Community Networks (Acting)

**Date:** 15 August 2018

**Comments:**







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## 4. Public Excluded

### Recommendation

That the Council:

1. Pursuant to the provisions of the Local Government Official Information and Meetings Act 1987, exclude the public from the following part of the proceedings of this meeting namely:

General subject of the matter to be considered	Reasons for passing this resolution in relation to each matter	Ground(s) under section 48(1) for the passing of this resolution
4.1 Public Excluded Report of the Regulatory Processes Committee Meeting of 15 August 2018	7(2)(a) The withholding of the information is necessary to protect the privacy of natural persons, including that of a deceased person.	s48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
4.2 Public Excluded Report of the City Strategy Committee Meeting of 23 August 2018	7(2)(h) The withholding of the information is necessary to enable the local authority to carry out, without prejudice or disadvantage, commercial activities.	s48(1)(a) That the public conduct of this item would be likely to result in the disclosure of information for which good reason for withholding would exist under Section 7.
	7(2)(i) The withholding of the information is necessary to enable the local authority to carry on, without prejudice or disadvantage, negotiations (including commercial and industrial negotiations).	