

Alcohol Fees Bylaw 2024

Division	Strategy & Policy
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Owner	Name
Approved by	Jarred Griffiths

Version	Author	Date	Description
V 1.0	Angela Gordon	November 2024	Outlines fees payable to Council for alcohol licencing
V 2.0	Name	Month Year	Insert brief description here



Alcohol Fees Bylaw

Commencement

1.1 This bylaw comes into force on 01 July 2025.

2. Purpose

2.1 The purpose of this bylaw is to prescribe fees for all matters for which fees payable to Hutt City Council are prescribed in the Sale and Supply of Alcohol Act 2012.

3. Interpretation

3.1 In this bylaw, unless the context otherwise requires, the following definitions apply:

- **Act** means the Sale and Supply of Alcohol Act 2012.
- **Application Fee** has the meaning given by the Sale and Supply of Alcohol (Fees) Regulations 2013 and means any of the following:
 - an application for an on-licence, off-licence or club licence;
 - an application to vary an on-licence, off-licence or club licence;
 - and
 - an application to renew an on-licence, off-licence or club licence.
- **Licence** has the meaning given by the Sale and Supply of Alcohol Act 2012 and means any of the following:
 - a licence issued under the Act that is in force, and
 - in relation to any licenced premises, means the licence issued for them (or, in the case of premises that 2 or more licences have been issued for, any of those licences).
- **Regulations** means the Sale and Supply of Alcohol (Fees) Regulations 2013.
- **Permanent Club Charter** means a charter, granted under section 260(3) of the Licensing Act 1908 (or a corresponding provision of any earlier former licensing Act), that was in force immediately before the commencement of this section.
- **Special licence** means:
 - **Off-site special licence** which allows for the sale or supply of alcohol for consumption elsewhere, or the supply of alcohol free as a sample for consumption on the premises; or

- **On-site special licence** allows for the sale or supply of alcohol for consumption on the premises to people attending an event described on the licence.
- **Temporary authority** means a temporary authority order issued and in force under the Act.

4. Fees payable

4.1 Fees can be set by Council to recover the costs of alcohol licensing and monitoring in the community through the implementation of this Bylaw.

4.2 Fees for licensing are determined under the Sale and Supply of Alcohol Act 2012 and the Sale and Supply of Alcohol (Fees) Regulations 2013. Tables 1 through 4 below set out the new fees payable to Council for alcohol related fees including annual licence fees and applications. The fee increases represent 90% cost recovery.

4.3 The Sale and Supply of Alcohol (Fees) Regulations 2013 outlines the cost/risk rating of premises (clause 5) and the fees categories for premises (clause 6).

Table 1: Application fee increases for on-licence, off-licence and club licences from 2025 to 2030.

Risk categories (based on cost/risk ratings in the regulations)	Very low	Low	Medium	High	Very high
Current fee	\$699.20	\$1,158.05	\$1,551.35	\$1,944.65	\$2,294.25
2025/26	\$840	\$1505	\$2172	\$2916	\$3670
2026/27	\$865	\$1550	\$2237	\$3003	\$3780
2027/28	\$891	\$1597	\$2304	\$3094	\$3894
2028/29	\$918	\$1645	\$2373	\$3186	\$4010
2029/30	\$945	\$1694	\$2445	\$3282	\$4131

Table 2: Annual fee increases for on-licence, off-licence and club licences

Risk categories (based on cost/risk ratings in the regulations)	Very low	Low	Medium	High	Very high
Current fee	\$305.90	\$742.90	\$1201.75	\$1,966.50	\$2,731.25
2025/26	\$367	\$965	\$1682	\$2949	\$4370
2026/27	\$378	\$994	\$1732	\$3037	\$4501
2027/28	\$389	\$1024	\$1784	\$3129	\$4636
2028/29	\$401	\$1054	\$1838	\$3222	\$4775
2029/30	\$413	\$1086	\$1893	\$3319	\$4918

Table 3: Special Class licence fee increases

Special Licences	Class 1 (1 large event; more than 3 medium events; more than 12 small events)	Class 2 (3 to 12 small events, 1 to 3 medium events)	Class 3 (1 to 2 small events)
Current Fee	\$1092.50	\$393.30	\$120.15
2025/26	\$1748	\$589	\$132
2026/27	\$1800	\$607	\$136
2027/28	\$1854	\$625	\$140
2028/29	\$1910	\$644	\$144
2029/30	\$1967	\$663	\$149

Table 4: Other licence fee increases

Other licences	Temporary Authority (enables a new owner of licenced premises to continue selling or supplying alcohol until their own licence is issued)	Permanent Chartered Club
Current Fee	\$563.75	\$632.50
2025/26	\$789	\$759

2026/27	\$813	\$782
2027/28	\$837	\$805
2028/29	\$862	\$829
2029/30	\$888	\$854

Note: Manager Certificate fees are fixed at \$316.25, so are not included in the proposed fee increases.

5. Legislation

5.1 Legislation relevant to this Bylaw includes:

Sale and Supply of Alcohol Act 2012	The purpose of this Act is to provide a legal framework for the sale, supply and consumption of alcohol and the associated systems of control and licensing.
Sale and Supply of Alcohol (Fees) Regulation 2013	These regulations provide for the fees that can be charged and how fees are established for alcohol licensing related function of Local Authorities.
Sale and Supply of Alcohol (Fee-setting Bylaws) Order 2013	Every territorial authority is authorised to prescribe, by bylaw, fees for any matter for which a fee payable to territorial authorities can be prescribed by regulations made under the Sale and Supply of Alcohol Act 2012.

