

Rotorua Lakes Council - DLC ARLA

Annual Report 2022–2023

Submitted: 8 June 2026

1. Committee Secretary Details

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2. Licensing Inspectors

Chelsea Weir (Chief Inspector)

Peter Brownbridge (Inspector)

3. A. In the 2022-2023 year, how many total applications did your committee grant for new 'on licences' and to renew existing 'on licences'?

31 New + 57 Renewals

B. In the 2022-2023 year, how many total applications did your committee refuse for new 'on licences' and to renew existing 'on licences'?

Nil

C. In the 2022-2023 year, how many total applications did your committee grant for new 'off licences' and to renew existing 'off licences'?

7 New + 28 Renewals

D. In the 2022-2023 year, how many total applications did your committee refuse for new 'off licences' and to renew existing 'off licences'?

Nil

E. In the 2022-2023 year, how many total applications did your committee grant for new 'club licences' and to renew existing 'club licences'?

4 New + 7 Renewals

F. In the 2022-2023 year, how many total applications did your committee refuse for new 'club licences' and to renew existing 'club licences'?

Nil

G. In the 2022-2023 year, how many managers' certificates did your Committee issue?

396

H. In the 2022-2023 year, how many applications for managers' certificates did your Committee refuse?

Nil

I. In the 2022-2023 year, how many applications for managers' certificates were withdrawn?

2

J. In the 2022-2023 year, how many licence renewals did your Committee issue?

324

K. In the 2021-2022 year, how many licence renewals did your Committee refuse?

Nil

L. In the 2022-2023 year, how many managers' certificate renewals did your Committee issue?

232 Renewals

M. In the 2022-2023 year, how many new managers' certificate did your Committee issue?

180 New

N. As at 30 June 2022 what is the total number of On-Licences (new and existing) in your licensing district?

156

O. As at 30 June 2022 what is the total number of Off-Licences (new and existing) in your licensing district?

57

P. As at 30 June 2022 what is the total number of Club-Licences (new and existing) in your licensing district?

42

4. Workload Trends

- Overall application volumes stabilised following COVID-19 disruptions, with some reduction in new licence applications compared to prior years.
- Increased demand for manager's certificates as workforce turnover and recruitment continued to impact the hospitality sector.
- Growth in complex applications, including those involving remote alcohol sales and diversified business models.

5. Initiatives

- Continued use of online systems and digital processes for applications and administration.
- Gradual transition back to standard compliance practices following COVID-related leniency.
- Ongoing refinement of internal processes to improve efficiency and consistency.

6. Local Alcohol Policy (LAP)

The Committee operates under an in force LAP. Where applicable, the LAP provides guidance on trading hours and local risk management.

7. Effect of LAP

The Local Alcohol Policy assists the Committee in achieving consistent and transparent decision-making. It provides clarity for applicants and contributes to managing alcohol-related harm, particularly through controls on trading hours and high-risk locations.

8–9. LAP Review

The Local Alcohol Policy is subject to statutory review requirements. Any review process is resource-intensive and involves public consultation and the potential for appeals. No review was undertaken during the reporting period.

10. Effectiveness of the Act

- The Act is generally effective in regulating licensed premises where oversight and accountability are strong.
- Increasing challenges are evident in remote sales and alcohol delivery, with limited safeguards around age verification and immediacy of supply.

11. Trends Since the Act

- Continued growth in online alcohol sales and rapid delivery services.
- Increasingly diverse and complex licensing models, including shared premises and multi-use venues.

12. Improvements to the Act

- Greater clarity around remote sales and delivery regulation.
- More flexible hearing processes for time-sensitive applications.
- Simplification of manager certification and temporary manager requirements.
- Clarification of emerging issues such as digital ordering systems and low/no alcohol products.

Annual Return (Fees) to Alcohol Regulatory and Licensing Authority

Territorial Authority:

Annual Return for the Year Ending 2023

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	Total
On-licence new		11	20			31
On-licence variation						
On-licence renewal	2	24	29	2		57
Off-licence new		1	6	1		8
Off-licence variation						
Off-licence renewal	2	2	22	2		28
Club licence new	4					4
Club licence variation						
Club licence renewal	6	2				8
Total number	14	40	77	5		136
Total fees payable to ARLA (GST incl)						
Total fees paid to ARLA (GST incl)	241.50	1380.00	3984.75	431.25		6037.50
Annual Fees for Existing Licences Received						
Licence Type	Number Received in Fee Category – Very Low	Number Received in Fee Category – Low	Number Received in Fee Category – Medium	Number Received in Fee Category – High	Number Received in Fee Category – Very High	Total
On-licence	4	52	80	12		148
Off-licence	3	3	39	6	1	52
Club licence	26	10	2			38
Total number	33	65	121	18	1	238
Total fees payable to ARLA (GST incl)						

Total fees paid to ARLA (GST incl)	569.25	2242.50	6261.75	1552.50	172.50	10679.50
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Managers' Certificate Applications Received	
Application Type	Number Received
Managers' certificate new	173
Managers' certificate renewal	223
Total number	396
Total fees payable to ARLA (GST incl)	11385.00
Total fees paid to ARLA (GST incl)	

Special Licence Applications Received			
	Number Received in Category – Class 1	Number Received in Category – Class 2	Number Received in Category – Class 3
Special licence	67	21	28

Temporary Authority Applications Received	
	Number Received
Temporary authority	35

Permanent Club Charter Payments Received	
	Number Received
Permanent club charter payments	0

Total paid to ARLA	\$28102.00
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