

Waitomo District Council

Waitomo District Alcohol Fees Bylaw 2025

First Adopted:	30 June 2025
Review History:	
Date of Next Review:	June 2030
Responsibility:	GM - Strategy and Environment
Adopted by:	Council – 30 June 2025
Associated Documents:	Waitomo District Council Local Alcohol Policy (Doc #716260)

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This Bylaw is made pursuant to the Sale and Supply of Alcohol Act 2012, the Sale and Supply of Alcohol (Fee-setting Bylaws) Order 2013, and the Local Government Act 2002.

TITLE | TAITARA

This Bylaw may be cited as the Waitomo District Alcohol Fees Bylaw 2025.

COMMENCEMENT | TĪMATA

The initial resolution to make this Bylaw was passed by the Waitomo District Council at an ordinary meeting of the Council held on Monday 30 June 2025 and was adopted following deliberation of submissions received during the special consultative procedure, by a resolution at a meeting of the Council on Tuesday 10 June 2025. The Bylaw came into force on 1 July 2025. The Bylaw was then publicly notified on Council’s website on Wednesday 1 July 2025 and in the King Country News on Thursday 4 July 2025.

PURPOSE AND SCOPE | TE ARONGA ME TE KORAHĪ

- 1. The purpose of this Bylaw is to set fees for any matter for which fees payable to territorial authorities are prescribed in the Sale and Supply of Alcohol (Fees) Regulations 2013.
- 2. This Bylaw applies to the district of Waitomo District Council.

DEFINITIONS | NGĀ WHAKAMĀRAMATANGA

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 the fee for any of the following: <ul style="list-style-type: none">(a) an application for an on-licence, off-licence, or club licence:(b) an application to vary an on-licence, off-licence, or club licence:(c) an application to renew an on-licence, off-licence, or club licence
25/26 year	means the period commencing 1 July 2025 and ending 30 June 2026.
Subsequent years	means the period commencing 1 July 2026 onwards.
Council	means Waitomo District Council

BYLAW | PĀERO

Unless the context requires another meaning, a term of expression that is defined in the Act and used in this Bylaw, but not defined, has the meaning given by the Act.

Any guidance or explanatory notes do not form part of this Bylaw, and may be made, amended and revoked without formality.

To avoid doubt, the Legislation Act 2019 applies to this Bylaw.

1. Fees payable for premises in each fees category

- 1.1 The application fees and annual fees are:

- 1.2 Regulations 5 and 6 of the Sale and Supply of Alcohol (Fees) Regulations 2013 provides information on how the Council must assign the cost/risk rating and fees category to any premises for which an on-licence, off licence or club licence (including renewals) is held or sought.

Period fee applies:	25/26 year		Subsequent years	
Fees category for premises	Application fee	Annual fee	Application fee	Annual fee
Very low	\$432.00	\$189.00	\$544.00	\$238.00
Low	\$715.50	\$459.00	\$901.00	\$578.00
Medium	\$958.50	\$742.50	\$1207.00	\$935.00
High	\$1,201.50	\$1,215.00	\$1,513.00	\$1,530.00
Very high	\$1,417.50	\$1,687.50	\$1,785.00	\$2,125.00

2. Fees payable for special licences

- 2.1 The fee payable to the Council for a special licence is as follows:

Period fee applies:	25/26 year	Subsequent years
Special Licence class	Fee	Fee
Class 1	\$675.00	\$850.00
Class 2	\$243.00	\$306.00
Class 3	\$74.25	\$93.50

Guidance Note:

Regulation 9 of the Sale and Supply of Alcohol (Fees) Regulations 2013 sets out how Council must assign classes for special licenses. Under this provision, every special licence issued by a territorial authority must be one of the following classes:

Special Licence class	Issued in respect of
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 or 2 small events

For this purpose:

- **Large event** means an event that the territorial authority believes on reasonable grounds will have patronage of more than 400 people.
- **Medium event** means an event that the territorial authority believes on reasonable grounds will have patronage of between 100 and 400 people.
- **Small event** means an event that the territorial authority believes on reasonable grounds will have patronage of fewer than 100 people.

3. Temporary Authority

- 3.1 The fee payable under section 136(2) of the Act for a temporary authority to carry on the sale and supply of alcohol is:
- (a) for the 25/26 year, \$348.30; and
 - (b) for subsequent years, \$438.60.

4. Temporary Licence

- 4.1 A person applying under section 74 of the Act to sell alcohol pursuant to a licence from premises other than premises to which the licence relates must pay an application fee to the Council of:
- (a) for the 25/26 year, \$348.30; and
 - (b) for subsequent years, \$438.60.

5. Permanent Club Charter

- 5.1 The holder of a permanent club charter (as described in section 414 of the Act) must, if the club's premises are located in the district of the Council, pay an annual fee to the Council of:
- (a) for the 25/26 year, \$742.50; and
 - (b) for subsequent years, \$935.00.

6. Extract from Register

- 6.1 The fee payable to a licensing committee under section 66(2) of the Act for an extract from a register is:
- (a) for the 25/26 year, \$67.50; and
 - (b) for subsequent years, \$85.00.

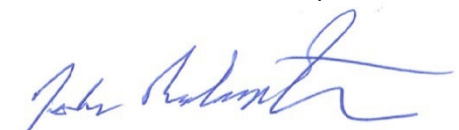
7. Goods and Services Tax Exclusive

- 7.1 The fees prescribed by this Bylaw are exclusive of goods and services tax.

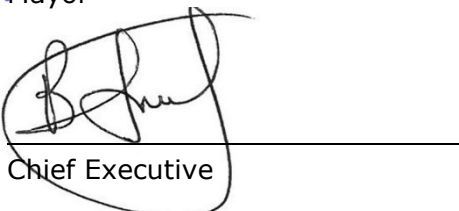
This Bylaw was made by the WAITOMO DISTRICT COUNCIL, under the Sale and Supply of Alcohol Act 2012, the Sale and Supply of Alcohol (Fee-setting Bylaws) Order 2013, and the Local Government Act 2002 at a meeting of the Council held on the Monday 30 June 2025.

The Common Seal of the WAITOMO DISTRICT COUNCIL was hereunto affixed pursuant to a resolution of Council passed on Monday 30 June 2025.

The Common Seal of the Waitomo District Council was hereto affixed in the presence of:



Mayor



Chief Executive

