



# **KAPITI COAST DISTRICT COUNCIL ALCOHOL LICENSING FEES BYLAW 2024**

# Part A

## Preliminary provisions

### 1. Title

- 1.1. This Bylaw may be cited as the Kapiti Coast District Council Alcohol Licensing Fees Bylaw 2024.
- 1.2. This Bylaw is made pursuant to the Sale and Supply of Alcohol Act 2012 and the Sale and Supply of Alcohol (Fee-setting Bylaws) Order 2013.

### 2. Commencement and Bylaw Application

- 2.1. This Bylaw comes into force on 1 July 2024.
- 2.2. This Bylaw applies to the Kapiti Coast District.

### 3. The Kapiti Coast District Council Alcohol Licensing Fees Bylaw 2024 Validation

- 3.1. The Kapiti Coast District Council Alcohol Licensing Fees Bylaw 2024 was approved at a meeting of the Kapiti Coast District Council (Resolution CO2024/52) held on 23 May 2024 after consultation undertaken pursuant to section 405 of the Sale and Supply of Alcohol Act 2012 and completion of the Special Consultative Procedure.

#### Bylaw Review

Bylaw adopted by Council	23 May 2024
Bylaw came into effect	1 July 2024
Review due date	1 July 2029

The Common seal of the Kapiti Coast District Council was affixed hereto, pursuant to a resolution of Council on 23 May 2024, in the presence of:



Janet Holborow  
Mayor



Darren Edwards  
Chief Executive



Councillor

#### **4. Purpose**

- 4.1. The purpose of this Bylaw is to prescribe fees for on-licences, off-licences, club licences, and special licences in accordance with the Sale and Supply of Alcohol (Fees) Regulations 2013 (Regulations) and the Sale and Supply of Alcohol (Fee-setting Bylaws) Order 2013.

#### **5. Interpretation**

- 5.1. Unless the context otherwise requires, words and phrases in the Sale and Supply of Alcohol Act 2012 and the Sale and Supply of Alcohol (Fees) Regulations 2013 have the same meaning in this Bylaw.
- 5.2. Council means the Kapiti Coast District Council.
- 5.3. Any explanatory notes and attachments are for information purposes, do not form part of this bylaw, and may be made, amended, and revoked without formality.
- 5.4. The Legislation Act 2019 applies to this Bylaw.

# Part B

## Fees

### 6. Fees payable

6.1. Tabled below are the fees payable to Council for licence application fees, annual fees, and special licence fees, for functions undertaken by Council under the Sale and Supply of Alcohol Act 2012.

*Table 1: Licence Application Fees (incl. GST)*

Category of premises	Year 1 – Fees (2024-2025)	Year 2 – Fees (2025-2026)	Year 3 – Fees (2026-2027)	Year 4 – Fees (2027-2028)	Year 5 – Fees (2028-2029)
<b>Very Low</b>	485.00	485.00	485.00	485.00	510.00
<b>Low</b>	804.50	804.50	804.50	804.50	845.00
<b>Medium</b>	1,306.50	1,306.50	1,551.50	1,551.50	1,667.00
<b>High</b>	1,637.50	1,637.50	1,899.50	1,899.50	2,089.50
<b>Very High</b>	1,932.00	1,932.00	2,241.00	2,241.00	2,465.00

*Table 2: Annual Fees (incl. GST)*

Category of premises	Year 1 – Fees (2024-2025)	Year 2 – Fees (2025-2026)	Year 3 – Fees (2026-2027)	Year 4 – Fees (2027-2028)	Year 5 – Fees (2028-2029)
<b>Very Low</b>	212.50	212.50	223.00	223.00	234.00
<b>Low</b>	516.00	516.00	541.00	541.00	569.00
<b>Medium</b>	1,011.00	1,011.00	1,112.00	1,112.00	1,223.50
<b>High</b>	1,656.00	1,656.00	1,821.50	1,821.50	2,004.00
<b>Very High</b>	2,300.00	2,300.00	2,530.00	2,530.00	2,783.00

*Table 3: Special Licence Fees (incl. GST)*

Special Licence	Year 1 – Fees (2024-2025)	Year 2 – Fees (2025-2026)	Year 3 – Fees (2026-2027)	Year 4 – Fees (2027-2028)	Year 5 – Fees (2028-2029)
<b>Class 1</b>	920.00	920.00	1,092.50	1,092.50	1202.00
<b>Class 2</b>	331.00	331.00	393.00	393.00	432.50
<b>Class 3</b>	101.00	101.00	120.00	120.00	132.00

## **Explanatory Note:**

### **Risk Categories of Premises**

For the charging of fees, a territorial authority must assign a fees category to any premises for which an on-licence, off-licence, or club licence is held or sought (see clauses. 5 and 6 of the Regulations).

The five risk categories are: Very low, Low, Medium, High, and Very high.

The five risk categories are based on assessment of three weighted risk factors:

- the type of premises (restaurant/ bottle store/ club etc.);
- the latest trading hour allowed by licence. (Whether an on-licence finishes earlier or later than 2am, or an off-licence finishes earlier or later than 10pm); and
- the number of enforcement holdings (actions) against the premises in last 18 months.

#### **Related information**

All fees and fee categories are represented as provided in the Sale and Supply of Alcohol (Fees) Regulations 2013. The fees set out in Tables 1, 2 and 3 are GST inclusive and replace the fees payable under clauses 7 and 10 of the Regulations but are determined using the framework set by clauses 4, 5, 6 and 9 of the Regulations. All other fees remain as provided for in the Regulations. [Note: fees stated in Regulations are exclusive of GST]