

8 November 2018

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Our reference:DOC/18 /154657

To Whom It May Concern

Pre-consultation on proposed Alcohol Fees Bylaw

The Hutt City Council is considering a proposal to establish a new funding system to licence premises for the sale and supply of alcohol. The aim is to ensure the costs associated with the licensing of on-licences, off-licences, and special licences is funded from the revenue Council receives from licensing fees to align with the way the Council charges fees for other areas of our business. The proposed new funding system would be enacted through an "Alcohol Fees Bylaw".

To assist with the development of this Bylaw a 'pre-consultation' phase is being held between now and **Friday 14 December**.

What is the purpose of the proposed bylaw?

The Sale and Supply of Alcohol Act and Regulations enable the Council, via the creation of a Bylaw, to establish alcohol licensing fees for Lower Hutt to cover the costs incurred by Council in undertaking the licensing of alcohol related businesses as required by legislation.

What are the proposed fees?

Attached are the details of what is proposed.

The proposal is to cover 90% of the costs incurred by the Council to administer alcohol licensing. The remainder of costs will be subsidised via rates which is consistent with the Council's other charges for services.

Why are we approaching you?

The Sale and Supply of Alcohol Act and Regulations require the Council to undertake a 'pre-consultation' phase with those people and businesses affected by this proposal. To assist with the development of this proposed bylaw we want to start a conversation with you based around the following questions:

1. What questions do you have about this proposal?
2. What are the issues you think need to be addressed when developing this bylaw as it relates to your business?
3. Is there anything else you think we should be aware of when developing this proposed bylaw?

Process we are following:

Proposed timeframe for development of the proposed Alcohol Fees Bylaw:

1. Thursday 8 November: Letters sent out to all licensees affected advising of the pre-consultation phase and inviting feedback on the proposal.
2. Friday 14 December: Submissions on the pre-consultation phase close.
3. Friday 8 February: Hearing Subcommittee of Council to hear submissions and in light of submissions received make recommendations to the Policy and Regulatory Committee.
4. Monday 4 March: Policy and Regulatory Committee meeting. Consider report back on submissions received and recommend if the proposed bylaw should proceed or not to Council.
5. Tuesday 26 March: Council meeting to consider recommendation of the Policy and Regulatory Committee and whether proposed bylaw should proceed to the next stage of calling for public submissions.

We welcome your input:

Council now invites you to reply to this letter. Council has sent this letter to all current alcohol licensees and recipients of special licences over the past year. If you know of other people or businesses who you think would want to be involved please feel free to pass this information onto them as we are interested to hear from anyone with an interest in the proposal.

To assist you to lodge a submission we have placed this letter and a submission form on the Hutt City Council website: <http://www.huttcity.govt.nz/alcoholfeesbylaw>
Alternatively, you can return the attached submission form by post to Hutt City Council, Private Bag 31912, Lower Hutt 5040.

If you have some specific questions about this matter please feel free to reply, ideally using the submission form on the Council website.

Yours sincerely



Graham Sewell
PRINCIPAL POLICY ADVISOR