

7 DISTRICT LICENSING COMMITTEE

Chairs	Sir Douglas Kidd (Commissioner) Murray Clearwater (Commissioner) Rex Woodhouse (Commissioner)
Membership	Zoe Doole Andy Foster (and Deputy Chair) Mary Hubble Sandra Kirby Kiri Rikihana Luke Tuffs Kate Thomson
Executive	The Chief Executive is the Secretary of District Licensing Committee/s. The Chief Executive may delegate this responsibility.
Frequency of meeting	As and when required

Area of focus

The Sale and Supply of Alcohol Act 2012 requires the Council to appoint one or more District Licensing Committees to deal with licensing matters.

District Licensing Committee/s are appointed to administer the Council's alcohol licensing framework as determined by the Act.

Terms of Reference (Delegations)

The functions of District Licensing Committees are specified by the Act and include:

1. To consider and determine applications for licenses and manager's certificates.
2. To consider and determine applications for renewal of licences and manager's certificates.
3. To consider and determine applications for temporary authority to carry on the sale and supply of alcohol in accordance with section 136 of the Act.
4. To consider and determine applications for the variation, suspension, or cancellation of special licences.
5. To consider and determine applications for the variation of licences (other than special licences) unless the application is brought under section 280 of the Act (Note: section 280 relates to applications by constables or inspectors to the Alcohol Regulatory Licensing Authority (ARLA) for the variation, suspension or cancellation of a licence, other than a special licence).
6. With the leave of the Chairperson for the licensing authority (ARLA), to refer applications to the licensing authority.
7. To conduct inquiries and to make reports as may be required of it by the licensing authority under section 175 of the Act.
8. Any other functions conferred on licensing committees by or under the Act or any other enactment.

Reporting to Council

The Secretary will prepare, for Council approval, an annual report on the proceedings and operations of the District Licensing Committees.