

12 August 2016

James Mitchell
Jurisdiction Manager
Alcohol Regulatory and Licensing Authority
Ministry of Justice
DX SX11159
Wellington 6011

Dear James

RE: Palmerston North City Council DLC Annual Report

1. Overview of DLC workload

- DLC's structure and personnel

The DLC Committee comprises four non-Council members and one Councillor:

*Murray Torwick (Chairperson)
Cr Susan Baty (Deputy Chairperson)
Tony Brown
Nikki Guy
Graeme Newbery*

The Committee meets on a weekly basis with the Chair and two members who are assigned on a rotation basis.

- Change in business compared with the District Licensing Agency under the Sale of Liquor Act 1989

Under the SLA 1989 recommendations were made by the Licensing Inspector to the Secretary of the DLA. If the Secretary agreed with the recommendation a License was issued. Now a report is given to the DLC for consideration. They will examine the written data presented and make their own decision. Requirement for reports to be more detailed now as the Licensing Inspector does not attend DLC meetings and present the report.

- Any staff training undertaken relating to the Sale and Supply of Alcohol Act 2012

December 2015, April 2016

- DLC meetings or hearings

Weekly meetings, no public hearings

- Any noticeable trends or issues faced by the DLC

No

2. DLC initiatives

- New initiatives adopted or tried by the DLC

None

3. Local Alcohol Policy

- Does the territorial authority have a draft or provisional local alcohol policy?

We intend to present the first draft LAP to the Community Development Committee later in 2016.

- If so, any comment on this:

As above. If approved we will have a draft LAP.

4. Current legislation

- Any comment on the Sale and Supply of Alcohol Act 2012

No

5. Any other matter the Territorial Authority might wish to draw to the attention of the Authority

No

Please see further attachments with the required statistical information, listing of licensed premises and updated contact information.

If you require further information then please do not hesitate to contact me.

Regards

A handwritten signature in black ink, appearing to read 'K. Whitfield', with a horizontal line above the 'i' and a horizontal line below the 'd'.

Kyle Whitfield
Governance & Support Team Leader
City Corporate