

**From:** [Official Information](#)  
**To:** [Section 7 \(2\) \(a\) lca.co.nz](#)  
**Cc:** [Official Information](#)  
**Subject:** Final response - LGOIMA 438751 - [Section 7 \(2\) \(a\)](#) - District Licensing Committees  
**Date:** Monday, 2 December 2024 10:14:04 am  
**Attachments:** [image001.png](#)  
[image001.png](#)  
[image002.jpg](#)  
[image003.jpg](#)

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Kia ora,

We refer to your information request below. Hamilton City Council provides the following response.

**Your request:**

*We request the following information under the Local Government Official Information and Meetings Act. We note responses are due within 20 working days, being Tuesday 3 December 2024. Please let me know if you would like any further information in order to fulfil this request.*

*Please advise the following :*

- 1. How many off-licences were operating in your territorial authority boundaries as at 30 June 2024 (if you cannot confirm at that specific date, how many off-licences do you currently have operating in your territorial authority boundaries? Please confirm which date you have used)*
- 2. What are your current recruitment criteria and qualification requirements for appointing DLC Members and Chairs?*
- 3. What procedures have you implemented to give effect to the Sale and Supply of Alcohol Act (Community Participation) Bill Amendments?*
- 4. What tikanga protocols have you implemented to give effect to the Sale and Supply of Alcohol Act (Community Participation) Bill Amendments?*
- 5. Have you seen any notable changes in community participation since implementation of the Sale and Supply of Alcohol Act (Community Participation) Bill?*

**Our response:**

**'How many off-licences were operating in your territorial authority boundaries as of 30 June 2024 (if you cannot confirm at that specific date, how many off-licences do you currently have operating in your territorial authority boundaries? Please confirm which date you have used)'**

Total number of off licences as at 8/11/24 is 74.

**'What are your current recruitment criteria and qualification requirements for appointing DLC Members and Chairs?'**

The person needs to be of good standard in the community and have the necessary knowledge, skills and experience in matters relating to the Sale and Supply of Alcohol.

**'What procedures have you implemented to give effect to the Sale and Supply of Alcohol Act**

### **(Community Participation) Bill Amendments?**

The procedures that we have implemented to date include:

- Change of location for one DLC hearing away from Council offices to a Community Centre close to the location of the application and objectors (5 community objectors);
- An application had received 91 public objections and planning was around how we could provide a space that was available to handle the number of objectors, but also available after hours to suit the availability of some objectors. This hearing was also livestreamed so all interested parties could view the hearing. In the end only 8 objectors attended the hearing.
- Providing an easy-to-read booklet for public objectors on how public hearings are run.
- Working on providing a website page for members of the public to see the process once an application is headed to a hearing - this is where Directions, Briefs of Evidence and Submissions will be placed.

### **'What tikanga protocols have you implemented to give effect to the Sale and Supply of Alcohol Act (Community Participation) Bill Amendments?'**

The tikanga protocols we have implemented to date include:

- Opening and closing karakia.
- Provision of hot and cold drinks and simple finger food for attendees and members of the public at the start of each hearing.
- To provide further training to Committee Members to improve understanding of tikanga.

### **'Have you seen any notable changes in community participation since implementation of the Sale and Supply of Alcohol Act (Community Participation)?'**

Notable changes in community participation include:

- Increased public objections for two applications for new off-licences in one community.
- Increased curiosity from the community about being able to object to licence applications.

You have the right to seek an investigation and review by the Ombudsman of this decision.

Information about how to make a complaint is available at [www.ombudsman.parliament.nz](http://www.ombudsman.parliament.nz) or freephone 0800 802 602.

#### **Ngaa mihi**

#### **Keeley Faulkner**

Official Information Advisor & Legal Support Officer

Legal services

Governance & Assurance Team | Partnerships, communication & Maaori

Email: [officialinformation@hcc.govt.nz](mailto:officialinformation@hcc.govt.nz)



**Hamilton City Council | Private Bag 3010 | Hamilton 3240 | [www.hamilton.govt.nz](http://www.hamilton.govt.nz)**



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*I support flexibility at work. While it suits me to send this email now, I don't expect a response outside of your own working hours.*

**From:** Section 7 (2) (a) [clca.co.nz](mailto:clca.co.nz)

**Sent:** Tuesday, November 5, 2024 1:32 PM

**To:**

**Section 7 (2) (a)**

[Redacted]

[Redacted] [wmk.govt.nz.customer.services@tcdc.govt.nz](mailto:wmk.govt.nz.customer.services@tcdc.govt.nz)  
[jo.guise@chathamislands.govt.nz](mailto:jo.guise@chathamislands.govt.nz)

**Subject:** LGOIMA request - District Licensing Committees

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Tēnā koutou,

We request the following information under the Local Government Official Information and Meetings Act. We note responses are due within 20 working days, being Tuesday 3 December 2024. Please let me know if you would like any further information in order to fulfil this request.

Please advise the following :

6. How many off-licences were operating in your territorial authority boundaries as at 30 June 2024 (if you cannot confirm at that specific date, how many off-licences do you currently have operating in your territorial authority boundaries? Please confirm which date you have used)
7. What are your current recruitment criteria and qualification requirements for appointing DLC Members and Chairs?
8. What procedures have you implemented to give effect to the Sale and Supply of Alcohol Act (Community Participation) Bill Amendments?
9. What tikanga protocols have you implemented to give effect to the Sale and Supply of Alcohol Act (Community Participation) Bill Amendments?
10. Have you seen any notable changes in community participation since implementation of the Sale and Supply of Alcohol Act (Community Participation) Bill?

Thank you, I look forward to receiving your response.

Ngā mihi nui,

**Section 7 (2) (a)**

**[REDACTED]**

Alcohol Harm Reduction Project

Kaiārahi | National Coordinator – Community

P: 027 294 8441 | E: **Section 7 (2) (a)** [clca.co.nz](mailto:clca.co.nz)





**Hamilton City Council | Private Bag 3010 | Hamilton 3240 | [www.hamilton.co.nz](http://www.hamilton.co.nz)**

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