

Officer responsible Community Advocate	Author John Shanks, Committee Secretary
Corporate Plan Output: District Licensing Agency	

This report is to seek a decision from the Board on how it wishes to deal with applications for new and renewed liquor licences in the Hagley/Ferrymead Community Board area.

The Christchurch City Council functions as the District Licensing Agency (DLA) for the Christchurch area. The Council appoints councillors to serve on the DLA which makes decisions on applications for renewal of on, off and club licences and managers' certificates together with temporary Authorities or special licences in the Christchurch area and can impose conditions upon these latter licences as appropriate.

Copies of all new and renewal liquor licensing applications (on, off and club) for the Hagley/Ferrymead Community Board area are provided to the members of the Community Board. This report seeks the guidance of the new Board on how it wishes to deal with these applications.

The Community Board does not have the right to block any application but the Board and individual Board members do have the opportunity to comment on any application about which they have reservations to the DLA Inspector and these comments will be taken into account when the Inspector reports on the application in question.

At the present time hearings on Temporary Authority or special licences are held only where the application is opposed by the Inspector or the Police. Concerns expressed by Community Board members, as representatives of local interests, would be taken into account by staff when assessing applications. If there are no staff or Police objections to a temporary or special licence, this licence will be approved by Council staff acting under delegated authority on behalf of the District Licensing Agency.

Applications for new permanent licences ie. on, off or club are heard in Wellington by the Liquor Licensing Authority. The Community Board may make a formal objection to the issuing of a new licence as may any individual Community Board member. After a period of 12 months a liquor licence issued by the Liquor Licensing Authority in Wellington comes up for renewal. The Community Board may express its objections to the renewal of the licence if there are reasons for concern. If there are no concerns expressed, the licence is renewed automatically by Council staff (DLA officers) acting under delegated authority from the District Licensing Agency.

This report outlines the existing arrangements for liquor licensing. Changes to liquor licensing laws are at present under consideration by Parliament and, if enacted, may result in new liquor licensing requirements later in the year.

The past practice of the Hagley/Ferrymead Community Board has been for new applications and for applications which are located in a residential zoned area or in the immediate vicinity of residential properties to be referred to the Board for its information as part of the monthly report of the Community Advocate. However, because of the very tight time frame, it could be argued that this process could deprive the Board of the opportunity to make submissions in its own name should the need arise.

A suggested alternative would be to set up a small subcommittee with delegated authority to assess liquor licensing applications and to make submissions on the Board's behalf on any application which was of concern.

Such a subcommittee would need to function only when its members held concerns over an application or when concerns were drawn to the attention of a subcommittee member by another member of the Board. For ease and speed of function it would seem preferable to keep such a subcommittee small – perhaps one Board member to represent the Hagley area and one to represent Ferrymead with the Chairman ex officio.

The Board's guidance on how it wishes to deal with these applications in the coming year is sought.

For the guidance of Board members, an extract from the District Licensing Agency Policy Document is attached. This extract outlines the procedures for Community input into the Licensing process.

Recommendation: For the Board's consideration and decision.

Chairman's

Recommendation: For discussion