

9 April 2019

LGOIMA No. 8140004400  
(Please quote this in any correspondence)

John Luke

By Email: [fyi-request-9762-97b51206@requests.fyi.org.nz](mailto:fyi-request-9762-97b51206@requests.fyi.org.nz)

Dear John

### **Local Government Official Information And Meetings Act 1987 (LGOIMA)**

#### **Panel Members Processes**

Thank you for your information request dated 5 March 2019 regarding the District Licensing Committee (DLC) panel members.

**1. I would like to know how you call for nomination for the panel members and chairs.**

Auckland Council does not call for nominations for the DLC chairs and panel members. Instead, the council seeks applications for its DLC every three years. All potential candidates must express their interest by way of applying for an advertised position and completing an application form online, via Auckland Council's [website](#).

Two recruitment cycles have been conducted since the establishment of the DLC. The last cycle was in 2017. At that time, the council advertised the vacancies in various news media and through professional associations. A selection panel shortlisted and interviewed candidates and the Regulatory Committee appointed the DLC chairs and members at its meeting on 15 June 2017 based on the recommendations of the selection panel.

DLC appointments are based on individual qualifications, competencies and skill sets. DLC candidates must have good standing in the community and the necessary knowledge, skills and experience regarding matters that are likely to come before the Committee. Additionally, each applicant must be a New Zealand citizen or a New Zealand permanent resident, and preference will be given to applicants that reside within the Auckland region.

**2. I understand from the link below, that the council call for nomination in 2017, can you please let me know on what platform you have advertise the position and how many nominations you have received from the public.**

A publicly available report to the Regulatory Committee on 15 June 2017 sets out the process for DLC appointments and includes a breakdown of the advertising channels and number of applications received. You can read this report [here](#).

**3. Also, I would like to know the bio of current members/chairs.**

Auckland Council publishes its list of members and chairpersons online, which can be viewed at the link below:

<https://www.aucklandcouncil.govt.nz/licences-regulations/business-licences/alcohol-licences-fines/Pages/district-licensing-committee.aspx>

When applying to be a DLC chair or member, applicants are required to provide their curriculum vitae and a cover letter. There is no additional requirement for applicants to produce a biography, and the council does not compile biographies for the successful applicants or current panel members.

The biographical details we hold about the applicants were obtained through their application material and provided as part of the recruitment process for shortlisting and appointment purposes. As such, this information is held subject to an obligation of confidence and has been withheld under section 7(2)(c) of the LGOIMA.

**4. Further, I would like to know each members/chairs term of appointment.**

The DLC contract is for a three-year term. The term of the current DLC panel members is from 1 July 2017 to 30 June 2020.

We appreciate your patience and trust this information satisfies your request. Should you believe that we have not dealt with your request appropriately, you have the right in accordance with section 27(3) of the LGOIMA to make a complaint to the Office of the Ombudsman and seek an investigation.

If you have any further queries please contact me on 09 301 0101, quoting LGOIMA No. 8140004400.

Yours sincerely



Norma Tinai  
Privacy & LGOIMA Business Partner  
**Democracy Services**