

POSITION TITLE: District Licensing Committee (DLC) Member

POSITION PURPOSE:

The purpose of this position is to consider and determine contested applications made under the Sale and Supply of Alcohol Act, 2012. The functions of the committee are:

To consider and determine contested applications for:

- new and renewed licences and manager's certificates
- variation of licences
- temporary authorities and special licences

The Committee may also be required to:

- conduct inquiries and make reports required of it by the Alcohol Regulatory and Licensing Authority (ARLA)
- consider suspension or variation of special licences
- undertake any other functions conferred on the DLC under the Sale and Supply of Alcohol Act, 2012

The specific functions, powers and duties of the committee are contained in Subpart 6 of the Act.

A DLC consists of three members appointed by the Council (the chairperson + two members). The chairperson of the committee may determine uncontested licence and manager certificate applications and renewal applications alone while contested applications and other application types must be heard by the full committee. If you are not appointed to the Committee you may be one of the list members who may be called upon at any time to become a DLC member for a Liquor Licensing Hearing. List members will be contracted to Council under a contract for services and will not be employees of Council.

REMUNERATION:

As determined by the Minister of Justice in accordance with the Cabinet fees framework, the current fees for the Chair (or Commissioner) is \$624 per day (\$78 per hour for part days); for other members \$408/day (\$51 per hour for part days).

DURATION OF APPOINTMENT:

The appointment will be for a period of three years. The maximum term for a member is ten years.

PERSON SPECIFICATION:

Essential

- Previous experience relevant to alcohol licensing matters
- Knowledge of alcohol related harm and its impact on communities
- Awareness of community expectations around licensing

- Ability to understand and apply legislation
- Strong verbal and written communication skills
- Strong investigation skills
- High ethical and professional integrity standards

Desirable

- Knowledge of the Sale and Supply of Alcohol Act, 2012
- Able to interpret case law
- Knowledge and understanding of hearings procedure

IMPORTANT FUNCTIONAL RELATIONSHIPS:

Internal

DLC Secretary
Licensing Inspectors
Other staff of the Council

External

Police
Medical Officers of Health
Alcohol Regulatory Licensing Authority