



GREAT LAKE TAUPŌ
Taupō District Council

TAUPŌ DISTRICT LICENSING COMMITTEE

Hearing Procedures Manual

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Acknowledgements

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1.0 Introduction

The [Sale and Supply of Alcohol Act 2012](#) (the **Act**) puts in place a system of control over the sale and supply of alcohol in New Zealand. The object of the Act is that “the sale, supply, and consumption of alcohol should be undertaken safely and responsibly” and “the harm caused by the excessive or inappropriate consumption of alcohol should be minimised”.

The [Sale and Supply of Alcohol \(Community Participation\) Amendment Act 2023](#) (**Amendment Act**) was enacted on 30 August 2023. The Amendment Act was introduced to make it easier for communities to have a say in alcohol regulation in their area, by making targeted changes to the alcohol licensing process.

On 30 May 2024, a new s203A (inserted by the Amendment Act) comes into force. This section is:

203A Licensing committees must establish appropriate procedures.

(1) A licensing committee must establish appropriate procedures to consider applications.

(2) When doing so, a licensing committee must ensure that those procedures—

(a) avoid unnecessary formality, including, for example (without limitation), by making appropriate provision about—

(i) the location and timing of the hearing;

(ii) the layout of the venue of the hearing;

(iii) the timetable for the hearing;

(iv) the language and terminology to be used at the hearing; and

(b) do not permit parties or their representatives to question other parties or witnesses of other parties; and

(c) do not permit cross-examination; and

(d) allow for tikanga Māori to be incorporated into proceedings; and

(e) allow for persons to be heard, and to make submissions, in te reo Māori.

(3) To avoid doubt, nothing in subsection (1) applies to the licensing authority.

In compliance with s203A the Taupō District Licensing Committee (**TDLC**) has established the following procedures for their hearings.

These procedures take effect from 31 May 2024 and are subject to all provisions enacted by the Sale and Supply of Alcohol (Community Participation) Amendment Act 2023.

2.0 What is a District Licensing Committee

The [Taupō District Licensing Committee's](#) (TDLC) prime responsibility is to determine applications for alcohol licences and manager's certificates. While administered by Taupō District Council, the TDLC is independent and an impartial quasi-judicial body whose decisions are subject to appeal to the [Alcohol Regulatory and Licensing Authority \(ARLA\) – Te Mana Waeture Take Waipiro](#).

The TDLC has the powers of a commission of inquiry under the [Commissions of Inquiry Act 1908](#). This means, for example, that the TDLC can issue summonses requiring the attendance of witnesses before it or the production of documents. It also has the power to rehear any matter that it has determined (s201(4)).

The TDLC considers the application, agency reports, evidence and submissions presented to it against the criteria in the Act and any relevant case law. Having considered this information, it can objectively assess the application and make its decision.

3.0 Hearing Process

A hearing is held when the application draws a valid objection from a member of the public; or is opposed to by any of the Medical Officer of Health, the Police, or a licensing inspector; or the TDLC decides, on its own initiative, that a hearing is required. In a hearing, the TDLC will receive information, listen to evidence and arguments for and against an application, and ask questions about the application. They will make a decision based on the information and evidence presented, along with any legal considerations under the Act.

The hearing is as informal as practicable. The TDLC will do its best to make all parties, including community objectors, feel comfortable and welcome while maintaining an appropriate level of formality and process. Natural justice is important to ensure that every eligible person is given a fair opportunity to present their case and be heard. The TDLC will deal with all applications fairly and consistently, noting that no two hearings are identical and minor variations in approach and procedure can and will occur.

The TDLC can adapt the hearing process according to what is most appropriate for the particular application and the community. The TDLC has the power to control its own procedure under the Act.

TDLC hearings are open to the public and media may also attend. However, parts of the hearing may be held in private if it is in the best interests of those appearing (s 203(3)). The TDLC can also make an order prohibiting publication of some or all parts of evidence, but this does not extend to prohibition on publishing the names and descriptions of the parties or premises (s 203(5)).

3.1 General guidelines for hearings

The following are general guidelines that the TDLC will follow for hearings, noting that the TDLC has the power to vary procedure to fit the circumstances of each case.

3.1.1 Location of hearings

Hearings will be held at an appropriate location taking into consideration:

- Number of participants and size of room required
- Location of participants to the hearing to avoid undue travel times
- Facilities required at the location
- Remote participation requirements

The TDLC will endeavour to hold hearings in the community where the premises are located to enable community participation wherever possible.

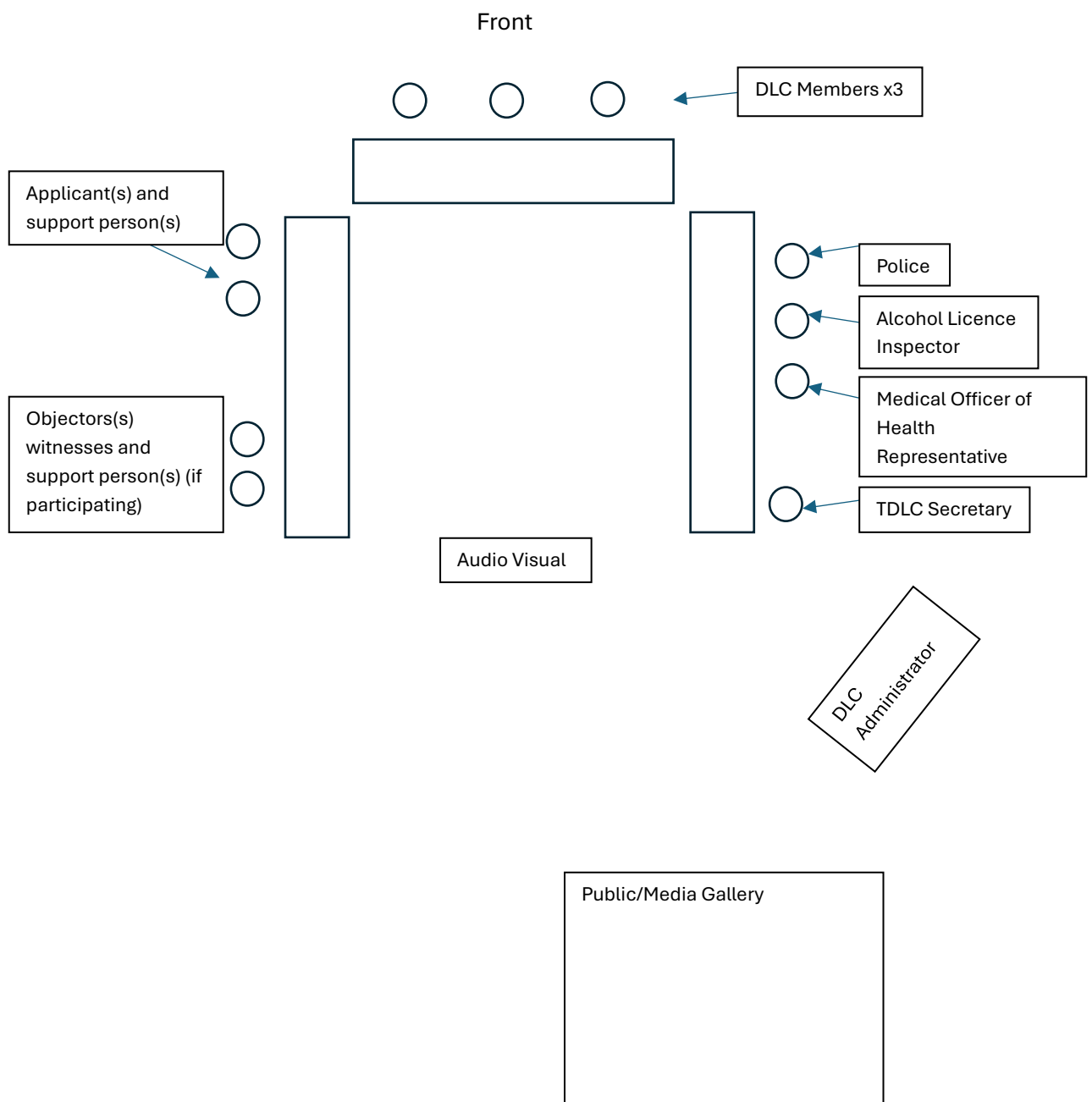
3.1.2 Timing of hearings

Hearings will typically be held during normal business hours; however, exceptions may be made to this to accommodate the needs of the applicant or objectors at the discretion of the TDLC and this may mean holding hearings outside of usual business hours.

To enable community participation, virtual participation by way of video conferencing may be made available if requested and approved by the TDLC.

3.1.3 Layout of the hearing venue

The layout of the hearing is typically as follows, but may be altered slightly if appropriate for the number of attendees.



To avoid unnecessary formality, all participants can remain seated when speaking at the hearing.

The TDLC will sit at the head of the room with the applicant adjacent to them. The agencies will typically sit on the opposite table. Depending on the number of objectors, there will be room at the rear of the room and objectors will be called in turn or given defined timeslots if able to be accommodated or required. If only a small number of objectors are present, they may choose to either sit at the location stated above or wait in the public gallery if they are more comfortable with this.

If anyone is struggling to hear or see the proceedings, this should be raised with the DLC Administrator at the first convenient opportunity, preferably before the hearing begins.

3.1.4 Timetable for hearings.

A hearing schedule will be provided to all parties at least one week prior to the hearing, but will usually be provided well in advance. This schedule will confirm the date, time, and venue of the hearing, as well as set the general order of proceedings. *NOTE: the schedule is indicative only.*

To assist the DLC Secretary/administrator in the preparation of the hearing schedule, the applicant and any objector who intends to attend the hearing should email confirmation of their intention to attend. All attendees will be required to fill in an attendance form on the day of the hearing.

3.1.5 Language and terminology to be used at hearings.

It is generally expected that all parties use plain English in both their written documentation and verbally at the hearing. An exception to this rule is that public oppositions may be documented in Te Reo Māori and evidence may be delivered in Te Reo Māori subject to conditions (see below).

The TDLC will not tolerate any obscene, discriminatory, or abusive language in written or spoken communication in any language. Any such language in a hearing may see the person removed or their evidence, or part of, struck out.

All parties will generally try to avoid the use of acronyms, formal language or overtly legal terminology.

3.1.6 Te reo me ōna tikanga Māori

The TDLC recognises the importance of the hearing environment being culturally appropriate and community-friendly and seeks to ensure that hearings are easily accessible to Māori (iwi, hapū, whānau, hāpori) and the general public.

The TDLC needs to be able to competently consider the impacts of alcohol on local Māori communities and make licensing decisions appropriate to context. The TDLC will do this by ensuring they have an understanding of tikanga Māori.

As such an objection can be written in te reo Māori. In addition, any party can present in Te Reo Māori at the hearing. If you wish to do so, and you do not wish to translate yourself, you must inform the DLC Administrator as soon as possible but no later than 15 working days before the hearing so a translator can be provided. A translator may not be available on the date of the hearing. If this is the case, the council will inform the party and discuss alternatives.

Applicants, submitters and objectors should also advise the DLC Secretary or administrator if they wish to say a karakia at the commencing of the proceedings or at the end or both. Please indicate this to the DLC Secretary or administrator prior the hearing.

3.1.7 Who is involved in hearings?

District Licensing Committee chairperson/commissioner:

Runs the hearing and gives directions which all hearing participants must follow. The chairperson will outline the order of proceedings, consider whether any part of the hearing needs to be held in private, ensure that all parties treat each other with respect and ensure the correct procedures are followed. The chair will close, or adjourn the hearing once the TDLC has all information required to make an informed decision. This could be at the end of a hearing or at a later date. If there are outstanding issues to be dealt with. The chair and members will ensure that the principles of natural justice are complied with.

District Licensing Committee Members:

Two panel members sit on the TDLC with the chairperson and make the decision with the chairperson. They will ask questions for clarification and ensure they have all the information they need to make a decision.

District Licensing Committee Secretary:

Is your point of contact. They support the TDLC during the hearing process and advise on correct processes, ensure the necessary equipment is available, and distribute statements and evidence.

District Licensing Committee Administrator:

Is responsible for hearing procedures including taking minutes, making recordings, taking oaths or affirmations, and other administrative matters relevant to the hearing. In some cases, they may also coordinate public objectors if there are a large number of objectors.

Applicant:

Is the person or legal entity who made the application. They may have a lawyer and witnesses present with them.

Public Objectors:

Give their views on the application and may bring along witnesses to support them. They may have a lawyer to assist them.

The Reporting Agencies:

Being the Alcohol Licensing Inspector (of Council), Police, and Medical Officer of Health or their representative)

All reporting agencies may attend the hearing to oppose the application or assist the TDLC. In some cases, they may not appear if they have no matters in opposition.

3.2 The Hearing Process

3.2.1 Appointment of the hearing panel

The TDLC for a particular hearing is appointed by the TDLC Secretary. Taupō District Council has a number of DLC members. The TDLC Secretary appoints the TDLC for each hearing considering the following matters:

- the availability of the members.
- fair allocation of work to members.
- members' knowledge or experience related to a particular application.
- conflicts of interest.
- whether the member has sat on previous hearings relating to the application.

Each member will ensure they do not have a conflict of interest before accepting an appointment. If there is a conflict, another member will be appointed.

3.2.2 Notification of the hearing

The DLC Secretary will contact the members appointed to check their availability initially then the applicant and agencies (if they are opposed) to confirm a date they are all available.

Once a date is set, the DLC Secretary will send a hearing notification letter to all parties including the applicant, reporting agencies, public objectors and legal representatives (if engaged). This letter will include the date, time, and location of the hearing as well as any other relevant information they need to know.

If an objector is not going to attend the hearing, they should tell the DLC Secretary at least 5 working days before the hearing. If there are no agencies opposing the application and no objectors attending the hearing, the hearing may be vacated, and the decision may be made on the papers (that is without a public hearing being held).

A copy of the agenda will be sent to all parties before the hearing. The agenda will include the application, reports from the Police, Medical Officer of Health, licensing inspector, any public objections, and any other relevant information. All parties will receive the agenda as a link to the hearings page on the council website or a physical copy if required.

If the TDLC has issued any directions such as pre-disclosure of evidence, these will be provided to all parties either with the hearing notification letter or as soon as possible after receipt of that direction. Any instructions provided in it must be followed.

3.2.3 Pre-hearing: Parties

In accordance with [s204\(3\)](#), a person may appear and be heard at a hearing either personally or by counsel. They do not have to have legal counsel at the hearing. If they do not have legal counsel represent them and they wish to have someone else such as an alcohol agent represent them, they are required to get permission from the TDLC ahead of the hearing for that person to speak on their behalf. This request must be made via the DLC Secretary and should include information about the person they wish to represent them, their experience in alcohol licensing and the reasons why they want them to represent them.

Parties may prepare evidence to support their application or objection/opposition. Evidence can be verbal, written, or visual (such as photographs, drawings or videos). Parties must advise the DLC Secretary at least 5 days prior to the hearing if video evidence is going to be presented. Evidence should focus on facts and be directly relevant to the application.

Evidence must be provided in accordance with any instructions issued by the TDLC and this will typically be in the form of a timetabling minute from the DLC Chair. If evidence has been pre-filed ahead of the hearing, the TDLC may 'take it as read'. This means the evidence may not be read out at the hearing. If the chair says evidence is 'taken as read', the relevant party should not read their evidence, but they still have the chance to reiterate what the main points are in their evidence.

At the hearing the TDLC may ask public objectors for ideas on how their objection could be addressed. It's a good idea to go prepared with some thoughts as to what reasonable conditions could be applied if the TDLC decides to grant the licence.

If an applicant or objector does not appear in person (or through legal counsel) the matter is more than likely to be heard and determined in their absence. An objector does not have to attend and speak at a hearing if they do not wish to, however the objection is likely to have less impact on the TDLC and may be given little weight if they do not attend to support their objection.

If an objector cannot attend the hearing in person, there is the ability to attend virtually via video conferencing. Depending on the hearing venue, the quality of the virtual participation may vary. The applicant is expected to attend in person for the duration of the hearing.

3.2.4 Pre-hearing: Taupō District Licensing Committee.

The TDLC will read all the material provided to them before the hearing from all parties. This includes the agenda and any pre-disclosed evidence or submissions.

The TDLC may carry out a site visit before the hearing. The purpose of the site visit is to familiarise the TDLC with the area including identifying the issues that were raised by the agencies and/or objectors in relation to the site and its surrounding environment. The TDLC will not engage with any of the parties to the hearing during the visit (this includes the applicant, objectors, Police, Inspector, or Medical Officer of Health).

The TDLC may make notes and may prepare questions to ask the parties at the hearing. All questions must be asked at the hearing. The TDLC will not talk to anyone except their fellow panel members about the application outside of the hearing process. The TDLC will not pre-determine the application before the hearing.

3.2.5 Pre-hearing: Adjournment

Any of the parties can seek an adjournment prior to a hearing if there are valid reasons, such as unavailability of key witnesses or continuing discussions between the parties.

A request for an adjournment must be made in writing to the DLC Secretary and the TDLC will issue a minute in response, either granting the adjournment or refusing to do so with reasons. The minute will usually be written by the chair and issued by the DLC Secretary.

The TDLC can also adjourn the hearing before proceedings have commenced or during proceedings if necessary. Any such adjournment will only be done when necessary and the TDLC will provide their reasons for doing so.

3.2.6 Request to hold part of the hearing in private

Sometimes the TDLC, at its discretion, will exclude the public from parts of the hearing. In making this decision, the TDLC will have regard to the interests of the persons appearing and being heard and to the public interest.

Any party can request that a part of the proceedings be held in private and if the TDLC agree, members of the public are excluded as per [s203\(3\)](#).

Refer to section [4.7](#) below for more information on confidential and sensitive evidence.

3.2.7 Hearing day

While efforts are made to avoid unnecessary formality in hearings, they do require parties to try and adhere to some baseline courtesies and processes. These can include:

- Keeping mobile phones turned off or on silent mode throughout the hearing.
- Ensure your representative and all your witnesses are present.
- Questions should be directed through the chair rather than directly to the parties
- The parties should generally use the term 'Chair' or 'Member' when addressing the TDLC, unless invited to do otherwise by the Chair or members involved.
- Persons need to speak clearly and slowly so as to allow for accurate recording and minute taking. The TDLC may request speakers to slow down or to speak more clearly.
- If a microphone is present, it is preferred that these are turned on for better audio capture. All hearings are videoed or audio recorded or both as a transcript may be required.
- Parties should only speak when it is their turn and should refrain from interrupting other parties. The TDLC will advise which party has the floor.
- The parties are not expected to stand when the TDLC enter or leave the room. They are also not expected to stand when speaking.
- All persons giving evidence will be asked to swear an oath on the Bible (on a holy book such as the Bible) or give an affirmation (a solemn promise) that what they say will be the truth.

3.2.8 Order of Hearing

The speaking order of the hearing may vary but in general, hearings follow this format:

1. Opening and introduction

The chairperson introduces the TDLC members and invites the DLC Administrator to go over housekeeping for the day. The TDLC invites the hearing participants to introduce themselves. The chairperson will give a brief outline of the hearing procedure including the order for the day. The chair or members of the TDLC can ask questions at any time.

2. Presentation from the applicant

The applicant (either in person or through legal counsel) introduces their application and presents their case. This may include evidence from witnesses. The TDLC may have questions for the applicant and witnesses. All witnesses will be sworn in by the DLC Administrator (through oath or affirmation) before presenting any evidence, including reading aloud any brief of evidence.

3. Presentation from the reporting agencies

The Police, Medical Officer of Health and Licensing Inspector make their submissions and present their evidence. In some cases, agencies may only attend the hearing to assist the TDLC. In this situation, they would 'stand by' their report, which can be formally handed up when requested by the chair and taken as read. They too will need to be sworn in (through oath or affirmation). They may be asked questions by the TDLC.

4. Presentation from public objectors

Public objectors who wish to speak will be invited to talk about their objections. They can do this themselves or through legal counsel and they can also call witnesses. At the hearing, objectors can't introduce new grounds for objecting, but can present evidence to support their reasons for objecting. If they want to present evidence, they are sworn in (through oath or affirmation). The TDLC may have questions for objectors and their witnesses.

5. Closing statements/submissions

In most cases all parties will be invited to make a closing statement and then the applicant is invited to sum up their case and respond to arguments made during the hearing. No new evidence can be introduced at this stage. Closing submissions will be presented on the hearing day unless otherwise advised by the TDLC chair.

3.2.8 Other matters

After hearing all the evidence, if the TDLC requires more information, the chair can issue a minute to the parties outlining the request. This will often include a timeframe for providing the information and will outline who, if anyone, can respond to the information. Certain other persons may appear and be heard with the leave of the TDLC's chair, whether personally or by counsel. These are:

- a member of the fire service authorised to undertake fire safety inspections.
- a person authorised by any territorial authority.
- any other person who satisfies the TDLC that he or she has an interest in the proceedings, apart from any interest in common with the public.

Evidence presented at the hearing may be placed on the council website following the hearing and will therefore be available for the public to view, subject to any confidentiality or non-publication order.

A hearing is generally open to the public and this includes the media. If media wish to attend a TDLC hearing, they should inform the DLC Secretary beforehand and let them know when they arrive. The DLC Secretary can be contacted by emailing alcohollicensing@Taupo.govt.nz. The media are not to interfere in the proceedings.

3.2.9 Post-hearing

After the hearing has finished, the TDLC meets privately to make their decision on the application. The TDLC will typically take time to consider their decision and a written decision will be issued in due course (known as a reserved decision). On occasion the TDLC may make a decision at the conclusion of the hearing.

The formal process of considering, discussing and deciding on a case is known as deliberations. Deliberations and decision making must involve all members of the TDLC panel, and only the TDLC panel. It must not involve the Secretary, other council staff or any of the parties to the hearing.

The TDLC must review all the evidence presented at the hearing. It must then decide, based on their own knowledge and skills, whether the application meets the criteria and can be granted as sought, or subject to conditions, or should be refused.

In deciding whether to issue a licence or a manager's certificate, the TDLC must have regard to the criteria set out in the following sections of the Sale and Supply of Alcohol Act 2012 (the Act):

- New licences ([s 105](#) and [s 106](#))
- Renewals ([s 131](#))
- Special licences ([s 142](#))
- Manager's certificates ([s 222](#) and [s 227](#))

The decision of the TDLC on an application must be given in writing and must include:

- What the application was for
- A summary of the evidence presented at the hearing by all parties
- The TDLC's discussion on the evidence
- Any relevant case law
- The reasons for the decision
- Any conditions (if the application is granted)

If the TDLC decides to grant a licence, they are required to consider both the mandatory conditions that must be applied and are set out in the Act, and any discretionary conditions that may be appropriate. Any condition must be reasonable, and the parties should have the opportunity to comment on any discretionary conditions before they are imposed.

The TDLC must write its own decision; it cannot delegate this to anyone else, including the DLC Secretary or a staff member. The chair may ask any member of the TDLC to draft parts of the decision, but the chair is responsible for the decision writing overall.

Once the decision has been written, before it is sent to the DLC Secretary for releasing, all members will proof read it and provide feedback to the chair. The decision must be either unanimous or a majority decision meaning that at least two of the three members must agree with the decision. One member can have a dissenting view. These differing views will be outlined in the decision.

The TDLC will endeavour to release the written decision within 10 working days of the close of the hearing, complex matters make take longer. A copy of the decision will be sent to all parties as well as being placed on the council website.

3.2.10 Appeals to decisions

The Council cannot override a decision of the TDLC. A decision of the TDLC can be appealed to the Alcohol Regulatory and Licensing Authority (**ARLA**) by any party. Decisions of ARLA can be appealed to the High Court, and then, if leave is granted, to the Court of Appeal.

Appeals must be lodged with ARLA within 10 working days of the decision being notified to the party wanting to appeal the decision. You must also notify the other hearing parties and pay the applicable appeal fee. Further information is available at www.justice.govt.nz/tribunals/alcohol-regulatory-and-licensing-authority

4.0 Evidence at hearings

4.1 What is evidence

Evidence is the information presented at the hearing to prove a fact. It can include written or spoken testimony, and other material such as documents, photographs, maps, and audio-visual materials.

Evidence should focus on facts and be relevant to the application.

4.2 About evidence

Evidence should be presented in written form and copies provided for each of the parties, including public objectors, at the hearing. Statements should be named and dated.

Evidence given before the TDLC should be:

- Factual or expert advice or opinion where the expert's credentials have been established
- As brief and to the point as possible
- Directly related to the issue

Parties need to demonstrate how their evidence relates to the application, or the grounds for their opposition under the Act, or the remedy they are seeking.

The TDLC makes its decision based on an assessment of the evidence provided against the criteria and object of the Act. The TDLC carries out an evaluative assessment to decide what weight they will give to each piece of evidence presented to it.

Where agencies provide notes from compliance checks as part of their evidence:

- Notes made as a result of compliance checks can be used in evidence.
- Contemporaneous notes, supplementary notes on non-compliance matters, renewal reporting outcomes, and any documents related to any enforcement can all be used as evidence.
- All notes and reports should be dated, clearly separated from other notes, and presented chronologically.
- The TDLC should be able to access a copy of any original report and notes where they have been provided with a supplementary report

4.3 Managing exhibits

Exhibits are any items of evidence used during a hearing. These can be photos, statements, diagrams, or any relevant object or material.

Where practical, copies of documentary evidence should be attached to the briefs of evidence by the parties. If this is not practical, then they should be made readily available e.g., in electronic form. Reference should be made to these exhibits in the statement of evidence and sufficiently identified for easy reference.

Exhibits handed up to the TDLC become part of the evidence and form part of the file. The DLC Secretary will provide a copy to all parties, if practicable. A list of exhibits will be kept as the hearing progresses so that the parties can refer to documents in an orderly fashion, and the TDLC can be assured it is referring to the correct document when it writes its decision.

Where the TDLC has considered evidence of a confidential nature, this will remain confidential – see '[Sensitive or confidential evidence](#)' below. The decision will note that a particular piece of evidence, such as sales figures, has been removed from the record.

4.4 Pre-hearing disclosure

The TDLC may direct that evidence is exchanged between the parties ahead of the hearing. If the TDLC directs pre-hearing disclosure, parties must follow the instructions and provide their evidence no later than the date and time directed.

Any party who is filing evidence that they believe is sensitive in nature or confidential should refer to section [4.7](#) below.

If you have filed your evidence ahead of the hearing, you are still required to bring hard copies along to the hearing.

4.5 Repetition of evidence

If the same evidence is being repeated, the chair may ask the speaker to stop. The TDLC do not require individual objectors to make the same point others have already made.

4.6 Copies of evidence / submissions

You are required to bring along a certain number of hard copies of your evidence or submissions to the hearing. The number required will be outlined in the hearing notification letter you will receive ahead of the hearing, but is usually at least 6 copies. If the party has no access to a printer the evidence may be sent to the DLC secretary in advance to request printed copies.

4.7 Sensitive or confidential evidence

Any party who is filing evidence that they believe is sensitive in nature or confidential should, before filing that evidence, seek direction and orders from the TDLC for any particular evidence or parts of the evidence to be restricted. The party must provide the reasons for requesting those restrictions.

The TDLC can, during the course of the hearing, under s. [203\(3\)](#) of the Act, "...hold any part of the sitting in private if, having regard to the interests of persons appearing and being heard and to the public interest, it thinks it proper to do so."

Evidence presented at the hearing may be placed on the council website following the hearing and will therefore be available for the public to view, subject to any confidentiality or non-publication orders

5.0 Cross-examination

Cross-examination is the questioning by involved parties, of a person giving evidence. Questions are generally limited to matters raised during the hearing. The TDLC may ask questions at any time during the hearing.

For applications made after 30 May 2024, cross examination by parties or their representatives is not permitted. However, the TDLC can ask questions of all parties. A party can ask the TDLC to ask a question of another party, however, it will be up to the TDLC to decide if that question should be asked or not.

6.0 Decisions on unopposed applications

When an application is unopposed, the inspectors report along with the application will be sent to a TDLC chair. The TDLC chair will review the report and application and generally make a decision 'on the papers'. Occasionally the TDLC may choose to hold a hearing to decide on an unopposed application.

If the TDLC chair has a question, it will be sent to the DLC Secretary via a minute.

7.0 Resources

For more resources on alcohol licensing matters:

Taupō District Council, *Alcohol Licensing Process*

<https://www.Taupōdc.govt.nz/rules-regulations-and-licenses/alcohol-licensing>

Taupō District Council *Public Notices and Objections*

<https://www.Taupōdc.govt.nz/rules-regulations-and-licenses/alcohol-licensing/alcohol-licensing-public-notices>

Taupō District Council, *District Licensing Committee*

<https://www.Taupōdc.govt.nz/council/meetings/zdistrict-licensing-committee>

The Health Promotion Agency has useful information on their website for applicants and objectors:

[Our role | Te Whatu Ora | Health Promotion \(hpa.org.nz\)](https://www.hpa.org.nz/our-role-te-whatu-ora)

8.0 References

Alcohol.co.nz, *Alcohol licensing and hearings: A guide for DLC’s*

<https://resources.alcohol.org.nz/alcohol-management-laws/administering-alcohol-law/alcohol-licensing-and-hearings-guide-for-dlcs>

Legislation.govt.nz, *Sale and Supply of Alcohol Act 2012*

[Sale and Supply of Alcohol Act 2012 No 120 \(as at 30 May 2024\), Public Act Contents – New Zealand Legislation](https://www.legislation.govt.nz/public-act/2012/001/01/0120)

Legislation.govt.nz, *Sale and Supply of Alcohol (Community Participation) Amendment Act 2023*

[Sale and Supply of Alcohol \(Community Participation\) Amendment Act 2023 No 60, Public Act – New Zealand Legislation](https://www.legislation.govt.nz/public-act/2023/001/0106)