



DLC Training

Purpose

To enable District Licensing Committee members to make the decisions needed to give their communities more control over the sale and supply of alcohol in their area.

Format

- › **DLC 101** – The Facts. What do I need to know about the sale of alcohol in my community?

Digital module - Using fact sheets and questions to reinforce learning – discuss and define how key facts support DLC actions.

- › **DLC 201** – The Process. What do I need to do as a member of a DLC? Assumes a prerequisite level of knowledge achieved via DLC 101.

Digital Module - Based on 'Competency Guidelines for DLC members' and using case studies and discussion to define how DLC process supports DLC actions.

Target audience

- › Elected Members and members of the public who are/are going to be a chair/commissioner or member of a DLC.
- › Elected members who need to increase their knowledge of the function and operation of DLC so that they can respond to community questions.
- › Any support staff such as regulatory services or democratic services who will be processing applications or supporting the "hearings process".
- › Managers of the regulatory group.

Module fees

You can enrol in DLC 101 or DLC 201 individually or you can enrol for both of these digital modules.

The cost for each digital module is \$100, excl. GST, **or register for both at a cost of \$190, excl. GST.**

We would expect each module to take around an hour to complete. Each interactive digital module comes with a useful reference guide.

Programme overviews

DLC 101– The Facts. What do I need to know about the sale of alcohol in my community?

Purpose

To provide the necessary facts required to participate as an effective member of a DLC.

Learning outcomes

By the end of this module you will be able to:

- › refer to key areas of legislation to support your committee role;
- › describe license types and their restrictions and requirements;
- › contribute to the granting and renewal of district license applications and renewals in your area;
- › carry out a similar role for manager's certificate requirements; and
- › using scenarios, make a District Licensing decision.

DLC 201 – The Process. What do I need to do as a member of a DLC?

Purpose

To provide guidance to territorial authorities on the competencies needed to be an effective member of a DLC.

Learning outcomes

By the end of this module you will be able to:

- › describe the functions and powers of a DLC;
- › define the roles and functions of DLC members;
- › outline the competency, relationship and resourcing requirements of DLCs; and
- › using case studies, recommend the appropriate district licensing actions.

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