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**Wednesday, 4 September 2024**

**Chair: Councillor J Hall  
Vice-Chair: Councillor L Tift**

**Members of the Committee:**

**Councillor N Allen  
Councillor A Brazier  
Councillor L Brazier  
Councillor R Cozens  
Councillor D Darby  
Councillor R Jackson  
Councillor S Michael**

**Councillor D Moore  
Councillor K Roberts  
Councillor S Saddington  
Councillor P Taylor  
Councillor T Wendels  
Councillor T Wildgust**

<b>MEETING:</b>	<b>General Purposes Committee</b>
<b>DATE:</b>	<b>Thursday, 12 September 2024 at 6.00 pm</b>
<b>VENUE:</b>	<b>Castle House, Great North Road, Newark, NG24 1BY</b>
<p><b>You are hereby requested to attend the above Meeting to be held at the time/place and on the date mentioned above for the purpose of transacting the business on the Agenda as overleaf.</b></p> <p>If you have any queries please contact Helen Brandham on <a href="mailto:helen.brandham@newark-sherwooddc.gov.uk">helen.brandham@newark-sherwooddc.gov.uk</a> 01636 655248.</p>	

## AGENDA

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None

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### **PART 4 - EXEMPT AND CONFIDENTIAL ITEMS**

None

## NEWARK AND SHERWOOD DISTRICT COUNCIL

Minutes of the Meeting of **General Purposes Committee** held in the Castle House, Great North Road, Newark, NG24 1BY on Thursday, 29 February 2024 at 6.00 pm.

PRESENT: Councillor J Hall (Chair)  
Councillor L Tift (Vice-Chair)

Councillor N Allen, Councillor R Cozens, Councillor R Jackson, Councillor S Michael, Councillor D Moore, Councillor S Saddington, Councillor P Taylor, Councillor T Wendels and Councillor T Wildgust

APOLOGIES FOR ABSENCE: Councillor A Brazier, Councillor L Brazier, Councillor D Darby and Councillor K Roberts

20 NOTIFICATION TO THOSE PRESENT THAT THE MEETING WILL BE RECORDED AND STREAMED ONLINE

The Chairman advised that the proceedings were being recorded by the Council and that the meeting was being livestreamed and broadcast from the Civic Suite, Castle House.

21 DECLARATIONS OF INTERESTS FROM MEMBERS AND OFFICERS

NOTED that no Member or Officer declared any interest pursuant to any statutory requirement in any matter discussed or voted upon at the meeting.

22 MINUTES OF THE MEETING HELD ON 30 NOVEMBER 2023

AGREED that the Minutes of the meeting held 30 November 2023 were a correct record and signed by the Chairman.

23 FORWARD PLAN - MARCH 2024 TO FEBRUARY 2025

NOTED the General Purposes Committee's Forward Plan from 1 March 2024 to 28 February 2025.

24 REVIEW OF POLLING DISTRICTS AND POLLING PLACES

The Committee considered the report of the Elections & Democratic Services Business Manager which sought to present representations received during the Review of Polling Districts and Polling Places. The report also sought Committee's onward recommendation to full Council for approval.

The report set out the background to the review, noting that it was a requirement of Section 16 of the Electoral Administration Act 2006 in that all local authorities must undertake a compulsory review of their polling districts and polling places for UK parliamentary constituencies at least once every five years and prior to a parliamentary election, with the Council's last review being noted as having taken place in 2019. In presenting the report the Business Manager highlighted three main areas for consideration: Bulcote; Winkburn; and Magnus Church of England Academy, expanding on what was contained within the report and the current situation.

In considering the report a Member commented that he was grateful for the update in relation to the situation in Bulcote. He welcomed the ongoing efforts to find a suitable polling station within the parish area noting that the Chair of Bulcote Parish Council was confident that a venue could be found. He added that the proposal in the report to direct voters to Lowdham would mean having to travel a considerable distance. It was suggested that a possible alternative venue may be the new care home facility in the village. The Business Manager thanked Members for their comments and advised that alternative venues would be considered.

AGREED (unanimously) that the proposals, as set out in the Appendix to the report, be recommended to full Council for approval.

25 REQUEST TO REMOVE REFERENCE TO TRAILERS IN THE HC/PH VEHICLES POLICY

The Committee considered the report of the Environmental Health & Licensing Manager which sought Members approval for a consultation on the removal of the section relating to trailers in the current version of the Hackney Carriage & Private Hire Operational Policy.

The report set out the background to the proposal to remove reference to trailers from the Operational Policy, advising that the Council's garage was unable to provide the service of inspecting and appropriately testing a trailer.

In considering the report, Members noted that the use of a trailer on a licensed hackney carriage or private hire vehicle needed to be safe and roadworthy, suggesting that, if possible, they should be badged. It was further suggested that if the Council were unable to carry out the inspection, would an alternative be to state that the use of trailers was permitted but that they must comply with the current road regulations.

In noting the garage's inability to carry out the inspections, a Member queried whether it was possible for a further report to be presented to Committee, detailing what was required in order to facilitate such an inspection. It was suggested that similar to licensed vehicles, could one criteria for use be the age of the trailer.

In response to whether the Council could accept authorisation from an alternative garage, the Environmental Health & Licensing Manager advised that this would require a more complex solution with a possible tender processing being undertaken to choose a suitable garage.

In noting that Section 19 of the Policy was creating the current situation, a Member queried whether its removal would resolve the issue. The Environmental Health & Licensing Manager advised that its removal would not prevent the use of a trailer by licensed vehicles.

Members agreed that they required additional detailed information in order to make an informed decision on the proposal to remove the wording from the Policy. They requested the Environmental Health & Licensing Manager research what other local authorities did and present an alternative approach to the Committee for consideration. They also requested that information be provided as to what the requirements were for an individual using a trailer to ensure its roadworthiness. They also asked to be included a definitive description of what a trailer was.

AGREED (unanimously) that:

- a) the report be noted; and
- b) a further report be presented to a future committee, detailing:
  - i. other local authorities' policies in relation to the use of trailers;
  - ii. a definitive description of what a trailer was;
  - iii. a proposed alternative to the removal of the need for the inspection of trailers within the current Hackney Carriage & Private Hire Operational Policy; and
  - iv. what the requirements were for an individual using a trailer to ensure its roadworthiness.

26 DEPARTMENT OF TRANSPORT TAXI & PH BEST PRACTICE GUIDANCE

The Committee considered the report of the Senior Licensing Officer which sought to update Members on the changes to the Department for Transport's Best Practice Guidance.

It was reported that the guidance included several updates. These were detailed within the report with a comparison of the Council's current Taxi Policy. It was also reported that the guidance was not statutory and therefore the Council were not obliged to make changes to the existing Policy or to adopt the guidance as published.

In considering the report a Member raised the issue of carrying children in licensed vehicles and sought clarity on what the correct definition was of a child. He also suggested that the Newark & Sherwood District Council's Policy should be amended to ensure reference was made to the carrying of dogs in licensed vehicles.

In response to the issue of carrying children, the Council's Principal Legal Officer, who was in attendance at the meeting, advised that there were specific exemptions in relation to children being transported in a taxi. Members expressed their concern that the Department of Transport's Guidance did not require the use of a suitable car seat and queried whether this could be included in the Council's Policy. The Principal Legal Officer advised that she would provide further clarification to Members.

In relation to the carrying of dogs in licensed vehicles, the Senior Licensing Officer advised that whilst non-assistance dogs were required to be restrained in a vehicle, assistance dogs were exempt from that requirement. She also noted that a licensed driver could refuse to carry a non-assistance dog.

AGREED (unanimously) that the contents of the revised Best Practice Guidance be noted.

27 UPDATE ON PERFORMANCE AND ENFORCEMENT MATTERS

The Committee considered the report of the Environmental Health & Licensing Manager which sought to provide Members with information as to the activity and performance of the Licensing Team between October and December 2023.

AGREED (unanimously) that the report be noted.

28 MINUTES OF HACKNEY CARRIAGE & PRIVATE HIRE DRIVER'S SUB-COMMITTEES HELD ON 18 DECEMBER 2023

AGREED (unanimously) that the Exempt Minutes of the Hackney Carriage & Private Hire Driver's Sub-Committee held on 18 December 2023 be noted.

Meeting closed at 6.43 pm.

Chair

**Forward Plan of the General Purposes Committee Decisions from 1 September 2024 to 31 August 2025**

This document records some of the items that will be submitted to the General Purposes Committee over the course of the next twelve months.

These committee meetings are open to the press and public.

Agenda papers for General Purposes Committee meetings are published on the Council’s website 5 days before the meeting <http://www.newark-sherwooddc.gov.uk/agendas/>. Any items marked confidential or exempt will not be available for public inspection.

Meeting Date	Subject for Decision and Brief Description	Contact Officer Details
TBC	Norwell Community Governance Review <i>This will come forward to the General Purposes Committee for consideration should the Parish Council determine to hold a Review.</i>	<a href="mailto:Nigel.hill@newark-sherwooddc.gov.uk">Nigel.hill@newark-sherwooddc.gov.uk</a> <a href="mailto:Mark.jurejko@newark-sherwooddc.gov.uk">Mark.jurejko@newark-sherwooddc.gov.uk</a>



Report to: General Purposes Committee Meeting – 12 September 2024

Director Lead: Matthew Finch, Director – Communities & Environment

Lead Officer: Narelle Plowright, Senior Licensing Officer

Report Summary	
<b>Report Title</b>	Review of Statement of Gambling Policy Review
<b>Purpose of Report</b>	To present to Members the proposed review of the Statement of Gambling Policy prior to formal public consultation taking place.
<b>Recommendations</b>	<p>That the General Purposes Committee:</p> <ul style="list-style-type: none"> <li>a) approve the draft revision of the Council’s Gambling Policy;</li> <li>b) put forward any suggested amendments;</li> <li>c) approve the commencement of the 6-week public consultation; and</li> <li>d) note that the final draft Policy, after public consultation, will be returned to this Committee for approval before adoption at full Council.</li> </ul>
<b>Reason for Recommendations</b>	To ensure legal compliance with the Gambling Act 2005

## 1.0 Background & Introduction

1.1 The Gambling Act 2005 requires the Council to have in place a Policy relating to the carrying out of its functions under that Act. In respect of carrying out its duties the Council is required to adopt and have in place a Statement of Gambling Policy relating to those duties. The Policy sets out the principles which the Council will apply in considering and granting licences under the Act.

1.2 The Act requires the Policy to be reviewed every three years. The current Policy was adopted in January 2022 and therefore needs to be reviewed before January 2025.

1.3 There have been no fundamental changes to legislation that would require wholesale amendments to the draft Statement of Gambling Policy. The Council is also required to formulate its Policy with reference to guidance issued by the Gambling Commission. This guidance has not been amended and there are no changes to the draft Policy.



- 1.4 In order to achieve a level of consistency across the County, the Nottinghamshire Authorities have been working together on a joint format for the Statement. Members will appreciate that the Councils across the County are different and therefore it is not always possible to have identical documents, however, wherever possible attempts have been made to apply consistent phraseology.
- 1.5 A copy of the 2025 draft Statement of Gambling Policy is attached as **Appendix One**.
- 1.6 There have been no fundamental changes to any of the policies previously agreed.
- 1.7 Any comments that Members of the Committee wish to make before the Policy is sent out for consultation can be included in the proposed revision.

## **2.0 Proposals**

- 2.1 It is proposed to undertake an extensive consultation exercise by directing organisations to the Council's website where a copy of the draft Policy will be posted. Printed copies will be available on request. It is proposed that the consultation period will last for six weeks.
- 2.2 The list on consultees is set out in Appendix One of the Policy. This includes the Responsible Authorities, gambling charities, trade organisations and premises holding a gambling licence within Newark & Sherwood.

## **3.0 Implications**

In writing this report and in putting forward recommendations, officers have considered the following implications: Data Protection; Digital & Cyber Security; Equality & Diversity; Financial; Human Resources; Human Rights; Legal; Safeguarding & Sustainability and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

### **Equalities Implications**

An equalities impact assessment will be undertaken following the consultation period.

### **Digital Implications**

There are no digital implications arising from this report

### **Financial Implications**

There are no financial implications arising from this report.

## **Background Papers and Published Documents**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

Newark & Sherwood District Council

# Statement of Gambling Policy 2025 - 2027



**STATEMENT OF GAMBLING POLICY**  
**Gambling Act 2005**  
(Published January 2025)

**Preface**

Under the Gambling Act 2005, a new regime for regulating gambling and betting was introduced throughout the United Kingdom from 1 September 2007. Apart from the National Lottery and spread betting, gambling and betting will be regulated by the Gambling Commission, whose duties include licensing the operators and individuals involved in providing gambling and betting facilities.

Newark and Sherwood District Council, along with other local licensing authorities, has a duty under the Act to license premises where gambling is to take place, and to license other activities (such as registering small society lotteries). This document sets out how we intend to approach this task.

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## **1. THE GAMBLING ACT 2005**

### **1.1 The Licensing Objectives**

1.1.1 Under the Gambling Act 2005, Newark and Sherwood District Council, along with other local licensing authorities, has a duty under the Act to license premises where gambling is to take place and to license certain other activities (such as registering small society lotteries).

1.1.2 This document sets out how the Council intends to approach this task.

1.1.3 Section 349(1) of the Gambling Act 2005 imposes a statutory requirement upon Newark & Sherwood District Council as the statutory Licensing Authority to prepare a Statement of Principles and to review it from time to time and every three years.

1.1.4 The Act sets out three licensing objectives which this Statement will promote. The three objectives are as follows:

- Preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime;
- Ensuring that gambling is conducted in a fair and open way; and
- Protecting children and other vulnerable persons from being harmed or exploited by gambling.

In exercising their functions under the Gambling Act 2005, Licensing Authorities must have regard to the three licensing objectives.

### **1.2 The Licensing Framework**

1.2.1 The Gambling Act 2005 brought about changes to the way that gambling is administered in the United Kingdom. The Gambling Commission is the national gambling regulator and has a lead role in working with central government and local authorities to regulate gambling activity.

1.2.2 The Gambling Commission issues operators licences and personal licences. Any operator wishing to provide gambling at a certain premises must have applied for the requisite personal licence and operator licence before they can approach the council for a premises licence. In this way the Gambling Commission is able to screen applicants and organisations to ensure they have the correct credentials to operate gambling premises. The council's role is to ensure premises are suitable for providing gambling in line with the three licensing objectives and any codes of practice issued by the Gambling Commission. The council also issues various permits and notices to regulate smaller scale and ad hoc gambling in various other locations such as pubs, clubs and hotels

1.2.3 This Licensing Authority is aware that, in making decisions about premises licences and temporary use notices it should aim to permit the use of premises for gambling in so far as it considers they will be:

- in accordance with any relevant code of practice issued by the Gambling Commission
- in accordance with any relevant guidance issued by the Gambling Commission
- reasonably consistent with the licensing objectives and
- in accordance with the Authority's statement of licensing policy

1.2.4 'Gambling' is defined in the Act as either gambling, betting or taking part in a lottery:

- 'gaming' means playing a game of chance for a prize;
- 'betting' means making or accepting a bet on the outcome of a race, competition, or any other event; the likelihood of anything occurring or not occurring; or whether anything is true or not true;
- a 'lottery' is where persons are required to pay in order to take part in an arrangement, during the course of which one or more prizes are allocated by a process which relies wholly on chance.

1.2.5 Private gaming in private dwellings and on domestic occasions is exempt from licensing or registration providing that no charge is made for participating; only equal chance gaming takes place; and it does not occur in a place to which the public have access. Domestic betting between inhabitants of the same premises or between employees of the same employer is also exempt.

The Council does not licence large society lotteries or remote gambling through websites. These areas fall to the Gambling Commission. The National Lottery is not licensed by the Gambling Act 2005 and is regulated by the Gambling Commission under the National Lottery Act 1993.

1.2.6 The aim of the Authority in this Statement is to address the impact of licensed premises in terms of crime and disorder arising from gambling and to ensure that their location and internal layout are appropriate with a view to protecting children and vulnerable persons. The Authority is committed to partnership with all stakeholders with a view to the promotion of this aim. The Authority recognises the impact that unregulated gambling may have on its community and sustainability as a viable local economy and in delivering the gambling regime will, with regard to the principles set out in this Statement, seek to support its local economy and protect vulnerable people. In doing so it will consider each application on its own merits within the context of this Statement, the legislation and guidance and codes of practice issued by the Gambling Commission.

1.2.7 The Authority will, in the statutory discharge of its functions, have particular regard to the principles to be applied in exercising its powers:

- under Section 157 of the Act to designate in writing a body competent to advise the Authority about the protection of children from harm;
- under Section 158 of the Act to determine whether a person is an interested party in relation to a premises licence or in relation to an application for or in respect of a premises licence.

1.2.8 Subject to statutory provision, a review of this Statement will take place periodically and any revisions to the Statement will be made taking into account information collated over a period of time; the outcomes of related initiatives at central and local government level and following appropriate consultation.

1.2.9 Nothing in this Statement should be regarded or interpreted as any indication that any statutory requirement of gambling or other law is to be overridden.

### **1.3 Authorised Activities**

1.3.1 The Act gives Licensing Authorities a number of important regulatory functions in relation to gambling. The main functions are to:

- licence premises for gambling activities;
- issue provisional statements for premises;
- consider notices given for the temporary use of premise for gambling;
- grant permits for gaming and gaming machines in clubs and miners welfare institutes;
- regulate gaming and gaming machines in alcohol licensed premises;
- grant permits to Family Entertainment Centres for the use of certain lower stake gaming machines;
- grant permits for prize gaming;
- consider occasional use notices for betting at tracks
- register small society lotteries

NB Operator licences, Personal Licences and Remote Gambling and the National Lottery are all dealt with by the Gambling Commission.

Spread betting is regulated by the Financial Services Authority.



In carrying out its licensing functions within the framework established by this Statement, the Authority will have particular regard to:

- maintaining a close working relationship with the responsible authorities;
- taking necessary and appropriate steps for the protection of children and other vulnerable persons; and
- the need to treat each application on its own merits taking into account the individual circumstances at each premise.

#### **1.4 Relationship with Other Legislation**

1.4.1 In complying with the provisions of the Gambling Act 2005, whilst the Authority recognises the requirements of the following, this Statement is not intended to duplicate the existing legislation and regulatory orders which incur statutory obligations.

1.4.2 In particular, in making a determination in respect of any application, the Authority will make its decision on the individual merits of each application and will not take into account irrelevant matters, such as the likelihood of the application receiving planning permission, or building regulation approval.

#### **1.5 “Demand” for Gaming Premises**

1.5.1 The Authority will not consider the demand for gaming premises when making decisions about applications for a premises licence under the Act.

#### **1.6 Rights of Applicants and Third Parties**

1.6.1 This Statement does not override the right of any person to make an application under the Act and have that application considered on its individual merits.

1.6.2 Similarly this Statement does not undermine the right of any third party to make representations on an application or to seek a review of a licence where provision has been made for them to do so.

#### **1.7 Data Sharing, Data Security and the Principles of Better Regulation**

1.7.1 The Authority will act in accordance with the provisions of the Gambling Act 2005 in its exchange of information which includes the provision that the General Data Protection Regulation will not be contravened. The Authority will also have regard to any Guidance issued by the Gambling Commission on this matter, as well as any relevant regulations issued by the Secretary of State under the powers provided in the Gambling Act 2005. It will also have regard to the Regulators’ Code.

## **1.8 Equality**

1.8.1 The Council aims to act positively to reduce inequality, to work against discrimination and to promote and create access to services by everyone, irrespective of their age, disability, race, gender, sexuality, cultural or social background, religion or belief. This policy is subject to an Equalities Impact Assessment that was undertaken in November 2018.

## **1.9 Declaration**

1.9.1 The Authority in preparation of this Statement has had due regard to;

- the Gambling Act 2005;
- the Gambling Act 2005 (Licensing Authority Policy Statement) (England and Wales) Regulations 2006;
- guidance issued by the Gambling Commission and by the Secretary of State under Section 25 of the Act; and
- responses from those consulted on the Statement.

This Statement of licensing policy will not override the right of any person to make an application, make representations about an application, or apply for a review of a licence, as each will be considered on its own merits and according to the statutory requirements of the Gambling Act 2005

## **1.10 Consultation**

1.10.1 The Gambling Act requires the licensing Authority to consult the following on the Licensing Authority Statement of Policy or any subsequent revision:

- in England and Wales, the chief officer of police for the Authority's area
- one or more persons who appear to the Authority to represent the interests of persons carrying on gambling businesses in the Authority's area
- one or more persons who appear to the Authority to represent the interests of persons who are likely to be affected by the exercise of the Authority's functions under this Act.

In developing this Statement the Authority has consulted widely to ascertain an appropriate licensing framework for its area. A full list of consultees is shown in Appendix 1.

## 2. LOCAL AREA PROFILE

### 2.1 Newark and Sherwood District

2.1.1 The District of Newark and Sherwood covers 65,000 hectares and is bordered by Lincolnshire to the east, Bassetlaw to the north, Mansfield to the west and Rushcliffe/Nottingham to the south. It is a predominantly rural district and is served by its three main towns of Newark, Southwell and Ollerton with an overall population of around 123,100.



- 2.1.2 As well as having a strong agricultural base, the area also has a range of engineering, food, drink and tourism industries, increasingly coupled with office-based customer services.
- 2.1.3 The District is easily accessible from the A1 which runs through Newark and has direct road links to and from the City of Nottingham. Public transport in the town is good and there is ample parking. Trains are readily available from its two stations – Newark Castle (Lincoln to Nottingham line), and Newark Northgate (electrified east coast line to London Kings Cross). The nearest airport is Nottingham East Midlands Airport to the south near Castle Donington whilst Robin Hood Airport is north at Finningley, and can be reached via the A1.
- 2.1.4 Of the 70,200 full-time and part-time jobs in the district, service industries make up nearly half the total (32,400), with distribution, hotels and restaurants employing 11,200 people, manufacturing 6,600 and finance and IT sector making up 4,800 further jobs.
- 2.1.5 There are 53,000 people on employment which is 71.2 % of the population. The average wage is £437.40 per week. The national average is £570.90
- 2.1.6 There are 48,800 dwellings in the District. This figure is projected to grow by 57,000 by 2023. The average price for a semi-detached house is £135,575, compared to £323,658 for the South East and a UK average of £266,432
- 2.1.7 Transformative plans for Newark have been given the go ahead by the Government, following today's announcement that Newark is to receive £25 million funding as part of the Government's Towns Fund initiative. The priority projects identified to Newark are:
- IASTI (Newark)<sup>®</sup> - an International Air Space and Training Institute which will create new jobs locally and train the next generation of skills-matched aviation professionals with military and civil partners including pilots, engineers and ground staff
  - Expanding the YMCA Newark and Sherwood Community and Activity Village by constructing a new state of the art home to sports and leisure facilities, music and art spaces, conferencing, a wellbeing and health delivery service suite, culinary training, the largest outdoor skate park in the East Midlands and an Olympic climbing centre
  - Working with University partners to develop a Smart Innovation, Supply Chain and Logistics Enterprise zone to create a centre of excellence with regional and national significance and to provide access to skills development and career pathways
  - The Castle Gate House project to enhance the experience of Newark's foremost historical asset and transform the Castle into a major attraction for residents and visitors alike
  - The redevelopment of 32 Stodman Street (the former Marks and Spencer's) to create high quality Town Centre residential living and new commercial and office space, creating activity and footfall

- Newark Cultural Heart – plans to drive and measure additional footfall and local spend through the repurposing of public buildings and spaces, an ongoing calendar of events and activities, and developing a brand and tone of voice for the Town
- The relocation of the current police station on Queen’s Road to Castle House, enabling us to keep and work more closely with Police colleagues and allowing the redevelopment of the current site
- Aspirations to work with a range of partners to transform Newark into a ‘20-minute town’, giving people the ability to meet most of their everyday needs within a 20-minute walk, cycle or local public transport trip from their home

2.1.2 A local area profile has been prepared based on local knowledge and taking into account a wide range of factors, data and information held by the licensing authority and its partners. It is anticipated that the local area profile will give operators and a better awareness of the local area and the risks, which includes both potential and actual rise.

## **2.2 Local Risk Assessments**

2.2.1 The Gambling Commission’s Licence Conditions and Codes of Practice (LCCP) formalise the need for operators to consider local risks. Local risk assessments apply to all non-remote casino, adult gaming centre, bingo, family entertainment centre, betting and remote betting intermediary (trading room only) licences, except non-remote general betting (limited) and betting intermediary licences

2.2.2 Licensees are required to assess the local risks to the licensing objectives posed by the provision of gambling facilities at each of their premises, and have policies, procedures and control measures to mitigate those risks. In undertaking their risk assessments, they must take into account relevant matters identified in this policy statement.

2.2.3 The Local Authority would expect operators to take into account the broad principles listed below when completing their local risk assessment.

2.2.4 Licensees must review, and update as necessary, their local risk assessments:

- a) to take account of significant changes in local circumstances, including those identified in a licensing authority’s statement of licensing policy;
- b) when there are significant changes at a licensee’s premises that may affect their mitigation of local risks;
- c) when applying for a variation of a premises licence; and in any case, undertake a local risk assessment when applying for a new premises

2.2.5 The Licensing Authority has an expectation that all local risk assessments will take into account the local area profile of the area.

2.2.6 The three statutory licensing objectives for gambling include protecting children and other vulnerable persons from harm and exploitation. Licensing policies are not currently required to address Public Health concerns and Public Health is not

a responsible authority under gambling legislation. However, the Gambling Commission has recognised the benefits of a Public Health Whole Population Approach (February 2018).

2.2.7 It is estimated that there are over 370,000 problem gamblers in England equivalent to 0.5% of the population. There are no local level estimates available. Gambling harm includes poor physical and mental ill-health and is associated with substance misuse problems, especially alcohol, and with smoking. It also contributes to debt problems, relationship breakdown and criminality.

2.2.8 The Commission has identified specific groups of people who are particularly at risk:

- ethnic groups
- youth
- low IQ
- substance abuse/misuse
- poor mental health.

2.2.9 Further information on the Gambling Commission's position on Gambling as a public health issue is available on the Commission's website.

### **2.3 Gambling Related Harm as a Public Health Issue**

2.3.1 There is less evidence available to support The Statements of Gambling Policy at a local level. Nationally there is a significant amount of gambling that takes place on the internet which reduces barriers to where people can gamble. Problem gambling is linked with areas of socio-economic deprivation, so identifying areas with potentially higher levels of gambling harm can therefore be informed by the alcohol licensing maps.

### **3. MAKING REPRESENTATIONS**

#### **3.1 Who Can Make a Representation?**

3.1.1 The Gambling Act allows “responsible authorities” (identified in section 157 of the Act) and “interested parties” to make representations to applications relating to **premises licences and provisional statements**. In the case of reviews, that right is also given to the licensee. With regard to other forms of notification and permit, the right to object is restricted to specified bodies. The following section therefore only relates to representations in respect of **premises licences and provisional statements**. A list of Responsible Authorities is set out in Appendix 2.

3.1.2 Premises licences are only necessary for the types of gambling listed below and interested parties may therefore only make representations in respect of:

- Casino premises
- Bingo premises
- Betting premises (including tracks)
- Adult gaming centres
- Licensed family entertainment centres

#### **3.2 Interested Parties**

3.2.1 Interested parties are defined as persons who **in the Authority’s opinion:**

- live sufficiently close to the premises to be likely to be affected by the authorised activities;
- have business interests that might be affected by the authorised activities, or
- represent either of the above.

3.2.2 The Authority will interpret the phrase “business interest” widely and not merely confine the phrase to meaning those engaged in trade and commerce. It may therefore include charities, churches, medical practices, schools and other establishments and institutions.

3.2.3 Similarly a wide interpretation will be given to those categories of persons and organisations that represent residents and businesses. These may include residents and tenants associations, trade unions and other associations, as well as individuals whose role is to represent the interests of one or more residents or businesses such as a councillor, MP or legal representative.

3.2.4 If an existing gambling business makes a representation that it is going to be affected by another gambling business starting up in the area, then without further evidence relating to the licensing objectives supporting the

representation, the Authority would not consider this to be a relevant representation because it relates to “demand” or competition.

3.2.5 It is for the Authority to determine on a case by case basis whether or not a person making a representation is an “interested party”. The Authority may ask for evidence to identify who is being represented and show that they have given authority for representations to be made on their behalf. In cases which are not clear-cut the benefit of the doubt will usually be exercised in favour of the person making the representation.

### **3.3 Policy One**

**3.3.1 In determining if someone lives sufficiently close to the premises to be likely to be affected by the authorised activities or have business interests that are likely to be affected, the Authority will normally take any or all of the following into account which appear relevant to it to ensure that those who are likely to be directly affected by the proposed activities can exercise their right to be heard:**

- **the proximity of their home or business to the application premises;**
- **the nature of their residency (e.g. private resident, resident in home for the vulnerable etc.);**
- **the nature of the business making the representation;**
- **the nature of the authorised activities to be conducted on the application premises;**
- **the size and capacity of the application premises;**
- **the likely catchment area for the application premises;**
- **the routes likely to be taken to and from the application premises;**
- **the character of the area;**
- **the density of the built up area;**
- **the topography of the area;**
- **the local area profile; and**
- **mitigating measures contained within the applicant’s risk assessments.**

*REASON: To ensure that those who are likely to be directly affected by the proposed activities can exercise their right to be heard.*



### 3.4 Form and Content of Representation

3.4.1 The Act places a duty on the Authority to aim to permit the use of premises for gambling in so far as the Authority thinks the application is in accordance with:

- this Policy Statement,
- the Commission's Guidance,
- local area profile and applicants local risk assessments,
- the Codes of Practice, and
- where the application is reasonably in accordance with the licensing objectives.

3.4.2 As these are the main criteria against which an application is to be assessed, representations which address these issues are more likely to be accepted and given weight.

3.4.3 All representations must be made in writing and must be received by the Authority within the time limits set by the relevant regulations. For a representation to be relevant it should:

- be positively tied or linked by a causal connection to particular premises; and
- relate to the licensing objectives, or
- raise issues under this policy, the Commission's Guidance or Codes of Practice.

3.4.4 Representations received outside the statutory period for making such representations or which otherwise does not comply with the Regulations will be invalid and will not be taken into consideration when the application is determined. In addition, the Authority expects representations to be made in accordance with Policy Two.

3.4.5 A preferred form of representation is available. A copy of the form can be downloaded at [www.newark-sherwooddc.gov.uk](http://www.newark-sherwooddc.gov.uk) or requested directly from the service. Whilst representations which are not in the preferred form or which do not fully comply with Policy Two will not automatically be rejected, they may be less likely to comply with the law relating to representations resulting in them ultimately being rejected or given little or no weight.

3.4.6 Ordinarily, where representations are received, the Authority will hold a Hearing. However, a Hearing does not have to be held where the Authority thinks that a representation is frivolous, vexatious, or will certainly not influence the Authority's determination of the matter. It is for the Authority to determine

whether a representation falls within these categories, however representations which comply with Policy Two are unlikely to do so.

3.4.7 It is in the interest of those making representations that they include as much detail and evidence as possible at the time the representation is made. The Authority will determine whether a representation should be excluded as frivolous or vexatious based on the normal interpretation of the words. A representation may therefore be excluded if it obviously lacks seriousness or merit, or is designed to be antagonistic. An example may be a representation received from a rival operator which is based solely on the fact that the new premises would compete with their own.

### 3.5 **POLICY TWO**

#### 3.5.1 A representation should indicate the following:

- (i) **the name, address and a contact number for the person making the representation;**
- (ii) **the capacity in which the representation is made (e.g. interested party, responsible authority, licensee) and if made as a representative should indicate who is being represented;**
- (iii) **the name and address of the premises in respect of which the representation is being made;**
- (iv) **the licensing objective(s) relevant to the representation;**
- (v) **Why it is felt that the application:**
  - **is not reasonably consistent with the licensing objectives; or**
  - **is not in accordance with this Policy, the Commission’s Guidance or the relevant Codes of Practice; or**
  - **the local risk assessments are not considered suitable and sufficient; or**
  - **otherwise should not be granted; or**
  - **should only be granted subject to certain specified conditions;**
- (vi) **details of the evidence supporting the opinion in (v).**

REASON: To ensure the representation is made by a responsible authority or interested party and that it is relevant and directly related to the application premises.

### **3.6 Irrelevant Considerations**

3.6.1 Whilst not intended to provide an exhaustive list, the following matters cannot be taken into account and representations relating to them are likely to be discounted:

- need and demand for the relevant premises;
- issues relating to nuisance;
- traffic congestion and parking;
- likelihood of the premise receiving planning permission or building regulation approval;
- moral grounds.

3.6.2 Any person seeking to operate gambling premises must first have applied for, or obtained, an operating licence from the Gambling Commission. The Commission will therefore have made a judgement as to the applicant's suitability to operate the proposed form of gambling and therefore this issue is not relevant to the subsequent assessment of the premises licence application. The only exception is in relation to track premises licences. In this case an operator's licence is not required and the suitability of the applicant may, in appropriate cases, be taken into consideration.

### **3.7 Reviews**

3.7.1 A premises licence may be reviewed by the licensing authority of its own volition or following the receipt of an application for a review from a responsible authority or interested party. Reviews cannot be delegated to an officer of the licensing authority – the lowest level of delegation permitted is to a licensing sub-committee (licensing panel).

3.7.2 The Act provides that licensing authorities may initiate a review in relation to a particular class of premises licence or in relation to particular premises. Officers of the Council or of a responsible authority may be involved in the initial investigations of complaints leading to a review, or may try informal mediation or dispute resolution techniques prior to a full scale review being conducted.

3.7.3 If at any time the Authority considers it necessary in their scheme of delegation, they will establish a system that determines who initiates reviews, and that may include a 'filter' system to prevent unwarranted reviews from being conducted.

3.7.4 In relation to a class of premises, the Authority may review the use made of premises and, in particular, the arrangements that premises licence holders have made to comply with licence conditions. In relation to these general reviews, the Authority would most likely be acting as a result of specific concerns or complaints about particular types of premises, which would cause it to want, for

example, to look at the default conditions that apply to that category of licence. In relation to particular premises, the Authority may review any matter connected to the use made of the premises if it has reason to suspect that licence conditions are not being observed, or for any other reason (such as a complaint from a third party) which gives it cause to believe that a review may be appropriate.

- 3.7.5 Representations and review applications will be considered by the Authority in accordance with the relevant legislation, guidance issued by the Commission, this Statement of Principles, Codes of Practice, local area profile and the premises licence holder's local risk assessments.

## **4. LICENSING OBJECTIVES**

### **4.1 Preventing Gambling From Being a Source of Crime and Disorder**

4.1.1 The Gambling Commission will play a leading role in preventing gambling from becoming a source of crime and will maintain rigorous licensing procedures that aim to prevent inappropriate people from providing facilities for gambling.

4.1.2 The Authority places considerable importance on the prevention of crime and disorder, and will fulfil its duty under section 17 of the Crime and Disorder Act 1998 to do all it reasonably can to prevent crime and disorder in its area. A high standard of control is therefore expected to be exercised over licensed premises. The Authority will not generally be concerned with the suitability of an applicant and where concerns about a person's suitability arises the Authority will bring those concerns to the attention of the Commission.

4.1.3 The Authority will, when determining applications, consider whether the grant of a premises licence will result in an increase in crime and disorder. In considering licence applications, the Authority will particularly take into account the applicant's local risk assessments which should include reference to the following:

- the design and layout of the premises;
- the training given to staff in crime prevention measures appropriate to those premises;
- physical security features installed in the premises. This may include matters such as the position of cash registers or the standard of CCTV that is installed;
- where premises are subject to age restrictions, the procedures in place to conduct age verification checks;
- the likelihood of any violence, public order or policing problem if the licence is granted.

4.1.4 Where an application is received in relation to premises in an area noted for particular problems with organised crime, part of this determination will include consultation with the police and other relevant authorities. The Authority may then consider whether specific controls, such as a requirement for the provision of door supervisors, need to be applied in order to prevent those premises being a source of crime. In respect of betting offices the Authority will make door supervision requirement only if there is clear evidence from the history of trading at the premises that the premises cannot be adequately supervised from the counter and that door supervision is both necessary and proportionate.

4.1.5 As far as disorder is concerned, there are already powers in existing anti-social behaviour and other legislation to deal with measures designed to prevent

nuisance, whether it arises as a result of noise from a building or from general disturbance once people have left a building. The Authority does not therefore intend to use the Act to deal with general nuisance issues, for example, parking problems, which can easily be dealt with using alternative powers. The Authority has no jurisdiction under the Act to deal with general nuisance issues.

4.1.6 In accordance with the Guidance, the Authority will only seek to address issues of disorder under the Act if the disorder amounts to activity which is more serious and disruptive than mere nuisance. A disturbance could be serious enough to constitute disorder if police assistance were required to deal with it. Another factor the Authority is likely to take into account is how threatening the behaviour was to those who could see or hear it, whether those people live sufficiently close to be affected or have business interests that might be affected.

4.1.7 The Authority will consult with the police and other relevant authorities when making decisions in this regard and will give due weight to any comments made by the police or other relevant authorities.

## 4.2 **Policy Three**

**4.2.1 The Authority will have particular regard to the likely impact of licensing on related crime and disorder in the district, particularly when considering the location, impact, operation and management of all proposed licence applications.**

REASON: Under the Crime and Disorder Act 1998 local authorities must have regard to the likely effect of the exercise of their functions on, and do all they can to prevent, crime and disorder in their area.

## 4.3 **Ensuring Gambling is Conducted in a Fair and Open Way**

4.3.1 The Gambling Commission does not expect local authorities to become concerned with ensuring that gambling is conducted in a fair and open way as this will either be a matter for the management of the gambling business (and therefore relevant to the Operating Licence), or will be in relation to the suitability and actions of an individual (and therefore relevant to the Personal Licence).

4.3.2 Both issues will be addressed by the Commission through the operating and personal licensing regime. This is achieved by ensuring that:

- operating and personal licences are issued only to those who are suitable to offer gambling facilities or work in the industry;
- easily understandable information is made available by operators to players about, for example: the rules of the game, the probability of losing or winning, and the terms and conditions on which business is conducted;

- the rules are fair;
- advertising is not misleading;
- the results of events and competitions on which commercial gambling takes place are made public; and
- machines, equipment and software used to produce the outcome of games meet standards set by the Commission and operate as advertised.

4.3.3 Because betting track operators do not need an operating licence from the Commission, the Authority may, in certain circumstances, attach conditions to a licence to ensure that the betting is conducted in a fair and open way. The Authority may in these circumstances also consider the suitability of the Applicant to hold a track premises licence. Factors which will be taken into account include the applicant's business experience, their financial standing and whether they may be regarded as fit and proper to hold a licence.

#### **4.4 Protection of children**

4.4.1 The Council expects operators of gambling premises to have in place policies and measures to ensure children and other vulnerable people are protected from being harmed or exploited by gambling. Harm in this context is not limited to harm from gambling but includes wider child protection considerations, including the risk of child sexual exploitation.

4.4.2 The efficiency of such policies and procedures will be considered on their merits, however they may include appropriate measures/training for staff as regards suspected truanting school children on the premises, measures/training covering how staff would deal with unsupervised very young children being on the premises, or children causing perceived problems.

4.4.3 The Council will pay particular attention to measures proposed by operators to protect children from harm in Adult Gaming Centres and Family Entertainment Centres. Such measures may include, but would not be limited to, the following:

- Proof of age schemes
- CCTV
- Supervision of entrances/machine areas
- Physical separation of areas
- Specific opening hours
- Self-barring schemes
- Notices/signage
- Measures/training for staff on how to deal with suspected truanting school children on the premises and how to recognise signs of potential child sexual exploitation
- Clear policies that outline the steps to be taken to protect children from harm
- Provision of information leaflets/helpline numbers for organisations such as GamCare.

- 4.4.4 The access of children and young persons to those gambling premises which are adult only environments will not be permitted.
- 4.4.5 The Authority will seek to limit the advertising for premises so that gambling products are not aimed at children or advertised in such a way that makes them particularly attractive to children.
- 4.4.6 The Authority will consult with the Nottinghamshire Safeguarding Children Board and the Nottinghamshire Safeguarding Adults Board on any application that indicates there may be concerns over access for children or vulnerable persons.
- 4.4.7 The Act provides for a Code of Practice on access to casino premises by children and young persons and the Authority will work closely with the Police to ensure the appropriate enforcement of the law in these types of premises.

#### **4.5 Vulnerable Persons**

4.5.1 In accordance with the provisions of the Act, the Authority will not seek to prohibit particular groups of adults from gambling in the same way that it seeks to prohibit children. The Act does not define “vulnerable persons” but the Gambling Commission’s guidance indicates that they include:

- People who gamble more than they want to;
- People who gamble beyond their means;
- People who may not be able to make an informed or balanced decision about gambling due to a mental impairment, alcohol or drugs.

The Authority will follow this guidance when considering whether, in relation to particular premises, any special considerations apply in relation to the protection of vulnerable persons.

4.5.2 The Authority encourages Applicants to offer controls that limit access by customers to gambling or further access to alcohol where the customer shows signs of inebriation.

4.5.3 Where the legislation allows, the Authority will look particularly closely at applications that are made for premises close to sensitive areas or developments, for example;

- Residential areas
- Schools and other educational establishments
- Residential hostels for vulnerable adults
- Premises licensed for alcohol or gambling



## **5. PREMISES LICENCES**

### **5.1 General Principles**

5.1.1 In the Act, 'premises' is defined as including any place. Section 152 prevents more than one premises licence applying to any place. However a single building could be subject to more than one premises licence, provided that they are for different parts of the building and different parts of the building can reasonably be regarded as being different premises. This approach has been taken to allow large, multiple unit premises such as a pleasure park, pier, track or shopping mall to obtain discrete premises licences for units within them. The Authority will pay particular attention if there are issues about the sub-division of a single building or plot and will ensure that mandatory conditions relating to access between such premises are observed.

In relation to an application to split existing licensed premises thereby creating multiple premises, the Authority will expect the primary use of each premises to be the main business in accordance with the type of licence held. Any activities other than the primary use will be considered ancillary to the main business.

5.1.2 The procedure for obtaining Premises Licences is set by regulations. Should a licence be granted it will be made subject to mandatory and/or default conditions set by the Secretary of State. The Authority may choose to exclude default conditions if it thinks it appropriate and may also impose other specific conditions which are appropriate to the application where there is a specific evidenced risk.

5.1.3 The Gambling Commission plays a leading role in preventing gambling from being a source of crime and will maintain rigorous licensing procedures that aim to prevent criminals from providing facilities for gambling. With the exception of applicants for track premises anyone applying to the Authority for a premises licence will have to hold an operating licence from the Commission before a licence can be issued. Generally therefore the Authority will not be concerned with the suitability of an applicant. Where concerns arise about a person's suitability, the Authority will bring those concerns to the attention of the Commission.

5.1.4 The Licensing Authority will however be concerned with issues such as the impact of the licensed premises in terms of crime and disorder and matters such as the location of the premises and their internal layout in terms of protecting children and vulnerable persons. Such issues are discussed in more detail in the paragraphs below relating to the specific types of gambling premises. See local risk assessments at section 2.

### **5.2 Betting Premises and Tracks**

5.2.1 Betting premises relates to those premises operating off-course betting. That is other than at a track.

5.2.2 Tracks are sites where races or other sporting events take place. Betting operators may operate self-contained betting premises within track premises although they would normally only open on event days. There may be several licensed premises at any track.

5.2.3 Permitted activities include:

- off-course betting;
- on-course betting for tracks;
- betting by way of betting machines, and;
- gaming machines as stipulated by regulations (see Appendix Three)

5.2.4 Factors for consideration when determining the application will be:

- location, particularly in relation to vulnerable persons;
- suitability of the premises;
- size of premises in relation to the number of betting machines;
- the ability of staff to monitor the use or abuse of such machines and;
- the provision for licence holders to ensure appropriate age limits are adhered to.

5.2.5 This is not an exhaustive list and each application will be judged on its merits. Any effective measures to support the licensing objectives will be taken into account.

5.2.6 Mandatory or default conditions may be attached by regulations issued by the Secretary of State. Conditions may be applied by the Authority in support of the licensing objectives if it is felt necessary and appropriate to the application and where there is a specific evidenced risk that is not adequately addressed by the policies, procedures and mitigation measures detailed by the applicant in its risk assessment.

### **5.3 General Matters Relevant to Tracks**

5.3.1 In addition to the Southwell Racecourse the Authority has a number of premises that may apply for a premises licence to operate as a 'Track' for the purposes of the Gambling Act.

5.3.2 Tracks may be subject to one or more premises licences provided each licence relates to a specified area of the track. The Authority will especially consider the impact upon the third licensing objective (i.e. the protection of children and vulnerable persons from being harmed or exploited by gambling) in the

determination of premises licence applications for tracks and the need to ensure that entrances to each type of premises are distinct and that children are excluded from gambling areas where they are not permitted to enter.

5.3.3 Track operators are not required to hold an operator's licence granted by the Gambling Commission unless they are operating gambling activities themselves. Therefore, premises licences for tracks issued by the Authority are likely to contain requirements for premises licence holders relevant to their responsibilities in relation to the proper conduct of betting. The Authority recognises that Track operators will have an important role to play in the regulation of gambling activities and expects that they will take proactive action appropriate to that role; for example, ensuring that betting areas are properly administered and supervised.

5.3.4 The Authority will therefore expect the premises licence applicant to demonstrate suitable measures to ensure that children do not have access to adult-only gaming facilities. It is noted that children and young persons will be permitted to enter track areas where facilities for betting are provided on days when dog racing and/or horse racing takes place, but that they are still prevented from entering areas where gaming machines (other than category D machines) are provided.

5.3.5 Applicants are encouraged to offer their own measures to meet the licensing objectives, however, appropriate measures/licence conditions imposed by the Authority may cover issues such as:

- proof of age schemes
- CCTV
- supervision of entrances / machine areas
- physical separation of areas
- location of entrances
- notices / signage
- specific opening hours
- self-barring schemes
- provision of information leaflets / helpline numbers for organisations such as GamCare

This list is not mandatory, nor exhaustive, and is merely indicative of example measures.

## **5.4 Gaming Machines used on Tracks**

5.4.1 Guidance from the Gambling Commission addresses where such machines may be located on tracks and any special considerations that should apply in relation, for example, to supervision of the machines and preventing children from playing them. The Authority notes the Commission's Guidance that licensing authorities therefore need to consider the location of gaming machines at tracks, and applications for track premises licences will need to demonstrate that, where the applicant holds a pool betting operating licence and is going to use his

entitlement to four gaming machines, these machines are located in areas from which children are excluded. Children and young persons are not prohibited from playing category D gaming machines on a track.

## **5.5 Betting Premises in Relation to Tracks**

- 5.5.1 A Track may hold a betting premises licence allowing betting to take place within defined areas. There may also be a number of subsidiary licences authorising other gambling activities to take place including off-course betting. Unlike betting offices (bookmakers), a betting premises licence in respect of a track does not give an automatic entitlement to use gaming machines. Pool betting may also take place on certain types of tracks and the appropriate operating licence to enable this will be required before a premises licence authorising this activity may be determined by the Authority.
- 5.5.2 In line with the Commission's Guidance, the Authority will expect operators of self-contained units on tracks to seek an ordinary betting premises licence to ensure that there is clarity between the respective responsibilities of the track operator and the off-course betting operator running a self-contained unit on the premises.

## **5.6 Betting Machines on Tracks**

- 5.6.1 The Authority will take into account the size of the premises and the ability of staff to monitor the use of these machines by children and young persons (it is an offence for those under 18 to bet) or by vulnerable people when considering the number/nature/circumstances of betting machines an operator wants to offer. It will also take note of the Gambling Commission's suggestion that licensing authorities will want to consider restricting the number and location of such machines in respect of applications for Track Betting Premises Licences.
- 5.6.2 When considering whether to exercise its power to restrict the number of betting machines at a track, the Council will consider the circumstances of each individual application and, among other things, will consider the potential space for the number of machines requested, the ability of track staff to supervise the machines, especially if they are scattered around the site, and the ability of the track operator to prevent children and young persons and vulnerable people betting on the machines.

## **5.7 Condition on Rules Being Displayed on Tracks**

- 5.7.1 The Gambling Commission has advised in its Guidance for local authorities that "...licensing authorities should attach a condition to track premises licences requiring the track operator to ensure that the rules are prominently displayed in or near the betting areas, or that other measures are taken to ensure that they are made available to the public. For example, the rules could be printed in the race-card or made available in leaflet form from the track office." The Authority encourages applicants to demonstrate in their application and in the conduct of their activity that they will comply with this.

## **5.8 Applications and Plans for Tracks**

5.8.1 Regulations set out specific requirements for applications for premises licences and, in accordance with the Gambling Commission's suggestion that, to ensure the Authority gains a proper understanding of what it is being asked to licence, the premises licence application pack for a track includes the information that is required which includes detailed plans for the racetrack itself and the area(s) that will be used for temporary "on-course" betting facilities (often known as the "betting ring") and in the case of dog tracks and horse racecourses, fixed and mobile pool betting facilities operated by the Tote or track operator, as well as any other proposed gambling facilities. Plans should make clear what is being sought for authorisation under the track betting premises licence and what, if any, other areas are to be subject to a separate application for a different type of premises licence.

The Council appreciates that it is sometimes difficult to define the precise location of betting areas on tracks. The precise location of where betting facilities are provided is not required to be shown on track plans, both by virtue of the fact that betting is permitted anywhere on the premises and because of the difficulties associated with pinpointing exact locations for some types of track. Applicants should provide sufficient information that the council can be satisfied that the plan indicates the main areas where betting might take place. For racecourses in particular, any betting areas subject to the "five times rule" (commonly known as betting rings) must be indicated on the plan. It would be helpful to the Authority and the Responsible Authorities if the plans were marked using a colour-coded scheme or, at a minimum, by use of a key to denote the use of those areas shown.

## **5.9 Adult Gaming Centres (AGCs)**

5.9.1 These premises must be operated by the holder of a gaming machine general operating licence from the Gambling Commission as well as a premises licence from the Authority.

5.9.2 Permitted activities include the provision of gaming machines as stipulated by regulations (see Appendix Three).

5.9.3 Factors for consideration when determining the application for an AGC will include:

- the location;
- the ability of operators to minimise illegal access by under 18's to the premises; and
- the premises local risk assessment.

5.9.4 This is not an exhaustive list and each application will be judged on its merits. Any effective measures to support the licensing objectives will be taken into account.

5.9.5 Conditions may be applied by the Authority in support of the licensing objectives, if it is felt necessary. Mandatory or default conditions may be attached by regulations issued by the Secretary of State. No one under the age of 18 is permitted to enter an AGC.

## **5.10 Club Gaming Permits and Club Machine Permits**

5.10.1 Club gaming permits authorise qualifying clubs to provide gaming machines as well as equal chance gaming and games of chance as prescribed in regulations.

5.10.2 Club machine permits allow the provision of higher category gaming machines.

5.10.3 Commercial clubs may in some circumstances operate with club machine permits but not club gaming permits.

5.10.4 The Authority may only refuse an application on the following grounds:

- (a) the applicant does not fulfill the requirements for a members' or commercial club or miners' welfare institute and therefore is not entitled to receive the type of permit for which it has applied;
- (b) the applicant's premises are used wholly or mainly by children and/or young persons;
- (c) an offence under the Act or a breach of a permit has been committed by the applicant while providing gaming facilities;
- (d) a permit held by the applicant has been cancelled in the previous ten years;  
or
- (e) an objection has been lodged by the Commission or the police;

and in the case of (a) or (b) must refuse the permit.

5.10.5 The authority may grant or refuse a permit, but it may not attach conditions to a permit.

## **5.11 Alcohol Licensed Premises**

5.11.1 The Act provides an automatic entitlement to provide two gaming machines of category C or D. The premises licence holder must notify the Authority of his or her intention and pay the prescribed fee. Although the Authority has no discretion to refuse the notification, the authorisation may be removed if gaming has taken place on the premises that breaches a condition of section 282 of the Act.

5.11.2 The Authority may also issue “licensed premises gaming machine permits” to premises in this category on application for any additional number of category C and/or D machines. This would generally replace any automatic entitlement under section 282 of the Act.

5.11.3 The Authority must have regard to the licensing objectives and the Gambling Commission Guidance when granting these permits. Factors for consideration will include:

- location, particularly in relation to vulnerable persons;
- suitability of the premises, size of premises in relation to the number of betting machines;
- the ability of staff to monitor the use or abuse of such machines; and
- the provision for licence holders to ensure appropriate age limits are adhered to.

5.11.4 This is not an exhaustive list and each application will be judged on its merits. Any effective measures to support the licensing objectives will be taken into account.

5.11.5 It is a condition of the automatic entitlement to make available two gaming machines (of category C or D) that any relevant provision of a code of practice under section 24 about the location and operation of a gaming machine is complied with. The authority will take account of these provisions. The relevant codes of practice are available on the Gambling Commission’s website: [www.gamblingcommission.gov.uk](http://www.gamblingcommission.gov.uk)

## **5.12 Family Entertainment Centres**

5.12.1 There are two classes of Family Entertainment Centres (FECs), dependent upon the type of gaming machines provided on the premises:

- FEC’s with category C and D machines require a Premises Licence.
- Unlicensed FEC’s provide only category D machines and are regulated through FEC gaming machine permits. An application for a permit may only be granted if the Authority is satisfied that the premises will be used as an unlicensed FEC, and if the Police have been consulted on the application. Applicants will need to demonstrate:
  - a full understanding of the maximum stakes and prizes of the gambling that is permissible in unlicensed FEC’s;
  - that the applicant has no relevant convictions (i.e. those set out in Schedule 7 of the Act); and

- that staff are trained to have a full understanding of the maximum stakes and prizes.

5.12.2 In considering applications for permits, the Authority will give weight to child protection issues and will also consider the suitability of the location, in particular the:

- proximity of premises to schools and vulnerable adult centres (e.g. a centre for gambling addicts);
- proximity to residential areas where there may be a high concentration of families with children;
- town centre or edge of town centre locations.

5.12.3 It should be noted that a permit cannot be issued in respect of a vessel or a vehicle.

5.12.4 An applicant must be 18 years of age or over.

### **5.13 Prize Gaming Permits**

5.13.1 These permits cover gaming where the nature and size of the prize is not determined by the number of people playing or the amount paid for or raised by the gaming - the prize is determined by the operator before play commences.

5.13.2 Consideration will be given to the following factors:

- proximity of premises to schools and vulnerable adult centres (e.g. a centre for gambling addicts);
- proximity to residential areas where there may be a high concentration of families with children;
- town centre or edge of town centre locations.

5.13.3 It should be noted that a permit cannot be issued in respect of a vessel or a vehicle.

5.13.4 The applicant must be 18 years of age or over. Relevant convictions will be taken into account, especially with respect to child protection issues.

### **5.14 Travelling Fairs**

5.14.1 Provided a travelling fair allows only category D gaming machines to be made available, and the facilities for gambling (whether by way of gaming machine or otherwise) amount together to no more than an ancillary amusement at the fair, then no application for a licence is required under the Act. The Authority will want to satisfy itself from time to time that gambling at a travelling fair is within



the definition of section 286 of the Act. A guide for those wishing to operate gambling machines at travelling fairs is available on the Commission website.

### **5.15 Small Society Lotteries**

5.15.1 Small society lotteries are distinguished from large society lotteries by the amount of the proceeds that they generate. A lottery is small if the total value of tickets put on sale in a single lottery is £20,000 or less and the aggregate value of the tickets put on sale in a calendar year is £250,000 or less. Other lotteries are dealt with by the Gambling Commission.

5.15.2 Small society lotteries are required to be registered with the local authority in the area where their principal office is located.

### **5.16 Temporary Use Notices**

5.16.1 Premises which are not licensed for gambling may be used by a licensed operator for an aggregate period of 21 days in 12 months for prescribed types of gambling. In order to do so, the operator must serve a temporary use notice (or notices) on the Authority, the Commission and the Police. These are the only bodies who may object to such a notice. There are a number of statutory limits as regards Temporary Use Notices. It is noted that it falls to the Authority to decide what constitutes a “set of premises” where Temporary Use Notices are received relating to the same building/site (see Gambling Commission’s Guidance to Licensing Authorities).

### **5.17 Occasional Use Notices**

5.17.1 Betting on unlicensed tracks may be authorised for up to 8 days in a calendar year by the service of occasional use notices by the occupier of the track or the person responsible for the administration of the event. The Authority has very little discretion as regards these notices aside from ensuring that the statutory limit of eight days in a calendar year is not exceeded. The Authority will need to consider whether a Notice in respect of premises can be dealt with under the definition of a “Track”. It will also need to consider whether the Applicant is permitted to avail him/herself of the notice, however, there is no provision for objections to be made to this type of activity or for it to be prohibited.

### **5.18 Casinos**

5.18.1 The Authority has passed a “no Casino resolution” under Section 166 of the Gambling Act 2005. This means that it has taken the decision not to issue any casino premises licences in the district of Newark and Sherwood. This resolution shall take effect from January 2022 and shall remain in force for a period of three years from that date unless a resolution is passed before that date revoking the “no Casino resolution”.

## 5.19 Bingo

5.19.1 The holder of a bingo operating licence can apply for a bingo premises licence to provide any type of bingo game, including cash and prize bingo. Commercial bingo halls will also require a bingo premises licence from the Authority.

5.19.2 If the only type of bingo to be provided is prize bingo then this may be authorised by way of permit.

5.19.3 If children are allowed to enter premises licensed for bingo it is important that that they do not participate in gambling, other than on category D machines. Where category C or above machines are available in premises to which children are admitted the Authority will expect to see that:

- all such machines are located in an area of the premises separate from the remainder of the premises by a physical barrier which is effective to prevent access other than through a designated entrance;
- only adults (over 18s) are admitted to the area where the machines are located;
- access to the area where the machines are located is supervised;
- the area where the machines are located is arranged so that it can be observed by staff of the operator or the licence holder; and
- at the entrance to, and inside any such an area, there are prominently displayed notices indicating that access to the area is prohibited to persons under 18.

5.19.4 The Gambling Commission has issued guidance about the need for licensing authorities to take into account the suitability and layout of bingo premises. Therefore, plans should make clear what is being sought for authorisation under the bingo premises licence and what, if any, other areas are to be subject to a separate application for a different type of premises licence. It would be helpful to the Authority and the Responsible Authorities if the plans were marked using a colour-coded scheme or at a minimum by use of a key to denote the use of those areas shown. The Gambling Commission has issued guidance on the division of a building into more than one premises which can be found at [www.gamblingcommission.gov.uk](http://www.gamblingcommission.gov.uk).

5.19.5 A limited number of gaming machines may also be made available at bingo licensed premises.

5.19.6 Bingo is a class of equal chance gaming and is permitted in alcohol licensed premises and in clubs, provided it remains below a certain threshold as directed by the law, otherwise it will require a bingo operating licence which will have to be obtained from the Gambling Commission.

5.19.7 Developers may wish to apply to the Authority for a provisional statement before entering into a contract to buy or lease property or land to judge whether a development is worth taking forward in the light of a need to obtain a premises licence. There is no need to hold an operating licence in order to apply for a provisional statement.

## **6. INSPECTION AND ENFORCEMENT**

### **6.1 General Statement**

- 6.1.1 The authority will have regard to its Corporate Enforcement Policy, the relevant provisions of the Act, any relevant guidance and / or codes of practice when considering taking enforcement action. It will also have regard to the Regulators' Code.
- 6.1.2 It is the intention of the authority to establish and maintain enforcement protocols with other enforcement agencies.

### **6.2 Inspections**

- 6.2.1 The authority will inspect gambling premises and facilities for compliance with the Act and any licence conditions through the application of a risk based inspection programme.
- 6.2.2 The inspection programme will, in principle, operate a light touch in respect of low-risk premises whilst applying greater attention to those premises which are considered to present a higher risk.
- 6.2.3 In addition to programmed inspections, the licensing authority will also investigate any evidence based complaints that it receives.

### **6.3 Policy Four**

- 6.3.1 **The authority will adopt a risk based assessment approach for determining the frequency of compliance inspections. The risk rating will be based broadly on the following factors:**

- **location of the premises and their impact on the surrounding area;**
- **enforcement history of the premises;**
- **nature of the licensed or permitted operation;**
- **potential to have an adverse effect on the licensing objectives;**
- **management record; and**
- **the local risk assessment**

REASON: To provide a targeted and cost efficient enforcement service which will encourage and improve operating practice, promote the licensing objectives, and drive out poor practices; whilst at the same time meet accepted best practice principles of compliance inspection.

## 6.4 Enforcement

6.4.1 In general, the Gambling Commission will take the lead on the investigation and where appropriate, the prosecution of illegal gambling. There may be occasions in which the licensing authority is better placed to take the lead, particularly where there is illegal activity on a smaller scale confined to the authority's area.

6.4.2 Where a licensed premise is situated in more than one administrative area then this authority will liaise with the other authority to determine the most appropriate course of action and who will lead any investigation or prosecution.

6.4.3 Part 15 of the Act gives "authorised persons" power of investigation and section 346 enables licensing authorities to institute criminal proceedings in respect of offences described in that section. In exercising these functions the Authority will have regard to the relevant provisions of the Gambling Act 2005, national guidance, relevant codes of practice, and the enforcement policy of the Council.

6.4.4 The Authority will endeavour to follow the principles of better regulation. The principles require that enforcement should be:

- **Proportionate:** regulators should only intervene when necessary. Remedies should be appropriate to the risk posed, and costs identified and minimised;
- **Accountable:** regulators must be able to justify decisions, and be subject to public scrutiny;
- **Consistent:** rules and standards must be joined up and implemented fairly;
- **Transparent:** regulators should be open, and keep regulations simple and user friendly; and
- **Targeted:** regulation should be focused on the problem, and minimise side effects.

6.4.5 The licensing authority will work closely with the Gambling Commission and exchange information on suspected illegal gambling and any proposed action that the authority considers necessary.

6.4.6 The main enforcement and compliance role for the licensing authority in terms of the Gambling Act 2005 will be to ensure compliance with the Premises Licences and other permissions which it authorises. The Gambling Commission will be the enforcement body for Operator and Personal Licences. It is also worth noting that concerns about manufacture, supply or repair of gaming machines will not be dealt with by the licensing authority but will be notified to the Gambling Commission.

- 6.4.7 The authority may institute proceedings in respect of a number of offences as identified in Section 346 of the Act.
- 6.4.8 The authority will avoid duplication with other regulatory regimes.

## Glossary of Terms

Many of the terms used in this statement of licensing policy are defined in the appropriate section of the Act. Section 353 identifies various terminologies and directs the reader to the relevant section of the Act, where appropriate, for a full and complete meaning of the term.

In the interests of clarity the following terms, which are used in this statement of licensing policy, are defined below.

<b>Terminology</b>	<b>Definition</b>
“the Act”	The Gambling Act 2005 (c19)
“Authority”	This refers to the “licensing authority” as defined by section 2 of the Act
“authorised person”	An officer of a licensing authority, <b>and</b> an officer of an authority other than a licensing authority, both of whom have been authorised for a purpose relating to premises in that authority’s area
“authorised local authority officer”	An officer of a licensing authority who is an authorised person for a purpose relating to premises in that authority’s area
“gambling commission”	An organisation established under section 20 of the Act that is responsible for regulating gambling in Great Britain
“guidance”	“Guidance to licensing authorities”, , issued by the gambling commission under section 25 of the Gambling Act 2005
“interested parties”	Defined at paragraph 2.3 of this statement of licensing principles
“mandatory condition”	A condition that must be placed on a licence by virtue of regulations
“regulations”	Refers to regulations made under the Gambling Act 2005
“responsible authorities”	Public bodies that must be notified of applications for premises licences and they also have the right to make representations in relation to those applications. They are listed in full in section 157 of the Act.

## **Appendix One**

### **List of Bodies and Organisations Consulted**

1. District Councillors
2. Directors and relevant Business Managers
3. Betting Shops/Bookmakers
4. Bingo Halls
5. Amusement Arcades
6. Racing Grounds
7. Parish & Town Councils
8. Town Centre Partnerships
9. Pub Watch
10. Nottinghamshire Police
11. Nottinghamshire Fire & Rescue
12. Licensing Solicitors
13. Gamblers Anonymous
14. NCC – Children’s Directorate
15. Citizens’ Advice Bureau
16. British Casino Association
17. Casino Operators Association of the U.K.
18. British Amusement Catering Trades Association
19. The Bingo Association
20. British Beer & Pub Association Midlands
21. Association of British Bookmakers
22. Gambling Commission
23. H.M. Customs & Excise
24. Newark & Sherwood Primary Care Trust
25. Members of Parliament



## **Appendix Two**

### **Gambling Act Responsible Authorities**

**1** Licensing Section  
Newark & Sherwood District Council  
Castle House  
Newark  
NG24 1BY

**2** The Gambling Commission  
Victoria Square House  
Victoria Square  
Birmingham  
B2 4BP

**3** The Chief Constable of Nottinghamshire  
Nottinghamshire Police  
HQ (CJ) Liquor Licensing  
Mansfield Police Station  
Great Central Road  
Mansfield  
NG18 2HQ

**4** Environmental Services  
Newark & Sherwood District Council  
Castle House  
Newark  
NG24 1BY

**5** Environment Agency  
Trentside Offices  
West Bridgford  
Nottingham  
NG2 5FA

**6** Project Manager Safeguarding Children  
Social Services Department  
Children & Young People  
Nottinghamshire County Council  
County Hall  
West Bridgford  
NG2 7QP

**7** HM Revenue & Customs.  
Gambling Team  
Excise Processing Teams  
BX9 1GL

**8** Nottinghamshire Fire & Rescue Service  
Fire Protection North Group  
Mansfield Fire Station  
Rosemary Street  
Mansfield  
NG19 6AB

**9** The Head of Planning  
Newark & Sherwood District Council  
Castle House  
Newark  
NG24 1BY

## Appendix Three

### Gaming Machine Categories

Category of machine	Maximum "Stake"	Maximum Prize
A	Unlimited	Unlimited
B1	£5	£10,000*
B2	£2	£500
B3	£2	£500
B3A	£2	£500
B4	£2	£400
C	£1	£100
D - non-money prize (other than a crane grab machine)	30p	£8
D - non-money prize (crane grab machine)	£1	£50
D (money prize)	10p	£5
D - combined money and non-money prize (other than a coin pusher or penny falls machine)	10p	£8 (of which no more than £5 may be a money prize)
D - combined money and non-money prize (coin pusher or penny falls machine)	20p	£20 (of which no more than £10 may be a money prize)

\*With option of max £20,000 linked progressive jackpot on premises basis only.

**Gaming Machines per Premises Type**

Premises type	Machine category						
	A	B1	B2	B3	B4	C	D
Large casino(machine/table ratio of 5-1 up to maximum)		Maximum of 150 machines	Maximum of 150 machines	Any combination of machines in categories B to D (except B3A machines), within the total limit of 150 (subject to machine/table ratio)	Any combination of machines in categories B to D (except B3A machines), within the total limit of 150 (subject to machine/table ratio)	Any combination of machines in categories B to D (except B3A machines), within the total limit of 150 (subject to machine/table ratio)	Any combination of machines in categories B to D (except B3A machines), within the total limit of 150 (subject to machine/table ratio)
		Any combination of machines in categories B to D (except B3A machines), within the total limit of 150 (subject to machine/table ratio)	Any combination of machines in categories B to D (except B3A machines), within the total limit of 150 (subject to machine/table ratio)				

Small casino (machine/table ratio of 2-1 up to maximum)	Maximum of 80 machines	Maximum of 80 machines	Maximum of 80 machines	Any combination of machines in categories B to D (except B3A machines), within the total limit of 80 (subject to machine/table ratio)	Any combination of machines in categories B to D (except B3A machines), within the total limit of 80 (subject to machine/table ratio)	Any combination of machines in categories B to D (except B3A machines), within the total limit of 80 (subject to machine/table ratio)
	Any combination of machines in categories B to D (except B3A machines), within the total limit of 80 (subject to machine/table ratio)	Any combination of machines in categories B to D (except B3A machines), within the total limit of 80 (subject to machine/table ratio)	Any combination of machines in categories B to D (except B3A machines), within the total limit of 80 (subject to machine/table ratio)			
Pre-2005 Act casino(no machine/table ratio)	Maximum of 20 machines categories B to D (except B3A machines), or any number of C or D machines instead	Maximum of 20 machines categories B to D (except B3A machines), or any number of C or D machines instead	Maximum of 20 machines categories B to D (except B3A machines), or any number of C or D machines instead	Maximum of 20 machines categories B to D (except B3A machines), or any number of C or D machines instead	Maximum of 20 machines categories B to D (except B3A machines), or any number of C or D machines instead	Maximum of 20 machines categories B to D (except B3A machines), or any number of C or D machines instead
Betting premises and tracks occupied by pool betting		Maximum of 4 machines categories B2 to D (except B3A machines)	Maximum of 4 machines categories B2 to D (except B3A machines)	Maximum of 4 machines categories B2 to D (except B3A machines)	Maximum of 4 machines categories B2 to D (except B3A machines)	Maximum of 4 machines categories B2 to D (except B3A machines)

Bingo premises				Maximum of 20% of the total number of gaming machines which are available for use on the premises categories B3 or B4	Maximum of 20% of the total number of gaming machines which are available for use on the premises categories B3 or B4	Maximum of 20% of the total number of gaming machines which are available for use on the premises categories B3 or B4	No limit on category C or D machines
Adult gaming centre				Maximum of 20% of the total number of gaming machines which are available for use on the premises categories B3 or B4	Maximum of 20% of the total number of gaming machines which are available for use on the premises categories B3 or B4	Maximum of 20% of the total number of gaming machines which are available for use on the premises categories B3 or B4	No limit on category C or D machines
Licensed family entertainment centre							No limit on category C or D machines
Family entertainment centre (with permit)							No limit on category D machines
Clubs or miners' welfare institute (with permits)				Maximum of 3 machines in categories B3A or B4 to D	Maximum of 3 machines in categories B3A or B4 to D	Maximum of 3 machines in categories B3A or B4 to D	Maximum of 3 machines in categories B3A or B4 to D
Qualifying alcohol-licensed premises						1 or 2 machines of category C or D automatic upon notification	1 or 2 machines of category C or D automatic upon notification

Qualifying alcohol-licensed premises (with licensed premises gaming machine permit)						Number of category C-D machines as specified on permit	Number of category C-D machines as specified on permit
Travelling fair							No limit on category D machines





Report to: General Purposes Committee Meeting – 12 September 2024

Director Lead: Matthew Finch, Director – Communities & Environment

Lead Officer: Narelle Plowright, Senior Licensing Officer

Report Summary	
<b>Report Title</b>	Update on Performance and Enforcement Matters
<b>Purpose of Report</b>	To provide Members of the Committee with details of the various activities undertaken by the Licensing Team in relation to Hackney Carriage/Private Hire Drivers, Private Ambulance Drivers together with House to House and Street Collections
<b>Recommendation</b>	That the report be noted.

## 1.0 Background

- 1.1 A new applicant for a Hackney Carriage/Private Hire Drivers or Private Ambulance Drivers Licence has to undergo various checks. These include a: Disclosure and Barring check; DVLA check; two references are required; Group II medical; and knowledge & ability tests.
- 1.2 This report covers the period from 1 April to 30 June 2024 inclusive and sets out the range and number of licence applications during this period. It also highlights any activity required as a result of the applications.

Application Type	New Applications Rec'd	Renewal of Applications Rec'd	Number Issued	Comments
Hackney Carriage/ Private Hire Driver	0	2	2	
Ambulance Drivers	1	1	2	
Hackney Carriage Vehicles	2	10	12	
Private Hire Vehicles	0	4	4	
Private Ambulance Vehicle Licence	1	15	16	



### 1.3 Street Collections

The table below sets out the numbers of collections undertaken within the reporting period of 1 April to 30 June 2024 and the charities supported. The organisations undertaking the collections are required to complete a return that sets out the 80 % of the collection that is returned to the charity.

<b>Charity</b>	<b>Date</b>	<b>Total Amount Collected</b>	<b>% Returned to Charity</b>
No Collections			

### 1.4 House to House Collections

The table below sets out the numbers of collections undertaken within the reporting period of 1 April to 30 June 2024 and the charities supported. The organisations undertaking the collections are required to complete a return that sets out the 80 % of the collection that is returned to the charity.

<b>Charity</b>	<b>Date</b>	<b>Total Amount Collected</b>	<b>% Returned to Charity</b>
No Collections			

### 1.5 Enforcement Issues

Enforcement Activity between 1 April to 30 June 2024:

<b>Inspection Type</b>	<b>Amount</b>
Taxi – Routine	2
Taxi - Complaint	1

## 2.0 Proposal/Options Considered

This report is intended to provide Members with a summary of the various activities undertaken by the Licensing Team in relation to Hackney Carriage/Private Hire Drivers, Private Hire Ambulance Drivers together with House to House and Street Collections.

### 3.0 Implications

In writing this report and in putting forward recommendations, officers have considered the following implications: Data Protection; Digital & Cyber Security; Equality & Diversity; Financial; Human Resources; Human Rights; Legal; Safeguarding & Sustainability and where appropriate they have made reference to these implications and added suitable expert comment where appropriate.

### **Background Papers and Published Documents**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.