



**Cannock Chase Council**

**Council Meeting**

**Wednesday 15 December 2021 at 6:00pm**

**Meeting to be held in the Ballroom, Civic Centre, Cannock**

**Part 1**

Notice is hereby given of the above-mentioned meeting of the Council, which you are summoned to attend for the purpose of transacting the business set out below:

- 1. Apologies**
- 2. Declarations of Interests of Members in Contracts and Other Matters and Restriction on Voting by Members**

To declare any interests in accordance with the Code of Conduct.  
Members should refer to the guidance included as part of this agenda.
- 3. Minutes**

To confirm the Minutes of the Meeting held on 20 October 2021, Minute Nos. 41 – 51;  
Page Nos. 29 – 35.
- 4. The Chairman's Announcements and Correspondence**

To receive any announcements and correspondence from the Chairman of the Council.
- 5. The Leader's Announcements and Correspondence**

To receive any announcements and correspondence from the Leader of the Council.
- 6. Questions Received under Council Procedure Rule 8**

None received.

## **7. Recommendations Referred from Cabinet, Committees etc.**

Council is requested to consider recommendations from the Cabinet meetings held on 14 October and 11 November 2021, and the Audit & Governance Committee held on 6 December 2021, in respect of the following matters:

### **(i) Climate Emergency – Consultation and Community Engagement (Cabinet 14/10/21, Minute No. 48)**

“That Council be recommended to set up stakeholder panels and undertake wider consultation and community engagement on the costed action plan within the approved £30,000 budget.

A copy of the accompanying report for the above recommendation can be viewed on the [14 October Cabinet](#) meeting page on the Council’s website.

### **(ii) 2020/21 Infrastructure Funding Statement (Cabinet 11/11/21, Minute No. 56)**

“That Council be recommended to adopt and approve for publication on the Council’s website the annual Infrastructure Funding Statement for the financial year 2020/21, as included at Appendix 1 of the report.”

A copy of the accompanying report for the above recommendation can be viewed on the [11 November Cabinet](#) meeting page on the Council’s website.

### **(iii) Appointment of External Auditors (Audit & Governance Committee 06/12/21, Draft Minute No. 13)**

“That Council be recommended to approve the opting-in to the national scheme for external auditor appointments from April 2023.”

A copy of the accompanying report for the above recommendation can be viewed on the [6 December Audit & Governance Committee](#) meeting page on the Council’s website.

## **8. Motions Received under Council Procedure Rule 6**

### **(i) To consider the following Motion submitted in accordance with Council Procedure Rule 6 by Councillor J.A.A. Newbury, Environment and Climate Change Shadow Portfolio Leader:**

This Council notes that:

- The first ever Chase Pride event is due to be held in Hednesford Park on Saturday 3rd September 2022 with additional associated events taking place throughout next year.
- For a number of years, we have supported the annual LGBT History Month every February, including the flying of the Rainbow Flag over the Civic Centre.
- Since 2016, the levels of hate crime experienced by the LGBT+ community in Cannock Chase have more than doubled.

This Council believes that:

- Chase Pride could provide significant benefits for our District, both in terms of the visibility of the LGBT+ community, as well as our local economy.

- Chase Pride could spearhead efforts to challenge stigma, stamp out hatred, educate the community on all things LGBT+ and create a safe place for people to be themselves without fear of prejudice.

This Council resolves to:

- Affirm its support for the first Chase Pride event in 2022.
- Work constructively with the trustees of Chase Pride to ensure the efficient organisation and smooth running of the festival.
- Request that Cabinet considers making a financial contribution to Chase Pride which could potentially take the form of:
  - Waived or reduced hire fees for Hednesford Park.
  - A portion of the proceeds from the planned funfair.
  - A direct grant towards the festival's running costs.

**9. Comments and Questions on Part 1 Minutes of Cabinet, Committees, Sub-Committees and Panels under Rule 9**

To receive any comments or questions submitted under Rule 9 on Part 1 Minutes of meetings of Cabinet, Committees, Sub-Committees or Panels as included in the Minutes Record circulated alongside this agenda.

**10. Gambling Act 2005 – Review of Statement of Principles**

Report of the Head of Economic Prosperity (Item 10.1 – 10.35).

**Part 2**

**11. Comments and Questions on Part 2 Minutes of Cabinet, Committees, Sub-Committees and Panels under Rule 9**

To receive any comments or questions submitted under Rule 9 on Part 1 Minutes of meetings of Cabinet, Committees, Sub-Committees or Panels as included in the Minutes Record circulated alongside this agenda.



**T. Clegg  
Chief Executive**

7 December 2021

Page intentionally blank

## **Guidance on Declaring Personal, Pecuniary, and Disclosable Pecuniary Interests at Meetings**

### **Definition of what is a Personal, Pecuniary and Disclosable Pecuniary Interest**

**A Personal Interest** is one where your well-being or financial position, or those of a member of your family or any person with whom you have a close association would be affected to a greater extent than the majority of Council Tax payers, ratepayers, or inhabitants of the electoral ward(s) affected by the decision. You automatically have a personal interest if you have given notice in the Register of Members' Interests, e.g. if you are appointed to an outside body by the Council.

**A Pecuniary Interest** is a personal interest where the matter

- a) affects your financial position or that of a member of your family or any person with whom you have a close association or a body in which you have registered in the Register of Members Interests or
- b) relates to the determining of any consent, licence, permission or registration in relation to you or any person with whom you have a close association or a body in which you have registered in the Register of Members Interests

and, in either case, where a member of the public knowing the facts would reasonably regard the interest as so significant it is likely to affect your judgement of the public interest

**A Disclosable Pecuniary Interest** is an interest of yourself or your partner (which means spouse or civil partner, a person with whom you are living as husband or wife, or a person with whom you are living as if you are civil partners) in respect of employment, office, trade, profession or vocation carried out for profit or gain; sponsorship; contracts; land; licences; corporate tenancies; or securities, as defined with the Localism Act, 2011.

### **Please make it clear whether it is a Personal, Pecuniary or Disclosable Pecuniary Interest**

It would be helpful if, prior to the commencement of the meeting, Members informed the Monitoring Officer of any declarations of interest, of which you are aware. This will help in the recording of the declarations in the Minutes of the meeting.

### **Declaring Interests at Full Council**

The Code of Conduct requires that personal interests where you have a personal interest in any business of the Council, and where you are aware or ought reasonably to be aware of the existence of the personal interest, and you attend a meeting of the Council at which the business is considered, you must disclose to that meeting the existence and nature of that interest at the commencement of that consideration, or when the interest becomes apparent.

Some items will be mentioned in the papers for full Council but are not actually being considered by Full Council. In such circumstances the Monitoring Officer's advice to Members is that there is no need to declare an interest unless the particular matter is mentioned or discussed. As a general rule, Members only need to declare an interest at full Council in the following circumstances:

- Where a matter is before the Council for a decision and/or
- Where the matter in which the Member has an interest is specifically mentioned or discussed at the Council meeting.

## Cannock Chase Council

### Minutes of the Meeting of the Council

Held in the Ballroom, Civic Centre, Cannock

On Wednesday 20 October 2021 at 6:00 p.m.

#### Part 1

**Present:** Councillors:

Smith, C.D. (Chairman)

Buttery, M.S. (Vice-Chairman)

Adamson, G.	Jones, B.
Allen, F.W.C.	Kraujalis, J.T.
Arduino, L.	Kruskonjic, P.
Beach, A.	Lyons, N.
Boucker, A.S.	Lyons, Mrs. O. (Leader)
Crabtree, S.K.	McCall, M.
Davis, Mrs. M.A.	McMahon, J.B.
Dunnett, Ms. A.J.	Molineux, G.N.
Fisher, P.A.	Muckley, A.M.
Fitzgerald, Mrs. A.A.	Newbury, J.A.A.
Frew, C.L.	Preece, J.P.T.L.
Haden, Mrs. P.K.	Startin, P.D.
Hewitt, P.M.	Sutton, Mrs. H.M.
Hoare, M.W.A.	Thompson, Mrs. S.L.
Hughes, R.J.	Wilkinson, Ms. C.L.
Johnson, J.P.	Wilson, Mrs. L.J.
Johnson, T.B.	Witton, P.T.

#### 41. Apologies

Apologies were submitted for Councillors Mrs. S.M. Cartwright; P.G.C. Jones; Mrs. V. Jones; M. Sutherland; and P.E. Woodhead.

#### 42. Declarations of Interests of Members in Contracts and Other Matters and Restriction on Voting by Members

Member	Interest	Type
Beach, A.	Agenda item 10 – 'Motions Received under Council Procedure Rule 6' – interest due to nature of employment.	Personal

**43. Local Government Association (LGA) Support for Members**

Members received a short briefing from Councillor Mike Wilcox, LGA Lead Member Peer for the West Midlands on support available to Members from the LGA.

**44. Minutes**

**Resolved:**

That the Minutes of the meeting held on 8 September 2021 be approved.

**45. Chairman's Announcements and Correspondence**

**(i) Minute's Silence**

The Chairman invited all Members to join in a minute's silence to pay respects to Sir David Amess, MP who tragically and needlessly lost his life on 15 October. The Council's thoughts were with Sir David's family, friends and colleagues at this immensely difficult time.

**46. Leader's Announcements and Correspondence**

**(i) Covid-19 Update**

The Leader advised there continued to be a concerning increase in cases across Cannock Chase. As of 18 October, the average case rate for the District was 681.9 per 100,000 population. In perspective, the District had the second highest rate in Staffordshire and was above the average rate of both the West Midlands and England as a whole.

The majority of cases were amongst the 5 to 10 and 11 to 18 age groups, however, in schools where additional measures were being implemented, rates were declining.

Amongst adult care home staff where vaccination was required, 96% had received their first vaccination and 89% their second.

As mentioned before, the best steps Councillors could take was to encourage residents to undertake regular lateral flow tests and register for PCR tests if symptomatic and accept the vaccine or booster vaccines as soon offered, including the flu immunisation for those eligible.

**(ii) Vaccination Centres**

The Leader thanked staff and volunteers manning vaccination centres. The sheer enormity of nationwide vaccination was unprecedented, with staff and volunteers at vaccination centres, GP practices, and chemists having worked tirelessly over the past year, now finding themselves embarking on the booster programme.

Members joined the Leader in noting what an incredible job the staff and volunteers had done and expressed their gratitude for this work.

**(iii) Tributes**

The Leader paid tribute to both James Brokenshire, MP and Sir David Amess, MP, noting that both men were incredibly committed, dedicating their lives to public service, and that the loss would surely be felt by all Members.

**47. Changes to Membership of Outside Bodies 2021/22**

The Leader of the Conservative Group, Councillor Mrs. O. Lyons, notified of a request to change the Council's appointee on the Cannock Wood & Gentleshaw Village Hall Committee from Councillor P.M. Hewitt to Councillor M.S. Buttery.

**Resolved:**

That Councillor M.S. Buttery be appointed to the Cannock Wood & Gentleshaw Village Hall Committee in place of Councillor P.M. Hewitt.

**48. Questions Received under Council Procedure Rule 8**

**(i) The following question was submitted in accordance with Council Procedure Rule 8 by Councillor J.A.A. Newbury, Environment and Climate Change Shadow Portfolio Leader:**

"Can the Portfolio Holder give an update on the progress made on the review, and subsequent report to Cabinet, which featured in a motion submitted by Councillor Newbury and passed unanimously by full council on 25th November 2020? The review concerns the information this Council collects on the gender of residents, tenants and staff as well as the practical implications of allowing for self-identification."

**The Innovation and High Streets Portfolio Leader, Councillor P.M. Hewitt, provided the following response:**

"I can confirm that with regard to Cllr. Newbury's motion agreed by Council on 25 November 2020, the following actions have been completed:

- The Managing Director wrote to the Minister for Women and Equalities to affirm the Council's support for self-identification.
- A review of the information that the Council collects on gender has been undertaken.

The outcome of the data collection exercise has yet to be reported to Cabinet, but I understand from Officers that the work undertaken so far indicates that gender data is not widely collected and is not being specifically used to determine accessibility to services provided by the Council. A report is to be presented to Cabinet in the new year on this as part of a wider piece of work on equality and diversity matters."

**49. Recommendations Referred from Cabinet, Committees etc.**

**(i) Consideration was given to the following recommendation to Council, made by the Planning Control Committee at its meeting held on 22 September 2021 in respect of:**

**Public Speaking on Planning Applications, Tree Preservation Orders and Enforcement Cases (Planning Control Committee 22/08/21, Minute No. 48.)**

"That Council be recommended to amend the Local Protocol for Planning Decision Making which forms part of the Constitution, so that the time allowed for speakers to address the Planning Control Committee on planning applications, TPOs (Tree Preservation Orders) and enforcement cases be reduced from 10 minutes to 5 minutes."

In accordance with Council Procedure Rule 15(4)(a), a named vote was taken on the Recommendation:

**For****Against****Abstain**

Adamson, G.  
Allen, F.W.C.  
Beach, A.  
Crabtree, S.K.  
Davis, Mrs. M.A.  
Dunnett, A.J.  
Fisher, P.A.  
Hoare, M.W.A.  
Johnson, T.B.  
Kraujalis, J.T.  
Molineux, G.N.  
Muckley, A.M.  
Newbury, J.A.A.  
Preece, J.P.T.L.  
Wilkinson, Ms. C.L.  
Witton, P.T.

Arduino, L.  
Boucker, A.S.  
Buttery, M.S.  
Fitzgerald, Mrs. A.A.  
Frew, C.L.  
Haden, Mrs. P.K.  
Hewitt, P.M.  
Hughes, R.J.  
Johnson, J.P.  
Jones, B.  
Kruskonjic, P.  
Lyons, N.  
Lyons, Mrs. O.  
McCall, M.  
McMahon, J.B.  
Smith, C.D.  
Startin, P.D.  
Sutton, Mrs. H.M.  
Thompson, Mrs. S.L.  
Wilson, Mrs. L.J.

**0****16****20**

In addition, Councillors Mrs. S.M. Cartwright; P.G.C. Jones; Mrs. V. Jones; M. Sutherland; and P.E. Woodhead were absent from the meeting.

**Resolved:**

That the time allowed for speakers to address the Planning Control Committee on planning applications, Tree Preservation Orders, and enforcement cases remain as 10 minutes.

**50. Motions Received under Council Procedure Rule 6**

- (i) **Consideration was given to the following Motion, submitted in accordance with Council Procedure Rule 6 by Councillor P.T. Witton, Member for Cannock South Ward:**

**Universal Credit Cut**

“This Council is opposed to the Tory cut of £20 a week in Universal Credit.

The chancellor has said that the temporary increase in benefit, made to help the poorest families cope with the affects of the pandemic, will end this year, leaving claimants receiving £1,040 less a year.

The hardest hit regions are those in which more than a third of working-age families with children will be affected. In total, there are 191 Tory seats including 53 won in 2019 or at subsequent by-elections.

This is another example of the Tories pulling the rug from under the most vulnerable in society, and it couldn't have come at a worse time.

We already have unacceptable levels of poverty due to the roll out of UC. But this cruel cut by the Tories will undoubtedly create further inequality and poverty, in which is supposed to be one of the richest countries in the world.

I move that our Managing Director writes to the Secretary of State and our local MP calling for the cut of £20 a week to be reversed, in line with the Prime Ministers levelling up statement that 'austerity is dead and gone'."

**The Leader of the Council moved the following Amendment to the Motion, which was duly seconded:**

"This Council is concerned about the removal of the £20 a week uplift to Universal Credit for those with greatest need.

The chancellor has said that the temporary increase in benefit, made to help the poorest families cope with the effects of the pandemic, will end this year.

The potential hardest hit regions are those in which more than a third of working-age families with children will be affected.

With a difficult winter ahead, we fear this could create further inequality and poverty.

We move that our Managing Director writes to the Chancellor of the Exchequer, copying in our local MP, highlighting the difference the £20.00 uplift made to local residents during the pandemic, thanking him for that support and the subsequent additional £500 million 'Household Support Fund' that has been set up to continue to support vulnerable households over the coming months.

We call on the Chancellor to ensure that the needs of vulnerable residents, those in greatest need and working families are also considered during the upcoming Autumn Spending Review."

In accordance with Council Procedure Rule 15(4)(a), a named vote was taken on the Amendment:

<b>For</b>	<b>Against</b>	<b>Abstain</b>
Adamson, G.	Witton, P.T.	Beach, A.
Allen, F.W.C.		
Arduino, L.		
Boucker, A.S.		
Buttery, M.S.		
Crabtree, S.K.		
Davis, Mrs. M.A.		
Dunnett, Ms. A.J.		
Fisher, P.A.		
Fitzgerald, Mrs. A.A.		

<b>For</b>	<b>Against</b>	<b>Abstain</b>
Frew, C.L.		
Haden, Mrs. P.K.		
Hewitt, P.M.		
Hoare, M.W.A.		
Hughes, R.J.		
Johnson, J.P.		
Johnson, T.B.		
Jones, B.		
Kraujalis, J.T.		
Kruskonjic, P.		
Lyons, N.		
Lyons, Mrs. O.		
McCall, M.		
McMahon, J.B.		
Molineux, G.N.		
Muckley, A.M.		
Newbury, J.A.A.		
Preece, J.P.T.L.		
Smith, C.D.		
Startin, P.D.		
Sutton, Mrs. H.M.		
Thompson, Mrs. S.L.		
Wilkinson, Ms. C.L.		
Wilson, Mrs. L.J.		
<b>34</b>	<b>1</b>	<b>1</b>

Councillor Beach did not vote on the Amendment having declared a personal interest in this item.

In addition, Councillors Mrs. S.M. Cartwright; P.G.C. Jones; Mrs. V. Jones; M. Sutherland; and P.E. Woodhead were absent from the meeting.

A vote was then taken on the Motion as amended.

Councillor Beach did not vote on the Motion having declared a personal interest in this item.

**Resolved:**

That:

- (A) This Council was concerned about the removal of the £20 a week uplift to Universal Credit for those with greatest need.
- (B) The chancellor had said that the temporary increase in benefit, made to help the poorest families cope with the effects of the pandemic, would end this year.
- (C) The potential hardest hit regions were those in which more than a third of working-age families with children would be affected.
- (D) With a difficult winter ahead, we fear this could create further inequality and poverty.
- (E) The Managing Director writes to the Chancellor of the Exchequer, copying in our local MP, highlighting the difference the £20.00 uplift made to local residents during the pandemic, thanking him for that support and the subsequent additional £500 million 'Household Support Fund' that had been set up to continue to support vulnerable households over the coming months.
- (F) We call on the Chancellor to ensure that the needs of vulnerable residents, those in greatest need and working families were also considered during the upcoming Autumn Spending Review.

**51. Comments and Questions on Part 1 and Part 2 Minutes of Cabinet, Committees, Sub-Committees and Panels under Rule 9**

None received.

The meeting closed at 7:30 p.m.

---

CHAIRMAN

Page intentionally blank

<b>Report of:</b>	<b>Head of Economic Prosperity</b>
<b>Contact Officer:</b>	<b>David Prosser-Davies</b>
<b>Telephone No:</b>	<b>01543 464 202</b>
<b>Portfolio Leader:</b>	<b>Community Engagement, Health &amp; Wellbeing</b>
<b>Report Track:</b>	<b>Council: 15/12/21</b>

**Council**  
**15 December 2021**  
**Gambling Act 2005 – Review of Statement of Principles**

**1 Purpose of Report**

- 1.1 To seek approval and adoption of Cannock Chase District Council's revised Statement of Principles (Policy Statement) in respect of functions under the Gambling Act 2005 (the Act), following consultation on statutory review. The next review is due by January 2022.

**2 Recommendation(s)**

- 2.1 That the Cannock Chase District Council approves, adopts, and publishes the revised Gambling Act 2005 Policy Statement 2022-2024 at Appendix 1 to this report.
- 2.2 That the Head of Economic Prosperity be authorised to make any amendments to the Policy required due to changes in legislation or government guidance and minor variations to the Policy in the interests of operational efficiency.

**3 Key Issues and Reasons for Recommendations**

- 3.1 The Gambling Act 2005 came into effect on 1 September 2007. Section 349 of the Act requires the Council to prepare and consult on a Policy Statement setting out the principles the Council will apply in exercising its functions under the Act. The Act requires a review of the Policy Statement every three years.
- 3.2 The revised Policy Statement, covering 2022-2024 has been developed having regard to Gambling Commission's revised *Guidance to Licensing Authorities* issued in April 2021 and has been subject to a consultation process.
- 3.3 Two responses were received as part of the consultation process. These responses have been appraised by officers and are attached to the report as

Appendices 2 and 3 respectively. These responses have been considered in preparing The Policy Statement.

#### **4 Relationship to Corporate Priorities**

- 4.1 The implementation of The Policy Statement and associated Environmental Health Enforcement Policy contributes to the Council's "Supporting Health & Wellbeing" priorities through:
- Preventing gambling from becoming a source of crime and disorder, being associated with crime and disorder or being used to support crime;
  - Protecting children and other vulnerable persons from being harmed or exploited by gambling.

#### **5 Report Detail**

- 5.1 The Gambling Act 2005 (the Act) came into effect on 1 September 2007 and contains the regulatory system to govern the provision of all gambling in Great Britain, other than the National Lottery and spread betting.
- 5.2 The Gambling Commission (the Commission) is the unified regulator for gambling in Great Britain. The Commission has responsibility for granting operating and personal licences for commercial gambling operators and personnel working in the industry. It also regulates certain lottery managers and promoters.
- 5.3 Licensing authorities license gambling premises within their area, as well as undertaking functions in relation to lower stake gaming machines in clubs and miners' welfare institutes. In England and Wales local councils have these responsibilities.
- 5.4 The Council will carry out its functions under the Act and will aim to permit gambling in accordance with the three licensing objectives set out at Section 1 of the Act. The expectation is that gambling premises will ensure that the licensing objectives are met. The three licensing objectives are:
- Preventing gambling from being a source of crime or disorder, being associated with crime or being used to support crime;
  - Ensuring that gambling is conducted in a fair and open way;
  - Protecting children and other vulnerable persons from being harmed or exploited by gambling.

The Policy Statement explains in detail how the Council will ensure that licensed premises promote these objectives.

- 5.5 Section 349 of the Act requires the Council to prepare and consult on a Policy Statement and to review the approved, adopted document every three years to ensure its effectiveness in meeting the objectives of the Act.
- 5.6 A draft revised document was consulted on between 1 September 2021 and 1 October 2021. Every effort was made to bring it to the attention of everyone with

an interest in gambling matters. A link on the Council's website also brought it to the attention of the wider public with details of how they could comment on it.

- 5.7 The Council's Licensing Unit received responses from two consultees:
- Gosschalks Solicitors on behalf of The Betting and Gaming Council
  - The Council's Food and Health and Safety Section of the Environmental Health Department.
- 5.8 These responses have been appraised by Officers and are attached to the report as Appendices 2, and 3 respectively.

## **6 Implications**

### **6.1 Financial**

None.

### **6.2 Legal**

The legal implications are set out throughout this report.

### **6.3 Human Resources**

None.

### **6.4 Risk Management**

Failure to review the Gambling, Statement of Principles on a 3-year basis would be a breach of legislation and could leave the Council open to challenge or sanctions.

### **6.5 Equality & Diversity**

An Equality Impact Assessment has been completed for the revised statement and is available on request.

### **6.6 Climate Change**

None.

## **7 Appendices to the Report**

Appendix 1: Revised Gambling Act Policy Statement.

Appendix 2: Response and Appraisal – Gosschalks Solicitors on behalf of The Betting and Gaming Council.

Appendix 3: Response and Appraisal – CCDC Food and Health and Safety Section.

## Previous Consideration

Review of Gambling Act Statement of Principles – Report to Council – 28 November 2018.

## Background Papers

- Guidance to Licensing Authorities, Gambling Commission, published April 2021, available at: [www.gamblingcommission.gov.uk/guidance/guidance-to-licensing-authorities](http://www.gamblingcommission.gov.uk/guidance/guidance-to-licensing-authorities).
- Consultation Responses available on request from the Council's Licensing Unit at: [licensingunit@cannockchasedc.gov.uk](mailto:licensingunit@cannockchasedc.gov.uk).



**CANNOCK CHASE DISTRICT COUNCIL**

**GAMBLING ACT 2005  
STATEMENT OF PRINCIPLES  
2022 - 2024**

January 2022

<b>CONTENTS</b>		<b>PAGE</b>
<b>PART A - THE GAMBLING ACT 2005</b>		
1.	<b>The Licensing Objectives</b>	<b>4</b>
2.	<b>Introduction and Consultation Process</b>	<b>5</b>
3.	<b>Exchange of Information and Data Protection</b>	<b>6</b>
4.	<b>Equality and Diversity</b>	<b>6</b>
5.	<b>Crime and Disorder Act 1998</b>	<b>6</b>
6.	<b>The Licensing Framework</b>	<b>6</b>
7.	<b>Local Area Profile</b>	<b>7</b>
8.	<b>Local Risk Assessment</b>	<b>8</b>
9.	<b>Declaration</b>	<b>10</b>
10.	<b>Responsible Authorities</b>	<b>10</b>
11.	<b>Interested Parties</b>	<b>11</b>
12.	<b>Licensing Authority Functions</b>	<b>12</b>
<b>PART B - THE LICENSING OBJECTIVES</b>		
13.	<b>Preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime.</b>	<b>12</b>
14.	<b>Ensuring that gambling is conducted in a fair and open way</b>	<b>13</b>
15.	<b>Protecting children and other vulnerable persons from being harmed or exploited by gambling.</b>	<b>13</b>
<b>PART C - PREMISES LICENCES</b>		
16.	<b>Introduction to Premises Licensing:</b> <ul style="list-style-type: none"> <li>• Definition of premises</li> <li>• Location</li> <li>• Duplication with other regulatory regimes</li> <li>• Conditions</li> <li>• Door Supervision</li> </ul>	<b>14</b>
17.	<b>Adult Gaming Centres &amp; Licensed Family Entertainment Centres</b>	<b>16</b>
18.	<b>Casinos</b>	<b>17</b>
19.	<b>Bingo Premises</b>	<b>17</b>
20.	<b>Betting Premises</b>	<b>18</b>
21.	<b>Tracks</b>	<b>18</b>
22.	<b>Travelling Fairs</b>	<b>19</b>
23.	<b>Provisional Statements</b>	<b>19</b>
<b>PART D - PERMITS, TEMPORARY USE NOTICES AND SMALL SOCIETY LOTTERY REGISTRATION</b>		
24.	<b>Unlicensed Family Entertainment Centre Gaming Machine Permits</b>	<b>20</b>
25.	<b>Gaming Machine Permits in Alcohol Licensed Premises</b>	<b>20</b>
26.	<b>Prize Gaming Permits</b>	<b>22</b>

<b>CONTENTS</b>		<b>PAGE</b>
<b>27.</b>	<b>Club Gaming and Club Machine Permits</b>	<b>22</b>
<b>28.</b>	<b>Temporary Use Notices</b>	<b>23</b>
<b>29.</b>	<b>Occasional Use Notices (for tracks)</b>	<b>23</b>
<b>30.</b>	<b>Small Society Lottery Registrations</b>	<b>24</b>
<b>PART E - ENFORCEMENT</b>		
<b>31.</b>	<b>Enforcement Principles</b>	<b>24</b>
<b>32.</b>	<b>Reviews</b>	<b>26</b>
<b>33.</b>	<b>Functions and Delegations</b>	<b>26</b>
<b>MAP OF CANNOCK CHASE DISTRICT COUNCIL AREA</b>		<b>27</b>

Contact details:

Licensing Unit  
 Civic Centre  
 PO Box 28  
 Beecroft Road  
 Cannock  
 Staffordshire  
 WS11 1BG

Phone: 01543 464244

Email: [licensingunit@cannockchasedc.gov.uk](mailto:licensingunit@cannockchasedc.gov.uk)

#### **AMENDMENT RECORD**

Amendment No.	Date of Amendment	Revision made
1.	January 2019	3 year revision as required by the legislation and the introduction of the Local Area Profile and Local Risk Assessment.
2.	January 2022	Minor changes made during the 3 year revision required by legislation.

## **PART A – THE GAMBLING ACT 2005**

### **1. The Licensing Objectives**

- 1.1 Under the Gambling Act 2005 (the Act), Cannock Chase District Council is the Licensing Authority. The Council licenses premises for gambling activities as well as granting various other gambling permits. In this document, unless otherwise stated, any references to the Council are to Cannock Chase District Council.
- 1.2 The Gambling Commission issues operators' licences and personal licences. Any operator wishing to provide gambling at certain premises must have applied for the requisite operators licence and personal licence from the Gambling Commission before they approach the Council for a premises licence.
- 1.3 The Council is responsible for licensing premises where gambling activities are to take place. We are also responsible for a number of other matters which are listed in paragraph 12.1 below.
- 1.4 The Council will carry out its functions under the Act and will aim to permit gambling in accordance with the three licensing objectives set out at Section 1 of the Act. The expectation is that gambling premises will ensure that the licensing objectives are met. The three licensing objectives are:
- Preventing gambling from being a source of crime or disorder, being associated with crime or being used to support crime;
  - Ensuring that gambling is conducted in a fair and open way;
  - Protecting children and other vulnerable persons from being harmed or exploited by gambling.
- 1.5 More information on the licensing objectives can be found in Parts B and C of this document. It should be noted that the licensing objectives do not include ensuring public safety or the prevention of public nuisance.
- 1.6 When making decisions about applications for premises licences, the Council is bound by, and committed to, a statutory aim to permit gambling insofar as it thinks that any application is made:
- 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 Council's Statement of Principles.
- 1.7 The licensing authority would emphasise that moral or ethical objections to gambling are not valid reasons for the rejection of premises licences applications.

## 2. Introduction and Consultation Process

- 2.1 Licensing authorities are required by the Gambling Act 2005 to publish a statement of the principles which they propose to apply when exercising their functions under the Act.
- 2.2 The Council consulted widely on the Statement of Principles before finalising and publishing. The list of those consulted during the 2021 consultation exercise is provided within paragraph 2.4 below.
- 2.3 The Council will continue to monitor the effectiveness of this policy and will consider changes to the policy in the light of any new legislation and/or developments affecting the local area. It will consult with stakeholders at the time it is considering any such changes. The Council must review and publish its statement of principles at least every 3 years.
- 2.4 List of persons and agencies consulted by this authority:
- Staffordshire Police
  - Staffordshire Social Services
  - Current licence holders and trade associations
  - Staffordshire County Council Trading Standards
  - Representatives of local businesses
  - Local residents and their representatives
  - Town and Parish Councils
  - Local Member of Parliament
  - National bodies representing the gambling trade
  - National charities concerned with the social impact of gambling
  - Representatives of existing licence holders
  - Community Safety Partnership
  - Director of Public Health
  - CCDC councillors, officers and departments
- 2.5 The Statement of Principles consultation process took place between 1 September 2021 and 1 October 2021 and followed the Cabinet Office Guidance on Consultation Principles first published in July 2012 and last updated in March 2018. This document is available at: <https://www.gov.uk/government/publications/consultation-principles-guidance>
- 2.6 The Council approved and adopted this Statement of Principles at full Council on 15 December 2021. The finalised document is published on the Council's website at: [www.cannockchasedc.gov.uk](http://www.cannockchasedc.gov.uk)
- 2.7 The finalised document will be available at the Civic Centre in Beecroft Road, Cannock, Staffordshire, WS11 1BG.

### **3. Exchange of Information and Data Protection**

- 3.1 Licensing authorities are required to include in their policy, the principles which are to be applied to the exchange of information between it and the Gambling Commission, as well as other persons listed in Schedule 6 to the Act. It may also share information with other bodies responsible for auditing or administering public funds for these purposes, e.g. UK National Fraud Initiative.
- 3.2 The information that you have provided will be used by Cannock Chase Council, who are the data controller, to allow us to carry out our statutory obligations in relation to the administration, compliance and enforcement of the licensing function within the District. We will only share your information with agencies involved in licence processing or licensing enforcement where the law requires or permits us to do so. For further information, please see:  
<https://www.cannockchasedc.gov.uk/council/about-council/data-protection/data-protection-privacy-notice>

### **4. Equality and Diversity**

- 4.1 Through policies and service delivery, the Council's main aims for ensuring equality and diversity are to:
- Eliminate unlawful discrimination
  - Promote equality of opportunity
  - Promote good relations between diverse communities

### **5. Crime and Disorder Act 1998**

- 5.1 Under section 17 of the Crime and Disorder Act 1998 the Council is under a statutory duty to do all that it can to prevent crime and disorder within its area and is mindful of concerns over the use of licensed premises for criminal activity, for example money laundering and drug dealing.
- 5.2 The Council will work in partnership with licence holders, local businesses, responsible authorities, councillors and local people with the aim of promoting the licensing objectives.

### **6. The Licensing Framework**

- 6.1 The Gambling Act 2005 changed 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.
- 6.2 The Gambling Commission issues operators' licences and personal licences. Any operator wishing to provide gambling at certain premises must have applied for the requisite operators licence and personal licence from the Gambling Commission before they approach the Council for a

- premises licence. In this way, the Gambling Commission is able to ensure that applicants have the correct credentials to operate gambling premises.
- 6.3 The Council's role is to ensure premises are suitable for providing gambling in accordance with the three licensing objectives and any Codes of Practice issued by the Gambling Commission. The Council also issues various permits and notices for smaller scale gambling.
- 6.4 The Council does not license large society lotteries or remote gambling through websites. These are regulated by the Gambling Commission. The National Lottery is not regulated by the Gambling Act 2005 but continues to be regulated by the National Lottery Commission under the National Lottery Act 1983.

## **7. Local Area Profile**

- 7.1 By means of the web links given in paragraphs 8.14 - 8.17 below, the Council has provided wide ranging information on the local environment which should be taken into account by applicants who should explain within their local risk assessments, how they will address these areas of local concern. These web links are reviewed and updated on a regular basis so as to reflect changes to the local landscape.
- 7.2 There is no statutory duty on the licensing authority to complete an area profile; however, it is felt that both new applicants and existing operators would benefit from having a greater awareness of the local area and its associated risks. Importantly, "risk" in this context includes potential and emerging risks as well as actual risk.
- 7.3 Cannock Chase District Council is situated in the administrative area of Staffordshire County Council. The County contains 8 District Councils in addition, Stoke-on-Trent is a Unitary Authority. The Council area has a population of approximately 98,500 and in terms of area CCDC covers 7,887 hectares (approximately 30 square miles). The district is mainly rural with 60% of it classified as Green Belt. There are 3 main urban areas: Cannock, Rugeley and Hednesford. A map of the area is attached to this statement of principles.
- 7.4 Cannock Chase District Council currently has approximately 20 gambling premises licences. Over half of these premises are betting facilities situated within the high streets of the 3 town centres; another quarter are adult gaming centres and a small number are bingo premises.
- 7.5 The Council will proactively engage with all responsible authorities as well as other organisations to ensure any new applications or applications to vary existing licences are assessed by taking the local area profile risks into account. Applicants should therefore consider how they will address these risks.

## 8. Local Risk Assessment

- 8.1 The Gambling Commission's Licence Conditions and Code of Practice (LCCP) formalise the need for operators to consider local risks.
- 8.2 The Social Responsibility (SR) code requires applicants to assess the local risk to the licensing objectives posed by the provision of gambling facilities at each of their premises. It also requires them to have policies, procedures and control measures to mitigate those risks. In undertaking their risk assessments, applicants must take into account any relevant matters identified within this statement of principles.
- 8.3 Applicants are required to undertake a local risk assessment when applying for a new premises licence. Further, their risk assessment must also be updated:
- When applying for a variation of a premises licence.
  - To take account of significant changes in local circumstances, including any identified within this policy statement.
  - Where there are significant changes at a premises that may affect the mitigation of local risks.
- 8.4 The Council encourages operators to keep a copy of the local risk assessment (LRA) at the premises at all times. The LRA must be provided to the Council when applying for a new premises licence or for a variation to the existing premises licence. Upon such application, the Council will seek to condition premises licences to require operators to keep a copy of the LRA on the premises at all times.
- 8.5 The risk assessment should set out measures the applicant has in place to address areas of local concern. In broad terms, the risk assessment should include reference to any specified local risk, how the operator intends to mitigate any risks identified and how the operator will monitor those risks.
- 8.6 There are no particular geographical areas where ethnic or cultural differences are considered to be of significance. There are however, areas of the District where socio-economic factors may need to be considered when drafting the local risk assessment. These factors are referred to within the materials referred to in paragraphs 8.14 to 8.17.
- 8.7 Over 60% of the District is green belt and therefore, the 3 town centres are the focal points for our local communities. Under the Rural and Urban Area Classification (2004) almost all of the Cannock Chase population live in an urban area (91%), compared with 81% nationally and 76% of Staffordshire.
- 8.8 As a result, the urban town centres contain the vast majority of gambling facilities which are licensed by the Council. Each town centre also contains a large concentration of premises which are licensed to sell alcohol as well as other amenities.

- 8.9 Applicants should note that each town centre also has a post 16 education facility and therefore, it may be appropriate for applicants to provide information on the line of sight within the premises as well as whether any door warning system or door supervision might be in place.
- 8.10 Cannock is our largest town centre with the largest night time economy. Cannock contains a large market square, a Hospital and a drug and alcohol rehabilitation centre. It is also more likely that homeless people will visit and/or migrate to Cannock as the town centre contains both the Council's Civic Centre and the Government Department of Work & Pensions Office.
- 8.11 This makes it more likely that Cannock town centre in particular will attract homeless people and those who might suffer mental health issues. The proximity of these vulnerable people to gambling facilities should not be encouraged. The local risk assessment should demonstrate how vulnerable people, including those with gambling dependencies, will be protected. Therefore, any application for the provision of gambling facilities within Cannock town centre may require enhanced safeguards around both entry and exclusion.
- 8.12 With these challenges in mind, The Council will expect applicants to have an understanding of the local profile and address the Council's concerns in respect of protecting children and other vulnerable people by ensuring that the licensing objectives are met.
- 8.13 The web links below are links to external documents which are intended to assist applicants in obtaining a greater understanding of the challenges which the Council face.
- 8.14 Public Health England, Cannock Chase District, Health Profile can be viewed at:  
[https://fingertips.phe.org.uk/profile/health-profiles/area-search-results/E07000192?place\\_name=Cannock%20Chase&search\\_type=parent-area](https://fingertips.phe.org.uk/profile/health-profiles/area-search-results/E07000192?place_name=Cannock%20Chase&search_type=parent-area)
- 8.15 Staffordshire County Council and the Staffordshire Observatory Locality Profile for the Cannock Chase District can be found at:  
<https://www.staffordshire.gov.uk/Care-for-all-ages/Health-and-wellbeing-board/Documents/Health-and-Wellbeing-Strategy2018-23.pdf>
- 8.16 Cannock Chase Council's District Needs Analysis is currently under review and the revised document will be available at:, can be found at:  
<https://www.cannockchasedc.gov.uk>
- 8.17 Having considered the information provided above, applicants should provide the licensing authority with the policies and procedures they have in place, which are designed to prevent underage gambling. These policies and procedures should also take account of the structure and layout of the particular premises as well as any training provided to staff.

- 8.18 In the event of any application to vary a premises licence, operators will be required to provide the licensing authority with any age related compliance test results which relate to the premises concerned.
- 8.19 With respect to preventing vulnerable people from gambling, applicants must demonstrate how they intend to ensure that the licensing objective is met. This might include providing details about their own self exclusion schemes and their intentions towards the Multi Operator Self Exclusion Scheme (MOSES). Relevant information can be found here <https://self-exclusion.co.uk/>
- 8.20 Details should also be provided of what responsible gambling information is made available to customers. This should include information from organisations such as Gambleaware <https://about.gambleaware.org/> and GamCare <http://www.gamcare.org.uk/>
- 8.21 Further information should be provided which detail what controls are in place for challenging excluded persons from entering into the premises and what arrangements are in place for monitoring the use of fixed odds betting terminals (FOBT). More information can be found here: <https://www.gamblingcommission.gov.uk/>

## **9. Declaration**

- 9.1 This Policy Statement 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; these applications will be considered on their own merits and according to the statutory requirements of the Gambling Act 2005.
- 9.2 In producing the finalised Statement of Principles, the Council declares that it will have regard to the licensing objectives of the Gambling Act 2005, the guidance issued by the Gambling Commission and any responses from those consulted on the Policy Statement.

## **10. Responsible Authorities**

- 10.1 The Act allows certain agencies to act as responsible authorities. Responsible authorities are able to make representations about licence applications or apply for a review of an existing licence. Responsible authorities may also offer advice and guidance to applicants.
- 10.2 The Council is required by legislation to state the principles it will apply to designate, in writing, a body which is competent to advise the authority about the protection of children from harm. The principles are:
- The need for the body to be responsible for an area covering the whole of the licensing authority's area;
  - The need for the body to be answerable to democratically elected persons, rather than any particular vested interest group.

10.3 In accordance with the legislation, the Council designates the Staffordshire County Council, Local Safeguarding Children Board for this purpose.

10.4 The contact details of all the responsible authorities under the Gambling Act 2005 can be found on the Council's website at:

[http://www.cannockchasedc.gov.uk/sites/default/files/gambling\\_act\\_2005\\_responsible\\_authorities.pdf](http://www.cannockchasedc.gov.uk/sites/default/files/gambling_act_2005_responsible_authorities.pdf)

## **11. Interested Parties**

11.1 Interested parties are people or organisations that have the right to make representations about licence applications or apply for a review of an existing licence. These parties are defined in the Gambling Act 2005 as set out below.

11.2 For the purposes of this part, a person is an interested party if, in the opinion of the licensing authority which issued the licence or to which the application is made, the person:

- (a) lives sufficiently close to the premises to be likely to be affected by the authorised activities;
- (b) has business interests that might be affected by the authorised activities, or
- (c) represents persons who satisfy paragraphs (a) or (b).

11.3 The Council is required by regulations to state the principles it will apply to determine whether a person is an interested party. The principles are:

- Each case will be decided upon its merits. The Council will not apply a rigid rule to its decision making. It will consider the examples of considerations provided in the Gambling Commission: Guidance to Local Authorities.
- In order to determine if an interested party lives or has business interests sufficiently close to the premises to be likely to be affected by the gambling activities, the Council will consider factors such as the size of the premises and the nature of the activities taking place.

## **12. Licensing Authority Functions**

12.1 Licensing authorities are responsible under the Act for:

- Licensing premises where gambling activities are to take place by issuing premises licences
- Issuing provisional statements
- Regulating members' clubs and miners' welfare institutes who wish to undertake certain gaming activities via issuing Club Gaming Permits and/or Club Machine Permits
- Issuing Club Machine Permits to commercial clubs

- Granting permits for the use of certain lower stake gaming machines at unlicensed Family Entertainment Centres
- Receiving notifications from alcohol licensed premises (under the Licensing Act 2003) of the use of up to two gaming machines
- Granting Licensed Premises Gaming Machine Permits for premises licensed to sell/supply alcohol for consumption on the licensed premises under the Licensing Act 2003, where more than two machines are required
- Registering small society lotteries below prescribed thresholds
- Issuing Prize Gaming Permits
- Receiving and endorsing Temporary Use Notices
- Receiving Occasional Use Notices (for tracks)
- Providing information to the Gambling Commission regarding details of licences issued (see section above on information exchange)
- Maintaining registers of the permits and licences that are issued under these functions

12.2 The Council does not license remote gambling. This matter falls to the Gambling Commission.

## **PART B –THE LICENSING OBJECTIVES**

### **13. Preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime**

13.1 The Gambling Commission takes the lead role in preventing gambling from being a source of crime. The Gambling Commission's Guidance does however encourage licensing authorities to pay particular attention to the proposed location of gambling premises in terms of this licensing objective.

13.2 Such association with crime may include: money laundering; counterfeiting; drug dealing or any similar involvement in organised crime.

13.3 Operators are also encouraged to consider child protection issues such as the risk of child sexual exploitation.

### **14. Ensuring that gambling is conducted in a fair and open way**

14.1 The Gambling Commission takes the lead role in ensuring that gambling is conducted in a fair and open way and addresses this via operating and personal licences.

14.2 The Council will take operator licence conditions into account and will communicate any concerns to the Gambling Commission about misleading advertising or any absence of required game rules or other information.

14.3 Examples of the specific steps the Council may take to address this area can be found in the various sections covering specific premises types in Part C of this document, and also in Part D which covers permits and notices.

**15. Protecting children and other vulnerable persons from being harmed or exploited by gambling.**

- 15.1 This licensing objective seeks to prevent children from taking part in most types of gambling and where appropriate, the Council may require specific measures at particular premises which are designed to ensure that the licensing objectives are met.
- 15.2 Preventative measures may include the supervision of premises and machines and appropriate training for staff with regard to suspected truanting school children and how staff should deal in general with unsupervised children.
- 15.3 The Council will pay particular attention to any Codes of Practice which the Gambling Commission issues with respect to this licensing objective.
- 15.4 The Council does not seek to offer a definition for the term “vulnerable people” but for regulatory purposes it will assume that this group includes elderly people, people who gamble more than they want to; people who gamble beyond their means and people who may not be able to make informed or balanced decisions about gambling due to a mental impairment, or because of the influence of alcohol or drugs.

## PART C – PREMISES LICENCES

### 16. Introduction to Premises Licensing

- 16.1 The Council will issue premises licences to allow those premises to be used for certain types of gambling. Premises licences may, for example, be issued to amusement arcades, bingo halls and bookmakers.
- 16.2 Premises licences will be subject to the permissions/restrictions set out in the Gambling Act 2005 and regulations as well as specific mandatory and default conditions which will be detailed in regulations issued by the Secretary of State. Licensing authorities are able to exclude default conditions and also attach other conditions, where it is believed to be necessary and proportionate.

#### *Definition of 'Premises'*

- 16.3 Premises is defined in the Act as 'any place'. Different premises licences cannot apply in respect of a single premises at different times. However, it is possible for a single building to be subject to more than one premises licence, provided they are for different parts of the building and the different parts of the building can be reasonably regarded as being different premises. Whether different parts of a building can properly be regarded as being separate premises will always be a question of fact within any given circumstances.
- 16.4 The Council will take particular care when considering applications for multiple licences for a building and those relating to a discrete part of a building used for other non-gambling purposes. In particular, the Council will assess entrances and exits from parts of a building covered by one or more licences to satisfy itself that they are separate and identifiable so that the separation of different premises is not compromised and that people do not 'drift' into a gambling area.
- 16.5 The Council will pay particular attention to applications where access to the licensed premises is through other premises (which themselves may be licensed or unlicensed). Issues that the Council will consider before granting such applications include whether children can gain access; compatibility of the two establishments and the ability to comply with the requirements of the Act. In addition, an overriding consideration will be whether, taken as a whole, the co-location of the licensed premises with other facilities has the effect of creating an arrangement that otherwise would, or should, be prohibited under the Act.

#### *Location*

- 16.6 The Council is aware that demand issues (e.g. the likely demand or need for gambling facilities in the area) cannot be considered with regard to the location of premises but that considerations in terms of the licensing

objectives can. The Council will pay particular attention to the protection of children and vulnerable persons from being harmed or exploited by gambling, as well as issues of crime and disorder.

- 16.7 When considering the licensing objectives, the Council's may, upon receipt of any relevant representations, look at location as a specific issue. Location issues might include, but are not be limited to:
- The proximity of the premises to schools and vulnerable adult centres.
  - The proximity of the premises to residential areas where there may be a high concentration of families with children.
  - The size of the premises and the nature of the activities taking place.
  - The level of organised crime in the area.
- 16.8 Such information may be used to inform the decision the Council makes about whether to grant the licence, to grant the licence with special conditions or to refuse the application.
- 16.9 This policy does not preclude any application being made and each application will be decided on its merits, with the onus upon the applicant to show how any concerns can be overcome.

*Duplication with other regulatory regimes*

- 16.10 The Council will seek to avoid any duplication with other statutory/regulatory systems such as planning. The Council will not consider whether a licence application is likely to be awarded planning permission or building regulations approval in its consideration of it. It will listen to and consider carefully any concerns about conditions which the licence holder cannot meet because of planning restrictions.

*Conditions*

- 16.11 Applications will be granted subject only to the mandatory and default conditions. Such conditions are usually sufficient to ensure operation that is reasonably consistent with the licensing objectives. Additional conditions will only be imposed where there is evidence of a risk to the licensing objectives that requires that the mandatory and default conditions be supplemented. Conditions will only be attached to premises licences where there is evidence of a need to do so.
- 16.12 Any conditions attached to licences will be proportionate and will be:
- Relevant to the need to make the proposed building suitable as a gambling facility.
  - Directly related to the premises and the type of licence applied for, and/or related to the area where the premises is based.
  - Fairly and reasonably related to the scale and type of premises; and,
  - Reasonable in all other respects.

- 16.13 Decisions about individual conditions will be made on a case by case basis, although there will be a number of control measures which the Council may consider. These include the use of door supervisors, supervision of adult gaming machines and appropriate signage for adult only areas. The Council will also expect the applicants to ensure that the licensing objectives are effectively met.
- 16.14 There are conditions which the Council cannot attach to premises licences which are:
- Any condition on the premises licence which makes it impossible for the applicant to comply with an operating licence condition;
  - Conditions relating to gaming machine categories, numbers or method of operation;
  - Conditions which provide that membership of a club or body be required; and,
  - Conditions in relation to stakes, fees, winnings or prizes.

*Door supervision*

- 16.15 The Council may consider whether there is a need for door supervision in terms of the licensing objectives. Where door supervisors are required, it is the operator's responsibility to ensure that any persons employed in this capacity are fit and proper to carry out such duties.

**17. Adult Gaming Centres and Licensed Family Entertainment Centres**

- 17.1 Adult Gaming Centres (AGC's) are commonly found within town centre environments and are able to make category B, C and D gaming machines available to adults. Nobody under the age of 18 is permitted to enter an AGC.
- 17.2 Licensed Family Entertainment Centres (LFECs) are those premises which usually provide a range of amusements such as computer games and penny pushers. They may have a separate section set aside for adult only gaming machines with higher stakes and prizes and are able to make available a certain number of category C and D machines. Clear segregation must be in place so children do not access the areas where the category C machines are located.
- 17.3 The Council will specifically have regard to the need to protect children and vulnerable persons from harm or being exploited by gambling in the above premises. The Council will expect applicants to satisfy the Authority that there will be sufficient measures to ensure that under 18 year olds do not have access to adult gaming centres or adult only gaming machine areas within the LFEC.
- 17.4 The Council will expect applicants to offer their own measures to meet the licensing objectives. Appropriate measures/licence conditions may cover:
- Proof of age schemes (e.g. PASS schemes)

- The use of Challenge 25 policy
- The use of 'No ID No Entry' policy
- CCTV
- Door supervision
- Supervision of machine areas
- Physical separation of areas
- Location of entry
- Notices/signage
- Specific opening hours
- Staff training in the law and the provision of a named point of contact to help ensure compliance.
- Measures/training for staff on how to deal with suspected truanting school children and how to recognise signs of potential child sexual exploitation
- Clear policies that outline the steps to be taken to protect children from harm
- Self-exclusion schemes and the provision of leaflets/helpline numbers to organisations such as GamCare, the Responsible Gambling Trust or GambleAware etc.
- Ensure that there is a policy in place which addresses the Multi operator self-exclusion scheme (MOSES)

This list is not mandatory nor exhaustive and is merely indicative.

## **18. Casinos**

- 18.1 The Council has not passed a 'no casino' resolution under Section 166 of the Gambling Act 2005, but is aware that it has the power to do so. Should this licensing authority decide in the future to pass such a resolution, it will update this policy statement with details of that resolution. Any such decision will be made by the Full Council.

## **19. Bingo Premises**

- 19.1 Bingo is not statutorily defined within the Gambling Act 2005. Such premises may however, provide cash and prize bingo. In addition, bingo premises are also able to provide a limited number of gaming machines in line with the provisions of the Act.
- 19.2 It is important that where children are allowed to enter Bingo premises, 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 then the operator must ensure 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 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 area there are prominently displayed notices indicating that access to the area is prohibited to persons under 18.

19.3 Other measures which applicants will need to consider in meeting the licensing objectives are outlined in paragraph 17.5 above.

## **20. Betting Premises**

20.1 Betting premises are premises such as bookmakers where various types of gambling are authorised to take place. The Act contains a single class of licence for betting premises.

20.2 The Council is aware that Section 181 of the Act contains an express power for licensing authorities to restrict the number of betting machines and the nature and circumstances in which they are made available by attaching a licence condition to a betting premises licence.

20.3 The Council is also aware that it is not possible to restrict the number of gaming machines which may be made available within betting premises.

20.4 When considering whether to impose a condition to restrict the number of betting machines in particular premises the Council, amongst other things, will take into account the size of the premises, the number of counter positions available for person to person transactions and the ability of staff to monitor the use of the machines by children and young persons (it is an offence for those under 18 to bet) or by vulnerable people.

20.5 Measures which applicants will need to consider in meeting the licensing objectives are outlined in paragraph 17.5 above.

## **21. Tracks**

21.1 Currently the licensing authority does not license any tracks which permit on-course betting. Where an application for a track premises licence is proposed, the applicant should contact the Council's Licensing Unit at the earliest opportunity. The Council's focus will be on the need to protect children and vulnerable persons from being harmed or exploited by gambling and the need to ensure that entrances to premises are distinct. Children must be excluded from gambling areas where they are not permitted to enter.

## **22. Travelling Fairs**

- 22.1 Travelling fairs have the right to provide an unlimited number of category D gaming machines and/or equal chance prize gaming (without the need for a permit) as long as the gambling amounts to no more than an ancillary amusement at the fair.
- 22.2 The 27-day statutory maximum for the land being used as a fair is per calendar year. This applies to the piece of land on which the fairs are held, regardless of whether it is the same or different travelling fairs occupying the land. Where appropriate, the Council will liaise with neighbouring authorities to ensure that land which crosses its boundaries is monitored so that the statutory limits are not exceeded.

## **23. Provisional Statements**

- 23.1 The provisional statement process provides an alternative to making a premises licence application. The process permits an applicant to examine the likelihood of whether a building which has yet to be constructed or is about to be altered for the purpose of gambling would be granted a premises licence when the building work is complete.
- 23.2 A provisional statement is not a licence and merely gives the holder some form of assurance that a premises licence would be granted so the project can be started. Once works are complete a full premises licence would still be required.
- 23.3 In terms of representations about premises licence applications, following the grant of a provisional statement, no further representations from relevant authorities or interested parties can be taken into account unless they concern matters which could not have been addressed at the provisional statement stage or they reflect a change in the applicant's circumstances. In addition, the Council may refuse the premises licence (or grant it on terms different to those attached to the provisional statement) only by reference to matters:
- a) which could not have been raised by objectors at the provisional licence stage; or
  - b) which in the Authority's opinion reflect a change in the operator's circumstances
- 23.4 When determining a provisional statement application the Council will operate in accordance with the Act and will not have regard to any issues related to planning consent or building regulations, e.g. the likelihood that planning consent will be granted.

## **PART D – PERMITS, TEMPORARY/OCCASIONAL USE NOTICES AND SMALL SOCIETY LOTTERY REGISTRATIONS**

### **24. Unlicensed Family Entertainment Centre Gaming Machine Permits**

- 24.1 The term ‘Unlicensed Family Entertainment Centre’ is one defined in the Act and refers to premises which provide category D gaming machines along with various other amusements such as computer games and penny pushers. The premises are ‘unlicensed’ in that they do not require a premises licence but do require a permit to be able to provide category D machines. It should not be confused with a ‘Licensed Family Entertainment Centre’ which does require a premises licence because it contains both category C and D gaming machines.
- 24.2 In accordance with Gambling Commission guidance, the Council will carefully consider child protection issues when considering applications for permits. This consideration will generally engage two of the three licensing objectives: These are:
- Preventing Gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime
  - Protecting children and other vulnerable persons from being harmed or exploited by gambling.
- 24.3 The Council will expect applicants to show that there are policies and procedures in place to protect children from harm from gambling and to promote wider child protection issues as part of the crime prevention objective. Policies must include appropriate measures/training for staff regarding how staff would deal with unsupervised children being on the premises, or children causing problems on or around the premises.
- 24.4 The Council will also expect applicants to demonstrate a full understanding of the maximum stakes and prizes of the gambling that is permissible in unlicensed FECs, that the applicant has no relevant convictions (those that are set out in Schedule 7 of the Act), and that staff are trained to have a full understanding of the maximum stakes and prizes
- 24.5 The Council is aware that an application for a permit may only be granted if the Chief Officer of Police has been consulted on the application.
- 24.6 In line with the Act the Council cannot attach conditions to this type of permit and the statement of principles only applies to initial applications and not to renewals.

### **25. Gaming Machine Permits in Alcohol Licensed Premises**

- 25.1 There is provision in the Act for premises licensed to sell alcohol for consumption on the premises, to automatically have two gaming machines of categories C and/or D. The premises merely need to notify the Council.

The Council can remove the automatic authorisation in respect of any particular premises if:

- Provision of the machines is not reasonably consistent with the pursuit of the licensing objectives
- Gaming has taken place on the premises that breaches a condition of Section 282 of the Gambling Act (i.e. that written notice has been provided to the licensing authority, that a fee has been provided and that any relevant Code of Practice issued by the Gambling Commission about the location and operation of the machine has been complied with)
- The premises are mainly used for gaming; or
- An offence under the Gambling Act has been committed on the premises.

25.2 If a premises wishes to have more than two machines, then application must be made for a permit. The Council must consider that application based upon the licensing objectives, any guidance issued by the Gambling Commission under Section 25 of the Gambling Act 2005, and 'such matters as it thinks relevant'. The Council considers that 'such matters' will be decided on a case by case basis, but generally regard will be given to the need to protect children and vulnerable persons from harm or being exploited by gambling. The Council will also expect the applicant to satisfy the Authority that there will be sufficient measures to ensure that under 18 year olds do not have access to the adult only gaming machines

25.3 Measures which may satisfy the Council that there will be no access could include the adult machines being situated in close proximity to the bar, or in the sight of staff who will monitor that the machines are not being used by those under 18 years of age. Notices and signage may also help. Regarding the protection of vulnerable persons, applicants may wish to consider the provision of information leaflets/helpline numbers for organisations such as Gam Care.

25.4 It is recognised that some alcohol licensed premises may apply for a premises licence for their non-alcohol licensed areas. Any such application would need to be dealt with under the relevant provisions of the Act.

25.5 The Council can decide to grant the application with a smaller number of machines and/or a different category of machines from that applied for. Conditions (other than these) cannot be attached

25.6 The holder of a permit must comply with any Code of Practice issued by the Gambling Commission about the location and operation of the machine.

25.7 A summary of gaming machine categories and entitlements can be found at Appendix B of the Guidance issued to licensing authorities by the Gambling Commission.

<https://www.gamblingcommission.gov.uk/guidance/guidance-to-licensing-authorities>

## **26. Prize Gaming Permits**

- 26.1 The Council will expect the applicant to set out the types of gaming that he or she is intending to offer and be able to demonstrate:
- That they understand the limits to stakes and prizes that are set out in regulations;
  - That the gaming offered is within the law.
- 26.2 In making its decision on an application for prize gaming permits, the Council does not need to have regard to the licensing objectives but must have regard to any Gambling Commission guidance.
- 26.3 There are conditions in the Gambling Act 2005 with which the permit holder must comply, but the Council cannot attach conditions. The conditions in the Act are:
- The limits on participation fees, as set out in regulations, must be complied with
  - All chances to participate in the gaming must be allocated on the premises on which the gaming is taking place and on one day; the game must be played and completed on the day the chances are allocated, and the result of the game must be made public in the premises on the day that it is played
  - The prize for which the game is played must not exceed the amount set out in regulations (if a money prize), or the prescribed value (if non-monetary prize); and
  - Participation in the gaming must not entitle the player to take part in any other gambling.

## **27. Club Gaming and Club Machines Permits**

- 27.1 Members' clubs and miners' welfare institutes (but not commercial clubs) may apply for a club gaming permit or a club gaming machines permit. The club gaming permit will enable the premises to provide gaming machines (three machines of categories B, C or D), equal chance gaming and games of chance as set out in forthcoming regulations. A club gaming machine permit will enable the premises to provide gaming machines (three machines of categories B, C or D).
- 27.2 To qualify for these special club permits, a members' club must have at least 25 members and be established and conducted wholly or mainly for purposes other than gaming, unless the gaming is permitted by separate regulations. It is anticipated that this will cover bridge and whist clubs, which will replicate the position under the Gaming Act 1968. A members' club must be permanent in nature, not established to make commercial profit, and controlled by its members equally. Examples include workingmen's clubs, branches of the Royal British Legion and clubs with political affiliations.

- 27.3 Before granting the permit, the Council will need to satisfy itself that the premises meet the requirements of a members' club and that the majority of members are over 18 years of age.
- 27.4 The Council may only refuse an application on the grounds that:
- a) the applicant does not fulfil 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 they have 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 Gambling Commission or the Police.

## **28. Temporary Use Notices**

- 28.1 Temporary use notices allow the use of premises for gambling where there is no premises licence but where a gambling operator wishes to use the premises temporarily for providing facilities for gambling. Premises that might be useful for a temporary use notice would include hotels, conference centres and sporting venues.
- 28.2 The Act makes a special reference, in the context of temporary use notices, to a 'set of premises' to try and ensure that large premises which cannot reasonably be reviewed as separate are not used for more temporary use notices than permitted under the Act. The Council considers that the determination of what constitutes a 'set of premises' will be a question of fact in the particular circumstances of each notice that is given. In considering whether a place falls within the definition of a 'set of premises', the Council will look at, amongst other things, the ownership/occupation and control of the premises.
- 28.3 The Council will be ready to object to notices where it appears that their effect would be to permit regular gambling in a place that could be described as one set of premises.

## **29. Occasional Use Notices (for Tracks)**

- 29.1 There is a special provision in the Act which provides that where there is betting on a track on eight days or less in a calendar year, betting may be permitted by an occasional use notice without the need for a full premises licence. Track operators and occupiers need to be aware that the procedure for applying for an occasional use notice is different to that for a temporary use notice.

29.2 The Council has very little discretion regarding these notices apart from ensuring that the statutory limit of 8 days in a calendar year is not exceeded. The Council will however consider the definition of a 'track' and whether the applicant is entitled to benefit from such notice.

### **30. Small Society Lottery Registrations**

30.1 The Act creates two principal classes of lotteries - licensed lotteries and exempt lotteries. Licensed lotteries are large society lotteries and lotteries run for the benefit of local authorities. These will be regulated by the Gambling Commission. Within the class of exempt lotteries, there are four sub classes, one of which is small society lotteries.

30.2 A small society lottery is a lottery promoted on behalf of a non-commercial society as defined in the Act which also meets specific financial requirements set out in the Act. These may be administered by the Council for small societies who have a principal office in the area and wish to run such a lottery.

30.3 To be 'non-commercial', a society must be established and conducted:

- For charitable purposes
- For the purpose of enabling participation in, or supporting, sport, athletics or a cultural activity; or
- For any other non-commercial purpose other than that of private gain.

30.4 The other types of exempt lotteries are 'incidental non-commercial lotteries', 'private lotteries' and 'customer lotteries'

## **PART E – ENFORCEMENT**

### **31. Enforcement Principles**

31.1 The Council will work closely with other agencies in targeting known high risk premises. In doing so, we will follow Government guidance on better regulation.

31.2 The Council recognises that the Regulators Code applies to all activities under the Act. This will however, be most obvious in respect of the Councils inspection and enforcement duties and the powers to institute criminal proceedings. The Regulators' Code can be found at: <https://www.gov.uk/government/publications/regulators-code>

31.3 The Council will aim to 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.

Targeted:

Regulation should be focused on the problem and minimise side effects

- 31.4 The Council's Enforcement Policy, which explains how the Council deals with non-compliance and unlawful gambling activity can be found at: [www.cannockchasedc.gov.uk/ehenforcementpolicy](http://www.cannockchasedc.gov.uk/ehenforcementpolicy)

- 31.5 Known enforcement issues which the Council's Licensing Unit will address include illegal gambling machines in takeaways and poker in pubs.

- 31.6 The Council will endeavour to avoid duplication with other regulatory regimes.

- 31.7 The main enforcement and compliance role for the Council in terms of the Gambling Act 2005 will be to ensure compliance with the premises licence conditions and other permissions. The Gambling Commission will be the enforcement body for the operator and personal licences. Concerns about the manufacture, supply or repair of gaming machines will not be dealt with by the Council but will be notified to the Gambling Commission.

- 31.8 In circumstances where the Council believes a premises requires a premises licence for gambling activities and no such licence is in force, the Council will notify the Gambling Commission.

- 31.9 The Council will also have regard to any guidance issued and keep itself informed of developments regarding the work of the Regulatory Delivery Division of the Department of Business Innovation and Skills in its consideration of the regulatory functions of local authorities.

- 31.10 Since October 2013, the Primary Authority scheme, under the terms of the Regulatory Enforcement and Sanctions (RES) Act 2008, has been extended to include age-restricted sales of gambling in England. The Council is aware that Primary Authority Partnerships have been agreed with a number of national bookmaking companies. The Council will follow any 'age-restricted sales of gambling' national inspection plans that are published on the Primary Authority register when considering proactive age-restricted sales (gambling) activity, including test purchasing.

## 32. Reviews

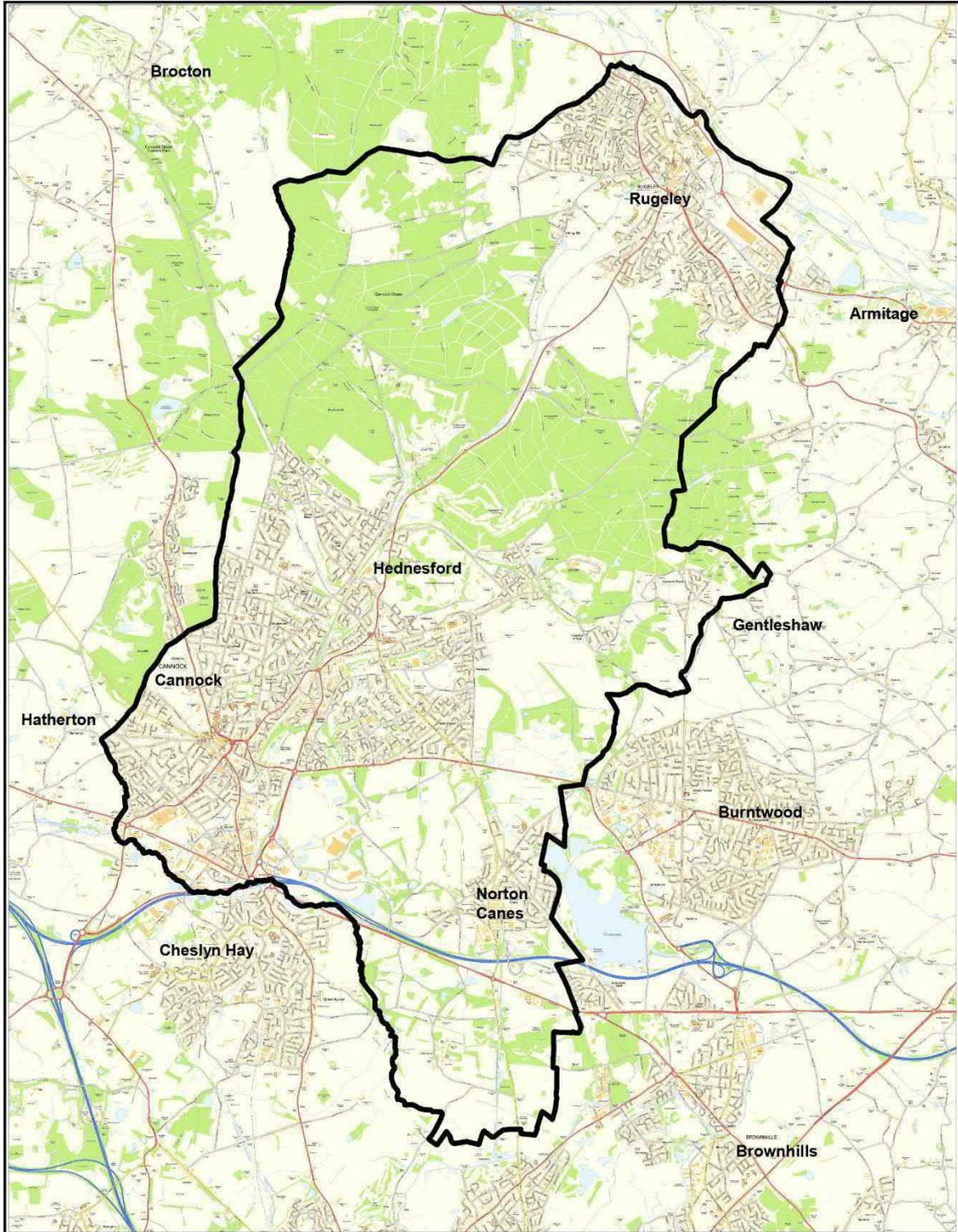
- 32.1 A review is a process defined in the legislation which ultimately leads to a licence being reassessed by the Licensing Committee with the possibility that the licence may be revoked or suspended or that conditions may be amended or new conditions added.
- 32.2 Requests for a review of a premises licence can be made by interested parties or responsible authorities. However, it is for the Council to decide whether the review is to be carried out. This will be on the basis of whether the request for the review is:
- In accordance with any relevant Code of Practice issued by the Gambling Commission
  - Reasonably consistent with the licensing objectives; and
  - In accordance with this Authority's Statement of Gambling Policy.
  - In accordance with any relevant guidance issued by the Gambling Commission
- 32.3 A link to the Gambling Commission's Guidance to Licensing authorities is here:  
<https://www.gamblingcommission.gov.uk/guidance/guidance-to-licensing-authorities>
- 32.4 In addition the Council may also reject the application on the grounds that the request is frivolous, vexatious, will not cause the Authority to wish to alter, revoke or suspend the licence, or is substantially the same as previous representations or requests for review.
- 32.5 The Council can also initiate a review of a licence on the basis of any reason which it thinks appropriate. This may for instance follow a second failed compliance test at the premises.
- 32.6 Before sitting as a member of the Licensing Sub Committee, members will need to attend a Gambling Act 2005 training session with officers from Legal Services and Licensing. Members will need to attend refresher training every year that they remain a member of the Licensing & Public Protection Committee.

## 33. Functions and Delegations

A table showing the delegation of functions within the Council can be found at Appendix G of the Gambling Commission Guidance:  
<https://www.gamblingcommission.gov.uk/guidance/guidance-to-licensing-authorities>



# Cannock Chase District Boundary



Contains OS data © Crown copyright [and database right] (2016)

Page intentionally blank

**CANNOCK CHASE COUNCIL**

**CONSULTATION RESPONSE**  
**GAMBLING ACT STATEMENT OF PRINCIPLES**  
**REVISED POLICY 2022-2025**

**Reference number:**

Taxi Policy 2021/01

**Date received:**

28 September 2021

**Name and address of respondent**

Gosschalks Solicitors  
Queens Gardens  
Hull  
HU1 3DZ

**Comments/observations made by respondent:**

Gosschalks act for the Betting and Gaming Council and have been instructed to respond to the Council's policy consultation document by the BGC.

The consultation response letter is separated in to 6 separate headings:

**1. The Betting and Gaming Council (BGC)**

This section outlines the work of the BGC and their 4 principle objectives

**2. Betting and Gaming in the UK**

This section gives the BGC overview of betting and gaming in the UK

**3. Problem Gambling**

The consultation response offers an industry view on problem gambling. It recognises problem gambling as an issue and states that it helps to finance charities who help support problem gamblers. The BGC also supports the creation of the NHS and other gambling treatment clinics.

**4. Working in partnership with local authorities**

The BGC says it is committed to working in partnership with licensing authorities and welcomes the opportunity to respond to this consultation.

**5. Differentiation between Licensing Act 2003 and Gambling Act 2005 applications.**

Outlines the differences between the 2 licensing regimes and in particular the differences in the offering and imposition of licence conditions onto premises licences.

**6. Considerations specific to the Gambling Act 2005 Statement of Principles 2022-2025**

Gosschalks welcome the light touch approach taken by the Council and make the following challenges which are specific to our consultation on the draft statement of principles:

- **Paragraph 8.4** “however, should be redrafted. This explains in the first sentence that the council encourages operators to keep a copy of the local risk assessment at the premises at all times but in the third sentence, it suggests that following a new application or variation, the council will “condition premises licences to require operators to keep a copy of the LRA on the premises at all times.” This intention to impose such a condition should be deleted as this would be a wholly unnecessary condition. SR Code provision 10.1 which requires operators to conduct risk assessments is supplemented by an ordinary code provision indicating that licensees should share their risk assessment with licensing authorities when applying for a premises licence or applying for a variation to existing licensed premises, or otherwise at the request of the licensing authority”.
- **Paragraph 16.11** “Furthermore, the imposition of such a condition is directly contrary to the statement in paragraph 16.11 which acknowledges that the mandatory and default conditions are usually sufficient to ensure operation consistent with the licensing objectives and that additional conditions will only be imposed where there is evidence of a risk to the licensing objectives that requires that the mandatory and default conditions be supplemented”.

**Appraisal of comments by the Authority:**

The Council is grateful for Gosschalks consultation response, and our appraisal of their comments is as follows:

The Council does not currently require the operator of a licensed premises to keep a copy of the Local Risk Assessment (LRA) at the premises and no change to this situation is envisaged under normal circumstances. However, the operator is required provide a copy of the LRA to the Council upon any application for a new premises licence or a variation to an existing premises licence.

It seems reasonable to expect that following such application, operators will keep a copy of that LRA at the premises once the said application is granted. This will ensure that the LRA is available for inspection to authorised officers at any reasonable time.

**Proposed response by the Authority:**

The local authority has carefully considered the consultation response from Gosschalks Solicitors, on behalf of The Betting and Gaming Council, and no changes are considered necessary to the finalised policy document.

Signed: Sean O’Meara

Agreed: David Prosser-Davies

Date: 05.10.21

**CANNOCK CHASE COUNCIL**  
**CONSULTATION RESPONSE**  
**GAMBLING ACT STATEMENT OF PRINCIPLES**  
**REVISED POLICY 2022-2025**

**Reference number:**

GA05 Policy 2021/02

**Date received:**

1 October 2021

**Name and address of respondent**

Ms Lindsey Ellison  
Senior Environmental Health Officer  
CCDC Food & Health & Safety Section

**Comments/observations made by respondent:**

The Council's Food and Health and Safety Team have responded to the Council's policy consultation by making comment as follows:.

**Paragraph 2.4:** Refers to consultees, it doesn't refer to internal consultees, should it?

**Paragraph 8.20 and 8.22:** Refers to MOSES and Fixed Odds Betting Terminals (FOBT). Links to information on these would be helpful.

**Paragraph 10.2:** What are the Regulations referred to, a link may help?

**Paragraph 20.2:** The Council has powers to restrict numbers of machines in Betting premises but then sets out that it isn't possible to restrict numbers available, it would be useful to explain this.

**Paragraph 23:** What is the minimum information required in a Provisional Statement?

**Appraisal of comments by the Authority:**

The Council is grateful for Ms Ellison's response and our appraisal of her consultation response is as follows:

**Paragraph 2.4:**

Yes, All of Cannock Chase Council's elected members as well as a number of officers from several departments have been consulted and should be listed .

**Paragraph 8.20 and 8.22:**

This section of the policy is directed towards to operators who are required to provide the necessary information to the licensing authority. There are however, weblinks available and these will be inserted accordingly.

**Paragraph 10.2:**

The specific requirements of the Regulations are not overly relevant in this context and the wording of the paragraph will be amended.

**Paragraph 20.2:**

The paragraph is intended to clearly identify and separate in the Council's powers to restrict the number of **betting machines** and their inability to restrict the number of **gaming machines** which may be made available within betting premises. The draft policy does not seem to make this clear and will be amended accordingly .

**Paragraph 23:**

A provisional I statement application will require the same information as a normal premises licence application. Premises licences can only be issued where the premises are expected to be used for the gambling activity named on the licence. This is why the Act allows a potential operator to apply for a provisional statement if construction of the premises is not yet complete, or they need alteration, or they do not yet have a right to occupy them.

**Proposed response by the Authority:**

The local authority has carefully considered Ms Ellison's consultation response and the finalised policy will be amended as follows: .

**Paragraph 2.4:**

the final document will be amended so as to refer to internal consultees.

**Paragraph 8.20 and 8.22:**

Weblinks will be inserted into the finalised document for reference.

**Paragraph 10.2:**

The Policy is intended to be a streamlined document and the reference to specific Regulations will be removed and replaced with a general reference to legislation

**Paragraph 20.2:**

The finalised policy document will be amended to ensure that the reader knows that Betting machines and Gaming machines are different pieces and must be treated differently by the licensing authority.

**Paragraph 23:**

No changes are considered necessary to the finalised policy document

Signed: Sean O'Meara

Agreed: David Prosser-Davies

Date: 05 October 2021