

MEETING

LICENSING COMMITTEE

DATE AND TIME

MONDAY 23RD NOVEMBER, 2015

AT 7.00 PM

VENUE

HENDON TOWN HALL, THE BURROUGHS, LONDON NW4 4BQ

TO: MEMBERS OF LICENSING COMMITTEE (Quorum 3)

Chairman: John Hart

Vice-Chairman: Brian Salinger

Maureen Braun

Alison Cornelius

Claire Farrier

Kitty Lyons

Wendy Prentice

Hugh Rayner

Agnes Slocombe

Jim Tierney

Zakia Zubairi

In line with the Constitution's Public Participation and Engagement Rules, requests to submit public questions or comments must be submitted by 10AM on the third working day before the date of the committee meeting. Therefore, the deadline for this meeting is 18 November, 2015 at 10AM. Requests must be submitted to Jan Natynczyk jan.natynczyk@barnet.gov.uk 020 8359 5129

You are requested to attend the above meeting for which an agenda is attached.

Andrew Charlwood – Head of Governance

Governance Service contact: Jan Natynczyk jan.natynczyk@barnet.gov.uk 020 8359 5129

Media Relations contact: Sue Cocker 020 8359 7039

ASSURANCE GROUP

ORDER OF BUSINESS

Item No	Title of Report	Pages
1.	Minutes	1 - 4
2.	Absence of Members	
3.	Disclosable Pecuniary interests and Non Pecuniary interests	
4.	Report of the Monitoring Officer (if any)	
5.	Public Question and Comment (if any)	
6.	Review of current Gambling Policy	5 - 64
7.	Scrap Metal Dealers Policy	65 - 100
8.	Licensing Authority - Annual Report on licensing applications.	101 - 110
9.	Any item(s) that the Chairman decides is urgent	

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Decisions of the Licensing Committee

20 July 2015

Members Present:-

AGENDA ITEM 1

Councillor John Hart (Chairman)
Councillor Brian Salinger (Vice-Chairman)

Councillor Maureen Braun	Councillor Hugh Rayner
Councillor Alison Cornelius	Councillor Agnes Slocombe
Councillor Claire Farrier	Councillor Jim Tierney
Councillor Wendy Prentice	Councillor Zakia Zubairi

1. MINUTES

RESOLVED – That the Licensing Committee agreed the minutes of the meeting on 19th March 2015 as a correct record.

2. ABSENCE OF MEMBERS

Councillor Kitty Lyons was absent.

3. DISCLOSABLE PECUNIARY INTERESTS AND NON PECUNIARY INTERESTS

None were declared.

4. REPORT OF THE MONITORING OFFICER (IF ANY)

There was none.

5. PUBLIC QUESTION AND COMMENT (IF ANY)

There were none.

6. MEMBERS ITEM (IF ANY)

There were none.

7. GAMBLING POLICY

The Re Trading Standards and Licensing Manager introduced the item, which related to the Council's Gambling Policy.

Following discussion of the item, the Committee unanimously **RESOLVED**:

- That the draft Gambling Statement of Principles be approved for consultation and that the Officers be instructed to report to the November 2015 meeting on the outcome for recommendation to Council.

8. SCRAP METAL POLICY

The Re Trading Standards and Licensing Manager introduced the item, which related to the Council's Scrap Metal Policy.

Following discussion of the item, the Committee unanimously **RESOLVED**:

- **That the Committee approve the carrying out of a consultation on the Draft Scrap Metal Dealers Policy at Appendix 1 [of the report].**

9. STREET TRADING POLICY

The Re Trading Standards and Licensing Manager introduced the item, which related to the Council's Street Trading Policy.

The Committee noted the addendum, and also that the reference to 'Appendix 6' in the recommendation should instead refer to 'Appendix 5'.

Councillor Schneiderman spoke to the item in his capacity as a ward councillor.

Councillor Farrier moved motion in respect to the recommendation to request that the following additional wording be added the recommendation:

- The Committee agree that those traders that would currently come under band A should continue to have a fee of £200.

The motion was duly seconded by Councillor Tierney. Votes on the motion were recorded as follows:

For	4
Against	5
Abstain	1

The motion was therefore lost.

Following discussion of the item, the Chairman moved to the vote for the recommendation. Votes were recorded as follows:

For	6
Against	0
Abstain	4

It was therefore **RESOLVED**:


- **That the Committee note and consider the responses to the consultation on the Street Trading strategy and approve the implementation of the Policy at Appendix 3, along with the Conditions at Appendix 2 and Fees at Appendix 4.**

10. ANY ITEM(S) THAT THE CHAIRMAN DECIDES IS URGENT

There were none.

The meeting finished at 8.10 pm

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	<p>Licensing Committee 23rd November 2015</p>
<p>Title</p>	<p>Review of current Gambling Policy</p>
<p>Report of</p>	<p>Commissioning Director for Environment</p>
<p>Wards</p>	<p>All</p>
<p>Status</p>	<p>Public</p>
<p>Urgent</p>	<p>No</p>
<p>Key</p>	<p>No</p>
<p>Enclosures</p>	<p>Appendix 1 – Summary of consultation responses Appendix 2 – Gambling Policy Appendix 3 - Summary of changes</p>
<p>Officer Contact Details</p>	<p>Emma Phasey Group Manager Community Protection (Regulation) Emma.phasey@barnet.gov.uk</p>

Summary

The Gambling Act 2005 places a responsibility on local authorities to publish a gambling statement of principles (policy) every three years. The current policy is due to end in January 2016 therefore a consultation has been undertaken on the proposed revised policy. Following on from the consultation this report seeks approval to adopt the revised statement of principles.

Recommendations

1. That the Committee note the findings from the consultation attached at Appendix 1.
2. That the Committee Approve the Gambling Policy at Appendix 2.

1. WHY THIS REPORT IS NEEDED

- 1.1 The Gambling Act 2005 places a duty on the Council as the 'Licensing Authority' for gambling premises in the Borough. It requires that a licensing authority should aim to permit the use of premises for gambling in so far as it thinks it is:
- a) in accordance with any relevant code of practice or any guidance from the Gambling Commission;
 - b) reasonably consistent with the licensing objectives; and
 - c) in accordance with its gambling licensing policy.
- 1.2 The London Borough of Barnet must review its gambling policy every 3 years to ensure that it takes into account any changes in guidance and best practice. The current policy will run out on in January 2016
- 1.3 As set out in appendix 2 of this report, the predominant change to the existing policy are changes to reflect the need to advise gambling premises of the local area profile of the borough. There are no other substantial changes in relation to the policy itself.
- 1.3 A consultation was carried out on the reviewed policy between 25th September and 10th November 2015.
- 1.4 Information regarding this consultation was sent to all responsible authorities, all ward councillors, a percentage of gambling premises within the borough, local resident groups and faith groups. It was also placed on the Council "engage" website.
- 1.5 The responses to the consultation can be found in **Appendix 1**.
- 1.6 Following on from the completed consultation, the revised policy for adoption is at **Appendix 2**.

2. REASONS FOR RECOMMENDATIONS

- 2.1 The current policy is due to expire in January 2016, the Council cannot be in a position that it does not have a current policy as there is a duty in the Council to have such a policy,
- 2.2 The consultation responses broadly support the proposed policy.

3. ALTERNATIVE OPTIONS CONSIDERED AND NOT RECOMMENDED

- 3.1 The Council have a duty to have a valid policy, therefore there are no alternative options.

4. POST DECISION IMPLEMENTATION

- 4.1 If adopted the new policy will take immediate effect. It will be publicised on the Barnet Council website and made available to all parties.

5. IMPLICATIONS OF DECISION

5.1 Corporate Priorities and Performance

- 5.1.1 The policy will support objectives contained within the corporate plan. In particular to support ensuring the London Borough of Barnet remains one of “the safest places in London, with high levels of community cohesion, and residents feeling safe” It also support the objective of “ effective working between the council and police driving further reduction in crime rates”

5.2 Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)

- 5.2.1 Administration and enforcement of the Gambling Act 2005 will be carried out by the Licensing team in Re, together with support from HB Public Law and from Governance Services, when arranging and co-ordinating arrangements for hearings in relation to applications.
- 5.2.2 Fees are kept under constant review to ensure that they accurately reflect recovery of costs incurred in administration of the licence processes and compliance checks.
- 5.2.3 The recommendations within this report have no financial implications as this will be delivered within existing resources. These include the Re contract budget, the HB Law contract budget, and the governance services budgets

5.3 Social Value

- 5.3.1 Not relevant to this report

5.4 Legal and Constitutional References

- 5.4.1 Under the Gambling Act there are three statutory objectives to be met through licensing:
- (1) Preventing gambling from being a source of crime, being associated with crime or being used to support crime
 - (2) Ensuring that gambling is conducted in a fair and open way
 - (3) Protecting children and other vulnerable persons from being harmed or exploited by gambling

A good policy ensures that these objectives are promoted by the London Borough of Barnet.

5.4.2 Constitution - Annex A Responsibility for Council Functions- Membership and Terms of Reference of Committees and Partnership Boards”, details the functions of the Licensing Committee, which includes gambling.

5.5 Risk Management

5.5.1 It is important that the London Borough of Barnet adopts a robust and accountable regulatory regime in relation to gambling. It needs to ensure that the risk of non-compliance and the regulatory burden to both the Local authority and to the trade is minimised. However it must balance this with the need to uphold the licensing objectives.

5.6 Equalities and Diversity

5.6.1 The Council has a legal obligation under section 149 of the Equality Act 2010 to have due regard to the need to eliminate unlawful discrimination and to promote equality of opportunity and good relations between persons of different groups.

5.6.2 A consistent approach will be adopted when considering scrap metal applications. All applications will be considered in line with the Gambling Act 2005 and the current statement of principles (gambling policy).

5.6.3 An initial equalities impact assessment has been completed and there is no identified impact on any of the groups with protected characteristics. Therefore a full impact assessment is not required.

5.7 Consultation and Engagement

5.7.1 The consultation document was sent to the Police, trade associations for gambling businesses, and residents groups. It was also sent to councillors, responsible authorities, gambling businesses in the borough, faith groups, voluntary organisations, community organisations working with children and young people and organisations working with problem gambling.

5.7.2 The consultation was also published on the Council’s consultation portal on the Barnet online website.

5.7.3 Feedback on this consultation will be provided on the “We asked, you said” section of the Barnet website

https://engage.barnet.gov.uk/we_asked_you_said

5.8 Insight

5.8.1 Not relevant to this report

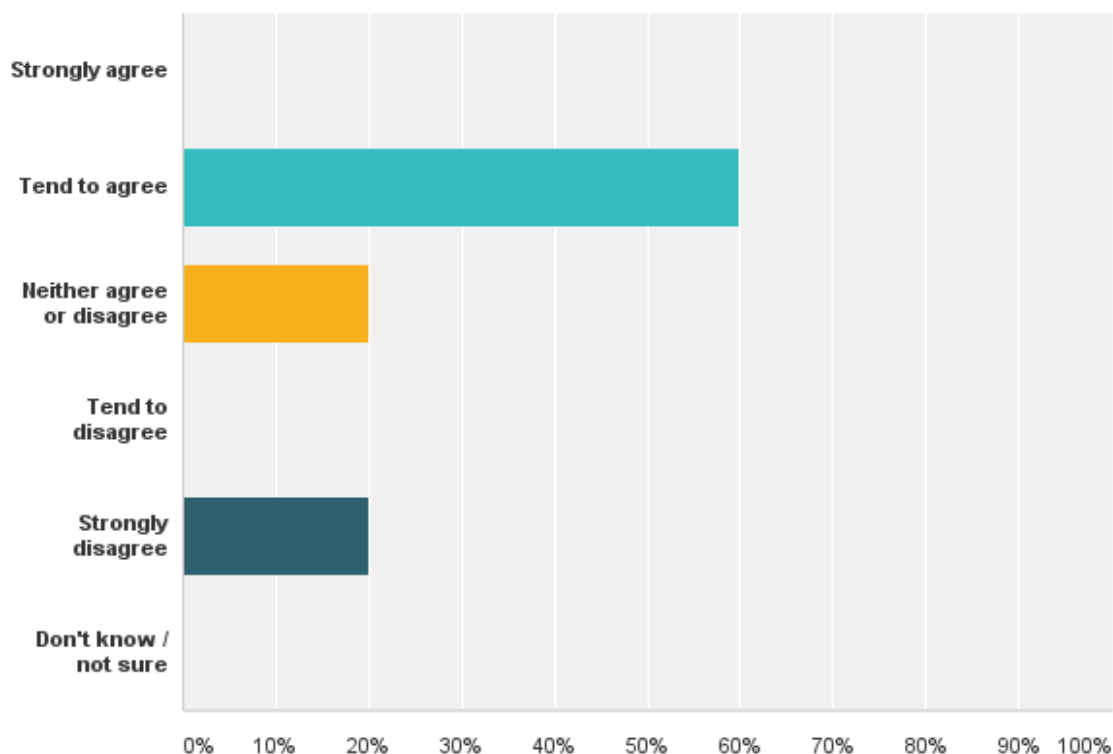
6 BACKGROUND PAPERS

None

Appendix 1: Summary of responses

Q1 Overall, to what extent do you agree or disagree with the draft gambling policy? (Please tick one option)

Answered: 5 Skipped: 0



Q1. The majority of respondents broadly supported the gambling policy. The 1 person who strongly disagreed with the policy left no further comments as to why they felt this way.

Q2-8

A comment was made specifically on Section 10.3.2 of the policy in relation to the location of schools being a consideration in assessing applications. The comments made were as follows:

“Whilst each application will be judged on its merits as mentioned at several points within your statement, we would like to politely highlight that within the detail of the style of Locations & the Risk Assessments required, Coral knows of no evidence that the location of a licensed betting office within the proximity of schools causes harm to the licensing objectives. We appreciate that such locations are included within Gambling Commission guidance to councils but wish to ensure that by inclusion in

the document, there is no inference that such locations in close proximity to the licensed premises, are at greater risk of causing harm to the licensing objectives. Coral knows of no evidence that children coming from schools are gaining access to betting offices. Coral's general experience, in common with other bookmakers, is that children are not interested in betting, and in any case the Think 21 policy operated by Coral is adequate to ensure that under-age gambling does not occur in their premises. There are very many examples of betting offices sited immediately next to schools and colleges and no evidence whatsoever that they cause problems."

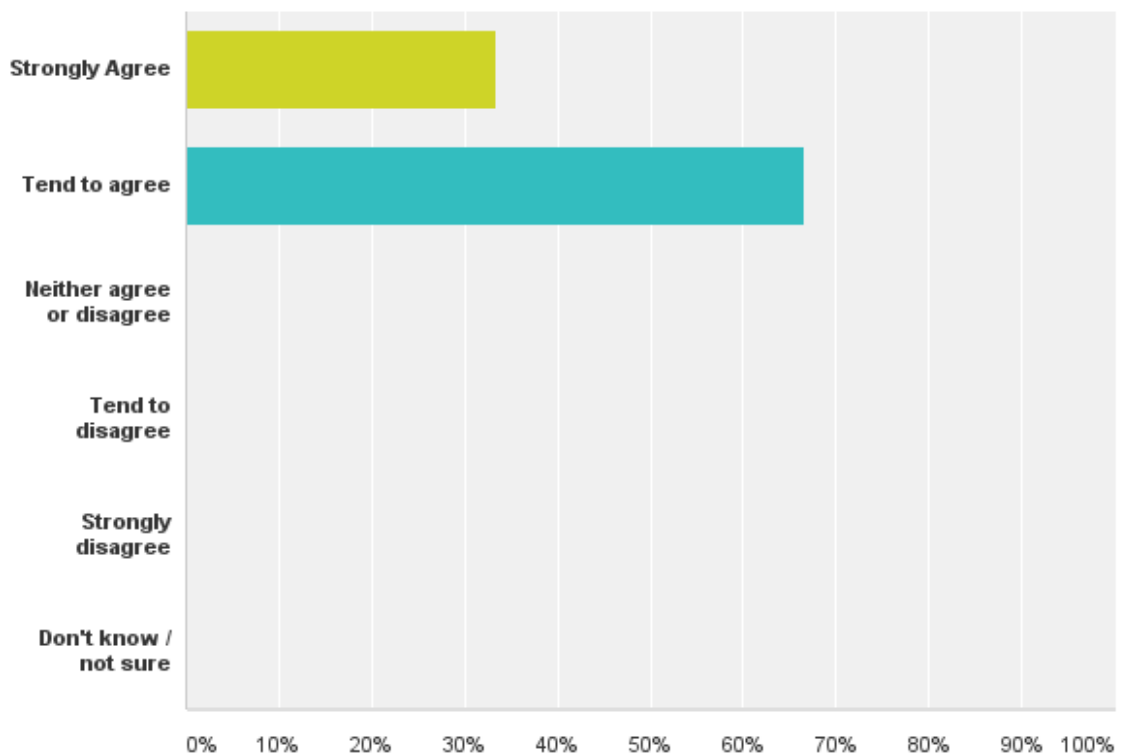
Q8: Do you have other comments on actions that the council should consider in relation to its gambling policy? (Please type in your comments)

"Coral's experience is that through all it does, it achieves an exemplary degree of compliance already, and attracts negligible evidence of regulatory harm. Through the additional local risk assessment to be introduced, Coral believe that these should be a) to assess specific risks to the licensing objectives in the local area, and b) to assess whether control measures going beyond standard control measures are needed. Coral are of the opinion that as there is no evidence that the proximity of such locations causes harm to the licensing objectives, it is best left to the operators to provide their own risk assessments without prescribing locations. Naturally, if these do not meet the level desired by the Council, we would adjust to suit."

Q9: All parties who answered believed the current enforcement undertaken was effective

**Q9 To what extent do you agree that the London Borough of Barnet is effectively enforcing the legislation in relation to gambling premises licences and permits?
(Please tick one option only)**

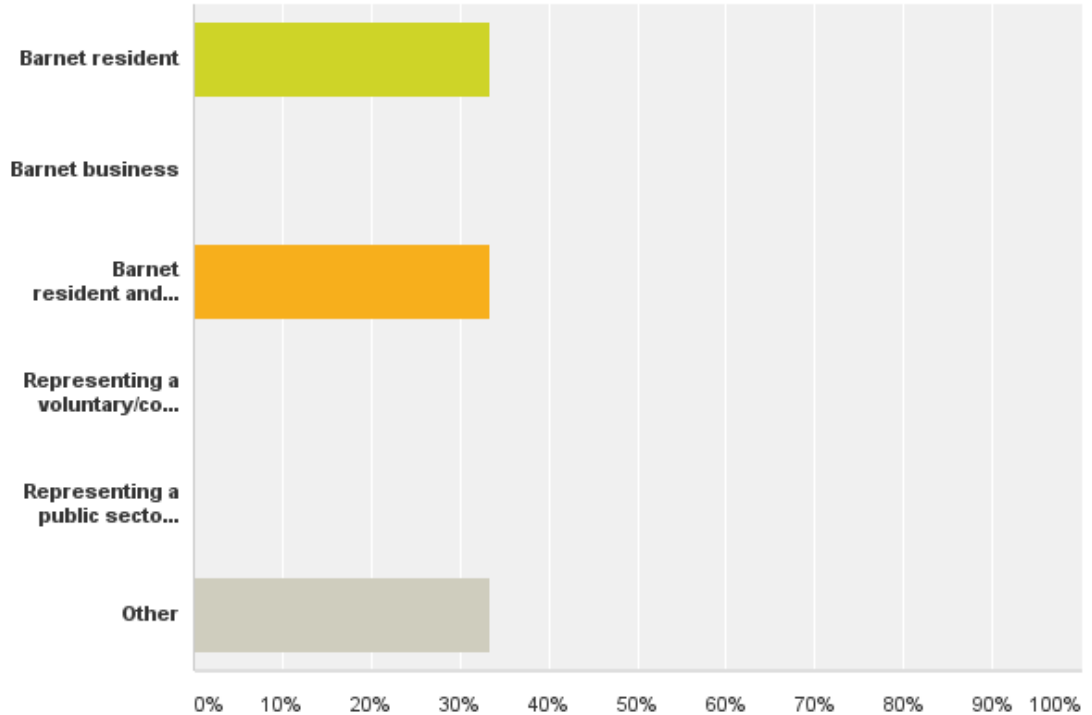
Answered: 3 Skipped: 2



Q11 – Shows the types of parties who responded to the survey

Q11 Are you responding as a: (Please tick one option only)

Answered: 3 Skipped: 2



LBB also received the following comments by email:

Power Leisure Bookmakers Limited response to the London Borough of Barnet Council's Consultation on its draft Statement of Gambling Principles

Paddy Power is Ireland's biggest Bookmaker and operates both a retail business through licensed betting offices and an online/telephone business. Paddy Power operates 251 licensed betting offices in Ireland and 325 betting offices in the United Kingdom.

Paddy Power is a leading national operator of betting premises with clear and proactive policies to promote the Gambling Licensing Objectives. Operators of premises licences have full authority to provide their services by the provision of an Operators' Licence granted by the Gambling Commission. The UK's gambling regulator has therefore approved the measures implemented by operators to ensure that effective anti-money laundering procedures are implemented and that policies have been developed that ensure responsible trading in accordance with gambling legislation, the licensing objectives and the Licence Conditions and Codes of Practice. Of particular relevance are the obligations and requirements now placed upon operators under the social responsibility provisions of the LCCP, which were introduced by the Gambling Commission earlier this year.

We refer the authority to the Regulators' Code, which was introduced by the Legislative and Regulatory Reform Act 2006 and provides the code to which the Authority must have regard. Specifically, regulators should avoid imposing unnecessary burdens and choose proportionate approaches to those they regulate and have mechanisms in place for

consultation. The Code provides that before any changes in policy are implemented the effect that any proposed amendments may have on businesses should be considered and stakeholders should be engaged. The Regulator's Code also identifies that where local risks are to be addressed, an evidenced based approach should be taken.

Unnecessary burdens would include those which duplicate existing regulation. Licensing Authorities must therefore avoid approaches to regulation in their policy statements which mirror those already imposed by the Gambling Commission.

Location and local area risk assessment

The council is aware that under new Gambling Commission LCCP provisions, from April 2016 operators will be required to complete local area risk assessments that identify risks posed to the licensing objectives and how these should be mitigated. We refer the Authority to the Regulators' Code, which provides that in making an assessment of risk, regulators should recognise the compliance record of those they regulate and take an evidenced based approach to determining the priority risks in their area of responsibility. To ensure that better regulation principles are followed, operators should be allowed to assess their existing operational processes, informed by Statements of Principle, which highlight potential areas of particular sensitivity and known vulnerability. High risk areas must only be identified where empirical evidence is adduced that clear gambling related harm would be caused by the presence of gambling related premises. Identification of theoretical risk factors such as area demographics, ethnicity, proximity to other premises and deprivation should only be included where local evidence is available, which quantifies the ascertainable risk to be mitigated. Any proposed measures to address risks identified should be proportionate, effective and tailored to specific concerns identified. All risks must be substantiated in order to prevent the implementation of a disproportionate regulatory burden upon operators. We believe the draft policy must be amended to follow these principles, as the suggested draft does not adhere to better regulation.

Where variations are made to existing permissions, additional measures should only be considered where empirical evidence suggests there is an actual risk to the promotion of the licensing objectives and that existing approved measures are insufficient to address those concerns. It may not be proportional for applicants or existing licence holders to actively engage in investigations for unique localised risk factors where problems, which may be associated with gambling premises are not realised. Operators are under existing obligations to regularly review their policies and procedures incorporating risk assessment at a local premises level and, as such, it may not be appropriate for the Authority to prescribe the nature of such assessment as internal processes should already be responsive to evidence of changes in local operational risk profiles.

The Authority must consider the extensive policies, already implemented by operators, in accordance with the Gambling Commission's LCCP. Without evidence to suggest that such policies are insufficient to address concerns within local areas, a repeat analysis of standardised procedures within new applications will not be proportionate or necessary, as this would duplicate the requirements under operating licence provisions. For example, whilst obligations with regard to advertising practice, self-exclusion, age verification, training and the provision of appropriate information are not conditions under sections 167 and 168 of the Gambling Act 2005, they are imposed as code provisions under the Licensing Conditions and Codes of Practice.

The draft policy confirms that the Authority will pay particular attention to the protection of children and vulnerable persons from being harmed or exploited by gambling. The policy also states that consideration will be given to the location of proposed premises in particularly sensitive locations along with those areas with known high levels of crime and

disorder (section 10.7). In order to fully address any potential concerns, all risk profiles must be based upon factual evidence of gambling related harm in consideration of those measures already in place to mitigate actual rather than theoretical risk. Well managed and controlled premises, compliant with the Gambling Commission's LCCP, do not pose a gambling related risk to children and young people and additional measures, controls or conditions considered should not be imposed to address wider social issues. Any reference to vulnerability should specifically address evidence based risks of gambling related harm caused to individuals and populations identified. Any additional proposed measures to mitigate those risks will only be appropriate where they cannot be addressed by operators' existing measures and compliance with governing legislation.

As part of any analysis of crime and disorder, the Authority must consider the prevalence of illegal gambling and ensure that any policies or controls proposed to address crime are proportionate to the existing operational procedures implemented and that they will effectively address any concerns identified.

Should the Licensing Authority contemplate introducing detailed policies regarding the location of specific gambling premises (section 10.3), thorough details should be provided for consultation with stakeholders at that time. Such consultation would permit the thorough assessment of the validity of any potential local area profiling that may be completed. Any evidence gathered should directly correlate with actual risks identified in those locations and appropriate assessment completed of any detrimental impact that any proposed gaming provision may have.

Any finalised policy must not suggest that gaming related applications pose an inherent risk to 'vulnerable people', regardless of status or evidence of actual harm. Where operators are asked to mitigate any perceived risks, sufficient parameters should be identified addressing the specific risks concerned relative to those individuals who may be at risk from the grant of any proposed application.

Primary Authority

Power Leisure Bookmakers Limited has established a Primary Authority Partnership with Reading Council. The primary authority worked with the Gambling Commission to develop a national inspection strategy to be implemented to help protect underage people from gambling. The Association of British Bookmakers (ABB, the trade association for the betting industry) and BACTA (the trade association for the amusement and gaming machine industry) have also signed coordinated partnership Primary Authority (PA) agreements with Reading Borough Council for age restricted sales of gambling. Such schemes enable a consistent approach to regulation and enforcement and provide a uniform standard.

Premises Completion

We note at paragraph 10.5.2 that if a premises is not yet complete then an application for a provisional statement should be made. This paragraph requires updating following the determination of R (on the application of) Betting Shops Services Limited-v-Southend-on-Sea Borough Council [2008] EWHC 105 (admin). See also Gambling Commission's Guidance to Licensing Authorities 5th edition at paragraph 7.64.

Conclusion

We are committed to working in partnership with the Gambling Commission and local authorities to continue to promote best practice and compliance in support of the licensing objectives.

LBB Responses to all comments:

1. Although we accept that the close proximity of a school to gambling premises may not necessarily cause any greater risk to the licensing objectives. The policy at 10.3.2 only states that such applications “will receive very careful consideration.” It does not say that there will be a particular decision made just that the application will be considered carefully. The London Borough of Barnet will always consider each application on its merits and on the supporting information provided by gambling premises on how they will minimise any risks to the gambling objectives.
2. At 10.3.1 is clear that the impact of crime and location in relation to applications will be evidence based and states that there is currently no such area identified, however this will be kept under review on an on-going basis with the Police leading on this as the evidence is gathered. At 10.3.3 it clearly states that any changes in relation to considerations of location will require the statement of principles to be updated and therefore will require another consultation with all relevant parties.
3. Section 10.7 relates to the licensing objectives that must be upheld by all licence holders. All applications are treated on their merits, however it is expected that the applicant should be considering the crime types and levels in the location they wish to trade and whether there is any impact in relation to the gambling premises and what the premises can do to minimise the impact. Again it only states that such applications “will receive very careful consideration.” It does not say that there will be a particular decision made just that the application will be considered carefully
4. In relation to Section 10.5.2 it is correct that the guidance and recent case law has resulted in a change to the position here. Following this comment the statement of principles has been updated to take this into account.

Appendix 2 - revised statement of principles

London Borough of Barnet

**Statement of
Principles**

Gambling Act 2005

2016-2019

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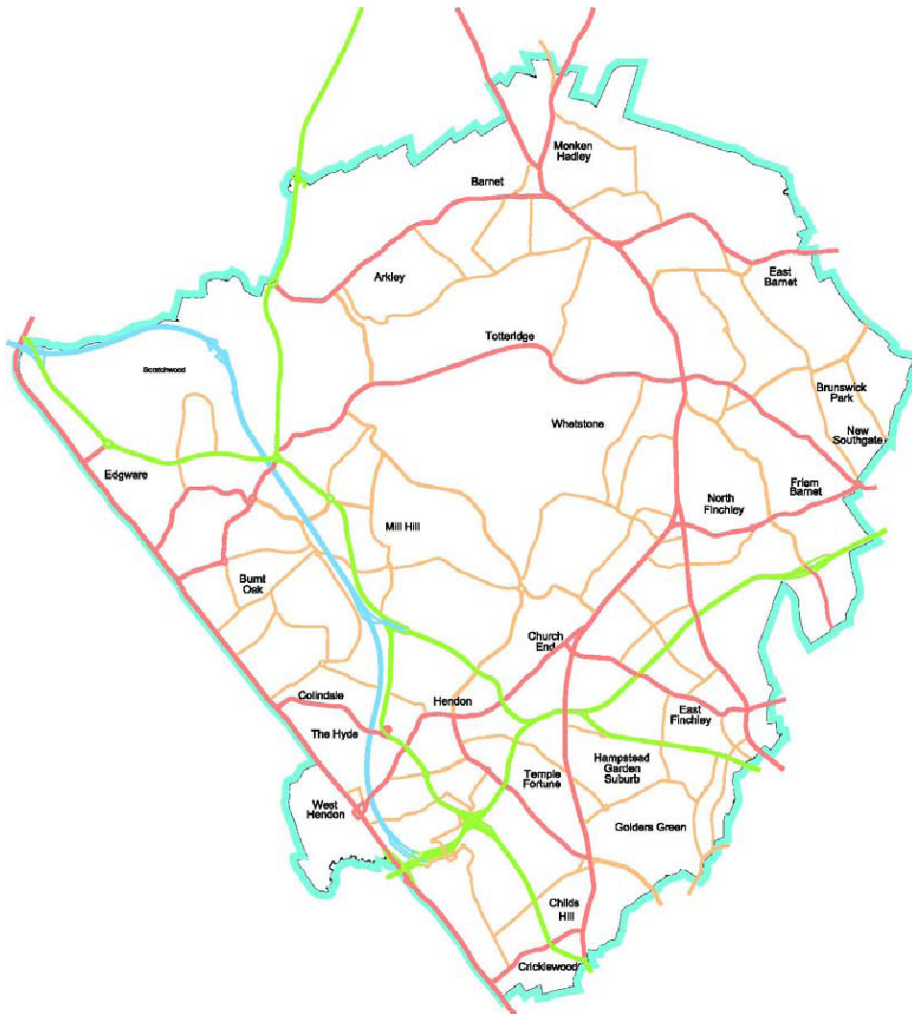
Annex 3: List of consultees

INTRODUCTION

- 1.1 The London Borough of Barnet here sets out a statement of principles that it will apply when carrying out its functions as a licensing authority in accordance with the Gambling Act 2005.
- 1.2 The London Borough of Barnet is situated in North London. Barnet's overall population in 2013 was projected to be 369,088, the second largest population of the 32 London boroughs.

In terms of area it is the fourth largest. 36% of the borough is undeveloped, being green belt (28%) and metropolitan open land (8%). The rest of the borough is made up of densely populated suburban areas, 20 town centres and the transport network.

- 1.2 The Borough is shown in the map below and in detail at <http://maps.barnet.gov.uk/>



- 1.4 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. This statement must be published at least every three years and must also be reviewed from “time to time”. Any amendments must be consulted upon and the statement published before giving it effect.
- 1.5 In preparing a statement, the Act requires licensing Authorities to consult the following:
- The Chief Officer of Police;
 - One or more persons who appear to the authority to represent the interests of persons carrying on gambling businesses in the authority’s area;
 - One or more persons who appear to the authority to represent the interests of persons who are likely to be affected by the exercise of the authority’s functions under the Gambling Act 2005.
- 1.6 The Council has consulted widely upon this statement in accordance with the Act. A list of the groups consulted upon is provided below:
- The Metropolitan Police Service
 - Social Services
 - Trade associations
 - Resident associations
 - Responsible authorities
 - Councillors
 - Faith Groups
 - Voluntary Groups
 - Gambling businesses

A full copy of the individuals and groups consulted can be found in appendix 1

- 1.8 This Statement of Principles was approved at a meeting of the Full Council on tbc and was published on tbc.
- 1.9 The Gambling Commission states in the introduction to its Guidance to Licensing Authorities:
- ‘The aim of this Guidance is to ensure that every licensing authority has the information it needs to make effective decisions. It does not seek to impose a ‘one size fits all’ model across all licensing authorities. We recognise that every licensing authority is different and will have different views about how it wishes to manage gambling locally. Indeed, the Act establishes a high degree of local accountability for gambling regulation.

This Guidance does not, therefore, attempt to fetter the discretion that licensing authorities have under the Act and it is not intended to replace their judgement in individual cases. Moreover, this Guidance cannot anticipate every set of circumstances that may arise and, as long as it has been understood and taken into account, licensing authorities may depart from it where they consider it would be right to do so. There should, however, be strong reasons for departing from this Guidance and these need to be clearly expressed and explained if a licensing authority is to avoid judicial review or challenge on appeal for failing to take this Guidance into account.’

- 1.10 It should be noted that this Statement of Principles will not override the right of any person to make an application, make representations about an application, or apply for a review of a licence, as each will be considered on its own merits and in accordance with the statutory requirements of the Gambling Act 2005.

The Gambling Act 2005 is available at:

<http://www.legislation.gov.uk/ukpga/2005/19/contents>

and the Gambling Commission’s Guidance to Licensing Authorities is available at:

<http://www.gamblingcommission.gov.uk/pdf/GLA5---March-2015.pdf>

2. THE LICENSING OBJECTIVES

- 2.1 In exercising functions under the Gambling Act 2005 licensing authorities must have regard to the licensing objectives as set out in section 1 of the Act. The licensing objectives are:

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

- 2.2 The Council of the London Borough of Barnet as the relevant licensing authority accepts that the term “vulnerable person” is not defined. It may for example include people who gamble more than they want to, or beyond their means; and people who may not be able to make informed or balanced decisions about gambling due to a mental impairment, alcohol or drugs. The Council as the relevant licensing authority will consider this objective on a case by case basis and will not interpret the term narrowly.

- 2.3 It should be noted that the Gambling Commission has stated: “The requirement in relation to children is explicitly to protect them from being harmed or exploited by gambling”

3. DECLARATION

- 3.1 In preparing this Statement of Principles, the licensing authority has had regard to the licensing objectives of the Act, and the Guidance to Licensing Authorities issued by the Gambling Commission and any responses from those consulted on this Statement of Principles.

4. RESPONSIBLE AUTHORITIES

- 4.1 The responsible authorities with respect to licensing premises in Barnet are:

- The Gambling Commission
- The Metropolitan Police Service
- The Council’s Planning Service
- The London Fire and Emergency Planning Authority
- The Safeguarding Children Board
- HM Revenue and Customs
- The Council itself as the licensing authority

- 4.2 The Licensing authority are required by regulations to state the principles it will apply in exercising its powers under Section 157 of the Act 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 and
- The need for the body to be answerable to the democratically elected persons rather than any particular vested interest group

4.3 In accordance with the suggestion in the Gambling Commission Guidance to Local Authorities the London Borough of Barnet designates the local Safeguarding Children's Board for this purpose.

4.4 In selecting the Safeguarding Children Board as the body competent to advise about the protection of children from harm, the London Borough of Barnet took into account the following points:

- The Safeguarding Children Board has a responsibility under the Children Act 2004 to promote the welfare and safety of children and young people in the London Borough of Barnet
- The Board includes a variety of professionals with skills and experiences directly relevant to the need to protect children from being harmed or exploited by gambling
- The Board is answerable to democratically elected persons and does not represent any particular interest group
- The Board is the responsible authority for the purposes of the Licensing Act 2003 and has experience of the licensing process
- The Board works in partnership with other local authority services and other organisations to make Barnet a safer place for children
- The Board is able to provide advice about protecting children and guidance in accessing appropriate training
- The Board works within the wider pan London framework of child protection so as to promote a consistent approach across London

4.5 Responsible authorities have the right to make representations in connection to an application, or to ask for a review of an existing licence. Any such representation must be relevant to the application.

5. INTERESTED PARTIES

5.1 Interested parties are defined in Section 158 of the Act as follows:

“A person is an interested party in relation to a premises licence or in relation to an application for or in respect of a premises licence if, in the opinion of the licensing authority which issues 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
- (c) Represents persons who satisfy paragraph a) or b)”

- 5.2 Interested Parties have the right to make representations in connection to an application, or to ask for a review of an existing licence. Any such representation must be relevant to the application.
- 5.3 To enable the Council to decide whether a person is an interested party it will expect any person making a representation to give their name and address and explain how they or their business interests would be affected by the authorised activities. If this information is not provided then the representation will not be accepted by the licensing authority.
- 5.4 In considering whether an interested party lives or has business interests sufficiently close to the premises certain factors will be taken into account including:
- The size of the premises
 - The nature of the premises
 - The distance of the premises from the habitual residence or workplace of the person making the representation
 - The potential impact of the premises (number of customers, routes likely to be taken when visiting the premises)
 - The circumstances of the complainants and their interest that may be relevant to the distance from the premises
- 5.5 In determining whether a person or organisation has “business interests” the Council will adopt the widest possible interpretation and may recognise certain groups which include but are not limited to; trade unions, partnerships, charities, faith groups, residents and tenants associations and medical practices.
- 5.6 If the representation is from an association or any other body then these will only be accepted provided that they have at least one member who is an interested party.
- 5.7 Unless the person making the representation is a locally elected councillor or Member of Parliament the Council as licensing authority will require written evidence that they represent identified interested parties. A letter from one of these persons will be sufficient.
- 5.8 If individuals wish to approach locally elected councillors to ask them to represent their views then those councillors cannot sit on a licensing committee that meets to determine the licence application.
- 5.9 To be deemed relevant, a representation must relate to the licensing objectives or raise issues under the policy or the Gambling Commissions guidance or codes or practice.

5.10 In deciding whether to treat a representation as frivolous or vexatious the following will be taken into account

- Who is making the representation and whether that person has a history of making representation that are not relevant
- Whether or not it raises a relevant issue
- Whether it raises issues specifically to do with the premises which are the subject of the application

5.11 The validity of each representation will be decided upon its merits. This authority will not apply a rigid rule to its decision making. It will consider the examples of considerations provided in the Gambling Commission's Guidance to Licensing Authorities at paragraphs 8.11 to 8.18.

6. EXCHANGE OF INFORMATION

6.1 The Council as licensing authority will act in accordance with the provisions of the Gambling Act 2005 in its exchange of information with the Gambling Commission and other persons listed in Schedule 6 to the Act. This includes the provision that the Data Protection Act 1998 will not be contravened.

6.2 The Council as licensing authority will also have regard to any guidance issued to local authorities by the Gambling Commission on this matter, as well as any relevant regulations issued by the Secretary of State under powers provided in the Act.

6.3 The Council as licensing authority will seek to establish information exchange protocols with the responsible authorities and will make these available.

7. INSPECTION AND ENFORCEMENT

7.1 A licensing authority is required to state the principles to be applied by the authority in exercising its functions under Part 15 of the Act with respect to the inspection of premises; and the powers under Section 346 of the Act to institute criminal proceedings in respect of the offences specified.

7.2 The licensing authority's principles are that it will have regard to the Gambling Commissions Guidance for Local Authorities and in doing so will endeavour to be:

- Proportionate -The Council will only intervene when necessary; remedies will be appropriate to the risks posed and costs identified and minimised
- Accountable - the Council must be able to justify decisions and will be subject to public scrutiny
- Consistent - rules and standards will be implemented fairly

- Transparent -the Council will be open and do its best to keep things simple and user friendly
 - Targeted – the Council will focus on the problem and do its best to minimise side effects.
- 7.3 Any enforcement action will be in accordance with the relevant enforcement policy.
- 7.4 The main enforcement and compliance role for this licensing authority in terms of the Gambling Act 2005 is to ensure compliance with the premises licences and other permissions which it authorises. The Gambling Commission is the enforcement body for the operating and personal licences. It is also worth noting that concerns about manufacture, supply or repair of gaming machines are not dealt with by the licensing authority but should be notified to the Gambling Commission.
- 7.5 This licensing authority also keeps itself informed of developments as regards the work of the Better Regulation Executive in its consideration of the regulatory functions of local authorities. The Better Regulation Executive is a government agency which aims to achieve more effective regulation and reduce existing regulatory burdens affecting business, the third sector and frontline staff in the public sector.
- 7.6 The London Borough of Barnet's licensing officers will monitor ongoing compliance with licence conditions. They may carry out inspections without prior notice to the occupier or licensee.
- 7.7 As per the Gambling Commission's Guidance to Licensing Authorities this licensing authority will endeavour to avoid duplication with other regulatory regimes so far as possible.
- 7.8 Planned enforcement activity will be prioritised according to assessed risk (the potential for harm to the licensing objectives). This licensing authority has adopted and implemented a risk-based inspection programme, based on:
- The licensing objectives
 - Relevant codes of practice
 - Guidance issued by the Gambling Commission, in particular at Part 36
 - The principles set out in this statement of licensing policy
- 7.9 When assessing risk, the Council as licensing authority will take into account the following matters:
- The type of gambling and its potential to result in harm
 - The size of the premises and the number of patrons
 - The standard of compliance with licence conditions
 - Officers' confidence in the ability and intention of the management of the premises to maintain good standards of compliance with licence conditions
 - Relevant information from other agencies.

7.10 The risk rating for each premises will be kept under constant review and may change at any time.

7.11 The Council is prepared to receive complaints about licensed premises and, with the agreement of the complainant, deal with them informally with the aim of securing improvement if necessary without the need for a formal review of the licence.

7.12 The Council will not tolerate non-compliance with licence conditions or licensable activity at unlicensed premises except in accordance with a Temporary Use Notice.

8. LICENSING AUTHORITY'S FUNCTIONS

8.1 Licensing authorities are required under the Act to assume responsibility for;

- Licensing premises where gambling activities are to take place by issuing premises licences
- Issuing provisional statements
- Regulation of 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 premise (Under the Licensing Act 2003) for the use of two or fewer gaming machines
- Issuing Licensed Premises Gaming Machine Permits for premises licensed to sell/supply alcohol for consumption on the licensed premises, under the Licensing Act 2003, where there are more than two machines.
- Registration of small society lotteries below the prescribed thresholds
- Issuing Prize Gaming Permits
- Receiving and endorsing Temporary Use Notices
- Receiving Occasional Use Notices
- Providing information to the Gambling Commission regarding details of licensing issues
- Maintaining registers of the permits and licences that are issued under these functions.

8.2 It should be noted that the Council are not involved in licensing remote gambling at all. This falls within the remit of the Gambling Commission via operating licences. Remote gambling is defined as "gambling in which persons participate by the use of remote communication" namely, the internet, telephone, television, radio or "any other kind of electronic or other technology for facilitating communication".

9. APPLICATIONS: GENERAL PRINCIPLES

9.1 The Council has no rigid rules about the acceptability of applications and will consider each on its merits.

9.2 The matters that it will generally take into account when considering applications for permits and licences and when reviewing a licence are set out below:

- The type and nature of the gambling activity.
- The proximity of the gambling premises to sensitive premises such as schools or centres for vulnerable adults, or to residential areas where there may be a high concentration of families with children, and the likelihood that children or vulnerable adults will enter the premises.
- Where permits or licences are sought for use at premises that may attract children, or where children may be present, the licensing authority will give particular weight to child protection issues. The licensing authority is aware that children may be harmed not only by taking part in gambling, but also if they are able to watch it taking place. This concern may be particularly relevant at premises where there are multiple licences, where only part of a premises is licensed or where permits are to be used in part of a premises only.
- The adequacy of any proposed measures to prevent crime connected with gambling.
- The adequacy of any proposed steps to prevent access by children and vulnerable adults, or to prevent such people from seeing gambling taking place.
- The public availability at the premises of information about organisations that can provide advice and support in relation to gambling and debt, for example GamCare, Gamblers Anonymous, the Gordon House Association, the National Debtline and local Citizens Advice Bureaux and other relevant advice agencies.
- The existence of crime and disorder (particularly if it has required police intervention) or actual harm to children or vulnerable adults, where these are connected to gambling at the premises.

9.3 It will assist the sub-committee in contested cases if applicants, responsible authorities and interested parties address these matters.

9.4 When considering applications, sub-committees will decide matters of fact on the balance of probabilities.

9.5 The Council will place information about licence applications on its web site, and will notify ward councillors when applications are received.

10. PREMISES LICENCES

10.1 General

10.1.1 A premises licence may authorise:

- the operation of a casino
- the provision of facilities for playing bingo
- Adult Gaming Centres
- Licensed Family Entertainment Centres
- The provision of facilities for betting.

10.1.2 Premises licences are subject to the requirements as set out in the Act and regulations, as well as specific mandatory and default conditions which are detailed in regulations issued by the Secretary of State. Licensing authorities are able to exclude default conditions and also attach others, where it is believed to be appropriate.

10.1.3 The Council recognises that every application and representation made in connection with premises licences, with the exception of applications for a casino licence, must be treated on its merits.

10.1.4 The Council is aware that in making decisions about premises licences it should aim to permit the use of premises for gambling in so far as it thinks it:

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

10.1.5 It is appreciated that as stated in the Gambling Commission's Guidance to Licensing Authorities "moral objections to gambling are not a valid reason to reject applications for premises licences" and also that unmet demand is not a criterion for the Council as licensing authority.

10.1.6 Premises licences that are granted must be consistent with the licensing objectives. In consideration of the Gambling Commission's Guidance to Licensing Authorities the following comments are made:

- This Council is aware that the Gambling Commission takes a lead role in preventing gambling from being a source of crime. The guidance does envisage that licensing authorities should pay attention to the proposed location of gambling premises in terms of this licensing objective.
- The Council has noted that the Gambling Commission states it generally does not expect licensing authorities to be concerned with ensuring that gambling is conducted in a fair and open way as this will be addressed via operating and personal licences.
- The Council has noted that Gambling Commissions Guidance on protecting children from being harmed or exploited by gambling means preventing children from taking part in gambling as well as restriction of advertising so that gambling products are not aimed at or are particularly attractive to children.

10.2 DEFINITION OF “PREMISES”

- 10.2.1 In the Act, "premises" is defined as including "any place". Section 152 therefore prevents more than one premises licence applying to any place. But a single building could 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. This approach has been taken to allow large, multiple unit premises such as a pleasure park, pier, track or shopping mall to obtain discrete premises licences, where appropriate safeguards are in place.
- 10.2.2 However, the Council will pay particular attention if there are issues about sub-divisions of a single building or plot and will ensure that mandatory conditions relating to access between premises are observed.
- 10.2.3 In most cases the expectation is that a single building or plot will be the subject of an application for a licence, for example, 32 High Street. But, that does not mean 32 High Street cannot be the subject of separate premises licences for the basement and ground floor, if they are configured acceptably. Whether different parts of a building can properly be regarded as being separate premises will depend on the circumstances. The location of the premises will clearly be an important consideration and the suitability of the division is likely to be a matter for discussion between the operator and the licensing officer.
- 10.2.4 The Council does not consider that areas of a building that are artificially or temporarily separated, for example by ropes or moveable partitions, can properly be regarded as different premises.
- 10.2.5 This licensing authority will take particular care in 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 attention of applicants is drawn to the following:
- The third licensing objective seeks to protect children from being harmed by gambling. In practice that means not only preventing them from taking part in gambling, but also preventing them from being in close proximity to gambling. Therefore premises should be configured so that children are not invited to participate in, have accidental access to or closely observe gambling where they are prohibited from participating.
 - Entrances to and exits from parts of a building covered by one or more premises licences should be separate and identifiable so that the separation of different premises is not compromised and people do not “drift” into a gambling area. In this context it should normally be possible to access the premises without going through another licensed premises or premises with a permit.

- Customers should be able to participate in the activity named on the premises licence.

10.2.6 Other factors which the Council will consider are:

- Do the premises have a separate registration for business rates?
- Are the neighbouring premises owned by the same person or someone else?
- Can each of the premises be accessed from the street or a public passageway?
- Can the premises only be accessed from any other gambling premises

The Council will consider these and other relevant factors in making its decision, depending on all the circumstances of the case.

10.2.7 The Gambling Commission's relevant access provisions for each premises type are reproduced below:

Adult Gaming Centre

- No customer must be able to access the premises directly from any other licensed gambling premises

Betting Shops

- Access must be from a street (as per paragraph 7.26 Guidance to Licensing Authorities) or from another premises with a betting premises licence
- No direct access from a betting shop to another premises used for the retail sale of merchandise or services. In effect there cannot be an entrance to a betting shop from a shop of any kind and you could not have a betting shop at the back of a café – the whole area would have to be licensed.

Race Tracks

No customer should be able to access the premises directly from:

- a casino
- an adult gaming centre

Bingo Premises

No customer must be able to access the premise directly from:

- a casino
- an adult gaming centre
- a betting premises, other than a track

Family Entertainment Centre

No customer must be able to access the premises directly from:

- a casino
- an adult gaming centre
- a betting premises, other than a track

10.2.8 Part 7 of the Gambling Commission's Guidance to Licensing Authorities contains further guidance on this issue, which this authority will also take into account in its decision-making.

10.3 LOCATION

10.3.1 The Council will take into account the location of premises in the context of the crime prevention objective. For example, if an application for a licence or permit is received in relation to premises that are in an area noted for particular problems with organised crime, the licensing authority will consider what, if any, controls might be appropriate to prevent those premises becoming a source of crime. These might include conditions being put on the licence, such as a requirement for door supervisors. The Council has not identified any such areas, but will be receptive to advice from the Police when considering applications.

10.3.2 As stated in the Gambling Commissions Guidance to Licensing Authorities, this authority will pay particular attention to the protection of children and vulnerable persons from being harmed or exploited by gambling. Applications for granting licences in respect of gambling premises that are in close proximity to locations for such vulnerable persons for example schools, centres for gambling addicts, hostels, centres catering for people with mental disabilities or learning difficulties or those with drug or alcohol abuse problems, will receive very careful consideration.

10.3.3 Should any policy be decided upon as regards areas where gambling premises should not be located, this statement will be updated. Again it should be noted that any such policy does not preclude any application being made and each application will be decided on its merits, with the onus upon the applicant showing how potential concerns can be overcome.

10.4 LOCAL AREA PROFILE

10.4.1 A map of this Local Authority's area has been attached as Annex 2. The map contains the location of all schools and also hotspots of anti-social behaviour (ASB). This Authority will pay particular attention to applications for the new grant of, or variations to existing, premises licences where those premises lie within areas with a concentration of schools, ASB, hostels/homes for vulnerable people and centres for people with a gambling addiction.

10.4.2 Where paragraph 10.4.1 applies this Authority will expect applicants to fully explain in their applications how their proposal will not exacerbate any

problems to individuals living in the vicinity, or exacerbate any ASB problems within the vicinity generally. Applicants will be expected to tailor their application, and have policies, procedures and control measures to mitigate any risks. They should have the appropriate numbers of trained staff, and propose licence conditions, to cater for the local area in which they propose to run their business.

- 10.4.3 Applicants should also be aware of areas with concentrations of hostels and other types of accommodation for vulnerable people. Where they propose to make an application for the new grant of a premises licence, or a variation to an existing licence, in such areas they should explain fully in their risk assessments how they will mitigate any risks of operating gambling premises in close proximity to concentrations of housing for vulnerable people.
- 10.4.4 Some publicly available sources of information to assist in operators completing a Local Area Profile include:
- (a) the Crime Mapping website;
 - (b) Neighbourhood Statistics websites;
 - (c) websites or publications by local responsible authorities;
- 10.4.5 This Authority will expect applicants for the new grant of, or variation to an existing, licence to include full details of their risk assessment in compliance with Social Responsibility (SR) code 10.1.1 and Ordinary code provision 10.1.2 (both effective as from 6 April 2016)

10.5 PREMISES “READY FOR GAMBLING”

- 10.5.1 The Guidance states that a licence to use premises for gambling should only be issued in relation to premises that the licensing authority can be satisfied are going to be ready to be used for gambling in the reasonably near future, consistent with the scale of building or alterations required before the premises are brought into use.
- 10.5.2 If the construction of a premises is not yet complete, or if they need alteration, or if the applicant does not yet have a right to occupy them, then an application for a provisional statement may be deemed as appropriate. The current guidance from the Gambling Commission and recent case law will be used to assess which application is more appropriate in the circumstance and it is prudent for applicants to discuss this with the Licensing Authority prior to submitting an application for such premises.
- 10.5.3 In deciding whether a premises licence can be granted where there are outstanding construction or alteration works at a premises, this licensing authority will determine applications on their merits, applying a two stage consideration process;

- First, whether the premises ought to be permitted to be used for gambling
- Second, whether appropriate conditions can be put in place to cater for the situation that the premises are not yet in the state in which they ought to be before gambling takes place.

10.5.4 Applicants should note that this authority is entitled to decide that it is appropriate to grant a licence subject to conditions, but it is not obliged to grant such a licence.

10.6 DUPLICATION WITH OTHER REGIMES

10.6.1 This licensing authority seeks to avoid any duplication with other statutory / regulatory systems where possible, including planning. This licensing authority 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 though, listen to, and consider carefully, any concerns about conditions which are not able to be met by licensees due to planning restrictions, should such a situation arise.

10.6.2 When dealing with a premises licence application for finished buildings, this authority will not take into account whether those buildings have to comply with the necessary planning or buildings consents. Fire or health and safety risks will not be taken into account, as these matters are dealt with under relevant planning control, building control and other regulations and must not form part of the consideration for the premises licence.

10.6.3 The Council wishes to reconcile planning, building control and licensing considerations whenever possible. However, it should be noted that licensing decisions will not over-rule planning or building control decisions, as the legal framework for each is different.

10.6.4 Licensable activities cannot lawfully be carried on at premises unless there is a premises licence or permit (other than in accordance with a Temporary or Occasional Use Notice) and any necessary planning permission and building regulation approval. A licence will not remove the need for planning permission or building regulation approval, should these be necessary. The onus is on the licence holder or applicant to ensure that these permissions exist.

10.6.5 The Council has a duty to take into consideration all relevant matters and not to take into considerations irrelevant matters; i.e. those not related to gambling and licensing objectives. One example of an irrelevant matter would be the likelihood of the applicant obtaining planning permission or building regulations approval for their application.

10.6.6 The Council will take into account any concerns about conditions that are not able to be met by licence holders due to planning restrictions

10.7 LICENSING OBJECTIVES

Premises licences granted must be reasonably consistent with the licensing objectives. With regard to these objectives, this licensing authority has considered the Gambling Commissions Guidance to licensing authorities and some comments are made below.

Preventing Gambling from being a source of crime and disorder or being associated with crime and disorder or being used to support crime

10.7.1 The Council is aware that the Gambling Commission takes a leading role in preventing gambling from being a source of crime. The Gambling Commissions guidance does however envisage that licensing authorities should pay attentions to the proposed location of gambling premises in terms of this objective. Thus, where an area has known high levels of organised crime this authority will consider carefully whether gambling premises are suitable to be located there and whether conditions may be suitable such as the provision of door supervisors. This licensing authority is aware of the distinction between disorder and nuisance and will consider factors (for example whether police assistance was required and how threatening the behaviour was to those who could see it) so as to make that distinction.

Ensuring that gambling is conducted in a fair and open way

10.7.2 This licensing authority has noted that the Gambling Commission states that it generally does not expect licensing authorities to be concerned with ensuring that gambling is conducted in a fair and open way as this will be addressed via operating and personal licences. For Local Authorities with tracks: There is however, more of a role with regard to tracks which is explained in more detail in the 'tracks' section– see page 14).

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

10.7.3 This licensing authority has noted the Gambling Commission's Guidance that this objective means preventing children from taking part

in gambling (as well as restriction of advertising so that gambling products are not aimed at or are, particularly attractive to children). The Council will therefore consider, as suggested in the Gambling Commission's Guidance, whether specific measures are required at particular premises, with regard to this licensing objective. Appropriate measures may include supervision of entrances / machines, segregation of areas etc.

10.7.4 This licensing authority is also aware of the Gambling Commission Codes of Practice as regards this licensing objective, in relation to specific premises.

10.8 ADULT GAMING CENTRES

10.8.1 The Council will specifically have regard to the need to protect children and vulnerable persons from harm or being exploited by gambling and will expect the applicant to satisfy the authority that there will be sufficient measures to, for example, ensure that those who are aged under 18 years old are not attracted to or gain access to the premises.

10.8.2 The Council may consider measures to meet the licensing objectives such as:

- Proof of age schemes
- CCTV
- Supervision of entrances / machine areas
- Physical separation of areas
- Location of entry
- Notices / signage
- Specific opening hours
- Self-exclusion schemes
- Provision of information leaflets / helpline numbers for organisations such as GamCare.

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

10.8.3 The Council will have particular regard to the location and management of entrances to adult gaming centres. It will wish to see that the opportunities for children to gain access are minimised. This will be of particular importance if young people are likely to be unsupervised and the gaming centre is in a complex, such as a shopping centre.

10.9 LICENSED FAMILY ENTERTAINMENT CENTRES

10.9.1 Gaming machines are a form of gambling which is attractive to children and Licensed Family Entertainment Centres will contain machines of the Category D machine types on which they are allowed to play. Because gaming machines provide opportunities for solitary play and for immediate pay-outs, they are likely to engender repetitive and excessive play. In considering applications the licensing authority will have regard to the need to protect children and vulnerable people from harm or being exploited by gambling and will expect the applicant to satisfy the licensing authority, for example, that those aged under 18 years old do not have access to the adult only gaming machine areas.

10.9.2 The London Borough of Barnet may consider measures to meet the licensing objectives such as:

- CCTV
- Supervision of entrances / machine areas
- Physical separation of areas
- Location of entry
- Notices / signage
- Specific opening hours
- Self-exclusion schemes
- Provision of information leaflets / helpline numbers for organisations such as GamCare.
- Measures / training for staff on how to deal with suspected truant school children on the premises

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

10.9.3 The Council will refer to the Gambling Commission's website from time to time to ascertain any conditions that may apply to operating licences regulating the way in which the area containing the category C machines should be delineated. This licensing authority will also make itself aware of any mandatory or default conditions on these premises licences, when they have been published.

10.10 TRACKS

10.10.1 Licensing authorities have a power under the Gambling Act 2005 to restrict the number of betting machines, their nature and the circumstances in which they are made available, by attaching a licence condition to a betting premises licence. The Council has no special policy on these issues, but will take into account the size of the track and associated area and the ability of staff to monitor the use of the machines by children and vulnerable people when determining the number of machines permitted.

10.10.2 The Council will normally attach a condition to track premises licences requiring the track operator to ensure that the rules are prominently displayed in or near the betting areas, or that other measures are taken to ensure that they are made available to the public.

10.11 CASINOS

10.11.1 The Council has resolved not to license casinos, with immediate effect. Any applications received will be returned with a notification that a 'no-casino' resolution is in place.

10.12 BINGO

10.12.1 The Council will need to be satisfied that appropriate conditions exist for bingo to be played in any bingo premises for which they issue a premises licence. This will be a relevant consideration where the operator of an existing bingo premises applies to vary their licence to exclude an area of the existing premises from its ambit and then applies for a new premises licence, or multiple licences, for that or those excluded areas.

10.12.2 The Council also notes the Gambling Commission's Guidance at paragraph 18.8 regarding the unusual circumstances in which the splitting of a pre-existing premises into two adjacent premises might be permitted, and in particular that it is not permissible to locate sixteen category B3 gaming machines in one of the resulting premises, as the gaming machine entitlement for that premises would be exceeded.

10.12.3 Children and young people are allowed into bingo premises. However, they are not permitted to participate in the playing of bingo and if category B or C machines are made available for use, then these must be separated from areas where children and young people are allowed.

10.13 BETTING PREMISES

10.13.1 The Council is aware that there is a trend to enlarge betting offices and that this can result in improved customer facilities. The licensing authority will look favourably on applications to improve customer facilities by enlarging or relocating existing premises, provided this does not entail risk to the licensing objectives.

10.13.2 The Council recognises that certain bookmakers have a number of premises within its area. In order to ensure compliance and that issues are recognised and resolved at the earliest stage, operators are requested to give the licensing authority a single named point of contact, who should be a senior individual, and whom the licensing authority will contact first should any compliance queries or issues arise.

10.13.3 Betting machines - This licensing authority 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 or by vulnerable people, when considering the number, nature and circumstances of betting machines an operator wants to offer.

10.14 PROVISIONAL STATEMENTS

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

10.14.2 Section 204 of the Gambling Act provides for a person to make an application to the licensing authority for a provisional statement in respect of premises that he or she:

- expects to be constructed;
- expects to be altered; or
- expects to acquire a right to occupy.

10.14.3 The process for considering an application for a provisional statement is the same as that for a premises licence application. The applicant is obliged to give notice of the application in the same way as applying for a premises licence. Responsible authorities and interested parties may make representations and there are rights of appeal.

10.14.4 The holder of a provisional statement may then apply for a premises licence once the premises are constructed, altered or acquired. The Council will be constrained in the matters it can consider when determining the premises licence application, and in terms of representations about premises licence applications that follow 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,
- they reflect a change in the applicant's circumstances.

10.14.5 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:

- which could not have been raised by objectors at the provisional statement stage;
- which in the licensing authority's opinion reflect a change in the operator's circumstances;
- where the premises has not been constructed in accordance with the plan submitted with the application. This must be a substantial change to the plan and this licensing authority notes that it can discuss any concerns it has with the applicant before making a decision.

10.15 LICENCE CONDITIONS

10.15.1 Premises licences will be subject to the permissions and restrictions set out in the Gambling Act 2005 and Regulations, as well as specific mandatory and default conditions detailed in regulations. It is expected that in most cases the mandatory and default conditions will be appropriate and sufficient but the licensing authority is able to exclude default conditions and also attach others. The Council will be concerned to ensure that appropriate conditions are attached to licences and if it believes that the mandatory and default conditions will not be appropriate or sufficient in a particular case, it will be minded to impose others. Similarly, it may be prepared to remove or amend default conditions if satisfied that to do so would not harm the licensing objectives.

10.15.2 The London Borough of Barnet accepts that conditions, other than mandatory ones, must be tailored to the individual style and characteristics of the premises concerned. Apart from the mandatory conditions, the London Borough of Barnet will not apply conditions from a standard list without regard to the particular circumstances of the application. It will only apply conditions if they are:

- Relevant to the need to make the proposed building suitable as a gambling facility, or
- Directly related to the type of licence applied for
- Relevant to one or more of the licensing objectives
- Fairly and reasonably related to the scale and type of premises
- Reasonable in all other respects.

In this way, unnecessary or disproportionate conditions will be avoided.

10.15.3 Decisions upon individual conditions will be made on a case by case basis, although there will be a number of measures this licensing authority will consider utilising should there be a perceived need, such as the use of supervisors, appropriate signage for adult only areas etc. There are specific

comments made in this regard under some of the licence types below. This licensing authority will also expect the licence applicant to offer his/her own suggestions as to ways in which the licensing objectives can be met effectively.

10.15.4 This licensing authority will also consider specific measures which may be required for buildings that are subject to multiple premises licences. Such measures may include the supervision of entrances; segregation of gambling from non-gambling areas frequented by children; and the supervision of gaming machines in non-adult gambling specific premises in order to pursue the licensing objectives.

10.15.5 The Council believes that children should not normally be permitted access to premises or parts of premises where gambling takes place.

10.15.6 The Council will ensure that where category C or above machines are on offer in premises to which children are admitted:

- all such machines are located in an area of the premises which is separated 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 these machines are located;
- access to the area where the machines are located is supervised;
- the area where these machines are located is arranged so that it can be observed by the staff or the licence holder;
- at the entrance to and inside any such areas there are prominently displayed notices indicating that access to the area is prohibited to persons under 18 years of age.
- Ages of younger patrons are checked.

These considerations will apply to premises including buildings where multiple premises licences are applicable.

10.15.7 This licensing authority is aware that tracks may be subject to one or more than one premises licence, provided each licence relates to a specified area of the track. This licensing authority will consider the impact upon the third licensing objective and the need to ensure that entrances to each type of premises are distinct and that children are excluded from gambling areas where they are not permitted to enter.

10.15.8 If there is justified concern about serious, disruptive or threatening disorder, particularly if Police intervention has been necessary, suitable licence

conditions such as door supervision or the use of CCTV will normally be appropriate.

10.15.9 Licence conditions may be imposed if there is justified concern about burglary targeted at gaming machines or the use of gaming machines by children.

10.15.10 If the Council is concerned that a premises may attract disorder or be subject to attempts at unauthorised access (for example by children and young persons) then it may require that the entrances to the premises are controlled by a door supervisor, and is entitled to impose a premises licence condition to this effect.

10.15.11 Where it is decided that supervision of entrances/machines is appropriate for particular cases, a consideration of whether these need to be Security Industries Act licensed or not will be necessary. It will not be automatically assumed that they need to be licensed, as the statutory requirements for different types of premises vary (as per the Gambling Commission's Guidance, Part 33).

10.15.12 When considering whether to impose a licence condition to restrict the number of betting machines in particular premises, the Council 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 or by vulnerable persons.

10.15.13 It is noted that there are conditions which the licensing authority cannot attach to premises licences which are:

- any condition on the premises licence which makes it impossible 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 (the Gambling Act 2005 specifically removes the membership requirement for casino and bingo clubs and this provision prevents it being reinstated); and
- conditions in relation to stakes, fees, winning or prizes

10.15.14 The fairness and openness of gambling are primarily matters for the Gambling Commission, which has the power to impose relevant conditions on operating and personal licences. The Council will not impose conditions on premises licences in connection with this objective except in the case of track licences, where the track operator may not have an operating licence.

10.16 REVIEWS

10.16.1 Requests for a review of a premises licence can be made by interested parties or responsible authorities. However, it is for the licensing authority to decide whether the review is to be carried out. This decision will be made on the basis of whether the request for the review is relevant to the matters listed below but the Council will not review a licence if it considers the request to be frivolous, vexatious or repetitious, or that a review will certainly not cause the licensing authority to alter, revoke or suspend the licence, or the request is substantially the same as previous representations or requests for review. The holding of a review must be:

- in accordance with any relevant code of practice issued by the Gambling Commission
- in accordance with any relevant guidance issued by the Gambling Commission
- consistent with the licensing objectives and
- in accordance with the authority's statement of principles.

10.16.2 The Council can itself initiate a review of a licence and may do so if it appears to its officers that the licensing objectives are being harmed. It is open to any officers of the London Borough of Barnet authorised to do so to initiate a review in the London Borough of Barnet's name but it is expected that in most cases licensing officers will take the lead.

10.16.3 The Council does not wish its licensing officers to take on the initiation of a review that could otherwise be requested by another responsible authority or an interested party. Where evidence of harm to the licensing objectives is provided by either a responsible authority or interested party wanting a review to take place, the Council expects that they, not the licensing officers, will normally initiate the review.

10.16.4 Once a valid application for a review has been received by the Council, representations can be made by responsible authorities and interested parties during a 28 day period. This period begins 7 days after the application was received by the Council, who will publish notice of the application within 7

days of receipt. The Council must carry out the review as soon as possible after the 28 day period for making representations has passed.

10.16.5 The purpose of the review will be to determine whether the Council should take any action in relation to the licence. If action is justified, the options open to the licensing authority are;

- (a) add, remove or amend a licence condition imposed by the Council;
- (b) exclude a default condition imposed by the Secretary of State or remove or amend such an exclusion;
- (c) suspend the premises licence for a period not exceeding three months; and
- (d) revoke the premises licence.

10.16.6 In determining what action, if any, should be taken following a review, the licensing authority will have regard to the principles set out in section 153 of the Act, as well as any relevant representations. In particular, the Council will also initiate a review of a premises licence on the grounds that a premises licence holder has not provided facilities for gambling at the premises. This is to prevent people from applying for licences in a speculative manner without intending to use them.

10.16.7 Once the review has been completed, the licensing authority must, as soon as possible, notify its decision to:

- the licence holder
- the applicant for review (if any)
- the Gambling Commission
- any person who made representations
- the chief officer of police or chief constable; and
- Her Majesty's Commissioners for Revenue and Customs

11. PERMITS

11.1 General

11.1.1 The Council believes that gambling, including the use of category D gaming machines, is harmful to children. The Council believes that the use of gaming machines by children is not consistent with the third licensing objective.

- 11.1.2 The Council will not grant permits for any category of gaming machines where it considers that they are likely to be used or easily accessed, by children. Permits may be granted if adequate precautions are offered by the applicant. These could include, for example, steps to prevent access to the machines by children, and training for staff with respect to suspected truants and unsupervised very young children on the premises.
- 11.1.3 This Council is concerned about burglary targeted at gaming machines. The authority considers that this is relevant to the first licensing objective.
- 11.1.4 Precautions to reduce the risk of burglary or theft from the machines may include:
- good security to deter break-ins
 - machines monitored by overt CCTV systems of an adequate standard to meet Police recommendations
 - machines to be of substantial construction to resist damage
 - emptying machines of cash nightly, and displaying a notice stating that this is done
 - siting machines where they can be observed by staff or the licence holder to deter theft when the premises are open
 - providing adequate secure cash storage facilities to Police recommendations.
- 11.1.5 The Council recommends that applicants consult the Police, including the local Safer Neighbourhood Team, at an early stage, to obtain advice about crime prevention measures.
- 11.1.6 When considering an application for a permit, the licensing authority will take into account the applicant's suitability (including whether they have a conviction for any relevant offence).

11.2 Unlicensed Family Entertainment Centre gaming machine permits (Statement of Principles on Permits - Schedule 11 paragraph 7)

- 11.2.1 Where a premise does not hold a premises licence but wishes to provide gaming machines, it may apply to the Council for this permit. It should be noted that the applicant must show that the premises will be wholly or mainly used for making gaming machines available for use.
- 11.2.2 An application for a permit may be granted only if the Council is satisfied that the premises will be used as an Unlicensed Family Entertainment Centre (UFEC) and if the chief officer of police has been consulted on the application.
- 11.2.3 This Council will expect the applicant to show that there are policies and procedures in place to protect children from harm. Harm in this context is not

limited to harm from gambling but includes wider child protection considerations. The efficiency of such policies and procedures will each be considered on their merits, however, they may include appropriate measures including training for staff as regards suspected truant school children on the premises, measures including training covering how staff would deal with unsupervised very young children being on the premises, or children causing perceived problems on or around the premises.

11.2.4 The Council will expect applications 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
- that staff are trained to have a full understanding of the maximum stakes and prizes.

11.2.5 It should be noted that a licensing authority cannot attach conditions to this type of permit.

11.3 Alcohol Licensed Premises Gaming Machine Permits (Schedule 13 paragraph 4(1)) Automatic entitlement: 2 machines

11.3.1 There is provision in the Act for premises licensed to sell alcohol for consumption on the premises to automatically have 2 gaming machines, of categories C and/or D. The premises merely need to notify the Council.

11.3.2 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.

11.4 Alcohol Licensed Premises Gaming Machine Permits

3 or More Machines

- 11.4.1 If a premises wishes to have more than 2 machines, then it needs to apply for a permit. The Council will consider that application based upon the licensing objectives, any guidance issued by the Gambling Commission issued under Section 25 of the Gambling Act 2005, and any other matters that it may think relevant.
- 11.4.2 This Council considers that such matters will be decided on a case by case basis but generally there will be regard to the need to protect children and vulnerable persons from harmed or being exploited by gambling and will expect the applicant to satisfy the authority that there will be sufficient measures to ensure that those aged under 18 years old do not have access to the adult only gaming machines. Measures which will satisfy the authority that there will be no access may include the adult machines being in sight of the bar, or in the sight of staff who will monitor that the machines are not being used by those under 18 years. Notices and signage may also help. As regards the protection of vulnerable persons, applicants may wish to consider the provision of information leaflets / helpline numbers for organisations such as GamCare.
- 11.4.3 It is recognised that some alcohol licensed premises may apply for a premises licence for their non-alcohol licensed areas. Any such application would most likely need to be applied for, and dealt with as an Adult Gaming Centre premises licence.
- 11.4.4 It should be noted that the Council can decide to grant the application with a smaller number of machines and/or a different category of machines than that applied for. Conditions other than these cannot be attached.
- 11.4.5 It should also be noted that 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.

11.5 PRIZE GAMING PERMITS

- 11.5.1 Gaming is prize gaming if the nature and size of the prize is not determined by the number of people playing or the amount paid for or raised by the gaming.
- 11.5.2 This licensing authority has prepared a statement of principles which is that the applicant should set out the types of gaming that he or she is intending to offer and that the applicant should 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
- Clear policies that outline the steps to be taken to protect children from harm.

11.5.3 In making its decision on an application for this permit the Council does not need to but may have regard to the licensing objectives. However, it must have regard to any Gambling Commission guidance.

11.5.4 It should be noted that there are conditions in the Gambling Act 2005 by which the permit holder must comply, but that the licensing authority 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;
- participation in the gaming must not entitle the player to take part in any other gambling.

11.4.5 The licensing authority may not impose any further conditions

11.6 CLUB GAMING AND CLUB MACHINE PERMITS

11.6.1 Members clubs and miners' welfare institutes but not commercial clubs may apply for a club gaming permit. The club gaming permit will enable the premises to provide gaming machines (3 machines of categories B, C or D), equal chance gaming and games of chance as set out in regulations.

11.6.2 Members clubs, miner's welfare institutes and commercial clubs may apply for a club machine permit. A club machine permit will enable the premises to provide gaming machines (3 machines of categories B, C or D). It should be noted that commercial clubs may not site category B3A gaming machines offering lottery games in their club.

11.6.3 Members clubs 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. The Secretary of State has made regulations and these cover bridge and whist clubs, which replicates 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 working men's clubs, branches of Royal British Legion and clubs with political affiliations.

11.6.4 Licensing authorities may 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 it has applied;
- (b) the applicant's premises are used wholly or mainly by children and/or young persons;
- (c) an offence under the Act or a breach of a permit has been committed by the applicant while providing gaming facilities;
- (d) a permit held by the applicant has been cancelled in the previous ten years;
- (e) an objection has been lodged by the Gambling Commission or the Police.

11.6.5 There is also a 'fast-track' procedure available under the Act for premises which hold a Club Premises Certificate under the Licensing Act 2003. Under the fast-track procedure there is no opportunity for objections to be made by the Gambling Commission or the Police and the grounds on which an application under the process may be refused are:

- (a) that the club is established primarily for gaming, other than gaming prescribed under schedule 12;
- (b) that in addition to the prescribed gaming, the applicant provides facilities for other gaming; or
- (c) that a club gaming permit or club machine permit issued to the applicant in the last ten years has been cancelled."

11.6.6 There are statutory conditions on club gaming permits that no child uses a category B or C machine on the premises and that the holder complies with any relevant provision of a code of practice about the location and operation of gaming machines.

11.7 TEMPORARY USE NOTICES

11.7.1 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 suitable for a Temporary Use Notice would include hotels, conference centres and sporting venues.

- 11.7.2 The Council can only grant a Temporary Use Notice to a person or company holding a relevant operating licence, i.e. a non-remote casino operating licence.
- 11.7.3 The Secretary of State has the power to determine what form of gambling can be authorised by Temporary Use Notices, and at the time of writing this Statement the relevant regulations (SI no 3157: The Gambling Act 2005 (Temporary Use Notices) Regulations 2007) state that Temporary Use Notices can only be used to permit the provision of facilities or equal chance gaming, where the gaming is intended to produce a single winner, which in practice means poker tournaments.
- 11.7.4 There are a number of statutory limits as regards Temporary Use Notices. The meaning of "premises" in Part 8 of the Act is discussed in Part 7 of the Gambling Commission Guidance to Licensing Authorities. As with "premises", the definition of "a set of premises" will be a question of fact in the particular circumstances of each notice that is given. In the Act "premises" is defined as including "any place". In considering whether a place falls within the definition of "a set of premises", the licensing authority needs to look at, amongst other things, the ownership/occupation and control of the premises.
- 11.7.5 This Council expects 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, as recommended in the Gambling Commission's Guidance to Licensing Authorities.

11.8 OCCASIONAL USE NOTICES

- 11.8.1 The Council has very little discretion as regards occasional use notices aside from ensuring that the statutory limit of 8 days in a calendar year is not exceeded. This Council will consider the definition of a 'track' and whether the applicant is permitted to avail him/herself of the notice.

12. TRAVELLING FAIRS

- 12.1 This licensing authority is responsible for deciding whether, where category D machines and / or equal chance prize gaming without a permit is to be made available for use at travelling fairs, the statutory requirement that the facilities for gambling amount to no more than an ancillary amusement at the fair is met.

- 12.2 The Council will also consider whether the applicant falls within the statutory definition of a travelling fair.
- 12.3 It is noted that the 27-day statutory maximum for the land being used as a fair applies on a per calendar year basis, and that it 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.
- 12.4 This licensing authority will work with its neighbouring authorities to ensure that land that crosses our boundaries is monitored so that the statutory limits are not exceeded.

13. SMALL SOCIETY LOTTERIES

- 13.1 Registration of non-commercial society lotteries may be refused if it appears that the applicant is a commercial society, and the Council will therefore expect full details to be provided of the purpose for which the society is established. The Council may make enquiries to satisfy itself on this point.
- 13.2 If the Council is minded to refuse to register a lottery, or to revoke a registration, it will inform the applicant, stating the reasons, and the applicant will have the right to make representations. Any such representations will be heard by a sub-committee of the Licensing Committee.
- 13.3 The London Borough of Barnet does not currently possess an operating licence in its own name for the purposes of promoting a lottery for the benefit of the community.

14. INTEGRATION OF LICENSING WITH OTHER STRATEGIES

- 14.1 The Council will ensure, so far as is consistent with the Act and Guidance, that action taken under this policy supports and does not conflict with strategies for local crime prevention and community safety, planning, equality, tourism and cultural issues, including in particular:
- The Cultural Strategy for London
<https://www.london.gov.uk/priorities/arts-culture/consultations/cultural-strategy>
 - The objectives of the Security Industry Authority
<http://www.sia.homeoffice.gov.uk/Pages/home.aspx>
 - The Safer Communities Strategy

<https://www.barnet.gov.uk/citizen-home/housing-and-community/community-safety.html>

- The Sustainable Communities Strategy
<https://www.barnet.gov.uk/citizen-home/council-and-democracy/policy-and-performance/major-policy-proposals/sustainable-community-strategy.html>
- Barnet's Equalities policy
<https://www.barnet.gov.uk/citizen-home/council-and-democracy/policy-and-performance/equality-and-diversity.html>

15. TOURISM AND EMPLOYMENT

15.1 The Council recognises the relevance of licensed premises to tourism and employment in the borough. The Licensing Committee will receive reports from any body that it considers appropriate on the needs of the local cultural strategy, and tourist economy, including the employment situation in the area and the need for new investment and employment. These issues will be taken into account so far as the Gambling Act permits when making licensing decisions.

16. PROMOTION OF EQUALITY

16.1 The Council encourages the provision of proper facilities for disabled people at licensed premises, and will offer advice and information where necessary to assist applicants.

16.2 The Council is obliged to have due regard to the need to eliminate unlawful discrimination, for example on the grounds of race, gender, disability, sexual orientation or religion, and to promote equality of opportunity and good relations between persons of different groups. When considering applications and representations, the licensing authority will treat all parties equally. However, it can take into account only the issues provided for in the Gambling Act.

17 LICENSING REGISTER

17.1 The Council will establish and maintain a Licensing Register containing the information required by statute, and keep it available for inspection. It can be seen on request to the Licensing Team, telephone 0208 359 7443.

18. RELEVANT DOCUMENTS

- The Enforcement Concordat
<http://webarchive.nationalarchives.gov.uk/+http://www.berr.gov.uk/files/file10150.pdf>

- The Regulators' Compliance Code
<https://www.gov.uk/government/publications/regulators-code>

- The Human Rights Act 1998
<http://www.legislation.gov.uk/ukpga/1998/42/contents>

- Crime and Disorder Act 1998
<http://www.legislation.gov.uk/ukpga/1998/37/contents>

- Disability Discrimination Act 1995
www.hmsso.gov.uk/acts/acts1995/Ukpga_19950050_en_1.htm

- Guidance issued by the Gambling Commission under section 25 of the Gambling Act 2005
<http://www.gamblingcommission.gov.uk/pdf/GLA5---March-2015.pdf>

19. COMPLAINTS ABOUT THE LICENSING SERVICE

19.1 The Council will investigate any complaint about the way it deals with a licensing issue and will inform the complainant of the outcome. If the complaint is justified, it will put the problem right if possible. The Council has a formal complaints procedure. For information see www.barnet.gov.uk/contact-us.htm

20. FURTHER INFORMATION

20.1.1 Information about applications, fees, how to make a representation, details of the responsible authorities and the licensing register, see www.gamblingcommission.gov.uk or contact the Licensing Team on 020 8359 7443, licensingadmin@barnet.gov.uk or see the council's website, www.barnet.gov.uk

21. COMMENCEMENT AND REVIEW

21.1 This policy will come into effect on tbc It will be kept under review and the Council may make changes after consultation. It will be renewed every three years. The council will be pleased to receive the views of responsible authorities, individuals or organisations at any time.

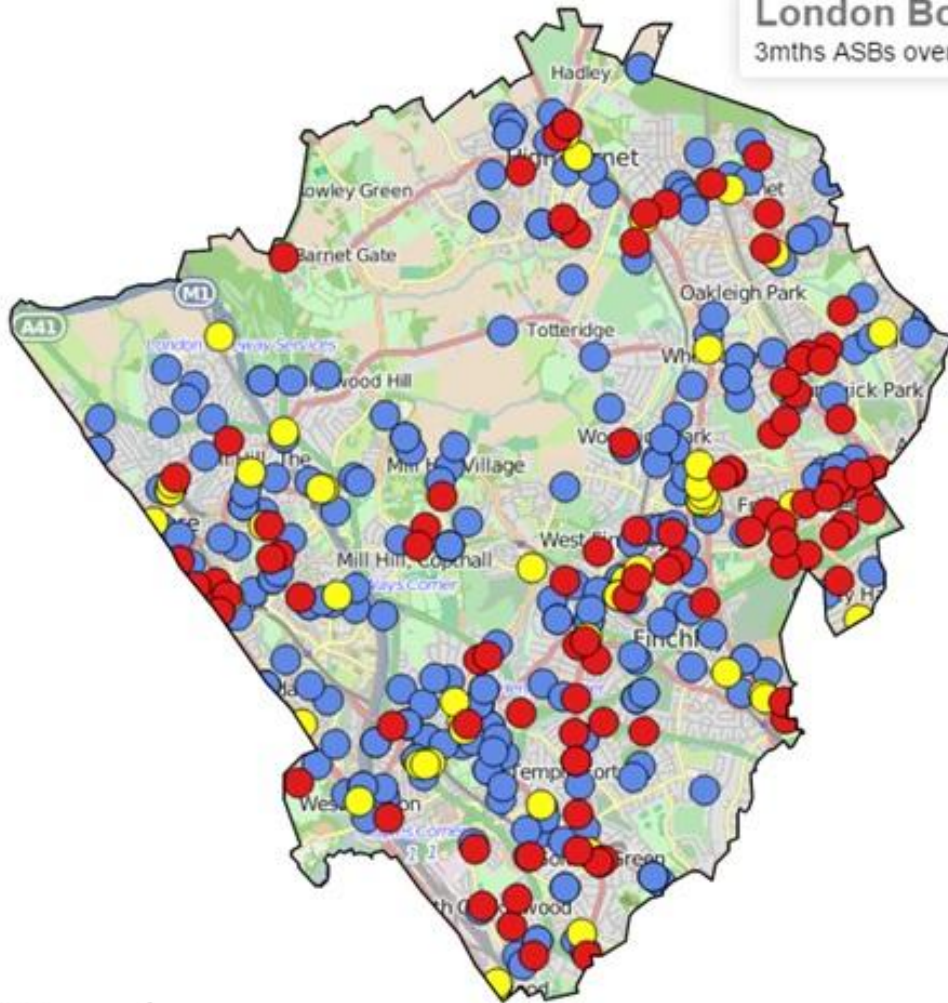
Matter to be dealt with	Full Council	Licensing Committee	Licensing sub committee	fficial
Final approval of the Licensing Authority Statement of Policy	X			
Policy not to permit casinos	X			
Application for premises licence			Where representations have been received and not withdrawn	Where representations received and not withdrawn Where representations been withdrawn
Application to vary premises licence			Where representations have been received and not withdrawn	Where representations received and not withdrawn Where representations been withdrawn
Application for transfer of a licence			Where representations have been received from the Commission	Where representations been received from Commission
Application for provisional statement			Where representations have been received and not withdrawn	Where representations received and not withdrawn Where representations been withdrawn
Review of a premises licence			All cases	
Application for club gaming/club machine permits			Where objections have been made (and not withdrawn)	Where no objections have been made/objections been withdrawn
Cancellation of club gaming/club machine permits			All cases	
Applications for other permits				All cases
Cancellation of licensed premises gaming machine				All cases

permits		
Consideration of temporary use notice		All cases
Decision to give a counter notice to a temporary use notice	All cases	
Decision to reject a representation on the grounds that it is not from an interested party		All cases
Initiation of review of a premises licence by the council in its capacity as licensing authority		All cases
Fee setting (when appropriate)	Normal budget-setting arrangements	
Consideration of representations when the council is minded to refuse to register a lottery or to revoke a lottery registration	All cases	

Annex 2

London Borough of Barnet

3mths ASBs overlaid on Gambling Premises and Schools



- 3 Months ASBs
- Schools
- Gambling Premises



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Annex 3 – Consultees

1. All responsible authorities

1 All councillors

2 Main Trade Associations

- British Casino Association
28 Grosvenor Gardens

3.1.1.1.1.1.1.1.1 London
SW1W 0EB

- BACTA
Alders House

13 Aldergate St

London

EC1A 4JA

- Association of British Bookmakers
Norris House

4 Norris Street
London

SW1y 4RJ

- Business in Sport and Leisure
17a Chartfield Avenue

Putney

London

SW15 6DX

- BALPA
Suite 12

37 Tanner Street

London

SE1 3LF

3 Residents Groups

4 Sample Gambling Businesses in our Area

10% of each type of business directly contacted:

5 Faith Groups

6 Voluntary Organisations



8. Community Organisations Working With Children and Young People

Appendix 3: Summary of changes

Paragraph	changes
1.2	Amended to show the changed in the statistical information published
1.7 – 1.8	Changes in dates shown to reflect the consultation for this draft policy
1.9 – 1.10	Amended to reflect the latest version of the Gambling Commissions Guidance
10.4 (10.4.1 – 10.4.5)	New paragraphs relating to ‘Local Area Profiles’ and the Gambling commissions Social Responsibility Codes 10.1.1 and 10.1.2
Annex 2	New map of the London Borough of Barnet’s ‘Local Area Profiles’

	<p>Licensing Committee 23rd November 2015</p>
<p>Title</p>	<p>Scrap Metal Dealers Policy</p>
<p>Report of</p>	<p>Commissioning Director for Environment</p>
<p>Wards</p>	<p>All</p>
<p>Status</p>	<p>Public</p>
<p>Urgent</p>	<p>No</p>
<p>Key</p>	<p>No</p>
<p>Enclosures</p>	<p>Appendix 1 – Summary of consultation responses Appendix 2 – Scrap Metal Dealers Policy</p>
<p>Officer Contact Details</p>	<p>Emma Phasey Group Manager Community Protection (Regulation) Emma.phasey@barnet.gov.uk</p>

Summary

On 20th July 2015 the Licensing Committee approved the carrying out of a consultation on a proposed policy for the licensing of businesses under the Scrap Metal Dealers Act 2013. This report sets out the details of that consultation and recommends approval of a Scrap Metal Dealers Policy.

Recommendations

1. That the Committee note the findings from the consultation attached at Appendix 1
2. That the Committee Approve the Scrap Metal Dealers Policy at Appendix 2.

1. WHY THIS REPORT IS NEEDED

- 1.1 The Scrap Metal Dealers Act 2013 revised the regulatory regime for the scrap metal recycling and vehicle dismantling industries.
- 1.2 The 2013 Act repeals the Scrap Metal Dealers Act 1964 and the Vehicle Crime Act 2001, replacing them with a more robust licensing regime that gives a local authority the powers to refuse the grant of a licence where the applicant is deemed unsuitable; and the powers to revoke a licence should a licence holder become unsuitable.
- 1.3 The 2013 Act aims to raise the standards across the scrap metal industry and to help achieve this, licensed operators will need to keep detailed records of their transactions; and verify the identity of those selling scrap metals to them.
- 1.4 On 20th July 2015, the Licensing Committee approved a consultation on the draft Scrap Metal Dealers Policy. A consultation took place between 21st September 2015 and 10th November 2015. Letters were sent to all traders who currently hold a scrap metal collectors or a site licence and Information regarding the consultation was placed on the “engage” Barnet website.
- 1.5 Following the consultation, the proposed policy now needs to be adopted and all future applications for a licence dealt with in accordance with the policy.

2. REASONS FOR RECOMMENDATIONS

- 2.1 It is best practice to prepare, consult on and publish a policy which the Council proposes to apply when implementing regulatory regimes. This ensures clarity for traders and other interested parties in the application and enforcement processes.
- 2.2 The responses to the consultation received were supportive of the proposed policy.

3. ALTERNATIVE OPTIONS CONSIDERED AND NOT RECOMMENDED

- 3.1 The Council could choose not to introduce a policy on Scrap Metal Dealers, however to do so would be contrary to best practice and may lead to a lack of clarity on the application of the legislation.

4. POST DECISION IMPLEMENTATION

- 4.1 If adopted the new policy will take immediate effect. It will be publicised on the Barnet Council website and made available to all parties.

5. IMPLICATIONS OF DECISION

5.1 Corporate Priorities and Performance

5.1.1 The policy will support objectives contained within the corporate plan. In particular to support ensuring the London Borough of Barnet remains one of “the safest places in London, with high levels of community cohesion, and residents feeling safe” It also support the objective of “ effective working between the council and police driving further reduction in crime rates”

5.1.2 It is important that the London Borough of Barnet adopts a robust and accountable regulatory regime in relation to scrap metal in order to ensure fair trading, prevent crime and to protect consumers

5.2 Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)

5.2.1 Administration and enforcement of the Scrap Metal Act will be carried out by the Licensing team within Re, together with support from HB Public Law and from Governance Services.

5.2.2 Fees in relation to scrap metal applications are kept under constant review to ensure that they accurately reflect recovery of costs incurred in administration of the licence process and compliance checks. These are also benchmarked against other authorities

5.2.3. The recommendations within this report have no financial implications as this will be delivered within existing resources. These include the Re contract budget, the HB Law contract budget, and the governance services budgets

5.3 Social Value

5.3.1 Not relevant to this report

5.4 Legal and Constitutional References

5.4.1 The Local Authority has been provided powers under the Scrap Metal Act 2013 in order to discharge their duty to regulate scrap metal recycling and vehicle dismantling. This policy sets out how the London borough of Barnet will discharge this duty

5.4.2 A good policy ensures that fair and equitable decisions are taken by the London Borough of Barnet.

5.4.3 Constitution - Annex A - Responsibility for Council Functions - Membership and Terms of Reference of Committees and Partnership Boards”, details the functions of the Licensing Committee.

5.5 Risk Management

5.5.1 It is important that the London Borough of Barnet adopts a robust and accountable regulatory regime in relation to scrap metal in order to ensure fair trading, prevent crime and to protect consumers.

5.6 Equalities and Diversity

5.6.1 The Council has a legal obligation under section 149 of the Equality Act 2010 to have due regard to the need to eliminate unlawful discrimination and to promote equality of opportunity and good relations between persons of different groups.

5.6.2 A consistent approach will be adopted when considering scrap metal applications. All applications will be considered in line with the scrap metal act and the scrap metal policy.

5.6.3 An initial equalities impact assessment has been completed and there is no identified impact on any of the groups with protected characteristics. Therefore a full impact assessment is not required.

5.7 Consultation and Engagement

5.7.1 The consultation document was sent to the Police, Environment Agency, councillors and scrap metal businesses known to be operating in London Borough of Barnet. The consultation was also placed on the Council's consultation portal on the Barnet online website.

5.7.2 Feedback on this consultation will be provided on the "We asked, you said" section of the Barnet website

https://engage.barnet.gov.uk/we_asked_you_said

5.8 Insight

5.8.1 Not relevant to this report

6 BACKGROUND PAPERS

None

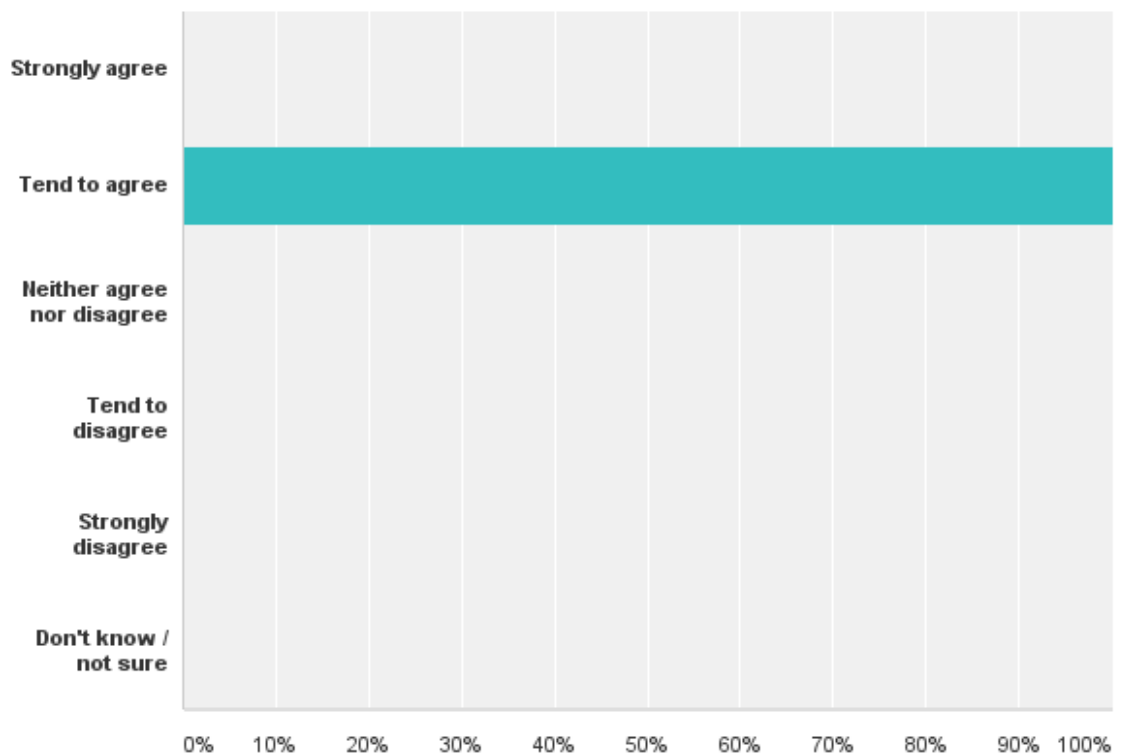
Appendix 1– Summary of consultation responses

Q1.

All respondents supported the draft policy

Q1 Overall, to what extent do you agree or disagree with the draft scrap metal policy? (Please tick one option only)

Answered: 3 Skipped: 0



Q2.

One person left reason for their views on the policy and said

“Need to control this area well to prevent metal theft”

Q3-Q7.

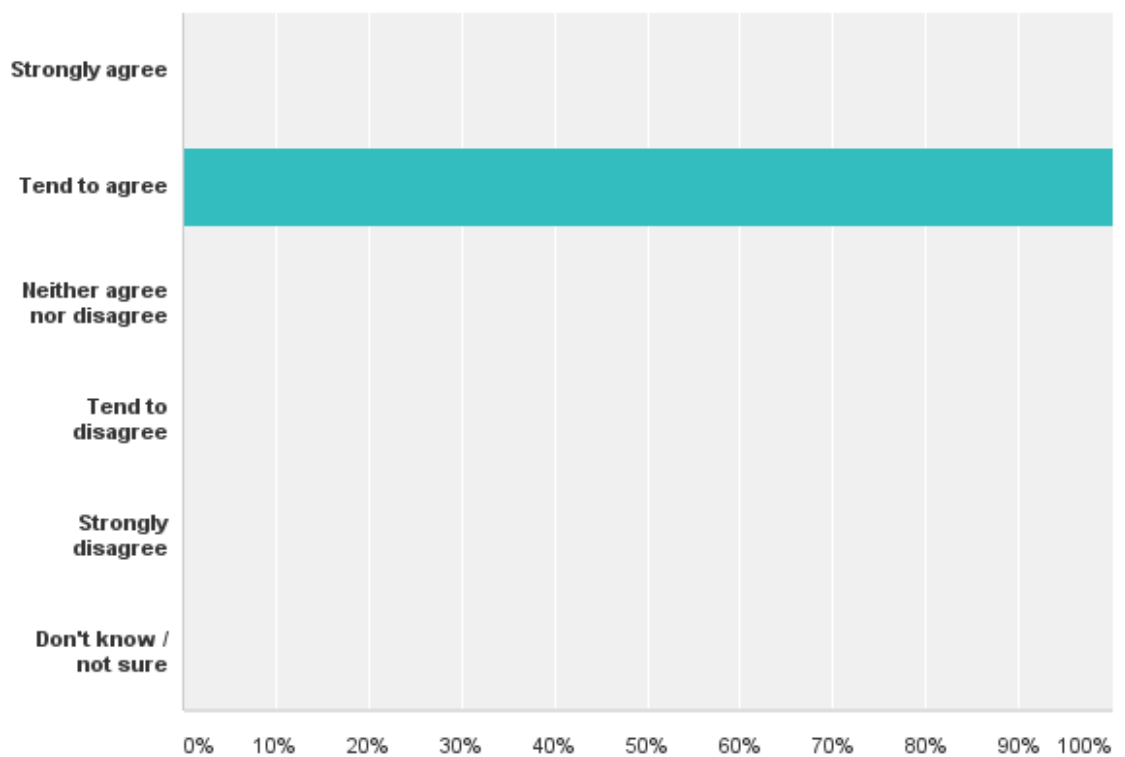
No further comments were made

Q9.

The one respondent to this question believed that the current enforcement undertaken by the London Borough of Barnet was effective.

Q9 To what extent do you agree that the London Borough of Barnet is effectively enforcing the legislation in relation to scrap metal dealers? (Please tick one option only)

Answered: 1 Skipped: 2

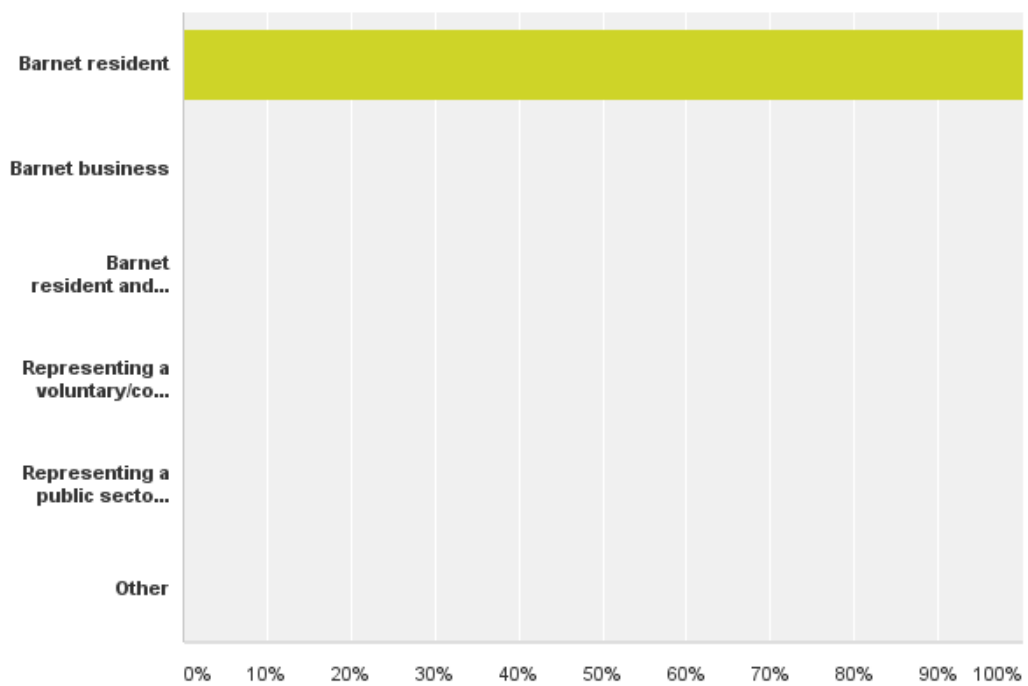


Q11.

One respondent gave information as to on what capacity they were reponsoding as:

Q11 Are you responding as a: (Please tick one option only)

Answered: 1 Skipped: 2



DRAFT SCRAP METAL POLICY

July 2015

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1. INTRODUCTION

- 1.1 This document sets out the London Borough of Barnet Council's Policy on the regulation of Scrap Metal Dealers.
- 1.2 The Scrap Metal Dealers Act 2013 received Royal Assent on 28 February 2013 and came into force on 1 October 2013.
- 1.3 The Scrap Metal Dealers Act 2013, hereinafter named 'the Act' repeals the Scrap Metal Dealers Act 1964 and Part 1 of the Vehicle (Crime) Act 2001, Paragraph 1 of schedule 3 of the Vehicle Excise and Registration Act 1994, Paragraph 168 of schedule 17 to the Communications Act 2003 and section 145 to 147 of the Legal Aid, Sentencing and Punishment of Offenders Act 2012. The Act brings forward a new regulatory framework for scrap metal dealing and vehicle dismantling industries. The following regulations have also been made:
- The Scrap Metal Dealers Act 2013 (Prescribed Documents and Information for Verification of name and Address) Regulations 2013
 - The Scrap Metal Dealers Act 2013 (Prescribed Relevant Offences and Relevant Enforcement Action) Regulations 2013
- 1.4 The Act gives local authorities better powers to regulate these industries by allowing them to refuse to grant a licence to 'unsuitable' applicants and a power to revoke licences if the dealer becomes 'unsuitable'.
- 1.5 The London Borough of Barnet hereinafter called 'the Council' is the Licensing Authority under the Scrap Metal Dealers Act 2013 and is responsible for granting site licence and collector's licences in the London Borough of Barnet in respect of businesses that deal in scrap metal and vehicle dismantling.
- 1.6 The Scrap Metal Dealers Act 2013 makes it a requirement for a scrap metal dealer to have a licence in order to carry on in business as a dealer. It is an offence to carry on a business without first obtaining a licence. The Act incorporates the separate regulatory scheme for motor salvage operators under the Vehicle (Crime) Act 2001 into this new regime. This is to replace the current overlapping regimes for vehicle salvage and scrap metal industries with a single regulatory scheme.
- 1.7 When assessing applications, the Council must be satisfied that the applicant is a 'suitable' person to hold a licence. Unsuitability will be based on a number of factors including any relevant criminal convictions.

1.8 Definition of a Scrap Metal Dealer

- 1.8.1 A person carries on business as a scrap metal dealer if:

- a) they wholly or partly buy or sell scrap metal (whether or not sold in the form it was bought in) or;
 - b) they carry on business as a motor salvage operator (see 1.10).
- 1.8.2 A person selling scrap metal as surplus materials or as a by-product of manufacturing articles is NOT regarded as a scrap metal dealer.
- 1.8.3 Motor salvage operation is defined in the Act as a business that consists wholly or mainly of:
- a) recovering salvageable parts from motor vehicles for re-use or sale and selling the remainder of the vehicle for scrap;
 - b) buying written-off vehicles, repairing and reselling them;
 - c) buying or selling motor vehicles which are to be the subject of any of the activities mentioned in (a) or (b);
 - d) wholly or mainly in activities falling within paragraphs (b) and (c).
- 1.8.4 Scrap metal includes:
- a) any old, waste or discarded metal or metallic material, and
 - b) any product, article or assembly which is made from or contains metal and is broken, worn out or regarded by its last holder as having reached the end of its useful life.
- 1.8.5 Scrap Metal does not include:
- a) Gold;
 - b) Silver; or
 - c) Any alloy of which 2% or more by weight is attributable to gold or silver.

2 CONSULTATION

- 2.1 Although there is no requirement, in the Act, for a Council to have in place a formal policy for dealing with applications made under the Scrap Metal Dealers Act 2013, the London Borough of Barnet has chosen to adopt a formal policy so that 'Best Practice' can be assured to the trade and local residents.
- 2.2 In developing this policy statement, the Council consulted with existing scrap metal dealers/motor salvage operators, the Metropolitan Police, Environment Agency and Industry Associations.

3 TYPES OF LICENCES

- 3.1 Anyone wishing to operate a business dealing in scrap metal will require a site licence or a collector's licence.
- 3.2 A licence is valid for three years and permits the holder of the licence to operate within the boundaries of the issuing authority. The types of licence are as follows:

Site Licence – A licence will be issued by the Council in whose area a scrap metal site is situated. A site licence will require each of the sites at which the licensee carries on the business as a scrap metal dealer, within the local authority area, to be identified and a site manager to be named for each site. This type of licence will permit the holder to operate from those sites and will allow the transporting of scrap metal to and from those sites to any other licensed site within any local authority area.

Collector's Licence – A collector's licence authorises a licence holder to operate as a 'mobile collector' in the area of the issuing local authority. This licence will permit them to collect any scrap metal as defined within the legislation, including commercial and domestic scrap metal. It does not permit the collector to collect from any other local authority area. Separate licences should be obtained from each individual local authority that the collectors are collecting scrap metal from. A collector's licence issued by this authority does not permit the licensee to carry on a business as a site within this local authority. If a collector wishes to use a fixed site, they will need to obtain a site licence from the relevant local authority. There is no restriction as to the location where the collector can transport and sell their material.

- 3.3 A person may hold more than one licence issued by different authorities, but may **NOT** hold more than one licence issued by the same local authority.

4 APPLICATION PROCESS

- 4.1 When the Council considers an application, it will have regard to:
- The Scrap Metal Dealers Act 2013;
 - Guidance issued by the Home Office, including the Scrap Metal Dealers Act supplementary guidance and determining suitability to hold a scrap metal dealer's licence (Oct 2013);
 - Any supporting regulations
 - This statement of scrap metal licensing policy.

- 4.2 This does not undermine the rights of any person to apply for a licence under the 2013 Act and have their application considered on its individual merits.
- 4.3 A person carrying on, or proposing to carry on, a business as a scrap metal dealer may apply to the Council to be licensed. The application must be in writing and contain the appropriate mandatory particulars, as set out in **Appendix 1**.
- 4.4 The Council may request that an applicant provide such other information, as it considers relevant, for the purpose of considering the suitability of an applicant. The additional information that any be required is set out in **Appendix 2**.
- 4.5 The application must be accompanied by the appropriate fee. The fees are set out in **Appendix 3**.
- 4.6 If the applicant fails to complete the application form correctly, does not provide one or more piece of the mandatory supporting information/documents or one or more piece of the additional information/documents that have been requested by the local authority, the Council will deem the application invalid and return all documents to the applicant.

5 SUITABILITY OF APPLICANTS

- 5.1 A local authority must determine whether the applicant is a suitable person to carry on a business as a Scrap Metal Dealer.
- 5.2 In determining this, the Council may have regard to any information it considers to be relevant, including whether any relevant enforcement action has been taken against the applicant or whether the applicant has been convicted of a relevant offence. A list of relevant offences is set out in **Appendix 4**.
- 5.3 Each application will be dealt with on its own merit and regard will be given to any information provided by the police or other agencies that are contacted by the Council in relation to suitability of an applicant(s).
- 5.4 The Council must also have regard to any guidance issued by the Home Office in relation to determining an applicant's suitability.
- 5.5 The Council may consult other agencies regarding the suitability of an applicant, including:
- Any other local authority;
 - The Environment Agency;

- The Natural Resources Body for Wales; and
- An officer of a police force

6 DETERMINATION OF APPLICATION/ISSUE OF LICENCE

- 6.1 Where the Council is satisfied that an applicant is a 'suitable person' to hold a Scrap Metal Dealers Licence, it must issue a licence.
- 6.2 Where there are relevant convictions for either the applicant or site manager, the Council may include, in the licence, one or both of the following conditions:
- To limit the dealer to receiving any metal within the hours of 9.00am to 5.00pm; and
 - That any scrap metal must be kept in the form in which it is received for a specified period of time, not exceeding 72 hours.
- 6.3 Where the Council is not satisfied that an applicant is a 'suitable person' to hold a Scrap Metal Dealers Licence the Council will consider refusing the application. In the case of an existing licence holder: should the Council believe that a licence holder is no longer considered 'suitable' to continue to hold a licence, the Council must consider revocation.

Right to Make Representations

- 6.4 If the Council proposes to refuse either an application for a new licence or to vary an existing licence, or to revoke or vary a licence a notice will be issued to the applicant/licensee setting out what the authority proposes to do and the reasons for doing it. The notice will also state that within the period specified on the notice that the applicant/licensee can either:
- a) make representations about the proposal; or
 - b) inform the Council that the applicant/licensee wishes to do so.
- 6.5 The period specified in the notice will be not less than 14 days beginning with the date on which the notice is given to the applicant/licensee. Within this time the applicant/licensee must notify the Council that they do not wish to make representations. Should this period expire the applicant/licensee has not made representations, or informed the authority of their wish to do so the Council may refuse the application, or revoke or vary the licence.
- 6.6 If, within the 14 day period the applicant/licensee informs the Council that they wish to make a representation, the Council will allow a further period of 14

days for the applicant/licensee to make such representations. The Council will refuse the application or revoke or vary the licence if they fail to make representations within this period.

- 6.7 If the applicant/licensee notifies the Council that they wish to make oral representations, the Council will give them the opportunity of appearing before, and being heard by, a person appointed by the authority. This will be heard by a Licensing Sub-Committee.
- 6.8 The Council may revoke a scrap metal dealer's licence in certain circumstances. Please refer to Section 8.

Notice of Decisions

- 6.9 If the application is refused, or the licence is revoked or varied, the Council will give a notice to the applicant/licensee setting out the decision and the reasons for it.
- 6.10 The notice will state that the applicant/licensee may appeal against the decision within 21 days from the date of notice of decision is given. (Please see **Appendix 5** for appeal process).

7 VARIATION OF LICENCE

- 7.1 An applicant can, on application, apply to the Council to vary a licence a licence by changing it from one type to another. The variation application must be made to reflect changes to:
- Site licence – name of licensee, the sites, site manager
 - Collector's licence – name of licensee

The variation can amend the name of the licensee but not transfer the licence to another person.

- 7.2 Application is to be made to the Council as the issuing authority and contain particulars of the changes to be made to the licence.

8 REVOCATION OF LICENCE AND IMPOSING CONDITIONS

- 8.1 The Council as Licensing Authority will revoke a scrap metal licence if is satisfied that the licensee does not carry on the business of scrap metal dealing at any of the sites identified within the licence.

- 8.2 The Council as Licensing Authority will revoke a licence if it is satisfied that a site manager named on the licence does not act as the site manager at any of the sites identified in the licence.
- 8.3 The Council as Licensing Authority will revoke a licence if it is no longer satisfied that the licensee is a suitable person to carry on a business as a scrap metal dealer.
- 8.4 If the licensee or any site manager named in a licence is convicted of a relevant offence (as shown in **Appendix 4**) the Council will vary the licence by adding one or both of the following conditions:
- That the dealer must not receive scrap metal except between 9 a.m. and 5 p.m. on any day
 - That all scrap metal received must be kept in the form in which it is received for a specified period, not exceeding 72 hours, beginning with the time when it was received.
- 8.5 If the Council considers that the licence should not continue in force without conditions, it will by notice provide:
- a) that, until a revocation under this section comes into effect, the licence is subject to one or both of the conditions set out in section 6.2 of this policy; or
 - b) that a variation under this section comes into effect immediately.

9 REGISTER OF LICENCES

9.1 The Environment Agency will maintain a register of scrap metal licences issued by authorities in England.

9.2 Each entry will record:

- a) the name of the authority which issued the licence;
- b) the name of the licensee;
- c) any trading name of the licensee;
- d) the address of the site identified in the licence;
- e) the type of licence; and
- f) the date on which the licence is due to expire.

9.3 The registers will to be open for inspection to the public a www.environment-agency.gov.uk

9.4 The Council will provide details of all licences issued to the Environment Agency.

10 NOTIFICATION REQUIREMENTS

10.1 An applicant for a scrap metal licence, or for the renewal or variation of a licence, must notify the Council being the authority to which the application was made of any changes which materially affect the accuracy of the information which the applicant has provided in connection with the application.

10.2 A licensee who is no longer carrying on business as a scrap metal dealer in the area of the Council being the authority which issued the licence must notify the Council within 28 days.

10.3 If a licence is issued to a business under a trading name the licensee must notify the Council being the authority which issued the licence of any change to that name within 28 days.

10.4 The Council will notify the Environment Agency, of –

a) any notification given to the authority under section 11.2 or 11.3;

b) any variation made by the authority under section 8 (variation of type of licence or matters set out in licence); and

c) any revocation by the authority of a licence.

10.5 Notification under subsection 10.4 must be given within 28 days of the notification, variation or revocation in question.

10.6 Where the Council notifies the Environment Agency they will amend the register under section 10 accordingly.

11 DISPLAY OF LICENCE

11.1 A copy of a site licence must be displayed at each site identified in the licence. The copy must be displayed in a prominent place in an area accessible to the public.

11.2 A site licence holder may wish to carry a copy of the relevant site licence in their vehicle so they are not mistaken for an unlicensed mobile collector. However, there is no legal requirement to do this.

- 11.3 A copy of a collector's licence must be displayed on any vehicle that is being used in the course of the dealer's business. This must be displayed in a manner which enables it easily to be read by a person outside the vehicle.

12 VERIFICATION OF SUPPLIER'S IDENTITY

- 12.1 A Scrap Metal Dealer must not receive scrap metal from a person without verifying the person's full name and address.
- 12.2 Verification must be by reference to documents, data or other information obtained from a reliable and independent source. (Please refer to Appendix 2 which sets out the documents required for verification.)
- 12.3 A Scrap Metal Dealer must keep a copy of any document to verify the name and address of the supplier. A Scrap Metal Dealer can verify the name and address of repeat suppliers by referring to a copy of the document(s) retained in their records which were used to verify the name and address before the first transaction.
- 12.4 In the case of collecting door to door, it may not be possible for a mobile collector to verify the name and address of the supplier if the waste materials and old, broken, worn out or defaced articles have been left on the roadside. Therefore, the mobile collector must record the description of the metal, including its type (or types if mixed), form, condition, weight and any marks identifying previous owners or other distinguishing features and the date and time of its receipt.
- 12.5 If a mobile collector collects scrap from a person, they will need to verify the name and address of that person. It will be sufficient to record these details in the collector's record book.
- 12.6 Should verification not be gained then each of the following are guilty of an offence:
- a) the scrap metal dealer;
 - b) if metal is received at the site, the site manager; c) any person who, under arrangements made by a person within paragraph (a) or (b), has responsibility for verifying the name and address.

13 PAYMENT FOR SCRAP METAL

13.1 From 1 October 2013, cash cannot be used by any scrap metal dealer to buy scrap metal. It is an offence to buy scrap metal for cash and there are no exemptions.

13.2 A scrap metal dealer must only pay for scrap metal by either:

a) A non-transferable cheque; or

b) An electronic transfer of funds.

This will mean that the payment will be linked to a readily identifiable account, for both the payee and the payer

13.3 Payment includes payment in kind – with goods or services.

Buying vehicles for cash

13.4 There may be circumstances where vehicles can be bought for cash, this being where a vehicle is bought with the intention to repair and resell. If a Certificate of Destruction is issued, the vehicle is considered to be scrap and the buyer must not pay cash for it. Please see **Appendix 6** which should assist in deciding whether it may be permissible to pay cash.

14 RECORDS: RECEIPT OF METAL

14.1 If any metal is received in the course of the dealer's business the dealer must record the following information:

a) description of the metal, including its type (types if mixed), form, condition, weight and any marks identifying previous owners or other distinguishing features;

b) date and time of receipt;

c) the registration mark of the vehicle delivered by;

d) full name and address of person delivering it;

e) full name of the person making payment on behalf of the dealer.

14.2 The dealer must keep a copy of any documents used to verify the name and address of the person delivering the metal.

14.3 If payment is made via cheque, the dealer must retain a copy of the cheque.

14.4 If payment is made via electronic transfer, the dealer must keep a receipt identifying the transfer, or (if no receipt identifying the transfer) record particulars identifying the transfer.

15. RECORDS: DISPOSAL OF METAL

- 15.1 The act regards the metal to be 'disposed of':
- a) whether or not in the same form it was purchased;
 - b) whether or not the disposal is to another person;
 - c) whether or not the metal is despatched from a site.
- 15.2 Where the disposal is in the course of business under a site licence, the following must be recorded:
- a) description of the metal, including its type (or types is mixed), form and weight;
 - b) date and time of disposal;
 - c) if to another person, their full name and address;
 - d) if payment is received for the metal (by sale or exchange) the price or other consideration received.
- 15.3 If disposal is in the course of business under a collector's licence, the dealer must record the following information:
- a) the date and time of the disposal;
 - b) if to another person, their full name and address.

16. RECORDS: SUPPLEMENTARY

- 16.1 The information in sections 15 and 16 must be recorded in a manner which allows the information and the scrap metal to which it relates to be readily identified by reference to each other.
- 16.2 The records mentioned in section 15 must be marked so as to identify the scrap metal to which they relate.
- 16.3 Records must be kept for a period of 3 years beginning with the day on which the metal is received or (as may be the case) disposed of.
- 16.4 If a scrap metal dealer fails to fulfil a requirement under section 15 and 16 or this section each of the following is guilty of an offence:
- a) the scrap metal dealer;
 - b) if the metal is received at or (as the case may be) despatched from a site, the site manager;
 - c) any person who, under arrangements made by a person within paragraph (a) or (b) has responsibility for fulfilling the requirement.
- 16.5 It is a defence for a person within subsection 17.4 (a) or (b) who is charged with an offence under this section to prove that the person a) made arrangements to ensure that the requirement was fulfilled, and b) took all reasonable steps to ensure that those arrangements were complied with.

17. FEES

- 17.1 The power to set fees has been passed to individual authorities so that any fees levied in each local area is set by reference to the actual costs to each authority. The fee charged cannot exceed the costs of providing the service.
- 17.2 London Borough of Barnet has set its fees and these are set out in **Appendix 3**. Fees will be reviewed each year, usually in April. However they may periodically be reviewed at other times. Current fees will be published on the Council's website.

18. COMPLIANCE

- 18.1 The Act provides a Police Constable and an Officer from the Council with a right to enter and inspect the premises of licensed and unlicensed scrap metal dealers. The full provisions of the powers are set out in **Appendix 7**.
- 18.2 The Act does not provide an Officer of the Council with the power to inspect premises of licensed and unlicensed scrap metal dealers outside the area of the authority.
- 18.3 The Council delivers a wide range of compliance services aimed at safeguarding the environment and the community and at providing a 'level playing field' on which businesses can fairly trade.
- 18.4 The administration and compliance of the licensing regime is one of these services.
- 18.5 Compliance will be based on the principles that businesses should:
- Receive clear explanations from regulators of what they need to do and by when;
 - Have an opportunity to resolve differences before compliance action is taken, unless immediate action is needed;
 - Receive an explanation of their right of appeal
- 18.6 The Council recognises the interest of both citizens and businesses and will work closely, with partners, to assist licence holders to comply with the law. However, proportionate but firm action will be taken against those who commit serious offences or consistently break the law. The council has set clear standards of service and performance that the public and businesses can expect.

19. DELEGATED AUTHORITY

- 20.1 Decisions on licensing matters will be taken in accordance with an approved scheme of delegation aimed at underlining the principles of timely, efficient and effective decision making.

The Scrap Metal Dealers Act 2013 and relevant Guidance issued by the Home Office can be found at www.gov.uk.

If you wish to discuss the application process with an officer of the Licensing Authority, please contact:

The Licensing Team

Barnet House

1255 High Road

London

N20 0EJ

Tel: 020 8359 7443 or Email: licensingadmin@barnet.gov.uk

APPENDIX 1 – APPLICATION PROCESS

An application for a licence should be made to the following address:

The Licensing Authority
London Borough of Barnet
Barnet House
1255 High Road
London
N20 0EJ

Or any other address that the Council shall otherwise notify.

To apply for a Scrap Metal Dealers Licence, applicants must be over 18 years of age and will need to complete an application form and send it to the Council together with:-

- a) Full name of applicant (if an individual), date of birth and usual place of residence;
- b) Name and registered number of the applicant (if a company) and registered office;
- c) If a partnership – full name of each partner, date of birth and usual place of residence;
- d) Proposed trading name;
- e) Telephone number and email address (if any) of applicant;
- f) Address of any site within any other local authority at which carry on business as a scrap metal dealer or propose to do so;
- g) Any relevant environmental permit or registration in relation to the applicant;
- h) Details of any other scrap metal licence issued to the applicant within a period of 3 years ending with the date of the application;
- i) Details of the bank account which is proposed to be used in order to comply with section 15;
- j) Details of any relevant conviction or enforcement action taken against the applicant.

For a site licence, the applicant must also provide:

- a) Address of each site proposed to be identified in the licence (or if renewal, each site identified for which renewal is sought);
- b) Full name, date of birth and usual place of residence of each individual proposed to be named in the licence as a site manager (other than the applicant);
- c) Site manager details to be included for g), h) and j) above. Please note the collector's licence allows a business or individual to operate within that authority's area, therefore individuals wishing to collect across the boundary of the local authority will be required to obtain a collector's licence from the relevant local authority where they wish to collect and sell.

When applying for either a collectors or a site licence you are required to provide a basic disclosure of criminal convictions with your application. This can be obtained direct from www.disclosurescotland.co.uk or by telephoning the Disclosure Scotland Helpline on 0870 609 6006. Please note that the disclosure is valid for one month from the date it was issued.

Fee

The application must be accompanied by the fee set by London Borough of Barnet, under guidance from the Secretary of State with the approval of the Treasury.

Renewal

When a licence is renewed the three year validity period commences on the day of receipt. Should a renewal application be withdrawn, the licence expires at the end of the day on which the application is withdrawn. Refusal of application – licence expires when no appeal under 9 is possible in relation to the refusal or any such appeal is finally determined or withdrawn.

Making a false statement

An applicant who, in an application or in response to a request, makes a statement knowing it to be false in a material particular or recklessly makes a false statement is guilty of an offence and is liable on summary conviction to a fine not exceeding level 3 on the standard scale.

APPENDIX 2 - FURTHER INFORMATION THAT MAY BE REQUESTED OF APPLICANTS

London Borough of Barnet may request (at the time of the application or later) an applicant to supply such further information as is considered relevant for the purpose of considering the application.

London Borough of Barnet may require the following additional evidence:

- Photographic evidence (Current valid Passport, driving licence photo ID and counterpart);
- Birth Certificate;
- Utility bill or other recent document which confirms the address of the applicant (must be less than 3 months old);
- Certificate of good conduct for applicants that have been out of the country for long periods, from the age of 10 years;
- Document showing a right to work (Residents Permit) where applicable;
- National Insurance Number.

The council may have regard to the following information, when considering the suitability of an applicant:

- Whether the applicant or any site manager has been convicted of any relevant offence;
- Whether the applicant or any site manager has been subject of any relevant enforcement action;
- Any previous refusal of an application for the issue or renewal of a scrap metal licence (and the reasons for refusal);
- Any previous refusal of an application for a relevant environmental permit or registration (and the reasons for the refusal);
- Any previous revocation of a scrap metal licence (and the reasons for the revocation); and
- Whether the applicant has demonstrated that there will be in place adequate procedures to ensure that the provisions of this Act are complied with.

All of the above will apply to any director or any secretary of a company if the applicant is not an individual.

APPENDIX 3 - FEES

	Site Licence	Collector's Licence
New Application	£570	£265
Variation Application	£230	£130
Minor Change of Details	£30	n/a
Renewal Application	£450	£200
Duplicate of licence	£20	£20

Each licence lasts for three years, so the renewal will be subject to further review of fees by the time the first licence renewal is required.

Fees will be reviewed each year, usually in April. However they may periodically be reviewed at other times. Current fees will be published on the Council's website.

APPENDIX 4 – RELEVANT OFFENCES AND PENALTIES

When considering the suitability of an applicant, London Borough of Barnet will take into consideration relevant offences, these include:

- Environmental Offences
- Customs and Excise Management Act 1979 (section 170)
- Fraud Act 2006 (section 1)
- Proceeds of Crime Act 2002 (sections 329, 330, 331 and 332)
- Theft Act 1968 (sections 1,8,9,10,11,17,18,22 & 25)
- Scrap Metal Dealers Act 1964
- Scrap Metal Dealers Act 2013
- Legal Aid, Sentencing and Punishment of Offenders Act 2012 (section 146)
- Vehicle (Crime) Act 2001 (as motor salvage operators)

This document should not be relied upon as an accurate statement of the law, only indicative of the general offences and penalties. You should seek independent legal advice if you are unsure of any information in this document.

Offences relating to scrap metal dealing and motor salvage are described below under the relevant statute.

In relation to the maximum penalties specified, the levels of fine are currently as follows (Information correct at the time of writing this Policy and are subject to change):-

- Level 1 - £200
- Level 2 - £500
- Level 3 - £1,000
- Level 4 - £2,500
- Level 5 - £5,000

Scrap Metal Dealers Act 2013

Section	Offence	Max Penalty
1	Carry on business as a scrap metal dealer without a licence	Level 5
8	Failure to notify authority of any changes to details given within application	Level 3

10	Failure to display site licence or collector's licence	Level 3
11 (6)	Receiving scrap metal without verifying the persons full name and address	Level 3
11 (7)	Delivering scrap metal to dealer and giving false details	Level 3
12 (6)	Buying scrap metal for cash	Level 5
13	Failure to keep records regarding receipt of metal	Level 5
14	Failure to keep records regarding disposal of metal	Level 5
15 (1)	Failure to keep records which allow the information and the scrap metal to be identified by reference to one another	Level 5
15 (2)	Failure to keep copy of document used to verify name and address of person bringing metal, or failure to keep a copy of a cheque issued	Level 5
15 (3)	Failure to keep information and record for three years	Level 5
16	Obstruction to right of entry and failure to produce records	Level 3

3.1

OFFENCES BY BODIES CORPORATE

1. Where an offence under the Act is committed by a body corporate and is proved:

- a) to have been committed with the consent or connivance of a director, manager, secretary or other similar officer; or
- b) to be attributable to any neglect on the part of any such individual.

The individual as well as the body corporate is guilty of the offence and is liable to be proceeded against and punished accordingly.

2. Where the affairs of a body corporate are managed by its members, section 1 applies in relation to the acts and omissions of a member in connection with that management as if the member were a director of the body corporate.

APPENDIX 5 - APPEALS

An applicant may appeal to the Magistrates' Court against the refusal of an application or a variation. The licensee may appeal to a Magistrates' Court against the inclusion in a licence of a condition under section 7.2 or the revocation or variation of a licence under section 9.

An appeal must be made within 21 days beginning on the day the notice to refuse the application, to include the condition or to revoke or vary the licence under section 7 was given.

The procedure on an appeal under this paragraph is to be by way of complaint for an order and in accordance with the Magistrates' Court Act 1980.

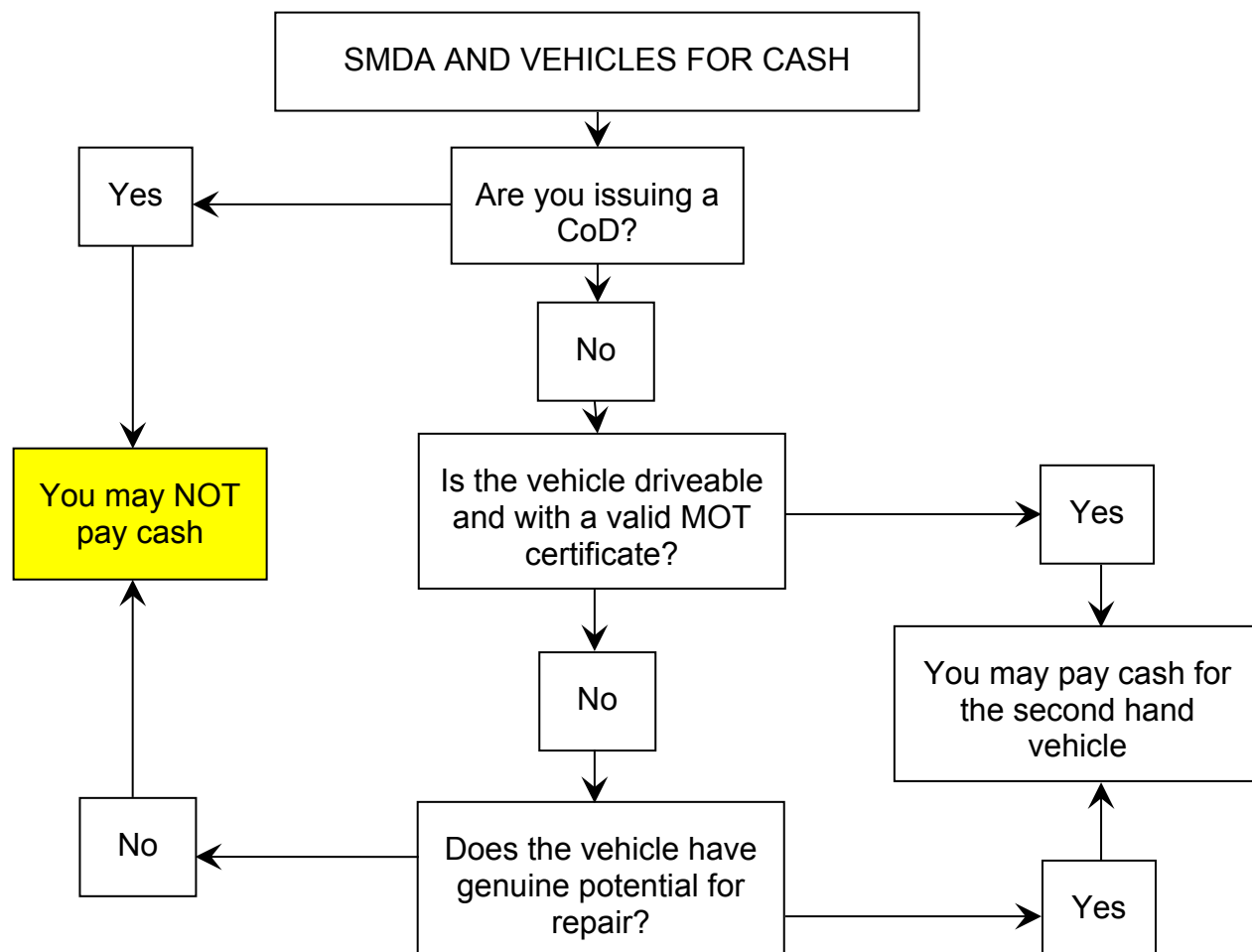
For the purposes of the time limit for making an appeal, the making of the complaint is to be treated as the making of the appeal.

On appeal, the Magistrates' Court may confirm, vary or reverse the authority's decision, and give such directions as it considers appropriate having regard to the provisions of the Act. The authority must comply with any directions given by the Magistrates' Court. Although the authority need not comply with such directions until the time for making an application under section 111 of the Magistrates' Courts Act 1980 has passed or if such an application is made, until the application is finally determined or withdrawn.

APPENDIX 6 – BUYING VEHICLES FOR CASH

Whether a vehicle will be considered to be scrap (and may not therefore be bought with cash) depends on all the circumstances of the case, and may not always be clear-cut. If a certificate of destruction (CoD) is issued, the car is considered to be scrap and a buyer must not pay cash for it. If a certificate of destruction is not issued, then it will depend on a number of other factors. For example, it may be argued that a car with a valid MOT certificate and that is drivable without repair is not scrap (therefore, a buyer may pay cash for it) regardless of the way in which the vehicle is subsequently handled by the buyer.

It is not possible to set out a precise checklist that can in every case guarantee to predict the decision a court may make where illegal payment of cash for scrap is alleged. However, the flowchart below should assist in deciding whether it may be permissible to pay cash. Potential buyers should note that, if they elect to pay cash for an un-driveable vehicle that has no valid MOT certificate, they may have to justify their assessment of reparability in court. There needs to be a genuine potential for repair and re-sale in order for cash to be used. Cash cannot simply be paid for everything on the basis the buyer might repair and resell it if they have no facilities for repairing vehicles and no history of selling vehicles. Similar issues may arise for the purchase of other items and appliances.



APPENDIX 7 – COMPLIANCE

RIGHT OF ENTRY

1. An officer of the Police or an officer of London Borough of Barnet may enter and inspect a licensed site at any reasonable time on notice to the site manager.
2. An officer of the Police or an officer of London Borough of Barnet may enter and inspect a licensed site at any reasonable time, otherwise than on notice to the site manager, if
 - a) reasonable attempts to give notice have been made and failed,
 - or
 - b) entry to the site is reasonably required for the purpose of ascertaining whether the provisions of this Act are being complied with or investigating offences under it and (in either case) the giving of the notice would defeat that purpose.
3. (1) and (2) above do not apply to residential premises.
4. An officer of the Police or an officer of London Borough of Barnet is not entitled to use force to enter premises in the exercise of the powers under sections (1) and (2) above.
5. A justice of the peace may issue a warrant authorising entry (in accordance with section 7 below) to any premises within section 6 below if the justice is satisfied by information on oath that there are reasonable grounds for believing that entry to the premises is reasonably required for the purpose of:
 - a) securing compliance with the provisions of the Act, or
 - b) ascertaining whether those provisions are being complied with.
6. Premises are within this section if:
 - a) the premises are a licensed site, or
 - b) the premises are not a licensed site but there are reasonable grounds for believing that the premises are being used by a scrap metal dealer in the course of business
7. The warrant is a warrant signed by the justice which:
 - a) specifies the premises concerned, and
 - b) authorises a constable or an officer of a local authority to enter and inspect the premises at any time within one month from the date of the warrant.
8. An officer of the Police or an officer of London Borough of Barnet may, if necessary, use reasonable force in the exercise of the powers under a warrant under section 5.
9. An officer of the Police or an officer of London Borough of Barnet may:

- a) require production of, and inspect, any scrap metal kept at any premises mentioned in section 1 or 2 or in a warrant under section 5;
- b) require production of, and inspect, any records kept in accordance with section 15 or 16 and any other records relating to payment for scrap metal;
- c) take copies of or extracts from any such records.

10. Section 14 below applies if an officer of the Police or an officer of London Borough of Barnet seeks to exercise powers under this section in relation to any premises.

11. If the owner, occupier or other person in charge of the premises requires the officer to produce

- a) evidence of the officer's identity, or
- b) evidence of the officer's authority to exercise those powers the officer must produce that evidence.

12. In the case of an officer of London Borough of Barnet, the powers under this section are exercisable only in relation to premises in the area of the authority.

APPENDIX 8 – DELEGATION OF POWERS

The Council's Constitution can be found at www.barnet.gov.uk. Part 3 covers Responsibility for Functions. The determination of applications under the Scrap Metal Dealers Act 2013 for a scrap metal dealer's licence or collector's licence is delegated to the Commissioning Director for Environment who may delegate this authority to other officers in writing.

The Licensing sub-committee is the 'appointed person', authorised to consider any representations, and hear any oral representations, that an applicant/licensee wishes to make where they have been notified that officers propose to refuse their application for a site licence or collector's licence, revoke their existing licence or vary their existing licence to add conditions.

Should the licensing sub-committee not agree with officers' intended action, having considered the representations of the applicant/ licensee, they are authorised to determine that the application for a licence be granted or that the existing licence shall continue without revocation or variation.

	<p>Licensing Committee 23rd November 2015</p>
<p>Title</p>	<p>Licensing Authority – Annual Report on licensing applications.</p>
<p>Report of</p>	<p>Commissioning Director for Environment</p>
<p>Wards</p>	<p>All</p>
<p>Status</p>	<p>Public</p>
<p>Urgent</p>	<p>No</p>
<p>Key</p>	<p>No</p>
<p>Enclosures</p>	<p>Appendix 1 – Volumes of workflow</p>
<p>Officer Contact Details</p>	<p>Emma Phasey Group Manager Community Protection (Regulation) Emma.phasey@barnet.gov.uk</p>

Summary

This annual report has been prepared following the request of the Chair of the Licensing Committee for the London Borough of Barnet to provide the committee with information on the volume of licensing applications, sub - committees and appeals. This report covers the period from October 2014 – September 2015.

Recommendations

1. That the Licensing Committee note and comment on the annual report of applications into the licensing department in relation to applications for 2014-2015.
1. That the Licensing Committee Confirm they are happy with the current template and information provided, and whether there is further information they would like provided

1. WHY THIS REPORT IS NEEDED

- 1.1 The Current and previous Chair of the Licensing Committee have requested an annual report on the volume of applications, sub committees and appeals received by the London Borough of Barnet.
- 1.2 The Licensing Act 2003 makes the Council the Licensing Authority for licensing the sale of alcohol, the provision of regulated entertainment and late night refreshment in pubs, off-licences, clubs and restaurants in the Borough. There are approximately 1141 licensed premises within the London Borough of Barnet.
- 1.3 The Gambling Act 2005 makes the Council the licensing authority for gambling premises in the Borough. The Council has a number of important regulatory functions in relation to gambling. These include licensing premises, regulating gaming and gaming machines in clubs, granting permits to what the Guidance refers to as 'family entertainment centres' for the use of certain lower stake gaming machines, regulating gaming and gaming machines on alcohol licensed premises, granting permits for prize gaming, and registering small society lotteries. There are currently 58 gambling premises licences in the borough.
- 1.4 Appendix provides the volumes of applications, sub committees and appeals undertaken in relation to applications by the Licensing Authority in 2014-2015.
- 1.5 A comparison of the work flow for the past four years shows that the volume of work again remains fairly static.
- 1.6 There has been a further decrease in the number of Temporary Event Notices (TENs) applied for. The reason for this is the various deregulations which now exist for regulated entertainment which has resulted in many events no longer requiring an authorisation.
- 1.7 The data indicates that there has been a reduction in the number of sub committees meetings. With 10 of the hearings being cancelled or withdrawn. (This usually happens when the applicant and the representees agree conditions prior to the hearing, or where the applicant withdraws the application.)
- 1.8 There have been 3 appeals made in relation to subcommittee hearings. Two were made in relation to the grounds used for a review. One queried whether immigration offences fell under the "crime and disorder" licensing objective and the other whether food hygiene issues could fall under public safety. Both appeals were successfully defended - although the decision was altered in the former to allow the licence to continue, and the latter decision is being referred to the High Court. The third appeal related to the

decision. However the responsible authorities involved renegotiated the conditions and hours whilst awaiting the appeal to be heard and these were accepted by the Licensing Authority and a consent order was agreed to substitute the new hours and conditions for the previous decision.

2. REASONS FOR RECOMMENDATIONS

- 2.1 The data is presented to inform the Licensing Committee of the numbers and types of applications that are being processed by the Licensing department and also when there have been legal challenges to the decisions that Sub-Committees have made and the outcomes of these.

3. ALTERNATIVE OPTIONS CONSIDERED AND NOT RECOMMENDED

- 3.1 None

4. POST DECISION IMPLEMENTATION

- 4.1 The report is for noting only.

5. IMPLICATIONS OF DECISION

5.1 Corporate Priorities and Performance

- 5.1.1 The approach taken by the Licensing Authority in relation to applications fully support objectives contained within the corporate plan. In particular it promotes the London Borough of Barnet remaining one of “the safest places in London, with high levels of community cohesion, and residents feeling safe” It also supports the objective of “ effective working between the council and police driving further reduction in crime rates”

5.2 Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)

- 5.2.1 Administration and enforcement is carried out by the Licensing team in Re, together with support from HB Public Law and from Governance Services, when arranging and co-ordinating arrangements for hearings.
- 5.2.2 In relation to this report there are no financial implications beyond the licensing function being funded as part of the Re contract with Barnet council.

5.3 Social Value

- 5.3.1 Not relevant to this report

5.4 Legal and Constitutional References

- 5.4.1 The Licensing Act 2003 placed the responsibility for making local licensing policies and considering applications for licenses on local authorities acting as licensing authorities. The Gambling Act 2005 performed a similar role in respect of gambling premises.

5.5 Risk Management

- 5.5.1 It is prudent to monitor performance to ensure that the Licensing function is delivered efficiently and effectively.
- 5.5.2 In particular it is important for the Licensing Authority to monitor the number of appeals made against decisions and the outcomes of these appeals. Low levels of appeals and instances of the Courts upholding the Licensing Authority's decisions are good indicators that the Licensing Authority is making legal and fair decisions within statutory timescales.
- 5.5.3 This performance report indicates that good consistent decisions are being made by Barnet as the Licensing Authority. There have only been 3 during this time, and the decision making of the London Borough of Barnet has not been criticized in any of these appeals.

5.6 Equalities and Diversity

- 5.6.1 The Council has a legal obligation under section 149 of the Equality Act 2010 to have due regard to the need to eliminate unlawful discrimination and to promote equality of opportunity and good relations between persons of different groups.
- 5.6.2 When considering applications, only issues provided for in the relevant legislation, in addition to the authority's policy will be taken into account. This will ensure a consistent approach is adopted. Under the terms of the policy, every application will be considered on its own merits.

5.7 Consultation and Engagement

- 5.7.1 The information contained within this report will be published on the Local Authority website so that residents and businesses can monitor the work that is processed by the service.
- 5.7.2 Further performance information is provided in the quarterly report provided through Regional Enterprise Ltd delivery contact

5.8 Insight

- 5.8.1 Not relevant to this report

6 BACKGROUND PAPERS

None

Appendix 1

Report on the work flows of the Licensing Authority.

The Licensing team received the following applications in the past 4 years:

Premises licences (Licensing Act):

	Apr – Mar 2012	Apr –Mar 2013	Apr – Mar 2014	Oct 2014 – Sept 2015
NEW PREMISES LICENCES	54	50	54	55
VARIATIONS TO PREMISES LICENCE	14	21	15	19
TRANSFER OF PREMISES LICENCE	59	55	55	53
DPS VARIATION	154	120	15 5	153
MINOR VARIATION	16	15	25	19
DUPLICATE/CHANG E OF DETAILS	50	35	32	50
NOTIFICATION OF INTEREST	6	8	7	2
REVIEW	3	4	6	3

Temporary Events:

	Apr –Mar 2012	Apr – Mar 2013	Apr – Mar 2014	Oct 2014 – Sept 2015
TENS	500	542	478	453

Personal Licences (Licensing Act)

	Apr –Mar 2012	Apr –Mar 2013	Apr – Mar 2014	Oct 2014 – Sept 2015
NEW PERSONAL LICENCES	263	235	270	286
CHANGE ADDRESS/DETAILS PERSONAL LICENCE	51	61	94	114
DUPLICATE	20	29	14	(included in above figure)

Premises Licences (Gambling Act):

	Apr –Mar 2012	Apr –Mar 2013	Apr – Mar 2014	Oct 2014 – Sept 2015
NEW PREMISES LICENCE	4	3	4	0
VARIATION	4	3	3	0
TRANSFER	3	1	0	
DUPLICATION	0	0	3	0
REINSTATEMENT	0	0	0	
PROVISIONAL STATEMENTS	0	0	0	0
CHANGE ADDRESS/DETAILS	0	0	6	2

Hearings

In 2014-2015 30 following Licensing hearings have taken place as follows:

- 4 review hearings
- 1 expedited review hearing
- 12 new premises licence applications
- (5 withdrawn or cancelled 1 postponed)
- 5 TEN
- (3 withdrawn)
- 7 variations
- 1 transfer

In 2013-2014 there were a total of 41 applications referred to sub-committee:

- 25 Licensing Act
- Gambling Act
- Review
- Film classification
- 11 withdrawn/cancelled

In 2012-2013 there were 24 hearings:

- 19 Licensing Act applications
- 4 reviews
- 1 Gambling Act application

In 2012-2013 there were 14 hearings:

- 11 Licensing application
- 3 reviews

Attendance by Councillors:

COUNCILLORS	Sub Committees attended in past 12 months
SALINGER	8
HART	10
FARRIER	7
CORNELIUS	19
MARSHALL	6
BRAUN	8
ZUBAIRI	8
PRENTICE	3
LYONS	1
TIERNEY	10
HUTTON	7
SLOCOMBE	1

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