

HALTON BOROUGH COUNCIL



*Municipal Building,
Kingsway,
Widnes.
WA8 7QF*

5th December 2006

**TO: MEMBERS OF THE HALTON
BOROUGH COUNCIL**

You are hereby summoned to attend an Ordinary Meeting of the Halton Borough Council to be held in the Runcorn Town Hall on Wednesday, 13 December 2006 commencing at 6.30 p.m.. for the purpose of considering and passing such resolution(s) as may be deemed necessary or desirable in respect of the matters mentioned in the Agenda.

A handwritten signature in black ink, appearing to read 'David W R'.

Chief Executive

-AGENDA-

1. APOLOGIES FOR ABSENCE

2. THE MAYOR'S ANNOUNCEMENTS

3. DECLARATIONS OF INTEREST

4. COUNCIL MINUTES

To approve as a correct record the Minutes of the Council held on 18th October 2006.

5. LEADER'S REPORT

6. MINUTES OF THE EXECUTIVE BOARD

a) 2nd November 2006

b) 16th November 2006

7. MINUTES OF THE EXECUTIVE BOARD SUB-COMMITTEE

a) 12th October 2006

b) 2nd November 2006

c) 16th November 2006

8. MINUTES OF THE EXECUTIVE (TRANSMODAL IMPLEMENTATION) SUB-BOARD

a) 19th October 2006

9. MINUTES OF THE MERSEY GATEWAY EXECUTIVE BOARD

a) 19th October 2006

10. QUESTIONS ASKED UNDER STANDING ORDER NO. 8

11. MATTERS REQUIRING A DECISION BY COUNCIL

a) Executive Board - 2nd November 2006 (EXB49 refers) - Renewal of Refuse Collection Vehicle Fleet

The Executive Board considered the attached report.

RECOMMENDED: That the 2006/07 Capital Programme be amended to provide a sum of up to £1.2m through prudential borrowing to fund the purchase of 10 new refuse collection vehicles.

b) Executive Board Sub-Committee (ES51 refers) - WREN - Landfill Tax Funding Third Party Payments

The Executive Board Sub-Committee considered the attached report.

RECOMMENDED: That the capital programme be varied by the inclusion of an allocation for Third Party Funding – Landfill Tax Credit Funding in the sum of £34,200 for 2006-2007.

c) Executive Board - 7th December 2006 - Gambling Act 2005 Statement of Gambling Policy

The Executive Board is to consider the attached report at its meeting to be held on 7th December 2006. The Board's recommendation will be reported to Council.

d) Determination of Council Tax Base

The Executive Board is to consider the attached report at its meeting to be held on 7th December 2006. The Board's recommendation will be reported to Council.

e) Independent Remuneration Panel

To consider the attached report.

12. CHANGE TO APPOINTMENTS TO OUTSIDE BODIES

Council is advised of the following change in appointments to outside bodies, which has been made in accordance with the Scheme of Delegation (Matters Relating to Council Policy – 17):

T H Brown Trust – Councillor Nelson appointed.

13. MINUTES OF POLICY AND PERFORMANCE BOARDS AND THE BUSINESS EFFICIENCY BOARD

a) Children and Young People - Cream Pages

b) Employment, Learning and Skills - Yellow Pages

c) Healthy Halton - Grey Pages

- d) Safer Halton - Pink Pages
- e) Urban Renewal - Green Pages
- f) Corporate Services - Salmon Pages
- g) Joint Children and Young People, and Healthy Halton - Blue Pages
- h) Business Efficiency Board - White Pages

14. COMMITTEE MINUTES

- a) Development Control - Pink Pages
- b) Standards - White Pages
- c) Regulatory - Blue Pages
- d) Appointments - White Pages
- e) Statutory Joint Scrutiny Committee - Grey Pages

REPORT: Executive Board

DATE: 2nd November 2006

REPORTING OFFICER: Strategic Director, Environment

SUBJECT: Renewal of Refuse Collection Vehicle Fleet

WARD: Borough Wide

1. PURPOSE OF REPORT

1.1 This report requests agreement to the procurement of 10 new refuse collection vehicles via direct purchase funded from the Council's capital budget rather than through the lease arrangements used currently. Procurement is proposed to be undertaken through a partnership with an established framework and an amendment to the 2006/07 capital programme is sought.

2. RECOMMENDED: that

- i) The full Council be recommended to amend the 2006/07 Capital Programme to provide a sum of up to £1.2m through prudential borrowing to fund the purchase of 10 new refuse collection vehicles, and subject to full Council agreeing to amend the Capital programme to make the purchase;**
- ii) The Operational Director for Highways and Transportation, in consultation with the Executive Board Member for Environment, Leisure and Sport, be authorised to procure 10 new refuse collection vehicles through direct purchase;**
- iii) Procurement be undertaken through partnership working with an established framework of an appropriate Procurement Organisation;**
- iv) Procurement Standing Orders 2.1 to 2.6 and 2.8 to 2.14 be waived for the reason that insufficient time is available to undertake a procurement process in compliance with the statutory procurement procedures.**

3. SUPPORTING INFORMATION

- 3.1 The Council currently operates a core fleet of 10 refuse collection vehicles. These vehicles were procured in 1999 through an operating lease arrangement that expires on 12 December 2006.
- 3.2 A new Council Waste Management Strategy has been in development over the past year and in order to provide time for this work to be

completed it was agreed that the renewal of the lease arrangement would be deferred until 31 March 2007.

- 3.3 It was determined that the most cost effective way of continuing with the current vehicles until 31 March 2007 was through purchase from the lease company. This was agreed for a total cost of £45,000.
- 3.4 An alternative procurement approach has been explored in which the refuse collection vehicles would be purchased from capital funds secured through prudential borrowing. This approach would yield an estimated net revenue saving of £100,000 per year over the annual cost of a seven-year contract hire arrangement. This is based on the procurement of ten vehicles. These represent the core fleet and those in need of the most urgent replacement. A further three vehicles, used mainly for recycling collections, are on contract hire agreements that continue to 2009 and 2010.
- 3.5 Whilst there is an existing contract in place that could be used for a new operating lease or contract hire, capital purchase would be governed by European procurement rules as the capital cost of the ten vehicles is expected to reach £1.2m. Under the European procurement procedures contracts have to be advertised in the OJEC for specific extended periods. It would not be possible to meet the proposed delivery date of 1 April 2007 and delivery could be delayed by up to six months.
- 3.6 A number of local authorities have set up Procurement Organisations that have established vehicle procurement frameworks that fully comply with the European Procurement Contract Regulations 2006. For a small administration fee these organisations will procure vehicles for other local authorities.
- 3.7 One such organisation is Eastern Shires, which has been used successfully by a number of authorities including Warrington Borough Council. Initial contacts with Eastern Shires indicate that their terms would be acceptable and subject to final legal checks would provide an appropriate procurement route.
- 3.8 It is proposed that the Operational Director Highways and Transportation, in consultation with the Executive Board Member for Environment, Leisure and Sport, be authorised to agree terms with the most suitable Procurement Organisation for the procurement of the ten refuse collection vehicles. The results of the procurement will be reported to the Executive Board Sub-Committee.

4. POLICY IMPLICATIONS

- 4.1 The Partnering Arrangement would be in line with the Council's Procurement Standing Order 1.15 and with Key Objective 2 of the corporate Procurement Strategy: *"Deliver consistent and significantly better quality services that meet the identified needs of individuals and*

groups within Halton and develop mixed economy, through strategic partnerships, framework agreements and collaboration with a range of public, private and voluntary suppliers”.

- 4.2 It will be necessary however for Procurement Standing Orders 2.1 to 2.6 and 2.8 to 2.14 to be formally waived for the reason that insufficient time is available to undertake a procurement process in compliance with the statutory procurement procedures.

5. RISK ANALYSIS

- 5.1 The main risks for the Council would arise from not having the new vehicles in operation by 1 April 2007. This would result in high maintenance costs and an unreliable refuse collection service.

6. OTHER IMPLICATIONS

- 6.1 There are no additional financial implications associated with this report. The current operating lease arrangement provides for the Council to maintain the vehicles and this would continue under the proposed direct purchase. Continuity from the existing vehicle contract, as extended by the short-term purchase described above, is essential to ensure maintenance of service levels to the public.

7. EQUALITY AND DIVERSITY ISSUES

- 7.1 There are no specific issues that will not be addressed by following the approved and established procurement processes.

8. LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

None.

This page is intentionally left blank

REPORT TO: Executive Board Sub Committee

DATE: 2 November 2006

REPORTING OFFICER: Strategic Director Environment

SUBJECT: WREN – Landfill Tax Funding Third Party Payments

WARDS:

1.0 PURPOSE OF THE REPORT

1.1 To propose a variation of the capital programme to enable draw down of landfill tax credit grant funding of £310,764 this financial year.

2.0 RECOMMENDATION: That the Capital Programme be varied by the inclusion of an allocation for Third Party Funding – Landfill Tax Credit Funding in the sum of £34,200 for 2006-2007

3.0 SUPPORTING INFORMATION

- 3.1 WREN (Waste Recycling Environmental) is the Environmental Body that distributes landfill tax credit funding on behalf of the Waste Recycling Group. The funding is distributed by WREN on an area basis and Halton is included with Warrington and benefits from the landfill tax credits attributed to waste disposal at Arpley Waste Disposal Site.
- 3.2 Officers from WREN approached the Council in April and invited bids this year in excess of their usual maximum grant of £40,000 per scheme as they did not wish to carry forward a large unallocated surplus of potential funding in to next financial year.
- 3.3 Six bids were submitted to support and extend existing environmental improvement projects as any grant funding would need to be spent in 2006/2007 financial year. Five were successful, totalling £310,764
- 3.4 In order to access the grant for each project an 11% contribution from a third party is required to off-set attributable costs for WREN. Local authorities are allowed to provide the third party funding for their own projects. Therefore £34,184.04 of third party funding is required to secure the grant funding. The capital programme currently does not have an allocation for this purpose. It is proposed that the current capital programme be varied for this purpose.
- 3.5 The project in receipt of grant funding are listed below;

.1 Climbing boulder at Victoria Park	£20,000
--------------------------------------	---------

.2	Russell Road kickabout and fencing	£62,500
.3	Wigg Island Tower Hide	£80,000
.4	Six Acre Lane Playground, Moore	£75,590
.5	Halebank Recreation Ground and Playground	£72,674

4.0 POLICY IMPLICATIONS

4.1 There are no policy implications.

5.0 OTHER IMPLICATIONS

5.1 There are no other implications

6.0 RISK ANALYSIS

6.1 If the third party funding is not provided then the grant aid offered cannot be secured and the projects will either not happen or be substantially scaled down.

7.0 EQUALITY AND DIVERSITY ISSUES

7.1 A requirement of WREN funding is that completed projects are freely accessible to all sectors of the community.

8.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

Document	Place of Inspection	Contact Officer
Central File LS13	Picow Farm Depot	Ian Lifford

REPORT TO: Executive Board

DATE: 7th December 2006

REPORTING OFFICER: Council Solicitor

SUBJECT: Gambling Act 2005 Statement of Gambling Policy

WARDS: Boroughwide

1. PURPOSE OF REPORT

To recommend the Council to adopt the statement of gambling policy attached to this report.

2. RECOMMENDED: That the Council be recommended to adopt the statement of gambling policy attached to this report.

3. SUPPORTING INFORMATION

- 3.1 Under section 349 Gambling Act 2005 the Council is required to adopt a three-year licensing policy. Such policies are known as statements of principles or, more commonly, statements of gambling policy.
- 3.2 At its meeting held on 7th September the Executive Board approved a draft statement of gambling policy for consultation.
- 3.3 A public consultation exercise was then undertaken in respect of the draft statement. The consultation period ended on 23rd October.
- 3.4 Responses were received from: Cheshire Constabulary, the British Beer and Pub Association, BIIAB, BACTA and GAMCARE.
- 3.5 The detailed responses to the consultation exercise are summarised in Appendix 1 to this report. Each response has a corresponding reply.
- 3.6 No changes to the draft statement (attached as Appendix 2) are proposed as a result of the consultation exercise.
- 3.7 Under the Gambling Act 2005 the statement of Gambling policy must be adopted by full Council (on 13th December) and then advertised in the local press. All statements must be in place by the end of January 2007.

4. POLICY IMPLICATIONS

Once adopted, the statement of gambling policy will be used by applicants and the Regulatory Committee in accordance with the Gambling Act 2005.

5. OTHER IMPLICATIONS

There are no other implications arising out of this report.

6. LIST OF BACKGROUND PAPERS UNDER SECTION 100D LOCAL GOVERNMENT ACT 1972

This report is based on the Gambling Act 2005 and the written responses to the consultation exercise. In addition the DCMS and LACORS web-sites have provided background information.

Statement of Gambling Policy replies

Cheshire Constabulary

The police have confirmed that they have no comments to make.

British Beer and Pub Association

Apart from background information the following specific points were made

Request 1: Grants of additional permits for machines in licensed premises should be granted if they comply with the Gambling commission code of practice.

Reply 1: This is not appropriate. This would effectively pre-determine applications and would not allow the Council to take into account additional matters which might be relevant to a particular application.

Request 2: The policy should include an outline of application procedures for permits for more than two machines.

Reply 2: The procedures have not yet been determined. As with the Statement of Licensing Policy issued under the Licensing Act 2003 the Statement and the Regulations are out of phase. The position will be remedied on future reviews but at present it is not possible to include references to procedures. In any event, when the procedures are known they will be posted on the Council's Website (which is probably more appropriate than mixing policy and procedural matters in a single document).

Request 3: The policy or separate guidance should make reference to transitional arrangements.

Reply 3: When the transitional arrangements are known they will be posted on the Council's Website in the form of separate guidance.

BIIAB (British Institute of Innkeepers Awarding Body)

Apart from background information the following specific points were made

Request 4: Door Supervision

The BIIAB have requested the following wording to be added to the policy "...there is no evidence that the operation of betting offices has required door supervisors for the protection of the public. The authority will make a door supervision requirement only if there is clear evidence from the history of trading at the premises that the premises cannot be adequately supervised

from the counter and that door supervision is both necessary and proportionate.”

Reply 4: The Council is not in possession of any evidence on this subject. Any conditions which may be imposed on the matter of door supervisors will be imposed according to the merits of the individual application.

Request 5: Betting Machines

The BIIAB have requested the following wording to be added to the policy “While the authority has discretion as to the number, nature and circumstances of use of betting machines, there is no evidence that such machines give rise to regulatory concerns. This authority will consider limiting the number of machines only where there is clear evidence that such machines have been or are likely to be used in breach of the licensing objectives. Where there is such evidence, this authority may consider, when reviewing the licence, the ability of staff to monitor the use of such machines from the counter.”

Reply 5: A machine is not a gaming machine if it is designed or adapted for use to bet on future real events: such machines are referred to as betting machines. The Council is not in possession of any evidence on this subject. All applications will be dealt with on their individual merits.

Request 6: Re-Site applications

The BIIAB has requested that “the policy positively encourage, or at least state that the authority will give sympathetic consideration to, re-sites within the same locality and extensions in order to enhance the quality of the facility provided for the benefit of the betting public”.

Reply 6: This is not appropriate. All applications will be dealt with on their individual merits.

Request 7: Enforcement

The BIIAB have requested the policy includes wording along the following lines:

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

Reply 7: This matter is not limited to bookmaker premises. The Council has no power to direct large organisations to nominate single points of contact. However, where appropriate, procedural guidance will point out the advantages of such an approach.

BACTA (British Amusement Catering Trade Association)

Apart from extensive background information the following specific point was made:

Request 8: Door supervision

“It should be noted that it was not Parliament's intention to require door supervision other than in relation to casinos under Section 176. Therefore a condition for door supervision should not be imposed unless justified on the basis of the application of pre-requisites applying to the addition of conditions set out under the heading above”.

Reply 8: See Request 4 and Reply 4 above.

GAMCARE (National Association for Gambling Care Educational Resources and Training)

An extremely vague standard set of comments was received from GAMCARE a number of which are not intelligible. The points made seem to be all related to operators being made to have regard to best practice by organisations that represent the interests of vulnerable people. Unfortunately this is far too vague for a statement of gambling principles. The input from organisations such as GAMCARE will hopefully advise the Council in its work in the future.

This page is intentionally left blank

Halton Borough Council
STATEMENT OF
GAMBLING POLICY
Gambling Act 2005

**Approved by Halton Borough
Council on 2006 (Minute)**

Item	Page
Part A	
1. The licensing objectives	
2. Introduction	
3. Declaration	
4. Responsible Authorities	
5. Interested parties	
6. Exchange of information	
7. Enforcement	
8. Licensing authority functions	
Part B - Premises licences	
1. General Principles	
2. Adult Gaming Centres	
3. (Licensed) Family Entertainment Centres	
4. Casinos	
5. Bingo	
6. Betting premises	
7. Tracks	
8. Travelling fairs	
9. Provisional Statements	
10. Reviews	
Part C – Permits / Temporary and Occasional Use Notices	
1. Unlicensed Family Entertainment Centre gaming machine permits	
2. (Alcohol) Licensed premises gaming machine permits	
3. Prize Gaming Permits	
4. Club Gaming and Club Machines Permits	
5. Temporary Use Notices	
6. Occasional Use Notices	

Statement of Gambling Policy s349 Gambling Act 2005

PART A**1. The Licensing Objectives**

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

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".

2. Introduction

Halton Borough Council ("the Council") is situated in the County of Halton and is a Unitary Authority. Halton Borough comprises the towns of Widnes and Runcorn and surrounding villages of Hale, Daresbury, Moore, and Preston Brook. It is predominantly an urban area with a population of 118,208 (2001 Census).

Licensing authorities are required by the Gambling Act 2005 to publish a statement of the principles which they proposed to apply when exercising their functions. This statement must be published at least every three years. The statement must also be reviewed from "time to time" and the any amended parts re-consulted upon. The statement must be then re-published.

The Council consulted upon this policy statement before finalising and publishing it. A list of the persons we consulted is provided below. It should

be noted that comments were also received from a number of other persons who were not individually consulted but we have not listed all of these.

The Gambling Act requires that the following parties are consulted by Licensing Authorities:

- The Chief Officer of Police
- One or more persons who appear to the authority 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

List of persons this authority consulted:

- Cheshire Constabulary
- Halton Borough Council Children & Young People Directorate
- Halton Borough Council Health & Community Directorate
- The Bingo Association
- Association of British Bookmakers
- British Amusement Catering Association
- Responsibility in Gambling Trust (U.K.)
- GamCare
- The general public through local advertisement and the Council's website
- Showboat Unit 29-33a Forest Walk Halton Lea Runcorn

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

3. Declaration

Statement of Gambling Policy s349 Gambling Act 2005

In producing this licensing policy statement, this licensing authority declares that it has had regard to the licensing objectives of the Gambling Act 2005, the guidance issued by the Gambling Commission, and any responses from those consulted on the policy statement.

4. Responsible Authorities

The licensing authority is required by regulations to state the principles it will apply in exercising its powers under Section 157(h) 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
- the need for the body to be answerable to democratically elected persons, rather than any particular vested interest group etc

The Council designates the Halton Borough Council Children & Young People Directorate for this purpose.

The contact details of all the Responsible Bodies under the Gambling Act 2005 are available from Legal Services Licensing Section

5. Interested parties

Interested parties can make representations about licence applications, or apply for a review of an existing licence. These parties are defined in the Gambling Act 2005 as follows:

“For the purposes of this Part a person is an interested party 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 applications is made, the person-

- a) lives sufficiently close to the premises to be likely to be

affected by the authorities activities,

- b) has business interests that might be affected by the authorised activities, or
- c) represents persons who satisfy paragraph (a) or (b)”

The licensing authority is required by regulations to state the principles it will apply in exercising its powers under the Gambling Act 2005 to determine whether a person is an interested party. The principles are:

Each case will be decided upon its merits. The Council will not apply a rigid rule to its decision making. It will consider the examples of considerations provided in the Gambling Commission's Guidance to local authorities. Note that decisions though on Premises Licences must be “in accordance” with Gambling Commission Guidance.

The Gambling Commission has recommended that the licensing authority states that interested parties include trade associations and trade unions, and residents' and tenants' associations. This authority will not however generally view these bodies as interested parties unless they have a member who can be classed as one under the terms of the Gambling Act 2005 e.g. lives sufficiently close to the premises to be likely to be affected by the activities being applied for.

Interested parties can be persons who are democratically elected such as Councillors and MP's. Other than these persons, this authority will require written evidence that a person 'represents' someone who either lives sufficiently close to the premises to be likely to be affected by the authorities activities and/or business interests that might be affected by the authorised activities. A letter from one of these persons, requesting the representation is sufficient.

If individuals wish to approach Councillors to ask them to represent

Statement of Gambling Policy s349 Gambling Act 2005

their views then care should be taken that the Councillors are not part of the Licensing Committee dealing with the licence application. If there are any doubts then please contact the licensing department (*insert contact details*).

6. Exchange of Information

Licensing authorities are required to include in their policy statement the principles to be applied by the authority in exercising the functions under sections 29 and 30 of the Act with respect to the exchange of information between it and the Gambling Commission, and the functions under section 350 of the Act with the respect to the exchange of information between it and the other persons listed in Schedule 6 to the Act.

The principle that this licensing authority applies is that it will act in accordance with the provisions of the Gambling Act 2005 in its exchange of information which includes the provision that the Data Protection Act 1998 will not be contravened. The licensing authority will also have regard to Guidance issued by the Gambling Commission to Local Authorities on this matter, as well as any relevant regulations issued by the Secretary of State under the powers provided in the Gambling Act 2005.

7. Enforcement

Licensing authorities are required by regulation under the Gambling Act 2005 to state the principles to be applied by the authority in exercising the 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.

This licensing authority's principles are that:

It will be guided by the Gambling Commission's Guidance for local authorities and as per the Gambling Commission's Guidance for local authorities, it will endeavour to be:

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

This licensing authority will endeavour to avoid duplication with other regulatory regimes so far as possible.

This licensing authority will also, as recommended by the Gambling Commission's Guidance for local authorities, adopt a risk-based inspection programme.

The main enforcement and compliance role for this licensing authority in terms of the Gambling Act 2005 will be to ensure compliance with the Premises Licences and other permissions which is authorised. The Gambling Commission will be the enforcement body for the Operator and Personal Licences. It is also worth noting that concerns about manufacture, supply or repair of gaming machines will not be dealt with by the licensing authority but will be notified to the Gambling Commission. This authority also understands from LACORS that the Gambling Commission will be responsible for compliance as regards unlicensed premises.

This licensing authority will also keep itself informed of developments as

Statement of Gambling Policy s349 Gambling Act 2005

regards the work of the Better Regulation Executive in its consideration of the regulatory functions of local authorities.

licensing remote gambling at all. This will fall to the Gambling Commission via Operator Licences.

8. Licensing Authority functions

Licensing Authorities are required under the Act to:

- Be responsible for the licensing of premises where gambling activities are to take place by issuing *Premises Licences*
- Issue *Provisional Statements*
- Regulate *members' clubs* and *miners' welfare institutes* who wish to undertake certain gaming activities via issuing Club Gaming Permits and/or Club Machine Permits
- Issue *Club Machine Permits* to *Commercial Clubs*
- Grant permits for the use of certain lower stake gaming machines at *unlicensed Family Entertainment Centres*
- Receive notifications from alcohol licensed premises (under the Licensing Act 2003) of the use of two or fewer gaming machines
- Grant *Licensed Premises Gaming Machine Permits* for premises licensed to sell/supply alcohol for consumption on the licensed premises, under the Licensing Act 2003, where more than two machines are required
- Register *small society lotteries* below prescribed thresholds
- Issue *Prize Gaming Permits*
- Receive and Endorse *Temporary Use Notices*
- Receive *Occasional Use Notices*
- Provide information to the Gambling Commission regarding details of licences issued (see section above on 'information exchange')
- Maintain registers of the permits and licences that are issued under these functions

It should be noted that local licensing authorities will not be involved in

PART B PREMISES LICENCES

1. General Principles

Premises Licences will be subject to the permissions/restrictions set-out in the Gambling Act 2005 and regulations, as well as specific mandatory and default conditions which will be detailed in regulations issued by the Secretary of State. Licensing authorities are able to exclude default conditions and also attach others, where it is believed to be appropriate.

This licensing authority 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

Definition of "premises" - Premises is defined in the Act as "any place". It is for the licensing authority to decide whether different parts of a building can be properly regarded as being separate premises and as the Gambling Commission states in its Guidance for local authorities, it will always be a question of fact in the circumstances. The Gambling Commission does not however consider that areas of a building that are artificially or temporarily separate can be properly regarded as different premises.

Statement of Gambling Policy s349 Gambling Act 2005

This licensing authority takes particular note of the Gambling Commission's Guidance for local authorities which states that in considering applications for multiple licences for a building or those for a specific part of the building to be licensed, entrances and exits from parts of a building covered by one or more licences should be separate and identifiable so that the separation of different premises is not compromised and that people do not 'drift' into a gambling area.

This licensing authority will also take note of the Gambling Commission's Guidance to local authorities that: Licensing authorities should pay particular attention to applications where access to the licensed premises is through other premises (which themselves may be licensed or unlicensed).

Location - This licensing authority is aware that demand issues cannot be considered with regard to the location of premises but that considerations in terms of the licensing objectives can. As per the Gambling Commission's Guidance for local authorities, this authority will pay particular attention to the protection of children and vulnerable persons from being harmed or exploited by gambling, as well as issues of crime and disorder. Should any specific policy be decided upon as regards areas where gambling premises should not be located, this policy statement will be updated. 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 the concerns can be overcome.

Duplication with other regulatory regimes - This authority will seek to avoid any duplication with other statutory / regulatory systems where possible, including planning. This authority will not consider whether a licence application is likely to be

awarded planning or building consent, in its consideration of it. This authority 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.

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 Commission's Guidance to local authorities and some comments are made below.

Preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime – This licensing authority is aware of the distinction between disorder and nuisance and will consider factors such as whether police assistance was required and how threatening the behaviour was to those who could see it.

Ensuring that gambling is conducted in a fair and open way - This licensing authority has noted that the Gambling Commission in its Guidance for local authorities has stated that generally the Commission would not expect licensing authorities to become concerned with ensuring that gambling is conducted in a fair and open way as this will be a matter for either the management of the gambling business, and therefore subject to the operating licence, or will be in relation to the suitability and actions of an individual and therefore subject to the personal licence. This licensing authority also notes, however, that the Gambling Commission also states in relating to the licensing tracks the licensing authorities' role will be different from other premises in that track operators will not necessarily have an operating licence. In those circumstances the

Statement of Gambling Policy s349 Gambling Act 2005

premises licence may need to contain conditions to ensure that the environment in which betting takes place is suitable. This licensing authority understands that there may be further guidance from the Gambling Commission on this issue which it will have regard to, when available.

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

This licensing authority has noted the Gambling Commission Guidance to local authorities states that the objective talks of protecting children from being “harmed or exploited by gambling, but in practice that often means preventing them from taking part in or being in close proximity to gambling.

This licensing authority will pay particular attention to any Codes of Practice which the Gambling Commission issues as regards this licensing objective in relation to specific premises such as casinos. It is understood that a Code for casinos must:

- specify steps that the premises licence-holder must take to ensure that children and young persons (that is those under the age of 18) do not enter casino premises, or in the case of the regional casino do not enter the gambling area;
- amongst those specified steps, ensure that each entrance to the casino or gambling area is supervised by at least one person (“the supervisor”) who is responsible for compliance with the code of practice; and
- require that, unless the supervisor is certain that a person seeking admittance is an adult, evidence of age must be required of all those seeking to enter the casino or gambling area.

As regards the term “vulnerable persons” it is noted that the Gambling Commission is not seeking to offer a

definition but states that it will for regulatory purposes assume that this group includes people who gamble more than they want to; people who gambling 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. This licensing authority will consider this licensing objective on a case by case basis. Should a practical definition prove possible in future then this policy statement will be updated with it, by way of a revision.

Conditions - Any conditions attached to licences will be proportionate and will be:

- relevant to the need to make the proposed building suitable as a gambling facility
- directly related to the premises and the type of licence applied for;
- fairly and reasonably related to the scale and type of premises:
and
- reasonable in all other respects.

Decisions upon individual conditions will be made on a case by case basis, although there will be a number of control measures this licensing authority will consider utilising should there be a perceived need, such as the use of door supervisors, supervision of adult gaming machines, appropriate signage for adult only areas etc. There are specific comments made in this regard under each of the licence types below. This licensing authority will also expect the licence applicant to offer his/her own suggestions as to way in which the licensing objectives can be met effectively.

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

Statement of Gambling Policy s349 Gambling Act 2005

- 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

Door Supervisors - The Gambling Commission advises in its Guidance for local authorities that licensing authorities may consider whether there is a need for door supervisors in terms of the licensing objectives of protection of children and vulnerable persons from being harmed or exploited by gambling, and also in terms of preventing premises becoming a source of crime. It is noted though that the Gambling Act 2005 has amended the Security Industry Act and that door supervisors at casinos or bingo premises cannot be licensed by the Security Industry Authority. This licensing authority may therefore has specific requirements for door supervisors working at casinos or bingo premises.

2. Adult Gaming Centres

This licensing authority 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 ensure that under 18 year olds do not have access to the premises. Appropriate licence conditions may cover issues such as:

- Proof of age schemes
- CCTV
- Door supervisors
- Supervision of entrances / machine areas
- Physical separation of areas
- Location of entry

- Notices / signage
- Specific opening hours

This list is not exhaustive.

As regards the protection of vulnerable persons, this licensing authority will consider measures such as the use of self-barring schemes, provision of information leaflets / helpline numbers for organisations such as GamCare.

3. (Licensed) Family Entertainment Centres:

This licensing authority 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 ensure that under 18 year olds do not have access to the adult only gaming machine areas. Appropriate licence conditions may cover issues such as:

- Proof of age schemes
- CCTV
- Door supervisors
- Supervision of entrances / machine areas
- Physical separation of areas
- Location of entry
- Notices / signage
- Specific opening hours

This list is not exhaustive.

As regards the protection of vulnerable persons, this licensing authority will consider measures such as the use of self-barring schemes, provision of information leaflets / helpline numbers for organisations such as GamCare.

This licensing authority will, as per the Gambling Commission's guidance, refer to the Commission's website to see any conditions that apply to operator licences covering 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

Statement of Gambling Policy s349 Gambling Act 2005

default conditions on these premises licences, when they have been published.

4. Casinos

The Council did not make an application for new casinos under the Gaming Act 1968 (prior to the deadline of 26th April 2006). Consequently 'Section 4. Casinos' is not directly relevant to this Statement but is included for the sake of completeness.

No Casinos resolution - This licensing authority has not passed a 'no casino' resolution under Section 166 of the Gambling Act 2005, but is aware that it has the power to do so. Should this licensing authority decide in the future to pass such a resolution, it will update this policy statement with details of that resolution.

Casinos and competitive bidding - This licensing authority is aware that where a licensing authority area is enabled to grant a Premises Licence for a new style casino (i.e. the Secretary of State has made such regulations under Section 175 of the Gambling Act 2005) there are likely to be a number of operators which will want to run the casino. In such situations the local authority will run a 'competition' under Schedule 9 of the Gambling Act 2005. This licensing authority will run such a competition in line with any regulations issued under the Gambling Act 2005 by the Secretary of State.

Betting machines - This licensing authority is aware that, as explained in the Gambling Commission's Guidance for local authorities: Section 181 contains an express power for licensing authorities 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 or to a casino premises licence (where betting is permitted in the casino). When considering whether to impose a condition to restrict the

number of betting machines in particular premises, the licensing authority, amongst other things, should take into account the size of the premises, the number of counter positions available for person-to-person transactions, and the ability of staff to monitor the use of the machines by children and young persons (it is an offence for those under 18 to bet) or by vulnerable persons.

Credit - This licensing authority has noted that the Gambling Commission has stated in its Guidance for Local Authorities that section 177 does not prevent the licensee from permitting the installation of cash dispensers (ATMs) on the premises. Such machines may accept credit cards (and debit cards) and the arrangement is subject to a requirement that the licensee has no other commercial connection in relation to gambling (aside from the agreement to site the machines) with the service-provider and does not profit from the arrangement, not make any payment in connection with the machines. Guidance on the further conditions that may apply in relation to such machines will be included in the next version of this guidance

5. Bingo premises

This licensing authority notes that the Gambling Commission's Guidance states:

- Licensing authorities will be able to find information about the restrictions that apply in the codes of practice that will be published on the Commission's website.
- Further guidance will be issued in due course about the particular issues that licensing authorities should take into account in relation to the suitability and layout of bingo premises.

Once this information is available, this licensing authority will consider its application to premises licences for bingo premises.

Statement of Gambling Policy s349 Gambling Act 2005

6. Betting premises

Betting machines - It is noted that the Gambling Commission's Guidance for local authorities states: "Section 181 contains an express power for licensing authorities 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 or to a casino premises licence (where betting is permitted in the casino). When considering whether to impose a condition to restrict the number of betting machines in particular premises, the licensing authority, amongst other things, should take into account the size of the premises, the number of counter positions available for person-to-person transactions, and the ability of staff to monitor the use of the machines by children and young persons (it is an offence for those under 18 to bet) or by vulnerable persons."

Credit - It has also been noted that the Gambling Commission Guidance states: section 177 does not prevent the licensee from permitting the installation of cash dispensers (ATMs) on the premises. Such machines may accept credit cards (and debit cards) and the arrangement is subject to a requirement that the licensee has no other commercial connection in relation to gambling (aside from the agreement to site the machines) with the service-provider and does not profit from the arrangement, nor make any payment in connection with the machines. It is also understood that the Gambling Commission will be placing restrictions and requirements on Operating Licences for betting premises as regards credit and this licensing authority will consider the guidance when it is available.

7. Tracks

This licensing authority is aware that the Gambling Commission may provide further specific guidance as

regards tracks. We have taken note of the Guidance from the Gambling Commission which highlights that tracks are different from other premises in that there may be more than one premises licence in effect and that the track operator may not be required to hold an operator licence as there may be several premises licence holders at the track which will need to hold their own operator licences.

There may be some specific considerations with regard to the protection of children and vulnerable persons from being harmed or exploited by gambling and this authority would expect the premises licence applicants to demonstrate suitable measures to ensure that children do not have access to adult only gaming facilities. It is noted that children and young persons will be permitted to enter track areas where facilities for betting are provided on days when dog-racing and/or horse racing takes place, although they are still prevented from entering areas where gaming machines (other than category D machines) are provided.

Appropriate licence conditions may be:

- Proof of age schemes
- CCTV
- Door supervisors
- Supervision of entrances / machine areas
- Physical separation of areas
- Location of entry
- Notices / signage
- Specific opening hours
- The location of gaming machines

This list is not exhaustive.

As regards the protection of vulnerable persons, this licensing authority will consider measures such as the use of self-barring schemes, provision of information leaflets / helpline numbers for organisations such as GamCare.

Betting machines - Licensing authorities have a power under the

Statement of Gambling Policy s349 Gambling Act 2005

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 Gambling Commission's Guidance will be noted in that it states: In relation to betting premises away from tracks, the Commission is proposing that licensing authorities should take into account the size of the premises and the ability of staff to monitor the use of the machines by vulnerable people when determining the number of machines permitted. Similar considerations apply in relation to tracks, where the potential space for such machines may be considerable, bringing with it significant problems in relation to the proliferation of such machines, the ability of track staff to supervise them if they are scattered around the track and the ability of the track operator to comply with the law and prevent children betting on the machine. Licensing authorities will want to consider restricting the number and location of betting machines, in the light of the circumstances of each application for a track betting premises licence.

This licensing authority also notes that, In the Commission's view, it would be preferable for all self-contained premises operated by off-course betting operators on track to be the subject of separate premises licences. This would ensure that there was clarity between the respective responsibilities of the track operator and the off-course betting operator running a self-contained unit on the premises.

Condition on rules being displayed - The Gambling Commission has advised in its Guidance for local authorities that licensing authorities should attach a condition to track premises licences requiring the track operator to ensure that the rules are prominently displayed in or near the betting areas, or that other measures

are taken to ensure that they are made available to the public. For example, the rules could be printed in the race-card or made available in leaflet form from the track office.

8. Travelling Fairs

It will fall to this licensing authority to decide 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.

The licensing authority will also consider whether the applicant falls within the statutory definition of a travelling fair.

It has been noted that the 27-day statutory maximum for the land being used as a fair, is per calendar year, 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. This licensing authority will work with its neighbouring authorities to ensure that land which crosses our boundaries is monitored so that the statutory limits are not exceeded.

9. Provisional Statements

This licensing authority notes the Guidance for the Gambling Commission which states that it is a question of fact and degree whether premises are finished to a degree that they can be considered for a premises licence and that requiring the building to be complete ensures that the authority could, if necessary, inspect it fully.

In terms of representations about premises licence applications, following the grant of a provisional statement, no further representations from relevant authorities or interested parties can be taken into account

Statement of Gambling Policy s349 Gambling Act 2005

unless they concern matters which could not have been addressed at the provisional statement stage, or they reflect a change in the applicant's circumstances. In addition, the authority may refuse the premises licence (or grant it on terms different to those attached to the provisional statement) only by reference to matters:

- (a) which could not have been raised by objectors at the provisional licence stage; or
- (b) which is in the authority's opinion reflect a change in the operator's circumstances.

This authority has noted the Gambling Commission's Guidance on not taking into account irrelevant matter: one example of an irrelevant matter would be the likelihood of the applicant obtaining planning or building regulations approval for the proposal.

10. Reviews:

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 will be on the basis of whether the request for the review is relevant to the matters listed below, as well as consideration as to whether the request is frivolous, vexatious, will certainly not cause this authority to wish alter/revoke/suspend the licence, or whether it is substantially the same as previous representations or requests for review.

- 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

The licensing authority can also initiate a review of a licence on the basis of any reason which it thinks is appropriate.

PART C

Permits / Temporary & Occasional Use Notice

1. Unlicensed Family Entertainment Centre gaming machine permits (Statement of Principles on Permits – Schedule 10 para 7)

Where a premises does not hold a Premises Licence but wishes to provide gaming machines, it may apply to the licensing authority 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 (Section 238).

The Gambling Act 2005 states that a licensing authority may prepare a *statement of principles* that they propose to consider in determining the suitability of an applicant for a permit and in preparing this statement, and/or considering applications, it need not (but may) have regard to the licensing objectives and shall have regard to any relevant guidance issued by the Commission under section 25. The Gambling Commission's Guidance for local authorities also states: In their three year licensing policy statement, licensing authorities may include a statement of principles that they propose to apply when exercising their functions in considering applications for permits...., licensing authorities will want to give weight to child protection issues. Further guidance on the information that should be obtained from the applicant and others will be provided in the next version of this guidance.

The Guidance also states: An application for a permit may be granted only if the licensing authority is satisfied that the premises will be used

Statement of Gambling Policy s349 Gambling Act 2005

as an unlicensed Family Entertainment Centre, and if the chief officer of police has been consulted on the application. Relevant considerations to take into account would include the applicant's suitability, such as any convictions that they may have that would make them unsuitably to operate a family entertainment centre; and the suitability of the premises in relation to their location and issues about disorder.

It should be noted that a licensing authority cannot attach conditions to this type of permit and that the statement of principles only applies to initial applications and not to renewals.

Statement of Principles = This licensing authority 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 BRC checks for staff, training covering how staff would deal with unsupervised very young children being on the premises, or children causing perceived problems on / around the premises.

With regard to renewals of these permits, a licensing authority may refuse an application for renewal of a permit only on the grounds that an authorised local authority officer has been refused access to the premises without reasonable excuse, or that renewal would not be reasonably consistent with pursuit of the licensing objectives.

2. (Alcohol) Licensed premises gaming machine permits – (Schedule 13 Para 4(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 licensing authority. The licensing authority 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

If a premises wishes to have more than 2 machines, then it needs to apply for a permit and the licensing authority must 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 "*such matters as they think relevant.*" This licensing authority 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 harm or being exploited by gambling and will expect the applicant to satisfy the authority that there will be sufficient measures to ensure that under 18 year olds do not have access to the adult only gaming machines. Measures which will satisfy the authority that there will be no access may include the adult machines being in site of the bar, or in the sight of staff who will monitor that the machines are not being used by those under 18. Notices and signage may also be help. As regards the

Statement of Gambling Policy s349 Gambling Act 2005

protection of vulnerable persons this applicants may wish to consider the provision of information leaflets / helpline numbers for organisations such as GamCare.

It is recognised that some alcohol licensed premises may apply for a premises licence for their non-alcohol licensed areas. Any such application would need to be applied for, and dealt with as an Adult Entertainment Centre premises licence.

It should be noted that the licensing authority 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.

It should also be noted that the holder of a permit to must comply with any Code of Practice issued by the Gambling Commission about the location and operation of the machine.

3. Prize Gaming Permits – (Statement of Principles on Permits - Schedule 14 Para 8 (3))

The Gambling Act 2005 states that a Licensing Authority may “prepare a statement of principles that they propose to apply in exercising their functions under this Schedule” which “may, in particular, specify matters that the licensing authority propose to consider in determining the suitability of the applicant for a permit”.

This licensing authority has not prepared a statement of principles. Should it decide to do so it will include details in a revised version of the policy statement.

In making its decision on an application for this permit the licensing authority does not need to have regard to the licensing objectives but must have regard to any Gambling Commission guidance.

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); and
- participation in the gaming must not entitle the player to take part in any other gambling.

4. Club Gaming and Club Machines Permits

Members Clubs and Miners’ welfare institutes (but not Commercial Clubs) may apply for a Club Gaming Permit or a Clubs Gaming machines 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 forthcoming regulations. A Club Gaming machine permit will enable the premises to provide gaming machines (3 machines of categories B, C or D).

Gambling Commission Guidance for local authorities states: 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

Statement of Gambling Policy s349 Gambling Act 2005

permitted by separate regulations. It is anticipated that this will cover bridge and whist clubs, which will replicate the position under the Gaming Act 1968. A members' club must be permanent in nature, not established to make commercial profit, and controlled by its members equally. Examples include working men's clubs, branches of Royal British Legion and clubs with political affiliations.

The Guidance also makes it clear that before granting the permit the authority will need to satisfy itself that the premises meet the requirements of a members' club and may grant the permit if the majority of members are over 18.

This Licensing Authority is aware that Licensing authorities may only refuse an application on the grounds that:

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

It should be noted that there is a 'fast-track' procedure available for premises which hold a Club Premises Certificate under the Licensing Act 2003. As the Gambling Commission's Guidance for local authorities states: Under the fast-track procedure there is no opportunity for objections to be made by the Commission or the police, and the ground upon which an authority can refuse a permit are reduced and that

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.

5. Temporary Use Notices

There are a number of statutory limits as regards Temporary Use Notices. It is noted that it falls to the licensing authority to decide what constitutes a 'set of premises' where Temporary Use Notices are received relating to the same building / site.

6. Occasional Use Notices:

The licensing authority has very little discretion as regards these notices aside from ensuring that the statutory limit of 8 days in a calendar year is not exceeded. The licensing authority will though need to consider the definition of a 'track' and whether the applicant is permitted to avail him/herself of the notice.

This page is intentionally left blank

REPORT TO: Executive Board

DATE: 7th December 2006

REPORTING OFFICER: Operational Director – Financial Services

SUBJECT: Determination of Council Tax Base

WARD(S): Borough-wide

1.0 PURPOSE OF REPORT

1.1 There is a requirement for the Council to determine the 'Tax Base' for its area and also the tax base for each of the Parishes. It is required to notify the figure to the Cheshire Fire Authority, the Cheshire Police Authority, the Cheshire Magistrates' Courts Committee, the Cheshire Probation Committee and the National Rivers Authority by 31st January 2007. The Council is also required to calculate and advise, if requested, the Parish Councils of their relevant tax bases.

2.0 RECOMMENDED: That

- (1) **The Executive Board recommend to the Council that the 2007/8 Council Tax Base be set at 37,392 for the Borough, and that the Cheshire Fire Authority, the Cheshire Police Authority, and the National Rivers Authority be so notified; and**
- (2) **The Executive Board recommend to the Council that the Council Tax Base for each of the Parishes be set as follows:**

Parish	Tax Base
Hale	722
Daresbury	140
Moore	352
Preston Brook	331

3.0 SUPPORTING INFORMATION

3.1 The Tax Base

The 'Tax Base' is the measure used for calculating the council tax and is used by both the billing authority (the Council) and the major precepting authorities (the Cheshire Fire Authority and the Cheshire Police Authority) in the calculation of their council tax requirements.

The tax base figure is arrived at in accordance with a prescribed formula, and represents the estimated full year number of chargeable dwellings in the Borough, expressed in terms of the equivalent of Band 'D' dwellings.

3.2 The Council Tax Base for 2007/2008

The tax base is calculated using the number of dwellings included in the Valuation List, as provided by the Listing Officer, as at 18th September 2006. Adjustments are then made to take into account the estimated number of discounts, voids, additions and demolitions during the period 19th September 2006 to 31st March 2007.

An estimated percentage collection rate is then applied to the product of the above calculation to arrive at the tax base for the year.

Taking account of all the relevant information and applying a 99% collection rate, the calculation for 2007/2008 gives a tax base figure of 37,392 for the Borough as a whole.

The appropriate tax base figure for each of the Parishes is as follows:

Parish	Tax Base
Hale	722
Daresbury	140
Moore	352
Preston Brook	331

4.0 POLICY IMPLICATIONS

4.1 None.

5.0 OTHER IMPLICATIONS

5.1 None.

6.0 RISK ANALYSIS

6.1 Loss of Income to the Council if Council Tax Base is not agreed.

7.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

Document	Place of Inspection	Contact Officer
Working Papers	Catalyst House	P. McCann

REPORT TO:	Council
DATE:	13 th December, 2006
REPORTING OFFICER:	Strategic Director Corporate & Policy
SUBJECT:	Independent Remuneration Panel
WARD(S):	Borough-wide

1.0 PURPOSE OF THE REPORT

- 1.1 The purpose of the report is to recommend Council that it sets up an Independent Remuneration Panel to consider the Scheme of Members' Allowances.

2.0 RECOMMENDATION

- 2.1 That the Chief Executive be authorised to take all necessary steps to establish an Independent Remuneration Panel to review the Council Scheme of Member Allowances.**

3.0 SUPPORTING INFORMATION

- 3.1 The Council's Scheme of Members allowances will expire on the 31st March 2007. The Council is therefore required to put a new Scheme in place before that date. Before making a Scheme, the relevant Regulations require that the Council must appoint, and take advice from, an Independent Remuneration Panel. It is therefore suggested that such a panel be established to advise the Council.
- 3.2 The Regulations require that Independent Remuneration Panels consist of 3 or more members none of whom are either members of the authority or who are disqualified from being members of the authority.
- 3.3 If an Independent Remuneration Panel is appointed by the Council in December, it is anticipated that they would report to Full Council in February with their recommendations.

4.0 POLICY, FINANCIAL AND OTHER IMPLICATIONS

- 4.1 None at this stage.

5.0 RISK ANALYSIS

- 5.1 It is necessary to ensure that a new Scheme is in place in time for the expiry of the current scheme.

6.0 EQUALITY AND DIVERSITY ISSUES

6.1 The Current Scheme addresses issues such as Child Care and Dependent Carer's allowances and it is important that similar allowances are included in the new scheme.

7.0 LIST OF BACKGROUND PAPERS UNDER SECTION 100D OF THE LOCAL GOVERNMENT ACT 1972

Document	Place of Inspection	Contact Officer
Chapter 6 Council's Constitution	Municipal Building	John Tradewell
The Local Authorities (Members' Allowances)(England) Regulations 2003	Municipal Building	John Tradewell