

Premises Licence Application Guidance

Betting Premises (Other) Licence

The Act contains a single class of licence for betting premises. However, within this single class of licence, there will be different types of premises that require licensing.

The Act also permits betting intermediaries to operate from premises, although betting intermediaries usually offer their services via remote communication, such as the Internet. In principle, however, there is nothing to stop a betting intermediary applying for a betting premises licence to offer intermediary services upon the premises.

In the event that the Authority considers whether to impose such a condition on any particular licence it may, among other things, 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

A betting premises licence covers the premises to have four gaming machines categories B2 to D (see Annex B). Betting machines in betting premises do not count as gaming machines as they merely automate the process of placing bets on live or future events.

NB: If a machine takes bets on virtual races and other games then it is classed as a gaming machine and would count towards the total number of machines allocated to the premises.

A machine is not a gaming machine if it is designed or adapted for use to bet on future real events. Some betting premises may make available machines that accept bets on live events, such as horse racing, as a substitute for placing a bet over the counter. These “betting machines” are not gaming machines and therefore neither count towards the maximum permitted number of gaming machines, nor have to comply with any stake or prize limits. Such betting machines merely automate the process which can be conducted in person and therefore do not require regulation as a gaming machine.

However, where a machine is made available to take bets on virtual races (that is, images generated by computer to resemble races or other events) that machine is a gaming machine and does count towards the maximum permitted number of gaming machines, and must meet the relevant category limitations for the premises.

Premises Licence Application Guidance

Application Information

To apply for a licence to have a betting premises licence you or the company you represent must first be the holder of an operating licence issued by the Gambling Commission.

Application forms and guidance are available from the Licensing Section of the Local Authority.

For all applications the plans must be submitted showing the following:

- Extent of the boundary or perimeter of the premises.
- The location of any internal or external walls.
- The location of each point of entry and exit (including information about where the premises is entered from and where exits lead to).
- The location and extent of any part of the premises which will be used to provide facilities for gambling.

Applying during the transitional period (27th May 2007 to 30th July 2007)

Converted premises licence

When applying to convert an existing licence the application must include a copy of the existing permissions (licence/permit issued under the previous regulations). If the existing permissions have not yet been granted then applicant must submit a copy of the previous application.

Where a copy of the information listed above cannot be produced because it is “not reasonably practicable” to do so then a statement has to be submitted with the application. The statement must –

- Explain why it is not reasonably practicable to produce the documentation
- Set out the nature of the existing licence, the date on which it was granted and who granted it.

Fast Track

- the licensing authority must grant it;
- the new mandatory and default conditions will be attached to your premises licence and nothing more;
- the licensing authority will not be able to amend default conditions or attach additional conditions at the point of issue (after issue, your premises licence may be reviewed like any other);
- it will involve a straightforward administrative procedure with no requirement for a hearing, to publish notice of the application or to notify responsible authorities;
- responsible authorities or interested parties will not be able to make representations;
- the application will be subject to a lower fee reflecting the reduced amount of work for the licensing authority in dealing with the application.

Premises Licence Application Guidance

Non Fast Track

- the licensing authority must ultimately grant at least a premises licence with the new mandatory and default conditions attached to it (as attached);
- the licensing authority may grant or refuse your request to exclude or vary a default condition;
- where the licensing authority grants the request, it may attach other conditions. This may, for example, relate to the same matter dealt with by the default condition, but it does not necessarily have to be so limited;
- all the normal requirements relating to the making of an application for a premises licence will apply, including the requirements to publish notice of the application and to notify responsible authorities;

Notice of Applications

The government has prescribed the form by which the notices must be made, these are available from the dcms website (see Annex D).

Application forms are submitted to the local licensing authority and separate notices of applications (other than fast track applications) must be given to all other responsible authorities (see Annex A) that will have 28 days to make representations.

Notice of the application must be given to the responsible authorities within 7 days of the date of application to the local licensing authority.

Notice of the application must be published in a local newspaper on at least one occasion during the period of ten working days starting with the day after the date application is made to the local licensing authority.

Notice must also be displayed on the premises which the application is made. It must be situated so members of the public can conveniently read it from the exterior of the premises. This notice must be displayed for a period of 28 consecutive days starting on the date the application is made to the local licensing authority.

Measures to Meet Licensing Objectives

This Licensing Authority will expect applicants to offer their own measures to meet the licensing objectives to cover issues such as:

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

Premises Licence Application Guidance

- Self-barring schemes
- Provision of information leaflets / helpline numbers for organisations such as GamCare.

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

Applications

Applications for Betting Premises Licence will not be processed unless the person seeking the licence holds or has applied for a relevant operating licence from the Gambling Commission.

Applications must come from a person who has a right to occupy the premises, a person over the age of 18 and be made to the authority in whose area the premises is wholly or partly situated.

Applications must include the following information:

- Completed application form
- Fee (cheques made payable to Vale of Glamorgan Council)
- Plan of the premises
- Copy of existing permit

Premises Licence Application Guidance

Annex A

Responsible Authorities

Licensing Authority

Licensing Section
Civic Offices
Holton Road
Barry
CF63 4RU
Tel: 01446 709105
Fax: 01446 709808
Email: licensing@valeofglamorgan.gov.uk

Planning

Environmental & Regeneration
Dock Offices
Subway Road
Barry
Tel: 01446 704624
Fax: 01446 704847
Email: planningtransportation@valeofglamorgan.gov.uk

Children & Family Services

Community Services
Dock Offices
Subway Road
Barry
Tel: 01446 704701
Fax: 01446 704785
Email: childrenfamilyservices@valeofglamorgan.gov.uk

Chief Fire Officer

South Wales Fire and Rescue Service
Adam Street
Cardiff
CF24 2FL
Tel: 01443 232 900
Fax: 01443 232978

Environmental Health

Noise Pollution & Health and Safety
Civic Offices
Holton Road
Barry
CF63 4RU
Tel: 01446 709105
Fax: 01446 709449
Email: RegServ@valeofglamorgan.gov.uk

South Wales Police

'E' Division
Barry Police Station
Gladstone Road
Barry
CF63 1TD
Tel: 01446 734451
Fax: 01446 731616

Gambling Commission

Victoria Square House
Victoria Square
Birmingham
B2 4BP
Tel: 0121 230 6500
Fax: 0121 233 1096
Email: info@gamblingcommision.gov.uk

HM Revenue & Customs

National Registration Unit
Portcullis House
21 India Street
Glasgow
G2 4PZ
Tel: 0141 555 3633
Email: nrubetting&gaming@hmrc.gsi.gov.uk

Premises Licence Application Guidance

Annex B

	MACHINE CATEGORY						
	(X = category of machine not permitted on this type of premises)						
	A	B1	B2	B3	B4	C	D
Maximum stake	Unlimited	£2	£100	£1	£1	50p	10p/30
Maximum prize	Unlimited	£4000	£500	£500	£250	£35	£5/£8
PREMISES/ MAX. No of MACHINES							
Regional Casino	Maximum 1250 (subject to table ratio)	Any combination of other categories of machines, B1 to D, within the total limit of 1250 (subject to table ratio)					
Large Casino	X	Max. 150	Any combination of other categories of machines, B2 to D, within the total limit of 150 (subject to table ratio)				
Small Casino	X	Max. 80	Any combination of other categories of machines, B2 to D, within the total limit of 80 (subject to table ratio)				
Existing Casino	X	Max. 20 in total, any combination of category B				Any number of C or D <i>instead</i> of 20 B	
Licensed betting and licensed tracks	X	X	4 in total, any combination of B2 to D				
Licensed Bingo	X	X	X	4 in total, any combination of B3 and B4		Any number of C or D	
Licensed Adult Gaming Centre (AGC)	X	X	X	4 in total, any combination of B3 and B4		Any number of C or D	
Clubs or Miners' institutes with permit	X	X	X	X	Three in total, Any number of B4, C or D		
Premises with licensed bar e.g. Pubs	X	X	X	X	X	C or D – 2 in total, automatically, with notification	
						In addition, as many as allowed by permit	
Licensed Family Entertainment Centre (FEC)*	X	X	X	X	X	Any number of C or D	
Unlicensed FECs*							D only, any number
Travelling fair	X	X	X	X	X	X	D only, any number

* Licensed FECs require an operating licence from the Gambling Commission and a premises licence from its local (licensing) authority. Unlicensed FECs only require a FEC gaming permit from its licensing authority

Premises Licence Application Guidance

Annex C

Gambling Act 2005 – Licence Fees and Charges

Adult Gaming Centres

Type of Application	Fee
Fast Track Application Fee	£300
Non Fast Track Application Fee	£750
Application Fee	£1,200
Application Where Provisional Statement Previously Issued	£675
Annual Fee	£1,000
Transfer Application Fee	£400
Variation Application Fee	£750
Provisional Statement Application Fee	£1,250
Application for Reinstatement Fee	£700
Change of Circumstances Fee	£50
Duplicate Licence Fee	£25

Family Entertainment Centres

Type of Application	Fee
Fast Track Application Fee	£300
Non Fast Track Application Fee	£750
Application Fee	£750
Application Where Provisional Statement Previously Issued	£675
Annual Fee	£750
Transfer Application Fee	£400
Variation Application Fee	£750
Provisional Statement Application Fee	£750
Application for Reinstatement Fee	£700
Change of Circumstances Fee	£50
Duplicate Licence Fee	£25

Betting Premises (Other) Licence

Type of Application	Fee
Fast Track Application Fee	£300
Non Fast Track Application Fee	£850
Application Fee	£1,200
Application Where Provisional Statement Previously Issued	£675
Annual Fee	£600
Transfer Application Fee	£400
Variation Application Fee	£1,050
Provisional Statement Application Fee	£1,250
Application for Reinstatement Fee	£700
Change of Circumstances Fee	£50
Duplicate Licence Fee	£25

Premises Licence Application Guidance

Annex D

Contacts

Further information is available from:

Licensing Authority

Licensing Section
Civic Offices
Holton Road
Barry
CF63 4RU
Tel: 01446 709105
Fax: 01446 709808
Email: licensing@valeofglamorgan.gov.uk
Website: www.valeofglamorgan.gov.uk

Department of Culture Media and Sport

Website: www.culture.gov.uk

Gambling Commission

Website: www.gamblingcommission.gov.uk
Telephone help line: 0121 230 6666
Email: info@gamblingcommision.gov.uk

Office of Public Sector Information

Copies of the Gambling Act 2005 and regulations can be found on the OPSI website:

www.opsi.gov.uk

GamCare

GamCare
2&3 Baden Place
Crosby Row
London
SE1 1YW
Tel: 020 7378 5200
Fax: 020 7378 5233
E-Mail: info@gamcare.org.uk
Website: <http://www.gamcare.org.uk>