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6 October 2006

To: Chairman – Councillor RE Barrett
Vice-Chairman – Councillor R Hall
Members of the Licensing Committee – Councillors Mrs PM Bear, EW Bullman,
Mrs SM Ellington, Mrs A Elsby, Mrs SA Hatton, Mrs HF Kember, RB Martlew,
RM Matthews, DC McCraith, Mrs CAED Murfitt, A Riley, Mrs HM Smith and
Mrs DSK Spink MBE

Dear Councillor

You are invited to attend a joint meeting of the **ENVIRONMENTAL HEALTH PORTFOLIO HOLDER** and **LICENSING COMMITTEE**, which will be held in **COUNCIL CHAMBER, FIRST FLOOR** at South Cambridgeshire Hall on **MONDAY, 16 OCTOBER 2006 at 10.00 a.m.**

Yours faithfully
GJ HARLOCK
Chief Executive

AGENDA

	PAGES
1. APOLOGIES FOR ABSENCE Apologies for absence have been received from Councillors Mrs HF Kember and Mrs HM Smith.	
2. DECLARATIONS OF INTEREST	
3. MINUTES OF LAST MEETING To confirm that the minutes of the meetings held on 10 August and 19 September 2006 are correct records.	1 - 6
4. GAMBLING ACT 2005 - ADOPTION OF POLICY Appendix A is not available electronically	7 - 48

GUIDANCE NOTES FOR VISITORS TO SOUTH CAMBRIDGESHIRE HALL

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If a member of the public interrupts proceedings, the Chairman will warn the person concerned. If they continue to interrupt, the Chairman will order their removal from the meeting room. If there is a general disturbance in any part of the meeting room open to the public, the Chairman may call for that part to be cleared.

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Vending machines and a water dispenser are available on the ground floor near the lifts. There shall be no food and drink in the Council Chamber.

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

At a joint meeting of the Environmental Health Portfolio Holder
and Licensing Committee held on
Thursday, 10 August 2006

PRESENT: Councillor RE Barrett – Chairman
Councillor R Hall – Vice-Chairman

Councillors: Mrs PM Bear Mrs SA Hatton
Mrs HF Kember RB Martlew
RM Matthews DC McCraith
A Riley Mrs HM Smith
Mrs DSK Spink MBE

Councillor RMA Manning, Environmental Health Portfolio Holder was also in attendance.

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Mrs SM Ellington,
Mrs A Elsby and Mrs CAED Murfitt.

2. MINUTES OF LAST MEETING

The minutes of the meeting held on 26 June 2006 were agreed as a correct record. It was also noted that

- Councillor Mrs HM Smith had also attended the Licensing Act 2003 training session held on 28 July in Bury St Edmunds, and
- Training for members in respect of the Gambling Act 2005 would be held on Friday, 17 November 2006.

3. DECLARATIONS OF INTEREST

The Chairman declared an interest in item 4 on the agenda as one of the local Members for Balsham.

4. BALSHAM - DESIGNATION OF CONSENT STREETS

Prior to commencement of discussion on this item, the Licensing Officer informed the Committee of a typographical error in paragraph 5 of the report. The first sentence should read, village of *Balsham*.

A number of issues arose during consideration of this item; these were:

- (a) Who levies the charges for licences
- (b) Why were late night licences required
- (c) The regulations related to trading adjacent to a highway

In response, the Licensing Officer confirmed:

- (a) The Portfolio Holder on an annual basis
- (b) Traders serving hot foot after 11pm now required a licence under the Licensing Act 2003. A number of vans trading in consent street villages had two licences

- (c) A licence would not be required if a trader was operating over 5m from a highway

The Licensing Committee, having noted that no objections had been received from the publication of the Notice of Intention to designate all streets in Balsham,

RESOLVED to designate all the streets in Balsham as Consent Streets under the terms of the Local Government (Miscellaneous Provisions) Act 1982 and proceed to advertise the Resolution.

5. SEX ESTABLISHMENT ADOPTION

The Environmental Health department had recently received a number of enquiries regarding the setting of up sex establishments within the area and as result of investigation by officers, it became apparent that adoption by this Council of the relevant schedule of the Local Government (Miscellaneous Provisions) Act 1982 may not have previously taken place.

Following adoption of the appropriate schedule, the Council would be empowered to set any conditions upon licences as deemed appropriate. A proposed set of standard conditions were appended to the report for Members to consider and the following issues were raised:

- (a) Opening times should be more consistent
- (b) Why are people under the age of 21 required to show proof of age
- (c) What is the charge for licensed premises under the Licensing Act 2003
- (d) An open mind should be kept regarding the number of establishments in the district
- (e) It was felt that some of the films available would not be passed by the British Board of Film Classification (BBFC)
- (f) Planning permission may be required for the premises, however consent would not automatically result in an approval for use as a sex establishment
- (g) How many complaints would be received before an investigation was made
- (h) Was there an annual review of the licences
- (i) Would local people be notified of applications

The following responses were made:

- (a) The opening times to be discussed further
- (b) Requirement for a proof of age was in line with national criteria and the 'Think 21' campaign adopted by Police and Trading Standards
- (c) Fees were currently £80 to £700. The suggested fee of £3,500 for licences for sex establishments reflected the degree of public concern and officer time spent resolving those concerns. It was anticipated that the fee for these particular licences would attract only serious applications and was in line with the Council's immediate neighbouring authority, Cambridge City Council who charge £3,000
- (d) Due to the geographical nature of the district it would be difficult to state a particular number that would be allowed; each application must, however, be treated on its own merit. Members have the power to reconsider restricting the numbers if several applications are received in one particular area. Members attention was drawn to the first page containing the Standard Conditions for Sex Establishment Licence in which it states: *South Cambridgeshire District Council reserve the power to alter, modify or dispense with these conditions as*

- it sees fit at any time*
- (e) Any films shown and not passed by the BBFC would be illegal. There had been a recent relaxation in censorship and a new classification of film (R18) had been introduced
 - (f) If a planning condition restricted the opening hours, a sex establishment licence could not override those restrictions, however the applicant could appeal against that particular planning condition. The licensing authority cannot restrict the hours of opening for planning purposes. In the instance of planning permission given with no time restraints, applicants would have to comply with the licensing conditions
 - (g) That depended on the seriousness of the offence
 - (h) Licences would be renewed annually which gave the opportunity to review them, however they would be automatically re-licensed unless complaints had been received or legislation had changed
 - (i) A notice would be displayed outside the premises and an advert would be required in the local paper for initial applications; the procedure was similar to that of the Licensing Act 2003

Following discussion, it was proposed, seconded and **AGREED** that,

- (i) the opening hours for premises should be Monday to Saturday 9am to 7pm (paragraph 11 of the licence conditions relate),
- (ii) paragraph 12 of the licence conditions be amended to read: The premises shall not, without the written consent of the Council, be opened and used for the purposes for which the licence is granted on Sundays, *Good Friday or Christmas Day*,
- (iii) no restriction be imposed on the number of establishments for the district, but reserved the right to re-consider if deemed necessary, and
- (iv) a 5 Member panel would conduct hearings in respect of applications that had received an objection/s.

The Licensing Officer undertook to provide training for Members involved in the hearing procedure.

Members also noted that objectors to applications must have their anonymity preserved, however, their representations should be taken into consideration when applications were considered; this would be taken into account when setting up the hearing procedure.

In conclusion, the Licensing Committee

RECOMMENDS to the Environmental Health Portfolio Holder, Cabinet and Council,

- (a) the adoption of Part 2, Schedule 3 of the Local Government (Miscellaneous Provisions) Act 1982 in respect of the licensing of Sex Establishments,
- (b) that subject to the amendments at (i) and (ii) above, the standard conditions of licensing as stated in Appendix A to the covering report be approved, and
- (c) the agreement of the policy for the setting of the fee for the application, renewal or transfer of a licence for a sex establishment is set at £3500,
- (d) that the applications for sex establishment licences are put before a 5-Member Sub-Committee to be named 'Licensing Sub-Committee (Sex Establishments)', and
- (e) no restrictions on the numbers considered relevant for the district at this time

DECISION BY THE ENVIRONMENTAL HEALTH PORTFOLIO HOLDER

The Portfolio Holder, in addressing the Licensing Committee agreed with the changes to the hours of opening and not specifying the number of establishments to be allowed in the district. He did, however express concern if other religious groups wanted their holy days recognised. The Portfolio Holder also voiced his concern regarding the level of fees, feeling that establishments might be set up without prior approval; he did however, understand the reasoning behind the setting of the fee and therefore,

RECOMMENDS to Cabinet and Council the recommendation of the Licensing Committee as detailed above.

The Meeting ended at 11.15 a.m.

SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

At a meeting of the Licensing Committee held on
Tuesday, 19 September 2006 at 10.00am

PRESENT: Councillor RE Barrett – Chairman
Councillor R Hall – Vice-Chairman

Councillors: Mrs PM Bear Mrs SM Ellington
Mrs A Elsby RM Matthews
DC McCraith Mrs CAED Murfitt
Mrs HM Smith Mrs DSK Spink MBE

Apologies for absence were received from Councillors EW Bullman, Mrs SA Hatton, Mrs HF Kember, RB Martlew and A Riley.

1. DECLARATIONS OF INTEREST

There were no declarations of interest.

2. CALDECOTE - DESIGNATION OF CONSENT STREETS

The Committee considered a report seeking the designation of all the streets in the Parish of Caldecote as Consent Streets under the Local Government (Miscellaneous Provisions) Act 1982.

The Licensing Officer confirmed that the Council had given appropriate statutory Notice of the Committee's resolution of 23 February 2006 that such a designation be made. No objections or other comments had been received. Caldecote Parish Council remained in support of designation.

The Licensing Officer confirmed that the Consent street designation would apply to all streets within the Caldecote parish boundary.

Upon the proposal of Councillor Mrs CAED Murfitt, seconded by Councillor Mrs A Elsby, it was

RESOLVED

1. that all the streets within the Parish of Caldecote be designated as Consent Streets under the terms of the Local Government (Miscellaneous Provisions) Act 1982; and
2. that due statutory Notice of the resolution be given.

The Meeting ended at 10.05 a.m.

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SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL

REPORT TO:	Environmental Health Portfolio Holder and Licensing Committee	16 October 2006
AUTHORS:	Executive Director/Licensing Officer	

**SOUTH CAMBRIDGESHIRE DISTRICT COUNCILS
STATEMENT OF LICENSING POLICY GAMBLING ACT 2005****Purpose**

1. To seek approval for the Gambling Act 2005 policy statement by Cabinet and Council as South Cambridgeshire's formal statement of Licensing Policy in line with the requirements of the Gambling Act 2005.

Background

2. The introduction of a statement of licensing policy is a requirement under section 1 of the Gambling Act 2005 and without a policy South Cambridgeshire District Council may be subject to a judicial review for failing to carry out a statutory duty. In preparing the draft statement of the Licensing Policy, officers gave full regard to both the requirements of the Act itself and the guidelines issued by the Department of Culture Media and Sport (DCMS), Gambling Commission and where relevant Council strategies such as Crime and Disorder.
3. Central Government has stated that the development, consultation, re-drafting and adoption of a Licensing Policy must be completed in time for accepting applications under the new regime. They have declared that the first date for accepting applications will be 30 April 2007.
4. At the previous meeting of the Environmental Health Portfolio Holder and the Licensing Act 2003 Committee on 26 June 2006 the draft Licensing Policy was approved for public consultation. The purpose of which was to seek views and make relevant amendments to the draft policy. The policy was circulated to over 250 potential consultees (Appendix D) including representatives of the gambling trade, pubs and breweries, Parish Councils, representatives of faith groups and solicitors known to deal with gambling issues. The closing date for replies was the 29 September 2006.
5. The Authority received 4 replies as attached at **Appendix A**.

Considerations

6. Careful consideration has been given to the views submitted by consultees as detailed in **Appendix B**. As a result some amendments have been made as shown in ***Bold Italics*** in the finalised copy of the Licensing Policy attached as **Appendix C**.

Options

7. Members may after consideration opt for one of the following options:

- (a) To recommend the Policy as submitted at Appendix C for approval by Cabinet and Full Council.
- (b) To make further amendments followed by recommendation for approval by Cabinet and Full Council.

Implications

8. Financial	The fee structure for the Gambling Act has not yet been announced by Central Government, however it is expected that it will follow similar guidelines to that of the Licensing Act 2003 by banding premises according to rateable value. Training costs associated with this Act have been taken into consideration within the existing budgets for 2006/07 for staff and members.
Legal	Any policy or subsequent applications may be subject to challenge. Failure to adopt a policy as laid out in paragraph 4 may result in South Cambridgeshire District Council being subjected to a Judicial review.
Staffing	The introduction of the new Gambling Act was considered as part of the licensing section staffing review reported to Cabinet in February.
Risk Management	Implementation of the Licensing Policy in accordance with the requirements of the Act will reduce the risk of legal challenges in the future.
Equal Opportunities	The Council will promote equal opportunities in relation to this legislation as required by law.

Consultations

- 9. **Appendix D** identifies those persons that were consulted in this matter.

Effect on Annual Priorities and Corporate Objectives

10. Affordable Homes	Not applicable
Customer Service	Service first standards will apply to this legislation unless specifically stated otherwise in the Act itself.
Northstowe and other growth areas	Not applicable
Quality, Accessible Services	Premises will be permitted more flexibility in how they operate, but this will be balanced by greater accountabilities.
Village Life	The objectives of the Act are all aimed at preventing gambling from being a source of crime and disorder, ensuring gambling is conducted in a fair and open way, protecting children and other vulnerable adults from being harmed or exploited by gambling.
Sustainability	The main objectives of the Act have the objective of sustainability at their heart, see comments on village life and quality, accessible services.
Partnership	The draft Policy promotes the closer partnership working with organisations including Police and Fire Authorities.

Conclusions/Summary

11. The introduction of the Gambling Act 2005 devolves more responsibilities to Local Government. This responsibility is taken seriously and the development of a policy is an important matter. The consultation responses, although few in number, generally endorsed the draft policy whilst making some suggestions for improvement. The procedure for adopting a policy has followed the legislative requirements. Any policy will be adopted for a period of three years whereupon it will be reviewed again to take into account any changes in legislation or changes within the district. However it may be reviewed at any time if circumstances change and it is felt a review is appropriate.

Recommendations

12. It is recommended that the Licensing Committee recommends to the Environmental Health Portfolio Holder that the Gambling Act 2005 Statement of Policy as attached as Appendix C be approved and is ratified and adopted by Cabinet and Council.

Background Papers: the following background papers were used in the preparation of this report: Guidance issued under the Gambling Act 2005 by the Gambling Commission April 2006

Contact Officers: Myles Bebbington – Licensing Officer
Telephone 01954 713132
Fiona McMillan – Assistant Solicitor
Telephone 01954 713027
Dale Robinson - Chief Environmental Health Officer
Telephone 01954 713229

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APPENDIX B

CONSULTEE	COMMENT/REQUEST	OFFICER COMMENT
The Association of British Bookmakers	<p>Door Supervision</p> <p>Betting Machines</p> <p>Site applications</p> <p>Enforcement</p>	<p>Paragraph 8 Page 16 amended to reflect this representation Paragraph 13.1 Page 19 addresses this concern</p> <p>The Licensing Authority must follow the Act in that a new premises application must be submitted and considered on its individual merits.</p> <p>The Licensing Policy at para 1.1 Page 12 states that it should aim to permit the use of premises for gambling.</p> <p>Part A Paragraph 7.8 Page 11 amended to reflect comments.</p>
Gamcare	<p>The sale and distribution of controlled drugs and the laundering of the proceeds of drugs to support gambling.</p> <p>Position to feed gambling needs.</p> <p>Any unlawful gaming gambling and betting.</p> <p>All leaflets giving assistance to problem gambling clearly displayed in prominent and areas such as toilets for example where they will be more discreet. This will give certain anonymity.</p>	<p>This statement is unclear as to its exact meaning</p> <p>As above</p> <p>As above</p> <p>Policy amended to reflect this request at Part B Para 9.2, page 17</p>

	<p>Self exclusion forms available.</p> <p>Operator must have a regard to best practice issued by organisations that represent the interests of vulnerable people.</p> <p>On machines such as FOBT, s (Fixed Odd betting Terminals) the odds clearly displayed.</p> <p>All A. T.M or cash terminals to be separate from gaming machines, so that clients will have to leave the machine for more funds if so required. They should also display stickers with GamCare Helpline information positioned prominently on machine.</p> <p>Social responsibility must be adhered to and mentioned at all times when reasonable.</p> <p>It has been mentioned in the Principles however it is so important clear visible signs of age restriction are clearly displayed in gaming or betting establishments, also entrances to gambling and betting areas are well supervised and age identification verified.</p> <p>Posters displayed suggesting “stay in control of your gambling” with details of GamCare telephone number and website.</p>	<p>This is covered in Part B Para 9.2, page 17</p> <p>This area is dealt with in the Operators application to the Gambling Commission</p> <p>The proportion of amount staked or paid that is returned by way of prizes is to be addressed by regulations see S.240 G.A 05. the L.A cannot impose conditions of this nature</p> <p>Policy amended see part B Paras 6.4, 9.2 and 10.2. pages 16, 17 & 18</p> <p>This area is already addressed within the Policy</p> <p>Social responsibility will be part of the licensing criteria for operators licences</p> <p>This area is addressed within the Policy at part B Paras 6.4, 9.2,10.2, 12.1, 14.3, Pages 16, 17, 18, 19, & 20</p> <p>See earlier comments in respect of leaflets giving advice.</p>
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	<p>Compulsory non – gambling areas or “Chill out Rooms” in all Casinos (this is only relevant if you are having a casino in your authority).</p>	<p>Not applicable to this Authority</p>
<p>East of England Faiths Council</p>	<p>Seeking if at all possible to advise or approve only lowest or lower stake gaming machines.</p> <p>To ensure in all cases that requests for licenses are not only “reasonably consistent with” but in fact “meet” the licensing objectives.</p> <p>To seek to establish policies whereby the locations of licensed premises are as far as possible from places frequented by children, young people and families: schools, public swimming pools and leisure centres, shopping malls, sports fields, parks, recreational areas, shops, libraries, universities, areas where there is already deprivation.</p> <p>To give high priority to the provision and effective training of suitable door and or machine supervisors as well as in-service opportunities for training and the sharing of best practice. Certainly CCTV and proof of age schemes are necessary but these cannot substitute careful and caring observation by a trained task force.</p> <p>No comments made</p>	<p>Licensing Authority cannot set conditions as to type of machines used.</p> <p>Each application must be considered on its individual merits.</p> <p>This Authority will consider each application on its individual merits</p> <p>This Authority will consider each application on its individual merits</p>
<p>Ickleton Parish Council</p>	<p>No comments made</p>	<p>No action required</p>

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South Cambridgeshire District Council

Gambling Act Draft Licensing Policy

South Cambridgeshire District Council

Gambling Act Licensing Policy

Definitions

The **Licensing Authority** means the Council acting as defined by Section 2 of the Gambling Act 2005. For all official correspondence, the address of the

Licensing Authority is
The Chief Environmental Health Officer,
South Cambridgeshire District Council
Cambourne Business Park, Cambourne, Cambridgeshire, CB3 6EA. All

Correspondence to be marked for the attention of the Licensing Officer.

The **Act** means the Gambling Act 2005.

The **Licensing Committee** means the full committee or a Sub-Committee of no fewer than three members.

The term **etc.** is used to denote the whole range of consents relating to the Act, including premises licences, authorisations for the temporary use of premises, occasional use notices and five different sorts of permits for unlicensed family entertainment centres, prize gaming, gaming machines on alcohol-licensed premises and club gaming and club gaming machines, variations, transfers, and renewals.

Child means an individual who is less than 16 years old. A **young person** means an individual who is not a child but who is less than 18 years old.

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This Gambling Act Licensing policy has been drafted at a time when a number of regulations, Operating / Personal Licence conditions, Codes of Practice and guidance are not yet published. The approved policy will be reviewed, as soon as is reasonably practical should these subsequently be found to materially affect the content of the approved policy. All references to the Gambling Commission's Guidance for local authorities refer to the Guidance published in April 2006.

SUMMARY OF SOME TERMS UNDER THE GAMBLING ACT 2005

These pages are not part of the consultation process, as the definitions will be defined Nationally, but are included in the consultation version of this document to assist the reader. This document should be read in conjunction with the Gambling Act 2005 and Gambling Commission Guidance to Local Authorities.

CATEGORIES OF CASINO

Casino games

are defined by the Act to mean a game of chance which is not equal chance gaming. Equal chance gaming is gaming which does not involve playing or staking against a bank, and where the chances are equally favourable to all participants.

TYPE OF CASINO	REQUIREMENTS	CURRENT NUMBER OF NEW LICENCES AUTHORISED
Regional	Minimum customer area of 5000 M/2. Casino games, bingo and betting and up to 1250 gaming machines	1
Large	Minimum customer area 1500 M/2. Casino games, bingo and betting and up to 150 gaming machines	8
Small	Minimum customer area of 750 M/2. Casino games and betting and up to 80 gaming machines	8

CATEGORIES OF GAMING MACHINE

DCMS expects to issue draft regulations for consultation by mid-2006. This Table sets the current proposals for the different categories with the maximum stakes and prizes that apply. This could be subject to change, and this guidance will be updated in due course.

CATEGORY	MAXIMUM STAKE	MAXIMUM PRIZE
A	Unlimited	Unlimited
B1	£2	£4000
B2	£100	£500
B3	£1	£500
B4	£1	£250
C	50P	£25
D	10P or 30P when non monetary prize	£5 or £8 when non-monetary prize

NUMBER OF GAMING MACHINES BY PREMISES TYPE

TYPE	GAMING TABLES (MINIMUM)	GAMING MACHINES
REGIONAL CASINO	40	25 GAMING MACHINES CATEGORY A TO D FOR EACH TABLE AVAILABLE FOR USE MAXIMUM OF 1,250 MACHINES
LARGE CASINO	1	5 GAMING MACHINES CATEGORY B TO D FOR EACH TABLE AVAILABLE FOR USE MAXIMUM OF 150 MACHINES
SMALL CASINO	1	2 GAMING MACHINES CATEGORY B TO D FOR EACH TABLE AVAILABLE FOR USE MAXIMUM 80 MACHINES
BINGO PREMISES	N/A	4 GAMING MACHINES CATEGORY B3 AND B4 UNLIMITED MACHINES CATEGORY C UNLIMITED CATEGORY D MACHINES
BETTING PREMISES	N/A	4 GAMING MACHINES CATEGORY B2 TO D
TRACK BETTING PREMISES WHERE POOL BETTING LICENCE HELD	N/A	4 GAMING MACHINES CATEGORY B2 TO D
ADULT GAMING CENTRE	N/A	4 GAMING MACHINES CATEGORY B3 TO D UNLIMITED CATEGORY C UNLIMITED CATEGORY D
FAMILY ENTERTAINMENT CENTRE WITH OPERATING LICENCE	N/A	UNLIMITED GAMING MACHINES CATEGORY C TO D
FAMILY ENTERTAINMENT CENTRE WITH GAMING PERMIT	N/A	UNLIMITED GAMING MACHINES CATEGORY D
MEMBERS CLUB PREMISES	N/A	3 GAMING MACHINES CATEGORY B4 TO D
ON SALES ALCOHOL LICENSED PREMISES WITHOUT FOOD RESTRICTION	N/A	2 GAMING MACHINES CATEGORY C TO D BY NOTIFICATION UNLIMITED CATEGORY C TO D WITH ALCOHOL PREMISES GAMING PERMIT

Bingo

Bingo has no statutory definition. It is to have its ordinary and natural meaning. Under the previous legislation, two types of bingo could be offered :

- cash bingo, where the stakes paid made up the cash prizes that were won; or
- prize bingo, where various forms of prizes were won, not directly related to the stakes paid.

Traditionally, cash bingo was the main type of bingo played in commercial bingo halls (Part II of the Gaming Act 1968). They could also offer prize bingo, largely as interval games (section 21 of the 1968 Act). Under the 2005 Act, the distinction between these two versions of the game is being abolished for commercial operators, and the holder of a bingo operating licence will be able to offer any type of bingo game, whether cash or prize. That means that premises with a bingo premises licence, or a casino premises licence (where the operator holds a bingo as well as a casino operating licence), will be able to offer bingo in all its forms.

Apart from commercial bingo halls, prize bingo is traditionally a game played in arcades, especially seaside amusement arcades, or travelling funfairs. For these operators, prize bingo is being subsumed within the allowances for prize gaming in the Act. This means that adult gaming centres, both licensed and unlicensed family entertainment centres, and travelling fairs, (or any premises with a prize gaming permit) will be able to offer prize gaming, which includes prize bingo.

In this form of gaming, the nature of the prize must not be determined by reference to the number of people playing the game, and the nature or the size of the prize must not be determined by reference to the amount paid for or raised by the gaming.

ADULT GAMING CENTRES

Adult gaming centres (AGCs) are a new category of premises introduced by the Act. Persons operating an AGC must hold a gaming machines general operating licence from the Commission and must seek a premises licence from the licensing authority. They will be able to make category B, C and D gaming machines available to their customers.

Although the term “adult gaming centre” has been commonly used in relation to some premises with licences under section 34 of the Gaming Act 1968, such as amusement arcades, that is perhaps a misleading description. Arcades licensed by virtue of section 34 are not permitted to have machines that are the equivalent of category B machines, nor is there a statutory ban on children and young persons entering the premises (though most arcades located in city centres choose not to admit under-18s).

PART A

1. The Gambling Act Licensing Objectives

1.1. 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:

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

1.2. 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”.

1.3. This licensing authority is aware that, as per Section 153, in making decisions about premises licences and temporary use notices it should aim to permit the use of premises for gambling in so far as it thinks it is:

- 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 is
- In accordance with the authority’s Gambling Act Licensing policy.

2. Introduction

2.1. South Cambridgeshire District Council is situated in the County of Cambridgeshire, which contains 102 villages in total. The Council area has a population of 130,000 covering an area of 90,163 Hectares. The Council area is mainly rural. These areas are shown in the map below.

Insert map of Council area.

2.2. Licensing authorities are required by the Gambling Act 2005 to publish a policy, which they propose to apply when exercising their functions. This policy must be reviewed and published at least every three years. The policy may also be reviewed within this period and any amended parts re-consulted upon. The policy must be then re-published.

2.3. South Cambridgeshire District Council consulted widely upon this policy before finalising and publishing. A list of those persons consulted is provided below.

2.4. 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 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.

2.5. List of persons this authority consulted:

- The police
- Social Services
- Gamcare and local community organisations that are known to SCDC as working with gamblers
- Parish Councils
- Faith Groups including: -
 - To be advised
-
- Citizens' advice bureau
- Primary Care Trust
- Trade associations including
 - Ladbrookes
 - William Hills
 - Coral
 - Gala
 - Independent bookmakers within the South Cambs area
 - Other trade representatives as may become apparent in due course

2.6. The consultation of this policy followed the Revised Code of Practice and the Cabinet Office Guidance on consultations by the public sector. These documents are available via:

<http://www.cabinetoffice.gov.uk/regulation/consultation/code/index.asp>
<http://www.cabinetoffice.gov.uk/regulation/consultation/documents/pdf/code.pdf>

2.7. The policy will be approved at a meeting of the Full Council and will be published via our website on x date. Copies will be available from the Council offices and via the South Cambridgeshire District Council website.

2.8. Should you have any comments as regards this policy statement please send them via e-mail or letter to the following contact:

Name: Mr M Bebbington
Address: Licensing Officer, South Cambridgeshire District Council,
Cambourne Business Park, Cambourne, Cambridgeshire, CB3 6EA
E-mail: licensing@scambs.gov.uk
Tel No 08450 450 400

2.9. 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

3.1. In producing the final 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 statement.

4. Responsible Authorities

4.1. 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; and
- The need for the body to be answerable to democratically elected persons, rather than any particular vested interest group.

4.2. In accordance with the suggestion in the Gambling Commission's Guidance for local authorities, this authority designates the County Council Children's services, Box SS1002, Castle Court, Castle Hill, Cambridge CB3 0AP for this purpose.

4.3. The contact details (as at Appendix) of all the Responsible Authorities under the Gambling Act 2005 are available via the Council's website at: www.scambs.gov.uk. The Responsible Authorities are: -

- The Gambling Commission
- The Chief of Police for Cambridgeshire
- The Cambridgeshire Fire and Rescue Authority
- South Cambridgeshire Planning Authority
- South Cambridgeshire Environmental health Department
- County Council Children's Services
- HM Revenue and Customs
- Any other persons prescribed in regulations yet to be prescribed by the Secretary of State.

5. Interested parties

5.1. Interested parties can make representations about Gambling Act 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 authorised activities,
- b) Has business interests that might be affected by the authorised activities, or
- c) Represents persons who satisfy paragraph (a) or (b)"

5.2. 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. 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 for local authorities at 8.14 and 8.15.

- It will also consider the Gambling Commission's Guidance that "has business interests" should be given a broad interpretation and include partnerships, charities, faith groups and medical practices.

5.3. The Gambling Commission has recommended that the licensing authority state that interested parties include trade associations and trade unions, and residents and tenants' associations (Gambling Commission Guidance for local authorities 8.17). This authority will not however generally view these bodies as interested parties unless they have a member who can be classed as an interested person under the terms of the Gambling Act 2005 i.e. lives sufficiently close to the premises to be likely to be affected by the activities being applied for.

5.4. A class of person representing others may be for example a school head teacher or governor who might represent the interests of pupils or parents, or a community group may be permitted to represent vulnerable adults living near to proposed premises although they are not directly based in the vicinity. Trade unions may wish to make representations on behalf of employees who have a business interest in an application. This authority will consider such representations on their individual merits. In reaching a decision as to whether to accept such a representation the Authority will consider the guidance and amongst other things whether the people being represented live close to the premises or have sufficient interest in the premises to make a valid representation and the guidance issued.

5.5. Interested parties can be persons who are democratically elected such as councillors and MP's. No specific evidence of being asked to represent an interested person will be required as long as the councillor / MP represents the ward likely to be affected. Likewise, parish councils likely to be affected will be considered to be interested parties.

5.6. Other than these however, this authority will generally require written evidence that a person/body (e.g. an advocate/relative) 'represents' someone who either lives sufficiently close to the premises to be likely to be affected by the authorised activities and/or has business interests that might be affected by the authorised activities. A letter from one of these persons, requesting the representation is sufficient.

5.7. If individuals wish to approach councillors to ask them to represent their views then care should be taken that the councillors are not part of the Licensing Committee dealing with the licence application (see part C Para 9 Pg 28 for further information). If there are any doubts then please contact the licensing section at South Cambridgeshire District Council, Cambourne Business Park, Cambourne, Cambridgeshire CB3 6EA.

6. Exchange of Information

6.1. Licensing authorities are required to include in their statements 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.

6.2. 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 any guidance issued by the Gambling Commission to local authorities on this matter when it is published, as well as any relevant regulations issued by the Secretary of State under the powers provided in the Gambling Act 2005.

7. Enforcement

- 7.1. 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.
- 7.2. South Cambridgeshire District Council is a signatory of the Cabinet Office's Enforcement Concordat. This licensing authority's principles are contained within the Environmental Health Enforcement Policy as published on the Council's website.
- 7.3. As per the Gambling Commission's Guidance for local authorities this Licensing Authority will endeavour to avoid duplication with other regulatory regimes so far as possible.
- 7.4. This Licensing Authority will also, as recommended by the Gambling Commission's Guidance for local authorities, adopt a risk-based inspection programme. Whilst the Gambling Commission's Guidance suggests that the criteria the authority will utilise in this respect are included in this statement, this has not been possible. At the time of writing the Gambling Commission has not published its risk criteria, nor are regulations such as mandatory / default conditions published, nor Codes of Practice. We are working with the Gambling Commission to produce a risk model for premises licences and this authority will consider that model once it is made available.
- 7.5. 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 it authorises. The Gambling Commission will be the enforcement body for the operating 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.
- 7.6. This licensing authority will also keep itself informed of developments as regards the work of the Better Regulation Executive in its consideration of the regulatory functions of local authorities.
- 7.7. Bearing in mind the principle of transparency, enforcement/compliance protocols/written agreements will be available upon request to the licensing section.
- 7.8. ***In order to ensure that any compliance issues are recognised and resolved at the earliest stage, operators are requested to give the Licensing Authority a single name or point of contact. This would normally be a senior individual or named department with whom the Licensing Authority will contact first should any compliance issues arise.***

8. Licensing Authority functions

8.1. 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) for the use of two or fewer gaming machines.
- Issue *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.
- 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.

8.2. It should be noted that local licensing authorities will not be involved in licensing remote gambling. This will fall to the Gambling Commission via operating licences.

8.3. The Gambling Commission has recommended that licensing authorities include a list of licensable activities in their policy statements. A definitive list from the Gambling Commission will be incorporated into this policy statement once provided.

PART B

PREMISES LICENCES

1. General Principles

1.1. Premises licences will be subject to the requirements set-out in the Gambling Act 2005 and regulations made there under, 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.

1.2. 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 is:

- 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 Gambling Act licensing policy.

1.3. It is appreciated that as per the Gambling Commission's Guidance for local authorities

- "Moral objections to gambling are not a valid reason to reject applications for premises licences" (except as regards any 'no casino resolution' - see section on Casinos below – page 10) and
- That unmet demand is not a criterion for a licensing authority.

2. **Definition of “premises” –**

2.1. Premises is defined in the Act as “any place”. Different premises licences cannot apply in respect of a single premise at different times. However, it is possible for a single building to be subject to more than one premises licence, provided they are for different parts of the building and the different parts of the building can be reasonably regarded as being different premises. Whether different parts of a building can properly be regarded as being separate premises will always be a question of fact in the circumstances. However, the Gambling Commission does not consider that areas of a building that are artificially or temporarily separate can be properly regarded as different premises.

2.2. This licensing authority takes particular note of the Gambling Commission's Guidance for local authorities which states that:

- Licensing Authorities should 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 they should be aware that 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.
- 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). Clearly, there will be specific issues that South Cambridgeshire District Council will consider before granting such applications, for example, whether children can gain access; compatibility of the two establishments; and ability to comply with the requirements of the Act.
- In addition an overriding consideration should be whether, taken as a whole, the co-location of the licensed premises with other facilities has the effect of creating an arrangement that otherwise would, or should, be prohibited under the Act.

2.3. It should also be noted that an applicant cannot obtain a full premises licence until the premises in which it is proposed to offer the gambling are constructed. The Gambling Commission has advised that reference to "the premises" are to the premises in which gambling may now take place. Thus a licence to use premises for gambling will only be issued in relation to premises that are ready to be used for gambling. This authority agrees with the Gambling Commission 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. The Gambling Commission emphasises that requiring the building to be complete ensures that the authority can, if necessary, inspect it fully, as can other responsible authorities with inspection rights.

2.4. Premises yet to be built may, under certain circumstances, be permitted to apply for a provisional statement and this is covered in more detail under paragraph 17.

3. Location –

3.1. 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 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 potential concerns can be overcome.

3.2. No such areas have been identified, Prior to the publication of this draft policy

4. Duplication with other regulatory regimes –

4.1. This Licensing 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 permission or building regulations approval, in its consideration of it. It will though, listen to, and consider carefully, any concerns about conditions, which cannot be met by licensees due to planning restrictions, should such a situation arise.

5. Licensing objectives –

5.1. 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

Preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime –

5.2. This Licensing Authority is aware that the Gambling Commission will be taking a leading role in preventing gambling from being a source of crime. The Gambling Commission's guidance does however envisage that licensing authorities should pay attention to the proposed location of gambling premises in terms of this licensing 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.

5.3. This Licensing Authority is aware of the distinction between disorder and nuisance, in cases of alleged disorder this Authority will consider factors such as whether police assistance was required and how threatening the behaviour was to those who could see it, so as to make that distinction. Issues of nuisance cannot be addressed via the Gambling Act provisions.

Ensuring that gambling is conducted in a fair and open way –

5.4. This Licensing Authority has noted that the Gambling Commission has stated that it would generally not expect licensing authorities to become concerned with ensuring that gambling is conducted in a fair and open way, as this will be addressed via operating and personal licences. There is however, more of a role with regard to tracks, which is explained in detail in the 'tracks' section below – 13.

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

5.5. This Licensing Authority has noted that the Gambling Commission's guidance for local authorities states 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 Licensing Authority will therefore consider, 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.

5.6. This Licensing Authority will also make itself aware of the Codes of Practice, which the Gambling Commission issues as regards this licensing objective, in relation to specific premises such as casinos.

5.7. 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 gamble 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.

6. Conditions –

6.1. 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.

6.2. 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 way in which the licensing objectives can be met effectively.

6.3. This Licensing Authority will also consider specific measures, which may be required for buildings, which 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. These matters are in accordance with the Gambling Commission's Guidance.

6.4. This authority will also 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; and
- 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.
- **All A.T.M or cash terminals are ordinarily separated from gaming machines, so that clients will have to leave the machine for more funds if so required.**

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

7. Tracks: -

7.1. 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. As per the Gambling Commission's Guidance, 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.

7.2. It is noted that there are conditions that 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.

8. Door Supervisors –

8.1. 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 for the 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. ***In general this Licensing Authority will only make a door supervision requirement 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 or if***

there is clear evidence from a responsible authority that to not impose a door supervision requirement will undermine the licensing objectives

However it is noted that the door supervisors at casinos or bingo premises cannot be licensed by the Security Industry Authority (SIA). This Licensing Authority will therefore develop specific requirements for door supervisors working at casinos or bingo premises. This is in recognition of the nature of the work in terms of searching individuals, dealing with potentially aggressive persons.

8.2. Where possible the principles applied by the SIA will be followed.

8.3. For premises other than casinos and bingo premises, operators and licensing authorities may decide that supervision of entrances / machines is appropriate for particular cases but it will need to be decided whether these need to be SIA licensed or not. It will not be automatically assumed that they need to be.

9. Adult Gaming Centres

9.1. 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, for example, ensure that under 18 year olds do not have access to the premises.

9.2. This Licensing Authority will expect applicants to offer their own measures to meet the licensing objectives. However appropriate measures / licence conditions may 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
- Self-barring schemes
- Provision of information leaflets / helpline numbers for organisations such as GamCare ***to be clearly displayed within the premises.***
- ***A.T.M or cash terminals are ordinarily separated from gaming machines, so that clients will have to leave the machine for more funds if so required.***

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

10. (Licensed) Family Entertainment Centres:

10.1. 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, for example, that there will be sufficient measures to ensure that under 18 year olds do not have access to the adult only gaming machine areas.

10.2. This licensing authority will expect applicants to offer their own measures to meet the licensing objectives. However appropriate measures / licence conditions may cover issues such as:

- CCTV
- Supervision of entrances / machine areas
- Physical separation of areas
- Location of entry
- Notices / signage
- Specific opening hours
- Self-barring 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
- ***A.T.M or cash terminals are ordinarily separated from gaming machines, so that clients will have to leave the machine for more funds if so required.***

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

10.3. This Licensing Authority will, as per the Gambling Commission's guidance, refer to the Commission's website to see any conditions that apply to operating 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 default conditions on these premises licences, when they have been published.

11. Casinos

11.1. At the time of producing this policy, 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. The Full Council will make any such decision.

11.2. 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 / codes of practice issued under the Gambling Act 2005.

11.3. This Licensing Authority has not applied for permission from the Secretary of State to permit a regional casino and has no plans to do so.

11.4. The Gambling Commission has stated, "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 casino premises" (Gambling Commission Guidance for local authorities - 17.30).

This Licensing Authority will consider this guidance when it is made available.

- 11.5. *Betting machines* - This Licensing Authority will, as per the Gambling Commission's guidance, take into account the size of the premises, the number of counter positions available for person-to-person transactions, and the ability of staff to monitor the use of the machines by children and young persons (it is an offence for those under 18 to bet) or by vulnerable people, when considering the number/nature/circumstances of betting machines an operator wants to offer.

12. Bingo premises

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

18.4 - It is important that if children are allowed to enter premises licensed for bingo that they do not participate in gambling, other than on category D machines. Where category C or above machines are available in premises to which children are admitted licensing authorities should ensure that:

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

- 12.2. This Licensing Authority is also aware that the Gambling Commission is going to issue further guidance about the particular issues that licensing authorities should take into account in relation to the suitability and layout of bingo premises. This Licensing Authority will consider this guidance once it is made available.

13. Betting premises

- 13.1. *Betting machines* - This licensing authority will, as per the Gambling Commission's Guidance, take into account the size of the premises, the number of counter positions available for person-to-person transactions, and the ability of staff to monitor the use of the machines by children and young persons (it is an offence for those under 18 to bet) or by vulnerable people, when considering the number/nature/circumstances of betting machines an operator wants to offer.

14. Tracks

- 14.1. 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. As per the Gambling Commission's Guidance, this Licensing Authority will consider the impact upon the third licensing objective (i.e. the protection of children and vulnerable persons from being harmed or exploited by gambling) 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.

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

14.3. This licensing authority will expect applicants to offer their own measures to meet the licensing objectives. However appropriate measures / licence conditions may 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
- Self-barring schemes
- Provision of information leaflets / helpline numbers for organisations such as GamCare **to be clearly displayed within the premises**

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

14.4. *Gaming machines*.-Further guidance from the Gambling Commission is awaited as regards where such machines may be located on tracks and any special considerations that should apply in relation, for example, to supervision of the machines and preventing children from playing them. This Licensing Authority notes the Commission's guidance that licensing authorities need to consider the location of gaming machines at tracks. Applications for track premises licences will need to demonstrate that, where the applicant holds a pool betting operating licence and is going to use his entitlement to four gaming machines, these machines are located in areas from which children are excluded. Children and young persons are not prohibited from playing category D gaming machines on a track.

14.5. *Betting machines* - This Licensing Authority will, as per the Gambling Commission's guidance, take into account the size of the premises and the ability of staff to monitor the use of the machines by children and young persons (it is an offence for those under 18 to bet) or by vulnerable people, when considering the number/nature/circumstances of betting machines an operator wants to offer. It will also take note of the Gambling Commission's suggestion that licensing authorities will want to consider restricting the number and location of such machines in respect of applications for track betting premises licences.

14.6. *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.”

14.7. *Applications and plans* - This Licensing Authority awaits regulations setting-out any specific requirements for applications for premises licences but is in accordance with the Gambling Commission's suggestion "To ensure that licensing authorities gain a proper understanding of what they are being asked to license they should, in their licensing policies, set out the information that they will require, which should include detailed plans for the racetrack itself and the area that will be used for temporary “on-course” betting facilities (often known as the “betting ring”) and in the case of dog tracks and horse racecourses fixed and mobile pool betting facilities operated by the Tote or track operator, as well as any other proposed gambling facilities." and that "Plans should make clear what is being sought for authorisation under the track betting premises licence and what, if any, other areas are to be subject to a separate application for a different type of premises licence."

14.8. This Licensing Authority would in the event of no specific requirements relating to applications and plans as referred to in para 14.7, being made available by the Secretary of State expect that applicants would submit a detailed set of plans of the premises, a list of all persons involved in the running of the business including the responsible person for day to day activities. We would also expect to see clear details on the type and frequency of any operation applied for along with any relevant permissions granted from other bodies for example the Gambling Commission. This Council recognises however that the Secretary of State may in due course issue regulations that render this paragraph obsolete.

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

14.10. This Licensing Authority accepts this view and will therefore require separate premises licences.

15. Travelling Fairs

15.1. 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.

15.2. The Licensing Authority will also consider whether the applicant falls within the statutory definition of a travelling fair.

15.3. 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.

16. Provisional Statements

16.1. This Licensing Authority notes the guidance from the Gambling Commission 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".

16.2. In terms of representations about premises licence applications, following the grant of a provisional statement, no further representations from relevant authorities or interested parties can be taken into account unless they concern matters which could not have been addressed at the provisional statement stage, or they reflect a change in the applicant's circumstances. In addition, the authority may refuse the premises licence (or grant it on terms different from those attached to the provisional statement) only by reference to matters:

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

16.3. This authority has noted the Gambling Commission's Guidance that "A licensing authority should not take into account irrelevant matters.... One example of an irrelevant matter would be the likelihood of the applicant obtaining planning permission or building regulations approval for the proposal."

17. Reviews:

17.1. Interested parties or responsible authorities can make requests for a review of a premises licence. 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,

- 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 grounds are frivolous;
- the grounds "will certainly not" cause the authority to revoke or suspend a licence or to remove, amend or attach conditions on the premises licence;
- are substantially the same as the grounds cited in a previous application for review relating to the same premises. In these circumstances we will take into account how much time has passed since the earlier application in reaching a judgement about whether it is reasonable to rely on this as a reason not to review the licence; or

- are substantially the same as representations made at the time the application for a premises licence was considered. In these circumstances we will take into account the period of time that has passed since the representations were made, but the underlying requirement is that we should not review the licence on the basis of the same arguments considered on the grant of the premises licence.

17.2. The licensing authority can also initiate a review of a licence on the basis of any reason that 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 paragraph 7)**

1.1. Where a premise 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).

1.2. 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." (24.6)

1.3. Guidance also states: "...An application for a permit may be granted only if the licensing authority is satisfied that the premises will be used as an unlicensed FEC, and if the chief officer of police has been consulted on the application....Licensing authorities might wish to consider asking 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 (those that are set out in Schedule 7 of the Act; and
- That staff are trained to have a full understanding of the maximum stakes and prizes. (24.7)"

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

1.5. Statement of Principles _

1.5.1. 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 appropriate measures / training for staff as regards suspected truant school children on the premises, measures / training covering how staff would deal with unsupervised very young children being on the premises, or children causing perceived problems on / around the premises.

1.5.2. This Licensing Authority will also expect, as per Gambling Commission Guidance, that applicants demonstrate a full understanding of the maximum stakes and prizes of the gambling that is permissible in unlicensed FECs; that the applicant has no relevant convictions (those that are set out in Schedule 7 of the Act); and that staff are trained to have a full understanding of the maximum stakes and prizes.

2. (Alcohol) Licensed premises gaming machine permits - (Schedule 13 paragraph 4(1))

2.1. 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.

2.2. 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.

2.3. 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.*"

2.4. 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 sight 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 helpful.

- 2.5. As regards the protection of vulnerable persons applicants may wish to consider the provision of information leaflets / helpline numbers for organisations such as GamCare.
- 2.6. 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.
- 2.7. It should be noted that the licensing authority could 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.
- 2.8. 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.

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

- 3.1. 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”.
- 3.2. 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;
 - And that the gaming offered is within the law.
- 3.3. 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.
- 3.4. 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); and
 - Participation in the gaming must not entitle the player to take part in any other gambling.

4. Club Gaming and Club Machines Permits

- 4.1. 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).
- 4.2. Gambling Commission Guidance 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 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."
- 4.3. The Commission Guidance also notes 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.
- 4.4. There is also a 'fast-track' procedure available under the Act for premises that hold a Club Premises Certificate under the Licensing Act 2003 (Schedule 12 paragraph 10). 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 "The grounds on which an application under the process may be refused are:
- That the club is established primarily for gaming, other than gaming prescribed under schedule 12;
 - That in addition to the prescribed gaming, the applicant provides facilities for other gaming; or
 - That a club gaming permit or club machine permit issued to the applicant in the last ten years has been cancelled."
- 4.5. 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.

5. Temporary Use Notices

5.1. There are a number of statutory limits as regards temporary use notices. Gambling Commission Guidance states "The meaning of "premises" in part 8 of the Act is discussed in Part 7 of this guidance. 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", licensing authorities will need to look at, amongst other things, the ownership/occupation and control of the premises...This is a new permission and licensing authorities should be ready to object to notices where it appears that their effect would be to permit regular gambling in a place that could be described as one set of premises."

6. Occasional Use Notices:

6.1. 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. This Licensing Authority will consider the definition of a 'track' and whether the applicant is permitted to avail him/herself of the notice.

7. Fees

7.1 Fees will be set by a banding system yet to be determined by the Secretary of State. South Cambridgeshire District Council will be permitted to set fees within these prescribed bands to cover the cost of recovery. The Policy for fee recovery will be determined by Cabinet and thereafter on an annual basis by the Portfolio holder for Environmental Health.

8. Delegation table

Matter to be dealt with	Full Council	Sub-Committee of licensing committee	Officers
Final approval of three year licensing policy	X		
Policy not to permit casinos	X		
Fee setting (when appropriate)		Portfolio holder	
Application for premises licence		Where representations have been received and not withdrawn	Where no representations received/ representations have been withdrawn
Application for a variation to a licence		Where representations have been received and not withdrawn	Where no representations received/ representations have been withdrawn
Application for a transfer of a licence		Where representations have been received from the Commission	Where no representations received from the Commission
Application for a provisional statement		Where representations have been received and not withdrawn	Where no representations received/representations have been withdrawn
Review of premises		X	

licence			
Application for club gaming/club machine permits		Where objections have been made (and not withdrawn)	Where no objections made/objections have been withdrawn
Cancellation of club gaming/club machine permits		X	
Applications for other permits			X
Cancellation of licensed premises gaming machine permits			X
Consideration of temporary use notice			X
Decision to give a counter notice to a temporary use notice		X	

9. Hearings

9.1. In dealing with applications members of the Licensing Committee will act in accordance with South Cambridgeshire District Councils constitution but in particular in making decisions on applications, Members of the Committee will:

- Act fairly and openly
- Approach each application with an open mind
- Carefully weigh up all the material considerations
- Avoid undue contact with interested parties
- Ensure that reasons for decisions are clearly stated.

9.2. All hearings in respect of the Gambling Act 2005 will be heard by Licensing Act 2003 committee or its sub-committees, where there is a conflict of interest by a member, if the interest is prejudicial then this Authority will follow the guidelines laid out in the Procedural Guidance for members and officers in Development and Conservation Control and Licensing – supplemental to the Code of Conduct Guidance adopted by the Council on 25th April, 2002, Section 51 of the Local Government Act 2000

10. Public Registers

10.1. The Secretary of State will be making regulations about the public registers that licensing authorities must maintain. Once these regulations have been made South Cambridgeshire District Council will comply with the regulations

APPENDIX D

Ladbrokes Head Office Imperial House, Imperial Drive Rayners Lane, Harrow
Middlesex HA2 7JW, UK

William Hill 7th Floor, Charter Row, Sheffield, S1 3FZ

Joe Jennings Bookmakers 59/60 The Stow Harlow Essex CM20 3 AH

Gala Bingo

Via E-Mail

Betfred Licensing Section Spectrum Benson Road Birchwood Warrington
WA3 7PQ

Coral Bookmakers Glebe House Vicarage Drive Barking Essex IG11 7NS

All Parish Council Clerks (as per website Link)

The Gambling commission 4th Floor, Victoria House, Victoria Square,
Birmingham B2 4BP

The Chief of Police (Licensing) Cambridgeshire Constabulary, Parkside Police
Station, Parkside, Cambridge CB1 1JG

Cambridge fire and Rescue Service (Licensing) Cambridge Fire and Rescue,
Parkside Fire Station, Cambridge CB1 1JF

Local Safeguarding Children Board, FAO;- Joanne Little, LSCB Administrator,
7 The Meadows, Meadow Lane, St Ives, Cambs, PE27 4LG

Chief Environmental Health Officer, South Cambridgeshire District Council,
Cambourne Business Park, Cambourne, Cambridgeshire, CB3 6EA

Planning Directorate, South Cambridgeshire District Council, Cambourne
Business Park, Cambourne, Cambridgeshire, CB3 6EA

HM Revenues & Customers, National Registration Unit, Portcullis House, 21
India House, Glasgow, G2 4PZ

Environment Agency, The Team Leader, Gt Ouse & Stour Waterways, The
Environment Agency, Kingfisher House, Goldhay Way, Orton Goldhay,
Peterborough PE2 5ZR

Conservators of the River Cam, Clerks to the Conservators of the River Cam,
Archer & Archer, Solicitors Clerks, Market Place, Ely, Cambridgeshire, CB7
4QN

Maritime & Coastguard Agency, Surveyor in Charge, Harwich Marine Office,
Maritime & Coastguard Agency, East Terrace, Walton – On- Naze, Essex
CO14 8PY

Wolverhampton & Dudley Breweries. Licensing, PO Box 26, Park Brewery,
Bath Road, Wolverhampton, WV1 4NY

Winlease Ltd, 4 Clarendon Place, King Street, Maidstone, MW14 1BQ

Whitbread Group Ltd, Parkstreet West, Luton, LU1 3BG

Tubervilles Solicitors, Licensing, 122 High Street, Uxbridge, UB8 1JJ

Trethowans Solicitors, Licensing, College Chambers, New Street, Salisbury,
SP1 2LY

TLT Solicitors, Licensing, 1 Redcliff Street, Bristol, BS1 6TP

Thompson Webb & Corfield Licensing, 16 Union Road, Cambridge, CB1 1HE

The Varrier Jones Foundation, Upper Pendrill Court, Papworth Everard,
Cambridge, CB3 8UY

Tesco Stores Ltd, Licensing, Tesco House, Delamere Road, Chestnut,
Waltham Cross, EN8 9SL

Taylor Vinters Solicitors, Licensing, Merlin Place, Milton Road, Cambridge,
CB4 0DP

Spirit Group Ltd, Licensing, 107 Station Street, Burton on Trent, DE14 1SZ

Ian Simpson, Gog Magog Golf Club, Shelford Bottom, Cambridge, CB2 4AB

Schwick Rhubarb Inns Ltd, West Point, Newnham Way, Ashwell, SG7 5PN

Mr M Roughead, 96 High Street, Sawston, CB2 4HJ

Ricksons Solicitors, Licensing, The Stock Exchange, 4 Norfolk Street,
Manchester, M2 1DW

Red Lion Hotel, Station Road East, Whittlesford, CB2 4NL

Queens Moat Houses UK Ltd, Queens Court, 9 – 17 Eastern Road, Romford,
Essex, RM1 3NG

Punch Taverns P.L.C – Licensing, Jubilee House, Secound Avenue, Burton
Upon Trent, DE14 2WF

Poppleston Allen Solicitors, Licensing, 37 Stoney Street, The Lace Market,
Nottingham, NG1 1LS

Patmandavill Ltd, 1 Market Street, Swavesey, CB4 5QG

Orchid Pubs Operations Ltd, Sceptre Court, 40 Tower Hill, London, EC3N 4DX

Oak Taverns Ltd, 5 Sycamore Drive, Thame, Oxon, OX9 2AT

Mitchells & Butlers, Licensing, 27 Fleet Street, Birmingham, B3 1JP

Menzies Hotels Ltd, Bakum House, Etwall Road, Mickleover, DE3 5XX

Mclellans Solicitors, Licensing, Old Cross House, Old Cross, Hertford, SG14 1RB

Marston Hotels, The Mews, Princes Parade, Hythe, CT21 6AQ

Maitland Walker Solicitors, Licensing, Eagle Tower, Mont Pellier Drive, Cheltenham, GL 50 1TA

MTL Taverns Ltd, Prospero House, 46 – 48 Rothesay Road, Luton, LU1 1QZ

Lloyd Barnes Solicitors, Licensing, 14 St Peters Street, Ipswich, IP3 1XB

Licenza Ltd, Licensing, 119b Midland Road, Bedford, MK40 1DE

Licensing Services, 1 Spencer Gardens, Charndon, Nr Bicester, Oxfordshire, OX 27 0BS

Kew Inns Ltd, Licensing, 1 North Street, Leighton Buzzard, Beds, LUZ 1EF

Kester Cunningham Solicitors, Licensing, Beacon House, Kempson Way, Suffolk Business Park, Bury St Edmunds, IP32 7AR

Kentford Developments, Licensing, The Old Stables, Rous Road, Newmarket, CB8 8DH

Irene Spence and Co. Licensing, 68 – 70 Castle Street, Cambridge, CB3 0AJ

Horseley Lightly Fynn Solicitors – Licensing, 3 Poole Road, Bournemouth, BH2 5QJ

Hammonds Solicitors, Licensing, Rutland House, 148 Edmund Street, Birmingham, B3 2JR

G. R.S Inns Ltd, Licensing, 31 Havercroft Ind. Estate, Attleborough, NR17 1YE

Greene King Retailing Ltd, Licensing, Abbott House, Bury St Edmunds, IP33 1QT

Greene King Brewing & Retailing Ltd, Licensing, PO Box 337, Bury St Edmunds, IP33 1QW

Gosschalks Solicitors, Licensing, Queens Gardens, Kington Upon Hull, HU1 3DZ

Glovers Solicitors, Licensing, 115 Park Street, London, W1K 7DX

Gala Group Ltd, Licensing, New Castle House, Castle Boulevard, Nottingham, DG7 1FT

Ford & Warren Solicitors, Licensing, Westgate Point, Westgate, Leeds, LS1 2AX

Extra M. S. A Fourcourts, Licensing, 1 Castle Hill, Lincoln, LN1 3AA

Eversheds Solicitors, Licensing, Hollard Court, The Close, Norwich, NR1 4D

Everards Brewery – Licensing, The Brewery, Castle Acres, Narborough, Leicestershire, LE19 1B

Davenport Lyons Solicitors, Licensing, 30 Old Burlington Street, London, W15 3NL

Bourn Golf Club, Toft Road, Bourn, CB3 7TT

Blake Laphorn & Linnell Solicitors, Licensing Section, New Court, 1 Barnes Wallace Road, Foreham, PO15 5UA

Bevan Kidwell Solicitors, Baird House, 15 – 17 Cross Street, London, EC1N 8UW

Berwin Leighton Paisner, Licensing Department, Adelaide House, London Bridge, London, EC4R 9HA

Barr Ellison Solicitors, Licensing, 39 Parkside, Cambridge, CB1 1PN

Anthony Collins Solicitors, Licensing Department, 134 Edmund Street, Birmingham, B3 2ES

Maritime & Coastguard Agency, Licensing, Harwich Marine Officer, East Terrace, Walton – On – Naze, Essex, CO14 8PY

Conservators of the River Cam, Archer & Archer Solicitors, Market Place, Ely, Cambridgeshire, CB7 4QN

Environment Agency, Licensing, Gt Ouse & Stour Waterways, Kingfisher House, Goldhay Way,

HM Revenues & Customs, National Registration Unit, Portcullis House, 21
India House, Galsgow, G2 4PZ

LIBRARIES: _

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Swavesey
Sawston
Papworth
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Gt Shelford
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Cottenham
Comberton
Cambourne
Bottisham
Bar Hill
Bassingbourn

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