

## The Gambling Act 2005

### Statement of Principles in Respect of Family Entertainment Centre Gaming Machine Permits.

- 1.1 Herefordshire Council is the licensing authority for Herefordshire.
- 1.2 The Act requires the council, as licensing authority, to aim to permit the use of premises for gambling in so far as the authority think it:
- in accordance with a relevant code of practice
  - in accordance with any relevant guidance issued by the Gambling Commission
  - reasonably consistent with the licensing objectives and
  - in accordance with the licensing authority policy issued under the Act.
- 1.3 The licensing objectives are:
- preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime
  - ensuring that gambling is conducted in a fair and open way
  - protecting children and other vulnerable persons from being harmed or exploited by gambling.

## 2. Purpose of this document

- 2.1 This document has been prepared to assist persons considering making an application for an unlicensed family entertainment centre (UFEC) gaming machine permit under the Gambling Act 2005.
- 2.2 In respect of UFEC gaming machine permits the statement has been prepared in accordance with Paragraph 7 of Schedule 10 of the Act. The statement should be read in conjunction with 'Gambling Act 2005 – Statement of Principles'.
- 2.3 The purpose of the document is to clarify measures that the council will expect applicants to demonstrate when applying for a permit so the council can determine the suitability of the applicant and the premises for a permit.
- 2.4 Within this process the council will aim to grant the permit where the applicant is able to demonstrate that:
- they are a fit and proper person to hold the permit
  - they have considered and are proposing suitable measures to promote the licensing objectives and
  - they have a legal right to occupy the premises to which the permit is sought.
- 2.5 The measures suggested in this document should be read as guidance only and the council will be happy for applicants to suggest measures above and beyond those listed in the document and or to substitute measures as appropriate.
- 2.6 The Licensing Authority will expect holders of UFEC permits to comply with this 'Statement of Principles' during the period of the permit.

- 2.7 The Act does allow for refusal of renewals of permits where the renewal would not be reasonably consistent with pursuit of the licensing objectives.
- 2.8 This 'Statement of Principles' will be reviewed as and when required and in any case every 3 years.

### **3. Unlicensed family entertainment centres**

- 3.1 The term 'unlicensed family entertainment centre' is one defined in the Act and refers to a premises which provides category D gaming machines along with various other amusements such as computer games and penny pushers. The premises is 'unlicensed' in that it does not require a premises licence but does require a permit to be able to provide its category D gaming machines. It should not be confused with a 'licensed family entertainment centre' which does require a premises licence because it contains both category C and D gaming machines.
- 3.2 UFECs will be most commonly located at seaside resorts, in airports and at motorway service centres, and will cater for families, including unaccompanied children and young persons.
- 3.3 The council will only grant a UFEC gaming machine permit where it is satisfied that the premises will be operated as a bonafide unlicensed family entertainment centre.
- 3.4 In line with the Act, while the council cannot attach conditions to this type of permit, the council can refuse applications if they are not satisfied that the issues raised in this "Statement of Principles" have been addressed through the application.
- 3.5 Applicants only need to address the "Statement of Principles" when making their initial applications and not at renewal time. (Permits are granted for a period of ten years.)

### **4. Supporting documents**

- 4.1 The council will require the following supporting documents to be served with all UFEC gaming machine permit applications:
- proof of age (a certified copy or sight of an original birth certificate, driving licence, or passport – all applicants for these permits must be aged 18 or over)
  - proof that the applicant has a full understanding of the maximum stakes and prizes of the gambling that is permissible
  - evidence to support that staff are trained to have a full understanding of the maximum stakes and prizes
  - proof that the applicant has the right to occupy the premises. Acceptable evidence would be a copy of any lease, a copy of the property's deeds or a similar document
  - an enhanced criminal record check. (this should be no greater than one month old.) This will be used to check that the applicant has no relevant convictions (those that are set out in Schedule 7 of the Act.)
  - evidence that the machines to be provided are or were supplied by a legitimate gambling operator who holds a valid gaming machine technical operating licence issued by the Gambling Commission
  - A plan of the premises to which the permit is sought showing the following items:

- ✓ the boundary of the building with any external or internal walls, entrances and exits to the building and any internal doorways
- ✓ where any category D gaming machines are positioned and the particular type of machines to be provided (eg. slot machines, penny falls, cranes)
- ✓ the positioning and types of any other amusement machines on the premises
- ✓ the location of any fixed or semi-fixed counters, booths or offices on the premises whereby staff monitor the customer floor area
- ✓ the location of any ATM/cash machines or change machines
- ✓ the location of any fixed or temporary structures such as columns or pillars
- ✓ the location and height of any stages in the premises; any steps, stairs, elevators, balconies or lifts in the premises
- ✓ the location of any public toilets in the building.

(Unless agreed with the council, the plan should be drawn to a standard scale with a key showing the items mentioned above. The standard scale is 1:100)

## **5 Child protection issues**

5.1 The council will expect the applicant to show that there are policies and procedures in place to protect children from harm. Harm in this context is not limited to harm from gambling but includes wider child protection considerations. The council will assess these policies and procedures on their merits, and they should (depending on the particular permit being applied for) include appropriate measures / training for staff as regards the following:

- maintain contact details for any local schools and or the education authority so that any truant children can be reported
- employ policies to address the problems associated with truant children who may attempt to gain access to the premises and gamble when they should be at school
- employ policies to address any problems that may arise during seasonal periods where children may frequent the premises in greater numbers, such as half terms and summer holidays
- maintain information at the premises of the term times of any local schools in the vicinity of the premises and also consider policies to ensure sufficient staffing levels during holiday periods
- display posters displaying the 'Child Line' phone number in discreet locations on the premises E.g. Toilets
- maintain an incident register of any problems that arise on the premises related to children such as children gambling excessively, truant children, children being unruly or young unaccompanied children entering the premises. (The register should be used to detect any trends which require attention by the management of the premises.)
- ensure all young children are accompanied by a responsible adult. Maintain policies to deal with any young children who enter the premises unaccompanied
- enhanced criminal records checks for all staff who will be working closely with children.

NB: Any supporting evidence of the above measures eg. training manuals or other similar documents/written statements should be attached to the application.

## **6 Protection of vulnerable persons issues**

6.1 The council will expect the applicant to show that there are policies and procedures in place to protect vulnerable persons. Applicants should refer to the section in the council's 'Gambling Act 2005 - Statement of Licensing Policy' to familiarise themselves with who the council considers vulnerable. The council will assess these policies and procedures on their merits, however, they should include appropriate measures / training for staff as regards the following:

- display Gamcare helpline stickers on all gaming machines
- display Gamcare posters in prominent locations on the premises
- training for staff members which focuses on building an employee's ability to maintain a sense of awareness of how much (e.g. how long) customers are gambling, as part of measures to detect persons who may be vulnerable
- consider appropriate positioning of ATM and change machines. (including the display of Gamcare stickers on any such machines.)

NB: Any supporting evidence of the above measures e.g. training manuals or other similar documents/written statements should be attached to the application.

## **7 Other miscellaneous issues**

7.1 The applicant should also be mindful of the following possible control measures to promote the three licensing objectives:

- maintain an effective CCTV system to monitor the interior and exterior of the premises
- keep the exterior of the premises clean and tidy
- ensure that external lighting is suitably positioned and operated so as not to cause nuisance to neighbouring or adjoining premises
- consider the design and layout of the outside of the premises to deter the congregation of children and youths.

NB: Any supporting evidence of the above measures e.g. training manuals or other similar documents/written statements should be attached to the application