

Cabinet Agenda

Monday, 5 November 2018 at 6.00 pm

Muriel Matters House, Breeds Place, Hastings, East Sussex, TN34 3UY

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Agenda Item 4

CABINET

1 OCTOBER 2018

Present: Councillors Chowney (Chair), Forward (Vice-Chair), Batsford, S Beaney, Fitzgerald and Rogers

Apologies for absence were noted for Councillors Lee and Patmore

102. DECLARATION OF INTERESTS

Councillor	Minute Number	Interest
Forward	105 – Update on Temporary Accommodation	Personal – She has a property in the social lettings agency
Beaney	105 – Update on Temporary Accommodation	Personal – She is a member of the board of the Hastings Housing Company

103. MINUTES OF LAST MEETING

RESOLVED that the minutes of the Special Cabinet meeting held on 3 September 2018 be approved as a correct record.

RESOLVED the chair called over items 4, 5, and 9a on the agenda. Under rule 13.3 of the council's constitution, everything else was agreed without discussion.

104. PETITION - NO MARINA AT ROCK A NORE

Julia Hilton, the lead petitioner spoke for the allotted five minutes on the petition.

Simon Hubbard presented a report, which responded to a submitted petition of 1100 signatures regarding a possible Marina at Rock a Nore.

It was stated that on 11 September 2017 the Cabinet agreed to delegate authority to develop a strategic case for the construction of a Harbour Quarter at Rock a Nore, as well as for the Chief Legal Officer to conclude a development agreement in consultation with the Leader, Deputy Leader, Chair of the Foreshore Trust and Director of Operational Services.

This decision was made so that the proposal from the developers to build a marina at Rock a Nore could be examined before any decision could be made. The Council's expectations had been laid out, and these safeguards remain. The original scheme had since been withdrawn.

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Councillor Chowney proposed approval of the recommendations which was seconded by Councillor Batsford.

RESOLVED (unanimously) to:

- 1. Note the initial marina proposal that was the subject of the petition is being withdrawn by the sponsor.**
- 2. Confirm that the council will consider any further proposed developments for the Stade area as and when they arise, taking into account their feasibility, environmental sustainability, the economic and social benefits to Hastings, and contribution to achieving the council's overall priorities.**

The reason for this recommendation was:

1. The council should take its decision on the basis already agreed in the Cabinet report of September 2017. This will be done when there is sufficient information to either support development of proposals or it is clear that there is no purpose for the investment of further resources.

105. URGENT ITEM - APPOINTMENT OF A MEMBER

Christine Barkshire-Jones, Chief Legal Officer presented an item, about an appointment to a committee. This item was called on urgency provisions, as the decision to appoint a member needed to be made.

The Cabinet decided to appoint Councillor O'Callaghan to Environment and Safety Committee.

Councillor Chowney proposed the recommendation, seconded by Councillor Forward.

RESOLVED (unanimously) that:

- 1. Councillor Margi O'Callaghan be appointed to Environment and Safety Committee by the Cabinet.**

The reason for this recommendation was:

Environment and Safety committee required an extra member of representation to be appointed.

106. UPDATE ON TEMPORARY ACCOMMODATION

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Andrew Palmer, Assistant Director, Housing and Built Environment presented a report, with an update on temporary accommodation. The purpose of the report was to advise Cabinet on the latest position with regards to homelessness pressures and its impact upon the demand and supply of temporary accommodation in the town.

It was stated that the council had taken steps to increase temporary accommodation supply to meet the increasing demand. However it was recognised that only by increasing the supply of longer term housing solutions could the pressure be reduced. Temporary accommodation was both costly to the Council and was likely to impact negatively upon those accommodated in it for any length of time, particularly those more vulnerable households.

It was stated that the impact of reductions in public sector services and welfare reforms together with rising accommodation costs were making it difficult for people to maintain and resolve their housing difficulties. The report stated that the total cost of temporary accommodation at the end of 2017/18 was £926,080. The projected year-end spend for 2018/19 is £960,000, £156,000 over the original budget. This has resulted in a projected overspend on the homelessness budget of £98,947.

This overspend will be partially offset by a contingency of £39,000 within the flexible homelessness support grant budget for 2018/19.

Councillor Batsford proposed approval of the recommendations which was seconded by Councillor Forward

RESOLVED (unanimously) that:

- 1. To acknowledge the trends in demand and supply of temporary accommodation in the town and note efforts to increase the supply of units and manage the cost to the council**
- 2. To agree the purchase of a property for use as temporary accommodation, as set out in part II of this report.**
- 3. That subject to the successful acquisition of the initial temporary accommodation unit referred to above, to amend the council's capital programme to an amount referred to in the part 2 report, for the purchase of further additional temporary accommodation units**
- 4. To delegate authority to the Assistant Director, Housing and Built Environment to complete the further purchases of additional units of temporary accommodation in line with the council's capital programme.**
- 5. That a supplementary budget as referred to in the part 2 report is allocated to cover a projected overspend on the homelessness budget in 2018/19, resulting from the increased use and cost of temporary accommodation**

Reasons for these recommendations:

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Hastings has seen a significant increase in demand for temporary accommodation, in line with broader national and regional trends. This report updates Cabinet on options to manage the supply and cost of temporary accommodation, as well as opportunities to reduce its use in the long term.

107. LOWER TIER SITE, BEXHILL ROAD

Andrew Palmer, Assistant Director Housing & Built Environment submitted a report on a Lower Tier Site Development. The purpose of the report was to seek agreement and associated funding to progress the development of the site.

The land had originally been identified for housing development as part of the proposed Sports Village planned for Bulverhythe. Homes England had allocated funds for flood remediation measures through its Marginal Viability Fund (MvF). Unfortunately, the main development partner withdrew from the scheme and an alternative partner was not forthcoming.

As the site no longer formed part of the developer's plans it is now proposed that the council take on a key role in the residential development of the Lower Tier site in order to ensure that housing opportunities, revenue generation and benefits for the local community were maximised.

It was further proposed that the council secure a joint venture partner to take forward the development providing development expertise and sharing risk with the Council.

Cabinet was also advised that the Council had managed to secure an increased level of funding through the Homes England Accelerated fund

Under Rule 13.3 of the council constitution, this item was agreed without being called for discussion.

RESOLVED that:

- 1. That officers procure a joint venture partner to take forward development of the Lower Tier site at Bexhill Road with a view to enabling a mixed tenure housing scheme.**
- 2. That subject to a resolution of the Town or Village Green (TVG) application, the council/partners submit a planning application for the comprehensive redevelopment of the site.**
- 3. That the council enters into a funding agreement with Homes England so that it can secure funding from the Local Authority Accelerated Construction fund to enable plans for flood remediation and other infrastructure measures to be undertaken.**

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4. That a budget is allocated from General Reserves to obtain expert advice regarding appropriate joint venture structures.

5. Subject to the above, that a further report is brought to a future Cabinet seeking the necessary development funding to take the scheme forward.

The reasons for these recommendations were:

1. By taking forward the above recommendations, the council will ensure that the borough benefits from Homes England funding up to the value of £6.9m which has been awarded to bring forward the residential development of the Lower Tier site at Bexhill Road. The council will be a lead partner and have the ability to influence the development of the site, including the affordable housing provision, environmental considerations and requirements for onsite local employment. Extensive remediation work is required to bring the site up to a marketable value, which is not viable without external funding.
2. The funding provides an opportunity to develop circa 170 new homes that would otherwise not be possible these homes will make a significant contribution to local housing need across a range of tenures. With the development of the council's Housing Company, an opportunity also exists to purchase properties for the company, creating a new income stream and an ongoing.

108. TEMPORARY ACCOMMODATION PURCHASE

Andrew Palmer, Assistant Director, Housing and Built Environment presented a report on a Temporary Accommodation Purchase. The purpose of the report was to consider the purchase of a property as detailed in the part 2 report.

The council has seen a significant increase in demand for temporary accommodation over recent years, in line with broader national and regional trends.

Under Rule 13.3 of the council constitution, this item was agreed without being called for discussion.

RESOLVED that:

1. Cabinet to approve the purchase of a property for use as temporary accommodation

2. Delegated authority is given to the Assistant Director, Housing and Built Environment and Assistant Director Financial Services and Revenues to complete the purchase at the best possible price up to a maximum detailed in the part 2 report.

The reason for these recommendations was:

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There has been a significant increase in demand for temporary accommodation in Hastings. Purchasing its own temporary accommodation will help to manage costs to the council and provide greater flexibility over the management of the property. The council has the opportunity to purchase a property. The property is already used for temporary accommodation.

(The Chair declared the meeting closed at 6.30pm)

Agenda Item 5



Report to: Cabinet

Date of Meeting: 5th November 2018

Report Title: Review of Gambling Statement of Principles

Report By: Mike Hepworth Assistant Director Environment and Place.

Purpose of Report

To inform councillors of the results of the recent statutory review of the Council's amended Gambling Act Statement of Principles and seek their approval for Cabinet to recommend that Full Council:-

1. Approves the updated statement of principles for publication by 3rd January 2019; and
2. Reaffirms the existing "No Casino" resolution for the Borough.

Recommendation(s)

1. **To agree the updated Gambling Act Statement of Principles at appendix B and recommend that Full Council approve it for publication by the 3rd January 2019 in order that it can take effect on the 31st January 2019.**
2. **To recommend that Full Council should reaffirm the current "No Casino" resolution.**

Reasons for Recommendations

There is a statutory requirement for local authorities to fully review their Gambling Act Statement of Principles at least every 3 years. Failure to do so could result in judicial review proceedings against the authority, and call in to doubt local decisions made under the Gambling Act 2005.

The Act gives powers to licensing authorities to introduce a "No Casino" resolution for their areas. It is a full Council decision and must be revisited and endorsed every 3 years.

The revised statement needs to be adopted by Full Council prior to publication on 3rd January 2019.

Background

1. The Gambling Act 2005 made local authorities responsible for determining applications for local gambling premises licences, temporary occurrences, machine permits and lotteries.
2. This was implemented by local authorities in September 2007. However, it should be noted that the responsibilities are split between local authorities and the Gambling Commission.
3. The Act places a legal duty on both the Commission and licensing authorities to aim to permit gambling, in so far as it is considered to be reasonably consistent with the pursuit of the licensing objectives. The effect of this duty is that both the Commission and licensing authorities must approach their functions in a way that seeks to regulate gambling by using their powers. For example, powers to attach conditions to licences, to moderate its impact on the licensing objectives rather than by starting out to prevent it altogether.
4. The duties assigned to local authorities are somewhat restricted, and relate solely to licensing the actual premises, temporary occurrence notices, individual gaming machines and lotteries. They do not include any matters relating to the National Lottery, or internet based betting services. Such matters are solely the responsibility of the Gambling Commission, as is the licensing of all betting company operators and the determination of applications for personal licences.
5. The three licensing objectives, which guide the way that the Commission and licensing authorities perform their functions and the way that gambling businesses carry on their activities, 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.
6. One of the first duties for local authorities was to formulate and consult upon a policy called a "Gambling Act Statement of Principles".

Gambling Act 2005 Statement of Principles

7. This statement of principles must be adopted by the Licensing Authority and kept under review. The policy must be fully reviewed and consulted upon at least every 3 years. The next date for a full review to have been completed and published is 3rd January 2019.
8. The statement of principles has undergone three full reviews since the initial adoption in 2007. On each occasion amendments have been made to reflect changes to the legislation and guidance issued by the Gambling Commission.

9. On each occasion a full consultation has been undertaken with all the relevant persons identified in the Act. A list of consultees is provided in appendix B to the statement of gambling principles (page 54).
10. It has stood the test of time well, and has not been legally challenged. In 2015 the Council reviewed several licences following test purchasing operations carried out with the Police and the Gambling Commission. The subsequent Committee hearings which involved a large national operator went very well, and didn't expose any flaws in the authority's statement of gambling principles.

Consultation

11. An amended version of the statement of gambling principles has been subject to a 10 week public consultation. It contained very few changes, being mainly general housekeeping. The national requirement to carry out risk assessments in relation to the 3 licensing objectives that was introduced in April 2016 has been amended and enlarged to make it easier to understand for applicants. In addition information has been included to reflect the ongoing test purchase operations carried out by the licensing authority in conjunction with the Gambling Commission and our intention to continue them.
12. There was 1 detailed response to the consultation and it is attached at Appendix A. Environmental Health and several Councillors also responded by indicating that they had no adverse comments to make about the amended policy.
13. Elizabeth Speed, Group General Counsel for and on behalf of Novomatic UK responded. They are the largest operator of Gambling Premises within the Borough and the largest gaming industry operator in the UK, comprising manufacturing and licensed sites they currently operate over one 5th of all UK Adult Gaming Centres.
14. She thanked us for being given the opportunity to comment on the Statement of Principles and made a series of suggestions seeking to make the document clearer and in some cases to better align it with her understanding of the Act and associated Statutory Guidance. The Licensing Manager has carefully reviewed her feedback and has advised that he agrees with it, and has therefore made a number of amendments to reflect this. The main theme was that the existing document was in some areas too prescriptive, and in others not consistent in its approach to conditions, particularly around access by young persons. For example GPL 9 didn't require the operator to consider requiring 'proof of age' from customers, so we have now added this. The response is attached at Appendix A.
15. Feedback from specialists acting on behalf of the trade is to be welcomed, and the resulting amendments should make it even less likely that Committee decisions based upon the updated Statement of Gambling Principles will be successfully challenged.

No Casino Resolution

16. The Council has the power to pass a No Casino resolution for the Borough, which happened at the last policy review in 2016. This resolution needs to be revisited at the same time as the adoption of the policy.

17. The decision to pass such a resolution can only be made by full Council, and once passed it must be published in the Statement of Principles and reviewed every three years. Full Council can choose to reverse this decision at any time.

Policy Implications

18. Equalities Impact Assessments carried out during previous reviews did not identify any scope for discrimination as a result of the statement of gambling principles. From a community cohesiveness perspective, the statement of principles enables the Council to regulate gambling premises whilst safeguarding people using them.

19. Crime and fear of crime are important considerations for the Council. Increased crime and fear of crime could have negative consequences on the regeneration of the town, with entrepreneurs being put off from investing in Hastings. However, this policy helps to minimise the potential for crime and disorder associated with premises licensed for gambling.

20. The Human Rights Act is a relevant consideration for the Environment and Safety Committee when considering applications for gambling premises, and this statement of principles should assist them in balancing the human rights of all concerned.

21. Local people's views are another relevant consideration as they have the right to make formal representations against applications if they feel that the application will not promote 1 or more of the 3 licensing objectives. Again it is suggested that the updated draft policy will help the Licensing Committee to consider such representations objectively, and in a way that balances the rights of all concerned.

22. From an anti-poverty perspective the 3rd licensing objective to protect children and other vulnerable persons from being harmed or exploited by gambling means that there has to be protection for children and vulnerable adults from the effects of harmful gambling. Essentially this means that operating procedures need to be in place that will prevent children and young people from being given access to inappropriate or harmful gambling opportunities. This has been a primary focus for our recent successful enforcement work, and will continue to be so. This work has resulted in some significant improvements to the operating procedures of some gambling premises in Hastings.

Wards Affected

All wards

Implications

Please identify if this report contains any implications for the following:

Equalities and Community Cohesiveness	Yes
Crime and Fear of Crime (Section 17)	Yes
Risk Management	No

Environmental Issues	No
Economic/Financial Implications	No
Human Rights Act	Yes
Organisational Consequences	No
Local People's Views	No
Anti-Poverty	Yes

Additional Information

Appendix A Consultation response.

Appendix B Updated and Amended Gambling Statement of Principles.

Officer to Contact

Bob Brown. Licensing Manager

bbrown@hastings.gov.uk

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Appendix A Consultation Response to Review of Gambling Statement of Principles

From: elizabeth speed

Sent: 31 July 2018 10:21

To: Licensing

Cc: Tracey Rose

Subject: Gambling Act 2005 - Hastings Borough Council Statement of Principles Consultation

Dear Sirs

Gambling Act 2005 – Statement of Principles (SoP) Consultation

Thank you for the opportunity to make comments on the above consultation. On behalf of Luxury Leisure I make the following comments in relation to the consultation draft (the "Draft"):-

1. As the Authority appreciates, in matters of regulation under the Gambling Act 2005 (the "Act") it is subject to the Regulators' Code (the "Code"). Amongst the obligations imposed on the Authority by the Code, is one that it should carry out its activities in a way that supports those it regulates to co ply and grow. Additionally under the Code, when designing and reviewing policies, the Authority must among other things, understand and minimise the negative economic impact of its regulatory activities and regulate and minimise the costs of compliance of those it regulates. Further, the Authority should take an evidence-based approach in determining priority risks and recognise the compliance record of those it regulates. Given the importance of the Code to the Authority's actions under the Act, including in relation to the SoP, I suggest that a general confirmation of its applicability is inserted in the Introduction.
2. Para 1.11.5 – the reference to democratically elected persons as being "Interested Parties", is with respect not correct. As noted at para 11.6, they may represent such persons, but that does not render them an Interested Party in their own right under section under section 158 of the Act.
3. GLP3 Para 4 (b) - We do not understand the requirement that children aged under 14 must be accompanied by an adult in unlicensed FECs. This does not seem to replicated by a similar provision for licensed FECs. Unlike licenced FECs, uFECs do not have Category C machines – they are restricted to Category D only, which under the legislation children are legally permitted to play. The policy is stated to relate to protecting children from harm – but government has decided that children may play the machines available in such premises and as such it is hard to see that the statement at para 4 b can be correct or appropriate.
4. GLP 6 Para (5) – As you will appreciate, the 2008 case of R (on the application of Betting Shop Services Limited) –V– Southend on Sea Borough Council held that an applicant could apply for a premises licence (without the need for a provisional statement) even though the premises were not fully constructed. (As a result the Commission's Guidance was revised). With respect, it is accordingly not correct to state that the licensing authority may only consider a grant of a licence where (if necessary) an inspection has been allowed. That might be a matter for the issue of the licence, but not the actual grant.
5. Para 6.8 – We are not sure why this section does not refer to the measures set out in GPL8, which also have areas of children and areas only for adults. It seems odd that the provisions for unlicensed FECs are more detailed than those for bingo premises.
6. GPL 9 – We note that there is no mention of proof of age schemes in the list of measures required.
7. GPL 12 Paras 2 and 3 – We note that the requirements for unlicensed FECs are greater than those required for licensed FECs. This inconsistency appears to be without basis and is particularly difficult to understand given that unlicensed FECs cannot have machines of any higher category than category D.

I hope that the above proves useful. If you have any questions, please do not hesitate to contact me.

Yours faithfully,

Elizabeth Speed
Group General Counsel
Novomatic UK

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Gambling Act Statement of Principles

2019 - 2022

Hastings Borough Council's Statutory Review of
its Gambling Act Statement of Principles

Document History

Revision	Date	Comment
Full review.	19.12.12.	Published 3.01.2013. effective 31.01.2013.
Full review	01.09.2016	Published on 3.01.16, effective 31.01.2016
Full review		

About This Document

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Sponsor: Assistant Director Environment and Place

Contact: Bob Brown

Contributors:

Plans:

Last Reviewed: June-September 2018 Next Review: Following consultation exercise summer 2022

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Approval Status:

Approval Date:

In drafting this Policy, the Licensing Authority has relied upon the Act, Regulations, Gambling Commission Guidance and Codes of Practice as effective in June 2018.

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Foreword by Councillor Colin Fitzgerald, Portfolio holder for Environment and Place and Equalities.

In September 2007 Hastings Borough Council assumed responsibility for all premises in the Borough which require permission under the Gambling Act 2005 to provide facilities for gambling. There are currently 23 gambling premise licences held within the borough: 9 betting shops; 11 adult gaming centres and 3 bingo halls, as well as a range of other gambling authorisations, this is a reduction of 4 premises since the last policy review. Hastings Borough Council as the Licensing Authority has been guided by its Statement of Principles since this time. It is responsible for reviewing and updating this statement every three years.

Throughout summer and autumn 2018 it was subject to its third statutory review, and I am grateful to those that took part and provided valuable feedback.

Hastings has much to celebrate in its day and night time economies. Hastings Borough Council acknowledges the opportunities within the borough of investment, and its growing visitor economy. Whilst it encourages inward investment and opportunities for growth through a balance of day time and night time uses in the town centre, it is mindful of the fact that it continues to be one of the most deprived local authorities in the country.

This latest edition of the statement has seen few substantive changes and reflects recent updates in gambling legislation. It continues to be a valuable guide to all concerned with the licensing of gambling within the Borough, from Councillors to applicants to members of the public wishing to comment on applications. It sets out the factors that the Council feels should be taken into consideration within the confines of the Act and the Gambling Commission Codes of Practice and Guidance.

How to use this revised Statement:

- The gambling licensing principles are shown in 'greyed out' text called GLPs (Gambling Licensing Principles). Each GLP (GLP numbers 1 to 14) is separately numbered and titled.
- The additional text where relevant, gives examples, background and reasons for the policies.
- The appendices give additional information referred to within the document.
- A glossary of useful terms is set out at Appendix A.
- It should be noted that premises licensed under the Gambling Act 2005 are subject to a wide range of robust mandatory and default conditions and in the vast majority of cases these conditions do not need to be supplemented by further conditions added by this Licensing Authority.

The overriding principle in the Act is to permit the use of premises for gambling, our policy is written with this in mind, our ability to impose additional conditions on such premises is only triggered in specific circumstances if evidence exists.

1. Revised Gambling Act Statement of Principles

1.1 Background and introduction

1.1.1 Hastings Borough Council which is the local authority for the Borough of Hastings is a “Licensing Authority” under the Gambling Act 2005 (the “Act”). The Council’s Licensing Committee is responsible for granting premises licences in Hastings for:

- adult gaming centres
- betting premises, including tracks
- bingo premises
- casino premises
- family entertainment centres.

1.1.2 The definition of ‘Gambling’ is defined in the Act as either gaming, betting, or taking part in a lottery:

- gaming means playing a game of chance for a prize
- betting means making or accepting a bet on the outcome of a race, competition, or any other event; the likelihood of anything occurring or not occurring; or whether anything is true or not
- a lottery is where persons are required to pay in order to take part in an arrangement, during the course of which one or more prizes are allocated by a process which relies wholly on chance.

1.1.3 Under the Act, Hastings, like all licensing authorities, must publish a statement of principles which they propose to apply when carrying out their licensing functions. This statement must be published at least once every three years. The statement must also be reviewed from “time to time” and any amended parts re-consulted upon. The statement must then be republished.

1.1.4 This revised Statement of Principles has been revised following a statutory review and is based on Gambling Commission Guidance (the “Guidance”) and the licensing objectives under the Act. Having been in situ since January 2007, it continues to set out how the Licensing Authority will build on the licensing objectives to reflect local circumstances. It has been a consultation document leading to adoption by the Council as a formal Statement of Principles, after having due regard to the responses from those consulted.

1.1.5 The updated Statement of Principles once adopted will be available on the Council’s website.

1.1.6 The updated Statement of Principles will come into effect on 31 January 2019, following adoption by Full Council. This may be reviewed as necessary, and at least once every three years from this date.

1.2 The licensing objectives

1.2.1 In exercising most of their functions under the Act, the Licensing Authority must have regard to the licensing objectives. 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 carried out in a fair and open way and
- protecting children and other vulnerable persons from being harmed or exploited by gambling.

1.2.2 This Licensing Authority is aware that, when exercising its functions in relation to premises licensing, it should aim to permit the use of the premises for gambling in so far as it thinks it is:

- in accordance with any relevant code of practice issued by the Gambling Commission (the “Codes of Practice”)
- in accordance with any relevant Guidance
- reasonably consistent with the licensing objectives (subject to the above)
- in accordance with this Policy (subject to the above) and
- in accordance with the Regulators Code.

1.2.3 Applicants are encouraged to demonstrate how they have regard to the licensing objectives.

1.3 Scope of the Policy

1.3.1 The Policy considers the needs of the borough and is concerned with upholding the licensing objectives set out in paragraph 1.2.1 above. It will guide the Licensing Authority in carrying out its various regulatory functions under the Act. These main functions are 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 more than two machines are required
- register small society lotteries below prescribed thresholds
- issue prize gaming permits
- receive and endorse temporary use notices
- receive occasional use notices
- provide information to the Gambling Commission regarding details of licences issued (see section below on “information exchange”)
- maintain registers of the permits and licences that are issued under these functions
- enforce legislation in relation to premises.

1.3.2 This document sets out the policies that the Licensing Authority will apply when determining applications for:

- premises licences
- use notices
- permits as required under the Act

- registrations as required under the Act.

1.3.3 This Policy relates to all authorisations identified as falling within the provisions of the Act, namely:

- bingo premises
- betting premises
- casino
- tracks
- adult gaming centres (AGCs)
- family entertainment centres (FECs)
- club gaming permits
- prize gaming and prize gaming permits
- temporary and occasional use notices
- registration of small society lotteries.

1.3.4 For a list of gambling facilities that are exempt from requiring certain licences, please see Appendix D.

1.4 Matters outside the scope of the Policy

1.4.1 The Licensing Authority will not be involved in licensing remote gambling. This will fall to the Gambling Commission via operating licences. Spread betting is regulated by The Financial Services Authority. The National Lottery is regulated by The National Lottery Commission.

1.4.2 When determining an application, the Licensing Authority cannot take into account the following:

- the likelihood of the applicant obtaining planning permission or building regulations approval
- the expected demand for the facilities which are being proposed
- “irrelevant” matters such as those not related to gambling or the licensing objectives
- moral objections or matters of mere nuisance.

1.4.3 The Licensing Authority should avoid duplication with other local government functions when considering some authorisations. However, applicants are expected to comply with all other legislation and regulatory regimes relevant to the operation of their business. The Licensing Authority will as a matter of routine share information with other responsible authorities and the Gambling Commission particularly where there is evidence of non – compliance. Please also note paragraph 2.4 of the Policy which deals with the exchange of information.

1.5 Geographical area covered

1.5.1 This statement applies throughout the borough of Hastings, which includes St Leonards on Sea.

The population is approximately 90,000 but the number increases significantly in the summer months with an influx of tourists, day trippers and foreign students.

1.6 Integrating strategies

1.6.1 Hastings is one of the most deprived districts in the Country, with higher than average levels of unemployment. There is also a higher than average incidence of residents with mental health and/or substance misuse issues, and therefore of vulnerable children and adults. The Sustainable Communities Strategy sets out how the Council is working with its partners to address these issues.

1.6.2 Local people continue to be concerned about the level of crime, although overall crime levels continue to fall.

1.6.3 The Council aim to integrate this statement of Gambling Act principles with the objectives set out in the Sustainable Community Strategy, so that it contributes to achieving the vision of the borough by allowing gambling to occur in a fair and open way, whilst minimizing any harm to children or vulnerable persons, or links to crime and disorder.

1.7 Consultation

1.7.1 The Licensing Authority recognises the important role that responsible authorities, the gambling trade and other stakeholders have to play in influencing this Statement. It therefore intends to take a wide range of views on the Statement as part of its consultation which takes place from 01.07.2018 before finalising and publishing the Statement. Any anonymous comments received will not be considered by the Licensing Authority.

1.7.2 Under the Act, consultation on this Statement will take place with:

- the Chief Officer of Police for Hastings Borough.
- one or more persons who appear to the authority to represent the interests of persons carrying on gambling businesses in the authority's area and
- one or more persons who appear to the authority to represent the interests of persons who are likely to be affected by or otherwise have an interest in the Policy. This includes but is not limited to:
 - responsible authorities such as the fire authority, child protection, Gambling Commission
 - interested parties such as existing licensed premises trade representatives and associations.

1.7.3 A summary list of persons and groups this Licensing Authority will be consulting with is set out in Appendix B.

1.7.4 The Licensing Authority will give due weight to the views of those consulted and amend the Statement accordingly following responses received. In determining what weight to give particular representations, the factors to be taken into account include:

- who is making the representation (what is their expertise or interest)
- what their motivation may be for their views
- how many other people have expressed the same or similar views
- how far representations relate to matters the Licensing Authority should include in its Statement.

1.7.5 The full list of consultees, comments made and their consideration by the Licensing Authority is available on request from the Licensing Department or by email to licensing@hastings.gov.uk .

1.7.6 The amended and updated statement was drafted for consultation in June 2018 and was published via the Licensing website, www.hastings.gov.uk/licensing . Hard copies were made available upon request from the Licensing Department, Environment and Place, Muriel Matters House, Breeds Place, Hastings, East Sussex. TN34 3UY

1.7.7 Should you have any comments regarding this Policy, please send them via email or letter to the following:

Licensing Department,
Environment and Place,
Muriel Matters House,
Breeds Place,
Hastings,
East Sussex.
TN34 3UY

1.7.8 Nothing in this Policy will:

- undermine the rights of any person to apply under the Act for a variety of permissions and have the application considered on its individual merits; or
- override the right of any person to make representations on any application or seek a review of a licence or permit where they are permitted to do so under the Act as each will be considered on its own merits and according to the statutory requirements of the Act.

1.8 Declaration

1.8.1 In producing the Statement, this Licensing Authority declares that it has had regard to the licensing objectives of the Act, the Guidance, and any responses it has from those consulted on the Statement.

1.9 Casinos

1.9.1 There are currently no casinos operating within the borough.

1.9.2 The Council has passed a 'no casino' resolution for the Borough. It was passed by full council at the meeting held in December 2015. It is planned to pass the resolution again in 2018.

1.10 Responsible authorities

1.10.1 This Licensing Authority designates the Local Safeguarding Children's Board as the body competent to advise the Authority about the protection of children from harm. The principles the Licensing Authority has applied in designating this Board are as follows:

- the need for the body to be responsible for an area covering the whole of the Licensing Authority's area
- the need for the body to be answerable to democratically elected persons, rather than any particular vested interest group.

1.10.2 Applicants will therefore copy their applications to:

East Sussex County Council
Head of Children Safeguards & Quality Assurance
PO Box 5
County Hall
Lewes
BN7 1SW

1.10.3 For a list of responsible authorities, please refer to the glossary of useful terms at Appendix A.

1.10.4 The contact details for all responsible authorities under the Act are available via the Council's website at www.hastings.gov.uk/environment_planning/licensing .

1.11 Interested parties

1.11.1 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, the person:

- a) lives sufficiently close to the premises to be likely to be affected by the authorised activities
- b) has business interests that might be affected by the authorised activities
- c) represents persons who satisfy a) or b) above.

1.11.2 In determining whether a person or business is an interested party, the Licensing Authority will look at each case and decide it upon its merits. It may take into account the size of the premises and nature of activities taking place. This Authority will not apply a rigid rule to its decision making and will consider the Guidance on this.

1.11.3 When determining what "sufficiently close to the premises" means, the Licensing Authority may take into account:

- the size of the premises
- the nature of the premises
- the distance of the premises from the location of the person making the representation
- the potential impact of the premises (number of customers, routes likely to be taken by those visiting the establishment) and
- the circumstances of the complainant. For example, it could be reasonable for the Authority to conclude that "sufficiently close to be likely to be affected" could have a different meaning for (a) a private resident (b) a residential school for children with truanting problems and (c) a residential hostel for vulnerable adults.

1.11.4 Interested parties will include trade associations, trade unions, and residents' and tenants' associations. The Licensing Authority may also request a membership list which will indicate the extent of the membership of that association to allow due weight to be given as appropriate.

1.11.5 Interested parties can be persons who are democratically elected such as Ward Councillors and MPs, when representing their constituents. Other than these persons, this Authority will generally require written evidence that a person or body (such as an advocate or 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.

1.11.6 The Licensing Authority would usually expect Councillors and MPs to make representations only when requested to by ward constituents and/or residents from the area to which the application relates. 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. If there are any doubts then please contact Democratic Services on 01424 451717.

1.11.7 In determining whether a person has a business interest which could be affected, the Licensing Authority will consider among other things:

- the size of the premises
- the catchment area of the premises, and
- whether the person making the representation has business interests in the catchment area that might be affected.

1.11.8 "Business interests" will be given the widest possible interpretation and include partnerships, charities, faith groups and medical practices.

1.12 Relevant representations

1.12.1 Representations relating to an application will be considered as admissible where they are made by an interested party or responsible authority. The Licensing Authority will then normally only consider that representations are relevant where they relate to the licensing objectives, the Guidance, the Codes of Practice or the Statement of Principles.

1.12.2 The Licensing Authority may determine an application without a hearing despite having received representations from interested parties or responsible authorities where it thinks the representations are vexatious, frivolous or will certainly not influence the authority's determination of the application.

1.12.3 Anyone making representations on an application should note that their details will be made available to the applicant in the interest of fairness and to allow for negotiation. In the event of a hearing being held, representations will form part of a public document.

1.12.4 In addition to this Statement of Principles the Licensing Authority has published guidance for members of the Licensing Committee, Councillors and interested parties who wish to make representations.

2. Delegation and decision making

2.1 Delegation of decision making responsibilities

2.1.1 This Licensing Authority will ensure that the licensing functions contained within the Act are delegated to an appropriate level so as to ensure speedy, efficient and cost effective determination of licensing applications. Its licensing functions will be discharged as at Appendix C.

2.1.2 Those decisions which are not delegated will be determined by the Licensing Committee which has been established by the Licensing Authority to administer a range of licensing functions.

2.2 Decision making

2.2.1 A Licensing Sub-Committee, drawn from members of the Licensing Committee, will normally sit in public to hear applications where representations have been received from interested parties and responsible authorities.

2.2.2 Ward Councillors will not sit on a Sub-Committee involving an application within their ward.

2.2.3 Where a Councillor who is a member of the Licensing Committee is making or has made representations regarding a licence on behalf of an interested party, in the interests of good governance they will disqualify themselves from any involvement in the decision making process affecting the licence or application in question.

2.2.4 Every decision of the Licensing Committee or Licensing Sub-Committee shall be accompanied by clear reasons. The decision will be sent to the applicant and those who have made representations as soon as is practicable.

2.2.5 The Licensing Authority's Licensing Officers will deal with licensing applications where no relevant representations have been received or where representations have been withdrawn. Even where there are no relevant representations, a hearing must occur where certain conditions to the licence are to be attached or excluded unless the applicant waives their right to a hearing.

2.2.6 Decisions as to whether representations are inadmissible, irrelevant, frivolous or vexatious will be made by licensing officers. Where representations are rejected, the person making that representation will be given written reasons for this. There is no right of appeal against a determination that representations are not admissible.

2.2.7 The Licensing Sub Committee will determine each case before it on its individual merits whilst taking into consideration the Codes of Practice, the Guidance, the licensing objectives and the terms of this Policy and may add conditions. (Please see paragraph 6.5 on Conditions).

2.2.8 In undertaking its licensing functions under the Act, the Licensing Authority is bound by other legislation, for example the Human Rights Act 1998.

2.3 Information exchange

2.3.1 The Licensing Authority will act in accordance with the provisions of the Act in its exchange of information which includes the provision that the General Data Protection Regulation and The Data Protection Act 2018 will not be contravened. The Licensing Authority will also have regard to any relevant Guidance and regulations associated with the Act.

2.3.2 Should any protocols be established regarding information exchange with other bodies then they will be made available upon request.

2.3.3 In fulfilling its functions and obligations under the Act, the Licensing Authority will exchange relevant information with other regulatory bodies and will establish protocols in this respect. In exchanging such information, the Licensing Authority will conform to the requirements of data protection and freedom of information legislation in accordance with the Council's existing policies.

2.3.4 Any matters of non-compliance with the Act will where appropriate be reported to the Gambling Commission.

2.3.5 The Licensing Authority will share information with other responsible authorities and the Gambling Commission where there is evidence of non-compliance with other legislation and regulatory regimes relevant to the operation of the applicant's business.

3 The licensing objectives

3.1 Premises licences

3.1.1 Licences granted must be reasonably consistent with the licensing objectives. With regard to these objectives, this Licensing Authority has considered the Guidance and some comments are made below.

3.2 Prevention of crime and disorder

3.2.1 The Gambling Commission plays a lead role in preventing gambling from being a source of crime or disorder.

3.2.2 The Licensing Authority places importance on the prevention of crime and disorder, and will fulfil its duty under section 17 of the Crime and Disorder Act 1998. This binds the Licensing Authority to exercise its licensing powers with due regard to the need to do all that it reasonably can to prevent crime and disorder in its area. A high standard of control is therefore expected to be exercised over licensed premises.

3.2.3 The Licensing Authority will pay attention to the proposed location of gambling premises in terms of this licensing objective and possible conditions. For example, where an area has known high levels of crime and disorder, this authority will consider

carefully whether gambling premises are suitable to be located there at all, or whether conditions need to be attached such as for the provision of door supervisors or for specified measures to be in place to prevent crime and disorder on the premises.

3.2.4 The Licensing Authority will, when determining applications, consider whether the grant of a premises licence is likely to result in an increase in crime and disorder. This Licensing Authority is aware of the distinction between disorder and nuisance and will consider factors such as whether police assistance was required and how threatening the behaviour was to those who could see or hear it, so as to make that distinction. Issues of nuisance cannot be addressed via the provisions of the Act. The Gambling Commission has stated that licensing authorities should generally consider disorder as activity that is more serious and disruptive than mere nuisance.

3.2.5 Where the premises has been associated with drug dealing, or the possession of weapons on the premises, this may give rise to particular concerns as to whether it will be appropriate to allow the admission of children to the premises during some or all of its hours of operation. In such circumstances applicants may be required to demonstrate that these matters have been addressed.

3.2.6 Applicants are therefore required to demonstrate to the satisfaction of the Licensing Authority, in consultation with the police, how they intend to satisfy this licensing objective. Applicants are encouraged to discuss their crime prevention procedures with licensing officers and the police before making a formal application, addressing how at an operational and local level they will implement their measures to prevent crime and disorder on the premises.

3.2.7 Examples of the matters that are likely to be considered by the Licensing Authority when determining an application include, where appropriate;

- the design and layout of the premises
- physical security features installed in the premises; this may include matters such as the position of cash registers or the standard of CCTV that is installed
- training given to staff in crime prevention measures appropriate to the premises
- where premises are subject to age restrictions, the procedures in place to conduct age verification checks
- the likelihood of any violence, public disorder or policing problem if the licence is granted.

3.3 Door supervisors

3.3.1 The Licensing Authority may consider whether there is a need for door supervisors and whether these should be Security Industry Authority (SIA) registered having regard to the licensing objectives.

3.3.2 Door supervisors at casino and bingo halls are exempt from being licensed by the SIA. The Licensing Authority may make specific requirements for door supervisors working at casinos or bingo premises to search individuals and deal with potentially aggressive persons to ensure that this licensing objective is met to the satisfaction of the authority.

3.3.3 For premises other than casinos and bingo halls, operators and the Licensing Authority may decide that supervision of entrances and/or machines is appropriate in particular cases.

GLP1

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

1. Applicants are encouraged to demonstrate within their application measures to prevent crime and disorder on the premises by providing information on;
 - (a) use of door staff, details of SIA door supervisors and other appropriately trained staff including relevant qualifications or registrations, the number of staff, their location whilst working at the premises, and the times they will be on duty
 - (b) details of the training given to staff in crime prevention measures appropriate to those premises
 - (c) notices to be prominently displayed on the premises and visible to members of the public stating:
 - (i) CCTV is recording on the premises (where required by legislation)
 - (ii) drugs will not be tolerated and persons found possessing/dealing will be excluded from the premises
 - (iii) the age of persons allowed on the premises
 - (iv) drunkenness and those under the influence of drugs will not be tolerated on the premises
 - (d) an accurate plan of the premises confirming the design and layout of the premises, with particular attention to the ability of staff to survey entrances, exits and any dark or hidden areas. Plans should include:
 - (i) the location of lighting inside and outside the premises
 - (ii) the location of any physical security features for example CCTV equipment, its coverage of the interior and exterior of the premises
 - (iii) CCTV, which is to be recordable, kept for a minimum of 31 days and made available to the police and Licensing Authority on request.
When details of security measures are provided, they will be kept out of the public domain.
 - (e) provision of adequate search facilities where applicable to the use of the premises
 - (f) measures to be taken to prevent the consumption of alcohol on the premises other than where it is legal and to ensure those under the influence of alcohol are not permitted to gamble
 - (g) measures to be taken to prevent the possession, supply or consumption of illegal drugs on the premises and to ensure that those under the influence of drugs are not permitted to gamble. Any drugs policy should cover the requirement to notify the Police
 - (h) measures to be taken to prevent the possession of offensive weapons on the premises
 - (i) details of any proof of age scheme
 - (j) details of the process to ensure that children do not have access to adult only gaming facilities
 - (k) measures aimed at discouraging anti-social behaviour

- (l) measures aimed at preventing children and other vulnerable persons from being exposed to incidents of violence or disorder
- (m) measures to address circumstances where there have been known instances of:
 - (i) harbouring drug dealing, or there is a known association with drug dealers
 - (ii) the possession of weapons on the premises, or where there is a known association with such activity
 - (iii) offences against children or involving children, for example, allowing under 18s to participate in adult gambling.
- (n) details of helplines and guidance for those who may have alcohol, drug or gambling problems.

This information could be achieved by submission of the local risk assessment as required after 6th April 2016.

3.4 Ensuring that gambling is carried out in a fair and open way

3.4.1 Generally the Gambling Commission would not expect the Licensing Authority to ensure that gambling is conducted in a fair and open way. This will be a matter for either the management of the gambling business (and therefore relevant to the operating licence), or will be in relation to the suitability and actions of an individual (and therefore relevant to the personal licence). The Gambling Commission will be responsible for both of these matters and its expectations by way of measures are set out in its Codes of Practice.

3.4.2 There is more of a discretion for the Licensing Authority for authorisations which do not require an operating or personal licence and for tracks where practices may be added to ensure that the betting environment is suitable (see paragraph 6.10 on tracks). The Licensing Authority will expect these applicants to demonstrate how they will meet this objective.

3.4.3 If during the course of considering an application for a premises licence, permit or other notice or at any other time, the Licensing Authority receives information that causes it to question the suitability of the applicant or licence holder to hold an operating licence, or an individual to hold a personal licence the Licensing Authority will notify the Gambling Commission and/or other appropriate authorities without delay.

3.4.4 Because the Licensing Authority cannot attach conditions on an application for a permit, it may refuse the application where the above requirements and GLP2 are not met.

GLP2

Ensuring that gambling is carried out in a fair and open way

The Licensing Authority encourages applicants who do not fall within the jurisdiction of the Gambling Commission (see paragraph 3.4.2) to conform to the code of practice issued by the Gambling Commission and by the conditions of their operating licence. Failure to demonstrate this may result in the application being refused. In particular:

1. For applications which do not require an operating licence or personal licence, applicants are to demonstrate how information is to be provided about the rules and terms of gambling so that:
 - (a) customers can make an informed decision as to whether and how to participate in gambling
 - (b) customers know the contractual terms and conditions of gambling
 - (c) information is displayed in a clear, accessible and intelligible way.

Information should be:

 - (i) bold, precise and clearly located on or near where the game or bet is placed (e.g. machines, track etc)
 - (ii) where the customer base includes people whose first language is not English, notices should be in other languages as appropriate
 - (d) the information displayed on the premises and on promotional information should include:
 - (i) rules of the game or bet
 - (ii) the odds of winning or losing in different scenarios
 - (iii) changes in the rules which must be bold, precise and communicated to the customer so they are fully aware of them
 - (iv) the average return to the player (the payout percentage)
 - (v) the minimum and maximum stakes
 - (vi) information about the machine characteristics (for example compensated/ random)
 - (vii) how quickly the winnings will be paid out and in what form
 - (viii) the dispute and complaints procedures
 - (e) in addition:
 - (i) the operation of the games must be consistent and in line with the rules of the games
 - (ii) the layout of the premises must ensure that the games and bets can be conducted in a fair and open way
 - (iii) no advertising or other marketing tool inside or outside the premises or any part of the media which misleads the customer as to the rules of the game or encourages them not to read the rules.

3.5 Protection of children and other vulnerable persons

3.5.1 As outlined in the borough profile from paragraph 1.6, Hastings population has a higher than average number of vulnerable persons. It is particularly important that the Policy has regard to these facts in seeking to address inequality and deprivation.

3.5.2 The Licensing Authority will, when determining applications consider whether the grant of a premises licence is likely to result in children and other vulnerable persons being harmed or exploited by gambling. Applications are encouraged to demonstrate to the satisfaction of the Licensing Authority, in consultation with the local Safeguarding Children Board, how they intend to implement their measures at an operational and local level to promote this objective.

3.5.3 In relation to children, it should be noted that the Gambling Commission has stated that this objective is explicitly to protect them from being harmed or exploited by gambling. This means preventing them from taking part in gambling and having restrictions on advertising so that gambling products are not aimed at or are particularly

attractive to children. The Licensing Authority will therefore judge the merits of each application before considering whether specific measures are required such as:

- restrictions on advertising and style of the premises where premises cater solely or mainly for adults so that gambling products are not aimed at children or advertised in such a way to make them particularly attractive to children
- restrictions on layout or on where certain machines may be in operation.

3.5.4 In addition, the Licensing Authority will seek to ensure the layout of the premises does not encourage gambling products to be aimed at children or in such a manner that makes them particularly attractive to children.

3.5.5 The Licensing Authority will expect those who operate or control gambling licensed premises or gambling events to have regard to child welfare. They should ensure that their policies and procedures take account of the structure and layout of their gambling premises to prevent access to gambling by children and young persons.

3.5.6 It should be noted that the definition “vulnerable persons” includes but is not limited to 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.

3.5.7 With regard to the protection of vulnerable persons, the Licensing Authority will consider whether special considerations are required. These will need to be balanced against the authority’s aim, in the case of premises licensing, to permit the use of the premises for gambling.

3.5.8 When determining an application to grant a premises licence, regard will be given to the proximity of other establishments catering to children or vulnerable adults, or to places that are frequented by unaccompanied children and/or vulnerable adults or where children, young people or vulnerable persons are likely to congregate. These may include schools, vulnerable adult centres, addiction centres, day centres or services used by vulnerable adults or residential areas where there may be a high concentration of families with children. It may also include school routes and places that attract unaccompanied children for recreation and leisure. Such matters will only be considered in a review hearing if the location of those premises has a bearing on the need for the review called.

3.5.9 The proximity of premises taken into consideration will vary depending on the size and scope of the gambling premises concerned. Each case will be decided on its merits and may depend in part on the type of gambling proposed. Therefore, if an applicant can effectively demonstrate how they might overcome licensing objective concerns, this will be taken into account.

3.6 Access to licensed premises

3.6.1 With the exception of bingo halls, non-gambling areas of tracks on race days and licensed family entertainment centres, children will not be permitted to enter adult only licensed gambling premises.

3.6.2 The Licensing Authority will consult with the local Safeguarding Children Board on any application that indicates there may be concerns for children or vulnerable persons over access to gambling.

GLP3

The protection of children and other vulnerable persons from being harmed or exploited by gambling.

1. Applicants are expected to demonstrate within their application that:
 - (a) the design and style of their premises and any external signage, advertising or promotional material is not aimed or marketed at attracting children to premises or areas which are reserved for adult gambling
 - (b) children are not to be exposed to gambling which is legally restricted to adults
 - (c) measures have been taken to prevent children from being in close proximity to types of gambling restricted to adults for example, gaming machines of class A,B or C
 - (d) staff have been or will be appropriately trained to understand the following:
 - (i) which class of machine is restricted to adults only
 - (ii) any areas where children and young persons are not to be permitted.
 - (iii) child protection requirements
 - (iv) reporting concerns about the welfare of a child to the Duty and Assessment Team, the Council
 - (v) reporting concerns about the welfare of vulnerable persons to Safeguarding Vulnerable Adults, Adult Services, the Council.
2. The Licensing Authority may consider specific measures to protect under 18s and vulnerable persons on certain categories of premises. These measures include:
 - (a) supervision of entrances
 - (b) segregation of gambling from areas frequented by children
 - (c) supervision of gaming machines in adult only gambling premises
 - (d) separate and identifiable entrances and exits from parts of buildings with more than one licence.
3. Where category C or above machines are available in premises to which children are admitted applicants are encouraged to demonstrate that they have taken such measures to ensure that:
 - (a) all such machines are located in an area of the premises separated from the remainder of the premises by a physical barrier which is effective to prevent access other than through a designated entrance
 - (b) only adults are admitted to the area where the machines are located
 - (c) access to the area where the machines are located is supervised
 - (d) 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
 - (e) 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.
4. For applications that do not require an operating licence or personal licence, the Licensing Authority will consider:
 - (a) any convictions or cautions in relation to the admission of under 18 year olds

- (b) measures the applicant is taking to prevent children from being in close proximity to types of gambling restricted to adults (for example, category A, B or C gaming machines). Such measures may include “No Under 18s to Play” notices displayed on category A, B and C machine fronts in alcohol licensed premises, or the adoption of an effective proof of age scheme.
5. Where there have been convictions or cautions for serving alcohol to under 18s, or allowing under 18s to participate in adult gambling, applicants may be asked to demonstrate these matters have been addressed. This may give rise to particular concerns as to whether it will be appropriate to permit the admission of children to the premises during some or all of its hours of operation.
 6. Where limiting access to children or young persons is considered necessary, the Licensing Authority will consider the following options:
 - (a) limiting or excluding when certain activities are taking place or at certain times
 - (b) a requirement for children under a certain age to be accompanied by an adult
 - (c) an age limitation for under 18s
 - (d) access may be limited to certain parts of the premises.

4. Location of gambling premises and gaming machines

4.1 When considering authorisations, including the need for conditions to be attached to licences, the Licensing Authority will primarily focus on the location, suitability and management of the premises and how this might directly impact upon the licensing objectives, whilst aiming to permit the use of the premises for Gambling in line with the Act.

4.2 When determining an application to grant or review a premises licence regard will be given on a case by case basis to the location of the premises and its proximity to other establishments in terms of the licensing objectives which include the protection of children and vulnerable persons and issues of crime and disorder. From April 2016 all applicants for new licences or variations to existing licences should be accompanied by a local area risk assessment prepared by the operator. This should show the potential risks posed by the provision of gambling facilities at each of their premises and show that there are policies, procedures and control measures in place to mitigate the risks. This area risk assessment should be reviewed if there are significant local or premises changes that could impact the operators ability to uphold the licensing objectives.

4.4 In addition, where there are specific risks or problems associated with a particular locality or specific premises, or class of premises, conditions may be attached to reflect this on a case by case basis in a hearing following relevant representations, where permitted by law.

GLP4

Location of gambling premises and gaming machines

1. In considering the locations for a premises licence, permit or notice, the Licensing Authority will consider and will have expected the applicants to have considered:

- (a) the proximity of other establishments catering to children or vulnerable adults, or to places that are frequented by unaccompanied children and/or vulnerable adults or where children, young people or vulnerable persons are likely to congregate
 - (b) the size and scope of the gambling premises concerned
 - (c) the type of gambling proposed on the premises.
2. In considering the locations for gaming machines, the Licensing Authority will consider:
- (a) the size of the premises and the number of counter positions available for person-to-person transactions, and the ability of staff to monitor the use of the machines by children and young persons or by vulnerable people, when considering the number/nature/circumstances of betting machines an operator wants to offer
 - (b) the size of the premises and the ability of staff to monitor the use of the machines by children and young persons or by vulnerable people
 - (c) restricting the number and location of such machines in respect of applications for track betting premises licences
 - (d) the location of gaming machines at tracks
 - (e) the locations of gaming machines where the applicant holds a pool betting operating licence and wishes to apply for a track premises licence using their entitlement to four gaming machines. The applicant will need to demonstrate that these machines are located in areas from which children are excluded
 - (f) segregation of category C and D machines in family entertainment centres.

5. Hours of operation

5.1 The Licensing Authority will have regard to the Guidance and default conditions relating to operating hours and will consider excluding and replacing default conditions as appropriate and on a case by case basis if there is clear evidence of a particular risk..

5.2 Where limiting access to children is considered necessary, the Licensing Authority will consider a limit on the hours when children may be present on the premises

6. Primary Gambling Activity

6.1 The primary activity of each premises licence type is specified on the premises licence when issued by the Authority. Section 150 Gambling Act 2005 authorises the provision of Gambling facilities for the following types of premises licences; Casino premises, bingo premises, betting premises (including tracks), adult gaming centre premises and family entertainment centre premises.

6.2 In betting premises the primary activity will be betting, with gaming machines as an ancillary offer on the premises. The commission have provided information relating to the primary gambling activity in both the Local Authority Guidance and in Codes of practice. It should be noted that the Act does not permit a premises to be licensed for more than one gambling activity.

6.3. The Authority will take decisions in accordance with the Commission's guidance and codes of practice on primary gambling activity and will have regard to the advice which it issues from time to time, we will expect applicants to operate premises in line with the Commission's Guidance and conditions on their operator licence. Applicants for a new premises licence, or wishing to vary an existing licence, will be expected to be clear that the premises are intended to be used for the primary gambling activity proposed.

GLP5

Hours of operation

The Licensing Authority will have regard to the following:

- (a) Codes of Practice when determining the hours of operation
- (b) licensing hours fixed will always reflect the individual merits of the application, any relevant representations received and the requirement to uphold the licensing objectives
- (c) earlier hours may be set if the individual circumstances require it. Applicants are encouraged to demonstrate that there would be no breach of the licensing objectives if later hours are requested, especially if requests are made to go beyond midnight in residential areas
- (d) the Licensing Authority will consider the levels of crime and disorder in the area of the application and police resources available to address this late at night
- (e) applicants are encouraged to exclude children from premises or events where children are present by 9pm unless the applicant can demonstrate how they can operate beyond these hours without risking harm to children in these circumstances.

6 Premises licences

6.1 General principles

6.1.1 An application for a premises licence may only be made by persons over 18 years old, companies or partnerships.

6.1.2 The Licensing Authority can only consider a premises licence application where the applicant:

- has a right to occupy the premises at the time the application is made and can provide evidence of this if requested; and
- holds or has applied for an operating licence which allows the proposed activity to be carried out.

6.1.3 It should be noted that the premises licence may only be determined once the operating licence has been issued.

6.1.4 The Licensing Authority will expect the applicant for a premises licence to demonstrate that they have or have applied for the appropriate operating and/or personal licences from the Gambling Commission.

6.1.5 Where no application for an operating licence has been made, the premises licence application will be refused.

6.1.6 Premises licences will be subject to the requirements set out in the Act and regulations, which include mandatory and default conditions. Licensing authorities are

able to exclude default conditions and also attach others where appropriate, if a specific risk is identified.

6.2 Definition of “premises”

6.2.1 Premises are defined in the Act as including “any place”. Different premises licences cannot apply in respect of single premises 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. This will always be a question of fact depending on the circumstances and the Guidance provides further detail on this. It should be noted that areas of a building that are artificially or temporarily separate can not be properly regarded as different premises and the Licensing Authority would therefore normally expect genuine separation in this regard to be a permanent and substantial physical separation of the premises.

6.2.2 This Licensing Authority will take particular care in considering applications for multiple licences for a building and those relating to a discrete part of a building used for other (non-gambling) purposes on a case by case basis and with regard to the Act and the statement of principles behind the Act, as explained in the Guidance which is to limit the number and type of machines in particular premises. Where the Licensing Authority is not satisfied that the premises are separate, it will be unable to issue further premises licences on that premises concluding that a premises licence already exists. The following factors will be taken into account in determining whether the premise is in fact a “premises” and therefore able to submit such application(s):

- whether entrances and exits which form parts of a building covered by one or more licences are properly and suitably separate and identifiable so that the separation of different premises is not compromised and that people do not ‘drift’ into a gambling area. In this context it is expected that the premises will be separated by a floor to ceiling division whereby each “premises” can be accessed without going through another licensed premises or premises with a permit particularly where this is required by the Act
- whether the premises have a separate registration for business rates
- whether the premises have different postal addresses
- whether the premises and its neighbouring premises is owned by the same person
- whether each of the premises can be accessed from the street or a public passageway
- whether the premises are accessible only from another gambling premises.

6.2.3 The Licensing Authority will pay particular attention to applications where access to the licensed premises is through other premises. There will be specific issues to be considered before granting such applications, for example:

- whether children are not only prevented from taking part in gambling but also prevented from being in close proximity to gambling
- whether children are invited to participate in, can gain accidental access to or closely observe gambling where they are prohibited from participating
- compatibility of the two types of establishments
- 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. The applicant will need to show for example that direct access between the premises is prevented if the premises licence condition requires it

- whether customers can primarily participate in the gambling activity named on the premises licence.

6.2.4 Applicants will need to demonstrate that the primary purpose of the premises will be fulfilled and are encouraged to provide to the Licensing Authority the precise arrangements for primary and ancillary gambling activities at the premises. The Licensing authority will have proper regard to the latest Gambling Commission Guidance on “Primary Use” of gambling premises.

6.3 Premises “ready for gambling”

6.3.1 A licence to use a premises for gambling should only be issued in relation to premises that the Licensing Authority can be satisfied are going to be ready to be used for gambling in the reasonably near future, consistent with the scale of building or alterations required before the premises are brought into use. The Guidance provides advice on this.

6.3.2 In deciding whether a premises licence can be granted where there is outstanding construction or alteration works at a premises, this Authority will determine applications on their merit, considered in a two stage process:

- firstly, whether as a matter of substance the premises ought to be permitted to be used for gambling and
- secondly, in deciding whether or not to grant the application, consider if appropriate conditions can be put in place to cater for the situation that the premises are not yet in the state in which they ought to be before gambling takes place.

6.3.3 If the construction of a premises is not yet complete, or if they need alteration, or if the applicant does not yet have a right to occupy them, then an application for a provisional statement may be a better option and applicants are encouraged to discuss which route is appropriate with the Licensing Authority. For example, where applications are received in respect of uncompleted premises which it appears are not going to be ready to be used for gambling for a considerable period of time, the Licensing Authority ought to consider whether, applying the two stage process, it should grant a licence or whether the circumstances are more appropriate for a provisional statement application. Please refer to paragraph 7 on provisional statements.

6.3.4 If a premises licence is to be sought before the premises is ready to be used for gambling the applicant should consider offering appropriate conditions and/or providing a future effective date for the licence to commence.

6.4 What will be considered

6.4.1 All applicants for premises licences are encouraged to set out how they will have regard to the licensing objectives, as specified in paragraph 1.2.1 and what measures they intend to employ to ensure compliance with them. This will assist the Authority, responsible authorities and interested parties to consider whether the application accords with the licensing objectives and is therefore more likely to avoid unnecessary hearings. The applicant may ask the Licensing Authority for advice as to the scope of

information to be provided which will be proportionate to the scale and nature of the application made.

6.4.2. With effect from 6th April 2016, the Licensing Authority will require all licensees to assess the local risks to the licensing objectives posed by the provision of gambling facilities at each of their premises, and have policies, procedure and control measures to mitigate those risks. In making risk assessments, licensees must take into account relevant matters identified in the licensing authority's statement of licensing policy.

Licensees must review; update as necessary their local risk assessments;

1. To take account of significant changes in local circumstances, including those identified in the statement of licensing policy;
2. When there are significant changes at a licensee's premises that may affect their mitigation of local risks
3. When applying for a variation of a premises licence
4. In any case, undertake a local risk assessment when applying for a new premises licence.

Licensees are expected to share their risk assessment with the Authority when applying for a new licence or a variation to an existing licence or for any other reason on request.

6.5 Conditions

6.5.1 Licensing is about the control of gambling licensed premises within the terms of the Act. The starting point in determining applications will be to grant the application without attaching conditions.

6.5.2 Conditions may be attached to licences that will cover matters within the control of individual licensees. Conditions are attached to a premises licence in the following ways:

- automatically under the Act
- through regulations as mandatory and/or default conditions
- by the Licensing Authority.

6.5.3 For instance, there are mandatory conditions which attach to all licences or licences of a particular class. Specific conditions which attach to an individual licence will only be attached by the Licensing Authority following a hearing or where the applicant has agreed conditions with a responsible authority or interested party.

6.5.4 The Licensing Authority can exclude any default conditions from the premises licence. The Licensing Authority will where necessary impose conditions that are:

- in accordance with the Guidance
- in accordance with the Code of Practice
- in accordance with the Statement of Principles or
- in a way that is reasonably consistent with the licensing objectives.

6.5.5 Conditions imposed by the Licensing Authority will be proportionate to the circumstances and risks which they are seeking to address. In particular, the Licensing Authority will where appropriate apply conditions that are:

- 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.

6.5.6 The Licensing Authority does not propose to implement standard conditions on licences but may attach conditions as appropriate given the circumstances of each individual case. It will seek to avoid duplication with other systems so far as possible and will not attach conditions unless they are considered necessary having regard to existing regimes. For example, where applicants fail to adequately address the provisions of the relevant GLPs to the satisfaction of the Licensing Authority, it may attach conditions to alleviate concerns triggered by the lack of information provided.

6.5.7 There will be a number of measures the Licensing Authority will consider utilising should there be a perceived requirement such as the use of supervisors, appropriate signage for adult only areas as set out in GLP1 - 6. There are specific comments made in this regard under some of the licence types below. The Licensing Authority will also expect the applicant to offer measures as to ways in which the licensing objectives can be met effectively.

6.5.8 The Licensing Authority will consider specific measures which may be required for buildings which are subject to multiple premises licences. Such measures may include the proper segregation of primary gambling activities in addition to matters in GLP1-6. These matters are in accordance with the Guidance.

6.5.9 This Licensing Authority may contact the Gambling Commission or the applicant to obtain a copy of the operating licence to consider any conditions that may cover the way in which the Gambling Commission expect the objectives to be met. It will assess whether the corresponding premises licence requires any specific expansion on these measures by way of conditions based upon the application and information provided.

6.5.10 There are conditions which the Licensing Authority cannot attach to premises licences. These are any conditions:

- on the premises licence which make it impossible to comply with an operating licence condition;
- relating to gaming machine categories, numbers, or method of operation;
- which provide that membership of a club or body be required (the Act specifically removes the membership requirement for casino and bingo clubs and this provision prevents it being reinstated); and
- in relation to stakes, fees, winning or prizes.

GLP6

Premises licences

Applicants for a premises licence will need to have regard to GLP1 to GLP6 in all cases and will also need to identify what type of premises licence is being sought.

- (1) Nothing in this statement of principles will override the right of any person to make an application, make representations about an application, or apply for a review of a licence. Each case will be considered on its own merits and according to the statutory requirements contained within the Gambling Act 2005.
- (2) The Council understands that moral objections to gambling are not a valid reason to reject applications for a premise licence; and also that unmet demand is not a criterion for consideration by the Council with respect to the gambling legislation.

- (3) In addition, applicants for a premises licence are encouraged to demonstrate:
 - (i) that the appropriate operating and personal licences are in place from the Gambling Commission where relevant and
 - (ii) that they have a right to occupy the premises at the time of making the application
 - (iii) how the applicant will promote the licensing objectives with regard to GLP1 to GLP6.
- (4) The Licensing Authority will exclude default conditions or attach conditions where appropriate.
- (5) The Licensing Authority may only normally consider the issue of a licence where it is going to be ready to be used for gambling in the reasonably near future and (where necessary) the Licensing Authority and/or responsible authorities have been allowed to inspect the premises.
- (6) For multiple licences for a building and those relating to a discrete part of a building used for other non-gambling purposes the Licensing Authority will in particular consider:
 - (i) the measures to prevent people “drifting” into a gambling area
 - (ii) the potential for children to gain access
 - (iii) the ability of two or more establishments to comply with the requirements of the Act.
- (7) Applications must, where appropriate be accompanied by detailed plans to the satisfaction of the Licensing Authority to include, where relevant, details of:
 - (i) entrances and exits
 - (ii) number and positions of counters,
 - (iii) number and positions of gaming machines
 - (iv) location of lighting inside and outside
 - (v) location of CCTV.

6.6 Adult gaming centres

6.6.1 The Licensing Authority will expect the applicant to provide sufficient measures to ensure that under 18 year olds do not have access to the premises.

GLP7

Adult gaming centres

Applicants must have regard to GLP1 - GLP7 when making an application for an adult gaming centre.

Applicants should where appropriate offer their own measures to meet the licensing objectives such as:

- (a) proof of age schemes
- (b) CCTV
- (c) physical and/or remote supervision of entrances / machine areas
- (d) physical separation of areas.

The above suggested measures are neither mandatory nor exhaustive and may where relevant be imposed by the Licensing Authority as conditions.

6.7 Licensed family entertainment centres (FECs)

6.7.1 The Licensing Authority will expect the applicant to satisfy the authority that there will be sufficient measures to ensure that those who are under 18 years old do not have access to the adult gaming machines. For example, this could be achieved through the physical segregation and supervision of these gaming machines.

GLP8

Licensed family entertainment centres

Applicants must have regard to GLP1 - GLP6 when making an application for an FEC. Applicants should, where appropriate, offer their own measures to meet the licensing objectives such as:

- (a) CCTV
- (b) supervision of entrances / machine areas
- (c) physical separation of areas
- (d) location of entry
- (e) notices / signage
- (f) specific opening hours
- (g) self-barring schemes
- (h) provision of information leaflets / helpline numbers for organisations such as GamCare
- (i) measures / training for staff on how to deal with suspected truant school children on the premises
- (j) measures/training by way of a premises log book, covering how staff would deal with unsupervised very young children being on the premises, or children causing perceived problems on/around the premises.

The above suggested measures are neither mandatory nor exhaustive and may where relevant be imposed by the Licensing Authority as conditions.

6.8 Bingo premises

6.8.1 Applicants are to have regard to GLP 1 – 6 and 8. If children are allowed to enter premises licensed for bingo, they are not to participate in gambling, other than on category D machines. Where category C or above machines are available in premises to which children are admitted, the Licensing Authority will expect the applicant to comply with GLP3.

6.8.2 It is noted that door supervisors at bingo premises are exempt from needing to be SIA registered. This is explained in more detail at paragraph 3.3.

6.8.3 Applicants will need to demonstrate that bingo can be played on the proposed bingo premises. This will be a relevant consideration where the operator of an existing bingo premises applies to vary their licence to exclude an area of the existing premises from its ambit and then applies for a new premises licence, or multiple licences, for that or those excluded areas. Paragraph 6.2 provides detail on the circumstances in which the splitting of a pre-existing premises into two adjacent premises may or may not be permitted.

6.9 Betting premises

6.9.1 Children and young people are not permitted to access betting premises.

6.9.2 For betting machines within a betting premises the Licensing Authority will take into account the following factors:

- the size of premises
- the number of counter positions available for person-to-person transactions
- ability of staff to monitor the use of the machines by children, young and vulnerable persons.

GLP9

Betting premises

Applicants must also have regard to GLP1 - GLP6 when making an application for a betting premises licence.

The Applicant should where appropriate, offer their own measures to meet the licensing objectives such as:

- (a) CCTV
- (b) supervision of entrances / machine areas
- (c) location of entry
- (d) notices / signage
- (e) specific opening hours
- (f) self-barring schemes
- (g) provision of information leaflets / helpline numbers for organisations such as GamCare.
- (h) proof of age scheme.

The above suggested measures are neither mandatory nor exhaustive and may where relevant be imposed by the Licensing Authority as conditions.

6.10 Tracks

6.10.1 Applicants are to have regard to GLP 1-10 where relevant. This Licensing Authority is aware that tracks may be subject to one or more premises licences, provided each licence relates to a specified area of the track. The Licensing Authority will especially consider the impact upon the protection of children and vulnerable persons from being harmed or exploited by gambling and the need for applicants to demonstrate that entrances to each type of premises are distinct and that children are excluded from gambling areas where they are not permitted to enter.

6.10.2 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 they are still prevented from entering areas where gaming machines (other than category D machines) are provided.

6.10.3 The Guidance sets out the considerations for where gaming machines may be located on 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 their entitlement to four gaming machines, these machines are located in areas where children are excluded.

6.10.4 The Licensing Authority where appropriate will 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 on the race-card or made available in leaflet form from the track office.

6.10.5 Separate Guidance has been produced which sets out the specific requirements for these types of applications. The Licensing Authority will expect applicants to provide detailed plans for the racetrack itself and the proposed gambling facilities.

6.10.6 It would be preferable for all self-contained premises operated by off-course betting operators on a track to be the subject of a separate premises licence, to ensure that there is clarity between the respective responsibilities of the track operator and the off-course betting operator. For occasional permissions to carry out betting on tracks, please refer to paragraph 13 which deals with occasional use notices.

GLP10

Tracks

Applicants are also to have regard to GLP 1 – GLP 9 where relevant.

1. The applicant should where appropriate demonstrate the following measures have been addressed:
 - (a) entrances to each type of premises are distinct
 - (b) children are excluded from gambling areas where they are not permitted to enter
 - (c) children do not have access to adult only gaming facilities
 - (d) track operators 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
 - (e) detailed plans are provided to the Licensing Authority for the racetrack itself and the area that will be used for temporary “on-course” betting facilities (for dog tracks and horse racecourses, show fixed and mobile pool betting facilities operated by the Tote or track operator, as well as any other proposed gambling facilities)
 - (f) identify what authorisations are being sought under the track betting premises licence along with any other areas that may be subject to a separate application for a different type of premises licence
 - (g) where category C or above machines are on offer in premises to which children are admitted, the relevant considerations in GLP3 should be addressed.

2. This Licensing Authority will expect applicants to offer their own measures to meet the licensing objectives such as:
 - (a) proof of age schemes
 - (b) CCTV
 - (c) supervision of entrances / machine areas
 - (d) physical separation of areas
 - (e) location of entry
 - (f) notices / signage
 - (g) specific opening hours
 - (h) self-barring schemes

- (i) provision of information leaflets / helpline numbers for organisations such as GamCare.

The above suggested measures are neither mandatory nor exhaustive and may where relevant be imposed by the Licensing Authority as conditions.

6.11 Travelling fairs

6.11.1 Travelling fairs do not require any permit to provide gaming machines but must comply with the legal requirements in how the machine operates in a fair and open way (please refer to GLP2 for more detail). They may provide an unlimited number of Category D gaming machines and the Licensing Authority will expect the applicant to demonstrate that the gambling facilities amount to no more than an ancillary amusement at the fair.

6.11.2 The Licensing Authority will consider whether the statutory definition of a travelling fair applies. The 27 day statutory maximum (per calendar year) for the land being used as a fair applies to the land on which the fairs are held, regardless of whether the same or a different travelling fair occupies the land.

6.11.3 The Licensing Authority will work with neighbouring authorities to ensure that land that crosses shared boundaries is monitored so that the statutory limits are not exceeded.

7. Provisional statements

7.1 An application for a provisional statement can be made where the applicant expects the premises to be constructed, to be altered or to acquire a right to occupy. Such an application is a separate and distinct process to the granting of planning permission or building control.

7.2 Following the grant of a provisional statement, no further representations from responsible authorities or interested parties can be taken into account in the determination of a premises licence application, unless they concern matters which could not have been addressed at the provisional statement stage, or in the opinion of the Licensing Authority, they reflect a change in the applicant's circumstances.

GLP11

Provisional Statements

Applicants should have regard to GLP1 – GLP 10 where relevant.

Applications for provisional statements shall be dealt with in the same way as a premises licence.

8. Unlicensed family entertainment centres (unlicensed FECs) gaming machine permits: Statement of principles on permits

8.1 Where category D gaming machines are only to be provided, applicants may apply to the Licensing Authority for an unlicensed FEC gaming machine permit. The applicant must show that the premises will be wholly or mainly used for making gambling available for use. An application for this permit cannot be made where a premises licence has effect on the same premises.

8.2 The Licensing Authority may only grant or reject an application for a permit and can not impose or attach any conditions.

8.3 The Gambling Commission will not be involved in this process as neither an operating licence nor a personal licence is required. It is therefore essential that the Licensing Authority satisfies itself as to the suitability of the applicant and to the operation being proposed.

8.4 The Licensing Authority must be satisfied that:

- a) the applicant has demonstrated that the premises will be used as an unlicensed FEC and
- b) Hastings Police have been consulted on the application.

8.5 The Licensing Authority will look at the suitability of an applicant for a permit. As unlicensed FECs will particularly appeal to children and young persons, the Licensing Authority will expect the applicant to demonstrate their suitability and the measures in place to protect children from harm as well as to prevent crime and disorder by providing the following:

- applicant and staff training/ understanding of the maximum stakes and prizes that is permissible in unlicensed FECs
- applicant's Criminal Records Bureau check or equivalent, as agreed with the police. This may include a requirement to provide details of residential addresses over the last five years
- applicant's previous history and experience of running similar premises
- any policies and procedures in place
- a scaled plan of the premises
- a written operating schedule
- any supporting documentation as to the design and layout of the premises.

8.6 Harm in the context of protecting children is not limited to harm from gambling but includes wider child protection considerations. As such, any policies and procedures will each be considered on their overall merits.

8.7 The Licensing Authority will have regard to the Policy, the licensing objectives and any relevant Guidance or Code of Practice when considering a permit application. Applicants should in particular have regard to GLP1, GLP4, GLP6 and GLP12 when making an application, but need to also consider GLP2, GLP3 and GLP5 where these relate to children and young persons.

8.8 This statement of principles applies to initial applications only and not to renewals. The Licensing Authority may refuse an application for renewal of a permit only on the

grounds that an authorised local authority officer has been refused access to the premises without reasonable excuse, or that renewal would not be reasonably consistent with the pursuit of the licensing objectives.

8.9 Where there is such a refusal, the Licensing Authority will notify the applicant of its intention to refuse and the reasons for the refusal. The applicant will then have an opportunity to make representations orally, in writing or both and will have a right of appeal against any decision made.

8.10 Where the permit has been granted the Licensing Authority will issue the permit as soon as is reasonably practicable and in any event in line with Regulations. The permit will then remain in effect for 10 years unless surrendered or lapsed.

8.11 Details of applications for unlicensed FEC permits will be available on the Council's website or by contacting the Licensing Service.

8.12 Applicants for unlicensed FEC permits are expected to undertake that they will comply with BACTA's Code of Practice for Amusement with Prizes Machines in Family Entertainment Centres. This code of practice promotes awareness of social responsibility and acknowledges that proactive specific and appropriate commitment will be given to educating children and young persons, thereby minimising the potential for harm.

GLP12

Applicants for an unlicensed family entertainment centre permit are to have regard to GLP1 - GLP6 and GLP8 where relevant.

1. Applicants are required to demonstrate that;
 - (a) they have permission to occupy the premises at the time of making the application
 - (b) the premises will be used as an unlicensed FEC and
 - (c) the Chief Officer of Police for Hastings Borough has been consulted on the application.
2. Applications should normally be accompanied by an assessment of how the applicant will promote the licensing objectives with regard to GLP1 to GLP6 to demonstrate such matters as:
 - (a) numbers of staff employed and on duty at any given time
 - (b) details of opening hours
 - (c) adoption of appropriate measures / training for staff as regards suspected truanting school children on the premises
 - (d) evidence of staff training by way of a Premises Log Book, covering how staff will deal with unsupervised very young children being on the premises, or children causing perceived problems on or around the premises
3. The application must also be accompanied by detailed plans drawn up to the satisfaction of the Licensing Authority and which include:
 - (a) location of entrances and exits
 - (b) number and positions of Category D machines
 - (c) location of lighting inside and outside
 - (d) location of CCTV

- (f) the location of appropriate clear and prominent notices and barriers, such notices to state:
- (i) that no unaccompanied child will be permitted to remain on the premises if that person is required by law to attend school
 - (ii) no smoking on the premises
 - (iii) highlighting the need to play responsibly.
4. The application should normally also be accompanied by:
- (a) evidence that the applicant and staff have no relevant convictions (those that are in Schedule 7 of the Act)
 - (b) insurance documents and any other such information the Licensing Authority will from time to time require.

9. Prize gaming permits: Statement of principles

9.1 Prize gaming permits allow the provision of facilities for gaming with prizes on specified premises. Prize gaming refers to gaming where the nature and size of the prize is not determined by the number of people playing or the amount for or raised by the gambling. The Act makes no provision for single site gaming machine permits such as fish and chip shops, minicab offices and cafes.

9.2 In determining the suitability of the applicant for a permit this Licensing Authority will expect the applicant to set out the types of gaming to be offered demonstrating:

- that they understand the limits to stakes and prizes that are set out in Regulations; and
- that the gaming offered is within the law
- that they meet the objective of carrying out gambling openly and fairly as set out at GLP2
- that the premises are mainly or wholly used for gambling purposes.

9.3 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 Guidance.

9.4 The Licensing Authority cannot attach conditions to a permit however; the permit holder must comply with the following statutory conditions:

- the limits on participation fees, as set out in Regulations
- 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 a non-monetary prize); and
- participation in the gaming must not entitle the player to take part in any other gambling.

10. Alcohol licensed premises gaming machine permits

10.1 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 notify the Licensing Authority of this automatic entitlement. The only exception to this entitlement is where alcohol is provided ancillary to a table meal.

10.2 Once notice has been acknowledged, 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 where the following conditions have not been met:
 - written notice has been provided to the Licensing Authority
 - the correct fee has been submitted and
 - any relevant code of practice issued by the Gambling Commission about the location and operation of the gaming machine has been complied with
- the premises are mainly used for gaming or
- an offence under the Act has been committed on the premises.

10.3 The Licensing Authority shall, before removing this automatic entitlement, give the licence holder 21 days notice of its intention, consider any representations made by the licence holder and hold a hearing if requested.

10.4 If an alcohol licensed premises wishes to have 3 or more category C or D gaming machines, then it needs to apply for an alcohol licensed gaming machine permit specifying the premises in respect of which the permit is sought and the number and category of gaming machines. Where the application requirements are not met it will be deemed that the application has not been made correctly and will be returned to the applicant. The Licensing Authority must consider a valid application based upon the licensing objectives, any Guidance and Codes of Practice, comments from responsible authorities and “such matters as they think relevant.”

10.5 The Licensing Authority considers “such matters” on a case by case basis.

11 Club gaming and club machine permits

11.1 Members clubs and miners’ welfare institutes may apply for a club gaming permit or a club machine permit.

11.2 Commercial clubs may only apply for a club machine permit.

11.3 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.

11.4 A club machine permit will enable the premises to provide gaming machines (3 machines of categories B, C or D).

11.5 Members clubs and commercial clubs must:

- have at least 25 members
- be established and conducted “wholly or mainly” for purposes other than gaming, unless the gaming is permitted by separate regulations
- be permanent in nature.

11.6 Members clubs must, in addition to the above,

- not be established to make a commercial profit
- be controlled by its members equally.

11.7 Members clubs include bridge and whist clubs, working men’s clubs, branches of Royal British Legion and clubs with political affiliations.

11.8 Commercial clubs have the same characteristics as members clubs however, the key difference is that they are established with a view to making profit. An example of this would be a snooker club.

11.9 A Licensing Authority may only refuse an application on the grounds that:

- a) the applicant does not fulfil the requirements for a members’ club or miners’ welfare institute or commercial club 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 Gambling Commission or the police.

11.10 There is also a ‘fast-track’ procedure available under the Act for premises which hold a club premises certificate under the Licensing Act 2003. Under the fast-track procedure there is no opportunity for objections to be made by the Gambling Commission or the police, and the grounds upon which an authority can refuse a permit are reduced. The grounds for refusal are:

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

11.11 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 Codes of Practice about the location and operation of gaming machines.

12 Temporary use notices (TUNs)

12.1 TUNs allow the holder of an operating licence to temporarily use a set of premises for gambling where there is no premises licence in place. Hotels, conference centres or

sporting venues may typically utilise this permission. A set of premises can be subject to TUNs for up to 21 days in any 12 month period.

12.2 The notice must be lodged with the Licensing Authority no less than 3 months and one day from the event, and copies sent to the Gambling Commission, the police and HM Commissioner for Revenue and Customs.

12.3 There are a number of statutory limits regarding temporary use notices.

12.4 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" and applicants will note paragraphs 6.2 which set out the expectations in this regard. 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. For example, an exhibition centre may cover one set of premises. This compares to a shopping centre which may cover different sets of premises as it may be occupied and controlled by different people.

12.5 This is a new permission and the Licensing Authority will 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.

GLP13

Temporary use notices (TUNs)

The Licensing Authority will expect the licensee to demonstrate that measures have been taken to promote the licensing objectives having regard to GLP1 - GLP9 where relevant. The Licensing Authority, will require 3 months and one day written notice and copies sent to the Gambling Commission, the police and HM Commissioner for Revenue and Customs prior to the gambling event taking place.

13 Occasional use notices

13.1 This notice allows for betting on a track without the need for a premises licence on 8 days or less in a calendar year. The Licensing Authority has very little discretion regarding 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.

14 Small society lotteries

14.1 Under the Act, a lottery is unlawful unless it runs with an operating licence or is an exempt lottery. The Licensing Authority will register and administer small society lotteries (as defined). Promoting or facilitating a lottery will fall within 2 categories:

- licensed lotteries (requiring an operating licence from the Gambling Commission) and
- exempt lotteries (including small society lotteries registered by the Licensing Authority).

14.2 Exempt lotteries are lotteries permitted to run without a licence from the Gambling Commission.

14.3 Societies may organise lotteries if they are licensed by the Gambling Commission or fall within the exempt category. The Licensing Authority recommends those seeking to run lotteries take their own legal advice on which type of lottery category they fall within. Guidance notes on all lotteries, limits placed on small society lotteries and information setting out financial limits is available by contacting the Licensing Service.

14.4 Applicants for registration of small society lotteries must apply to the Licensing Authority in the area where their principal office is located. Where the Licensing Authority believes that the Society's principal office is situated in another area it will inform the Society as soon as possible and where possible, will inform the other Licensing Authority.

14.5 Lotteries will be regulated through a licensing and registration scheme, conditions imposed on licences by the Gambling Commission, Codes of Practice and any Guidance. In exercising its functions with regard to small society and exempt lotteries, the Licensing Authority will have due regard to the Guidance.

14.6 The Licensing Authority will keep a public register of all applications and will provide information to the Gambling Commission on all lotteries registered by the Licensing Authority. As soon as the entry on the register is completed, the Licensing Authority will notify the applicant of their registration. In addition, the Licensing Authority will make available for inspection by the public the financial statements or returns submitted by societies in the preceding 18 months and will monitor the cumulative totals for each society to ensure the annual monetary limit is not breached. If there is any doubt, the Licensing Authority will notify the Gambling Commission in writing, copying this to the Society concerned. The Licensing Authority will accept return information either manually but preferably electronically by emailing licensing@hastings.gov.uk.

14.7 The Licensing Authority will refuse applications for registration if in the previous five years, either an operating licence held by the applicant for registration has been revoked, or an application for an operating licence made by the applicant for registration has been refused. Where the Licensing Authority is uncertain as to whether or not an application has been refused, it will contact the Gambling Commission to seek advice.

14.8 The Licensing Authority may refuse an application for registration if in their opinion:

- the applicant is not a non-commercial society
- a person who will or may be connected with the promotion of the lottery has been convicted of a relevant offence or
- information provided in or with the application for registration is false or misleading.

14.9 The Licensing Authority will ask applicants to complete an application form setting out the purposes for which the Society is established and will ask the Society to declare that they represent a bona fide non-commercial society and have no relevant convictions. The Licensing Authority may seek further information from the Society.

14.10 Where the Licensing Authority intends to refuse registration of a Society, it will give the Society an opportunity to make representations and will inform the Society of the reasons why it is minded to refuse registration and supply evidence on which it has reached that preliminary conclusion. In any event, the Licensing Authority will make available its procedures on how it handles representations.

14.11 The Licensing Authority may revoke the registered status of a society if it thinks that they would have had to, or would be entitled to refuse an application for registration if it were being made at that time. However, no revocations will take place unless the Society has been given the opportunity to make representations. The Licensing Authority will inform the society of the reasons why it is minded to revoke the registration in the same manner it would be minded to refuse registration.

14.12 Where a Society employs an external lottery manager, they will need to satisfy themselves that they hold an operator's licence issued by the Gambling Commission and the Licensing Authority will expect this to be verified by the Society.

15 Enforcement and inspection

15.1 The Licensing Authority will investigate complaints against licensed premises in relation to matters for which it has responsibility. The Licensing Authority recognises that certain bookmakers have a number of premises within its area. In order to ensure that any compliance issues are recognised and resolved at the earliest stage, operators are requested to give the authority a single named point of contact, who should be a senior individual, and whom the authority will contact first should any compliance queries or issues arise.

15.2 Where it is appropriate to follow an inspection and/or enforcement approach, the Licensing Authority's principles are that it will be guided by the Guidance and will endeavour to be:

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

15.3 This Licensing Authority will endeavour to avoid duplication with other regulatory regimes so far as possible.

15.4 The Licensing Authority applies a risk based inspection programme based on:

- the licensing objectives
- relevant Codes of Practice
- Guidance
- the Policy.

15.5 The main enforcement and compliance role for this Licensing Authority is 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, dealing also with concerns about manufacture, supply or repair of gaming machines.

15.6 The Authority has an ongoing test purchasing operation developed with the Gambling Commission and Sussex Police to test the ability of operators to promote the licensing objectives.

15.7 The Authority will consider all its enforcement options if premises subject to random test purchasing fail on more than one occasion. This could include the review of a premises licence.

GLP14

Enforcement

The Licensing Authority will inspect premises that are the subject of a new premises licence application and reserves the right to inspect premises for which a permit or other permission has been sought from the Licensing Authority under the provisions of the Act.

- (a) Inspections will be undertaken by the Licensing Authority and/or a relevant responsible authority
- (b) Where the applicant has not allowed reasonable access permission will normally be refused.
- (c) The Licensing Authority and/or relevant responsible authority reserve the right to inspect premises at any time following the grant of a licence, permit or other permission, as permitted by the Act.

16 Licensing reviews

16.1 Requests for a review of a premises licence can be made by interested parties or responsible authorities. The Licensing Authority will then decide whether the review is to be carried out on the basis of whether the request for the review is relevant.

16.2 Due consideration will be given to all representations unless:

- a) The grounds are frivolous
- b) The grounds are vexatious
- c) The grounds are irrelevant
- d) The grounds will certainly not cause the Licensing Authority to revoke or suspend a licence or to remove, amend or attach conditions on the premises licence
- e) The grounds are substantially the same as the grounds cited in a previous application relating to the same premises; or the grounds are substantially the same as representations made at the time the application for a premises licence was considered.

16.3 The authority will also consider whether the request for the review is:

- in accordance with any relevant code of practice issued by the Gambling Commission
- in accordance with any relevant Guidance
- reasonably consistent with the licensing objectives and
- in accordance with the Statement of Principles.

16.4 Where a valid application for a licence to be reviewed has been received, the Licensing Authority may initially arrange a conciliation meeting to address and clarify the issues of concern. This process will not override the right of any interested party to ask

that the licensing committee consider their valid representations, or for any licence holder to decline to participate in a conciliation meeting.

16.5 The Licensing Authority can also initiate a review of a licence on the basis of any reason which it thinks is appropriate or of its own volition.

16.6 Representations may include issues relating to the following:

The use of licensed premises for:

- the sale and distribution of class A drugs and/or the laundering of the proceeds of drugs crimes
- the sale and distribution of illegal firearms
- prostitution or the sale of unlawful pornography, sexual exploitation and trafficking
- organised crime activity
- the organisation of racist, homophobic or sexual abuse or attacks
- the sale of smuggled tobacco or goods or pirated DVDs
- the sale of stolen goods
- for the sale of items which require additional licences which are not in place, for example, for the sale of knives, alcohol and/or fireworks
- Children and/or vulnerable persons being put at risk.

16.7 This is not an exhaustive list and other matters may be considered.

17 Revocation and cancellation

17.1 One of the possible outcomes of a review of premises licence is to revoke the licence where justified.

17.2 With regard to permits and registrations the Licensing Authority may seek to revoke these or cancel an annual renewal under certain circumstances. Generally this will be where the Licensing Authority thinks that they would have had to, or would be entitled to, refuse an application for a permit or registration if it were being made at that time.

17.3 However, no revocations or cancellations will take place unless the licensee or permit holders have been given the opportunity to make representations. The Licensing Authority will state reasons for why it is minded to revoke the authorisation and will provide an outline of the evidence on which it has reached that preliminary conclusion.

17.4 For FECs the Licensing Authority may refuse an application for renewal of a permit only on the grounds that an authorised local authority officer has been refused access to the premises without reasonable excuse, or that renewal would not be reasonably consistent with the pursuit of the licensing objectives.

18 Appeals

18.1 In relation to premises licences, club gaming permits, club machine permits, and alcohol licensed premises gaming machines, any party to a Licensing Authority decision who is aggrieved by that decision may lodge an appeal to the magistrates court within 21 days of receiving notice of the authority's decision.

18.2 In relation to decisions on FEC gaming machine permits and travelling fairs, the applicant can lodge an appeal against the authority's decision with the magistrates court within 21 days of receiving notice of the authority's decision.

18.3 A person giving notice of a TUN or those entitled to receive a copy of a TUN may lodge an appeal within 14 days from receipt of decision to the magistrate's court.

19 Further information

19.1 Further information about the Gambling Act 2005, this Statement of Principles or the application process can be obtained from:

Licensing Manager
Environment and Place
Muriel Matters House
Breeds Place
Hastings
East Sussex
TN34 3UY

Tel: 01424 451042

Website: www.hastings.gov.uk/environment_planning/licensing

19.2 Information is also available from:

Gambling Commission Victoria Square House Victoria Square Birmingham B2 4BP Tel: 0121 230 6500 Fax: 0121 237 2236 info@gamblingcommission.gov.uk

Appendix A: Glossary of useful terms

Applications	Applications for licences and permits
Authorisations	As defined in paragraph 1.15 and 1.16.
Authorised Local Authority Officer	A Licensing Authority Officer who is an authorised person for a purpose relating to premises in that authority's area.
Authorised Person	<p>A Licensing Officer and an officer of an authority other than a Licensing Authority, both of whom have been authorised for a purpose relating to premises in that authority's area. The following are considered authorised persons:</p> <ul style="list-style-type: none"> • Inspectors appointed under the Fire Precautions Act 1971; • Inspectors appointed under the Health and Safety at Work, etc. Act 1974 • Inspectors or Surveyors of ships appointed under the Merchant Shipping Act 1995; • A person in a class prescribed in regulations by the secretary of State.
Automated Roulette Equipment	2 types: a) Linked to a live game of chance, e.g. Roulette b) Plays live automated game, i.e. operates without human intervention
Automatic Conditions	Conditions attached automatically to premises licences or authorisations. The Licensing Authority has no discretion not to include or modify them.
AWP machines	Amusement with Prizes Machines eg. certain fruit machines
BACTA	British Amusement Catering Trade Association
Betting Intermediary	Offers services via remote communication, such as the internet.
Betting Ring Betting Machines Bingo Casino	<p>An area that is used for temporary 'on course' betting facilities. A machine designed or adapted for use to bet on future real events (not a Gaming Machine) where a bet can be placed on the shop floor without the need to visit the counter. A game of equal chance.</p> <p>An arrangement whereby people are given an opportunity to participate in one or more casino games.</p>
Casino Games	Games of chance that are not equal chance gaming.

Casino Premises Licence Categories	a) Regional Casino Premises Licence b) Large Casino Premises Licence c) Small Casino Premises Licence d) Casinos permitted under transitional arrangements
Casino Resolution	Resolution not to issue Casino Premises
Child	Individual who is less than 16 years old.
Club Gaming Machine Permit	Permit to enable the premises to provide gaming machines (3 machines of Categories B, C or D)
Code of Practice	Means any relevant code of practice under section 24 of the Gambling Act 2005
Complex Lottery	<p>An arrangement where:</p> <ul style="list-style-type: none"> • Persons are required to pay to participate in the arrangement; • In the course of the arrangement, one or more prizes are allocated to one or more members of a class; • The prizes are allocated by a series of processes; and • The first of those processes relies wholly on chance.
Council	Hastings Borough Council
Customer Lotteries	Lotteries run by the occupiers of business premises who sell tickets only to customers present on their premises. These lotteries may not be conducted on vessels.
Default Conditions	Conditions that will apply unless the Licensing Authority decide to exclude them. This may apply to all Premises Licences, to a class of Premises Licence or Licences for specified circumstances.
Delegated Powers	Decisions delegated either to a Licensing Committee, Sub-Committee or Licensing Officers.
Domestic Computer	Definition in forthcoming Regulations. Exempt from a Gaming Machine Permit.
Disorder	No set interpretation, however, likely to be connected to the way gambling is being conducted. In the case of gambling premises licences, disorder is intended to mean activity that is more serious and disruptive than mere nuisance.
Equal Chance Gaming	Games that do not involve playing or staking against a bank and where the chances are equally favourable to all participants
EBT	Electronic Bingo Ticket Minders. Electronic equipment operated by a Bingo Operators Licence for

the purposes of playing bingo.

Exempt Lotteries

Lotteries specified in the Gambling Act as permitted to be run without a licence from the Gambling Commission. There are 4 types:

- Small Society Lottery (required to register with Licensing Authorities.
- Incidental Non Commercial Lotteries e.g. Raffle at a dance/church fair
- Private Lotteries e.g. Raffle at a student hall of residence
- Customer Lotteries e.g. Supermarket holding a hamper raffle

External Lottery Manager	An individual, firm or company appointed by the Small Lottery Society to manage a lottery on their behalf. They are consultants who generally take their fees from the expenses of the lottery.
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Fixed Odds Betting	General betting on tracks.
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Fixed Odds Betting Terminal	A category B2 gaming machine
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Game of chance	A game of chance can include an element of chance and an element of skill. This does not include a sport.
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Gaming	Playing a game of chance for a prize.
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Gaming Machine	Machine covering all types of gambling activity, including AWP machines and betting on virtual events
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Categories

Max. Stake	Max Prize
A Unlimited	
B1 £2	£4,000
B2 £100	£500
B3 £1	£500
B4 £1	£250
C 50p	£25
D 10p or 30p*	£5 or £8*

*When non-monetary prize only

B2 machines are subject to change following Central government policy changes in 2018.

Guidance	Guidance issued by the Gambling Commission dated May 2009.
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Human Rights Act 1998 Articles: 1, 6, 8 and 10	Article 1: Protocol 1 – the right to peaceful enjoyment of possessions Article 6: - the right to a fair hearing Article 8: - the right of respect for private and family
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life

Article 10: - the right to freedom of expression

Incidental Non Commercial Lottery	A lottery promoted wholly for purposes other than private game, and which are incidental to non commercial events (commonly charity fund raising events, lottery held at a school fete or at a social event such as a dinner dance).
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Information Exchange	Exchanging of information with other regulatory bodies under the Gambling Act.
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Interested Party	Interested parties can make representations about licence applications, or apply for a review of an existing licence.
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A person who:

- Lives sufficiently close to the premises to be likely affected by the authorised activities
 - Has business interests that might be affected by the authorised activities
 - Represents persons in either of the above groups
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Irrelevant Representations	<ul style="list-style-type: none"> • Where other legislation can cover the representation • Demand in premises licensing
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Large Lottery	Where the total value of tickets in any one lottery exceeds £20,000 OR tickets in separate lotteries in one calendar year exceeds £250,000. This requires an Operating Licence.
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Licences	As defined in paragraph 1.16
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Licensed Lottery	Large society lotteries and lotteries run for the benefit of local authorities which will be regulated by the Gambling Commission. Operating Licences will be required.
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Licensing Authority	Hastings Borough Council
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Licensing Committee	A committee of 10 to 15 Councillors appointed by the Council to represent the Licensing Authority.
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Licensing Objectives	As defined in paragraph 1.10
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Licensing Sub Committee	A sub-committee of members appointed from the licensing committee to whom the functions of the licensing committee can be delegated under the Act to determine applications.
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Live Gaming	Gambling on a live game as it happens.
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Lottery	An arrangement which satisfies the statutory description of either a simple lottery or a complex lottery in Section 14 of the Act.
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Lottery Tickets	<p>Tickets that must:</p> <ul style="list-style-type: none"> • Identify the promoting society • State the price of the ticket, which must be the same for all tickets • State the name and address of the member of the Society who is designated as having responsibility at the Society for the promotion of the lottery, or, if there is one, the external lottery manager; and • State the date of the draw, or enable the date of the draw to be determined.
Mandatory Conditions	Conditions that must be attached to a licence. This may apply to all Premises Licences, to a class of Premises Licence or licences for specified circumstances.
Members Club	<p>A club that must</p> <ul style="list-style-type: none"> • have at least 25 members • be established and conducted 'wholly or mainly' for purposes other than gaming • be permanent in nature • not established to make commercial profit • controlled by its members equally.
Notifications	Notifications of temporary and occasional use notices
Non Commercial Event	An event where all the money raised at the event, including entrance fees, goes entirely to purposes that are not for private gain.
Non Commercial Society / Small Society Lotteries	<p>A society established and conducted:</p> <ul style="list-style-type: none"> • for charitable purposes • for the purpose of enabling participation in, or of supporting, sport athletics or a cultural activity; or • for any other non-commercial purpose other than that of private gain
Occasional Use Notice	Betting may be permitted on a 'track' without the need for a full Premises Licence.
Off Course Betting	Betting that takes place other than at a track, i.e. at a licensed betting shop.
Off Course Betting – Tracks	Betting that takes place in self-contained betting premises within the track premises providing facilities for off course betting, i.e. on other events, not just those taking place on the track. Normally operate only on race days.
On Course Betting - Tracks	Betting that takes place on a track while races are taking place

Operating Licences	Licence to permit individuals and companies to provide facilities for certain types of gambling. They may authorise remote or non-remote gambling.
Permits	Authorisation to provide a gambling facility where the stakes and prizes are very low or gambling is not the main function of the premises.
Personal Licence	Formal authorisation to individuals who control facilities for gambling or are able to influence the outcome of gambling. These cannot be held by companies.
Pool Betting – Tracks	Betting offered at a horse racecourse by the Tote and at a dog track by the holder of the premises licence for the track
Premises	Defined as ‘any place’. It is for the Licensing Authority to decide whether different parts of a building can be properly regarded as being separate premises.
Premises Licence	Licence to authorise the provision of gaming facilities on casino premises, bingo premises, betting premises, including tracks, adult gaming centres and family entertainment centres
Private Lotteries (For example, sweepstakes)	3 Types of Private Lotteries: <ul style="list-style-type: none"> • Private Society Lotteries – tickets may only be sold to members of the Society or persons who are on the premises of the Society • Work Lotteries – the promoters and purchasers of tickets must all work on a single set of work premises • Residents’ Lotteries – promoted by, and tickets may only be sold to, people who live at the same set of premises;
Prize Gaming	Where the nature and size of the prize is not determined by the number of people playing or the amount paid for or raised by the gaming. The prizes will be determined by the operator before play commences.
Prize Gaming Permit	A permit to authorise the provision of facilities for gaming with prizes on specific premises.
Provisional Statement	Where an applicant can make an application to the Licensing Authority in respect of premises that he: <ul style="list-style-type: none"> • Expects to be constructed • Expects to be altered • Expects to acquire a right to occupy.
Racino	Casino located at a racecourse.
Regulations	Regulations made under the Gambling Act 2005

Relevant Representations	Representations that relate to the Licensing Objectives, or that raise issues under the Licensing Policy Statement or the Gambling Commission's Guidance or Codes of Practice.
Responsible Authorities	<p>Responsible authorities can make representations about licence applications, or apply for a review of an existing licence.</p> <p>For the purposes of this Act, the following are responsible authorities in relation to premises:</p> <ol style="list-style-type: none"> 1. The Council's Licensing Authority whose area the premises must wholly or mainly be situated; 2. The Gambling Commission; 3. Hastings Police; 4. East Sussex Fire and Rescue Service; 5. Planning Authority, Hastings Borough Council; 6. Environmental Health Services, Hastings Borough Council; 7. Local Safeguarding Children's Board ; 8. HM Customs and Excise. <p>N.B. In accordance with the Gambling Commission's guidance for local authorities this authority designates the Local Safeguarding Children's Board for this purpose. The contact details for all responsible authorities under the Gambling Act 2005 will be available via the Council's website at www.hastings.gov.uk/licensing</p>
SIA	Security Industry Authority
Simple Lottery	<p>An arrangement where:</p> <ul style="list-style-type: none"> • Persons are required to pay to participate in the arrangement • In the course of the arrangement, one or more prizes are allocated to one or more members of a class; and • The prizes are allocated by a process which relies wholly on chance. <p>For example, a raffle.</p>
Skills with Prizes	<p>A machine on which the winning of a prize is determined only by the player's skill and there is no element of chance, e.g. trivia game machine, Formula 1 simulators, shooting game. Skills Machines are unregulated.</p>

Small Lottery	Where the total value of tickets in a single lottery is £20,000 or less and the aggregate value of the tickets in a calendar year is £250,000 or less.
Small Society Lottery	A lottery promoted on behalf of a non-commercial society, i.e. lotteries intended to raise funds for good causes.
Small Operations	Independent on course betting operators with only one or two employees or a bookmaker running just one shop.
Society	The society or any separate branch of such a society, on whose behalf a lottery is to be promoted.
Statement of Principles	Matters taken into account when considering an applicant's suitability for applications for FEC Permits.
Temporary Use Notice	To allow the use of premises for gambling where there is no premises licence but where a gambling operator wishes to use the premises temporarily for providing facilities for gambling.
Totalisator or Tote	Pool betting on tracks.
Touch Bet Roulette	Where a player gambles on a live game of chance without actually being seated.
Track	Sites where races or other sporting events take place e.g. horse racing, dog racing or any other premises on any part of which a race or other sporting event takes place or is intended to take place.
Travelling Fair	A fair that 'wholly or principally' provides amusements and must be on a site used for fairs for no more than 27 days per calendar year.
Vehicles	Defined trains, aircraft, sea planes and amphibious vehicles other than hovercraft. No form of commercial betting and gaming is permitted
Vessel	Anything (other than a seaplane or amphibious vehicle) designed or adapted for use on water; a hovercraft; or anything, or part of any place, situated on or in water.
Vessel and Relevant Licensing Authority	The Licensing Authority for the area in which the vessel is usually moored or berthed.
Virtual Betting	Machine that takes bets on virtual races, i.e. images generated by computer to resemble races or other events.

Vulnerable Persons	Include 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 mental impairment, alcohol or drugs. For example, this may include those persons who are under the influence of alcohol and/or are drunk.
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Young Person	An individual who is not a child but who is less than 18 years old.
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Appendix B: List of consultees

Local Authorities are required by law to consult on their policies. Broadly, consultation included the following groups:

- The Chief Officer of Police
- East Sussex Safeguarding Children Board
- Hastings Borough Council Ward Councillors
- Trade associations and businesses who will be holding premises licences
- Responsible Authorities
- Community and faith organisations and those working with problem gamblers and young people;
- Salvation Army
- Citizen Advice Centre

The summary of comments made on the gambling policy and their consideration by Hastings Licensing Authority is available on request by contacting Hastings Licensing Department.

Appendix C: Delegations of licensing functions

Gambling decisions and functions may be taken or carried out by the Full Council of Hastings Borough Council or delegated to the licensing sub-committee or in appropriate cases to the officers of the Council. As many of the decisions will be purely administrative in nature, the principle of delegation to officers is adopted in the interests of speed, efficiency, and cost effectiveness. The terms of delegation of function are set out below.

Full Council will deal with the following matters:

- Three year licensing policy
- Policy not to permit casinos

Sub Committee will deal with the following matters:

- Review of premises licence
- Cancellation of club gaming/club machine permits
- Decision to give a counter notice to a temporary use notice.

Sub Committee will deal with the following matters if a representation is made:

- Application for a premises licence
- Application for a variation to a licence
- Application for a transfer of a licence
- Application for provisional statement
- Application for club gaming/club machine permits

Executive Director or his/her nominee will deal with the following matters:

- Fee setting (when appropriate)
- Applications for other permits
- Cancellation of licensed premises gaming machine permits
- Consideration of temporary use notice

Executive Director or his/her nominee will deal with the following matters if no representation is made:

- Application for premises licence
- Application for a variation to a licence
- Application for a transfer of a licence
- Application for provisional statement
- Application for club gaming/club machine permits.

Appendix D: Table of exemptions

Exemptions from	Types of gambling and permissions
Operating Licence	<ul style="list-style-type: none"> • Small society lotteries • Incidental non-commercial lottery • Private lottery • Customer lottery
Premises Licence	<ul style="list-style-type: none"> • Occasional use notice • Football pools • Temporary use notice
Operating Licence and Premises Licence	<ul style="list-style-type: none"> • Family entertainment centre gaming machine permit • Club/miners' welfare institute: equal chance gaming • Club gaming permit • Club machine permit • Equal chance gaming, on –licensed premises • Gaming machines: automatic entitlement, on –licensed premises • Licensed premises gaming machine permit • Travelling fair gaming machine • Prize gaming permit • Other prize gaming • Ancillary equal chance gaming at travelling fairs • Private gaming and betting • Non-commercial prize gaming • Non-commercial equal chance gaming

Agenda Item 6



Report to: Cabinet

Date of Meeting: 5 November 2018

Report Title: Museum Committee Changes

Report By: Victoria Conheady
Assistant Director Regeneration & Culture

Purpose of Report

To outline proposed changes to the format of the Museum Committee to promote greater efficiency and effectiveness.

Recommendation(s)

1. That Cabinet support the proposed changes.

Reasons for Recommendations

To help re-focus the Committee so that it can better support and advise the Museum as it continues to develop its programme and capital ambitions.

Note:

At the Museum Committee meeting on 25 June 2018, the report was not supported by a ratio of 7 to 6 with particular reference to changing the number of formal meetings from four to two. Two councillor members of the committee didn't attend.

Introduction

1. The Museum Committee consists of elected Councillors and representatives of the Museum Association.
2. It is an advisory committee only, with no decision making powers. Most responsibilities and executive functions are delegated to the Museum & Cultural Development Manager, with the remaining authority sitting with Cabinet.
3. The role of the Museum Committee has become somewhat unclear in recent years. The proposed changes are intended to clarify the situation, reduce the burden on the Museum & Cultural Development Manager and make membership of the Committee a more engaging experience.

Proposed changes

4. Change from four to two meetings per year to be held in the Council Chamber. The minutes of these meetings will be reported to Cabinet as normal.
5. Introduce two meetings be held at the Museum.

The benefit to holding two meetings at the museum are as follows:

This will be an opportunity to see recent acquisitions, updated displays, meet staff and hear about their projects. It would be possible for example, to invite the museums Young Curators to speak.

It will also be an opportunity for Committee members to share their specialist knowledge about areas of the museum and its collection.

No recommendations will be made at these meetings but any discussions will be noted and reported to the next formal meeting. Meetings will alternate between the Council Chamber and Museum.

6. Reports will be streamlined and submitted for the meetings in the Council Chamber:
 - Museum Update Report (update on curator's actions, attendance figures, exhibitions and programming).
 - Acquisitions, Loans and Disposals
 - Other reports as required, e.g. Resilience or other major projects
 - Include a regular HBC update and a Museum Association update on the agenda to stimulate wider input.

7. Change name from Museums Committee to Museum Committee as HBC now has only one museum.

Policy Implications

Organisational Consequences

This will lessen the administrative burden on the Council as only two meetings will be formally minuted.

Local People's Views

The intention is to increase engagement with the Museum and its staff team and therefore have a positive impact on local people's views. As members of the Museum Association didn't support the proposals this might result in a negative impact.

Wards Affected

Castle

Implications

Relevant project tools applied? Yes

Please identify if this report contains any implications for the following:

Equalities and Community Cohesiveness

Crime and Fear of Crime (Section 17)

Risk Management

Environmental Issues

Economic/Financial Implications

Human Rights Act

Organisational Consequences X

Local People's Views X

Anti-Poverty

Additional Information

n/a

Officer to Contact

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Agenda Item 9



Report to: Cabinet

Date of Meeting: 5 November 2018

Report Title: Potential Development of Football Stadium and Sports Facilities at Tilekiln

Report By: Simon Hubbard, Director of Operational Services

This report is submitted under the urgency provision (Rule 26.21) of the Access to Information rules to allow agreements to be completed in time to allow the stadium to be ready for the football season.

Purpose of Report

To propose agreement in principle for the sale of land at Pilot Field (currently occupied by Hastings United Football Club), Hastings United Football Club Sports & Social Club and a long lease for the Tilekiln Recreation Ground. The purpose of this is to provide a new stadium, gym facilities, sports pitches and housing. It is likely the land at Pilot Field and the Social Club site will need to be sold at below best value.

Recommendation(s)

1. To authorise the Director of Operational Services (or his nominee) to work with the Assistant Director Financial Services & Revenues, Estates Manager and Chief Legal Officer to seek suitable terms for the disposal of the land listed in this report in consultation with the Leader of the Council.
2. That any disposal be subject to:
 - Agreement on land values.
 - The safeguarding of the council's position by the use of an options agreement, bond or other mechanism to ensure the delivery of agreed sports facilities.
 - The agreement of an open book policy and the use of any funds generated by house development over the costs of developing and delivering the new sports facilities.
 - Agreement of a programme of community development and access to the new facilities which details plans for the development of activity for young people of education age, female football and disability football.
 - Support of the Football Association and Sport England.
 - Informal use of the football facilities as well as organised competition and activity.

- Consideration of comments made from consultation with sporting bodies, local football clubs, councillors for Hollington Ward and the local community.
3. That a further report recommending the details of such a disposal be brought to Cabinet and Council as quickly as possible

Reasons for Recommendations

The proposal has health and leisure benefits, should secure the future of Hastings United Football Club (HUFC) and provide additional housing required to help achieve our Local Plan targets. The Council should approach this on the basis of creating a new partnership with HUFC which will yield substantial benefits in terms of enhanced participation in football and other activities.

Background

1. In December 2017, the Cabinet and Council agreed that authority be given to officers in consultation with the Leader of the Council to sell the freehold of Hastings United Football Ground, Hastings United Sports and Social Club, a 999 lease at Bulverhythe and the freehold of the lower tier at Bexhill Road Recreation Ground. The purpose of this was to enable developers to bring forward planning proposals for a new stadium for Hastings United Football Club (HUFC), new sports pitches and facilities, and housing development. It was agreed that the site could be sold at below best value because of the social health and other benefits of the scheme.
2. This scheme was proposed by HUFC, The Horntye Trust, Bohemia LLP (a company set up to deliver the scheme) and was founded upon the delivery of the scheme by Keepmoat Ltd, a major housing and regeneration company.
3. The original scheme had the following key elements:
 - a) The construction of a £12m sports facility at Bulverhythe to replace and expand the borough sports facilities. This included:
 - o A new stadium for Hastings United
 - o The provision of new football pitches including an artificial 3G one
 - o Refurbishment of 4 adult pitches and 4 junior ones
 - o Expansion of cricket facilities including a gain of one pitch
 - o Hockey facilities improved
 - o Sports hall, changing facilities
 - o Function room
 - o Sports therapy
 - o Fitness Gym
 - b) A saving to the council in terms of pitch refurbishment and maintenance.
 - c) A sustainable housing programme of around 390 homes at the Pilot Field, Horntye Cricket Ground and the lower tier at Bulverhythe recreation ground on Bexhill Road. This would have generated substantial council tax income. This would have yielded 120 affordable homes.
4. Substantial health, employment and economic gains were confirmed through the employment of independent specialist consultants at the expense of the developer.
5. Keepmoat were to underpin the scheme, constructing the sports facilities and the housing meaning that the company ran the risk of exposure if housing was developed or sold slowly – even rapid delivery meant that the costs of the sports facilities would have to be found before the bulk of the income could be drawn down.
6. Keepmoat withdrew from the scheme, citing the ending of another scheme in the South East making it difficult for a midlands/northern based firm to efficiently deliver in Hastings. It is likely that dealing with a Rother planning application in addition to those in Hastings posed an additional risk as did the potential flooding issues.

7. Effectively the scheme ended at that point because the sponsors found it impossible to replace Keepmoat with another developer with a capacity to assume this level of risk. Hastings historically has not interested the development and investment industry sufficiently given its emerging potential.

New Proposal

8. HUFC have now come forward with a smaller scheme which envisages the construction of a 1950 capacity stadium at Tilekiln Recreation Ground in Hollington. The design would allow space for expansion if the Club were to move up the Leagues where larger capacity would be required. Three football pitches are envisaged:

- 1) A grass pitch within the stadium which would be for club use.
- 2) A 3G pitch
- 3) A grass pitch

A 3G pitch can accommodate many more matches (which are often limited to 2 a week on grass) and taken with floodlighting represents a potential increase in the level of football that can be played.

9. The proposal envisages a small gym and accompanying car parking.
10. The scheme remains dependent upon the building of housing at the Pilot Field. Based upon the previous scheme this would bring forward around 70 homes. However, the nature of the scheme proposal would need to be the subject of further discussion.
11. The Council is itself pursuing the development of the site at the Lower Tier at Bulverhythe and has obtained a grant offer of £6.8m to assist with the development costs there. This was the subject of a separate report to the Council's September Cabinet, which included proposals for a joint venture approach and retaining a portion of the completed homes by the Council's Housing Company.
12. The Housing Company will also seek the opportunity to acquire homes from the developers on the Pilot Field site.

Leisure/Sports Issues

13. It is believed that an improved stadium is likely to enable the club to improve its competitive status and (subject to seeing a revised business plan) provide the local club with financial stability. This is a considerable benefit and a successful club is likely to be a source of interest and pride for many in the Borough. However, the Council should take a wider view on the disposal of possible assets and the following have been considered.
14. Firstly, the FA supports the provision of 3G pitches and their administration by sports clubs which can demonstrate robust plans. The plan proposes the construction of a 3G pitch and the improvement of another grass one to which the public will have access.

15. Floodlighting dramatically increases the potential use of a 3G pitch and potentially the informal use of the grass one. There has been an extensive dialogue between the Council's Leisure Development Manager about the potential of the project and how its benefits might be maximised.

a) HUFC run a football academy operating with U13, U14, U15, U16 and U18 groups. From here players join the provision run directly by the club or by East Sussex Coast College Group (Hastings).

b) There would be considerable demand for other local teams/groups to utilise the 3G pitch as demonstrated in the recent Playing Pitch Strategy. Poor pitch drainage is an issue within Hastings, and Rother, as pitches are often unplayable or subject to significant wear and tear in winter conditions. This creates cancellations which could potentially be relocated a 3G pitch.

c) HUFC are working towards Development Club status with the FA and anticipate that this will be obtained during 2018. Full Community Club status giving access for female teams and disability teams would be possible with the building of the new facilities. The Council will expect the Club to continue to demonstrate this commitment to community use. The Club has sent a list of its wider community activity and this is attached as Appendix 2.

d) Hollington (along with other areas) has low levels of physical activity. It is therefore important to consider issues of free/informal access. The Leisure team recommends that the proposed facilities enable the current formal and informal sport and recreational use of the site to continue and to be clear on what the additional community offer is. The club has agreed to look at how space can be designed creatively and lit to encourage the informal use of the site to continue and grow. Early suggestions include enabling the car park or other areas that would normally only be full on match days, to be used for informal use. Additionally, a rebound wall or other facility might be installed. It is appropriate for the club and Council to consider how the facilities might be used to promote healthy physical activity.

e) The Council will expect HUFC to involve the FA and other relevant key stakeholders in the development of the football development plans to ensure that the facilities are genuinely accessible to local teams and community (including affordable pricing and a balanced community programme). This would be a condition of the completion of the sale of Pilot Field.

16. It is not possible to accurately assess the loss of amenity to other local people, particularly those who might use the space for dog walking and other activities. However, the Council has specified the need for improved pitches in its Sports Pitch Strategy drawn up with Rother and this fits with the need to encourage significant numbers of people in physical exercise. Additionally, the construction of a gym in the Hollington area has the potential to complement the local gym offer and provide improved access to a community whose nearest Council facilities are at White Rock or Helenswood.

17. Tilekiln is one of 3 Council owned sites (others at Bexhill Road and Sandhurst).

Formal use takes place only on Saturdays. The changing rooms are good by Hastings standards, but fall below FA recommendations.

18. Early discussion with HUFC has included a commitment to the clubs who currently use Tilekiln to match the fees, currently charged by HBC. The Council should seek a formal understanding about pricing within a future agreement around the sale of land.

Next Steps

19. The following land is involved in the possible development to form new sports facilities

- a) The site of HUFC stadium off Elphinstone Road (known as Pilot Field). There is an existing lease with the Club expiring in July 2068.
- b) The site of the HUFC Social Club (previously known as the St Helens Sports & Leisure Club). There is a lease which expires in January 2066.

These sites would be sold freehold and provide the housing which would fund the building of new facilities at Tilekiln. The sites consist of 3.7 Ha (7.83 acres).

20. The existing sites (Pilot Field and Hastings United Sports & Social Club) have been valued by the District Valuer (DV) (on a draft basis) and the values have increased since the previous valuations undertaken in 2017.

In arriving at the market value the DV has assumed that the sale of the sites to the tenant's releases marriage value (the difference between the value of the site let on a long lease and as a vacant site) which is shared between the Council and purchaser.

The Council would not be able to realise these values itself because of the existing long leases to the football club and social club. The purpose of selling the land to the club is to develop the improved sports and leisure facilities. If the Council wishes to do so it can either consider selling at below market value or include some form of overage clause in terms of any uplift in the overall value of the land deriving from the eventual sale of the housing once the cost of developing the new facilities, including an element for developer profit is taken into account. This needs to be the subject of further negotiation.

21. Additionally, a lease would need to be agreed for Tilekiln. It is understood the club are proposing a 125 year lease at a rent similar to that paid for the existing sites.
22. The club appears keen for agreement in principle from the Council. Officers have notified the club that Heads of Terms should include an agreement about income produced from the development of the sites, which might be surplus to the costs of the new facilities. The Council would be releasing the sites to generate the resources for the new facilities and would expect an overage clause or other suitable mechanism if a surplus was produced. As officers have not received details of the building costs it is not possible to predict if this is likely at this point.

Risk of Inaction

23. It is likely that if the scheme does not go ahead it will have a number of undesirable outcomes:

- The long term future of HUFC is in jeopardy. It has a substandard facility requiring an estimated £100k to repair. Without repairs to the grandstand it becomes a “parks” level site. The current location is inadequate and not suitable for a more successful club attracting larger crowds.
- The Borough may lose the football academy which will impact upon youth football.
- The opportunity for women’s and girl’s football to be developed might be in jeopardy.
- The current scheme with the College would probably end.
- HBC would lose the additional housing provided on the sites, including income from potential acquisitions by the Council’s Housing Company and affordable housing contributions. The town needs housing of all kinds and we are struggling to meet our current housing targets.
- We would lose the expansion of football facilities, floodlight provision and 3G would bring.
- We would face uncertainty about the use of the current sites.

Risk of Moving Forward

24. The Club are seeking to acquire 3 sites:

- a) The Tilekiln site. This presents little “risk” in terms of delivery because the Council could time limit the period the club had to develop the facilities without forfeiting the lease.
- b) The Pilot Field site provides the major residential opportunity and its redevelopment is intended to largely cover the costs of the new stadium and facilities on the Tilekiln site. The most obvious risk therefore would be that it was sold without the sports facilities being realised. However officers believe this can be mitigated through a binding options agreement or alternative mechanism, which would require that the developers build out all the required facilities at Tilekiln before the Pilot Field is developed out for housing. A second risk is that the value of the site generates income in excess of the build cost of the new facilities and again an “overage” agreement may be required to secure benefits for the Council above the cost of the sports facilities build costs.
- c) HUFC are seeking the immediate sale of the Social Club. This appears to be to give the owners (who have been involved heavily in both the club and the development process) sufficient security to invest more in the club and the

planning process (which of course carries risk). It might be challenging to develop the site for housing in isolation from the main site. However, there is a risk the site could be sold without the sports facilities being produced. The level of risk will need to be further quantified in terms of the value of that asset to the council and this will need to be subject to further advice and negotiation.

Community Issues

25. The previous iteration of the scheme was far larger and involved considerable consultative and independent verification of postulated outcomes. Such an approach is not possible on a much smaller scheme and in the timescales that now prevail. However, it is desirable that consultation with the community (including local sports clubs) is undertaken as the scheme moves forward.
26. Any consultation with the public will throw up opposition (as does any development). It is suggested however that as well as the planning process consultation, that the club is required to show the support of the FA and Sports England for the scheme and that community access is secured to the satisfaction of the Council's Leisure Development Manager, including his assessment of the users of Hastings Football Club.

Policy Implications

27. Equalities and Community Cohesion

- a) Sport and leisure are good for cohesion and health. It will be important to ensure that new facilities open opportunity to young people and particularly girls, women and players/teams with disabilities.
28. **Risk** – As detailed earlier in the report there are potential financial and delivery risks in securing the facilities and likewise risk for the Club in moving forward. The Council will need to ensure its and the public interests are as far as possible secured by the final form of any agreement. There are two other risks which will need to be mitigated against:
- a) The Club is delayed in delivery because of slow construction of housing caused by market conditions, planning or other factors beyond their control.
- b) The difficulties in securing a developer prepared to assume the risks involved in delivering the project.

29. Economic Implications

- a) The scheme potentially involves sale at below best value estimated by the District Valuer in his draft report. However, it is most unlikely the Council could realise these values due to the existing long leases on the current facilities. The Club and Council might face costs of supporting future football provision if the Club's position is not secured.
- b) The Council is likely to make savings on the maintenance of facilities at Tilekiln.

30. **Local People's Views** – The Club will be asked to undertake consultation on its proposed scheme as detailed in the recommendations.

31. **Anti-Poverty** – Lack of access to sport and leisure has significant impact on physical and mental health. Hollington and the surrounding areas in particular suffer from lack of sufficient access and this contributes to the impact of poverty on local people. The location of a well-run facility to the area may be of much benefit, particularly if linked to other health and well-being work by the Council with its partners such as the Hastings and Rother Clinical Commissioning Group.

32. Timetable of Next Steps

Decision in principle	Cabinet November approval	November 2018	Director of Operational Services
Agreement of housing outcomes	Written agreement of new private and publically funded projects	January 2019	Asst Director Housing & Place Development Manager
Agreement of community benefits and aspirations	Publication of a partnership agreement between HUFC and HBC	January 2019	HUFC Leisure Development Manager Asst Director Regeneration &
Detailed agreement of terms	Agreement of Heads of Terms	January 2019	Estates Manager Chief Legal Officer
Decision to approve scheme	Cabinet + Council reports for approval of sale below best value	March 2019	Director of Operational Services
Legal Contracts	Contracts signed, including timetable for delivery	April 2019	Chief Legal Officer

35 Given the uncertainty around the timescales of negotiations taking place a revised timetable will be submitted with any future report.

Wards Affected

Hollington; Wishing Tree

Policy Implications

Please identify if this report contains any implications for the following:

Equalities and Community Cohesiveness	X
Crime and Fear of Crime (Section 17)	
Risk Management	X
Environmental Issues	X
Economic/Financial Implications	X
Human Rights Act	
Organisational Consequences	
Local People's Views	
Anti-Poverty	X

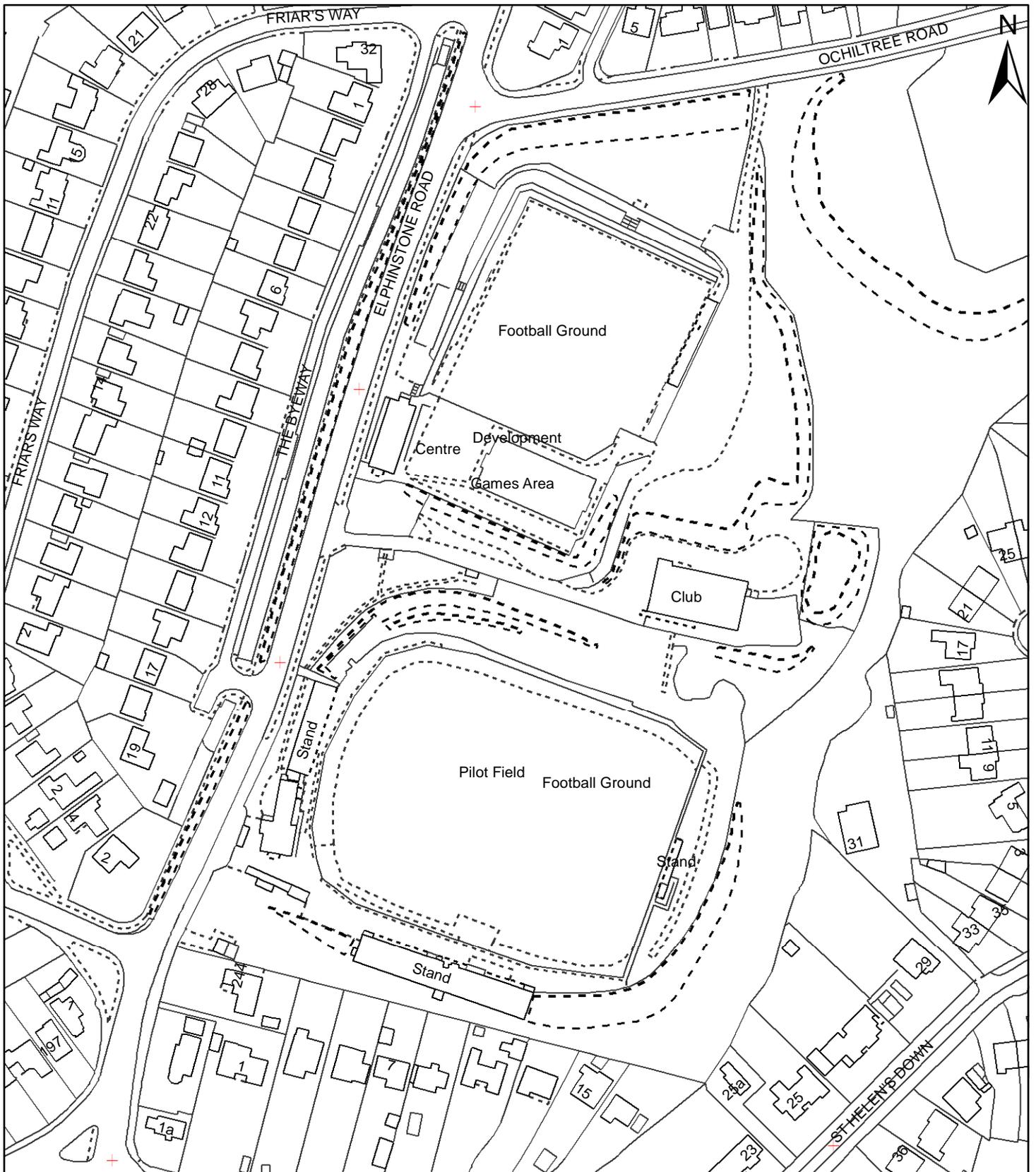
Additional Information

Appendix 1: Site plans

Appendix 2 : Letter from Hastings United Football Club

Officer to Contact

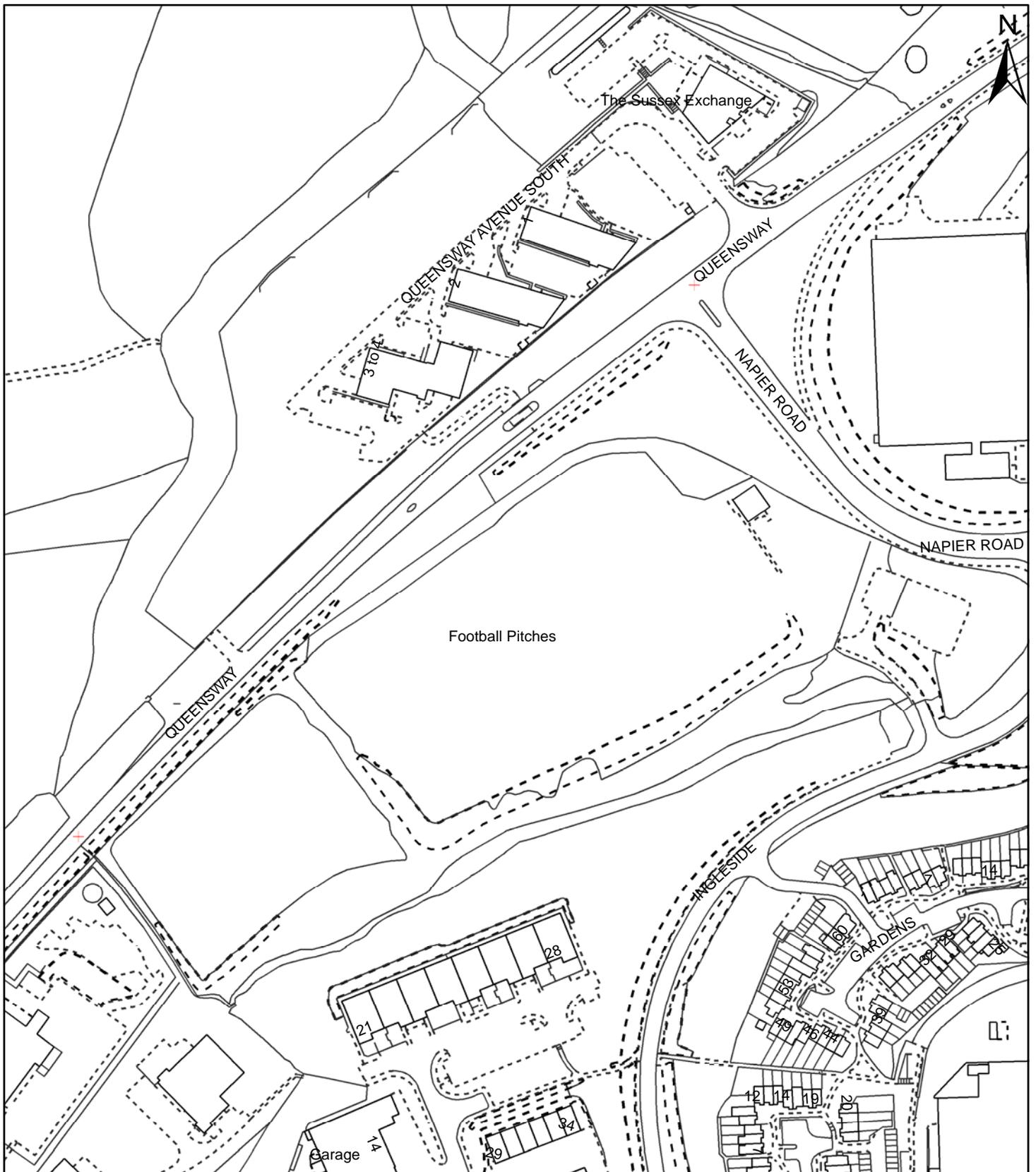
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Tilekiln Playing Fields
 St Leonards-on-Sea

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Scale: 1:2,500

Date: October 2018

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**The Pilot Field,
Elphinstone Road
Hastings East Sussex
TN34 2AX**

**Memo report document to:
Hastings Borough Council.
Simon Hubbard.
Andrew Palmer.**

**From:
David Nessling,
Chairman,
Hastings United FC.**

cc. Keith Duly.

Proposed relocation of Hastings United FC to Tilekiln Recreation Ground

I understand that Officers of the Council would like some additional information on both current and potential future aspects of our Club and the facilities we are proposing for a development at Tilekiln Recreation Ground.

The information provided below covers how the Club currently involves itself in the local community and in charity organisation support. In addition it explains how the local community can benefit from the new facilities being proposed for the Tilekiln development:

Examples of the Club's community and charity involvements

- Raised during the last 12 months and presented £20,500 to the Friends of Conquest Hospital for their MRI Scanner appeal.
- Raised during the last 12 months and presented £5,000 to the family of spina bifida sufferer Summer Finlay to cover the cost of a specialist bed for her. In addition provided Summer's family with £1,700 in order they could take Summer for a holiday to former Spurs star Graham Roberts home for disabled kids in Portugal.
- We have a charity partner for 2018/19 in Dom's Food Mission. We are raising money for the Mission in the same way we did for the Friends of Conquest Hospital.
- We do bucket collections at a number of home matches for Demelza and other charities and good cause fundraisers we are approached by.
- We hosted local accountancy firm Ashdown Hurry for their St. Michael's Hospice fundraising day.
- We have charity collection boxes in all of our social/function bar areas.
- We host charity fund raising events for local charities and good causes at our social/function outlets.

- We donate free match day tickets for home matches to schools, local youth clubs and disability groups. We also provide free of charge tickets and hospitality packages as prizes to organisations that are holding fundraising raffles and/or require auction prizes.
- We provided Christmas presents for the Conquest Hospital kids ward each year. These are presented on a personal basis by some of our players and staff just prior to Christmas.
- We have provided Christmas presents to residents of the Lauriston Care Home.
- We are working alongside Little Gate Farm to put in place an Adult with special needs/learning difficulties project that will allow a work based football environment to be available on a two days a week basis.
- We host community events for such as firework nights and legends football matches. These events are used to fundraise for our charity and good cause partners.
- We hold an annual Community Day on Hastings seafront at which our players entertain, coach and play football with youngsters who we present with such as a Hastings United in the Community tee-shirt.
- We operate a Football Academy with squads from U13 to U18 age groups. **Within the Academy we have 100 plus local players. On match days we can have a whole community of over 100 plus parents and/or guardians and/or family, plus very beneficial sponsors to the Academy, supporting the players. The same similar support can be seen on training nights at Hastings Academy.**
- We operate a Football Education scheme for 16 to 19 year olds in partnership with East Sussex College Group – Hastings College. There are sufficient students to operate three teams within the scheme. The U19 team play in the National Football Alliance League under the banner and direction of Hastings United FC. The other two teams play in the Sussex Colleges League under the banner of Hastings College but coached by the staff of Hastings United FC. The Hastings United FC first team manager is employed by the Club on a full time basis with part of his brief being that he manages and works within the Football Education scheme at Hastings College on a daily basis. The education part of the scheme, and passing of exams, is paramount. Maths and English, as is required under government legislation, are studied under the scheme with such subjects forming the crux part of the learning experience. As a Club we believe the Football Education scheme has proved a great tool for getting students to buy into continued education due to the fact they are able to attach a football education to their general education studies.
- We as a Club provide work experience periods for students attending Hastings College.
- We provide Hastings United FC staff, to service, with our coaching partner Skiltek, after school clubs both at Hastings College and local schools.
- We run summer holiday football camps with our coaching partner Skiltek for local youngsters at varying age groups.
- We provide some of our old kit to local needy organisations and have sent kit to Africa under the national ‘Kit for Africa’ project.
- We invite local clubs and organisations to provide ball boys and ball girls for our first team matches with kit and free tickets to parents provided by the Club.

How can a development at Tilekiln boost local amenities for Hastings

Hastings unfortunately has fallen behind in terms of the availability of modern sporting facilities. This is not the fault of Hastings Borough Council but simply a lack of investment in sports facilities by Government due to a stretched economy over many years.

The proposed development at Tilekiln will increase Hastings sporting offer especially in terms of 'football for all'.

The Club liaised in one form or another with many groups during the consultation process about the Combe Valley Sports Village scheme and regarding current and future sporting facilities. Groups liaised with that could now say benefit from the development proposed for Tilekiln included such as the following:

- 1066 Specials FC (special needs & disabilities).
- Hastings & Bexhill Mencap (learning disabilities).
- Hastings & Rother Voluntary Action for the Blind.
- Active Hastings.
- Education Futures Trust.
- Football Mundial.
- Firmballs (football).
- Leisure Leagues (football).
- St. Leonards (Cinque Ports) Rugby Club.
- Hastings & Bexhill Rugby Club.
- East Sussex Football League.
- Rother Youth Football League.
- Hastings Conquerors American Football Club.
- Sussex Coast College (now Hastings College part of East Sussex College Group).
- Sussex Futsal Club.
- St. Leonards Social FC (current user of a Tilekiln football pitch).
- Peche Hill Select FC (current user of a Tilekiln football pitch).
- Rock a Nore FC (current user of a Tilekiln football pitch).
- Ore Athletic FC (former user of a Tilekiln football pitch until club disbanded).
- AFC Hollington Athletic (current user of Bulverhythe Recreation Ground).
- Hastings & District Football Association.
- Sussex County Football Association.
- Football Association.

The following provide examples of the type of additions to the Hastings facilities and amenities map that would result from the facilities proposed for Tilekiln. Hastings United FC cannot at present provide the facilities required to introduce such additions and certainly there are currently insufficient amenities in Hastings to service additional types of football, wellbeing, sporting and leisure activities.

- Introduction of teams playing disability football.
- Introduction potentially of football for visually impaired and deaf people.
- Introduction of teams for womens and girls football.
- Introduction of walking football for men and women.
- Offers of use of facilities to disadvantaged community groups.
- Ability to hold FA and SCFA courses in such as coaching, first aid, physiotherapy, safeguarding, etc.

- Ability to have all HUFC Academy teams playing back within Hastings.
- Ability for Hastings based park football teams to play and train on a 3G pitch and where required under floodlights with changing rooms provided.
- Ability to play local cup finals at a new stadium with after match social facilities.
- Ability to hold six a side tournaments and mid-week small sided football leagues.
- Football Education scheme participants to benefit from facilities they do not have currently.
- Sports and leisure club gym available for the local community. This facility will assist in controlling obesity and provide the ability to improve fitness and wellbeing.
- Ability for local schools to have mid-week daytime use of the facilities.
- Ability for community to be treated in sports therapy suite.
- Ability for community groups to use meeting rooms and classrooms.
- Ability for community to use social areas and function suite.
- Ability for all users to park off road.

I hope the content of this document provides the additional information you require.

Should you need anything additional please do not hesitate in getting in touch as I will be only to happy to try to assist.

David Nessling,
Chairman,
Hastings United FC.
24th October 2018