

*Please reply to:*

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Date: 28 July 2014

## **Notice of Meeting**

### **Licensing Sub-Committee**

**Date:** Tuesday, 5 August 2014

**Time:** 10.00am

**Place:** Council Chamber, Council Offices, Knowle Green, Staines

**To the members of the Licensing Sub-Committee**

**Councillors: R.W. Sider (Chairman), I.T.E. Harvey and M. Madams**

**Note:** In the event of one of the aforementioned Licensing Committee Members being unable to attend or serve on this Sub-Committee another Member of the Licensing Committee will be called to serve in their place.

Councillor R.A. Smith-Ainsley is on stand-by as the reserve member.



# AGENDA

## 1. Disclosures of Interest

To receive any disclosures of interest from members in accordance with the Council's Code of Conduct for members.

## 2. To consider an application for a Premises Licence under the Gambling Act 2005 by William Hill Organization Ltd at 12 Stainash Parade, Kingston Road, Staines-upon-Thames TW18 1BB, in light of representations.

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**Spelthorne Borough Council****GAMBLING ACT 2005****RULES AND PROCEDURE FOR LICENSING SUB-COMMITTEES HEARING A PREMISES APPLICATION****1. General**

- 1.1 These rules and procedure are subject to the provisions of the Gaming Act 2005 (the 'Act') and the Gambling Act 2005 – Hearings Regulations SI 2007 / 173 (August 2007).

**2. Composition of Sub-Committee**

- 2.1 The Sub-Committee will comprise three members. All three members must be present to enable the hearing to proceed and be valid. One member will act as Chairman.

**3. Notice of hearing**

- 3.1 The licensing authority will send you a notice stating the date, time and place at which the hearing is to be held (the 'notice of hearing').
- 3.2 You will also be sent information regarding the following: -
- (a) your rights, as provided for in paragraphs 4.1 & 8.6 below;
  - (b) the relevant period of time within which you must give the notice described in paragraph 4.2 below (notice of your attendance and representation);
  - (c) the consequences if you do not attend or are not represented at the hearing, as described in paragraphs 11.1 to 11.3 below;
  - (d) the procedure to be followed at the hearing, paragraphs 8.1 to 8.16 below;
  - (e) any particular points on which the licensing authority considers that it will want clarification at the hearing.

**4. Right of attendance, assistance and representation**

- 4.1 Subject to paragraphs 6.2 & 6.4 below, you may attend the hearing and may be assisted or represented by any person whether or not that person is legally qualified.
- 4.2 On receipt of the notice of hearing and within the period of time specified, you must notify the licensing authority: -
- (a) whether you intend to attend or be represented at the hearing;
  - (b) whether you consider a hearing to be unnecessary.
- 4.3 Where you wish any additional person (other than the person you intend to represent you at the hearing) to appear at the hearing, you must include a request for their attendance in the notification referred to in paragraph 4.2 above and give the name of that person and a brief description of the point(s)

they wish to make to help the authority in relation to your application, representations or notice.

- 4.4 If you wish to withdraw any representations you have made, you may do so -
- by giving notice to the Licensing Manager no later than 24 hours before the day or first day on which the hearing is to be held; or
  - communicating this at or before the start of the hearing.

## **5. Right to dispense with hearing if everyone agrees**

- 5.1 The licensing authority may dispense with a hearing if everyone (the applicant, representees and any person giving notice) agrees that such a hearing is unnecessary and has given such notice to the authority.
- 5.2 Where it has been agreed that a hearing is unnecessary the Licensing Authority will immediately give notice to everyone that the hearing has been dispensed with.

## **6. Hearing to be in public**

- 6.1 Subject to the following paragraph, the hearing will take place in public.
- 6.2 The Sub-Committee may ask the press and public to leave the hearing at any time, for all or part of the hearing, where it considers that it is necessary in all the circumstances having regard to:
- (a) any unfairness to a party that is likely to result from a hearing in public; and
  - (b) the need to protect as far as possible, the commercial or other legitimate interests of a party.
- 6.3 For the purposes of the above paragraph, you and any person assisting or representing you may be treated as a member of the public.
- 6.4 The Sub-Committee may require any person attending the hearing who is in their opinion behaving in a disruptive manner to leave the hearing and may: –
- (a) refuse to permit that person to return, or
  - (b) specify conditions under which they may return

but such a person may, before the end of the hearing, submit to the Sub-Committee in writing any information which they would have been entitled to give orally had they not been required to leave.

## **7. Report**

- 7.1 A report will be put before the Sub-Committee, prepared by the Licensing Manager.
- 7.2 The Licensing Manager will send a copy of the report to everyone (the applicant, representees and any person giving notice) in advance of the hearing.

## 8. Procedure at hearing

- 8.1 A hearing will take the form of a discussion managed by the Sub-Committee through the Chairman and cross examination will not be allowed unless the Sub-Committee considers that cross examination is required for it to understand the intention of the application or notice and the nature of the representations made.
- 8.2 The order of business will be at the discretion of the Sub-Committee, but will normally proceed in accordance with the following paragraphs.
- 8.3 At the beginning of the hearing the Chairman will: -
- Introduce the members of the Sub-Committee who will make the decision, and the officers assisting them with the hearing process,
  - invite everyone else to identify themselves to the Chairman so that we can check their attendance against the previous notices submitted,
  - explain to everyone the procedure that the Sub-Committee intends to follow for the hearing.
- 8.4 The Sub-Committee will then consider any requests for permission for another person to appear at the hearing (paragraph 4.3 above). Whilst permission will not be unreasonably withheld, the Sub-Committee will need to be convinced of their relevance to the hearing (see paragraph 8.7).
- 8.5 The Chairman may ask the Licensing Manager/Enforcement Officer to introduce the application, and briefly outline the matter which the Sub-Committee is being asked to decide. Alternatively, the Chairman may, if he is happy the report is self-explanatory, proceed directly to the next paragraph.
- 8.6 You will normally be invited to address the Sub-Committee in the following order: -
- Applicant;
  - Responsible Authorities;
  - Interested Parties.
- 8.7 You will be entitled to: -
- give further information in support of your application, representations or notice (as applicable) in response to a point upon which the licensing authority has given notice that it will want clarification under paragraph 3.2(e);
  - question any other party if given permission by the Sub-Committee;
  - address the Sub-Committee.
- 8.8 Members of the Sub-Committee may ask you, or anybody else appearing at the hearing, questions.
- 8.9 Where there is more than one representation on similar grounds, the Sub-Committee may request that only one person address them on behalf of all those who have made similar representations.
- 8.10 In considering your application, representations or notice, the Sub-Committee may take into account documentary or other information produced by you in support of your application, representations or notice (as applicable) either before the hearing or, with the consent of all the other parties, at the hearing.

(But only where it is demonstrated to the Sub-Committee that such information could not have been provided in advance). The decision of the Sub-Committee will be final.

- 8.11 The Sub-Committee will disregard any information given or evidence produced at the hearing which is not relevant to: –
- (a) your application, representations or notice (as applicable);
  - (b) the promotion of the licensing objectives or, in relation to a hearing to consider a notice given by a chief officer of police, the crime prevention objective.
- 8.12 The Sub-Committee may admit hearsay evidence, but consideration will always be given to the weight, if any, to be attached to such evidence, depending upon the circumstances in which it arises.
- 8.13 You are entitled to make a closing submission which will be heard in the following order: -
- Interested Parties;
  - Responsible Authorities;
  - Applicant.
- 8.14 All parties will be allowed an equal maximum period of time in exercise of the rights set out in paragraphs 8.7 & 8.13 above. The Sub-Committee will determine this maximum period of time after consultation with parties.
- 8.15 After the closing submissions the Sub-Committee may withdraw from the room to make their deliberations in private.
- 8.16 The legal adviser and a Committee Manager will accompany the Sub-Committee when it retires to make its deliberations but they will not take part in the decision making process.

## **9. Role of Legal Adviser**

- 9.1 The Sub-Committee may seek advice or clarification of any procedural, technical or legal matter from the legal adviser at any time during the course of the hearing.
- 9.2 The legal adviser may intervene at any time during the course of the hearing to advise on any procedural, technical or legal matter.
- 9.3 Any advice given by the legal adviser to members of the Sub-Committee in private will be provisional until the detail of that advice has been repeated in open session and the parties have had an opportunity to comment on it. The legal adviser will then state in open session whether the advice is confirmed or varied (and if it is varied, in what way) before members act upon it.

## **10. Determination of applications**

- 10.1 The Sub-Committee will give its decision at the conclusion of the hearing or otherwise within 5 working days.

## **11. Failure of parties to attend the hearing**

- 11.1 If you have informed the licensing authority that you do not intend to attend or be represented at the hearing, the hearing may proceed in your absence.
- 11.2 If you fail to attend or be represented and have not given notice the Sub-Committee may: -
- adjourn the hearing to a specified date where it considers it to be necessary in the public interest, or
  - hold the hearing in your absence
- 11.3 Where a hearing is held in your absence, the Sub-Committee will consider your application, representations or notice at the hearing but the weight, if any, to be attached to these will take into account the fact that such information is not open to further, more detailed examination.

## **12. Adjournments**

- 12.1 the Sub-Committee may adjourn the hearing to a specified date or dates for the following reasons: -
- (a) in accordance with paragraph 11.2 above;
  - (b) to enable it to consider any information or documents provided by any party in response to a notice or at the hearing;
  - (c) having regard to the ability of any party, person representing a party or witness to attend the hearing;
  - (d) a member of the Sub-Committee is taken ill;
  - (e) in accordance with the Council's Standing Orders, the Sub-Committee having sat for 3 hours, the meeting will stand adjourned.  
(However, it may resolve to continue the meeting but before doing so will seek the views of everyone in attendance.)
- 12.2 Where the Sub-Committee adjourns the hearing to a specified date or dates it will immediately notify the parties of the date(s), time(s) and place(s) to which the hearing has been adjourned.

## **13. Record of proceedings**

- 13.1 A written record of the hearing will be kept for 6 years from the date of the decision of the Sub-Committee or, where an appeal is brought against that decision, the decision of the Court hearing the appeal.

## **14. Waiver of rules**

- 14.1 Except where prescribed by the regulations, the Sub-Committee may in any particular case dispense with or modify these rules.
- 14.2 The licensing authority may extend a time limit provided for in the regulations for a specified period where it considers this to be necessary in the public interest.
- 14.3 Where the licensing authority has extended a time limit it will immediately give you notice, stating the period of time of the extension and the reasons for it.

NOTESHuman Rights

The Human Rights Act 1998 incorporates the European Convention on Human Rights and makes it unlawful for a local authority to act in a way which is incompatible with a convention right.

The Sub-Committee will have regard to the Human Rights Act when exercising its licensing functions, with particular reference to the following provisions: -

- Article 1 of the first protocol states that every person is entitled to the peaceful enjoyment of his/her possessions and the Licensing Authority, when taking into account this right will strike a fair balance between the applicant's interest and the interests of the public.
- Article 6 relates to the determination of civil rights and obligations and states everyone is entitled to a fair and public hearing within a reasonable time by an independent and impartial tribunal established by law.

It is established that holding a Licence is a civil right within the meaning of Article 6 and therefore any hearing to determine licence applications, variations, renewals or revocations would need to comply with the safeguards of the convention. The Council's hearings will be conducted fairly in accordance with the rules of natural justice and as applicants have a full right of appeal to an independent tribunal against any decision made by the Licensing Authority, the requirements of Article 6 will have been complied with.

- Article 8 states that
  - (1) Everyone has the right to respect for his private and family life, his home and his correspondence.
  - (2) There shall be no interference by a public authority with the exercise of this right except such as is in accordance with the law and is necessary in a democratic society in the interests of national security, public safety or the economic well-being of the country, for the prevention of disorder or crime, for the protection of health or morals, or for the protection of the rights and freedoms of others.

Like Article 1, the Licensing Authority, when considering this right must strike a fair balance between the applicant's interest and the interests of the public.

# Licensing Sub-Committee

5 August 2014

**WILLIAM HILL ORGANIZATION LIMITED**



<b>Subject</b>	Application for a new betting (Other) Premises Licence under the provisions of the Gambling Act 2005.		
<b>Purpose</b>	For determination		
<b>Report of</b>	Assistant Chief Executive	Ward	Staines South
<b>Contact</b>	Reba Danson, Licensing Officer (01784) 446432		

<b>Description and Location</b>	The premises is a former shop unit which is currently empty, at 12 Stainash Parade Kingston Road, Staines-upon-Thames, TW18 1BB. The unit forms part of a parade of shops. Location plan at <b>Appendix A</b> .
<b>The Application</b>	<p>Betting (Other) Premises Licences authorise premises to be used for:</p> <ul style="list-style-type: none"> <li>a) Betting</li> <li>b) Making available up to 4 gaming machines of category B2 to D (except B3A machines).</li> </ul> <p>A table outlining the categories of machine and the stakes and prizes allowed within the categories is attached at <b>Appendix B</b></p> <p>A copy of the application is attached at <b>Appendix C</b></p>
<b>Representations</b>	<p>Valid and relevant representations were received from 2 interested parties. There were no representations from any responsible authority.</p> <p>The representations are attached at <b>Appendix D</b>.</p>
<b>Options</b>	<ol style="list-style-type: none"> <li>1. The Sub-Committee is requested to consider the application for a new Betting (other) licence on its merits.</li> <li>2. The Sub-Committee must decide on one or more of the following options as it considers appropriate for the promotion of the licensing objectives: <ul style="list-style-type: none"> <li>• <b>Grant the application as requested</b> or</li> <li>• <b>Attach a condition to the licence, or exclude a condition that would otherwise be attached by virtue of section 168 (default conditions); or</b></li> <li>• <b>Reject the whole or part of the application</b></li> </ul> </li> </ol>

## 1. Background

- 1.1 The premises, 12 Stainash Parade Kingston Road, Staines-upon-Thames, TW18 1BB, forms part of a parade of shops situated in a primarily residential area.
- 1.2 The proposed betting premises is to occupy the ground floor of the unit. There is an additional storey above which is in residential use.
- 1.3 The unit is currently empty, with the last use being that of a charity shop.
- 1.4 A planning application to change the use of the premises from Class A1 (retail) to Class A2 (financial and professional services) was granted on 8 August 2013. Betting shops currently fall under this use class.

## 2. Application summary

- 2.1 This application was received on 19 June 2014 and sent simultaneously to the responsible authorities by the applicant. A Notice of Application was placed at the premises and published in the Staines and Ashford News on 19 June 2014.
- 2.2 The application does *not* request exclusion of a default condition that determines the times the betting shop can operate. The default condition states that “no facilities for gambling shall be provided on the premises between the hours of 10pm on one day and 7am on the next day”.

## 3. Promotion of the Licensing Objectives

- 3.1 The Act requires the Council to carry out its various licensing functions so as to promote the following three licensing objectives:-
  - (a) Preventing gambling from being a source of crime and disorder, being associated with crime and disorder or being used to support crime
  - (b) Ensuring that gambling is conducted in a fair and open way, and
  - (c) Protecting children and vulnerable persons from being harmed or exploited by gambling.

## 4. Representations

### 4.1 i) Representations from Responsible Authorities

Under the Gambling Act 2005, Responsible Authorities are the Licensing Authority, Surrey Police, Gambling Commission, HM Customs and Excise, Surrey CC (child protection), Surrey Fire and Rescue, and Environmental Health. There were no representations from any responsible authority.

### ii) Representations from interested parties

Any of the following persons may make representations in writing to the licensing authority about the application:

- A person who lives sufficiently close to the premises to be likely to be affected by the authorised activities.
- A person who has business interests that might be affected by the authorised activities
- A person who represents someone in any of the above two categories

2 valid and relevant representations were received. 1 representation was rejected because it had been received from a person who did not qualify as an interested party. 2 further representations were rejected as not having relevance to the licensing objectives.

The grounds upon which the relevant representations against this application have been made, in summary, are:

- That children from the local secondary school walk along this Parade, to and from school
- That young children and vulnerable people attend daytime clubs at the church adjacent to the premises

Copies of the valid and relevant representations are attached at **Appendix D**.

## 5. Licensing Policy

5.1 The following sections of the Council's Licensing Policy are relevant:

Section 2 – Premises Licences

## 6. Gambling Commission Guidance

6.1 The Gambling Commission has issued guidance under section 25 of the Act. The relevant parts of the guidance for consideration are:

- (a) Part 5 – Principles to be applied by licensing authorities;
- (b) Part 7 – Premises licences;
- (c) Part 8 – Responsible authorities and interested parties; and
- (d) Part 9 – Premises licence conditions

6.2 Copies of the Council's Statement of Policy and the Gambling Commission's Guidance to Licensing Authorities will be available at the Sub-Committee meeting.

## 7. Making a decision

7.1 In making their decision in respect of the application, the Sub-Committee must have regard to the Gambling Commission's Guidance and the Council's own Statement of Policy as well as to the representations made and the evidence heard. The Sub-Committee must disregard any representations that do not relate to: the licensing objectives; issues under the licensing policy statement; or the Commission's guidance or codes of practice, in accordance with section 153 of the Act.

7.2 Premises licences granted must be reasonably consistent with the licensing objectives:

- **Preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime.** – The Council is aware that the Gambling Commission will be taking a leading role in preventing gambling from being a source of crime. The Gambling Commission's guidance does however envisage the licensing authorities should pay attention to the proposed location of gambling premises in terms of this licensing objective. Thus, where an area has known high levels of crime this Council will consider carefully whether gambling premises are suitable to be located there and whether conditions may be suitable such as the provision of door

supervisors. Issues of nuisance cannot be addressed via the Act's provisions. Therefore, in making a distinction between disorder and nuisance the Licensing Sub-Committee will consider factors such as whether police assistance was required and how threatening the behaviour was to those who could see it in considering any contested application. In addition, when considering an application this Council will take into account: (i) the design and layout of the premises; (ii) Physical security features installed at the premises such as CCTV and the positioning of cash registers (iii) Where premises are subject to age restriction, the procedure in place to conduct age verification checks; and (iv) the likelihood of any violence, public order or policing problem if the licence is granted.

- **Ensuring that gambling is conducted in a fair and open way** – The Council notes that the Gambling Commission has stated that it would generally not expect licensing authorities to become concerned with ensuring that gambling is conducted in a fair and open way as this will be addressed via operating and personal licence, but should the Council become aware that this is not happening they will refer the information to the Gambling Commission.
- **Protecting children and other vulnerable persons from being harmed or exploited by gambling.** – The Council notes that the Gambling Commission's Guidance states that this objective means preventing children from taking part in gambling (as well as restriction of advertising so that gambling products are not aimed at or are particularly attractive to children). The Council will therefore consider whether specific measures are required at particular premises, with regard to this licensing objective.
- The term "vulnerable persons" is not defined. However, the Gambling Commission states that "it will for regulatory purposes assume that this group includes people who gamble more than they want to; people who gamble beyond their means; and people who may not be able to make informed or balanced decisions about gambling due to a mental impairment, alcohol or drugs".

7.3 The Sub-Committee must take the following steps as they consider necessary for the promotion of the licensing objectives as set out above:-

- (a) Grant the application as requested;
- (b) Attach a condition to the licence, or exclude a condition that would otherwise be attached to the licence by virtue of section 168 (Default conditions); or
- (c) Reject the application

7.4 The Sub-Committee may not modify the conditions or reject the application merely because it considers it desirable to do so. It must actually be necessary in order to promote the licensing objectives.

7.5 Conditions may be attached to Premises Licences as follows:

- (a) Automatic conditions – having been set out in the face of the Act
- (b) Mandatory conditions – those specified by the Secretary of State which must be attached to the premises licence; and

- (c) Default conditions – those specified by the Secretary of State will be attached to the premises licence unless excluded by the Council;
  - (d) Conditions may be attached by the Council.
- 7.6 Mandatory Conditions attached to every Premises Licence and specifically to Betting (Other) Premises licence are attached at **Appendix E**
- 7.7 In accordance with Paragraph 9.29 of the Gambling Commission's Guidance, conditions imposed by the Council must be proportionate to the circumstances which they are seeking to address. In particular, licensing authorities should ensure that the premises licence conditions 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
  - reasonable in all other respects.

**Appendices:**

**Appendix A – Location Plan**

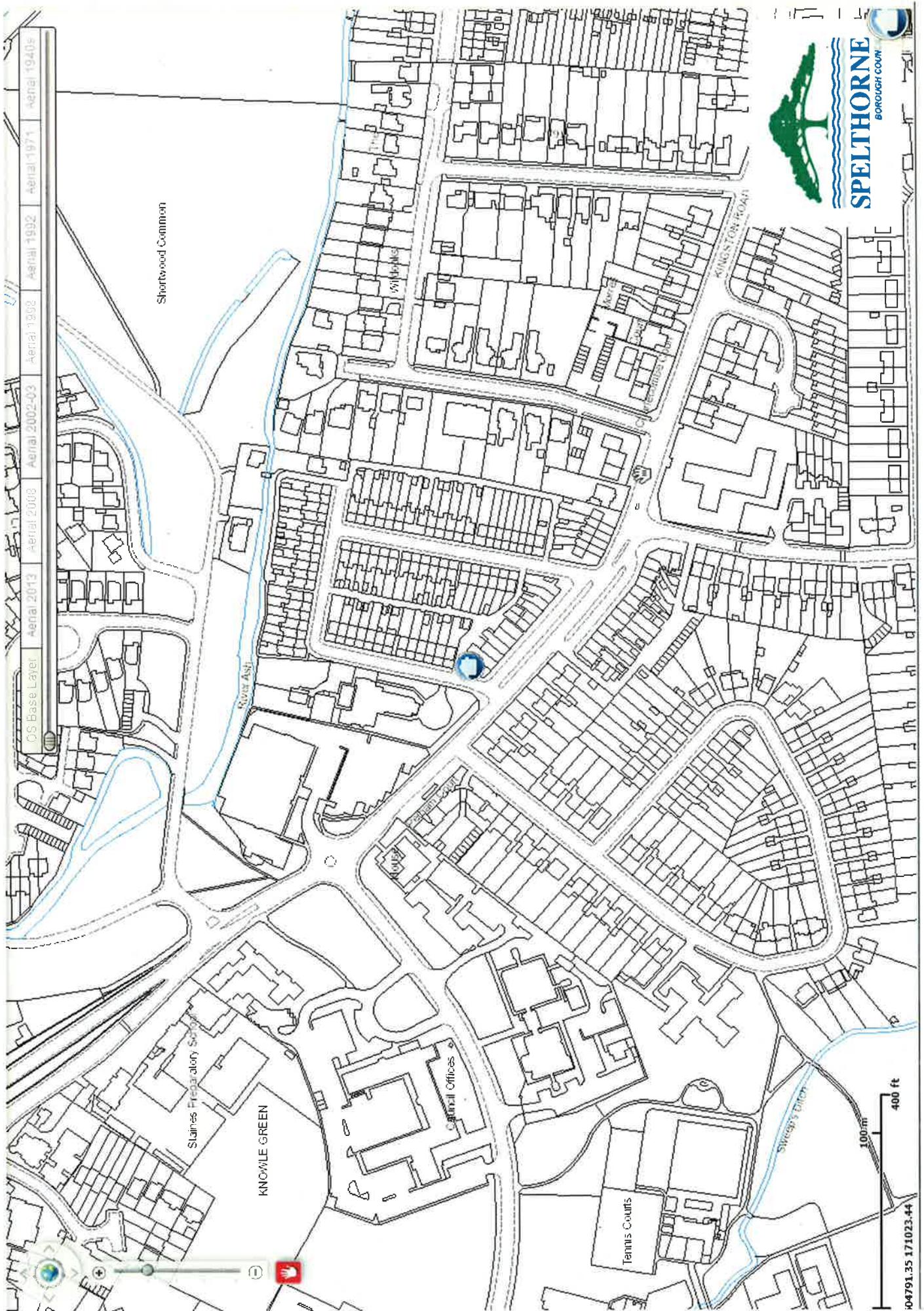
**Appendix B – Categories of machine and the stakes and prizes allowed**

**Appendix C – Copy of the application**

**Appendix D – Representations**

**Appendix E – Mandatory Conditions relevant to Betting Premises (Other)**







**APPENDIX B****Categories of Gaming Machines**

The Gambling Act 2005 places restrictions on the type and number of machines that may be made available; it also places a minimum age of 18 years on players of all except Category D machines.

Gaming machines are classified according to the maximum stakes and maximum possible prizes:

<b>Category of machine</b>	<b>Maximum Stake</b>	<b>Maximum Prize</b>	<b>Allowed premises</b>
A	Unlimited	Unlimited	Regional casino
B1	£5.00	£10,000.00	Large casino, small casino, pre-2005 Act casino and regional casino
B2	£100.00	£500.00	Betting premises and tracks, all of the above
B3	£2.00	£500.00	Bingo premises, adult gaming centre, all of the above
B3A	£2.00	£500.00	Members' club, Miners' welfare institute
B4	£2.00	£250.00	Members' club, Miners' welfare institute, commercial club and all of the above
C	£1.00	£100.00	Family Entertainment Centre, pubs and all of the above
D money prize	10p	£5.00	Travelling fairs, unlicensed Family entertainment centre and all of the above
D non-money prize (crane grab machine)	£1.00	£50.00	all of the above
D non-money prize (other than a crane grab machine)	30p	£8.00	all of the above
D combined money and non-money prize (other than coin pusher or penny falls machine)	10p	£8.00 (of which no more than £5.00 may be a money prize)	all of the above
D combined money and non-money prize (coin pusher or penny falls machine)	20p	£20 (of which no more than £10.00 may be a money prize)	all of the above



SCHEDULE 1  
Regulation 3

Form and content of applications for a premises licence

PART 1

Form of application for a premises licence

<b>Application for a premises licence under the Gambling Act 2005 (standard form)</b>		
<b>PLEASE READ THE FOLLOWING INSTRUCTIONS FIRST</b>		
<p>If you are completing this form by hand, please write legibly in block capitals using ink. Use additional sheets if necessary (marked with the number of the relevant question). You may wish to keep a copy of the completed form for your records.</p>		
<p>Where the application is—</p> <ul style="list-style-type: none"> <li>• In respect of a vessel, or</li> <li>• To convert an authorisation granted under the Betting, Gaming and Lotteries Act 1963 or the Gaming Act 1968,</li> </ul> <p>the application should be made on the relevant form for that type of premises or application.</p>		
<p><b>Part 1 – Type of premises licence applied for</b></p>		
Regional casino	<input type="checkbox"/>	Large casino <input type="checkbox"/> Small casino <input type="checkbox"/>
Bingo	<input type="checkbox"/>	Adult gaming centre <input type="checkbox"/> Family entertainment centre <input type="checkbox"/>
Betting (Track)	<input type="checkbox"/>	Betting (Other) <input checked="" type="checkbox"/>
<p>Do you hold a provisional statement in respect of the premises? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p>		
<p>If the answer is “yes”, please give the unique reference number for the provisional statement (as set out at the top of the first page of the statement):</p> <p>.....</p>		

**Part 2 – Applicant details**

If you are an individual, please fill in section A. If the application is being made on behalf of an organisation (such as a company or partnership), please fill in Section B.

**Section A  
Individual applicant**

1. Title: Mr  Mrs  Miss  Ms  Dr  Other (please specify)

.....

2. Surname: ..... Other name(s):  
.....

*[Use the names given in the applicant's operating licence or, if the applicant does not hold an operating licence, as given in any application for an operating licence]*

3. Applicant's address (home or business *[delete as appropriate]*):

.....

.....

..... Postcode:.....

4(a) The number of the applicant's operating licence (as set out in the operating licence):

.....

4(b) If the applicant does not hold an operating licence but is in the process of applying for one, give the date on which the application was made:

.....

5. Tick the box if the application is being made by more than one person.

*[Where there are further applicants, the information required in questions 1 to 4 should be included on additional sheets attached to this form, and those sheets should be clearly marked "Details of further applicants".]*

**Section B  
Application on behalf of an organisation**

6. Name of applicant business or organisation:  
**WILLIAM HILL ORGANIZATION LIMITED**

.....

*[Use the names given in the applicant's operating licence or, if the applicant does not hold an operating licence, as given in any application for an operating licence.]*

7. The applicant's registered or principal address:

**GREENSIDE HOUSE**

**50 STATION ROAD, WOOD GREEN**

**LONDON**

**N22 7TP**

Postcode:

8(a) The number of the applicant's operating licence (as given in the operating licence):

**004 – 002752 – N – 102413 – 001**

8(b) If the applicant does not hold an operating licence but is in the process of applying for one, give the date on which the application was made:

9. Tick the box if the application is being made by more than one organisation.

*[Where there are further applicants, the information required in questions 6 to 8 should be included on additional sheets attached to this form, and those sheets should be clearly marked "Details of further applicants".]*

**Part 3 – Premises Details**

10. Proposed trading name to be used at the premises (if known):

**WILLIAM HILL**

11. Address of the premises (or, if none, give a description of the premises and their location):

**12 STAINASH PARADE,**

**KINGSTON ROAD,**

**STAINES, MIDDLESEX**

**TW18 1BB**

Postcode:

12. Telephone number at premises (if known):

13. If the premises are in only a part of a building, please describe the nature of the building (for example, a shopping centre or office block). The description should include the number of floors within the building and the floor(s) on which the premises are located.

.....  
**The betting premises will occupy the ground floor of the unit, which is located**  
 .....  
**in a block of retail units in a local shopping parade. There is an additional storey**  
 .....  
**above which is in residential use with separate entrance.**  
 .....

14(a) Are the premises situated in more than one licensing authority area? **No**  
 [delete as appropriate]

14(b) If the answer to question 14(a) is yes, please give the names of all the licensing authorities within whose area the premises are partly located, **other than the licensing authority to which this application is made.**

.....  
 .....

**Part 4 – Times of operation**

15(a) Do you want the licensing authority to exclude a default condition so that the premises may be used for longer periods than would otherwise be the case?  
**No**  
 [delete as appropriate]  
 [Where the relevant kind of premises licence is not subject to any default conditions, the answer to this question will be no.]

15(b) If the answer to question 15(a) is yes, please complete the table below to indicate the times when you want the premises to be available for use under the premises licence

	<i>Start</i>	<i>Finish</i>	<i>Details of any seasonal variation</i>
Mon			
Tues			
Wed			
Thurs			
Fri			
Sat			
Sun			

16 If you wish to apply for a premises licence with a condition restricting gambling to specific periods in a year, please state the periods below using calendar dates:

.....

**Part 5 – Miscellaneous**

17. Proposed commencement date for licence (leave blank if you want the licence to commence as soon as it is issued):

...../...../.....(dd/mm/yyyy)

18(a) Does the application relate to premises which are part of a track or other sporting venue which already has a premises licence?

**No**  
*[delete as appropriate]*

18(b) If the answer to question 18(a) is yes, please confirm by ticking the box that an application to vary the main track premises licence has been submitted with this application.

19(a) Do you hold any other premises licences that have been issued by this licensing authority?

**Yes**  
*[delete as appropriate]*

19(b) If the answer question 19(a) is yes, please provide full details: .....

- .....  
91 High Street, Staines, TW18 4PQ
- .....  
25 High Street, Shepperton, TW17 9AJ
- .....  
Unit 1, The Atrium, Church Road, Ashford, TW15 2UD
- .....  
361 Staines Road West, Sunbury, Middx TW15 1RP
- .....  
123 Convent Road, Ashford, Middlesex TW15 2HW
- .....  
37 The Parade, Staines Road West, Sunbury on Thames, Middx TW16 7AB
- .....  
125 Groveley Road, Sunbury, Middx TW16 7JZ
- .....

20. Please set out any other matters which you consider to be relevant to your application:

.....

**Part 6 – Declarations and Checklist (Please tick)**

I/ We confirm that, to the best of my/ our knowledge, the information contained in this application is true. I/ We understand that it is an offence under section 342 of the Gambling Act 2005 to give information which is false or misleading in, or in relation to, this application.

I/ We confirm that the applicant(s) have the right to occupy the premises.

**Checklist:**

- Payment of the appropriate fee has been made/is enclosed
- A plan of the premises is enclosed
- I/ we understand that if the above requirements are not complied with the application may be rejected
- I/ we understand that it is now necessary to advertise the application and give the appropriate notice to the responsible authorities

**Part 7 – Signatures**

21. Signature of applicant or applicant’s solicitor or other duly authorised agent. If signing on behalf of the applicant, please state in what capacity:

Signature: .....  .....

Print Name: **BRIAN MINIHAINE**

Date: ..... **18th June 2014** ..... Capacity:..... **DEVELOPMENT MANAGER** .....

22. For joint applications, signature of 2nd applicant, or 2nd applicant’s solicitor or other authorised agent. If signing on behalf of the applicant, please state in what capacity:

Signature: .....

Print Name: .....

Date: ..... Capacity:.....

*[Where there are more than two applicants, please use an additional sheet clearly marked “Signature(s) of further applicant(s)”. The sheet should include all the information requested in paragraphs 21 and 22.]*

*[Where the application is to be submitted in an electronic form, the signature should be generated electronically and should be a copy of the person’s written signature.]*

**Part 8 – Contact Details**

23(a) Please give the name of a person who can be contacted about the application:

**BRIAN MINIHANE**

23(b) Please give one or more telephone numbers at which the person identified in question 23(a) can be contacted:

[REDACTED]

24. Postal address for correspondence associated with this application:

**DEVELOPMENT DEPARTMENT, WILLIAM HILL ORGANIZATION LIMITED,**

**GREENSIDE HOUSE, 50 STATION ROAD, WOOD GREEN,**

**LONDON**

**N22 7TP**

Postcode:

25. If you are happy for correspondence in relation to your application to be sent via e-mail, please give the e-mail address to which you would like correspondence to be sent:

[REDACTED]





**APPENDIX E****Mandatory Conditions attached to Betting (Other) Premises Licence**

1. The summary of the terms and conditions of the premises licence issued under section 164(1) (c) of the 2005 Act shall be displayed in a prominent place within the premises.
2. The layout of the premises shall be maintained in accordance with the plan.
3. The premises shall not be used for—
  - (a) the sale of tickets in a private lottery or customer lottery, or
  - (b) the sale of tickets in any other lottery in respect of which the sale of tickets on the premises is otherwise prohibited.
 In this regulation -
  - (a) a “private lottery” means a private society lottery or a work lottery within the meaning of paragraphs 10 and 11 of Schedule 11 to the 2005 Act; and
  - (b) a “customer lottery” has the same meaning as in Part 3 of Schedule 11 to the 2005 Act.
4. A notice stating that no person under the age of 18 years is permitted to enter the premises shall be displayed in a prominent place at every entrance to the premises.
5. (1) Access to the premises shall be from a street or from other premises with a betting premises licence.  
 (2) Without prejudice to sub-paragraph (1), there shall be no means of direct access between the premises and other premises used for the retail sale of merchandise or services.
6. Subject to anything permitted by virtue of the 2005 Act, or done in accordance with paragraphs 4, 5, 6 and 7 below, the premises shall not be used for any purpose other than for providing facilities for betting.
7. Any ATM made available for use on the premises shall be located in a place that requires any customer who wishes to use it to leave any gaming machine or betting machine in order to do so.
8. No apparatus for making information or other material available in the form of sounds or visual images may be used on the premises, except for apparatus used for the following purposes—
  - (a) communicating information about, or coverage of, sporting events, including—
    - (i) information relating to betting on such an event; and
    - (ii) any other matter or information, including an advertisement, which is incidental to such an event;
  - (b) communicating information relating to betting on any event (including the result of the event) in connection with which betting transactions may be or have been effected on the premises.

9. No publications, other than racing periodicals or specialist betting publications, may be sold or offered for sale on the premises.
10. No music, dancing or other entertainment shall be provided or permitted on the premises, save for entertainment provided in accordance with paragraph 5.
11. (1) No alcohol shall be permitted to be consumed on the premises at any time during which facilities for gambling are being provided on the premises.  
(2) A notice stating the condition in sub-paragraph (1) shall be displayed in a prominent place at every entrance to the premises.
12. A notice setting out the terms on which customers are invited to bet on the premises shall be displayed in a prominent place on the premises to which customers have unrestricted access.

**Default Conditions attached to Betting (Other) Premises Licence**

(Local Authority may exclude condition under section 169 (1) (b) of the Act)

No facilities for gambling shall be provided on the premises between the hours of 10pm on one day and 7am on the next day.