

Information we make available to licensing authorities

We have access to a wide pool of intelligence which we are able to make available to licensing authorities upon request, to support you in carrying out your regulatory responsibilities under the Act.

We are required (under s.106 of the Act) to maintain a register of operating licence holders and make this publicly available. Where you need to check if an applicant for a premises licence holds an operating licence, verification can be found on the register.

We will inform the relevant licensing authorities of any changes to operating licences that may have an impact on the status of related premises licences. Licensing authorities will be periodically advised where an operator is no longer licensed.



Local Authority Compliance Events (LACE)

In order to make the system of shared regulation as effective and efficient as possible, we notify licensing authorities of complaints and intelligence received regarding non-compliance and illegality in their geographical area which is primarily of a localised nature.

These are referred to as Local Authority Compliance Events (LACE). Your local Compliance Manager will send the information to you and can offer guidance and advice if required. Licensing authorities are requested to advise us of what, if any, action is taken.

The complaints that instigate the LACE referrals come from a variety of sources including licensed operators and members of the public. A number of them are received anonymously via our intelligence line.

**GAMBLING
COMMISSION**

RAISING STANDARDS

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Making gambling fairer and safer

Published 06/2018

**GAMBLING
COMMISSION**

Sharing information and intelligence



A quick guide for licensing officers

Sharing information and intelligence - A quick guide for licensing officers

Shared regulation depends on effective partnerships and collaboration.

The exchange of information between the Gambling Commission and licensing authorities is an important aspect of that. It helps us both to work in a risk-based manner and avoids the possibility of duplication of effort.



- ▶ The Gambling Act 2005 requires licensing authorities to maintain data on premises licences. As part of the application process for a premises licence, applicants must forward notice of the application to us, and licensing authorities should subsequently notify us of the outcome of each application, whether it is granted or refused.
- ▶ The Act also requires licensing authorities to notify us of other matters, such as when a licence has lapsed or been surrendered, and the cancellation of certain permits and registrations. We rely on this data to maintain our national premises database. It is important that you inform us of premises changes in a timely fashion.
- ▶ We may make observations and representations on the suitability of a premises licence application. When this happens we will work closely with you to agree the correct approach. Equally please contact us immediately if you have concerns about applications.



Premises inspections

- ▶ We will inform you in advance if we are planning to inspect premises in your area and we will also report back to you if the inspection gives cause for concern, including if there isn't a Local Risk Assessment in place.
- ▶ Equally, when you inspect premises please let us have a copy of the outcome letter that you send to the operator.
- ▶ This information helps us to build up a national picture of the operator's compliance record.

Correspondence should be sent to info@gamblingcommission.gov.uk
Where email notification has been made it is not necessary to follow up by post

Returns

All licensing authorities are required to submit an annual return to the Commission providing information on licensed gambling activity and details of compliance and regulatory work undertaken. This includes:

- ▶ details of permits and notices issued
- ▶ premises inspections conducted
- ▶ reasons for and outcome of licence reviews.

The fees that are charged by licensing authorities are intended to cover the costs of administration which includes the costs of collecting, maintaining and providing data.

The annual return is included in the Single Data List that has been issued by the Department for Housing, Communities and Local Government. The List is a catalogue of all the data sets that local government must submit in any given year to central government and other organisations, like the Commission.

The returns are an important source of information and can assist us both in improving our work as risk-based regulators. We analyse and publish a licensing authority statistics report each year which helps identify risks and prioritise work.

Summary of information requirements

You will be required to send information to the Commission upon the following events:

Premises licences and provisional statements

- Licensing authority has granted/rejected an application for a premises licence or provisional statement
- A premises licence has lapsed
- Licensing authority has granted or reject an application to reinstate a premises licence
- Licensing authority has granted/rejected an application to transfer or vary a premises licence
- A review of a premises licence has been completed and a decision made
- A hearing is to be held where we have made a representation
- A premises licence has been surrendered/revoked

Small society lottery registration

- Licensing authority registers a society to operate small lotteries
- Licensing authority cancel a society's registration to operate small lotteries
- Where a society has exceeded the permitted processed for small lotteries

Club permits: A club permit application has been granted/rejected

Inspections and reviews: Licensing authority returns

Issue of permits and temporary permissions: Licensing authority returns