**Make a representation about a gambling premises licence application**

The Gambling Act 2005 requires that 'responsible authorities' such as the police, the gambling commission and others are notified of every application for a new gambling premises licence or variation of an existing premises licence.

*List of RA contacts for all 3 LA’s attached.*

An applicant is also obliged to advertise their application in a local paper and place a notice outside the premises for 28 days.

A responsible authority or interested party can make a representation about a gambling premises licence application.

Interested parties are defined as a person who:

* lives sufficiently close to the premises to be likely to be affected by the authorised activities
* has business interests that might be affected by the authorised activities
* represents persons who satisfy paragraph (a) or (b)

Representation must be relevant and may also be considered relevant if they raise issues under the Policy, the Gambling Commission’s guidance or Codes of Practice

*Policies for all 3 on gambling premises webpage*

*Codes of practice:* [*https://www.gamblingcommission.gov.uk/PDF/LCCP/Licence-conditions-and-codes-of-practice.pdf*](https://www.gamblingcommission.gov.uk/PDF/LCCP/Licence-conditions-and-codes-of-practice.pdf)

*Guidance:* [*http://www.gamblingcommission.gov.uk/PDF/GLA5.pdf*](http://www.gamblingcommission.gov.uk/PDF/GLA5.pdf)

To be ‘relevant’ a representation must clearly explain the likely effect of the grant of the premises licence on one or more of the three licensing objectives, which 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, and
* protecting children and other vulnerable persons from being harmed or exploited by gambling

*Link(s) to view details of gambling premises licence applications currently in consultation:*

**How to make a representation or an objection**

Representations must be submitted writing and can be emailed to the relevant licensing authority within the 28 day consultation period stated on the public notice at the premises and in the advert in the local paper.

*Link to the contact details for all 3 LA’s on the gambling premises webpage.*

You will need to provide:

* Your full name, address and contact details - telephone and email
* what your interest in the application is
* what your concerns are and how they relate to the licensing objectives
* if there are any changes you would like to see made to the application which would address your concerns

Please be aware that we will send a copy of your representation to the applicant and will also make it available at any public hearings relating to the application.

If the representations are relevant, the licensing sub-committee will consider the application at a public hearing.

If no relevant representations are made, the licence or variation must be granted in the form that the application was made.