



**LICENSING TEAM, ENVIRONMENTAL HEALTH SERVICES**

PO Box 67, Ryedale House, Old Malton Road, Malton, YO17 7ZG

**GAMBLING ACT 2005  
PREMISES LICENCE  
CONVERSION GUIDANCE NOTES**

**1. What is a Gambling Act Premises Licence ?**

A Premises Licence, issued under the Gambling Act 2005, is required for any premises where it is intended to provide gambling facilities. The types of Licence available are as follows:

- Casino Premises Licence
- Bingo Premises Licence
- Adult Gaming Centre Premises Licence (enabling Category B gaming machines to be made available for use at the premises)
- Family Entertainment Centre Premises Licence (enabling Category C gaming machines to be made available for use at the premises)
- Betting Premises Licence (enabling the provision of facilities for betting, by making or accepting bets or by acting as a betting intermediary)

Except in the case of a track, a Premises Licence may not authorise the use of premises for activities of more than one of the types listed above. A Licence may not be issued in respect of premises if those premises already have a Premises Licence in effect.

**2. Who can apply for a Gambling Act Premises Licence?**

An application for a Premises Licence may only be made by persons (which includes companies or partnerships):

- who have the right to occupy the premises; and
- who have an Operating Licence which allows him/her to carry out the proposed activity, or have applied for an Operating Licence (the Premises Licence may only be issued once the Operating Licence has been issued) from the Gambling Commission.

An applicant for a Premises Licence must be over the age of 18.

3. What are the categories of machines available?

Category of machine	Maximum "Stake"	Maximum Prize
A	Unlimited	Unlimited
B1	£2	£4,000
B2	£100	£500
B3	£1	£500
B4	£1	£250
C	50p	£35
D	10p money prize	£5 money prize
	30p non-money prize	£8 non-money prize

4. How many machines of these types can I have?

Premises	Machine category (x = category of machines by premises)						
	A	B1	B2	B3	B4	C	D
<b>Regional Casino</b>	<b>1250</b> (subject to table ratio)	Any combination of other categories of machines, B2 to D, within the total limit of 1250 (subject to table ratio)					
<b>Large Casino</b>	<b>X</b>	<b>150</b>				Any combination of other categories of machines, B2 to D, within the total limit of 150 (subject to table ratio)	
<b>Small Casino</b>	<b>X</b>	<b>80</b>				Any combination of other categories of machines, B2 to D, within the total limit of 80 (subject to table ratio)	
<b>Existing "1868" casinos</b>	<b>X</b>	20 in total, any combination of category B				Any number of C or D <i>instead</i> of 20 B	
<b>Premises licensed for betting and licensed tracks occupied by pool betting operating licensee</b>	<b>X</b>	<b>X</b>	4 in total, any combination of B2 to D				

Licensed Bingo Premises	X	X	X	4 in total, any combination of B3 and B4		Any number of C and D	
Licensed Adult Gaming Centres	X	X	X	4 in total, any combination of B3 and B4		Any number of C and D	
Clubs or Miners' welfare institutes with permits	X	X	X	X	3 in total, any combination of B4, C or D		
Premises with bar licensed for alcohol consumption	X	X	X	X	X	C or D – 2 in total, automatically, with notification  In addition, as many as allowed by permit.	
Licensed Family Entertainment Centre (FEC)	X	X	X	X	X	Any number of C and D	
Unlicensed FEC	X	X	X	X	X	X	D only any number
Travelling Fair	X	X	X	X	X	X	D only any number
Premises	A	B1	B2	B3	B4	C	D

5. What do I have to produce in making an application / what Notice provisions do I have to comply with?

### **FAST TRACK CONVERSION**

Application where you are applying for the equivalent Licence under the new Act with **no changes**.

#### **Documents to produce**

- i) The appropriate application form;
- ii) The appropriate fee ( **£300** ) for the application being made;
- iii) A Plan of the premises (see **6.** for details)
- iv) A copy of the equivalent permission under the existing legislation (or where you are applying for but have not yet been granted the equivalent permission under the existing legislation copies of the documents submitted by you in applying for the permission)

In respect of casinos only, where a person who is applying for a Casino Premises Licence:

- v) is entitled to apply for a converted Casino Premises Licence, in respect of the premises to which the application relates, but does not want the application to be treated as an application for a converted Casino Premises Licence, the application must be accompanied by a written statement confirming that the applicant does not want paragraph 54 of Schedule 4 to the Commencement and Transitional Provisions Order (this provides for the grant of applications for a Premises Licence made by a person holding the equivalent permission under the existing legislation) to apply.

*N.B: where you are unable to comply with iv) above because it is not reasonably practicable for you to produce a copy of the relevant permission then you must include with your application a statement:*

- (a) explaining why it is not reasonably practicable to do so, and*
- (b) setting out the nature of the permission, the date on which it was granted and by whom.*

**Serve full application on:**

Licensing Team,  
Environmental Health Services,  
PO Box 67  
Ryedale House,  
Old Malton Road  
Malton  
North Yorkshire  
YO17 7ZG

Tel: 01653 600666 Ext 250/253  
Fax: 01653 600764  
E mail: [licensing@ryedale.gov.uk](mailto:licensing@ryedale.gov.uk)

**Serve Notice on:**

None

**Public Notices:**

None

**NON FAST TRACK CONVERSION**

Application where you are applying for the equivalent Licence under the new Act **with changes.**

**Documents to produce**

Same as per those for Fast Track process (**see Fees Schedule**)

**Serve full application on:**

1. Licensing Team,  
Environmental Health Services,  
PO Box 67  
Ryedale House,  
Old Malton Road  
Malton  
North Yorkshire  
YO17 7ZG

Tel: 01653 600666 Ext 250/253

Fax: 01653 600764

E mail: [licensing@ryedale.gov.uk](mailto:licensing@ryedale.gov.uk)

**Serve Notice on:**

2. The Gambling Commission  
Victoria Square House,  
Victoria Square,  
Birmingham,  
B2 4BP  
Tel: 0121 230 6500  
Fax: 0121 233 1096  
E-mail: [info@gamblingcommission.gov.uk](mailto:info@gamblingcommission.gov.uk)
3. H M Revenue & Customs  
National Registration Unit (Betting & Gaming)  
Portcullis House  
21 India Street  
Glasgow  
G2 4PZ  
Tel: 0141 555 3633  
E-mail : [nru.betting&gaming@hmrc.gsi.gov.uk](mailto:nru.betting&gaming@hmrc.gsi.gov.uk)
4. Police Licensing Officer,  
Malton Police Station,  
Old Malton Road,  
Malton,  
North Yorkshire,  
YO17 7YD

Tel: 01723 509668

5. North Yorkshire Fire & Rescue Services,  
Station Manager,  
Malton Fire Station,  
Sheepfoot Hill,  
Malton  
North Yorkshire  
YO17 0EB,

Tel: 01653 692626

6. Health & Safety Section,  
Environmental Health Department,  
Ryedale District Council,  
Ryedale House,  
Old Malton Road,  
Malton  
North Yorkshire,  
YO17 7ZG

Tel: 01653 600666 Ext 300

7. Pollution Section,  
Environmental Health Department,  
Ryedale District Council,  
Ryedale House,  
Old Malton Road,  
Malton  
North Yorkshire  
YO17 7ZG

Tel: 01653 600666 Ext 256

8. Development Control Manager,  
Ryedale District Council,  
Ryedale House,  
Old Malton Road,  
Malton,  
North Yorkshire  
YO17 7ZG

Tel: 01653 600666 Ext 381

9. Cynthia Wilson,  
North Yorkshire County Council,  
Room 122,  
County Hall,  
Racecourse Lane,  
Northallerton  
DL7 8DD

Tel: 01609 780780

10. The Council Solicitor  
Ryedale District Council,  
Ryedale House,  
Old Malton Road,  
Malton,  
North Yorkshire  
YO17 7ZG

Tel: 01653 600666 Ext 267

The form of Notice for the notification to the Responsible Authorities can be downloaded from the Ryedale District Council Website at

**Public Notices:**

You must also publish notice of the application:

- (a) in a local newspaper or, if there is none, a local newsletter, circular or similar document, circulating within the area on at least one occasion during the period of ten working days starting with the day after the day on which the application is made to us; and
- (b) by displaying a notice on the premises to which the application relates:
  - (i) in a place at which it can conveniently be read by members of the public from the exterior of the premises;
  - (ii) for a period of no less than 28 consecutive days starting on the day on which the application is made to us.

The form the Public Notices must take can be downloaded from the Ryedale District Council Website at

**6. What do the plans have to show:**

All plans have to show:

- (a) the extent of the boundary or perimeter of the premises;
- (b) where the premises include, or consist of, one or more buildings, the location of any external or internal walls of each such building;
- (c) where the premises form part of a building, the location of any external or internal walls of the building which are included in the premises;
- (d) where the premises are a vessel or a part of a vessel, the location of any part of the sides of the vessel, and of any internal walls of the vessel, which are included in the premises;
- (e) the location of each point of entry to and exit from the premises, including in each case a description of the place from which entry is made or to which the exit leads

Premises Licences with the below activities also have to show the following additional items:

Casinos

- (a) the principal entrance to the premises of those identified in accordance with paragraph (6)(a) above;
- (b) the location and extent of any part of the premises which will be a table gaming area;
- (c) the location and extent of any other part of the premises which will be used for providing facilities for gambling in reliance on the Licence; and
- (d) the location and extent of any part of the premises which will be a non-gambling area.

Bingo

- (a) the location and extent of any part of the premises which will be used to provide facilities for gaming in reliance on the Licence (other than those parts which include Category B or C gaming machines);
- (b) the location and extent of any part of the premises in which Category B or C gaming machines will be made available for use in reliance on the Licence;
- (c) the nature and location of any barrier or other thing separating any part of the premises in which Category B or C gaming machines will be made available for use from any other part of the premises.

Adult Gaming Centre

- (a) the location and extent of any part of the premises in which gaming machines will be made available for use in reliance on the Licence.

Family Entertainment Centre

- (a) the location and extent of any part of the premises in which Category C gaming machines will be made available for use in reliance on the Licence;
- (b) the location and extent of any part of the premises in which Category D gaming machines will be made available for use in reliance on the Licence; and
- (d) the nature and location of any barrier or other thing separating any part of the premises in which Category C gaming machines will be made available for use from any other part of the premises.

Betting (other than a track)

- (a) the location and extent of any part of the premises which will be used to provide facilities for gambling in reliance on the Licence.

Betting (in respect of a track)

- (a) the location and extent of any part of the premises which is a five times rule betting area;
- (b) the location and extent of any other parts of the premises which will be used for providing facilities for betting in reliance on the Licence;
- (c) the location and extent of any part of the premises in which Category B or C gaming machines will be made available for use in reliance on the Licence;
- (e) the nature and location of any barrier or other thing separating any part of the premises in which Category B or C gaming machines will be made available for use from any other part of the premises.



## **7. When do I need to pay my annual fee?**

- (1) Where a Licence comes into effect on the date it is issued then the first annual fee for the Licence has to be paid within 30 days after that date.
- (2) Where a Licence specifies that it is to come into effect on an effective date then the first annual fee for that Licence shall be paid within:
  - (a) the relevant period, or
  - (b) 12 months, after the issue date, whichever is sooner.

In paragraph (2) above, the provisions in paragraph(1) do not apply to a Premises Licence issued before 1st September 2007.

## **8. Do I have to keep my new Licence on the premises?**

Yes, the holder of a Premises Licence has to:

- (a) keep the Licence on the premises, and
- (b) arrange for it to be made available on request to:
  - (i) a constable,
  - (ii) an enforcement officer, or
  - (iii) an authorised local authority officer.

It is also a requirement of the Act that the Summary is displayed in a prominent place within the premises.