

Local Risk Assessment

The Gambling Commission's Licence Conditions and Code of Practice (LCCP) requires gambling premises operators to undertake a risk assessment taking into consideration their local information.

Licence holders must assess the local risk to the licensing objectives posed by the provision of gambling facilities at each of their premises and have policies, procedures and control measures in place to mitigate those risks.

The licensing objectives set out in The Gambling Act 2005 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.

Risk is not necessarily related to an event that has happened. Risk is related to the probability of an event happening and the likely impact of that event, in this case the risk of the impact on the licensing objectives.

The local risk assessment process is not the same as other forms of risk assessments undertaken by gambling operators, such as Health and Safety at Work, Fire Safety etc. The local risk assessments are specific to the potential harm that gambling premises can have on one or more of the licensing objectives under the Act. They are specific to the premises, the area and the local community.

Licence holders are required to undertake a local risk assessment when applying for a new premises licence.

The Licensing Authority will expect the local risk assessment to consider as a minimum:

- The location of educational establishments attended by persons under 18 years of age
- The location of services for children such as playgrounds, leisure centres and other areas where children will gather
- The location of any establishment frequented by vulnerable adults for the purpose of treatment and/or support
- The location of any establishment frequented by persons addicted to gambling for the purpose of treatment and/or support
- The location of pay day loan shops, pawnbrokers etc
- The location of premises licensed for the sale of alcohol
- The layout of the local area and physical environment in which the premises are situated including any crime and disorder hotspots

The local risk assessment should show how vulnerable people, including people with gambling dependencies, are protected by the licensee or applicant.

Licence holders must review (and update as necessary) their local risk assessments.-

- to take account of significant changes in local circumstances. A significant change may include (but is not limited to) –
 - the development of an educational establishment for persons under 18 years of age
 - the development of an establishment at which vulnerable adults and/or persons addicted to gambling may attend for the purpose of treatment and/or support
 - the licensee becoming aware of a particular risk to premises offering gambling facilities in the location of their premises
 - the Licensing Authority, having received information and having consulted with the licensee upon the significance of that information, determines that this amounts to a change in local circumstances
- When there are significant changes at a licence holder's premises that may affect their mitigation of local risks
- When applying for a variation of a premises licence.

The Licensing Authority requires applicants to provide local risk assessments at the time of making new applications or variations to existing premises licences and to also make them available to officers at the time of premises inspection.

In preparing a Local Risk Assessment the licence holder may have regard to;

- The crime mapping website (www.police.uk)
- Neighbourhood statistics website (www.neighbourhood.statistics.gov.uk)
- Any local area profile developed by the Licensing Authority

Where concerns do exist, the Licensing Authority would suggest that the licence holder considers consulting the most appropriate Responsible Authority for guidance before submitting an application for a licence or a variation of a licence, or where it is believed there has been a significant change in local circumstances.

When the Licensing Authority officers undertake an inspection of premises offering gambling facilities it is likely that the Local Risk Assessment will be requested to be seen. It is therefore a requirement that the Local Risk Assessment, or a copy, is kept at the premises at all times.

As a matter of best practice the Licensing Authority recommends that operators establish a regular review regime which will ensure that these assessments are considered at regular intervals and updated if necessary.

Undertaking a local risk assessment

A local risk assessment of gambling premises should be carried out through a step-by-step approach. Gambling operators must first assess the local area and identify the relevant risk factors, then assess the gambling operation, and finally assess the premises design, both internal and external. Once the risk factors have been identified, the control measures to mitigate the risks should be considered. These control measures will either already be in place or will need to be implemented.

In order to assist gambling operators in this process the Licensing Authority has developed a local risk assessment form that encompasses the step-by-step approach to the assessment as set out above. This form is not mandatory and gambling operators can develop their own assessment forms to suit their own business.

Who should undertake the assessment?

It will be the responsibility of the gambling operator to appoint a competent person to assess the local risks bespoke to their premises in accordance with the provisions of the LCCP. The person making the assessment must demonstrate how the premises will operate and how its design and location have been considered in identifying necessary control measures.

Step 1: The Local Area

Operators should start by identifying the local risk factors in the vicinity of the premises. The risk factors will differ from location to location so an understanding of the specific characteristics of the local area and its demographic is required. Any known problems with crime and disorder or anti-social behaviour in the area of the premises should also be included.

To assist in assessing the local area the Local Authority intends to develop and maintain a Local Area Profile. The document will be held on the City Councils website www.newcastle.gov.uk/business/licences-and-permits.

Step 2: Gambling Operation and Physical Design

In assessing the risk factors associated with a gambling operation the competent person must take into account the local risks which have been identified by stakeholders (ie those persons, groups or organisations who have an interest or concern in relation to gambling) and how that gambling operation may affect that risk.

The physical design of the premises is a key consideration as this could have a significant impact on the risk to the licensing objectives. In assessing the risk factors associated with the premises design and layout, reference is needed to the local area risks factors to ensure its design doesn't add to that risk. The design, both internal and external, should be considered and specific risk factors identified and noted.

Step 3: Control Measures

Once the risk factors have been identified, the competent person should seek to establish policies, procedures and control measures that would mitigate the risks and implement those accordingly.

Completed Assessment

The control measures must be implemented on the premises and staff on the premises should be trained in their use or trained on the new policy or procedure. The risk assessment must be retained and a copy kept at the premises. This should be reviewed whenever a trigger occurs or as part of a regular review regime.

Local Gambling Risk Assessment Template

Premises Name and Address:	
Premises Licence Holder:	
Name of Assessor:	
Contributors:	
Date of assessment:	
Review date:	

1. Local Area		
Licensing Objective	Risks	Control Measures
Protecting children and other vulnerable persons from being harmed or exploited by gambling	<i>(eg specific details, addresses of schools, pubs, money lending shops etc in the vicinity of the gambling premises - possible risk of children entering premises, risk of vulnerable persons utilising gaming machines or facilities etc)</i>	<i>(eg Challenge 21 in operation, age verification procedures in place, customer interaction policies and procedures, staff trained in social responsibility, regular refresher training carried out, appropriate staffing levels etc)</i>
Preventing Gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime	<i>(eg noted anti-social behaviour activity, high reported crime area, social environment etc)</i>	<i>(eg staff trained in social responsibility and regular refresher training carried out, incidents recorded, money laundering procedures, appropriate staffing levels etc)</i>

Ensuring that gambling is conducted in a fair and open way	<i>(eg awareness of the profile of the area and demographics - race, age profile etc. Recognition of other languages and that English may not be the primary language, risk that sufficient and understandable information is not available resulting in individuals participating in gambling activities not being in a position to make an informed decision etc)</i>	<i>(eg. terms and conditions of reward schemes or promotions clearly set out, written complaint and disputes procedure readily available for customers, rules and betting terms displayed, information in other languages as well as English etc)</i>

2. Gambling Operation & Physical Design (Internal and External)

Licensing Objective	Risks	Control Measures
Protecting children and other vulnerable persons from being harmed or exploited by gambling	<i>(eg possible risk of children entering age-restricted premises, risk of vulnerable persons utilising gaming machines or facilities, risk of self-excluded persons entering premises etc)</i>	<i>(eg premises layout, sightlines – external and internal, CCTV, door chimes, floor walkers, appearance of premises externally etc)</i>

Preventing Gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime	<i>(eg poor premises configuration and layout, blind areas leading to irresponsible and potentially illegal activity etc)</i>	<i>(eg premises layout, appropriate signage in premises, CCTV, etc)</i>
Ensuring that gambling is conducted in a fair and open way	<i>(eg lack of appropriately displayed and information / advisory signage, customers unaware of terms and conditions when participating in gambling etc)</i>	<i>(eg appropriate signage, clear terms and conditions available on reward schemes or promotions, procedures set out in clear and prominent locations, appropriate supervision etc)</i>