

Impact Assessment of: Gambling Act 2005 Statement of Licensing Policy 2010-2013
Service/ Directorate: Legal, Licensing and Registration
Date Completed: 24 th June 2010
Lead Officer: Susan Holden, Principal Project Officer

Members of the assessment team:

Name	Organisation	Role on assessment team e.g. service user, manager of service
Nicola Raper	Leeds City Council	Section Head
Susan Holden	Leeds City Council	Principal Project Officer

Brief description of policy/ service:

The policy has the following aims:

1. To create a framework which allows all parties involved in the decision making process and enforcement of licences to carry out their duties in a fair and balanced way that is consistent with the council's opinion of how it should promote the licensing objectives.
2. To give applicants clear expectations of how the council will conduct itself during the application and decision making process, determine the application, apply conditions which are consistent with the licensing objectives and enforce compliance with the Act.
3. To give citizens of Leeds clear expectations of how the council will respect their right to representation and strive to protect citizens and business from the adverse effects of gambling through the promotion of the licensing objectives.

Brief account of how the impact assessment was carried out:

A review was made of the previous two Impact Assessments, which were carried out by:

- Completing a fact finding exercise looking at Customer Evaluation Feedback forms
- Previous consultation activities including consultation carried out on the section's Statement of Licensing Policy
- Meeting minutes from public consultation meetings
- Staff interviews and focus groups with section staff.

Brief description of any adverse affects found:

- Policy is only available at short notice in English due to the prohibitive translation service costs.
- The policy is hard to locate on the council's web site.

Summary of Actions arising from Assessment

Actions	Responsibility	Timescale
Work with the Web team to improve access to licensing pages, to set up shortcuts where available.	Principal Project Officer	Ongoing
New staff to attend BIIAB Licensing Practitioners (Gambling) course	Principal Licensing Officer (Gambling)	Ongoing
Continually assess means to deliver effective consultation/community engagement.	Principal Project Officer	Ongoing
Nurture effective relationships with all partner agencies	All staff	Ongoing

Contacts for further information:

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To be completed by Equality Team