

# GAMBLING COMMISSION

March 2010

## **Renewal of club gaming permits and club machine permits**

Recently queries have been raised with regard to the process which must be followed when a club makes application for the renewal of a club gaming permit or club machine permit. In particular, questions have been raised about the applicability of the fast track procedure for permit applications. It is understood that many licensing authorities are currently dealing with applications for the renewal of club gaming or machine permits. We would, therefore, like to highlight the following to assist Compliance Managers and licensing authorities:

- 1) A club can make application for a club gaming or machine permit in accordance with Schedule 12 to the Gambling Act 2005.
- 2) As part of the application process, the applicant must send a copy of the application to the Gambling Commission and the chief officer of police for the area, both of whom can then object to the application.
- 3) However, the requirement to copy the application to the Gambling Commission and the chief officer of police does not apply where the applicant is the holder of a club premises certificate (the so-called fast track procedure). In these circumstances, the Commission and the police don't have an opportunity to object to the application.
- 4) With regard to applications for the renewal of permits, Schedule 12 will apply (with the necessary modifications) to such renewals. This means, amongst other things, that if, at the time a permit is renewed, the applicant holds a club premises certificate, the fast track procedure will apply as it does when application is first made for the permit.
- 5) However, those clubs applying for permits by way of conversion of their pre-existing 1968 Act Part II or Part III club registrations do not have the fast track procedure available to them, even if they hold club premises certificates. In these instances, the club must still send a copy of the application to the Gambling Commission and chief officer of police. However, the Gambling Commission (and the police) may not object to the application and the licensing authority is, in fact, obliged to grant the application.

**Please note that the information above only applies in relation to applications made in England and Wales. The fast track procedure is not available to clubs making application for permits in Scotland.**

Compliance Managers and licensing authorities who are considering permit applications and renewals may find the Commission's *Advice to licensing authorities on club gaming permits and club machine permits: Gambling Act 2005 (December 2007)* helpful. This document is available under [Publications, guidance and advice](#) on the Gambling Commission website.