

Application for consent to a Gambling Licence Application by a tenant of City of Kalamunda Facilities Under Lease or Licence

Date of form – 3 November 2017

1. Introduction

(1) This form is to be completed and submitted to the **City of Kalamunda (Property Services Team)** by Lessee or Licensee tenants of a City building seeking the City's consent, in its capacity as Landowner, to an Application for a Gambling Licence at a Leased/Licensed Premises Area as required under the lease or licence agreement.

- » In terms of the City's adopted Lease Policy, the City will only support applications for a gaming license where there is an ancillary benefit to the Association and for uses such as raffles and bingo. It is expected that the licence sought will generally be for one off occasions.
- » Copies of the completed forms relevant to the gaming licence sought must accompany this application e.g.

Examples of combination of forms required		
An Approval of Premises Application Form (Section 55)	and	An Application for Permit to Conduct Bingo (Section 95)
An Approval of Premises Application Form (Section 55)	and	An Application to Conduct a Gaming Function (Section 51)

- » Where the planned gambling activity meets the Department of Racing, Gaming and Liquor (RGL) guidelines for not requiring a permit, the City's consent is also not required.
- » Gambling Licences require formal Health and Planning approval from the City of Kalamunda as the Local Government Authority. These processes are treated separately and independently. Enquiries should be made to:
 - A) the City's Health Services and Planning Departments for clarification of the respective Local Government procedures; and
 - B) The Department of Racing, Gaming and Liquor (RGL) for clarification of requirements generally.

The applicant is responsible for obtaining both Health Services approval and Planning approval (Section 55 Certificate) and for meeting all requirements of RGL (including Maintenance of Premises), the City's Health Services and Planning, including building works.

Where the applicant is seeking grant funding assistance from the City, approval of this application for approval of a gambling licence does not represent an approval of funding.

x.....Signed by applicant in acknowledgement

2. Notes

- » Where works to the building are required to satisfy any conditions imposed for progressing a Gambling Licence, the City may also require the applicant to complete an “Application to Undertake Improvements or Alterations” form and be subject to the associated procedure for considering such a request.
- » Approval of the application will not constitute agreement by the City of Kalamunda to contribute to any of the costs of the works identified as being required to satisfy the City’s Health Services, Planning or RGL.
- » The City of Kalamunda will not reimburse any costs nor will it be responsible for defective workmanship or any costs for rectification of defective or unsatisfactory work.
- » If a consent is given, generally the term of the approval for the Gambling Licence will be for no more than the maximum of the remaining current term of the lease or licence (i.e. a fresh approval may be required when an additional term is available under the lease or licence). In the main, gambling licence approvals should generally be for one off occasions.
- » The applicant is responsible for keeping RGL informed in regard to changes to the building structure (regardless of whether the changes are City or Club initiated) as well as providing RGL with a copy of any new lease/licence arrangement entered into from time to time.
- » Where there is more than one tenant, the other tenant(s) will be required to apply for and gain all necessary approvals for their own Gambling Licence. Referral should be made to RGL to answer any queries about the possibility of accessing another club’s Gambling Licence.
- » It is the applicant’s responsibility to confirm that the proposed area for the Gambling Licence and the structure is appropriate for the planned use, with all costs met by the applicant.
- » It is also the applicant’s responsibility to maintain the area to support retention of a Gambling Licence. The City may from time to time request the applicant to provide evidence that a Gambling Licence is held.
- » The applicant will be responsible for any damage that may occur to the facility as a result of the holding of a Gambling Licence and will compensate the City fully for any costs incurred in remedying such damage.
- » Where a Health Services Approval or a Planning Approval are required, the applicant is responsible for completing the relevant forms and providing these to the City so that the City can, if necessary, sign the forms as landowner.

For further information contact the City of Kalamunda Property Services Team on 9257 9999.

3. Facility Details

Building Name:	
Building No:	
Address of Building / Facility:	

6. Obligations on the Facility User / Applicant

The Facility User / Applicant must hold a current Contents Insurance policy that incorporates personal liability cover for the duration of the lease/licence or agreement, as well as during the duration of any construction, installation, improvements or additions. Submission of the request does not constitute approval for a Gambling Licence or for any changes to the premises required by respective authorities.

7. Acknowledgement

By submitting this request the Applicant acknowledges and will be bound by the above conditions, including accepting responsibility to obtain Planning Approval, Health Services Approval and RGL approval.

Authorised person acting on behalf of Applicant

Name _____

Club name _____

Position in Club _____

Telephone Number _____

Email _____

Postal address _____

Signature _____

Return this Form to:

2 Railway Rd, Kalamunda, WA 6076

PO Box 42, Kalamunda, WA 6929

Telephone: (08) 9257 9999 Fax: (08) 9293 2715

E-mail Address: enquiries@kalamunda.wa.gov.au

Website: www.kalamunda.wa.gov.au