



# Responsible Gambling Policy

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<b>Endorsement</b>	Executive Management Team
<b>Authorisation</b>	Council 21 October 2014
<b>Expiry date:</b>	21 October 2017
<b>Responsible officer:</b>	Manager Community Planning
<b>Policy owner</b>	Coordinator Social Planning and Wellbeing

## 1. PURPOSE

The Policy aims to minimise the harm of gambling for individuals and community members while establishing a transparent decision-making framework to guide Council's position on gambling related matters, in particular electronic gaming machines (EGMs). Specifically, it defines Council's various harm minimisation commitments in relation to gambling and supports the identification of opportunities to positively influence gambling related outcomes within the City of Melton.

The positions on gambling established by this Policy will assist in assessment of Gambling Licences and Planning applications, either where a planning permit is required or alternatively where an application for a gaming licence is referred to Council for comment from the Victorian Commission for Gambling and Liquor Regulation (VCGLR).

## 2. SCOPE

As referenced in the Melton City Council Gambling Discussion Paper 2014, gambling studies have identified a direct correlation between availability of gambling outlets and products, and gambling related harms. Developed on principles of harm minimisation, this policy targets all three reductionist pillars of harm minimisation, which are i) demand, ii) supply, and iii) harm.

Clause 52.28 of the Melton Planning Scheme requires Council to consider the State and Local Planning Policy Framework including the Municipal Strategic Statement (MSS) and Local Planning Policies. This Policy is intended to support a Planning Scheme amendment to implement this Responsible Gambling Policy and incorporate a Local Planning Policy on Gaming, into the Melton Planning Scheme. The local planning policy will also clarify assessment criteria for determining the compatibility of adjoining and nearby land uses, which is also required by Clause 52.28.

This Policy applies to any planning permit and gaming licence application for a new Gaming licence and/or amendments to planning permits or gaming licence issued for existing Gaming licenses where a permit is required pursuant to Clause 52.28 of the Melton Planning Scheme.

This policy applies to existing and proposed EGM venues within, and bordering the City of Melton. Specifically, it relates to the fair and transparent assessment of applications and referrals associated with new EGM venues, additional EGMs at existing venues and transfers of EGMs between venues. With such determinations based on robust Social and Economic Impact Assessments (SEIA's) and related approaches.

Not limited to EGMs, this policy symbolises Councils commitment to applying harm minimisation principles to all gambling products and activities which fall within the discretion of Melton City Councils policy influence.

This Policy applies to all matters pertaining to responsible gambling in relation to all land covered by the Melton Planning Scheme as well as the land within a 2.5km (5km in new growth areas) radius of Melton City Councils municipal borders (and within the Councils' Decision making jurisdiction).

### 3. DEFINITIONS

Word/Term	Definition
<b>Electronic Gaming Machine (EGM)</b>	Commonly known as a “poker machine” or “pokie”, an EGM is a computerised, continuous staking, rapid play gaming machine that maps the selections of a random number generator to a visual output on a video screen. It has a predetermined rate of return and a reward system that is based on computerised logarithmic programming (85 cents to the dollar returned over an annualised period).
<b>Expenditure on gambling (gaming losses)</b>	The amount wagered less the amount won (also referred to gambling losses). When reported by the VCGLR (the Commission) in relation to individual gaming venues, gaming expenditure refers to the earning or revenue raised by gaming venues and EGMs.
<b>Gaming</b>	Gaming is the verb applied to the activity associated with EGM patronage.
<b>Gambling</b>	Gambling is wagering of money or something of value on an uncertain event that is dependent on chance, or partly on chance and partly on skill. Gambling in all its forms includes TAB, Sports betting, Tattslotto, online, Scratchies and EGM's.
<b>Harm Minimisation</b>	Harm minimisation includes demand reduction; supply reduction and harm reduction approaches. Harm reduction approaches consider the health, social and economic consequences of problem gambling behaviours on both the individual and the community as a whole. The approach is based on the following: <ul style="list-style-type: none"> <li>• Gambling is an acceptable part of Australian society</li> <li>• Gambling occurs across a continuum, ranging from occasional and infrequent to high risk problem gambling</li> <li>• A range of harms are associated to different types and patterns of gambling behaviour</li> <li>• A range of approaches are needed to respond and reduce related harms, which involve whole of community, not just gambling venues, Government or counselling service providers.</li> </ul> Harm minimisation approaches will underpin SEIA's associated with all new EGM proposals within Melton City.
<b>Interactive Gambling</b>	Wide variety of emerging digital technologies that provide access to worldwide gambling networks that wager with each other, against an unlimited range of outcomes.
<b>Problem Gambling</b>	Problem gambling refers to a situation when a person's gambling activity gives rise to harm to the individual player, or their family and may extend to the community harms as well.

Word/Term	Definition
<b>Gambling Disorder (Previously Pathological Gambling)</b>	<p>A Diagnosis under DSM-V (Diagnostic and Statistical Manual of Mental Disorders – Version 5) associated with:</p> <p><b>A</b> Persistent and recurrent problematic gambling behaviour leading to clinically significant impairment or distress, as indicated by the individual exhibiting four (or more) of the following in a 12-month period:</p> <ol style="list-style-type: none"> <li>1. Needs to gamble with increasing amounts of money in order to achieve the desired excitement.</li> <li>2. Is restless or irritable when attempting to cut down or stop gambling.</li> <li>3. Has made repeated unsuccessful efforts to control, cut back, or stop gambling.</li> <li>4. Is often preoccupied with gambling (e.g., having persistent thoughts of reliving past gambling experiences, handicapping or planning the next venture, thinking of ways to get money with which to gamble).</li> <li>5. Often gambles when feeling distressed (e.g., helpless, guilty, anxious, depressed).</li> <li>6. After losing money gambling, often returns another day to get even (“chasing” one’s losses).</li> <li>7. Lies to conceal the extent of involvement with gambling.</li> <li>8. Has jeopardized or lost a significant relationship, job, or educational or career opportunity because of gambling.</li> <li>9. Relies on others to provide money to relieve desperate financial situations caused by gambling</li> </ol> <p><b>B.</b> The gambling behaviour is not better explained by a manic episode.</p>
<b>Responsible Gambling</b>	<p>Responsible gambling for individuals means:</p> <ul style="list-style-type: none"> <li>• the person may gamble for pleasure and entertainment but is aware of their likelihood of losing and understand the associated risks,</li> <li>• the person exercises control over their gambling activity, and</li> <li>• responsible gambling occurs in balance with other activities in their lives and is not causing problems or harm for themselves or others.</li> </ul> <p>For the broader community, including gambling providers, governments, and sporting associations, Responsible Gambling requires:</p> <ul style="list-style-type: none"> <li>• shared responsibility for generating awareness of the risks associated with gambling,</li> <li>• creating and promoting environments that prevent or minimise problem gambling, and</li> <li>• being responsive to community concerns around gambling.</li> </ul>
<b>Sensitive Community Activities</b>	<p>Sensitive community activities include services and activities (whether or not they represent a predominant land use) which involve children, families and young people, or provide any other form of community or social welfare or support function. These might include:</p> <ol style="list-style-type: none"> <li>a) Centrelink, Department of Justice, DHS, medical and allied health, Gambler’s help and counselling services);</li> <li>b) Early years, Children, family and youth services; and</li> <li>c) Strip shopping centres (with major pedestrian traffic thoroughfares).</li> </ol>
<b>SEIA</b>	<p>Social and Economic Impact Assessment (SEIA) is a process by which a collection of community indicators are presented in a report in an attempt to tell a story about how a proposal will impact on the community to be affected by it. They are often used as a report as an end in itself, rather than a process of identifying the strategies that might assist in mitigating the harms presented by the proposal.</p>

<b>Urban Growth Boundary</b>	The Urban Growth Boundary (UGB) is the line (drawn by the State Government) around the Melbourne metropolitan area to indicate land deemed appropriate for urban development and related urban uses. Areas outside the UGB are generally preserved from urban development and provide rural and green space which are the subject of management plans.
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#### 4. POLICY CONTEXT

Council acknowledges gambling does and will continue to occur within the municipality and as such will actively take a harm minimisation approach to gambling related matters, including working with the Gambling retail industry.

Gambling related products can provide some benefit to individuals and the community. Council acknowledges the range of commercial gambling products available. It is important to acknowledge both the positive and negative impacts of gambling that affect individuals and communities to varying degrees.

This policy does not aim to prevent or eliminate legal forms of gambling but rather minimise the harms that can be caused by such products and associated behaviours.

##### 4.1 COUNCIL'S ROLE

Council adopts a range of roles in relation to gambling, where it will demonstrate leadership and model behaviours consistent with its harm minimisation commitments. These roles include:

- **Responsible Authority**—in accordance with the Planning and Environment Act 1987, in deciding on applications for planning permits;
- **Site, premises or land owner/manager**—in situations where gambling venues are already established or new venues are proposed to be situated, are owned, managed or vested in the authority of the Council;
- **Referral Authority**—where an application for any form of gambling licence or planning permit is made (within the City of Melton) or a neighbouring municipality (Cities of Hume, Brimbank and Wyndham and Shires of, Moorabool and Macedon Ranges) and is referred to Melton City Council for comment;
- **Industry innovator and key stakeholder**—during times of government review, the development of alternative mechanisms associated with community consultation or advocacy; and where Council seeks to drive innovation in research or development of data collection and information mapping platforms;
- **Administrator of Community Benefit Grants Program**—Council's Grant Administrators may support the administration on behalf of Contributing Gaming Venues; and
- **Pro-social modelling and community collaborations**—As a consumer of services, events or activities made available or in association with gambling premises, or partner with Non Government Organisations and community groups in the identification of strategies aimed to raise awareness and reduce harms associated with higher risk gambling practices.

##### 4.2 TRANSPARENCY IN DECISION MAKING AND INDUSTRY OPERATIONS

This policy commits Council to maximising opportunities to make clear open and transparent decisions, which are defensible and are based on sound data and research.

In achieving this aim, Council appreciates innovative investigation and the development and implementation of:

- a) Innovative data sources, geocoding (mapping tools) and exploring concepts for developing a tool to map gambling product saturation (a tool that establishes the levels and prevalence of gambling products in an area, as compared directly to other areas); and
- b) Building a Council and Community partnership, in order to fully understand harm reduction minimisation opportunities and influences for the residents of Melton City Council.

Harm reduction strategies target factors including venue placement and location, proximity and access to gambling products, venues, numbers of EGMs, venue design, signage and layout, types of EGMs and maximum bets, as well as challenging the culture and normalisation of gambling losses.

Council appreciates that gambling product retailers are well placed to identify harmful gambling behaviours, assess effectiveness of responsible gambling solutions and to work alongside Council and community to deliver harm reduction programs. All current and future gambling product retailers and premises operators are key partners in advancing the harm minimisation agenda.

Gambling in many forms, including electronic gaming can be found in clubs, hotels and other locations within the City of Melton. The subtle difference in the role that (membership based) clubs play, as compared to hotels is recognised. The community building role that ‘not for profit’ clubs can play within community is recognised, while balanced against the backdrop of the potential negatives associated with harmful gambling.

The harm minimisation approach recognises that ‘destination gaming’ achieves the aim of ‘creating accessibility, but not availability.’ This approach and applications which seek to increase EGM numbers within existing Clubs, may be considered appropriate. Applications for new venues, particularly within growth areas, ahead of other forms of community infrastructure may be viewed less favourably than those within established areas.

Proposals submitted or referred to Council to increase numbers of EGM’s, add or transfer licences in association with the retail of gambling products, will be assessed on its own individual merits. Assessment will be based on the proponent’s ability to demonstrate ‘net economic and social benefit’ and an ability to build community relationships to achieve local community outcomes in line with this Policy. As this will be evidenced by the proponent’s Social and Economic Impact Assessment (SEIA), each new proposal will be accompanied by a SEIA, compiled in line with the Council’s relevant SEIA Guidelines.

## **5. PRINCIPLES AND DECISION MAKING GUIDELINES**

All decisions and advice provided by Melton City Council in relation to matters of gambling will be made in accordance with this policy, the relevant provisions of the Melton Planning Scheme and associated implementation guidelines.

Policy Statements guide Melton City Council when assessing applications and related matters associated with gambling generally and more specifically EGMs. The three harm minimisation pillars of *Demand Reduction*, *Supply Reduction* and *Harm Reduction* underpin Councils Responsible Gambling Policy.

SEIA reports which are to be submitted by the proponents with all new proposals will need to demonstrate how the proposal meets the requirements of this policy.

### **5.1 DEMAND REDUCTION – PRO-SOCIAL MODELLING**

In modelling the principles of harm minimisation, Council may work to reduce demand and supply of gambling products and services by ensuring that across all Council operations:

- a) Council event, service and activities planning will consider a range of factors including: the size, style, location, accessibility, social and professional nature as well as other demographic factors in determining the appropriate form and function of proceedings and venue selection. Consideration will be given to ensuring that the wide range of event packages locally available are supported by Council patronage. Venue selection will be based on its ability to meet the needs of the event and on a case-by-case basis.

## **5.2 SUPPLY REDUCTION & MANAGING THE GROWTH OF GAMBLING PRODUCTS**

The City of Melton is one of ten interface local Government areas. The effective planning for productive and connected communities requires anticipation of appropriate placement of gambling related products and services. General areas and specific locations within the municipality where gaming venues or gambling product outlets will be discouraged or reasonably accommodated are an important consideration for growth area planning.

### **5.2.1 REDUCED SUPPLY IN AREAS OF DISADVANTAGE**

- a) Increases in the availability of gambling products including EGMs and gambling venues will be discouraged within areas identified as representing more vulnerable communities, particularly within areas with a SEIFA Index below 1,000. For example, this currently includes localities within and surrounding the 3338 Postcode.
- a) Council discourages the movement of EGMs and gambling products between operators located within local areas where community indicators represent higher levels of vulnerability.
- b) Melton City Council may work with industry, community and the VCGLR to reduce harms associated with the number of EGMs or range of gambling products available within areas identified as being vulnerable.

### **5.2.2 ASSESSING NET ECONOMIC AND SOCIAL BENEFIT**

All applications and proposals in association with gambling products will be assessed for their ability to achieve ‘net economic and social benefit’. This assessment will be based on the proponents SEIA report which is required to be submitted with the licence or planning permit application (further information on the SEIA report may be found at appendix 1).

### **5.2.3 THE SEIA REPORT**

- a) A copy of the SEIA (prepared by a suitably qualified practitioner) will be required in all situations where a planning permit is required in association with gambling related activities.
- b) A demonstrated assessment of land use impacts associated with gambling activities will be required, which clearly describes impacts on current surrounding land uses and surrounding land uses to be established within the City of Melton.
- c) The SEIA will incorporate a report which demonstrates community engagement undertaken, the data sources and the strategies to be employed to address any potential detriments identified as resulting from the proposal.

### **5.2.4 PROPOSALS THAT MAYBE DEEMED APPROPRIATE:**

Proposals that may be deemed appropriate will be those where gambling activities and products have been designed to produce less harm. Council anticipates that these will be found in situations where:

- a) The proposal has achieved ‘net economic and social benefit’ as demonstrated by the proponents SEIA report which is required to be submitted with the licence or planning permit application;
- b) The establishment of a new gambling premises or retail outlet, is to be situated on the periphery of the activity centre and no less than 400m buffer distance away (from incompatible land uses or sensitive community activities);
- c) The saturation of gambling related products is considered to be rated at or below an accepted level;

- d) There is evidence that the existing local community has been consulted, and that community perceptions of gambling have been afforded due consideration by the proponent within the SEIA report submitted with the application for gambling licence or permit; and
- e) The proposal demonstrates harm minimisation commitments in venue design, layout, signage, code of premises operations and availability of alternative and non-gambling related recreation activities. The way in which this might be achieved is subject to the innovations of the proponent.

### **5.2.5 PROPOSALS THAT WILL BE DISCOURAGED:**

Council discourages gambling activities and products in situations where:

- a) The saturation of gambling related products is considered to be rated above an accepted level;
- b) The SEIA fails to demonstrate how the proposal achieves the ‘net economic and social benefit’, and the proponent is unable to demonstrate how the dis-benefits will be addressed to the satisfaction of the local community.
- c) The increase or transfer of EGMs between venues in situations where the ‘net economic and social benefit’ cannot be demonstrated.
- d) A proposed transfer will result in the concentration of EGMs (and other gambling products) in areas of vulnerability, as identified by the Socio-Economic Indexes for Areas (SEIFA) and other valid indicators of health and wellbeing disadvantage.
- e) The impact of the proposed placement of the gaming venue or gambling product retail outlet cannot be assessed with any degree of accuracy, as a result of the community not yet having been established or where the existing community (regardless of size) has expressed a strong opposition to the proposal.
- f) The proposed site of the gambling premises or retail outlet will conflict with established surrounding land uses and activities. Incompatible land uses or sensitive community activities might include community services and agencies, including but not limited to:
  - i. Centrelink, Department of Justice, DHS, medical and allied health, Gambler’s help and counselling services;
  - ii. Early years, Children, family and youth services; and
  - iii. Strip shopping centres (with high pedestrian traffic thoroughfares).

### **5.3 HARM REDUCTION**

- a) Councils’ policy approach to reducing gambling harm pays particular attention to the following gambling premises factors:
  - i. Product placement and venue location;
  - ii. Proximity and access to other premises and gambling product outlets;
  - iii. Internal design, signage and layout of facilities;
  - iv. External advertising; and
  - v. Walkability, frequency of exposure and pedestrian accessibility as part of their daily routine and community life.
- b) In relation to EGM venues, additional factors include:
  - i. The number of EGMs and ancillary gambling products on offer;
  - ii. The range of alternative non-gambling services and facilities available;
  - iii. The types of EGMs and maximum bets permitted; and
  - iv. The ability of the gambling premises Licensee to influence and realise harm reduction outcomes within their premises.
- c) The Local Planning Policy will reflect the above harm reduction assessment criteria.

## **5.4 HARMS REDUCTION STRATEGIES**

A key strategy in harm reduction is to challenge the culture of normalisation of gambling and associated losses. In this regard, a series of interrelated strategies are required to target the reduction of gambling related harm. In taking action to reduce gambling harms, Council will:

- a) Compile an information and resource series to help raise the profile of the impact of gambling losses and locally relevant associated harms.
- b) Develop a Melton City Gambling Product Saturation Index to assist planning and community engagement on all matters pertaining to gambling (Index tool to be developed);
- c) Supports the availability of locally accessible and inclusive support services for those affected by harmful gambling; and information and resources for citizens wishing to support others adversely affected by gambling;
- d) Ensure information and resources made available, particularly in relation to Gamblers Help is available in all relevant languages and in formats suitable for people with disabilities (i.e. Large Print, Braille, audio and easy English).
- e) Recognise the importance of recreational, cultural and leisure activities that provide gambling free alternatives, particularly:
  - i. For vulnerable community groups and areas of the community (Postcode 3338);
  - ii. Within new Urban Design Frameworks and the Urban Growth Boundary; and
  - iii. Within a 2.5km radius of locations where the local areas gambling product saturation is above the mean of the municipality.
- f) Provide a platform for open communication between locally based community services and groups and the gambling industry, to ignite relevant conversations and to develop innovative harm reduction solutions.

## **6. INCREASED DATA AND DECISION MAKING TRANSPARENCY**

- a) Valid data sources are the foundation of good decision making and Council is committed to improving the reliability of information and availability of data used as a basis for gambling related decisions.
- b) Council will work with leading academics and researchers in the development of data sets, indices and community indicators to support its decisions in relation to gambling matters and to support its harm minimisation commitments, and enhance community access to reliable information.
- c) Melton City Council commits to leading and supporting the development of innovative social and community tools, such as the gambling saturation index and the adaptation of trade area modelling and other GIS tools to support statistically relevant, locally based decisions.

## **7. COMMUNITY BENEFIT AND GRANTS FUND**

- a) **Local influence**—Council will honour any existing agreements and upon review will consider how it will be involved in any associated administration in the future. Local arrangements include:
  - i. Administration of the Community Grants Contribution Agreements on behalf of Contributing Gaming Venues on a net cost to Council basis;
  - ii. When existing Community Grants Contribution Agreements or new agreements are proposed, a report will be presented to Council for consideration.
  - iii. Establishing and maintaining partnerships with Clubs to ensure the meaningful administration and distribution of the Community Benefit Funding allocation;

- iv. Encouraging clubs to establish and maintain community networks and explore opportunities for creative community partnerships in the development of local projects, programs and community events (Harm Reduction Strategy e may support this objective); and
  - v. Community Benefit Statements and benefit activities reported to the VCGLR will be assessed for compliance with the stated commitments in the proponents SEIA, Planning Permit conditions and other relevant commitments.
- b) **State influence**—Improved accountability for ensuring that a greater percentage of gambling funds obtained by the State Government are directed back into and managed by the communities from which they were obtained is an aspiration of this Policy.
- i. Periodic review of Community Benefit and Community Support Fund Statements will be undertaken to understand the manner and tangibility of the local community benefits being reported. The findings of such reviews may be reported annually.

## **8. ADVOCACY, ADVICE AND ACTION**

- a) When an application for additional machines, new venues or transfers of machines between venues, is not supported, Melton City Council will coordinate a submission to the Victorian Commission of Gambling and Licensing Regulation (VCGLR).
- b) A gambling density and saturation background report may be compiled, including SEIA statements in relation to each of the seven current EGM Venues and other gambling product retail outlets.
- c) Council will write to the VCGLR as required to ensure the role and views of Council are considered.
- d) Melton City Council will advocate for the appropriate and meaningful distribution of funds from the community benefit and support funding allocations and oversee the coordinated administration of Community Benefit Grant Fund Agreements in an open, transparent and accountable manner.
- e) The wellbeing of the community, in particular the impacts of harmful gambling will continue to be monitored and an understanding of the impact of gambling on our local communities will be used to inform action.
- f) The appropriate placement of gambling retail outlets including EGM venues will be considered in all new UDFs and wherever possible, EGM venues will be directed away from activity centres and toward destination gambling locations. Where appropriate, all land uses which permit EGM venues, will be directed away from sensitive land uses, pedestrian corridors or other frequently accessed community based activity locations.
- g) Proponents intending to make application for planning permit in association with a gambling activity will be supported in seeking the advice of Council on the proposal, prior to submitting the application.
- h) Melton City Council will collaborate with other Councils in developing and sharing resources and harm minimisation strategies to establish practice consistency and maximise community outcomes.

## **9. CONTRACT MANAGEMENT**

- a) Any application for new or additional EGMs at venues which are situated on land that is owned or managed by Council will not be supported.
- b) This Responsible Gambling Policy will be considered in relation to Council owned buildings, the establishment of new or renewed contracts, leases, legal agreements and recreation and leisure policies. When required a report will be presented to Council for consideration.

- c) Clubs and Venues situated in buildings or land owned or managed by the Council will be expected to contribute to the local Community Benefit Grants Fund; and
- d) Council recognises the value of Gaming venues and the community working together in the development and ongoing management of locally coordinated community benefit funding programs and initiatives.

## **10. POLICY REVIEW AND REVISION**

This policy Statement will be reviewed within two years from the date of adoption or as triggered by changes to legislation, Government or Council policy direction or in response to any other requirement which may trigger the need to do so.

## **11. RESPONSIBILITY /ACCOUNTABILITY**

### **Job Title**

<b>11.1</b>	<b>Manager, Community Planning</b>
	<ul style="list-style-type: none"> <li>• The Policy owner is responsible for the maintenance, currency and promotion of this policy, ensuring organisational compliance.</li> </ul>
<b>11.2</b>	<b>Business Unit Managers and Coordinators</b>
	<ul style="list-style-type: none"> <li>• Business Unit Managers are responsible for ensuring staff comply with and implement this policy within their business unit.</li> </ul>
<b>11.3</b>	<b>Councillors</b>
	<ul style="list-style-type: none"> <li>• Seek advice from the Community Planning unit on the application of the Responsible Gambling policy</li> <li>• Understand and comply with the provisions in this policy</li> </ul>
<b>11.4</b>	<b>All employees</b>
	<ul style="list-style-type: none"> <li>• All employees are responsible for familiarising themselves with the policy and its application in operational responsibilities and decision making</li> <li>• Employees are responsible for operating in accordance with this policy, and for providing feedback to the policy owner.</li> </ul>

## **12. REFERENCES AND LINKS TO LEGISLATION AND OTHER DOCUMENTS**

Name	Location
<i>Local Government Act 1989</i>	<a href="http://www.legislation.vic.gov.au/">http://www.legislation.vic.gov.au/</a>
<i>Public Health and Wellbeing Act 2008</i>	<a href="http://www.legislation.vic.gov.au/">http://www.legislation.vic.gov.au/</a>
<i>Planning and Environment Act 1987 Melton City Council Plan 2013-2017</i>	<a href="http://www.legislation.vic.gov.au/">http://www.legislation.vic.gov.au/</a>
<i>The Victorian Human Rights and Responsibilities Act 2006</i>	<a href="http://www.legislation.vic.gov.au/">http://www.legislation.vic.gov.au/</a>
The Ottawa Charter for Health Promotion	<a href="http://www.who.int/healthpromotion/conferences/previous/ottawa/en/">http://www.who.int/healthpromotion/conferences/previous/ottawa/en/</a>
Melton Shire Responsible Gambling Policy 2008-2012	<a href="http://www.melton.vic.gov.au">www.melton.vic.gov.au</a>
Melton City Council Responsible Gambling Background Discussion Paper 2014	<a href="http://www.melton.vic.gov.au">www.melton.vic.gov.au</a>
Melton Planning Scheme	<a href="http://planningschemes.dpcd.vic.gov.au/schemes/melton">http://planningschemes.dpcd.vic.gov.au/schemes/melton</a>

Planning Scheme Provisions of Neighbouring Councils	<a href="http://planningschemes.dpcd.vic.gov.au/">http://planningschemes.dpcd.vic.gov.au/</a>
Current VCGLR (Victorian Commission for Gambling and Liquor Regulation) Gaming Trends data and statistics	<a href="http://www.vcglr.gov.au">www.vcglr.gov.au</a>

### **13. APPENDICES**

The Appendices provide further information on the role and function of a SEIA (Appendix 1) and flowcharts 1 to 4 (appendix 2-5) below provide an indication of Melton City Council and VCGLR workflow processes as they relate to applications and referrals for electronic gaming machines within and surrounding the Melton municipality.

## Appendix 1

### WHAT IS SEIA?

**A Working Definition of SEIA**—A Social and Economic Impact Assessment involves a process for managing potential outcomes of a proposal, and is more than the delivery of a report as an outcome in itself. An SEIA goes beyond demonstrating an awareness of potential changes to propose what might be done to manage those anticipated changes. The aim of a SEIA is to demonstrate a proponents' commitment and ability to reduce harm, or at least an ability for managing the changes anticipated to produce less harm.

Strength for Councils authority to request a SEIA is offered by Sections 4(2)(c) and (2)(d) of the *Planning and Environment Act 1987* (*the Act*) which sets out the objectives of the planning framework established by the Act and enables the integration of environmental, social and economic policies in land use and development planning. In addition, Section 60(1A)(a) of '*the Act*' allows the Council as the Responsible Authority to consider "any significant social and economic effects of the use or development for which the application is made".

Proponents will be expected to demonstrate a considered planning approach to internal venue design, with clearly defined activity separation and compatible land uses within and external to the building envelope.

A list of all the postcodes (within 2.5 and 5km radius) of the catchment area which the new venue or additional machines propose to service, will be required when an application is referred to Melton City Council by a neighbouring municipality.

Melton City Council supports responsive social and recreational policies. Such policies recognise the importance of the proponents' (for new Electronic Gaming venues) ability to demonstrate sustainable and adaptive building construction principles, which will provide opportunities for the venue to cater for a range of alternative recreation uses in the future.

It is anticipated that this SEIA guidance, associated assessment criteria and workflow processes will assist proponents in preparation of their applications and requests for information. Among other items, the contents of an SEIA will generally include:

Example SEIA Report Contents	Amenity Assessment and Management Plan
<p>Summary of Key Indicators</p> <p><b>Application details and estimates</b></p> <p>Application details</p> <p>Council's Policy Position</p> <p>The City of Melton Demographics</p> <p>Map of City of Melton</p> <p>Trade area estimates and assumptions</p> <p><b>Immediate surrounding area</b></p> <p>Map of immediate surrounding area</p> <p>Equivalised household income</p> <p>Housing stress</p> <p>Education and employment</p> <p>SEIFA Index of Disadvantage</p> <p>VAMPIRE</p> <p>Community indicators Victoria</p> <p>Community Engagement report</p> <p><b>Statistical Local Area</b></p> <p>Unemployment</p> <p>Crime</p> <p>Social Security - pensions and allowances</p> <p><b>Local Government Area</b></p> <p>Melton's Gambling Saturation Index</p> <p>Gaming machine statistics</p> <p>Venue statistics</p> <p>Gaming machine expenditure</p> <p>Gaming expenditure - Trend analysis</p> <p>Proponents Management Commitments</p>	<p>Matters to be included in an Amenity Management Plan, which forms part of the SEIA would include:</p> <ul style="list-style-type: none"><li>• Locational features</li><li>• Patron profile</li><li>• Social profile</li><li>• Vulnerability and supports</li><li>• Community and stakeholders</li><li>• Community benefit</li><li>• Alternate entertainment</li><li>• Expenditure</li><li>• Harm minimisation and product safety measures</li><li>• On site activity mix</li><li>• Surrounding land uses</li><li>• Buffer distances</li><li>• Past performance</li><li>• Present and future land uses</li><li>• Sensitive uses</li><li>• Policy performance</li></ul>

## Appendix 2

The application for Gambling Licence and Planning Permit may be made at separate times and independent from each other. An application for planning permit is submitted to the relevant Council, whereas the Licence application is made to the VCGLR.

As a Responsible Authority under the Planning and Environment Act 1987, the Council has specific and additional roles in the assessment of planning permit applications. The Council may also be invited to comment on applications for Gambling licences for applications made outside, but adjoining the municipal boundary.

The Council also manages contracts and leases, Community Grants Benefits Funds and advocates for the interests of its community. Understanding the different roles, obligations and limitations created by the legislation that authorises the Council's decision making role, is an important guide to the outcome available to be achieved within the context of each statutory process.

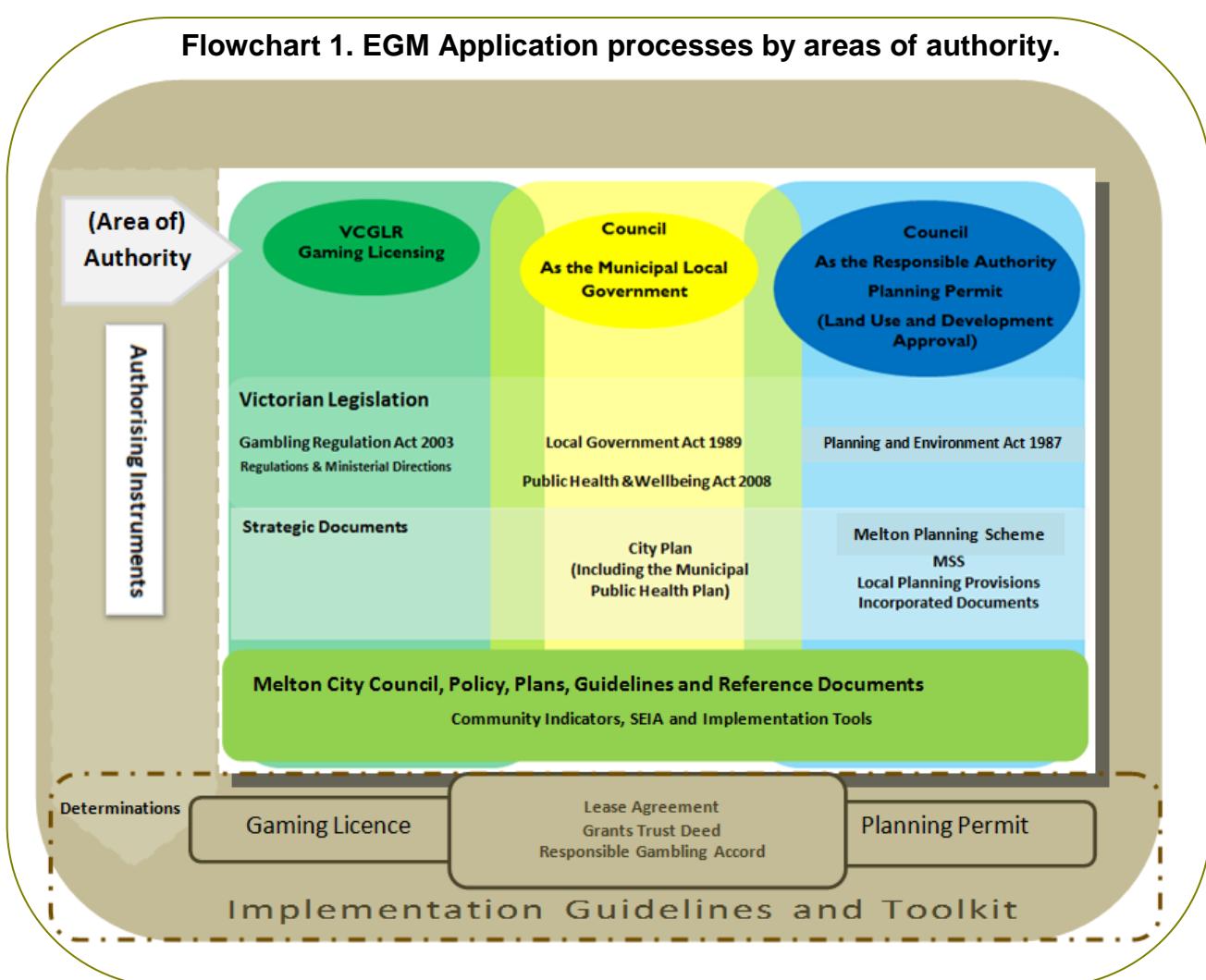
### Flowcharts

Flowchart 1 – 4 are designed to clarify the different roles and workflow processes involved in each of the application and decision making arenas.

#### Flow Chart 1

Flow chart 1 depicts the process associated with an EGM application. Here the Council's Municipal roles are centrally located in yellow. The green refers to the Licence application which is made to the VCGLR and the Blue is Council's Planning role.

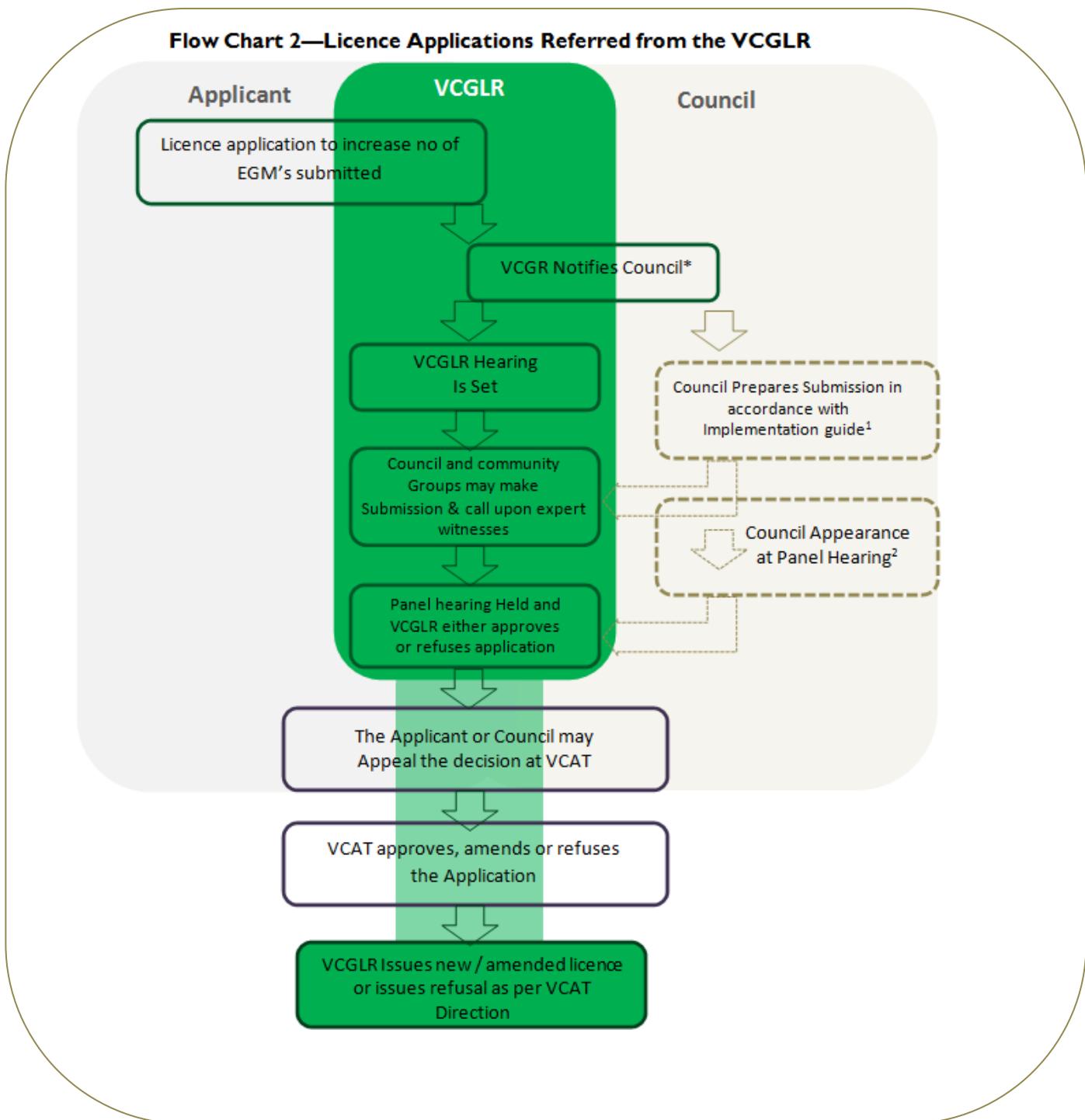
**Flowchart 1. EGM Application processes by areas of authority.**



## Appendix 3

### Flow Chart 2

Flow Chart 2 illustrates the workflow process involved with an application for Gaming Licence made to the VCGLR.

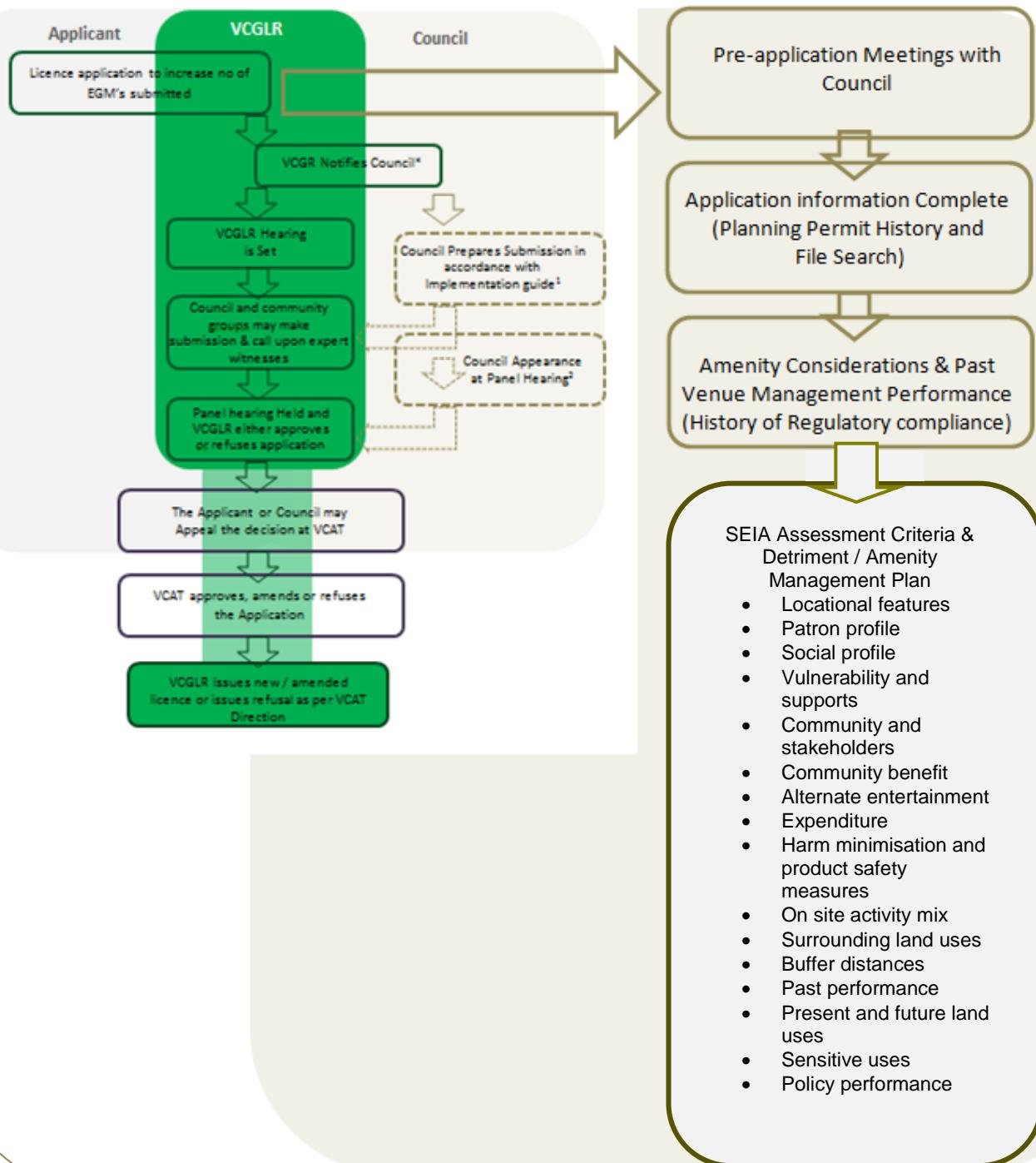


## Appendix 4

### Flow Chart 3

Flow Chart 3 expands on Councils background processes when an application is made to the VCGLR. Although an application for gaming premises requires both a planning permit (Council) and a Licence (VCGLR), both applications can be made at separate times. This workflow process (on the right) illustrates the workflow that council will follow in developing its response to the VCGLR in relation to an application for Gaming Licence made to the VCGLR.

**Flow Chart 3—Elements associated with EGM Applications for Planning Permit**



## Appendix 5

### Flow Chart 4

Flow Chart 4 describes the Councils indicative workflow process associated with the assessment of an application for planning permit, in situations where the application relates to land covered by the Melton Planning Scheme.

#### FLOW CHART 4—EGM PLANNING PERMIT APPLICATION PROCESS

