

CASINO ADVISORY PANEL

Minutes of Panel Meeting Tuesday 17th January 2006 at 10:45am British Waterways, 1 Sheldon Square, Paddington Central, London W2 6TT

Present:

Prof. Stephen Crow

Chris Collison

James Froomberg

Neil Mundy

Deep Sagar

Apologies:

Jane Bransby

1. Minutes of last meeting

The minutes of the last meeting were agreed by the Panel.

2. Update from the Secretary on domestic matters

It was agreed that the names of those who had returned Expressions of Interest should be published on the website. As some responses were still coming in it was agreed that a table of responses and a list of those who had expressed on interest should be published.

Consultation Documents

The Consultation documents on further guidance and call for proposals had been sent to all RDAs, Regional Assemblies, The Scottish Executive and Scottish Enterprise, DCMS, Welsh Assembly Government, ODPM and LACORS. Responses would be collected and shared with the Panel.

Budget

A detailed budget request has been sent to DCMS which included a case for additional personnel during the proposal period and contingency for consultants/advisers. It was thought that decisions on the budget should be made over the next 4/5 weeks though this may be subject to delay.

Email Security

DCMS IT confirmed that they would be able to provide encryption software to Panel members. The Secretary would continue to liaise as necessary.

Procurement Rules

The Secretary has requested guidance from DCMS procurement as to the procedures the Panel would need to follow. These would be passed on to the Panel as soon as received.

Website/Links to Gambling Commission

The Secretary has submitted a request to the Gambling Commission for an inclusion on their useful links page.

Concern was expressed that papers should be published on the website as quickly as possible.

3. Panel members activities update

SC had spoken at a conference sponsored by DTI on gambling and updated the position of the Panel and the work time-table. Some RDA's had been present as well as overseas representatives of the gambling industry and it had been a useful opportunity to publicise the work of the Panel.

The Panel discussed the issue of personal connections to areas which submitted proposals. It was agreed that Panel members will declare any personal or prejudicial interest and in cases of doubt will declare to their colleagues the nature of their relationship or knowledge so the Panel may take a view as to whether the Panel member should be precluded.

4. Engagement of consultants

The Panel discussed at length the possible engagement of consultants or advisers but agreed that the need could not be properly assessed until the proposals had come in and a clearer picture could be obtained. Whilst the matter was getting more pressing as time went on it was agreed that it should be discussed further in light of the staffing arrangements requested in the budget. The Chair agreed that the need for staff should be vigorously pursued with DCMS.

5. Detailed programme including Examinations in Public

The Panel discussed in depth the evaluation process including detailed arrangements for the Examination in Public. It was agreed that 6 weeks should

be allowed for administrative work and initial evaluation and short-listing. Therefore the scheduled slot for EiP in the time-table would be put back one month. It was also agreed that the EiP process would be reserved for the proposals for a Regional casino. Proposals for large and small would be considered through written representations. A short-list for EiP would be dependent on the incoming proposals and would not be defined in number at this stage.

6. Evaluation of proposals

CC proposed an outline scoring system. The Panel accepted that this scoring system would be based on questions asked in the proposals and used on initial evaluation of proposals. It was also agreed that the system should be trialled before adoption. This was to be discussed further at the next meeting. The scoring system would be published on the website when agreed.

7. AOB

It was agreed that arrangements would be made to make sure that all local authorities were aware of the call to proposals. To ensure this position is reached documents would be mailed to every local authority, placed on the website and sent to organisations such as LACORS and the Local Government Association. To ensure the message is widespread a press release would be also be issued to all national and regional media. This would be co-ordinated by the Secretary and released using the Government News Network.

It was agreed that the Chairman would provide an interim update report, programme document and time-table for the Secretary of State.