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# Local Lottery

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<b>Committee considering report:</b>	Executive on 26 July 2018
<b>Portfolio Member:</b>	Councillor Anthony Chadley
<b>Date Portfolio Member agreed report:</b>	7 June 2018
<b>Report Author:</b>	June Graves
<b>Forward Plan Ref:</b>	EX3602

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## 1. Purpose of the Report

- 1.1 To agree the actions set out in this report to progress a Council Lottery Scheme.
- 1.2 To secure approval for use of the Aylesbury Vale Lottery Implementation Service on the basis of their established track record of providing support to other Councils and a good success rate.
- 1.3 To propose the Commissioning Service leads on contractual arrangements, implementation and ongoing operation of the Lottery. Timescales to be agreed once formal approval has been secured.
- 1.4 To agree funding requirements as identified.

## 2. Recommendation

- 2.1 That the proposed actions are agreed.

## 3. Implications

- 3.1 **Financial:** Aylesbury Vale District Council charge £10k for the provision of a Lottery Implementation Service. There is a one off cost of £3k for the operating platform.  
  
Ongoing costs are for the Lottery Licence £600-£900 p.a., WBC officer time calculated at one day per month £4k p.a. and marketing (Aylesbury Vale suggest around £4k - £5k p.a.)  
  
A draft five year business plan shows an anticipated total income of in excess of £100k to community 'good causes' by the final year of the plan.
- 3.2 **Policy:** n/a
- 3.3 **Personnel:** Officer time requirements are not expected to be excessive as once established as the Lottery is essentially run by an External Licensed Manager. The Commissioning Service will take the lead with responsible officers incorporating this into existing roles offsetting costs of their time to the

income received.

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|-----|-------------------------|---|
| 3.4 | <b>Legal:</b>           | Requirement to have the appropriate licence in place.   |
| 3.5 | <b>Risk Management:</b> | There is a reputational risk of not properly implementing and running a local lottery which will be mitigated by working with, and benefitting from, the experience and track record of Aylesbury Vale. |
| 3.6 | <b>Property:</b>        | None  |
| 3.7 | <b>Other:</b>           | None  |

## Executive Summary

### 4. Introduction / Background

- 4.1 Operations Board supported the progression of a Council lottery scheme following a presentation to the Board by Aylesbury Vale District Council on 15th March 2018. This report is intended to provide information on how the scheme will work in West Berkshire and to secure approval for the actions and budget required.
- 4.2 To move this forward it is proposed Aylesbury Vale's Lottery Implementation Service is used to set up the scheme, this is on the basis of an established track record of providing support to other Councils and a good success rate.
- 4.3 A draft five year business plan in section two of the Supporting Information shows a total projected income of in excess of £100k to community 'good causes' by the final year of the plan.
- 4.4 Transformational funding will be used to cover one-off set up costs of £13k, with ongoing running costs of up to £10k covered by the income that will be generated as shown in the draft business plan.
- 4.5 Subsequent to the presentation to Operations Board it has been proposed the Commissioning Service takes forward the implementation and manages the ongoing operation of the scheme.
- 4.6 The Corporate Programme will have over sight of progress via the Commercialisation Group. Governance in terms of budgetary matters will come via Budget Board.

### 5. Conclusion

- 6.1 The Executive is asked to approve the actions and budget requirements as set out in this report.

### 6. Appendices

- 6.1 Appendix A – Equalities Impact Assessment
- 6.2 Appendix B – Supporting Information
- 6.3 Appendix C – Aylesbury Vale Lottery Implementation Service Proposal
- 6.4 Appendix D - Data Protection Impact Assessment

## Appendix A

### Equality Impact Assessment - Stage One

We need to ensure that our strategies, policies, functions and services, current and proposed have given due regard to equality and diversity as set out in the Public Sector Equality Duty (Section 149 of the Equality Act), which states:

- “(1) A public authority must, in the exercise of its functions, have due regard to the need to:**
- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;**
  - (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; this includes the need to:**
    - (i) remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;**
    - (ii) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it;**
  - (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it, with due regard, in particular, to the need to be aware that compliance with the duties in this section may involve treating some persons more favourably than others.**
- (2) The steps involved in meeting the needs of disabled persons that are different from the needs of persons who are not disabled include, in particular, steps to take account of disabled persons' disabilities.**
- (3) Compliance with the duties in this section may involve treating some persons more favourably than others.”**

The following list of questions may help to establish whether the decision is relevant to equality:

- Does the decision affect service users, employees or the wider community?
- (The relevance of a decision to equality depends not just on the number of those affected but on the significance of the impact on them)
- Is it likely to affect people with particular protected characteristics differently?
- Is it a major policy, or a major change to an existing policy, significantly affecting how functions are delivered?
- Will the decision have a significant impact on how other organisations operate in terms of equality?
- Does the decision relate to functions that engagement has identified as being important to people with particular protected characteristics?
- Does the decision relate to an area with known inequalities?
- Does the decision relate to any equality objectives that have been set by the council?

Please complete the following questions to determine whether a full Stage Two, Equality Impact Assessment is required.

<b>What is the proposed decision that you are asking the Executive to make:</b>	To approve the proposed steps set out in this report in order to progress a Council Lottery Scheme in West Berkshire.
<b>Summary of relevant legislation:</b>	n/a
<b>Does the proposed decision conflict with any of the Council's key strategy priorities?</b>	No
<b>Name of assessor:</b>	Leigh Hogan
<b>Date of assessment:</b>	6 <sup>th</sup> April 2018

Is this a:		Is this:	
Policy	Yes/No	New or proposed	Yes
Strategy	Yes/No	Already exists and is being reviewed	Yes/No
Function	Yes/No	Is changing	Yes/No
Service	Yes/		

1 What are the main aims, objectives and intended outcomes of the proposed decision and who is likely to benefit from it?	
<b>Aims:</b>	To generate more income for the Council
<b>Objectives:</b>	To adopt next steps proposed in order to progress the scheme
<b>Outcomes:</b>	For a decision to be made as regards implementation
<b>Benefits:</b>	To provide additional finances for the Council both directly and indirectly by supplementing statutory and non-statutory services already provided by WBC.

2 Note which groups may be affected by the proposed decision. Consider how they may be affected, whether it is positively or negatively and what sources of information have been used to determine this. (Please demonstrate consideration of all strands – Age, Disability, Gender Reassignment, Marriage and Civil Partnership, Pregnancy and Maternity, Race, Religion or Belief, Sex and Sexual Orientation.)		
Group Affected	What might be the effect?	Information to support this
Age	There is potential for	

	positive effect if and when the scheme is implemented	
Disability	There is potential for positive effect if and when the scheme is implemented	
Gender Reassignment		
Marriage and Civil Partnership		
Pregnancy and Maternity		
Race		
Religion or Belief		
Sex		
Sexual Orientation		
<b>Further Comments relating to the item:</b>		

<b>3 Result</b>	
<b>Are there any aspects of the proposed decision, including how it is delivered or accessed, that could contribute to inequality?</b>	<b>/No</b>
<b>Please provide an explanation for your answer:</b>	
<b>Will the proposed decision have an adverse impact upon the lives of people, including employees and service users?</b>	<b>/No</b>
<b>Please provide an explanation for your answer:</b>	

If your answers to question 2 have identified potential adverse impacts and you have answered 'yes' to either of the sections at question 3, or you are unsure about the impact, then you should carry out a Stage Two Equality Impact Assessment.

If a Stage Two Equality Impact Assessment is required, before proceeding you should discuss the scope of the Assessment with service managers in your area. You will also need to refer to the [Equality Impact Assessment guidance and Stage Two template](#).

<b>4 Identify next steps as appropriate:</b>	
<b>Stage Two required</b>	No
<b>Owner of Stage Two assessment:</b>	

<b>Timescale for Stage Two assessment:</b>	
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**Name: Leigh Hogan**

**Date: 6<sup>th</sup> April 2018**

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**Please now forward this completed form to Rachel Craggs, Principal Policy Officer (Equality and Diversity) ([rachel.craggs@westberks.gov.uk](mailto:rachel.craggs@westberks.gov.uk)), for publication on the WBC website.**