

**BOROUGH COUNCIL OF KING'S LYNN & WEST NORFOLK**

**ENVIRONMENT AND COMMUNITY PANEL**

**Minutes from the Meeting of the Environment and Community Panel held on  
Wednesday, 15th March, 2017 at 6.00 pm in the Committee Suite, King's  
Court, Chapel Street, King's Lynn**

**PRESENT:** Councillors C Sampson (Chairman)  
Miss L Bambridge, A Bubb, Mrs S Fraser, G Hipperson, G McGuinness  
(substitute for Mrs S Collop), J Moriarty, D Pope (substitute for Mrs C Bower),  
T Smith, Mrs S Squire, A Tyler and Mrs J Westrop

**Portfolio Holders**

Councillor R Blunt - Portfolio Holder for Development  
Councillor I Devereux - Portfolio Holder for Environment  
Councillor B Long - Leader of the Council  
Councillor Mrs E Nockolds – Portfolio Holder for Culture, Heritage and  
Health

**Officers:**

Lorraine Gore – Executive Director  
Ray Harding – Chief Executive  
Honor Howell – Assistant Director  
Robert Street – Group Accountant

EC81: **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors Mrs C Bower  
and Mrs S Collop.

EC82: **MINUTES**

**RESOLVED:** The Minutes from the previous meeting were agreed as a  
correct record and signed by the Chairman.

EC83: **DECLARATIONS OF INTEREST**

There were no declarations of interest.

EC84: **URGENT BUSINESS**

There was none.

EC85: **MEMBERS PRESENT PURSUANT TO STANDING ORDER 34**

There was none.

**EC86: CHAIRMAN'S CORRESPONDENCE**

There was none.

**EC87: COUNCIL LOTTERY PROPOSALS**

The Group Accountant provided the Panel with information on how a local lottery scheme could operate in West Norfolk. A copy of his presentation is attached. He provided detail on how the scheme could work and that it could cost £1 a ticket and people could enter online. The £1 ticket price would be distributed as set out in the report. 50% of the ticket price would go to a good cause and 10% to a general fund. Good causes would need to apply to join the scheme and the Council would be required to determine the criteria that they would need to meet to be eligible.

The Group Accountant drew attention to the report which set out the costs to set up the lottery and how it would be managed. He explained that it would take approximately six months' to set up.

The Panel's attention was drawn to the recommendations as set out in the report.

The Chairman thanked the Group Accountant and the Executive Director for the information and invited questions and comments from the Panel, as summarised below.

The Leader of the Council, Councillor Long informed the Panel that he had brought the proposals forward, following conversations with other Local Authorities. He reminded those present that finances were constrained and in the future it may be harder to support good causes through the Council's finances. He felt that the local lottery proposals would counteract the reductions in the Council's ability to help. He informed those present that King's Lynn previously had a local lottery, but this had ended when the National Lottery was introduced. He explained that not all small organisations would be able to get National Lottery funding as it was a very complex process. A local lottery could make funding easier to access for smaller organisations. The Leader of the Council accepted that some people did not agree with gambling, and if they wanted to support a local charity or organisation they could do so independently.

The Leader of the Council stated that he had met with lots of charities and local organisations and many of them would be in favour of the additional funding that the local lottery could potentially provide. He informed the Panel that the proposals for the local lottery scheme would be presented to Cabinet for consideration.

In response to a question from Councillor Pope, the Group Accountant agreed to check how many big winners there had been in other Local

Authority areas. Councillor Pope commented that the scheme would be good if local organisations would benefit and they could promote the lottery and invite people to support their charity or organisation. It was confirmed that the Council would determine the criteria for which organisations and charities would be eligible.

Councillor Smith asked for clarification on the breakeven cost and what safeguards would be in place to protect children. The Group Accountant explained that there would be a cost to the Council to set up the website and then the ticket price would go towards the prize fund, the charities and ongoing costs. The Council would also be required to obtain the necessary licences to operate. He explained that the lottery would be accessed online and a credit or debit card would be required.

Councillor Squire informed those present that she had spoken to colleagues in Portsmouth, which had a local lottery scheme. She had received positive feedback and explained that the individual charities promoted the lottery. She felt that the scheme was a good way for individuals to support their chosen charity and was better than using council tax payer's money for financial assistance schemes.

Councillor Westrop suggested that investigations take place on other service providers of local lottery schemes as she was aware of a local lottery scheme where 80% of the ticket price went to charity. She also hoped that the local lottery scheme would not preclude smaller organisations that did not have the time or capacity to promote the scheme. The Group Accountant explained that organisations could just submit a photo and paragraph of text to include on the website. Councillor Westrop referred to paragraph 3.3 of the report and asked that local branches of national organisations and charities be eligible to apply.

In response to a question from Councillor Moriarty, the Group Accountant explained that the Council could purchase a template website from the lottery management company. It was explained that discussions had taken place with some of the other Local Authorities who ran local lotteries and their feedback on the company used had been positive. At this stage information had not been sought on the Directors of the Company or their track record, but due diligence would be carried out at the required time. The Executive Director explained that the proposals had been brought to the Panel at an early stage to seek their views on the scheme before the detailed background work was carried out. If the Panel were broadly supportive of the idea, more information could be presented in the future for consideration.

In response to a question from the Vice Chairman, it was confirmed that the lottery was web based and there was no limit on the amount of charities which could join the scheme and benefit from the additional funding, as long as they met the criteria.

Councillor Fraser supported the proposals, but asked the Council to be mindful of the other local charities who already ran local lottery schemes.

Councillor Tyler commented that he was in favour of the principle of the scheme and he felt that there would be interest from local organisations and charities. He hoped that the lottery would be made accessible and commented that not all people had internet access and would there be other ways to enter such as in shops or scratch cards. The Executive Director explained that there would be administration costs involved to access the lottery in other ways, and this could be investigated by the Lottery Manager once appointed.

Councillor Moriarty referred to the recommendations as set out within the report and commented that these needed to be looked at. He felt that the principle was fine, but more information would need to be brought back to the Panel on the detail.

The Chief Executive explained that the purpose of the report was to get Councillors views on the principle of the scheme. If Members were broadly acceptable of the proposals, due diligence would be carried out and further information presented to the Panel in the future.

Councillor McGuinness commented that market testing would be required and investigations into other service providers to ensure that the Council and the charities involved would get the best deal possible. Councillor McGuinness raised concern that he did not want the scheme to replace the financial assistance scheme.

The Leader of the Council explained that it was not the intention to end the financial assistance scheme, however, consideration needed to be given to diminishing budgets. He explained that the lottery provided an additional opportunity for local organisations and charities to fundraise.

Councillor Bubb asked for information on how much it would cost for the Council to administer the lottery themselves. The Group Accountant explained that he was aware of another Local Authority who had set up a lottery independently and it had cost over £80,000.

In response to a question regarding insurance backing and the prize fund, it was confirmed that 20% of the ticket price went to the prize fund and if prizes were not won, they would build up in the prize fund. The Insurance Premium was included in the 17% which went to the Management Company.

The Panel discussed the criteria for the charities and it was suggested that this be brought back to the Panel at a future meeting for further consideration. Councillor Westrop explained that consideration would need to be given to the type of charities which would be eligible as their governance was all different.

**RESOLVED:** That the Environment and Community Panel request that Cabinet:

1. Consider in principle that a Local Lottery be set up, with further information to be provided to the Environment and Community Panel as appropriate.
2. Investigate options for the setting up and management of the scheme.
3. Further information on the criteria to be presented to the Panel for consideration.

EC88: **UPDATE FROM REPRESENTATIVES ON OUTSIDE BODIES**

Representatives from the Outside Bodies were invited to present their report and respond to questions as set out below:

EC89: **COLLEGE/COUNCIL LIAISON BOARD**

Councillor Smith explained that the College/Council Liaison Board would be holding their next meeting next week. He therefore asked if he could defer his update to a future meeting.

**RESOLVED:** That the update be added to the agenda for the next meeting.

EC90: **KING'S LYNN AND WEST NORFOLK AREA MUSEUMS COMMITTEE**

Councillor Tyler explained that he felt the meetings were really useful and usually consisted of the following:

- Scrutinising Proposals
- Reports from the Museums
- Staff concerns
- Attendance figures
- Opening hours and charges

The Panel was informed that people could now purchase joint tickets which were valid for the Customs House, Stories of Lynn and Lynn Museum.

The Portfolio Holder for Culture, Heritage and Health, Councillor Mrs Nockolds informed those present that the Area Museums Committee had originally been established to scrutinise the Service Level Agreement with Norfolk Museums Service. She explained that the Committee received various reports and updates from museums around the Borough and received an annual report on Tourism. She felt that the Partnership arrangements worked really well and the Norfolk Museums Service worked with all Local Authorities in Norfolk.

The Vice Chairman, Councillor Bambridge commented that she was pleased to see that Lynn Museum and Stories of Lynn were currently opening on a Sunday. The Portfolio Holder for Culture, Heritage and Health explained that this was because of the Heritage Lottery Fund Activity Plan.

EC91: **NORFOLK COUNTYWIDE COMMUNITY SAFETY PARTNERSHIP SCRUTINY SUB PANEL**

Councillor Mrs Westrop provided the update. She explained that the Panel were carrying out interesting work as set out in her report. She explained that they were focussing on Prevent and the County Lines Strategy.

Councillor Mrs Westrop suggested that it would be beneficial for Members to receive a briefing on Prevent and she requested that this be added to the Panel's Work Programme.

EC92: **NORFOLK HEALTH OVERVIEW AND SCRUTINY COMMITTEE**

Members attention was drawn to the report as included in the agenda. Councillor Smith, who was the substitute Member on the Committee informed the Panel that he would attend a future meeting with Councillor Young.

Councillor McGuinness asked if the Committee had been involved in the Sustainability Transformation Plan. The Chief Executive informed the Panel that he had a structure chart of all the bodies involved in the Sustainability Transformation Plan and agreed to circulate this to the Panel.

The Panel was reminded that they would continue to be kept up to date and representatives from the Clinical Commissioning Group would be coming back to the Panel on 24<sup>th</sup> May 2017 to provide a further update. It was suggested that a pre-council briefing be arranged so that all Members could be updated.

EC93: **WEST NORFOLK COMMUNITY TRANSPORT PROJECT**

Councillor Fraser presented her report. She explained that a new General Manager would be in post shortly. West Norfolk Community Transport had recently changed their branding and vehicle livery and Councillor Fraser felt that this had been an improvement and appeared more user friendly.

The Portfolio Holder for Culture, Heritage and Health explained that dial-a-bus and West Norfolk Community Transport had a very good reputation and was available for people who could not use public

transport. She explained that West Norfolk Community Transport had their own bus stop outside St James Multi Storey Car Park which made access to Shop Mobility easy.

EC94: **WEST NORFOLK DISABILITY FORUM**

Councillor Bubb presented his report. He explained that he was frustrated as he felt that the suggestions of the Forum were often not acted upon. He felt that the future operation of the Forum needed to be investigated.

The Chairman, Councillor Sampson informed the Panel that suggestions made by the Forum regarding the Railway Station had been acted upon.

Members discussed the operation of the West Norfolk Disability Forum and suggestions on how it could operate in the future. It was suggested that an Informal Working Group be established to look at the future of the Forum.

**RESOLVED:** (i) That an Informal Working Group be established to review the operation of the West Norfolk Disability Forum.

(ii) The following Members to sit on the Working Group:

Councillor Bubb  
Councillor Fraser  
Councillor Squire  
Councillor Westrop

(iii) That the Informal Working Group report back to the Environment and Community Panel at their meeting on 4<sup>th</sup> July 2017

EC95: **ENVIRONMENT AND COMMUNITY PANEL WORK PROGRAMME 2016-2017 & 2017-2018**


Members of the Panel were reminded that an eform was available on the intranet which could be completed and submitted if Members had items which they would like to be considered for addition to the Work Programme.

**RESOLVED:** The Work Programme was noted.

EC96: **DATE OF THE NEXT MEETING**


The next meeting of the Environment and Community Panel would be held on **Wednesday 26<sup>th</sup> April 2017 at 6.00pm** in the Education Room, Town Hall, Saturday Market Place, King's Lynn.

**The meeting closed at 8.00 pm**


Borough Council of  
King's Lynn &  
West Norfolk 

# Local Authority Lottery

Robert Street  
Group Accountant  
15<sup>th</sup> March 2017



## How it works



**Weekly Online Lottery**  
(e.g. [www.valelottery.co.uk](http://www.valelottery.co.uk))  
Weekly online lottery with a draw every Saturday at 8pm. The more numbers you match the bigger the price


**How It Works**  
**Supporters**

**Tickets - £1 a week**  
Each tickets costs £1 per week and consists of 6 numbers. Players can choose numbers or do a lucky dip

**Choose a cause**  
Each ticket can either support the Central fund (many causes) or a specific good cause listed on the site.

**Payments**  
Supporters can pay by Direct Debit or payment card. Either a monthly recurring payment or a 3 /6 /12 month payment upfront.

**Winning**  
Winners will be notified by e-mail and are paid directly into a nominated bank account or they can donate their winnings to the good cause



[www.west-norfolk.gov.uk](http://www.west-norfolk.gov.uk)



# Good Causes (from Portsmouth Lottery website)

**Browse Causes**

<p><b>Portsmouth Lottery</b> Goodman Square, Portsmouth Portsmouth Lottery supports good causes which benefit the Portsmouth community.</p> <p><a href="#">View</a></p>	<p><b>Little Spinners Pre-School</b> Milton Road, Portsmouth Little Spinners Pre-School is a school for children aged 3-5.</p> <p><a href="#">View</a></p>	<p><b>Paulsgrove and Wymering Trust</b> Support Our Cause! Paulsgrove and Wymering Trust provides a local music and dance.</p> <p><a href="#">View</a></p>	<p><b>South West England Girlguiding</b> Support Our Cause! 2nd Portsmouth Guides provides a programme of activities for girls.</p> <p><a href="#">View</a></p>
<p><b>Jack and Jill Pre-school</b> Support Our Cause! Jack and Jill Pre-school is a community child's nursery centre.</p> <p><a href="#">View</a></p>	<p><b>Wessex Cancer Trust</b> 77 - 79 Cosham High Street, Portsmouth Wessex Cancer Trust provides a...</p> <p><a href="#">View</a></p>	<p><b>The Cat &amp; Rabbit Rescue Centre</b> Support Our Cause! The Cat &amp; Rabbit Rescue Centre helps to rehomed, stray cats.</p> <p><a href="#">View</a></p>	<p><b>Meredith Infant School</b> Support Our Cause! Meredith Infant School provides a programme of activities for...</p> <p><a href="#">View</a></p>
<p><b>Redwood Park School</b> Support Our Cause! Redwood Park School is a special secondary school in Portsmouth for...</p> <p><a href="#">View</a></p>	<p><b>Portsmouth Deaf Association</b> Anastasia Street, Portsmouth Portsmouth Deaf Association...</p> <p><a href="#">View</a></p>	<p><b>University of Portsmouth Hockey Club</b> Support Our Cause! University of Portsmouth Hockey Club...</p> <p><a href="#">View</a></p>	<p><b>Med3 Music</b> Redgrave Place, Fratton Road, Portsmouth Med3 Music is a Portsmouth based music group for people...</p> <p><a href="#">View</a></p>

[www.west-norfolk.gov.uk](http://www.west-norfolk.gov.uk)

# Individual good cause pages (Portsmouth Lottery website)

## Bert's Hedgehog Retreat

Locksway Road, Milton

Next Portsmouth Lottery draw on Sat 18 February at 8:00PM!

The draw is in 4 days 9 hours 20 minutes!

[More Good Causes](#)

**About Us:**  
Bert's Hedgehog Retreat provides a much loved and valued service for the community. We are a self funded, home run, hedgehog rescue located in Milton. We are trying to ensure that every hedgehog in our care receives the best help it can get before returning it to the wild. Our aim is to help stop the hedgehog becoming extinct, and to keep this iconic little animal a part of Portsmouth wildlife for all to enjoy for years to come. Our work although on a small scale is vital to the survival of hedgehogs in the UK. All donations will go towards, housing, food, vet fees and medications.

**We need your help** so we can continue to offer and even expand our service!

Thank you for your support and good luck!

Yours Sincerely,  
Linda Hewett

**Raising £598.00 a year**

23 tickets of 50 ticket goal

[BUY TICKETS](#)

## Wessex Cancer Trust

77 - 79 Cosham High Street

Next Portsmouth Lottery draw on Sat 18 February at 8:00PM!

The draw is in 4 days 9 hours 18 minutes!

[More Good Causes](#)

**About Us:**  
Wessex Cancer Trust provides a much loved and valued service for the community, all entirely free. Our services include counselling and therapies at a Cancer Support Centre on Cosham High Street, financial assistance through patient grants, information and support, holidays, programmes to help people move on from cancer, and transport services.

**We need your help** so we can continue to offer and even expand our service!

**Raising £182.00 a year**

7 tickets of 50 ticket goal

[BUY TICKETS](#)

[www.west-norfolk.gov.uk](http://www.west-norfolk.gov.uk)

# Good causes



[www.west-norfolk.gov.uk](http://www.west-norfolk.gov.uk)

# Distributing the £1 ticket price



[www.west-norfolk.gov.uk](http://www.west-norfolk.gov.uk)

## Councils already doing it



[www.west-norfolk.gov.uk](http://www.west-norfolk.gov.uk)

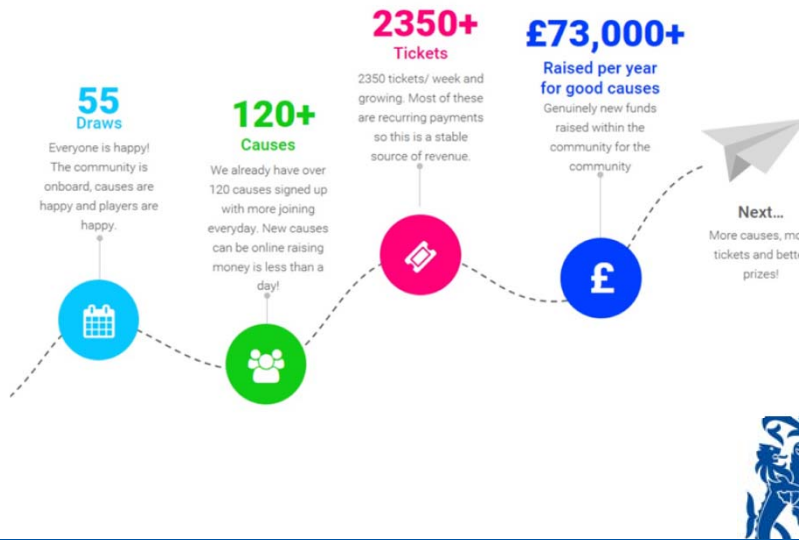
## Odds of winning & prizes

Number of matches	Matching patterns	Odds	Prize
6	NNNNNN	1,000,000 : 1	£25,000
5	NNNNNn nNNNNN	55,556 : 1	£2,000
4	NNNNnn nnNNNN	5,556 : 1	£250
3	NNNnnn nnnNNN	556 : 1	£25
2	NNnnnn nnnnNN	56 : 1	3 free tickets



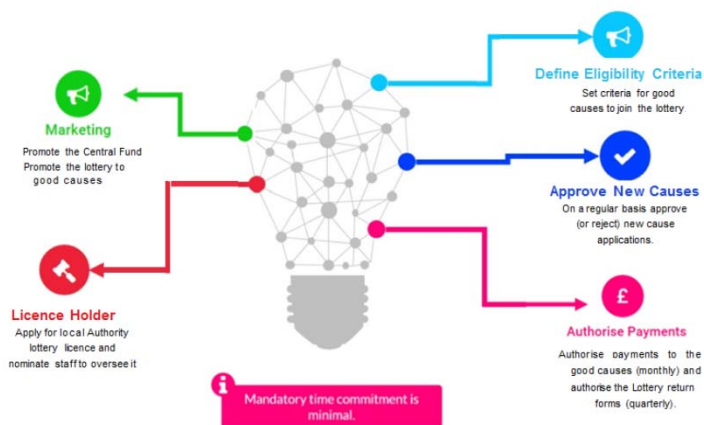
[www.west-norfolk.gov.uk](http://www.west-norfolk.gov.uk)

# Aylesbury Vale Experience



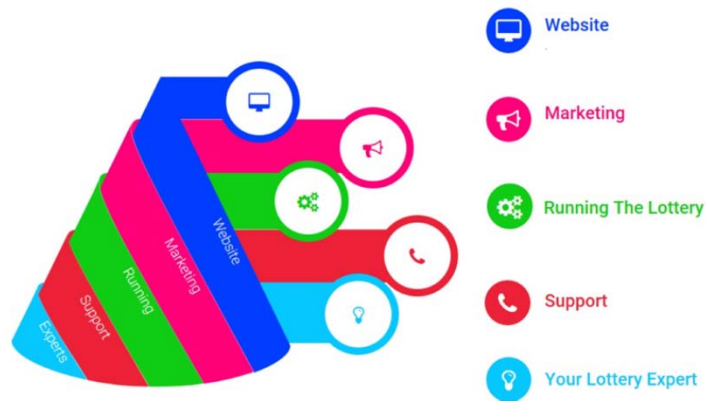
[www.west-norfolk.gov.uk](http://www.west-norfolk.gov.uk)

# BCKLWN responsibilities



[www.west-norfolk.gov.uk](http://www.west-norfolk.gov.uk)

## Services External Lottery Management provides



[www.west-norfolk.gov.uk](http://www.west-norfolk.gov.uk)

## Cost



- **External Lottery Management company**
  - Website design, hosting, maintenance and development.
  - Payment gateway investments (dedicated Direct Debit and payment card accounts)
  - Dedicated support telephone number, email & social media accounts
  - Marketing strategy support and generic design creation
  - Gambling Licence application support
  - Training for licence holders
- **Gambling Commission Licence** - £692 /year + (application fee £244) \*
- **Lotteries Council Membership** - £350 /year+ (application fee £25)
- **Launch marketing investment** - est minimum £3000 /year (as much or as little as you want!)
  - Bot on launch prizes
  - Good Cause launch event
  - PR & press events
  - Focused above the line marketing e.g press, radio, refuse vehicle branding, etc.
  - Social media campaigns



[www.west-norfolk.gov.uk](http://www.west-norfolk.gov.uk)

# From start to finish



[www.west-norfolk.gov.uk](http://www.west-norfolk.gov.uk)

Any Questions?

[www.west-norfolk.gov.uk](http://www.west-norfolk.gov.uk)