

**Minutes of a Meeting of the Executive
held at Council Chamber, Surrey Heath
House, Knoll Road, Camberley, GU15
3HD on 16 October 2018**

+ Cllr Moira Gibson (Chairman)

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| + Cllr Richard Brooks | - Cllr Craig Fennell |
| + Cllr Mrs Vivienne Chapman | + Cllr Josephine Hawkins |
| + Cllr Paul Deach | + Cllr Alan McClafferty |
| + Cllr Colin Dougan | + Cllr Charlotte Morley |

+ Present

- Apologies for absence presented

In Attendance: Cllr Rodney Bates and Cllr Chris Pitt

32/E Minutes

The open and exempt minutes of the meeting held on 12 September 2018 were confirmed and signed by the Chairman.

33/E Community Fund Grant Applications

The Executive considered 3 grant applications to the Council's Community Fund Grant Scheme.

Members considered each application, noting the impact that each project would have and, where relevant, comparable funding provided by other authorities and fundraising raised by the applicant.

It was agreed to add a condition to all current and future grants requiring the organisation to visibly recognise the Council's contribution to the project.

RESOLVED that

- (i) **subject to the conditions set out in the agenda report the following grants be awarded from the Council's Community Fund Grant Scheme:**
 - a. **£10,000 to the Windlesham Field of Remembrance to relocate War Memorial and landscape gardens;**
 - b. **£5,000 to Camberley Judo Club to purchase a pre-owned Mini-bus;**
 - c. **£1,380 to Beacon Front-Line Debt Service to purchase 6 laptops, and 4 mobile phones for volunteer and client use; and**

- (ii) **an additional condition be added to the grants to include a requirement for the organisation to provide a visible form of recognition of the Council's contribution to the project.**

34/E Surrey Heath Community Lottery

The Executive considered a report recommending the introduction of a new Surrey Heath Community Lottery.

The Lottery would generate funds to support good causes within the borough and enable voluntary not for profit organisations to access funds from this initiative; the community would have an opportunity to support their chosen charity at the same time as a chance of winning up to £25,000 per week.

Over 50 councils had established or were in the process of establishing a community lottery, most of which had engaged an External Lottery Manager (ELM) to manage the lottery on its behalf. It was advised that Gatherwell Ltd was the largest provider of council lotteries.

There would be weekly draw with tickets costing £1, with an option of 50% of proceeds from the sale contributing towards local good causes registered with the scheme.

Once launched and established, the Council's operational involvement in the lottery would be minimal. Members also noted that the Council would need to apply for a licence from the Gambling Commission and that the Executive Head of Transformation would oversee this process.

The funds would be accumulated over the year, with the first awards to be made in spring 2020 and applications invited to the new scheme nearer that time when the proceeds were known. The scheme would be named Surrey Heath Annual Community Lottery Award Scheme and operated alongside the Council's existing Revenue and Community Fund Grant schemes.

The set up and ongoing annual costs of running the lottery were noted. It was intended that the ongoing annual costs would be funded by the 3% VAT recovery cost that was levied for each lottery ticket sale; any excess proceeds would be added to the Surrey Heath Annual Lottery Award Scheme.

RESOLVED to introduce the Surrey Heath Community Lottery by April 2019 and a new Annual Community Lottery award scheme from April 2020, with the implementation of the lottery delegated to the Executive Head of Transformation in consultation with the Portfolio Holder for Support & Safeguarding.

35/E The Community Matters Partnership Project

The Executive considered a report proposing the introduction of a Community Matters Partnership Project (CMP), a corporate responsibility programme which allowed businesses of all sizes to become involved with community projects within the borough.

The Project would enable employees from partner organisations to participate in volunteering, either through fundraising or Give and Get days, whereby partner organisations would undertake activities based upon community need.

The Executive noted the options for the operation of the Scheme, including the recommended option for it to be managed externally in partnership with Voluntary Support North Surrey.

Participating businesses would pay annual membership fees; the fees used by participating neighbouring authorities were noted, although work would be undertaken to ensure that the cost structure worked for Surrey Heath.

The set up and ongoing costs associated with the project were considered. Members sought reassurances about any future resource implications for the Council. It was clarified that any ongoing costs would be covered by a minimum number of organisations that were required to commit to becoming a member of the scheme prior to any launch.

It was agreed that a report would be brought to the Executive within 12 months of the launch of the project detailing progress made.

RESOLVED that

- (i) the Community Matters Partnership for Surrey Heath Borough project be agreed;**
- (ii) the partnerships fundraising beneficiaries be decided once research has been concluded as to the needs of the community, as set out in paragraph 2.3 of the agenda report;**
- (iii) the Partnership be operated externally, as set out at paragraph 2.5 of the agenda report, with a Service Level Agreement in place setting out expectations;**
- (iv) the development of a full business plan which demonstrates that the necessary critical mass had been met and there would be no further costs to the Council, be delegated to the Executive Head of Transformation, in consultation with the Portfolio Holder for Economic Development;**
- (v) the implementation of the project be delegated to the Executive Head of Transformation, in consultation with the Portfolio Holder for Economic Development; and**
- (vi) a report be brought to the Executive within 12 months of the partnership launch detailing the progress made by the Community Matters Partnership Project.**

The Executive agreed to defer the report to its meeting.

RESOLVED to defer consideration of this item to its next meeting.

Chairman