



TO THE CHAIRMAN AND MEMBERS OF THE **OVERVIEW AND SCRUTINY COMMITTEE**

You are hereby summoned to attend a meeting of the Overview and Scrutiny Committee to be held on Monday, 17 October 2022 at 7.00 pm in the Council Chamber, Civic Offices, Gloucester Square, Woking, Surrey GU21 6YL.

The agenda for the meeting is set out below.

JULIE FISHER
Chief Executive

NOTE: Filming Council Meetings

Please note the meeting will be filmed and will be broadcast live and subsequently as an archive on the Council's website (www.woking.gov.uk). The images and sound recording will also be used for training purposes within the Council. Generally the public seating areas are not filmed. However by entering the meeting room and using the public seating area, you are consenting to being filmed.

PART I - PRESS AND PUBLIC PRESENT

- 1 Apologies for Absence
To receive any apologies for absence.

- 2 Minutes
To approve the minutes of the meeting of the Committee held on 26 September 2022 as published.

- 3 Matters Arising from the Previous Minutes OSC22-048 (Pages 3 - 6)
To review any outstanding items from the previous minutes.

- 4 Urgent Business
To consider any business that the Chairman rules may be dealt with under Section 100B(4) of the Local Government Act 1972.

- 5 Declarations of Interest
To receive declarations of disclosable pecuniary and other interests from Members in respect of any item to be considered at the meeting.

- 6 Community Lottery Proposal Update OSC22-051 (Pages 7 - 16)
The Committee to receive an update on the consideration of establishing a Community Lottery Scheme for the Borough.
Reporting Person: Frank Jeffrey
- 7 Centres for the Community OSC22-050 (Pages 17 - 24)
For the Committee to receive an update from the Family and Community Services Manager.
Reporting Person: Adam Thomas
- 8 Work Programme OSC22-049 (Pages 25 - 40)
Reporting Person: Councillor Ayesha Azad
- 9 Performance and Financial Monitoring Information (to follow)
To consider the current publication of the Performance & Financial Monitoring Information.
Reporting person: Councillor Ayesha Azad
- 10 Partnership Landscape OSC22-052 (Verbal Update)
For the Committee to review the upcoming item for the Executive.
Reporting Person: Giorgio Framaliccio
- 11 Finance Task Group Update OSC22-053 (Pages 41 - 42)
To receive an update from the Finance Task Group following its meeting on 28 September 2022.
Reporting Person: Councillor James Sanderson

AGENDA ENDS

Date Published - 7 October 2022

For further information regarding this agenda and arrangements for the meeting, please contact Toby Nash, Scrutiny & Democratic Services Officer, Ext 3056, Email toby.nash@woking.gov.uk



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OVERVIEW AND SCRUTINY COMMITTEE – 17 OCTOBER 2022

MATTERS ARISING FROM THE PREVIOUS MINUTES

Executive Summary

This report provides an update on matters arising from the previous meetings of the Overview and Scrutiny Committee. The details summarise the progress made on achieving the desired outcomes from decisions taken by the Committee and requests from individual Elected Members. Once an action has been closed and the outcome reported to the Committee it will be removed from future reports.

Actions arising from the Committee are managed through the Council's Action Management system which was developed to capture and monitor the actions arising from (i) meetings of the Council and (ii) Internal Audit Reviews.

This is the a regular report that is brought the Committee and covers the actions identified at the previous meetings. The next version of this report, listing any actions previously identified together with the progress achieved shall be brought to the next meeting of the Overview and Scrutiny Committee on 21 November 2022.

Recommendations

The Committee is requested to:

RESOLVE That the report be noted.

The Committee has the authority to determine the recommendation set out above.

Background Papers:	None.
Reporting Person:	Councillor Ayesha Azad cllrayesha.azad@woking.gov.uk
Portfolio Holder:	Councillor Ann-Marie Barker cllrann-marie.barker@woking.gov.uk
Shadow Portfolio Holder:	Councillor Ayesha Azad cllrayesha.azad@woking.gov.uk
Date Published:	7 October 2022

Update on Actions Arising from the Overview and Scrutiny Committee

26 September 2022

Minute 3		Matters Arising from the Previous Minutes
3.1	Action	It was proposed that, as the responsibilities of NVH were taken in-house, the monitoring of complaints should continue be undertaken in a comparable approach. Furthermore, it was suggested that the Committee should at a future stage review the overall scrutiny of complaints to rationalise the reporting.
	Progress	It has been proposed that the most appropriate place to report monitoring of complaints would be in the Housing Facts and Figures report that the Housing Task Group receives periodically.
	Responsible Person	Adam Walther/Louise Strongitharm
	Status	Ongoing

Minute 6		Guide to Scrutiny of Risk and Commercialisation
6.1	Action	Training was to be arranged for Members on scrutinising risk management.
	Progress	Training has been arranged for the evening 12 October 2022. All Councillors have been invited to attend.
	Responsible Person	Pino Mastromarco/Frank Jeffrey
	Status	Completed

Minute 9		Performance and Financial Monitoring Information Review
9.1	Action	The Committee recommended that the Treasury Management Information be retained in the proposed Working For All Performance Report as an appendix.
	Progress	The Executive resolved that the revised structure and content of the Performance and Financial Monitoring Information, as set out in the report, be agreed, with Treasury Management Information to be held in a central location and referenced to the report with quarterly changes noted in the report.
	Responsible Person	Councillor Ayesha Azad
	Status	Completed

Minute 10		Review of the Constiution
10.1	Action	The Committee recommended that the the period in which the three consultee actions; All Member Workshops/Feedback Sessions; Consultation with CLT and Senior Managers; and Executive and CLT Meeting be extended to reflect the postponed Overview and Scrutiny Committee of 12 September 2022.
	Progress	Joanne McIntosh accepted the recommendation to extend the period as needed.
	Responsible Person	Joanne McIntosh
	Status	Completed
10.2	Action	The Committee recommended that the timetable to review and rewrite the Constitution be extended to allow more consultation.
	Progress	Joanne McIntosh accepted the recommendation to extend the timeline as needed.
	Responsible Person	Joanne McIntosh
	Status	Completed

Minute 11		Work Programme
11.1	Action	Chairman Azad requested that the three Suggested Additions to the Work Programme; 'Biannual Overview of Complaints Report', 'Overview and Scrutiny Committee Communications Plan' and 'Pre-Decision Scrutiny – Risk Management Update', be tabled by the end of the Municipal Year.
	Progress	The Overview and Scrutiny Committee Communications Plan has been added to the Work Programme for 23 January 2023. The remaining items continue to be discussed to ensure they are scheduled as soon as it is appropriate to do so.
	Responsible Person	Various
	Status	Ongoing
11.2	Action	Discuss with the appropriate Officer, Tracey Haskins, the possibility of splitting the Insulation and Energy Efficiency Report that is due to be presented to the Overview and Scrutiny Committee on 21 November 2022. It was further proposed that the Insulation section be reported at the earlier Overview and Scrutiny Committee due to be held on 17 October 2022.
	Progress	The potential was discussed with the Reporting Officer but it was deemed not practicable due to the two topics being so closely related.
	Responsible Person	Toby Nash/Tracey Haskins
	Status	Completed

OVERVIEW & SCRUTINY COMMITTEE – 17 OCTOBER 2022

COMMUNITY LOTTERY PROPOSAL – UPDATE

Executive Summary

This report provides an update on the Council's consideration of the possibility of establishing a Community Lottery Scheme for the Borough of Woking, first considered in 2019/2020 by the Overview and Scrutiny Committee and the Executive. Whilst the Committee was minded to support the establishment of a local Lottery Scheme, further consideration was put on hold in light of the Covid Pandemic and changes in the Council's priorities.

It should be emphasised that this report does not recommend that the Council revisits the proposals at this stage; this report provides an update for the Committee in recognition of the time that has passed since they were considered and the change in Membership of the Committee. The Council is not currently in a position to take the proposals forward, recognising that there would be both cost and staff resource implications which cannot be met at the present time. However, Officers will continue to keep the proposals under review with the intention of bringing forward proposals at the appropriate time.

The Committee is therefore asked to note the update.

Recommendations

The Committee is invited to

RESOLVE That the report be noted.

The Committee has authority to determine the recommendation above.

Background Papers:	None.
Reporting Person:	Frank Jeffrey, Head of Democratic Services Email: Frank.Jeffrey@woking.gov.uk, Extn: 3012
Contact Person:	Frank Jeffrey, Head of Democratic Services Email: Frank.Jeffrey@woking.gov.uk, Extn: 3012
Portfolio Holder:	Councillor Will Forster Email: cllrwill.forster@woking.gov.uk
Shadow Portfolio Holder:	Councillor Colin Kemp Email: cllrcolin.kemp@woking.gov.uk
Date Published:	7 October 2022

1.0 Introduction

- 1.1 In 2019/2020 Woking Borough Council considered the possibility of establishing a Community Lottery Scheme for the Borough of Woking. Such schemes are now run by over 100 local authorities and can provide a valuable source of funding for local Charities.
- 1.2 As part of the work, a detailed report by Officers was presented to the Overview and Scrutiny Committee in January 2020 as part of its scrutiny responsibilities. The Committee Members were encouraged to consider the benefits of a Community Lottery Scheme in Woking, taking into consideration the cost and resource implications, and recommend to the Executive whether the Council should explore further the possibility of establishing a local Lottery scheme. A representative for the leading company in this area – Gatherwell – attended the meeting, presenting details of the scheme and answering the questions of the Members attending.
- 1.3 The Overview and Scrutiny Committee chose to recommend to the Executive that the Council should explore further the possibility of adopting a Community Lottery Scheme and that a proposals report be brought back to a future meeting of the Executive. The Executive considered the recommendation at its meeting on 6 February 2020 and resolved that the possibility should be explored further with the intention of bringing a report back to a future meeting of the Executive. The full extracts from the minutes of the meetings are set out in Section 2.0 of this report.
- 1.4 Any further work on the proposal was put on hold as a result of the Covid pandemic, with services of the Council being reallocated to prioritise the support of the Community.
- 1.5 This report provides a summary of the scheme offered through Gatherwell, updating the information provided in 2020 for the benefit of Members not on the Committee at that time. It should be noted that a decision on the provider has not yet been made; however, Gatherwell is the leading provider for Local Authorities.
- 1.6 It is proposed that a comprehensive report on a Community Lottery proposal would be brought back to the Committee at a more appropriate time. It is proposed to do so once the costs and resource implications have been addressed. It is anticipated that the earliest the Council would be able to do so would be in 2023/24.

2.0 Past Decision of the Council

- 2.1 The Overview and Scrutiny Committee considered the possibility of establishing a Community Lottery Scheme for Woking in January 2020, and subsequently made a recommendation to the Executive, which was determined in February 2020. Extracts from the relevant minutes of the meetings are set out below.

The Overview and Scrutiny Committee – 20 January 2020

- 2.2 “Woking Community Lottery OSC20-002

The Chairman introduced the Community Lottery item, which had been brought to the Committee to pre-scrutinise the recommendation before it went to the Executive, and introduced Phil Wright, Business Development Manager for Gatherwell.

Mr Wright provided background on the work undertaken by Gatherwell, an External Lottery Management Company licensed by the Gambling Commission that runs lotteries on behalf of good causes across the UK and explained their mission of raising money within the community for the community.

Mr Wright detailed how the scheme works and that 60% of each ticket sale goes to a good cause, 20% to fund prizes and 20% to running costs and VAT. Payments can be paid by direct debit or 1/3/6/12 month upfront payments, tickets cost £1. Gatherwell would work with Woking Council, if the scheme was approved by Council, and provide professional high resolution marketing materials/branding, web design, payment administration, support for players and assist with the launch.

The Committee noted the report by Guildford which set out their experiences and costs, and provided valuable background information to the Scheme.

Following questions from Councillors, Mr Wright confirmed that the minimum subscription period was one month, the minimum age to participate was 16 as per other lotteries and present government legislation and the scheme was designed for local authorities, Gatherwell are present at LGA Conferences and work with over 50 Councils at present. It was reported that the organisation had recently seen a change in Managing Directors, and was purchased by an Australian company. Members noted the high percentage that goes to charity and the positive impact the scheme would have on the community and local organisations.

RECOMMENDED to the Executive that in accordance with the findings of the Overview and Scrutiny Committee, the Council explores further the possibility of adopting a Community Lottery Scheme and that a proposals report be brought back to a future meeting of the Executive.”

The Executive – 6 February 2020

2.3 “Recommendation from Overview and Scrutiny Committee – Woking Community Lottery Proposal EXE20-014

The Executive received a report which set out a recommendation from the Overview and Scrutiny Committee asking the Executive to support the proposal to seek the introduction of a community lottery scheme for the Borough of Woking through an External Lottery Manager (ELM). Councillor Hughes, Chairman of the Overview and Scrutiny Committee, reported that the Committee had received an interesting presentation by Gatherwell, an ELM, which had answered the Committee’s questions. It was noted that the cost to the Executive 6 February 2020 232 Council was relatively small and that the contract period was a minimum of one year. The need to consult with local charities was highlighted.

The Executive agreed that the Council should explore the proposal further and that a proposals report be brought back to a future meeting of the Executive.

RESOLVED That in accordance with the findings of the Overview and Scrutiny Committee, the Council explores further the possibility of adopting a Community Lottery Scheme and that a proposals report be brought back to a future meeting of the Executive. Reason: To create a new revenue stream for local community organisations.”

3.0 The Community Lottery Scheme for Local Authorities

3.1 Woking Borough Council was initially approached by Gatherwell Ltd. in 2019 with a proposal for a Community Lottery Scheme for the Borough. Gatherwell Ltd. is an ‘External Lottery Manager’ or ELM. An ELM makes arrangements for a lottery on behalf of a society or local authority but is not a member, officer or employee of the society or local authority. A society or local authority and an ELM must be separate entities and be able to demonstrate that they are independent of each other. ELMs are responsible for managing on-line lottery ticket sales and prize management.

- 3.2 Societies and local authorities can employ ELMs to manage all or part of their lotteries so that societies and local authorities may benefit from the experience or economies of scale that come with employing an ELM.
- 3.3 The scheme has been adopted by a number of neighbouring authorities including Guildford Borough Council, Elmbridge Borough Council, Mole Valley District Council and Surrey Heath Borough Council.

4.0 Key Elements of the Community Lottery Scheme Operated by Gatherwell

- 4.1 Set out below are the key aspects of a local lottery scheme together with details of the offer by Gatherwell Ltd.

<p>Local Government Lottery Schemes</p>	<p>The operation of lotteries (excluding the National Lottery) is regulated by the Gambling Act 2005. Local Authorities may run “local authority lotteries” to raise funds to cover anything for which they have the power to incur expenditure. All local authority lotteries must be licensed by the Gambling Commission, which was set up as the regulatory body under the 2005 Act. The licensing regime includes the need for a Personal Management Licence (PML) held by an individual within the organisation as well as an Operating Licence.</p> <p>The Gambling Commission has issued statutory guidance. This confirms that local authority lotteries must apply a minimum of 20% of the gross proceeds for any purpose for which it has power to incur expenditure, up to a maximum of 80% of the proceeds may be divided between prizes and expenses, and the maximum value of tickets that can be sold in a single lottery is £4million. The maximum aggregate value of lottery tickets that can be sold in a calendar year is £10 million, the maximum prize in a single lottery is £25,000 or 10% of the gross ticket sales (whichever is greater) and rollovers are permitted provided the maximum single prize limit is not breached.</p> <p>Local authority lotteries may employ an external lottery manager (ELM) to run all or part of their lottery, and ELMs must also be licensed by the Gambling Commission. The appointment of an ELM will need to be formalised by entry into a contract.</p>
<p>Lotteries</p>	<p>Lotteries have long been a way for smaller organisations to raise income. They are regulated by the Gambling Act 2005. There are different types of lotteries available; this proposal falls within the category of ‘society lotteries’.</p> <p>Society lotteries are promoted for the benefit of a non-commercial society. A society is non-commercial if it is established and conducted:</p> <ul style="list-style-type: none"> ○ For charitable purposes ○ For the purpose of enabling participation in, or of supporting, sport, athletics or a cultural activity ○ For any other non-commercial purpose other than that of private gain

Community Lottery Proposal – Update

	<p>There are two variants of society lotteries, the main difference being who issues the licence (local authorities permit small lotteries and the Gambling Commission permits large lotteries).</p> <p>A large society lottery:</p> <ul style="list-style-type: none"> ○ Has proceeds that exceed £20,000 for a single draw ○ Has aggregate proceeds from lotteries in excess of £250,000 in any one year <p>A small society lottery:</p> <ul style="list-style-type: none"> ○ Does not have proceeds that exceed £20,000 for a single draw ○ Does not have aggregate proceeds from lotteries in excess of £250,000 in any one year <p>The proposal before the Council would establish a ‘large society lottery’ similar to those adopted by a number of local authorities, including Surrey Heath Borough Council, Guildford Borough Council and Elmbridge Borough Council.</p>
<p>Gatherwell Scheme</p>	<p>The scheme started when Aylesbury Vale District Council approached Gatherwell Ltd. which at that point specialised in a community lottery scheme for Schools. The District Council developed the scheme for Local Authorities with Gatherwell Ltd..</p> <p>Lottery tickets are sold for £1. Players are encouraged to sign up to recurring monthly payments. Each person selects six numbers between 0 and 9 of any combination. Gatherwell Ltd. processes all ticket sales.</p> <p>The minimum age to participate is 16.</p> <p>Prizes are awarded on matching number sequences – the order of the numbers need to match. Top prize is £25,000 which will be met by the firm, even if won in the first week of operation.</p> <p>Weekly draws are held on Saturday evenings. Results are posted online immediately and winners will also be notified via email.</p>
<p>Cost to the Council</p>	<p>Approximately £8-10,000 year 1 which includes a one-off fee of £5,000 payable to Gatherwell.</p> <p>Following that, costs will be around £3,000 depending on the amount of promotion undertaken. The costs include an annual payment to the Lottery Council (£385) and £796 for a Gambling Commission licence.</p> <p>Note: Gatherwell Ltd. has indicated that an Authority could, should it choose to, use the income through the scheme to offset these costs.</p> <p>Contract Period 1 year with a rolling three-month contract.</p>
<p>Responsibilities of the Authority</p>	<p>Gatherwell Ltd. would take care of all operation and administrative requirements, including marketing strategies and advice pre and post launch.</p> <p>The remaining responsibilities for the Authority are:</p>

Community Lottery Proposal – Update

	<ul style="list-style-type: none"> o Application/compliance of a Local Authority Licence from the Gambling Commission. o Approval of new good causes as applications are submitted online. o Authorisation of monthly cause payments and Gambling Commission lottery return. o Continuous promotion of the lottery to players and good causes. o The appointment of two Officers to have overall management responsibility for the promotion and proper management of the lottery and for compliance with the regulatory regime as a whole. Ideally, one Officer would be identified in the Finance Team, and one would be identified in the Communities Team.
Allocation of funding	<p>Under the Gatherwell Ltd. scheme, 60% of ticket price is donated to good causes in the local community.</p> <p>20% makes up the cash prizes players can win each week.</p> <p>17% goes towards admin and running costs incurred by Gatherwell Ltd.</p> <p>3% VAT which can be claimed back.</p>
Players Choices	<p>The players can choose to allocate the 60p of their draw price to a general fund administered by the Council or to allocate 50p to the Charity of their choice from the list maintained by the Council, with the remaining 10p going to the general fund.</p> <p>The prizes are:</p> <ul style="list-style-type: none"> - 6 matched numbers - £25,000 - 5 matched numbers - £2,000 - 4 matched numbers - £250 - 3 matched numbers - £25 - 2 matched numbers - 3 free tickets <p>Draws are held at 8pm every Saturday and the results are posted on-line. Winners are notified by email and receive the prize directly into nominated account or can donate the prize to a good cause.</p>
Charity Involvement	<p>The scheme is based on charities signing up with the Council and, if accepted by the Council, be added to a list of charities which the players can choose their favourites from. The number of charities is unlimited.</p> <p>Each charity provides details of its services to assist players in making their choices of local services to support, as well as giving an indication of what the money will be spent on. Each group would have its own page on the website.</p> <p>As is mentioned elsewhere, engagement with the local community organisations is key to the success of a community lottery scheme and the launch in particular is an essential element.</p>

	There is no cost to those charities and community groups participating in the scheme, and they would not need to be registered as a Charity. There is no minimum number of Groups which could participate.
Allocation of funding	Any contributions direct to a Charity on the list maintained by the Council is paid to the Charity on a monthly basis. The funds in the general fund can be allocated at the discretion of the Authority. They do not need to be allocated within year. The Council sets the criteria for the fund. The players can see information on the scheme, including the details of funding awarded and the list of prizes won.
Comparison with Other Lottery Schemes	People’s Postcode Lottery – 32% to charities. National Lottery – 22% to good causes Gatherwell Ltd. Community Lottery Scheme – 60% to charities EuroMillions – 28% to good causes. Health Lottery – 20% to good causes

5.0 Corporate Strategy

5.1 The establishment of a community lottery scheme is not included in the Corporate Strategy. However, the scheme has the potential of providing an additional income stream for local community groups and charities.

6.0 Implications

Finance

6.1 The financial implications for the Council have been set out earlier in this report and comprise:

Year 1 – approximately £8-10,000. This includes a one-off set up fee of £5,000 by Gatherwell Ltd. which includes:

- Web design, hosting, maintenance and development.
- Payment gateway investments (dedicated Direct debit and payment card accounts).
- Dedicated support telephone number, email and social media accounts.
- Marketing strategy support and gambling licence application support.

- Training for licence holders.

Councils are recommended to provide funds for launch marketing, including the arrangements for a formal launch event targeting the voluntary community.

Year 2 onwards annual cost – Approximately £3,000, depending on the amount of promotion undertaken. The costs include an annual payment to the Lottery Council (£385 for 2022) and £796 (for 2022) for a licence. Gatherwell Ltd. has indicated that an Authority could, should it choose to, use the income through the scheme to offset these costs.

- 6.2 The Contract Period offered by Gatherwell Ltd. is a minimum of one year with subsequently a rolling three-month contract.
- 6.3 The Council is currently undertaking a savings review and is not in a position to allocate funds for a new initiative.

Equalities and Human Resources

- 6.4 There will be resource implications for Officers, including the IT Team, the Marketing and Communications Team and the Team responsible for managing the list of local Charities featured through the scheme. Furthermore, two Lead Officers will need to be appointed on behalf of the Council under the Licensing agreements; these Officers would commonly be appointed from Finance and Community Services.
- 6.5 At the present time, it is not felt that the Council has the necessary staff resources to ensure a successful launch and management of a lottery scheme.

Legal

- 6.6 There are no specific legal implications arising from this report.

7.0 Engagement and Consultation

- 7.1 The possibility of a Community Lottery for the Borough will be kept under review and appropriate engagement and consultation will be undertaken once the Council is in a position to take a proposal forward.

REPORT ENDS

OVERVIEW & SCRUTINY COMMITTEE – 17 OCTOBER 2022

COMMUNITY LOTTERY PROPOSAL – UPDATE

Executive Summary

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It should be emphasised that this report does not recommend that the Council revisits the proposals at this stage; this report provides an update for the Committee in recognition of the time that has passed since they were considered and the change in Membership of the Committee. The Council is not currently in a position to take the proposals forward, recognising that there would be both cost and staff resource implications which cannot be met at the present time. However, Officers will continue to keep the proposals under review with the intention of bringing forward proposals at the appropriate time.

The Committee is therefore asked to note the update.

Recommendations

The Committee is invited to

RESOLVE That the report be noted.

The Committee has authority to determine the recommendation above.
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Background Papers:	None.
Reporting Person:	Frank Jeffrey, Head of Democratic Services Email: Frank.Jeffrey@woking.gov.uk, Extn: 3012
Contact Person:	Frank Jeffrey, Head of Democratic Services Email: Frank.Jeffrey@woking.gov.uk, Extn: 3012
Portfolio Holder:	Councillor Will Forster Email: cllrwill.forster@woking.gov.uk
Shadow Portfolio Holder:	Councillor Colin Kemp Email: cllrcolin.kemp@woking.gov.uk
Date Published:	7 October 2022

1.0 Introduction

- 1.1 In 2019/2020 Woking Borough Council considered the possibility of establishing a Community Lottery Scheme for the Borough of Woking. Such schemes are now run by over 100 local authorities and can provide a valuable source of funding for local Charities.
- 1.2 As part of the work, a detailed report by Officers was presented to the Overview and Scrutiny Committee in January 2020 as part of its scrutiny responsibilities. The Committee Members were encouraged to consider the benefits of a Community Lottery Scheme in Woking, taking into consideration the cost and resource implications, and recommend to the Executive whether the Council should explore further the possibility of establishing a local Lottery scheme. A representative for the leading company in this area – Gatherwell – attended the meeting, presenting details of the scheme and answering the questions of the Members attending.
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2.0 Past Decision of the Council

- 2.1 The Overview and Scrutiny Committee considered the possibility of establishing a Community Lottery Scheme for Woking in January 2020, and subsequently made a recommendation to the Executive, which was determined in February 2020. Extracts from the relevant minutes of the meetings are set out below.

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- 2.2 “Woking Community Lottery OSC20-002

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The Committee noted the report by Guildford which set out their experiences and costs, and provided valuable background information to the Scheme.

Following questions from Councillors, Mr Wright confirmed that the minimum subscription period was one month, the minimum age to participate was 16 as per other lotteries and present government legislation and the scheme was designed for local authorities, Gatherwell are present at LGA Conferences and work with over 50 Councils at present. It was reported that the organisation had recently seen a change in Managing Directors, and was purchased by an Australian company. Members noted the high percentage that goes to charity and the positive impact the scheme would have on the community and local organisations.

RECOMMENDED to the Executive that in accordance with the findings of the Overview and Scrutiny Committee, the Council explores further the possibility of adopting a Community Lottery Scheme and that a proposals report be brought back to a future meeting of the Executive.”

The Executive – 6 February 2020

2.3 “Recommendation from Overview and Scrutiny Committee – Woking Community Lottery Proposal EXE20-014

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The Executive agreed that the Council should explore the proposal further and that a proposals report be brought back to a future meeting of the Executive.

RESOLVED That in accordance with the findings of the Overview and Scrutiny Committee, the Council explores further the possibility of adopting a Community Lottery Scheme and that a proposals report be brought back to a future meeting of the Executive. Reason: To create a new revenue stream for local community organisations.”

3.0 The Community Lottery Scheme for Local Authorities

3.1 Woking Borough Council was initially approached by Gatherwell Ltd. in 2019 with a proposal for a Community Lottery Scheme for the Borough. Gatherwell Ltd. is an ‘External Lottery Manager’ or ELM. An ELM makes arrangements for a lottery on behalf of a society or local authority but is not a member, officer or employee of the society or local authority. A society or local authority and an ELM must be separate entities and be able to demonstrate that they are independent of each other. ELMs are responsible for managing on-line lottery ticket sales and prize management.

- 3.2 Societies and local authorities can employ ELMs to manage all or part of their lotteries so that societies and local authorities may benefit from the experience or economies of scale that come with employing an ELM.
- 3.3 The scheme has been adopted by a number of neighbouring authorities including Guildford Borough Council, Elmbridge Borough Council, Mole Valley District Council and Surrey Heath Borough Council.

4.0 Key Elements of the Community Lottery Scheme Operated by Gatherwell

- 4.1 Set out below are the key aspects of a local lottery scheme together with details of the offer by Gatherwell Ltd.

<p>Local Government Lottery Schemes</p>	<p>The operation of lotteries (excluding the National Lottery) is regulated by the Gambling Act 2005. Local Authorities may run “local authority lotteries” to raise funds to cover anything for which they have the power to incur expenditure. All local authority lotteries must be licensed by the Gambling Commission, which was set up as the regulatory body under the 2005 Act. The licensing regime includes the need for a Personal Management Licence (PML) held by an individual within the organisation as well as an Operating Licence.</p> <p>The Gambling Commission has issued statutory guidance. This confirms that local authority lotteries must apply a minimum of 20% of the gross proceeds for any purpose for which it has power to incur expenditure, up to a maximum of 80% of the proceeds may be divided between prizes and expenses, and the maximum value of tickets that can be sold in a single lottery is £4million. The maximum aggregate value of lottery tickets that can be sold in a calendar year is £10 million, the maximum prize in a single lottery is £25,000 or 10% of the gross ticket sales (whichever is greater) and rollovers are permitted provided the maximum single prize limit is not breached.</p> <p>Local authority lotteries may employ an external lottery manager (ELM) to run all or part of their lottery, and ELMs must also be licensed by the Gambling Commission. The appointment of an ELM will need to be formalised by entry into a contract.</p>
<p>Lotteries</p>	<p>Lotteries have long been a way for smaller organisations to raise income. They are regulated by the Gambling Act 2005. There are different types of lotteries available; this proposal falls within the category of ‘society lotteries’.</p> <p>Society lotteries are promoted for the benefit of a non-commercial society. A society is non-commercial if it is established and conducted:</p> <ul style="list-style-type: none"> ○ For charitable purposes ○ For the purpose of enabling participation in, or of supporting, sport, athletics or a cultural activity ○ For any other non-commercial purpose other than that of private gain

Community Lottery Proposal – Update

	<p>There are two variants of society lotteries, the main difference being who issues the licence (local authorities permit small lotteries and the Gambling Commission permits large lotteries).</p> <p>A large society lottery:</p> <ul style="list-style-type: none"> ○ Has proceeds that exceed £20,000 for a single draw ○ Has aggregate proceeds from lotteries in excess of £250,000 in any one year <p>A small society lottery:</p> <ul style="list-style-type: none"> ○ Does not have proceeds that exceed £20,000 for a single draw ○ Does not have aggregate proceeds from lotteries in excess of £250,000 in any one year <p>The proposal before the Council would establish a ‘large society lottery’ similar to those adopted by a number of local authorities, including Surrey Heath Borough Council, Guildford Borough Council and Elmbridge Borough Council.</p>
<p>Gatherwell Scheme</p>	<p>The scheme started when Aylesbury Vale District Council approached Gatherwell Ltd. which at that point specialised in a community lottery scheme for Schools. The District Council developed the scheme for Local Authorities with Gatherwell Ltd..</p> <p>Lottery tickets are sold for £1. Players are encouraged to sign up to recurring monthly payments. Each person selects six numbers between 0 and 9 of any combination. Gatherwell Ltd. processes all ticket sales.</p> <p>The minimum age to participate is 16.</p> <p>Prizes are awarded on matching number sequences – the order of the numbers need to match. Top prize is £25,000 which will be met by the firm, even if won in the first week of operation.</p> <p>Weekly draws are held on Saturday evenings. Results are posted online immediately and winners will also be notified via email.</p>
<p>Cost to the Council</p>	<p>Approximately £8-10,000 year 1 which includes a one-off fee of £5,000 payable to Gatherwell.</p> <p>Following that, costs will be around £3,000 depending on the amount of promotion undertaken. The costs include an annual payment to the Lottery Council (£385) and £796 for a Gambling Commission licence.</p> <p>Note: Gatherwell Ltd. has indicated that an Authority could, should it choose to, use the income through the scheme to offset these costs.</p> <p>Contract Period 1 year with a rolling three-month contract.</p>
<p>Responsibilities of the Authority</p>	<p>Gatherwell Ltd. would take care of all operation and administrative requirements, including marketing strategies and advice pre and post launch.</p> <p>The remaining responsibilities for the Authority are:</p>

Community Lottery Proposal – Update

	<ul style="list-style-type: none"> o Application/compliance of a Local Authority Licence from the Gambling Commission. o Approval of new good causes as applications are submitted online. o Authorisation of monthly cause payments and Gambling Commission lottery return. o Continuous promotion of the lottery to players and good causes. o The appointment of two Officers to have overall management responsibility for the promotion and proper management of the lottery and for compliance with the regulatory regime as a whole. Ideally, one Officer would be identified in the Finance Team, and one would be identified in the Communities Team.
Allocation of funding	<p>Under the Gatherwell Ltd. scheme, 60% of ticket price is donated to good causes in the local community.</p> <p>20% makes up the cash prizes players can win each week.</p> <p>17% goes towards admin and running costs incurred by Gatherwell Ltd.</p> <p>3% VAT which can be claimed back.</p>
Players Choices	<p>The players can choose to allocate the 60p of their draw price to a general fund administered by the Council or to allocate 50p to the Charity of their choice from the list maintained by the Council, with the remaining 10p going to the general fund.</p> <p>The prizes are:</p> <ul style="list-style-type: none"> - 6 matched numbers - £25,000 - 5 matched numbers - £2,000 - 4 matched numbers - £250 - 3 matched numbers - £25 - 2 matched numbers - 3 free tickets <p>Draws are held at 8pm every Saturday and the results are posted on-line. Winners are notified by email and receive the prize directly into nominated account or can donate the prize to a good cause.</p>
Charity Involvement	<p>The scheme is based on charities signing up with the Council and, if accepted by the Council, be added to a list of charities which the players can choose their favourites from. The number of charities is unlimited.</p> <p>Each charity provides details of its services to assist players in making their choices of local services to support, as well as giving an indication of what the money will be spent on. Each group would have its own page on the website.</p> <p>As is mentioned elsewhere, engagement with the local community organisations is key to the success of a community lottery scheme and the launch in particular is an essential element.</p>

	There is no cost to those charities and community groups participating in the scheme, and they would not need to be registered as a Charity. There is no minimum number of Groups which could participate.
Allocation of funding	Any contributions direct to a Charity on the list maintained by the Council is paid to the Charity on a monthly basis. The funds in the general fund can be allocated at the discretion of the Authority. They do not need to be allocated within year. The Council sets the criteria for the fund. The players can see information on the scheme, including the details of funding awarded and the list of prizes won.
Comparison with Other Lottery Schemes	People’s Postcode Lottery – 32% to charities. National Lottery – 22% to good causes Gatherwell Ltd. Community Lottery Scheme – 60% to charities EuroMillions – 28% to good causes. Health Lottery – 20% to good causes

5.0 Corporate Strategy

5.1 The establishment of a community lottery scheme is not included in the Corporate Strategy. However, the scheme has the potential of providing an additional income stream for local community groups and charities.

6.0 Implications

Finance

6.1 The financial implications for the Council have been set out earlier in this report and comprise:

Year 1 – approximately £8-10,000. This includes a one-off set up fee of £5,000 by Gatherwell Ltd. which includes:

- Web design, hosting, maintenance and development.
- Payment gateway investments (dedicated Direct debit and payment card accounts).
- Dedicated support telephone number, email and social media accounts.
- Marketing strategy support and gambling licence application support.

- Training for licence holders.

Councils are recommended to provide funds for launch marketing, including the arrangements for a formal launch event targeting the voluntary community.

Year 2 onwards annual cost – Approximately £3,000, depending on the amount of promotion undertaken. The costs include an annual payment to the Lottery Council (£385 for 2022) and £796 (for 2022) for a licence. Gatherwell Ltd. has indicated that an Authority could, should it choose to, use the income through the scheme to offset these costs.

- 6.2 The Contract Period offered by Gatherwell Ltd. is a minimum of one year with subsequently a rolling three-month contract.
- 6.3 The Council is currently undertaking a savings review and is not in a position to allocate funds for a new initiative.

Equalities and Human Resources

- 6.4 There will be resource implications for Officers, including the IT Team, the Marketing and Communications Team and the Team responsible for managing the list of local Charities featured through the scheme. Furthermore, two Lead Officers will need to be appointed on behalf of the Council under the Licensing agreements; these Officers would commonly be appointed from Finance and Community Services.
- 6.5 At the present time, it is not felt that the Council has the necessary staff resources to ensure a successful launch and management of a lottery scheme.

Legal

- 6.6 There are no specific legal implications arising from this report.

7.0 Engagement and Consultation

- 7.1 The possibility of a Community Lottery for the Borough will be kept under review and appropriate engagement and consultation will be undertaken once the Council is in a position to take a proposal forward.

REPORT ENDS



Overview and Scrutiny Work Programme

This Overview and Scrutiny Work Programme is published with the purpose of assisting the Council in its overview and scrutiny role. The Work Programme covers the following areas:

- Items for consideration at future meetings of the Overview and Scrutiny Committee.
- Any Scrutiny Review Topics proposed by Members of the Council for inclusion on the Work Programme.
- Any topics identified for pre-decision scrutiny.
- The draft forward programme of work for the Executive.
- Details of the current Task Groups under the Committee's remit.

The Work Programme is designed to assist the Council with its overview and scrutiny role by providing Members with an indication of the current workload, subjects to be considered for review and items which the Executive expects to consider at its future meetings, so that matters can be raised beforehand and/or consultations undertaken with a Member of the Executive prior to the relevant meeting.

Any changes to the Work Programme since it was last published have been highlighted in green.

The Committee	
Chairman: Councillor A Azad	
Vice-Chairman: Councillor J Sanderson	
Councillor H Akberali	Councillor C Kemp
Councillor A Caulfield	Councillor A Kirby
Councillor K Davis	Councillor J Morley
Councillor P Graves	Councillor M I Raja
2022/23 Committee Dates	
6 June 2022	21 November 2022
11 July 2022	23 January 2023
12 September 2022 (cancelled)	26 September 2022
20 February 2023	17 October 2022
20 March 2023	

Recommendations

The Committee is requested to:

RESOLVE That the report be noted.

The Committee has the authority to determine the recommendation set out above.

The Overview and Scrutiny Work Programme

Background Papers: None.

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Portfolio Holder: Councillor Ann-Marie Barker
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Shadow Portfolio Holder: Councillor Ayesha Azad
Email: cllrayesha.azad@woking.gov.uk

Date Published: 7 October 2022

REPORT ENDS

Suggested Additions to the Work Programme

Following the last meeting of the Committee, the Chairman and Vice-Chairman provided Officers with a list of items for consideration over the coming year. Where possible, these have been added to the Work Programme. Set out below are any ideas which have been requested but are yet to be included against a specific meeting of the Committee.

Decision to be Taken	Proposed by	Officer Comment
Biannual Overview of Complaints Report	Chairman and Vice-Chairman	Following the meeting of the Committee on 21 February it was expressed by Members that the possibility of having this report appear at the Committee twice a year, as opposed to once a year would be beneficial.
Pre-Decision Scrutiny – Risk Management Update	Corporate Leadership Team	This item was previously due to be considered by the committee on 12 September 2022. It has been removed while training in risk management is arranged for Councillors

The Work Programme 2022/23

Overview and Scrutiny Committee Meeting – 21 November 2022

1 – Performance Management

1.1 Performance & Financial Monitoring Information. For the Committee to consider the current publication of the Performance & Financial Monitoring Information (Green Book)

Consultation	Background Documents	Contact Person/Team
None	None	Democratic Services

2 – Matters for Consideration

2.1 Work Programme. For the Committee to receive the updated Work Programme.

Consultation	Background Documents	Contact Person/Team
None	None	Democratic Services

2.2 Celebrate Woking 2022/2023 Review and Forward Plan. For the Committee to receive the latest review of Celebrate Woking and the Forward Plan

Consultation	Background Documents	Contact Person/Team
None	None	Riette Thomas

2.3 Play Areas Provision. For the Committee to receive the latest review of the Play Areas Provision.

Consultation	Background Documents	Contact Person/Team
None	None	Neighbourhood Services

2.4 Treasury Management Mid-Year Review. For the Committee to receive the Mid-Year Treasury Management Review

Consultation	Background Documents	Contact Person/Team
None	None	Leigh Clarke

2.5 Insulation and Energy Efficiency. For the Committee to receive an update on insulation and energy efficiency.

Consultation	Background Documents	Contact Person/Team
None	None	Tracey Haskins

3 – Task Group Updates

3.1 Task Group Update. To receive an update from any meetings of the three Task Groups under the remit of the Committee.

Consultation	Background Documents	Contact Person/Team
None	None	Chairman of each Task Group

Overview and Scrutiny Committee Meeting – 23 January 2023

1 – Performance Management

1.1 Performance & Financial Monitoring Information. For the Committee to consider the current publication of the Performance & Financial Monitoring Information (Green Book)

Consultation	Background Documents	Contact Person/Team
None	None	Democratic Services

2 – Matters for Consideration

2.1 Work Programme. For the Committee to receive the updated Work Programme.

Consultation	Background Documents	Contact Person/Team
None	None	Democratic Services

2.2 Joint Waste Management Performance Review. For the Committee to receive the latest Performance Review of Joint Waste Management.

Consultation	Background Documents	Contact Person/Team
None	None	Neighbourhood Services

2.3 Noise Complaints Update. For the Committee to receive the Noise Complaints Update (pending the Review of Performance and Financial Monitoring Information).

Consultation	Background Documents	Contact Person/Team
None	None	Emma Bourne

2.4 Overview and Scrutiny Committee Communications Plan. For the Committee to receive an update on the Overview and Scrutiny Committee Communications Plan.

Consultation	Background Documents	Contact Person/Team
None	None	Democratic Services

3 – Task Group Updates

3.1 Task Group Update. To receive an update from any meetings of the three Task Groups under the remit of the Committee.

Consultation	Background Documents	Contact Person/Team
None	None	Chairman of each Task Group

Overview and Scrutiny Committee Meeting – 20 February 2023

1 – Performance Management

1.1 Performance & Financial Monitoring Information. For the Committee to consider the current publication of the Performance & Financial Monitoring Information (Green Book)

Consultation	Background Documents	Contact Person/Team
None	None	Democratic Services

2 – Matters for Consideration

2.1 Work Programme. For the Committee to receive the updated Work Programme.

Consultation	Background Documents	Contact Person/Team
None	None	Democratic Services

2.2 Freedom of Information Requests Annual Report. To review the statistics and requests that proceed to the Information Commissioners Office.

Consultation	Background Documents	Contact Person/Team
None	None	Natalie Khan Frank Jeffrey

2.3 Overview of Complaints Received and Contract Review Annual Report. A review of the complaints received over the past year and identify any trends.

Consultation	Background Documents	Contact Person/Team
None	None	Joanne McIntosh Adam Browne

2.4 Enterprise M3. The receive a presentation on the work carried out by Enterprise M3.

Consultation	Background Documents	Contact Person/Team
None	None	Stephen Martin Giorgio Framallicco

2.5 Annual Update on Climate Change. For the committee to consider

Consultation	Background Documents	Contact Person/Team
None	None	Lara Beattie

3 – Task Group Updates

3.1 Task Group Update. To receive an update from any meetings of the three Task Groups under the remit of the Committee.

Consultation	Background Documents	Contact Person/Team
None	None	Chairman of each Task Group

Overview and Scrutiny Committee Meeting – 20 March 2023

1 – Performance Management

1.1 Performance & Financial Monitoring Information. For the Committee to consider the current publication of the Performance & Financial Monitoring Information (Green Book)

Consultation	Background Documents	Contact Person/Team
None	None	Democratic Services

2 – Matters for Consideration

2.1 Work Programme. For the Committee to receive the updated Work Programme.

Consultation	Background Documents	Contact Person/Team
None	None	Democratic Services

2.2 Safer Working Partnership – Community Safety Plan. The Police and Justice Act 2006 gave local authorities responsibility for considering crime and disorder matters. In 2010 the Committee agreed that the Safer Working Partnership Plan would be brought forward annually for scrutiny.

Consultation	Consultation	Contact Person/Team
None	None	Camilla Edmiston

2.3 Annual Report of the Overview & Scrutiny Committee.

Consultation	Background Documents	Contact Person/Team
None	None	Chairman

2.4 Annual Update on Climate Change.

Consultation	Background Documents	Contact Person/Team
None	None	Lara Beattie

3 – Task Group Updates

3.1 Task Group Update. To receive an update from any meetings of the three Task Groups under the remit of the Committee.

Consultation	Background Documents	Contact Person/Team
None	None	Chairman of each Task Group

The Draft Executive Work Programme

The following list sets out the draft forward programme of work for the Executive over the coming year. The programme is subject to additions and alterations and will be updated for future meetings of the Overview and Scrutiny Committee. The purpose of the list is to enable the Members of the Overview and Scrutiny Committee to identify those items they would like to scrutinise under the Committee’s function of pre-decision scrutiny. The list includes those items for recommendation to Council as well as those for determination by the Executive.

Executive – 17 November 2022

Matters for Consideration

- | | |
|-----|---|
| 1) | Victoria Place – Six Months On |
| 2) | Partnership Landscape |
| 3) | Thamesway Business Plans |
| 4) | Review of Fees and Charges 2023-24 |
| 5) | Calendar of Meetings 2023-24 |
| 6) | Cost of Living Crisis Update |
| 7) | Draft Medium Term Financial Strategy (MTFS) and General Fund Budget 2023-24 |
| 8) | Draft Housing Revenue Account Budget Update 2023-24 |
| 9) | Draft Investment Programme 2022-23 to 2026-27 |
| 10) | Affordable Housing Delivery Supplementary Planning Document (SPD) |
| 11) | Property Management |
| 12) | Performance and Financial Monitoring Information |
| 13) | Property Management (Part II) |

Executive – 8 December 2023

Matters for Consideration

- 1) Empty Homes Plan
- 2) Review of the Constitution
- 3) Housing Infrastructure Fund (HIF) - Update

Executive – 19 January 2023

Matters for Consideration

- 4) Town Centre Masterplan
- 5) Cost of Living Crisis Update
- 6) Play Areas Update
- 7) Performance and Financial Monitoring Information
- 8) Monitoring Reports - Projects

Executive – 2 February 2023

Matters for Consideration

- 1) Medium Term Financial Strategy (MTFS), General Fund, Service Plans, Budgets and Prudential Indicators 2023-24
- 2) Housing Revenue Account Budgets 2023-24
- 3) Investment Programme 2022-23 to 2026-27
- 4) Capital, Investment and Treasury Management Strategies
- 5) Performance and Financial Monitoring Information

Executive – 23 March 2023

Matters for Consideration

- 1) Greener Woking
 - 2) Climate Change Supplementary Planning Document (SPD)
 - 3) Affordable Housing Delivery Supplementary Planning Document (SPD)
 - 4) Regulation of Investigatory Powers Act 2000 – Annual Monitoring Report
 - 5) Write off of Irrecoverable Debt
 - 6) Performance and Financial Monitoring Information
-

Current Task Groups Responsible to the Committee

The table below provides a list of current Task Groups established by the Committee, including an indication of the resource requirements and the anticipated completion date. Updates on the progress of individual Task Groups are included elsewhere on the Committee's agenda.

Economic Development Task Group	
Remit:	<p>The Economic Development Task Group shall comprise seven Members of the Council representing all Groups on the Council based on proportionality. The Elected Members to be appointed annually by the Overview and Scrutiny Committee in May. The Portfolio Holder for Promoting the Local Economy shall be an ex-officio member.</p> <p>Members of the Task Group will be expected to gain the views of Councillors/ Officers/ other representatives with a view to reporting those views to the Task Group.</p> <p>Members of the Task Group may also be charged with specific areas to research and report back on to the Task Group.</p> <p>Members of the Task Group may be expected to present proposals to the Overview and Scrutiny Committee and, where necessary, prepare written reports.</p> <p>Substitutes may be appointed when necessary.</p>
Membership:	Councillors Akberali, Aziz, Davis, Elson, Morley, Oades, Roberts.
Resources:	Officer and Councillor time.
Date Established:	11.03.09
Completion Date:	Ongoing

Finance Task Group	
Remit:	<p>The Task Group has been established as a Standing Task Group to review financial issues as identified either by itself or the Overview and Scrutiny Committee. The Task Group will receive financial information, including reports to the Executive, to enable it to undertake effective scrutiny of the financial performance of the Council.</p> <p>The Task Group will receive reports on areas such as Treasury Management, Budget Process and Financial Forecast, Statement of Accounts, Investment Programme, Review of Fees and Charges, General Fund Budget, Update on Commercial Rents, Update on Irrecoverable Debt, and matters arising from the Green Book. Its Work Programme will be received at each Task Group meeting.</p>
Membership:	Councillors Akberali, Azad, Aziz, Davis, Kirby, Oades and Sanderson
Resources:	Officer and Councillor time.
Date Established:	25.05.06
Completion Date:	Ongoing

HIF Task Group	
Remit:	<p>The HIF Task Group has been established following the decision on 23 May 2022 to taking on the responsibilities of the Aggregates Site Working Group and the HIF Oversight Panel.</p> <p>The Task Group shall comprise seven Members of the Council representing all Groups on the Council based on proportionality. The Elected Members to be appointed annually by the Overview and Scrutiny Committee in May.</p> <p>Members of the Task Group will be expected to gain the views of Councillors/ Officers/ Portfolio Holder / External Advisors and other representatives with a view to reporting those views to the Task Group.</p> <p>Members of the Task Group may also be charged with specific areas to research and report back on to the Task Group. Any investigation requiring funding would normally be expected to be part of the existing housing budget. Offsite visits will be ad hoc. Requests for additional funds for the purpose would be submitted to the Portfolio Holder.</p> <p>Task Group Members may be expected to present proposals to the Overview and Scrutiny Committee and, where necessary, prepare written reports.</p>
Membership:	Councillors Akberali, Ali, Azad, Johnson, Kemp, Lyons and Nicholson.
Resources:	Officer and Councillor time.
Date Established:	23.05.22
Completion Date:	Ongoing

HIF Housing Outputs Task Group	
Remit:	<p>The HIF Housing Outputs Task Group has been established following the decision on 22 November 2022 to set-up a task group to look at the housing element of the Housing Infrastructure Fund. The Task group shall comprise seven Members of the Council representing all Groups on the Council based on proportionality.</p> <p>Members of the Task Group will be expected to gain the views of Councillors/ Officers/ Portfolio Holder / External Advisors and other representatives with a view to reporting those views to the Task Group.</p> <p>Members of the Task Group may also be charged with specific areas to research and report back on to the Task Group. Any investigation requiring funding would normally be expected to be part of the existing Overview and Scrutiny Budget. Offsite visits will be ad hoc.</p> <p>Task Group Members may be expected to present proposals to the Overview and Scrutiny Committee and, where necessary, prepare written reports.</p>
Membership:	Councillors Akberali, Ali, Azad, Forster, Johnson, Kemp and Kirby.
Resources:	Officer and Councillor time.
Date Established:	24.01.22
Completion Date:	To be confirmed.

Housing Task Group	
Remit:	<p>The Housing Task Group shall comprise seven Members of the Council representing all Groups on the Council based on proportionality. The Elected Members to be appointed annually by the Overview and Scrutiny Committee in May.</p> <p>Members of the Task Group will be expected to gain the views of Councillors/ Officers/ Portfolio Holder / External Advisors and other representatives with a view to reporting those views to the Task Group.</p> <p>Members of the Task Group may also be charged with specific areas to research and report back on to the Task Group. Any investigation requiring funding would normally be expected to be part of the existing housing budget. Offsite visits will be ad hoc. Requests for additional funds for the purpose would be submitted to the Portfolio Holder.</p> <p>Task Group Members may be expected to present proposals to the Overview and Scrutiny Committee and, where necessary, prepare written reports.</p>
Membership:	Councillors Akberali, Aziz, Cosnahan, Dorsett, Johnson, Lyons and Whitehand.
Resources:	Officer and Councillor time.
Date Established:	25.05.06
Completion Date:	Ongoing

OVERVIEW AND SCRUTINY COMMITTEE – 17 OCTOBER 2022

FINANCE TASK GROUP UPDATE – 28 SEPTEMBER 2022

Executive Summary

The Finance Task Group at its meeting on 28th September covered the following topics.

Update on Statement of Accounts

The preparation of the latest set of annual accounts (for 2021-22) is still ongoing but good progress has been made.

However, the audits for the previous two years 2019-20 and 2020-21 are still outstanding. There are two main issues outstanding with the auditors: Assessment of Minimum Revenue Provision (MRP) and the consolidation of the group companies. Woking is not the only council where previous years' audits are still outstanding. But there is no definite date for the completion of these audits. It is hoped that the audit work on outstanding issues for 2019-20 will also be relevant for the subsequent years' audits and that the audit for 2020/21 will commence as soon as possible after these remaining issues are resolved.

Update on Investment Programme

The Task Group reviewed the current version approved in February. Key elements highlighted were the Sheerwater Regeneration included in the Housing Investment Programme and the funding required for Victoria Square and Poole Road energy centre. A draft version of the Investment Programme for the current year will be available in November. It is unlikely that there will be significant additions to the current programme given the council's current financial position.

Medium Term Financial Strategy Update

The version agreed in July by the Executive and Full Council was reviewed and the key assumptions highlighted. These included assuming that there is no change to the current level of government funding, the change in the base budget due to higher energy costs and other inflationary pressures and the additional income risks from lower car parking income and commercial rents. This has resulted in an additional savings target of £11m per year by 2025-26.

Since July there have been additional pressures on energy costs and inflation more generally but there might be some relief from recent government announcements on capping energy prices. The Council is preparing options for savings focusing on key expenditure items and how to reduce energy usage. There are also plans to look at how the Council can generate more income from its asset base and reviewing major contracts.

In respect of council borrowing, there is approximately £100m of short-term loans that will need to be renewed in the next 12 months and this is likely to be at significantly higher interest rates.

Feedback is still awaited from DLUHC (Department of Levelling Up, Housing and Communities) on their review of the Council's finances.

Financial and Performance Monitoring (Green Book)

There was a review of budget variances up to July, in particular car parking income and commercial rents.

Recommendations

The Committee is requested to:

RESOLVE That the report be noted

The Committee has the authority to determine the recommendation set out above.

Background Papers: None.

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Shadow Portfolio Holder: Councillor Kevin Davis
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