



## Continual Development Policy

### Policy Statement

The Trustees, Trust staff and any third party it contracts with must have a solid understanding of the conditions under which the gambling licence to operate a society lottery is granted Licence Conditions and Codes of Practice (LCCP).

These specifically must demonstrate the commitment to operate in the most professional manner, respond to regulatory change, keep abreast of best practice in the sector and fulfil the three objectives of the Trust, namely :

- keeping crime out of gambling;
- ensuring gambling is conducted fairly and openly; and
- protecting children and vulnerable people from being harmed or exploited by gambling.

**The Trustees and Trust staff commit to keeping up to date with best practice related to running a society lottery and Gambling Commission conditions of licence.**

### Continual Development Guidance

The following provides guidance on where this commitment to excellence can be found:

#### *Standard references*

- Gambling Act 2005 (section 11 in particular)
- Gambling Commission Licence Conditions and Codes of Practice (LCCP)
- Committee of Advertising Practice, broadcast and non-broadcast codes

#### *Regulatory Advice*

- Guidance notes produced by the Gambling Commission
- Subscription to e-updates from the Gambling Commission

### Sector learning

The Trust is a member of the Lotteries Council which shares best practice across the sector.

### Working with the ELM

The Trust employs an ELM, Postcode Lottery Ltd., whose knowledge of the sector is well-developed and has rigorous business practices in place. The ELM provide a source of knowledge on the sector and keep the Trust staff and Trustees regularly updated with specific and wider sector development as well as Lottery-specific processes.

Training is provided annually by the ELM about the way in which the licence obligations change and are fulfilled. This is in addition to regular operational updates provided to the Trust staff and Trustees.

### **The Continual Development Commitment**

All Board members are *encouraged* to:

- Attend annual training provided by the ELM.
- Attend a Postcode Millions event promoting the Trust's Lottery.
- Attend a Lotteries Council regional or general meeting.

It is *expected* that all Board members and Trust staff:

- Regularly liaise with the ELM to closely examine how licence requirements are being met.
- Meet with key Lottery management function holders from the ELM.
- Witness draws completed by the ELM.
- Subscribe to e-updates from the Gambling Commission.
- Understand and regularly refer to LCCP and the Trust's specific licence conditions.
- Read new guidance provided by the regulator in relation to Lotteries.