

# Public Document Pack

## **Late Item For Outer North East Community Committee On 15<sup>th</sup> June 2015**

Item 17 - Community Centre Pricing Policy

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**Report of: Jane Maxwell, East North East Area Leader**

**Report to: Outer North East Community Committee – Alwoodley; Harewood; Wetherby**

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**Date: 15th June 2015**

## **Community Centre Pricing Policy**

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### **Purpose of report**

1. The report outlines a new approach to managing community centre lettings pricings and the role of Community Committee Members in implementing this.

### **Main issues**

2. Members are asked to note that the new three point pricing policy for community centres within the citizens and communities portfolio was implemented for new bookings on 1<sup>st</sup> May 2015. This was agreed by Executive Board in July 2014. The new policy sets prices at commercial and community rates and allows Community Committees to agree free lettings in their community centres. In order to improve accountability for these decisions, free lettings now need to be agreed for each individual letting. Each Community Committee is able to agree the delegated approval process that best suits their needs.
3. A second stage review will look at developing the community centre delegation arrangements to increase accountability at a local level. Initial discussions will take place with Community Committee Chairs to scope this work including the possibility of greater budget delegation. The implementation of the pricing review has uncovered a number of deficiencies in the availability of management information relating to the usage and financial performance of community centres, which is needed to underpin an improved Community Committee delegation. This will be addressed during review of lettings processes, including the move towards online transactions.
4. A major review is commencing of the service level agreement between Citizens and Communities and Civic Enterprise Leeds covering caretaking, cleaning, repairs,

programmed maintenance and building management. Community Committees will be involved in this process as it takes shape.

5. Subject to Member approval at this meeting, it is proposed that on a case-by-case basis, ward Members are emailed the details of each request for a free let for a community centre in their area. It is then for ward members to approve or decline this request on a majority basis i.e. two out of three ward Members are in agreement. We currently use the same approach for seeking ward Member approvals on Well-being small grants. Once these decisions are made, the Area Officer will communicate this to the Communities Team.
6. The rationale behind this approach is that in order to get through the anticipated volume of requests generated by the new lettings procedures, ward Members will have the flexibility to respond electronically rather than via their monthly ward member meetings which could cause delays and, in turn, uncertainty for applicants.

## **Conclusion**

7. The report provides an overview of a new approach to managing community centre lettings pricings and details the role of Community Committee Members in implementing it.

## **Recommendations**

8. That Members agree to the process outlined for determining community centre lets in the light of new arrangements as approved by the Council's Executive Board.

## **Background information**

Report to Executive Board; 16<sup>th</sup> July 2014 'Community Centre Review and Pricing Arrangements'