

## Outer South Community Centres Action Plan – August 2011

Strategic Target	Key Actions / Facilities	Progress to date
<b>To ensure the community centres portfolio is operating effectively</b>	Review the usage pattern of all community facilities in Outer South Leeds and compare with the caretaking hours currently operated in the centres	<ul style="list-style-type: none"> <li>• As and when there a particular issue at a facility.</li> </ul>
	Look at the list of backlog maintenance for all community facilities and prioritise for any funding which may become available	<ul style="list-style-type: none"> <li>• <b><u>Malcolm Fisher to report timetable to August meeting.</u></b></li> </ul>
<b>Maintenance and management issues</b>	<b>Blackburn Hall</b>	<ul style="list-style-type: none"> <li>• <b><u>£30,000 new boiler to be installed, Paul Sweeney contact. Carl Sawyer to follow up. Other officers mentioned Andy McCulloch or Tony Orrah</u></b></li> <li>• <b><u>Vent system jammed – Terry Rhodes Engineer.</u></b></li> <li>• <b><u>A discussion took place on the urgent need to paint the ladies toilets. Carl Sawyer had agreed to have this work done as part of current painting allocation. Malcolm Fisher to pursue.</u></b></li> <li>• <b><u>There was still some local interest in changing the DPS. Councillor Don Wilson in local discussions. LCC would lose an element of control, although a similar operation at Yeadon Town Hall works well.</u></b></li> </ul>
	<b>Churwell Community Centre / Stanhope Memorial Hall</b>	<ul style="list-style-type: none"> <li>• <b><u>Work now completed. Some snagging to be completed but, move from Churwell complete. Youth Service operational in new location.</u></b></li> </ul>
	<b>East Ardsley CC</b>	<ul style="list-style-type: none"> <li>• <b><u>Issue of new lease outstanding.</u></b></li> <li>• <b><u>TC and Neil Sims met with the group to agree the terms – Internal repairing lease only. Neil Sims to issue Heads of Terms to the group shortly.</u></b></li> </ul>

	Morley Town Hall (Morelian, Alexandra Hall, Small Banqueting and Large Banqueting)	<ul style="list-style-type: none"> <li>• <u>Work to support Morley Amateur Operatic Society to improve the stage has been progressed to panning stage and report to the July Area Committee.</u></li> <li>• <u>Ongoing work to resolve hearing and heating issues was explained. The Council Chamber would receive a 'loop' facility. Meanwhile, it was suggested that the Alexandra Hall should also be fitted out. Sharon Smith pursuing.</u></li> <li>• <u>Details of refurbishment work not known. Malcolm Fisher to report.</u></li> </ul>
	Lewisham Park	<ul style="list-style-type: none"> <li>• No issues at present</li> </ul>
	Rose Lund Centre	<ul style="list-style-type: none"> <li>• No issues at present</li> </ul>
	Tingley Youth & Community Centre	<ul style="list-style-type: none"> <li>• <u>Youth Service have agreed key holding status. Some dispute as to timing of this. Youth Service have requested Caretaking for building purposes?</u></li> <li>• <u>Tingley Brass Band lease to be agreed.</u></li> </ul>
	West Ardsley Community Centre	<ul style="list-style-type: none"> <li>• <u>Following agreement at the last meeting a proposal for rental support has not progressed.</u></li> </ul>
	Windmill Youth Club	<ul style="list-style-type: none"> <li>• No issues at present</li> </ul>
Rationalisation of community facilities portfolio	Gildersome Youth Club	<ul style="list-style-type: none"> <li>• To be pursued at future Morley North Ward Member Briefing.</li> </ul>

	<b>St Gabriel's Community Centre</b>	<p>The following timetable of action agreed on 11<sup>th</sup> February 2011 and circulated.</p> <ol style="list-style-type: none"> <li>1. Caretaking 2 hours per day with staff from a nearby facility.</li> <li>2. Establish cleaning standards in the centre. <b>Completed</b></li> <li>3. Floor resealed in April.</li> <li>4. Gutters had been cleaned. Fall pipe and soil pipe to be done in 2 weeks. Margaret Foster to be contacted as work to garden and bushes outside will be disruptive.</li> <li>5. No problems reported but, confirmed that any cleaning/caretaking to come straight to Pauline O'Connell 07891 272809 /Angie Baker 07891 272804 <b>For Note</b></li> <li>6. <b>It has been agreed that the management group would purchase cooker. It is currently gas operated but, they might switch to electric is that Ok. When in situ Les Reed to request installation.</b></li> <li>7. Sharon Smith Advised that a letting should be requested (put in) for any event that takes place in the centre including management meetings. <b>For Note</b></li> <li>8. Confirm postal addresses for correspondence to centre users. <b>Completed</b></li> </ol>
<b>Pricing and Lettings Policy for South Leeds</b>	Implementation of a revised Pricing & Lettings Policy for South Leeds	<ul style="list-style-type: none"> <li>• <b><u>Revised policy approved and operational.</u></b></li> </ul>
<b>Promote the facilities we have on offer to local people, businesses and organisations</b>	Develop marketing and promotional strategy for Outer South Leeds Community Centres	<ul style="list-style-type: none"> <li>• Leaflet for the Large &amp; Small Banqueting Suites, Morelian and Alexandra Hall was to be developed. The leaflet will follow a similar format of the one designed for Otley Courthouse. However, a lack of staff resource meant that this work was unable to progress.</li> </ul>

***Please note, this table covers all community facilities delegated to the Area Committee to be managed on a local basis***