

**NEIGHBOURHOODS AND HOUSING DEPARTMENT
OUTER SOUTH COMMUNITY CENTRE SUB COMMITTEE
TERMS OF REFERENCE**

Overview

This group has been established to oversee and manage the portfolio of Neighbourhoods & Housing community facilities in the Outer South area.

The work of this committee will seek to improve the quality of service provided, taking into account the needs of communities, other facilities available, capital and revenue resources available and longer term sustainability considerations.

Specific responsibilities

- Review caretaking arrangements and any specific requirements for effective centre operation
- Consider possible future management arrangements for centres including the leasing of facilities to community organisations
- Provide a consultation mechanism for the review of a lettings policy for centres including charging arrangements
- Undertake a comprehensive area based review programme and oversee changes to the portfolio of centres to ensure that the portfolio of community centres is financially sustainable over the longer term and:
 - *Is suitable for the intended purpose*
 - *In good condition*
 - *Accessible by the intended customer base*
- Consider the rationalisation of Neighbourhoods & Housing community centres and look at other community facilities within the area and see how these may better serve the localities needs
- Discuss any funding that may be available to improve or enhance community facilities within the area and prioritise repairs / improvements of community facilities in the locality

Membership of the Committee

Councillor Jack Dunn – Ardsley & Robin Hood Ward
Councillor Vacancy – Morley South
Councillor Bob Gettings – Morley North
Councillor Don Wilson – Rothwell
Officer(s)
South Area Management Team – Chief Executives
South Area Buildings Manager – Democratic & Central Services

Chair: The Chair of the Group shall be a Ward Councillor as nominated by the Outer South Area Committee.
The Chair should rotate on an annual basis.

Equality: The group will ensure that equality, diversity, community cohesion and community safety issues are considered in the development and delivery of the project.

Terms: The terms of reference will be reviewed on an annual basis.

Amended at Sub Committee 13 May 2011