

**Report of the Area Leader – South East Leeds**

**Report to South Leeds (Outer) Area Committee**

**Date: Monday 25<sup>th</sup> March 2013**

**Subject: St Gabriel’s Community Centre – Review Report**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes <input type="checkbox"/> No Ardsley and Robin Hood
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes      x No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes      x No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes      x No

**Summary of main issues**

This report provides a review of the operation of St Gabriel’s Community Centre over the last 12 months. It highlights the work of the Management Committee, Outer South Community Centre Sub Committee, Area Support Team and partners in supporting the operation of the centre.

**Recommendation**

1. Members are asked to note the content of this report and make comments as appropriate.

## **1 Purpose of this report**

The purpose of this report is to provide the Outer South Area Committee with an overview of the operation of St Gabriel's Community Centre over the last 12 months. This follows a decision in 2010 by Area Committee to extend the review period on the building in 2010 for a further 3 years, with annual reviews being presented to the Outer South Area Committee.

## **2 Background information**

2.1 In November 2007 work on the Outer South's Community Centre portfolio commenced. The scope of the work was to ensure that the Area Committee had a portfolio of facilities which were well used, in relatively good condition and were financially efficient to operate. From this exercise, a number of buildings were highlighted for review. In April 2008 the St Gabriel's Centre was added to the delegation and drawn into this review.

2.2 St Gabriel's was included in this review due to a number of factors:

- 1) The lease between Leeds City Council and the church for the building was due for renewal.
- 2) The centre was only being used for eight hours per week for Youth Service sessions and the facility costing nearly £23,000 to operate in 2007/08, with only £279 income being generated.

2.3 Following consideration of a report in April 2008, a further report was presented to Outer South Area Committee in March 2009 detailing the situation. In March 2009 the Area Committee decided that the facility should have an extended review period of 12 months. Members felt that due to high levels of community interest shown in developing new activities at the facility and local community members wanting to establish a Management Committee this would publicise and promote the building.

2.4 In 2010 the review period was extended by the Area Committee for a further 3 years with annual update reports. In March 2011 members received a review report.

2.5 This is the final report of the 3 year review period.

## **3 St Gabriel's Community Centre**

### **3.1 St Gabriel's Management Committee**

3.1.1 The management committee was established with support from ward councillors by local residents in response to the first review. The committee's main focus continues to be around generating activities and promoting the

facility for use by local people. The management committee continues as key holders for the facility, which has assisted in keeping caretaking costs down.

3.1.2 The management committee is still encouraging more activities at the centre and is keen to explore options with local users. They are also hoping to establish short term courses within the centre to enable them to open up opportunities, thereby building on the skills of the local residents.

### **3.1.3 Achievements and Progress to date:**

- Over the last 12 months membership has increased with new members of mixed ages and gender. Thus engaging more with local residents and encompassing the wider interests of all involved.
- Achieved £1,500 funding from Community First Panel for replastering of the main hall and £300 funding for baby changing table. This will be fitted as soon as the decoration of the ladies toilets is completed.
- Communicated regularly with local school, advertising local flyer on notice board
- Liaise with the Ardsley & Tingley Children's Centre advertising via Sure Start and working together to promote each others events/activities
- User groups are now becoming more popular and an increasing number of local residents are participating in the groups
- Front entrance has been decorated by Leeds City Council to enhance appearance of the building.
- Gents and Ladies toilets are almost completed by Leeds City Council.

### **3.1.4 Future plans include:**

- To re-plaster & decorate main hall and ensure times/dates are in place for jobs to be carried out.
- Resolve issues and improve communication with Leeds City Council Lettings team to ensure group's aims and objectives are supported.
- Installation of Baby Changing Unit as soon as the toilets are completed.
- To continue to work effectively with the wider community – East Ardsley Primary School, Ardsley & Tingley Children's Centre, businesses, promoting events in local magazines and media.
- Secure funding to assist with the refurbishment of the kitchen.

- Apply for funding for Perspex fitting to windows to let more light into the building. Making it more user friendly (Externally) to local residents to encourage access.
- Schedule more events and activities to promote the hire of the centre.

3.1.4 The committee has planned various activities for the year. This includes the Easter Extravaganza, Easter Egg Hunt –Easter Bonnet Competition – Decorative Eggs, Craft activities for the family, Summer Fairs, Movement & Play Sessions, Working with Sure Start and The Community Group. Also planned are Summer Activities for during the school holidays and preparing the garden area ready for the summer.

3.1.5 Members of the management committee (**Appendix 1**) feel that significant progress and success has been achieved during the last 12 months and hope to be able to sustain and build on this for the future with continued partnership working of all parties involved.

### **3.2 Views from St Michael's Church**

3.2.1 As with previous reports the views of St Michael's Church have been sought. St Michael's own the facility and Leeds City Council had a 15 year lease for St Gabriel's with them until it expired in April 2008. Part of the facility is still used for church services.

3.2.2 The trustees at St Michaels also commented on how encouraging it has been to note the investment by Leeds City Council on various items of fabric repair and decoration that has been undertaken on the building and the main hall. They feel this together with the work of the St. Gabriel's management committee has led to many groups using the centre on a regular basis or for one off events.

3.2.3 The church trustees remain of the view expressed in previous years that if Leeds City Council were to cease their involvement with St Gabriel's Centre, then they would have no option but to sell the building, as they feel they wouldn't have enough time or sufficient funds to commit to the running of the facility or to carry out any repairs to the property.

3.2.4 In addition to St Gabriel's, St Michael's Church has a church hall which they hire out for local community activities. This is very well used on Monday, Tuesday, and Wednesday nights. Wednesday mornings are used by the parent and toddler group. While Thursday night is currently free, a local group has expressed an interest to use the hall. Friday, Saturday night's are reserved for church Socials and the church's youth club meet twice monthly on Sunday. This is all in addition to one-off bookings for parties.

### **3.3 Youth Service**

3.3.1 Over the past year, the Youth Service has provided two weekly sessions at St Gabriel's Youth Centre, the sessions have had a very good response,

attracting between 15-25 young people to the Senior club and 10-13 to the intermediate Club.

- Tuesday: Intermediate Club focussing on 11 to 13 year olds
- Thursdays: Senior Youth Club 13 to 19 year olds.

3.3.2 The provision at St Gabriel's Youth Centre has engaged local young people who are in foster care, having issues in relation to sexual health and school attendance.

3.3.3 Young people from the sessions at St Gabriel's are involved in the Youth Matters participation group which works towards influencing local decision making and are looking to arrange a meeting with Councillors and Area Support Team.

3.3.4 A peer inspection was undertaken at St Gabriel's in November 2012 and the young people commented how useful they found the provision and that they enjoyed using this venue. They advised the peer inspector that the provision had improved through additional equipment being purchased at the centre.

3.3.5 The Thorpe Mobile session has continued to operate and has enabled young people from Thorpe to access St Gabriel's Session. The Thorpe Session now has a regular attendance of 5+ young people, all from the Thorpe area.

3.3.6 During School holidays a programme of trips / activities has been developed and offered to young people and this has helped promote the facilities at St Gabriel's to young people who had never visited the centre before.

### 3.4 Support from Area Support Team

3.4.1 The Area Support Team has continued in its role of providing support and guidance when required. The Area Committee previously agreed a protocol (**Appendix 2**) to help the Management Committee to be more effective in dealing with issues. This has been maintained and adopted with regular monitoring by the Outer South Community Centres Sub Committee.

### 3.5 Summary of Current Use

3.5.1 The timetable below shows the programme of regular activities taking place at the centre.

Day	Activity
Monday	
Tuesday	Baby & Toddler Group 9.30 – 11.30 Youth Club – 6pm – 8pm Community Group Meeting 8.15pm – 10.15pm
Wednesday	Boogie Babies – 9.30 – 10.30 Councillor Surgery ( Monthly)
Thursday	Baby & Toddler Group 9.30 – 11.30 Youth Club 7pm – 9pm

Friday	Dazi Dance Group – 4pm – 5.30pm Prize Bingo ( Monthly) 7.30 – 10pm
Saturday	Seasonal Events and Fundraising

### 3.5.2 Events held during the year

Activity	Number of attendees
Messy Play Sessions	20 – 30
Christmas Fair ( Paid Letting)	
Children’s Jubilee Party	
Mini Olympics ( School Holidays) -	20
Kings & Queens Party ( Royal Wedding)	
Craft Days ( School Holidays)	20 – 30
Day Trip to Blackpool Lights	40
Trip to Sundown ( Children)	25
Summer Fair (Paid Letting)	
Local Elections Held – Polling Station	
Halloween Children’s Party	22
Movement & Play Sessions	15 – 22
Baby & Toddler Groups (2 sessions per week)	41 families
Boogie Babies (1 session per week)	16 families
Attend other Local Fairs & Events to fund raise and promote St Gabriel’s	
Community Meeting updates – Highways, Policing, Local Issues	12 - 30
Wildlife Park Trip to Doncaster –	28
Hired Letting for Child’s Birthday Party - Paid Letting	

### 3.5.3 Capacity at community venues in the Ardsley area.

In an effort to present a wider picture of community facilities in this part of the Outer South Area, (**Appendix 3**) outlines information on capacity at East Ardsley Community Centre, Thorpe and St Michaels Church. While there are a number of other community facilities in the area, it is acknowledged that they are usually well used by the community.

### 3.6 Finance

3.6.1 The table below provides an updated financial position in January 2012/13 against the end of year figures for 2011/12. Please note that the figures at January are subject to change due to any charges which may come through on the account by the end of the financial year:

<b>Cost Type</b>	<b>2008/09 Actual</b>	<b>2009/10 Actual</b>	<b>2010-11 Actual</b>	<b>2011-12 Actual</b>	<b>2012-13 Budget</b>
Rates	£1,109	£1,164	£1,056	£1,104	£1,170
Grounds Maintenance				£1,470	
Caretaking	£18,963	£7,063	£1,863	£225	0
Premises (utilities / supplies / services)	£4,302	-£1,104 (due to large credit on electricity bill)	£4,363	£6,869	£7,370
Management Fee (LCC Corporate Property Management)	£2,455	£747	£1,135	£1,460	£1,270
Insurance	£430	£440	£430	£430	0
Maintenance costs	Included in premises costs in 08/09	£1,830	£1,010	£1,070	£1,050
Income from Lettings	-£294	-£60	£-60	£-350	£-60
Telephone line			£51	£140	
<b>Total</b>	<b>£26,965</b>	<b>£10,080</b>	<b>£9,848</b>	<b>£7,897</b>	<b>£10,800</b>

## 4 Corporate Considerations

### 4.1 Consultation and Engagement

4.1.1 The Outer South Communities Centres Sub Committee on behalf of the Outer South Area Committee in determining their objectives have engaged key partners and considered both local and citywide emerging priorities. These are reviewed on an annual basis with the support of St. Gabriel's management committee, St Michael's Church and Corporate Property Management Team.

### 4.2 Equality and Diversity / Cohesion and Integration

4.2.1 Community groups submitting a project proposal requesting funding from the Well being budget have an equal opportunities policy and as part of the application process, complete a section outlining which equality groups the

project will work with and how equality and cohesion issues have been considered.

4.2.2 Internal and statutory partners are committed to equality and cohesion and all projects they are involved with will have considered these issues.

4.2.3 A light touch Equality Impact Assessments is carried out for all projects.

### **4.3 Council Policies and City Priorities**

4.3.1 The projects outlined in this report contribute to targets and priorities set out in the following council policies:

- Vision For Leeds
- Children and Young Peoples Plan
- Health and Well being City Priority Plan
- Safer and Stronger Communities Plan
- Regeneration City Priority Plan

### **4.4 Resources and Value for Money**

4.4.1 The resource implications are detailed at 3.6.1.

### **4.5 Legal Implications, Access to Information and Call In**

4.5.1 The legal implications of this report would be associated with the implementation of any lease agreement between Leeds City Council and church trustees. The lease would follow the standard terms and conditions, as agreed by Executive Board in 2005, for a six year full internal and external repairing and insuring lease with a break clause after a three year period.

4.5.2 Having decided to keep St Gabriel's open as a functional community centre for a further 3 years in 2010 the various budgetary resource implications are detailed above.

4.5.3 All decisions taken by the Area Committee in relation to the delegated functions from Executive Board are eligible for Call In.

4.5.4 There are no key or major decisions being made that would be eligible for Call In.

### **4.6 Risk Management**

4.6.1 This report provides an update on work in the Outer South and therefore no risks are identifiable. Any projects funded through Well being budget complete a section identifying risks and solutions as part of the application process.

## **5.0 Conclusions**

5.1 There has been an increase in usage by new groups. Advertising via Sure Start, children centres and the local school has led to greater involvement in



linking with other events within the local community. The group acknowledges the centre still faces the challenge of generating an income from paid lettings.

- 5.2 While there are a number of other community facilities in the area, it is acknowledged that they are usually fully booked. The management committee continues to pursue the issue of 'fit for purpose' with regards to the condition of the kitchen, toilets and other issues. Action on these issues has been identified and progress on them continues to be tracked at the Outer South Area Committee Community Centres Sub Committee.
- 5.3 The management committee had hoped the reduction in the cost of hiring the centre should have contributed to an increase in paid lettings but voiced concerns that this new rate is not being well promoted by LCC lettings team and would like these issues regarding the procedures relating to letting out the centre addressed.
- 5.4 The programme of work scheduled to improve the facility is still ongoing and the committee members have opined how this has contributed to the delay to the self help work that the group had planned to undertake at the Centre. The Management committee will be applying for wellbeing funding to support the refurbishment of the kitchen.
- 5.5 Youth Service continue to respond to local need with appropriate sessions at the centre, as well as using the youth bus locally and in the wider Ardsley & Robin Hood area.

## **6.0 Recommendations**

- 6.1 Members are asked to note the content of this report and make comments as appropriate.

### **Background documents<sup>1</sup>**

There are no background documents associated with this paper.

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<sup>1</sup> The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.