

1. Centre Details

Address:	Amberton Road Gipton Leeds LS8 3JR
Telephone:	(0113) 232 3925
Fax:	
Email:	
Ward:	Gipton & Harehills
Area Committee:	East (Inner)
Vested with:	Environment & Neighbourhoods



Description: The Henry Barran Centre is situated in the Gipton residential area of Leeds, about 3 miles to the North East of Leeds City Centre. There is demarcation to the private car park with space for approximately 14 cars is provided. There is one marked out disabled persons parking bay situated on the site.

The building is single storey with additional accommodation provided within a basement area. The original part of the building was constructed circa 1920 with various changes to space usage and the construction of various extensions, the latest of which was completed in 1994.

Henry Barran Centre is a multi-use community facility providing office/administration facilities, workshops, canteen nursery, youth club and toilet facilities.

Facilities:	Basement:
Band A (up to 1600 sq.ft)	<ul style="list-style-type: none"> • 2 Band B rooms • 1 Band C room • 2 Store rooms
Band B (up to 900 sq.ft)	Ground Floor:
Band C (up to 400 sq.ft)	<ul style="list-style-type: none"> • 1 Band A Hall • 1 Band A Dinner Hall • 1 Band B reception area • 5 Band B offices • 1 Band B meeting room • 2 Band C meeting rooms • 1 Kitchen (700 sq.ft) • 1 Band C kitchen locker room • 1 Band C common room • 6 Band C offices • 6 Band C store rooms • Separate male and female changing facilities • Separate male and female toilets • Car park (14 allocated spaces)

	*Offices GF31 ~ GF47 occupied by Early Years Children's Centre		
Floor Area (m²)	Gross Internal Area	Basement 180m ²	Ground Floor 1460m ²
	Net Internal Area	Basement 163m ²	Ground Floor 1255m ²
	*net internal area excludes stairwells, corridors and toilet facilities		

2. Management Arrangements

The centre is managed by Leeds City Council with Corporate Property Management providing a cleaning and caretaking service.

Corporate Property Management Helpline: (0113)2474105

Caretaker: Elizabeth Sheridan (Liz)

Average hours p/w: 45hrs

Area Management Team Contact: Stuart Byrne

Telephone: (0113) 214 5875

Lettings Staff Contact:

Telephone: (0113) 224 3850

Authorised Key Holding organisations:

Name	Organisation
Mike Wood	Families Forward
Angela Dunn	Early Years Nursery Manager

3. Organisations using Henry Barren Community Centre

User Rights: Thomas Danby have User Rights dating from 1992

Ebor Gardens Primary School

Description	Educational support service for excluded children.
Primary Contact	Mrs. D Depledge
Telephone	(0113) 232 3925
Mobile	
Email Address	
Address	c/o Henry Barren Centre Amberton Road Gipton Leeds LS8 3JR

Partnership Group

Description	Community group which offers a 'Job Shop' and IT training workshops.
Primary Contact	Maxine Kilbride
Telephone	(0113) 214 3274
Mobile	
Email Address	Maxine.kilbride@leeds.gov.uk
Address	c/o Henry Barren Centre Amberton Road Gipton Leeds LS8 3JR

Youth Service	
Description	Host a number integrated support services and youth clubs from the centre.
Primary Contact	Sandy Varley
Telephone	
Mobile	
Email Address	sandy.varley@leeds.gov.uk
Address	c/o Henry Barren Centre Amberton Road Gipton Leeds LS8 3JR

Description	A tenants association which uses the dining area every second Saturday in each month (10 ~ 15:00).
Primary Contact	Mabel Reynolds
Telephone	
Mobile	
Email Address	
Address	52 Amberton Terrace Gipton Estate Leeds LS8 3JF

Gipton Together	
Description	Community Group offering drama, drama and playgroups for young people
Primary Contact	Terri Loney
Telephone	(0113) 265 3617
Mobile	07751051219
Email Address	gipton.together@btinternet.com
Address	52 Amberton Terrace Gipton Estate Leeds LS8 3JF

4. Running Costs and Income			
	Actual	Actual	Estimate
	2006/07	2007/08	2008/09
Total Expenditure	£103,401	£98,229	£92,600
Total Income	-£2473	-£491	-£11,400
Net Expenditure*	£100,928	£97,738	£81,200

***Includes employee costs, repairs, premises and rates. Excludes capital asset charges.**

5. Maintenance and Condition		
Backlog maintenance figure*:	£60,500 (Nov 07)	
Condition Survey Rating:	B	Satisfactory. Performing as intended but exhibiting minor deterioration. Requires minor improvements to comply with DDA.
Date of latest survey:	Sep 02	
Key Points from Condition Survey:		
Recent capital investment:		* figure based on survey information.

6. SWOT Analysis	
Strengths	<ul style="list-style-type: none"> • There are a number of well established groups at the centre which could be used to create a Steering Group to develop services at the centre. Gipton Together and Families Forward have expressed an interest in becoming further involved within the running of the building. A questionnaire should be developed to investigate service provider concerns and Steering Group participants. • Due to the majority of repairs being of a cosmetic nature, minimum attention would be required to rejuvenate the centre. However, services offered by the centre require particular attention as rejuvenating the facilities without adequate usage would fail to be a cost effective exercise.
Weaknesses	<ul style="list-style-type: none"> • Inadequate capital resources. Minor cosmetic repairs may prove inadequate to revitalise the centre. The facility has tremendous structural potential (sports facility, redesigning the outlay of the building) but is chronically underutilised and has excessive levels of spare capacity. Services are currently pegged to a handful of service providers, the majority of whom receive substantial subsidies. A full review of current tenants should be conducted to align renting agreements to the October 2009 Lettings and Pricing Policy. • The centre is viewed negative by the local community which is reinforced by the appearance of the centre
Opportunities	<ul style="list-style-type: none"> • A Steering Group should be established. A steering group would assist in reinvigorating the centre by identifying development options and adopt greater responsibilities regarding the running of the centre such as assigning Authorised Key Holders to reduce the reliance upon caretaking services. • The architectural development plans as created by the Regeneration Department (Alan Millwood) should be located. A review of the plans should be conducted to highlight any development options which could be implemented over a short, medium and long term.
Threats	<ul style="list-style-type: none"> • There is a history of friction between service providers currently based at the centre. All groups require engagement and dialogue to address any issues and identify ways forward. A questionnaire and introductory letter should be sent to all centre participants to gain feedback and initiate the primary steps towards creating a management committee.

7. Progress Log

* When updating the process log please add your initial and surname to identify information owners.

No owner identified	There has been recent contact between Families Forward and developers involved with the EASEL project about transforming the building into a more user-friendly centre with possible conference facilities.
01.10.08 JStanton	Stuart Byrne requested confirmation whether the Children's Centre which occupies rooms GF31~47 contributed towards building costs. Adele Charlesworth (Lettings) has confirmed no information is currently available and the organisation should be contacted directly. Messages have been left with members and will be chased up accordingly.
10.11.08 JStanton	Families Forward signed a Tenancy at Will agreement commencing 01.08.08 to occupy rooms GF09 and GF20 ~ 24. Fees total £10,834 per annum exclusive of all rates and other outgoings. N.B. According to the floor plan store room GF25 is also occupied by FF. Clarify charging rates and ensure applicable rates are processed.
11.11.08 JStanton	Youth Service was advised that if they wished to continue to occupy office space at the centre then associated charges would apply. Youth Service has vacated the offices but will continue to offer their services from the centre.

Updated by E & N

December 2008