



**Leeds**  
CITY COUNCIL

Agenda Item:

Originator: Liz Jarmin

Tel: 3950647

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**Report of The Director of Environment and Neighbourhoods Directorate**

**Meeting: Inner East Area Committee**

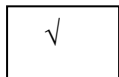
**Date: 22<sup>nd</sup> October 2009**

**Subject: Community Centres Report (all area committees)**

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**Electoral Wards Affected:**

**ALL**



Ward Members consulted  
(referred to in report)

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council  
Function

Delegated Executive  
Function available  
for Call In

Delegated Executive  
Function not available for  
Call In Details set out in the  
report

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**Executive Summary**

The management of Community Centres became a delegated function of area committees in 2006-07. The portfolio of centres to be managed by the Area Committees was created by the transfer of centres from the former Neighbourhoods and Housing and Learning and Leisure Directorates. The sponsoring service is currently the Regeneration Service. There are currently 71 centres across the city, 24 of which are leased out to voluntary organisations while 47 are directly managed by the council.

This report provides a position statement on progress to implement this delegation focusing on the following key areas; budgets, property management and maintenance, rental support and pricing and lettings policy, issues associated with the local portfolio of the Committee and the development of local action plans .

The area committee is asked to comment on and agree the issues covered in this report.

## **1.0 Purpose Of This Report**

### **1.1 This report provides:**

- A service overview and outline of the role of Area Committees in relation to this delegated function
  - Service budget information – revenue and capital
  - A briefing note on the new Corporate Property Management service (CPM)
  - An update on the implementation of the pricing and lettings policy and database.
  - Proposals regarding rental support to voluntary and community organisations
- Area specific information including annual budget forecasts for each of the centres in section 6 of this report

## **2.0 Background Information**

2.1 The Community Centres delegated function forms part of Leeds City Council's constitution, which provides the framework within which the council conducts its business and makes decisions. The constitution describes who is responsible for making decisions and how decisions are taken.

### **2.2 Service Description**

The service includes a portfolio of centres across the city. Revenue budgets associated with the operation of the Community Centres are delegated to Area Committees to manage. Non-controllable costs such as capital asset charges, buildings insurance, business rates and CPM management fees are not managed by Area committees, but these budgets are reported on a regular basis. Maintenance budgets are now managed centrally by Corporate Property Management (CPM). More detailed information on CPM is contained in paragraph 3.9 and 3.9.1 below.

### **2.3 Description of Delegated Function**

A report to Executive Board in March 2006, set out the proposed delegated function for the Council's Community Centres to be implemented by the 10 Area Committees. A full version of the delegated function is attached at appendix 1, in summary it includes the following responsibilities:

- To make investment decisions from their own Well Being budgets and make applications for capital from the Councils Major Maintenance Fund in the normal way.
- Area committees be given the responsibility for setting charges and discounts for centres in their area within a common framework, and agree a schedule of charges for implementation.
- Capital receipts – for a proportion of any receipt arising from the disposal of a community centre to be retained by Area Committees to address category 1 (immediate) and 2 (essential) backlog maintenance on other Community Centres within the same area.
- Revenue budgets associated with the operation of Community Centres. Further information on this element of the delegation is included in sections 3 and 6 of this report.

2.4 In addition, Area Management Teams on behalf of the Area Committees, were given responsibility for the following functions:

- Liaising with users, user groups, Members and Area Committees on issues relating to centres in their area
- Developing proposals for re-shaping the portfolio
- Developing capital schemes and funding packages
- Monitoring the service level agreement for centres in their area and capital and revenue budgets
- Ensuring that leases and licenses are in place and reviewed periodically
- Developing, implementing and overseeing the administration of a new schedule of pricing and discounts for centre usage

### **3.0 General Issues**

3.1 The transfer of Community Centres from three former service areas to the Regeneration Service has taken place over the last three years. This has involved considerable work in aligning budgets and operational requirements, and understanding the resulting financial position and implications for services moving forward, so reporting on these issues has not been possible until recently.

3.2 Good progress has been made in moving the service from a position where it was operating beyond the budget provision by identifying operating inefficiencies and closing underused and poorly maintained Centres. However, it is acknowledged that further work is required to realise the full extent of this delegated function and thereby empower Area Committees to take a leading role in utilising their community assets to better meet local needs.

### **3.3 Budgets**

Fixed budgets for each centre have now been finalised for 2009/10 and work has commenced on setting the 2010/11 budgets. This has to date been difficult to achieve due to the complexity of bringing together different service budgets, and insufficient historical information on actual expenditure. However, budget estimates for 2009-10 have now been established, based on the close monitoring of expenditure in 2008-09.

3.4 The total Community Centres budget for 2008-09 was £3,006,660. In 2009/10 the total budget for the whole service has increased slightly to £3,127,150. This is mainly to enable the service to meet rising operational costs. A summary of budgets for the Inner East Area Committee for 2009/10 is included at section 6 of this report, with a more detailed breakdown provided at appendix 2.

### **3.5 Controllable and Non-Controllable Budgets**

The Community Centres budget contains various budgets headings, some of which are controllable by Area Committees, and some which are not. The table below outlines the overall budget for the service highlighting which of the two categories headings fit in to:

<b>Budget Heading</b>	<b>Controllable £,000</b>	<b>Non- Controllable £,000</b>	<b>Total £,000</b>	<b>Notes</b>
Caretakers	£1,109		£1,109	
Premises	£717		£717	
Supplies & Services	£15		£15	Licenses & telephones
Income (internal)	-£243		-£243	LCC depts.
Income (external)	-£341		-£341	
Management Fee		£242	£242	CPM
NNDR (business rates)		£198	£198	
Insurance		£26	£26	
Capital charges		£1,082	£1,082	
CPM Maintenance budget		£321	£321	Budgets now devolved to CPM
<b>Grand Total</b>	<b>£1,257</b>	<b>£1,870</b>	<b>*£3,127</b>	

\* Overheads budget for central recharges and support e.g. legal / professional fees, are not included within this budget.

3.5.1 The budgets that sit within the controllable category relate to the operational budgets which have been delegated to the Area Committees, these include; caretaking, supplies and services, premises costs and income. The non-controllable budgets are managed by CPM finance, and include; capital charges, business rates, insurance and CPM service management costs. Actual expenditure against the budget estimate for both controllable and uncontrollable headings will be reported to Committees.

3.5.2 Appendix 2 of this document provides a breakdown of the controllable and non-controllable budgets for the Inner East Area Committee.

### **3.6 Revenue Budgets**

It was agreed in the 2006 Executive report that revenue savings made from delegated Community Centres budgets should be retained by Area Committees to reinvest in their local portfolio within the approved Council budget allocations.

3.6.1 Prior to commencing the transfer of Community Centres to Area Teams / Committees in 2006, the city's Community Centres had been operating at a substantial deficit against the agreed budget allocation.

3.6.2 Officers have been working with local Members to identify operating inefficiencies which have enabled the actual costs to run Community Centres to now balance against the approved budget. Savings that have contributed achieving this position include:

- Sale of the Pakistani centre and transfer of the lease for the Bangladeshi Community Centres (Inner East )
- Reduction in caretaking at Harehills Place (Inner East), Mandela Centre (Inner North East), key holding St Gabriels (Outer South),
- Closure of Wyther (Inner West) and transfer of Greenhill Community Centres to adult services (Outer West)

3.6.3 Due to the negative budget position across the portfolio, it has not been possible to delegate individual budgets to Area Committees until now. But with effect from 1<sup>st</sup> April 2009, Area Committees will retain net revenue savings made across their local portfolio within the agreed annual allocation.

3.6.4 Officers will continue to work with Area Committees to identify revenue savings which will improve the efficiency of the service and provide better value for money. These savings will be protected for use in the year following that which they are achieved e.g. savings made in 2009/10 will be available to spend in 2010/11. The amount of revenue savings that will be available for Area Committees will be confirmed on completion the budget closure procedures (June 2010). This is to enable finance staff to deal with any overspends within the local portfolio and to ensure that budgets balance.

3.6.5 The ability to retain revenue savings will provide Area Committees with additional resources to deliver on their investment priorities, as identified within their local action plans or Area Delivery Plan. Revenue improvements which the Area Committee could consider include:

- Providing transitional support to local voluntary groups wishing to take on the management responsibility of local centres to deliver local services
- Increase the use of local centres by:
  - Making internal improvements e.g. painting / decoration, to make the centres more appealing to potential users
  - Replacement / upgrade of equipment
  - Support to local organisations to enable them to deliver more services from community facilities which improve usage and/or attract new users and address local priorities
  - Training and advice to user groups and / or organisations leasing centres to improve their business planning skills and engender a more entrepreneurial culture across the portfolio which supports income generation and sustainability

### **3.7 Income**

At present all community centre income is used to directly offset expenditure against each centre. In order to support Area Committees to generate income to improve their local portfolio, it is proposed that a new procedure is put in place from 1<sup>st</sup> April 2010, which enables Area Committees to retain all new income.

3.7.1 This new procedure is currently being worked through with finance officers and the details will be brought back to Area Committees in the January cycle of meetings.

### 3.8 Capital Budgets

A ring-fencing arrangement for capital receipts arising from the disposal of community centre assets was agreed by Executive Board in 2006 and was incorporated into the Capital Strategy and Asset Management Plan 2007-08. This allows for up to 100% of the receipt to be retained by Area Committees to address category 1 (immediate) and 2 (essential) backlog maintenance on other Community Centres within the same area.

- 3.8.1 Area Committee proposals will need to be supported by an individual business case which should be compiled prior to finalising the sale of the asset, for consideration by the Asset Management Board (AMB). Proposals with a total value of less than £100k, require AMB support and final approval by the Director of Resources. Proposals for more than £100k require Executive Board approval. Further advice will be provided to Area Committees to develop their proposals on a case by case basis.

### 3.9 Corporate Property Management (CPM)

The CPM Service, Resources Directorate, was formally established on 1 January 2008 and is responsible for building maintenance of all Council buildings and miscellaneous land (except schools and ALMO housing property) and provides facilities management for community centres. All revenue maintenance budgets have been consolidated to form a corporate building maintenance budget which has been managed by CPM since 1 April 2009. As a result, the need to undertake the repair maintenance of community centres will no longer be part of the delegated function for Area Committees. A briefing note outlining the role of CPM is attached at appendix 3

- 3.9.1 CPM deal with three different types of building issues:
- Facilities Management – day to day running of centres
  - Maintenance - Responsive and planned building works using both revenue and capital
  - Implementation of refurbishment work all on LCC owned buildings to improve service delivery, mostly funded by Services.

#### 3.9.2 Maintenance – Responsive and Planned revenue budget.

**Responsive maintenance** – repairs should be raised with the on site caretaker, or Area Buildings Manager where this is not possible, and they will then be reported to the CPM Helpdesk for action. Responsive maintenance would include emergency repairs e.g. broken windows, building security, electrical failure, flooding etc.

**Planned Maintenance** – CPM will undertake planned maintenance on an annual basis e.g. electrical, asbestos and legionella testing and monitoring, gas servicing etc as well as a planned programme of repairs eg decorating, structural repairs etc.

**Backlog maintenance, capital budget** – Larger scale works to bring the centre up to required standards / meet government legislation e.g. replacement of a roof, DDA compliance etc. In order to address this issue Area Management Teams are asked to prioritise community centres for backlog maintenance works, as well as identifying the future of centres as part of their Asset Management Plans. This will

enable work to be prioritised for inclusion in the CPM annual maintenance programme. Consultation with Area Committees will take place through the development of local action plans (outlined in section 7) to feed in to this process.

A schedule of current backlog maintenance for centres in the Inner East area is attached at appendix 4.

3.9.3 CPM is currently developing a programme of planned maintenance works for the city which will be brought to the first cycle of Area Committee meetings in 2010/11. This will be accompanied by a schedule of maintenance works undertaken within each Area Committee portfolio over the previous 12 months.

3.9.4 **Refurbishment** - works identified by Area Committees to make improvements which do not form part of normal maintenance arrangements, e.g. reconfiguration of internal spaces to increase usage, upgrading equipment or fittings – kitchens etc, require a budget to be identified prior to work commencing. Processes are in place to implement improvements / refurbishments to Community Centres, and advice will be provided to Area Committees on a case by case basis.

## **4. Rental Support**

### **4.1 Rental Support for Leased Out Centres**

A rental support programme to leased centres is currently administered by the Regeneration Service through an annual assessment process. Subsidy is provided to organisations leasing centres through income forgone to the Council. In Inner East Area there are currently no organisations receiving this subsidy.

4.1.2 It is proposed that moving forward, funding decisions to support groups leasing LCC owned community centres is devolved to the Area Committees (timescales to be agreed with each AC).

4.1.3 Assessment criteria will be developed to ensure there is a consistent approach applied across the city, which links to the development of services which meet community need as identified in the Area Delivery Plan.

### **4.2 Rental Support for Users of Office Accommodation**

Historically, voluntary and community organisations occupying office space in Community Centres have done so informally, and space has been provided free of charge. This needs to be addressed through a formal lease or license agreement and, in accordance with audit commission guidance, groups are required to move towards paying a fair contribution for the space they occupy. Future rental changes will be assessed through a market rental assessment, which may result in some groups being asked to pay charges which they do not have the resources to pay for and require continuing support.

4.2.1 The Executive Board report of March 2006 specifies that Rental Support Agreements are put in place for organisations that are providing community services from Community Centres which meet local priorities. It is proposed that a city wide Rental Support scheme is developed for implementation from 1 October

2010 by Area Committees. This will enable a full market rental assessment to be undertaken for all centres in the portfolio.

- 4.2.2 All existing users of office accommodation will be notified in October 2009 that changes to the current arrangements will apply from 1<sup>st</sup> October 2010. A rental support scheme which assesses how the organisation is meeting the identified needs of local people and affordability will then be developed and implemented.
- 4.2.3 It is proposed that organisations that do not meet the new criteria for support, will move to a three year transitional arrangement from 1<sup>st</sup> October 2010. Payment of the full market rental will then commence at 35% in year 1, 65% in year 2 and 100% in year 3.
- 4.2.4 Existing arrangements / charges will apply until the new scheme is implemented.
- 4.2.5 A small task group will be established to work through the proposals which will be reported to Area committees in early 2010.

## 5 Pricing and Lettings Policies

Area Committees have played a key role in developing local pricing and lettings policies for centres within their areas. All policies have now been agreed across the city and consultation has taken place with users.

- 5.1 Due to the different discounts being offered by committees, it has been necessary to develop a new lettings database that can accommodate the variable charges that will be applied. The database development is now complete and a test period is running to 30 September 09. The current database will continue to function until the new one goes live on 1 October 2009.
- 5.2 Area Committees will be required to clearly display the pricing schedule in every centre where the policy applies. Guidance was issued to Area Teams in July 2009 on the procedures that need to be followed to undertake this task.

## 6.0 Inner East Area Committee Community Centres Portfolio

The Community Centres portfolio for Inner East, alongside the total budget allocation for 2009/10 is outlined below:

Area Committee – Inner East 2009/10			Budgets			
Centres	Ward	Status	Controllable	Non-controllable	Income	Total Net Budget
Bangladeshi Centre	Gipton & Harehills	Leased out	£950	£38,360	£0	£39,310
Henry Barran	Gipton & Harehills	LCC Managed	£110,040	£98,200	£23,300	£184,940
Shantona	Gipton & Harehills	LCC Managed	£9,240	£6,510	£0	£15,750
Harehills Place	Gipton & Harehills	LCC Managed	£51,380	£38,270	£5,260	£84,390
South Gipton	Gipton &	LCC	£38,570	£68,750	£0	£107,320



CC	Harehills	Managed				
Alston Lane	Killingbeck & Seacroft	LCC Managed	£40,670	£30,380	£400	£70,650
Kentmere CC	Killingbeck & Seacroft	LCC Managed	£57,310	£72,410	£23,900	£105,820
Crossgates CC	Killingbeck & Seacroft	LCC Managed	£47,770	£41,620	£1,200	£88,190
Lincoln Green Youth Base	Burmmantofts & Richmond Hill	LCC Managed	£41,070	£17,320	£600	£57,790
Ebor Gardens CC	Burmmantofts & Richmond Hill	LCC Managed	£49,800	£37,020	£29,000	£57,820
Richmond Hill AEC	Burmmantofts & Richmond Hill	LCC Managed	£39,740	£20,290	£250	£59,780
Nowell Mount	Burmmantofts & Richmond Hill	LCC Managed	£3,150	£8,140	£0	£11,290
<b>Total</b>			<b>£489,690</b>	<b>£477,270</b>	<b>£83,910</b>	<b>£883,050</b>

A full breakdown of the estimated budget vs actual expenditure to 31<sup>st</sup> July 2009 for each of the centres within the portfolio is attached at appendix 2.

6.1 For 2009/10 the total revenue budget is £883,050, actual expenditure to 31<sup>st</sup> July 2009 is £146,013. Efficiency savings made against this budget in 2009/10 will be retained by the Committee for 12 months commencing 1<sup>st</sup> April 2010. Budget reports will be provided twice a year.

## 6.2 Issues for Inner East Area Committee Portfolio

In 2008/09 work was undertaken by the Regeneration Service to improve the way in which centres operate across the city. This has led to more effective service delivery, and improved efficiency in some centres. The main changes in the Inner East portfolio include:

- The Pakistani Centre was sold for £150,000 on 27 March 2009. A budget provision of £10,470 (not of capital charges) has been made for 2009-10 to cover any residual costs. This is a reduction of £89,743 on the previous year.
- Expenditure in 2008-09 for Harehills Place was considerably less than the estimate due largely to a renegotiated caretaker contract. Actual expenditure was £70,000 less than the budget estimate.

6.2.1 In 2009/10 key issues for the Area Committee include:

- The Muslim Cultural society has made a formal approach to the Council for capital support to enable them to develop the former Tradex centre on Harehills Lane in to a community facility. It is hoped that the new facility will provide a wide range of services such as cultural events, sports and recreational activities and training and employability schemes for the local community.

- Alston Lane Community Centre

A management/user group has been established to help develop Alston Lane Community Centre. We are also trying to identify organisations, who may wish to take up office accommodation within the centre. This could provide a regular income for Alston Lane. We have also been able to attract some inward investment into this centre from a number of ENEHL contractors, who have fitted a new kitchen and have offered to install a number of new windows. The ultimate aim is to develop sustainable use of the centre, with the management group taking more responsibility for its day to day running. Area Management are leading this work but ENEHL are heavily involved and very supportive of the Management Group.

- Bangladeshi Community Centre

A management committee of local community members has been established who have, as of April 2009, taken over the running of the centre. A 50 year lease is being finalised with the Bangladeshi Management Committee (BMC) to run the Community Centre. This was coupled with a formal request for transitional support of £45k over three years, which was formalised in July 2009. This will result in budget savings over a three year period, however, it should be recognised that the BMC will require considerable support to develop a more robust business plan moving forward. Neighbourhood Services have been managing the lease negotiations but they have indicated that they would expect Area Management to take on longer term support of this group if required.

- Cross Gates Community Centre

Discussions have taken place with both Children's Services and Extended Services to determine whether Cross Gates CC could form part of their delivery within the area. This however does not currently seem to be an option. There is moderate use of this centre and it causes few problems, so it was agreed by the Working Group that the focus on this centre will be picked up in the next phase. However, serious thought does need to be given as to how we increase future usage of the centre.

- Ebor Gardens Community Centre

This is a well used centre and is also a base for the Youth Service in Burmantofts & Richmond Hill. The centre causes few problems, so it was agreed by the Working Group that the centre would not be a main focus of work. However, since that decision was taken, the Burmantofts & Richmond Hill ward members have indicated that they would like to see their £40,000 of Ward Based Initiative money invested in this centre, to renovate and improve its facilities. Corporate Property Management have identified a range of improvements that can be undertaken and work on the centre is due to start imminently.

- Harehills Place Community Centre

Harehills Place is in a very poor state of repair and is mainly used by the Youth Service. A recent condition survey highlighted that significant resources are required to bring the building up to current building standards. It had been suggested that both the insurance money from the Pakistani Centre fire and the Capital receipt from its subsequent sale, could be spent on bringing Harehills Place up to a decent standard. However, it is now clear that this amount would be insufficient to address the structural issues within this building. Recently, an

expression of interest has been submitted by an Asian group who may be interested in purchasing the Freehold of this centre. An option appraisal is now being undertaken by Officers which will be used to inform the centre's future.

- Henry Barran Community Centre

Work is currently ongoing to rationalise the current usage of space within the centre, ensuring that relevant leases and lettings are in place for users. A letting arrangement currently in place for Families Forward, a voluntary group working with the courts to provide a supervised contact for children and parents, provides an additional income. Similar contracts are being looked at for other organisations using the centre as an office base. Discussions are ongoing with Children's Services as to the future of Children's Centre provision on site. A management/user group held its first meeting in September 2009, to help develop and take forward the centre.

- Kentmere Community Centre

A management/user group has been established to help develop Kentmere Community Centre. £40,000 has also been identified through SSCF funding to invest within the centre. This work is due to start on site during October 2009. The ultimate aim is to develop sustainable use of the centre, with the management group taking on more responsibility of its day to day running. Area Management are leading on this work.

- Lincoln Green Youth Base

Is generally used by the Youth Service in Burmantofts & Richmond Hill. The centre causes few problems, so it was agreed by the Working Group that the focus on this centre will be picked up in the next phase. It has however been raised with John Paxton as to why this centre was transferred to Environment & Neighbourhoods as it is primarily a Youth Service base. Recently, concern has been raised by members of the local community about the level of use of this centre. Serious thought does therefore need to be given as to how we increase future usage.

- Nowell Mount Community Centre

The centre is generally in a good state of repair and work is currently ongoing to promote increased usage by a number of local community groups. The centre has also been put forward for decoration by the Community Payback Team.

- Pakistani Community Centre

The Pakistani Centre was sold for £150,000 on 27 March 2009. A budget provision of £10,470 has been made for 2009-10 to cover any residual costs. This is a reduction of £89,743 on the previous year. It is proposed that the capital receipts and the insurance claim for the burnt down hall are to be invested in the local area, to offset the loss of the community facility.

- Richmond Hill Community Centre

This is a well used centre used by a range of groups including Youth Service, Zest for Life and Richmond Hill Elderly Action. The centre is also the office base for Richmond Hill Elderly Action, who provide help and support for the elderly. Recently ward members have taken a strong interest in this centre and Capital investment of around £250k has been identified for refurbishment of the building.

Corporate Property Management are currently looking at what could be done with this money and public consultation has taken place to ensure that these improvements meet community needs. Proposals include the extension of the building to provide a computer suite.

- Shantona Community Centre

Shantona Women's Group are the sole occupiers of this centre and all cost are currently being met by Environment & Neighbourhoods. This has led to discussions as to whether Shantona would like to take on a formal lease for the building. They have expressed an interest but are currently experiencing funding difficulties. A meeting was held with them and the following actions were agreed to take this forward:

- Shantona to confirm business plan following approval at the Shantona management board meeting.
- Agreed to meet to discuss proposals for a tenancy at will/lease of the centre
- Agreed a sliding scale that the group would pay towards the running costs, with the aim of them taking on full responsibility over a four year period.
- The Shantona Womens centre has also secured a capital grant of £100k from Childrens Services to deliver a early years education centre for 3-4 year olds. The project will involve the extension of the existing centre to provide additional upstairs space and the remodeling of the downstairs. Subject to planning permission, the renewed centre will provide an improved education offer to local pre-school children from 2010.

- South Gipton Community Centre

This centre is in a poor state of repair and is in need of large scale investment. An opportunity has arisen to look at transferring this centre to GIPSIL, in order for them to develop a bid to the Community Builders Fund, to provide a new purpose built community facility for the South Gipton area. Further information is given in Appendix 5 and approval in principal is sought from the Area Committee in order to progress this approach further.

## **7.0 Further Roles and Responsibilities of the Area Committee**

Action plans will be developed for all local centres by the Area Management Teams. The plans will be a useful tool to inform Area Committee decisions on the management of Centres. Issues that Area Committees may want to consider in the development of these plans include:

- using performance information to identify occupancy levels, services delivered and efficiency savings;
- development of marketing strategies to promote centres to users who do not access them currently;
- robust investment proposals which feed in to and influence the forward work programme of the central investment budget
- rationalisation of centres so that resources can be directed at those most used;
- developing proposals for asset transfer, through sale or lease, to voluntary / community / faith groups who are better equipped to deliver services that meet local need.

**7.1** To assist in the development of action plans and to ensure that issues relating to local centres are properly considered, Area Committees may wish to extend the existing community centre sub-committee to include the CPM Area Buildings Manager and the lead Member with responsibility for Community Centres.

## **8.0 Performance Management and Reporting**

### **8.1 Baseline Position and key targets for the Service**

Area Committees will receive mid year and year end budget update reports. Reports on key issues affecting centres in the committee's area will be provided as and when required.

8.2 Corporate Property Management will provide buildings investment information to Area Committees a minimum of once a year. This information will be provided to Area Committees early 2010/11.

8.3 Reports will be available on the level of bookings in each centre, potential income and level of waived fees. This will enable area committees to identify centres that are well / under used etc which can help inform future management and development plans.

### **8.4 Reporting Arrangements**

Performance will be reported to area committees twice a year, at the September and January committee cycles.

8.5 Elected members can further enhance their consultative and influencing role through ward based meetings with Area Management Officers who meet regularly with finance and CPM.

## **9.0 Equality Considerations**

There is a perception that some centres are only accessible to some sections of the community. All centres need to demonstrate that they comply with the Council's equality commitments. This applies to both directly managed centres and leased centres. Advice and guidance and appropriate monitoring procedures need to be developed and implemented to better address this issue. It is proposed to complete this work and make information available to Area Committees in June 2010.

## **10.0 Implications for Council Policy and Governance**

The community centre issues detailed in this report comply with agreed Council policy and governance arrangements.

## **11.0 Consultation**

Members and centre users have been consulted on the delegation of community centres for a number of years. However, due to the complexity of bringing budgets together from a number of different service areas, it has not been possible to report on specific budgets for individual centres until very recently. Discussion has also taken place with the 10 Area Chairs, Area Management Teams and colleagues from Corporate Property Management (CPM) in compiling this report.

## **12.0 Legal and Resource Implications**

The Community Centres delegated function allows the Area Committees to retain revenue savings which are made within the financial year, to enable them to deliver on their investment priorities, as identified within their local action plans or Area Delivery Plan.

### **13.0 Conclusions**

This reports sets out the current position regarding progress to implement the delegation of Community Centres in the Inner East Area. Good progress has been made to better understand the operational, budgetary and maintenance issues affecting all of the Community Centres within the portfolio. This will be built upon as the delegation is implemented over the next twelve months so that a greater understanding of the needs of each centre and its users is established. The development of local action plans and the provision of improved performance management information, which will be available from April 2010 when the new lettings database is implemented, will enable a more robust, effective and sustainable service to be developed in the longer term

### **14.0 Recommendations**

- 14.1 The Inner East Area Committee is asked to agree the content of this report and to comment on any issue raised.
- 14.2 The Area Committee is asked to reconvene the community centres working group and inviting a member of CPM to join it.
- 14.3 In particular, it is recommended that the Area Committee approve, in principal, the asset transfer of South Gipton Community Centre to GIPSIL, in order to enable them to access resources through the Community Builders Fund to provide a new, purpose built community facility.

There were no documents used in the preparation of this report.