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## EXECUTIVE BOARD

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Meeting to be held in Civic Hall, Leeds on  
Thursday, 23rd September, 2010 at 9.00 am

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### MEMBERSHIP

#### Councillors

K Wakefield (Chair)	A Carter	S Golton	A Blackburn
J Blake			
P Gruen			
R Lewis			
T Murray			
A Ogilvie			
L Yeadon			
J Dowson*			

\*non voting advisory member

## CONFIDENTIAL AND EXEMPT ITEMS

The reason for confidentiality or exemption is stated on the agenda and on each of the reports in terms of Access to Information Procedure Rules 9.2 or 10.4(1) to (7). The number or numbers stated in the agenda and reports correspond to the reasons for exemption / confidentiality below:

### **9.0 Confidential information – requirement to exclude public access**

9.1 The public must be excluded from meetings whenever it is likely in view of the nature of the business to be transacted or the nature of the proceedings that confidential information would be disclosed. Likewise, public access to reports, background papers, and minutes will also be excluded.

### **9.2 Confidential information means**

- (a) information given to the Council by a Government Department on terms which forbid its public disclosure or
- (b) information the disclosure of which to the public is prohibited by or under another Act or by Court Order. Generally personal information which identifies an individual, must not be disclosed under the data protection and human rights rules.

### **10.0 Exempt information – discretion to exclude public access**

10.1 The public may be excluded from meetings whenever it is likely in view of the nature of the business to be transacted or the nature of the proceedings that exempt information would be disclosed provided:

- (a) the meeting resolves so to exclude the public, and that resolution identifies the proceedings or part of the proceedings to which it applies, and
- (b) that resolution states by reference to the descriptions in Schedule 12A to the Local Government Act 1972 (paragraph 10.4 below) the description of the exempt information giving rise to the exclusion of the public.
- (c) that resolution states, by reference to reasons given in a relevant report or otherwise, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

10.2 In these circumstances, public access to reports, background papers and minutes will also be excluded.

10.3 Where the meeting will determine any person's civil rights or obligations, or adversely affect their possessions, Article 6 of the Human Rights Act 1998 establishes a presumption that the meeting will be held in public unless a private hearing is necessary for one of the reasons specified in Article 6.

10.4 Exempt information means information falling within the following categories (subject to any condition):

- 1 Information relating to any individual
- 2 Information which is likely to reveal the identity of an individual.
- 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information).
- 4 Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or officer-holders under the authority.
- 5 Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
- 6 Information which reveals that the authority proposes –
  - (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
  - (b) to make an order or direction under any enactment
- 7 Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime

# A G E N D A

Item No K=Key Decision	Ward	Item Not Open		Page No
1			<p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded)</p> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Chief Democratic Services Officer at least 24 hours before the meeting)</p>	
2			<p><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p><b>RESOLVED –</b> That the press and public be excluded from the meeting during consideration of those parts of the agenda designated as exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information.</p>	

Item No K=Key Decision	Ward	Item Not Open		Page No
3			<p><b>LATE ITEMS</b></p> <p>To identify items which have been admitted to the agenda by the Chair for consideration</p> <p>(The special circumstances shall be specified in the minutes)</p>	
4			<p><b>DECLARATION OF INTERESTS</b></p> <p>To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct</p>	
5			<p><b>COMMUNITY USE OF SCHOOLS POLICY</b></p> <p>To consider the report of the Interim Director of Children's Services regarding a Community Use of Schools Policy, which was the subject of a Scrutiny Board (Children's Services) call in meeting on 8<sup>th</sup> September 2010.</p>	1 - 36



Originator: Sally Threlfall /  
Simon Darby  
Tel: (0113) 2474334 / 2475178

**Report of: Director of Children's Services**

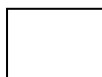
**Executive Board**

**23<sup>rd</sup> September 2010**

**SUBJECT: Review of the 1990 Community Use of Schools Policy**

**Electoral Wards Affected:**

**All**



Ward Members consulted  
(referred to in report)

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

Eligible for Call In

Not Eligible for Call In  
(Details contained in the report)

**EXECUTIVE SUMMARY**

- 1.0 As part of the 2010/11 City Council Budget the budget used to reimburse schools for Community Use under the 1990 policy was removed from September 2010. This report seeks to confirm the budget decision to remove the central subsidy from all community use of schools and to establish a Community Use policy that sets maximum charges to be made by schools to 'Recommended' user groups, with an expectation that schools will consider charging lower subsidised rates where use contributes to their extended services plans, or where local costs are below the centrally determined rates.
- 2.0 The report seeks to confirm that a central 'support' grant fund be established to provide some support to users meeting corporate priorities in the budget year 2010-11.
- 3.0 Prior to April 1990, when schools commenced operation under conditions of local management, Leeds City Council had actively promoted the community usage of school facilities. In order to maintain such usage after 1<sup>st</sup> April 1990 a Community Use Policy (1990) was approved. The 1990 policy (reviewed in 1991) set out specific groups of users who could access Leeds school facilities free of charge. Schools were reimbursed from a central budget, totalling approximately £1m, for each instance of community usage. In order to administer the policy a central Lettings Unit was set up. The policy is discretionary.
- 4.0 Since 1990 there have been numerous changes in the field of education, the nature of which could not have been foreseen when the structure of the 1990 policy was determined such as:
- 5.0 Governing Bodies of Schools have become responsible for the delivery of the extended services core offer and in recent years significant funding has been provided to schools and

clusters of schools from the Government to support this;

- 6.0 Different categories of school have been established where the power of the Local Authority to direct use does not apply.

### **RECOMMENDATIONS**

The Executive Board is recommended to approve the following:

1. That the central subsidy on community use of schools should cease from November 2010.
2. That a support fund of £50,000 be established
3. The revised policies and procedures as set out in section 5 of the report
4. That £10,000 be provided as an additional grant to support supplementary schools.  
Administration to be carried out by the Head of School Improvement Education Leeds.
5. That the policy set out at section 5 is applied to PFI schools, the lettings of which are administered directly by the Lettings Unit.



**Report of: Director of Children's Services**

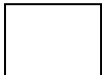
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**Electoral Wards Affected:**

**All**



Ward Members consulted  
(referred to in report)

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

Eligible for Call In

Not Eligible for Call In

(Details contained in the report)

## 1.0 PURPOSE OF REPORT

- 1.1 This report seeks to confirm the budget decision to remove the central subsidy from all community use of schools from November 2010 and to establish a Community Use policy that sets maximum charges to be made by schools to recommended user groups, with an expectation that schools will consider charging lower subsidised rates where use contributes to their extended services plans, or where local costs are below the centrally determined rates.
- 1.2 This report sets out revised policies and procedures which seek to safeguard the access of community groups to school premises whilst at the same time eliminating central funding for those lettings.
- 1.3 The report seeks to confirm that a central 'hardship' grant fund be established to provide some support to users meeting corporate priorities.

## 2.0 BACKGROUND

- 2.1 Prior to April 1990, when schools commenced operation under conditions of local management, Leeds City Council had actively promoted the community usage of school facilities. In order to maintain such usage after 1<sup>st</sup> April 1990 a Community Use Policy (1990) was approved. The 1990 policy (reviewed in 1991) set out specific groups of users who could access school facilities free of charge. Schools were reimbursed from a central budget, totalling approximately £1m, for each instance of community usage. In order to administer the policy a central Lettings Unit was set up. The policy is discretionary.
- 2.2 Since 1990 there have been numerous changes in the field of education, the nature of

which could not have been foreseen when the structure of the 1990 policy was determined. Governing Bodies of Schools have become responsible for the delivery of the extended services core offer and in recent years significant funding has been provided to schools and clusters of schools from the Government to support this.

### **3.0 MAIN ISSUES**

The 1990 Community Use policy does not reflect the current responsibilities and reasons for change can be summarised as follows:

#### **3.1 Funding Responsibility**

3.1.1 The community use policy was developed prior to the introduction of extended services responsibilities on governing bodies. Governing Bodies have a responsibility for the provision of extended services and the Government expectation is that users generally should pay the economic cost of using schools. Extracts from Government guidance to School Governing Bodies regarding the planning and funding of extended schools is reproduced at Appendix 1.

3.1.2 Whilst the general expectation is that users should pay the economic costs for using schools significant funding streams are available to schools to prioritise towards supporting extended services. Details of the current funding streams available to schools are shown at Appendix 2. The Government has also changed the regulations governing the activities that Schools may fund from their School Budgets. In recent years schools have been able to use their budgets to support any activity that Governors expect to bring an educational benefit to pupils as detailed in Appendix 1. However, from April 2010 the 'School Budget Shares (prescribed purposes ) (England) regulations have extended the activities that schools can support from their budgets.

#### **3.2 Targeting and Economic Usage**

3.2.1 The current policy does not target the City Council subsidy in any way. Allocations are not prioritised based on target groups or wider city council priorities, ability of users to pay, geography, age or wider thresholds such as chartered status of under 18 sports clubs. Where more than one group requests the same time and facility the school at which the letting takes place determines which user to accept. An analysis of the 2008/09 and 2009/10 reimbursements shows that only 30% of reimbursements are made to schools in the 30% most deprived IMD areas and only 30% of reimbursements are made on behalf of hirers resident in the 30% most deprived IMD areas. The analysis by hirer also shows that over 11% of reimbursements to schools are where the home address of the hirer is outside of the Leeds area.

3.2.2 The lack of any contribution from users or limit to the amount of use available to a particular user provides no incentive to use facilities economically and leads to a wide variation in free use provided to similar groups. It also leads to time being booked that is then not used. Groups 'block book' times each week but there are then a number of cancellations throughout the year. Appendix 3 details the reimbursements made to schools for each user under the policy over the two years to March 2010.

#### **3.3 Reimbursement Rates to Schools**

3.3.1 The power to direct the use of schools can only be used where schools receive income to offset the cost of the letting. Current reimbursement rates to schools have not kept pace with inflation and certain rates require a significant increase in order that they can be shown to cover costs. This is not affordable from the Children's Services Budget. However, as in Appendix 2 schools receive funding that may be used to subsidise this use.



### 3.4 Charges for Other Council Provision

- 3.4.1 The current policy does not form part of a coherent policy for access to all council facilities. E.g. The free lettings for under 18 sport are in contrast with charges being levied for under 18 sports use of parks and recreation pitches and the City Council's Leisure Centres. There is also a charge levied to users of Leeds City Council Community buildings. This provides differential access based on geography.

### 3.5 Changes in Legislation

The community use policy based on the power of direction is outdated due to the growth in the number of schools where the policy does not apply. Out of 39 Secondary Schools in the city there is currently no power of direction over seven (Academy and Trust), limited power over five as they are Aided schools, and a power only within the terms of contracts in a further 11 (PFI schools). As the number of City Academies and Trust Schools increases there will be large areas within the City where access will be entirely dependent on Governing Body wishes and which fall entirely outside of any City Council policy. Appendix 4 details the reimbursements for Community use by school over the two years to March 2010.

#### 3.5.1 *Legislative Background*

- 3.5.2 Appendix 5 sets out the general legislative background surrounding the use of school premises by outside groups and by the local authority. Of particular relevance is the 2002 Education Act. This Act gave powers to governing bodies to provide any facilities or services whose provision furthers any charitable purpose for the benefit of:

- (a) pupils at the school or their families, or
- (b) people who live or work in the locality in which the school is situated

- 3.5.3 Education Acts place a general requirement on governing bodies to have regard to the desirability of having premises available for community use outside of school hours.

- 3.5.4 Guidance issued under the Education Act 2002 allows schools to:
- (a) use their delegated budgets to support or subsidise extended activities that bring an educational benefit to children, but not to support extended activities that are solely community facilities such as sports activities for the local community.
  - (b) Use their School Standards Grant to support the full range of extended services.

- 3.5.5 Non educational community usage therefore could not be subsidised from the school budget share but such usage could be subsidised from school standards grant, other income or specific grants that may be provided for such a purpose.

- 3.5.6 The use of the school delegated budget has now been amended by the School Budget Shares (Prescribed Purposes) (England) Regulations 2010 that allows governing bodies to use school budget shares for the provision of staff, goods, services, accommodation or other resources; or the making of payments towards expenditure incurred, by, or for purposes connected with the functions of, the Children's Trust Board for the area in which the school is situated.

### 3.6 Resource Implications

#### 3.6.1 **Current Cost**

The table below sets out the expenditure on reimbursements to schools for community use funded lettings in 2009/10 Financial Year.

**Table 1. Community Use Reimbursements to Schools 2009/10**

Letting Type	Reimbursement	Types of group covered
Under 18 Sport	£366,447	Under 18 football / rugby / hockey etc teams
Voluntary Youth	£217,518	Brownies, Guides, Majorettes, Scouts, Dance, Drama groups
Supplementary Schools	£75,848	Language / curriculum classes from ethnic minority groups
Music Centres*	£62,617	Classes run by EL Music Services / Artforms
Community Groups	£29,778	Neighbourhood Watch, Action / Campaign Groups, Tenant Associations
Youth Programme*	£17,996	LCC staff run youth clubs or target groups
Polling Stations+	£14,790	Schools used for elections
Leisure Classes*	£12,386	Classes run by LCC Sports Development Unit
Holiday Playschemes	£15,521	Schemes funded through LCC
Groups with Disabilities	£12,736	Gateway Groups / Disabled sports
Parish Councils	£2,170	
Political Parties	£1,021	Monthly committee meetings
Governor Training*	£468	Area Gov meetings run by EL governor support
MP/Cllr Surgeries	£172	
<b>Total Payment to Schools</b>	<b>£829,468</b>	

+ A recharge for the polling stations expenditure is received from Central Government, in the case of general and the LCC Elections department for local elections.

\* These categories represent use of schools by the City Council and adjustments to budgets will need to take place in respect of these categories.

3.6.2 In the first year of the 1990 Community Use Policy the reimbursements to schools totalled approximately £1m. Reimbursements have declined over the years due to a reduction in the number of schools and an inability to index link the reimbursement rates in most years since 1990. From the above table the maximum full year savings from the change in policy is £721,211. This saving will be reduced by the establishment of any hardship grants and increase in charges to be met by City Council users.

### 3.7 Proposals for a Revised Policy

#### 3.7.1 *Recommended / Private Lettings*

In accordance with decision made in the 2010/11 budget round it is proposed that from November 2010 the provisions of the Community Use Policy (1990) as amended in 1991 will no longer apply.

3.7.2 From November 2010 school lettings at Leeds Schools where the power of LA direction applies should be categorised into two groupings:

- (i) Recommended Community Lettings
- (ii) Private Lettings

3.7.3 Set out below are the features of both categories of Letting within this policy:

#### (i) *Recommended Community Lettings*

Appendix 6 is a list of recommended categories of community groups that schools should accept under this policy. This is in line with the current directed policy. Table 2. below shows a list of maximum rates chargeable to the groups falling within the categories set out at Appendix 6. These charges should be considered the break even charge to be made to

groups considered to fall into the recommended categories for the relevant type of usage.

3.7.4 The rates set out in Table 2 represent the maximum charge rates applicable to the recommended groups. Schools and Extended Service Clusters should be encouraged to use their legal powers and funding as set out at section 3 and Appendices 2 and 5 to reduce the charges set out in table 2 or to provide free usage to the relevant groups, where the activities are meeting extended service outcomes. The current central reimbursement rates have been rather simplistic and it is proposed that the recommended rates from 1<sup>st</sup> November are amended to reflect broad differences in cost. For example, the current reimbursement for classrooms is based on £9 per room, whereas once the building is open the additional cost of using additional rooms will be lower.

3.7.5 **Table 2 Maximum Charge Rates For Recommended Groups - 1<sup>st</sup> November 2010**

Facility	Reimbursement Rate Prior to 1 <sup>st</sup> November 2010	Maximum Charge to Recommended Groups From 1 <sup>st</sup> November 2010
School Hall - Primary	£19 / hr	£20 / hr
School Hall - Secondary	£19 / hr	£25 / hr
Sports Hall	£19 / hr	£25 / hr
Gym / Dance Studio	£19 / hr	£20 / hr
Classroom / Meeting room	£9 / hr	£10 / hr
Each subsequent classroom / meeting room	£9 / hr	£4 / hr
Playing Field per Match	£7.50	£20
Playing Field Seasonal Hire	N/A	£180
Changing Facility per Match	£7	£15
Changing Facility Seasonal	N/A	£150
All Weather / Astro Pitch Full	£32 / hr	£40 / hr
All Weather / Astro Pitch Half	£16 / hr	£20 / hr
Floodlights	£2 / hr	£12 / hr
Cricket Field /match	£7.50	£30
Cricket Field / season	N/A	£200
Maximum hourly charge per user group for internal use	£48 / hr	To be determined by Governing Body
For one off use of Sports Facilities and pitches the above charges are inclusive of VAT, other lettings are exempt .		

**Notes to Table 2:**

- The reimbursement rate column shows the amount that the school would have been reimbursed under the terms of the 1990 Community Use Policy
- The maximum charges column represents the maximum charge to the groups shown in Appendix 6.
- There was no seasonal pitch hire reimbursement prior to September 2010. Seasonal usage assumes up to 14 uses for 2.5 hrs each use.
- Schools with specialist spaces such as ICT suites, Music Rooms and hydrotherapy pools should determine the charges for the use of these facilities.
- The current reimbursement is capped at £48 per hour where use of internal space exceeds a school hall and three other rooms.

3.7.6 (ii) *Private Lettings*  
 These Lettings comprise all other lettings other than those falling under the category of Recommended Community Lettings. It is expected that these lettings should be charged at full cost to the hirer. Schools may however consider that, although a group or individual falls outside of the categories set out at appendix 6, it is desirable to ensure that access is affordable for particular individuals or groups and charge less than economic cost.

Regard must be paid to the legal principles concerning charging for community facilities. Schools should set out in a governor approved Charging Policy what rates they wish to charge hirers of school facilities.

In the case of both Recommended and Private Lettings schools should operate within the general principle that the use of school facilities by outside bodies should not be at the expense of school activities.

### 3.7.7 *Support Fund*

3.7.8 It is proposed that a budget of £50,000 is set aside as a support fund in the 2010/11 financial year. Schools may apply for subsidy if they would choose, but are unable, to support community groups through their delegated budgets. It is proposed that support would be to a maximum of £5000 and provided where school budgets are at risk of deficit or only marginal surplus and community groups meet all of the following criteria:

- Group not eligible for support against core offer of a Children's Centre or extended school
- Group can not collect subscriptions or raise revenue to support rental
- Group meets needs of community in lowest 30% IMD (Indices of Multiple Deprivation) and of a vulnerable group.
- Group would cease to operate, is currently well attended and would leave a gap in community provision.

3.7.9 If necessary, the support would be scaled down to stay within the total available budget.

3.7.10 In addition the Local Authority currently provides some grant funding to Supplementary Schools in Leeds and a separate budget of £10,000 is maintained. It is proposed that this budget is increased by £10,000 and should continue to be administered by the Head of school Improvement, Education Leeds.

### 3.8 Recommended Administrative Procedures

It is recommended that schools adopt the following procedures from 1<sup>st</sup> September 2010:

#### 3.8.1 (i) Lettings Agreements

It is essential that, for all uses of school premises that are not 'pay and play' uses, a lettings agreement is produced to evidence the usage and confirm to the hirer the conditions under which the usage takes place. Agreements should be produced either by the Lettings Unit or at the school on approved stationery.

#### 3.8.2 (ii) School Lettings / Charging Policies

The law requires that that a governing body may not charge for anything unless it has drawn up a statement of general policy on charging (advice on this subject was previously distributed to schools by Education Leeds Financial Services in November 2008). From November 2010 school governing bodies should include within their charging policy a section concerning school lettings. This section should outline the charges set for the various types of school facilities that may be in use in the forthcoming year. The policy should make it clear upon what basis any remission is made from the recommended rates set out for recommended lettings at Table 2. School governors should ensure that their policies in respect of school premises lettings are authorised by the Governing Body or by a properly delegated sub committee of the Governing Body.

#### 3.8.3 (iii) Insurance

In order to safeguard the premises and property at the school site it is essential that checks be carried out to ensure that groups using school facilities have up to date third party liability insurance.

#### 3.8.4 (iv) Safeguarding

Although the young persons and vulnerable adults using schools through lettings are not under the direct control of the school it is clear that the school cannot divorce itself entirely from any responsibility with regard to safeguarding in respect of lettings in school buildings. In the past the Lettings Unit have performed CRB checks and also checks on qualifications of teachers and instructors in contact with vulnerable persons. At the time of writing a review of necessary safeguarding actions in respect of lettings is taking place. Information regarding this important aspect of lettings will be communicated to schools as soon as possible and this should form an important element of the school safeguarding and/or lettings policies.

#### 3.9 Lettings Unit

3.9.1 The 1990 Community Use Policy authorised the establishment of a central Lettings Unit to administer the policy. Costs of the unit have always been recovered as an overhead on the central cost of free lettings.

3.9.2 It is expected that during the financial year 2010/11 the unit will be involved in extra work administering the policy changes. From 1<sup>st</sup> April 2011 it is proposed that the Lettings Unit will operate as a traded service, with a Service Level Agreement to be agreed with schools.

#### 3.10 Use of Schools for Elections

It should be noted that separate legislation exists which requires the use of schools where necessary for the purpose of elections. Specific rules also exist as to what reimbursement schools can receive for this usage.

### 4.0 FINANCIAL IMPLICATIONS

4.1 The main financial implications are detailed in the body of this report.

### 5.0 LEGAL IMPLICATIONS

5.1 The legislative background to this issue is considered in section 3.5. The law relating to school letting and charging policies is discussed in paragraph 3.8.2.

### 6.0 RECOMMENDATIONS

6.1 The Executive Board is asked to approve the following:

- that the central subsidy on community use of schools should cease from November 2010.
- that a support fund of £50,000 be established
- revised policies and procedures as set out in section 5 of this report .
- that £10,000 be provided as an additional grant to support supplementary schools. Administration to be carried out by the Head of School Improvement Education Leeds.
- that the policy set out at section 5 is applied to PFI properties, the lettings of which are administered directly by the Lettings Unit.

#### **BACKGROUND PAPERS**

HM Government 'Planning and Funding Extended Services: a guide for schools, Local Authorities and their partner organisations.'

DCSF 'Funding Extended Services, guidance for local Authorities and schools including academies.'

HM Government 'Extended Schools, building on experience'.

DCSF 'Extended Services, extra support for you and your children.'

School Budget Shares (Prescribed Purposes) (England) Regulations 2010

Education Act 2002

DCSF Extended Services Toolkit for Governors

DCSF Guide to the Law for School Governors 2009 chapters 21 to 23

Leeds City Council Budget Report 2010/11



## 1. Appendix 1

### Extract From DCSF Document 'Planning and Funding Extended Schools'

#### • **Sustainability and charging:**

Families need to be able to base important decisions, such as returning to work, on the reliability of services, particularly childcare and holiday provision, offered through schools so it is crucial that the services offered should be well researched, robust in their business planning and realistically costed.

Charging enables schools to enhance the quality and frequency of the extended opportunities they offer and to make these more sustainable and so more reliable for families in the long term.

Schools should charge for:

#### • **all childcare except for the free entitlement.**

Parents on lower incomes may be eligible to reclaim up to 80% of the costs of childcare through the childcare element of the Working Tax Credit

#### • **community access**

Many schools already offer access to sports, arts, ICT facilities and adult learning for their local communities as well as their own pupils and families. Schools are often the only local community resource, offering much-valued facilities for clubs and adult learning. Schools themselves can also benefit from community use, for example by better engagement with and improved health and qualification levels in their local communities. Schools should charge the communities for using their facilities, and will need to ensure that their charges include adequate cover for additional and 'hidden' costs such as site management, heating and cleaning. However, schools will also wish to ensure that access is affordable for particular individuals and groups. Many schools operate a separate 'tariff' for such groups, charging them at cost, rather than at a profit, to help support their work.

Supplementary schools, for example, should be charged at cost. The extended schools policy offers enhanced opportunities for schools and supplementary schools to work more closely together, and to share their knowledge and expertise in languages, the national curriculum, community cohesion and engagement with parents. Such cooperation can contribute to the higher attainment of the children and young people who use them. (More advice can be found at [www.resourceunit.com](http://www.resourceunit.com)).

Schools may charge for

#### • **some study support**

We expect all schools to offer *some* free study support to support personalisation, and that all targeted offers to support the attainment of children who have fallen behind, such as literacy and numeracy 'catch up' provision, will also be provided free of charge. Likewise, schools are expected to provide some free after-school sport activities – often in conjunction with their School Sport Partnership – to enable children and young people to take up their entitlement to two hours of high quality PE and school sport each week. But schools may, after appropriate local consultation, fund other study support activities by charging parents. Many parents are already familiar with charges for clubs, trips and holiday activities. To fund access to 'catch up' study support activities, and to study support generally for the children and young people in low income families, schools may use their delegated budgets, including their School Development Grant and the School Standards Grant.

• **Children and young people from low income families:** Extended schools offer particular benefits for the most disadvantaged children and young people. So it is important that they have free access to at least some study support activities, especially those designed for children who have fallen behind in attainment, to enhance their achievement and enjoyment and support personalised learning.

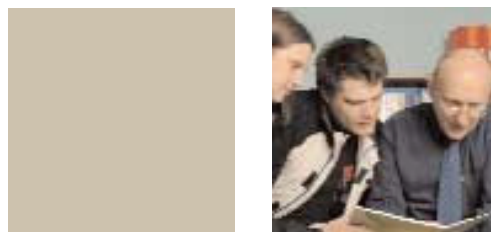
- Children who have disabilities or special educational needs: By working in clusters and with your children's trust you will need to develop provision to support the needs of these children.

**Further DCSF Guidance is shown below from the DCSF publication**

Planning and Funding Extended Schools



# Annex B: Financial management and sustainable funding



## Schools can:

- use their delegated budgets to support or subsidise extended activities that bring an educational benefit to children, but not to support extended activities that are solely community facilities such as sports activities for the local community
- use their School Standards Grant to support the full range of extended activities
- report income and expenditure on extended activities that have an educational benefit alongside core school activities

## Schools should:

- have a clear understanding of the ongoing costs of delivering extended activities, and how they will be funded
- report separately income and expenditure on community facility activities
- seek the advice of their LA on accounting procedures, and on VAT
- consult the Financial Management Standard website and toolkit to ensure that systems are fit for purpose

## Use of delegated budgets

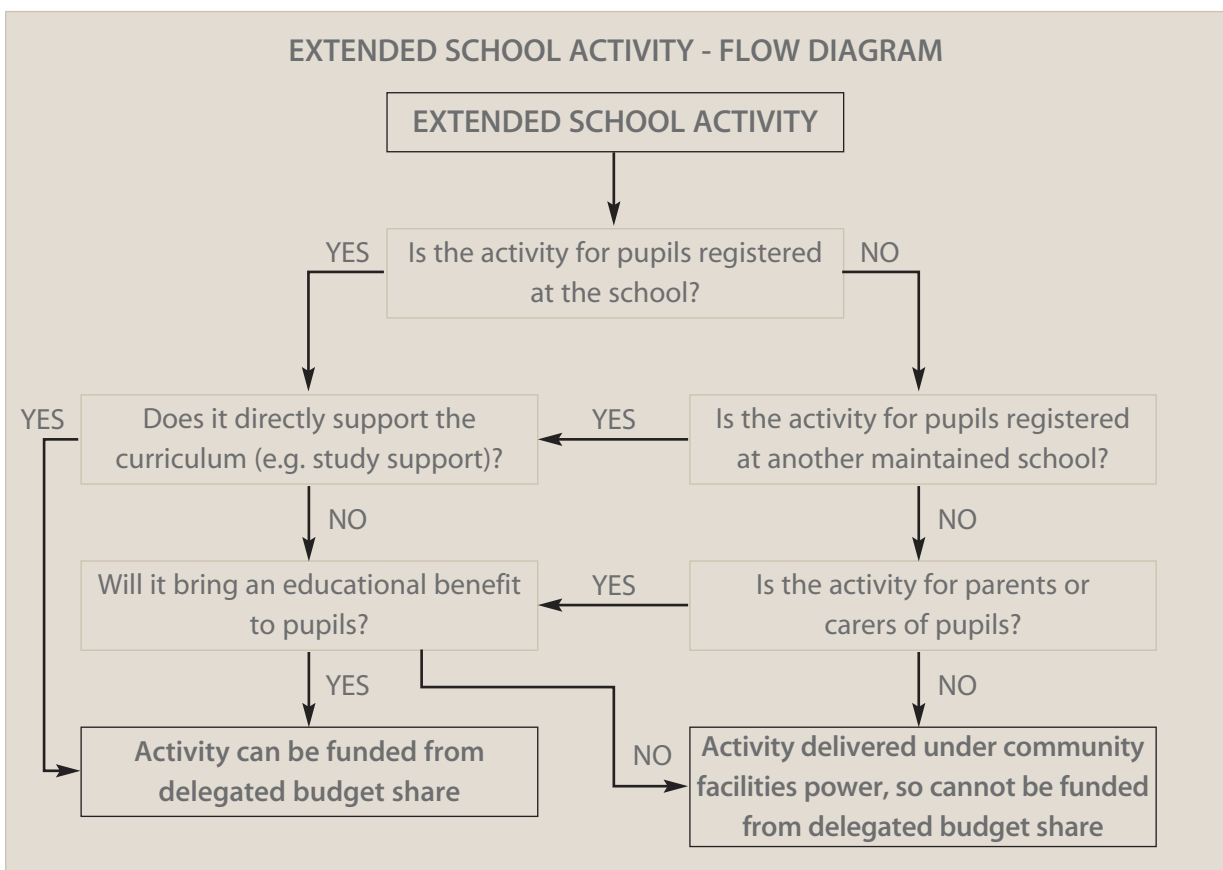
1. A school's delegated budget, or 'budget share', is the funding that schools receive from the local authority for the 'purposes of the school'. Although the meaning of this term is not spelt out fully in legislation, it covers all the teaching and learning activities that schools are required to deliver for their pupils, or for pupils registered at other maintained schools

(where, for example, they are working collaboratively). Legislation does set out certain activities that are *not* 'purposes of the school', and which schools therefore cannot fund from their delegated budget, and these include the provision of community facilities. (At present the only exception is for maintained nursery schools, where schools may fund community facilities, including childcare,



from their delegated budget.) The Government's view is that the term 'purposes of the school' could be construed as embracing all activities that bring an educational benefit to pupils at the school, or to pupils registered at other maintained schools. This could include activities within childcare.

2. To decide whether a particular extended activity is eligible to be funded from the delegated budget, schools may find it helpful to consider the table below:



3. Having asked these questions, and considered the particular circumstances, a school might decide, for example, that a parenting class *is* eligible for funding from the delegated budget because it helps pupils' parents/carers to support their learning. Schools might also decide that a breakfast club for children held during term time *is* eligible for funding from the delegated budget because it would help to ensure that pupils are in class on time and ready to learn, but that a play scheme during school holidays is *not* eligible for funding from the delegated budget if its purpose is mainly childcare, and is therefore a community facility. A school may, however, use its delegated budget to buy a place in an educational activity within that holiday programme for a child, such as a trip to a museum.

4. The distinction between extended activities that are eligible for funding from the delegated budget and those that are not is important as it also affects the way schools manage and report spending on various activities (see the section on financial management and accounting procedures below). If the governing body is unsure about the classification of a particular activity for funding purposes, the school should consult the local authority for legal advice.

5. Governing bodies must also consult and take into account advice from their local authority on any plans to provide extended activities under their community facilities power, as the scheme for financing local schools may place some restrictions or

prohibitions on the activities to be developed. Such prohibitions or restrictions will have been designed to ensure that the financial interests of the local authority are protected, and could include (for example) requiring the governing body to obtain indemnity insurance for risks associated with the activity in question.

### ***Financial management and accounting procedures***

6. Under current finance scheme guidance ([www.teachernet.gov.uk/management/schoolfunding/](http://www.teachernet.gov.uk/management/schoolfunding/)), the school's accounting procedures must distinguish between those extended school activities that can be funded from the delegated budget, and those that must be funded from outside it. There is no general Government requirement that schools use a separate bank account for extended school activities. The key principle is that a school's financial management and reporting should identify separate spending on those activities that are not eligible for funding from the delegated budget. Schools can do this within the main school account if schools use separate coding arrangements. But where extended school activities are significant, largely free standing and managed separately, a separate bank account may be appropriate. Schools should discuss with their ESRA and local authority finance officer the most appropriate arrangements in their circumstances.

7. Extended school activities funded from the delegated budget do not require

separate identification in school accounts, and should be treated alongside spending on other core school activities. To support this approach, the Department has introduced changes to the Consistent Financial Reporting Framework that create additional codes for 2006-07 to capture separately income and expenditure that relate to activities that cannot be funded from a school's delegated budget. Detailed advice on the changes was published in February 2006 at [www.dfes.gov.uk/valueformoney](http://www.dfes.gov.uk/valueformoney).

8. Schools should discuss their VAT position for extended services with their local authority finance officer and ESRA.

#### ***Management of extended activity finances***

9. The headteacher and governing body will need to ensure that due care is taken not to compromise the financial position of the school's delegated budget whilst extending the provision of services. In particular, schools need to ensure that they:

- can demonstrate a clear audit trail confirming decisions to undertake individual extended activities and their sources of funding, including whether such activities were eligible or ineligible for funding from the delegated budget
- have a robust process for fully costing all extended activities, including the apportionment of the school's fixed costs or overheads, as appropriate, as well as the identification of direct costs, and that they have a clear and transparent process for agreeing and making all relevant charges

- have all the appropriate systems, processes and controls in place to support a robust charging regime

10. The DfES has developed a toolkit for schools that is designed to help schools evaluate the quality of their financial management, and in training staff to become good financial managers. The *Financial Management Standard* is a simple statement of what a school that is managed well financially looks like. Further details of the *Financial Management Standard* are at [www.teachernet.gov.uk/management/schoolfunding/schoolfinance/](http://www.teachernet.gov.uk/management/schoolfunding/schoolfinance/)

#### ***Liability for debts***

11. So long as governors act honestly and reasonably and within their powers when carrying out their functions, any liability will fall on the governing body rather than on individual members. If a third party makes a claim against a governing body in its provision of community activities and services, the Education Act 2002 provides for the local authority to deal with the claim. But the local authority will be entitled to be reimbursed by the governing body from its community services budget. Where the governing body's community services budget is not in funds, the governing body will be in debt to the local authority. The governing body may not use funds from its delegated budget share to repay the debt. Except in extreme circumstances, where governors have acted unlawfully or have acted individually rather than as a corporate body, the local authority cannot recover the money from individual governors.

## Appendix 2

### Funding Available to Leeds Schools to Support extended services

#### Purposes of the School

School Budgets may only be spent on activity meeting the definition of 'Purposes of the School'. This definition was widened on the introduction of Extended Services requirements on schools to include any activity that is expected to bring an educational benefit to children. School Budgets have been increased by funding of **£7,980,000** per year over the last three years in order to meet ministerial expectations on personalisation, including the provision of extended activities. In addition, The Secretary of State for Education can prescribe other activities that can be supported from school budgets and these are set out in regulations shown below.

#### Community Access.

The DCSF has increased funding available to schools through the School Standards Grant and has introduced a second School Standards Grant for personalisation. This grant is not ring-fenced in any way and can be used to subsidise any extended services. In 2010/11 the School Standards Grant is **£16,339,000** and the School Standards Grant (personalisation) is **£5,375,000**. The funding available through these two grants has increased by over £10m per year since the extension in remit to support extended services.

In addition the DCSF is providing three additional grants to support extended services. These are for start up, sustainability and a grant to subsidise extended services charges for deprived pupils. Clusters of schools will receive a share of **£3,250,000** per year over 2009/10 and 2010/11 from the start up and sustainability grants.

In 2010/11 Leeds has been allocated **£2,550,000** to introduce an extended schools subsidy scheme for deprived pupils across all school clusters.

**The targeted funding directly available to schools to subsidise personalisation and extended services totals over £35m in 2010/11.**

<b>Expenditure Heading</b>	<b>2010/11 Budget</b>
<b>Personalisation allocation within school budgets that can be used for extended activity for pupils</b>	<b>£7,980,000</b>
<b>Grant Funding that can support any Community Activity</b>	<b>2010/11 Budget</b>
<b>School Standards Grant, can all be used for Extended Activities</b>	<b>£16,339,000</b>
<b>School Standards Grant (Personalisation), can all be used for Extended Activities</b>	<b>£5,375,000</b>
<b>Extended Schools Standards Fund, should be used to promote activity in addition to development and coordination of activity</b>	<b>£3,250,000</b>
<b>Extended Schools Subsidy, must be used to subsidise activity for deprived pupils and pupils in care</b>	<b>£2,550,000</b>
<b>Total Funding managed by schools that can be used to promote /subsidise Community Use / Access</b>	<b>£27,514,000</b>
<b>Total Funding</b>	<b>£35,494,000</b>

**The Secretary of State for Education has made regulations widening the scope of the use of a School's Delegated Budget as follows**

In exercise of the power conferred on the Secretary of State by section 50(3)(b) of the School Standards and Framework Act 1998, the Secretary of State for Education and Skills hereby makes the following Regulations:

**1.**

(1) These Regulations may be cited as the School Budget Shares (Prescribed Purposes) (England) Regulations 2010 and shall come into force on 1st April 2010.

(2) These Regulations shall apply for the purposes of the expenditure of budget shares of maintained schools in England.

**2.** The following purposes are hereby prescribed for the expenditure of the budget share of a maintained school by its governing body -

- a.** the provision of teaching to pupils registered at other maintained schools;
- b.** the provision of learning materials, educational resources, transport, meals and accommodation for pupils registered at other maintained schools.
- c.** in respect of maintained nursery schools only, any educational or other provision made for children on the premises of the school (including any such provision made by the governing body under section 27 of the Education Act 2002), or administrative support provided for other maintained nursery schools in the area of the same local education authority.
- d.**
  - (i) the provision of staff, goods, services, accommodation or other resources to a relevant person or body; or
  - (ii) the making of contributions to a fund out of which relevant payments may be made,

for the purposes of arrangements made under section 10 of the Children Act 2004 (co-operation to improve well-being)(1) ("CA 2004"), and in this sub-paragraph "relevant person or body" and "relevant payment" have the meanings given by section 10(11) of CA 2004;"

- e.**
  - (i) the provision of staff, goods, services, accommodation or other resources ; or
  - (ii) the making of payments towards expenditure incurred, by, or for purposes connected with the functions of, the Children's Trust Board(2) for the area in which the school is situated."

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(1) 2004 c. 31. Section 10 was amended by section 193 of the Apprenticeships, Skills, Children and Learning Act 2009 (c.22).

(2) Sections 12A to 12D of the Children Act 2004 make provision for the establishment, functions, funding and supply of information to Children's Trust Boards. These sections are inserted by section 194 of the Apprenticeships, Skills, Children and Learning Act 2009.

COMMUNITY USE REIMBURSEMENTS TO SCHOOLS BY GROUP - APPENDIX 3

GROUP NAME	School Reimbursement		Total over Two Years
	2008/09	2009/10	
SWILLINGTON ST MARY'S BEAVERS	£0	£3	£3
ST LAWRENCE BEAVER SCOUT GROUP	£5	£0	£5
1ST ROTHWELL RAINBOWS	£6	£0	£6
LABOUR GROUP OFFICE	£0	£9	£9
CLLR GEOFF DRIVER	£0	£9	£9
1ST COLLINGHAM SCOUT GROUP	£0	£12	£12
CLLR. WAKEFIELD	£14	£0	£14
PERFORMANCE DRAMA SCHOOL	£16	£0	£16
GARFORTH RUFC	£18	£0	£18
WETHERBY BULLDOGS A.R.L.F.C.	£0	£19	£19
GIRLGUIDING 1ST MORLEY BROWNIES	£26	£0	£26
PARISH COUNCIL	£0	£27	£27
SKELWITH WALK RESIDENTS ASC.	£18	£9	£27
TOPCLIFFE WARD TOWN COUNCIL	£27	£0	£27
FARSLEY FARFIELD SATURDAY BIKE CLUB	£27	£0	£27
CLLR K. HUSSAIN	£0	£29	£29
ELMETE RESIDENTS ASSOCIATION	£29	£0	£29
AIRE VALLEY HOMES LEEDS	£31	£0	£31
ELMET/ROTHWELL CONSERVATIVE ASSOCIATION	£0	£33	£33
RED ADMIRALS	£38	£0	£38
CLLR BEN CHASTNEY	£0	£38	£38
COMMUNITIES AGAINST POST OFFICE CLOSURES	£38	£0	£38
FAR HEADINGLEY VILLAGE SOCIETY	£0	£38	£38
FRIENDS OF GIPTON WOOD	£38	£0	£38
SOUTHROYD GYM CLUB	£42	£0	£42
GIPTON JUNIORS FC	£0	£45	£45
FRIENDS OF WOODHALL LAKE	£45	£0	£45
ROUNDHAY CONSERVATION SOCIETY	£0	£48	£48
ST. MARY'S CHURCH	£48	£0	£48
WEETWOOD LIBERAL DEMOCRAT CLLRS	£8	£40	£48
BRAMHOPE ENVIRONMENTAL GROUP	£0	£48	£48
2ND MORLEY BROWNIES	£0	£48	£48
LEEDS UNITED FOOTBALL ASSC	£48	£0	£48
HARE AND TORTOISE WALKING CLUB	£0	£50	£50
GAVIN DARBYSHIRE	£15	£38	£53
RAYNVILLE PRIMARY GYM CLUB	£56	£0	£56
SUMMERFIELD PRIMARY SCHOOL GYM CLUB	£56	£0	£56
CALVERLEY PARKSIDE ATHLETICS	£56	£0	£56
SLEDMERE & SHERBURN NEIB WATCH	£57	£0	£57
GEORGE MUDIE MP	£29	£29	£57
GREG MULHOLLAND MP	£57	£0	£57
GAREFORTH RANGERS JFC	£60	£0	£60
TUESDAY YOUTH CLUB	£63	£0	£63
CHAPEL ALLERTON LABOUR PARTY	£63	£0	£63
ROTHWELL RAINBOWS	£0	£66	£66
WOODHALL N'HOOD WATCH	£54	£14	£68
SILVER SURFERS	£0	£72	£72
HALTON LOCAL HISTORY SOCIETY	£0	£72	£72
BOGGART HILL ACTION GROUP	£76	£0	£76
DRIGHLINGTON CRAFT GROUP	£0	£76	£76
FOOTBALL IN THE COMMUNITY (LEEDS UNITED)	£76	£0	£76
ROUNDHAY BRANCH LABOUR PARTY	£79	£0	£79
SOUTH LEEDS SCOUT GROUP	£82	£0	£82
3RD WETHERBY BROWNIES	£0	£86	£86
ROUNDHEGIANS RFC	£0	£86	£86
LITTLE TYKES	£0	£88	£88
LITTLE DARLINGS CHILDMINDING GROUP	£0	£92	£92
EAST ARDSLEY UTD CC JNRS	£95	£0	£95
STAY & PLAY	£0	£96	£96
SOUTH LEIGH RESIDENTS ASSC	£98	£0	£98
FRIENDS OF WYKEBECK WOODS	£76	£29	£105
MATTHEW ULLAH	£108	£0	£108



COMMUNITY USE REIMBURSEMENTS TO SCHOOLS BY GROUP - APPENDIX 3

GROUP NAME	School Reimbursement		Total over Two Years
	2008/09	2009/10	
DEVONSHIRE NEIGHBOURHOOD WATCH	£38	£70	£108
VENTURERS	£112	£0	£112
CRIME CONCERN	£112	£0	£112
WHINMOOR B RESIDENTS	£38	£76	£114
WEETWOOD RESIDENTS ASSOCIATION	£59	£57	£116
FRIENDS OF BILLY WOOD	£81	£41	£122
TEMPLEGATES NEIGHBOURHOOD WATCH	£84	£41	£125
3RD COOKRIDGE RAINBOWS	£0	£125	£125
METHLEY WARRIORS	£133	£0	£133
EAST ARDSLEY CRICKET CLUB	£0	£133	£133
YOUTH INCLUSION PROJECT	£92	£48	£140
HWA RANG TAEKWONDO	£143	£0	£143
ALLSORTS CHILDMINDING GROUP	£0	£144	£144
ST. MARY'S MUMS AND TOTS	£0	£150	£150
CHILDMINDING GROUP	£0	£150	£150
THORP ARCH & WALTON YORK.COUNTRY WOMENS ASSC	£152	£0	£152
GLASSHOUGHTON CRICKET	£152	£0	£152
ASQUITH RESIDENTS GROUP	£0	£152	£152
BOLTON PERCY CRICKET CLUB	£152	£0	£152
FARSLEY CRICKET CLUB	£0	£152	£152
3RD ROTHWELL RAINBOWS	£0	£156	£156
FIRST TUESDAY RETIRED PEOPLE'S GROUP	£88	£68	£156
3RD KIRKSTALL RAINBOWS	£161	£0	£161
CLLR SUE BENTLEY	£133	£29	£162
JUBILEE BRASS	£162	£0	£162
FARSLEY JUNIORS FC	£0	£162	£162
SURE START 7 DAY RESPONSE	£164	£0	£164
LEEDS VARSITY RAMS YOUTH AMERICAN FOOTBALL	£0	£168	£168
IMPACT RESIDENT NETWORK	£0	£168	£168
TTA LEEDS	£0	£171	£171
GARFORTH COMMUNITY VOLLEYBALL CLUB	£0	£171	£171
BARWICK IN ELMET CRICKET CLUB	£171	£0	£171
OTLEY CRICKET CLUB JUNIORS	£174	£0	£174
AVIATOR ALLSTARS	£76	£103	£179
EXCEL @ NCL	£0	£180	£180
ST MARY'S CHURCH VENTURERS	£161	£28	£189
GARFORTH PARISH CHURCH CRICKET CLUB	£190	£0	£190
AIREDALE AND WHARFEDAILE CRICKET	£0	£192	£192
AFTER SCHOOL ART CLASS	£52	£148	£200
ALWOODLEY LABOUR PARTY	£92	£110	£203
LEEDS NORTH TREFOIL GUILD	£108	£108	£216
MARTIAL ARTS EDUCATION	£217	£0	£217
FEEL GOOD FACTOR	£0	£225	£225
6TH WHINMOOR CUBS	£0	£228	£228
WOODHOUSE KIDS CLUB	£240	£0	£240
ELLITE STUDIOS	£242	£0	£242
WETHERBY GYMNASTICS CLUB	£194	£48	£242
8TH GARFORTH RAINBOWS	£120	£125	£245
OTLEY ZEBRAS RFU	£180	£68	£248
WETHERBY SPORTS ASSOCIATION	£285	£0	£285
HORSFORTH CRICKET CLUB	£285	£0	£285
HYDE PARK JUNIOR YIPS	£88	£204	£292
SUMMERFIELD TOTS	£123	£172	£294
1ST CALEY BROWNIES	£0	£297	£297
GARFORTH TOWNSWOMEN GUILD	£297	£0	£297
GREAT & LITTLE PRESTON PARISH COUNCIL	£189	£108	£297
1ST CLIFFORD BEAVERS	£0	£299	£299
1ST KIPPAX (ST MARY'S) RAINBOWS	£0	£299	£299
ALL SORTS CHILDMINDING GROUP	£0	£312	£312
1ST KIPPAX ASHTREE BROWNIES	£322	£0	£322
LEEDS CITY JUNIORS FC	£0	£324	£324
HALTON TEMPLENEWSAM HISTORIAL SOCIETY	£198	£126	£324



COMMUNITY USE REIMBURSEMENTS TO SCHOOLS BY GROUP - APPENDIX 3

GROUP NAME	School Reimbursement		Total over Two Years
	2008/09	2009/10	
ARMLEY SOCIETY	£198	£126	£324
2ND KIPPAX BROWNIES	£0	£325	£325
LITTLE STARS CHILDMINDING GROUP	£180	£148	£328
1ST BRACKEN EDGE RAINBOWS	£172	£168	£340
BARNCROFT RESIDENTS ASSOCIATION	£190	£152	£342
GAMBLE HILL RESIDENTS ASSOCIATION	£171	£171	£342
4TH MORLEY (GILDERSOME) CUBS	£273	£86	£358
WHITECOTE TODDLER GROUP	£66	£294	£360
1ST ESHOLT RAINBOWS	£363	£0	£363
LIBERAL DEMOCRATS	£202	£162	£364
OULTON JUNIOR CRICKET CLUB	£368	£0	£368
BARKSTON ASH FOOTBALL ASSC	£375	£0	£375
SKELTON WOODS ENVIRONMENT GROUP	£198	£180	£378
HORSFORTH LABOUR PARTY	£180	£198	£378
JAQUELINE SIMPSON	£180	£198	£378
CROSSGATES CRICKET CLUB	£190	£190	£380
OTLEY CHURCHES TOGETHER/ KAZZ	£386	£0	£386
8TH SEACROFT RAINBOWS	£0	£388	£388
COLLINGHAM W/ HAREWOOD PCC	£176	£215	£391
CROSSGATES FRIDAY TODDLERS	£288	£104	£392
ESPIRIT GYMNASTICS	£260	£132	£392
LEEDS TOWN JUNIOR JU-JITSU CLUB	£399	£0	£399
OULTON INVADERS	£0	£408	£408
LEARNING PARTNERSHIP	£410	£0	£410
ALLERTON BYWATER ARLFC	£416	£0	£416
MORLEY CRICKET CLUB	£0	£418	£418
GREEN LANE CRICKET CLUB	£418	£0	£418
DRIGHLINGTON CRICKET CLUB	£152	£266	£418
ALLIANCE FOR GREEN SOCIALISM	£342	£86	£428
LEEDS ALLIANCE FOR GREEN SOCIALISM	£81	£348	£429
ST MARYS FIVE A SIDE	£437	£0	£437
THORP ARCH PARISH COUNCIL	£186	£253	£439
LEEDS BRANCH RSCDS	£0	£443	£443
ADEL AND WHARFEDALE LABOUR PARTY	£243	£203	£446
EAST LEEDS CRICKET CLUB	£447	£0	£447
HORSFORTH CC JUNIOR SECTION	£456	£0	£456
JU-JITSUKAN MARTIAL ARTS & SPORST CLUB	£466	£0	£466
HORSFORTH RETIRED PEOPLES GROUP	£445	£25	£470
KEEP FIT CLUB	£475	£0	£475
2ND MORLEY RAINBOWS	£360	£116	£476
DENSHAWS NEWLANDS & RYDALS RESIDENTS ASSOCIATION	£144	£338	£482
MILFORD MARLINS J.A.R.L.F.C.	£242	£243	£485
LEEDS KURDISH COMMUNITY ASSC	£486	£0	£486
MENSTON CRICKET CLUB	£0	£486	£486
GILDESOME SPURS JFC	£486	£0	£486
OFF STREET SOCIAL CLUB	£494	£0	£494
REETWIRLSERS MAJORETTES	£0	£494	£494
PUDSEY CIVIC SOCIETY	£392	£112	£504
RAWDON CRICKET CLUB	£190	£314	£504
ST GREGORYS RAINBOWS	£509	£0	£509
26TH NORTH LEEDS BEAVERS	£399	£114	£513
DRIGHLINGTON JFC	£0	£531	£531
OULTON BADMINTON CLUB	£532	£0	£532
MORLEY SPURS J.F.C.	£0	£534	£534
FARNLEY & WORTLEY LABOUR PARTY	£342	£198	£540
3RD CROSSGATES RAINBOWS / BROWNIES / GUIDES	£546	£0	£546
SOUTH LEEDS SAINTS	£361	£190	£551
LEEDS MUSLIM COLLEGE	£0	£552	£552
METHLEY UNITED JFC	£0	£553	£553
6TH MORLEY BEAVERS	£556	£0	£556
6TH WHINMOOR EAST LEEDS BEAVERS	£247	£314	£561
10TH NORTH LEEDS CUB SCOUTS	£158	£405	£563

COMMUNITY USE REIMBURSEMENTS TO SCHOOLS BY GROUP - APPENDIX 3

GROUP NAME	School Reimbursement		Total over Two Years
	2008/09	2009/10	
OUR LADY & ALL SAINTS YOUTH CLUB	£0	£570	£570
WETHERBY RUGBY LEAGUE	£0	£570	£570
YEADON JUNIOR CRICKET CLUB	£399	£181	£580
BREAKER'S UNIFY	£584	£0	£584
69TH LEEDS GUIDES	£588	£0	£588
1ST REVA ROINBOWS	£295	£295	£589
AMARANTH JFC	£228	£361	£589
1ST SCHOLES BROWNIES	£0	£597	£597
MUSLIM SOCIETY OF LEEDS	£411	£186	£597
GARFORTH VOLLEY CLUB	£0	£599	£599
ROTHWELL BROWNIES	£0	£616	£616
WHINMOOR BEAVERS	£0	£618	£618
MORLEY BOSOM BUDDIES	£0	£620	£620
BRAMLEY BROWNIES AND GUIDES	£0	£627	£627
BRAMLEY CHILDMINDING GROUP	£90	£540	£630
MUMS AND TODDLERS	£192	£456	£648
CHAPELTOWN RESIDENTS ASSOCIATION	£285	£380	£665
KUSHINKAI KARATE ACADEMY	£363	£318	£681
ROTHWELL GUIDES	£0	£693	£693
PUDSEY CONGS CRICKET CLUB	£494	£200	£694
ROUNDHAY PLANNING FORUM	£580	£124	£703
WHITKIRK WANDERERS AFC	£0	£713	£713
1ST PUDSEY SCOUTS	£707	£7	£713
LEDHAM PARISH COUNCIL	£337	£379	£715
1ST CLIFFORD CUBS	£0	£741	£741
RAWDON PARK BATON TWIRLERS	£0	£751	£751
1ST OULTON ST. JOHN'S RAINBOWS	£168	£592	£760
PERSIAN ASSOCIATION	£780	£0	£780
1ST WHINMOOR ST PAUL'S GUIDES	£784	£0	£784
CROSS GATES LIONS JFC	£635	£150	£785
GIRL GUIDES	£0	£789	£789
1ST CHAPEL ALLERTON BROWNIES	£485	£314	£798
AIREBOROUGH HISTORICAL SOCIETY	£399	£399	£798
7TH NORTH LEEDS ST MATTHEW'S CUBS	£0	£818	£818
BARDSEY SPORTS CLUB	£0	£840	£840
7TH MOOR ALLERTON BROWNIES	£594	£261	£855
HALTON WINE CIRCLE	£523	£333	£855
1ST THORNER BROWNIES	£856	£0	£856
COOKRIDGE ALBION JFC	£620	£252	£872
1ST BRAMHAM BROWNIES	£594	£285	£879
LEEDS JUNIOR CRICKET CLUB	£399	£485	£884
YZUP! YOUTH CLUB	£898	£0	£898
GOVERNOR SUPPORT SERVICE	£431	£469	£900
FRIEND OF PHAB	£234	£675	£909
NORTH LEEDS GYMNASTICS ACADEMY	£703	£209	£912
TEMPLAR CRUSADERS EXPLORER SCOUT	£912	£0	£912
8TH SEACROFT BROWNIES	£0	£917	£917
LINCOLN GREEN YOUTH THEATRE	£702	£216	£918
1ST OULTON BROWNIES	£0	£921	£921
LEEDS JUNIOR JITSU CLUB	£599	£342	£941
METHLEY CRICKET CLUB	£333	£608	£941
WOODCRAFT FOLK	£33	£910	£943
7TH NORTH LEEDS SCOUTS	£0	£950	£950
ARMLEY JUNIORS	£950	£0	£950
BRITISH MILITARY MARTIAL ARTS	£0	£950	£950
ALL SAINTS PCC	£715	£252	£967
ABERFORD AND DISTRICT PARISH COUNCIL	£494	£475	£969
WETHERBY CRICKET CLUB JUNIORS	£152	£836	£988
1ST KIPPAX RAINBOWS	£552	£437	£989
12TH LEEDS BOY'S BRIGADE	£437	£570	£1,007
COUNTRYWOMEN'S ASC.	£627	£399	£1,026
ROYAL SCOTTISH COUNTRY DANCE	£764	£273	£1,037

COMMUNITY USE REIMBURSEMENTS TO SCHOOLS BY GROUP - APPENDIX 3

GROUP NAME	School Reimbursement		Total over Two Years
	2008/09	2009/10	
SOUTH MILFORD C.C.	£342	£702	£1,044
HAREHILLS PLACE SPORTS ASSC	£1,051	£0	£1,051
ST MATTHEWS BEAVER SCOUT GROUP	£713	£342	£1,055
YORKSHIRE AMATEURS JFC	£108	£959	£1,067
FARSLEY YOUTH DEVELOPMENT PROJECT	£0	£1,071	£1,071
ROTHWELL ATHLETIC JFC	£535	£546	£1,081
HOLBORN CHURCH	£0	£1,088	£1,088
BOYS BRIGADE	£1,092	£0	£1,092
SHUKOKAI KARATE UNION	£1,094	£0	£1,094
ST OULTON RAINBOWS	£1,097	£0	£1,097
ARMLEY JUNIORS PROJECT	£0	£1,105	£1,105
WASPE CLUB	£0	£1,112	£1,112
SHADWELL UTD JFC	£701	£414	£1,115
MORLEY AND DISTRICT CONCERT BAND	£450	£684	£1,134
7TH NORTH LEEDS BEAVERS	£399	£741	£1,140
WALTON CRICKET CLUB	£0	£1,140	£1,140
IAN JONES	£1,148	£0	£1,148
JEWISH LADS & GIRLS BRIGADE	£0	£1,163	£1,163
ROTHWELL TOWN FOOTBALL CLUB	£1,274	£0	£1,274
MORLEY & WAKEFIELD SPURS	£817	£513	£1,330
KIPPAX TEMPLARS BADMINTON CLUB	£950	£380	£1,330
RIFFAT AHMED	£558	£792	£1,350
MICKLEFIELD PARISH COUNCIL	£879	£485	£1,363
CALVERLEY ST. WILFRID'S CRICKET CLUB	£817	£561	£1,378
MIDDLETON MAURADERS	£23	£1,368	£1,391
HUNSLET WARRIORS RUGBY	£513	£884	£1,397
LEEDS MUSLIM CONSORTIUM	£0	£1,398	£1,398
EAST LEEDS ARLFC	£0	£1,406	£1,406
2ND YEADON RAINBOWS	£722	£703	£1,425
1ST ESHOLT BROWNIES	£189	£1,249	£1,438
GUISELEY MUSIC CENTRE	£0	£1,450	£1,450
BOSTON SPA HOCKEY CLUB	£812	£640	£1,452
2ND MEANWOOD BROWNIES	£1,112	£342	£1,454
6TH WHINMOOR ST. PAUL'S SCOUT GROUP	£0	£1,456	£1,456
68TH LEEDS BROWNIES	£1,302	£173	£1,475
1ST GARFORTH SCOUTS	£900	£581	£1,481
EXTREME COACHING.COM	£0	£1,514	£1,514
CARLTON CRICKET CLUB	£1,064	£466	£1,530
GUISELEY CRICKET CLUB	£1,159	£372	£1,531
GIRLGUIDING GARFORTH	£0	£1,560	£1,560
1ST CALEY RAINBOWS	£965	£644	£1,609
GARFORTH AGE CONCERN	£1,395	£250	£1,645
NRG EXTREME CHEERLEADING	£1,653	£0	£1,653
KIPPAX WELFARE FC	£1,664	£0	£1,664
LEEDS BATON ROUGE MAJORETTES	£760	£912	£1,672
GLOBAL HOOPS	£1,702	£0	£1,702
WOODHOUSE CHRISTIAN FELLOWSHIP	£1,331	£374	£1,705
BAAL KERAVANI HINDU TEMPLE	£684	£1,026	£1,710
1ST THORNER BROWNIES	£445	£1,267	£1,713
HORSFORTH MUSIC CENTRE	£1,734	£0	£1,734
BRAMHOPE JUNIORS FC	£749	£990	£1,739
WESTWOOD PLAYGROUPE	£1,740	£0	£1,740
PUD ST LAWRENCE CRICKET	£855	£891	£1,746
OTLEY CAMERA CLUB	£894	£855	£1,749
OTLEY TOWN JFC	£637	£1,116	£1,752
ADEL CRICKET CLUB	£1,093	£660	£1,753
LEEDS TEMPLAR EXPLORER SCOUTS	£532	£1,221	£1,753
ST GREGORY'S BROWNIES	£1,252	£576	£1,828
3RD KIRKSTALL BROWNIES	£926	£903	£1,829
GUISELEY TAEKWONDO CLUB	£666	£1,166	£1,832
YOUTH THEATRE LEEDS	£0	£1,834	£1,834
MILESTONE PLAYScheme	£0	£1,836	£1,836

COMMUNITY USE REIMBURSEMENTS TO SCHOOLS BY GROUP - APPENDIX 3

GROUP NAME	School Reimbursement		Total over Two Years
	2008/09	2009/10	
BATON ROUNGE	£0	£1,862	£1,862
VIDIA SAGAR CULTURAL GROUP	£1,386	£502	£1,888
PUDSEY TABLE TENNIS	£532	£1,368	£1,900
SYLVIA THOMPSON SCHOOL OF IRISH DANCE	£1,444	£456	£1,900
B.B.T.S.A	£1,929	£0	£1,929
PAK KASHMIR FEDERATION	£0	£1,969	£1,969
7TH NORTH LEEDS CUBS	£1,596	£399	£1,995
EXPLORERS	£874	£1,140	£2,014
NORTH LEEDS MUSIC CENTRE	£2,033	£0	£2,033
ROTHWELL HARRIERS	£912	£1,122	£2,034
FARNLEY JUNIORS FC	£399	£1,651	£2,050
PENDAS JUNIOR BADMINTON	£1,026	£1,026	£2,052
SCHOLES GUIDES	£656	£1,397	£2,052
OLD MODERNIANS JUNIOR FOOTBALL	£1,664	£420	£2,084
2ND KIPPAX RAINBOWS	£1,189	£904	£2,093
7TH COOKRIDGE BROWNIES	£831	£1,264	£2,095
POOL BUSHIDO RYU	£1,055	£1,055	£2,109
ROTHWELL TOWN JFC	£0	£2,210	£2,210
WEST YORKSHIRE GIRLS CRICKET	£1,110	£1,102	£2,212
SUDANESE COMMUNITY ASSOCIATION	£72	£2,160	£2,232
12TH HORSFORTH BROWNIES	£1,121	£1,121	£2,242
ROUNDHAY MUSIC EDUCATIONAL CONCERTS ASSC	£1,128	£1,128	£2,256
1ST BOSTON SPA BROWNIES	£943	£1,322	£2,265
WESTWOOD COMMUNITY ASSOCIATION	£1,008	£1,276	£2,283
HOLT PARK YOUTH THEATRE	£2,303	£0	£2,303
TOWNSWOMEN GUILD	£567	£1,757	£2,324
11TH WHINMOOR RAINBOWS	£1,194	£1,131	£2,325
GARFORTH SHUKOKAI KARATE CLUB	£0	£2,340	£2,340
JOHN JAMIESON ACTIVITY SCHEME	£1,008	£1,350	£2,358
WETHERBY RUNNERS AC	£1,178	£1,216	£2,394
8TH GARFORTH BROWNIES	£1,297	£1,176	£2,473
HINDU SWAYAMSEVAK SANGH	£1,197	£1,292	£2,489
3RD COOKRIDGE BROWNIES	£1,056	£1,443	£2,499
ST. OSWALD'S BROWNIES	£1,264	£1,264	£2,527
GLEDHOW WOODCRAFT FOLK	£2,012	£570	£2,582
69TH LEEDS (69TH CYPRIANS) BROWNIES	£760	£1,834	£2,594
SCHOLES BROWNIES	£1,726	£875	£2,601
1ST COOKRIDGE GUIDES	£1,056	£1,560	£2,616
HORSFORTH ST. MARGARET'S	£660	£1,998	£2,658
OTLEY ATHLETIC CLUB	£998	£1,710	£2,708
CHAPELTOWN COMMUNITY PLAYScheme	£351	£2,394	£2,745
WETHERBY MUSIC CENTRE	£2,777	£0	£2,777
WHINMOOR WARRIORS	£2,167	£651	£2,818
BRAMLEY PHOENIX JFC	£114	£2,708	£2,822
LAWNSWOOD YMCA JFC	£1,062	£1,764	£2,826
MORLEY RHINOS	£2,842	£0	£2,842
10TH AIREDALE FRIDAY CUB PACK	£1,444	£1,406	£2,850
CARIBBEAN CRICKET CLUB	£1,026	£1,824	£2,850
THORPE ARCH & BOSTON SPA C.C.	£1,995	£865	£2,860
LEEDS AMA TAEKWONDO	£1,482	£1,406	£2,888
GARFORTH BADMINTON JFC	£2,081	£811	£2,891
GLEN JUNIORS	£1,349	£1,558	£2,907
16TH HORSFORTH BROWNIE PACK	£1,444	£1,482	£2,926
3RD YEADON BROWNIES	£1,444	£1,492	£2,936
1ST PUDSEY BROWNIES	£1,224	£1,826	£3,050
YARBURY (HORSFORTH) RFC	£1,340	£1,732	£3,072
11TH WHINMOOR BROWNIES	£1,342	£1,742	£3,084
ROTHWELL TOWNSWOMEN GUILD	£1,859	£1,309	£3,168
HEADINGLEY HOLIDAY ACTIVITIES CLUB	£3,096	£72	£3,168
8TH OTLEY BROWNIES	£1,722	£1,463	£3,185
EXTREMEOACHING.COM	£1,565	£1,653	£3,218
PUDSEY AND BRAMLEY ATHLETICS CLUB	£2,207	£1,055	£3,261

COMMUNITY USE REIMBURSEMENTS TO SCHOOLS BY GROUP - APPENDIX 3

GROUP NAME	School Reimbursement		Total over Two Years
	2008/09	2009/10	
WHITKIRK CRICKET CLUB	£1,425	£1,881	£3,306
UK LEEDS 5TH MIDDLETON URC	£3,432	£0	£3,432
LEEDS YOUTH SERVICE	£729	£2,718	£3,447
4TH MORLEY BROWNIES	£1,608	£1,862	£3,470
SPIDER-Y	£1,482	£2,069	£3,551
2ND WHINMOOR BROWNIES	£2,730	£840	£3,570
1ST ABERFORD BROWNIES	£1,645	£1,928	£3,573
COLTON JFC	£2,054	£1,527	£3,581
3RD YEADON GUIDES	£1,805	£1,805	£3,610
1ST HUNSLET BROWNIES, GUIDES AND RAINBOWS	£0	£3,628	£3,628
1ST OULTON SCOUTS	£2,964	£684	£3,648
3RD GARFORTH GUIDES	£1,853	£1,805	£3,658
LEEDS KARATE ACADEMY	£1,567	£2,104	£3,671
WEST LEEDS SHOTOKAN	£1,568	£2,109	£3,677
3RD ESHOLT BROWNIES	£1,911	£1,862	£3,773
YORKSHIRE BADMINTON ASSOCIATION	£2,271	£1,568	£3,838
MASTER	£0	£3,907	£3,907
TEMPLE NEWSAM HALTON GYM CLUB	£2,972	£942	£3,914
OULTON JUNIOR BADMINTON CLUB	£912	£3,007	£3,919
PEOPLE IN ACTION / LINK CLUB	£2,166	£1,777	£3,942
BOSTON SPA MUSIC CENTRE	£0	£3,967	£3,967
CALVERLEY UNITED JFC	£1,858	£2,159	£4,017
KIRKSTALL CRUSADERS JFC	£2,658	£1,366	£4,024
51ST LEEDS (HUNSLET PARISH) RAINBOWS	£3,062	£996	£4,058
EAST LEEDS KARATE	£2,195	£1,910	£4,104
LA CLASSIQUE	£2,591	£1,608	£4,199
BRIGHT SPARKS	£2,166	£2,109	£4,275
YORKSHIRE COUNTRYWOMEN	£1,909	£2,368	£4,276
1ST ROTHWELL GUIDES	£2,457	£1,820	£4,277
LEEDS FOSTER CARERS SCHEME	£2,142	£2,142	£4,284
ST. LUKE'S CARES	£743	£3,564	£4,307
100TH ST. PHILLIP'S BROWNIES	£2,460	£1,968	£4,428
1ST CLIFFORD SCOUTS	£2,750	£1,751	£4,501
BEESTON JUNIORS F.C.	£3,806	£736	£4,542
CHURCH LADS AND GIRLS BRIGADE	£2,660	£1,890	£4,550
DRIGHLINGTON ARLFC	£2,094	£2,502	£4,596
3RD ROTHWELL BROWNIES	£3,147	£1,456	£4,603
12TH MORLEY BEAVERS	£1,540	£3,133	£4,673
BRITISH BATON TWIRLING ASSOCIATION	£3,002	£1,682	£4,684
1ST BARWICK IN ELMET SCOUT GROUP	£4,704	£0	£4,704
YORKSHIRE YOUTH HOCKEY LEAGUE	£2,016	£2,688	£4,704
LEEDS AMAZONES FC	£3,092	£1,634	£4,726
WETHERBY ATHLETIC JFC	£1,698	£3,039	£4,737
GARFORTH TIGERS ARLFC	£1,687	£3,070	£4,757
1ST CROSSGATES BROWNIES AND GUIDES	£2,605	£2,160	£4,765
LEEDS CITY VIXENS	£2,793	£1,976	£4,769
HUNSLET NELSON CC	£2,337	£2,432	£4,769
CHURWELL LIONS FC	£4,713	£90	£4,803
LEEDS ALL STAR MAJORETTES	£3,478	£1,334	£4,812
GARFORTH COMMUNITY JUNIOR BADMINTON CLUB	£1,323	£3,496	£4,819
COLLINGHAM JFC	£1,677	£3,205	£4,882
KIPPAX WELFARE JFC	£1,779	£3,135	£4,914
WHINMOOR JUNIORS FC	£2,033	£3,107	£5,140
SEIKENKAI KARATE CLUB	£1,644	£3,515	£5,159
NORTH EAST LEEDS JFC	£2,815	£2,375	£5,190
MIYABI-RYU	£4,009	£1,283	£5,292
LEEDS 5TH MIDDLETON U.R.C.	£0	£5,329	£5,329
KASHMIRE SOCIAL & WELFARE ASSOCIATION	£4,555	£864	£5,419
LOWTOWN MAJORETTES	£2,375	£3,135	£5,510
WESTON LANE JS&SC	£2,420	£3,110	£5,530
LEEDS KOREAN SCHOOL	£2,567	£3,003	£5,570
ST MARYS YOUTH THEATRE	£3,724	£1,862	£5,586



COMMUNITY USE REIMBURSEMENTS TO SCHOOLS BY GROUP - APPENDIX 3

GROUP NAME	School Reimbursement		Total over Two Years
	2008/09	2009/10	
GARFORTH JUBILLE BRASS BAND	£2,405	£3,367	£5,772
YORKSHIRE ROSETTES	£2,888	£3,007	£5,895
LEEDS SCHOOLS FA	£2,025	£3,958	£5,983
ST. MARY'S YOUTH THEATRE	£2,166	£3,838	£6,004
LEEDS MACCABI	£2,902	£3,192	£6,094
MENSTON JFC	£3,096	£3,046	£6,142
CHURWELL CHIEFS	£2,121	£4,030	£6,151
JEWISH LAD & GIRLS BRIGADE	£3,606	£2,585	£6,191
OULTON RAIDERS	£3,387	£2,824	£6,211
3RD BRAMLEY BROWNIES	£2,553	£3,666	£6,219
1ST BARWICK BROWNIES	£3,138	£3,220	£6,358
AIREBOROUGH SUMMER ACTIVITIES SCHEME	£29	£6,392	£6,421
WEST LEEDS MUSIC CENTRE	£3,996	£2,510	£6,506
WETHERBY CRICKET COACHES	£3,525	£3,002	£6,527
1ST BARWICK GUIDES	£4,091	£2,454	£6,545
1ST OULTON ST. JOHN'S BROWNIES	£3,983	£2,707	£6,690
MINI FOOTBALL	£3,727	£3,006	£6,733
LEEDS HOCKEY CLUB	£2,782	£4,058	£6,840
CHURWELL LIONS JFC	£1,623	£5,248	£6,871
1ST MORLEY GUIDES	£2,640	£4,661	£7,301
SNAPS	£4,383	£3,030	£7,413
STANNINGLEY ALBION JFC	£4,225	£3,255	£7,480
1ST MORLEY BROWNIES	£4,547	£3,119	£7,666
KIRK DEIGHTON RANGERS JFC	£2,463	£5,561	£8,024
SHARDONNAY TWIRLING MAJORETTES	£4,332	£3,876	£8,208
ZANSHIN KAI GB	£4,057	£4,228	£8,284
PUDSEY SHOTOKAN ACADEMY	£6,498	£2,223	£8,721
GILDERSOME SPURS JFC	£4,363	£4,429	£8,792
ROTHWELL JUNIORS FC	£3,352	£5,484	£8,836
LEEDS LIBYAN SUPP. SCHOOL	£0	£9,024	£9,024
HIWA DEVELOPMENT ORGANISATION	£6,618	£2,585	£9,203
TINGLEY TIGERS JFC	£4,354	£5,142	£9,496
TAI JUTSU LEEDS	£4,599	£5,040	£9,638
BRAMLEY SAPPHIRES	£5,001	£4,864	£9,864
LEEDS CHINESE SCHOOL	£4,324	£5,828	£10,152
GUISLEY MUSIC CENTRE	£5,848	£4,391	£10,238
MIDDLETON PARK FC	£6,980	£3,331	£10,311
LEEDS CHINESE COMMUNITY SCHOOL	£3,584	£7,109	£10,693
PUDSEY GATEWAY CLUB	£5,623	£5,289	£10,912
8TH SOUTH LEEDS SCOUTS	£3,909	£7,416	£11,325
NORTH LEEDS MUSIC CENTRE	£5,228	£6,612	£11,840
1ST BARWICK IN ELMET SCOUTS	£5,328	£6,882	£12,210
GARFORTH VILLA JFC	£7,189	£5,589	£12,778
FARSLEY CELTIC JFC	£7,611	£5,247	£12,858
KIPPAX ATHLETIC JFC	£6,202	£6,865	£13,066
LEEDS COMMUNITY MANDARIN SCHOOL	£6,768	£6,580	£13,348
ROTHWELL MUSIC CENTRE	£6,731	£6,727	£13,458
WOODKIRK VALLEY JFC	£6,158	£7,382	£13,539
NORTHERN STAR MAJORETTES	£5,702	£7,888	£13,590
ARAB WOMENS ORGANISATION	£7,332	£7,050	£14,382
HORSFORTH MUSIC CENTRE	£6,639	£7,847	£14,486
AL HASSAN EDUCATION CENTRE	£14,121	£560	£14,681
EAST LEEDS MUSIC CENTRE	£6,764	£7,937	£14,701
1ST SHADWELL SCOUTS	£6,924	£10,350	£17,274
GUISELEY JFC	£6,978	£11,280	£18,258
IRAQI COMMUNITY CENTRE	£10,410	£8,460	£18,870
LEEDS CARNEGIE BASKETBALL	£6,523	£12,738	£19,261
B.A.R.C.A. - LEEDS	£6,728	£12,732	£19,460
NORTHERN STAR DRUM AND BUGLE	£15,327	£4,136	£19,463
STANLEY GYMNASTICS	£9,721	£10,076	£19,796
SOUTH LEEDS MUSIC CENTRE	£7,899	£12,152	£20,052
SEACROFT COLTS JFC	£9,434	£11,353	£20,787

COMMUNITY USE REIMBURSEMENTS TO SCHOOLS BY GROUP - APPENDIX 3

GROUP NAME	School Reimbursement		Total over Two Years
	2008/09	2009/10	
6TH MORLEY CHURWELL SCOUTS	£9,209	£12,457	£21,666
LEEDS TIGERS BASKETBALL	£14,974	£7,695	£22,669
PUDSEY DIAMOND MAJORETTES	£11,628	£11,400	£23,028
WIGTON MOOR SPORTS ASSOCIATION	£13,476	£10,577	£24,053
PUDSEY JFC	£11,858	£12,424	£24,282
LCC SPORT DEVELOPMENT UNIT	£13,000	£12,386	£25,386
WORTLEY F.C.JUNIORS	£10,277	£15,706	£25,982
ELECTORAL SERVICES POLLING	£13,179	£14,620	£27,799
ARABIC EVENING CLASS	£19,552	£9,165	£28,717
GARFORTH RANGERS JFC	£12,258	£18,455	£30,712
LCC - YOUTH SERVICES	£15,464	£15,278	£30,742
TINGLEY ATHLETIC JFC	£16,268	£14,806	£31,073
LEEDS ARABIC SCHOOL	£16,497	£15,036	£31,533
LEEDS PREMIER KARATE CLUB	£17,608	£14,881	£32,489
	<b>£817,981</b>	<b>£829,468</b>	<b>£1,647,449</b>

School Name	2008/09	2009/10	Total over 2 years
Swillington Primary School	£0	£3	£3
Seacroft Grange Primary School	£18	£9	£27
Colton Primary School	£0	£63	£63
Cockburn College	£98	£0	£98
Calverley CE Primary School	£0	£105	£105
Beckett Park P.R.U.	£0	£105	£105
St Benedict's Primary School	£60	£75	£135
Horsforth St. Mary's Primary School	£0	£150	£150
Weetwood Primary School	£57	£95	£152
Cookridge Primary School	£0	£170	£170
Cottingley Primary School	£0	£170	£170
Fir Tree Primary School	£0	£170	£170
Morley St. Francis Primary School	£0	£170	£170
Rothwell Primary School	£0	£170	£170
Methley Primary School	£83	£113	£195
West Oaks NE SILC	£0	£279	£279
Adel St John The Baptist Primary School	£160	£170	£330
Armley Primary School	£160	£170	£330
Asquith Primary School	£160	£170	£330
Beecroft Primary School	£160	£170	£330
Calverley Parkside Primary School	£160	£170	£330
Christ Church Upper Armley CE Primary School	£160	£170	£330
Farsley Westroyd Infant School	£160	£170	£330
Holy Rosary And St Annes Primary School	£160	£170	£330
Ingram Road Primary School	£160	£170	£330
Low Road Primary School	£160	£170	£330
Manston Primary School	£160	£170	£330
Middleton St Marys High School	£160	£170	£330
Millfield Primary School	£160	£170	£330
Moortown Primary School	£160	£170	£330
Our Lady Rc Primary School	£160	£170	£330
Pudsey Tyersal Primary School	£160	£170	£330
Pudsey Waterloo Primary School	£160	£170	£330
Queensway Primary School	£160	£170	£330
Richmond Hill Primary School	£160	£170	£330
Rothwell Victoria Primary School	£160	£170	£330
St Augustine's Primary School	£160	£170	£330
Wetherby St James' Primary School	£160	£170	£330
Pudsey Primrose Hill Primary School	£175	£170	£345
Whitkirk Primary School	£84	£266	£350
Intake High School	£160	£200	£360
Holy Name Primary School	£350	£29	£379
Wigton Moor Primary School	£216	£170	£386
Roundhay St Johns CE Primary School	£143	£246	£389
Crossley Street Primary School	£223	£170	£393
Five Lanes Primary School	£179	£215	£394
Grange Farm Primary School	£266	£152	£418
St. Mary's Primary School	£0	£456	£456
Rawdon St Peters CE Primary School	£160	£320	£480
Bardsey Primary School	£344	£138	£482
Southroyd Primary School	£274	£213	£487
Westgate Primary School	£320	£170	£490
St Gregorys Primary School	£532	£0	£532
Alwoodley Primary School	£256	£318	£574
Collingham Lady E Hastings Ce	£348	£227	£575
Talbot Primary School	£426	£170	£596
Austhorpe Primary School	£198	£410	£608
Cross Flatts Park Primary School	£638	£0	£638



School Name	2008/09	2009/10	Total over 2 years
Bracken Edge Primary School	£305	£348	£653
Seven Hills Primary School	£360	£300	£660
Hawksworth CE Primary School	£493	£170	£663
Broadgate Primary School	£665	£0	£665
Pudsey St. Joseph's	£390	£294	£684
St. Peter's Primary School	£0	£720	£720
Guiseley Infants School	£217	£569	£786
Lady E Hastings Ledston	£497	£310	£806
Summerfield Primary School	£431	£390	£820
Hovingham Primary School	£0	£851	£851
St Pauls Primary School	£666	£261	£927
John Smeaton Community School	£0	£950	£950
Whingate Primary School	£440	£606	£1,046
Moor Allerton Hall Primary School	£456	£625	£1,081
East Ardsley Primary School	£621	£692	£1,313
Great & Little Preston Primary School	£1,281	£108	£1,389
Gildersome Primary School	£738	£659	£1,397
Kerr Mackie Primary School	£626	£799	£1,425
Farsley Springbank Primary School	£556	£893	£1,449
Kippax Ashtree Primary School	£874	£736	£1,610
Adel Primary School	£941	£732	£1,672
Birchfield Primary School	£1,350	£449	£1,798
West SILC	£0	£1,836	£1,836
Otley All Saints CE Primary School	£1,444	£456	£1,900
East Garforth Primary School	£1,095	£900	£1,995
Micklefield CE Primary School	£1,131	£906	£2,037
Primrose Lane	£903	£1,160	£2,063
Westerton Primary School	£1,426	£653	£2,078
Meanwood CE Primary School	£1,511	£589	£2,100
Pool CE Primary School	£1,055	£1,055	£2,109
Parklands Primary School	£887	£1,281	£2,168
Deighton Gates Primary School	£1,049	£1,147	£2,196
Westbrook Lane Primary School	£1,121	£1,121	£2,242
Otley Ashfield Primary School	£1,351	£941	£2,291
East Silc John Jameson	£1,008	£1,350	£2,358
Thorner CE Primary School	£1,302	£1,267	£2,569
Kippax Greenfield Primary School	£1,392	£1,228	£2,620
Rothwell High Road Primary School	£210	£2,450	£2,660
Thorp Arch Lady E Hastings CE Primary school	£1,360	£1,302	£2,662
Woodlesford Primary School	£1,662	£1,001	£2,663
Bramhope Primary School	£1,396	£1,410	£2,806
Horsforth Newlathes Primary School	£1,444	£1,482	£2,926
Hollybush Primary School	£160	£2,845	£3,005
St Chads CE Primary School	£1,653	£1,549	£3,202
St Oswalds CE Junior School	£1,558	£1,648	£3,206
Swinnow Primary School	£1,321	£1,937	£3,258
White Laith Primary School	£1,832	£1,576	£3,408
Fieldhead Carr Primary School	£2,525	£1,001	£3,526
Beechwood Primary School	£1,967	£1,581	£3,548
Quarry Mount Primary School	£1,995	£1,660	£3,655
Grimes Dyke Primary School	£1,484	£2,246	£3,731
Otley St Joseph's Catholic Primary School	£1,722	£2,033	£3,755
Hawksworth Wood Primary School	£2,030	£1,788	£3,818
Farnley Park High School	£713	£3,284	£3,996
Green Hill Primary School	£1,471	£2,622	£4,093
Tranmere Park Primary School	£2,052	£2,148	£4,200
Ryecroft Primary School	£2,223	£2,109	£4,332
Hillcrest Primary School	£1,225	£3,124	£4,349

School Name	2008/09	2009/10	Total over 2 years
Menston St. Mary's High School	£1,655	£2,701	£4,356
Greenside Primary School	£2,267	£2,108	£4,375
Victoria Primary School (Ls9)	£2,460	£1,968	£4,428
Churwell Primary School	£2,195	£2,271	£4,465
Lawnswood High School	£2,803	£1,818	£4,621
Brownhill Primary School	£2,650	£2,007	£4,657
Blenheim Primary School	£2,919	£1,890	£4,809
Whitecote Primary School	£1,884	£3,113	£4,997
Carlton Primary School	£4,393	£622	£5,015
Strawberry Fields Primary School	£2,455	£2,561	£5,016
St Bartholomews CE Primary School	£3,944	£1,334	£5,278
Swallow Hill Community College	£0	£5,305	£5,305
Shire Oak CE Primary School	£2,600	£3,003	£5,603
Featherbank Infant School	£4,169	£1,453	£5,622
Crossgates Primary School	£3,439	£2,264	£5,703
Middleton Primary School	£4,139	£1,710	£5,849
Farsley Farfield Primary School	£3,569	£2,322	£5,891
Swarcliffe Primary School	£2,404	£3,581	£5,985
Aberford CE Primary School	£3,188	£2,973	£6,161
Hunslet St Marys CE Primary School	£3,062	£3,154	£6,216
Morley High School	£2,641	£3,591	£6,232
Drighlington Primary School	£2,544	£3,793	£6,337
Tinshill Learning Centre	£1,596	£4,764	£6,360
Bramham Primary School	£3,515	£3,164	£6,679
Chapel Allerton Primary School	£2,622	£4,255	£6,877
New Bewerly Community Primary School	£5,556	£1,621	£7,177
Raynville Primary School	£2,865	£4,511	£7,376
Brodetsky Primary School	£3,696	£3,748	£7,444
Cookridge Holy Trinity Ce	£3,104	£4,561	£7,665
Fountain Primary School	£4,471	£3,521	£7,992
St Mathews CE Primary School	£3,708	£4,646	£8,354
Castleton Primary School	£4,074	£4,481	£8,555
Scholes Elmet Primary School	£4,954	£3,620	£8,574
Harehills Primary School	£1,623	£7,576	£9,199
West Leeds High School	£7,735	£2,000	£9,735
Westwood Primary School	£4,380	£5,447	£9,827
Allerton CE Primary School	£2,739	£7,109	£9,848
St Theresa's Catholic Primary School	£4,941	£5,145	£10,086
Whinmoor St Pauls CE Primary School	£5,044	£5,092	£10,136
Royds High School	£5,363	£5,124	£10,487
Yeadon Westfield Junior School	£5,551	£5,058	£10,610
Ebor Gardens Primary School	£6,618	£4,205	£10,823
Gledhow Primary School	£5,148	£6,076	£11,224
Yeadon Ss Peter and Paul Catholic Primary School	£5,559	£5,701	£11,260
Stanningley Primary School	£6,011	£5,544	£11,554
Sacred Heart Catholic Primary School	£1,826	£9,939	£11,765
Brudnell Primary School	£5,229	£6,618	£11,847
Blackgates Primary School	£5,913	£6,293	£12,206
Ralph Thoresby High School	£7,481	£4,812	£12,292
Hunslet Carr Primary School	£5,769	£6,729	£12,498
Roundhay High School	£4,446	£8,123	£12,569
Templenewsham Halton Primary School	£7,589	£5,304	£12,893
Temple Moor High School	£5,710	£7,858	£13,568
Benton Park High School	£7,478	£6,395	£13,873
Park Spring Primary School	£5,928	£8,412	£14,340
South Leeds High School	£8,740	£5,634	£14,374
Holy Family Primary School	£6,089	£8,554	£14,642
Morley Victoria Primary School	£4,137	£10,958	£15,095

School Name	2008/09	2009/10	Total over 2 years
Rothwell CE Primary School	£9,219	£6,963	£16,182
Parkland's Girls High School	£9,057	£7,324	£16,381
Otley Prince Henry's Grammar School	£7,152	£9,366	£16,518
Oulton Primary School	£9,609	£7,259	£16,868
Primrose High School	£12,398	£4,757	£17,155
Bruntcliffe High School	£7,892	£9,777	£17,668
Allerton Grange High school	£13,004	£4,834	£17,838
Shadwell Primary School	£7,490	£11,367	£18,857
Garforth Green Lane Primary School	£7,993	£10,901	£18,894
Valley View Primary School	£6,925	£12,214	£19,139
Iveson Primary School	£10,656	£8,638	£19,294
Bankside Primary School	£18,236	£1,594	£19,830
Ninelands Primary School	£11,317	£9,083	£20,399
Priesthorpe High School	£10,988	£9,643	£20,630
Allerton High School	£8,143	£13,733	£21,876
Clapgate Primary School	£8,901	£13,972	£22,872
Bramley St Peters CE Primary School	£11,628	£11,400	£23,028
Pudsey Grangefield High School	£13,903	£9,348	£23,251
Hugh Gaitskell Primary School	£10,517	£12,822	£23,339
Wetherby High School	£10,825	£13,411	£24,236
Boston Spa Comprehensive	£10,167	£14,727	£24,893
Morley Newlands Primary School	£12,382	£13,293	£25,675
North West SILC	£11,724	£14,520	£26,244
Ireland Wood Primary School	£19,712	£9,353	£29,065
Guiseley High School	£14,905	£15,071	£29,976
Barwick In Elmet Primary School	£17,308	£13,012	£30,320
City Of Leeds High School	£16,622	£14,576	£31,198
Carr Manor High School	£18,475	£19,523	£37,998
Woodkirk High School	£21,956	£22,791	£44,747
Rodillian High School	£17,842	£27,033	£44,875
Little London Primary School	£23,557	£21,956	£45,513
Horsforth High School	£22,390	£23,240	£45,630
Garforth Community College	£25,296	£33,027	£58,323
Brigshaw High School	£31,210	£35,262	£66,472
Crawshaw School	£40,308	£27,782	£68,090
<b>Grand Total</b>	<b>£817,981</b>	<b>£829,468</b>	<b>£1,647,449</b>

**SCHOOLS WITH NO COMMUNITY USE UNDER THE POLICY OVER THE LAST TWO YEARS**

Abbey Grange Church of England High School  
All Saint's Richmond Hill Church of England Primary School  
Allerton Bywater Primary School  
Beeston Hill St Luke's Church of England Primary School  
Beeston Primary School  
Bramley Primary School  
Broomfield (South SILC)  
Burley St Matthias' Church of England Voluntary Controlled Primary School  
Cardinal Heenan Catholic High School  
Carr Manor Primary School  
Christ The King Catholic Primary School  
Corpus Christi Catholic High School  
Corpus Christi Catholic Primary School  
Elmete Wood (BESD SILC)  
Greenmount Primary School  
Harewood Church of England Voluntary Controlled Primary School  
Highfield Primary School  
Hill Top Primary & Nursery School  
Hunslet Moor Primary School

**SCHOOLS WITH NO COMMUNITY USE UNDER THE POLICY OVER THE LAST TWO YEARS**

Immaculate Heart of Mary Catholic Primary School  
Kippax North Primary School  
Kirkstall St Stephen's Church of England Primary School  
Kirkstall Valley Primary School  
Lawns Park Primary School  
Lower Wortley Primary School  
Manston St James Church of England Primary School  
Meadowfield Primary School  
Mount St Mary's Catholic High School  
Mount St Mary's Catholic Primary School  
Oakwood Primary School  
Otley The Whartons Primary School  
Pudsey Bolton Royd Primary School  
Pudsey Lowtown Primary School  
Rawdon Littlemoor Primary School  
Robin Hood Primary School  
Rosebank Primary School  
Rufford Park Primary School  
Shakespeare Primary School  
Sharp Lane Primary School  
Spring Bank Primary School  
St Anthony's Catholic Primary School, Beeston  
St Edward's Catholic Primary School, Boston Spa  
St Francis of Assisi Catholic Primary School  
St Joseph's Catholic Primary School, Hunslet  
St Joseph's Catholic Primary School, Wetherby  
St Margaret's Church of England Voluntary Controlled Primary School  
St Nicholas Catholic Primary School  
St Patrick's Catholic Primary School  
St Philip's Catholic Primary School  
St Urban's Catholic Primary School  
St. Mary's Church of England Voluntary Controlled Primary School Boston Spa  
Thorpe Primary School  
West End Primary School  
Windmill Primary School  
Woodlands Primary School  
Wykebeck Primary School  
Yeadon Westfield Infant School

**LEGISLATION AND REGULATIONS COVERING COMMUNITY USE**

- a) There is a statutory framework for the community use of school premises that has been amended by various Education Acts:
- a) Education (No. 2) Act 1986. Under Section 42 of this Act, governing bodies were given control of the use of school premises, subject to any reasonable directions by the LA. Governors are, however, required to have regard to the desirability of school premises being made available for community use.
  - b) Education Reform Act (1988) enabled governing bodies to determine hire charges for any non-school use and to retain lettings income. Governors must ensure that any non-school use is not subsidised from the delegated schools budget. The Act also required that where a LA directed use of school premises, it had to reimburse the school for the costs of energy and caretaking with a contribution towards repair and maintenance.
  - c) Education Act (1993) gave powers to governing bodies to enter into “transfer of control agreements” for the purpose of promoting community use outside school hours. Linked to this was a recognition that non-governors could be voting members of committees established by governing bodies to manage community use.
  - d) Education Act (2002) gave powers to governing bodies to provide any facilities or services whose provision furthers any charitable purpose for the benefit of-
    - (a) pupils at the school or their families, or
    - (b) people who live or work in the locality in which the school is situated.

The Education Acts now place a general requirement on governing bodies that in exercising control of the occupation and use of the premises outside school hours the governing body shall have regard to the desirability of those premises being made available for community use.

Guidance issued under the Education Act (2002) allows Schools to:

- use their delegated budgets to support or subsidise extended activities that bring an educational benefit to children, but not to support extended activities that are solely community facilities such as sports activities for the local community
- use their School Standards Grant to support the full range of extended activities

Governing bodies must ensure that any such provision does not interfere with the delivery of education to pupils. Community use not aimed at bringing an educational benefit to pupils must be self-financing, and the school’s budget must not be allowed to subsidise this in any way – profit from one letting or activity can be used to offset costs on another, but there must be an overall balance or profit. Where there are no additional costs to a school a user must still pay a fair apportionment of the costs attributable to the use. Whilst this use may not be subsidised from a school’s budget Governors can determine to subsidise this use from the school standards grant, other income or specific grants that may be provided for such a purpose.

In summary, although the City Council owns the site and buildings of community schools, is the landlord and has often contributed capital funding to enhance facilities for community use, it is the governing body that has overall control of the use of the school both during the day and outside school hours. The only constraint on this is the LA’s power to direct the use of school premises which is considered in the next section.

### **Local Authority Directed Use of School Premises**

- a) Under Schedule 13 of the 1998 Education Act the local education authority may give such directions as to the occupation and use of the premises of a community or community special school as they think fit. Schools are reimbursed for the cost involved in using their premises for these activities.
- b) For voluntary controlled schools, the local authority may direct the governors as to the use of premises on weekdays, and may also direct the use on Saturdays for any purpose connected with education or with the welfare of the young for which the local authority desire to provide accommodation on the premises (or on the part in question) if the premises are not being used by the school.
- c) For Voluntary Aided schools, the LA may direct the governors as to the use of the premises where not required for the school for up to three days a week excluding weekends where that is necessary for the education and welfare of young people and there is no suitable alternative accommodation available. Again, schools are reimbursed for any costs involved.
- d) For Foundation, Trust Schools and City Academies the LA has no power of direction, and Governing bodies will determine access and charging policies.
- e) For PFI schools the LA has a power of direction but only within any overall contract under which the school has been built and is operated.
- f) In practice, the LA does not direct use formally as relationships with schools are such that it is usually possible to agree arrangements for the use of school premises outside the school day. There is good liaison and co-operation with schools in administering the system.
- g) It should also be noted that governing bodies are required through other legislation to make premises available at cost for activities such as:
  - h) Polling stations in local or national elections
  - i) Planning for and acting in civil emergencies
  - j) Meetings of statutory bodies, e.g. Parish Councils

## APPENDIX 6 External Groups and Activities to be recommended at the Education Leeds charging rates

All organisations must be voluntary and non-profit making. Those organisations that will be considered as recommended and will pay no more than the recommended rate set by Education Leeds must meet the following criteria;

- all adults involved with the organisation should be employed in a voluntary capacity and not receive any payment/salary for their time/work **(excluding registered voluntary organisations)**
- any income from subscriptions collected should only be to cover the running costs of the organisation such as insurance, CRB's, travel and subsidiary expenses, hire fees and purchase of essential kit and equipment.

Any organisation not meeting the above criteria will be considered a commercial organisation and schools can set the charges that should be a minimum of cost recovery, examples are;

- operating in a business capacity
- limited company
- charging competitive fees for tuition or admission
- income collected results in the retention of profit and/or equipment that can be considered as a resalable asset

<u>Category</u>	<u>Examples of groups included and any Specific criteria</u>	<u>Type of activity allowed</u>	<u>Any activity not allowed</u>
Voluntary holiday playscheme	Organisation must be registered with and receive grant aid through LCC.	Holiday playscheme for children only	Fundraising / social events / Adult committee meetings
Voluntary youth	Brownies / Guides / Rainbows / Scouts / Cubs / Beavers / majorettes / music, dance & drama clubs / art & craft / brigades / mixed activity. Term time only Monday to Friday.	Children's regular activity / training sessions	Fundraising / social event / Adult meetings / tournament assessments & grading / competitions / gala / religious teaching observance.
Special Needs / disability	Gateway / social and activity clubs. Term time only Monday to Friday.	Groups with only registered disabled participants on role undertaking an activity session.	Respite care Health / rehabilitation sessions linked to health or social care services / Fundraising / social events
Community groups	Neighbourhood watch / local campaign & environment, groups, historical societies / retired citizens activity clubs Term time only Monday to Friday	Regular activity sessions / committee meetings	Fundraising / social events
Under 18 sports	Any sport club affiliated to the relevant national governing body / achieved clubmark Term time only Monday to Sunday	Training sessions / fixtures and matches arranged between 2 single teams	Fundraising / tournaments / galas / competitions / social events / assessments & grading / adult meeting /

Supplementary schools	Any school registered with Ed Leeds learning communities team and working towards the national chartermark	Supplementary education for children in either mother tongue languages / culture or national curriculum	training / matches. Religious teaching or observance / fundraising / social events
Parish councils	Term time only Monday to Sunday Any registered parish council	Committee meetings	Fundraising / social events
Political parties	Term time only Monday to Friday Any branch of a nationally registered party	Committee meetings	Fundraising / social events / campaign meetings for election candidates
Registered Voluntary Organisations	Term time only Monday to Friday Any organisation that is a registered charity and provides a charity registration number, or evidences that it operates in a charitable manner.  Voluntary organisations may pay the staff running the session but are entirely non-profit making. Many will be working in partnership with schools and clusters to deliver extended services and community activities	Regular or project based activity / training sessions  Partnership working with clusters and schools / extended services / wider community services	Fundraising / social event / tournaments / assessments / & grading / competitions / gala / religious teaching observance.
	Monday to Sunday term time only		

### **Internal groups - to be recommended at the Education Leeds charging rates**

All of the following will have to provide an expenditure code and Z order number at the time of booking. The Lettings Unit will raise an internal invoice on FMS in order for the school to receive payment.

LCC – Childrens Services - Youth programme  
LCC – Leisure and Culture - Leisure classes through SDU  
LCC – Members Services - MP / Cllr surgeries and public meetings  
LCC – Electoral Services - Polling stations  
LCC – all departments - delivering their service / meetings / presentations etc (Social Services / Highways / ALMO / Neighbourhoods/Housing area management teams)

Ed Leeds – LEA business – individual team’s delivering their service / meetings / briefings (Finance / School organisation / Admissions / Communications / IT)

Ed Leeds – Music Centres

Ed Leeds – Governor Support Services – Governors area meetings