



<b>Subject:</b>	<b>Asset Management</b>  i) Carrick Hill Community Centre – Lease with Carrick Hill Residents Association ii) Sally Gardens Community Centre – Lease to Poleglass Community Association iii) Sally Gardens Community Centre – Licence with Celtic Boys Football Club iv) Falls Park - Licence with Belfast Celtic Football Club v) Forth Meadow Community Greenway – Lease with Northern Ireland Housing Executive vi) Forth Meadow Community Greenway – Lease with Invest NI vii) Forth Meadow Community Greenway – Licence with Braidwater Homes / Coredale viii) Brook Playing Fields – Agreement with Phoenix Natural Gas Limited ix) Reverend Robert Bradford Memorial Park – Licence with Bluehouse Development Ltd. x) Botanic Gardens (Lower Section) – Licence Agreement with Queen’s University Belfast xi) Cromac Street Car Park – Licence with Northern Ireland Housing Executive xii) City of Belfast Playing Fields – Licence to Antrim and Newtownabbey Borough Council xiii) Smithfield Market – Update on Units Letting
<b>Date:</b>	17th February, 2023
<b>Reporting Officer:</b>	Sinead Grimes, Director of Physical Programmes
<b>Contact Officer:</b>	Pamela Davison, Estates Manager

<b>Restricted Reports</b>	
Is this report restricted?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If Yes, when will the report become unrestricted?	
After Committee Decision	<input type="checkbox"/>
After Council Decision	<input type="checkbox"/>
Sometime in the future	<input type="checkbox"/>
Never	<input type="checkbox"/>

<b>Call-in</b>	
Is the decision eligible for Call-in?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

<b>1.0</b>	<b>Purpose of Report/Summary of Main Issues</b>
1.1	The purpose of this report is to seek approval from the Committee on asset related disposal, acquisition, and estates matters.
<b>2.0</b>	<b>Recommendations</b>
2.1	<p>The Committee is asked to:</p> <ul style="list-style-type: none"> <li><b>i) Carrick Hill Community Centre – Lease with Carrick Hill Residents Association</b> <ul style="list-style-type: none"> <li>- approve the surrender of the current ground Lease at Carrick Hill Community Centre, subsequent transfer of ownership of the asset to Belfast City Council and a new lease back to Carrick Hill Residents Association.</li> </ul> </li> <li><b>ii) Sally Gardens Community Centre – Lease to Poleglass Community Association</b> <ul style="list-style-type: none"> <li>- approve a new lease with Poleglass Community Association</li> </ul> </li> <li><b>iii) Sally Gardens Community Centre – Licence with Celtic Boys Football Club</b> <ul style="list-style-type: none"> <li>- approve the grant of a licence to Celtic Boys Football Club for a secure storage container at the Sally Gardens sports complex.</li> </ul> </li> <li><b>iv) Falls Park – Licence with Belfast Celtic Football Club</b> <ul style="list-style-type: none"> <li>- approve the grant of a licence to Belfast Celtic Football Club for a secure storage container in Falls Park.</li> </ul> </li> </ul>

- v) Forth Meadow Community Greenway – Lease with Northern Ireland Housing Executive**
- approve entering into a lease with Northern Ireland Housing Executive for c. 4 sq m of land situated at the junction of Ballgomartin Road and Cairnmartin Road to install an illuminated sign as part of the Forth Meadow Community Greenway project.
- vi) Forth Meadow Community Greenway – Lease with Invest NI**
- approve entering into a lease with Invest NI of c. 16 sq m of land situated at Forthriver Business Park to install a public art sculpture as part of the Forth Meadow Community Greenway project.
- vii) Forth Meadow Community Greenway – Licence with Braidwater Homes/ Coredale**
- approve entering into a licence with Braidwater Homes / Coredale to use part of their land at West Circular Road for the construction of part of the Forth Meadow Community Greenway project.
- viii) Brook Playing Fields – Agreement with Phoenix Natural Gas Limited**
- approve of a Gas Connection Application Agreement with Phoenix Natural Gas Limited
- ix) Reverend Robert Bradford Memorial Park - Licence with Bluehouse Development Ltd.**
- approve the grant of a Licence Agreement to Bluehouse Development Ltd.
- x) Botanic Gardens (Lower Section) – Licence Agreement with QUB**
- approve the grant of a Licence Agreement to Queen’s University Belfast (QUB)
- xi) City of Belfast Playing Fields – Licence to Antrim and Newtownabbey BC**
- approve the licence of two small plots of land of c. 3 sq m situated at the entrance gates to City of Belfast Playing Fields to Antrim and Newtownabbey Borough Council to enable the placing of 2no. sandbag bins.
- xii) Cromac Street Car Park – Licence with Northern Ireland Housing Executive**
- approve the renewal of a Licence agreement from the Northern Ireland Housing
- xiii) Smithfield Market – Update on Letting of Units**
- note the recent lettings at Smithfield Market approved under delegated authority to Director of Physical Programmes.

3.0	<b>Main Report</b>
3.1	<p><b>i) Carrick Hill Community Centre – Lease with Carrick Hill Residents Association</b></p> <p><b><u>Key Issues</u></b></p> <p>At its meeting on 8<sup>th</sup> December 2020 the People and Communities Committee granted approval to the proposed transfer to the Council of ownership of the community centre building at Carrick Hill and a subsequent leaseback arrangement for the community centre building via the Council’s model for Independently Managed Centres, subject to reaching agreement with Carrick Hill Residents Association (“CRA”) in relation to detailed lease terms. Approval is sought to surrender current lease dated 4th September 1997 for the ground. Approval is also sought for the transfer of ownership of the community centre building from CRA to BCC at nil consideration. LPS have assessed the rent for the community centre at £10,800 per annum. In line with that charged at other centre’s managed via the Council’s Independently Managed Centre’s model the group will receive their grant “net of rent” which is in line with the approval from SP&amp;R Committee on 22<sup>nd</sup> April 2016. A map showing Carrick Hill Community Centre is attached as Appendix 1 to this report.</p> <p><b><u>Financial and Resources Implications</u></b></p> <p>LPS Valuation of premises - £10,800 per annum, subject to 5 yearly rent reviews in line with the Retail Price Index (RPI). Carrick Hill Community Centre will become an Independently Managed Centre with the allocated grant to be paid “net of rent”. Legal Services shall act on the instructions of the Estates Management Unit.</p> <p><b><u>Equality and Good Relations Implications/Rural Needs Assessment</u></b></p> <p>None associated with this report.</p>
3.2	<p><b>ii) Sally Gardens Community Centre – Lease to Poleglass Community Association</b></p> <p><b><u>Key Issues</u></b></p> <p>The Sally Gardens Community Centre is currently held by Poleglass Community Association (PCA) under a 10-year lease from 20th December 2016 initially at a peppercorn rent. The Executive Office, under the Urban Villages Initiative, have proposed a project to enhance the existing community centre to include a gym and changing rooms attached to the existing buildings. The extension of the existing facility will replace a disused external soft play area at the building gable. At its meeting on 23rd October 2020 the Strategic Policy and Resources Committee granted approval to the surrender of the existing lease and grant of a new 25-year Lease to PCA to include the existing Community Centre and proposed extension of the existing facility which is being funded by Urban Villages. The approval noted that the “rental income is to be assessed by the Estates Management Unit and taken back to Committee for</p>

	<p>approval". Land and Property Services ("LPS") have since provided a valuation of the subject property with the benefit of the proposed side extension, to be somewhere in the region of £33,000 per annum. Sally Gardens Community Centre is an Independently Managed Centre which allows the allocated grant to be paid "net of rent". A map showing the Community Centre and proposed side extension is attached as Appendix 2 to this report.</p> <p><b><u>Financial and Resources Implications</u></b></p> <p>LPS Valuation of premises is £33,000 per annum. Sally Gardens Community Centre will remain an Independently Managed Centre with the allocated grant to be paid "net of rent". Legal Services shall act on the instructions of the Estates Management Unit.</p> <p><b><u>Equality and Good Relations Implications/Rural Needs Assessment</u></b></p> <p>None associated with this report.</p>
3.3	<p><b>iii) Sally Gardens Community Centre – Licence with Celtic Boys Football Club</b></p> <p><b><u>Key Issues</u></b></p> <p>At its meeting in December 2022, the People and Communities Committee approved an application from Celtic Boys Football Club to install a storage container in the sports complex adjoining the Sally Gardens Community Centre. Recent incidents of vandalism have resulted in damage to the club's equipment and the installation of a container will provide a secure storage facility and prevent further damage to equipment and players personal belongings. The container will be used exclusively by the club at agreed times and for storage purposes only. No mains services are to be provided and the container will be maintained and insured by the club. Approval is sought for delegated authority for the Director of Physical Programmes and Director of Neighbourhood Services to agree terms of the licence including final site area and location.</p> <p><b><u>Financial and Resources Implications</u></b></p> <p>The licence will be subject to a nominal rent and Legal Services will act upon the instructions of the Estates Management Unit.</p> <p><b><u>Equality and Good Relations Implications/Rural Needs Assessment</u></b></p> <p>None associated with this report.</p>
3.4	<p><b>iv) Falls Park – Licence with Belfast Celtic Football Club</b></p> <p><b><u>Key Issues</u></b></p> <p>At its meeting in December 2022, the People and Communities Committee approved an application from Belfast Celtic Football Club to install a storage container in Falls Park. Recent incidents of vandalism have resulted in damage to the club's equipment and the installation of a container will provide a secure storage facility and prevent further damage to</p>

	<p>equipment and players personal belongings. The container will be used exclusively by the club at agreed times and for storage purposes only. No mains services are to be provided and the container will be maintained and insured by the club. Approval is sought for delegated authority for the Director of Physical Programmes and Director of Neighbourhood Services to agree terms of the licence including final site area and location.</p> <p><b><u>Financial and Resources Implications</u></b></p> <p>The licence will be subject to a nominal rent and Legal Services will act upon the instructions of the Estates Management Unit.</p> <p><b><u>Equality and Good Relations Implications/Rural Needs Assessment</u></b></p> <p>None associated with this report.</p>
3.5	<p><b>v) Forth Meadow Community Greenway – Lease with NIHE</b></p> <p><b><u>Key Issues</u></b></p> <p>As part of Forth Meadow Community Greenway Project, the Council is proposing installig an illuminated sign at the junction of the Ballygomartin Road and the Cairnmartin Road, to highlight the entrance to that section of the greenway. This will require leasing c.4 sq m of land from NI Housing Executive (NIHE). A site map showing the location of the land required is attached as Appendix 3. Subject to NIHE’s internal approvals, NIHE is prepared to lease the land to the Council for a term of 25 years at nil rent. The terms of the lease will be agreed by the Estates Management Unit and Legal Services.</p> <p><b><u>Financial and Resources Implications</u></b></p> <p>No financial implications. Legal Services shall act on the instructions of the Estates Management Unit.</p> <p><b><u>Equality and Good Relations Implications/Rural Needs Assessment</u></b></p> <p>None associated with this report.</p>
3.6	<p><b>vi) Forth Meadow Community Greenway – Lease with Invest NI</b></p> <p><b><u>Key Issues</u></b></p> <p>As part of Forth Meadow Community Greenway Project, the Council is proposing installing a public artwork sculpture at the entrance roundabout to Forth River Business Park off the Springfield Road. This will require leasing c.16 sq m of land from Invest NI. A site map showing the location of the land required is attached as Appendix 4. Invest NI has agreed to lease the land to BCC for a term of 50 years at nil rent. The terms of the lease will be agreed by the Estates Management Unit and Legal Services.</p>

	<p><b><u>Financial and Resources Implications</u></b></p> <p>No financial implications. Legal Services shall act on the instructions of the Estates Management Unit.</p> <p><b><u>Equality and Good Relations Implications/Rural Needs Assessment</u></b></p> <p>None associated with this report.</p>
3.7	<p><b>vii) Forth Meadow Community Greenway – Licence with Braidwater Homes / Coredale</b></p> <p><b><u>Key Issues</u></b></p> <p>Part of the Forth Meadow Community Greenway is proposed to be situated on a small part of land owned by Braidwater Homes / Coredale. A site map showing the location of the land required is attached as Appendix 5. Braidwater Homes / Coredale has agreed in principle to licence the land to the Council for the construction of the Greenway. Approval is sought to enter into a licence with Braidwater Homes / Coredale to facilitate the completion of Section 2 of the Greenway.</p> <p><b><u>Financial and Resources Implications</u></b></p> <p>Legal Services shall act on the instructions of the Estates Management Unit.</p> <p><b><u>Equality and Good Relations Implications/Rural Needs Assessment</u></b></p> <p>None associated with this report.</p>
3.8	<p><b>viii) Brook Playing Fields – Agreement with Phoenix Natural Gas Limited</b></p> <p>Phoenix Natural Gas Limited (PNG) have requested access to replace a Gas Pressure Reduction Facility (GPRF) presently on Council lands at Brook Playing Fields Site. A new Gas Connection Application Agreement with an agreed right of access over Council lands will be entered into between PNG Ltd &amp; the Council. The GPRF shall be located in the area coloured yellow on the map attached at Appendix 6 and access to the equipment shall be solely over the lands coloured blue.</p> <p><b><u>Financial and Resources Implications</u></b></p> <p>No financial implications. Legal Services shall act on the instructions of the Estates Management Unit.</p> <p><b><u>Equality and Good Relations Implications/Rural Needs Assessment</u></b></p> <p>None associated with this report</p>

3.9	<p><b>ix) Reverend Robert Bradford Memorial Park - Licence with Bluehouse Development Ltd</b></p> <p>Bluehouse Development Ltd is constructing an apartment block containing 23 apartments on a site adjacent to Reverend Robert Bradford Memorial Park / Donegall Pass Community Centre and have requested access to, and use of, a small portion of Council lands to ensure development works can be conducted safely for a period of 6 months from 25<sup>th</sup> March 2023 up to and including 24<sup>th</sup> September 2023 with a 4-week contingency period in the event of programme delays. The Licence will also include crane oversailing rights and cover the period from 8<sup>th</sup> August 2022 up to and including 31<sup>st</sup> December 2023. Bluehouse Development Ltd may extend their right to the crane oversailing by a further 3 months in the event of construction delays. See map attached at Appendix 7.</p> <p><b><u>Financial and Resources Implications</u></b></p> <p>Legal Services shall act on the instructions of the Estates Management Unit. A licence fee of £500+VAT for first four weeks then £100+VAT per each week thereafter plus a crane oversailing fee of £1,800+VAT has been agreed with Bluehouse Development Ltd.</p> <p><b><u>Equality and Good Relations Implications/Rural Needs Assessment</u></b></p> <p>None associated with this report.</p>
3.10	<p><b>x) Botanic Gardens (Lower Section) – Licence Agreement with QUB</b></p> <p>Queen’s University Belfast (QUB) have requested access to and use of a portion of Council land at Botanic Gardens (Lower Section) in connection with the Council’s Upsurge Project. QUB have requested a licence agreement from 25<sup>th</sup> February 2023 up to and including 31<sup>st</sup> September 2026 then month to month thereafter up to a maximum of 6 further months. The licence fee will be nominal as QUB are partnering with the Council in the delivery of the Upsurge Project. See map attached at Appendix 8 showing the location of the proposed licence area at Botanic Gardens (Lower Section) and temporary route of access.</p> <p><b><u>Financial and Resources Implications</u></b></p> <p>Legal Services shall act on the instructions of the Estates Management Unit.</p> <p><b><u>Equality and Good Relations Implications/Rural Needs Assessment</u></b></p> <p>None associated with this report.</p>
3.11	<p><b>xi) Cromac Street Car Park – Licence renewal with NIHE</b></p> <p><b><u>Key Issues</u></b></p> <p>As part of the Transfer of Functions legislation for off-street car parking from DRD, the car park at Cromac Street transferred to Council on 01 April 2015. This car park is owned by the Northern Ireland Housing Executive (NIHE) and has been held by Council under Licence</p>



	<p>since the transfer date. The current Licence from NIHE was for a term of 1 year and expired on 31/03/2021. Council are currently holding over. NIHE are willing to renew the Licence for a further term of 3 years up to 31/03/2024. Land &amp; Property Services (LPS) have provided a valuation of £44,784 for the Licence Fee for the initial year ending 31/03/2022 which is based on a percentage of the actual income the car park generated in the previous year. LPS have proposed a fee of £48,000 pa for the following two years, to be paid annually in advance and reconciled at the end of the Licence term to a percentage of the actual income generated. Council will retain all revenue generated from its operation of the car park. Both NIHE and Council will have a mutual break option given the car park may become available to acquire. See map at Appendix 9.</p> <p><b><u>Financial and Resources Implications</u></b></p> <p>Licence fee for first year £44,784 pa. The Licence will be drafted by NIHE and Councils Legal Services shall act on the instructions of the Estate Management Unit.</p> <p><b><u>Equality or Good Relations Implications / Rural Needs Assessment</u></b></p> <p>None associated with this report.</p>
3.12	<p><b>xii) City of Belfast Playing Fields – Licence to Antrim &amp; Newtownabbey Borough Council</b></p> <p><b><u>Key Issues</u></b></p> <p>Antrim &amp; Newtownabbey Borough Council (ANBC) have requested consent from the Council to place 2 no. sandbag bins adjacent to the entrance gates to City of Belfast Playing Fields to enable a supply of sandbags to be available to the general public. If approved by Members, ANBC has agreed to enter into a short-term agreement with the Council with terms to be agreed by the Estates Management Unit &amp; Legal Services. A site map showing the proposed location of the sandbag bins is attached at Appendix 10.</p> <p><b><u>Financial and Resources Implications</u></b></p> <p>No financial implications. Legal Services shall act on the instructions of the Estates Management Unit.</p> <p><b><u>Equality and Good Relations Implications/Rural Needs Assessment</u></b></p> <p>None associated with this report.</p>
	<p><b>xiii) Smithfield Market – Units Letting Update</b></p> <p><b><u>Key Issues</u></b></p> <p>The Committee is asked to note recent lettings and rental terms of Units at Smithfield Market as agreed under the delegated authority granted to the Director of Physical Programmes.</p>

The Council's Scheme of Delegation provides for retrospective reporting of lettings at Smithfield Market.

**Unit 3 - Smithfield Market**

Tenant – Ryan Barnes

Unit size – 136 sq ft

Use – Sale of clothing and sportswear

Rent - £200 per month plus rates.

Term – Tenancy Agreement for six months and monthly thereafter commencing 19th December 2022.

**Unit 5/6 - Smithfield Market**

Tenant – Alan Taylor

Unit size – 996 sq ft

Use – Sale of Comic books, novels, pop culture memorabilia and beverages

Rent - £850 per month plus rates.

Term – Tenancy Agreement for six months and monthly thereafter commencing 1st December 2019.

**Unit 16 - Smithfield Market**

Tenant – Christine Boyles

Unit size – 462 sq ft

Use – Hairdressers

Rent - £500 per month plus rates.

Term – Tenancy Agreement for six months and monthly thereafter commencing 16th November 2022.

**Unit 17/18 - Smithfield Market**

Tenant – Michael Bates

Unit size – 996 sq ft

Use – Sale of second-hand musical instruments, records, CD's and cassettes

Rent - £900 per month plus rates.

Term – Tenancy Agreement for six months and monthly thereafter commencing 17th January 2023.

	<p><b><u>Unit 22 - Smithfield Market</u></b></p> <p>Tenant – Joe Gilmartin</p> <p>Unit size – 150 sq ft</p> <p>Use – Sale of records, CD's and DVD's</p> <p>Rent - £225 per month plus rates.</p> <p>Term – Tenancy Agreement for six months and monthly thereafter commencing 1st June 2021.</p> <p><b><u>Unit 23 - Smithfield Market</u></b></p> <p>Tenant – Daniel Kerr</p> <p>Unit size – 150 sq ft</p> <p>Use – Sale of Paint &amp; Art Supplies</p> <p>Rent - £235 per month plus rates.</p> <p>Term – Tenancy Agreement for six months and monthly thereafter commencing 1st October 2022.</p> <p>Unit 34 is currently the only vacant unit within Smithfield Market.</p> <p><b><u>Financial and Resources Implications</u></b></p> <p>The current rental income for Smithfield equates to £158,220 per annum.</p> <p><b><u>Equality and Good Relations Implications/Rural Needs Assessment</u></b></p> <p>None associated with this report.</p>
<b>4.0</b>	<b>Documents Attached</b>
	<p>Appendix 1 – Map showing Carrick Hill Community Centre</p> <p>Appendix 2 – Map showing Sally Gardens Community Centre and Proposed Side Extension</p> <p>Appendix 3 – Map showing portion of land required for illuminated sign at Forth River Business Park</p> <p>Appendix 4 - Map showing portion of land required for public artwork sculpture at Ballygomartin / Cairnmartin Road</p> <p>Appendix 5 – Map showing portion of land required for the Forthmeadow Community Greenway from Braidwater Homes / Coredale lands</p> <p>Appendix 6 – Map showing equipment location and route of access at Brook Activity Centre Playing Fields.</p>

Appendix 7 – Map showing works areas, route of access and tower crane intrusion zone at Reverend Robert Bradford Memorial Park / Donegall Pass CC.

Appendix 8 – Map showing the location of the licence area in connection with the Upsurge Project at Botanic Gardens (Lower Section) and temporary route of access.

Appendix 9 – Map showing Cromac Street Car Park.

Appendix 10 – Map showing location of sandbag bins at City of Belfast Playing Fields