



Belfast City Council

| | |
|---------------------------|---|
| Report to: | Parks and Leisure Committee |
| Subject: | Letting of Parks Houses |
| Date: | 9 December 2010 |
| Reporting Officer: | Andrew Hassard, Director of Parks and Leisure Ext.3400 |
| Contact Officer: | Jacqui Wilson, Business Support Manager, Parks and Leisure Ext. 3403 |

Relevant Background Information

There are currently three houses available to let within Parks & Leisure Department. The rents payable on these properties were last revised by Committee in May 2010 and ratified by SP&R in August 2010.

The rents on these dwellings have been based on equivalent Housing Executive Rents for houses with equivalent facilities and have been adjusted by the Estate Management Unit to take into account the following factors.

1. Location of the dwelling.
2. Condition of the dwelling
3. Dwellings are only offered to Council employees under agreements which can be terminated at short notice or when the employee leaves the employment of the Council.
4. Some of the Tenancy Agreements call on the occupier to take certain security duties in relation to adjoining Council property. Where this is the case an allowance has been made.

Key Issues

An expression of interest process to rent specific properties was advertised within the council in September 2010 to all permanent members of staff.

The criteria applied was that the individual must be permanently employed by Belfast City Council and had to be bound by a tenancy agreement which was

linked to their continuing employment. The tenancy agreement requires the individual to take on certain responsibilities specific to the property but in general they pertain to opening and closing gates, reporting incidents of anti-social behaviour to the police and some minor maintenance of the gardens.

A number of staff applied for the 3 available properties at 125 Ballygowan Road, 2 Park Road, Mallusk and 743 Upper Newtownards Road which had all become available due to staff leaving the Council.

A process of random selection was then carried out and all interested parties invited to view the allocation of the individual properties on 18th October 2010.

The following allocation was made:

743 Upper Newtownards Road (Dundonald Cemetery) – Robert Martin Parks and Cemetery Services

125 Ballygowan Road (Roselawn Gate Lodge) – Melanie Brehaut, Parks and Cemetery Services

2 Park Road (City of Belfast Playing Fields) – Denis Butler, Parks and Cemetery Services

Resource Implications

Financial

Subject to all the dwellings being let for the entire year, the proposed revised rents would provide the department with £7,500 per annum in rental income.

Human Resources

No additional human resources required.

Asset and Other Implications

Occupation of the houses secures the asset and allows a presence on the site to provide a resource to open and close the site and report any incidents including those regarding anti social behaviour.

Recommendations

Committee is asked to agree the allocation of Parks Houses as detailed above subject to tenancy agreements.

Decision Tracking

Tenancy agreements to be drawn up and signed in conjunction with Legal Services

Officer Responsible: Business Support Manager.

| |
|-----------------------------|
| Key to Abbreviations |
|-----------------------------|

| |
|------|
| None |
|------|

| |
|---------------------------|
| Documents Attached |
|---------------------------|

| |
|------|
| None |
|------|