



Belfast City Council

Report to:	Strategic Policy and Resources Committee
Subject:	Tenancy agreement – Botanic Gatehouse
Date:	21 November 2014
Reporting Officer:	Andrew Hassard, Director of Parks and Leisure Ext.3400
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1 Relevant Background Information

A number of houses are currently let to staff within Parks & Leisure Department.

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.

A number of criteria are applied to allocate the houses including: that the individual must be permanently employed by Belfast City Council and has 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 ASB to the police and some minor maintenance of the gardens.

2	Key Issues
	<p>The property at the Botanic gate lodge is currently occupied by a member of Leisure Services. As her employment is transferring to the new strategic operating partner under TUPE legislation, this will have a direct impact on her current tenancy agreement.</p> <p>Therefore the department have been liaising with the individual and legal services and a new tenancy agreement has been drafted. This accommodates the Tenant's continued occupation in the property, as she will continue to be employed by the Council's Strategic Operating Partner (SOP) who is employed to give effect to the Council's objectives in terms of Leisure Provision. The proposed tenancy is predicated upon a caretaking arrangement and the tenant remaining in employment with any agent of the council responsible for the delivery of leisure services.</p> <p>The department is seeking Committee approval for the Tenant to remain in occupation in the circumstances outlined above.</p>

3	Resource Implications
	<p><u>Financial</u></p> <p>A weekly rent of £62 per week plus rates has been set by SP&R in March 2014 and will be reviewed regularly.</p> <p><u>Human Resources</u></p> <p>No additional human resources required.</p> <p><u>Asset and Other Implications</u></p> <p>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.</p>

4	Recommendations
	<p>Committee is asked to agree to the amended tenancy agreement which allows the individual, who will become an employee of the strategic operating partner delivering Leisure Provision in 2015, to remain in occupation as outlined above.</p>

5	Decision Tracking
	<p>Tenancy agreements to be drawn up and signed, legal services and Business Manager.</p>

6	Key to Abbreviations
	<p>None</p>

7	Documents Attached
	<p>None</p>