

# Public Document Pack



To: Councillor Forsyth, Convener; and Councillors Boulton, Corall, Cormie, Delaney, Graham, Grant, Len Ironside CBE, Kiddie, MacGregor, Malik, Malone and Townson.

Town House,  
ABERDEEN Date Not Specified

## LICENSING COMMITTEE

The Members of the **LICENSING COMMITTEE** are requested to meet in Committee Room 2 - Town House on **TUESDAY, 18 MARCH 2014 at 10.00 am.**

FRASER BELL  
HEAD OF LEGAL AND DEMOCRATIC SERVICES

### B U S I N E S S

#### REQUESTS FOR DEPUTATION

There are none at present.

#### MINUTES AND INFORMAL BUSINESS

- 1.1 Minute of Previous Meeting of 28 January 2014 (Pages 5 - 18)
- 1.2 Informal Business Statement (Pages 19 - 20)

#### APPLICATIONS FOR LICENCES - INCLUDING LIST OF APPLICATIONS

- 2.1 Renewal of a Licence for a House in Multiple Occupation - 147 Bannermill Place (Pages 25 - 36)
- 2.2 Renewal of a Licence for a House in Multiple Occupation - 9 University Road (Pages 37 - 40)
- 2.3 Renewal of a Licence for a House in Multiple Occupation - First Floor Flat, 559 George Street (Pages 41 - 44)

- 2.4 Renewal of a Licence for a House in Multiple Occupation - 2 Inchbrae Road (Pages 45 - 48)
- 2.5 Grant of a Licence for a House in Multiple Occupation -52 Albury Place (Pages 49 - 52)
- 2.6 Grant of a Licence for a House in Multiple Occupation - 21 Mearns Street (Pages 53 - 56)
- 2.7 Grant of a Licence for a House in Multiple Occupation - 22 Hilton Place (Pages 57 - 60)
- 2.8 Grant of a Public Entertainment Licence - Cairncry Community Centre, David Kenn (Pages 61 - 62)
- 2.9 Renewal of a Market Operator Licence - International Market, Geraud Markets (UK) Ltd (Pages 63 - 64)
- 2.10 Grant of a Second Hand Dealer's Licence - Castlegate, Moreen Mitchell (Pages 65 - 66)
- 2.11 Grant of a Street Trader Licence - The Green, Cove Bay Nurseries (Pages 67 - 68)
- 2.12 Grant of a Street Trader (Employee) Licence - The Green, Ian David Penny (Pages 69 - 70)
- 2.13 Grant of a Taxi Driver's Licence - Dilshad Wasta Aziz (Pages 71 - 72)
- 2.14 Grant of a Taxi Driver's Licence - Victor Amugo (Pages 73 - 74)
- 2.15 Grant of a Taxi Driver's Licence - Salek Miah (Pages 75 - 76)
- 2.16 Grant of a Taxi Driver's Licence - Syed Ashabur Rahman (Pages 77 - 78)
- 2.17 Renewal of a Taxi Licence - Aberdeen Taxi Centre Ltd (T874) (Pages 79 - 80)
- 2.18 Renewal of a Taxi Licence - Rainbow Cars Ltd (T836) (Pages 81 - 82)
- 2.19 Renewal of a Taxi Licence (1) - Michael McLeod (T101) (Pages 83 - 84)
- 2.20 Renewal of a Taxi Licence (2) - Michael McLeod (T340) (Pages 85 - 86)

- 2.21 Renewal of a Taxi Licence - Philip Ritchie (T028) (Pages 87 - 88)
- 2.22 Renewal of a Taxi Licence - William McLeod (T048) (Pages 89 - 90)

### **COMMITTEE REPORTS**

- 3.1 CCTV - Taxis and Private Hire Cars - CG/14/003 (Pages 91 - 110)
- 3.2 Licence Application Fees - April 2014 to March 2015 - CG/14/039 (Pages 111 - 122)
- 3.3 Standard Conditions for Boat Hire Licences - CG/14/040 (Pages 123 - 128)

### **COMMITTEE BUSINESS STATEMENT**

- 4.1 Committee Business Statement (Pages 129 - 130)
- 4.2 Grant of a Street Trader Licence
- 4.3 Renewal of a Taxi Driver's Licence
- 4.4 Grant of a Taxi Driver's Licence
- 4.5 Grant of a Taxi Driver's Licence
- 4.6 Grant of a Taxi Driver's Licence

Website Address: [www.aberdeencity.gov.uk](http://www.aberdeencity.gov.uk)

To access the Information Bulletins for this Committee please use the following link:  
<http://committees.aberdeencity.gov.uk/ecCatDisplay.aspx?sch=doc&cat=13012&path=13004>

Should you require any further information about this agenda, please contact Mark Masson, tel. 52(2989) or e-mail [mmasson@aberdeencity.gov.uk](mailto:mmasson@aberdeencity.gov.uk)

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**ABERDEEN**  
CITY COUNCIL

# MEMO

Shelter & Environment

**Housing & Environment**

Second Floor West, Marischal College

To	Eric Anderson, Senior Solicitor, Corporate Governance		
From	Ally Thain, Private Sector Housing Manager, Housing & Environment		
Email	<a href="mailto:allyt@aberdeencity.gov.uk">allyt@aberdeencity.gov.uk</a>	Date	6 March 2014
Tel.	522870	Our Ref.	
Fax.		Your Ref.	

## **Part 5 of Housing (Scotland) Act 2006**

**Application for a Licence to operate a House in Multiple Occupation (HMO) at No.147 Bannermill Place, Aberdeen**

**Applicant/s: Ursula George**

**Agent: None stated**

I refer to the above HMO Licence application, which is due to be considered by the Licensing Committee at its meeting on 18 March 2014 for the reason that one letter of representation/objection has been received by the HMO Unit.

I can advise you as follows:

### **The HMO legislation**

This application is being dealt with under the provisions of Part 5 of the Housing (Scotland) Act 2006, as amended. Available grounds of refusal are as follows:

- 1) The applicant and/or agent is not considered to be a 'fit & proper' person to hold an HMO licence, and
- 2) The property is unsuitable for occupation as an HMO for one, some or all of the following reasons:
  - i) Its location
  - ii) Its condition
  - iii) Any amenities it contains
  - iv) The type & number of persons likely to occupy it
  - v) Whether any rooms within it have been subdivided
  - vi) Whether any rooms within it have been adapted, resulting in an alteration to the water & drainage pipes within it
  - vii) The safety & security of persons likely to occupy it
  - viii) The possibility of undue public nuisance
  - ix) There is, or would be, an overprovision of HMOs in the locality

### **The premises:**

The premises to which this HMO Licence application relates is an upper-floor maisonette flat with accommodation comprising of 6 letting bedrooms, one public room, one kitchen and 4 bathrooms (2 en-suite). The position of the property is shown on the plan attached as Appendix 'A'.

**The HMO licence application:**

The HMO licence application is dated 6 December 2013 and was received by the HMO Unit on 10 December 2013.

**Work/Certification Requirements:**

The HMO Officer visited the premises on 21 January 2014, then he wrote to the applicant later that day, listing some work and certification requirements to bring the premises up to the current HMO standard. At the date of this memo, these requirements have not been completed although this is not the reason for referral to Committee.

**Certificate of Compliance – Notice of HMO Application:**

The Certificate of Compliance submitted by the applicant declares that the public Notice of HMO Application was displayed for the statutory 21-day period between 6 December 2013 – 27 December 2013.

**Letter of Representation/Objection:**

One letter of representation/objection, dated 23 December 2013, was received by the HMO Unit on 24 December 2013, within the statutory 21-day timescale, and is attached as Appendix 'B'.

**Letter from Applicants:**

The applicant has submitted a letter responding to the objection. The letter is attached as Appendix 'C'.

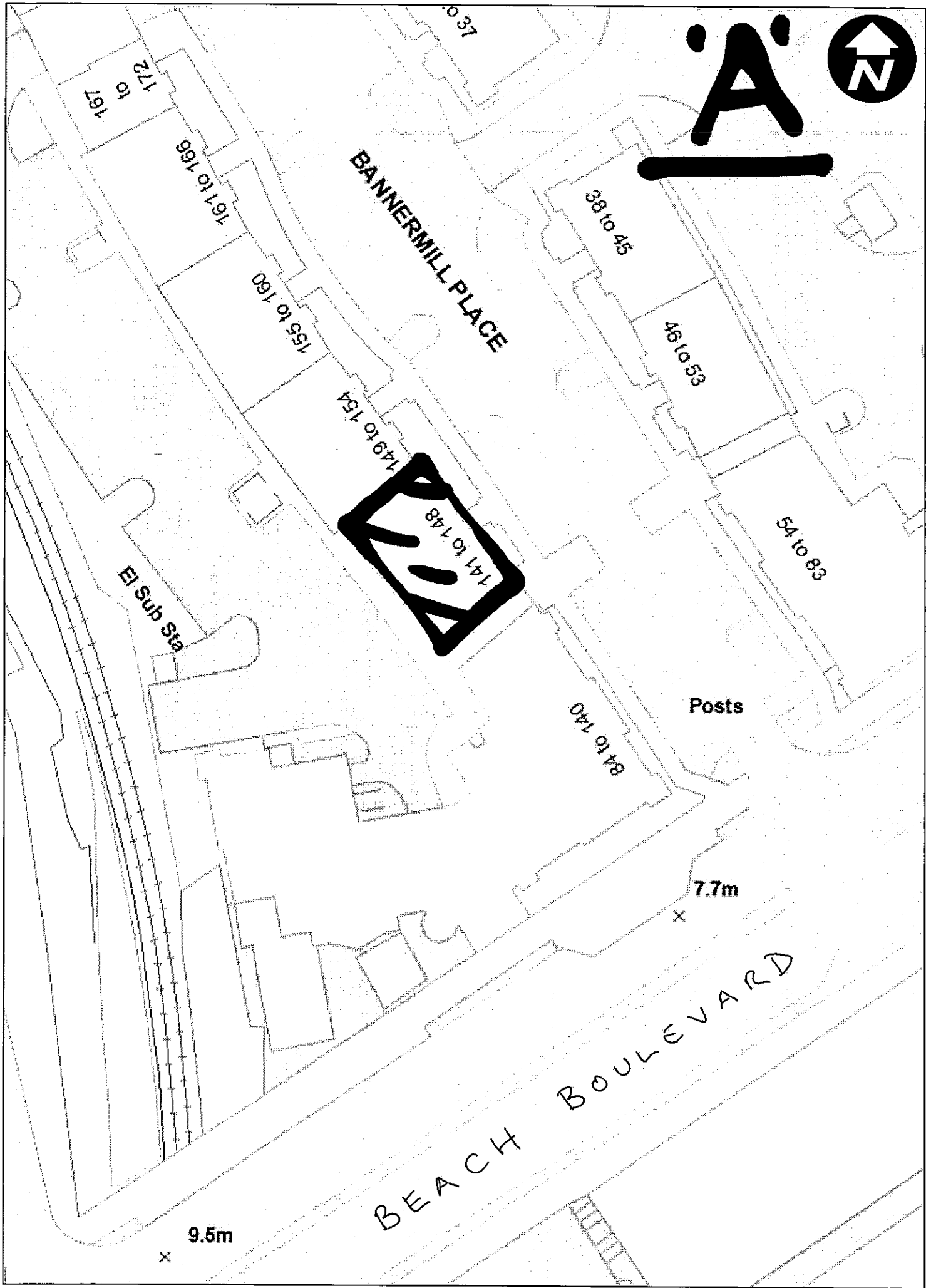
**Other considerations:**

- Police Scotland has been consulted in respect of the applicant's suitability as a 'fit & proper' person, and has made no comment or objection.
- The Scottish Fire & Rescue Service has been consulted in respect of the suitability of the premises as an HMO, and has made no comment or objection.
- At the date of this memo, the Council's Anti-Social Behaviour Investigation Team (ASBIT) has no record of any corroborated instance of anti-social behaviour at 147 Bannermill Place, Aberdeen. (ASBIT investigated one complaint of anti-social behaviour in October 2013 but did not witness any)
- The applicant and her property are currently registered with the Landlord Registration database.
- The applicant has requested an occupancy of 6 persons, which is acceptable to the HMO Unit in terms of space and layout.
- The applicant submitted an HMO licence renewal application prior to the expiry date of her previous HMO licence, however consideration of the application was refused under Section 129A of the Act because Planning Permission Change of Use was required. The applicant subsequently applied for, and was granted Planning Permission, then submitted a fresh HMO licence renewal application, which is the subject of this report.

- The landlords of Nos.6, 53, 88, 103, 148, 155, 166, 171 & 172, all hold current HMO licences. The landlords of Nos.147, 153 & 160 Bannermill Place have submitted HMO licence applications which have yet to be determined.
- The maisonette flat at No.147 Bannermill Place is contained within the flatted block numbering 141 – 148 Bannermill Place.
- The applicant applied for, and was granted, a Building Warrant in 2010 in respect of the conversion of the dining-room into the sixth bedroom.

I trust the above explains the position. Please contact me on x2870 should you have any queries regarding the above.

**Ally Thain**  
Private Sector Housing Manager



0 5 10 20 Metres

1:500

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Phone [REDACTED]

Mobile [REDACTED]

E-mail [REDACTED]

23 December 2013

Aberdeen City Council  
HMO Unit  
Housing & Environment  
Business Hub 11  
2<sup>nd</sup> Floor West  
Marischal College  
Broad Street  
Aberdeen  
AB10 1AB

Aberdeen City Council
Housing & Environment
DATE RECEIVED
24 DEC 2013
Private Sector Housing Unit

**B**

Also sent by e-mail to:-  
[HMOUnit@aberdeencity.gov.uk](mailto:HMOUnit@aberdeencity.gov.uk)  
[ALLYT@aberdeencity.gov.uk](mailto:ALLYT@aberdeencity.gov.uk)

Dear Sirs

**Objections / Representations against Application for HMO Licence for 147 Bannermill Place, Aberdeen, AB24 5EG**

I have just seen a notice on an obscure lamp column in the Bannermill Development advising that Mrs. Ursula George of Laigh Riggs, [REDACTED] has applied for an HMO licence for 147 Bannermill Place, Aberdeen, AB24 5EG.

To be frank I was shocked to see that notice for several important reasons:-

- a. In September 2013 the same Mrs George submitted a Planning Application to Aberdeen City Council to Change the Use of the same Domestic Dwelling at 147 Bannermill Place to a House in Multiple Occupation – Your Application Number 131346. At that time I spoke with both Mr Ally Thain and Mr Doug Yates and then submitted my formal Letter of Objections / Representations of 6 October 2013. As I understand it that Application Number 131346 is still being considered by the Council and hence do not understand this possibly slightly different HMO Application.
- b. In view of the above history of my objections about an HMO at 147 Bannermill Place I am most surprised that Aberdeen City Council did not keep me abreast of the current status of Application Number 131346 and the now surprising new / parallel HMO application for the same property. **What became of that Application?**
- c. Moreover in view of the above history I am surprised Aberdeen City Council did not provide a copy of that HMO Application Notice direct to my flat and the other neighbouring properties in the common stairway we all share with number 147 Bannermill Place – which was done with the aforementioned HMO Application Number 131346 of September 2013.
- d. Most seriously I am astonished Aberdeen City Council apparently allowed Mrs George to attach the Application Notice to an obscure lamp column which would not normally be seen by the residents of the block comprising flats 141 to 148 Bannermill Place.

Having tried to telephone the Aberdeen City Council HMO Team today to consult with someone about this matter, and ideally to either Mr Thain or Mr Yates, I was told that all the HMO Unit managers were now on Christmas / New Year leave until 3 January and hence no one could speak with me about the issue. As any Letter of Objections / Representations must be submitted by 27 December 2013 I consider this state of affairs at Aberdeen City HMO Unit most unacceptable.

**Despite the above serious concerns about the HMO Application process Aberdeen City Council have followed in this instance (for which I expect a detailed response) I hereby submit the following Objections / Representations against Mrs George being granted an HMO Licence for 147 Bannermill Place, Aberdeen, AB24 5EG:-**

Having been the owner and resident of [REDACTED] since 1 September 2009 I have proven practical experience why this application should be rejected and therefore would please ask Aberdeen City Council to so refuse this application.

Moreover I have spoken with several owners / residents in our common stairway block (flats 141 to 148 inclusive) who are also very unhappy with this proposed HMO Licence for 147 Bannermill Place and are fully supportive of my Objections / Representations.

The grounds on which I would suggest the application be rejected are six:-

1. **The Deed of Conditions for 147 Bannermill Place specifically prevents the Flat being changed from a Domestic Dwelling to a House in Multiple Occupation –** with, amongst other conditions, the Owner's Deed Of Conditions stating:-
  - a) The Flat will only be "*used and occupied as a private dwelling house*";
  - b) The Flat will not be "*subdivided [and] occupied by more than one family at a time*";
  - c) The Flat shall not be "*used for the carrying on therein of any trade, business or profession*";
  - d) Nothing should "*be done on the Flat ...which may be deemed a nuisance or occasion disturbance to adjoining proprietors*".
2. **The Flat at 147 Bannermill Place is neither suitable, sanitary nor safe for occupation by a large number of unrelated persons, we believe 6 or more, because:-**
  - a) The Flat is a top floor / 3<sup>rd</sup> floor duplex apartment built with 4 bedrooms, one kitchen and three toilets / bathrooms and therefore it cannot be considered suitable accommodation for 5 or more unrelated adults.
  - b) Moreover the Owners Deed of Conditions specifically prohibits "*any additions, enlargement, alteration, rebuilding or reconstruction in whole or in part be made on any Flat...*" so preventing the addition of any sleeping, cooking or toilet facilities. Despite that Deed of Conditions I am reliably told a part of the flat has already been altered to create a further fifth bedroom – and that for at least part of the last 3 years Mrs. George may have been letting the property to as many as 7 unrelated adult students.
  - c) I now understand that, again contrary to the above mentioned Deed of Conditions stipulation, Mrs. George intends to or has converted the flat to create another 2 bedrooms thereby creating from a designed / built 4

bedroom flat a 7 bedroomed flat with only 1 kitchen and only 3 toilets / bathrooms.

- d) As a top floor / 3<sup>rd</sup> floor flat within a block of eight largely 2 / 3 bedroomed flats (of which I believe 3 already have HMO licenses) with only one common exit stair, allowing 6 or more persons (probably at least 5) to live in this top floor flat would unquestionably present exiting difficulties in the event of fire or other emergency for all tenants within that block.
- 3. Significantly increasing the number of permitted adult residents in 147 Bannermill Place will adversely increase traffic congestion / parking and create a safety hazard to both Bannermill residents and members of the public – because:-**
- a) Currently there is very limited, indeed inadequate, resident parking within the already tight Bannermill Development with most flats (including 147) having only 1 allocated parking spot and there being very few unallocated / visitor spots. As a result of this very limited / inadequate resident parking it is a regular occurrence that residents' cars are parked illegally on thoroughfares, pavements, etc within and surrounding the Development.
  - b) Increasing the permitted number of unrelated adult residents within 147 Bannermill Place will further increase the number of illegally parked vehicles thereby not only creating even greater serious parking and traffic challenges (especially for emergency service vehicles) but also providing a serious safety hazard to residents and members of the public walking in and through the Bannermill Development.
- 4. From past experience there can be little doubt that if 147 Bannermill Place became a House in Multiple Occupation with a large number of unrelated adult residents (probably at least 7) it would have a significant adverse amenity impact on the other residents within our common stairway (ie flats 141 to 148 inclusive) and indeed within the wider Bannermill Place Development – for example:-**
- a) I have been the owner / occupier of [REDACTED] since September 2009 and in the 3 years since Mrs. George bought 147, and started letting it to multiple students, I have been disturbed at all times of the day and night by her tenants ringing the main door entry system, running up the common stairs making considerable noise, banging on my flat door, and making excessive noise within 147 itself.
  - b) Indeed about 18 months ago there was very considerable noise emanating from and damage done to the property with the police called – and that is likely to increase with the residents increasing to 6 or more unrelated adults.
  - c) Unsocial noise apart, I am often disturbed by normal household noise emanating from I believe the current 5 or 6 residents of 147 Bannermill Place which will be considerably increased by the adult occupants being increased to 6 or more which is far in excess of the numbers for which these properties were designed.
- 5. It appears Mrs. Ursula George is unsuited to be granted and to operate a House in Multiple Occupation – because:-**
- a) I believe Mrs George purchased 147 Bannermill Place in August 2010 at which time she would have been aware of the Deed of Conditions and specifically therein that the Flat must i) only be "*used and occupied as a private dwelling house*"; ii) must not be "*subdivided [and] occupied by more*

*than one family at a time*"; iii) shall not be *"used for the carrying on therein of any trade, business or profession"*; and iv) should not be used in a fashion which might *"be deemed a nuisance or occasion disturbance to adjoining proprietors"*. Please refer to Section 1 above.

- b) Despite those very clear and specific Conditions Mrs. George has i) never used the Flat as a private dwelling (she lives in Torphins); ii) purchased the Flat to use as a rented property for multiple unrelated adult students and the like and has done so for over 3 years; iii) operates the Flat as a letting property business; and iv) has allowed tenants to create considerable noise and disturbance to adjoining proprietors / residents.
  - c) Moreover, arguably Mrs. George has already further contravened the Deed of Conditions by making unauthorised *"additions, enlargement, alteration, rebuilding or reconstructions ... on [the] Flat..."* by undertaking building works to create another bedroom.
  - d) Indeed I have been reliably informed that at many times in the past 3 years Mrs. George has had as many as 7 unrelated adult students living in the property contrary to her existing HMO licence.
6. **Finally** for your information both the Bannermill Development Residents Committee and the Annual General Meeting have recently expressed grave concern at the number of "normal" HMO Licenses (ie up to 5 tenants) already granted by Aberdeen City Council for properties within the Bannermill Development and to oppose any further applications and / or renewals. Accordingly it is likely action will shortly be initiated against owners like Mrs. George for currently using their property in contravention of the Deed of Conditions. Therefore I would please request Aberdeen City Council does not exacerbate an already difficult issue by granting this planning application for 147 Bannermill Place to be converted from a Domestic Dwelling at to a House in Multiple Occupation.

I look forward to your confirmation that you have received this Objection / Representation and as to the Council's likely future course of action in considering this HMO Application for 147 Bannermill Place.

Yours faithfully



Alice M Hepburn

Mr Ally Thain  
Private Sector Housing Manager  
Aberdeen City Council  
Business Hub 11  
Second Floor West  
Marischal College  
Broad Street  
Aberdeen AB10 1AB

February 5<sup>th</sup>, 2014

Aberdeen City Council
Housing & Environment
DATE RECEIVED
13 FEB 2014
Private Sector Housing Unit

Dear Mr Thain,

Ref: Application for renewal of HMO Licence at 147 Bannermill Place, Aberdeen

Further to your letter of January 7<sup>th</sup>, I would like to respond to the letter of objection to the above application that you have received.

As you know, the above property has operated as a House in Multiple Occupation since the initial licence was granted in September 2010 for a maximum of 7 occupants. I take my responsibility as a landlord very seriously. I have provided an extremely comfortable and spacious environment for my tenants that complies with all the requirements of a House in Multiple Occupancy and I do all I can to ensure that my tenants respect not only my property, but the other residents of the building and indeed the whole development.

I would like to respond to the letter of objection as follows:

1. 'The Deed of Conditions for 147 Bannermill Place specifically prevents the Flat being changed from a Domestic Dwelling to a House in Multiple Occupation':

I understand that an objection relating to the Deed of Conditions for the property is not a ground for refusal of an HMO licence renewal and is therefore not relevant to this application.

2.' The Flat at 147 Bannermill Place is neither suitable, sanitary nor safe for occupation by a large number of unrelated persons, we believe 6 or more':

Contrary to the description of the property given by the objector, 147 is in fact a six bedroomed apartment (all large, double rooms) spread over two floors, with four bathrooms (two of which are en-suite), a large living room, and a large kitchen/dining room. It is therefore perfectly suitable for 6 tenants and in no way is it unsuitable, unsanitary or unsafe.

**U**

[Redacted signature area]


3. 'Significantly increasing the number of permitted adult residents in 147 Bannermill Place will adversely increase traffic congestion/parking and create a safety hazard to both Bannermill residents and members of the public'

This point relates to parking provision and has already been resolved by the Planning/Roads departments who concluded that as 'the development is located within a controlled parking zone any shortfall of parking would not have a significant effect on parking in the area'. As the property is let to students, there have never been more than 2 tenants with their own vehicle in the three years I have operated the HMO. The previous owner of the property in contrast, had 5 vehicles which he parked in the development.

4. 'From past experience...a significant adverse amenity impact on the other residents within our common stairway...'

Neither I, nor the on-site Factor's office have ever received a complaint from the objector about noise or behaviour of the tenants in 147.

Any incidents that arose in the distant past were dealt with promptly by myself and indeed, warnings were issued and ultimately the tenancy agreement was terminated for a problematic group of tenants.

I took extreme care in selecting the next tenants of the property (who have been resident since September 2012) and they are a very responsible, all female group of friends who are 3<sup>rd</sup> year students at Robert Gordon's University. They are very quiet and produce far less noise than an average family of 6 would, and certainly do not cause any disturbance within the building. I attach a document from the residents in the property below confirming this. I think perhaps the objector is confused about where noise within the block originates (indeed in an objection from the same objector to my planning application, Ms Hepburn referred to owning/occupying the flat below 147 whereas she actually owns 

In conclusion, the objections received are largely invalid in the context of the HMO renewal application and they are factually incorrect with regards to the size and suitability of the property, the number of people the property is licenced to accommodate, and the noise presumed to be emanating from 147.

I would therefore request that my suitability as a landlord, and the suitability of the property as a House of Multiple Occupation be recognised and the renewal of the licence be granted.

I hope this is all the information you require, but please don't hesitate to contact me if I can provide anything further.

Yours sincerely,



Ursula M George

**Ursula George**

---

**From:** "Ursula George" [REDACTED]  
**Date:** 07 February 2014 23:22  
**To:** [REDACTED]  
**Subject:** Fw: 147 Bannermill Place

**From:** Lorraine Dean  
**Sent:** Friday, February 07, 2014 7:38 PM  
**To:** Ursula George  
**Subject:** Re: 147 Bannermill Place

Hi Ursula

I have spoken to Cameron and he reassures me that no-one in his flat has been disturbed by the girls in the flat above our one owned by you.

My son and his flatmates are very happy living at 145 and as I said have had no problem with noise issues from the flat above.

Kind Regards  
Lorraine

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**ABERDEEN**  
CITY COUNCIL

# MEMO

Shelter & Environment  
**Housing & Environment**

Second Floor West, Marischal College

To	Eric Anderson, Senior Solicitor, Corporate Governance		
From	Ally Thain, Private Sector Housing Manager, Housing & Environment		
Email	<a href="mailto:allyt@aberdeencity.gov.uk">allyt@aberdeencity.gov.uk</a>	Date	6 March 2014
Tel.	522870	Our Ref.	
Fax.		Your Ref.	

## **Part 5 of Housing (Scotland) Act 2006**

**Application for a Licence to operate a House in Multiple Occupation (HMO) at No.9 University Road, Aberdeen**

**Applicant/s: Victoria Wright**

**Agent: None stated**

I refer to the above HMO Licence application, which is due to be considered by the Licensing Committee at its meeting on 18 March 2014 for the reason that the upgrading work instructed by the HMO Unit and the Scottish Fire & Rescue Service has not been completed.

I can advise you as follows:

### **The HMO legislation**

This application is being dealt with under the provisions of Part 5 of the Housing (Scotland) Act 2006, as amended. Available grounds of refusal are as follows:

- 1) The applicant and/or agent is not considered to be a 'fit & proper' person to hold an HMO licence, and
- 2) The property is unsuitable for occupation as an HMO for one, some or all of the following reasons:
  - i) Its location
  - ii) Its condition
  - iii) Any amenities it contains
  - iv) The type & number of persons likely to occupy it
  - v) Whether any rooms within it have been subdivided
  - vi) Whether any rooms within it have been adapted, resulting in an alteration to the water & drainage pipes within it
  - vii) The safety & security of persons likely to occupy it
  - viii) The possibility of undue public nuisance
  - ix) There is, or would be, an overprovision of HMOs in the locality

### **The premises:**

The premises to which this HMO Licence application relates is an upper-floor maisonette flat with accommodation comprising 4 letting bedrooms, 2 public rooms, one kitchen & 2 bathrooms. The location of the premises is shown on the plan attached as Appendix 'A'

**The HMO application:-**

The HMO licence application is dated 2 April 2013 and was received by the HMO Unit on 4 April 2013.

**HMO upgrading works and certification:**

The HMO Officer visited the premises on 18 April 2013, then he wrote to the applicants listing the following requirements to bring the premises up to the current HMO standard:-

1. Carbon-monoxide detectors to be installed within all rooms where there are gas appliances.
2. The bathroom light to be upgraded to IP44 rating.
3. Faulty or missing lightbulbs to be replaced.
4. All portable heaters to be permanently removed from the premises.
5. All self-closing doors to be examined and adjusted where necessary.
6. All areas of damp/mould growth to be treated and redecorated.
7. The public 'Notice of HMO Application' to be redisplayed in a public place outside the premises.
8. The Certificate of Compliance, Gas Safe Certificate & 2 Electrical Safety certificates to be submitted to the HMO Unit.

At the date of this memo, the above works & certification requirements have not all been completed.

**Scottish Fire & Rescue Service (SFRS):**

An SFRS Officer visited the premises on 3 February 2014, then he issued a Notification of Fire Safety Deficiencies to the duty-holder (applicant) on 10 February 2014. The Notification relates to the fire safety risk assessment process, and fire safety provisions, and requires the duty-holder to take action to address concerns about these matters.

At the date of this memo, I have not been advised by the SFRS that they are satisfied with fire-safety at the premises.

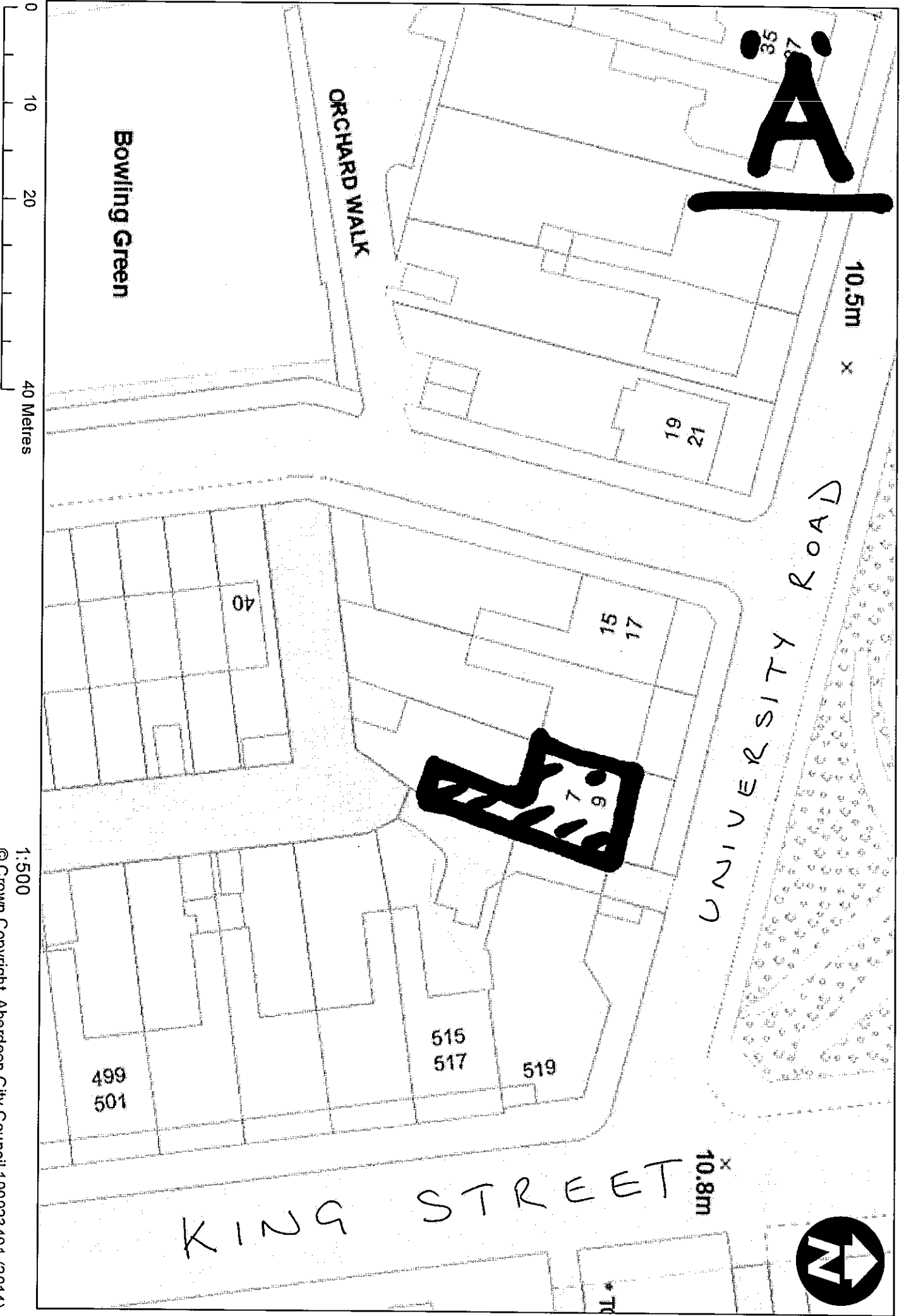
**Other considerations:**

- Police Scotland, as a statutory consultee, was initially consulted in respect of the applicant's suitability as a 'fit & proper' person, and made no comment or objection.
- Scottish Fire & Rescue Service, as a statutory consultee, was initially consulted in respect of the suitability of the premises as an HMO, and made no comment or objection.
- At the date of this memo, the Council's Anti-Social Behaviour Investigation Team (ASBIT) has no record of any complaints of anti-social behaviour at No.9 University Road, Aberdeen.
- The applicant and her property are currently registered with the Landlord Registration database.

- The applicant has requested an occupancy of 4 persons which is acceptable to the HMO Unit in terms of space and layout.
- The HMO licence application under consideration was lodged with the Council prior to the expiry of the applicant's previous HMO licence.
- The meeting of the Licensing Committee on 18 March 2014, is the last one before the one-year deadline therefore if the above-mentioned HMO requirements have not been completed, and/or SFRS are not satisfied that the premises are fire-safe by the day of the Committee, and the Committee are minded to refuse the application, they must do so at the meeting on 18 March 2014. Either I or a SFRS Officer will advise the Committee on the day.

I trust the above explains the position. Please contact me on x2870 should you have any queries regarding the above.

**Ally Thain**  
Private Sector Housing Manager



Bowling Green

ORCHARD WALK

UNIVERSITY ROAD

KING STREET

10.5m x

10.8m x

40 Metres

1:500

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**ABERDEEN**  
CITY COUNCIL

# MEMO

Shelter & Environment

**Housing & Environment**

Second Floor West, Marischal College

To	Eric Anderson, Senior Solicitor, Corporate Governance		
From	Ally Thain, Private Sector Housing Manager, Housing & Environment		
Email	<a href="mailto:allyt@aberdeencity.gov.uk">allyt@aberdeencity.gov.uk</a>	Date	6 March 2014
Tel.	522870	Our Ref.	
Fax.		Your Ref.	

## **Part 5 of Housing (Scotland) Act 2006**

**Application for a Licence to operate a House in Multiple Occupation (HMO) at No.559 George Street, Aberdeen (First floor flat)**

**Applicant/s: Ian S.Suttie & Christina I.Suttie**

**Agent: None stated**

I refer to the above HMO Licence application, which is due to be considered by the Licensing Committee at its meeting on 18 March 2014 for the reason that the fire-safety work instructed by the Scottish Fire & Rescue Service has not been completed.

I can advise you as follows:

### **The HMO legislation**

This application is being dealt with under the provisions of Part 5 of the Housing (Scotland) Act 2006, as amended. Available grounds of refusal are as follows:

- 1) The applicant and/or agent is not considered to be a 'fit & proper' person to hold an HMO licence, and
- 2) The property is unsuitable for occupation as an HMO for one, some or all of the following reasons:
  - i) Its location
  - ii) Its condition
  - iii) Any amenities it contains
  - iv) The type & number of persons likely to occupy it
  - v) Whether any rooms within it have been subdivided
  - vi) Whether any rooms within it have been adapted, resulting in an alteration to the water & drainage pipes within it
  - vii) The safety & security of persons likely to occupy it
  - viii) The possibility of undue public nuisance
  - ix) There is, or would be, an overprovision of HMOs in the locality

### **The premises:**

The premises to which this HMO Licence application relates is a first-floor flat with accommodation comprising of 3 letting bedrooms, one public room, one kitchen & one bathroom. The location of the premises is shown on the plan attached as Appendix 'A'

**The HMO application:-**

The HMO licence application is dated 9 April 2013 and was received by the HMO Unit on 10 April 2013.

**HMO upgrading works and certification:**

The HMO Officer visited the premises on 10 May 2013, and identified some HMO upgrading works which the applicants have since completed to our satisfaction.

**Scottish Fire & Rescue Service (SFRS):**

An SFRS Officer visited the premises on 9 October 2013, then he issued a Notification of Fire Safety Deficiencies to the duty-holder (who was considered to be the applicants' Solicitor) on 10 October 2013. The Notification relates to the fire safety risk assessment process, fire safety arrangements, means of escape, measures taken to reduce the risk of fire & spread of fire, and requires the duty-holder to take action to address concerns about these matters.

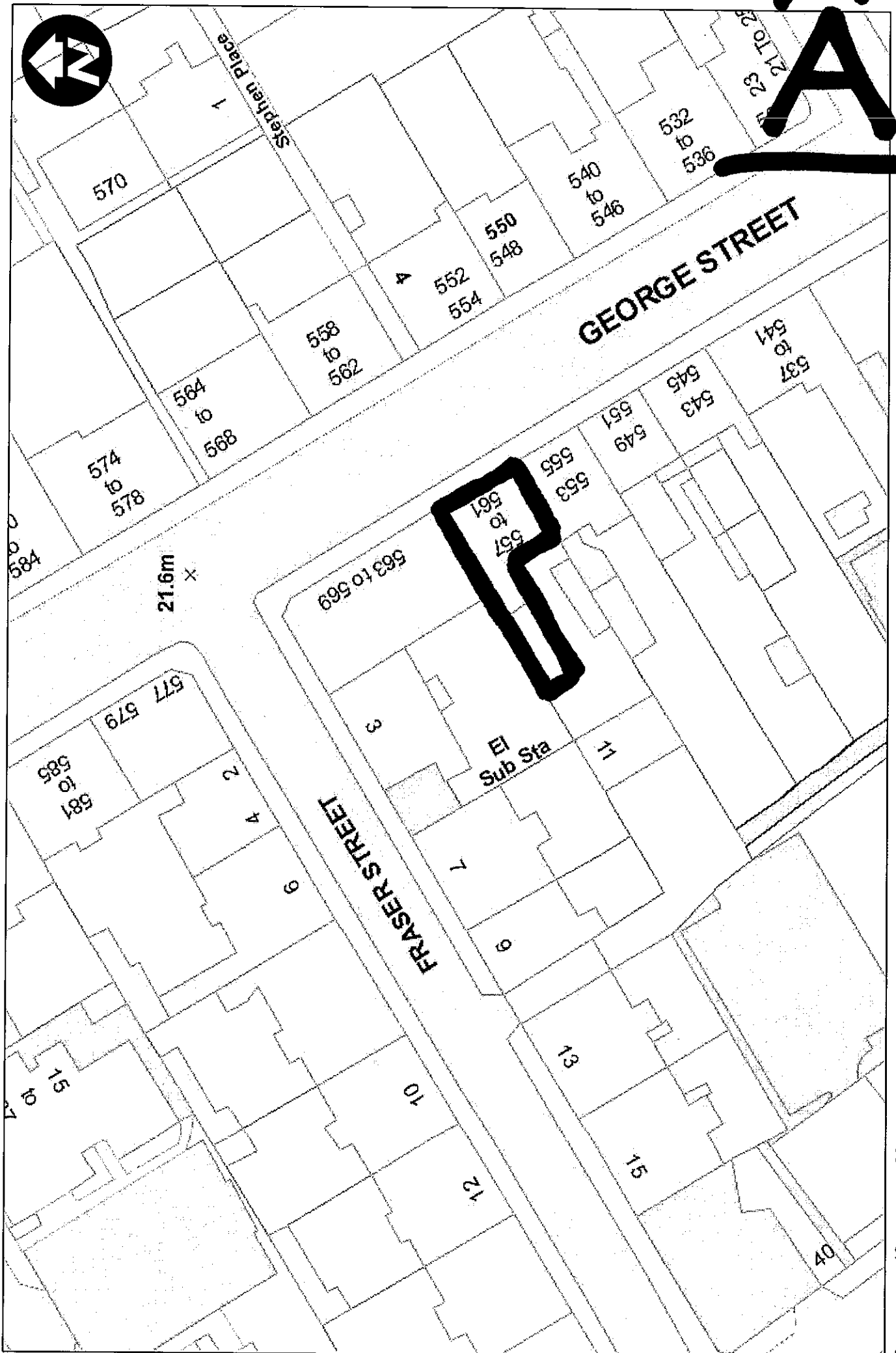
At the date of this memo, I have not been advised by the SFRS that they are satisfied with fire-safety at the premises.

**Other considerations:**

- Police Scotland, as a statutory consultee, was initially consulted in respect of the applicants' suitability as a 'fit & proper' person, and made no comment or objection.
- Scottish Fire & Rescue Service, as a statutory consultee, was initially consulted in respect of the suitability of the premises as an HMO, and made no comment or objection.
- At the date of this memo, the Council's Anti-Social Behaviour Investigation Team (ASBIT) has no record of any complaints of anti-social behaviour at the First floor flat, 559 George Street, Aberdeen.
- The applicants and their property are currently registered with the Landlord Registration database.
- The applicants have requested an occupancy of 3 persons which is acceptable to the HMO Unit in terms of space and layout.
- The HMO licence application under consideration was lodged with the Council prior to the expiry of the applicant's previous HMO licence.
- The meeting of the Licensing Committee on 18 March 2014, is the last one before the one-year deadline therefore if the above-mentioned fire safety requirements have not been completed to the satisfaction of SFRS by the day of the Committee, and the Committee are minded to refuse the application, they must do so at the meeting on 18 March 2014. Either I or a SFRS Officer will advise the Committee on the day.

I trust the above explains the position. Please contact me on x2870 should you have any queries regarding the above.

**Ally Thain**  
Private Sector Housing Manager



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**ABERDEEN**  
CITY COUNCIL

# MEMO

Shelter & Environment  
**Housing & Environment**

Second Floor West, Marischal College

To	Eric Anderson, Senior Solicitor, Corporate Governance		
From	Ally Thain, Private Sector Housing Manager, Housing & Environment		
Email	<a href="mailto:allyt@aberdeencity.gov.uk">allyt@aberdeencity.gov.uk</a>	Date	6 March 2014
Tel.	522870	Our Ref.	
Fax.		Your Ref.	

## **Part 5 of Housing (Scotland) Act 2006**

**Application for a Licence to operate a House in Multiple Occupation (HMO) at No.2 Inchbrae Road, Aberdeen**

**Applicant/s: Susan Pang**

**Agent: None stated**

I refer to the above HMO Licence application, which is due to be considered by the Licensing Committee at its meeting on 18 March 2014 for the reason that the fire-safety work instructed by the Scottish Fire & Rescue Service has not been completed.

I can advise you as follows:

### **The HMO legislation**

This application is being dealt with under the provisions of Part 5 of the Housing (Scotland) Act 2006, as amended. Available grounds of refusal are as follows:

- 1) The applicant and/or agent is not considered to be a 'fit & proper' person to hold an HMO licence, and
- 2) The property is unsuitable for occupation as an HMO for one, some or all of the following reasons:
  - i) Its location
  - ii) Its condition
  - iii) Any amenities it contains
  - iv) The type & number of persons likely to occupy it
  - v) Whether any rooms within it have been subdivided
  - vi) Whether any rooms within it have been adapted, resulting in an alteration to the water & drainage pipes within it
  - vii) The safety & security of persons likely to occupy it
  - viii) The possibility of undue public nuisance
  - ix) There is, or would be, an overprovision of HMOs in the locality

### **The premises:**

The premises to which this HMO Licence application relates is a 2-storey house with accommodation comprising of 3 letting bedrooms, one public room, one kitchen, one bathroom & one cloakroom. The location of the premises is shown on the plan attached as Appendix 'A'

**The HMO application:-**

The HMO licence application is dated 10 April 2013 and was received by the HMO Unit on 12 April 2013.

**HMO upgrading works and certification:**

The HMO Officer visited the premises on 22 May 2013, and identified some HMO upgrading works which the applicant has since completed to our satisfaction.

**Scottish Fire & Rescue Service (SFRS):**

An SFRS Officer visited the premises on 12 February 2014, then he issued a Notification of Fire Safety Deficiencies to the duty-holder (applicant) on 14 February 2014. The Notification relates to measures taken to reduce the spread of fire, and requires the duty-holder to take action to address concerns about these matters.

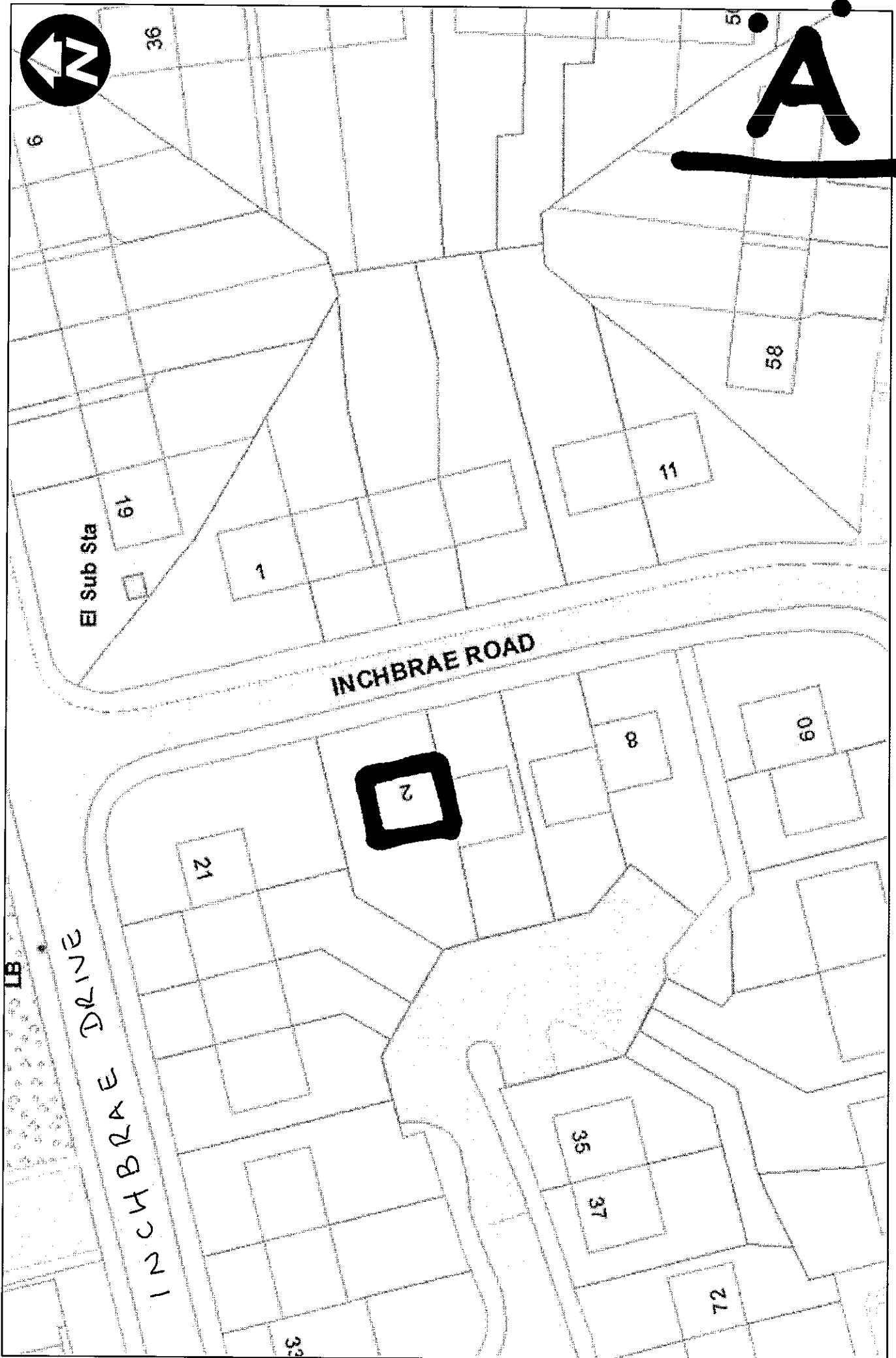
At the date of this memo, I have not been advised by the SFRS that they are satisfied with fire-safety at the premises.

**Other considerations:**

- Police Scotland, as a statutory consultee, was initially consulted in respect of the applicant's suitability as a 'fit & proper' person, and made no comment or objection.
- Scottish Fire & Rescue Service, as a statutory consultee, was initially consulted in respect of the suitability of the premises as an HMO, and made no comment or objection.
- At the date of this memo, the Council's Anti-Social Behaviour Investigation Team (ASBIT) has no record of any complaints of anti-social behaviour at No.2 Inchbrae Road, Aberdeen.
- The applicant and her property are currently registered with the Landlord Registration database.
- The applicant has requested an occupancy of 5 persons which is acceptable to the HMO Unit in terms of space and layout.
- The HMO licence application under consideration was lodged with the Council prior to the expiry of the applicant's previous HMO licence.
- The meeting of the Licensing Committee on 18 March 2014, is the last one before the one-year deadline therefore if the above-mentioned fire safety requirements have not been completed to the satisfaction of SFRS by the day of the Committee, and the Committee are minded to refuse the application, they must do so at the meeting on 18 March 2014. Either I or a SFRS Officer will advise the Committee on the day.

I trust the above explains the position. Please contact me on x2870 should you have any queries regarding the above.

**Ally Thain**  
Private Sector Housing Manager



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**ABERDEEN**  
CITY COUNCIL

# MEMO

Shelter & Environment

**Housing & Environment**

Second Floor West, Marischal College

To	Eric Anderson, Senior Solicitor, Corporate Governance		
From	Ally Thain, Private Sector Housing Manager, Housing & Environment		
Email	<a href="mailto:allyt@aberdeencity.gov.uk">allyt@aberdeencity.gov.uk</a>	Date	6 March 2014
Tel.	522870	Our Ref.	
Fax.		Your Ref.	

**Part 5 of Housing (Scotland) Act 2006**

**Application for a Licence to operate a House in Multiple Occupation (HMO) at No.52 Albury Place, Aberdeen**

**Applicant/s: Terence T.McDonald**

**Agent: None stated**

I refer to the above HMO Licence application, which is due to be considered by the Licensing Committee at its meeting on 18 March 2014 for the reason that the upgrading work instructed by the HMO Unit has not been completed.

I can advise you as follows:

**The HMO legislation**

This application is being dealt with under the provisions of Part 5 of the Housing (Scotland) Act 2006, as amended. Available grounds of refusal are as follows:

- 1) The applicant and/or agent is not considered to be a 'fit & proper' person to hold an HMO licence, and
- 2) The property is unsuitable for occupation as an HMO for one, some or all of the following reasons:
  - i) Its location
  - ii) Its condition
  - iii) Any amenities it contains
  - iv) The type & number of persons likely to occupy it
  - v) Whether any rooms within it have been subdivided
  - vi) Whether any rooms within it have been adapted, resulting in an alteration to the water & drainage pipes within it
  - vii) The safety & security of persons likely to occupy it
  - viii) The possibility of undue public nuisance
  - ix) There is, or would be, an overprovision of HMOs in the locality

**The premises:**

The premises to which this HMO Licence application relates is an upper-floor maisonette flat with accommodation comprising of 5 letting bedrooms, one public room, one kitchen, one bathroom & 2 cloakrooms. The location of the premises is shown on the plan attached as Appendix 'A'

**The HMO application:-**

The HMO licence application is dated 28 April 2013 and was received by the HMO Unit on 3 May 2013.

**HMO upgrading works and certification:**

The HMO Officer visited the premises on 9 May 2013, then he wrote to the applicant on 10 May 2013, listing the following requirements to bring the premises up to the current HMO standard:-

1. Carbon-monoxide detectors to be installed within all rooms where there are gas appliances.
2. Additional electrical sockets to be installed where necessary.
3. Faulty or missing lightbulbs to be replaced.
4. All portable heaters to be removed.
5. Any locks on the bedroom doors, and the lock on the flat entrance door must be of a kind which can be opened from the inside without the use of a key.
6. All self-closing doors to be inspected and adjusted where necessary.
7. All windows to be capable of easy opening for ventilation.
8. The kitchen and bathrooms must be adequately ventilated.
9. All areas of damp/mould growth to be treated and redecorated.
10. Kitchen units to be repaired.
11. The Certificate of Compliance, Gas Safe Certificate, 2 Electrical Safety certificates & a copy of the Tenancy Agreement to be submitted to the HMO Unit.

At the date of this memo, the above works & certification requirements have not all been completed.

**Scottish Fire & Rescue Service (SFRS):**

An SFRS Officer visited the premises on 14 January 2014, and confirmed to the applicant and the HMO Unit that fire safety within the premises was satisfactory.

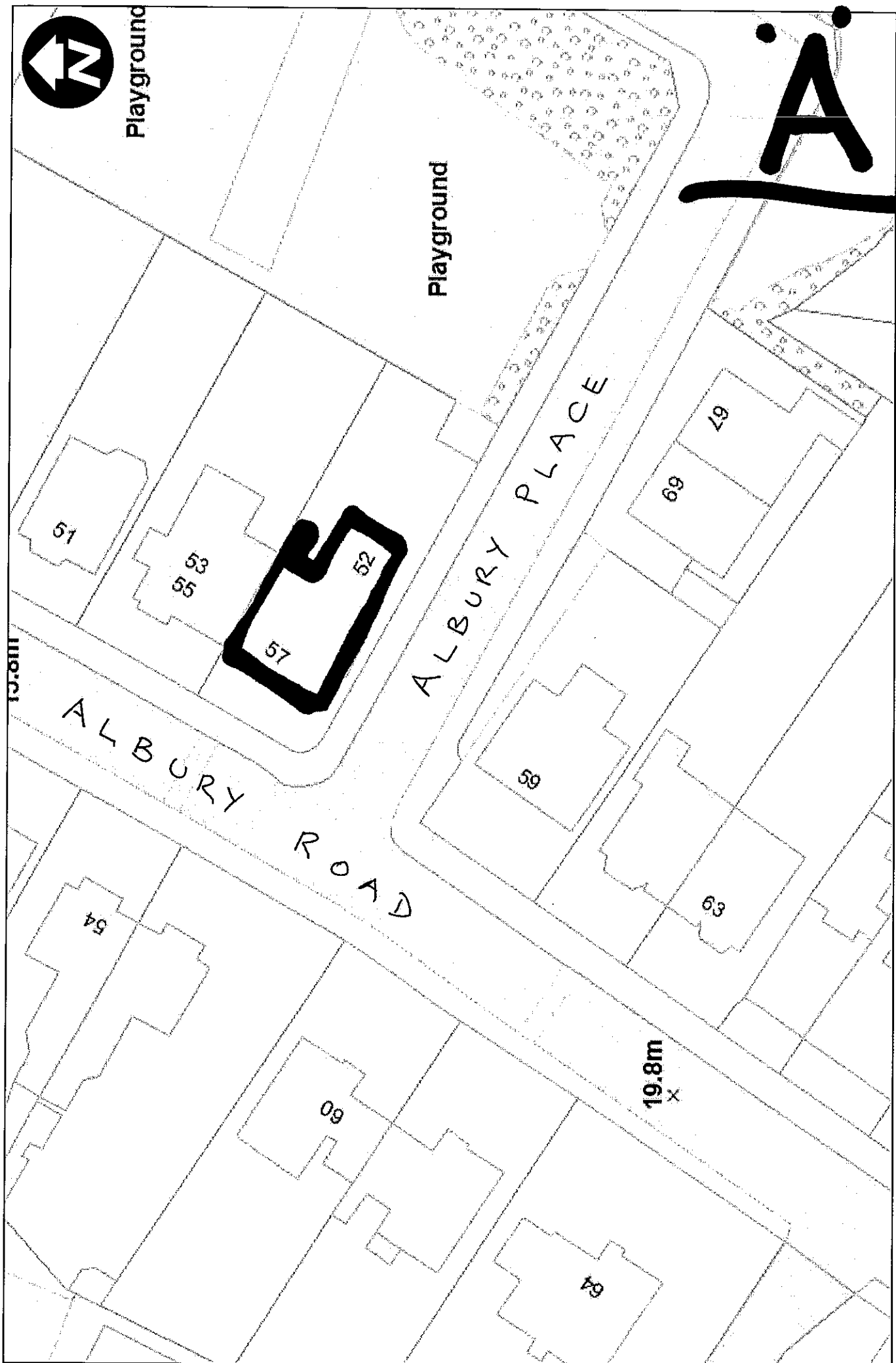
**Other considerations:**

- Police Scotland, as a statutory consultee, was initially consulted in respect of the applicant's suitability as a 'fit & proper' person, and made no comment or objection.
- Scottish Fire & Rescue Service, as a statutory consultee, was initially consulted in respect of the suitability of the premises as an HMO, and made no comment or objection.
- At the date of this memo, the Council's Anti-Social Behaviour Investigation Team (ASBIT) has no record of any complaints of anti-social behaviour at No.52 Albury Place, Aberdeen.
- The applicant and his property are currently registered with the Landlord Registration database.
- The applicant has requested an occupancy of 5 persons which is acceptable to the HMO Unit in terms of space and layout.

- The HMO licence application under consideration is a 'first-time' application.
- The meeting of the Licensing Committee on 18 March 2014, is the last one before the one-year deadline therefore if all the above-mentioned works & certification requirements have not been completed to my satisfaction by the day of the Committee, and the Committee are minded to refuse the application, they must do so at the meeting on 18 March 2014. I will advise the Committee on the day.

I trust the above explains the position. Please contact me on x2870 should you have any queries regarding the above.

**Ally Thain**  
Private Sector Housing Manager



Playground

Playground

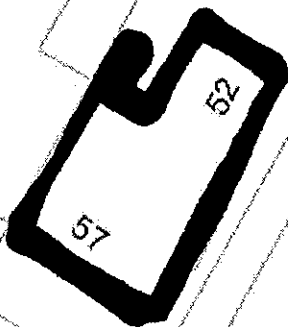
A

ALBURY PLACE

ALBURY ROAD

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53  
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# MEMO

Shelter & Environment  
**Housing & Environment**  
 Second Floor West, Marischal College

To	Eric Anderson, Senior Solicitor, Corporate Governance		
From	Ally Thain, Private Sector Housing Manager, Housing & Environment		
Email	<a href="mailto:allyt@aberdeencity.gov.uk">allyt@aberdeencity.gov.uk</a>	Date	6 March 2014
Tel.	522870	Our Ref.	
Fax.		Your Ref.	

**Part 5 of Housing (Scotland) Act 2006**  
**Application for a Licence to operate a House in Multiple Occupation (HMO) at**  
**No.21 Mearns Street, Aberdeen**  
**Applicant/s: Harry N.Gerard**  
**Agent: None stated**

I refer to the above HMO Licence application, which is due to be considered by the Licensing Committee at its meeting on 18 March 2014 for the reason that the upgrading work instructed by the HMO Unit has not been completed.

I can advise you as follows:

**The HMO legislation**

This application is being dealt with under the provisions of Part 5 of the Housing (Scotland) Act 2006, as amended. Available grounds of refusal are as follows:

- 1) The applicant and/or agent is not considered to be a 'fit & proper' person to hold an HMO licence, and
- 2) The property is unsuitable for occupation as an HMO for one, some or all of the following reasons:
  - i) Its location
  - ii) Its condition
  - iii) Any amenities it contains
  - iv) The type & number of persons likely to occupy it
  - v) Whether any rooms within it have been subdivided
  - vi) Whether any rooms within it have been adapted, resulting in an alteration to the water & drainage pipes within it
  - vii) The safety & security of persons likely to occupy it
  - viii) The possibility of undue public nuisance
  - ix) There is, or would be, an overprovision of HMOs in the locality

**The premises:**

The premises to which this HMO Licence application relates is a first-floor flat with accommodation comprising 3 letting bedrooms, one public room, one kitchen & 2 bathrooms. The location of the premises is shown on the plan attached as Appendix 'A'

**The HMO application:-**

The HMO licence application is dated 5 May 2013 and was received by the HMO Unit on 8 May 2013.

**HMO upgrading works and certification:**

The HMO Officer visited the premises on 16 May 2013, then he wrote to the applicant listing the following requirements to bring the premises up to the current HMO standard:-

1. Carbon-monoxide detectors to be installed within all rooms where there are gas appliances.
2. The bathroom light to be upgraded to IP44 rating.
3. Faulty or missing lightbulbs to be replaced.
4. All self-closing doors to be examined and adjusted where necessary.
5. Additional electrical sockets to be installed throughout.
6. The general standard of housekeeping throughout the premises must be improved.
7. The public 'Notice of HMO Application' to be redisplayed in a public place outside the premises.
8. The Certificate of Compliance, Gas Safe Certificate, 2 Electrical Safety certificates and a copy of the Tenancy Agreement to be submitted to the HMO Unit.

At the date of this memo, the above works & certification requirements have not all been completed.

**Scottish Fire & Rescue Service (SFRS):**

At the date of this memo, SFRS Officers have not yet visited the property, although a visit is scheduled for 7 March 2014.

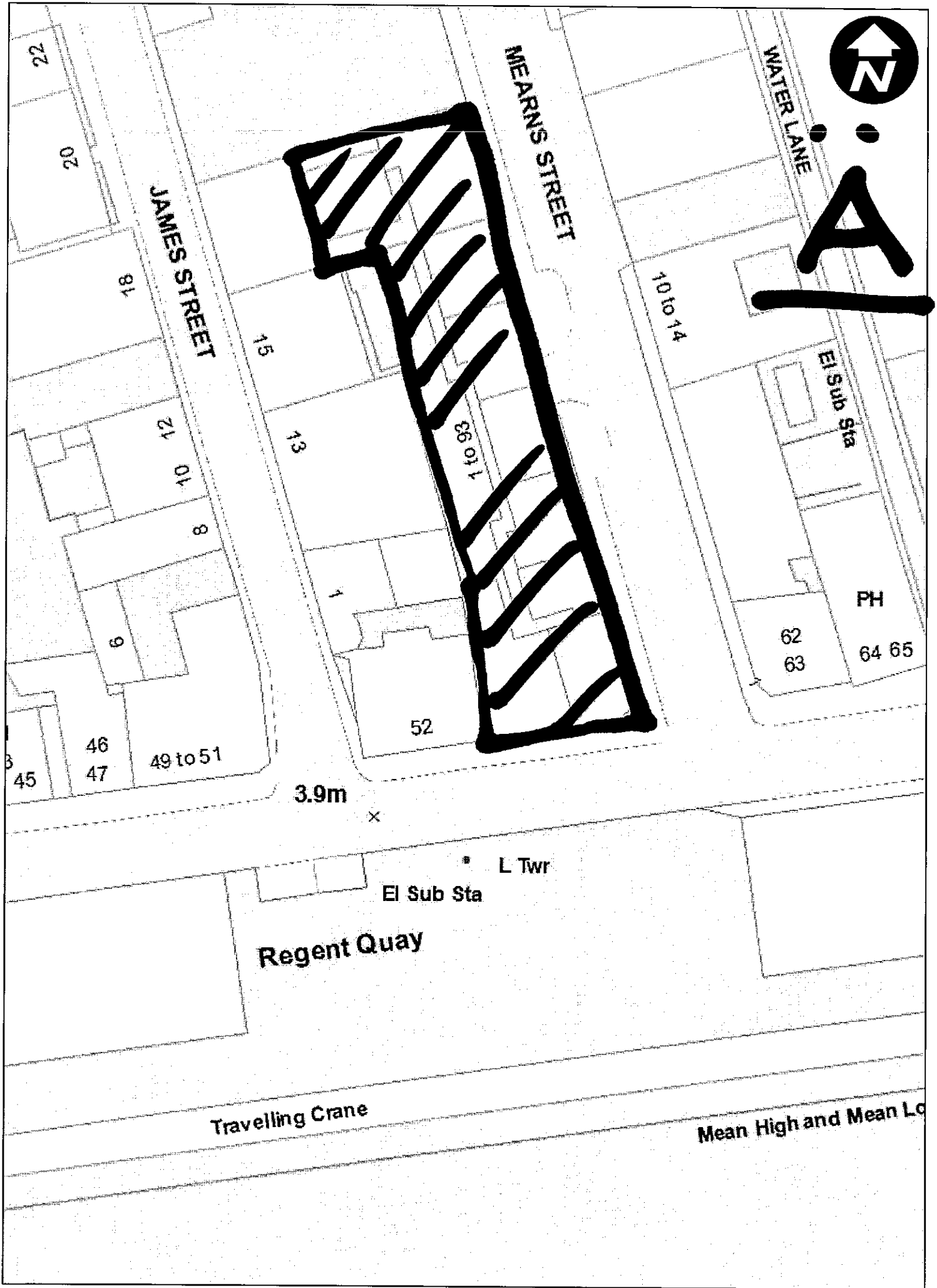
**Other considerations:**

- Police Scotland, as a statutory consultee, was initially consulted in respect of the applicant's suitability as a 'fit & proper' person, and made no comment or objection.
- Scottish Fire & Rescue Service, as a statutory consultee, was initially consulted in respect of the suitability of the premises as an HMO, and made no comment or objection.
- At the date of this memo, the Council's Anti-Social Behaviour Investigation Team (ASBIT) has no record of any complaints of anti-social behaviour at No.21 Mearns Street, Aberdeen.
- The applicant and his property are not registered with the Landlord Registration database, therefore it will be necessary for the applicant to register without further delay.
- The applicant originally requested an occupancy of 6 persons, however the bedrooms are not of sufficient size to accommodate 6 single persons therefore if the licence is granted, it will state a maximum occupancy of 3 persons.

- The HMO licence application under consideration is a 'first-time' application.
- The meeting of the Licensing Committee on 18 March 2014, is the last one before the one-year deadline therefore if the above-mentioned HMO requirements have not been completed, and/or SFRS are not satisfied that the premises are fire-safe by the day of the Committee, and the Committee are minded to refuse the application, they must do so at the meeting on 18 March 2014. Either I or a SFRS Officer will advise the Committee on the day.

I trust the above explains the position. Please contact me on x2870 should you have any queries regarding the above.

**Ally Thain**  
Private Sector Housing Manager



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**ABERDEEN**  
CITY COUNCIL

# MEMO

Shelter & Environment

**Housing & Environment**

Second Floor West, Marischal College

To	Eric Anderson, Senior Solicitor, Corporate Governance		
From	Ally Thain, Private Sector Housing Manager, Housing & Environment		
Email	<a href="mailto:allyt@aberdeencity.gov.uk">allyt@aberdeencity.gov.uk</a>	Date	6 March 2014
Tel.	522870	Our Ref.	
Fax.		Your Ref.	

**Part 5 of Housing (Scotland) Act 2006**

**Application for a Licence to operate a House in Multiple Occupation (HMO) at No.22 Hilton Place, Aberdeen**

**Applicant/s: Neil Wilson**

**Agent: None stated**

I refer to the above HMO Licence application, which is due to be considered by the Licensing Committee at its meeting on 18 March 2014 for the reason that the upgrading work instructed by the HMO Unit and the Scottish Fire & Rescue Service has not been completed.

I can advise you as follows:

**The HMO legislation**

This application is being dealt with under the provisions of Part 5 of the Housing (Scotland) Act 2006, as amended. Available grounds of refusal are as follows:

- 1) The applicant and/or agent is not considered to be a 'fit & proper' person to hold an HMO licence, and
- 2) The property is unsuitable for occupation as an HMO for one, some or all of the following reasons:
  - i) Its location
  - ii) Its condition
  - iii) Any amenities it contains
  - iv) The type & number of persons likely to occupy it
  - v) Whether any rooms within it have been subdivided
  - vi) Whether any rooms within it have been adapted, resulting in an alteration to the water & drainage pipes within it
  - vii) The safety & security of persons likely to occupy it
  - viii) The possibility of undue public nuisance
  - ix) There is, or would be, an overprovision of HMOs in the locality

**The premises:**

The premises to which this HMO Licence application relates is an upper-floor maisonette flat with accommodation comprising 4 letting bedrooms, one public room, one kitchen & 2 bathrooms. The location of the premises is shown on the plan attached as Appendix 'A'

**The HMO application:-**

The HMO licence application is dated 3 May 2013 and was received by the HMO Unit on 13 May 2013.

**HMO upgrading works and certification:**

The HMO Officer visited the premises on 22 May 2013, then he wrote to the applicant listing the following requirements to bring the premises up to the current HMO standard:-

1. Carbon-monoxide detectors to be installed within all rooms where there are gas appliances.
2. The bathroom light to be upgraded to IP44 rating.
3. Faulty or missing lightbulbs to be replaced.
4. All portable heaters to be permanently removed from the premises.
5. All self-closing doors to be examined and adjusted where necessary.
6. All areas of damp/mould growth to be treated and redecorated.
7. Additional electrical sockets to be installed throughout.
8. Any bedroom door lock and the flat entrance door lock must be of a type which can be opened from the inside without the use of a key.
9. The glass in the glazed vestibule door to be replaced with safety glass.
10. The public 'Notice of HMO Application' to be redisplayed in a public place outside the premises.
11. The Certificate of Compliance, Gas Safe Certificate & 2 Electrical Safety certificates to be submitted to the HMO Unit.

At the date of this memo, the above works & certification requirements have not all been completed.

**Scottish Fire & Rescue Service (SFRS):**

An SFRS Officer visited the premises on 14 February 2014, then he issued a Notification of Fire Safety Deficiencies to the duty-holder (applicant) on 4 March 2014. The Notification relates to the fire safety provisions, measures taken to reduce the spread of fire, and requires the duty-holder to take action to address concerns about these matters.

At the date of this memo, I have not been advised by the SFRS that they are satisfied with fire-safety at the premises.

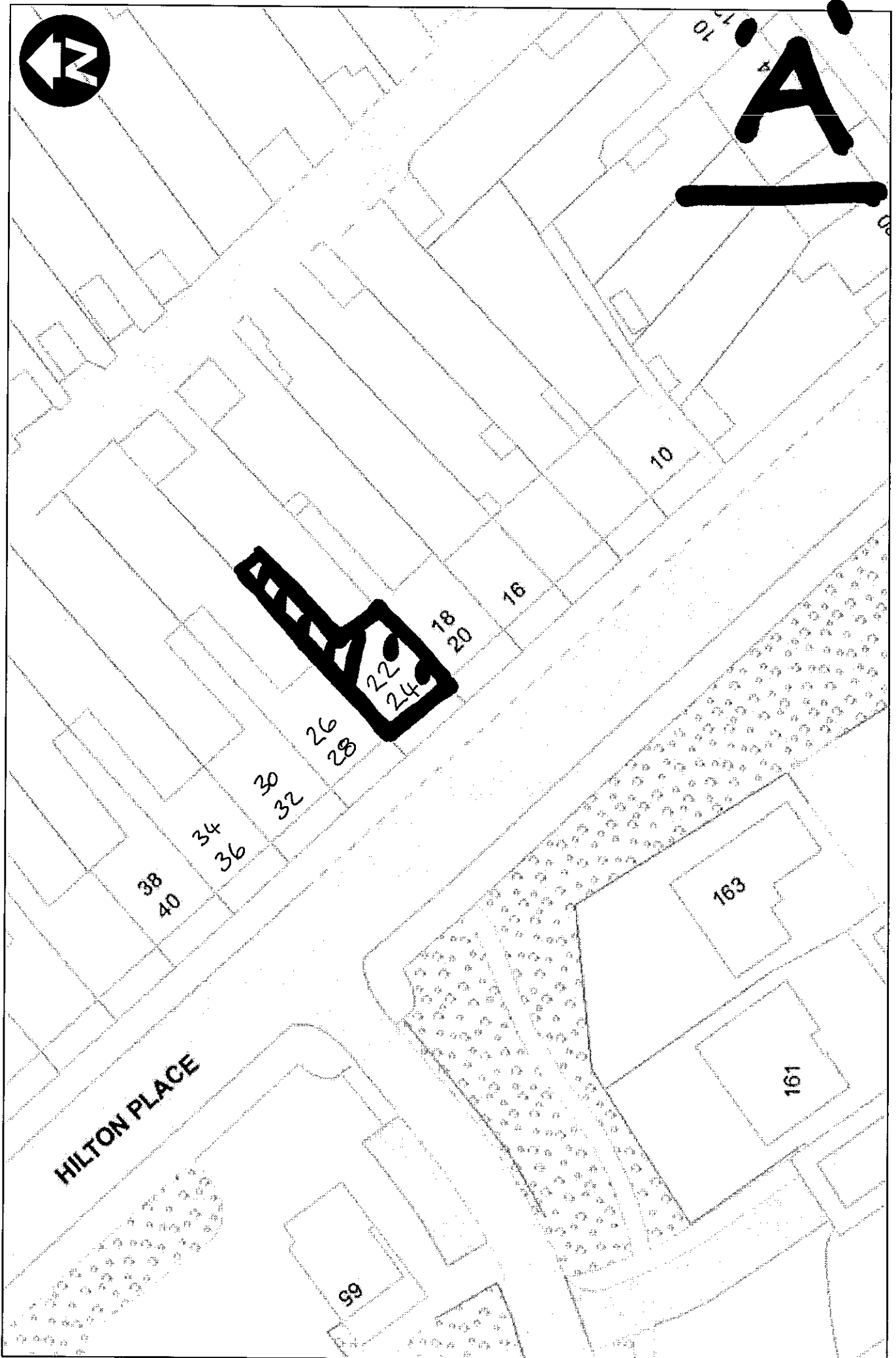
**Other considerations:**

- Police Scotland, as a statutory consultee, was initially consulted in respect of the applicant's suitability as a 'fit & proper' person, and made no comment or objection.
- Scottish Fire & Rescue Service, as a statutory consultee, was initially consulted in respect of the suitability of the premises as an HMO, and made no comment or objection.
- At the date of this memo, the Council's Anti-Social Behaviour Investigation Team (ASBIT) has no record of any complaints of anti-social behaviour at No.22 Hilton Place, Aberdeen.

- The applicant and his property are currently registered with the Landlord Registration database.
- The applicant has requested an occupancy of 4 persons which is acceptable to the HMO Unit in terms of space and layout.
- The HMO licence application under consideration is a 'first-time' application.
- The meeting of the Licensing Committee on 18 March 2014, is the last one before the one-year deadline therefore if the above-mentioned HMO requirements have not been completed, and/or SFRS are not satisfied that the premises are fire-safe by the day of the Committee, and the Committee are minded to refuse the application, they must do so at the meeting on 18 March 2014. Either I or a SFRS Officer will advise the Committee on the day.

I trust the above explains the position. Please contact me on x2870 should you have any queries regarding the above.

**Ally Thain**  
Private Sector Housing Manager



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**Bill Gordon**

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**From:** LicensingCommittee  
**Sent:** 14 November 2013 09:36  
**To:** [REDACTED]  
**Subject:** FW: Cairncry Community Centre Public Entertainment Licence

Morning Mr Kenn

Please see attached observations form Environmental Health. Could you please confirm when the works have been completed.

Regards

Bill Gordon

---

**From:** Raymond Morrison  
**Sent:** 29 October 2013 12:46  
**To:** LicensingCommittee  
**Cc:** Andrew Gilchrist  
**Subject:** Cairncry Community Centre Public Entertainment Licence

I refer to the above and my visit of inspection today and comment as follows.

- 1) Confirmation is required as to whether any sockets used in the main hall or smaller hall are protected by a Residual Current Device (RCD) or similar, at the visit I was unable to establish this.
- 2) A light diffuser was hanging loose within the large hall and required to be secured.
- 3) Gas LPG containers require to be removed from the stairwell to the fuse / boiler room. Also cylinders should not be stacked on top of each other.

Regards

Raymond Morrison  
Senior Authorised Officer  
Environmental Health and Trading Standards  
Housing and Environment  
Aberdeen City Council  
Business Hub 15  
Third Floor South  
Marischal College  
Broad Street  
Aberdeen  
AB10 1AB

Tel (01224) 522168

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**Bill Gordon**

---

**From:** David Penny [REDACTED]  
**Sent:** 12 February 2014 16:27  
**To:** Bill Gordon  
**Subject:** Re: 2 St Traders Cove Bay Nurseries

Hi Bill. I am happy to and will comply with the three 3 undernoted conditions from Traffic Management and Road Safety.

David Penny  
[REDACTED]

-----Original Message-----

**From:** Bill Gordon <BILLG@aberdeencity.gov.uk>  
**To:** [REDACTED]  
**Sent:** Wed, 12 Feb 2014 14:55  
**Subject:** FW: 2 St Traders Cove Bay Nurseries

Hello David

Could you please confirm that you will comply with the 3 undernoted conditions from Traffic Management and Road Safety.

Regards

Bill Gordon

---

**From:** Doug Ritchie  
**Sent:** 22 January 2014 21:41  
**To:** Bill Gordon  
**Subject:** RE: 2 St Traders Cove Bay Nurseries

Hi Bill,

I refer to the above application from Cove bay Nurseries for a street traders licence within the East Green and would confirm that the Roads Authority would approve the application subject to the following conditions being applied.

1. The applicant must not occupy or store goods on the footpath area and maintain it to its full width at all times.
2. The area at the bottom of the steps has just recently had new drop kerbs installed along with tactile paving to assist members of the public to cross this section of the road. These new drop kerbs MUST be kept clear at all times.
3. This area of "The Green" has restricted access and egress times for vehicles entering the area. The trader must ensure that his vehicle complies to these times otherwise he will be open to enforcement by Police Scotland. This relates to the movement in and out of "The Green" area and not to the vehicle being parked out with these times.

Regards

Doug Ritchie

Team Leader  
Traffic Management & Road Safety  
74 - 76 Spring Garden  
Aberdeen  
AB25 1GN

Tel No. 01224 538055  
Fax 01224 538087

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