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To: Councillor Carle, Convener; and Councillors Allan, Blackman, Boulton, Corall, Cormie, Delaney, Lesley Dunbar, Forsyth, Graham, MacGregor, Malik, Malone, Nathan Morrison 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, 27 JANUARY 2015 at 10.00 am.**

FRASER BELL
HEAD OF LEGAL AND DEMOCRATIC SERVICES

B U S I N E S S

REQUESTS FOR DEPUTATION

- 1 None received at this stage

MINUTES

- 2 Minute of Meeting of 25 November 2014 (Pages 5 - 26)
 - 2.1 Minute of Meeting of the Licensing Urgent Business Sub Committee of 12 January 2015 (Pages 27 - 28)
 - 2.2 Minutes of Meetings of the Sports Ground Advisory Working Group of 6 May and 4 September 2014 (Pages 29 - 36)

MISCELLANEOUS

- 3.1 Request for Exemption from CCTV Policy (Pages 37 - 56)
- 3.2 Requests for Film Classifications - Belmont Cinema (Pages 57 - 104)

APPLICATIONS FOR LICENCES - INCLUDING LIST OF APPLICATIONS

- 4.1 Grant of a Licence for a House in Multiple Occupation - 19A Spital, Aberdeen (Pages 109 - 112)
- 4.2 Grant of a Licence for a House in Multiple Occupation - 19C Spital, Aberdeen (Pages 113 - 116)
- 4.3 Grant of a Licence for a House in Multiple Occupation - 19D Spital, Aberdeen (Pages 117 - 120)
- 4.4 Grant of a Licence for a House in Multiple Occupation - 19E Spital, Aberdeen (Pages 121 - 124)
- 4.5 Grant of a Licence for a House in Multiple Occupation - 19F Spital, Aberdeen (Pages 125 - 128)
- 4.6 Grant of a Licence for a House in Multiple Occupation - 19G Spital, Aberdeen (Pages 129 - 132)
- 4.7 Grant of a Licence for a House in Multiple Occupation - 33 Sunnybank Road, Aberdeen (Pages 133 - 138)
- 4.8 Grant of a Private Hire Driver Licence - Pauline Jane Mackie (Pages 139 - 140)
- 4.9 Grant of a Private Hire Driver Licence - Ian Stewart (Pages 141 - 142)
- 4.10 Grant of a Taxi Driver Licence - Frank Malikebu (Pages 143 - 144)
- 4.11 Grant of a Taxi Driver Licence - Bryan Garriock (Pages 145 - 146)
- 4.12 Grant of a Taxi Driver Licence - Roy Norman Kennedy (Pages 147 - 148)
- 4.13 Grant of a Taxi Driver Licence - Jennifer Evans (Pages 149 - 150)
- 4.14 Grant of a Taxi Driver Licence - Syed Ashabur Rahman (Pages 151 - 152)
- 4.15 Grant of a Taxi Driver Licence - Daniel McMillan (Pages 153 - 154)
- 4.16 Grant of a Taxi Driver Licence - Peter Flockhart (Pages 155 - 156)

- 4.17 Renewal of a Taxi Licence - Gilbert Youngson Breslin (Pages 157 - 158)
- 4.18 Renewal of a Taxi Licence - Graham James Hansley (Pages 159 - 160)
- 4.19 Renewal of a Taxi Licence - City Wide Taxis Limited (Pages 161 - 162)
- 4.20 Renewal of a Taxi Licence - Gareth Taylor (Pages 163 - 164)
- 4.21 Renewal of a Taxi Licence - Alan Matthew Reid (Pages 165 - 166)

COMMITTEE BUSINESS STATEMENT

- 5.1 Committee Business Statement (Pages 167 - 168)

APPLICATIONS TO BE HEARD IN PRIVATE IN TERMS OF THE DATA PROTECTION ACT 1998 - INCLUDING LIST OF APPLICATIONS

- 6.1 Renewal of a Taxi Licence
- 6.2 Grant of a Taxi Licence
- 6.3 Grant of a Private Hire Driver Licence
- 6.4 Grant of a Taxi Driver Licence
- 6.5 Renewal of a Taxi Driver Licence
- 6.6 Grant of a Taxi Driver Licence
- 6.7 Renewal of a Taxi Driver Licence
- 6.8 Renewal of a Taxi Driver Licence
- 6.9 Renewal of a Taxi Driver Licence
- 6.10 Renewal of a Taxi Driver Licence
- 6.11 Renewal of a Taxi Driver Licence

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Should you require any further information about this agenda, please contact Allison Swanson, tel. 52(2822) or e-mail aswanson@aberdeencity.gov.uk

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ABERDEEN, 25 November 2014. Minute of Meeting of the LICENSING COMMITTEE. Present:- Councillor Carle, Convener; and Councillors Allan, Blackman, Boulton, Corall (for articles 1 to 9), Cormie (for articles 1 to 7), Lesley Dunbar, Forsyth, Graham, MacGregor (for articles 1 to 9), Malik, Malone (for articles 1 to 9) and Townson.

The agenda and reports associated with this minute can be found at:-
<http://committees.aberdeencity.gov.uk/ieListDocuments.aspx?CId=149&MId=2930&Ver=4>

Please note that if any changes are made to this minute at the point of approval, these will be outlined in the subsequent minute and this document will not be retrospectively altered.

REQUESTS FOR DEPUTATION

1. The Committee had before it a number of requests for deputation as follows:
 - (a) Mr Tommy Campbell, Unite the Union, in relation to item 5.1 (CCTV – Taxis and Private Hire Cars – Policy Outcomes) on today’s agenda (article 9 refers);
 - (b) Mr Russell McLeod, Rainbow Cars Ltd, in relation to item 5.2 (Taxi Demand Survey) on today’s agenda (article 8 refers);
 - (c) Mr Tommy Campbell, Unite the Union, in relation to item 5.2 (Taxi Demand Survey) on today’s agenda (article 8 refers); and
 - (d) Mr Mark Cullen in relation to item 5.2 (Taxi Demand Survey) on today’s agenda (article 8 refers).

The Committee was advised that request 1(d) as detailed above had not been received within the terms outlined in Standing Order 10(1).

The Committee resolved:-

- (i) to agree to hear requests 1(a) – 1(c) prior to consideration of the report at the appropriate point in the agenda; and
- (ii) to suspend Standing Order 10(1), and to agree to hear request 1(d) prior to consideration of the report at the appropriate point in the agenda.

MINUTE OF MEETING OF 2 SEPTEMBER 2014

2. The Committee had before it the minute of its meeting of 2 September 2014.

The Committee resolved:-

to approve the minute as a correct record.

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MINUTE OF MEETING OF 30 OCTOBER 2014

3. The Committee had before it the minute of its previous meeting of 30 October 2014.

The Committee resolved:-

to approve the minute as a correct record.

MINUTE OF MEETING OF THE LICENSING URGENT BUSINESS SUB-COMMITTEE OF 29 SEPTEMBER 2014

4. The Committee had before it the minute of the Licensing Urgent Business Sub Committee of 29 September 2014.

The Committee resolved:-

to note the minute.

MINUTE OF MEETING OF THE LICENSING URGENT BUSINESS SUB-COMMITTEE OF 16 OCTOBER 2014

5. The Committee had before it the minute of the Licensing Urgent Business Sub Committee of 16 October 2014.

The Committee resolved:-

to note the minute.

LICENSING OF HMOS AND REGISTRATION OF PRIVATE LANDLORDS - REFERRAL FROM THE COMMUNITIES, HOUSING AND INFRASTRUCTURE COMMITTEE OF 28 OCTOBER 2014

6. The Committee had before it by way of referral, a report from the Communities, Housing and Infrastructure Committee of 28 October 2014 relating to the licensing of houses in multiple occupation (HMO) and registration of private landlords.

The Communities, Housing and Infrastructure Committee had resolved:

- (i) to agree the following service improvements proposed in section 5.2.7 of the report:
 - (1) officers continue to ignore 'spent' convictions and approve the applications,
 - (2) powers be delegated to the Private Sector Housing Manager and Senior Private Sector Housing Officer (Rented Sector) to approve applications from landlords who had declared unspent convictions **and** who had appointed registered managing agents; and
 - (3) powers be delegated to the Private Sector Housing Manager and Senior Private Sector Housing Officer (Rented Sector) to approve applications

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from landlords who had declared unspent convictions and who had not appointed registered managing agents, where following an interview, the applicant was considered to be low risk. (Any applicant considered to be a higher risk would continue to have his/her application referred to the Licensing Committee for determination);

- (ii) to agree the following service improvements proposed in section 5.2.8 of the report:
 - (1) that the online database would be set to automatically apply Late Application Fees on the expiry of registrations;
 - (2) that Rent Penalty Notices would be served thereafter on landlords who failed to renew their registrations;
 - (3) that where landlords had never registered, Rent Penalty Notices would be served after three written reminders;
- (iii) to agree to remit the report to the Licensing Committee on 25 November 2014; and
- (iv) to otherwise note the content of the report.

The Committee resolved:-

to note the content of the report.

APPLICATIONS FOR LICENCES

7. The Committee had before it, for its consideration, the applications listed in Appendix A to this minute.

The Committee resolved:-

that all applications be determined on the basis shown in Appendix A and that all licences are subject to the Council's standard conditions unless otherwise stated.

DECLARATIONS OF INTEREST

Prior to consideration of the following item, the Convener and Councillor Graham declared interests as members of Unite. Neither of the members felt it necessary to leave the meeting during the Council's deliberations.

Councillor Allan declared an interest in regard to the following item of business by virtue of a personal connection and considered that the nature of her interest required him to withdraw from the meeting and take no part in the deliberations thereon.

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TAXI DEMAND SURVEY (CG/14/161)

8. (A) In terms of Standing Order 10(2), the Council received a deputation from Mr Russell McLeod, Rainbow Cars Ltd. Mr McLeod welcomed the report and explained that despite the recommendations of the survey he wished for the limit on the number of taxi licences to be removed completely. He highlighted that Rainbow Cars had received 50,000 calls in September 2014 which it could not provide a service to due to the limit on the number of taxi licences. In order to ensure a quality and efficient service and to meet customers' requirements he believed that the number of taxis needed to be increased vastly and therefore did not feel that that the proposed increase of 30 taxi licences would meet the existing demand.

Members asked a number of questions of the deputation.

(B) In terms of Standing Order 10(2), the Council received a deputation from Mr Tommy Campbell, Unite the Union, who requested that further consultation on the survey report be undertaken. He explained that further consultation and input from the trade was required in order to ensure the survey explored all potential solutions to existing taxi demand. Therefore, he requested that the Committee defer consideration of the report and request officers to arrange a meeting with Committee, author of the report and all interested parties and report back thereafter.

Members asked a number of questions of the deputation.

(C) In terms of Standing Order 10(2), the Council received a deputation from Mr Mark Cullen, who advised that he agreed with Mr McLeod that increasing the number of licences by thirty would not achieve the desired outcome and therefore that the limit on the number of taxi licences should be removed. He highlighted the issue of existing taxi drivers not wishing to work at peak times and emphasised that the proposed increase of thirty would not address this issue.

Members asked a number of questions of the deputation.

(D) With reference to article 12 of the minute of the meeting of 17 September 2013, the Committee (1) received a presentation from Ian Millership, CTS Traffic and Transportation Ltd, in relation to the results of the taxi demand survey and (2) had before it a report by the acting Director of Corporate Governance which presented the results of the taxi demand survey undertaken by CTS Traffic and Transportation Ltd.

The report recommended:-

that the Committee –

- (a) note the results of the Survey and agree to an additional thirty taxi licences bringing the maximum number of taxi licences to 1079 ("Option 2");
- (b) instruct authorised officers of Legal and Democratic Services to process applications on the waiting list for taxi licences in accordance with the procedure as set out in this report; and
- (c) instruct authorised officers of Legal and Democratic Services to consult with officers from Communities and Housing to establish information sharing

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procedures as part of the monitoring process referred to in recommendation (a) and report back to the Committee on progress within two cycles.

Councillor Boulton, seconded by the Convener, moved –
that the Committee approve the recommendations and to instruct authorised officers of Legal and Democratic Services to arrange a meeting with the survey author if possible and the relevant trade representatives to discuss the report and report back to the Committee on the outcome of the discussions within two cycles.

Councillor Corall, seconded by Councillor Townson, moved as an amendment –
that the Committee note the survey results and agree to remove the limit on the number of taxi licences in its entirety.

On a division, there voted:- for the motion (9) – the Convener and Councillors Blackman, Boulton, Lesley Dunbar, Forsyth, Graham, MacGregor, Malik and Townson; for the amendment (1) – Councillor Corall.

The Committee resolved:-

to adopt the motion.

DECLARATIONS OF INTEREST

Prior to consideration of the following item, the Convener and Councillor Graham declared interests as members of Unite. Neither of the members felt it necessary to leave the meeting during the Council's deliberations.

CCTV – TAXIS AND PRIVATE HIRE CARS - POLICY OUTCOME

9. With reference to article 6 of the minute of the meeting of 1 July 2014, the Committee had before it a report by the acting Director of Corporate Governance which advised of the outcome of further consultation on legal and policy proposals in respect of CCTV in taxis and private hire cars, and sought ratification of the proposed conditions of licence and approval of the updated policy.

The report recommended:-

that the Committee –

- (a) ratify the proposed conditions of licence as detailed in appendix 1;
- (b) approve the updated policy as detailed in appendix 2;
- (c) delegate powers to authorised officers to maintain an approved list of CCTV systems and suppliers; and
- (d) instruct officers to implement the above decisions and monitor their ongoing implementation at regular intervals.

The Committee resolved:-

- (i) to approve the recommendations;

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- (ii) instruct officers to develop a standard CCTV sign which should be displayed in taxis; and
- (ii) to thank Mr Paul Connelly for his efforts in drafting the policy.

REQUESTS FOR FILM CLASSIFICATION - BELMONT CINEMA

10. The Committee had before it 3 requests for film classification for screening at Belmont Cinema as follows:-

- (1) Class Enemy - Suggested rating (15)
- (2) Girlhood - Suggested rating (15)
- (3) Inside Hana's Suitcase- Suggested rating (Exemption Education – 10+)

The Committee resolved:-

to approve the film classification certificates as listed above.

COMMITTEE BUSINESS STATEMENT

11. The Committee had before it a statement of Committee Business from the Head of Legal and Democratic Services.

The Committee resolved:-

to note that a report on item 1 (Taxi Licence Limit Surveys Update) was considered earlier on today's agenda.

EXEMPT INFORMATION

IN ACCORDANCE WITH THE DATA PROTECTION ACT 1988 (PRINCIPLE 1), THE PRESS AND PUBLIC WERE EXCLUDED FROM THE MEETING DURING CONSIDERATION OF THE FOLLOWING ITEM.

APPLICATIONS FOR LICENCES

12. The Committee had before it, for its consideration, the applications listed in Appendix B to this minute.

The Committee resolved:-

that all applications be determined on the basis shown in Appendix B and that all licences are subject to the Council's standard conditions unless otherwise stated.

- COUNCILLOR SCOTT CARLE, CONVENER

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APPENDIX A

1. **APPLICATION FOR THE RENEWAL OF A LICENCE FOR A HOUSE IN MULTIPLE OCCUPATION**
Application Reference Number - 4/01
Premises - Flat 13, 22 Bridge Street

The Committee resolved:-

to note that the application had been granted under delegated powers.

2. **APPLICATION FOR THE RENEWAL OF A LICENCE FOR A HOUSE IN MULTIPLE OCCUPATION**
Application Reference Number - 4/02
Premises - 176c Clifton Road

The Committee resolved:-

to note that the application had been granted under delegated powers.

3. **APPLICATION FOR THE GRANT OF A LICENCE FOR A HOUSE IN MULTIPLE OCCUPATION**
Application Reference Number - 4/03
Premises - 37 Orchard Street

The Committee resolved:-

to note that the application had been granted under delegated powers.

4. **APPLICATION FOR THE GRANT OF A LICENCE FOR A HOUSE IN MULTIPLE OCCUPATION**
Application Reference Number - 4/04
Premises - 61 Leslie Road

With reference to article 1 of the minute of the meeting of 30 October 2014, the Committee had before it (1) a report by Mr Ally Thain, Private Sector Housing Manager, which advised that following the Committee's previous decision to defer consideration of the application until a site visit had been carried out, the applicant had amended the original licence application from a 5 bedroom to a 4 bedroom HMO; (2) a letter of representation; (3) and a letter of response from the applicant.

Mr Thain advised that upgrading works on the premises had still to be completed, although this was not the reason why the application was before the Committee today.

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The Committee heard from the respondent's representative, Ms Hunt, in support of the letter of representation.

The Committee heard from the applicant in support of the application.

Councillor Townson, seconded by Councillor Blackman moved:-

that the application be granted under delegated powers for the full three year period, subject to the standard conditions being implemented, plus the additional conditions that 1) good quality carpet/vinyl (as appropriate) and good quality underlay was installed on all floors and the stairs of 61 Leslie Road, and 2) that the ground floor utility room was for non residential/less intrusive usage only.

Councillor Malone, seconded by Councillor Boulton moved as an amendment:-

that the application be granted under delegated powers for the full three year period for a maximum occupancy of four persons, subject to the standard conditions being implemented, plus the additional conditions that 1) good quality carpet/vinyl (as appropriate) and good quality underlay was installed on all floors and the stairs of 61 Leslie Road, and 2) that the ground floor utility room was to be used for storage only.

On a division, there voted:- for the motion (9) – the Convener and Councillors Allan, Blackman, Corall, Cormie, Forsyth, Graham, MacGregor and Townson; for the amendment (4) – Councillors Boulton, Lesley Dunbar, Malik and Malone.

The Committee resolved:-

to adopt the motion.

DECLARATION OF INTEREST

Councillor Townson declared a personal interest in the subject matter of the following item of business by virtue of him knowing one of the respondents and withdrew from the meeting during its consideration.

5. APPLICATION FOR THE RENEWAL OF A LICENCE FOR A HOUSE IN MULTIPLE OCCUPATION

Application Reference Number - 4/05

Premises - 24 Sunnyside Avenue

The Committee had before it four letters of representation.

The Committee heard from two of the respondents, namely: Mr Reid and Mrs Robertson.

The Committee then heard from the applicant's representative Mr Dawson, as well as their agent Ms Lees, Martin and Co., in support of the application.

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The Committee resolved:-

to defer consideration of the application until the works were completed, after which time officers could grant the application under delegated powers if appropriate.

6. APPLICATION FOR THE GRANT OF A LICENCE FOR A HOUSE IN MULTIPLE OCCUPATION

Application Reference Number - 4/06

Premises - 118 Hilton Heights

The Committee had before it one letter of representation. The respondent was not in attendance.

The Committee heard from the applicant's agent Mr Bradley in support of the application.

The Committee resolved:-

to defer consideration of the application until the works were completed, after which time officers could grant the application under delegated powers if appropriate.

7. APPLICATION FOR THE GRANT OF A LICENCE FOR A HOUSE IN MULTIPLE OCCUPATION

Application Reference Number - 4/07

Premises - 33 Sunnybank Road

With reference to item 5 of appendix A of the minute of the meeting of 2 September 2014, Mr Ally Thain, Private Sector Housing Manager, advised that the application had been submitted within one year of the date of refusal of the previous HMO licence application.

He explained that the local authority might consider a further application for an HMO licence, only where it was satisfied that there had been a material change of circumstances.

The Committee heard from the applicant's nephew, Mr Khan, who explained the material change since the previous application, namely that the necessary works had now been undertaken to the property. He also explained that he was due to attend the previous meeting on his uncle's behalf, however he had forgotten. Mr Thain advised that he was unable to confirm whether all of the necessary works had been undertaken as a final inspection of the property had not been requested.

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The Committee resolved:-

to defer consideration of whether there was a material change until the next meeting of the Committee to enable officers to inspect the property and confirm the position in relation to the works which have allegedly been completed.

8. APPLICATION FOR THE GRANT OF A LICENCE FOR A HOUSE IN MULTIPLE OCCUPATION

Application Reference Number - 4/08

Premises - 35 Clashrodney Avenue, Cove

The Committee had before it one letter of representation. The respondent was not in attendance.

The Committee heard from the applicant's representative Mr McNeil in support of the application.

The Committee resolved:-

to defer consideration of the application until the works were completed, after which time officers could grant the application under delegated powers if appropriate.

9. APPLICATION FOR THE RENEWAL OF A STREET TRADER (HOT FOOD) LICENCE - LINDA GILMOUR

Application Reference Number - 4/09

Location – Denmore Road, Football Pitch Car Park, Bridge of Don

Days/Times – Daily, 07:00 to 19:00

The Committee was advised that the application had been granted under delegated powers.

10. APPLICATION FOR THE GRANT OF A STREET TRADER (HOT FOOD) LICENCE - JUNE LINDSAY DEARY

Application Reference Number - 4/10

Location – (1) Moss Road, West Side, 160m South Gateway Drive and (2) Gateway Drive, Northern Spur, Westside, 50m North of roundabout

Days/Times – Monday to Saturday, 07:00 to 16:00

The Committee was advised that this item had been placed on the agenda because it is an application for a grant of a street trader (hot food) licence and officers did not have delegated powers to grant such applications.

The Committee heard from the applicant in support of the application.

The Committee resolved:-

to grant the application.

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- 11. APPLICATION FOR THE GRANT OF A STREET TRADER (HOT FOOD) LICENCE - C & L CATERING**
Application Reference Number - 4/11
Location – Moss Road, Westside 110m south of Gateway Drive
Days/Times – Monday to Saturday, 07:00 to 16:00

The Committee was advised that this item had been placed on the agenda because it was an application for a grant of a street trader (hot food) licence and officers did not have delegated powers to grant such applications.

The Committee heard from the applicant in support of the application.

The Committee resolved:-

to grant the application.

- 12. APPLICATION FOR THE GRANT OF A TEMPORARY STREET TRADER LICENCE - ROSEMARY SCOTT**
Application Reference Number - 4/12
Location - St Nicholas Street, next to RBS Bank
Days/Times – Daily from 17 November to 31 December 2014, 09:00 to 17:00

The Committee was advised that guidelines stated that no street trading was permitted in the City Centre save where a special case could be made out by the applicant as to why the guideline should not apply. The Committee was also advised that the applicant had permission from the Enterprise Planning and Infrastructure to occupy the appropriate portion of the road and that she also had a food safety certificate.

The Committee heard from the applicant in support of the application.

The Committee resolved:-

to grant the application.

- 13. APPLICATION FOR THE VARIATION OF A STREET TRADER LICENCE - MAUREEN ROSS**
Application Reference Number - 4/13
Location - Intown Road, West Spur, North 120m West of Ellon Road
Days/Times – Daily, 08:00 to 20:00

The Committee had before it two letters of representation. The respondents were not in attendance.

The Committee was advised that this item had been placed on the agenda because it was an application for a variation of a street trader (hot food) licence for new site and officers did not have delegated powers to grant such applications. In addition, the applicant was seeking to trade between 08:00 and

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20:00 hours Monday to Sunday, although the guideline hours for street trading were 07:00 to 19:00 Monday to Sunday.

The Committee heard from the applicant in support of the application. The applicant explained that she was not aware of the trading hour guidelines, but was content to amend the hours to meet the guidelines.

The Committee resolved:-

to grant the application, subject to the trading times being 07:00 to 19:00.

14. APPLICATION FOR THE VARIATION OF A STREET TRADER LICENCE

Application Reference Number - 4/14

Premises - Edward Reynolds

Location - Minto Drive, North Side 50m east of Minto Avenue

Days/Times – Daily, 08:00 to 16:00

The Committee was advised that this item had been placed on the agenda because it was an application for a variation of a street trader (hot food) licence for new site and officers did not have delegated powers to grant such applications. The Committee had before it a letter from Mr McKane, Enforcement Officer, which explained that he had attended the site at Minto Avenue and there were two hot food vans located side by side despite the licence holder only having a licence for one van. The first van was believed to be the van covered by the street traders licence and this was not operational. The second van was in full operation however there was no sign of an STT number, nor did this van have a valid food safety certificate.

Finally, Mr McKane highlighted that the first (old) van was located approximately 66 metres from Hareness Road and the second (new) van was located approximately 72 metres from Hareness Road. The street trader licence clearly states that the van should be 50 metres from Hareness Road.

The Committee heard from the applicant's wife in support of the application. She explained that the new van was only in operation for one day and when they were aware of the procedures to be followed closed the van. She confirmed that the old van does have a food safety certificate and raised concerns about the safety of the licenced location for the first van.

Councillor Malone, seconded by Councillor Cormie moved:-

that the application be deferred to the next meeting of the Committee to enable officers to investigate the concerns with the site location of the first (old) van and to confirm the position with the food safety certificate for the second (new) van.

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Councillor Allan, seconded by the Convener moved as an amendment:-
that the application be granted, subject to the food safety certificate being received and to instruct officers to investigate the suitability of the initial site location on Minto Avenue, Aberdeen.

On a division, there voted:- for the motion (11) – the Convener and Councillors Allan, Blackman, Boulton, Corall, Lesley Dunbar, Forsyth, Graham, MacGregor, Malik and Townson; for the amendment (2) – Councillors Cormie, and Malone.

The Committee resolved:-

to adopt the motion.

**15. APPLICATION FOR THE GRANT OF A SECOND HAND DEALER LICENCE-
KYRIACOS ROUSSIAS**

Application Reference Number - 4/15

Location - Castlegate

Days/Times - Thursday to Saturday, 09:00 to 15:00

The Committee had before it a letter of representation. The respondent was not in attendance.

The Committee heard from the applicant in support of the application.

The Committee resolved:-

to grant the application.

**16. APPLICATION FOR THE GRANT OF A PRIVATE HIRE LICENCE - SAM
MURRAY**

Application Reference Number - 4/16

The Committee was advised that the application required to be determined by 21 January 2015, and that to date the applicant had not passed the street knowledge test which was required by the Committee's private hire licence policy.

The Committee heard from the applicant, Sam Murray, in support of the application.

The Committee resolved:-

to refuse the application.

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17. APPLICATION FOR THE GRANT OF A TEMPORARY PRIVATE HIRE LICENCE – GAVIN JOHNSTON
Application Reference Number - 4/17

The Committee was advised that the application required to be determined by 4 February 2015, and that to date the applicant had not passed the street knowledge test which was required by the Committee's private hire licence policy.

The Committee heard from the applicant, Gavin Johnston, in support of the application.

The Committee resolved:-
to refuse the application.

18. APPLICATION FOR THE GRANT OF A PRIVATE HIRE LICENCE - TOMAS STENYS
Application Reference Number - 4/18

The Committee was advised that the application required to be determined by 2 January 2015, and that to date the applicant had not passed the street knowledge test which was required by the Committee's private hire licence policy.

The applicant was not present.

The Committee resolved:-
to refuse the application.

19. APPLICATION FOR THE GRANT OF A PRIVATE HIRE LICENCE - LUKASZ KULASZEWSKI
Application Reference Number - 4/19

The Committee was advised that the application required to be determined by 21 January 2015, and that to date the applicant had not passed the street knowledge test which was required by the Committee's private hire licence policy.

The applicant was not present.

The Committee resolved:-
to refuse the application.

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20. APPLICATION FOR THE GRANT OF A PRIVATE HIRE LICENCE – PAUL MURRAY
Application Reference Number - 4/20

The Committee was advised that the application required to be determined by 27 January 2015, and that to date the applicant had not passed the street knowledge test which was required by the Committee's private hire licence policy.

The Committee heard from the applicant, Paul Murray, in support of the application.

The Committee resolved:-
to refuse the application.

21. APPLICATION FOR THE GRANT OF A PRIVATE HIRE LICENCE – NEIL ANDREW MASSON
Application Reference Number - 4/21

The Committee was advised that the application required to be determined by 27 January 2015, and that to date the applicant had not passed the street knowledge test which was required by the Committee's private hire licence policy.

The applicant was not present.

The Committee resolved:-
to refuse the application.

22. APPLICATION FOR THE GRANT OF A TAXI DRIVER LICENCE – NEIL ESSON
Application Reference Number - 4/22

The Committee was advised that the application required to be determined by 12 December 2014, and that to date the applicant had not passed the street knowledge test which was a requirement.

The applicant was not present.

The Committee resolved:-
to refuse the application.

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23. APPLICATION FOR THE GRANT OF A TAXI DRIVER LICENCE – DAVID BRUCE

Application Reference Number - 4/23

The Committee was advised that the application required to be determined by 26 December 2014, and that to date the applicant had not passed the street knowledge test which was a requirement.

The applicant was not present.

The Committee resolved:-

to refuse the application.

24. APPLICATION FOR THE GRANT OF A TAXI DRIVER LICENCE - JOHN BOYNE BLACK

Application Reference Number - 4/24

The Committee was advised that the application required to be determined by 26 December 2014, and that to date the applicant had not passed the street knowledge test which was a requirement.

The Committee heard from the applicant, John Black, in support of the application.

The Committee resolved:-

to defer the application to enable the applicant to sit the knowledge test and to refer to the Licensing Urgent Business Committee if the applicant was unsuccessful.

25. APPLICATION FOR THE GRANT OF A TAXI DRIVER LICENCE – ANTHONY DIGBY

Application Reference Number - 4/25

The Committee was advised that the application had been withdrawn.

26. APPLICATION FOR THE SUBSTITUTION OF A TAXI DRIVER LICENCE – JAMES BYFIELD

Application Reference Number - 7/26

The Committee was advised that this item has been placed on the agenda because the applicant was proposing to substitute a 4 x 4 type vehicle on to his licence and the Committee had a policy that only allowed saloons, Multi person vehicle and Wheel Chair accessible vehicles to operate as taxis. However, there were currently eight 4 x 4 vehicles licensed as taxis.

LICENSING COMMITTEE
25 November 2014

The Committee heard from the applicant's representative, Nicola Brain, Simpson Marwick, in support of the application.

The Committee resolved:-

- (i) to grant the application; and
- (ii) to instruct officers to submit a report back on the suitability of 4x4 vehicles for the taxi fleet.

LICENSING COMMITTEE
25 November 2014

Appendix B

1. APPLICATION FOR THE GRANT OF A PRIVATE HIRE LICENCE
Application Reference Number - 8/01

The Committee had before it a letter of objection dated 9 July 2014, from the Chief Constable, Police Scotland, c/o Aberdeen City Division and heard Sergeant Barry Skinner speak in its support.

The Committee was advised that the applicant had not passed the street knowledge test.

The applicant was not in attendance.

The Committee resolved:-
to refuse the application.

2. APPLICATION FOR THE GRANT OF A PRIVATE HIRE LICENCE
Application Reference Number - 8/02

The Committee had before it a letter of objection dated 28 July 2014, from the Chief Constable, Police Scotland, c/o Aberdeen City Division and heard Sergeant Barry Skinner speak in its support.

The Committee was advised that the applicant had not passed the street knowledge test.

The applicant was not in attendance.

The Committee resolved:-
to refuse the application.

DECLARATION OF INTEREST

Councillor Allan declared an interest in regard to the following item of business by virtue of a personal connection and considered that the nature of her interest required him to withdraw from the meeting and take no part in the deliberations thereon.

LICENSING COMMITTEE

25 November 2014

3. APPLICATION FOR THE RENEWAL OF A TAXI LICENCE

Application Reference Number - 8/03

The Committee had before it a letter of representation dated 5 September 2014, from the Chief Constable, Police Scotland, c/o Aberdeen City Division and heard Sergeant Barry Skinner speak in its support.

The Committee heard from the applicant in support of the application.

The Committee resolved:-

to grant the application.

4. APPLICATION FOR THE GRANT OF A TAXI DRIVER LICENCE

Application Reference Number - 8/04

The Committee had before it a letter of representation dated 21 July 2014, from the Chief Constable, Police Scotland, c/o Aberdeen City Division and heard Sergeant Barry Skinner speak in its support.

The Committee heard from the applicant in support of the application.

The Committee resolved:-

to grant the application.

5. APPLICATION FOR THE GRANT OF A TAXI DRIVER LICENCE

Application Reference Number - 8/05

The Committee had before it a letter of objection dated 1 August 2014, from the Chief Constable, Police Scotland, c/o Aberdeen City Division and heard Sergeant Barry Skinner speak in its support.

The Committee was advised that the applicant had not passed the street knowledge test.

The applicant was not in attendance.

The Committee resolved:-

to refuse the application.

6. APPLICATION FOR THE RENEWAL OF A TAXI DRIVER LICENCE

Application Reference Number - 8/06

The Committee had before it a letter of objection dated 26 August 2014, from the Chief Constable, Police Scotland, c/o Aberdeen City Division and heard Sergeant Barry Skinner speak in its support.

LICENSING COMMITTEE

25 November 2014

The Committee heard from the applicant in support of the application.

Councillor Townson, seconded by Councillor Graham moved:-
that the application be granted.

Councillor Forsyth, seconded by Councillor Blackman moved as an amendment:-

that the application be refused on the ground that the applicant was not a fit and proper person to hold a licence.

On a division, there voted:- for the motion (2) – Councillors Graham and Townson; for the amendment (6) – the Convener and Councillors Allan, Blackman, Lesley Dunbar, Forsyth and Malik.

The Committee resolved:-
to adopt the amendment.

7. **APPLICATION FOR THE GRANT OF A TAXI DRIVER LICENCE** **Application Reference Number - 8/07**

The Committee had before it a letter of representation dated 29 August 2014, from the Chief Constable, Police Scotland, c/o Aberdeen City Division and heard Sergeant Barry Skinner speak in its support.

The Committee heard from the applicant in support of the application.

The Committee resolved:-
to grant the application.

DECLARATION OF INTEREST

Councillor Allan declared an interest in regard to the following item of business by virtue of a personal connection and considered that the nature of her interest required him to withdraw from the meeting and take no part in the deliberations thereon.

8. **APPLICATION FOR THE RENEWAL OF A TAXI DRIVER LICENCE** **Application Reference Number - 8/08**

Ms Ruth O'Hare, Litigation and Licensing, advised that a letter of representation had been received from Police Scotland in respect of the application beyond the statutory time period within which such letters must be received. She further advised that the Committee might consider late representations if it was satisfied there is a sufficient reason why it was not made in the time required.

LICENSING COMMITTEE

25 November 2014

The Committee heard from Sergeant Barry Skinner, Police Scotland who explained why the letter of representation was late and should be considered today.

The Committee heard from the applicant who did not object to the letter of representation being submitted.

The Committee resolved:-

that the letter of representation from Police Scotland be introduced to the proceedings.

The Committee had before it a letter of objection dated 1 October 2014, from the Chief Constable, Police Scotland, c/o Aberdeen City Division and heard Sergeant Barry Skinner speak in its support.

The Committee heard from the applicant in support of the application.

The Committee resolved:-

to grant the application.

9. APPLICATION FOR THE RENEWAL OF A TAXI DRIVER LICENCE**Application Reference Number - 8/09**

The Committee had before it two letters from the Committee's nominated Occupational Health Service Provide (Serco) dated 25 June 2013 and 13 August 2014 in relation to the applicant.

The Committee heard the applicant speak in support of the application.

The Committee resolved:-

to grant the application, subject to the applicant undertaking a medical examination with Serco in 12 months' time to assess his fitness.

10. APPLICATION FOR THE RENEWAL OF A TAXI DRIVER LICENCE**Application Reference Number - 8/10**

The Committee was advised that the applicant had not passed a medical examination to determine if the applicant met DVLA Group 2 standards.

The applicant was not in attendance.

The Committee resolved:-

to refuse the application.

LICENSING COMMITTEE

25 November 2014

11. APPLICATION FOR THE RENEWAL OF A TAXI DRIVER LICENCE**Application Reference Number - 8/11**

The Committee had before it a letter from the Committee's nominated Occupational Health Service Provide (Serco) dated 5 November 2014 in relation to the applicant.

The Committee heard the applicant speak in support of the application.

The Committee resolved:-

to grant the application, subject to the applicant undertaking a medical examination with Serco in 12 months' time to assess his fitness.

12. APPLICATION FOR THE GRANT OF A TEMPORARY STREET TRADER LICENCE**Application Reference Number - 8/12**

Sergeant Barry Skinner, Police Scotland advised that in terms of Section 7(3) of the Rehabilitation of Offenders Act 1974, he sought the Committee's approval to provide details of the applicant's previous convictions. He submitted that justice could not be done without reference to the previous convictions.

The Committee heard from the applicant who did not object to the details of the previous convictions being provided.

The Committee resolved:-

that the details on the applicant's previous convictions be introduced to the proceedings.

The Committee had before it a letter of representation dated 11 November 2014, from the Chief Constable, Police Scotland, c/o Aberdeen City Division and heard Sergeant Barry Skinner speak in its support.

The Committee heard from the applicant in support of the application.

The Committee resolved:-

to grant the application.

LICENSING COMMITTEE

ABERDEEN, 12 January, 2015. Minute of Meeting of the LICENSING URGENT BUSINESS SUB COMMITTEE. Present: Councillor Carle, Convener; and Councillors Boulton, Cormie and Townson.

The agenda and reports associated with this minute can be found at:

<http://committees.aberdeencity.gov.uk/ieListDocuments.aspx?CId=502&MIId=3664&Ver=4>

Please note that if any changes are made to this minute at the point of approval, these will be outlined in the subsequent minute and this document will not be retrospectively altered.

DETERMINATION OF URGENT BUSINESS

1. In terms of Standing Order 28(5)(vi), and in accordance with Section 50(B)(4)(b) of the Local Government (Scotland) Act 1973, the Sub Committee was informed that it had to determine: (1) that the item on the agenda was of an urgent nature; and (2) that the Committee required to consider the item and take a decision thereon.

The Sub Committee resolved:

to agree that the item was of an urgent nature and required to be considered this day.

EXEMPT INFORMATION

IN ACCORDANCE WITH THE DATA PROTECTION ACT 1988 (PRINCIPLE 1), THE PRESS AND PUBLIC WERE EXCLUDED FROM THE MEETING DURING CONSIDERATION OF THE FOLLOWING ITEM.

RENEWAL OF A TAXI DRIVER'S LICENCE

2. Application Reference Number – 01/01

The Sub Committee had before it a letter and an email from the Committee's nominated Occupational Health Service Provide (Serco) dated 13 November and 17 December 2014 respectively in relation to the applicant.

The Sub Committee heard the applicant's brother speak in support of the application.

The Sub Committee resolved:-

to refuse the application.

COUNCILLOR

SCOTT

CARLE,

Convener

LICENSING COMMITTEE

SPORTS GROUND ADVISORY WORKING GROUP

ABERDEEN 06 May 2014. Minute of Meeting of the SPORTS GROUND ADVISORY WORKING GROUP.

Present:- Eric Anderson (Litigation and Licensing), Janey McFarlane (Litigation and Licensing), Paul Hendry and Roland George (Aberdeen Football Club), Andrew Gilchrist (Environmental Health), Hector Maclean (Police Scotland), Willie Tocher (Scottish Fire and Rescue Service) and Grant Tierney (Building Standards).

MINUTE OF MEETING OF SPORTS GROUND ADVISORY WORKING GROUP OF 06 May 2014

The Group had before it the minute of meeting of the Sports Ground Advisory Working Group of 20 February 2014.

The Group resolved:-

To approve the minute

ABERDEEN FOOTBALL CLUB GENERAL SAFETY CERTIFICATE- UPDATE

A final draft of the General Safety Certificate was circulated it contained proposed amendments by AFC. The amendments included a review of the Club's seating capacity. AFC informed the group that everything has been completed in terms of the seat adjustments for capacity and circulated a screenshot of the seats which confirmed this. AFC also circulated documents showing the PSN Factors for each stand.

The Group was asked if anyone wished to propose any changes to the Certificate. Grant Tierney indicated he would like to arrange another site visit to confirm the extent of the changes to the capacity of the ground. Other than that he was happy with the draft Safety Certificate. The remaining members of the group confirmed they were satisfied with the draft Safety Certificate and the plans. Grant Tierney wanted to confirm whether the WCs are to be built within the main stand. AFC confirmed it was all in the updated plans. AFC stated that the majority of the maintenance would start on the 12th of May and there would be a 5 week window to complete the work.

The Group resolved:-

The new plans would be circulated to the Group for approval by the 16th May 2014 if the plans are acceptable.

It was agreed that the Club would send a further update of the completed work and maintenance completed by 17th June to the Group.

MATCH DAY INSPECTIONS

(a) Match Day Inspection 21 September 2013 – AFC Response to SFRS Match Day Report

A report had been circulated following the Match day inspection which took place last year. Grant Tierney suggested that different stewards should be responsible for different tasks within each stand. AFC has employed someone to tackle the specific issues which are occurring with the stewards.

(b) Future Match Day inspections

It was recognised that a second match day inspection could not take place before the end of the season.

The Group resolved:-

Two match day inspections would take place next season, one of them being early in the season. These are to be organised once the fixture dates are known.

MATCH DAY INCIDENTS

Eric Anderson highlighted that any incidents which are relevant to the Safety Certificate should be raised with the Group. AFC confirmed that reports are sent to Police Scotland after each game detailing any incidents that occur.

The Group resolved:-

That if any relevant incident of significance arises either Police Scotland or AFC will report it to the Sports Ground Advisory Working Group for its consideration.

AOCB

UEFA SAFETY CERTIFICATE

AFC explained that UEFA will submit an official document which will have to be signed on behalf of the Local Authority confirming that the appropriate safety standards are in place.

The Group resolved:-

To note its position and to request the Club to submit the form just as soon as it has been received from UEFA.

DATE OF NEXT MEETING – THURSDAY 28 AUGUST 2014

The Group agreed that the date of its next meeting would be the 28 August 2014. It was noted that this could be changed once the new fixture list was known.

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SPORTS GROUND ADVISORY WORKING GROUP

ABERDEEN 4 September 2014. Minute of Meeting of the SPORTS GROUND ADVISORY WORKING GROUP.

Present:- Arlene Dunbar (Litigation and Licensing), Roland George (Aberdeen Football Club), Andrew Gilchrist (Environmental Health), Paul Hendry, (Aberdeen Football Club), Grant Tierney (Building Standards), Willie Tocher (Scottish Fire and Rescue Service), and Inness Walker (Police Scotland).

CHAIR OF THE GROUP

1. The Group were advised that Eric Anderson, Team Leader, Litigation and Licensing would no longer regularly attend meetings of the Group and that it would be co-ordinated by other officers of Litigation and Licensing. In his absence, Arlene Dunbar, Paralegal, Litigation and Licensing, took the Chair.

Arlene Dunbar confirmed that Mr Anderson would continue to receive the agenda and minutes of the Group and would be fully informed of the Group activities. She also advised that the position could be reviewed if necessary.

MINUTE OF MEETING OF SPORTS GROUND ADVISORY WORKING GROUP OF 6 MAY 2014

2. The Group had before it the minute of meeting of the Sports Ground Advisory Working Group of 06 May 2014.

The Group resolved:-
to approve the minute.

MATTERS ARISING

3. (i) Match Day Incidents

It had been agreed at the last meeting of the Group than any match day incident relevant to the Safety Certificate for Pittodrie should be reported by either Police Scotland or Aberdeen Football Club to the Group for its consideration.

It was confirmed that the Club would require to exercise a degree of judgement when determining which incidents required to be reported to the Group.

The Group were advised that there no incidents to report.

(ii) UEFA Safety Certificate

The Club explained that UEFA did not submit an official document for the Local Authority to sign confirming that the appropriate safety standards were in

place.UEFA have had sight of the Safety Certificate for 2014 and were satisfied with its contents.

ABERDEEN FOOTBALL CLUB GENERAL SAFETY CERTIFICATE

4. The Safety Certificate for 2014 was signed off by the head of Legal and Democratic Services and issued to the Club on 3 July 2014.

The Group had before it for consideration the General Safety Certificate renewal policy.

It was noted that references to Grampian Police and Grampian Fire and Rescue Services required to be updated to Police Scotland and Scottish Fire and Rescue Service.

The Group were reminded that the Certificate would require to be approved by the Licensing Committee before being signed by the Head of Legal and Democratic Services. The appropriate Committee meeting was 30 June 2015.

The Club considered that the timetable for 2014 had been tight and suggested that it would be beneficial to present the certificate to the Licensing Committee prior to June 2015. In order to facilitate this, the Club agreed to provide all necessary reports and documents required by Building Standards no later than Friday 3 April 2015.

The Group resolved:-

- (i) that the references in the renewal policy to Grampian Police and Grampian Fire and Rescue Service be amended;
- (ii) that officers of Litigation and Licensing confirm the date of the last Licensing Committee prior to June 2015; and
- (iii) that Aberdeen Football Club provide all reports and documentation required for the renewal of the Safety Certificate to Litigation & Licensing for distribution no later 3 April 2015.

MATCH DAY INSPECTIONS

5. It had previously been agreed that 2 match day inspections would take place at the stadium per season.

The Group resolved:-

to carry out a match day inspection on Tuesday 30 September 2014 and Wednesday 8 April 2015

POLICE HORSES OUTSIDE PITTODRIE

6. The use of police horses had been observed at the stadium and as this was a new feature, the matter was raised at the Group for discussion.

Innes Walker advised the Group that the use of police horses should not be viewed as an increased police presence at the stadium. Horses are now a resource available across Scotland since the creation of Police Scotland. The use of horses is an external resource for policing around the stadium and has no bearing on the policing within the stadium itself or impact on the Club's internal procedures on match days. In his view, the use of horses had no impact on the Safety Certificate.

The Group resolved:-
to note the position

ELECTRONIC ADVERTING BOARDS

7. The Club advised that they had installed new LED advertising boards in front of the Main Stand. In addition to advertising the boards are a useful tool for providing information relating to health and safety messages and the Club's unacceptable behaviour policy. Similar boards had been supplied to other football clubs throughout Scotland.

Grant Tierney enquired about the location of the boards and their effect on evacuation procedures. The Club advised that the boards were positioned in such a way that the gate swung open towards the pitch should an emergency arise and that it was manned at all times by a steward.

The Club were reminded that in future they should consult with the Working Group prior to making an alteration or addition to the stadium which is likely to affect the safety of persons at the stadium.

The Group Resolved:-

- (i) to request that an amendment be made to Aberdeen Football Club evacuation procedures to take account of the LED boards; and
- (ii) to observe the operation of the advertising boards and the gate at the forthcoming match day inspection

TABLE TOP EXERCISE

8. The Club advised that it was to carry out a table top exercise on 10 September 2014. The purpose of the exercise was to test the contingency plan. An invitation to attend the exercise had previously been circulated by the Club and an agenda had been issued to those who had responded.

Arlene Dunbar advised that David McKane, Enforcement Officer, Litigation and Licensing would attend to observe the exercise. Environmental Health and Building

Standards advised that they would confirm if representatives would be available to attend.

The Group resolved:-
to note the position.

DATE OF NEXT MEETING

9. The Group agreed to hold the next meeting in early December 2014. Arlene Dunbar would confirm a date and venue.

AOCB

10. Media Risk Assessment

Smoking at the Stadium

Andrew Gilchrist enquired about the smoking policy at the Stadium. The Club confirmed that smoking is not permitted anywhere in the ground. Currently e-cigarettes are permitted in the ground. Mr Gilchrist also enquired about noise from the sound system. The Club advised that they had recently had the sound levels checked and the sound system improved. No complaints had been received from residents in the surrounding area.

Request for Exemption from CCTV Policy

- The request is from Markerstudy Insurance who provide CCTV accident event recording CCTV cameras to the taxi and private hire car trade. Their CCTV system and business model meets all of the requirements of the Committee's policy except that they use an SD card as storage whereas the Committee's policy requires hard drive storage.
- Markerstudy has a compulsory requirement that any client wanting to take a private/public hire insurance policy with them must have a smart witness camera fitted to the vehicle.
- Markerstudy provide the camera to the client for free whilst they have a valid policy with them.
- Markerstudy decided that they only require forward external recording as this would enable them to see exactly what happened in the event of an accident, and that it would also give them the necessary footage to enable them to defend their clients against false allegations and any dispute over liability.
- The camera does not monitor or record inside the vehicle and the driver is not able to access the camera or the SD card.
- Their camera records onto a 32GB SD card and gives approx 42 hours of driving before the card over writes itself and begins to record again. All of their cards are encrypted and in the event of any accident occurring they send one of their trained engineers to retrieve the card and replace with a new card.
- Because they are not monitoring inside the vehicle with audio or visual the SD card is the best option for them in deciding which camera and supplier they would use.
- Markerstudy advise that the system they use has been widely accepted by the majority of licensing authorities..
- Markerstudy advise that there is also demand for their policy and camera product. If the Committee did not approve their product it would mean a loss of business, and a consequential the loss taxi drivers in Aberdeen.
- The SD card is secure and is encrypted. At the time of fitting the camera is hard wired and has a secure locked cover fitted to prevent the driver or any other person gaining access.
- The Camera does turn on and off with the ignition.
- The camera is locked and sealed, the Company is the data controller to ensure the requirements of the DPA are met.
- The system Markerstudy use is SD card recording as this meets their needs and they only intend to record externally forward facing.
- The reason for not permitting SD card storage is as stated in the policy (Appendix 1 attached). The Policy requires that the storage system for recorded data should be solid state (hard drive) and of sufficient reliability, preferably with industrial grade memory. Storage by disk, SD or micro SD card is not to be permitted as it

is unsuitable for the purpose. However, Markerstudy/Smart Witness advise that this size of SD card is adequate for the purpose..

- Another reason for not permitting SD card storage is because SD cards are devices that can easily be removed and, if used incorrectly, could be insecure. This may typically lead to breaches of data protection legislation, unless appropriate data protection security measures are put in place.

CCTV Policy – Taxi and Private Hire Cars

External (Accident) Recording

The licensing authority may permit the installation and operation of CCTV in taxis and private hire cars in respect of external image recording, for legitimate purposes only, e.g. accident event recording (in relation to insurance claims) and to assist with the prevention, detection and prosecution of crime. External audio recording is not permitted.

Internal (Incident) Recording

The licensing authority may permit the installation and operation of CCTV in taxis and private hire cars in respect of internal image recording, for legitimate purposes only, e.g. to record incidents inside the vehicle to improve passenger and driver safety and for the prevention, detection and prosecution of crime. Internal audio recording is not permitted except by way of a “panic button”, which may be pressed by the driver to record audio only on the occurrence of an incident.

Internal and External Systems

Dual function internal and external CCTV systems may be permitted, provided they meet the necessary requirements (see below), which are the same as those for specific internal or external systems.

Conditions of Licence (Necessary Requirements)

The licensing authority has imposed conditions of licence to support this policy. Breach of a condition of licence is a criminal offence, which on summary conviction may result in a monetary fine. Such breaches may be reported to Police Scotland and may be subject to other sanctions under the Civic Government (Scotland) Act 1982, such as suspension of the licence.

The licence holder must meet the following requirements prior to installation of CCTV in their vehicle: a) notify the licensing authority in writing of the type of recording to be carried out (e.g. specify external and/or internal and if the internal recording includes a panic button function for audio recording); b) notify the licensing authority in writing of the technical specification of the system; c) notify the licensing authority in writing of the person/company who is acting as the data controller; d) provide the licensing authority with a copy of the licence holder's data protection policy in respect of the processing and control of data recordings; and e) provide the licensing authority with a copy of the registration of the CCTV system with the Information Commissioner. If any of the documents or details changes the licence holder must notify the licensing authority forthwith in writing and provide a copy of the updated document(s).

The licence holder shall ensure proper use of the CCTV system, which should be operated only as per the licence holder's notification(s) to the licensing authority and within the terms of their registration with the Information Commissioner.

Specification of CCTV systems

Only CCTV systems that meet the following specification shall be included on the licensing authority's approved list.

- Wiring of the CCTV system must be compliant with current British Standards.
- CCTV cameras must be permanently wired and turned on and off by the ignition only. They cannot have a switch to be turned on or off manually, or be powered by a dashboard cigarette lighter.
- The storage system for recorded data should be solid state (hard drive) and of sufficient reliability, preferably with industrial grade memory. Storage by disk, SD or micro SD card shall not be permitted as it is unsuitable for the purpose.
- Stored recorded data must be encrypted and only be accessible to the data controller.

Inspection and Approval of CCTV systems

Prior to use of a CCTV system it must be inspected and approved by an authorised officer of the licensing authority. The officer shall carry out an inspection for the purpose of determining whether or not it complies with the condition and policy.

The licence holder must be able to provide an authorised officer of the licensing authority with logs and/or other appropriate documentation with regard to the installation of the CCTV system.

Before a CCTV system can be approved clear signage must be displayed within the vehicle to advise passengers that CCTV recording is in operation. Such signage must be clearly visible from the passenger seats.

Maintenance and Repair

The licence holder is liable for the maintenance and repair of the CCTV system and upon request must present the vehicle to an authorised officer for investigation thereof.

The licence holder shall upon request provide an authorised officer of the licensing authority with the documentation in relation to the maintenance of the CCTV system.

Data Controller

Licence holders, insurers and CCTV companies should be aware that if they install CCTV in a taxi or private hire car they must meet the legal obligations that arise therefrom.

For example, they must have in place an appropriate procedure for complying with Subject Access Requests for recorded data from passengers, and potentially other road users in the event of recording of an accident.

The licence holder should also be aware that they are responsible for the operation of any CCTV system installed in their vehicle and any legal requirements pertaining to the operation thereof, including but not limited to legal requirements under the Data Protection Act 1998.

Accordingly, it is recommended that if licence holders wish to install a CCTV system in their vehicle they should seek independent legal advice. The licensing authority cannot provide such advice.

For the avoidance of doubt, Aberdeen City Council, as the licensing authority is not the Data Controller in respect of CCTV systems installed by licence holders, their drivers or their insurers. The licensing authority neither recommends the installation of CCTV nor has responsibility for control of access to any data recorded by a taxi or private hire car licence holder or their insurer.

Useful Contacts

The Licensing Authority (Licensing)
Corporate Governance
Aberdeen City Council
Business Hub 6 L1S
Marischal College
Aberdeen AB10 1AQ

Tel: 01224 52879
Email: licensing@aberdeencity.gov.uk

Information Commissioner's Office -
Scotland
45 Melville Street
Edinburgh
EH3 7HL

Tel: 0131 244 9001
Email: scotland@ico.org.uk

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Markerstudy & Smart Witness ENSURING FAIR PLAY FOR TAXIS

As a major provider of taxi insurance, Markerstudy Group is launching a new concept to assist taxi drivers - by bringing camera technology into the private and public hire market.

We regularly encounter exaggerated and false claims made against our taxi customers. These claims can be difficult to defend due to lack of concrete evidence. If we also take into account the increase in frequency and cost of 'Crash for Cash' claims, the inevitable result is a dramatic rise in insurance premiums.

To counter this, Markerstudy has teamed up with SmartWitness, the TfL -authorised leading provider of vehicle CCTV and safety systems. Together we are introducing a camera-based taxi insurance product that is the first of its kind on the market. It is important not to confuse this with telematics products which record driving styles and behaviour and transmit the data to insurers, accompanied by a monthly bill for data transfer.

The SmartWitness camera is the world's smallest journey recorder and is concealed behind the interior rear view mirror. It is forward facing and has a 170 degree lens which records digitally onto the camera's media card. The card will hold over 40 hours of data; including speed, braking and collision g forces - but no data is transmitted to the insurer at any time unless an accident occurs. Once the card is full, it will start to overwrite itself and begin recording again.

Cards are only removed and replaced in the event of an accident, by a broker or Markerstudy's approved specialist. Data from the time of the accident is uploaded onto our claims system and sent directly to one of our experienced claims handlers. If our customer is not involved in any accident during the policy period, we will receive no data at any time.

What are the benefits for taxi drivers?

The camera will provide our policyholder with court admissible evidence and protection against fraudulent and exaggerated claims and false-accusations of driving offences. It's particularly useful for roundabout collisions, which can involve long disputes over liability, and all claims can be settled quickly and in our clients' best interests.

Ultimately, by reducing our costs and claims handling times, savings can be passed directly to our customers through our more competitive premiums.

What is required from taxi drivers?

The camera is provided FREE to taxi drivers while they hold a current private or public hire policy with Markerstudy and is subject to a fitting charge of £48 (inc VAT). Accidents must be reported by drivers immediately, as the data is required to be uploaded from the camera SD card onto the Markerstudy claims system within a maximum period of 24 hours.



Can having a SmartWitness camera reduce an insurance premium?

The SmartWitness camera is primarily designed for the driver's protection, but our panel of brokers around the UK are able to offer a discounted rate to drivers willing to have the camera installed.

More information about the camera is available at www.smartwitness.com

Markerstudy Aims Higher In The Market

Established in 2001, Markerstudy Group has carved out a strong presence in the UK motor insurance market, with over 1,000 agencies distributing a wide range of motor insurance products throughout the UK. Its speciality lies in niche motor cover, with particular strength in the taxi sector.



Darren Doughty, Markerstudy's Head of Taxi, has underwriting experience spanning nearly three decades and strong credentials in the private and public hire market.

Darren comments: "The SmartWitness camera is available to taxi drivers exclusively via Markerstudy and through our network of local brokers. We know how frustrating false or

exaggerated claims against taxi drivers are, and how important it is to keep cabs on the road to keep a business running.

"With the introduction of camera technology to help protect our customers, we will be able to further reduce our costs and claims handling times, meaning we can pass on even more competitive rates. Our policy provides everything a taxi driver needs, including Full ULR and Public Liability cover; but with the added benefit of SmartWitness cameras, we're aiming higher and offering the best opportunity to protect livelihoods."

For more information please contact Darren on 07912 053642.

Keeping A Close Eye On Fraud

SmartWitness is a UK-based international designer, manufacturer and supplier of vehicle journey recorders and cameras, using high quality components to ensure reliability and market-leading performance. Its products are designed to provide taxi drivers with complete protection against the ever-increasing threat from fraudulent motor insurance claims.

SmartWitness supplies products to insurance companies, Lloyds syndicates, insurance brokers and trade associations. The result of over 100 prototypes, its recorders provide the most accurate shock sensor results available on the market. The 170 degree lens digitally records the driver's view onto SD media cards, providing court admissible evidence and protection against fraudulent claims and false accusations of driving offences.

The SmartWitness range of cameras are practical and completely unobtrusive, positioned out the way of the driver. They can significantly modify driver behaviour, which in turn reduces fuel costs and the potential risk of accidents.

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THE PROFESSIONAL'S FORWARD FACING CAMERA



SVC1080-LCA

What is the SVC1080-LCA?

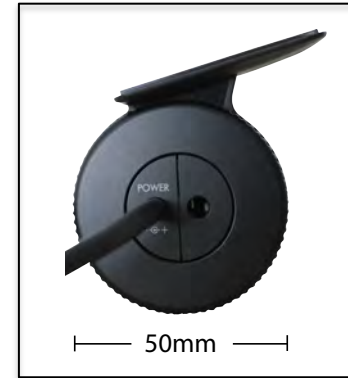
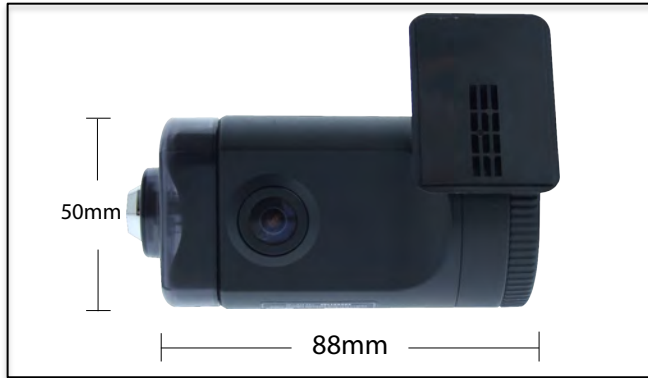
- Based on technology from our award-winning SVC100
- SmartWitness is already in over 275,000 vehicles
- Our technology is already in more vehicles than any other vehicle CCTV company
- The SVC1080-LCA is the latest version with even more features including Telematics capabilities

How can it benefit you?

- Save costs by reducing incidents
- Helps companies comply with social responsibilities
- Improves driver behaviour
- Gives detailed analysis of driving style, speed & safety
- Integrates seamlessly with existing telematics systems
- Advanced software – Configure, view records, export evidence & more



Unique Features

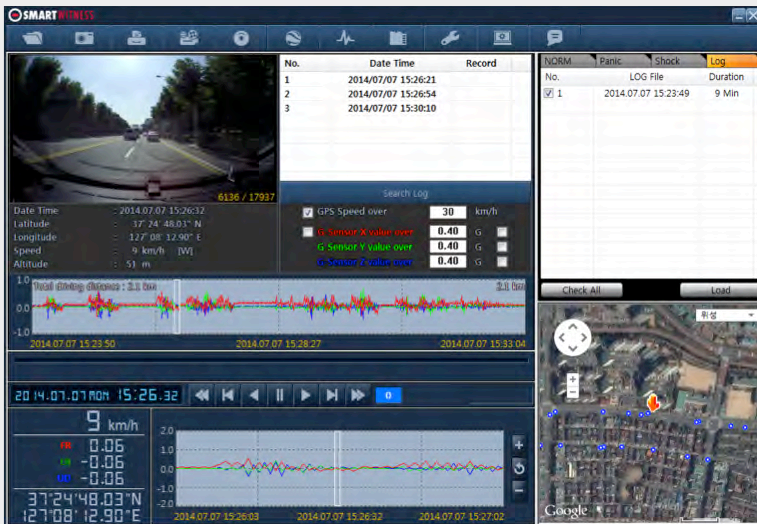


- Telematics Capabilities:
 - More accurate driver analysis
 - Increased vehicle utilisation,
 - Better job allocation & routing
 - Increases bottom line profits for businesses
- Fitted into the vehicle with locking case – No tampering from drivers
- Accurate location & Speed data using GPS
- Built using high quality components
- Pre/Post event recording – Never miss an incident
- Integrates with the World's leading Telematics Systems. (For a full list speak to a rep)

Benefits

- Prove what really happened
- Saves costs by reducing incidents
- Detailed analysis of driving style, speed & safety
- Defend against false driving offence claims
- Reductions in claims frequency and associated costs
- Instant detection of driver training needs or problem drivers
- Reward safe drivers and give detailed driver appraisals
- Integrates seamlessly with existing telematics systems
- Helps companies comply with their social corporate responsibility

Page 50



Advanced Analysis Software

Advanced software allowing you to:

1. View recorded data with details on speed, GPS positioning and G-forces
2. Save & upload evidence quickly
3. View journey details and routes using Google Maps™
4. Get detailed driver analysis and grading on criteria set by you
5. Set G-Sensor sensitivity to suit your requirements

Optional Accessories



4, 16 or 32GB SD
Cards **SWSD**



Extra 3M Pads



Dashboard Bracket
SVC100UMB



Spare Bracket
SVC100BRK



Large Warning
Sticker **SVSBPR**



CCTV In Use
Sticker **SVSEXT**



Data Protection
Sticker **SVSDPA**

Order Codes

- SVC1080-LCA (4GB Memory)
- SVC1080-LCA (16GB Memory)
- SVC1080-LCA (32GB Memory)

Services

Card Set Up Service – SD Cards can be set up before the unit is shipped.

UK Wide Installation – Available from recommended installers.

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Full HD (1080P) Vehicle Accident Camera



SVC1080-LCA

Full HD (1080P) Vehicle Accident Camera with Integrated 3-axis G-Sensor and Integrated GPS Receiver, Permanent Wiring & Locking Case

The SVC1080-LCA is a 1080P Full HD vehicle accident camera with 3-Axis G-sensor and GPS receiver for accurate data on vehicle location, driving style and impact force of an incident. This evidence can protect a driver from many of the issues faced on the roads today:

- Cash for Crash/Pre-meditated staged accidents
- False/Exaggerated Whiplash Claims
- Conflicting Reports of Actual Events
- Driving Offence Allegations (Speed Cameras, Traffic Signal Violations etc...)



- High Quality Insurance Approved 170° (Pillar-to-Pillar) viewing angle
- Adjustable recording frame rate - 1~30fps
- Continuously records braking, acceleration & collision G-forces
- Built-in GPS receiver ensures the highest accuracy for vehicle location and speed
- Optional Audio Recording
- Flexible recording modes



The SVC1080-LCA features a full HD (1080P), 170° lens to provide a comprehensive view of any incident. The unit will record exactly what happened before, during and after an incident. It does this by recording the following information;

- Drivers view of the road
- Vehicle Location
- Impact Force of an incident
- Driving Style (speed, acceleration, braking & steering)

The SVC1080-LCA is designed to look like a part of the vehicle with a small and unobtrusive frame, preventing any unwanted attention from passengers or passers by.

Designed for semi-professional installation, the SVC1080-LCA attaches to the inside of your windscreen using a similar high strength adhesive pad used for attaching rear view mirrors. The unit is hard wired to the vehicles battery and includes a locking transparent cover which prevents unauthorised access to the SD card or operation buttons.

The SVC1080-LCA also comes with free use of the SmartWitness Cloud Service. This service allows you to easily transfer data recorded by the unit to anyone, anywhere in the world, instantly.

Features

The SVC1080-LCA is the tamper resistant version of the SVC1080-LCA with permanent wiring and telematics integration.

Utilising high quality components and advanced software algorithms, it offers many unique features including:

Recording:

- High Quality Insurance Approved 170° (Pillar-to-Pillar) viewing angle
- Adjustable recording frame rate - 1~30fps
- 3 Megapixel CMOS sensor
- Flexible recording modes:
- Continuous - records all the time and bookmarks the recording whenever the Shock Sensor detects an incident/accident
- Parking - in addition to the above modes, the unit can be optionally set to record all the time when the vehicle is stationary for longer than 5 minutes or is parked up (the unit must be wired to a permanent power feed to record when vehicle is parked).
- Overwrite function for first-in-first-out loop recording in 10 minute sections

Playback & Analysis:

Includes the SmartWitness SVC1080-LCA Analysis software for Windows and Mac, allowing you to:

- Playback recordings
- Search recordings by time/date
- Search by vehicle speed
- Search by incident/accident
- Save JPEG snapshots
- Save AVI/MP4 file backups

Additional Features:

- Built-in GPS receiver, ensures the highest accuracy for vehicle location and speed
- Full Google Maps, Google Earth and Google Street View Integration
- Embedded 256 level Bosch G-sensor for accurate reporting of G-force levels present in an incident/accident.
- Records Driving Style by continuously monitoring the effect of speed, acceleration, braking and steering on the vehicle
- Built-in battery backup allows the unit to finish recording even if the power supply is interrupted during an incident/accident.

Physical:

- Manufactured using light weight polycarbonate, keeping the unit small and light
- Hard wiring prevents unauthorised unplugging of unit

Approvals:

- CE, FCC, EMC and Emark
- VOSA Compliant
- TfL and Local Authority* Approved
- Data Protection Act Compliant, court admissible recordings
- Approved and recommended by leading insurers

Other Benefits:

- Designed in house by our experienced R&D team and manufactured in our own state-of-the-art facilities
- No on-going subscription fees or other charges
- Powerful platform with remote upgrade of firmware & features our own state of the art facilities

What's In The box

- SVC1080-LCA Vehicle Accident Camera
- Pack of Adhesive Cable Tidy Clips
- Mounting Bracket with Adhesive Pad
- Locking Case and Keys
- User Manual

*Contact sales for latest list

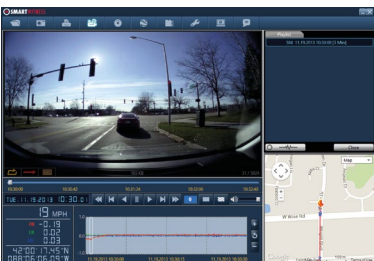
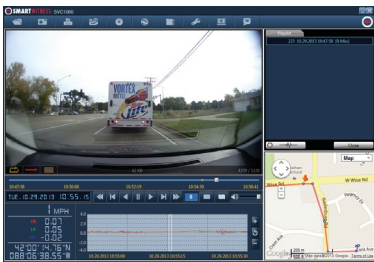


Specification:

Image Sensor	1/3" 3 Megapixel CMOS Sensor
DSP	Standard DSP
Angle of View	170°
Video Resolution	VGA (640x480), 720P (1280x720), 1080P (1440x1080) Full HD (1920x1080)
Recording Speed	Up to 30fps
Recording Modes	Normal (Continuous), Parking Mode
Recording Time	4GB (1,138 minutes) 32GB (167 Hours)
Backup Memory	SD Memory Card Supports Cards of up to 32GB (Class 10)
GPS	Internal GPS
G-Sensor	Internal 3-Axis G-Sensor
RTC	Internal Battery
Buzzer	Recording Start, SD Card Error
LED	2 LEDs (Record, Overwrite)
PC Software	Available from the Smart Witness Website
Power Input	DC 12V ~ 24V Permanent Wiring Camera
Power Consumption	3.6W
Dimensions (wxhxd)	88x50x50mm
Weight	0.10kg
Operating Temperature	-10° ~ 60°C

SVC1080-LCA PC/Mac Viewer Software:

SmartWitness Analysis Software included with every unit.



Contact us for quantity and reseller pricing. Flexible finance options available for UK businesses, call for details.

www.smartwitness.com



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AGE CLASSIFICATION REQUEST

2015

Peacock Visual Arts, 21 Castle Street, Aberdeen, AB11 5DS

Jacqui Wallace
Licensing
Legal and Democratic Services
Corporate Governance
Aberdeen City Council
Business Hub 6 L1S
Marischal College
Aberdeen
AB10 1AQ

13/01/2015

Dear Jacqui,

FORMAL REQUEST FOR AGE CERTIFICATION FOR PUBLIC EXHIBITION

This is a formal request for Age Classification (utilizing the BBFC Guidelines) for *Junkyard*, which we intend to screen publicly at Belmont Filmhouse

Thank you

Lindsay Gordon

Director

Peacock Visual Arts

JUNKYARD

SYNOPSIS

Junkyard

A man is robbed and stabbed on a metro train. As he lies dying, a friendship from his youth flashes before his eyes.

Director: Hisko Hulsing

17' Netherlands, Belgium 2012

SUGGESTED RATING UTILISING BBFC GUIDELINES

15

DISCRIMINATION

None

DRUGS

Images of drug-taking paraphernalia and the effects of drug taking on one of the characters

HORROR

None

IMITABLE BEHAVIOUR

Drug-taking, thievery, delinquency

LANGUAGE

Some mild swearing

NUDITY

None

SEX

None

THEME

Peer pressure leading to drug taking and the subsequent downward spiral

VIOLENCE

Mugging and theft

CONTACT INFORMATION

LINDSAY GORDON
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lindsay@peacockvisualarts.co.uk

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AGE CLASSIFICATION REQUEST

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Legal and Democratic Services
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Aberdeen City Council
Business Hub 6 L1S
Marischal College
Aberdeen
AB10 1AQ

13/01/2015

Dear Jacqui,

FORMAL REQUEST FOR AGE CERTIFICATION FOR PUBLIC EXHIBITION

This is a formal request for Age Classification (utilizing the BBFC Guidelines) for *Consuming Spirits*, which we intend to screen publicly at Belmont Filmhouse

Thank you

Lindsay Gordon

Director

Peacock Visual Arts

CONSUMING SPIRITS

SYNOPSIS

Consuming Spirits

Three main characters seem to be mere acquaintances but a drunken car crash begins to show otherwise. Lives of quiet desperation, anguish even, but at the end, hope.

Director: Chris Sullivan

130' USA 2012

SUGGESTED RATING UTILISING BBFC GUIDELINES

15

DISCRIMINATION

None

DRUGS

None

HORROR

None

IMITABLE BEHAVIOUR

Portrays negative effects of alcohol abuse

LANGUAGE

Some swearing

NUDITY

One scene of full frontal nudity, not in a sexual context

SEX

None

THEME

Hopelessness of certain life situations, protagonists turn to drink, hopeful at end.

VIOLENCE

Mild

CONTACT INFORMATION

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Aberdeen
AB10 1AQ

13/01/2015

Dear Jacqui,

FORMAL REQUEST FOR AGE CERTIFICATION FOR PUBLIC EXHIBITION

This is a formal request for Age Classification (utilizing the BBFC Guidelines) for *The Maggot Feeder*, which we intend to screen publicly at Belmont Filmhouse

Thank you

Lindsay Gordon

Director

Peacock Visual Arts

THE MAGGOT FEEDER

SYNOPSIS

The Maggot Feeder

An ancient Chukchi folk tale, in which a man builds a stone house, fills it full of maggots then invites his wife for a walk nearby.

Director: Priit Tender

15'30" Estonia 2012

SUGGESTED RATING UTILISING BBFC GUIDELINES

15

DISCRIMINATION

None

DRUGS

None

HORROR

Suggestion of violence, giant maggots with large fangs kept in a pit

IMITABLE BEHAVIOUR

Man plans to kill his wife

LANGUAGE

Mild swearing

NUDITY

None

SEX

None

THEME

Uxoricide

VIOLENCE

Suggested; some dark, surreal imagery

CONTACT INFORMATION

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Aberdeen
AB10 1AQ

13/01/2015

Dear Jacqui,

FORMAL REQUEST FOR AGE CERTIFICATION FOR PUBLIC EXHIBITION

This is a formal request for Age Classification (utilizing the BBFC Guidelines) for *Skhizein*, which we intend to screen publicly at Belmont Filmhouse

Thank you

Lindsay Gordon

Director

Peacock Visual Arts

SKHIZEIN

SYNOPSIS

Skhizein

Henri departs from himself by precisely 91 centimetres as a consequence of having been struck by a meteorite. Strangely, his therapist finds there's no actual damage at all.

Director: Jeremy Clapin

13' France 2008

SUGGESTED RATING UTILISING BBFC GUIDELINES

12

DISCRIMINATION

None

DRUGS

None

HORROR

None

IMITABLE BEHAVIOUR

None

LANGUAGE

No swearing

NUDITY

None

SEX

None

THEME

Exploration of the beginnings of a mental disorder

VIOLENCE

None

CONTACT INFORMATION

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Aberdeen City Council
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Aberdeen
AB10 1AQ

13/01/2015

Dear Jacqui,

FORMAL REQUEST FOR AGE CERTIFICATION FOR PUBLIC EXHIBITION

This is a formal request for Age Classification (utilizing the BBFC Guidelines) for *The Ringer*, which we intend to screen publicly at Belmont Filmhouse

Thank you

Lindsay Gordon

Director

Peacock Visual Arts

THE RINGER

SYNOPSIS

The Ringer

A long-lost father comes back into the life of his animator son and tries to get him involved with this crazy gangster genre film script he's written.

Director: Chris Shepherd

17' UK 2013

SUGGESTED RATING UTILISING BBFC GUIDELINES

15

DISCRIMINATION

None

DRUGS

None

HORROR

None

IMITABLE BEHAVIOUR

None

LANGUAGE

Some mild swearing

NUDITY

None

SEX

None

THEME

Reconciliation between a father and son

VIOLENCE

Some mild violence; punches flung but no lasting damage

CONTACT INFORMATION

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Aberdeen
AB10 1AQ

13/01/2015

Dear Jacqui,

FORMAL REQUEST FOR AGE CERTIFICATION FOR PUBLIC EXHIBITION

This is a formal request for Age Classification (utilizing the BBFC Guidelines) for *The Bigger Picture*, which we intend to screen publicly at Belmont Filmhouse

Thank you

Lindsay Gordon

Director

Peacock Visual Arts

THE BIGGER PICTURE

SYNOPSIS

The Bigger Picture

Animation. Two brothers have to face up to the fact that their mother is getting older and they need to decide how to care for her.

Director: Daisy Jacobs

8' UK 2014

SUGGESTED RATING UTILISING BBFC GUIDELINES

15

DISCRIMINATION

None

DRUGS

None

HORROR

None

IMITABLE BEHAVIOUR

None

LANGUAGE

Some mild swearing

NUDITY

None

SEX

None

THEME

Dementia; the unravelling of some family ties and the strengthening of others

VIOLENCE

None

CONTACT INFORMATION

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AB10 1AQ

13/01/2015

Dear Jacqui,

FORMAL REQUEST FOR AGE CERTIFICATION FOR PUBLIC EXHIBITION

This is a formal request for Age Classification (utilizing the BBFC Guidelines) for *Me and My Moulton*, which we intend to screen publicly at Belmont Filmhouse

Thank you

Lindsay Gordon

Director

Peacock Visual Arts

ME AND MY MOULTON

SYNOPSIS

Me and my Moulton

It's tough being the sensitive, introspective child of unconventional parents. There's lots of love, but, embarrassingly, things aren't quite the same as in everyone else's homes.

Director: Torill Kove

13' Canada 2014

SUGGESTED RATING UTILISING BBFC GUIDELINES

U

DISCRIMINATION

None

DRUGS

No References to Illegal drugs or drug use.

HORROR

None

IMITABLE BEHAVIOUR

None

LANGUAGE

None

NUDITY

None

SEX

None

THEME

Growing up with parents who are artists and the feelings of being 'different' that that induces

VIOLENCE

None

CONTACT INFORMATION

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Aberdeen
AB10 1AQ

13/01/2015

Dear Jacqui,

FORMAL REQUEST FOR AGE CERTIFICATION FOR PUBLIC EXHIBITION

This is a formal request for Age Classification (utilizing the BBFC Guidelines) for *Rocks in my Pockets*, which we intend to screen publicly at Belmont Filmhouse

Thank you

Lindsay Gordon

Director

Peacock Visual Arts

ROCKS IN MY POCKETS

SYNOPSIS

Rocks in my Pockets

A funny film about depression and madness where the protagonist looks at how different members of her family handled the condition.

Director: Signe Baumane

88' USA, Latvia 2014

SUGGESTED RATING UTILISING BBFC GUIDELINES

15

DISCRIMINATION

None

DRUGS

Reference to drugs used to handle depression

HORROR

None

IMITABLE BEHAVIOUR

Reference to suicide

LANGUAGE

Mild swearing

NUDITY

Some, not in a sexual context

SEX

None

THEME

How depression affects several individuals of the same family. Bracingly honest but handled in a sensitive and humorous way.

VIOLENCE

None

CONTACT INFORMATION

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**LICENSING COMMITTEE
27 JANUARY 2015
LIST OF APPLICATIONS**

	Application Type	Name and Address of Applicant(s)	Premises, Vehicle or Area to which Application Refers	Objections or Representations Received From	Date by which Application to be Determined (If Applicable)	Page Number
1.	HMO Application (Grant)	Langstane Housing Association Limited + Jacqui Tuckwell, University of Aberdeen	19A Spital, Aberdeen	1 Objection (late)	21 October 2015	105 – 108
2.	HMO Application (Grant)	Langstane Housing Association Limited + Jacqui Tuckwell, University of Aberdeen	19C Spital, Aberdeen	1 Objection (late)	21 October 2015	109 – 112
3.	HMO Application (Grant)	Langstane Housing Association Limited + Jacqui Tuckwell, University of Aberdeen	19D Spital, Aberdeen	1 Objection (late)	21 October 2015	113 – 116
4.	HMO Application (Grant)	Langstane Housing Association Limited + Jacqui Tuckwell, University of Aberdeen	19E Spital, Aberdeen	1 Objection (late)	21 October 2015	117 – 120
5.	HMO Application (Grant)	Langstane Housing Association Limited + Jacqui Tuckwell, University of Aberdeen	19F Spital, Aberdeen	1 Objection (late)	21 October 2015	121 – 124
6.	HMO Application (Grant)	Langstane Housing Association Limited + Jacqui Tuckwell, University of Aberdeen	19G Spital, Aberdeen	1 Objection (late)	21 October 2015	125 – 128
7.	HMO Application (Grant)	Nurul Shaikh	33 Sunnybank Road, Aberdeen	H & E (Material Change of Circumstances)	22 September 2015	129 – 134
8.	Private Hire Car Driver (Grant)	Pauline Jane Mackie		LD	31 January 2015	135 – 136

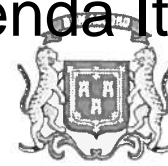
	Application Type	Name and Address of Applicant(s)	Premises, Vehicle or Area to which Application Refers	Objections or Representations Received From	Date by which Application to be Determined (If Applicable)	Page Number
9.	Private Hire Car Driver (Grant)	Ian Stewart		LD	03 February 2015	137 – 138
10.	Taxi Driver (Grant)	Frank Malikebu		LD	28 January 2015	139 – 140
11.	Taxi Driver (Grant)	Bryan Garriock		LD	03 February 2015	141 – 142
12.	Taxi Driver (Grant)	Roy Norman Kennedy		LD	07 February 2015	143 – 144
13.	Taxi Driver (Grant)	Jennifer Evans		LD	19 February 2015	145 – 146
14.	Taxi Driver (Grant)	Syed Ashabur Rahman		LD	24 February 2015	147 – 148
15.	Taxi Driver (Grant)	Daniel McMillan		LD	10 March 2015	149 – 150
16.	Taxi Driver (Grant)	Peter Flockhart		LD	15 March 2015	151 – 152
17.	Taxi (Renewal)	Gilbert Youngson Breslin (T287)		LD	29 January 2015	153 – 154
18.	Taxi (Renewal)	Graham James Hansley (T883)		LD	29 January 2015	155 – 156
19.	Taxi (Renewal)	City Wide Taxis Limited (T154)		LD	25 February 2015	157 – 158
20.	Taxi (Renewal)	Gareth Taylor (T703)		LD	28 Feb 2015	159 – 160

	Application Type	Name and Address of Applicant(s)	Premises, Vehicle or Area to which Application Refers	Objections or Representations Received From	Date by which Application to be Determined (If Applicable)	Page Number
21.	Taxi (Renewal)	Alan Matthew Reid (T834)		LD	17 March 2015	161 – 162

LD Legal and Democratic Services
EPI Enterprise, Planning and Infrastructure
EH Environmental Health
SFRS Scottish Fire and Rescue Service
BS Building Standards

G:\Apps\Committee\Cist 27 January 2015 Public.doc

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ABERDEEN
CITY COUNCIL

MEMO

Private Sector Housing Unit

Communities, Housing & Infrastructure

Second Floor West, Marischal College

To	Eric Anderson, Senior Solicitor, Corporate Governance		
From	Ally Thain, Private Sector Housing Manager, Communities, Housing & Infrastructure		
Email	allyt@aberdeencity.gov.uk	Date	15 January 2015
Tel.	522870	Our Ref.	
Fax.		Your Ref.	

Part 5 of Housing (Scotland) Act 2006

Applications for a Licence to operate a House in Multiple Occupation (HMO) at No.19 Spital, Aberdeen (Flats A, C, D, E, F & G)

Applicant/s: Langstane Housing Association Limited

Agent: Jacqui Tuckwell, University of Aberdeen

I refer to the above HMO licence applications, which are on the agenda of the Licensing Committee at its meeting on 27 January 2015 for the reason that one 'late' letter of representation/objection was received by the HMO Unit.

I can advise you as follows:

The HMO legislation

This applications are 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 tenement at No.19 Spital, Aberdeen, comprises 6 dwelling flats all owned by the Landstane Housing Association Limited. The University of Aberdeen has leased flats A, C, D, E, F & G for use as student accommodation, and Langstane retain flat B for their tenant/s. Flat A has 3 letting bedrooms, and flats C, D, E, F & G each have 4 letting bedrooms, and all flats have one communal kitchen and one communal bathroom. The plan attached as Appendix 'A' shows the position of the premises.

The HMO licence application:

All HMO licence applications are dated 22 October 2014 and were received by the HMO Unit on 22 October 2014.

Certificate of Compliance – Notice of HMO Application:

The Certificates of Compliance submitted by the Agent declares that all 6 public Notices of HMO Application were displayed outside the flats between 22 October 2014 – 19 November 2014. The statutory requirement for display is 21 days starting on 22 October 2014 and ending on 12 November 2014.

Letter of Representation/Objection:

One letter of representation/objection dated 10 November 2014, was received by the HMO Unit on 18 November 2014, some 6 days outwith the statutory 21-day period. The legislation, however, allows the local authority to consider a late letter if it considers that it was reasonable for the respondent to submit the letter after the deadline for doing so. Accordingly, if the Committee decides to consider the letter, it will be circulated to Members at the meeting together with a letter of response from the Agent. The applicant/Agent and the objector have been invited to attend the meeting.

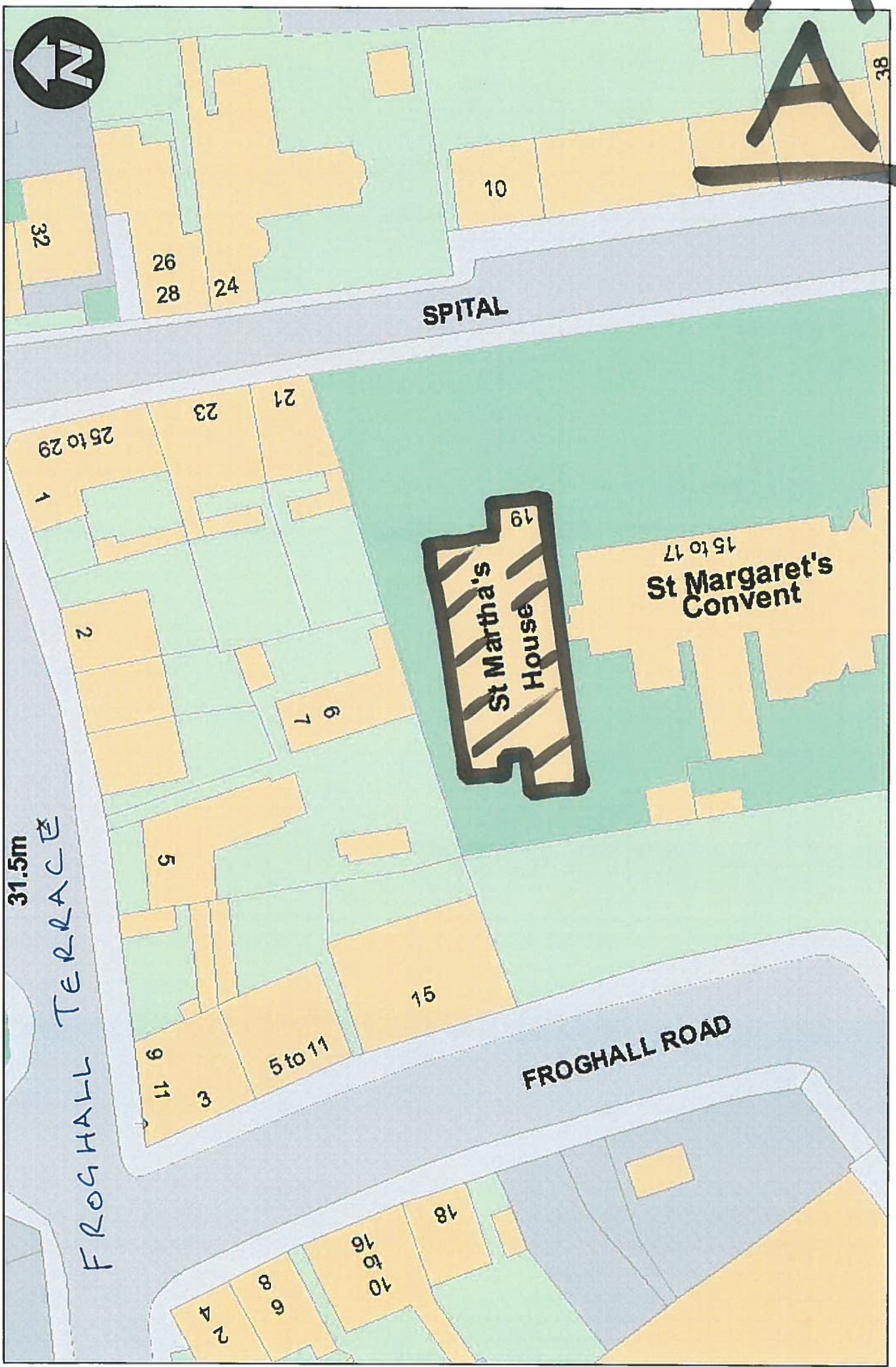
Other considerations:

- Police Scotland has been consulted in respect of the applicant's & Agent'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 complaints of anti-social behaviour at No.19 Spital, Aberdeen.
- Langstane Housing Association are a Registered Social Landlord and therefore exempt from Landlord Registration.
- The applicant has requested occupancies of 3 persons in Flat A, and 4 persons in each of Flats C, D, E, F & G, all of which are acceptable to the HMO Unit in terms of space and layout.
- The HMO licence applications under consideration are first-time applications.

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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31.5m
 FROGHALL TERRACE

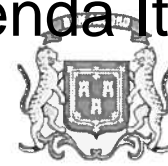
FROGHALL ROAD

SPITAL

19
 St Martha's House

15 to 17
 St Margaret's Convent

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ABERDEEN
CITY COUNCIL

MEMO

Private Sector Housing Unit

Communities, Housing & Infrastructure

Second Floor West, Marischal College

To	Eric Anderson, Senior Solicitor, Corporate Governance		
From	Ally Thain, Private Sector Housing Manager, Communities, Housing & Infrastructure		
Email	allyt@aberdeencity.gov.uk	Date	15 January 2015
Tel.	522870	Our Ref.	
Fax.		Your Ref.	

Part 5 of Housing (Scotland) Act 2006

Applications for a Licence to operate a House in Multiple Occupation (HMO) at No.19 Spital, Aberdeen (Flats A, C, D, E, F & G)

Applicant/s: Langstane Housing Association Limited

Agent: Jacqui Tuckwell, University of Aberdeen

I refer to the above HMO licence applications, which are on the agenda of the Licensing Committee at its meeting on 27 January 2015 for the reason that one 'late' letter of representation/objection was received by the HMO Unit.

I can advise you as follows:

The HMO legislation

This applications are 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
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 - 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 tenement at No.19 Spital, Aberdeen, comprises 6 dwelling flats all owned by the Landstane Housing Association Limited. The University of Aberdeen has leased flats A, C, D, E, F & G for use as student accommodation, and Langstane retain flat B for their tenant/s. Flat A has 3 letting bedrooms, and flats C, D, E, F & G each have 4 letting bedrooms, and all flats have one communal kitchen and one communal bathroom. The plan attached as Appendix 'A' shows the position of the premises.

The HMO licence application:

All HMO licence applications are dated 22 October 2014 and were received by the HMO Unit on 22 October 2014.

Certificate of Compliance – Notice of HMO Application:

The Certificates of Compliance submitted by the Agent declares that all 6 public Notices of HMO Application were displayed outside the flats between 22 October 2014 – 19 November 2014. The statutory requirement for display is 21 days starting on 22 October 2014 and ending on 12 November 2014.

Letter of Representation/Objection:

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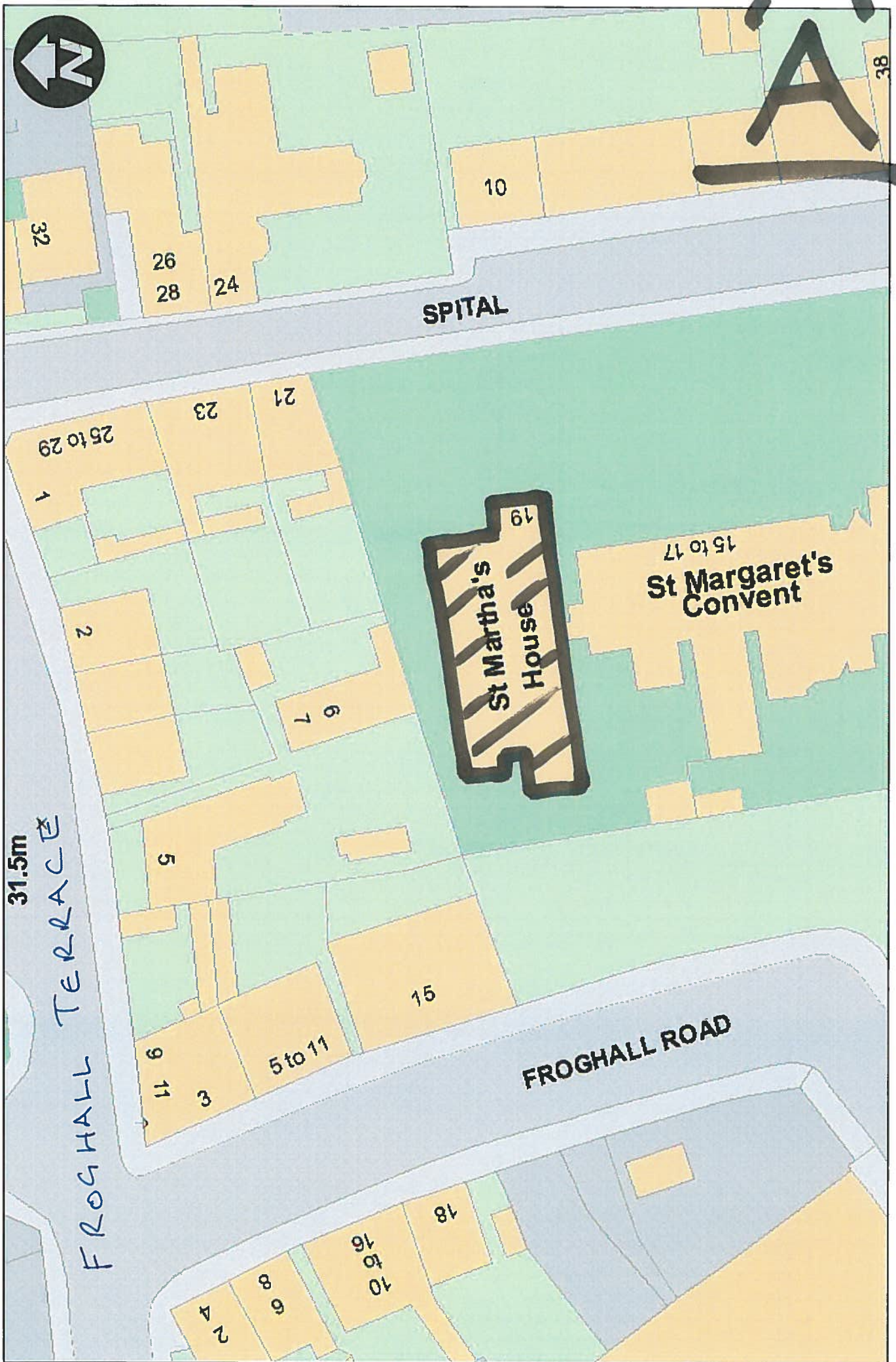
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Ally Thain

Private Sector Housing Manager



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ABERDEEN
CITY COUNCIL

MEMO

Private Sector Housing Unit

Communities, Housing & Infrastructure

Second Floor West, Marischal College

To	Eric Anderson, Senior Solicitor, Corporate Governance		
From	Ally Thain, Private Sector Housing Manager, Communities, Housing & Infrastructure		
Email	allyt@aberdeencity.gov.uk	Date	15 January 2015
Tel.	522870	Our Ref.	
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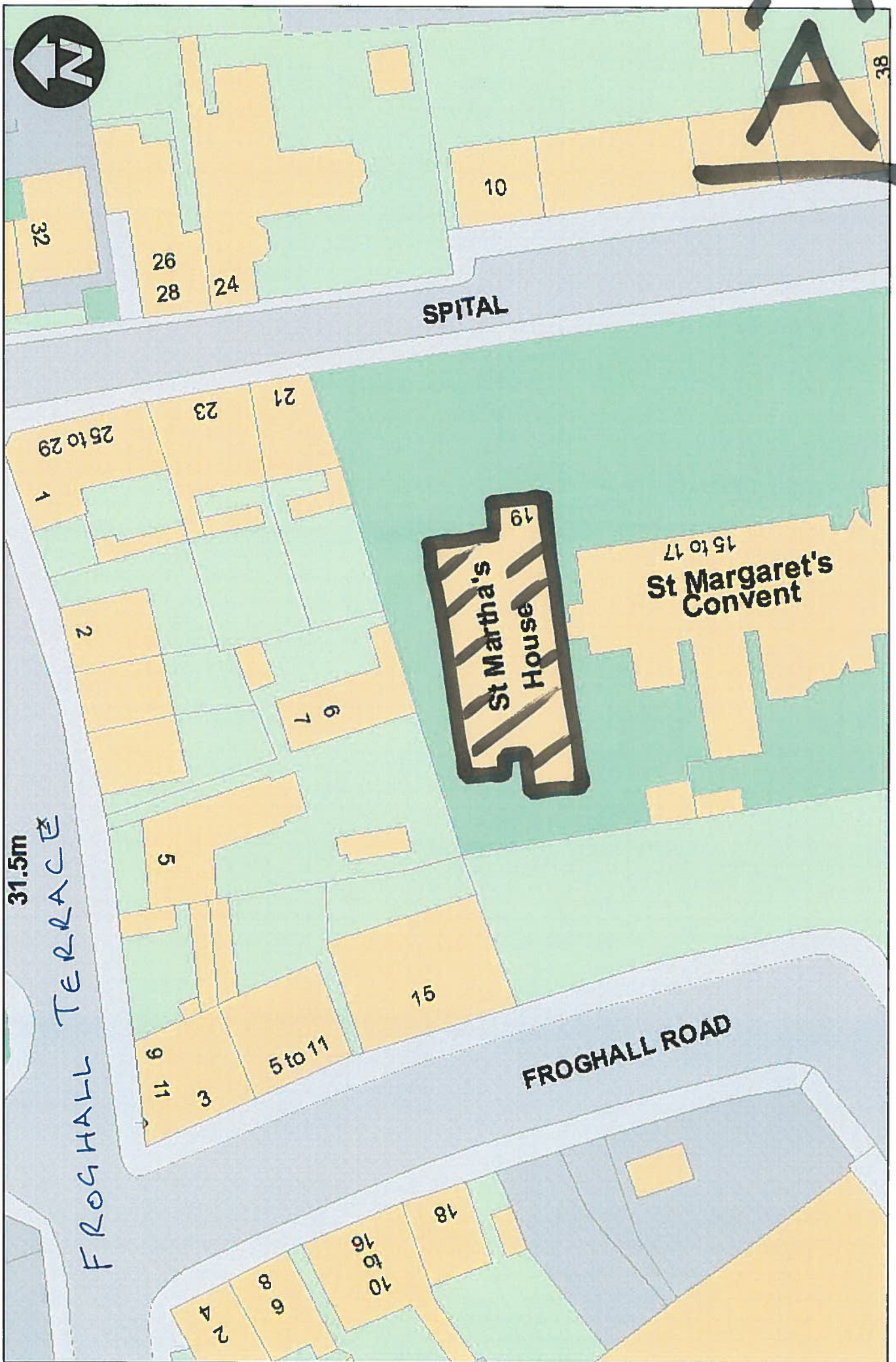
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Private Sector Housing Manager



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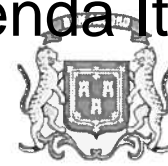
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ABERDEEN
CITY COUNCIL

MEMO

Private Sector Housing Unit

Communities, Housing & Infrastructure

Second Floor West, Marischal College

To	Eric Anderson, Senior Solicitor, Corporate Governance		
From	Ally Thain, Private Sector Housing Manager, Communities, Housing & Infrastructure		
Email	allyt@aberdeencity.gov.uk	Date	15 January 2015
Tel.	522870	Our Ref.	
Fax.		Your Ref.	

Part 5 of Housing (Scotland) Act 2006

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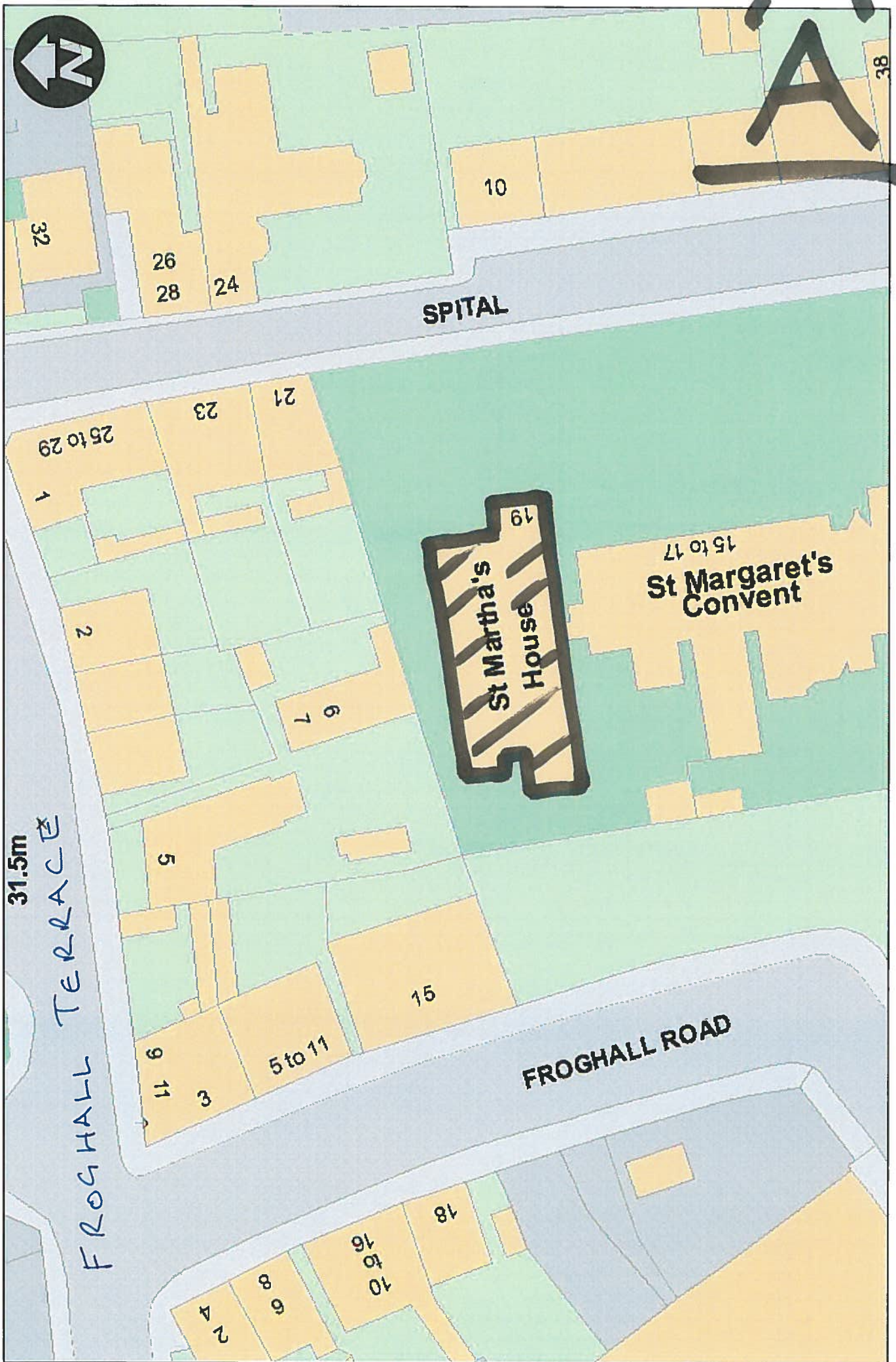
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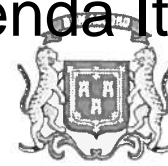
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Ally Thain

Private Sector Housing Manager



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ABERDEEN
CITY COUNCIL

MEMO

Private Sector Housing Unit

Communities, Housing & Infrastructure

Second Floor West, Marischal College

To	Eric Anderson, Senior Solicitor, Corporate Governance		
From	Ally Thain, Private Sector Housing Manager, Communities, Housing & Infrastructure		
Email	allyt@aberdeencity.gov.uk	Date	15 January 2015
Tel.	522870	Our Ref.	
Fax.		Your Ref.	

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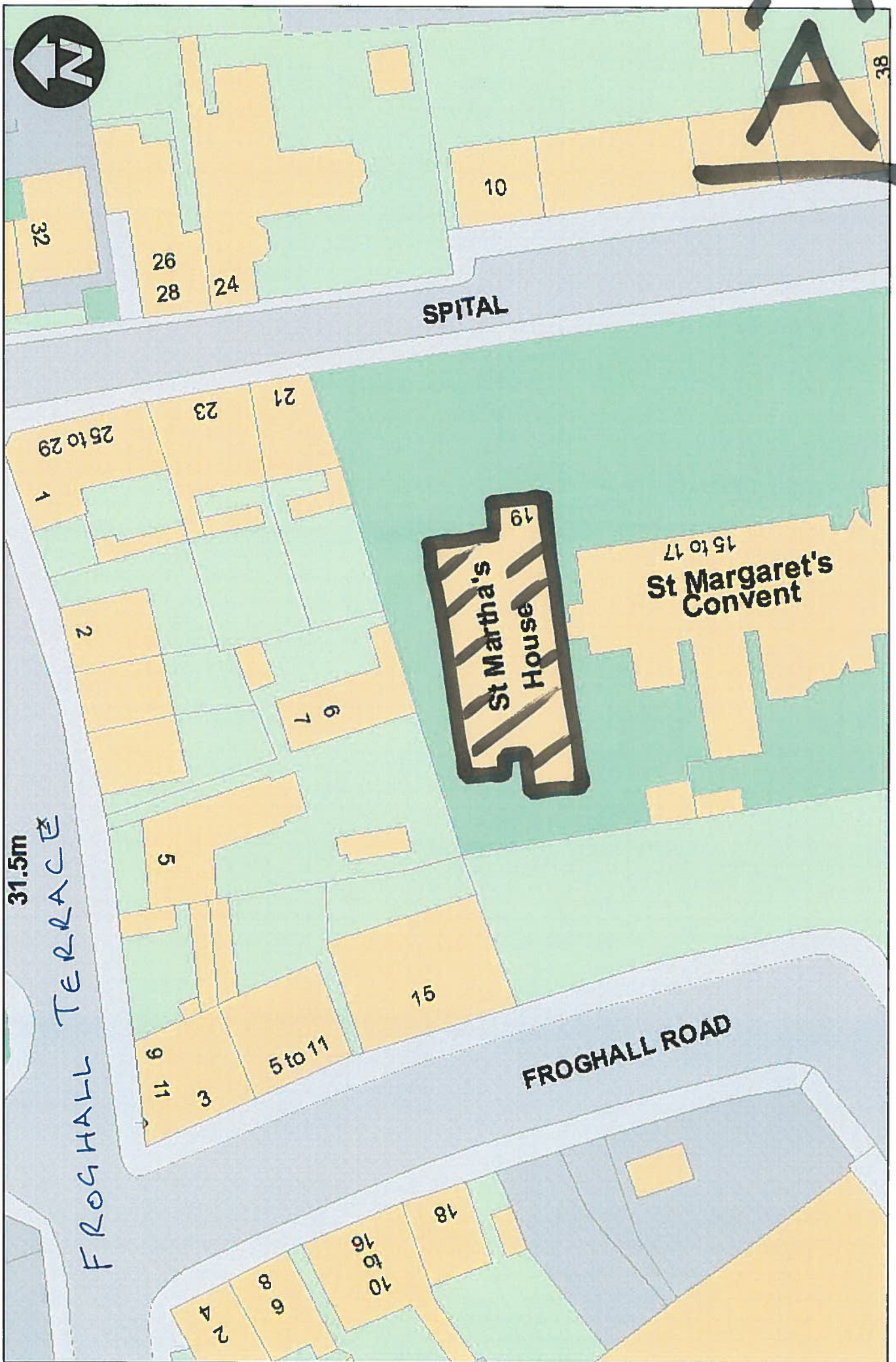
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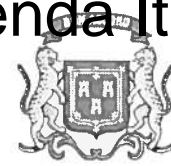
Ally Thain

Private Sector Housing Manager



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CITY COUNCIL

MEMO

Private Sector Housing Unit

Communities, Housing & Infrastructure

Second Floor West, Marischal College

To	Eric Anderson, Senior Solicitor, Corporate Governance		
From	Ally Thain, Private Sector Housing Manager, Communities, Housing & Infrastructure		
Email	allyt@aberdeencity.gov.uk	Date	15 January 2015
Tel.	522870	Our Ref.	
Fax.		Your Ref.	

Part 5 of Housing (Scotland) Act 2006

Applications for a Licence to operate a House in Multiple Occupation (HMO) at No.19 Spital, Aberdeen (Flats A, C, D, E, F & G)

Applicant/s: Langstane Housing Association Limited

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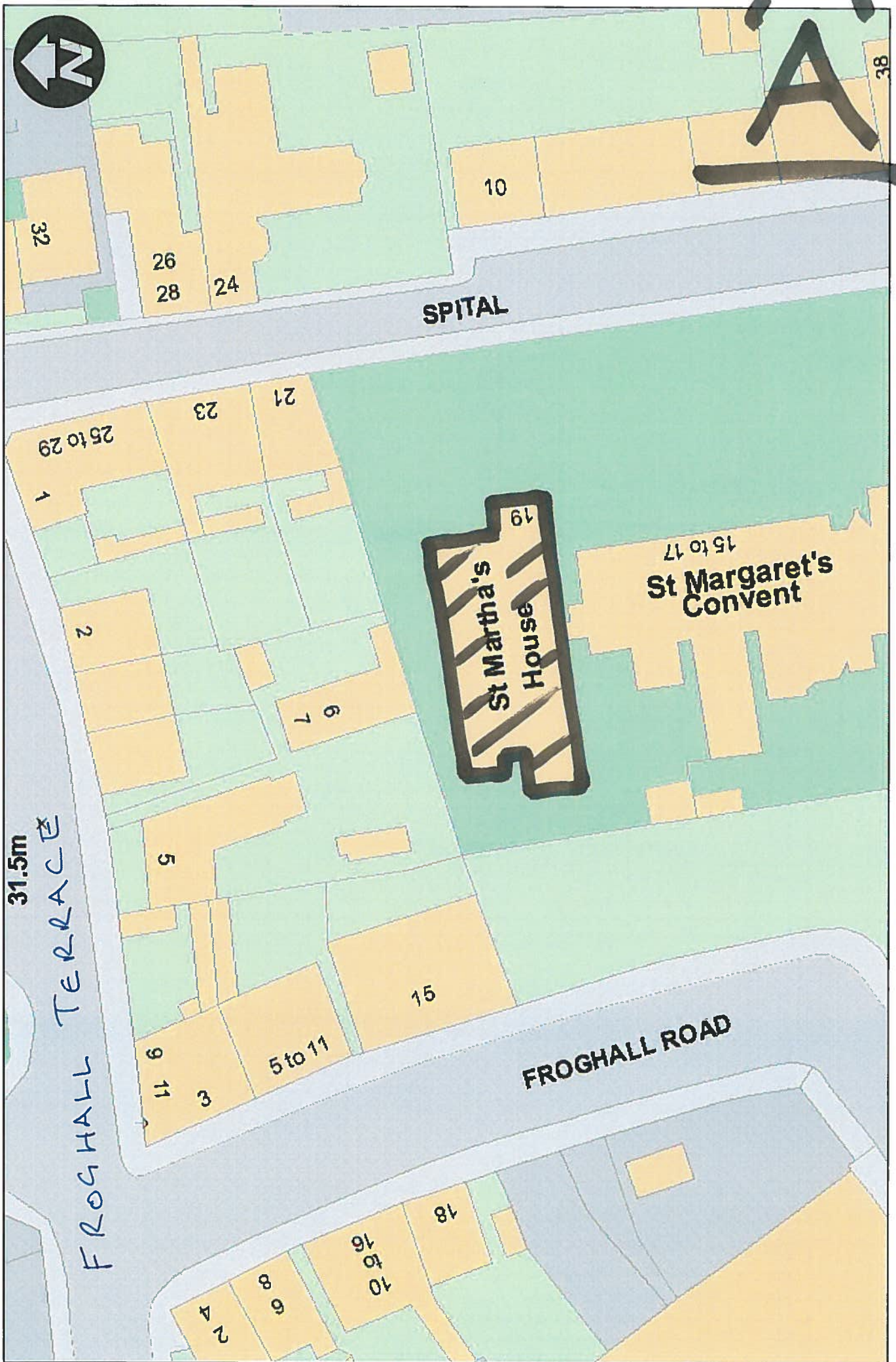
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Ally Thain

Private Sector Housing Manager



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ABERDEEN
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MEMO

Private Sector Housing Unit
Communities, Housing & Infrastructure
Second Floor West, Marischal College

To	Eric Anderson, Senior Solicitor, Corporate Governance		
From	Ally Thain, Private Sector Housing Manager		
Email	allyt@aberdeencity.gov.uk	Date	16 January 2015
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.33 Sunnybank Road, Aberdeen
Applicant/s: Nurul A.Shaikh
Agent: None stated

Licensing Committee on 25 November 2014:

The above HMO licence application was considered by the Licensing Committee at its meeting on 25 November 2014 for the reason that the application had been submitted within one year of a similar application having been refused.

The Committee heard from the applicant's nephew, Mr Khan, who explained the material change since the previous application, namely that the necessary works had now been undertaken to the property. I advised the Committee that I was unable to confirm whether all of the necessary works had been undertaken, as a final inspection of the property had not been requested by Mr Khan.

The Committee resolved to defer consideration of whether there was a material change until the next meeting of the Committee to enable officers to inspect the property and confirm the position in relation to the works which have allegedly been completed.

The report about the application, which was considered by the Committee on 25 November 2014, is attached as Appendix A.

Section 132, Part 5 of the Housing (Scotland) Act 2006 – 'Restriction on Applications'

- (1) Where a local authority refuses to grant an HMO licence, the local authority may not consider a further application for an HMO licence by the same applicant in relation to the living accommodation concerned, or where the application was refused because of Section 130 (1)(b) in relation to any living accommodation, within one year of the date on which notice of the refusal is given to the applicant under Section 158.
- (2) This section does not prevent the local authority from considering a further application for an HMO licence where it is satisfied that there has been a material change of circumstances.

Update:

- 1) All the upgrading work instructed by the HMO Officer has been satisfactorily completed.
- 2) The Scottish Fire & Rescue Service is satisfied with the fire-safety provisions within the property and have revoked their Prohibition Notice.
- 3) The doorway slapping has been carried out to the satisfaction of the Council's Building Standards Service, who have issued a Certificate of Completion.

Material Change of Circumstances:

If the Licensing Committee is satisfied that there has been a material change of circumstances by virtue of all upgrading works having been satisfactorily completed, it may grant the HMO licence application at its meeting on 27 January 2015.

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

MEMO

Private Sector Housing Unit
Communities, Housing & Infrastructure
Second Floor West, Marischal College



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CITY COUNCIL

To	Eric Anderson, Senior Solicitor, Corporate Governance		
From	Ally Thain, Private Sector Housing Manager		
Email	allyt@aberdeencity.gov.uk	Date	13 November 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.33 Sunnybank Road, Aberdeen

Applicant/s: Nurul A. Shaikh

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 24 November 2014 for the reason that it has been submitted within one year of the date of refusal of the previous HMO licence application.

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:

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 - 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 semi-detached house with accommodation comprising of 4 letting bedrooms, one public room, one kitchen & 2 bathrooms. The location of the premises is shown on the plan attached as Appendix 'A'

Previous HMO licence application:

The Licensing Committee at its meeting on 2 September 2014 considered my report on the previous HMO licence application, which advised that all HMO upgrading work, including fire-safety work, had not been completed and that the application was approaching its one-year deadline. The Committee resolved to refuse the application on the ground that the property was unsuitable for occupation as an HMO.

Section 132, Part 5 of the Housing (Scotland) Act 2006 – ‘Restriction on Applications’

- (1) Where a local authority refuses to grant an HMO licence, the local authority may not consider a further application for an HMO licence by the same applicant in relation to the living accommodation concerned, or where the application was refused because of Section 130 (1)(b) in relation to any living accommodation, within one year of the date on which notice of the refusal is given to the applicant under Section 158.
- (2) This section does not prevent the local authority from considering a further application for an HMO licence where it is satisfied that there has been a material change of circumstances.

The current HMO licence application:-

The current HMO licence application was received by the HMO Unit on 23 September 2014.

HMO upgrading works and certification:

Following the submission of the original HMO licence application in September 2013, the HMO Officer inspected the premises then wrote to the applicant instructing HMO upgrading work to be carried out, which has now been completed.

Following the submission of the current HMO licence application, the HMO Officer re-inspected the property and noted the following additional items of work which require to be carried out:

1. Lightbulbs to be replaced where faulty or missing.
2. Plaster lath wall next to front door to be repaired.
3. Alter balustrade at top of stair to comply with Building Standards.
4. Submit Certificate of Compliance to the HMO Unit.

At the date of this memo, none of the above work has been carried out.

Scottish Fire & Rescue Service (SFRS):

An SFRS Officer visited the premises on 1 September 2013, and noted that the property was being operated as an unlicensed HMO, despite there being no fire detection, inadequate means of escape and concerns about the electrical installation. Later that day, SFRS served the applicant with a Prohibition Notice with immediate effect, meaning that the property cannot be operated as an HMO until such time as SFRS is satisfied with the fire-safety in the property.

At the date of this memo, the Prohibition Notice is still in effect.

Building Warrant:

Currently, the house only has one external door at the gable end. To escape from the upper floor bedrooms, it is necessary to walk downstairs to a small hallway, then walk through the living-room, then out into the main hallway to finally reach the external door at the gable end.

The applicant has applied for a Building Warrant to create an external door in the rear wall of the house to improve the means of escape from the upper floor bedrooms in the event of a fire. Once the new doorway has been formed, the escape route from the upper floor bedrooms will be downstairs to the small hallway then straight out through the new external door.

At the date of this memo, the Building Warrant has been granted, but the onsite building work has not begun.

Attendance at the Licensing Committee:

The applicant has been invited to attend the Committee meeting on 25 November 2014 and explain the 'material change of circumstances' between the previously refused application and the application under consideration at the meeting.

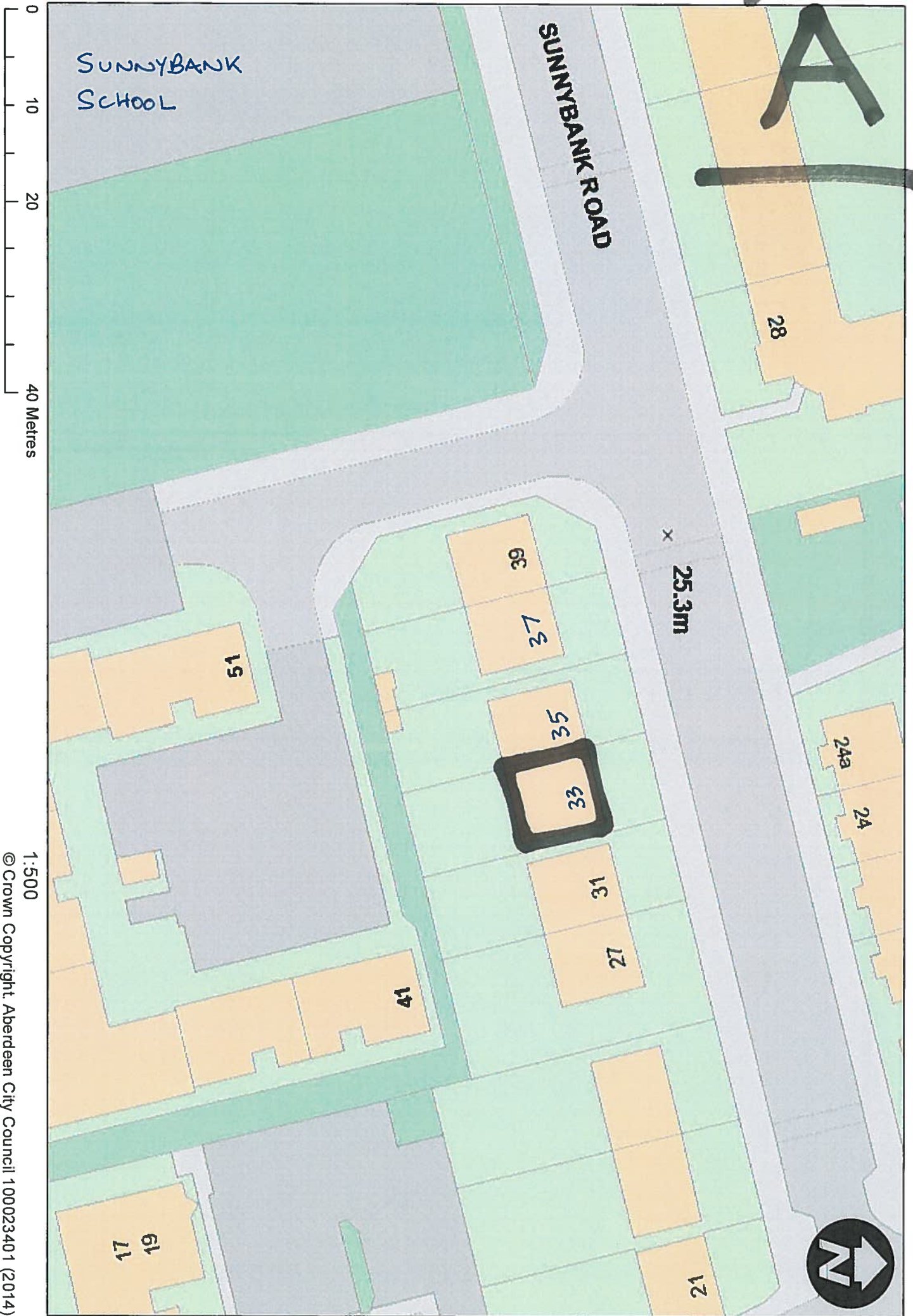
Other considerations:

- 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. As mentioned above, however, the Prohibition Notice remains in effect.
- 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.33 Sunnybank Road, 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.
- During the HMO Officer's recent visit, he noted that only 2 persons were resident in the property.

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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INFORMATION NOTE FOR MEMBERS

**PRIVATE HIRE CAR DRIVER (GRANT)
APPLICANT: PAULINE JANE MACKIE**

This item has been placed on the agenda because:

The application requires to be determined by 31 January 2015 and to date the applicant has not passed the knowledge test.

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INFORMATION NOTE FOR MEMBERS

**PRIVATE HIRE CAR DRIVER (GRANT)
APPLICANT: IAN STEWART**

This item has been placed on the agenda because:

The application requires to be determined by 03 February 2015 and to date the applicant has not passed the knowledge test.

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INFORMATION NOTE FOR MEMBERS

**TAXI DRIVER (GRANT)
APPLICANT: FRANK MALIKEBU**

This item has been placed on the agenda because:

The application requires to be determined by 28 January 2015 and to date the applicant has not passed the knowledge test.

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INFORMATION NOTE FOR MEMBERS

**TAXI DRIVER (GRANT)
APPLICANT: BRYAN GARRIOCK**

This item has been placed on the agenda because:

The application requires to be determined by 03 February 2015 and to date the applicant has not passed the knowledge test.

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INFORMATION NOTE FOR MEMBERS

**TAXI DRIVER (GRANT)
APPLICANT: ROY NORMAN KENNEDY**

This item has been placed on the agenda because:

The application requires to be determined by 07 February 2015 and to date the applicant has not passed the knowledge test.

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INFORMATION NOTE FOR MEMBERS

**TAXI DRIVER (GRANT)
APPLICANT: JENNIFER EVANS**

This item has been placed on the agenda because:

The application requires to be determined by 19 February 2015 and to date the applicant has not passed the knowledge test.

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INFORMATION NOTE FOR MEMBERS

TAXI DRIVER (GRANT)

APPLICANT: SYED ASHABUR RAHMAN

This item has been placed on the agenda because:

The application requires to be determined by 24 February 2015 and to date the applicant has not passed the knowledge test.

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INFORMATION NOTE FOR MEMBERS

**TAXI DRIVER (GRANT)
APPLICANT: DANIEL MCMILLAN**

This item has been placed on the agenda because:

The application requires to be determined by 10 March 2015 and to date the applicant has not passed the knowledge test.

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INFORMATION NOTE FOR MEMBERS

**TAXI DRIVER (GRANT)
APPLICANT: PETER FLOCKHART**

This item has been placed on the agenda because:

The application requires to be determined by 15 March 2015 and to date the applicant has not passed the knowledge test.

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INFORMATION NOTE FOR MEMBERS

**TAXI CAR LICENCE (RENEWAL): T287
APPLICANT: GILBERT YOUNG BRESLIN
VEHICLE: MA12 YVH**

This item has been placed on the agenda because:

The application requires to be determined by 29 January 2015 and Fleet Services have advised that to date the vehicle has not passed inspection.

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INFORMATION NOTE FOR MEMBERS

**TAXI CAR LICENCE (RENEWAL): T883
APPLICANT: GRAHAM JAMES HANSLEY
VEHICLE: MK13 BXN**

This item has been placed on the agenda because:

The application requires to be determined by 29 January 2015 and Fleet Services have advised that to date the vehicle has not passed inspection.

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INFORMATION NOTE FOR MEMBERS

**TAXI CAR LICENCE (RENEWAL): T154
APPLICANT: CITYWIDE TAXIS LIMITED
VEHICLE: MT12 WMV**

This item has been placed on the agenda because:

The application requires to be determined by 25 February 2015 and Fleet Services have advised that to date the vehicle has not passed inspection.

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INFORMATION NOTE FOR MEMBERS

TAXI CAR LICENCE (RENEWAL): T703

APPLICANT: GARETH TAYLOR

VEHICLE: SD63 EAJ

This item has been placed on the agenda because:

The application requires to be determined by 28 February 2015 and Fleet Services have advised that to date the vehicle has not passed inspection.

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INFORMATION NOTE FOR MEMBERS

TAXI CAR LICENCE (RENEWAL): T834

APPLICANT: ALAN MATTHEW REID

VEHICLE: YY09 BRV

This item has been placed on the agenda because:

The application requires to be determined by 17 March 2015 and Fleet Services have advised that to date the vehicle has not passed inspection. The next meeting of the Licensing Committee is 17 March 2015 therefore it is possible to defer consideration of the application to that meeting.

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LICENSING
COMMITTEE BUSINESS
27 JANUARY 2015

Please note that this statement contains a note of every report which has been instructed for submission to this Committee. All other actions which have been instructed by the Committee are not included, as they are deemed to be operational matters after the point of committee decision.

Reports which are overdue are shaded.

	<u>Minute Reference</u>	<u>Committee Decision</u>	<u>Update</u>	<u>Lead Officer(s)</u>	<u>Report Due</u>
1.	Licensing Committee 20.11.12 (Article 7)	<p><u>Taxi Licence Limit Surveys Update</u></p> <p>The Committee agreed to instruct officers to prepare a report to the first Licensing Committee meeting in 2014 seeking an instruction in respect of a taxi demand survey.</p> <p>At the meeting of 17th September 2013, the Committee agreed to instruct officers to commence the process of reviewing the policy in early 2014.</p>	<p>taxi demand survey was considered by the Committee at its meeting on 25 November 2014, at which time it was agreed, amongst other things, to –</p> <p>(a) instruct authorised officers of Legal and Democratic Services to consult with officers from Communities and Housing to establish information sharing procedures as part of the monitoring process referred to in recommendation (a) and report back to the Committee on progress within two cycles; and</p> <p>(b) instruct authorised officers of Legal and Democratic Services to arrange a meeting with the survey author if possible and the relevant trade representatives to discuss the report and report back to the Committee on the outcome of the discussions within two cycles.</p>	Head of Legal and Democratic Services	17.03.15

2.	Licensing Committee 25.11.14 (Article 26 of Appendix A)	<u>4X4 Vehicles</u> The Committee agreed to instruct officers to submit a report back on the suitability of 4x4 vehicles for the taxi fleet.		Head of Legal and Democratic Services	17.03.15
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