

Public Document Pack



To: Councillor Carle, Convener; and Councillors Allan, Boulton, Copland, Cormie, Councillor Barney Crockett, the Lord Provost, Delaney, Lesley Dunbar, Graham, Hutchison, MacGregor, Malik, Malone, Nathan Morrison, Nicoll, Reynolds 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, 8 MARCH 2016 at 10.00 am.**

FRASER BELL
HEAD OF LEGAL AND DEMOCRATIC SERVICES

B U S I N E S S

REQUESTS FOR DEPUTATION

1 Requests for Deputation

(i) Request by Mr Campbell, Unite the Union - item 3.1 (Licensing Application Fees 2016 - 2017);

(ii) Request by Mr Campbell, Unite the Union - item 6.1 (Motion by Councillor Hutchison);

(iii) Request by Mr Wilson - item 6.1 (Motion by Councillor Hutchison); (i) Request by Mr Campbell, Unite the Union - item 3.1 (Licensing Application Fees 2016 - 2017);

(iv) Request by Mr McColl, Aberdeen Taxi Group - item 3.1 (Licensing Application Fees 2016 - 2017);

(v) Request by Mr McColl, Aberdeen Taxi Group - item 6.1 (Motion by Councillor Hutchison).

Members, please note that the requests in respect of item 6.1 are not competent as Standing Order 10(1) states that applications must relate to substantive report on the agenda - therefore Standing Orders will require to be suspended if the Committee want to hear the deputation.

MINUTES

2.1 Minute of Previous Meeting of 19 January 2016 (Pages 5 - 20)

COMMITTEE REPORTS

3.1 Licensing Application Fees 2016-2017 (Pages 21 - 36)

APPLICATIONS FOR LICENCES - INCLUDING LIST OF APPLICATIONS

4.1 Grant of a Licence for a House in Multiple Occupation - 32 Rosebery Street, Aberdeen (Pages 39 - 76)

4.2 Grant of a Street Trader Licence - David A Thomas (Pages 77 - 80)

4.3 Grant of a Temporary Private Hire Driver's Licence - Neil Davidson (Pages 81 - 82)

4.4 Renewal of a Private Hire Car Licence - Alan Philip (PH150) (Pages 83 - 84)

4.5 Renewal of a Taxi Licence - James Andrews (T694) (Pages 85 - 86)

- 4.6 Renewal of a Taxi Licence - Albert Thomson (T261) (Pages 87 - 88)
- 4.7 Renewal of a Taxi Licence - James Melvin (T569) (Pages 89 - 90)
- 4.8 Renewal of a Taxi Licence - Thomas Barclay (T323) (Pages 91 - 92)
- 4.9 Grant of a Taxi Driver's Licence - Frank George Hay (Pages 93 - 94)

PUBLIC PROCESSIONS

- 5.1 Notice under Section 62 of the Civic Government (Scotland) Act 1982 of a Proposed Procession in Public, Aberdeen University Students Association, 127th Annual Torch Parade - 19 March 2016 (Pages 95 - 118)

MOTIONS

- 6.1 Motion by Councillor Hutchison

The Licensing Committee agrees that a consultation will be held to consider the replacement of the quota target of 100% of taxis being wheelchair accessible vehicles by 2017 and that the report from this consultation will go before members at the next meeting of the Licensing Committee.”

COMMITTEE BUSINESS STATEMENT

- 7.1 Committee Business Statement (Pages 119 - 120)

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

- 8.1 Landlord Registration Application
- 8.2 Grant of a Private Hire Car Driver's Licence
- 8.3 Grant of a Private Hire Car Driver's Licence
- 8.4 Grant of a Private Hire Car Driver's Licence
- 8.5 Grant of a Private Hire Car Driver's Licence
- 8.6 Grant of a Taxi Driver's Licence

Website Address: www.aberdeencity.gov.uk

To access the Information Bulletins for this Committee please use the following link:

<http://committees.aberdeencity.gov.uk/ecCatDisplay.aspx?sch=doc&cat=13012&path=13004>

Should you require any further information about this agenda, please contact Allison Swanson, tel 01224 522822 or email aswanson@aberdeencity.gov.uk

MEMO

Private Sector Housing Unit

Communities, Housing & Infrastructure

Lower Ground Floor West, Marischal College



ABERDEEN
CITY COUNCIL

To	Eric Anderson, Team Leader, Corporate Governance		
From	Ally Thain, Private Sector Housing Manager, Communities, Housing & Infrastructure		
Email	allyt@aberdeencity.gov.uk	Date	22 October 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.32 Rosebery Street, Aberdeen

Applicant/s: Barrie M.Dear & Lesley J.Dear

Agent: Grant Property Solutions

I refer to the above HMO licence application, which is on the agenda of the Licensing Committee at its meeting on 3 November 2015 for the reason that 14 letters of objection & 2 'late' letters of objection were received by the HMO Unit.

I can advise you as follows:

The HMO legislation

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

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

The premises:

The property at No.32 Rosebery Street, Aberdeen, is an upper-floor maisonette flat providing accommodation of 6 letting bedrooms, one public room, one kitchen, one bathroom & one shower-room.. The plan attached as Appendix 'A' shows the position of the premises.

The HMO licence application:

The HMO licence application is dated 27 July 2015 and was received by the HMO Unit on 27 July 2015.

Certificate of Compliance – Notice of HMO Application:

The Certificate of Compliance submitted by the applicants declares that the public Notice of HMO Application was on display outside the property for the statutory 21-day period between 27 July 2015 – 17 August 2015.

Letters of Objection:

14 letters of objection were received by the HMO Unit, all within the statutory 21-day Notice period, and must therefore be considered by the Committee. All objectors have been invited to attend the Committee meeting, and details of their letters are as follows;

- A letter from Craig McArthur (attached as Appendix 'B')
- A letter from Jean Ward (attached as Appendix 'C')
- A letter from Ian Dean (attached as Appendix 'D')
- A letter from Stewart Kennedy (attached as Appendix 'E')
- A letter from Hazel Wightman & Willie Wightman (attached as Appendix 'F')
- A letter from Bernard & Mandy Briggs (attached as Appendix 'G')
- A letter from Dorothy Garvie (Attached as Appendix 'H')
- A letter from Douglas Broadfoot (Attached as Appendix 'I')
- A letter from Vivien Reid (Attached as Appendix 'J')
- A letter from Tracy Spalding (Attached as Appendix 'K')
- A letter from Isobel Broadfoot (Attached as Appendix 'L')
- A letter from Rosemount & Mile-End Community Council (attached as Appendix 'M')
- A letter from Dr Alastair & Mrs Janice McKinlay (Attached as Appendix 'N')
- A letter from Rebecca F.Kennedy (Attached as Appendix 'O')

'Late' Letters of Objection:

2 letters of objection were received by the HMO Unit outwith the statutory 21-day Notice 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/s, copies will be circulated to Members at the meeting. Brief details of both letters are as follows:

- A letter from Dr Derek J.King & Mrs Heather P.D.King, which was received by the HMO Unit on 18 August 2015 (one day outwith the statutory period)
- A letter from Douglas Boyd & Mrs Pat Boyd, which was received by the HMO Unit on 24 August 2015 (one week outwith the statutory period)

Letter from Licence-Applicant

The applicants have also been invited to attend the Committee meeting, and their agents submitted a letter in support of their application. Their letter is attached as Appendix 'P'.

Other Considerations:

- Police Scotland has been consulted in respect of the applicants' suitability as 'fit & proper' persons, 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 report, the Council's Anti-Social Behaviour Investigation Team (ASBIT) has no record of any complaints of anti-social behaviour at No.32 Rosebery Street, Aberdeen.
- The applicants, their property & their agents are registered with the Landlord Registration database.
- The applicants have requested an occupancy of 6 tenants, which is acceptable to the HMO Unit in terms of space and layout.
- The application under consideration is a 'first-time' application.
- There are no HMO-licensed properties in Rosebery Street, Aberdeen.
- The applicants originally submitted an HMO licence application for 32 Rosebery Street, Aberdeen, in March 2015. The application was on the basis of the accommodation of 6 tenants, and was refused under Section 129A of the Act for the reason that Planning Permission Change of Use to an HMO was required. The applicants applied for Planning Permission Change of Use to an HMO, which was granted, subject to conditions, by the Planning Development Management Committee on 16 July 2015. The Planning conditions in question were;
 - 1) 4 bicycle spaces must be provided, and
 - 2) Storage for refuse bins & recycling must be provided.
- The applicants applied for a Building Warrant to form additional bedrooms. The Building Warrant was granted and a Certificate of Completion was issued in September 2015.
- Rosebery Street is a Controlled Parking Zone, and every household is entitled to a maximum of 2 parking permits, regardless of the size of the household. (Note: Car parking is not a consideration of HMO licensing)
- At the date of this report, the HMO upgrading works & fire-safety works have not been completed, however I will update the Committee on progress of the works at the meeting.

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

Ally Thain
Private Sector Housing Manager



Bowling Green

A



1:500

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B

HMO Unit
Housing & Environment
Business Hub 11
Second Floor West
Marischal College
Broad Street
Aberdeen
AB10 1AB

Aberdeen City Council
Housing & Environment
DATE RECEIVED
- 4 AUG 2015
Private Sector Housing Unit

03/08/15

Dear Sir or Madam

Re: Licence to operate a HMO at no. 32 Rosebery Street, Aberdeen, AB15 5LL
Note: no. 32 & 38 Rosebery Street share the party wall due to the building layout

With regard to the above application please see my concerns and questions below.

1. Location of the accommodation

I believe a HMO property in this location will endanger the lives and health of my family and the residents who adjoin. You will see my concerns below regarding number of occupants, fire spread and dealing with undue public nuisance.

2. Type and number of persons likely to occupy the property

I note the HMO application is for 6 persons. Taking into account the location and the type of existing residents occupying Rosebery Street i.e. families and couples, is the officer considering any restrictions on the number of occupants to given the limitations of the property discussed in items 6-9 below?

3. Condition of the accommodation

I believe that renovation of this particular house type to provide HMO accommodation does not meet the requirements of document 'STATUTORY GUIDANCE FOR SCOTTISH LOCAL AUTHORITIES' when compared to, say, a custom built HMO property. The property is constrained by the existing layout and construction type and I would suggest could not provide the level of accommodation to suit HMO requirements, without substantial financial commitment from the owner.

Buildings from this era:

- Do not have modern fire construction to protect adjoining properties.
- Do not have sound insulation installed between internal rooms or floors and more importantly between adjoining properties.
- Do not have thermal insulation installed in the walls or roof.

Does the officer consider this type of building to be suitable for a HMO property?

4. Fire safety

Installation of fire doors will go some way but the door is only a small element in a larger wall, constructed in an era where modern fire protection techniques did not exist i.e. fire walls, intumescent materials. What additional measures have been installed to mitigate the spread of fire to adjoining properties (such as my own)?

5. Sound insulation

Older properties carry sound extremely well. The recent addition of fire doors has already increased the noise transference between our properties, an unnecessary renovation to the property if the HMO is declined. What additional measures have been installed to mitigate the transmission of sound to adjoining properties?

6. Thermal insulation & space heating

In the winter I doubt the upper rooms will maintain a temperature of 18 degrees without the heating on 24/7. This is certainly a fact in my house. What additional measures have been installed to protect residents whom will occupy the upper rooms of the HMO?

7. Lighting & ventilation

The building warrant plans indicate a new velux window to be installed in the roof of bedroom no. 4. I note from the work already completed on site that this was not provided. This will therefore not provide the required glazed and openable areas (1/15th & 1/30th respectively). Therefore, bedroom no. 4 is not suitable.

8. Facilities

With regard to provision of facilities in the property please see my queries below:

- The building warrant plans indicate 1 off sink in the kitchen, this is only suitable for a maximum of 5 persons. The application is for 6 persons.
- Does the application meet the requirements of kitchen storage for 6 persons?
- Does the application provide a 3.8m length of worktop for 6 persons?
- Does the application provide an additional fridge, freezer & cooker as the application is for 6 persons?
- Does the kitchen provide the required activity space for 2 cookers?

9. Space & layout

It is clear from the building warrant plans that bedrooms no. 4 to 6 cannot provide the required furniture activity spaces due to the roof lie-ins. All the furniture, except the bed, is generally located in the lie-ins, which will not provide adequate headroom.

10. The safety & security of my family

Multiple unrelated persons living together will likely mean each resident's social group visiting the property. This substantially increases the number of persons passing through the property. This could lead to strangers hanging around the property and leads on to item 12 below. Does the officer consider this suitable; in an environment regarded as safe by families?

11. Parking & refuge

In a street with already limited parking spaces please confirm the strategy for parking permits associated with the HMO property. Also, please confirm what provision will be made for the additional refuge likely to be generated by the HMO property.

12. The possibility of undue public nuisance

There is no doubt that we will be subject to unacceptable levels of noise and disruption when multiple persons occupy the property. As mentioned previously these buildings were not designed for this type of use. All adjoining properties are family homes and I myself have a 12-month-old son, whose room along with my own is back-to-back with the said property.

I am extremely concerned about the levels of undue noise caused by the following:

- Multiple persons all with TV's.
- Multiple persons all with music systems.
- Multiple persons all with their own social groups.

Whilst the officer will probably consider this to be the least important of my issues, as it cannot be determined at this point in time, it is *actually* the most important and likely to be the source of much contention.

I would not have purchased my property if I had known that a HMO property was adjoining. Yet, if approved, my family are likely to be subjected to the issues discussed above.

The recent planning application for change of use attracted 27 objections from the residents of Rosebery Street, approximately half the street. This is a strong voice from the local community regarding this application; one that I hope the Council does not take lightly.

From a personal point of view the thought of these potential issues is causing undue stress.

In conclusion, I would urge you to refuse this application.

I look forward to your response to my concerns and questions.

Yours faithfully

Craig McArthur

Cc
Councillor Bill Cormie,
Councillor Jenny Laing,

1st August 2015.

Ally Thain
Private Sector Housing Manager
Business Hub 11
Marinehal College.

C

Dear Mr Thain,

e. 32 Rosebery St.

Aberdeen - Application for new H.M.O licence.

I write again to object to the granting of the above.

As one of the oldest residents here I find the current situation distressing for a number of reasons.

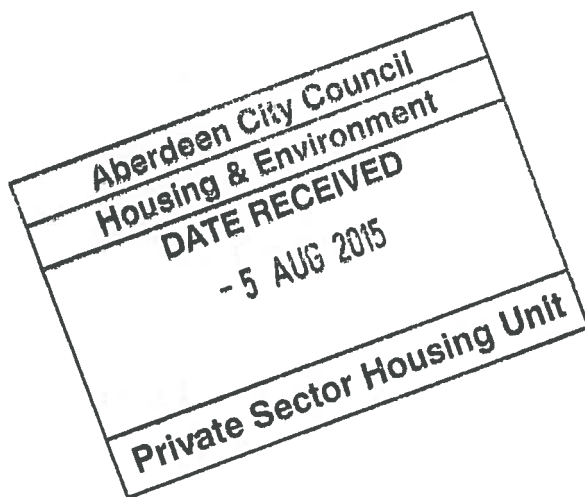
Since my husband died in 1984 and the family have 'flown the nest' I have lived here alone, and intend to remain here as long as my health and fitness permit. The following may help to explain my concerns.

- (1) I am now 81 and, over the years, have always enjoyed the warm friendship and community spirit of neighbours.
- (2) The area is well served by public transport to and from the city centre. (an important consideration when driving is no longer possible).
- (3) My property has been well maintained, and I now find myself worrying about its market value if this H.M.O. plan goes ahead (My house will be my main legacy to my family).

I can only hope the Licensing Committee will listen to views from residents with genuine concerns and not be swayed by money-making builders and/or landlords.

Yours sincerely,

JEAN WARD
AS.



From: IAN DEAN
Subject: Objection to Proposal to operate 32 Rosebery Street as a house of multiple occupation
Date: 5 August 2015 14:05
To: HMOUnit@aberdeencity.gov.uk



My name is Ian Dean and I stay at _____ I have been resident here since 1988 and brought my family up here and have always considered Rosebery Street to be a superb family street in which to raise a family. I am in the process of upgrading my house to make it an even more desirable family home by adding an additional en suite bedroom by forming a dormer extension to the non public side of the house.

I was therefore very surprised to learn of plans to turn one of the existing family homes in the street into a 6 person HMO. I objected strongly along with 26 others at the planning stage and even though this represented more than half of the street the planning committee recently decided to grant permission. I also believe that the premises have already been converted to HMO layout. This is very disturbing as it implies a confidence in the outcome of these applications. Since I moved into the street, parking has gradually become more and more difficult and sometimes frustrating. I've often had to park down at the opposite end of the street and this will only become worse if the HMO starts operating with all of vehicles of the unrelated residents along with the vehicles of their unrelated friends and relatives.

This is only one specific issue but there are all of the other well known issues related to HMOs in family streets.

As far as I can make out this is an unacceptable commercial proposal purely aimed at financial gain with no consideration for the long standing nature of the street since Victorian times as a respectable terrace for raising families.

The Council should have nipped this in the bud at the planning change of use stage.

My final comment/question would be as follows : how would you feel if your immediate neighbouring property was to be given permission to operate as a large HMO?

I shall be printing this Email, signing it and posting it to the relevant department for consideration.

Regards

Ian W. Dean

5/8/2015

Aberdeen City Council
Housing & Environment
DATE RECEIVED 07 AUG 2015
Private Sector Housing Unit

E

3rd August 2015

Dear Sirs

Objection to HMO License for 32 Rosebery Street, Aberdeen

Please note the under noted objections/ comments.

- a) Is this the first West End street to suffer from the infestation of multiple occupancy if granted and where will it stop. Do we go to Rubislaw Den next?
- b) Why would you wish to bring down the good name of the West End of Aberdeen. Families came here to be in a residential area but the granting of this application will destroy and devalue this area.
- c) What right has the HMO unit to subject decent families to this terrible situation where houses will devalue considerably?
- d) Will conditions be in place to weed out sex offenders, convicted criminals and addicts.
- e) Six individual tenants may give rise to 12 parking permits. Where do they all park?
- f) Multiple occupancy is well known to bring anti social behaviour
- g) Who has responsibility for maintaining garden?
- h) As Grants have already furnished 6 bedrooms have they already received the required license?
- i) There is grave concern regarding noise etc as this area houses many respectable families with young children. (will the council take responsibility for their safety).
- j) How many more licenses will be issued in this area if successful?
- k) Would the parties reviewing said application be happy with multiple occupancy in their streets.
- l) How many bins will be used to accommodate six flats?
- m) This is clearly NOT an area for multiple occupancy as basically all properties house professional people with families.
- n) Will there be major reductions in council tax after this area has been downgraded to this level?HMO
- o) Could the property be rented to Social Security cases?
- p) Do you take into account when granting such licenses how many family's life styles you will be destroying?

Yours faithfully

STEWART KENNEDY
AS

'F'

Re application for HMO Licence
32. Rosebery street, Aberdeen.

Aberdeen City Council
Housing & Environment
DATE RECEIVED
13 AUG 2015
Private Sector Housing Unit

Dear Mr Thain,

We are writing to strongly object to the above application. We still find it incredible that the Planning Development Committee granted application for 'Change of Use' basing this decision on the COMPLETELY UNTRUE premise that "the use of the premises as an House of Multiple Occupancy (HMO) (being quasi-residential in nature) is consistent with the residential character of the surrounding area and would not result in any undue impact on the character and amenity of the property, or those in the locality --". Please see attached letter for full quote.

We suggest that the Planning Committee look at the comments from people living in areas where HMO licences have been granted, who feel that their family life has been so adversely affected that they can see no other solution than to move away. We personally might not be affected by noise but we would certainly be affected by parking, which is already a problem in the street, especially evenings and weekends. There could be

an additional six cars, plus those of visitors, at these times.

F

Like many of our neighbours we made many sacrifices to move into the area, to be in the catchment area of Mile End Primary and Aberdeen Grammar. We have now lived here for almost 30 years and know we are very fortunate to live in a street where people really do look out for their neighbours, particularly the young and the elderly. These many friendships would never have been formed had there been a high turnover of residents, and this is what precisely will happen if the HMO licence is granted. There will always be families keen to move into properties in this street, and there are always plenty of rooms available in flat-shares in Aberdeen for single people, as can be seen on 'Rightmove', 'Gumtree' etc;

The Planning Development Committee undoubtedly made a wrong decision by granting permission for 'Change of Use'. We urge you please NOT to grant this HMO licence.

Yours Sincerely

(HAZEL WIGHTMAN)

F

Your Ref.
Our Ref. SWO/P150742[ZIB]/50
Contact Sally Wood
Email pi@aberdeencity.gov.uk
Direct Dial 01224 522197
Direct Fax 01224 636181



ABERDEEN CITY COUNCIL

29/07/2015

Hazel Wightman

Planning & Sustainable
Development
**Communities, Housing and
Infrastructure**

Aberdeen City Council
Business Hub 4
Ground Floor North
Marischal College
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Aberdeen AB10 1AB

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www.aberdeencity.gov.uk

Dear Sir/Madam

The Town And Country Planning (Scotland) Act 1997

32 Rosebery Street, Aberdeen

Proposed application for the change of use of existing residential property, to form a House of Multiple Occupancy to accommodate 6 unrelated persons

Application Ref: P150742

I refer to the above application and to your representation. The application was granted by the Planning Authority on 29 July 2015.

In reaching their decision, the Planning Authority took into account relevant Council policies, all the material considerations and the points raised by your representation.

The reason(s) on which the Council has based this decision are as follows:-

That the use of the premises as an House of Multiple Occupation (HMO) (being quasi-residential in nature) is consistent with the residential character of the surrounding area and would not result in any undue impact on the character and amenity of the property, or those in the locality. There would be a neutral impact on the character and appearance of the surrounding area. The proposal would have no adverse impact on pedestrian or road safety. The proposal is therefore considered to accord with Policy H1 (Residential Areas) of the Aberdeen Local Development Plan, and the relevant content pertaining to HMOs in the Council's adopted Householder Development Guide.

PETE LEONARD
DIRECTOR

G
I

Ally Thain

Bernard and Mandy Briggs

Private Sector Housing Manager

Communities, Housing and Infrastructure,

Business Hub 11,

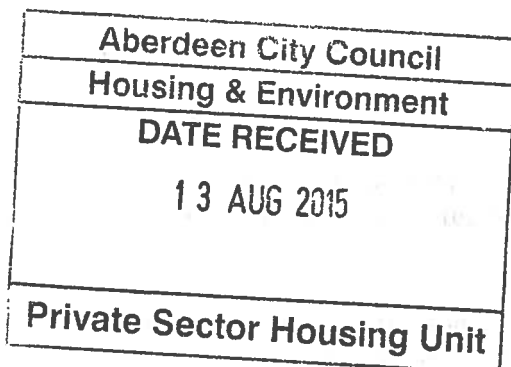
Second Floor West,

Marischal College,

Broad Street,

Aberdeen.

AB10 1AB



August 11th 2015

Re: 32, Rosebery Street (HMO Licence Application)

Dear Sir,

We wish to register an objection to the above licence application, for the following reasons:

- **Health and quality of life:**

As residents of No 32, we are extremely concerned about the impact that this proposed HMO will have on our health and quality of life. The prospect of six unrelated persons living above us fills us with anxiety and unacceptable levels of noise are inevitable, as the residents will each have independent lives to lead, in the form of jobs/education, social lives etc. In theory we could have six people coming and going at anytime of the day and night, to leave for and return from work/university and social activities. My wife and I have full time jobs and need a good quality night's sleep and this will be in jeopardy. We currently have a family of two adults and two children living above us and we are quite often disturbed by them, so six unrelated residents will be a nightmare. In particular the front door of No 32 is immediately adjacent to our second bedroom and anyone sleeping in that room is particularly vulnerable to disturbance from the slamming of the door and footfall on the staircase. Current levels of noise indicate that the property in general is not suitably sound-proofed for HMO occupation.

- **Head of Household?:**

Within any family unit; no matter how large, there is always a head of the household; someone that can be held accountable for the behaviour of the family members and for any issues regarding the property in general, i.e. the removal of rubbish, condition of the property etc. In the event of an HMO, there will be no such point of contact for us or our neighbours to discuss

issues with, or complain to in the event of urgent situations (anti-social behaviour). The current letting agents are in Edinburgh and the owner's whereabouts unknown (in terms of day-to-day contact). In the event of low grade anti-social behaviour, merely reporting occurrences to the agents will have little impact and be too 'after the event' to have any effect. Six independent residents means just that; no-one will exercise any control over the others; no-one will want to take responsibility, leaving us and our neighbours frustrated and vulnerable to disturbance. This basically relegates us to second class residents with no effective voice in matters of behaviour, decency, courtesy and responsibility by the HMO residents of No 32.

- **Parking:**

This is already an issue is Rosebery Street. The current parking restrictions account for approximately 21% hours in a week, as they are restricted only between the hours of 10.00am and 4.00pm, Monday - Friday. The rest of the time, when most of the residents need to park their cars, i.e. in the evenings and at weekends, there is a strong possibility of four or five additional vehicles requiring spaces, in the event the application succeeds. There is a suggestion that the close proximity of bus stops will mean that some HMO residents will use the bus; or with the installation of a cycle rack in the back garden they may cycle; that is a possibility but by no means guaranteed. Can it be a condition of lease that only two cars can be allowed between the occupants?

- **Refuse:**

4 The owner/letting agent clearly has not provided the current occupants with details of refuse/recycling procedures and council collection schedules as bins/boxes etc are being put out, either not at all or on the wrong days. We have already had one incident of an overflowing and smelly bin not being put out for collection. However it is not so much the normal level of refuse but the control of it that could prove to be a problem. In the event of the HMO being allowed, how can we be assured that the owner/letting agent will keep control of this and prevent a build up of refuse, not only in our shared back garden but in the street? Again, with a large family someone in the household will normally ensure refuse is controlled. In the event of six independent people generating six independent people's rubbish, who will be responsible and how will we and our neighbours be able to respond effectively to any lack of control?

- **Gardens:**

The owner/letting agent of No 32 has so far, despite complaints, been unable to secure the services of a gardener, or ensure the current occupants keep their part of the rear garden tended, leading to long unkempt grass and un-weeded borders etc. If this is allowed to continue under an HMO, where once again it will be difficult to hold any resident accountable, it will have a negative effect on our enjoyment of this important part of our tenancy.

- **Suitability of applicant:**

The absence of control of the rubbish and tending of the garden already demonstrates a lack of care and interest on the part of the owner and letting agents and must question their ability to satisfy the conditions of an HMO licence and be effective in ensuring the good conduct of six independent residents.

- **Suitability of Property:**

We are aware that an HMO of five residents or less requires no planning consent and that therefore it is suggested that an HMO of six has little impact over and above that. I would take issue with any HMO being allowed as proposed at No 32, Rosebery St, i.e. in a family dominated

street and above a two bedroom flat resided in by one married couple. Our view would be that the idea that six independent people living in a six bedroom flat, above two married people in a two bedroom flat is clearly ludicrous. The assumption that, in some way, five unrelated occupants is acceptable without consent and therefore six is allowable with, is even more so and shows a lack of clarity on the part of the council. There is a further assumption by the council that all will turn out well and if allowed, the HMO will have no negative effect on the residents of Rosebery Street. In conclusion therefore we would ask the following question: 'If it is deemed acceptable to grant a licence for an HMO in this case, would any council officer be willing to swap places with my wife and I and move into No 34 when our tenancy is up for renewal in ten months time?' I suspect we know the answer already!

We do hope that you will take the above points into consideration when deciding whether to grant the licence or not. This is of major concern to us and if allowed, this HMO will set a precedent and along with other areas within the city, where HMO's have begun to dominate, families will be driven out of Rosebery St. We will certainly have to consider whether to remain in such a situation. Please do not just consider the rules and regulations pertaining to this application, please consider the people.

Yours faithfully,

Bernard and Mandy Briggs

Ally Thain Private Sector Housing Manager
Business Hub 11
Marischal College
Aberdeen AB10 1AB

10.8.2015



Dear Sir/Madam

Having already stated reservations re plans for occupancy of no32 Rosebery Street by 6 unrelated persons I would mention these as

Being a terraced upper flat in an old property where the deafening is minimal noise to adjoining properties can be annoying, especially fire doors banging, use of televisions and music and other issues.

Parking in the street is difficult especially after hours when parking permits are in use. Other homes are restricted to 2 permits.

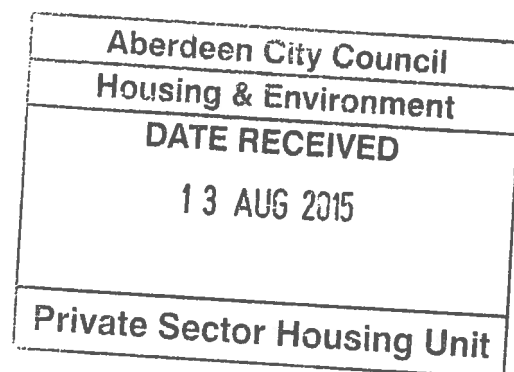
Refuse collection is already difficult as there is nowhere to keep bins at the front of the property.

There is a fair sized back garden meantime unkempt, the property having been largely unoccupied for a year.

This seems to be a purely business development undertaken and some alterations carried out before permission granted and without thought for the type of neighbourhood, mainly private occupation.
This may affect house values of other homes.

I trust these points along with others from concerned neighbours will be noted.

Yours sincerely,
Dorothy Garvie



Ally Thain, Private Sector Housing Manager
Private Sector Housing Unit
Communities, Housing & Infrastructure
Business Hub 11
Second Floor West
Marischal College
Broad Street
Aberdeen
AB10 1AB

Dear Sir,

**Re: PROPOSED APPLICATION FOR CHANGE OF USE FROM
RESIDENTIAL PROPERTY TO AN HMO LICENCE AT 32 ROSEBERY
STREET**

I wish to lodge an objection to the change of use application at 32 Rosebery Street on the following grounds:

1. There is limited parking available in Rosebery Street at present so the proposed multiple let will only exacerbate the situation.
2. Rosebery Street is a residential area and therefore a multiple let is an unsuitable proposal for such a location. This could be the commencement of other multiple let applications which would remove the residential status of the street.
3. The property has now been modified towards the requirements of an HMO: Furnishings have been delivered to the property. The agents have taken these steps because it appears they have the belief that their proposals will be accepted.

I trust my objection will be given serious consideration.

Yours faithfully,

Douglas Broadfoot

Aberdeen City Council
Housing & Environment
DATE RECEIVED 14 AUG 2015
Private Sector Housing Unit

Housing & Environment

DATE RECEIVED

14 AUG 2015

Private Sector Housing Unit

13/08/2015

Dear Sir,

I was disappointed to hear that a House of Multiple Occupancy (HMO) license had been granted to the property at 32 Rosebery Street, Abideen. This will be my third letter objecting to these plans, that I have written.

This is an attractive area situated in the West End of Abideen accommodating many families with children. There are plenty existing student and HMO studio developments without robbing a graceful street of another family home.

Parking in Rosebery Street is already extremely difficult. Restricted parking was implemented in the area a number of years ago in recognition of the volume of traffic. Granting permission to accommodate six unrelated individuals can only exacerbate this problem.

I believe that in granting this license it may set precedence for future HMO properties in the street and possible anti-social behaviour.

I would draw your attention to the fact that the necessary work and regulations, along with furnishings, had already been carried out at this property in readiness for accommodating HMO tenants. It would appear that the agents were called in expecting to be awarded planning permission, having proceeded with the work and related expense.

I hope my feelings are seriously considered in objecting to this HMO license at 32 Rosebery Street, Abideen.

I look forward to your response
Yours Sincerely,

VIVIEN REID ^{AS.}

14.

K

HMO Unit
Housing and Environment
Business Hub 11
Second Floor West
Marischal College
Broad Street
Aberdeen
AB10 1AB

12th August 2015

Dear Sirs,

HMO Application for 32 Rosebery Street, Aberdeen, AB15 5LL

I write to express my objection to the HMO application which has been made for the above referenced address to allow this to be let as a 6 bedroom property. I have concerns that approving this HMO application will have a negative impact on the current residents of the street in the following ways –

- **Noise** – This is a quiet street which is comprised mostly of families and older people. Given the number of people that will be living in the property I expect there will be a significant increase in noise levels as they come and go.
- **Car Parking** – I have serious concerns that there is insufficient parking provision for 6 tenants, as there is only on street parking which is already fully utilised. This has the potential to create a situation where current residents may not be able to park in their own street.
- **Refuse Storage** – I am concerned that 6 tenants will create more refuse than a fortnightly wheely bin collection will cater for and that bin bags may end up left on the street.

I urge you not to set a precedent in the street by granting this HMO and to consider the current residents' concerns over this application.

Yours sincerely

Tracy Spalding

Aberdeen City Council
Housing & Environment
DATE RECEIVED
14 AUG 2015
Private Sector Housing Unit

Ally Thain, Private Sector Housing Manager
Private Sector Housing Unit
Communities, Housing & Infrastructure
Business Hub11
Second Floor West
Marischal College
Broad Street
Aberdeen
AB10 1AB

Dear Sir,

**Re: PROPOSED APPLICATION FOR CHANGE OF USE FROM
RESIDENTIAL PROPERTY TO AN HMO LICENCE AT 32 ROSEBERY
STREET**

I wish to lodge an objection to the change of use application at 32 Rosebery Street on the following grounds:

1. There is limited parking available in Rosebery Street at present so the proposed multiple let will only exacerbate the situation.
2. Rosebery Street is a residential area and therefore a multiple let is an unsuitable proposal for such a location. This could be the commencement of other multiple let applications which would remove the residential status of the street.
3. The property has now been modified towards the requirements of an HMO. Furnishings have been delivered to the property. The agents have taken these steps because it appears they have the belief that their proposals will be accepted.

I trust my objection will be given serious consideration.

Yours faithfully,

Isobel Broadfoot

Aberdeen City Council
Housing & Environment
DATE RECEIVED
17 AUG 2015
Private Sector Housing Unit



ROSEMOUNT & MILE-END COMMUNITY COUNCIL

Aberdeen City Council
HMO Unit
Housing & Environment
Business Hub 11
Marischal College
Broad Street
Aberdeen AB10 1AB

14 August 2015

Dear Sir/Madam,

HMO Application 32 Rosebery Street Aberdeen

The following comments are submitted on behalf of the Rosemount & Mile-End Community Council regarding the HMO application in respect of the property at 32 Rosebery Street Aberdeen.

- a) The use of this building for HMO is not considered to be in keeping with this family residential street & area.
- b) What rules will apply regarding the issue of parking permits in this street where parking for residents is already at a premium after business hours ?
- c) Noise & refuse created by six unrelated persons is an issue in this type of terraced property.
- d) It is noted that the alterations to the property took place before any planning or HMO agreement was sought or obtained. We can only hopefully assume that such actions had & will have no influence in the decision making process.
- e) Despite more than 27 responses from the immediate residents this has clearly been ignored by the Aberdeen City Council Planning Department. It appears to members of the R&MECC that such representation & comments/opinions has little effect on the final decisions made. We hope that all aspects raised will in this case be given due consideration by the HMO Unit.

Yours faithfully,

G.A. Durican (On behalf of the Rosemount & Mile-End Community Council)

Aberdeen City Council
Housing & Environment
DATE RECEIVED
17 AUG 2015
Private Sector Housing Unit

N

Ally Thain
Private Sector housing ManagerHMO Unit,
Housing and Environment,
Business Hub 11,
2nd Floor West
Marischal College,
Broad Street
Aberdeen,
AB10 1AB

Aberdeen City Council
Housing & Environment
DATE RECEIVED 17 AUG 2015
Private Sector Housing Unit

16 August 2015

Dear Sir / Madam

**Re:- Application by Barry Michael Dear, (Agent Lesley Jane Dear),
c/o Grant Property**

Conversion of 32, Rosebery Street to a "House of Multiple Occupancy" (HMO).

We note that planning permission for change of use, has been given to convert 32 Rosebery Street into an HMO and we wish to restate our objections to this proposal as set out in original letter of 12 April 2015, a copy of which is enclosed.

In particular we would like assurance from the council that the tenants will be restricted to the same number of parking permits that are granted to other properties. That is two per house, not two per tenant or family, as this would make an already difficult parking situation worse.

Secondly we would like the Council to restrict the number of subsequent properties that might be considered for conversion to HMO use, as we believe that this would fundamentally alter the nature of our street. We would suggest that no more than 5% of the properties in Rosebery Street should be HMO.

Yours sincerely

Dr Alastair and Mrs Janice McKinlay

HMO Unit,
Housing and Environment,
Business Hub 11,
2nd Floor West
Marischal College,
Broad Street
Aberdeen,
AB10 1AB

12 April 2015

Dear Sir / Madam

**Re:- Application by Barry Michael Dear, (Agent Lesley Jane Dear),
c/o Grant Property**

Conversion of 32, Rosebery Street to a “House of Multiple Occupancy” (HMO).

We wish to register our concerns about plans to convert 32 Rosebery Street, Aberdeen into a HMO.

We are unclear about the number of people that the developer intends to house in the property. The houses in Rosebery Street are narrow and the kitchen in number 32 is very small, even after the conversion work that we know has already been carried out on the property,.

We believe that the developer may ultimately intend to house a larger number of people than is implied in the current notice and that this could lead to overcrowding, disturbance and a heightened fire risk. In particular, if families rather than single persons, are allowed to occupy each room, the total number of people in the house could be very considerable. We would, therefore, wish the council to impose a maximum number of tenants allowed to occupy the property and would suggest that this should be no more than four unrelated persons.

At present the other properties in Rosebery Street are granted parking permits for two cars only and we would want a guarantee, in the interests of fairness and to avoid unnecessary pressures on parking, that the same restrictions will apply to number 32.

Finally we are concerned that other properties will be converted as they fall vacant over time and would like the Council to agree a limit to the number of HMOs permitted in Rosebery Street on the grounds that a large number of HMOs would significantly alter the character of the Street. We would suggest that no more than 5% of the properties in Rosebery Street should be HMO.

We look forward to hearing from you in due course,

Yours sincerely

Dr Alastair and Mrs Janice McKinlay

Aberdeen City Council
Housing & Environment
DATE RECEIVED 17 AUG 2015
Private Sector Housing Unit

17 August 2015

Ally Thain
 Private Sector Housing Manager
 Private Sector Housing Unit
 Communities, Housing & Infrastructure
 Business Hub 11, 2nd Floor West
 Marischal College
 Broad Street
 ABERDEEN AB10 1AB

Dear Sir

PROPOSED APPLICATION FOR CHANGE OF USE FROM RESIDENTIAL PROPERTY TO AN HMO - 32 ROSEBERY STREET, ABERDEEN

I wish to object to ^{AN HMO LICENCE} ~~planning permission~~ being granted for the above property ~~in respect of change of use from a residential property to an HMO to accommodate six unrelated persons on the undernoted grounds.~~

Firstly, I would draw your attention to the fact that the necessary work and renovations, along with furnishings, have already been carried out at this property in readiness for accommodating HMO tenants. It would appear that the agents expected at the outset to be awarded planning permission as they proceeded with the work and related expense. Notwithstanding this, I have a number of key concerns with regard to the award of an HMO Licence at this property. Although an HMO Licence is not presently available there appears to be a great number of people already residing in this property.

1. I find it totally unacceptable that the Planning Committee initially granted approval for change of use despite 27 individual objections from residents, hardly a democratic decision on the part of the Councillors. Yet again, many of the Councillors chose to ignore the wishes of the Council Tax payers of Aberdeen, however their decision is hardly surprising as they very seldom take into account the welfare of the residents of Aberdeen.
2. Parking in Rosebery Street is already extremely difficult. As you may be aware, restricted parking was implemented in the area a number of years ago in recognition of the volume of traffic. If permission is granted to accommodate six unrelated individuals it can only exacerbate this problem (potentially six additional cars plus visitors etc). Perhaps a member of the Licensing Board could inspect the street one evening to see first hand the existing problems relating to parking. Presently we have to pay an annual charge for parking permits in this street.
3. I am aware that a resident in our street applied for planning permission to alter their property and was advised that permission would only be granted if they could provide parking provision for three cars. If this resident was required to provide three parking spaces for a family home, how can the Council justify granting an HMO license to accommodate six unrelated individuals with no parking provision provided. This is a total contradiction and must surely make the granting of an HMO License untenable.

4. HMOs are out of keeping with the area and the community. This is an attractive and residential area accommodating many families with children. It is very popular because of the close proximity to good high achieving schools. The west end is a desirable place to live with high property prices, rightly or wrongly making it out of reach of many people. As you are again aware, Council Tax is accordingly higher in the area than in other parts of the city. If this sort of arrangement is permitted and is economically effective for landlords/management companies, whose only objective is to make money, the character and the surroundings of the area will likely change considerably and irretrievably. The impact on property prices may be considerable and to the detriment of the present owners.
5. We have lived here for 27 peaceful years and the granting of an HMO Licence threatens our family orientated community as HMO properties are associated with increased levels of noise and antisocial behaviour.
6. As my property is directly attached, another factor which concerns me greatly is soundproofing, or the lack of it. These old houses are not particularly soundproof and again 6 unrelated tenants may constitute a problem with increased noise. In all likelihood, each tenant will have his/her own television, play individual music etc. I know that the attic walls are particularly flimsy and poorly soundproofed to the point where music and even conversation in neighbouring properties is clearly audible. Has anything been implemented to alleviate this?
7. There is also the added problem of a potential fire hazard as we live in a terraced block. Although fire doors have been installed in the affected property, they have not, to my knowledge, been installed in any of the surrounding properties. Further, these old houses were built at a time when much more inflammable materials were used in construction. Clearly, there is also a much higher risk of fire due to the fact that 6 unrelated people will be using a very small kitchen and a greater number of electrical appliances.
8. There is a large garden to the rear of the property which has always been well maintained. HMO properties, in general, tend to have very neglected gardens, with short-term tenants, understandably, being less likely to take responsibility for maintenance and upkeep. It is also highly questionable whether the management company's duties will extend to the garden. Since Grants have taken over the property the garden has sadly deteriorated and is not in keeping with the other gardens in this area, reaffirming my concerns.
9. There will obviously be considerably more refuse generated than from a normal family home. Steps will need to be taken to ensure this will be addressed.
10. I believe that an attic room was subdivided to create an additional bedroom to obtain maximum capacity, are the windows sufficient for the area?

Finally, as a long standing resident of Aberdeen, who has a vested interest in the well being of this community, unlike agents/landlords, whose only interest is in maximising profits and do not have any interest in the community, I would request that this planning application be declined on the aforementioned grounds.

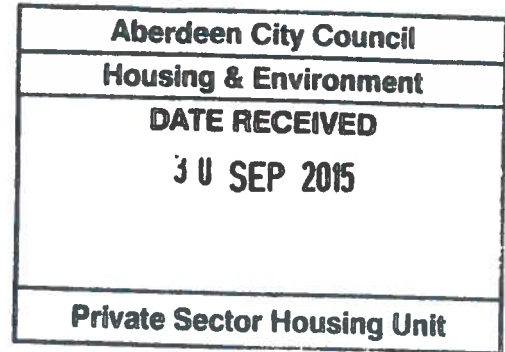
Yours faithfully

Rebecca F Kennedy (Mrs)



GRANT PROPERTY
INVESTMENT + MANAGEMENT

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



Date: 25 September 2015

Dear Mr Thain

**LICENSING COMMITTEE: TUESDAY 3 NOVEMBER 2015
APPLICATION FOR A HOUSE IN MULTIPLE OCCUPATION LICENCE
32 ROSEBERY STREET, ABERDEEN**

We act as managing agents on behalf of our clients, Mr Barrie Dear and Leslie Dear, owners of the above premises for which an HMO Licence is being sought and I wish to acknowledge receipt of the neighbour objections you have passed to us.

Before responding to the objections to our clients' application, I would firstly like to provide some background information on our company. Grant Property Solutions Ltd have only relatively recently started investing and managing properties in Aberdeen and we have had only one previous appearance before the Committee.

Established in 1997 our Company is responsible for the management of 1100 properties including 32 in Aberdeen. We have significant experience in developing properties to HMO licensing standards in various local authority areas and in the management of such premises.

Our headquarters are in Edinburgh and we have a number of satellite Branch Offices throughout Scotland and have office accommodation in Aberdeen for use by staff whilst working in Aberdeen.

In terms of our landlords, Mr and Mrs Dear own a number of properties which are under our management. They are extremely responsible landlords and have always developed their properties at significant expense to fully meet HMO licensing requirements.

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Indeed, routinely all their properties have undergone significant refurbishment usually including new kitchen, bathroom, fire warning system, central heating and boiler, new carpeting and new furnishings. In the case of Rosebery Street, our clients have spent invested in excess of £60.000 developing the property to HMO standards and will maintain the property and protect their investment, where appropriate in cooperation with other neighbouring proprietors, as required.

On behalf of our landlords, I will now seek to respond to the neighbour objections. As there are a number of common themes, my response is made under various headings.

Potential danger to the lives / health of neighbours and their properties

The suggestion that the operation of this property will somehow endanger the lives of neighbours is without foundation. For our own tenants, this property probably provides the safest accommodation in Rosebery Street given that it has the following safety features –

- Interlinked fire warning system
- Hardwired emergency lighting and CO detection
- Safety certification in place covering electrical, gas and fire safety installations within the property which is renewed annually or as is otherwise required
- Firefighting equipment in the form of extinguisher(s) and fire blanket

Equally, should the fire warning system activate in the event of an emergency, this may also provide early warning to properties in the immediate vicinity of No. 32.

Increased risk of Antisocial Behaviour

Antisocial behaviour is not tenure specific and is most certainly not specific to HMO residents.

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It is always our objective to ensure that our tenants do not have any adverse impact on the amenity of neighbours residing in the areas in which our properties are located.

We have a robust tenancy agreement which clearly outlines the responsibilities for both our landlord and tenants. Special emphasis is given to antisocial behaviour by tenants or their visitors.

Our tenants are required to show due consideration to neighbours at all times and respect neighbours' absolute right to quiet enjoyment of their properties. Should the tenants fail in this regard then robust and proportionate action is taken.

Should the tenants be responsible for causing nuisance and distress to neighbours by behaving in an antisocial manner then the ultimate action we would take would be to terminate their tenancy and take legal action to obtain the Court Order necessary to evict them. Due legal process must of course be followed in such circumstances.

Taking cognisance of the concerns regarding the potential for antisocial behaviour expressed in a number of the letters of objection, we have flagged this property as a 'sensitive let'. This means that greater scrutiny will be given to potential tenants who must be more mature, have a positive reference form a previous landlord and sign an acknowledgement with us that they understand the property is a sensitive let. The intention behind this action is to further minimise the risk to neighbours of antisocial behaviour occurring in the first place.

Parking

A number of neighbours express concern that the already difficult situation with parking will be exacerbated by the presence of an HMO and persons visiting our tenants.

We do not envisage there being any parking problems and we would take action if our tenants or their visitors were parking illegally or without consideration to neighbours.

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Globaltrees.co.uk



GRANT PROPERTY

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Our tenants are routinely students and it is not common for there to be significant car ownership / usage among them.

Should our application for HMO Licence be granted, we would of course comply with any additional condition attached to the Licence or imposed in terms of Planning regarding parking arrangements.

Upkeep of garden

We will always work collaboratively with neighbours in cooperating adhering to any arrangements already in place for garden maintenance. Our landlord currently employs a company to maintain the garden during the growing season.

Property Values

I am not aware of any evidence that the existence of this property as an HMO in Rosebery Street would have any adverse impact on property values in the street. Our client has already demonstrated that he has made a significant investment at this property and he wishes property values to accrue in the same way as neighbouring proprietors.

Planning Permission

The property benefits from having the required permission to operate as an HMO in Planning terms. At time of writing, we are consulting with Planning officials to ensure the provision of four cycle spaces within the garden area (to promote alternative modes of travel) and ensure bin storage facilities are approved and meet required standards.

Refuse storage and refuse presentation

Full details of the Council's refuse / recycling arrangements for the property have been displayed at the premises and tenants are required to fully comply with these in terms of their tenancy agreement. As stated previously, the supply of bins will meet the standard set by the Council.

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Glasgow City Council



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Tenants

The tenants that we seek for our properties are mainly students and sometimes professionals. References are always required and in appropriate cases parents or guardians will be required to act as guarantors.

Noise Insulation

No additional noise reduction materials have been installed at the property. Equally, no existing noise suppression materials have been removed in the development of the property.

Contact Points

Day-to-day management of the property is currently undertaken by our Dundee Branch. Their details together with emergency contact details are shown below:-

Grant Property
Dundee Branch
20a Whitehall Crescent
Dundee
DD1 4AU
Tel: 01382 203838
Email – dundee@grantproperty.com

Branch Manager:

Out-of-hours emergencies –

We also have office accommodation (for use by staff only) in Aberdeen at the following location:

SKENE Business Centre
96 Rosemount Viaduct
Aberdeen
AB25 1NX

www.grantproperty.com

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14 Coates Crescent
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GRANT PROPERTY

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I hope that the undertakings given in this letter will go some way to reassuring Committee and neighbours that we wish to address any concerns neighbours may have both now and in the future.

I will be sending a copy of this submission to all objectors in advance of the Committee meeting and inviting them to contact me direct on any matters they consider have not been addressed.

Yours sincerely

BRIAN GRIEVE
HMO Operations Manager

www.grantproperty.com

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Glohaltree.co.uk

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INFORMATION NOTE FOR MEMBERS

STREET TRADER LICENCE (GRANT)

APPLICANT: DAVID THOMAS

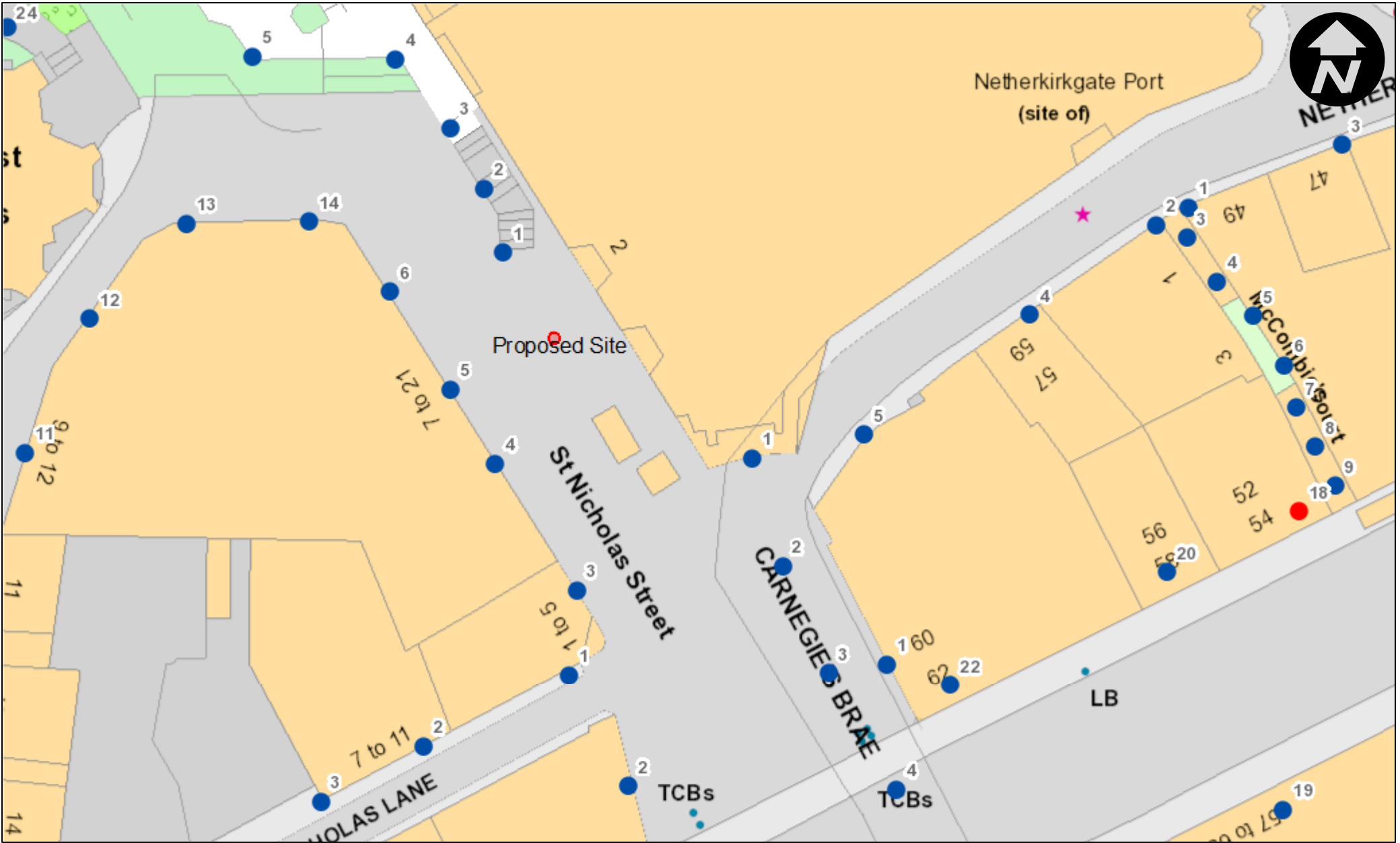
**SITE: ST NICHOLAS STREET, EAST SIDE, 53M NORTH OF UNION STREET
OPPOSITE STREET LIGHTING COLUMN 5**

MONDAY TO SUNDAY 08:00 TO 19:00

The application is before the Committee because there is a guideline that no street trading is permitted on Union Street or any pedestrianised area in the City Centre save where a special case can be made out by the applicant as to why the guideline should not apply.

The applicant has also not provided a food safety certificate. Members should therefore note the terms of Section 39 of the Civic Government (S) Act 1982 which states that the committee must refuse the application unless there is produced to them a certificate by the food authority (for the purposes of section 5 of the Food Safety Act 1990)] stating that the vehicle, kiosk or moveable stall complies with the requirements of any relevant regulations made under that Act.

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ST- DAT
Proposed Site



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INFORMATION NOTE FOR MEMBERS

**PRIVATE HIRE CAR (TEMP)
APPLICANT: NEIL DAVIDSON**

This item has been placed on the agenda because:

The Committee has an age limit policy for private hire cars at first licensing, which requires that the vehicle is no more than 4 years old.

The applicant's vehicle was first registered on 30 April 2011.

For the Committee's information on substitution the Committee's policy age limit policy for private hire cars is 5 years old.

For the grant of a new taxi licence the age limit is 10 years (wheel chair accessible vehicles) and for the substitution of a saloon vehicle 5 years.

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INFORMATION NOTE FOR MEMBERS

PRIVATE HIRE CAR LICENCE (PH150)

APPLICANT: ALAN PHILIP

VEHICLE: FE15 WPK

This item has been placed on the agenda because:

The application requires to be determined by 22 April 2016 and Fleet Services have advised that to date the vehicle has not passed inspection.

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INFORMATION NOTE FOR MEMBERS

TAXI LICENCE (T694)

APPLICANT: JAMES ANDREWS

VEHICLE: MX63 ANA

This item has been placed on the agenda because:

The application requires to be determined by 23 March 2016 and Fleet Services have advised that to date the vehicle has not passed inspection.

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INFORMATION NOTE FOR MEMBERS

TAXI LICENCE (T261)

APPLICANT: ALBERT THOMSON

VEHICLE: SV64 VXD

This item has been placed on the agenda because:

The application requires to be determined by 23 March 2016 and Fleet Services have advised that to date the vehicle has not passed inspection.

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INFORMATION NOTE FOR MEMBERS

TAXI LICENCE (T569)

APPLICANT: JAMES MELVIN

VEHICLE: TX1 2178

This item has been placed on the agenda because:

The application requires to be determined by 27 March 2016 and Fleet Services have advised that to date the vehicle has not passed inspection.

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INFORMATION NOTE FOR MEMBERS

**TAXI LICENCE (T323)
APPLICANT: THOMAS BARCLAY
VEHICLE: SF17 NLX**

This item has been placed on the agenda because:

The application requires to be determined by 29 March 2016 and Fleet Services have advised that to date the vehicle has not passed inspection.

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INFORMATION NOTE FOR MEMBERS

**TAXI DRIVER LICENCE (GRANT)
APPLICANT: FRANK GEORGE HAY**

This item has been placed on the agenda because:

The application requires to be determined by 21 March 2016 and to date the applicant has not passed the knowledge test.

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ABERDEEN CITY COUNCIL

NOTICE UNDER SECTION 62 OF THE CIVIC GOVERNMENT (SCOTLAND) ACT 1982 OF A PROPOSED PROCESSION IN PUBLIC

Note: In terms of Section 62(2) of the Civic Government (Scotland) Act 1982, the minimum notice that you are required to give of your intention to hold a public procession is 28 days. Organisers should always endeavour to give further notice where possible. If you cannot meet the minimum notice period, the Council may waive such requirement, but only in exceptional circumstances and following consultation with the Chief Constable.

You should read the attached Policy/Guidance note on Public Processions and fill in all sections of this form. You must also complete and return a risk assessment form.

Please complete and sign this form and take 2 copies. Thereafter -

- (1) Send the original to Litigation and Licensing, Legal and Democratic Services, Aberdeen City Council, Business Hub 6 L1S, Marischal College, Broad Street, Aberdeen, AB10 1AB.
- (2) Send a copy to Police Scotland Divisional Co-ordination Unit, Aberdeen Division, Queen Street, Aberdeen, AB10 1ZA
- (3) Keep a copy for yourself.

Please complete the following details:

Organiser: Name HOLLY BRUCE
 Address BUTCHART CENTRE
UNIVERSITY ROAD
ABERDEEN
 Post Code AB24 3UT
 Tel No. [REDACTED]
 Mobile No. [REDACTED]
 E-mail Address [REDACTED]



(Please provide these details as this will enable us to contact you as soon as possible)

Organisation ABERDEEN UNIVERSITY STUDENTS ASSOCIATION
 Date and Time of Procession 19th MARCH 2016 (SATURDAY)
 Reason for Procession 127th ANNUAL TORCHER
PARADE TO RAISE FUNDS FOR
LOCAL CHARITIES IN ABERDEEN
 Proposed Route GAULGATE - SCHOOLHILL -

(Please attached plan if available)

ROSEMOUNT - GARDEN PL - ALBYN PL -
UMICW ST - WESTNORTH ST

Estimated Number of (1) Participants 400 (2) Vehicles 45

Arrangements for Controlling Procession APPROX 150 TRAINED

STEWARDS (ROLLING + STATIC) INC HEAD STEWARDS
+ SUPPORT FROM EMERGENCY SERVICES.

Number of Stewards 150 Number of Buses/Coaches _____

Name of any Band(s) Participating NOT CONFIRMED AS YET.

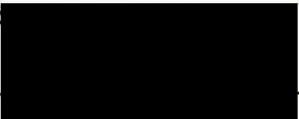
HOPEFUL TO HAVE A PIPELINE.

Please list the processions in which you have acted as organiser over the last three years -

Date of Procession Organisation

N/A

I, the organiser, have read the Council's Code of Conduct on Processions and agree to keep to its Stand

Signature 

Date 26/10/15

DATA PROTECTION ACT 1998

Aberdeen City Council (the Data Controller) will process the information on this form for the purpose of placing any necessary conditions on the procession or preventing it, following due consultation. The information will be disclosed to Grampian Police and may also be circulated to Grampian Fire and Rescue Service and/or Enterprise Planning and Infrastructure, Aberdeen City Council for their statutory interest and to any other relevant body approved by the licensing authority. It may also be intimated to the H M Revenue & Customs. The information will also be held on a public register which will be available to members of the public on request.

G:\LEGAL\APPS\PUBPROC\PPNotificationForm

ABERDEEN CITY COUNCIL
CIVIC GOVERNMENT (SCOTLAND) ACT 1982
PUBLIC PROCESSIONS

RISK ASSESSMENT FORM TO BE COMPLETED BY PROCESSION ORGANISERS

SECTION ONE

Your Name HOLLY BRUCE

Address 118 MARY EUMSLIE COURT
KING STREET, ABERDEEN.

Tel No. N/A

Mobile No. [REDACTED]

E-mail Address [REDACTED]

Date of Procession 19/3/16 Time TBC - 5/6 pm

Proposed Route: CAULOCATE - SCHOOLHILL - ROSEMOUNT
- CARDEN PL - ALBYN PL - UNION ST
- WESTNORTH ST

General Information for the organiser:

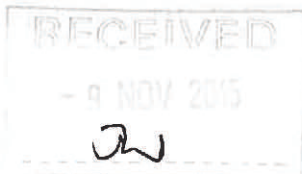
We are asking you to fill in this risk assessment form to help us to understand what dangers and risks might be associated with holding your event. This form will take you through the most common areas of risk which we and the Police might want to raise with you. We and the Police may carry out our own assessment of risk and may want to discuss our assessment with you before any meeting is held or at the first meeting itself.

When a risk assessment may not be needed:

We will tell you if you need to fill in this risk assessment form. You may not need to carry out a risk assessment, for example, if we consider your procession is routine or it has already been decided that the procession will carry little to no risk.

Purpose of filling in the risk assessment form:

A risk assessment of the procession will help to –



- Identify any dangers associated with holding it;
- evaluate the level of any known risks;
- decide who is at risk and in what way and how the risk to them could be reduced or removed; and
- decide, where other types of risk have been identified, whether it would be possible to introduce appropriate measures to allow the procession to go ahead.

Who should be filling this form in:

It would be preferable if you were a suitably qualified person (e.g. someone who is trained in health and safety regulations). If that is not possible, someone else in the organisation with a good knowledge of the area where the march is to be held should fill it in. We will then check the form and compare it to the assessment of risk which we and the Police may be carrying out.

How to fill in the form:

You should work your way through the form section by section. If there are parts to sections which you cannot fill in, you should contact the person named at the end of the form. If your overall assessment shows that there is a high risk associated with holding the procession, you should get in touch as soon as possible to discuss if we can find solutions to reduce or remove the risk. Once we have considered the notification, the risk assessment and all other evidence, we may contact you to hold a meeting.

Who you should send the form to:

You should send your risk assessment form, with your notification form, to the person named at the end of this form at least 28 days before you plan to hold a procession. If you cannot send your risk assessment with the notification, you should do so as soon as possible thereafter.

Next steps:

We will assess the risks associated with holding your procession as early as we can. You should remember to keep a copy of this form for your records and bring it with you for any meeting which we may hold. This is because we and the Police may want to raise issues with you about how your assessment compares to ours. In case there are problems, we may need further meetings.

SECTION TWO

Main risk assessment

The table in this section sets out the main areas of the risk assessment. You should provide as many supporting comments as you can.

Question	You must provide supporting comments in the boxes below. (Attach other pages if required).
Is the date of your procession particularly significant to the organisation?	Yes - this works in conjunction with University holidays and our annual RAG week
Has your organisation marched along the same route before?	Yes. This is a historic parade that has been going on for over 120 years
Are there enough trained stewards to control the number of marchers expected?	Yes. We anticipate to have around 50-80 experienced and willing volunteers taking part
Have there been any difficulties or tensions in the recent past with holding this procession?	No. Continued support from City Council, emergency services & community services centres
Please assess the level of risk there may be to public safety. (Please also say whether the risk is low, or high).	Low. The event is properly monitored and controlled by Police Scotland, the British Red Cross and emergency services
Please assess any risk to public order. Please also say whether the risk is low, or high).	Low. Been very few accidents in recent years that could be viewed as excessive
Please assess the risk of damage to property. (Please also say whether the risk is low, or high).	Low. Again, very few accidents in the past few years.

Question	You must provide supporting comments in the boxes below. (Attach other pages if required).
Please assess the risk of disruption to local business, the community or shoppers and traffic from holding the procession. Please also say whether the risk is low, or high).	<p>Local businesses - low, held on a Saturday evening, rolling road closures.</p> <p>Shoppers - low - Saturday evening</p> <p>Community/Traffic - rolling road closure method meaning minimal disruption</p>
Taking account of all the information in this table, what is your opinion of the overall risk of holding the procession? Is it low, or high?	Low.

SECTION THREE

This section details other information which you should consider as part of a general assessment of the procession. You should assess the following -

The main considerations	Supporting comments
At the end of the march, what are your arrangements for getting marchers to go home?	They are briefed beforehand to disperse immediately via pre-determined route - Stewards to enforce
Are you organising any other social events at the end of the march? (Please give details of what these are). And will you need a Police presence?	End of parade party tbc Police presence not required
Is the proposed route shown on your notification as a route that your organisation commonly uses?	Yes.

The main considerations	Supporting comments
Have you taken out insurance to help cover for any risks arising from the procession?	Yes - tbc
What is your assessment of the risks to marchers if the route passes through communities which may be against the march?	Law - communities have never been against the march.
Do you have enough security in place for any coaches and other vehicles?	Yes
Have you assessed what other priorities there may be in the area on the day of the march?	Yes - no football matches - no street market
Have you considered the effect on the community as a whole if the march went ahead?	Yes - it would enrich heritage
Could you combine this procession with other similar events in the area? If not, why not?	No, conflicting messages This unique, historic + apolitical.

SECTION FOUR

Final assessment

If the local authority is holding a meeting, I would like to raise the following points about this risk assessment.

- > It is non exhaustive, a full event manual is submitted upon request.
- > This document may be amended if concerns are raised.
- >
- >

Please provide any other supporting comments in the box below.

This is a historic event which is highly regarded by the community and enriches the heritage + culture of Aberdeen.

SECTION FIVE

Declaration

I have assessed the risks associated with holding the above procession.
I will come to any meeting which may be needed.

Signature of the person carrying out the risk assessment

Name in BLOCK CAPITALS HOLLY BRUCE

Relevant qualifications of the person carrying out the risk assessment:

PAST EXPERIENCE IN EVENTS + GENERAL EVENT MANAGEMENT

Signature of Organiser:

(You only need to fill in this part of the form if you are not the person who carried out the risk assessment).

Name in BLOCK CAPITALS _____

Date: _____

SECTION SIX

Please return the completed risk assessment form with the notification form to:

Licensing Team
Legal and Democratic Services
Corporate Governance
Aberdeen City Council
Business Hub 6 L1S
Marischal College
Broad Street
Aberdeen
AB10 1AB

We will ensure that a copy of your risk assessment is sent to the Police.

G:\LEGAL\APPS\IPUBPROC\PRISKASSESSMENT\11042007

Arlene Dunbar

From: Kevin Abercrombie
Sent: 15 January 2016 10:34
To: Arlene Dunbar
Cc: Charities President [REDACTED] Kevin Massie
Subject: RE: Torcher Parade - 2016

Hi Arlene

As yet we haven't received any confirmation as to when it will be held – we're waiting for Aberdeen University to confirm that Tullos can accommodate the traffic management as the revised date falls within their winter maintenance window and resources are limited.

Regards

Kevin

From: Arlene Dunbar
Sent: 15 January 2016 10:21
To: Kevin Abercrombie
Cc: Steven Davidson; Colin Thomson
Subject: Torcher Parade - 2016

Kevin,

I don't appear to have received a response to the notification for the Torcher Parade. Can you please forward one as soon as possible.

Thanks

Arlene

Registered Paralegal | Team 3 | Litigation and Licensing | Legal and Democratic Services | Corporate Governance | Aberdeen City Council | Business Hub 6 | Level 1 South | Marischal College | Broad Street | Aberdeen | AB10 1AB | Tel 01224 523411 | Fax 01224 522937 ardunbar@aberdeencity.gov.uk

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Arlene Dunbar

Subject: FW: Torcher Parade 2016

From: Aberdeen City Ops Planning
Sent: 22 February 2016 10:21
To: 'Charities President'
Cc: Howieson, David; Sutton, Richard
Subject: RE: Torcher Parade 2016

NOT PROTECTIVELY MARKED

Morning Holly,

Thank you for your reply. Apologies for my ignorance but is YMPS a traffic management company? If the Council roads department are unable to carry out the road closures then a qualified traffic management company would be required.

As time is becoming very tight we would need to have the full details as soon as possible. To date I have not received any details of the parade including no event manual. Police staffing will need to be organised this week as it is already very late.

Inspector Howieson is on duty tomorrow and was the Event Commander last year so he may be in contact with some questions.

Regards
Julie

Julie Ritchie
Constable A0052
Events Planning/Football Liaison
Divisional Co-ordination Unit
Police Scotland
North East Division
Queen Street, Aberdeen AB10 1ZA

Website www.scotland.police.uk
Twitter [@AberdeenPolice](https://twitter.com/AberdeenPolice) | Facebook www.facebook.com/policescotland

From: Charities President [REDACTED]
Sent: 22 February 2016 09:54
To: Aberdeen City Ops Planning
Subject: RE: Torcher Parade 2016

Hi Julie,

Terribly sorry I have only gotten back to you now. I had a charity Fashion Show last week and have been incredibly busy organising that.

We are still going ahead with the 19th of March with or without support from the Roads Department – we are still liaising with them about the potential of more staff or volunteers to do it for us, if not we have a contact with YMPS that will hopefully be able to help us. The Committee felt that after all the efforts going into organising the event and because of the lack of students it just wouldn't be worth our while.

I have to respond to licencing by Thursday with full plan mock-up for Roads and I will be in touch shortly to arrange a table top exercise.

Many Thanks and apologies again for the lateness of this reply.

Holly Bruce

President of Charities and Community
Aberdeen University Students' Association

Butchart Centre
University Road
Old Aberdeen
AB24 3UT


Website: www.ausa.org.uk

Twitter: @AUSACharities



Aberdeen University Students' Association (AUSA) is a registered Scottish Charity, No. SC037971.

From: Aberdeen City Ops Planning []
Sent: 15 February 2016 15:51
To: Charities President
Subject: Torcher Parade 2016

NOT PROTECTIVELY MARKED

Afternoon Holly,

Hope you are well. I just wondered if there had been any further developments in the decision relating to the date for the Torchlight this year?

I would need to start getting staff organised for it as soon as possible.

Many thanks
Julie

Julie Ritchie
Constable A0052
Events Planning/Football Liaison
Divisional Co-ordination Unit
Police Scotland
North East Division
Queen Street, Aberdeen AB10 1ZA

Website www.scotland.police.uk
Twitter [@AberdeenPolice](https://twitter.com/AberdeenPolice) | Facebook www.facebook.com/policescotland

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?S ann a-mh?in airson an neach-uidhe a tha e.

Mura tusa an neach-uidhe no mura h-eil dleastanas ort a chur air adhart chun an neach-uidhe, thathar le seo a? leigeil fios dhut gu bheil e toirmisgte am post-d seo a chleachdadh air dh?igh sam bith, no fhoillseachadh, no sgr?dadh, no sgaoileadh, no riarachadh, no lethbhreac a dh?anamh dheth.

Ma th?inig am post-d seo thugad le mearachd, leig fios sa bhad chun an neach a sgaoil e, a? cleachdadh a? ghoireis fhreagairt ann am bathar-bog a? phuist-d agad no le fios a chur gu POILEAS ALBA air (+44) 1786 289070 agus cuir ?s dhan phost-d.

The University of Aberdeen is a charity registered in Scotland, No SC013683.
Tha Oilthigh Obar Dheathain na charthannas clàraichte ann an Alba, Àir. SC013683.

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Tha am fiosrachadh sa phost-d seo, agus ann an ceangal(an) sam bith na chois, prìobhaideach agus dh'fhaodte FO SHOCHAIR LAGHAIL.

'S ann a-mhàin airson an neach-uidhe a tha e.

Mura tusa an neach-uidhe no mura h-eil dleastanas ort a chur air adhart chun an neach-uidhe, thathar le seo a' leigeil fios dhut gu bheil e toirmisgte am post-d seo a chleachdadh air dhòigh sam bith, no fhoillseachadh, no sgrùdadh, no sgaoileadh, no riarachadh, no lethbhreac a dhèanamh dheth.

Ma thàinig am post-d seo thugad le mearachd, leig fios sa bhad chun an neach a sgaoil e, a' cleachdadh a' ghòireis fhreagairt ann am bathar-bog a' phuist-d agad no le fios a chur gu POILEAS ALBA air (+44) 1786 289070 agus cuir às dhan phost-d.

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Civic Government (Scotland) Act 1982
Proposed Procession
Police Response to Aberdeen City Council Licensing Team

Our Ref: A28.3/02/16/0052	Your Ref:
----------------------------------	------------------

Proposed Procession:	Aberdeen Student Charities Campaign Students' Torch Parade 2016																		
Date:	Saturday 19 March 2016																		
Police met with organiser:	Yes																		
Police objection to procession:	No																		
Recommendations:	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 5%; text-align: center; vertical-align: top;">1.</td> <td style="padding: 5px;">The procession to commence at 1830 hours, prompt.</td> </tr> <tr> <td style="text-align: center; vertical-align: top;">2.</td> <td style="padding: 5px;">The route to be Gallowgate, Schoolhill, Rosemount, Carden Place, Albyn Place, Alford Place, Union Street to the Castlegate.</td> </tr> <tr> <td style="text-align: center; vertical-align: top;">3.</td> <td style="padding: 5px;">A full closure to be in place for the majority of the route with the exception of Union Street (see comments below) throughout the duration of the procession.</td> </tr> <tr> <td style="text-align: center; vertical-align: top;">4.</td> <td style="padding: 5px;">The leading vehicles in the procession to form up on Carden Place, Aberdeen.</td> </tr> <tr> <td style="text-align: center; vertical-align: top;">5.</td> <td style="padding: 5px;">To facilitate identification in the event of an emergency, each vehicle to be allocated a number, which must be clearly displayed in the windscreen of the cab. Vehicles must travel in order, according to the designated numbers.</td> </tr> <tr> <td style="text-align: center; vertical-align: top;">6.</td> <td style="padding: 5px;">No person, either on foot or on a vehicle shall be permitted to consume alcoholic liquor, or be under the influence of alcohol during the event.</td> </tr> <tr> <td style="text-align: center; vertical-align: top;">7.</td> <td style="padding: 5px;">A minimum of two dedicated stewards per float.</td> </tr> <tr> <td style="text-align: center; vertical-align: top;">8.</td> <td style="padding: 5px;">A registration process to be in place for stewards to provide assurance of stewarding levels prior to the commencement of the parade.</td> </tr> <tr> <td style="text-align: center; vertical-align: top;">9.</td> <td style="padding: 5px;">Designated stewards for this event must not become involved in the charitable collection.</td> </tr> </table>	1.	The procession to commence at 1830 hours, prompt.	2.	The route to be Gallowgate, Schoolhill, Rosemount, Carden Place, Albyn Place, Alford Place, Union Street to the Castlegate.	3.	A full closure to be in place for the majority of the route with the exception of Union Street (see comments below) throughout the duration of the procession.	4.	The leading vehicles in the procession to form up on Carden Place, Aberdeen.	5.	To facilitate identification in the event of an emergency, each vehicle to be allocated a number, which must be clearly displayed in the windscreen of the cab. Vehicles must travel in order, according to the designated numbers.	6.	No person, either on foot or on a vehicle shall be permitted to consume alcoholic liquor, or be under the influence of alcohol during the event.	7.	A minimum of two dedicated stewards per float.	8.	A registration process to be in place for stewards to provide assurance of stewarding levels prior to the commencement of the parade.	9.	Designated stewards for this event must not become involved in the charitable collection.
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7.	A minimum of two dedicated stewards per float.																		
8.	A registration process to be in place for stewards to provide assurance of stewarding levels prior to the commencement of the parade.																		
9.	Designated stewards for this event must not become involved in the charitable collection.																		

10.	All stewards must wear identifiable high-visibility jackets at all times when escorting the parade.
11.	Stewards to receive a written brief regarding the requirements of their role.
12.	A formal briefing to be held for stewards prior to the start of the parade.
13.	The speed of the procession to be regulated by the Officer in Charge of the Police.
14.	Drivers of vehicles involved in the parade must not sound their vehicle horns unless in an emergency and must not permit children to be carried on the drivers' laps at any time.
15.	A formal briefing to be held for drivers prior to the start of the parade.
16.	Safety measure to be taken on floats (eg barriers/webbing) to minimise risk to participants.
17.	No part of any float must protrude beyond the sides of the vehicle.
18.	No person to board or alight from a vehicle whilst it is in motion.
19.	No person to be permitted to pass between vehicles whilst the procession is in motion.
20.	Torches to be issued when the procession is on Carden Place. They are to be issued only to persons on foot.
21.	No person shall have both a torch and a collecting receptacle.
22.	No person to use a torch in a dangerous manner.
23.	No person to have more than one torch in his or her possession.
24.	Those carrying torches must walk in an orderly fashion and remain with the main procession.
25.	The only exception to items 22, 23 and 24 to be members of the Street Performers Society, who will be permitted torches as required by their performance.
26.	Lit torches must not be extinguished by striking them against vehicles or other flammable material.

27.	No open fires to be carried in or on any vehicles in the procession.
28.	The organiser must ensure that there is adequate provision to extinguish any flammable materials deposited from the torches onto the route.
29.	Collectors on foot to proceed in time with the procession. Collections must be made by means of receptacles as defined in the Public Charitable Collections (Scotland) Regulations 1984. No collections should be made by any other means.
30.	No person to carry water containers or water pistols.
31.	No person to be permitted to skate or blade whilst on or attached to any float.
32.	No strobe lighting to be used on any float.
33.	No person to behave in an indecent manner.
34.	The organiser must ensure that there is sufficient and appropriate first aid cover in place for this event.
35.	The organiser must inform the local media of the timings of the parade and likelihood of there being disruption to traffic in the City Centre.
36.	The organiser must inform the Hackney Licensing Department of the timings of the parade.
37.	The organiser must inform the Scottish Ambulance Service and Scottish Fire and Rescue Service about the times and movements of the parade.
38.	All participants must behave according to the conditions laid down by the organiser.
39.	At the conclusion of the parade, vehicles to travel via an agreed route to the designated de-construction site.
40.	A Safety Officer to be appointed for the event.
41.	Risk assessments to be compiled and circulated prior to the event.
Policing to be provided:	Yes

<p>Comments:</p>	<p>Police Scotland are supportive of the Aberdeen Student Charities Torch Parade application. For previous years several additional recommendations were made in order to enhance public safety whilst still affording the opportunity to hold a successful city centre procession. It is advised that these recommendations remain in place as they were deemed to work well.</p> <p>The existing route (Gallowgate, Schoolhill, Rosemount, Albyn Place, Union Street) requires a 'rolling road closure', which is difficult to achieve for ACC Road Services and has previously caused delays in the procession. In 2013 and 2014, there were delays in the procession as it was discovered there were vehicles still entering the route, prior to the parade arriving. Police delayed the procession to ensure the route was fully clear so the parade could travel safely. It has been agreed with ACC Road Services that Union Street must be fully closed and clear of vehicles from Holburn Junction to Union Terrace/Bridge Street junction before the parade is allowed to move off from Albyn Place.</p> <p>All parties are aware that Police will delay the parade until this has been done.</p> <p>The Student Torch Parade is one of the largest processions in Aberdeen therefore it is recommended a formal risk assessment is completed.</p>
<p>Police contact:</p>	<p>Events Planning, Aberdeen Division, Tel [REDACTED]</p>
<p>Signed: [REDACTED]</p> <p>Ed Fitzgibbon, Inspector, Aberdeen Division</p> <p>Date: 15 December 2015</p>	

Arlene Dunbar

From: Aberdeen City Ops Planning [REDACTED]
Sent: 19 February 2016 13:49
To: Arlene Dunbar
Subject: RE: Torcher Parade

NOT PROTECTIVELY MARKED

Many thanks for including ourselves in the message. I had no reply to my email.

I have concerns that they are still thinking about 19th due to the uncertainty with the Traffic Management.

I have forwarded this to my Inspector for his awareness.

Speak soon,

Julie

From: Arlene Dunbar [mailto:ArDunbar@aberdeencity.gov.uk]
Sent: 19 February 2016 13:05
To: 'Charities President'
Cc: John Purcell; Kevin Abercrombie; Aberdeen City Ops Planning; Eric Anderson; Fiona Selbie; Jacqui Wallace
Subject: RE: Torcher Parade

Holly,

Thank you for getting in touch.

As time is getting on, I really require further information about what the proposals are regarding the traffic management arrangements and who you are proposing to use?

If I have not received a satisfactory response by 25 February 2016, the matter will have to be considered by the Licensing Committee at its meeting on 8 March 2016.

Regards

Arlene Dunbar

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From: Charities President
Sent: 19 February 2016 1
To: Arlene Dunbar
Subject: RE: Torcher Parade

Hi Arlene,

Sorry for the lateness of this reply, I have been snowed under with organising an event which was on Wednesday Evening and haven't been in the office or have had access to emails.

The committee have decided to go ahead with the 19th of March for various reasons. I think we may have come to a decision as to what is happening with road closures – I will send confirmation as soon as possible, but for the time-being the parade is still being scheduled for the 19th of March.

I am out of the office again today but can call first thing Monday morning if there is anything pressing.

Many Thanks and apologies again.

Holly Bruce
President of Charities and Community
Aberdeen University Students' Association

Butchart Centre
University Road
Old Aberdeen
AB24 3UT


Website: www.ausa.org.uk
Twitter: @AUSACharities



Aberdeen University Students' Association (AUSA) is a registered Scottish Charity, No. SC037971.

From: Arlene Dunbar [<mailto:ArDunbar@aberdeencity.gov.uk>]

Sent: 18 February 2016 13:08

To: Charities President

Subject: Torcher Parade

Importance: High

Holly,

I refer to our meeting regarding the above and I recall that you were to meet with your committee and come back to me by last Friday (12 February) . As a matter of urgency can you please advise how you wish to proceed with notification and the proposed procession so that we can try to come to some agreement that is acceptable to everyone.

I would remind you that the option is still available to you to discuss the matter at the Licensing Committee meeting on 8 March 2016.

Regards

Arlene

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'S ann a-mhàin airson an neach-uidhe a tha e.

Mura tusa an neach-uidhe no mura h-eil dleastanas ort a chur air adhart chun an neach-uidhe, thathar le seo a' leigeil fios dhut gu bheil e toirmisgte am post-d seo a chleachdadh air dhòigh sam bith, no fhoillseachadh, no sgrùdadh, no sgaoileadh, no riarachadh, no lethbhreac a dhèanamh dheth.

Ma thàinig am post-d seo thugad le mearachd, leig fios sa bhad chun an neach a sgaoil e, a' cleachdadh a' ghòireis fhreagairt ann am bathar-bog a' phuist-d agad no le fios a chur gu POILEAS ALBA air (+44) 1786 289070 agus cuir às dhan phost-d.
