

# Public Document Pack



To: Councillor Al-Samarai, Convener; Councillor Delaney, Vice-Convener; and Councillors Boulton, Clark, Crockett, Fairfull, Farquhar, Graham, Henrickson, MacGregor, McLeod, Tissera and van Sweeden.

Town House,  
ABERDEEN 7 March 2023

## LICENSING COMMITTEE

The Members of the **LICENSING COMMITTEE** are requested to meet in the Council Chamber - Town House on **WEDNESDAY, 15 MARCH 2023 at 10.00am**. This is a hybrid meeting and Members may also attend remotely.

The meeting will be webcast and a live stream can be viewed on the Council's website. <https://aberdeen.public-i.tv/core/portal/home>

JENNI LAWSON  
INTERIM CHIEF OFFICER - GOVERNANCE

## BUSINESS

### NOTIFICATION OF URGENT BUSINESS

1.1. Urgent Business

### DETERMINATION OF EXEMPT BUSINESS

2.1. Exempt Business

### DECLARATIONS OF INTEREST AND TRANSPARENCY STATEMENTS

3.1. Declarations of Interest and Transparency Statements

### DEPUTATIONS

- 4.1. Deputations

## **MINUTES AND COMMITTEE BUSINESS PLANNER**

- 5.1. Minute of Previous Meeting of 25 January 2023 (Pages 5 - 20)
- 5.2. Minute of Meeting of the Taxi and Private Hire Consultation Group of 8 February 2023, for noting (Pages 21 - 28)
- 5.3. Committee Business Planner (Pages 29 - 30)

## **NOTICES OF MOTION**

- 6.1. Notices of Motion

## **REFERRALS FROM COUNCIL, COMMITTEES AND SUB COMMITTEES**

- 7.1. Taxi Fare Review - Referral from the Taxi and Private Hire Car Consultation Group of 8 February 2023 (Pages 31 - 32)

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

- 8.1. Renewal of a Licence for Landlord Registration - 75 Don Street - Robert Lowry-Corry (Pages 35 - 38)
- 8.2. New Licence for Landlord Registration - Second Floor Right, 7 Elmbank Road - James Watt (Pages 39 - 42)
- 8.3. New Licence for Landlord Registration - 244 George Street - Cameron Ewart (Pages 43 - 46)
- 8.4. Renewal of a Licence for a House in Multiple Occupation - 26 Crimon Place (Pages 47 - 48)
- 8.5. Renewal of a Licence for a House in Multiple Occupation - 61 Sunnyside Road (Pages 49 - 50)
- 8.6. Grant of a Public Entertainment Licence - Cairncry Community Centre, Foresterhil Road - Cairncry Community Centre Association (Pages 51 - 54)
- 8.7. Grant of a Public Entertainment Licence - Get Active at Northfield, Kettlehills Crescent - Sport Aberdeen (Pages 55 - 58)

- 8.8. Grant of a Street Trader Licence - Beach Esplanade East Side, 250m South of Links Road South - Danielle Smith, Sweet Toots Cakery (Pages 59 - 62)
- 8.9. Grant of a Street Trader Licence - Beach Esplanade East Side, 240m South of Links Road (South) - Aberdam Dutch Fries (Pages 63 - 66)
- 8.10. Variation of a Street Trader Licence - Esplanade, East Side, 120 North of New Pier Road - Paulies Media Ltd (Pages 67 - 70)
- 8.11. Grant of a Street Trader Licence - Beach Esplanade East Side, 100m South of Links Road (South) - Pavel Plasek (Pages 71 - 74)
- 8.12. Grant of a Street Trader Licence - Esplanade, East Side, 160 North of New Pier Road - Rennie and Daughter Ltd, Trading as Moshi Moshi (Pages 75 - 78)
- 8.13. Renewal of a Street Trader Licence - Poynerook Road north side, 13 metres from the junction of Stell Road - Dawn Ogston (Pages 79 - 80)
- 8.14. Renewal of a Street Trader Licence - Zone 1, Zone 5, Zone 6 Seaton Park - Mohammad Tohidul Alam (Pages 81 - 84)

## **COMMITTEE REPORTS**

- 9.1. Taxi Fleet Composition - COM/23/101 (Pages 85 - 90)
- 9.2. Taxi and Private Hire Licensing - COM/23/102 (Pages 91 - 94)

## **CONFIDENTIAL INFORMATION - APPLICATIONS, INCLUDING LIST OF APPLICATIONS, TO BE HEARD IN PRIVATE**

**Applications to be heard in private and treated as confidential information in terms of Section 50(A)(3)(b) of the Local Government (Scotland) Act 1973.**

- 10.1. Renewal of a Licence for Landlord Registration (Pages 97 - 100)
- 10.2. Renewal of a Taxi Driver Licence (Pages 101 - 104)
- 10.3. Request for Exemption from the Street Knowledge Test (Pages 105 - 106)
- 10.4. Renewal of a Taxi Driver Licence (Pages 107 - 108)
- 10.5. Renewal of a Taxi Driver Licence (Pages 109 - 110)

EHRAs related to reports on this agenda can be viewed [here](#)

To access the Service Updates for this Committee please click [here](#)

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

Should you require any further information about this agenda, please contact Mark Masson, tel 01224 067556 or email [mmasson@aberdeencity.gov.uk](mailto:mmasson@aberdeencity.gov.uk)

## LICENCING COMMITTEE

ABERDEEN, 25 January 2023. Minute of Meeting of the LICENSING COMMITTEE. Present:- Councillor Al-Samarai, Convener; Councillor Delaney, Vice-Convener; and Councillors Boulton, Clark, Crockett, Fairfull, Farquhar, Graham, Henrickson, MacGregor, McLeod, Tissera and van Sweeden.

The agenda and reports associated with this minute can be found [here](#).

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

### ORDER OF AGENDA

1. The Convener requested that item 9.7 (Grant of Taxi Operator Licence) be taken within the Public section of the agenda following item 7.25 as it had been placed in the Confidential section of the agenda in error. (Article XX of this minute refers)

**The Committee resolved:-**  
to approve the request.

### DECLARATIONS OF INTEREST AND TRANSPARENCY STATEMENTS

2. Members were requested to intimate any declarations of interest or transparency statements in respect of the items on today's agenda, thereafter the following were intimated:-

- (1) The Vice Convener declared an interest in relation to item 7.14 (Renewal of a Taxi Operator Licence – George Penny - SF67 XCT), by virtue of him knowing the applicant personally. He advised that the nature of his interest required him to leave the meeting during consideration of this item; and
- (2) The Convener advised that she had a connection in relation to item 7.14 (Renewal of a Taxi Operator Licence – George Penny - SF67 XCT), by virtue of knowing the applicant personally, however having applied the objective test, she did not consider that she had an interest and would not be withdrawing from the meeting.

### MINUTE OF PREVIOUS MEETING OF 15 NOVEMBER 2022. FOR APPROVAL

3. The Committee had before it the minute of its previous meeting of 15 November 2022, for approval.

**The Committee resolved:-**  
to approve the minute.

## LICENSING COMMITTEE

25 January 2023

### COMMITTEE BUSINESS PLANNER

4. The Committee had before it the Committee Business Planner as prepared by the Interim Chief Officer – Governance.

#### **The Committee resolved:-**

to note the content of the planner.

### NEW LICENCE FOR A HOUSE IN MULTIPLE OCCUPATION - 125 GARTHDEE DRIVE

5. The Committee were advised that the licence had been granted under delegated powers.

### RENEWAL OF A LICENCE FOR A HOUSE IN MULTIPLE OCCUPATION - 61 LESLIE ROAD

6. The Committee were advised that the licence had been granted under delegated powers.

### RENEWAL OF A LICENCE FOR A HOUSE IN MULTIPLE OCCUPATION - FLAT F, 28 SUNNYBANK ROAD

7. The Committee were advised that the licence had been granted under delegated powers.

### RENEWAL OF A LICENCE FOR A HOUSE IN MULTIPLE OCCUPATION - 108 BANNERMILL PLACE

8. The Committee had before it a report by the Private Sector Housing Manager, which advised that the application was before the Committee for the reason that one letter of representation had been submitted; and that the necessary upgrading work and certification had not been completed.

The applicant's agent, Mr Chris Minchin was in attendance and spoke in support of the application and responded to questions from members of the Committee.

The respondent Mr Robert Kerr was in attendance and spoke in support of his letter of representation.

Both parties summed up.

## LICENSING COMMITTEE

25 January 2023

### **The Committee resolved:-**

to defer consideration of the application until the works were completed, after which time the Chief Officer - Early Intervention & Community Empowerment could grant the licence under delegated powers if appropriate.

### **RENEWAL OF A LICENCE FOR A HOUSE IN MULTIPLE OCCUPATION - 74 ASHGROVE ROAD**

9. The Committee had before it a report by the Private Sector Housing Manager, which advised that the application was before the Committee for the reason that two letters of representation had been submitted; and that the necessary upgrading work and certification had not been completed.

The applicant's agent, Mr Stuart Carnie was in attendance and spoke in support of the application and responded to questions from members of the Committee.

One of the respondents, Ms Sheila Simmons was in attendance and spoke in support of her letter of representation.

Both parties summed up.

### **The Committee resolved:-**

to defer consideration of the application until the works were completed, after which time the Chief Officer - Early Intervention & Community Empowerment could grant the licence under delegated powers if appropriate.

### **RENEWAL OF TAXI OPERATOR LICENCE - BRIAN SINCLAIR (MV68 NHX)**

10. The Committee had before it an information note prepared by the interim Chief Officer – Governance which advised that the application did not comply with the Committee's Policy which states that the licence holder must be the owner of the vehicle, noting that the vehicle was owned by Rainbow City Taxis.

The Committee heard from Mr Sandy Munro, Legal Adviser, Aberdeen City Council in relation to the current policy.

Mr Kevin Clancy, representing Rainbow City Taxis spoke in support of the application.

### **The Committee resolved:-**

to note that this item had been considered with a number of others on the agenda, given that the applicant had provided Rainbow City Taxis with a mandate to act on behalf of the applicant, with the following agreed:-

- (1) on the applicant's undertaking, to convert half of the vehicles within one year and the remaining half within a further year coupled with the Council's undertaking to

## LICENSING COMMITTEE

25 January 2023

- review the policy on vehicle ownership without prejudice, and bring it back to Committee in due course, and therefore grant the application; and
- (2) that delegated powers be granted to the Director of Commissioning to offer this option to convert any vehicles in a similar position.

### **RENEWAL OF TAXI OPERATOR LICENCE - CHARLES SMITH (SV19 ORC)**

11. The Committee had before it an information note prepared by the interim Chief Officer – Governance which advised that the application did not comply with the Committee's Policy which states that the licence holder must be the owner of the vehicle, noting that the vehicle was owned by Rainbow City Taxis.

The Committee heard from Mr Sandy Munro, Legal Adviser, Aberdeen City Council in relation to the current policy.

Mr Kevin Clancy, representing Rainbow City Taxis spoke in support of the application.

#### **The Committee resolved:-**

to note that this item had been considered with a number of others on the agenda, given that the applicant had provided Rainbow City Taxis with a mandate to act on behalf of the applicant, with the following agreed:-

- (1) on the applicant's undertaking, to convert half of the vehicles within one year and the remaining half within a further year coupled with the Council's undertaking to review the policy on vehicle ownership without prejudice, and bring it back to Committee in due course, and therefore grant the application; and
- (2) that delegated powers be granted to the Director of Commissioning to offer this option to convert any vehicles in a similar position.

### **RENEWAL OF TAXI OPERATOR LICENCE - DEREK CLARK (MA17 NXB)**

12. The Committee had before it an information note prepared by the Chief Officer – Governance which advised that the application did not comply with the Committee's Policy which states that the licence holder must be the owner of the vehicle, noting that the vehicle was owned by Rainbow City Taxis.

The Committee heard from Mr Sandy Munro, Legal Adviser, Aberdeen City Council in relation to the current policy.

Mr Kevin Clancy, representing Rainbow City Taxis spoke in support of the application.

#### **The Committee resolved:-**

to note that this item had been considered with a number of others on the agenda, given that the applicant had provided Rainbow City Taxis with a mandate to act on behalf of the applicant, with the following agreed:-



## LICENSING COMMITTEE

25 January 2023

- (1) on the applicant's undertaking, to convert half of the vehicles within one year and the remaining half within a further year coupled with the Council's undertaking to review the policy on vehicle ownership without prejudice, and bring it back to Committee in due course, and therefore grant the application; and
- (2) that delegated powers be granted to the Director of Commissioning to offer this option to convert any vehicles in a similar position.

### RENEWAL OF TAXI OPERATOR LICENCE - GEORGE DOW (SV19 ORF)

13. The Committee had before it an information note prepared by the interim Chief Officer – Governance which advised that the application did not comply with the Committee's Policy which states that the licence holder must be the owner of the vehicle, noting that the vehicle was owned by Rainbow City Taxis.

The Committee heard from Mr Sandy Munro, Legal Adviser, Aberdeen City Council in relation to the current policy.

Mr Kevin Clancy, representing Rainbow City Taxis spoke in support of the application.

#### **The Committee resolved:-**

to note that this item had been considered with a number of others on the agenda, given that the applicant had provided Rainbow City Taxis with a mandate to act on behalf of the applicant, with the following agreed:-

- (1) on the applicant's undertaking, to convert half of the vehicles within one year and the remaining half within a further year coupled with the Council's undertaking to review the policy on vehicle ownership without prejudice, and bring it back to Committee in due course, and therefore grant the application; and
- (2) that delegated powers be granted to the Director of Commissioning to offer this option to convert any vehicles in a similar position.

### RENEWAL OF TAXI OPERATOR LICENCE - GRAHAM ELRICK (SF67 XCU)

14. The Committee had before it an information note prepared by the interim Chief Officer – Governance which advised that the application did not comply with the Committee's Policy which states that the licence holder must be the owner of the vehicle, noting that the vehicle was owned by Rainbow City Taxis.

The Committee heard from Mr Sandy Munro, Legal Adviser, Aberdeen City Council in relation to the current policy.

Mr Kevin Clancy, representing Rainbow City Taxis spoke in support of the application.

#### **The Committee resolved:-**

## **LICENSING COMMITTEE**

25 January 2023

to note that this item had been considered with a number of others on the agenda, given that the applicant had provided Rainbow City Taxis with a mandate to act on behalf of the applicant, with the following agreed:-

- (1) on the applicant's undertaking, to convert half of the vehicles within one year and the remaining half within a further year coupled with the Council's undertaking to review the policy on vehicle ownership without prejudice, and bring it back to Committee in due course, and therefore grant the application; and
- (2) that delegated powers be granted to the Director of Commissioning to offer this option to convert any vehicles in a similar position.

### **RENEWAL OF TAXI OPERATOR LICENCE - GRAEME HANSLEY (MJ67 OEB)**

15. The Committee had before it an information note prepared by the interim Chief Officer – Governance which advised that the application did not comply with the Committee's Policy which states that the licence holder must be the owner of the vehicle, noting that the vehicle was owned by Rainbow City Taxis.

The Committee heard from Mr Sandy Munro, Legal Adviser, Aberdeen City Council in relation to the current policy.

Mr Kevin Clancy, representing Rainbow City Taxis spoke in support of the application.

#### **The Committee resolved:-**

to note that this item had been considered with a number of others on the agenda, given that the applicant had provided Rainbow City Taxis with a mandate to act on behalf of the applicant, with the following agreed:-

- (1) on the applicant's undertaking, to convert half of the vehicles within one year and the remaining half within a further year coupled with the Council's undertaking to review the policy on vehicle ownership without prejudice, and bring it back to Committee in due course, and therefore grant the application; and
- (2) that delegated powers be granted to the Director of Commissioning to offer this option to convert any vehicles in a similar position.

### **RENEWAL OF TAXI OPERATOR LICENCE - GERRARD KENNEDY (ML70 LVJ)**

16. The Committee had before it an information note prepared by the interim Chief Officer – Governance which advised that the application did not comply with the Committee's Policy which states that the licence holder must be the owner of the vehicle, noting that the vehicle was owned by Rainbow City Taxis.

The Committee heard from Mr Sandy Munro, Legal Adviser, Aberdeen City Council in relation to the current policy.

Mr Kevin Clancy, representing Rainbow City Taxis spoke in support of the application.

## LICENSING COMMITTEE

25 January 2023

### **The Committee resolved:-**

to note that this item had been considered with a number of others on the agenda, given that the applicant had provided Rainbow City Taxis with a mandate to act on behalf of the applicant, with the following agreed:-

- (1) on the applicant's undertaking, to convert half of the vehicles within one year and the remaining half within a further year coupled with the Council's undertaking to review the policy on vehicle ownership without prejudice, and bring it back to Committee in due course, and therefore grant the application; and
- (2) that delegated powers be granted to the Director of Commissioning to offer this option to convert any vehicles in a similar position.

**In accordance with Article 2 of this minute, the Vice Convener left the meeting for the following item of business.**

### **RENEWAL OF TAXI OPERATOR LICENCE - GEORGE PENNY (SF67 XCT)**

17. The Committee had before it an information note prepared by the interim Chief Officer – Governance which advised that the application did not comply with the Committee's Policy which states that the licence holder must be the owner of the vehicle, noting that the vehicle was owned by Rainbow City Taxis.

The Committee heard from Mr Sandy Munro, Legal Adviser, Aberdeen City Council in relation to the current policy.

Mr Kevin Clancy, representing Rainbow City Taxis spoke in support of the application.

### **The Committee resolved:-**

to note that this item had been considered with a number of others on the agenda, given that the applicant had provided Rainbow City Taxis with a mandate to act on behalf of the applicant, with the following agreed:-

- (1) on the applicant's undertaking, to convert half of the vehicles within one year and the remaining half within a further year coupled with the Council's undertaking to review the policy on vehicle ownership without prejudice, and bring it back to Committee in due course, and therefore grant the application; and
- (2) that delegated powers be granted to the Director of Commissioning to offer this option to convert any vehicles in a similar position.

### **RENEWAL OF TAXI OPERATOR LICENCE - JAMES ANDREW (SV19 ORA)**

18. The Committee had before it an information note prepared by the interim Chief Officer – Governance which advised that the application did not comply with the

**LICENSING COMMITTEE**

25 January 2023

Committee's Policy which states that the licence holder must be the owner of the vehicle, noting that the vehicle was owned by Rainbow City Taxis.

The Committee heard from Mr Sandy Munro, Legal Adviser, Aberdeen City Council in relation to the current policy.

Mr Kevin Clancy, representing Rainbow City Taxis spoke in support of the application.

**The Committee resolved:-**

to note that this item had been considered with a number of others on the agenda, given that the applicant had provided Rainbow City Taxis with a mandate to act on behalf of the applicant, with the following agreed:-

- (1) on the applicant's undertaking, to convert half of the vehicles within one year and the remaining half within a further year coupled with the Council's undertaking to review the policy on vehicle ownership without prejudice, and bring it back to Committee in due course, and therefore grant the application; and
- (2) that delegated powers be granted to the Director of Commissioning to offer this option to convert any vehicles in a similar position.

**RENEWAL OF TAXI OPERATOR LICENCE - JOHN NOBLE (MJ67 OEC)**

19. The Committee had before it an information note prepared by the interim Chief Officer – Governance which advised that the application did not comply with the Committee's Policy which states that the licence holder must be the owner of the vehicle, noting that the vehicle was owned by Rainbow City Taxis.

The Committee heard from Mr Sandy Munro, Legal Adviser, Aberdeen City Council in relation to the current policy.

Mr Kevin Clancy, representing Rainbow City Taxis spoke in support of the application.

**The Committee resolved:-**

to note that this item had been considered with a number of others on the agenda, given that the applicant had provided Rainbow City Taxis with a mandate to act on behalf of the applicant, with the following agreed:-

- (1) on the applicant's undertaking, to convert half of the vehicles within one year and the remaining half within a further year coupled with the Council's undertaking to review the policy on vehicle ownership without prejudice, and bring it back to Committee in due course, and therefore grant the application; and
- (2) that delegated powers be granted to the Director of Commissioning to offer this option to convert any vehicles in a similar position.

**LICENSING COMMITTEE**

25 January 2023

**RENEWAL OF TAXI OPERATOR LICENCE - JOHN REID (MF17 OKN)**

20. The Committee had before it an information note prepared by the interim Chief Officer – Governance which advised that the application did not comply with the Committee's Policy which states that the licence holder must be the owner of the vehicle, noting that the vehicle was owned by Rainbow City Taxis.

The Committee heard from Mr Sandy Munro, Legal Adviser, Aberdeen City Council in relation to the current policy.

Mr Kevin Clancy, representing Rainbow City Taxis spoke in support of the application.

**The Committee resolved:-**

to note that this item had been considered with a number of others on the agenda, given that the applicant had provided Rainbow City Taxis with a mandate to act on behalf of the applicant, with the following agreed:-

- (1) on the applicant's undertaking, to convert half of the vehicles within one year and the remaining half within a further year coupled with the Council's undertaking to review the policy on vehicle ownership without prejudice, and bring it back to Committee in due course, and therefore grant the application; and
- (2) that delegated powers be granted to the Director of Commissioning to offer this option to convert any vehicles in a similar position.

**RENEWAL OF TAXI OPERATOR LICENCE - KENNETH MURRAY (SF67 XCR)**

21. The Committee had before it an information note prepared by the interim Chief Officer – Governance which advised that the application did not comply with the Committee's Policy which states that the licence holder must be the owner of the vehicle, noting that the vehicle was owned by Rainbow City Taxis.

The Committee heard from Mr Sandy Munro, Legal Adviser, Aberdeen City Council in relation to the current policy.

Mr Kevin Clancy, representing Rainbow City Taxis spoke in support of the application.

**The Committee resolved:-**

to note that this item had been considered with a number of others on the agenda, given that the applicant had provided Rainbow City Taxis with a mandate to act on behalf of the applicant, with the following agreed:-

- (1) on the applicant's undertaking, to convert half of the vehicles within one year and the remaining half within a further year coupled with the Council's undertaking to review the policy on vehicle ownership without prejudice, and bring it back to Committee in due course, and therefore grant the application; and
- (2) that delegated powers be granted to the Director of Commissioning to offer this option to convert any vehicles in a similar position.

## **LICENSING COMMITTEE**

25 January 2023

### **RENEWAL OF TAXI OPERATOR LICENCE - HARRY MARK (SV19 ORG)**

**22.** The Committee had before it an information note prepared by the interim Chief Officer – Governance which advised that the application did not comply with the Committee's Policy which states that the licence holder must be the owner of the vehicle, noting that the vehicle was owned by Rainbow City Taxis.

The Committee heard from Mr Sandy Munro, Legal Adviser, Aberdeen City Council in relation to the current policy.

Mr Kevin Clancy, representing Rainbow City Taxis spoke in support of the application.

**The Committee resolved:-**

to note that this item had been considered with a number of others on the agenda, given that the applicant had provided Rainbow City Taxis with a mandate to act on behalf of the applicant, with the following agreed:-

- (1) on the applicant's undertaking, to convert half of the vehicles within one year and the remaining half within a further year coupled with the Council's undertaking to review the policy on vehicle ownership without prejudice, and bring it back to Committee in due course, and therefore grant the application; and
- (2) that delegated powers be granted to the Director of Commissioning to offer this option to convert any vehicles in a similar position.

### **RENEWAL OF TAXI OPERATOR LICENCE - MARGARET PETRIE (ML67 MYY)**

**23.** The Committee had before it an information note prepared by the interim Chief Officer – Governance which advised that the application did not comply with the Committee's Policy which states that the licence holder must be the owner of the vehicle, noting that the vehicle was owned by Rainbow City Taxis.

The Committee heard from Mr Sandy Munro, Legal Adviser, Aberdeen City Council in relation to the current policy.

Mr Kevin Clancy, representing Rainbow City Taxis spoke in support of the application.

**The Committee resolved:-**

to note that this item had been considered with a number of others on the agenda, given that the applicant had provided Rainbow City Taxis with a mandate to act on behalf of the applicant, with the following agreed:-

- (1) on the applicant's undertaking, to convert half of the vehicles within one year and the remaining half within a further year coupled with the Council's undertaking to review the policy on vehicle ownership without prejudice, and bring it back to Committee in due course, and therefore grant the application; and
- (2) that delegated powers be granted to the Director of Commissioning to offer this option to convert any vehicles in a similar position.

## LICENSING COMMITTEE

25 January 2023

### RENEWAL OF TAXI OPERATOR LICENCE - RONALD CAMPBELL (MV68 NHY)

24. The Committee had before it an information note prepared by the interim Chief Officer – Governance which advised that the application did not comply with the Committee's Policy which states that the licence holder must be the owner of the vehicle, noting that the vehicle was owned by Rainbow City Taxis.

The Committee heard from Mr Sandy Munro, Legal Adviser, Aberdeen City Council in relation to the current policy.

Mr Kevin Clancy, representing Rainbow City Taxis spoke in support of the application.

#### **The Committee resolved:-**

to note that this item had been considered with a number of others on the agenda, given that the applicant had provided Rainbow City Taxis with a mandate to act on behalf of the applicant, with the following agreed:-

- (1) on the applicant's undertaking, to convert half of the vehicles within one year and the remaining half within a further year coupled with the Council's undertaking to review the policy on vehicle ownership without prejudice, and bring it back to Committee in due course, and therefore grant the application; and
- (2) that delegated powers be granted to the Director of Commissioning to offer this option to convert any vehicles in a similar position.

### RENEWAL OF TAXI OPERATOR LICENCE - WILLIAM MCINTOSH (SF65 BUU)

25. The Committee had before it an information note prepared by the interim Chief Officer – Governance which advised that the application did not comply with the Committee's Policy which states that the licence holder must be the owner of the vehicle, noting that the vehicle was owned by Rainbow City Taxis.

The Committee heard Mr Sandy Munro, Legal Adviser, Aberdeen City Council who explain that the applicant was the current vehicle owner.

Mr Kevin Clancy, representing Rainbow City Taxis spoke in support of the application.

#### **The Committee resolved:-**

to grant the licence.

### RENEWAL OF TAXI OPERATOR LICENCE - YVONNE FALLON (MW18 YFF)

26. The Committee had before it an information note prepared by the interim Chief Officer – Governance which advised that the application did not comply with the

## LICENSING COMMITTEE

25 January 2023

Committee's Policy which states that the licence holder must be the owner of the vehicle, noting that the vehicle was owned by Rainbow City Taxis.

The Committee heard from Mr Sandy Munro, Legal Adviser, Aberdeen City Council in relation to the current policy.

Mr Kevin Clancy, representing Rainbow City Taxis spoke in support of the application.

**The Committee resolved:-**

to note that this item had been considered with a number of others on the agenda, given that the applicant had provided Rainbow City Taxis with a mandate to act on behalf of the applicant, with the following agreed:-

- (1) on the applicant's undertaking, to convert half of the vehicles within one year and the remaining half within a further year coupled with the Council's undertaking to review the policy on vehicle ownership without prejudice, and bring it back to Committee in due course, and therefore grant the application; and
- (2) that delegated powers be granted to the Director of Commissioning to offer this option to convert any vehicles in a similar position.

### **RENEWAL OF TAXI OPERATOR LICENCE - JAMES FORBES (MF18 EAO)**

**27.** The Committee had before it an information note prepared by the interim Chief Officer – Governance which advised that the application did not comply with the Committee's Policy which states that the licence holder must be the owner of the vehicle, noting that the vehicle was owned by Rainbow City Taxis.

The Committee heard from Mr Sandy Munro, Legal Adviser, Aberdeen City Council in relation to the current policy.

Mr Kevin Clancy, representing Rainbow City Taxis spoke in support of the application.

**The Committee resolved:-**

to note that this item had been considered with a number of others on the agenda, given that the applicant had provided Rainbow City Taxis with a mandate to act on behalf of the applicant, with the following agreed:-

- (1) on the applicant's undertaking, to convert half of the vehicles within one year and the remaining half within a further year coupled with the Council's undertaking to review the policy on vehicle ownership without prejudice, and bring it back to Committee in due course, and therefore grant the application; and
- (2) that delegated powers be granted to the Director of Commissioning to offer this option to convert any vehicles in a similar position.



## LICENSING COMMITTEE

25 January 2023

### REQUEST FOR EXEMPTION FROM WHEELCHAIR ACCESSIBLE VEHICLE POLICY - MARC ANDERSON

28. The Committee had before it (1) an information sheet prepared by the interim Chief Officer – Governance, which advised that the applicant was seeking an exemption from the Wheelchair Accessible Vehicle policy; and (2) an email from the applicant indicating the grounds under which he was seeking the exemption.

The applicant was in attendance, spoke in support of his request and responded to questions from members.

**The Committee resolved:-**

to approve the request for exemption from the Wheelchair Accessible Vehicle policy.

**At this juncture, Councillor Boulton declared an interest in relation to the following item of business by virtue of her being called as a witness in Court proceedings relating to the applicant. She advised that the nature of her interest required her to leave the meeting and took no part in the Committee's deliberations thereon.**

**Also at this juncture, Councillor MacGregor declared an interest in relation to the following item of business by virtue of him knowing the applicant. He advised that the nature of his interest required him to leave the meeting and took no part in the Committee's deliberations thereon.**

### GRANT OF A TAXI OPERATOR LICENCE - VARINDER SOOD

29. With reference to article 2 of the minute of the Special meeting of 4 November 2022, the Committee had before it an information note prepared by the interim Chief Officer – Governance in respect of the application, which advised that following inspection, the applicant's modified vehicle did not meet the Wheelchair Accessible Vehicle specifications of the Licensing Authority.

The Committee heard from Mr Sandy Munro, Legal Adviser, Mr Dave McKane, Enforcement Officer and Mr John Weir, Fleet Manager in relation to the application and responded to questions from members.

The applicant was in attendance, spoke in support of his request, responded to questions from members and the summed up.

**The Committee resolved:-**

to refuse the licence on the grounds that the vehicle did not meet the specification required by the licensing authority.

## LICENSING COMMITTEE

25 January 2023

### CONFIDENTIAL INFORMATION

**The press and public were excluded from the meeting for consideration of the following items which contained confidential information in terms of Section 50A 3(b) of the Local Government (Scotland) Act 1973.**

### RENEWAL OF A LANDLORD REGISTRATION

**30.** The Committee had before it (1) an information note prepared by the Private Sector Housing Manager, which provided details in relation to an application for Landlord Registration; and (2) a letter from Police Scotland, c/o North East Division, dated 15 December 2022.

As a preliminary matter, Mrs Jocelyn Janssen, Private Sector Housing Manager advised that the HMO Unit had received two late character references in relation to the applicant, therefore the Committee required to consider whether they be accepted into the proceedings.

The Committee resolved:-

to accept the late correspondence into the proceedings.

The applicant was in attendance, spoke in support of the application and responded to questions from members.

Sergeant Neil Grant was in attendance and spoke in support of Police Scotland's letter.

Both parties summed up.

The Committee resolved:-

to grant the licence.

### GRANT OF A TAXI DRIVER LICENCE

**31.** The Committee had before it (1) an information note prepared by the interim Chief Officer – Governance, which advised that the application required to be determined by 7 September 2023; and (2) a letter from Police Scotland, c/o North East Division, dated 13 December 2022.

The applicant was in attendance, spoke in support of the application with support from his partner and responded to questions from members.

Sergeant Neil Grant was in attendance and spoke in support of Police Scotland's letter.

## LICENSING COMMITTEE

25 January 2023

Both parties were given the opportunity to sum up.

**The Committee resolved:-**

to grant the licence.

### **REQUEST FOR EXEMPTION FROM WHEELCHAIR ACCESSIBLE VEHICLE POLICY**

32. The Committee had before it an information note prepared by the interim Chief Officer – Governance, which advised that the licence holder was seeking an exemption to the Committee Policy that states that any new grant application for a taxi must be for a Wheelchair Accessible Vehicle.

The licence holder was in attendance, spoke in support of the application and responded to questions from members.

**The Committee resolved:-**

to approve the request for exemption from the Wheelchair Accessible Vehicle policy.

### **REQUEST FOR EXEMPTION FROM WHEELCHAIR ACCESSIBLE VEHICLE POLICY**

33. The Committee had before it an information note prepared by the interim Chief Officer – Governance, which advised that the licence holder was seeking an exemption to the Committee Policy that states that any new grant application for a taxi must be for a Wheelchair Accessible Vehicle.

The licence holder was in attendance, spoke in support of the application and responded to questions from members.

**The Committee resolved:-**

to approve the request for exemption from the Wheelchair Accessible Vehicle policy and the Age of Vehicle policy.

### **REQUEST FOR SUSPENSION OF A TAXI DRIVER LICENCE (PARAGRAPH 11)**

34. The Committee had before it an information note prepared by the interim Chief Officer – Governance which advised that the licence holder did not meet DVLA Group 2 medical standards.

The licence holder was not in attendance nor represented.

**The Committee resolved:-**

to revoke the licence.

## LICENSING COMMITTEE

25 January 2023

### RENEWAL OF A TAXI DRIVER LICENCE

**35.** The Committee had before it an information note prepared by the interim Chief Officer – Governance which advised that the applicant did not meet DVLA group 2 medical standards.

The applicant was not in attendance nor represented.

**The Committee resolved:-**

to refuse the licence.

- **COUNCILLOR GILL AI-SAMARAI, Convener**

## TAXI AND PRIVATE HIRE CAR CONSULTATION GROUP

ABERDEEN, 8 February 2023. Minute of Meeting of the TAXI AND PRIVATE HIRE CAR CONSULTATION GROUP. Present:- Councillor Al-Samarai, Chairperson; and Councillors Boulton, Clark, Crockett, Delaney and Farquhar; and Peter Campbell (Unite), Alan Catto (Independent Taxi Operators Group), Chris Douglas (Aberdeen Taxis), Stewart Duncan (Airport Taxis), Luke Hulse (Independent) and Russell McLeod (Rainbow City Taxis).

In attendance:- PC Ian Duthie (Police Scotland), John Weir (Fleet Manager, Operations), Sandy Munro, Dave McKane and Arlene Dunbar (Licensing and Planning Team), Vycki Ritson (Engineering Team, Operations) and Mark Masson and Gogo Okafor (Committee Services)

### WELCOME AND APOLOGIES

1. The Chair welcomed everyone to the meeting.

An apology for absence was intimated on behalf of Councillor Henrickson.

### DECLARATIONS OF INTEREST OR TRANSPARENCY STATEMENTS

2. There were no declarations of interest or transparency statements intimated.

### MINUTE OF MEETING OF 12 OCTOBER 2022- FOR APPROVAL

3. The Consultation Group had before it the minute of its previous meeting of 12 October 2022.

#### **The Consultation Group resolved:-**

to approve the minute as a correct record.

### ENFORCEMENT REPORT

4. The Consultation Group had before it for consideration, the Enforcement Officer's report which provided details relating to Taxi/Private Hire Car issues and information.

Mr Dave McKane highlighted the main issues from his report, making reference to (a) current numbers of licensed vehicles and drivers; (b) the street knowledge test statistics during the period 1 October 2022 to 31 January 2023; and (c) overcharging and card payments.

Mr McKane advised that a number of public complaints had been received in relation to overcharging from taxis at the Railway Station rank, which would be investigated in due course.

During the discussion, Mr Russell McLeod made reference to the 6-8 week waiting list for applicants to undertake their street knowledge test if they had failed one part of the

**TAXI AND PRIVATE HIRE CAR CONSULTATION GROUP**  
8 February 2023

test and sought clarification as to whether this waiting list could be accelerated. In response, it was confirmed that applicants have a 3 month period to resit the section they failed previously.

**The Consultation Group resolved:-**

to note the report and the information provided.

**PROPOSED TAXI RANK- ST FITTICK'S ROAD- VYCKI RITSON**

5. The Consultation Group heard from Vycki Ritson, Engineering Team Leader (Roads) who sought the views of the taxi trade in relation to a proposed taxi rank being established at St Fittick's Road in April/May 2023, near the new Aberdeen South Harbour, particularly to transport cruise ship patrons to the city centre and beyond.

During the discussion, the following points were noted:-

- it was suggested that access should be given to taxis to collect and drop off on the harbour site, although due to health and safety reasons and given that the site was owned/managed by Aberdeen Harbour Board, it was acknowledged that this would be unlikely at this time;
- that a drop off area would also be beneficial for Private Hire Vehicles;
- that the layout of the road and footways were being constructed at present; and
- that a site visit would be beneficial for the members of the Consultation Group and include Police Scotland.

**The Consultation Group resolved:-**

- (i) to request that Vycki Ritson make arrangements to undertake a site visit of the area, and that the invitation be open to all members of the Group, including PC Ian Duthie;
- (ii) to note that Vycki Ritson would raise the issue of taxi access to the harbour site at the next meeting of the Visit Aberdeenshire cross party group, which also included representatives of Aberdeen Harbour Board; and
- (iii) to otherwise note the information provided.

**TAXI FARE REVIEW- RUSSELL MCLEOD**

6. The Consultation Group had before it a request by Russell McLeod to commence a Taxi Fare Review earlier than scheduled.

Mr McLeod suggested that a Taxi Fare Review commence in March and not April 2023 as scheduled, which would provide a chance of any changes being implemented before the summer recess. He explained that for almost a year now, drivers have had to absorb the huge increase in fuel costs and although the prices were starting to reduce, they were unlikely to return to pre-February 2022 levels, never mind 2019 levels. He indicated that

TAXI AND PRIVATE HIRE CAR CONSULTATION GROUP  
8 February 2023

there was a cost of living issue and there was a perception that Taxi Operators/Drivers, when asking for an increase, were just looking for a wage increase, which was not the case.

In addition, Mr McLeod advised that since the last very modest fare increase in 2020 (agreed in 2019), the world changed and prices have not reduced since, namely fuel, repairs, insurance, running costs, vehicle costs and the cost of living.

Sandy Munro provided information in relation to the process for a Taxi Fare Review including the consultation period.

**The Consultation Group resolved:-**

to request that the Licensing Committee consider whether to accelerate a Taxi Fare Review at their next meeting in March 2023.

**TAXI KNOWLEDGE TEST- RUSSELL MCLEOD**

7. The Consultation Group heard from Russell McLeod who sought a change to the Street Knowledge Test.

Mr McLeod made reference to the previous changes made by the Committee in September 2022, specifically that applicants, when sitting the test, could if they passed three out of four modules, could return and only re-sit the one part that they had failed. He requested that the Committee should consider allowing an applicant who has passed two out of four modules, to be able to re-sit only the 2 that were failed at the first attempt. He also suggested that consideration should be given so that the Routes Module was reduced from five routes to four, which would make the pass rate of 75% uniformly over the whole test. He explained that this would have a positive impact on those who were currently awaiting dates for their test. It was also his opinion that this would increase the number of applicants and also the number of test passes, but would not dilute the test, as the applicants would still be required to pass all modules.

It was noted that the Licensing Committee had considered a review of the Street Knowledge Test in September 2022.

**The Consultation Group resolved:-**

- (i) to note that officers would review the practical arrangements to potentially reduce waiting times for applicants; and
- (ii) to take no action at this time in terms of amending the Street Knowledge Test as requested above and that a review be considered in one years' time.

TAXI AND PRIVATE HIRE CAR CONSULTATION GROUP  
8 February 2023

**WAV VEHICLES- RUSSELL MCLEOD**

8. The Consultation Group heard from Russell McLeod who made reference to the cost of wheelchair accessible vehicles (WAV) at present.

Mr McLeod advised that the cost of WAVs had increased substantially over the past three or four years outlining the costs as follows:-

- December 2022 price was £31500 + VAT, that's £37800, against £23k for a Toyota Corolla Hybrid. £15k + interest, equates to over £340 per month extra over a four year period, total monthly payment would be over £1000.

Mr McLeod made reference to the current WAV fleet ages and explained that there would be an issue of affordability for drivers, given that in the past six months, Rainbow Taxis alone had six drivers convert from WAV to Private Hire saloon vehicles. He advised that he wanted to bring this trend to the attention of the members highlighting that there would be a reduction of WAVs on the road.

Sandy Munro, Legal Adviser made reference to the Public Sector Equality Duty and also advised that a report would be considered by the Licensing Committee in March which would seek approval to cancel the backstop date by which all taxis were required to be WAVs and would provide an update on the options for implementation of a mixed taxi fleet.

Councillor Delaney intimated that the views of the taxi trade and all other stakeholders would be welcomed during the consultation process of a mixed taxi fleet.

It was acknowledged that Taxi Operators/Booking Offices also had a responsibility to ensure that a percentage of their taxi fleet vehicles were WAV.

**The Consultation Group resolved:-**  
to note the information provided.

**MEDICAL REQUIREMENTS FOR DRIVERS- STEWART DUNCAN**

9. The Consultation Group heard from Stewart Duncan who raised the issue of current medical requirements for drivers.

Mr Duncan advised that whilst it was of course laudable, and necessary to have medical standards for all drivers, that due to external factors such as back logs and waiting lists, he was aware of drivers, otherwise healthy, who were unable to renew their taxi driver's licence. For instance, he explained that he was aware of a driver who had failed the DVLA group 2 standard medical due to a cataract and was currently on a waiting list with a wait of up to two years for NHS treatment. He advised that the driver was left in the position



TAXI AND PRIVATE HIRE CAR CONSULTATION GROUP  
8 February 2023

of finding a considerable amount of money to pay for private treatment or being off the road and having to jump through administrative hoops to get back on the road.

He intimated that this seemed like an unnecessary pressure on the trade, while they were looking at opportunities to increase driver numbers in the city and wondered whether anything could be done in these type of cases.

Councillor Delaney intimated that although he was sympathetic to this particular driver, he advised that the licensing authority must respect the outcome of a DVLA Group 2 Standard Medical Certificate for safety reasons.

Sandy Munro, Legal Adviser reminded the taxi trade representatives that as a condition on their licence, drivers would be required to declare medical conditions, which would be submitted to the Licensing Committee for consideration on a case-by-case basis.

**The Consultation Group resolved:-**  
to note the information provided.

## **TAXI PLATES- LUKE HULSE**

**10.** The Consultation Group had before it a request from Luke Hulse in relation to Taxi Plates, as follows:-

(A) Front Taxi Plate Proposal

Propose the possibility of including a slim front taxi licence plate, to be attached to the front of the vehicle. Similar to the front plates found at the front of Private Hire vehicles and which was already done in Edinburgh and Glasgow. I believe this would help customers identify licensed Aberdeen City (ACC) vehicles and help stamp out the illegal plying for hire of Aberdeenshire plated vehicles.

(B) Zeros on Taxi Plates

In recent times, any taxi plate number, starting with a single or double digit has had a zero included in the front of the taxi number. It is my opinion that it is unnecessary and would make it harder for members of the public to identify plate numbers, given there are more characters. Why is this the case, is there any requirement for it?

During the discussion, the following was noted:-

- there would be a financial impact for the driver if the front taxi plate was introduced on all taxi vehicles at a current cost of £19;
- there would be logistical issues in terms of fitting front plates on all taxi vehicles;
- unaware of any strong public views in terms of the current taxi plate numbering;
- it may be difficult to distinguish between Private Hire Vehicles and other taxis if front plates were added to all taxi vehicles;

TAXI AND PRIVATE HIRE CAR CONSULTATION GROUP  
8 February 2023

- illegal plying of trade required to be reported to Aberdeenshire Council or Police Scotland for investigation, noting that any reported to ACC would be passed to Aberdeenshire Council to be dealt with; and
- acknowledged that there was an issue where six plates had been issued by Fleet Services in error 18 months ago, where the plate number started with a zero.

PC Ian Duthie made reference to a recent serious incident involving a female victim being picked up by an illegal taxi at a non-active taxi rank on Dee Street and encouraged all taxi drivers to report any suspicious un-plated vehicles to the police.

**The Consultation Group resolved:-**

- (i) that in terms of the serious incident referred to by PC Duthie, to note that Vycki Ritson would review the current signage at the taxi rank and would liaise with colleagues to highlight the issue of suspicious vehicles with Taxi Marshalls;
- (ii) to request that a representative of the Taxi Marshalls be invited to attend a future meeting of the Group, noting that Vycki Ritson would make arrangements in this regard; and
- (iii) that PC Duthie would investigate whether there were any issues in terms of front number plates being introduced, specifically whether there would be any impact on the Automatic Number Plate Recognition System and would advise the Group via email in this regard.

**ZONING ISSUES- LUKE HULSE**

11. The Consultation Group heard from Luke Hulse who requested a discussion on Zoning Issues, as follows:-

(A) Night Ranks - Green Plated Airport Taxis

Green plated Airport taxis should be allowed to use the Castle Street Night Rank and Union Street Night Ranks, seven days a week. Between the hours of 00:00 and 05:00. This would help clear the queues quicker. In recent times, the media highlighted the "misery" of getting a taxi at night-time and may prevent people visiting the City Centre, due to the worry of not being able to get a taxi home.

(B) Night Ranks - Modification

Propose that the Night Rank Signs/Bollards were modified, to include two additional lights. A green light, to inform the taxis at the rank that the airport needed help clearing the queue. This was especially useful/good for independent street taxis, who would not get notified from an office. Once the light goes off, taxis would still be allowed access to the Airport for 30 minutes to account for travel time from the City Centre to the Airport. A Yellow light, to inform the taxis that TECA needed help clearing the queue. Again, this would especially be useful/good for independent street taxis, who may not otherwise get a booking from TECA.

TAXI AND PRIVATE HIRE CAR CONSULTATION GROUP  
8 February 2023

(C) TECA - Green Plated Airport Taxis

Events at TECA with thousands of people in attendance trying to get home, just like the City Centre Night Time ranks, green plated airport taxis should be allowed in to pick up from the TECA rank(s).

(D) TECA - Rank Sign/Bollard

There should be yellow illuminated TECA rank signs/bollards placed at the entrances to the TECA site on Dyce Drive, Inverurie Road and Wellheads Drive alerting taxis that TECA needed help clearing the queues.

Luke Hulse explained the rationale behind his requests.

During Discussion, the following was noted:-

- that the zoning issue for taxis was considered as part of the consultation process recently undertaken to review the Taxi Policies and the overwhelming response was that the zones should remain separate;
- the location and management of pick-up points at TECA was currently the responsibility of the TECA Operator, although taxi ranks would be reviewed as part of the Taxi Demand Survey later in the year;
- that in terms of the Night Time Rank posts/bollards, this amendment would not be possible with the current posts as they have no external links;
- that future consideration of taxi zoning should include the Railway Station and Aberdeen South Harbour; and
- Act-Up Forum and Disability Equity Partnership representatives would be involved to consider the possibility of using new digital technology signage at taxi ranks.

**The Consultation Group resolved:-**

- (i) to request that Vycki Ritson provide feedback to a future meeting of the Group on any discussions being held with the TECA Operator regarding the taxi operation on site; and
  - (ii) to otherwise note the information provided.
- **COUNCILLOR GILL AL-SAMARAI, Chairperson**

This page is intentionally left blank

	A	B	C	D	E	F	G	H	I
1	<b>LICENSING COMMITTEE BUSINESS PLANNER</b>								
	The Business Planner details the reports which have been instructed by the Committee as well as reports which the Functions expect to be submitting.								
2	<b>Report Title</b>	<b>Minute Reference/Committee Decision or Purpose of Report</b>	<b>Update</b>	<b>Report Author</b>	<b>Chief Officer</b>	<b>Directorate</b>	<b>Terms of Reference Number</b>	<b>Delayed or Recommended for removal or transfer, enter either D, R, or T</b>	<b>Explanation if delayed, removed or transferred</b>
3			<b>15 March 2023</b>						
4	Review of Age of Vehicle Policy	the Committee on 15/11/22 agreed to instruct the Interim Chief Officer - Governance to undertake a review of the Age of Vehicle Policy, noting that a report would be submitted to the Committee in early 2023	This has been combined with the report below and renamed 'Taxi and Private Hire Licensing'	Sandy Munro	Governance	Commissioning	17.3		
5	Review of Permitted Vehicle Policy	The Committee on 06/09/22 agreed to instruct the Chief Officer - Governance to review the wording and the specifications in the current Permitted Vehicles Policy and submit a report to this Committee in due course.	This has been combined with the report below and renamed 'Taxi and Private Hire Licensing'	Sandy Munro	Governance	Commissioning	17.3		
6	Taxi Fleet Composition	To cancel the backstop date by which all taxis were required to be Wheelchair Accessible Vehicles (WAVs) and to provide an update on the options for implementation of a mixed taxi fleet.		Sandy Munro	Governance	Commissioning	17.3		
7			<b>3 May 2023</b>						
8	No reports this cycle								
9			<b>28 June 2023</b>						
10	No reports this cycle								
11			<b>6 September 2023</b>						

	A	B	C	D	E	F	G	H	I
	Report Title	Minute Reference/Committee Decision or Purpose of Report	Update	Report Author	Chief Officer	Directorate	Terms of Reference Number	Delayed or Recommended for removal or transfer, enter either D, R, or T	Explanation if delayed, removed or transferred
2	Taxi Driver Training	Licensing Committee 19/2/19 agreed to instruct the Chief Officer – Governance to continue to investigate training programmes for taxi and private hire drivers and report back to the Committee in this regard as and when appropriate.		Sandy Munro	Governance	Commissioning	#####		
12			<b>8 November 2023</b>						
13			<b>8 November 2023</b>						
14	Annual Committee Effectiveness Report	To present the Annual Committee Effectiveness Report		Mark Masson	Governance	Commissioning	GD 8.5		
15	Taxi Demand Survey (including Review of Taxi Ranks)	The Committee on 6/9/22 agreed to defer the Taxi Demand survey for a period of 12 months. The survey will be instructed within that period and the results reported to committee on 8 November.		Sandy Munro	Governance	Commissioning	17.3		
16			<b>2024/TBC</b>						
17	Review of the Short Term Lets Policy	The Committee on 06/09/22 agreed that a review of the policy be undertaken 12 months from the implementation date (1 October 2022).	Due early 2024	Jocelyn Janssen	Early Intervention and Community Empowerment	Customer	17.3		

## REFERRAL FROM

### TAXI AND PRIVATE HIRE CAR CONSULTATION GROUP

ABERDEEN, 8 February 2023.

#### **TAXI FARE REVIEW- RUSSELL MCLEOD**

The Consultation Group had before it a request by Russell McLeod to commence a Taxi Fare Review earlier than scheduled.

Mr McLeod suggested that a Taxi Fare Review commence in March and not April 2023 as scheduled, which would provide a chance of any changes being implemented before the summer recess. He explained that for almost a year now, drivers have had to absorb the huge increase in fuel costs and although the prices were starting to reduce, they were unlikely to return to pre-February 2022 levels, never mind 2019 levels. He indicated that there was a cost of living issue and there was a perception that Taxi Operators/Drivers, when asking for an increase, were just looking for a wage increase, which was not the case.

In addition, Mr McLeod advised that since the last very modest fare increase in 2020 (agreed in 2019), the world changed and prices have not reduced since, namely fuel, repairs, insurance, running costs, vehicle costs and the cost of living.

Sandy Munro provided information in relation to the process for a Taxi Fare Review including the consultation period.

#### **The Consultation Group resolved:-**

to request that the Licensing Committee consider whether to accelerate a Taxi Fare Review at their next meeting in March 2023.

This page is intentionally left blank



<b>Application</b>	<b>Name of Applicant &amp; Agent</b>	<b>Premises of which application refers</b>	<b>Representations received</b>	<b>Date by which application to be determined (date order)</b>	<b>Page Number</b>
Landlord Registration (Renewal)	Robert Lowry-Corry	75 Don Street	Private Sector Housing Team	N/A	35 - 38
Landlord Registration (New)	James Watt	Second Floor Right, 7 Elmbank Road	Private Sector Housing Team	N/A	39 - 42
Landlord Registration (New)	Cameron Ewart	244 George Street,	Private Sector Housing Team	N/A	43 - 46
HMO Application (Renewal)	Marc Alexander + Stonehouse Lettings	26 Crimon Place	HMO Unit	08 April 2023	47 - 48
HMO Application (Renewal)	Alexander Scott-Wilson	61 Sunnyside Road	HMO Unit	22 April 2023	49 - 50
Application for Grant of Public Entertainment Licence	Cairncry Community Centre Association	Cairncry Community Centre, Foresterhill Road	Building Standards	25 July 2023	51 - 54
Application for Grant of Public Entertainment Licence	Sport Aberdeen	Get Active at Northfield, Kettlehills Crescent, Northfield	Environmental Health	19 May 2023	55 - 58
Application for Grant of Street Trader Licence	Sweet Toots Cakery, Danielle Smith	Beach Esplanade East Side, 250m South of Links Road South	Legal	11 July 2023	59 - 62

<b>Application</b>	<b>Name of Applicant &amp; Agent</b>	<b>Premises of which application refers</b>	<b>Representations received</b>	<b>Date by which application to be determined (date order)</b>	<b>Page Number</b>
Application for Grant of Street Trader Licence	Aberdam Dutch Fries	Beach Esplanade East Side, 240m South of Links Road (South)	Legal	28 August 2023	63 - 66
Application for Variation of Street Trader Licence	Paulies Media Ltd	Esplanade, East Side, 120 North of New Pier Road	Legal	16 October 2023	67 - 70
Application for Grant of Street Trader Licence	Pavel Plasek	Beach Esplanade East Side, 100m South of Links Road (South)	Legal	16 October 2023	71 - 74
Application for Grant of Street Trader Licence	Rennie & Daughter Ltd trading as Moshi Moshi	Esplanade, East Side, 160 North of New Pier Road	Legal	29 October 2023	75 - 78
Application for Renewal of Street Trader Licence	Dawn Ogston	Poynerook Road north side, 13 metres from the junction of Stell road,	Environmental Health	01 August 2023	79 - 80
Application for Renewal of Street Trader Licence	Mohammad Tohidul Alam	Zone 1, Zone 5 Zone 6 Seaton Park	Environmental Services	07 September 2023	81 - 84

## LICENSING COMMITTEE INFORMATION SHEET

15 March 2023

### Private & Confidential Application

**TYPE OF APPLICATION:** APPLICATION FOR LANDLORD REGISTRATION  
(RENEWAL)

**APPLICANT:** ROBERT LOWRY-CORRY

**RENTAL PROPERTY:** 75 DON STREET, ABERDEEN

#### INFORMATION NOTE

The Committee is requested to consider whether the applicant is a 'fit & proper' person to be registered as a landlord in light of information declared within the 'Obligations' section of the registration application.

The Scottish Government's 'Prescribed Information' legislation ([The Private Landlord Registration \(Information\) \(Scotland\) Regulations 2019](#)) came into force on 16 September 2019. Any landlord who applies to register or renew are required to declare they meet specific obligations. This requires applicants to be more explicit about their compliance with existing legal responsibilities in relation to property management and condition.

If an applicant does not declare within the Prescribed Information section that they hold the relevant certification, the application is placed on hold and the landlord is contacted.

#### THE LEGISLATION

This application for Landlord Registration is being dealt with under the provisions of Part 8 of the Antisocial Behaviour etc. (Scotland) Act 2004, as amended. The Act states that when deciding whether a landlord is fit and proper, the local authority is entitled to take into account specified categories of information (albeit these are not exhaustive). There are three categories specified in the Act which can be summarised as follows:-

- (1) Material that shows that the applicant has—
  - committed any offence involving sexual offences; fraud or other dishonesty; violence or drugs;
  - practised unlawful discrimination on grounds of sex, colour, race, ethnic or national origins or disability in, or in connection with, the carrying on of any business; or
  - contravened any provision of the law relating to housing; or landlord and tenant law.
- (2) Material that relates to any actings of the applicant as respects antisocial behaviour affecting a house subject to a relevant lease or occupancy arrangement;
- (3) Material the authority considers is relevant to the question of whether the applicant is a fit and proper person.

The Act further states that if an applicant knowingly provides false mandatory information or knowingly omits mandatory information (eg. A relevant conviction), the applicant will have committed a criminal offence under the Act.

## THE APPLICATION FOR LANDLORD REGISTRATION

Robert Lowry-Corry submitted an application on 17 January 2020 to renew his Landlord Registration with the Council. Mr Lowry-Corry paid the relevant fee and declared one rental property at No.75 Don Street Aberdeen.

Within the 'Obligations' section of the application, Mr Lowry-Corry has selected 'No' to holding the following safety certificate:

- Gas Safety

Contact was made on the following occasions regarding these issues, however no action from Mr Lowry-Corry:

- 20 January 2020 (Email)
- 12 February 2020 (Email)
- 22 June 2022 (Email)
- 01 December 2022 (Phone call no answer)
- 16 February 2023 (Email)

Mr Lowry-Corry's application is valid and he may therefore act as a landlord until his application has been determined.

## OBJECTIONS/REPRESENTATIONS

- Police Scotland – no objections

## REASON FOR REFERRAL TO LICENSING COMMITTEE

The Licensing Committee is requested to determine Robert Lowry Corry's application for Landlord Registration in light of information declared within the 'Obligations' section of the registration application.

## OTHER CONSIDERATIONS

- The above-mentioned legislation requires this local authority to determine Robert Lowry-Corry's application for Landlord Registration based on whether he is considered to be a 'fit & proper' person.
- The above-mentioned legislation allows local authorities to approve or refuse Registration applications and revoke approved Registrations. Where applicants are refused Registration or Registrations are revoked, an appeal to the Housing & Property Chamber for Scotland, First-tier Tribunal, is available to the applicant/landlord.

- The above-mentioned legislation does not include any time limit for determining Registration applications. Accordingly, applicants may legally operate as landlords if they have submitted valid Registration applications, whilst a local authority is considering their applications.
- If a local authority refuses an application, and the applicant does not appeal the decision, or any appeal is not upheld, the applicant cannot, by law, act as a landlord.
- The application under consideration is a 'renewal' application.

This page is intentionally left blank

## LICENSING COMMITTEE INFORMATION SHEET

15 March 2023

### Private & Confidential Application

**TYPE OF APPLICATION:** APPLICATION FOR LANDLORD REGISTRATION  
(NEW)

**APPLICANT:** JAMES WATT

**RENTAL PROPERTY:** SECOND FLOOR RIGHT, 7 ELMBANK ROAD,  
ABERDEEN

#### INFORMATION NOTE

The Committee is requested to consider whether the applicant is a 'fit & proper' person to be registered as a landlord in light of information declared within the 'Obligations' section of the registration application.

The Scottish Government's 'Prescribed Information' legislation ([The Private Landlord Registration \(Information\) \(Scotland\) Regulations 2019](#)) came into force on 16 September 2019. Any landlord who applies to register or renew are required to declare they meet specific obligations. This requires applicants to be more explicit about their compliance with existing legal responsibilities in relation to property management and condition.

If an applicant does not declare within the Prescribed Information section that they hold the relevant certification, the application is placed on hold and the landlord is contacted.

#### THE LEGISLATION

This application for Landlord Registration is being dealt with under the provisions of Part 8 of the Antisocial Behaviour etc. (Scotland) Act 2004, as amended. The Act states that when deciding whether a landlord is fit and proper, the local authority is entitled to take into account specified categories of information (albeit these are not exhaustive). There are three categories specified in the Act which can be summarised as follows:-

- (1) Material that shows that the applicant has—
  - committed any offence involving sexual offences; fraud or other dishonesty; violence or drugs;
  - practised unlawful discrimination on grounds of sex, colour, race, ethnic or national origins or disability in, or in connection with, the carrying on of any business; or
  - contravened any provision of the law relating to housing; or landlord and tenant law.
- (2) Material that relates to any actings of the applicant as respects antisocial behaviour affecting a house subject to a relevant lease or occupancy arrangement;
- (3) Material the authority considers is relevant to the question of whether the applicant is a fit and proper person.

The Act further states that if an applicant knowingly provides false mandatory information or knowingly omits mandatory information (eg. A relevant conviction), the applicant will have committed a criminal offence under the Act.

## THE APPLICATION FOR LANDLORD REGISTRATION

James Watt submitted an application on 16 February 2020 for Landlord Registration with the Council. Mr Watt paid the relevant fee and declared one rental property at Second Floor Right, 7 Elmbank Road, Aberdeen.

Within the 'Obligations' section of the application, Mr Watt has selected 'No' to holding the following safety certificates:

- Electrical Installation Condition Report (EICR)
- Electrical Appliance Test (PAT)
- Energy Performance Certificate (EPC)

Contact was made on the following occasions regarding these issues, however no action from Mr Watt:

- 17 February 2020 (Email)
- 11 March 2020 (Email)
- 22 June 2021 (Email)
- 01 December 2022 (Phone call)
- 01 December 2022 (Email forwarded following phone call)
- 16 February 2023 (Email)

Mr Watt's application is valid and he may therefore act as a landlord until his application has been determined.

## OBJECTIONS/REPRESENTATIONS

- Police Scotland – no objections

## REASON FOR REFERRAL TO LICENSING COMMITTEE

The Licensing Committee is requested to determine James Watt's application for Landlord Registration in light of information declared within the 'Obligations' section of the registration application.

## OTHER CONSIDERATIONS

- The above-mentioned legislation requires this local authority to determine James Watt's application for Landlord Registration based on whether he is considered to be a 'fit & proper' person.
- The above-mentioned legislation allows local authorities to approve or refuse Registration applications and revoke approved Registrations. Where



applicants are refused Registration or Registrations are revoked, an appeal to the Housing & Property Chamber for Scotland, First-tier Tribunal, is available to the applicant/landlord.

- The above-mentioned legislation does not include any time limit for determining Registration applications. Accordingly, applicants may legally operate as landlords if they have submitted valid Registration applications, whilst a local authority is considering their applications.
- If a local authority refuses an application, and the applicant does not appeal the decision, or any appeal is not upheld, the applicant cannot, by law, act as a landlord.
- The application under consideration is a 'new' application.

This page is intentionally left blank

## LICENSING COMMITTEE INFORMATION SHEET

15 March 2023

### Private & Confidential Application

**TYPE OF APPLICATION:** APPLICATION FOR LANDLORD REGISTRATION

(NEW)

**APPLICANT:** CAMERON EWART

**RENTAL PROPERTY:** 244 GEORGE STREET, ABERDEEN

#### INFORMATION NOTE

The Committee is requested to consider whether the applicant is a 'fit & proper' person to be registered as a landlord in light of information declared within the 'Obligations' section of the registration application.

The Scottish Government's 'Prescribed Information' legislation ([The Private Landlord Registration \(Information\) \(Scotland\) Regulations 2019](#)) came into force on 16 September 2019. Any landlord who applies to register or renew are required to declare they meet specific obligations. This requires applicants to be more explicit about their compliance with existing legal responsibilities in relation to property management and condition.

If an applicant does not declare within the Prescribed Information section that they hold the relevant certification, the application is placed on hold and the landlord is contacted.

#### THE LEGISLATION

This application for Landlord Registration is being dealt with under the provisions of Part 8 of the Antisocial Behaviour etc. (Scotland) Act 2004, as amended. The Act states that when deciding whether a landlord is fit and proper, the local authority is entitled to take into account specified categories of information (albeit these are not exhaustive). There are three categories specified in the Act which can be summarised as follows:-

- (1) Material that shows that the applicant has—
  - committed any offence involving sexual offences; fraud or other dishonesty; violence or drugs;
  - practised unlawful discrimination on grounds of sex, colour, race, ethnic or national origins or disability in, or in connection with, the carrying on of any business; or
  - contravened any provision of the law relating to housing; or landlord and tenant law.
- (2) Material that relates to any actings of the applicant as respects antisocial behaviour affecting a house subject to a relevant lease or occupancy arrangement;
- (3) Material the authority considers is relevant to the question of whether the applicant is a fit and proper person.

The Act further states that if an applicant knowingly provides false mandatory information or knowingly omits mandatory information (eg. A relevant conviction), the applicant will have committed a criminal offence under the Act.

## THE APPLICATION FOR LANDLORD REGISTRATION

Cameron Ewart submitted an application on 30 June 2020 for Landlord Registration with the Council. Mr Ewart paid the relevant fee and declared one rental property at No.244 George Street, Aberdeen.

Within the 'Obligations' section of the application, Mr Ewart has selected 'Not Applicable' to holding the following safety certificates:

- Fire, Smoke and Heat Detection
- Energy Performance Certificate (EPC)
- Legionella Assessment

Contact was made on the following occasions regarding these issues, however no action from Mr Ewart:

- 01 July 2020 (Email)
- 22 July 2020 (Email)
- 22 July 2021 (Email)
- 15 December 2022 (Phoned left Voicemail)
- 17 February 2023 (Email)

Mr Ewart's application is valid and he may therefore act as a landlord until his application has been determined.

## OBJECTIONS/REPRESENTATIONS

- Police Scotland – no objections

## REASON FOR REFERRAL TO LICENSING COMMITTEE

The Licensing Committee is requested to determine Cameron Ewart's application for Landlord Registration in light of information declared within the 'Obligations' section of the registration application.

## OTHER CONSIDERATIONS

- The above-mentioned legislation requires this local authority to determine Cameron Ewart's application for Landlord Registration based on whether he is considered to be a 'fit & proper' person.
- The above-mentioned legislation allows local authorities to approve or refuse Registration applications and revoke approved Registrations. Where applicants are refused Registration or Registrations are revoked, an appeal

to the Housing & Property Chamber for Scotland, First-tier Tribunal, is available to the applicant/landlord.

- The above-mentioned legislation does not include any time limit for determining Registration applications. Accordingly, applicants may legally operate as landlords if they have submitted valid Registration applications, whilst a local authority is considering their applications.
- If a local authority refuses an application, and the applicant does not appeal the decision, or any appeal is not upheld, the applicant cannot, by law, act as a landlord.
- The application under consideration is a 'new' application.

This page is intentionally left blank

**LICENSING COMMITTEE INFORMATION SHEET**

**15 March 2023**

**Public Application**

**TYPE OF APPLICATION:** HMO LICENCE APPLICATION (RENEWAL)

**APPLICANT:** MARC ALEXANDER

**ADDRESS:** 26 CRIMON PLACE, ABERDEEN

**AGENT:** STONEHOUSE LETTINGS

**INFORMATION NOTE**

At the date of drafting this Information Note, a new HMO licence cannot be granted for the reason that the work & certification requirements to bring the property up to the current HMO standard has not been completed. The meeting of the Licensing Committee on 15 March 2023, is the last meeting before the one-year statutory deadline for determining this HMO licence application therefore if the property is still unsuitable for occupation as an HMO by the day of the Committee, and the Committee are minded to refuse the application, they must do so at the meeting on 15 March 2023. I will advise the Committee whether the applicant has satisfactorily completed the necessary certification requirements.

**DESCRIPTION**

The property at No.26 Crimon Place, Aberdeen, is a mid-terrace property with 3 bedrooms, lounge, kitchen and bathroom. The applicant has requested an occupancy of 3 tenants, which is acceptable in terms of space and layout.

**CONSULTEES**

- Police Scotland
- Scottish Fire & Rescue Service
- A public Notice of HMO Application was displayed outside the building for the 21-day statutory period, alerting the general public to the HMO licence application.

**OBJECTIONS/REPRESENTATIONS**

- Police Scotland – no objections
- Scottish Fire & Rescue Service – no objections
- General public – no objections

## COMMITTEE GUIDELINES/POLICY

All applications for HMO licences are dealt with in accordance with the Scottish Government's document:  
*'Licensing of Houses in Multiple Occupation: Statutory Guidance for Scottish Local Authorities'*

### GROUNDS FOR REFUSAL

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

### OTHER CONSIDERATIONS

- The applicant is registered as a landlord with this Council and his registration includes No.26 Crimon Place.
- The Council's Anti-Social Behaviour Investigation Team (ASBIT) has no record of any complaints of anti-social behaviour involving the tenants of No. 26 Crimon Place.
- The extent of the above-mentioned certification requirements is as follows:
  - 1) The following documentation to be submitted for inspection:
    - Notice of HMO Application – Certificate of Compliance
    - PAT Test Report
    - Gas Safety Certificate



## LICENSING COMMITTEE INFORMATION SHEET

15 March 2023

### Public Application

**TYPE OF APPLICATION:** HMO LICENCE APPLICATION (RENEWAL)

**APPLICANT:** ALEXANDER SCOTT-WILSON

**ADDRESS:** 61 SUNNYSIDE ROAD, ABERDEEN

**AGENT:** NONE

#### INFORMATION NOTE

At the date of drafting this Information Note, a new HMO licence cannot be granted for the reason that the work & certification requirements to bring the property up to the current HMO standard has not been completed. The meeting of the Licensing Committee on 15 March 2023, is the last meeting before the one-year statutory deadline for determining this HMO licence application therefore if the property is still unsuitable for occupation as an HMO by the day of the Committee, and the Committee are minded to refuse the application, they must do so at the meeting on 15 March 2023. I will advise the Committee whether the applicant has satisfactorily completed the necessary work & certification requirements.

#### DESCRIPTION

The property at No. 61 Sunnyside Road, Aberdeen, is an upper flat, providing accommodation of 3 letting bedrooms, lounge, kitchen and bathroom. The applicant has requested an occupancy of 3 tenants, which is acceptable in terms of space and layout.

#### CONSULTEES

- Police Scotland
- Scottish Fire & Rescue Service
- A public Notice of HMO Application was displayed outside the building for the 21-day statutory period, alerting the general public to the HMO licence application.

#### OBJECTIONS/REPRESENTATIONS

- Police Scotland – no objections
- Scottish Fire & Rescue Service – no objections
- General public – no objections

## COMMITTEE GUIDELINES/POLICY

All applications for HMO licences are dealt with in accordance with the Scottish Government's document:  
*'Licensing of Houses in Multiple Occupation: Statutory Guidance for Scottish Local Authorities'*

### GROUNDS FOR REFUSAL

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

### OTHER CONSIDERATIONS

- The applicant is registered as a landlord with this Council and his registration includes No.61 Sunnyside Road.
- The Council's Anti-Social Behaviour Investigation Team (ASBIT) has no record of any complaints of anti-social behaviour involving the tenants of No. 61 Sunnyside Road.
- The extent of the above-mentioned work & certification requirements is as follows:
  - 1) Reinstatement of fire blanket
  - 2) The following documentation to be submitted for inspection:
    - PAT certificate

**LICENSING COMMITTEE INFORMATION SHEET**

**15 March 2023**

**TYPE OF APPLICATION:** PUBLIC ENTERTAINMENT LICENCE

**APPLICANT:** Cairncry Community Centre Association

**INFORMATION NOTE**

Application must be determined by 07/06/2023

**DESCRIPTION**

Public Entertainment Licence

**CONSULTEES**

- Police Scotland
- Building Standards
- Environmental Health
- Scottish Fire and Rescue Service

**OBJECTIONS/REPRESENTATIONS**

- Building Standards

**GROUNDS FOR REFUSAL**

A licensing authority shall refuse an application to grant or renew a licence if, in their opinion—

(a)the applicant or, where the applicant is not a natural person, any director of it or partner in it or any other person responsible for its management, is either—

(i)for the time being disqualified from holding a licence, or

(ii)not a fit and proper person to be the holder of the licence;

(b)the activity to which it relates would be managed by or carried on for the benefit of a person, other than the applicant, who would be refused the grant or renewal of such a licence if he made the application himself;

(c)where the licence applied for relates to an activity consisting of or including the use of premises or a vehicle or vessel, those premises are not or, as the case may be, that vehicle or vessel is not suitable or convenient for the conduct of the activity having regard to—

(i)the location, character or condition of the premises or the character or condition of the vehicle or vessel;

(ii)the nature and extent of the proposed activity;

(iii)the kind of persons likely to be in the premises, vehicle or vessel;

(iv)the possibility of undue public nuisance; or

(v)public order or public safety; or

(d)there is other good reason for refusing the application;

**and otherwise shall grant the application.**

Hello,

Following an inspection of the above, the only observation I noted was the presence of a 'budget lock' on the accessible WC door which for escape purposes I believe should be removed or blanked off- see photo below.



**Kirsty Watt** | Building Standards Officer

Aberdeen City Council | Building Standards | Strategic Place Planning | Place  
Marischal College | Broad Street | Aberdeen | AB10 1AB

This page is intentionally left blank

**LICENSING COMMITTEE INFORMATION SHEET**

**15 March 2023**

**TYPE OF APPLICATION:** PUBLIC ENTERTAINMENT LICENCE

**APPLICANT:** Sport Aberdeen

**INFORMATION NOTE**

Application must be determined by 23/05/2023

**DESCRIPTION**

Public Entertainment Licence

**CONSULTEES**

- Police Scotland
- Building Standards
- Environmental Health
- Scottish Fire and Rescue Service

**OBJECTIONS/REPRESENTATIONS**

- Building Standards

**GROUNDS FOR REFUSAL**

A licensing authority shall refuse an application to grant or renew a licence if, in their opinion—

(a)the applicant or, where the applicant is not a natural person, any director of it or partner in it or any other person responsible for its management, is either—

(i)for the time being disqualified from holding a licence, or

(ii)not a fit and proper person to be the holder of the licence;

(b)the activity to which it relates would be managed by or carried on for the benefit of a person, other than the applicant, who would be refused the grant or renewal of such a licence if he made the application himself;

(c)where the licence applied for relates to an activity consisting of or including the use of premises or a vehicle or vessel, those premises are not or, as the case may be, that vehicle or vessel is not suitable or convenient for the conduct of the activity having regard to—

(i)the location, character or condition of the premises or the character or condition of the vehicle or vessel;

(ii)the nature and extent of the proposed activity;  
(iii)the kind of persons likely to be in the premises, vehicle or vessel;  
(iv)the possibility of undue public nuisance; or  
(v)public order or public safety; or  
(d)there is other good reason for refusing the application;  
**and otherwise shall grant the application.**





# ENVIRONMENTAL HEALTH

Protective Services  
Aberdeen City Council  
Business Hub 15, 3rd Floor South  
Marischal College  
Broad Street, Aberdeen  
AB10 1AB  
Tel. 03000 200 292  
Email commercial@aberdeencity.gov.uk

## VISIT REPORT

Page 1 of 1

Name of Business: Northfield Swimming Pool Date: 13/10/22  
Address: Kettlehill Crs. Time - Start: 11:00 Finish: 11:20  
Aberdeen Postcode: AB16 5TL Proprietor: James Snowden

During a visit made today at the above premises in terms of the:-

Civic Govt Scot. Act

the following items were discussed/found to require particular attention. Should you wish to discuss any point listed below or require further advice, please contact:-

Christine Brown on 01224 52 2722

I visited today in order to carry out inspt. for a public entertainment licence. I have the following requirements:

- 1) Provide evidence of cert. of thorough examination for all lifting equip.
  - 2) Provide evidence of PAT testing elec. equip.
  - 3) Provide evidence of an RCD.
- Please email me on cbrown@aberdeencity.gov.uk


Thanks for your time

You should realise that the duty to ensure compliance with the legislation lies with the person having control of the business. The Inspection Report is intended to highlight general areas of concern rather than be an exhaustive list of contraventions.

**N.B. If you are not the person having control of the premises, please ensure that this report is conveyed to the appropriate person as soon as possible.**

Information on how & why we use your data can be found at

<https://www.aberdeencity.gov.uk/your-data/why-and-how-we-use-your-data>

Signature of Recipient 

Name and Title [Block Letters] JAMES SNOWDON

Designation ASSISTANT OPERATIONS MANAGER

Signature of Inspector 

Designation EHO

This page is intentionally left blank

**LICENSING COMMITTEE INFORMATION SHEET**

**15 March 2023**

**TYPE OF APPLICATION:** Grant of Street Trader Licence

**APPLICANT:** Sweet Toots Cakery , Danielle Smith

**INFORMATION NOTE**

Application must be determined by 11/07/2023

**DESCRIPTION**

Grant of Street Trader Licence  
Location: Beach Esplanade East Side, 250m South of Links Road South

**CONSULTEES**

- Police Scotland
- Environmental Health

**OBJECTIONS/REPRESENTATIONS**

- Legal
- Committee policy states that all applications for the South end of the beach area must be referred to Committee for determination.

**GROUND FOR REFUSAL**

A licensing authority shall refuse an application to grant or renew a licence if, in their opinion—

(a) the applicant or, where the applicant is not a natural person, any director of it or partner in it or any other person responsible for its management, is either—

(i) for the time being disqualified from holding a licence, or

(ii) not a fit and proper person to be the holder of the licence;

(b) the activity to which it relates would be managed by or carried on for the benefit of a person, other than the applicant, who would be refused the grant or renewal of such a licence if he made the application himself;

(c) where the licence applied for relates to an activity consisting of or including the use of premises or a vehicle or vessel, those premises are not or, as the case may

be, that vehicle or vessel is not suitable or convenient for the conduct of the activity having regard to—

(i)the location, character or condition of the premises or the character or condition of the vehicle or vessel;

(ii)the nature and extent of the proposed activity;

(iii)the kind of persons likely to be in the premises, vehicle or vessel;

(iv)the possibility of undue public nuisance; or

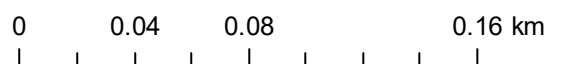
(v)public order or public safety; or

(d)there is other good reason for refusing the application;

**and otherwise shall grant the application.**



● New Applications Not Yet Granted



This page is intentionally left blank

## LICENSING COMMITTEE INFORMATION SHEET

15 March 2023

**TYPE OF APPLICATION:** Grant of Street Trader Licence

**APPLICANT:** Aberdam Dutch Fries

### INFORMATION NOTE

Application must be determined by 28/08/2023

### DESCRIPTION

Grant of Street Trader Licence

Location: Beach Esplanade East Side, 240m South of Links Road (South)

### CONSULTEES

- Police Scotland
- Environmental Health

### OBJECTIONS/REPRESENTATIONS

- Legal

Committee policy states that all applications for the South end of the beach area must be referred to Committee for determination.

### GROUND FOR REFUSAL

A licensing authority shall refuse an application to grant or renew a licence if, in their opinion—

(a) the applicant or, where the applicant is not a natural person, any director of it or partner in it or any other person responsible for its management, is either—

(i) for the time being disqualified from holding a licence, or

(ii) not a fit and proper person to be the holder of the licence;

(b) the activity to which it relates would be managed by or carried on for the benefit of a person, other than the applicant, who would be refused the grant or renewal of such a licence if he made the application himself;

(c) where the licence applied for relates to an activity consisting of or including the use of premises or a vehicle or vessel, those premises are not or, as the case may

be, that vehicle or vessel is not suitable or convenient for the conduct of the activity having regard to—

(i) the location, character or condition of the premises or the character or condition of the vehicle or vessel;

(ii) the nature and extent of the proposed activity;

(iii) the kind of persons likely to be in the premises, vehicle or vessel;

(iv) the possibility of undue public nuisance; or

(v) public order or public safety; or

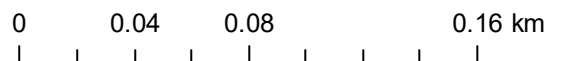
(d) there is other good reason for refusing the application;

**and otherwise shall grant the application.**





● New Applications Not Yet Granted



This page is intentionally left blank

**LICENSING COMMITTEE INFORMATION SHEET**

**15 March 2023**

**TYPE OF APPLICATION:** Variation of Street Trader Licence

**APPLICANT:** Paulies Media Ltd

**INFORMATION NOTE**

Application must be determined by 16/10/2023

**DESCRIPTION**

Variation of Street Trader Licence  
Location: Esplanade, East Side, 120 North of New Pier Road

**CONSULTEES**

- Police Scotland
- Environmental Health

**OBJECTIONS/REPRESENTATIONS**

- Legal
- Committee policy states that all applications for the South end of the beach area must be referred to Committee for determination.

**GROUNDS FOR REFUSAL**

A licensing authority shall refuse an application to grant or renew a licence if, in their opinion—

(a)the applicant or, where the applicant is not a natural person, any director of it or partner in it or any other person responsible for its management, is either—

(i)for the time being disqualified from holding a licence, or

(ii)not a fit and proper person to be the holder of the licence;

(b)the activity to which it relates would be managed by or carried on for the benefit of a person, other than the applicant, who would be refused the grant or renewal of such a licence if he made the application himself;

(c)where the licence applied for relates to an activity consisting of or including the use of premises or a vehicle or vessel, those premises are not or, as the case may

be, that vehicle or vessel is not suitable or convenient for the conduct of the activity having regard to—

(i)the location, character or condition of the premises or the character or condition of the vehicle or vessel;

(ii)the nature and extent of the proposed activity;

(iii)the kind of persons likely to be in the premises, vehicle or vessel;

(iv)the possibility of undue public nuisance; or

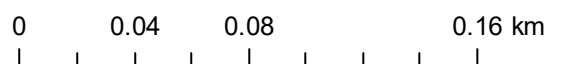
(v)public order or public safety; or

(d)there is other good reason for refusing the application;

**and otherwise shall grant the application.**



● New Applications Not Yet Granted



This page is intentionally left blank

**LICENSING COMMITTEE INFORMATION SHEET**

**15 March 2023**

**TYPE OF APPLICATION:** Grant of Street Trader Licence

**APPLICANT:** Pavel Plasek

**INFORMATION NOTE**

Application must be determined by 16/10/2023

**DESCRIPTION**

Grant of Street Trader Licence  
 Location: Beach Esplanade East Side, 100m South of Links Road (South)

**CONSULTEES**

- Police Scotland
- Environmental Health

**OBJECTIONS/REPRESENTATIONS**

- Legal
- Committee policy states that all applications for the South end of the beach area must be referred to Committee for determination.

**GROUND FOR REFUSAL**

A licensing authority shall refuse an application to grant or renew a licence if, in their opinion—

(a) the applicant or, where the applicant is not a natural person, any director of it or partner in it or any other person responsible for its management, is either—

(i) for the time being disqualified from holding a licence, or

(ii) not a fit and proper person to be the holder of the licence;

(b) the activity to which it relates would be managed by or carried on for the benefit of a person, other than the applicant, who would be refused the grant or renewal of such a licence if he made the application himself;

(c) where the licence applied for relates to an activity consisting of or including the use of premises or a vehicle or vessel, those premises are not or, as the case may

be, that vehicle or vessel is not suitable or convenient for the conduct of the activity having regard to—

(i)the location, character or condition of the premises or the character or condition of the vehicle or vessel;

(ii)the nature and extent of the proposed activity;

(iii)the kind of persons likely to be in the premises, vehicle or vessel;

(iv)the possibility of undue public nuisance; or

(v)public order or public safety; or

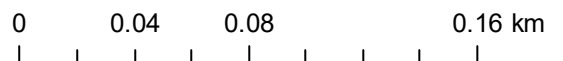
(d)there is other good reason for refusing the application;

**and otherwise shall grant the application.**





● New Applications Not Yet Granted



This page is intentionally left blank

**LICENSING COMMITTEE INFORMATION SHEET**

**15 March 2023**

**TYPE OF APPLICATION:** Grant of Street Trader Licence

**APPLICANT:** Rennie & Daughter trading as Moshi Moshi

**INFORMATION NOTE**

Application must be determined by 29/10/2023

**DESCRIPTION**

Grant of Street Trader Licence  
Location: Esplanade, East Side, 160 North of New Pier Road

**CONSULTEES**

- Police Scotland
- Environmental Health

**OBJECTIONS/REPRESENTATIONS**

- Legal
- Committee policy states that all applications for the South end of the beach area must be referred to Committee for determination.

**GROUNDS FOR REFUSAL**

A licensing authority shall refuse an application to grant or renew a licence if, in their opinion—

(a)the applicant or, where the applicant is not a natural person, any director of it or partner in it or any other person responsible for its management, is either—

(i)for the time being disqualified from holding a licence, or

(ii)not a fit and proper person to be the holder of the licence;

(b)the activity to which it relates would be managed by or carried on for the benefit of a person, other than the applicant, who would be refused the grant or renewal of such a licence if he made the application himself;

(c)where the licence applied for relates to an activity consisting of or including the use of premises or a vehicle or vessel, those premises are not or, as the case may

be, that vehicle or vessel is not suitable or convenient for the conduct of the activity having regard to—

(i)the location, character or condition of the premises or the character or condition of the vehicle or vessel;

(ii)the nature and extent of the proposed activity;

(iii)the kind of persons likely to be in the premises, vehicle or vessel;

(iv)the possibility of undue public nuisance; or

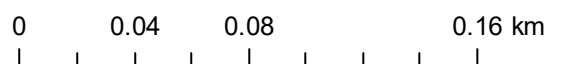
(v)public order or public safety; or

(d)there is other good reason for refusing the application;

**and otherwise shall grant the application.**



● New Applications Not Yet Granted



This page is intentionally left blank

## LICENSING COMMITTEE INFORMATION SHEET

15 March 2023

**TYPE OF APPLICATION:** Application for Renewal of Street Trader Licence

**APPLICANT:** Dawn Ogston

### INFORMATION NOTE

Application must be determined by 01/05/2023

### DESCRIPTION

Renewal of Street Trader Licence

### CONSULTEES

- Police Scotland
- Environmental Health

### OBJECTIONS/REPRESENTATIONS

- Environmental Health – the Certificate of Compliance expired on 01/08/22.

### GROUND FOR REFUSAL

Members should 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.

This page is intentionally left blank



**LICENSING COMMITTEE INFORMATION SHEET**

**15 March 2023**

**TYPE OF APPLICATION:** Renewal of Street Trader Licence

**APPLICANT:** Mohammad Tohidula Alam

**INFORMATION NOTE**

Application must be determined by 07/09/2023

**DESCRIPTION**

Renewal of Street Trader Licence  
Location: Zones 1, 5 and 6  
Seaton Park

**CONSULTEES**

- Police Scotland
- Environmental Health
- Environmental Services

**OBJECTIONS/REPRESENTATIONS**

- Environmental Services

**GROUNDS FOR REFUSAL**

A licensing authority shall refuse an application to grant or renew a licence if, in their opinion—

(a) the applicant or, where the applicant is not a natural person, any director of it or partner in it or any other person responsible for its management, is either—

(i) for the time being disqualified from holding a licence, or

(ii) not a fit and proper person to be the holder of the licence;

(b) the activity to which it relates would be managed by or carried on for the benefit of a person, other than the applicant, who would be refused the grant or renewal of such a licence if he made the application himself;

(c) where the licence applied for relates to an activity consisting of or including the use of premises or a vehicle or vessel, those premises are not or, as the case may

be, that vehicle or vessel is not suitable or convenient for the conduct of the activity having regard to—

(i)the location, character or condition of the premises or the character or condition of the vehicle or vessel;

(ii)the nature and extent of the proposed activity;

(iii)the kind of persons likely to be in the premises, vehicle or vessel;

(iv)the possibility of undue public nuisance; or

(v)public order or public safety; or

(d)there is other good reason for refusing the application;

**and otherwise shall grant the application.**

I received complaints about this catering van at Seaton Park so I would not be supportive of seeing it back in the park. I have no comments to make regarding the other locations.

The complaints were about pricing and not displaying the full costs of their goods (I had to ask Trading Standards to get involved). Their parking, blocking access etc. No effort to help with the litter that their business generates i.e., litter picks or bins on display.

Regards  
Steven



**Steven Shaw** | Environmental Manager

Aberdeen City Council | Environmental Services | Operations & Protective Services

Duthie Park Depot Office | Polmuir Avenue | Aberdeen | AB11 7TH

Mobile: 07786976381

[www.aberdeencity.gov.uk](http://www.aberdeencity.gov.uk) | Twitter: @AberdeenCC | Facebook.com/Aberdeen

This page is intentionally left blank

## ABERDEEN CITY COUNCIL

---

<b>COMMITTEE</b>	Licensing Committee
<b>DATE</b>	15 March 2023
<b>EXEMPT</b>	No
<b>CONFIDENTIAL</b>	No
<b>REPORT TITLE</b>	Taxi Fleet Composition
<b>REPORT NUMBER</b>	COM/23/101
<b>DIRECTOR</b>	Gale Beattie
<b>CHIEF OFFICER</b>	Jenni Lawson
<b>REPORT AUTHOR</b>	Sandy Munro
<b>TERMS OF REFERENCE</b>	17.3

---

### 1. PURPOSE OF REPORT

- 1.1 To cancel the backstop date by which all taxis were required to be Wheelchair Accessible Vehicles (WAVs) and to provide an update on the options for implementation of a mixed taxi fleet.

### 2. RECOMMENDATION(S)

That the Committee :-

- 2.1 agree that a report on the options for a mixed fleet are brought to committee on 28 June 2023;
- 2.2 agree that all new applications for taxi licences still require to be for WAVs; and
- 2.3 agree that the fixed date of June 2023 for all taxis to be WAVs is no longer required.

### 3. CURRENT SITUATION

- 3.1 The Committee introduced a policy in 1994 whereby new applications for taxi licences were required to be for WAVs. An exemption was allowed for existing licence holders at that time which effectively meant that they could retain a non-WAV and even licence a further non-WAV on the renewal of the licence or replacement of the vehicle. At that time, it was intended that there would be a gradual move to a 100% WAV taxi fleet but no backstop date was fixed for implementation.
- 3.2 In 2006 the Committee removed the overall limit on the number of taxi licences which existed then, although all new applications still required to be for WAVs.

- 3.3 The Committee's policy was challenged in the case of Wilson v Aberdeen City Council in 2007 and the Court of Session ruled that both the Committee's policy and also the "two tier" system of licences that resulted (pre and post 1994) were valid.
- 3.4 A limit on the overall number of taxi licences was re-imposed on 6 June 2012 and the Committee instructed a consultation exercise to review the WAV policy. The majority of consultees were in favour of a WAV taxi fleet and at the meeting on 6 June 2012 the Committee fixed a date of 6 June 2017 by which time all taxis would require to be WAVs. The Committee recognised this as the most efficient way of meeting the Public Sector Equality Duty imposed by the Equality Act 2010.
- 3.5 The Committee considered the implications of setting aside the policy regarding WAVs at its meeting of 6 April 2016 and decided to retain the policy, although the matter was referred to Full Council for consideration. At the meeting of 11 May 2016 Full Council upheld the decision of the Committee which was to retain the 100% WAV taxi fleet, but they amended the backstop date for implementation to 6 June 2018.
- 3.6 The matter was placed before the Committee again on 13 June 2017 following updated information from the Scottish Government and Dundee City Council and the Committee requested a further report on the process and potential implications for revisiting the policy. At the meeting of 17 September 2017, the Committee instructed a consultation exercise on a mixed fleet policy and instructed officers to report back with the results of that exercise and details of the potential legal and financial implications on adopting a mixed fleet policy.
- 3.7 At the meeting of 5 June 2018 the Committee amended the date by which all vehicles licensed as taxis required to be WAVs to June 2023 but instructed officers to prepare a report with suitable mixed fleet policy options for the split which would address all customer needs whether they are a wheelchair user, visually impaired or have other mobility requirements or other relevant disability.
- 3.8 A consultation exercise is being undertaken with the Disability Equity Partnership to gauge preferences for a mixed fleet composition and this will feed into an update report to be brought before committee on 28 June 2023.

#### **4. FINANCIAL IMPLICATIONS**

- 4.1 There are no direct financial implications arising from this report.

#### **5. LEGAL IMPLICATIONS**

- 5.1 There are no direct legal implications arising from the recommendations of this report.

## 6. ENVIRONMENTAL IMPLICATIONS

6.1 There are no direct environmental implications arising from the recommendations of this report.

## 7. RISK

7.1 The assessment of risk contained within the table below is considered to be consistent with the Council's Risk Appetite Statement

Category	Risks	Primary Controls/Control Actions to achieve Target Risk Level	*Target Risk Level (L, M or H)  *taking into account controls/control actions	*Does Target Risk Level Match Appetite Set?
<b>Strategic Risk</b>	No significant risks identified.			
<b>Compliance</b>	Failure to provide facilities for all could leave the Authority open to challenge under the Public Sector Equality Duty	Ensure the final policy means vehicles are accessible to all.	M	
<b>Operational</b>	No significant risks identified.			
<b>Financial</b>	No significant risks identified.			
<b>Reputational</b>	Departing from previous policy may result in reputational damage from licence holders who held a reasonable expectation that the	If the goal of 100% WAV fleet is disregarded there may be some operators who switched to WAVs in the reasonable expectation that the previous policy would have been implemented. That will have to be factored into the composition and	M	

	policy would be implemented.	maintenance of a mixed fleet.		
<b>Environment / Climate</b>	No significant risks identified.			

## 8. OUTCOMES

<u><a href="#">COUNCIL DELIVERY PLAN 2022-2023</a></u>	
	<b>Impact of Report</b>
<b>Aberdeen City Council Policy Statement</b>  <u><a href="#">Working in Partnership for Aberdeen</a></u>	No significant impact from the recommendations of this report.
<u><a href="#">Aberdeen City Local Outcome Improvement Plan</a></u>	
Prosperous Economy Stretch Outcomes	No significant impact from the recommendations of this report.
Prosperous People Stretch Outcomes	No significant impact from the recommendations of this report.
Prosperous Place Stretch Outcomes	No significant impact from the recommendations of this report.
<b>Regional and City Strategies</b>	No significant impact from the recommendations of this report.

## 9. IMPACT ASSESSMENTS

<b>Assessment</b>	<b>Outcome</b>
<b>Integrated Impact Assessment</b>	Full impact assessment not required
<b>Data Protection Impact Assessment</b>	Not required
<b>Other</b>	N/A



## **10. BACKGROUND PAPERS**

10.1 None

## **11. APPENDICES**

11.1 None

## **12. REPORT AUTHOR CONTACT DETAILS**

<b>Name</b>	Sandy Munro
<b>Title</b>	Solicitor
<b>Email Address</b>	AleMunro@aberdeencity.gov.uk

This page is intentionally left blank

## ABERDEEN CITY COUNCIL

---

<b>COMMITTEE</b>	Licensing Committee
<b>DATE</b>	15 March 2023
<b>EXEMPT</b>	No
<b>CONFIDENTIAL</b>	No
<b>REPORT TITLE</b>	Taxi & Private Hire Licensing
<b>REPORT NUMBER</b>	COM/23/102
<b>DIRECTOR</b>	Gale Beattie
<b>CHIEF OFFICER</b>	Jenni Lawson
<b>REPORT AUTHOR</b>	Sandy Munro
<b>TERMS OF REFERENCE</b>	17.3

---

### 1. PURPOSE OF REPORT

- 1.1 To update the Committee on changes to policies on Age of Vehicles and Vehicle Type.

### 2. RECOMMENDATION(S)

That the Committee :-

- 2.1 agree to remove the policy on vehicle types following the addition of vehicle dimensions; and
- 2.2 agree to consult with the trade and the public on whether the age of vehicle policy is still necessary.

### 3. CURRENT SITUATION

- 3.1 The current policy on vehicle types states that the following vehicle types are permissible as licensed Taxis-
- Saloon Car (min 4 doors and 4 passenger seats) – for pre 1994 licences only
  - Estate Car (derived from a saloon only- min 4 doors and 4 passenger seats) – for pre 1994 licences only
  - MPV (8 passenger seats or less) – for pre 1994 licences only
  - WAV (Must meet current [WAV specifications](#))
- 3.2 All other vehicle types are accordingly not permitted.
- 3.3 The policy was designed to ensure that a vehicle could carry the required number of passengers and luggage. Following the addition of required

dimensions, including ground clearance, seat width and boot space, at the policy review in 2022 it is suggested that the policy is no longer required.

- 3.4 The current age of vehicles policy states:
- WAV taxi vehicles must be 10 years old or less at first licensing and at substitution.
  - All other taxi and private hire vehicles must be 5 years old or less at grant or substitution (including substitution onto pre 1994 taxi licences.)
- 3.5 The Committee has asked officers to review the policy to ensure it is still fit for purpose. It is suggested that the best means of doing so is to hold a brief consultation exercise with the trade and the public as well as a peer-review exercise, the results of both of which can then be reported back to Committee

#### 4. FINANCIAL IMPLICATIONS

- 4.1 There are no direct financial implications arising from this report

#### 5. LEGAL IMPLICATIONS

- 5.1 There are no direct legal implications arising from the recommendations of this report.

#### 6. ENVIRONMENTAL IMPLICATIONS

- 6.1 There are no direct environmental implications arising from the recommendations of this report.

#### 7. RISK

- 7.1 The assessment of risk contained within the table below is considered to be consistent with the Council's Risk Appetite Statement

Category	Risks	Primary Controls/Control Actions to achieve Target Risk Level	*Target Risk Level (L, M or H)  *taking into account controls/control actions	*Does Target Risk Level Match Appetite Set?
<b>Strategic Risk</b>	No significant risks identified.			
<b>Compliance</b>	No significant			

	risks identified.			
<b>Operational</b>	No significant risks identified.			
<b>Financial</b>	No significant risks identified.			
<b>Reputational</b>	No significant risks identified.			
<b>Environment / Climate</b>	No significant risks identified.			

## 8. OUTCOMES

<u><a href="#">COUNCIL DELIVERY PLAN 2022-2023</a></u>	
	<b>Impact of Report</b>
<b>Aberdeen City Council Policy Statement</b>  <u><a href="#">Working in Partnership for Aberdeen</a></u>	No significant impact from the recommendations of this report.
<u><a href="#">Aberdeen City Local Outcome Improvement Plan</a></u>	
Prosperous Economy Stretch Outcomes	No significant impact from the recommendations of this report.
Prosperous People Stretch Outcomes	No significant impact from the recommendations of this report.
Prosperous Place Stretch Outcomes	No significant impact from the recommendations of this report.
<b>Regional and City Strategies</b>	No significant impact from the recommendations of this report.

## 9. IMPACT ASSESSMENTS

Assessment	Outcome
Integrated Impact Assessment	Full impact assessment not required
Data Protection Impact Assessment	Not required
Other	N/A

## 10. BACKGROUND PAPERS

10.1 None

## 11. APPENDICES

11.1 None

## 12. REPORT AUTHOR CONTACT DETAILS

<b>Name</b>	Sandy Munro
<b>Title</b>	Solicitor
<b>Email Address</b>	AleMunro@aberdeencity.gov.uk

Document is Restricted

This page is intentionally left blank



Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank



Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank