

MEMO

Shelter & Environment

Housing & Environment

4th Floor, St.Nicholas House



ABERDEEN
CITY COUNCIL

To	Brenda Flaherty, Legal Manager, Resources Management, Town House		
From	Ally Thain, Private Sector Housing Manager, Housing & Environment		
Email	allyt@aberdeencity.gov.uk	Date	2 November 2010
Tel.	522870	Our Ref.	
Fax.		Your Ref.	

**Civic Government (Scotland) Act 1982
(Licensing of Houses in Multiple Occupation) Order 2000
Application for the Grant of a Licence to Operate a House in Multiple
Occupation (HMO) at No.313 Hardgate, Aberdeen
Applicant/s: Robert Ross & Joan Sutherland
Agent: None stated**

I refer to the above HMO Licence application, which is due to be considered by the Licensing Committee at their meeting on 17 November 2010, for the reason that the works and certification requirements have not been met.

I can advise you as follows:-

The premises:-

The premises to which this HMO Licence application relates is an upper-floor maisonette flat with accommodation comprising of six letting bedrooms, two public rooms, one kitchen and three bathrooms. The position of the premises is shown on Appendix 'A' attached to this memo.

The HMO application:-

The HMO Licence application was submitted to the Council on 4 February 2010. The HMO Officer visited the premises on 1 March 2010, then he wrote to the applicants on 3 March 2010, listing the following requirements to bring the premises up to the current HMO standard:-

1. Installation of a fire alarm / fire detection system.
2. Installation of 30-minute fire-resistant, self-closing doors throughout.
3. A glazed ceiling panel to be sheeted over.
4. All fire-safety provisions within the premises to be fully explained to the tenants.
5. A Fire Action Notice to be displayed within the premises.
6. Any bedroom doorlocks and the flat entrance doorlock to be refitted with keyless locks.
7. A fire-blanket to be installed in the kitchen.
8. All windows to be capable of easy opening for ventilation.
9. The gas & electrical safety certificates, and a copy of the Tenancy Agreement to be submitted to the HMO Unit.

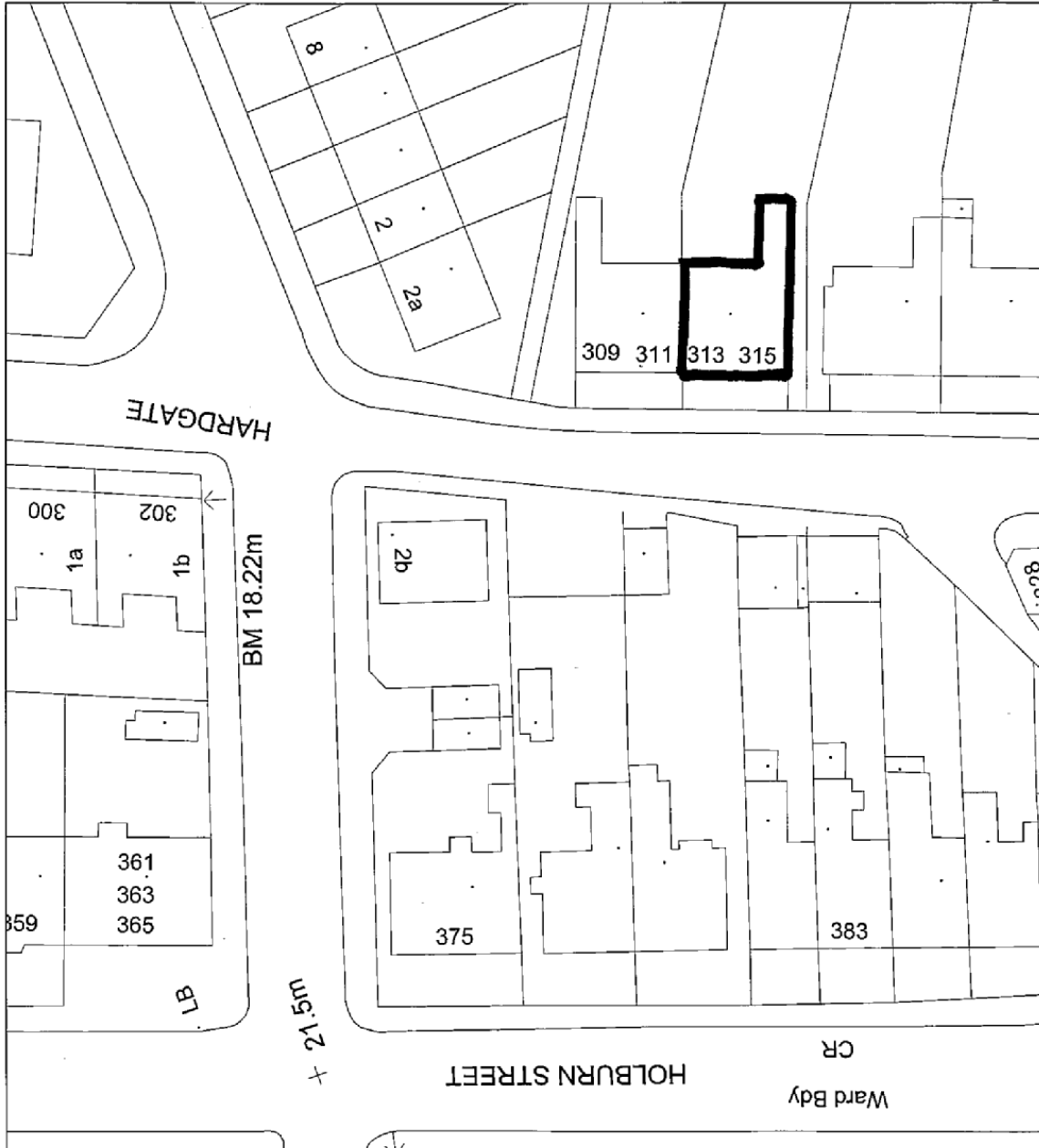
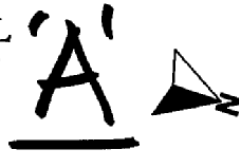
At the date of this memo, all work & certification requirements have not been met. Accordingly, the applicants have been invited to attend the meeting of the Licensing Committee on 17 November 2010, where the application will be discussed.

Other considerations:-

- The Chief Constable, Grampian Police, has been consulted in respect of the applicants' suitability as a "fit and proper person", and has made no comments or objections.
- Grampian Fire & Rescue Service has been consulted in respect of the suitability of the property, and has made no comments or objections.
- At the date of this memo, the Council's Antisocial Behaviour Investigation Team has no record of any complaint in respect of No.313 Hardgate, Aberdeen.
- At the date of this memo, the applicants and their premises are registered with the Landlord Registration database.
- The applicant has requested an occupancy of 6 tenants, which is acceptable to the HMO Unit.
- As mentioned above, the Council received the HMO Licence application on 4 February 2010. The Council must determine the application no later than 3 February 2011, otherwise the application will become deemed to be approved, which the Council must strive to avoid. If necessary, the application can be deferred until the Licensing Committee meets again on 19 January 2011, at the latest.

I trust the above explains the position. Please contact me on x2870 if you wish to discuss any of the above.

Ally Thain
Private Sector Housing Manager



Title: APPLICATION FOR HMO LICENCE
Premises: 313 HARDGATE, ABERDEEN
Scale: 1:500 **Date:** 02 November 2010 **Map Ref:** NJ9304NW

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