

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	7 January 2011
Tel.	522870	Our Ref.	
Fax.		Your Ref.	

**Civic Government (Scotland) Act 1982
(Licensing of Houses in Multiple Occupation) Order 2000
Application for the Renewal of a Licence to Operate a House in Multiple
Occupation (HMO) at No.261 Clifton Road, Aberdeen
Applicant/s: William Wallace
Agent: Margaret Duffus Leasing**

I refer to the above HMO Licence application, which is due to be considered by the Licensing Committee at its meeting on 19 January 2011, 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 flat with accommodation comprising of three letting bedrooms, one public room, one kitchen and one bathroom. 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 20 May 2010. The HMO Officer visited the premises on 10 June 2010, then he wrote to the applicant on 14 June 2010, listing the following requirements to bring the premises up to the current HMO standard:-

1. Installation of 30-minute fire-resistant, self-closing doors throughout.
2. Installation of a fire alarm/fire detection system.
3. The flat exit doorlocks to be refitted with a keyless lock.
4. The landing skylight to be reglazed with fire-resistant glazing.
5. The Notice for Display – Certificate of Compliance and the electrical & gas safety certificates to be submitted to the HMO Unit.

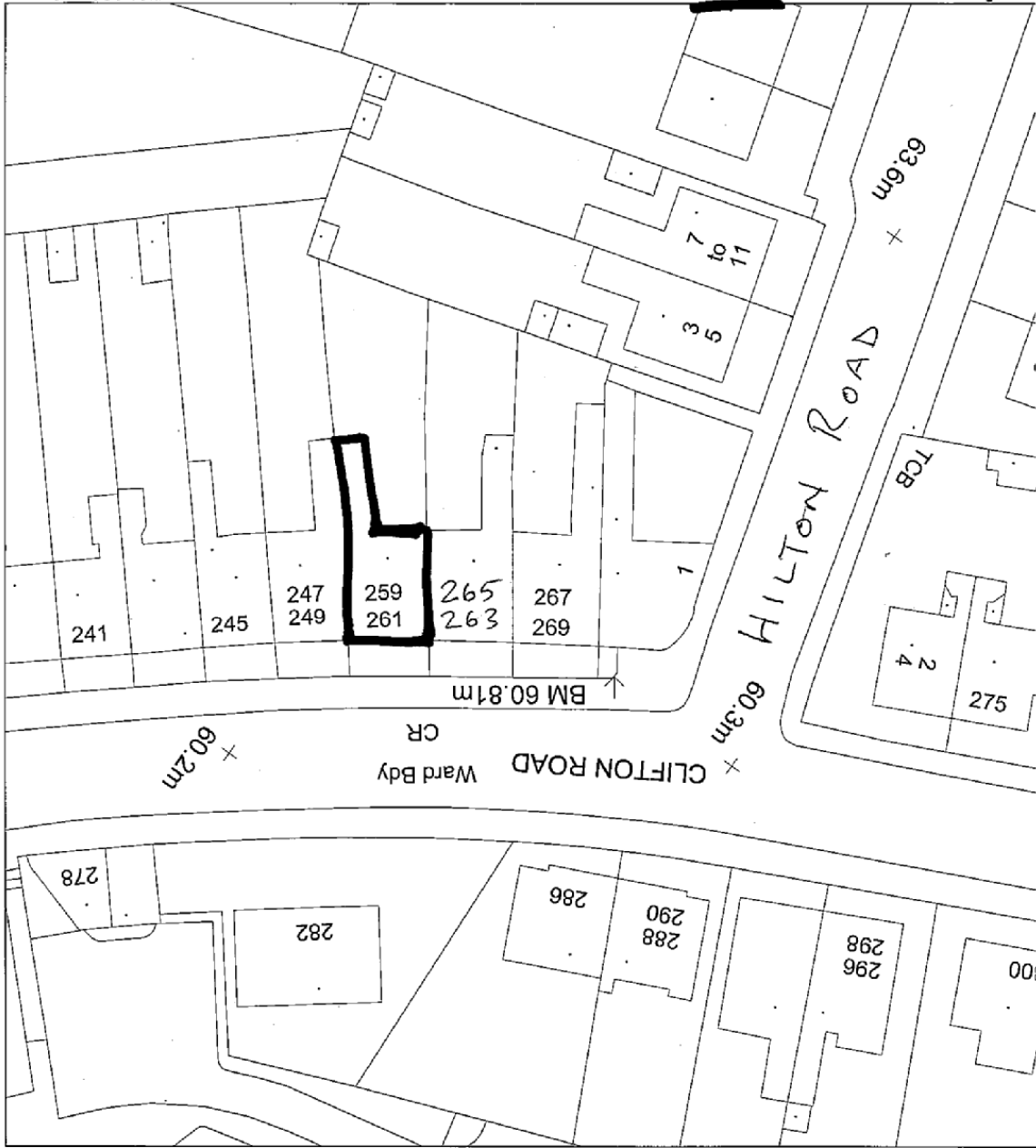
At the date of this memo, all work & certification requirements have not been met. Accordingly, the applicant has been invited to attend the meeting of the Licensing Committee on 19 January 2011, where the application will be discussed.

Other considerations:-


- The Chief Constable, Grampian Police, has been consulted in respect of the applicant's 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.261 Clifton Road, Aberdeen.
- At the date of this memo, the applicant and his premises are registered with the Landlord Registration database.
- The applicant has requested an occupancy of 3 tenants, which is acceptable to the HMO Unit.
- As mentioned above, the Council received the HMO Licence application on 20 May 2010. The Council must determine the application no later than 19 May 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 23 March 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: 261 CLIFTON ROAD, ABERDEEN
Scale: 1:500 **Date:** 20 December 2010 **Map Ref:** NJ9208NE

 © Crown copyright. All rights reserved. Aberdeen City Council - 100023401 - 2010 Map data prepared by GIS, Research & Information Unit, Strategic Leaders/No Tel: 522822