

MEMO

Shelter & Environment

Housing & Environment

4th Floor, St.Nicholas House



ABERDEEN
CITY COUNCIL

To	Eric Anderson, Senior Solicitor, Corporate Governance, Town House		
From	Ally Thain, Private Sector Housing Manager, Housing & Environment		
Email	allyt@aberdeencity.gov.uk	Date	1 September 2011
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.38 Elmfield Terrace, Aberdeen
Applicant/s: Anne K.Rait
Agent: None stated**

I refer to the above HMO Licence application, which is due to be considered by the Licensing Committee at its meeting on 14 September 2011, for the reason that one letter of representation was received by the HMO Unit.

I can advise you as follows:-

The premises:-

The premises to which this HMO Licence application relates is an upper-floor maisonette with accommodation comprising of four 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 received by the Council on 1 August 2011, this date being the start of the 28-day statutory period for lodging objections or representations.

Works / Certification Requirements:-

The HMO Officer carried out an initial inspection, then he wrote to the applicant on 19 August 2011, listing upgrading work and certification requirements to bring the property up to the current HMO standard. At the date of this memo, all requirements have not been met, although this is not the reason for referral to the Licensing Committee.

Letter of representation:-

One letter was received by the HMO Unit on 22 August 2011, within the statutory 28-day period and is therefore competent. The letter is attached as appendix B1.

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 (ASBIT) has no record of any complaint in respect of No.38 Elmfield Terrace, Aberdeen.
- The applicant applied to register with the Landlord Registration database, but did not complete the application. The applicant should complete the registration prior to letting the property.
- The applicant has requested an occupancy of 4 persons, which is acceptable to the HMO Unit in terms of space and layout.

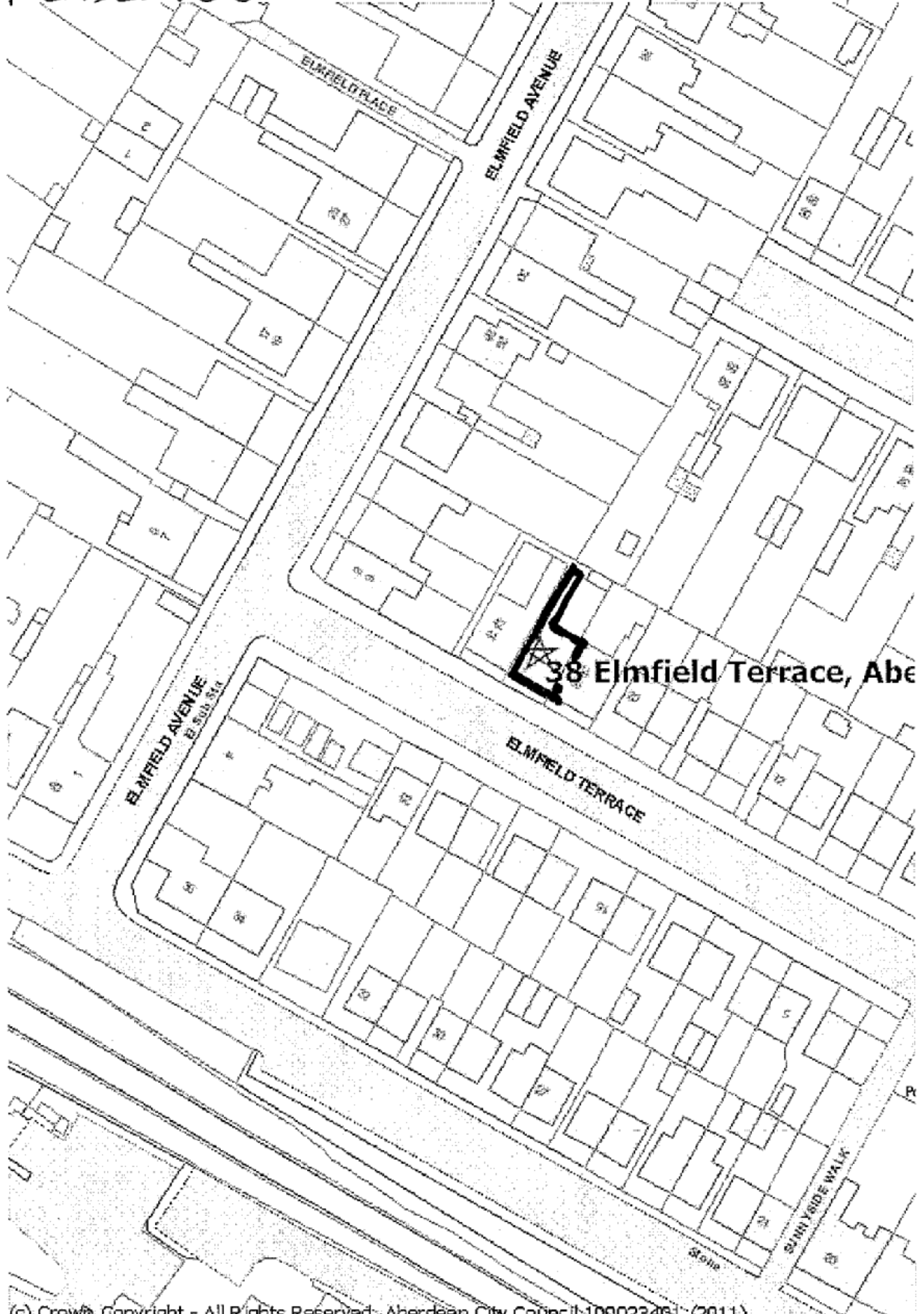
I trust the above explains the position. Please contact me on x2870 if you wish to discuss any of the above.

Ally Thain

Private Sector Housing Manager



TITLE: APPLICATION FOR HMO LICENCE
PREMISES: 38 ELMFIELD TERRACE, ABERDEEN



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B.1

[REDACTED]

Housing and Environmental,
Aberdeen City Council,
4th Floor,
St Nicholas House,
Aberdeen
AB10 1BX

20 August 2011

Dear Sirs,

38 Elmfield Terrace – Application For an HMO Licence

We wish to pass comment on the above application.

While we are not lodging an objection to this application, [REDACTED] we would like to raise our concerns about potential tenants and the possible problems that may arise from having an absentee landlord.

During the last year, the tenants of 38 Elmfield Terrace behaved in an anti-social manner, particularly in their disposal of rubbish. Numerous overfilled bin bags were a weekly sight at the door to that property [REDACTED] creating a mess that was exacerbated by vicious seagulls strewing the contents around the street. Such was the scale of the problem that we had to contact Waste Aware Aberdeen, and even though they said they would look into the matter, any subsequent change in behaviour from the tenants was very short-lived.

We are therefore asking that the landlord and new tenants be reminded of their duty to ensure that the property is well managed. We suggest that they could start by procuring a black box and a white bag for recycling.

Yours Faithfully,

[REDACTED]

Andrew and Helen Hopwood

ABERDEEN CITY COUNCIL	
Neighbourhood Services Central	
HMO Unit	
Date Received	22 AUG 2011
Date Logged on Flare	