

MEMO

Shelter & Environment

Housing & Environment

Lower Ground Floor West, Marischal College



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 November 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.34 Erskine Street, Aberdeen
Applicant/s: Neill M. Reid
Agent: None stated**

I refer to the above HMO Licence application, which may be considered by the Licensing Committee at its meeting on 23 November 2011, for the reason that all HMO requirements have not been completed.

I can advise you as follows:-

The premises:-

The premises to which this HMO Licence application relates is a first-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 received by the Council on 12 January 2011. The HMO Officer visited the premises on 28 March 2011, then he wrote to the applicant on 29 March 2011, 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. The construction of an access doorway leading from the hallway to the kitchen.
3. Installation of a fire alarm/fire detection system.
4. The means of escape to be kept clear of obstructions at all times.
5. General housekeeping and storage throughout the property must be improved.
6. The electric meter box in the means of escape to be enclosed by 30-minute fire-resistant material.
7. Tenants to be instructed never to wedge open fire doors or disconnect the self-closing devices.
8. The flat entrance doorlock to be replaced with a keyless lock and the lockbolt to be removed from a bedroom doorlock.
9. A Fire Action Notice to be displayed within the premises.
10. 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 23 November 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 (ASBIT) has no record of any substantiated complaint in respect of No.34 Erskine Street, Aberdeen.
- At the date of this memo neither the applicant nor his property are registered with the Landlord Registration database. The applicant should register himself and property although the registration fee will be waived if the Licence is granted.
- The applicant has requested an occupancy of 3 persons, which is acceptable to the HMO Unit in terms of space and layout.
- As mentioned above, the Council received the HMO Licence application on 12 January 2011. The Council must determine the application no later than 11 January 2012, otherwise the application will become deemed to be approved, which the Council must strive to avoid. I will advise the Committee whether the Licence has been granted under delegated powers, or some works are still outstanding. If works are still outstanding and the Committee are minded to refuse the Licence, it must do so at its meeting on 23 November 2011.

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

APPENDIX 'A'

Housing

SEARCH 34 Erskine street Address Search

LOCATION Location X 393397 Y 807744

Scale 1:500

BOOKMARKS Balgownie and

TOOLS Point Line

SHARE Clear all Default Identify Link Print Help

SUPPORT Legend All Layers Background Mapping Housing Address Gazetteer - CAG

ERSKINE STREET

34

17 21 23 25 27 28 29 31 37 38 40 42 45 47 48 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100

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APPLICATION FOR HMO LICENCE
34 ERSKINE STREET ABERDEEN