

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 Grant of a Licence to Operate a House in Multiple
Occupation (HMO) at No.17 Ivory Court, Hutcheon Street, Aberdeen
Applicant/s: Catriona Scott
Agent: None stated**

I refer to the above HMO Licence application, which is due 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 ground-floor flat with accommodation comprising of three letting bedrooms, one public room, one kitchen and two bathrooms. 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 3 February 2011. The HMO Officer visited the premises on 24 February 2011, then he wrote to the applicant, listing the following requirements to bring the premises up to the current HMO standard:-

1. All fire doors to be checked and adjusted to ensure that they fully close against their stops.
2. The doorbolt to be removed from the bedroom doorlock.
3. Tenants to be instructed never to wedge open fire doors or disconnect the self-closing devices.
4. The Notice for Display – Certificate of Compliance, 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 complaint in respect of No.17 Ivory Court, Aberdeen.
- At the date of this memo neither the applicant nor her property are registered with the Landlord Registration database, however the previous owner of the property remains registered, which is blocking the applicant from registering. The Agent for the previous owner has advised that the owner will delete the Registration, which will in turn allow the applicant to register.
- 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 3 February 2011. The Council must determine the application no later than 2 February 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
17 Ivory Court
Address
Search

LOCATION
Location
X 939817
Y 807118

Scale
1:500

TOOLS
Point Line
Bookmarks
Balgownie and ...

SHARE
Clear all Default Identity Link Print Help

SUPPORT
Print Help

Legend
All Layers
Background Mapping
Housing
Address Gazetteer - CAG

16 to 39
Ivory Court
1 to 3
30 to 32
34
HUTCHEON STREET

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APPLICATION FOR HMO LICENCE
17 IVORY COURT, HUTCHEON STREET, ABDN