

# MEMO

Shelter & Environment

**Housing & Environment**

4<sup>th</sup> 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	<a href="mailto:allyt@aberdeencity.gov.uk">allyt@aberdeencity.gov.uk</a>	Date	16 December 2009
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.86 Hilton Heights, Aberdeen  
Applicant/s: Emma Yeates  
Agent: None stated**

I refer to the above HMO Licence application, which was considered by the Licensing Committee at their meeting on 2 December 2009, for the reason that the works and certification requirements had not been met. The Committee resolved to defer consideration of the application until its next meeting on 13 January 2010.

I can advise you as follows:-

**The premises:-**

The premises to which this HMO Licence application relates is a first-floor flat contained within a four-flatted block. The accommodation comprises of three 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 submitted to the Council on 28 January 2009. The HMO Officer visited the premises on 20 February 2009, then he wrote to the applicant on 23 February 2009, listing the following requirements to bring the premises up to the current HMO standard:-

1. Installation of a fire alarm / fire detection system.
2. A Fire Action Notice to be displayed.
3. A fire-blanket to be installed in the kitchen.
4. All valid gas & electrical safety certificates, the Tenancy Agreement and the Notice for Display-Certificate of Compliance to be submitted to the HMO Unit.

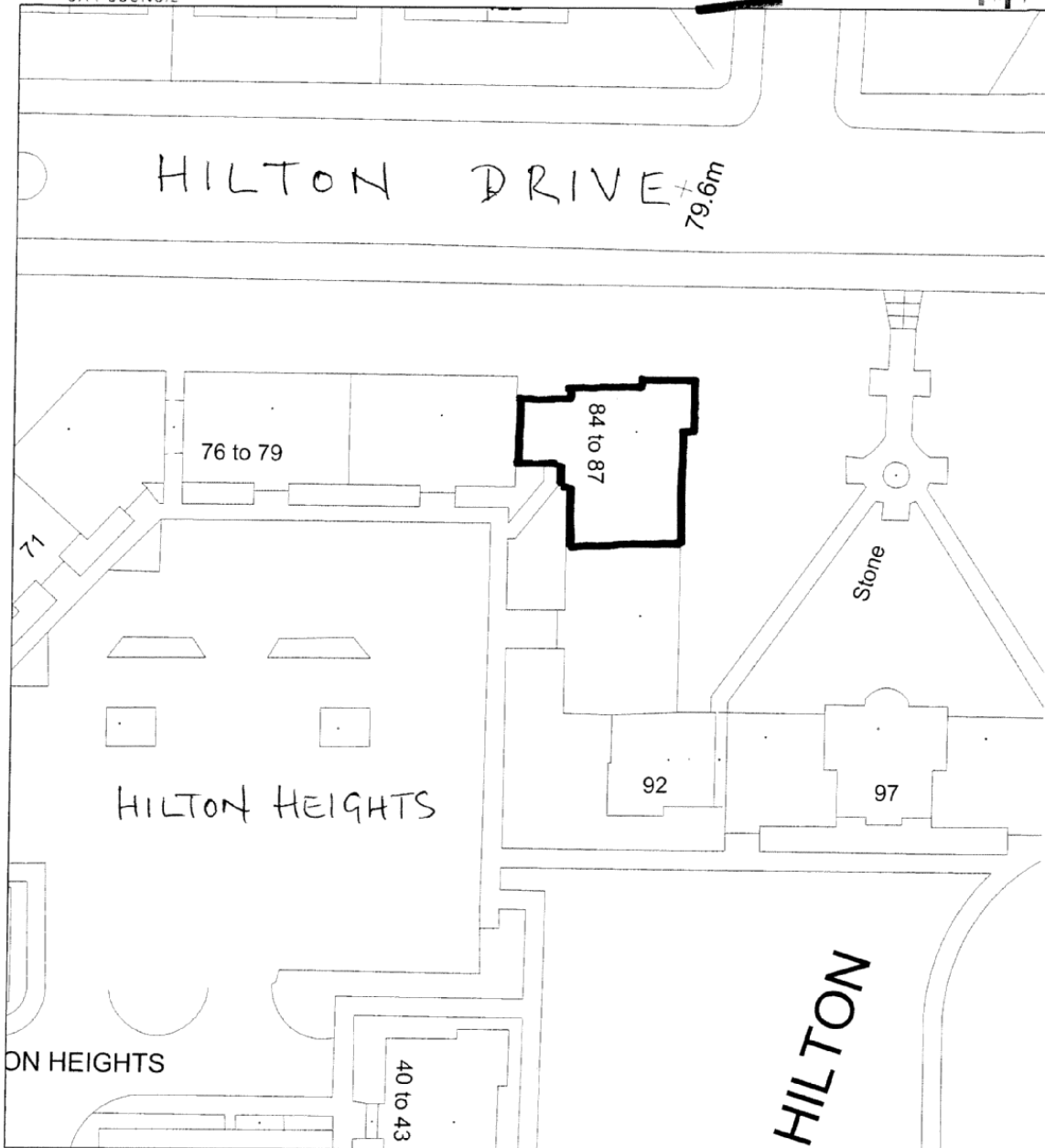
At the date of this memo, all works & certification requirements have not been met. Accordingly, the applicant has been invited to attend the meeting of the Licensing Committee on 13 January 2010, where the application will be discussed.

**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.86 Hilton Heights, Aberdeen.
- At the date of this memo, the applicant and her property are registered with the Landlord Registration scheme.
- 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 28 January 2009. The Council must determine the application no later than 27 January 2010, otherwise the application will become deemed to be approved, which the Council must strive to avoid. If the Committee is minded to refuse the application, it must do so at its meeting on 13 January 2010.

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: HMO LICENCE APPLICATION

PREMISES : 86 HILTON HEIGHTS, ABERDEEN

Scale: 1:500

Date: 20 October 2009

Map Ref: NJ9208SW

