

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	9 February 2010
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.406 Union Street, Aberdeen
Applicant/s: Matthew Littlecott
Agent: Belvoir Lettings**

I refer to the above HMO Licence application, which is due to be considered by the Licensing Committee at their meeting on 24 February 2010, 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 a first-floor maisonette flat with accommodation comprising of six 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 12 May 2009. The HMO Officer visited the premises on 2 June 2009, then he wrote to the agent on 5 June 2009, listing the following requirements to bring the premises up to the current HMO standard:-

1. Installation of a smoke detector at the basement staircase.
2. The basement access door to be fitted with a self-closing device.
3. The vent above the lounge door to be removed and sheeted over.
4. All self-closing fire doors to be checked for correct operation.
5. A lock to be replaced on the bedroom door.
6. A Fire Action Notice to be displayed within the premises.
7. A fire-blanket to be installed in the kitchen.
8. All windows to be made capable of easy opening for ventilation.
9. The housekeeping to be improved.
10. All gas & electrical safety certification, the Notice for Display-Certificate of Compliance and the Tenancy Agreement to be submitted to the HMO Unit.

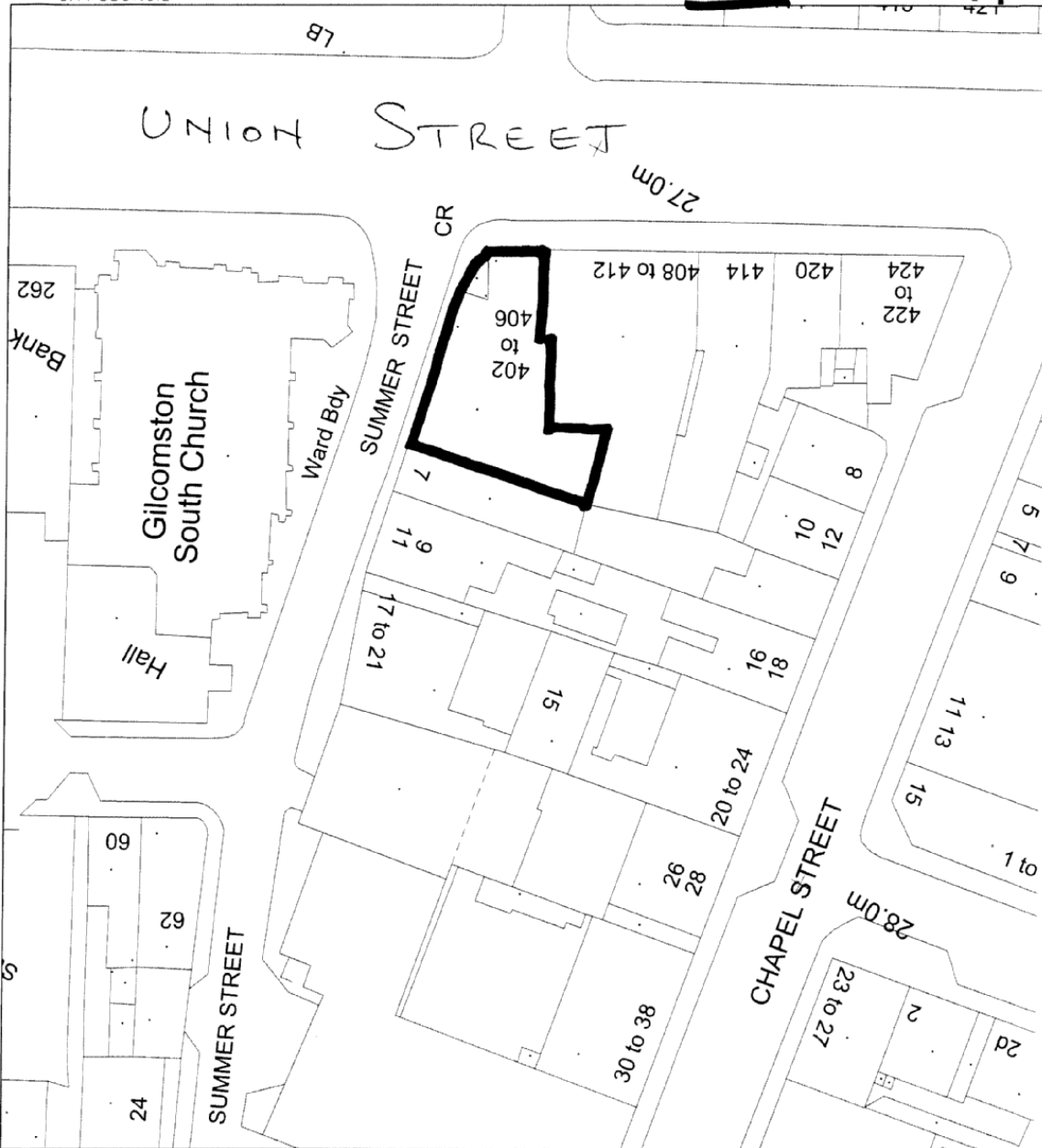
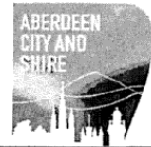
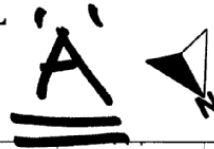
At the date of this memo, all works & certification requirements have not been met. Accordingly, the applicant has been invited to attend the meeting of the Licensing Committee on 24 February 2010, where the application will be discussed.

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.406 Union Street, Aberdeen.
- The applicant and his premises are registered with the Landlord Registration database.
- The applicant has requested an occupancy of 6 tenants, which is acceptable to the HMO Unit.
- As mentioned above, the Council received the HMO Licence application on 12 May 2009. The Council must determine the application no later than 11 May 2010, 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 21 April 2010, 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: 406 UNION STREET, ABERDEEN
Scale: 1:500 **Date:** 02 February 2010 **Map Ref:** NJ9305NW