

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	7 April 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 Hayfield Riding School, Hazlehead Park, Aberdeen

Applicant/s: Equiworld Club Ltd

Agent: None stated

I refer to the above HMO Licence application, which is due to be considered by the Licensing Committee at their meeting on 21 April 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 student accommodation block contained within the Riding School complex, with accommodation comprising of twelve bedrooms, two public rooms, two kitchens 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 26 June 2009. The HMO Officer visited the premises on 8 July 2009, then he wrote to the applicant on 9 July 2009, listing the following requirements to bring the premises up to the current HMO standard:-

1. Installation of 30-minute room pass-doors.
2. All exit doors must be refitted with keyless locks.
3. Fire Exit signage to be installed in all relevant parts of the property.
4. A Fire Action Notice to be displayed within the premises.
5. A fire blanket to be installed in each kitchen.
6. The applicant to ensure an improvement in the housekeeping/cleanliness of the property.
7. All combustible materials to be removed from the water tank cupboard.
8. All windows to be capable of easy-opening for ventilation.
9. All water leaks affecting the ceilings to be investigated and repaired.
10. The WC extractor fan and the WC cistern to be repaired or replaced.
11. All bedrooms to be fitted with wardrobes and adequate storage facilities.

12. All electrical & gas safety certification, the Tenancy Agreement and the Notice for Display-certificate of Compliance to be submitted to the HMO Unit.

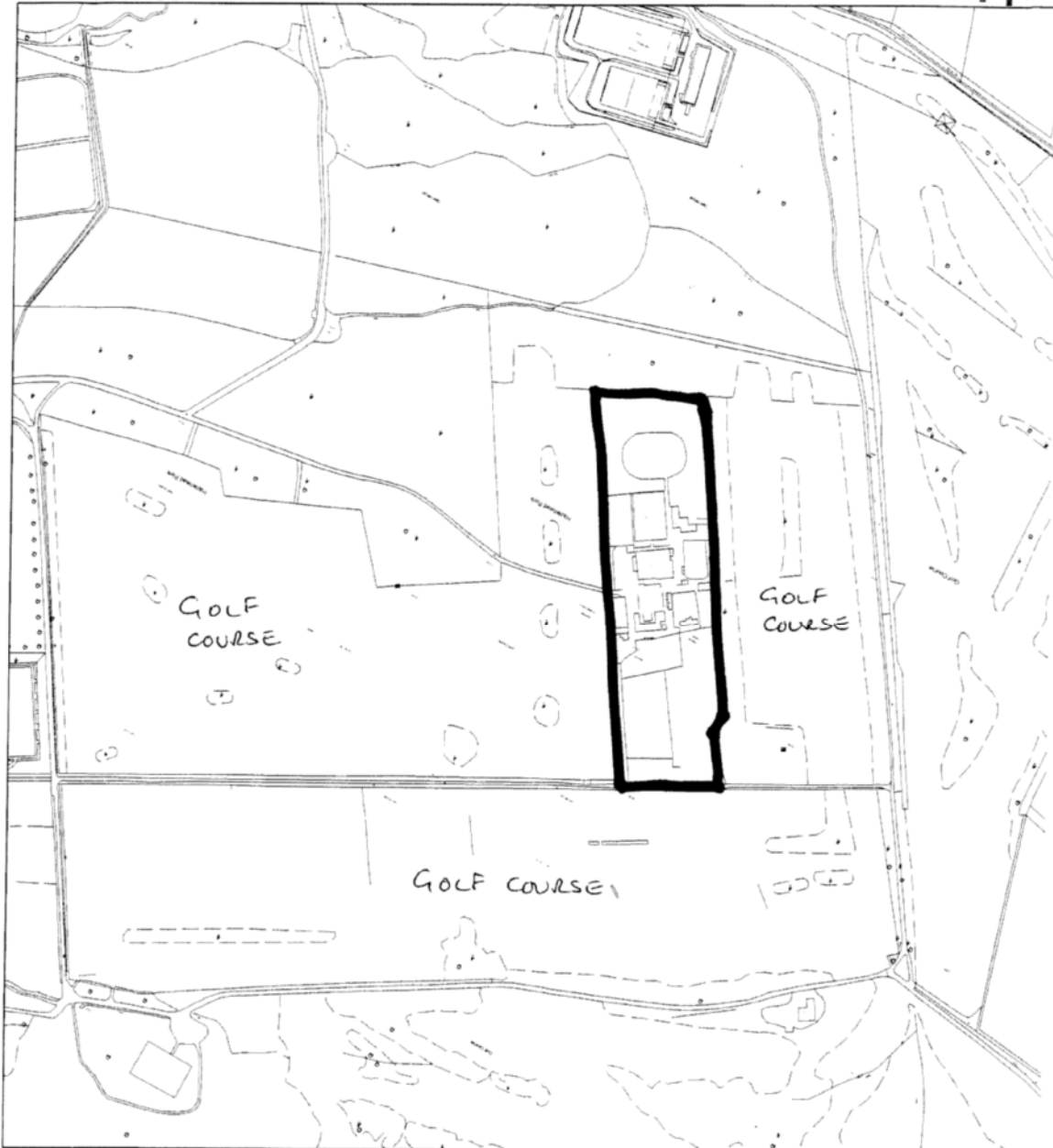
At the date of this memo, all work & certification requirements have not been met. Accordingly, the applicant/agent has been invited to attend the meeting of the Licensing Committee on 21 April 2010, where the application will be discussed.

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 the accommodation block at Hayfield Riding School, Aberdeen.
- At the date of this memo, the applicant and their premises are not registered with the Landlord Registration database. They must register as a legal requirement of letting property although the registration fee is waived if an HMO Licence is granted.
- The applicant has requested an occupancy of 14 tenants, which is acceptable to the HMO Unit.
- As mentioned above, the Council received the HMO Licence application on 26 June 2009. The Council must determine the application no later than 25 June 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 2 June 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: HAYFIELD RIDING SCHOOL, HAZLEHEAD PARK, ABERDEEN
Scale: 1:5000 **Date:** 05 April 2010 **Map Ref:** NJ8804

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