

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 Grant of a Licence to Operate a House in Multiple
Occupation (HMO) at No.16 M, Ashgrove Road, Aberdeen
Applicant/s: Lewis A.Pratt
Agent: Bain Property Agency**

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 third-floor flat contained within a modern flatted development, with accommodation comprising 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 21 July 2009. The HMO Officer visited the premises on 27 July 2009, then he wrote to the agent on 27 July 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. All self-closing fire-doors must be capable of fully closing against their stops.
3. A Fire Action Notice to be displayed within the premises.
4. A fire blanket to be installed in the kitchen.
5. All windows to be capable of easy-opening for ventilation.
6. All valid gas & electrical safety certificates and the Tenancy Agreement to be submitted to the HMO Unit.

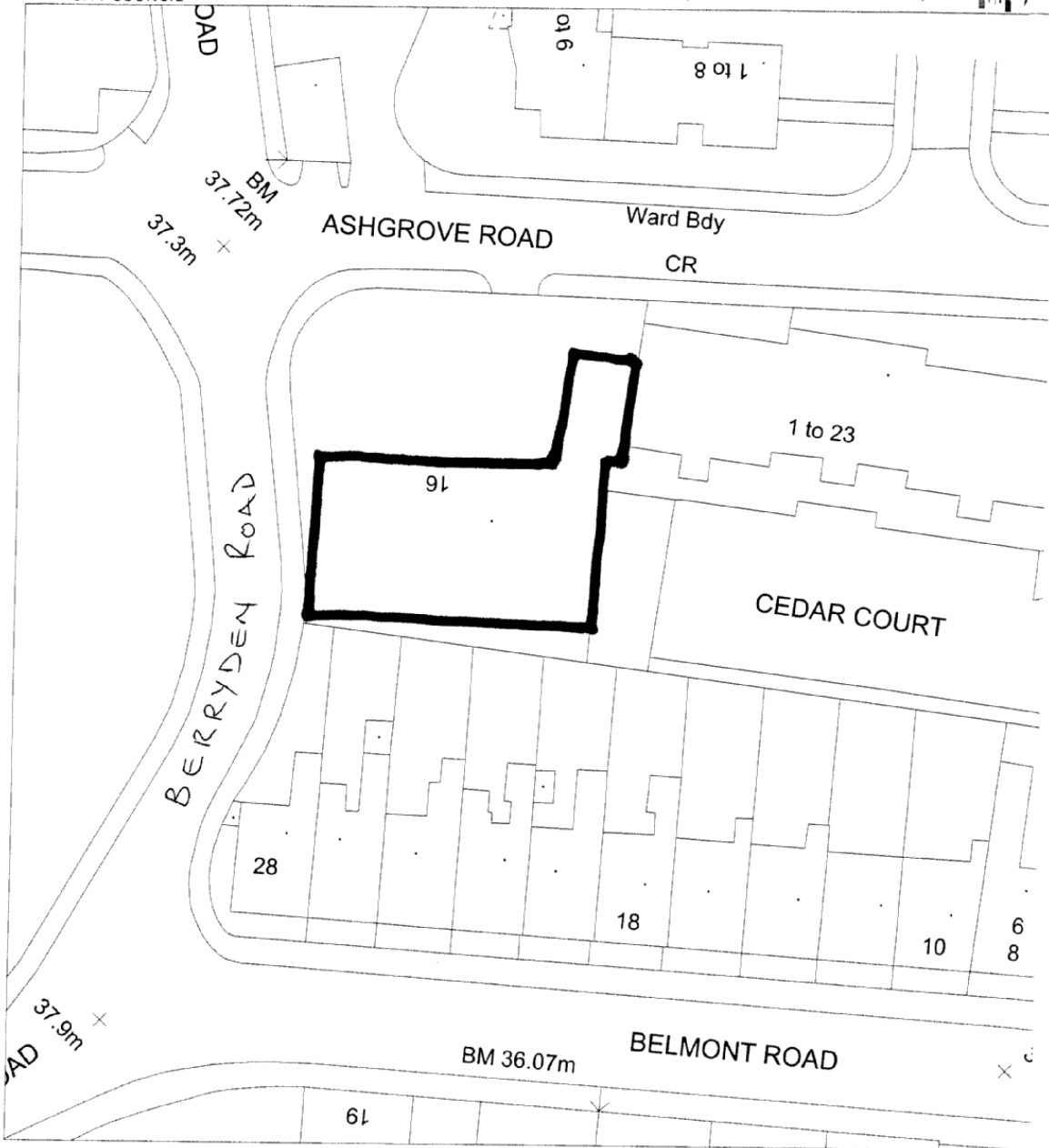
At the date of this memo, all works & certification requirements have not been met. Accordingly, the applicant/agent has been invited to attend the meeting of the Licensing Committee on 21 April 2010, where the application will be discussed.

Other considerations:-

- Unfortunately, due to an oversight on the part of the HMO Unit, the Chief Constable, Grampian Police, has not been consulted in respect of the applicant's suitability as a "fit and proper person". I have therefore forwarded a copy of the HMO Licence application form to Grampian Police together with a request that they carry out a Police-check, and advise me of the outcome.
- 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.16 M, Ashgrove Road, Aberdeen.
- The applicant and his premises are registered with the Landlord Registration database.
- 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 21 July 2009. The Council must determine the application no later than 20 July 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: FLAT M, 16 ASHGROVE ROAD, ABERDEEN
Scale: 1:500 **Date:** 05 April 2010 **Map Ref:** NJ9307NW

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