

	Agenda item	7.2
	Report no	HLC/101/24

THE HIGHLAND COUNCIL

Committee: THE HIGHLAND LICENSING COMMITTEE

Date: 8 October 2024

Report title: Application for the grant of a short term let licence
Glencalvie Lodge, Ardgay, IV24 3BS (Ward 1 – North, West
and Central Sutherland)

Report by: The Principal Solicitor – Regulatory Services

1. Purpose/Executive Summary

1.1 This report relates to an application for the grant of a short term let licence.

2. Recommendation

2.1 Members are asked to determine the application in accordance with the Council's hearings procedure.

3. Background

- 3.1 In terms of The Civic Government (Scotland) Act 1982 (Licensing of Short-term Lets) Order 2022, a licence is required for residential accommodation for use as a short term let.
- 3.2 In terms of the abovementioned Act, the Licensing Authority have twelve months from receipt of the application to determine the same, therefore this application must be determined by 21 November 2024. Failure to determine the application by this time would result in the application being subject of a 'deemed grant' which means that a licence would require to be issued on 21 November 2024 for a period of 12 months. The application is before this Committee as this is the last meeting before the determination date expires.
- 3.3 Short term let means the use of residential accommodation provided by a host in the course of business to a guest, where all of the following criteria are met:
- The guest does not use the accommodation as their only or principal home
 - The short term let is entered into for commercial consideration
 - The guest is not:
 1. An immediate family member of the host
 2. Sharing the accommodation with the host for the principal purpose of advancing the guest's education as part of an arrangement made or approved by a school, college, or further or higher educational institution, or
 3. an owner or part-owner of the accommodation
 - the accommodation is not provided for the principal purpose of facilitating the provision of work or services by the guest to the host or to another member of the host's household
 - the accommodation is not excluded accommodation, and
 - the short-term let does not constitute an excluded tenancy

4. Application

- 4.1 On 21 November 2023 a validated application for the grant of a short term let licence was received from Mr Harry Burton, agent on behalf of Glencalvie Estate (Company number 04259520) and having their registered office at 1st Floor, Toll Bar House, Landmere Lane, Edwalton, Nottingham, NN4 7YB.
- 4.2 The property to which the application relates is Glencalvie Lodge, Ardgay, IV24 3BS (the "Premises"). A site plan was provided by the applicant as part of the application process and is attached as an appendix to this report (**Appendix 1**). The Premises are those edged red on the plan on page 1 of Appendix 1.
- 4.3 The application for the short term let licence has been made on the basis that Glencalvie Estate will be the host/operator of the Premises. The host/operator has applied for the short term let licence as an 'existing host' on the basis that the Company, in the capacity as the host/operator, operated the Premises as a short term let property prior to 1 October 2022.
- 4.4 Glencalvie Estate are named on the application as the owners of the Premises.
- 4.5 The person named on the application as being responsible for the day-to-day management of the Premises is a Mr Alastair Harington.

- 4.6 The type of letting which has been applied for is 'secondary letting', which means the host/operator is letting a property where they do not normally live.
- 4.7 The Premises is described as a detached dwellinghouse which can accommodate a maximum capacity of 22 guests. Floor plans of the Premises were provided by the applicant as part of the application process, and these can be found on pages 2, 3 and 4 of Appendix 1.

5. Process

5.1 The application was circulated to the following Agencies/Services for consultation:

- Police Scotland;
- Scottish Fire & Rescue Service;
- Highland Council Environmental Health Service.

5.2 Police Scotland and the Highland Council's Environmental Health Service have both confirmed that they have no objections to the application.

5.3 Scottish Fire & Rescue Service

The Scottish Fire & Rescue Service have indicated that they cannot support the issuing of the licence until all required improvement measures have been put in place. Scottish Fire & Rescue Service have contacted the Applicant to advise them of such improvement measures and, at the time of writing, the Licensing Team await an update from the Applicant and Scottish Fire & Rescue Service on such improvement measures being completed. If available, a verbal update can be provided to the Committee by the Principal Solicitor - Regulatory Services .

5.4 Until the outstanding matter detailed at paragraph 5.3 above has been addressed, the Principal Solicitor - Regulatory Services cannot issue the licence under delegated powers. As detailed in paragraph 3.2, the application requires to be determined by 21 November 2024.

6. Certificate of Compliance

6.1 The applicant has provided a certificate of compliance confirming that a public notice of application for their short term let licence was displayed at or near the Premises for a period of 21 days. No objections or representations from members of the public have been raised in connection with this application.

7. Determining issues

7.1 Paragraph 5(3) of Schedule 1 of the Civic Government (Scotland) Act 1982 states that a licensing authority may refuse an application to grant or renew a licence where:

- a) The applicant or, where the applicant is not a natural person, any director of it or partner in it or any other person responsible for its management, is either:
 - i. for the time being disqualified under section 7(6) of the Civic Government (Scotland) Act 1982, or;

- ii. is not a fit and proper person to be the holder of the licence.
- b) The activity to which it relates would be managed by or carried on for the benefit of a person, other than the applicant, who would be refused the grant or renewal of such licence if he made the application himself;
- c) where the licence applied for relates to an activity consisting of or including the use of premises or a vehicle or vessel, those premises are not or, as the case may be, that vehicle or vessel is not suitable or convenient for the conduct of the activity having regard to—
 - (i) the location, character or condition of the premises or the character or condition of the vehicle or vessel;
 - (ii) the nature and extent of the proposed activity;
 - (iii) the kind of persons likely to be in the premises, vehicle or vessel;
 - (iv) the possibility of undue public nuisance; or
 - (iv) public order or public safety; or
- d) there is other good reason for refusing the application.

If required, the Principal Solicitor – Regulatory Services will offer particular advice on the criteria relating to this particular application.

- 8.2 A copy of this report has been sent to the applicant and the Scottish Fire and Rescue Service who, in the terms of paragraph 4(2) of the Civic Government (Scotland) Act 1982, have been invited to attend and will be provided with an opportunity to be heard by the Committee.
- 8.3 Both parties have also been advised of the procedure which will be followed at the meeting which may also be viewed via the following link:

[Licensing hearings procedures | Licensing hearings procedure \(Licensing Committee\) \(highland.gov.uk\)](#)

9. Policies

The following policy is relevant to this application:

- Short-term let licensing policy statement (which includes the mandatory and additional licence conditions attached to all Short Term Let Licences):-

A copy of this policy can accessed [here](#) or a hard copy can be supplied where requested.

10. Implications

10.1 Not applicable.

Date: 20 September 2024

Author: Julie Traynor

Reference: [FS538043436](#)

Background Papers:

- Civic Government (Scotland) Act 1982
- The Civic Government (Scotland) Act 1982 (Licensing of Short-term Lets) Order 2022

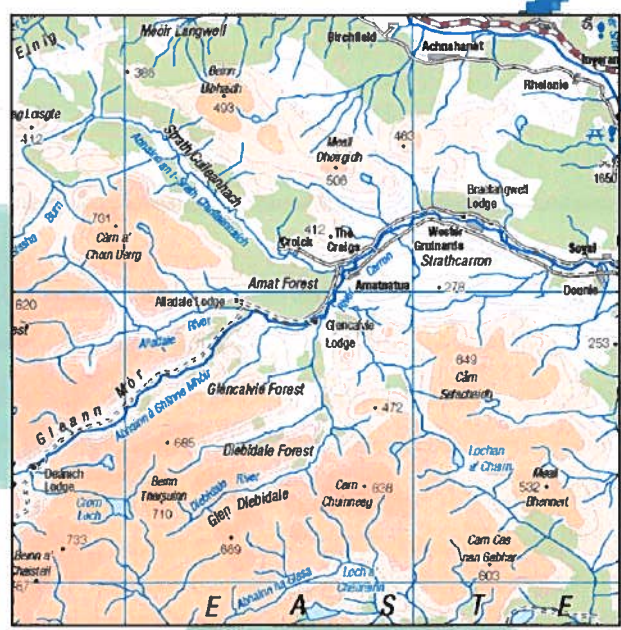
Appendix:

Appendix 1: Site plan detailing the extent of the Premises and floor plans for the Premises

Appendix 1

Glencalvie
Lodge

 Glencalvie Lodge Boundary



Galbraith
Galbraith, Reay House 17 Old Edinburgh Road,
Inverness, IV2 3HF
Tel: 01463 224343
Email: inverness@galbraithgroup.co.uk

Glencalvie Lodge

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