

	Agenda item	3.7
	Report no	HLC/147/24

THE HIGHLAND COUNCIL

Committee: THE HIGHLAND LICENSING COMMITTEE

Date: 3 December 2024

Report title: Application for the grant of a short term let licence – Self Catering Units, Glen Affric Chalet Park, Cannich, IV4 7LT (Ward 12 – Aird and Loch Ness)

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 nine months from receipt of the application to determine the same, therefore this application must be determined by 7 December 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 7 December 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 8 March 2024 a validated application for the grant of a short term let licence was received from Mr Alan Hood on behalf of Glen Affric Holiday Park Limited (Company number SC390826) and having their registered office at Glen Affric Holiday Park, Cannich, Beauly, Inverness-Shire, IV4 7LT.
- 4.2 The properties to which the application relates are located within Glen Affric Holiday Park and comprise of thirteen cabins named Ash, Beech, Birch, Elm, Hazel, Holly, Maple, Oak, Pine, Rowan, Spruce, Willow and Yew (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 the said Glen Affric Holiday Park Limited will be the host/operator of the Premises. The applicant has applied as a 'new host' and, as such, the host/operator cannot operate the premises as a short term let until they have obtained a licence.
- 4.4 Glen Affric Holiday Park Ltd 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 the said Mr Hood.

- 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 comprise of thirteen self-catering detached cabins. Each of the thirteen cabins can accommodate a maximum capacity of 6 guests. The applicant has advised that each of the cabins share the same floor plan, which can be found on page 1 of Appendix 2 to this report (**Appendix 2**)

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; and
 - Highland Council Building Standards.
- 5.2 Police Scotland, the Highland Council's Environmental Health Service and the Highland Council Building Standards have all confirmed that they have no objections to the application.

6. Late Representation

- 6.1 A representation was received on 7 August 2024 from the Scottish Fire and Rescue Service. This was received after the 28 day period for objections/representations had elapsed and therefore cannot automatically be considered by the Committee.
- 6.2 At the meeting Scottish Fire and Rescue Service will be invited to address the Members as to the reason why the representation was submitted after the required timescale. The applicant will be invited to address the Committee on the same and thereafter Members will require to determine whether there were sufficient reasons for the late representation and whether it should be heard.
- 6.3 If the Committee are minded to accept the late representation a copy will be circulated at the meeting. If not, the application will be determined in its absence.

7. Certificate of Compliance

- 7.1 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 from 11 March 2024. No public objections have been received in respect of the application.

8. Determining issues

8.1 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 \(Licensing Committee\) \(highland.gov.uk\)](https://www.highland.gov.uk/licensing-hearings-procedures)

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: 12 November 2024

Author: Maureen Duffy

Reference: [FS589742397](#)

Background Papers:

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

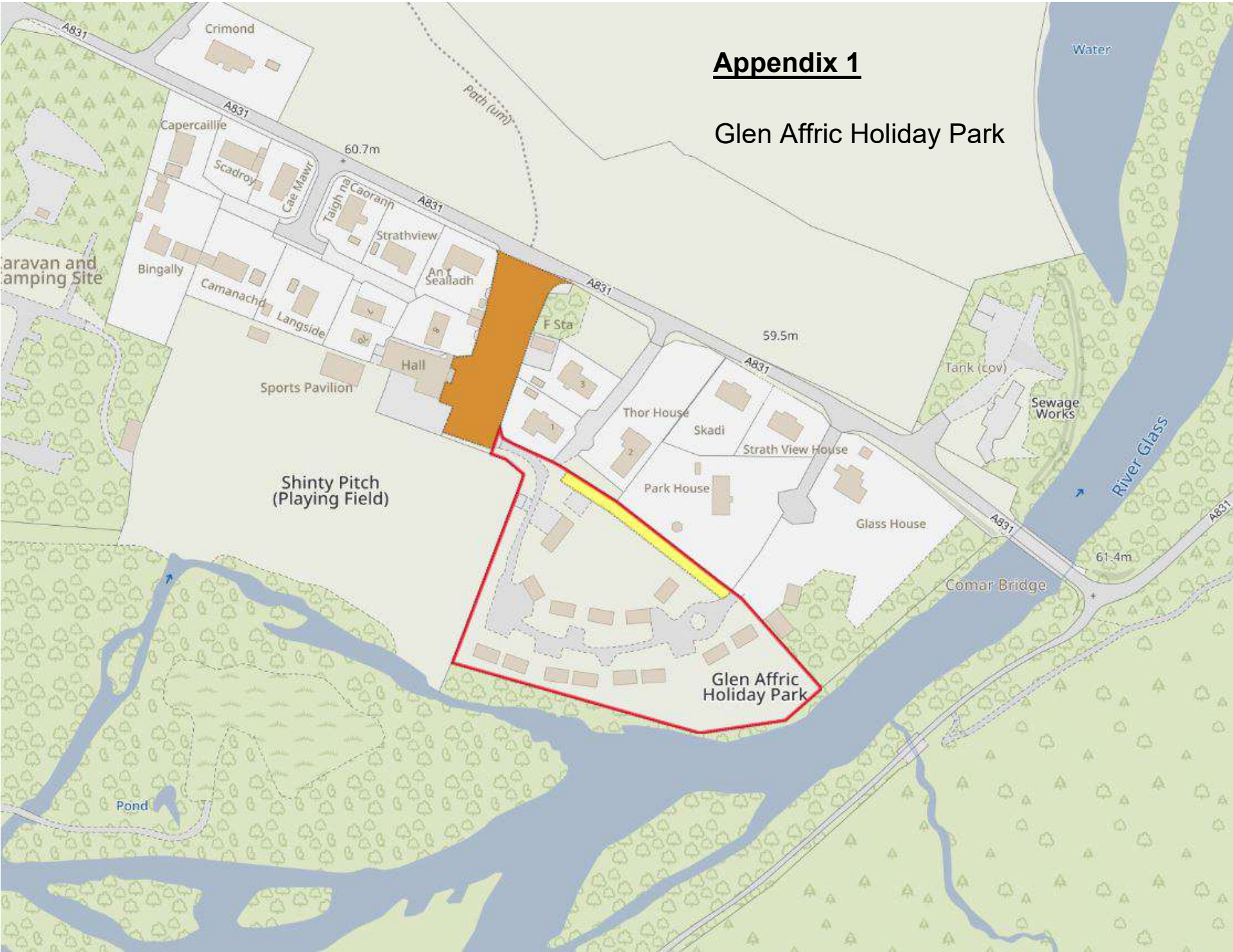
Appendices:

Appendix 1: Floor plan for the Premises.

Appendix 2: Site plan for the Premises.

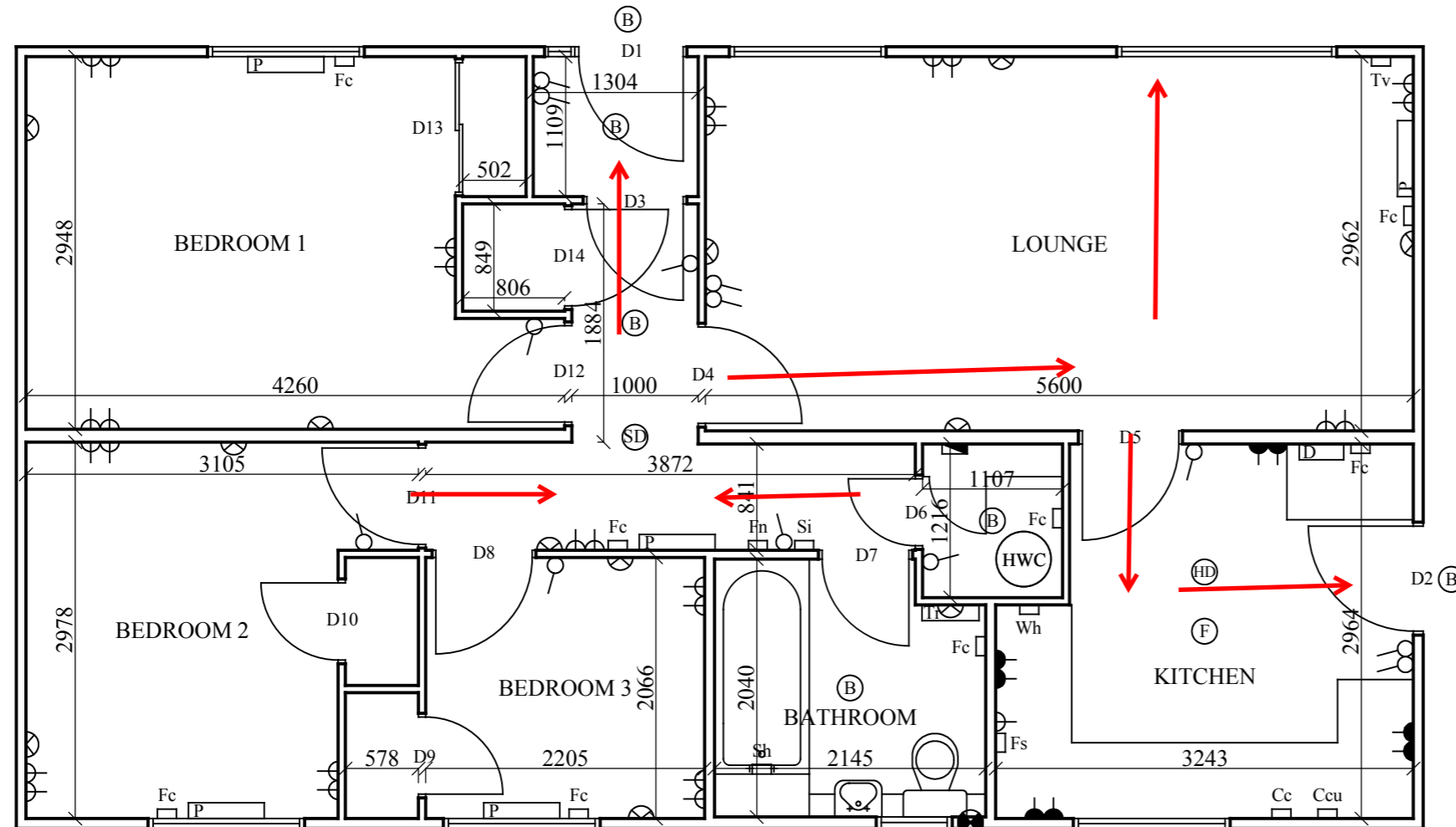
Appendix 1

Glen Affric Holiday Park



APPENDIX 2

CABIN LAYOUT - GLEN AFFRIC HOLIDAY PARK



→ Fire Escape route or via windows in each room

Max Occupancy 6 Guests - No accommodation for guests with mobility impairment

NOTES:KEY

- ⊗ WALL MOUNTED LIGHT FITTING
- ⊙ SPOT LIGHT LIGHT FITTING
- ⊕ BULKHEAD LIGHT FITTING
- ⊖ FEATURE LIGHT FITTING
- SINGLE GANG LIGHT SWITCH
- ⊗ DOUBLE GANG LIGHT SWITCH
- ⊖ SINGLE 13A POWER OUTLET
- ⊗ DOUBLE 13A POWER OUTLET
- ⊖ DOUBLE 13A POWER OUTLET (HIGH LEVEL)
- Tv TELEVISION POINT
- Wh WATER HEATER SWITCH
- Ccu COOKER CONTROL UNIT
- Cc COOKER CABLE OUTLET
- Sh ELECTRIC SHOWER
- Si SHOWER ISOLATOR SWITCH
- Fs FUSED SWITCH
- Fh FUSED SWITCH & NEON INDICATOR
- Fc FUSED CABLE OUTLET
- ⊗ EXTRACTOR FAN
- ▭ PANEL HEATER
- ▭ DOWNFLOW HEATER
- ▭ BASE UNIT HEATER
- ▭ TOWEL RAIL HEATER
- ▭ BACKLIT MIRROR
- ▭ MAINS DISTRIBUTION BOARD
- ⊙ SMOKE DETECTOR
- ⊙ HEAT DETECTOR
- ⊙ HWC HOT WATER CYLINDER

CLIENT:
MR A. HOOD

PROJECT:
**GLEN AFFRIC HOLIDAY PARK
CANNICH
IV4 7LT**

TITLE:
**FLOORPLAN - TYPE 1 CABIN
(CABIN No's 2, 3, 5, 6, 7, 9 & 11)**

SCALE: 1:50 on A3	DRWG NO: MA580/01
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DRWG BY: CC	DATE: JULY 2015
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