

Agenda item	3.1
Report no	HLC/93/25

THE HIGHLAND COUNCIL

Committee: THE HIGHLAND LICENSING COMMITTEE

Date: 3 June 2025

Report title: Application for the grant of a short term let licence – Camisky Lodge, Torlundy, PH33 6SP (Ward 21 – Fort William and Ardnamurchan)

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 12 months from receipt of the application to determine the same, therefore this application must be determined by 12 June 2025. 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 11 June 2025 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 12 June 2024 a validated application for the grant of a short term let licence was received from Mr Michael Mann.
- 4.2 The property to which the application relates is Camisky Lodge, Torlundy, PH33 6SP (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 in 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 Mr Mann will be the host/operator of the Premises. The host/operator has applied for a short term let licence as an 'existing host' on the basis that the Premises were operated as a short term let property prior to 1 October 2022.
- 4.4 Mr Mann and a Mrs Caroline Mann is 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 Mr Mann.

- 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 two storey Victorian lodge which can accommodate a maximum capacity of sixteen guests. Floor plans of the Premises were provided by the applicant as part of the application process, and these can be found on pages two 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.

6. Late Representation

- 6.1 The Scottish Fire and Rescue Service submitted a non-timeous representation, which was received by email on 25 July 2024. This representation was received after the 28-day period for objections or representations to be made had elapsed, namely on 11 July 2024, and therefore it 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(s) why this 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 representations and whether they should be heard.
- 6.3 If the Committee are minded to accept the email of representation, copies of same 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 13 June 2024. No public objections have been received.

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 both 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: 14 May 2025

Author: Karen Nicholson

Reference: [FS538579839](#)

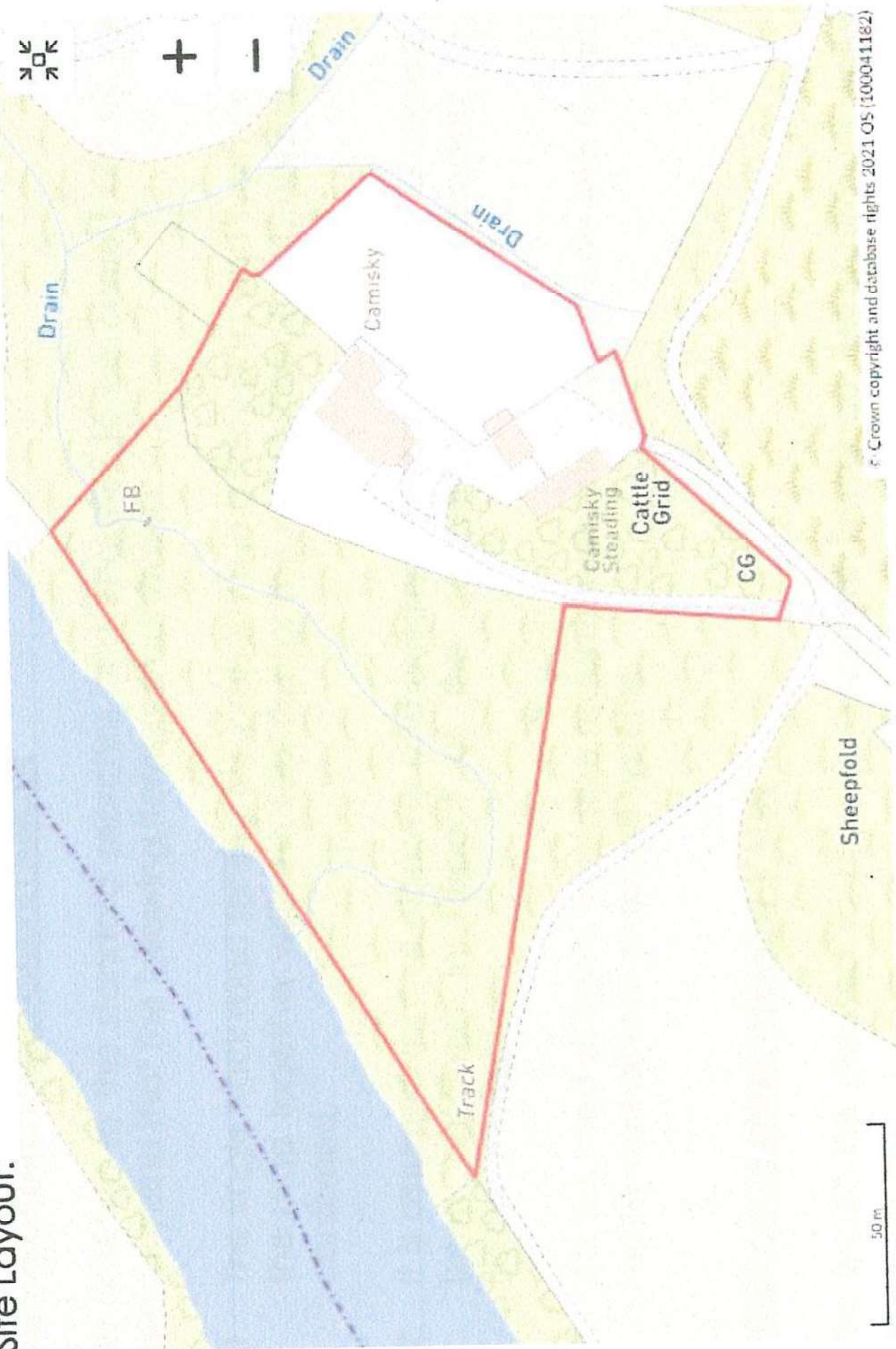
Background Papers:

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

Appendices:

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

Site Layout:



This information will be held to have detailed dimensions before commencing with any work and in the event of any discrepancies to be referred to the client and architect. All dimensions are to be taken as at 21st Dec 2013. Dimensions should not be scaled. All dimensions are to be taken as at 21st Dec 2013. Dimensions should not be scaled. All dimensions are to be taken as at 21st Dec 2013. Dimensions should not be scaled.

MECHANICAL AND ELECTRICAL

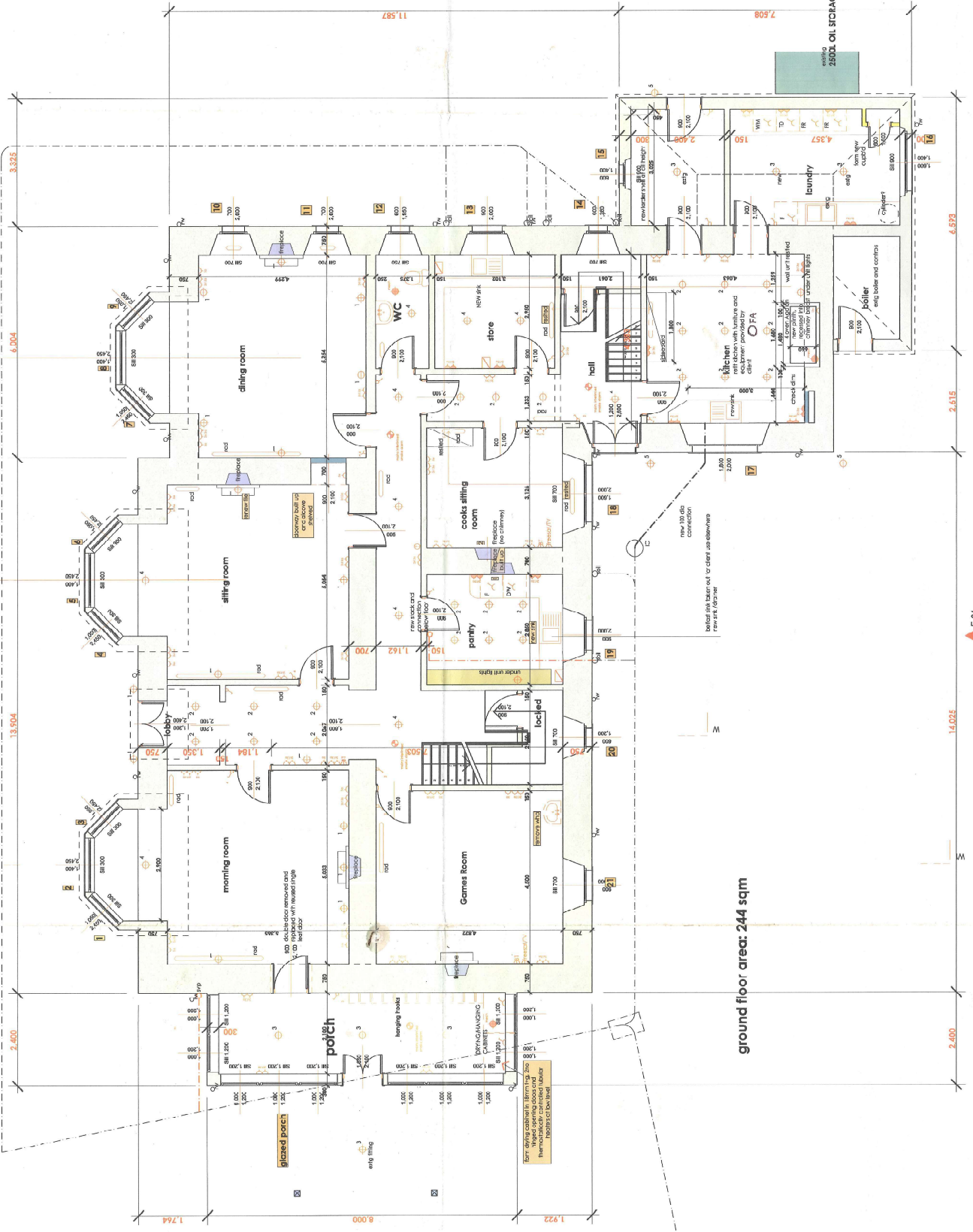
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MECHANICAL AND ELECTRICAL SYMBOLS

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MECHANICAL AND ELECTRICAL DIMENSIONS

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- MECHANICAL DIMENSIONS
- MECHANICAL DIMENSIONS



ground floor area: 244 sqm

Rev.	Description	Date
A	DMA	
B		
C		

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 C.H.A.R.L.E.S. A.S.C.H.I.E.C.T.

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 e: davidmee@daveyarchitects.co.uk www.daveyarchitects.co.uk

Project: ALTERATIONS TO CAMBSY DOGE
 TORKLANDY FORT WILLIAM

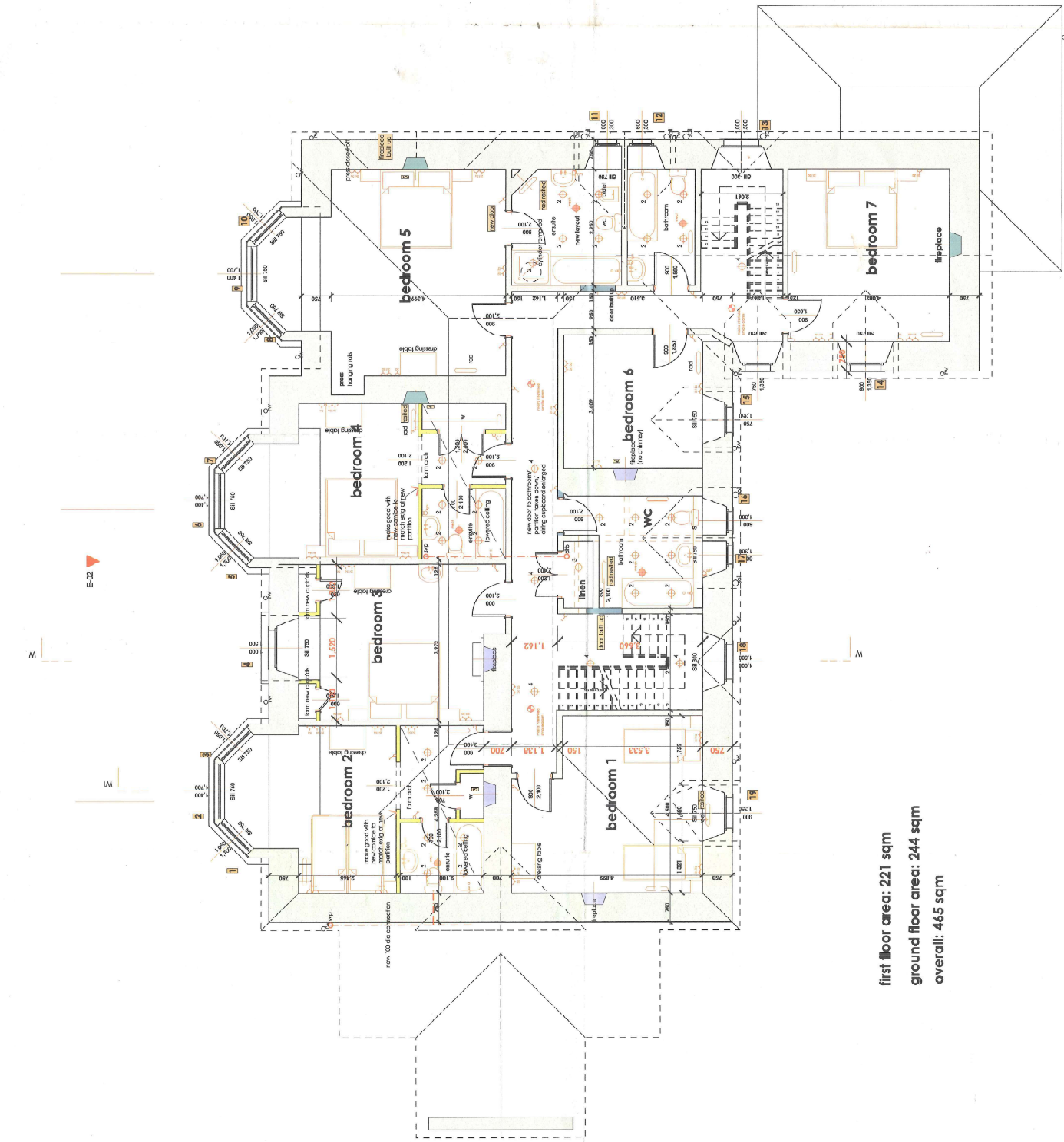
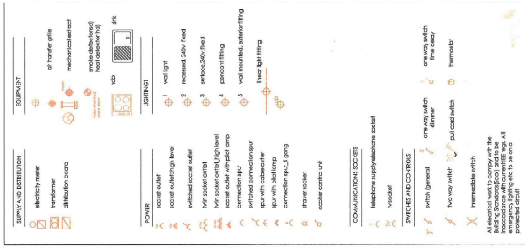
client: MICHAEL MANN and others

detail: GROUND FLOOR PLAN

Rev.	Drawn by
A	DMH

date: 15/11/2013
 Client ref: MA0102
 Job no: 09/023

NOTE: Contractor shall be held to any codes/alterations before commencing any work in order to ensure that any amendments to the drawings are in accordance with the relevant building regulations. All alterations shall be marked on the drawings. In case of discrepancy between the drawings and the specifications, the specifications shall prevail. The contract price is based on the drawings and specifications. The contract price does not include any work not shown on the drawings or in the specifications. The contract price does not include any work which may be required by the building authorities or the relevant building regulations. The contract price does not include any work which may be required by the relevant building authorities or the relevant building regulations. The contract price does not include any work which may be required by the relevant building authorities or the relevant building regulations. The contract price does not include any work which may be required by the relevant building authorities or the relevant building regulations.



first floor area: 221 sqm
 ground floor area: 244 sqm
 overall: 465 sqm

David Mee-Architect
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PROJECT: ALTERATIONS TO CANISKY LODGE
 TOLINNY FORT WILLIAM

CLIENT: MC-AEL MANN and others

DATE: 15/03/2012

PROJECT: FIRST FLOOR PLAN

Scale: 1:50	Date: 15/03/2012	Drawn: DMM
Client ref: MA01D/2	JPP no: 09/0205	Proj no: 002
		Rev: A