

Agenda item	11.7
Report no	HLC/118/25

THE HIGHLAND COUNCIL

Committee: THE HIGHLAND LICENSING COMMITTEE

Date: 24 June 2025

**Report title: Application for the grant of a short term let licence –
31a Greig Street, Inverness, IV3 5PX (Ward 14 – Inverness
Central)**

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 23 July 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 24 July 2025 for a period of 12 months. The application is before this Committee as this is the last meeting before the determination date expires.
- 3.2 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 23 July 2024 a validated application for the grant of a short term let licence was received from Mrs Stella Campbell.
- 4.2 The property to which the application relates is 31a Greig Street, Inverness, IV3 5PX (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 plans 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 Mrs Campbell 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 Mrs Campbell is named on the application as the owner 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 Mrs Campbell.

- 4.6 The type of letting which has been applied for is 'home letting, which means the host/operator is using all or part of their own home for short-term lets whilst they are absent.
- 4.7 The Premises is described as a detached dwellinghouse which can accommodate a maximum capacity of six 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 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 At the time of writing this report, Scottish Fire & Rescue Service have not provided a response to the consultation request. If available, a verbal update will be provided to the Committee by the Principal Solicitor – Regulatory Services.

6. Certificate of Compliance

- 6.1 The applicant has yet to return a certificate of compliance, which confirms 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. Such certificate of compliance must be completed by the applicant and returned to the licensing team as confirmation that the public notice of application has been displayed in terms of the legislation, before the licence can be issued. If available, a verbal update can be provided to the Committee by the Principal Solicitor – Regulatory Services.

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.

- 7.2 A copy of this report has been sent to the applicant who, in the terms of paragraph 4(2) of the Civic Government (Scotland) Act 1982, has been invited to attend and will be provided with an opportunity to be heard by the Committee.
- 7.3 The applicant has 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)

8. 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.

9. Implications

- 9.1 Not applicable.

Date: 28 May 2025

Author: Alexander Florence

Reference: FS-Case- 542904272

Background Papers:

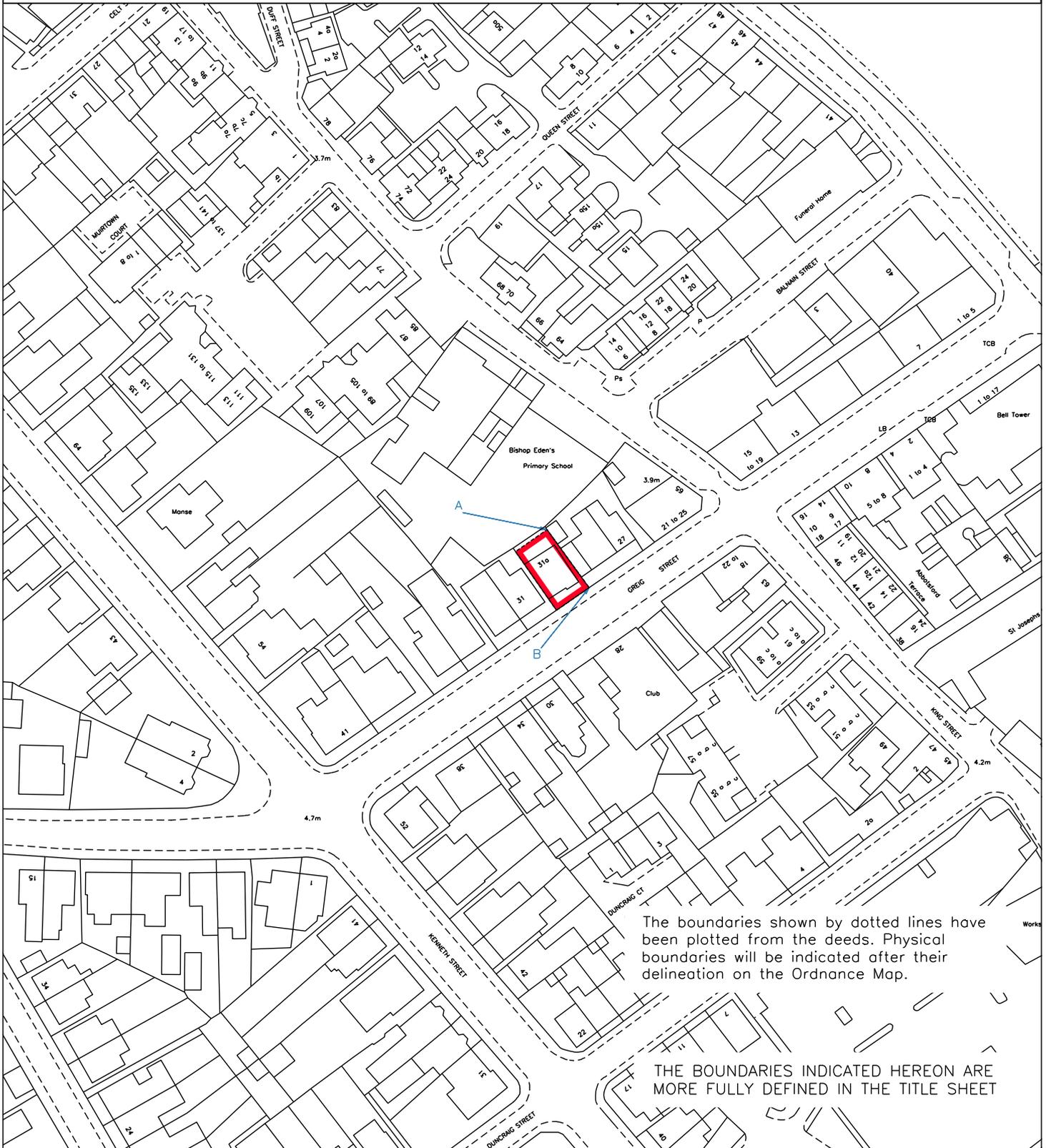
- Civic Government (Scotland) Act 1982
- The Civic Government (Scotland) Act 1982 (Licensing of Short-term Lets) Order 2022

Appendix:

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

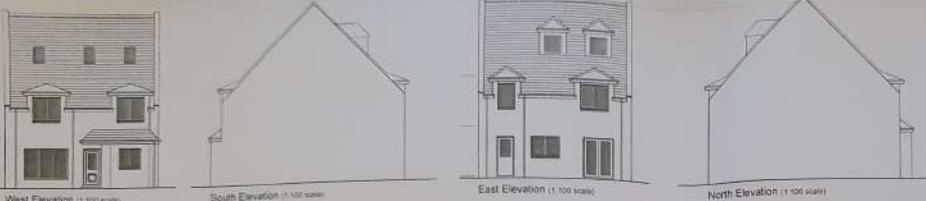
 LAND REGISTER OF SCOTLAND	Officer's ID / Date	TITLE NUMBER
	2719 4/11/2019	INV1181
	ORDNANCE SURVEY NATIONAL GRID REFERENCE	70m
	NH6645SW	Survey Scale 1/1250

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The boundaries shown by dotted lines have been plotted from the deeds. Physical boundaries will be indicated after their delineation on the Ordnance Map.

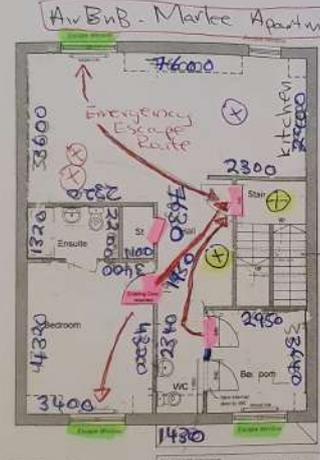
THE BOUNDARIES INDICATED HEREON ARE MORE FULLY DEFINED IN THE TITLE SHEET



31A Greig St
Inverness
IV3 5PX



Ground Floor Plan (1:50 scale)
Occupancy: 2p



First Floor Plan (1:50 scale)
Occupancy: 4p



Second Floor Plan (1:50 scale)
Occupancy: 2p

NOTES
DOWNSTAIRS
 All partitions walls to be finished to standard for stairs.
 All partitions walls to be finished to standard for stairs.
NEW INTERNAL PARTITIONS
 To be based on 'Part 14' Tables from the Scottish Construction and Design Internal Partitions published by Scottish Government.
ROBUST WALL CONSTRUCTIONS
 Walls adjacent to any existing wall to be of the same construction and all walls to be of the same construction as the existing wall.
INTERNAL DOORS
 New Fire Resistant Self-Closing (FRSD) Solid Core Doors shall be installed in all rooms.
INCORPORATION
 All doors to be installed in accordance with BS 4793 Part 2: 2002.

NEW STAIRCASE
 A landing staircase to be installed and new reinforced concrete construction.
HEATING SYSTEMS AND HOT & COLD WATER
 Heating system to be installed and new reinforced concrete construction.
INTERNAL CHANGING
 All doors to be installed in accordance with BS 4793 Part 2: 2002.

ELECTRICAL INSTALLATION & FIRE ALARM
 Electrical installation to comply with the current requirements of BS 7671: 2008.
NO DISABILITY ACCESS

- X Carbon + Smoke Detector
- X Heat Detector
- X Emergency Light
- Fire Doors
- Escape Windows
- Exit sign

- Key to Electrical Fixings**
- 1. 100mm x 100mm x 10mm metal plate
 - 2. 100mm x 100mm x 10mm metal plate
 - 3. 100mm x 100mm x 10mm metal plate
 - 4. 100mm x 100mm x 10mm metal plate
 - 5. 100mm x 100mm x 10mm metal plate
 - 6. 100mm x 100mm x 10mm metal plate
 - 7. 100mm x 100mm x 10mm metal plate
 - 8. 100mm x 100mm x 10mm metal plate
 - 9. 100mm x 100mm x 10mm metal plate
 - 10. 100mm x 100mm x 10mm metal plate

PLEASE NOTE
 All details and structural specifications on this drawing to be read in conjunction with the specifications published by the Scottish Government in the Scottish Construction and Design Internal Partitions (Part 14) Tables from the Scottish Construction and Design Internal Partitions published by Scottish Government.

WARRANT

ARCHITECT

Paul Campbell

174 Greig Street, Inverness IV3 5PX

C799 / BW02