



**Neighbourhoods, Regeneration
and Sustainability**
Glasgow City Council
Exchange House
231 George Street
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Executive Director
George Gillespie
BEng (Hons) CEng MICE

MEMORANDUM

CASE 10

Our Ref: HMO/LF
Application Ref: HMO01917
Date: 24 March 2025

From: B Carroll
Principal Officer, Housing Intervention & Support Team, NRS

To: G McNaught
Legal Manager (Licensing), Corporate Services

Subject: Consultation: Housing (Scotland) Act 2006
Application for an Existing House in Multiple Occupation Licence

Applicant: Sanctuary Scotland Housing Association Limited
Ward: 06

Address: 19 Morton Gardens
House Position: Main Door

Recommendation:

The following items be satisfactorily completed prior to the grant of the licence and the under noted conditions would be applicable.

Items for Completion:

Inspection

The premises were inspected on 24 March 2025 in respect of the Council's living standards for houses in multiple occupation. The following matters were directed to the attention of Ms Maureen Barnes of Sanctuary Housing Association the applicant's representative and also to the applicant by email.

1. The complete electrical installation (including portable electrical appliances and any minor electrical works certificates) must be inspected by a competent Electrical Engineer, any defects found must be rectified and an inspection certificate stating its condition must be completed and forwarded to the Executive Director of, Neighbourhood, Regeneration and Sustainability Services HMO Unit, 231 George Street, Glasgow, G1 1RX.

2. A current Landlords Gas Safety Certificate requires to be provided and forwarded to the Executive Director of Neighbourhood, Regeneration and Sustainability Services, HMO Unit, 231 George Street, Glasgow, G1 1RX. If the application is for the grant of an existing licence then copies of the Gas Safety Certificates for the previous two years also require to be submitted.
3. The UPVC door at the rear of the property which accesses the wheelchair ramp should be replaced as it is ill fitting and unable to be closed.

Conditions

1. A minimum one (01) suitable bin with lid for storage of refuse produced by the tenants of the house shall be provided at a suitable location with suitable means of access thereto.
2. The number of persons to be accommodated within the licensed premises shall not exceed four (04) persons.
3. At least once in every five years all electrical systems within the premises shall be examined by a competent person and a certificate provided indicating that all such systems are functioning properly and are safe.
4. At least once in every year all portable appliances within the premises provided for the use of the tenants shall be examined by a competent person and certificates provided indicating that all such appliances are functioning properly and are safe.
5. At least once a year all gas appliances provided for the use of the tenants must be examined by a competent person (i.e. GAS SAFE REGISTERED ENGINEER) and a certificate provided (i.e. LANDLORDS GAS SAFETY CHECK) indicating that they are functioning properly and are safe. Gas Certificates must be retained for three years and must be submitted when applying for renewal of a licence.

Background Information

Description of Property: Two storey detached bungalow.

Number of Bedrooms: Four (04) (In addition there is a staff sleepover room.)

History of Multiple Occupation: First found to be in multiple occupation on 18 November 2002.

Occupied: The property is currently occupied by three persons.

History of Complaints: None

Standard of Management: At time of inspection there were three outstanding items for completion brought to the attention of the owner under “Items for Completion”. These matters are relevant in considering the standard of management. Subject to these items being addressed the standard of management may be said to be satisfactory.

Other Information: None