



MEMORANDUM

CASE 5

Our Ref: HMO/DA
Application Ref: HMO08161
Date: 04 December 2025

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

To: G McNaught
Legal Manager (Licensing), CED

Subject: Consultation: Housing (Scotland) Act 2006
Application for a New House in Multiple Occupation License

Applicant: Farah Abdul-Quayum

Ward: 10

Address: 425 Sauchiehall Street

House Position: 3-3

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 28 November 2025 in respect of the Council's living standards for houses in multiple occupation. The following matters were directed to the applicant and confirmed to the applicant by letter.

1. As noted on site Bedroom 1/L does not currently meet the required minimum width standard for a bedroom within a licensed HMO. Please bring forward proposals as to how this may be addressed to achieve compliance as discussed on site.
2. Please ensure that each of the window units in the bedrooms is capable of being easily and safely opened and closed without slamming.
3. The room currently used as a lounge would require to be furnished with the usual bedroom furniture before use.
4. The vents serving the communal mechanical ventilation system all require to be thoroughly cleansed.

5. The mortice style lock on the flat entrance/exit door should be modified to be able to be opened with resort to a key from the inside (i.e. a thumb turn should be fitted).
6. Please submit the Electrical Installation Condition Report (EICR).
7. Please submit the current Portable Appliance Test (PAT) certificate.
8. Please submit the Energy Performance Certificate (EPC).
9. Please submit evidence of the Buildings Insurance policy in place for the flat.
10. Please submit a copy of the lease/tenancy agreement.
11. The size of each of the three bedrooms is insufficient for double occupancy as there is no communal lounge/sitting area provided. As such the capacity of the proposed HMO would require to be reduced to 3 persons/3 bedrooms in order to be able to be supported by the HMO Unit.

Conditions

1. Tenants should be instructed to utilise the on street waste/recycling facilities for disposal of their generated waste.
2. The number of residents to be accommodated within the licensed premises should not exceed three (03) persons. ****Amended Capacity****
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. If the application is for the grant of an existing licence then copies of the portable appliance test certificates for the previous two years also require to be submitted.

Background Information

Description of Property: First floor flat within a five storey tenement with commercial units on the ground floor.

Number of Bedrooms: Three (03)

History of Multiple Occupation: This is a new proposed HMO property.

History of Complaints: None

Occupied: Yes, two tenants only.

Standard of Management: At the time of inspection several matters were identified to be addressed under 'Items for Completion'. Subject to these being satisfactorily addressed the standard of management may be said to be satisfactory.

Other Information: The application would need to be amended to 3+3 (from 3+5) in order to be able to supported by the HMO Unit due to the size of three bedrooms and the other facilities/layout within the property.