

HOUSES IN MULTIPLE OCCUPATION

IMPORTANT INFORMATION PLEASE ENSURE YOU READ THIS INFORMATION PRIOR TO SUBMITTING AN APPLICATION

Houses in Multiple Occupation - Overprovision

1. With a view to preventing excessive concentrations of Houses in Multiple Occupation (HMOs) in any area of the city, the Council have adopted a policy on the overprovision of HMOs.
2. This policy is to the effect that if there is a concentration of HMOs in any one particular Census Output Area (COA) in excess of 12.5% of qualifying residential properties in that COA, then the Licensing Committee will consider this to amount to overprovision of HMOs in that COA and may refuse a licence. The provision level will be verified the day prior to the Licensing Committee meeting at which your application will be considered and it is on the basis of this information that the Committee will make their determination. **Applicants should be aware that the Council will not refuse to accept an application for a licence on the basis of overprovision. It will be for the applicant to determine whether they wish to submit an application and where necessary to seek to convince the Licensing Committee that there are exceptional circumstances in their case which would justify the policy not being applied.**

Exemptions from the Policy

3. This policy applies city wide with the exception of the city centre area, as defined in the Dundee City Council Adopted Local Plan.
4. New-build, purpose built HMO accommodation such as student residences and developments covered by Section 75 agreements under the Town & Country Planning (Scotland) Act 1997 which restricts their use to HMO accommodation are exempt from this policy.
5. Competent renewals of existing licenses will be exempt.
6. Existing licensed properties which change ownership and have a competent application lodged within one month of the change in ownership will be exempt.

Census Output Areas

7. COAs are boundaries defined by the General Register Office for Scotland and are one of the basic geographic areas used in producing statistics from the national census. The current boundaries were derived from December 2000 postcodes and 2001 wards.

Enquiries

8. Enquiries regarding the level of provision in a COA in respect of a particular property address can be made to the Private Sector Services Unit, Dundee House, 50 North Lindsay Street, Dundee DD1 1NB (tel: 0800 085 3638) or to the Electoral Registration and Licensing Office, 20 City Square, Dundee, DD1 3BY (tel: 01382 434444). A report identifying the level of provision in a specific COA together with a map of the COA is available free of charge on request.

Licensing Committee

9. Where more than one application for a licence in the same COA is being considered at the same meeting of the Licensing Committee, they will be considered in the order in which the applications were lodged. Applications will be submitted to Committee for determination once the subject premises are compliant with the required standards for HMOs.