

NORTH HERTFORDSHIRE DISTRICT COUNCIL

DECISION SHEET

Meeting of the Licensing and Regulation Committee held in the Council Chambers, District Council Offices, Gernon Road, Letchworth Garden City, SG6 3JF on Tuesday, 7th February, 2023 at 7.30 pm

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Chris Lucas, Lisa Nash, Ian Albert, David Barnard and Richard Thake.

2 MINUTES - 2 NOVEMBER 2021

RESOLVED: That the Minutes of the Meeting of the Committee held on 2 November 2021 be approved as a true record of the proceedings and be signed by the Chair.

3 CHAIR'S ANNOUNCEMENTS

- (1) The Chair advised that, in accordance with Council Policy, the meeting would be audio recorded.
- (2) Members were reminded that this Council had declared a Climate Emergency. This was a serious decision and meant that, as this was an emergency, all of us, officers and Members had that in mind as we carried out our various roles and tasks for the benefit of our District.
- (3) The Chair advised for purposes of clarification that 4.8.23(a) of the constitution did apply to this meeting and Members were required to be present for the entirety of an Item to vote.

4 NOTIFICATION OF OTHER BUSINESS

There was no Other Business notified.

5 PUBLIC PARTICIPATION

There was no public participation.

6 ADOPTION OF A HMO LICENSING POLICY

RESOLVED: That the Committee adopted the HMO Licensing Policy attached as Appendices 1 to 5.

REASON FOR DECISION: Whilst the Council has applied national legislative standards and local guidance to all existing HMOs, it is important to ensure that the Council has a clear and transparent policy for the determination of applications and the enforcement of licences. This policy should also be easily accessible for customers.

7 PRESENTATION OF THE ANNUAL LICENSING REPORT 2021/22

RESOLVED: That the Committee:

- (1) Reviewed the Annual Report and commented on its content.
- (2) Noted the Annual Report.

Tuesday, 7th February, 2023

REASON FOR DECISIONS: Section 8.2.3 of the Council Constitution requires the Full Committee to meet at least twice per civic year and section 8.2.3 (d) requires the Committee 'to receive an annual report on licensing activities including performance information'.