

NORTH HERTFORDSHIRE DISTRICT COUNCIL

DECISION SHEET

Meeting of the Licensing and Regulation Committee held in the Council Chamber, District Council Offices, Gernon Road, Letchworth on Monday, 30th October, 2023 at 7.30 pm

1 APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Ruth Brown, Michael Muir and Michael Weeks.

2 MINUTES - 7 FEBRUARY 2023

RESOLVED: That the Minutes of the Meeting of the Committee held on 7 February 2023 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) The Chair drew attention to the item on the agenda front pages regarding Declarations of Interest and reminded Members that, in line with the Code of Conduct, any Declarations of Interest needed to be declared immediately prior to the item in question.
- (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) The Chair said a farewell to the Committee Member and Scrutiny Officer Eleanor Hopcraft.

4 NOTIFICATION OF OTHER BUSINESS

There was no other business notified.

5 PUBLIC PARTICIPATION

There was no public participation.

6 ANNUAL LICENSING REPORT 2022-2023

RESOLVED: That the Committee:

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

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

7 THE ROLE OF THE LICENSING AND REGULATION COMMITTEE

RESOLVED: That the Committee:

- (1) Considered their future role having considered the content of the Annual Report.

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- (2) Advised officers of any additional information they required to undertake the licensing scrutiny function, including that a half yearly update be provided to Members of the Committee and that further information on the processes be provided to newer Members.

REASON FOR DECISIONS: To ensure that the Committee is receiving the information it requires in the Annual Report and that it is content with its role in the licensing process.