

**MINUTE**  
**of**  
**LICENSING COMMITTEE**

**Minute of meeting held at 10.00am in the Council Chamber, Council Headquarters, Giffnock, on 6 August 2024.**

**Present:**

Councillor Paul Edlin (Chair)	Councillor Andrew Morrison
Councillor Angela Convery (Vice Chair)*	Councillor David Macdonald*
Provost Mary Montague*	

Councillor Edlin in the Chair

(\* indicates remote attendance)

**Attending:**

Nicola McEleny, Solicitor; Jillian McGrain, Senior Officer (Private Sector); Michelle McCarrol, Lead Officer (Tenant & Customer); and Victoria Harkness, Democratic Services Officer.

**DECLARATIONS OF INTEREST**

There were no declarations of interest intimated.

**Resolution to Exclude Press and Public**

At this point in the meeting, on the motion of the Chair, the Committee unanimously resolved that in accordance with the provisions of Section 50A(4) of the Local Government (Scotland) Act 1973, as amended, the press and public be excluded from the meeting for the remaining item of business on the grounds that it involved the likely disclosure of exempt information as defined in Paragraph 6 of Part 1 of Schedule 7A to the Act.

**SHORT TERM LET APPLICATION**

**899.** The committee was advised that this item had been withdrawn as the applicant had successfully submitted all required documentation prior to the meeting.

**SHORT TERM LET APPLICATION**

**900.** The committee considered a report by the Director of Environment regarding an application for a Short Term Let Licence under the terms of the Civic Government (Scotland) act 1982 (Licensing of Short-term Lets) Order 2022 (agenda item 4 refers).

The applicant, having been invited to the meeting, was not present.

902

The Senior Officer (Private Sector) advised on the current status of the application and recommended a further deadline be set for submission of required documentation.

The Committee, having taken account of the information provided, agreed:-

- (a) that the applicants be allowed to submit the missing evidence to Housing Services no later than 2 September 2024;
- (b) that, in the absence of this being submitted by or on this date, the Council could not proceed in approving this incomplete application within the timescales required, and makes a refusal decision without the need for a further hearing;
- (c) to authorise Council officers to report the Applicant and Owner to the Procurator Fiscal, in the event that the licence was refused and the applicant proceeds in operating an unlicensed STL and to cooperate with the Procurator Fiscal and Police in any criminal investigation and prosecution relating to this matter; and
- (d) to authorise Council officers to defend any litigation instituted by the Applicant and Owner in respect of their licence being refused.

CHAIR