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SCRUTINY PANEL A  
MINUTES OF THE MEETING HELD ON 28 November 2013

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Present: Councillors Burke, Claisse, L Harris, Lloyd, Mintoff and Vinson

Apologies: Councillor McEwing

1. **ELECTION OF CHAIR AND VICE-CHAIR**

**RESOLVED** that Councillor Burke be elected as Chair and Councillor Claisse as Vice-Chair of the Panel.

2. **REVIEW TERMS OF REFERENCE**

The Panel considered the report of the Assistant Chief Executive setting out the terms of reference for the review examining the contribution planning can make to maintaining balanced neighbourhoods and the quality of life for residents.

**RESOLVED** to approve the terms of reference for the Scrutiny Panel.

3. **INTRODUCTION TO THE REVIEW**

The Panel considered the report of the Assistant Chief Executive giving an overview of the review.

Chris Lyons, Planning and Development Manager, provided information relating to the current approach to HMOs and planning permission.

He also briefed member on the changes to permitted development rights; and the Council's enforcement role.

The following points were raised:-

- Whether it was possible to be flexible with the 40m radius used for HMOs – Need to decide on reasonable area and the impact on the community.
- Concerns over enforcement issues – Now fully staffed and backlog should be cleared within two months. Link with Legal Services has now been re-established.
- HMO Licensing - Not currently chasing those that have not registered HMOs but would need to pursue at some point. Details on how many HMO registrations were expected could be presented to a future meeting
- In the future information about HMOs would be shared between council departments on a computer system.
- The possibility of having different schemes for different areas dependent on size and scale of properties and the density of the population. Important to remember that any scheme needs to be easily manageable for officers given the limited and declining resources.
- Conversions of offices to accommodation and potential effects on City Centre Masterplan
- Agreed that details of progress against actions in the enforcement audit report would be sent to members.

- Neighbourhood plans.
- Supply and demand for housing. The need to engage with universities for “quick fixes” and long term. Also need to involve developers and landlord representatives.