



COMHAIRLE NAN EILEAN SIAR

COMMUNITY SAFETY BOARD

Minute of Meeting held in Council Chamber,
Council Offices, Stornoway on Wednesday, 29
January 2025 at 2.00pm.

PRESENT	Mr George Murray (Chair) Dr Frances Murray (Vice-Chair) Mr Mustapha Hocine Mr Ranald Fraser	Mr Norman Macdonald Mr Finlay M Stewart
APOLOGIES	Mr Kenny M Macleod Mr Calum Maclean	Mr Malcolm K Macdonald
MEMBERS IN ATTENDANCE	Mr Paul Steele	Mr Robert Mackenzie
OFFICERS IN ATTENDANCE	Mr Colm Fraser Mr Derek Mackay Mrs Elaine Mackenzie	Mrs Fiona Maciver Mrs Katie Macaskill

MINUTES

Minute of Meeting of 20 November 2024	1	The Minute of Meeting of 20 November 2024 was approved .
Minute of Meeting of Civic Government Licensing Panel of 20 November 2024	2	The Minute of Meeting of Civic Government Licensing Panel of 20 November 2024 was noted .
Declaration of Interest	3	There were no declarations of interest.

CONSUMER PROTECTION & ENVIRONMENTAL HEALTH

Licensing Update	4	With reference to the Item 4 of Minute of Meeting of 22 September 2022 the Chief Officer, Assets and Infrastructure submitted a Report seeking approval for an update of the Short-Term Let Licensing Scheme Policy and fees and other licensing fees and procedures. The Report stated that the Comhairle had implemented a Short-Term Let Licensing Scheme on 1 October 2022 and had processed and issued over 1000 applications and licences. Based on the issues and experiences on implementing the scheme it was proposed that the Short-Term Let Licensing Policy and fees be updated in line with the revised policy detailed in the Appendix to the Report.
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It was agreed to recommended that the Comhairle agrees to:

- (1) update the Short-term Let Licensing Policy as detailed in the Appendix to the Report which included:**
 - (i) changes to the application process as detailed at paragraph 6.3 of the Report;**
 - (ii) changes to the duration and renewal of licences as detailed at paragraph 7.3 of the Report;**
 - (iii) an additional licence condition relating to waste as detailed at paragraph 8.4 of the Report; and**
 - (iv) changes to the short-term let fees structure as detailed at paragraph 9.6 of the Report;**
- (b) change the application process for all other Service licences as detailed at paragraph 6.3 of the Report;**
- (c) changes to the duration and renewal of all other Service licences as detailed at paragraph 7.3 of the Report; and**
- (d) changes to the HMO fee structure as detailed at para 10.3 of the Report.**