

27 January 2023

Our Ref Licensing and Regulation Committee
7 February 2023
Contact. Committee Services
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To: Members of the Committee: Councillor Daniel Allen (Chair), Councillor Lisa Nash (Vice-Chair), Councillor Ian Albert, Councillor David Barnard, Councillor Elizabeth Dennis-Harburg, Councillor Jean Green, Councillor Gerald Morris, Councillor Richard Thake, Councillor Tom Tyson, Councillor Raj Bhakar, Councillor Ruth Brown, Councillor Chris Lucas, Councillor Nigel Mason, Councillor Michael Muir, Councillor Tom Plater and Councillor Sam North

NOTICE IS HEREBY GIVEN OF A

MEETING OF THE LICENSING AND REGULATION COMMITTEE

to be held in the

**COUNCIL CHAMBERS, DISTRICT COUNCIL OFFICES,
GERNON ROAD, LETCHWORTH GARDEN CITY, SG6 3JF**

On

TUESDAY, 7TH FEBRUARY, 2023 AT 7.30 PM

Yours sincerely,

Jeanette Thompson
Service Director – Legal and Community

****MEMBERS PLEASE ENSURE THAT YOU DOWNLOAD ALL AGENDAS AND REPORTS VIA THE MOD.GOV APPLICATION ON YOUR TABLET BEFORE ATTENDING THE MEETING****

Agenda **Part I**

Item	Page
<p>1. APOLOGIES FOR ABSENCE Members are required to notify any substitutions by midday on the day of the meeting.</p> <p>Late substitutions will not be accepted and members attending as a substitute without having given the due notice will not be able to take part in the meeting.</p>	
<p>2. MINUTES - 2 NOVEMBER 2021 To take as read and approve as a true record the minutes of the meeting of the Committee held on the 2 November 2021.</p>	
<p>3. CHAIR'S ANNOUNCEMENTS Members are reminded that any declarations of interest in respect to any business set out in the agenda, should be declared as either a Disclosable Pecuniary Interest or a Declarable Interest and are required to notify the Chair of the nature of any interest declared at the commencement of the relevant item on the agenda. Members declaring a Disclosable Pecuniary Interest must withdraw from the meeting for the duration of the item. Members declaring a Declarable Interest, wishing to exercise a 'Councillor Speaking Right', must declare this at the same time as the interest, move to the public area before speaking to the item and then must leave the room before the debate and vote.</p>	
<p>4. NOTIFICATION OF OTHER BUSINESS Members should notify the Chair of other business which they wish to be discussed at the end of either Part I or Part II business set out in the agenda. They must state the circumstances which they consider justify the business being considered as a matter of urgency.</p> <p>The Chair will decide whether any item(s) raised will be considered.</p>	
<p>5. PUBLIC PARTICIPATION To receive petitions, comments, and questions from the public.</p>	
<p>6. ADOPTION OF A HMO LICENSING POLICY Adoption of a policy that summarises the standards and guidance applicable to houses in multiple occupation that meet the mandatory licensing criteria.</p>	(Pages 5 - 158)
<p>7. PRESENTATION OF THE ANNUAL LICENSING REPORT 2021/22 An overview of the work undertaken by the licensing service during the reporting period, plus an update on current projects and future workload.</p>	(Pages 159 - 184)

