

4 October 2024

Our Ref Licensing and Regulation Committee
14 October 2024
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To: Members of the Committee: Councillors Alistair Willoughby (Chair), Emma Rowe (Vice-Chair), Ian Albert, Amy Allen, David Barnard, Ruth Brown, Elizabeth Dennis, Keith Hoskins MBE, Tim Johnson, Nigel Mason, Bryony May, Lisa Nash, Steven Patmore, Sean Prendergast and Stewart Willoughby

NOTICE IS HEREBY GIVEN OF A

MEETING OF THE LICENSING AND REGULATION COMMITTEE

to be held in the

**COUNCIL CHAMBER, DISTRICT COUNCIL OFFICES,
LETCWORTH GARDEN CITY, SG6 3JF**

On

MONDAY, 14TH OCTOBER, 2024 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
1. APOLOGIES FOR ABSENCE	
2. MINUTES - 30 OCTOBER 2023 To take as read and approve as a true record the minutes of the meeting of the Committee held on 30 October 2023.	(Pages 5 - 10)
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.	
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. The Chair will decide whether any item(s) raised will be considered.	
5. PUBLIC PARTICIPATION To receive petitions, comments, and questions from the public.	
6. ANNUAL LICENSING REPORT 2023/24 - PART 1 REPORT OF THE LICENSING AND COMMUNITY SAFETY MANAGER	(Pages 11 - 38)
To provide the committee with a summary of performance statistics, updates on project work, service improvements, and future challenges.	
7. EXCLUSION OF PRESS AND PUBLIC To consider passing the following resolution: That under Section 100A of the Local Government Act 1972, the Press and Public be excluded from the meeting on the grounds that the following report will involve the likely disclosure of exempt information as defined in Paragraphs 1 and 2 of Part 1 of Schedule 12A of the said Act (as amended).	

8. **ANNUAL LICENSING REPORT 2023/24 - PART 2** 39 - 58
REPORT OF THE LICENSING AND COMMUNITY SAFETY MANAGER

To provide the Committee with a summary of licensing activity during the reporting year.

9. **STATEMENT OF GAMBLING PRINCIPLES 2025-2028** (Pages
REPORT OF THE LICENSING AND COMMUNITY SAFETY MANAGER 59 - 116)

The purpose of this report is for the Licensing and Regulation Committee to consider the draft Statement of Gambling Licensing Principles prepared by officers, and the public consultation responses, and then recommend the adoption of a final Statement of Licensing Principles to Full Council.

10. **PAVEMENT LICENSING POLICY** (Pages
REPORT OF THE LICENSING AND COMMUNITY SAFETY MANAGER 117 -
144)

The purpose of this report is to adopt a licensing policy for pavement licences, following the previous temporary licensing arrangements being permanently enacted into legislation.

11. **STREET TRADING POLICY** (Pages
REPORT OF THE LICENSING AND COMMUNITY SAFETY MANAGER 145 -
178)

The purpose of this report is to adopt a street trading policy incorporating minor amendments to the existing policy.