

# **REGULATORY SERVICES COMMITTEE MEETING**

## **MINUTES**

Of a meeting held in the Penn Chamber, Three Rivers House, Rickmansworth on Wednesday 16 June 2021 from 8.02pm to 8.12pm

Members of the Licensing Committee:-

Councillors:-	Raj Khuroya (Chair)	Martin Trevett (Vice-Chair)
	Donna Duncan	Roger Seabourne
	Joanna Clemens	Alex Turner
	David Coltman	Kate Turner
	Paul Rainbow	Lisa Hudson (Sub for Alison Wall)

---

Officers in attendance:

Lorna Fryer – Lead Licensing Officer  
Debra Sandling – Animal Welfare and Licensing Inspector  
Sarah Haythorpe – Principal Committee Manager  
Mike Simpson - Committee and Web Officer

### **RG01/21 APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillor Alison Wall (Lisa Hudson substituted) and Councillor Stephen Cox.

### **RG02/21 MINUTES**

The Minutes of the Regulatory Services Committee Meeting held on 10 February 2021 were confirmed as a correct record and signed by the Chair.

### **RG03/21 NOTICE OF OTHER BUSINESS**

None received.

### **RG04/21 DECLARATIONS OF INTERESTS**

None received.

### **RG05/21 ANIMAL WELFARE ENFORCEMENT POLICY AND ANIMAL WELFARE LICENSING POLICY**

The Animal Welfare and Licensing Inspector presented the Animal Welfare Enforcement and Licensing Policy. The policy had been agreed at the meeting of the Policy and Resources Committee on 14 June, subject to any comments made by the Regulatory Service committee.

Questions from Members of the Committee were invited, of which there was none.

The recommendation to agree the Animal Welfare Licensing Policy for Three Rivers and the Animal Welfare Enforcement Policy for Three Rivers was moved by Councillor Kate Turner, seconded by Councillor Alex Turner.

**RECOMMEND TO COUNCIL:**

To adopt the Animal Welfare Licensing and Enforcement policies.

**RG06/21 REGULATORY SERVICES COMMITTEE WORK PROGRAMME**

The Committee was asked to consider the Regulatory Services work programme.

The Principal Committee Manager advised that the item on Review of Licensing Fees and Charges was included on the work programme for when the Licensing team would undertake a full review of all the fees and charges, currently scheduled for 2022. The annual fees and charges would go to the Leisure and Environment Committee each year as part of the budget setting process. Officers would check details with the Lead Licensing Officer and make any required update.

It was noted the Street Trading report would come to this meeting and not the Licensing Committee as it was within the remit of this Committee.

The contents of the work programme were agreed by General Assent.

**RESOLVED:**

That the Committee noted the items in the work programme.