

# **SPECIAL REGULATORY SERVICES COMMITTEE**

## **NOTICE AND AGENDA**

For a meeting to be held on Friday, 25 April 2025 at 10.00 am at Penn Chamber, Three Rivers House, Rickmansworth, WD3 1RL.

For reasons of special urgency, this meeting is being convened at less than 5 clear working days' notice in accordance with s.100B(3)(A) of the Local Government Act 1972.

Members of the Regulatory Services Committee:-

Councillors:

Harry Davies (Chair)  
David Major  
Andrew Scarth  
Andrea Fraser  
Debbie Morris

Tony Humphreys (Vice-Chair)  
Ciaran Reed  
Narinder Sian  
Stephen Cox

---

*Joanne Wagstaffe, Chief Executive  
Thursday, 17 April 2025*

### **1. AGREE PROCEDURE FOR THE MEETING**

(Pages 3 - 4)

Proposed Procedure for the meeting of the Regulatory Committee, 25 April 2025.

### **2. DECLARATIONS OF INTEREST**

To receive any declarations of interest.

### **3. EXCLUSION OF PRESS AND PUBLIC**

If the Committee wishes to consider the remaining item in private, it will be appropriate for a resolution to be passed in the following terms:-

“that under Section 100A of the Local Government Act 1972 the press and public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined under paragraph 1 of Part I of Schedule 12A to the Act. It has been decided by the Council that in all the circumstances, the public interest in maintaining the exemption outweighs the

public interest in disclosing the information.”

(Note: If other confidential business is approved under item 3, it will also be necessary to specify the class of exempt or confidential information in the additional items.)

**4. REGULATORY SERVICES COMMITTEE REPORT**

(Pages 5 - 114)

Part ii report

**General Enquiries: Please contact the Committee Team at**  
[committeeteam@threeivers.gov.uk](mailto:committeeteam@threeivers.gov.uk)



## **Proposed Procedure for the meeting of the Regulatory Committee, 25 April 2025**

As a Committee of the council, the regulatory committee would normally follow the rules of procedure within the Council's constitution.

However, it is normal practice across the country for hearings to follow a specific procedure to ensure they are fair and provide sufficient opportunity for the Committee to consider evidence as to whether the licensee remains a fit and proper person.

With this in mind, it is proposed that the Committee agrees to follow the procedure as set out below, which largely replicates the procedure followed by the Council's licensing sub-committee.

1. The Chair will introduce the members of the Committee and officers present
2. The Chair will ask members to make any declarations of interest
3. The Chair will invite the licensing officer to provide a factual outline of the case
4. The Committee may ask any questions to the Licensing Officer
5. The License Holder may ask any questions to the Licensing Officer
6. The License Holder to put their case to the Licensing Committee
7. The Committee may ask questions to the License Holder
8. Any witnesses or other persons present may make representations
9. The Committee may ask questions to the witnesses or other persons present
10. The License Holder may ask questions to the witnesses or other persons present
11. The Licensing Officer to make their closing statement
12. The License Holder to make their closing statement
13. The Chair to confirm that there are no further points the License Holder wishes to make
14. The Committee to retire to make their decision, accompanied by the Committee Clerk and Lawyer present.

For clarity, where this procedure refers to the License Holder, this may include any representative the License Holder has appointed to act on their behalf.

The Regulatory Committee is requested to approve this as the procedure to be used.



By virtue of paragraph(s) 1 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank



By virtue of paragraph(s) 1 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank



Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank