

SHORT-TERM LETS WORKING GROUP

Meeting 2

17 March 2021, 2.00 – 4.00 PM

AGENDA

1. Welcome and introductions
2. Minutes and actions

For approval

3. Updated membership, terms of reference and conduct (**Paper 1**)

For discussion

4. Forward plan (**Paper 2**)
5. Outline structure of guidance (**Paper 3**)
6. Drafting the guidance (**Paper 4**)
 - *Group members will be asked to take forward work to contribute to the guidance and any amendments to the Licensing Order before the next meeting in May.*
7. AOB
8. DONM – Thursday 13 May 2021 (Meeting 3)

Scottish Government
March 2021