


# Business Bulletin

## Regulatory Committee

**10.00am, Monday 21 November 2022**

Dean of Guild Court Room, City Chambers, High Street, Edinburgh

# Regulatory Committee

Convener:	Members:	Contact:
<p data-bbox="156 338 448 416">Convener Councillor Neil Ross</p> 	<p data-bbox="635 338 1062 669">Councillor Jack Caldwell Councillor James Dalgleish Councillor Dennis Dixon Councillor Martha Mattos-Coelho Councillor Joanna Mowat Councillor Susan Rae Councillor Catherine Fullerton</p>	<p data-bbox="1145 338 1493 506">Rachel Gentleman Committee Services rachel.gentleman@edinburgh.gov.uk</p>

Recent News	Background	Contact
<p><b>Licensing Forum</b></p> <p>The Forum met informally on 28 October 2022. Forum members received training from Alcohol Focus Scotland. The Forum is next due to meet on 2 December 2022.</p>	<p><a href="#">Licensing (Scotland) Act 2005</a> requires a local Licensing Authority to establish a Licensing Forum.</p>	<p><a href="mailto:Isla.Burton@edinburgh.gov.uk">Isla.Burton@edinburgh.gov.uk</a> Trading Standards Officer 0131 529 4208</p>
<p><b>House in Multiple Occupation (HMO) consultation</b></p> <p>Current HMO licence conditions require licence holders to provide the Council with an emergency contact number (HMO11) and to give contact details to neighbours (HMO12) once per term of licence, which could be over a period of three years. On 7 October 2022, a public consultation opened on whether the conditions should be amended to require licence holders to provide emergency contact details annually to residents and the Council. <a href="#">The consultation</a> is open until 30 December 2022. A report will be brought to Committee after that date to present the results of the consultation.</p>	<p>The Housing (Scotland) Act 2006 <a href="#">HMO (Scotland) Act 2006</a> requires the Council to license Houses in Multiple Occupation ('HMOs'). All HMO licences are subject to standard conditions.</p> <p>On 28 February 2022, the Regulatory Committee <a href="#">Houses in Multiple Occupation – Raising Standards</a> agreed to consult on draft conditions. The future work programme includes an item about reviewing all HMO conditions.</p>	<p><a href="mailto:Chris.McKee@edinburgh.gov.uk">Chris.McKee@edinburgh.gov.uk</a> Licensing Team Leader 0131 529 4208</p>
<p><b>HMO trade meeting</b></p> <p>On 16 November 2022 officers from the Licensing Service met with HMO agents who operate in Edinburgh to provide an update on a number of areas which may affect the</p>	<p>Council officers have agreed to meet with trade members across the licensing spectrum on a regular basis in order to keep them informed of any developments which may have an effect on their operation in the City. The meetings provide</p>	<p><a href="mailto:Catherine.Scanlin@edinburgh.gov.uk">Catherine.Scanlin@edinburgh.gov.uk</a> Licensing Manager 0131 529 4208</p>

<p>operation of HMOs over the next year. Updates were provided on issues such as short term lets, the operation of the Licensing Service and the new HMO fee structure. The meeting also gave agents the opportunity to raise any queries and discuss any relevant topics with Council officers. It was agreed that the meeting was a useful forum for the agents and officers, with a further meeting planned in 2023.</p>	<p>officers and trade members with a forum to discuss any prevalent issues and to improve communication with licence holders.</p>	
<p><b>Licensing workload</b></p> <p><u>Current position</u></p> <p>The Licensing Service currently has 8,398 applications in its processing backlog, which is a slight increase on the last update. This is due to an increase in temporary applications being submitted for the forthcoming festive period.</p> <p>It is still anticipated that it will take until 1 April 2023 to resolve the backlog.</p> <p><u>Current Workload</u></p> <p>In addition to the temporary, annual and longer term licensing workload, the service continues to be involved in:</p> <ul style="list-style-type: none"> <li>• Homes for Ukraine and Super Sponsor projects. The six month deadline for the initial placements is coming to an end and a full review of all placements is being undertaken to support the project; and</li> </ul>	<p>The Committee has asked for ongoing updates on this topic.</p>	<p><a href="#">Andrew Mitchell</a>  Head of Regulatory Services  0131 529 4208</p>

<ul style="list-style-type: none"> <li>• Work is being undertaken to brief Council colleagues, elected members and trade groups on the requirements of the Short Term Letting scheme, however, with the submission deadline of 1 April 2023, it is anticipated that the majority of applications will be submitted closer to the time.</li> </ul> <p><u>Future Challenges</u></p> <ul style="list-style-type: none"> <li>• Approximately 50% of the Licensing Service staff commenced employment with the Council during the pandemic. A full training programme is therefore underway for new members of staff to enhance their initial training. It will also be an opportunity to revisit knowledge for existing team members and to introduce and have training from other Council services (including legal services, enforcement, and environmental services) alongside external training providers.</li> </ul>		
<p><b>Hire Car Trade Group (HCTG)</b></p> <p>The HCTG met on 7 October 2022 and discussed:</p> <ul style="list-style-type: none"> <li>• Licensing overview</li> <li>• Age of vehicles and emissions</li> <li>• Driver training</li> <li>• Taxi Examination Centre</li> <li>• Enforcement and compliance</li> <li>• Taxi fare review</li> </ul>	<p>The HCTG was established to provide taxi and private hire trade representatives with an opportunity to meet regularly with Council officers. Council officers provide an update on ongoing workstreams, consultations and areas of common interest, and the trade can share any concerns that they may have.</p> <p>Prior to the pandemic the meetings were quarterly.</p>	<p><a href="#">Andrew Mitchell</a> Head of Regulatory Services 0131 529 4208</p>

<ul style="list-style-type: none"> <li>• Overprovision (Private Hire Cars) and Taxi Demand survey</li> </ul> <p>The meeting was well-attended, and it was agreed that future dates should be identified. The proposed dates are:</p> <ul style="list-style-type: none"> <li>• Friday 27 January 2023</li> <li>• Friday 28 April 2023</li> <li>• Friday 18 August 2023</li> <li>• Friday 13 December 2023</li> </ul>		
<p><b>Taxi Examination Centre (TEC)</b></p> <p>New accommodation has now been identified and it is hoped to move to a new Examination Centre in 2023. The statutory permission and approvals for the new premises are being progressed and the procurement process is now underway to equip the new premises to ensure that DVSA approval is met.</p> <p>Prior to lockdown, the standard of vehicles presented for inspection fell well below the national average MOT pass rate of circa 70% for such vehicles (DVSA class III and IV). At that time the pass rate for taxis was only 49% and for Private Hire Cars (PHCs) 58%, giving an overall average of 55%. More info on this issue is provided in the Age and Emission report before committee.</p>	<p>The testing of taxis and PHCs is carried out at the TEC, operated by Regulatory Services at Unit 11, South Gyle Crescent EH12 9EB.</p> <p>It is an approved MOT testing station, authorised and governed by the Driver and Vehicle Standards agency (DVSA). All licensed vehicles (irrespective of age) are tested to MOT standards.</p> <p>This includes emissions testing where applicable, and a full compliance check with City of Edinburgh Council's Taxi and Private Hire licensing conditions.</p>	<p><a href="mailto:Catherine.Scanlin@edinburgh.gov.uk">Catherine.Scanlin@edinburgh.gov.uk</a> Licensing Manager 0131 529 4208</p>

<p><b>Vehicle approval</b></p> <p>An application for a new model of all-electric taxi has been received from Clipper Automotive.</p> <p>Council officers have reviewed the information supplied by the applicants, inspected the vehicle, and found it to be suitable for licensing.</p>	<p>Prior to allowing new vehicles to be licensed as taxis by the City of Edinburgh they must be approved as suitable and conform to the Council's Licensing Conditions for Taxis.</p>	<p><a href="mailto:Gordon.Hunter@edinburgh.gov.uk">Gordon.Hunter@edinburgh.gov.uk</a> Regulatory Officer 0131 529 4208</p>
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