

## Regulatory Committee

9.30am, Monday 28 February 2022

### Present

Councillors Fullerton (Convener), Dixon (Vice-Convener), Arthur, Mitchell, Rose, Neil Ross and Wilson.

### 1. Minutes

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#### Decision

To approve the minute of the Regulatory Committee of 2 December 2021 as a correct record.

### 2. Rolling Actions Log

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The Regulatory Committee Rolling Actions Log for February 2022 was submitted.

#### Decision

- 1) To agree to close the following actions:
  - Action 5 – Licensing Service – COVID-19 Recovery Plan
  - Action 6 – Raising HMO Standards – Response to Motion
- 2) To otherwise note the remaining outstanding actions.

(Reference – Rolling Actions Log, submitted.)

### 3. Business Bulletin

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The Regulatory Committee Business Bulletin for December 2021 was submitted.

#### Decision

- 1) To note the Business Bulletin.
- 2) To thank the Convener for writing to the Minister for Social Security and Local Government.
- 3) To note and welcome the response received from the Minister and look forward to proposals to address this issue.
- 4) To note a report would be brought back to a future meeting of the Culture and Communities Committee to address the above and the implementation of parts (h) and (i) of the motion concerning engagement with buskers and reporting by residents approved by Council on 28 October 2021.

(Reference – Business Bulletin, submitted.)

#### **4. Houses in Multiple Occupation – Raising HMO Standards**

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Information was provided to the Committee in response to a motion by Councillor Neil Ross to Council on 28 October 2021 which sought landlord and letting agent standards in Houses in Multiple Occupation (HMO) licensing to be improved. The report presented the intentions of the Licensing Service to improve these standards as well as an update on the review of the existing HMO licence application fee structure.

##### **Decision**

- 1) To note the advice contained in the report and agree that officers should develop a best practice guide for licence holders and agents.
- 2) To agree to separately consult on whether conditions 011 and 012 of the House in Multiple Occupation standard conditions should be amended to require licence holders, and agents acting on their behalf, to provide adjoining properties with emergency contact details annually.
- 3) To note that a further report reviewing the existing HMO licence application fee structure and a future work programme for the Committee to consider its priorities would be developed and submitted to a future meeting following the local government elections.
- 4) To share the proposed consultation questions with Committee members prior to launching the public consultation.

(Reference – Report by the Executive Director of Place, submitted.)

#### **5. Demand for Taxi Licences**

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Proposals on how new taxi licence applications would be considered and determined in advance of grant or refusal were presented to the Committee for approval.

##### **Decision**

- 1) To note the content of the report.
- 2) To note that, on 8 March 2021, the Committee agreed to maintain the limitation policy and to fix the number of available licences at 1,316.
- 3) To note that no change was proposed to the limit of 1,316 on the number of taxis to be licensed in the city.
- 4) To agree that for new taxi vehicle licences:
  1. Applicants would be required to provide details of a compliant vehicle on the application form and pay the required fee.
  2. Applications would be processed and determined in the chronological order received.
  3. Applications would be determined by officers, provided that there were no objections and that granting of the licence would not increase the number of licences beyond the limit of 1,316.

(Reference – Report by the Executive Director of Place, submitted.)

## **6. Internal Audit: Overdue Findings and Key Performance Indicators as at 5 November 2021**

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The Governance, Risk and Best Value Committee had referred a report on Internal Audit Overdue Findings and Key Performance Indicators as at 5 November 2021 for information.

### **Decision**

To note the report.

(References – Governance, Risk and Best Value Committee, 14 December 2021 (item 5); report by the Executive Director of Corporate Services, submitted.)