

Rolling Actions Log

Regulatory Committee

02 October 2023

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
1	21.11.2022	Age Limitation and Emissions Standards for Taxis and Private Hire Cars – Update	To request officers review whether changes may be required in the wording of taxi conditions, and elsewhere, to accommodate the conversion of the engines of taxi and Private Hire Cars to electric.	Executive Director of Place	May 2023	1 May 2023	Recommended for Closure Policy has been updated and is published on the website, update provided in the Business Bulletin.
2	06.02.23	Houses of Multiple Occupation (HMO) – Raising Standards Motion Update	1) To agree to consult on the terms of a proposed Best Practice Guide for HMP licence holders and agents as at Appendix 4 of the report by the Executive Director of Place.	Executive Director of Place	October 2023	2 October 2023	Recommended for Closure Consultation closed on 10 August 2023. A report “Houses in Multiple Occupation Best Practice

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
							Guide – Update After Consultation” is included on the agenda.
			<p>2) The consultation on the Best Practice Guide should include provisions designed to encourage:</p> <p>i) Improved neighbour notification of HMO licence applications, whether new or renewals.</p> <p>ii) Enhanced contact details being provided to neighbouring residents on an annual basis by including the names of both the landlord and the agent, if there is one, and the telephone number and email</p>				

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			<p>iii) address of a named individual. Better compliance with Council Waste policies by subcontractors acting on behalf of a landlord or agent to make appropriate arrangements with the Council or other collecting contractor for the disposal and/or uplift of any building materials, bulky items or other refuse which are inappropriate for residential waste streams.</p>				
3	01.05.23	Business Bulletin – Card Payments in Taxis	To note that Legal Services would revisit the advice provided to Committee on making acceptance of card payments in taxis mandatory and report back	Executive Director of Place	May 2023	May 2023	<p>Recommended for Closure</p> <p>Update in Businesses Bulletin May 2023.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			on the outcome of this reconsideration				
4	01.05.23	Sexual Entertainment Venues (SEVs): Update Following Judicial Review	<p>To agree to carry out a statutory consultation process to seek community and business views on:</p> <ul style="list-style-type: none"> i) what the appropriate number of Sexual Entertainment Venues (SEVs) for Edinburgh should be. ii) what the appropriate number of SEVs for each relevant locality within the city should be. iii) the existing SEV policy statement and conditions framework. 	Executive Director of Place	December 2023		<p><u>Update October 2023</u></p> <p>Consultation closes on 3 October 2023, a report will be submitted to December meeting.</p> <p><u>Update August 2023</u></p> <p>Consultation launched on 10 July 2023.</p>
5	01.05.23	Licensing Policy Development - Street Trading Update	1) To agree to consult on the current trading policy with emphasis on the issues identified in paragraph 4.2 of the report by the Executive Director of Place.	Executive Director of Place	December 2023		<p>Recommended for Closure</p> <p>Consultation now live.</p>

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			2) To note that a further report would be submitted to Committee.		April 2024		
6	01.05.2023	Food Health and Safety Business Plan 2023-24	To request an update in the Business Bulletin in two cycles outlining the steps being taken to train and recruit more students.	Executive Director of Place	October 2023	2 October 2023	Recommended for Closure Update provided in the Business Bulletin.
7	01.05.2023	Motion by Councillor Ross – Hire Trade Age Policy	1) To ask officers to engage with the hire car trade to discuss these issues along with possible solutions and any possible licensing responses and to bring a report to committee in four cycles.	Executive Director of Place	Feb 2024		
			2) To ask the Convener to write to the Scottish Government to seek engagement on vehicle age and emission issues as		July 2024	July 2024	Recommended for Closure Letter to the Scottish Government sent July 2023.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			they apply to the hire car trade.				
8	07.08.2023	Business Bulletin	1) To check with officers when the Licensing Hub telephone line would be operational and email this to members.	Executive Director of Place	October 2023	October 2023	Recommended for Closure Emailed to members September 2023.
			2) To arrange a visit to Mortonhall Crematorium and request discussions with staff to consider new processing innovations				
9	07.08.2023	Short-term Lets Licensing Scheme – Update	1) To discharge the actions arising from the motions agreed by the Council on 22 June 2023 and by this Committee on 6 February 2023 and agree to refer this report to the Planning Committee for noting.	Executive Director of Place	August 2023	September 2023	Recommended for Closure Report referred to Planning Committee.

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			2) To circulate a briefing to members setting out further detail about how compliance and enforcement will be managed, and in particular how members of the public may report suspected unlicensed STLs and whether, and in what circumstances, the council would consider proactive enforcement.		October 2023	October 2023	Recommended for Closure Report "Short Term Let Enforcement" on agenda.
			3) To circulate a briefing note to all elected members summarising the current scheme with reference to the report by the Executive Director of Place.		December 2023		
			4) To provide communication on temporary licences to residents in buildings which contain secondary lettings,		December 2023		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			5) To provide communication to residents on temporary exemption requests.		December 2023		
10	07.08.2023	Additional Item – Regulatory Committee Work Programme	1) To agree to receive a report within two cycles on the provision of clear guidance on objections to licence applications and renewals, covering what grounds might be considered as valid and not valid, a straightforward way to make complaints and estimated response timescales.	Executive Director of Place	December 2023		
			2) To provide members with an update on the progression of the delivery of the CX contract following discussions with Civica.		December 2023		
			3) To include an update in the future Work Programme on the		April 2024		

No	Date	Report Title	Action	Action Owner	Expected completion date	Actual completion date	Comments
			progression of the Taxi Stance consultation.				
11	07.08.2023	No Cold Calling Zones in Edinburgh	To circulate a briefing note to members on 'No Cold Calling Zones' being automatic for sheltered housing complexes and care homes	Executive Director of Place	October 2023	September 2023	Recommended for Closure Briefing note circulated to members on 07.09.23.