

The purpose of Aberdeen City Council is to protect the people and the place of Aberdeen from harm, enabling them to prosper and supporting them in the event of harm happening.

The purpose of an Integrated Impact Assessment is to evidence that Aberdeen City Council are making decisions in an informed way, and that the impact of decisions made is understood and accepted. The legislation that is considered within this assessment are:

- Section 2 [Equality Act 2010 protected characteristics](#)
- Section 3 [Socio-Economic](#)
- Section 4 [Human Rights](#)
- Section 5 [Children and Young People’s Rights](#)

The term ‘policy’ is used throughout this document and applies to policies, proposals, strategies, provision, criteria, functions, practice, budget savings and activities that includes delivery of our services.

1. About the Policy

1.1 Title

Short Term Lets – Licensing Scheme

1.2 What does this policy seek to achieve?

This Integrated Impact Assessment is to support the existing Short Term Let policy. The Policy was introduced on 6 September 2022, reviewing and updating the policy, ensures a continued positive impact on the consistency of safety within licensed Short Term Let properties.

- The Policy sets out how the Private Sector Housing Unit and the Licensing Committee will exercise its functions under the [Civic Government \(Scotland\) Act 1982 \(the Act\)](#) and the [Civic Government \(Scotland\) Act 1982 \(Licensing of Short-term Lets\) Order 2022 \(the Order\)](#) in respect of the licensing of short term lets in Aberdeen City.
- The Policy is designed to provide licence-holders, prospective licence holders, members of the public and statutory partners with information on the Council’s general approach to the making of licensing decisions in respect of short term lets.
- The Policy will ensure that applications are administered in an open, transparent and consistent manner in order to reduce the risk of inconsistent decision making that could lead to reputational damage.

1.3 Is this a new or existing policy?

Existing Policy – this is the first review that has gone through the Council’s internal governance process.

1.4 Is this report going to a committee?

Yes

1.5 Committee name and date:
Licensing Committee – 5 June 2024
1.6 Report no and / or Budget proposal number and / or Business Case reference number:
F&C/24/171
1.7 Function and Cluster:
Families and Communities - Housing

Impacts

This section demonstrates the considerations that have been made in relation to the policy - and that the impact of proposals made is understood and accepted.

2: Equality Act 2010 - Protected Characteristics

Aberdeen City Council wants to ensure everyone is treated fairly. This section identifies the [protected characteristics](#) that the policy potentially affects and records the impact and mitigating steps.

2.1 What impact could this policy have on any of the below groups?

Protected Characteristic	What is the impact?				
	Negative			Neutral	Positive
	High	Medium	Low		
Age					X
Disability					X
Gender Reassignment				X	
Marriage and Civil Partnership				X	
Pregnancy and Maternity				X	
Race				X	
Religion or Belief				X	
Sex				X	
Sexual Orientation				X	

2.2 In what way will the policy impact people with these protected characteristics?

Our Short Term Lets Policy aligns to the Scottish Government Legislation as such the impact assessments are aligned. Within the Scottish Governments Equalities Impact Assessment, the minor positive impacts are around Age and Disability. The Equalities Impact Assessment states no potentially negative impacts to equality groups as a result of the introduction of the legislation:

<https://www.gov.scot/publications/civic-government-scotland-act-1982-licensing-short-term-lets-amendment-order-2024-impact-assessments/pages/5/>

2.3 What considerations have been made in reaching the above assessment?

What internal or external data has been considered? What does this data tell us?

Research has been considered within the Scottish Governments Equalities Impact Assessment from 2024 and when further data is issued, the data will be assessed against the licensing scheme within Aberdeen City.

<https://www.gov.scot/publications/civic-government-scotland-act-1982-licensing-short-term-lets-amendment-order-2024-impact-assessments/pages/5/>

What consultation and engagement and has been undertaken with officers and partner organisations?

Engagement with internal Council teams and partner organisations such as Police Scotland and the Scottish Fire & Rescue Service has been ongoing throughout the implementation of Short Term Let legislation. Continuous engagement with the Scottish Government and the Scottish Housing Network regarding developments and updates to the licensing scheme.

What consultation and engagement and has been undertaken with people who may be impacted by this policy (e.g. citizens, community groups, or other people/groups)?

A public consultation was issued in 2022, before the Short Term Let scheme was implemented within Aberdeen City Council. This included citizens as it was publicly advertised through the Council’s Social Media platforms and directly to landlords within a Newsletter. The Consultation was available for response online via Citizen Space between 12 July and 9 August 2022. Responses could be received in paper format and added to Citizen Space. The consultation sought the public’s view on the draft policy and in particular the introduction of Additional Licence Conditions, Temporary Licences and Temporary Exemptions within Aberdeen City. In total 126 responses were received for the consultation. Detail regarding consultation responses is available through the following link (see Appendix 5):

<https://committees.aberdeencity.gov.uk/documents/s135616/SHORT-TERM%20LETS%20CONSULTATION%20DRAFT%20MASTER%20-%20SEPTEMBER%202022.pdf>

2.4 What mitigations can be put in place?

What mitigations are there against any negative impacts (if applicable)?

No negative impacts identified at this stage.

With mitigations in place, what is the new overall rating of the negative impact(s)?

High
Medium
Low
Negative Impact Removed

3: Socio-Economic Impacts

This section is used to consider the impact of the policy on people who might be **unemployed, single parents**, people with lower **education** or **literacy**, **looked after children**, those with **protected characteristics** as examples.

Use this guide to understand more on socio-economic inequalities: [The Fairer Scotland Duty: Guidance for Public Bodies \(www.gov.scot\)](https://www.gov.scot/publications/fairer-scotland-duty-guidance-for-public-bodies/pages/5/)

3.1 What impact could this policy have on any of the below groups?

Group	Negative			Neutral	Positive
	High	Medium	Low		
Low income / income poverty – those who cannot afford regular bills, food, clothing payments.				X	
Low and/or no wealth – those who can meet basic living costs but have no savings for unexpected spend or provision for the future				X	
Material deprivation – those who cannot access basic goods and services, unable to repair/replace broken electrical goods, heat their homes or access to leisure or hobbies				X	
Area deprivation – consider where people live and where they work (accessibility and cost of transport)				X	
Socio-economic background – social class, parents' education, employment, income.				X	

3.2 In what way will the policy impact people in these groups?

Impact assessed as being neutral at this stage.

3.3 What considerations have been made in reaching the above assessment?

What internal or external data has been considered? What does this data tell us?

Research has been considered within the Scottish Governments Equalities Impact Assessment from 2024:

<https://www.gov.scot/publications/civic-government-scotland-act-1982-licensing-short-term-lets-amendment-order-2024-impact-assessments/pages/5/>

What consultation and engagement and has been undertaken with officers and partner organisations?

The Council is continuously engaging with partners to improve the licensing process.

What consultation and engagement and has been undertaken with people who may be impacted by this policy? citizens, community groups, or other people/groups impacted by this policy?

A public consultation was undertaken in 2022 before the implementation of the Short Term Lets Policy a further consultation has not been undertaken since this time.

3.4 What mitigations can be put in place?

What mitigations are there against any negative impacts (if applicable)?

No negative impacts identified at this stage.

With mitigations in place, what is the new overall rating of the negative impact(s)?

High
Medium
Low
Negative Impact Removed

4: Human Rights Impacts

The Human Rights Act 1998 sets out the fundamental rights and freedoms that everyone in the UK is entitled to. It incorporates the rights set out in the European Convention on Human Rights (ECHR) into domestic British law. The Human Rights Act came into force in the UK in October 2000

The Act sets out our human rights in a series of 'Articles'. Each Article deals with a different right.

Use this guide to understand more about [Human Rights](#).

4.1 What impact could this policy have on Human Rights?

Human Rights Article	Negative	Neutral	Positive
Article 6: Right to a fair trial			X
Article 7: No punishment without law		X	
Article 8: Right to respect for private and family life, home and correspondence		X	
Article 9: Freedom of thought, belief and religion		X	
Article 10: Freedom of expression		X	
Article 11: Freedom of assembly and association		X	
Article 12: Right to marry and start a family		X	
Article 14: Protection from discrimination in respect of these rights and freedoms		X	
Article 1 of Protocol 1: Right to peaceful enjoyment of your property		X	
Article 2 of Protocol 1: Right to education		X	
Article 3 of Protocol 1: Right to participate in free elections		X	

4.2 In what way will the policy impact Human Rights?

As this is an update report, Human Rights would not be impacted under Article 6. As a result of public objections received for Short Term Let applications, the Council added Licensing Sub-Committees to incorporate all public objections. All parties were given the opportunity to speak or be represented at the Committee.

4.3 What mitigations can be put in place?

What mitigations are there against any negative impacts (if applicable)?

No negative impacts identified at this stage.

If mitigations are in place, does this remove the negative impact?

No – negative impact remains
Yes – negative impact reduced
Yes - negative impact removed

5: Children and Young People’s Rights Impacts

The United Nations Convention has 54 articles that cover all aspects of a child’s life and set out the civil, political, economic, social and cultural rights that all children everywhere are entitled to. It also explains how adults and governments must work together to make sure all children can enjoy all their rights.

Children’s rights apply to every child/young person under the age of 18 and to adults still eligible to receive a “children’s service” (e.g. care leavers aged 18 – 25 years old).

The Conventions are also known as the “General Principles” and they help to interpret all the other articles and play a fundamental role in realising all the rights in the Convention for all children. They are:

1. Non-discrimination (Article 2)
2. Best interest of the child (Article 3)
3. Right to life survival and development (Article 6)
4. Right to be heard (Article 12)

You can [read the full UN Convention \(pdf\)](#), or [just a summary \(pdf\)](#), to find out more about the rights that are included.

5.1 What impact could this policy have on the rights of Children and Young People?

UNCRC and Optional Protocols	Negative	Neutral	Positive
Article 1: definition of the child		X	
Article 2: non-discrimination		X	
Article 3: best interests of the child			X
Article 4: implementation of the convention		X	
Article 5: parental guidance and a child's evolving capacities		X	
Article 6: life, survival and development		X	
Article 7: birth registration, name, nationality, care		X	
Article 8: protection and preservation of identity		X	
Article 9: separation from parents		X	
Article 10: family reunification		X	
Article 11: abduction and non-return of children		X	
Article 12: respect for the views of the child		X	
Article 13: freedom of expression		X	
Article 14: freedom of thought, belief and religion		X	
Article 15: freedom of association		X	
Article 16: right to privacy		X	
Article 17: access to information from the media		X	
Article 18: parental responsibilities and state assistance		X	
Article 19: protection from violence, abuse and neglect		X	
Article 20: children unable to live with their family		X	
Article 21: adoption		X	
Article 22: refugee children		X	
Article 23: children with a disability		X	
Article 24: health and health services		X	
Article 25: review of treatment in care		X	
Article 26: social security		X	
Article 27: adequate standard of living		X	
Article 28: right to education		X	
Article 29: goals of education		X	
Article 30: children from minority or indigenous groups		X	

Article 31: leisure, play and culture		X	
Article 32: child labour		X	
Article 33: drug abuse		X	
Article 34: sexual exploitation		X	
Article 35: abduction, sale and trafficking		X	
Article 36: other forms of exploitation		X	
Article 37: inhumane treatment and detention		X	
Article 38: war and armed conflicts		X	
Article 39: recovery from trauma and reintegration		X	
Article 40: juvenile justice		X	
Article 41: respect for higher national standards		X	
Article 42: knowledge of rights		X	
Optional Protocol on a Communications Procedure			

5.2 In what way will the policy impact the rights of Children and Young People?

Some positive impact due to the policy and safeguarding of children it's a regulated industry. If a complaint was to be received it would be investigated and Police Scotland informed if the complaint is of a criminal nature.

5.3 What mitigations can be put in place?

What mitigations are there against any negative impacts (if applicable)?

No negative impacts identified at this stage.

If mitigations are in place, does this remove the negative impact?

No – negative impact remains

Yes – negative impact reduced

Yes - negative impact removed

6: Sign Off

Any further positive or negative impacts on individuals or groups that have been considered?

Staff have been recruited to process and licence Short Term Let properties. No further positive or negative impacts at this point.

Overall summary of changes made as a result of impact assessment.

There are no changes that have been made at this time as a result of the impact assessment, there are no negative impacts identified as a result of the implementation of the Short Term Let Policy, the impacts identified are at this stage either neutral or positive. There is a continuous process of review as and when data is received and a clear governance structure and transparent process to consider Short Term Let applications. As Short Term Let licensing is a regulated industry the purpose is to protect people and ensure properties are safe.

Outline of how impact of policy will be monitored.

There will be an annual review of the policy, the impact is monitored through feedback from the Public and internal/external stakeholders. For any major proposed changes to the Policy in future reviews, a public consultation will take place as part of the review.

If there are any remaining negative impacts after mitigation, what is the justification for why this policy should proceed.

None noted.

Assessment Author	Jocelyn Janssen
Date	02 May 2024
Chief Officer	Jacqui McKenzie
Date	04 June 2024