

READY-SET-GO

Restarting Edinburgh's Economy



Moving out of Lockdown

Physical Distancing

We have now partially moved to Phase Three of the Route Map, meaning that more businesses are able to re-open after putting the appropriate safety measures in place.

Businesses now permitted to open include on street & indoor access retail, indoor & outdoor hospitality along with other attractions like cinemas and museums.

The 2-metre physical distancing rule remains the default requirement by the Scottish Government. However, there are exceptions where businesses in the tourism, hospitality & retail sectors can operate with 1m distancing to help their recovery.

In order to operate with 1m physical distancing, businesses must take a series of mitigation steps to help ensure the safety of staff & customers.

Such steps include:

- Having all customers seated
- Reviewing premises layouts
- Face coverings for staff
- Measures to reduce noise to avoid the raising of voices
- Contactless payment facilities
- improved ventilation
- Clear 1m signage

You can view the full Scottish Government advice [here](#).

Welcome!

Catherine Scanlin,
Licensing Manager

As the Scottish Government gradually eases coronavirus lockdown restrictions, businesses will need to consider how they re-open safely.

In this newsletter we will provide up to date information regarding policy changes, government guidance and any other issues which could have an impact on how businesses re-open and operate.

We hope you find this useful and would welcome any feedback you may have. For details on how to contact us, head to the bottom page.



YOUR SERVICE UPDATES

LICENSING BOARD UPDATE

The Edinburgh Licensing Board has held two digital meetings since lockdown restrictions began and considered a number of reports and applications.

At its meeting on 18 June 2020 the Board agreed not to set dates during August when Festival Seasonal variations apply, as a result of the cancellation of the Edinburgh Festivals.

Normally the Board would set dates for the start and end of the extended hours period, with the details then published to ensure licence holders and anyone applying for extended hours where their licences didn't already contain the seasonal variation had some certainty about the duration of the policy period.

To ensure certainty for all this year, the Board agreed not to set dates for Festival period, so premises licence holders whose licences contain the seasonal variation will not get an automatic two-hour extension. Individual applications can still be considered on their own merits.



Did you Know?

Face coverings are now mandatory in shops & on public transport, including taxi & private hire cars.

Exemptions apply to children under 5 years old, those with breathing difficulties and drivers in vehicles with partitions.

Building Standards – Building Warrant Applications

Unfortunately, we are unable to process any new paper applications at present. All new applications should be made electronically via the Scottish Governments eBuilding Standards Portal – full information can be found at

<https://www.ebuildingstandards.scot/eBuildingStandardsClient/default.aspx>

For existing paper applications, you can change your application to an electronic submission via the Scottish Governments portal (please refer to link above).

- You must ensure that you upload your drawings to the correct application – you must use the full warrant reference number (including the suffix i.e. 20/08678/ALT, 20/08432/EXT etc) & you should upload these as **Additional Supporting Documents** and **NOT** as a new application.
- You should inform your Building Standards Surveyor that you intend to do this, in order that we can update our own records accordingly

If you require any additional assistance, please contact your Building Standards case officer for further advice.



Supporting Business – Use of Outdoor Areas

In these challenging circumstances, the Council will take an integrated approach to ensuring spaces for people and businesses are created. Wherever possible we will retain footways for pedestrians to travel safely. This may mean we have to create space on the carriageway to accommodate additional tables and chairs. We're committed to working across our service areas to make sure businesses get the services they need. Our [Spaces for people](#) webpages have more details about the key points which would be used

As part of our drive to support Edinburgh's economic recovery, we have been working with colleagues across the Council to streamline the application process for using outdoor spaces for tables and chairs. Our aim is to help you safely make use of outside space, and so we have introduced a quicker and clearer 4 step process:

1. Identify the area you wish to use to assist in your business recovery;
2. Speak to your neighbours – are they content? Do they wish to use the space as well?
3. Check whether you need a statutory permission – for example, a [tables and chairs permit with guidance](#), an [occasional licence](#) to sell alcohol, permission to use the road or planning permission?
4. Submit the form to licensing@edinburgh.gov.uk with a plan of the area and as much information as possible

You can also now [apply for an occasional licence and tables & chairs permit](#) using a single form, if you require both.

Once you have submitted the correct form, our officers will get in touch to acknowledge receipt and will work to have a your application determined at the earliest opportunity. As a result we will be able to issue any approved permits or licences quickly so that businesses don't encounter unnecessary delays and help your business recover.





Twitter

Follow us at @Edin_Licensing

We regularly post up to date information and government guidance that businesses need to be aware of and that will assist them in operating safely



FEEDBACK

In order to assist with the economic recovery of the city, we want to ensure that we are providing an efficient service for our customers. We also want to make sure that we get the most up to date information to you.

We have previously emailed over 20,000 businesses to provide updates on the launch of our new business advice webpages and the new streamlined application process for using an outdoor area.

If you have any comments or suggestions how we can improve our services or the way which we share information please do not hesitate to get in touch with us using the contact details at the bottom of the page.

COVID Business Compliance Inspections

Officers from across Regulatory Services have been out proactively engaging with businesses to provide advice and ensure businesses are operating in accordance with the Coronavirus regulations and Scottish Government guidance. We have particularly focused on businesses which have been closed as they emerge from lockdown, as every business is facing new challenges and ways of operating which were not required only a few months ago.

From the 29th June we've had a core group of at least 8 officers out each weekday, with additional officers out over the weekend focusing on business sectors as restrictions were lifted including;

- 29th June – Retail
- 6th July – Outdoor hospitality
- 10th July – Introduction of mandatory face coverings in retail
- 13th July – Indoor shopping centres
- 15th July – indoor hospitality
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So far we've carried out over 3,500 individual visits and we've been delighted that businesses have really positively engaged with the new challenges, adopting innovative solutions and so compliance has been very high. If you have any queries or want to talk to one of our officers, please contact 0131 200 2333 or covid-19.business.advice@edinburgh.gov.uk

Licensing Authority

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*Drop us an email or check our twitter page
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