

SHORT-TERM LETS WORKING GROUP: MEETING 2

PAPER 2: FORWARD PLAN (DRAFT)

PURPOSE: To discuss and agree a forward plan to achieve publication of draft guidance and laying of Licensing Order in June 2021.

Proposed working group meeting dates

Dates for the first three meetings are proposed:

- Meeting 1: Thursday 18 February
- Meeting 2: Wednesday 17 March
- Meeting 3: Thursday 13 May
- Meeting 4: Autumn 2021

Forward plan¹

Date	Event	Detail
18 February	Working group: Meeting 1	<ul style="list-style-type: none">• Update from Scottish Government• Membership, terms of reference and conduct• Forward plan• Stakeholder issues for resolution
17 March	Working group: Meeting 2	<ul style="list-style-type: none">• Updated membership, terms of reference and conduct• Forward plan• Outline structure of guidance• Drafting the guidance
1 April	Coming into force	<ul style="list-style-type: none">• Control Area Regulations come into force (but this has no immediate impact on hosts and operators)
16 April	Working group contributions due	<ul style="list-style-type: none">• Working group members to submit contributions to the guidance and detailed information on issues
13 May	Working group: Meeting 3	<ul style="list-style-type: none">• Review draft guidance• Update on issues and solutions
19 May	Final comments on guidance	<ul style="list-style-type: none">• Deadline for final written comments on guidance from group
Late May	Licensing Order: Minister	<ul style="list-style-type: none">• Ministerial approval for any amendments to SSI
June	Guidance: COSLA	<ul style="list-style-type: none">• COSLA Board review guidance
June	Guidance: Ministers	<ul style="list-style-type: none">• Ministerial approval for guidance
Mid-June	Guidance: publication	<ul style="list-style-type: none">• Publication of draft guidance
Mid-June	Licensing Order: laid	<ul style="list-style-type: none">• Licensing Order laid at Scottish Parliament

¹ This government's proposed plan, subject to the outcome of the election.

Date	Event	Detail
Autumn	Parliamentary consideration	<ul style="list-style-type: none"> • Scottish Parliament consider Licensing Order
Autumn	Working group: Meeting 4	<i>Subject to Licensing Order being approved:</i> <ul style="list-style-type: none"> • Review draft guidance for any changes or updates • Preparation for implementation • Future of working group
Autumn	Final guidance	<i>Subject to Licensing Order being approved:</i> <ul style="list-style-type: none"> • Final guidance published

Scottish Government
March 2021