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APRIL 2018

**PRIVATE**

# LANDLORDS & AGENTS

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## Welcome to the Spring/Summer newsletter

The newsletter contains information that you need to be aware of as a landlord or agent. If you have any news or views that you would like included in future editions please let us know!

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## Great turn out at the Landlord Forum



The first Glasgow Landlord Forum of the year was held on Thursday 8 March at the Lighthouse in Mitchell Lane with a very good attendance. Thank you to all who attended.

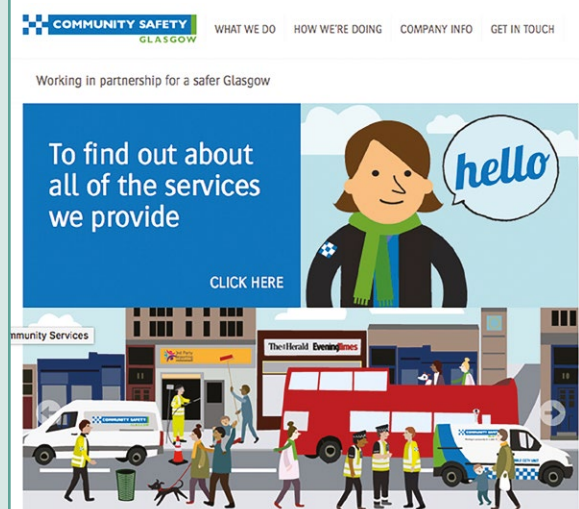
Due to the large volumes of landlords in the city the forums are delivered by geographical area. We will be holding more forums soon so please look out for email invites!

The forum was opened by Julie Williams - Private Landlord Support Officer who also gave an overview of the Private Landlord Support Service. Get more information on this service and the information available to [landlords](#).

Our key note speaker was John Blackwood from the Scottish Association of Landlords. John gave a presentation on the Private Residential Tenancy agreement that must be used for all new tenancies from 1 December 2017.

More information on the Private Residential Tenancy agreement can be found on the Scottish Government [website](#).

An officer from Community Safety Glasgow discussed anti-social behaviour, and what landlords can do if they receive complaints about their tenant's behaviour.



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Get more information on the services provided by [Community Safety Glasgow](#).

Glasgow City Council Officers gave an overview on Private Landlord Enforcement, the Repairing Standard and Factoring.

All private rented properties are required to meet the repairing standard. More information can be found on the [Housing and Property Chamber website](#).

Glasgow City Council want to see all properties that require a factor, have one in place. It is important to maintain buildings to help prevent high cost repairs in the future. Having a factor in place will support this, and arrange for common building insurance in [tenement properties](#).

It is a legal requirement to have building insurance for a property in common ownership.

Visit the [Glasgow City Council website](#) for more information on all these topics or get in touch with the [Private Landlord Support Officer](#).

Landlord forums will continue to be held throughout the city with guest speakers and the opportunity to ask questions. It is also a great opportunity to share experiences with other landlords.



## HAVE YOUR SAY!

Fill in the [forum form](#) and let us know what you want to hear about. Create forums driven by landlords!

## Landlord Registration



### Remember to update your details

It is important to notify us of changes to information contained in your registration including your email address. All correspondence is now issued via email, where we hold this address, including reminders of when to renew your registration.

Find out more about [Landlord Registration](#).

### Renewal of registration - how to do this online

To renew your registration online you should visit [Scottish Landlord Registration](#).

If you experience any difficulty in accessing your account or having difficulty matching your property addresses please contact the landlord registration team at [privatelandlordregistrationunit@glasgow.gov.uk](mailto:privatelandlordregistrationunit@glasgow.gov.uk) or on **0300 343 0414** and we will be pleased to help.

Private residential tenancy: Information for landlords - gov.scot



Scottish Landlord Register

**BETA** This is a new service - your [feedback](#) will help us to improve it.

This site will not be available between 17.00 and 17.15 every Monday and Thursday for essential

### Scottish Landlord Register

The Scottish Government is consulting on Landlord Registration Fees and Prescriptions. Visit: [Landlord Registration Consultation](#)

New rules for Letting Agents came into force from 31 January 2018, for more details visit: [agent registration](#)

From 1 December 2017 any new tenancy must be a private residential tenancy. For more information visit: [Information for Landlords](#) & [Information for Tenants](#)

This is the official register of landlords of private rental properties in Scotland.

We're still working on this website and will release more features throughout 2018.

#### Search the register

Search for a landlord or agent's contact details, or information about rental properties in the register.

#### Start a new application

Apply to register if you are a landlord or agent of a private rented property.

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# A step-by-step guide to letting out your property

As a landlord how can you be sure that you are meeting your responsibilities?

There is a lot to think about when letting out a property so to assist you a checklist is available on the Glasgow City Council [website](#).

## Bulky Waste Collection Service



Bulk items left abandoned at properties is a problem in some areas of the city at particular times of the year. Land and Environmental Services provides a free bulky waste collection service.

Landlords please remind your tenants that items left outside the property do not automatically get uplifted. It is very easy to make a request to the council to get the items removed.

### How can I dispose of my bulky items?

- Request a bulky waste collection using the online form
- Download the Glasgow City Council myapp – easy to use at any time of the day or night
- Take the items to your nearest recycling centre get more information [here](#)
- Recycle your items – some charities will come and collect the items from your property.

All the information you need to dispose of bulky waste items can be found on the [Glasgow City Council website](#).



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# Council Tax additional premium (surcharge)



From 1 April 2018, the amount of Council Tax charged for properties classed as Second Homes and Long Term Empty will change.

Unoccupied properties that have been empty for more than 12 months will be subject to a 100% premium including the full charge of the existing Council Tax liability. The premium can be removed on application for properties that are unoccupied between 12 and 24 months and that are actively being marketed for sale or rent. Get more information on [Council Tax Charges](#).

If you have any questions in relation to this matter, please contact **Gillian Mackay** on **0141 287 0328** [gillian.mackay@fs.glasgow.gov.uk](mailto:gillian.mackay@fs.glasgow.gov.uk)

Sign in / Register Quick Search

Glasgow City Council > Council Tax/Benefits > Council Tax Exemptions and Discounts > Unoccupied Properties

### Unoccupied Properties

What is it? Contact Us

Properties which have no permanent residents are classed as unoccupied properties and the amount of Council tax charged may vary dependant on the circumstances of the property and the length of time which they have been empty.

From 1<sup>st</sup> April 2018, the amount of Council Tax charged for properties classed as Second Homes and Long Term Empty will change. In some cases this will result in the withdrawal of discount given and an additional Council Tax charge of 100% being imposed resulting in twice the standard Council Tax rate being charged. Details of the changes are shown below:

Category	Level of Charge 2017/18	Level of Charge 2018/19
Second Homes	10% Discount	No Discount
Long Term empty properties vacant for 12 months or less	10% Discount	10% Discount
Long Term empty properties vacant for 12 - 24 months and being marketed for sale or rent.	10% Discount	10% Discount
Long Term empty properties vacant between 12 - 24 months but <b>not</b> being marketed for sale or rent.	10% Discount	Additional 100% Council Tax premium added
Long Term empty properties vacant for more than 24 months	10% Discount	Additional 100% Council Tax premium

# Support for empty homes owners



Glasgow City Council have appointed **Alison McLavin** as the Empty Homes Officer.

Empty properties are often not only a wasted resource that could be used to address housing needs and demands, but are often a blight on the community as such properties attract vandalism and antisocial behaviour.

Ultimately it is an owner's responsibility to look after their property. However, if a home remains unoccupied, Alison will assist and work with the owner(s) to return an empty property to residential use.

Alison can offer a range of tailored advice and assistance to help owners consider all options available to them, including guidance on selling, renting, and renovating unoccupied homes. There are also a number of incentives currently available to assist owners, these include but are not limited to: VAT reductions on eligible renovation works; discounted rates at national builders merchants; the Glasgow City Council Property Matchmaker Scheme.

Please contact **Alison McLavin** with any questions or suggestions or to report any suspected empty home on **0141 287 1373** or email [alison.mclavin@glasgow.gov.uk](mailto:alison.mclavin@glasgow.gov.uk). Get more information on the [Glasgow City Council website](#).



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# Public Consultations



## GLASGOW CITY COUNCIL

### Licensing of Houses in Multiple Occupation

The Licensing and Regulatory Committee, has instructed a full public consultation on the licensing and regulation of Houses in Multiple Occupation (HMOs). This is with a view to considering whether to develop a policy on overprovision and whether to link licensing policy with planning policy by requiring applicants for HMO licences to provide evidence regarding the planning status of their premises.

A number of issues for consideration have been set out in the document to assist in responding to the consultation. This document is available from the [Council's website](#).

Your response should be sent either:

#### By Post

Legal Manager (Licensing), Licensing Section,  
Glasgow City Council, City Chambers, George Square,  
Glasgow, G2 1DU.

#### By Email

[LicensingEnquiries@glasgow.gov.uk](mailto:LicensingEnquiries@glasgow.gov.uk)

## SCOTTISH GOVERNMENT

### Consultation on proposals for reviewing the current landlord registration fee structure and expanding the range of prescribed information applicants must provide to local authorities.

The consultation includes proposals to make the application process more robust so that the local authorities can make better informed decisions about who can be approved to operate as a landlord. Additionally, the consultation includes proposals for reviewing the landlord registration fee structure, which has remained largely unchanged since 2006.

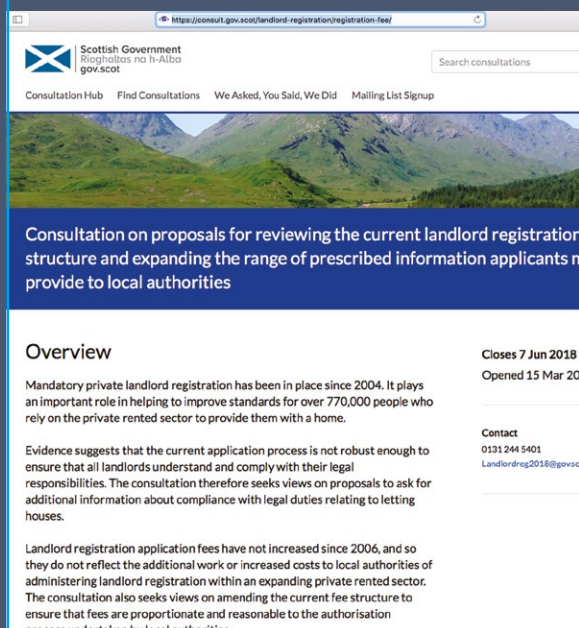
The consultation can be accessed via the [Scottish Government webpages](#).

**The Scottish Government are seeking responses to the consultation by Thursday, 7 June 2018.**



# CLOSING DATE FOR SUBMISSIONS

Friday 18 May 2018.



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