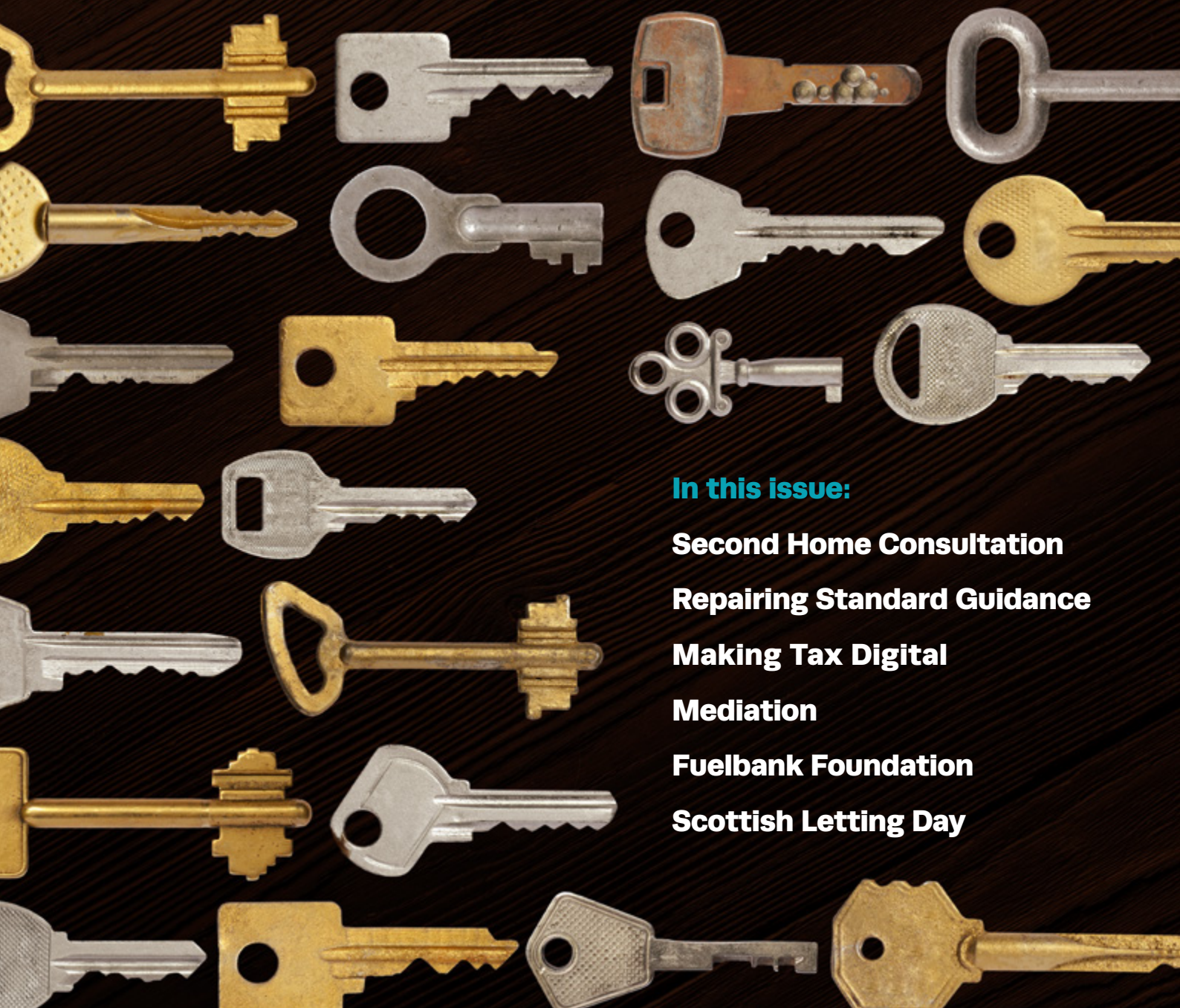


Key Notes

East Lothian Council's Newsletter
for Private Sector Landlords

Issue 12
July
2023



In this issue:

Second Home Consultation
Repairing Standard Guidance
Making Tax Digital
Mediation
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Scottish Association of Landlords (SAL)

You can keep up to date with current legislation and best practice for letting by being a member of SAL. Benefits include:

- Telephone helpline
- Member events
- Regular member e-news bulletins
- Access to online resources
- Discounted training through Landlord Accreditation Scotland
- Tradepoint discount card
- Landlord Focus magazine

You can contact SAL on
0131 564 0100 or
info@scottishlandlords.com



Making Tax Digital

HMRC have announced a further delay to the introduction of Making Tax Digital (MTD) for Income Tax self-assessment (ITSA). It will now be introduced from April 2026 with landlords with income over £50,000 mandated to join first.

Those with income over £30,000 will be required to comply from April 2027. Prior to this announcement, the intention was for MTD to be introduced for landlords with a business income of over £10,000 to begin in April 2024.



Landlord Accreditation Scotland (LAS)

in partnership with East Lothian Council



Data Protection for Landlords

CORE INFORMATION PROGRAMME

12 July 2023, 2.00pm – 3.00pm

This webinar deals with the legislation in place that makes dealing with DGPR part of letting private property.

Topics include:

- The requirement to register
- Managing data during a tenancy
- Retaining data following a tenancy
- Sharing data
- Privacy policies
- Breaches and consequences of non-compliance

Managing tenant complaints

CORE INFORMATION PROGRAMME

25 July 2023, 2.00pm – 3.00pm

Managing tenant complaints has never been a more vital skill for landlords. This webinar helps landlords develop skills to deal with challenges that may arise during a tenancy, learning how to manage/de-escalate situations whilst maintaining high customer service standards.

Topics include:

- Recognising patterns of conflict unique to communicating by telephone
- Specific skills to manage/control calls
- Managing tenant expectations
- Defusing difficult situations with tenants
- Bringing matters to a conclusion

Preparation for possession actions

CORE INFORMATION PROGRAMME

14 July 2023, 10.00am – 11.00am

This webinar deals with the process involved if a tenant does not leave a property on the stated end date despite all the appropriate notices having been served correctly. It will guide you through the steps necessary to bring a possession action through the First-tier Tribunal for Scotland (Housing & Property Chamber).

Topics include:

- Grounds for repossession under then Private Residential Tenancy
- What happens when your tenant refuses to leave after the notices have expired
- Preparation for making an application to the First-tier Tribunal
- The eviction order

Landlord guide to changes during a tenancy

CORE INFORMATION PROGRAMME

26 July 2023, 10.00am – 11.00pm

This webinar provides landlords with essential information on handling change that may occur during a tenancy.

This course will cover regulations in place when dealing with change of:

- Landlord/tenant/guarantor
- Rent
- Deposit
- Notification of other residents
- Changes to leases

scottish mediation

Turning Disagreement into Opportunity



Scottish Mediation has received funding from SafeDeposits Scotland Charitable Trust to provide a free mediation service for neighbour disputes in Scotland where at least one party is in private rental accommodation.

The Neighbour Mediation project will fund up to 20 mediations over the next 12 months where all parties are willing to mediate. Referrals can be made by either party or by their landlord or letting agent.

A wide range of issues can be resolved through mediation including:

- Noise
- Parking
- Pets
- Shared areas
- Boundary disputes
- High hedges and trees
- Property and garden maintenance

www.scottishmediation.org.uk

All courses run by LAS can be found listed on their website and can be booked online at
landlordaccreditationscotland.com

Dealing with abandonment**BEST PRACTICE TRAINING**

27 July 2023, 2.00pm – 3.00pm

This webinar provides a practical guide to dealing with abandonment of a privately rented property, highlighting the landlord's legal position and best practice measures when you believe the tenant has left the property without giving notice. The webinar will assist landlords in taking appropriate action to ensure that both PRTs and SATs are ended correctly when they believe that the tenant is no longer residing at the property.

Course topics:

- Establishing abandonment
- Abandonment checklist
- Tenant notification
- Relevant tenancy clauses
- Terminating the tenancy

Ending a tenancy, the legislation: understanding notice grounds and getting the paperwork right**CORE INFORMATION PROGRAMME**

2 August 2023, 10.00am – 11.15am

When ending a tenancy, there are a number of legal considerations to take into account. Whether you have a PRT or SAT you need to be aware of the best way to serve notice and end a tenancy. There are a number of ways a tenancy can come to an end, this webinar is designed to keep you informed of the legislation behind each way.

Course content:

- Understanding the grounds for repossession of Private Residential and short Assured Tenancies
- Getting the timing right
- Completing and serving notices for both PRT and SAT

Managing the end of a tenancy**CORE INFORMATION PROGRAMME**

8 August 2023, 10.00am – 11.00pm

This webinar deals with the communication and associated tasks when the tenancy is coming to an end, considering the reason for the tenancy ending.

Course topics:

- Landlord ending the tenancy including dealing with anti-social behaviour
- Tenant ending the tenancy
- Communication with tenant about the end of tenancy requirements
- The checkout inspection and follow up

Chasing the debt**BEST PRACTICE TRAINING**

8 August 2023 2.00pm – 3.00pm

What are the next steps after your payment order has been approved? This webinar deals with the process of raising an action with the First-tier Tribunal for a payment order for monies owed to the landlord by the tenant and the subsequent enforcement of that payment order.

Topics include:

- Raising a civil action
- Provision of evidence
- The requirement for the services of Sheriff Officers
- Methods for recovering the debt

Understanding landlord repairing and maintenance obligations**CORE INFORMATION PROGRAMME**

9 August 2023, 10.00am – 11.00pm

This webinar deals with landlord repairing obligations and how these need to be managed at all times. It will look at the general principles regarding repairs and maintenance in privately rented property.

Topics covered in this session:

- Tolerable & Repairing Standard – what are they and what are the landlord obligations
- Responsibility for repairs and maintenance
- Tenant responsibilities
- Introduction to the role of the Housing & Property Chamber – First-tier Tribunal for Scotland

All courses run by LAS can be found listed on their website and can be booked online at

landlordaccreditationscotland.com 





Fuelbank Foundation can provide support for tenants struggling to top up their prepayment gas and/or electricity meters.

Fuelbank is delivered through a number of community partners including the Scottish Government, Local Authorities and Housing Associations and Citizens Advice Bureau, amongst others. If your tenant is experiencing difficulties, Fuelbank can be contacted through www.fuelbankfoundation.org

Extension to rent cap/eviction moratorium?

The Scottish Government has announced that subject to the approval of government, it will extend the provisions of the Cost of Living (Tenant Protection) (Scotland) Act 2022 to 31 March 2024. This is the legislation which introduced a cap of 3% on most rent increase and a delay of 6 months on the enforcement of most eviction orders granted by the tribunal. This is the final extension permitted by the 2022 Act.

You can read more about it [HERE](#)

The Scottish Association of Landlords mounted a legal challenge to the 2022 Act and a decision from the Court of Session on the outcome is expected within the next few weeks.



Scottish Government consultation – Council Tax on second and empty homes

This consultation is asking whether councils should have additional powers giving them discretion to:

- Charge up to 100% premium (double the full rate) on council tax for second homes
- Charge more than 100% premium on council tax for second homes and long-term empty homes

Views are also be sought on whether the current non-domestic rates thresholds for self-catering accommodation should change, and/or if councils should have discretion to set them.

You can access and respond to the consultation [HERE](#)

The consultation closes on 11 July 2023.



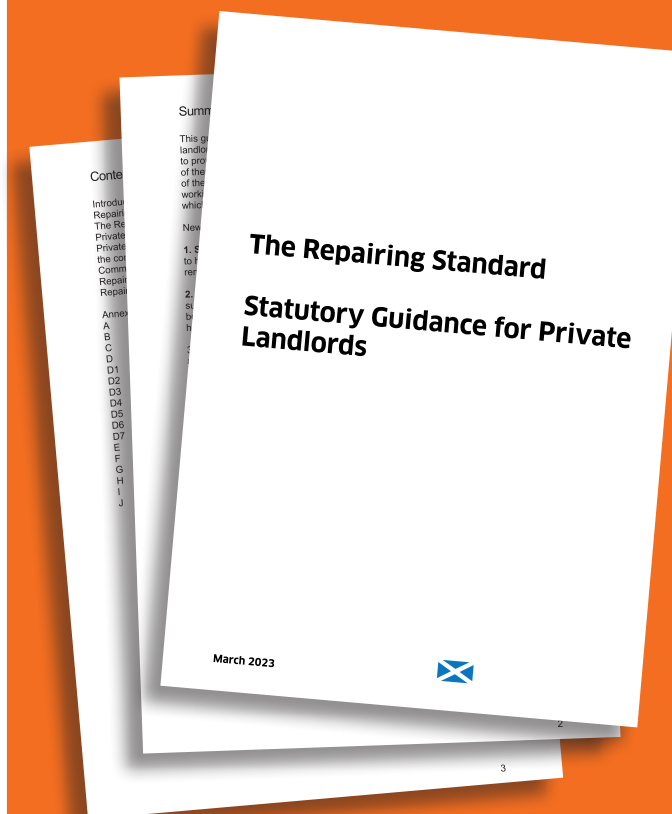
Scottish Letting Day

The annual conference of the Scottish Association of Landlord returns this year at BT Murrayfield Stadium on Wednesday 8 November.

Event highlights include:

- **Current issues for landlord and letting agents**
- **Updates and information required for private letting**
- **Varied programme of high profile speakers**
- **Scottish legislation news**
- **Meet fellow members**
- **Information, freebies and contacts**
- **Major exhibition of goods and services**
- **Lunch and refreshments provided**

Please contact conference@scottishlandlords.com for more details and booking information.



Repairing Standard: statutory guidance for landlords

The Scottish Government published [this guidance](#) on 1 March 2023 –

New measures in place from 1 March 2024:

- **Safe Kitchens**
- **Fixed Heating System**
- **Safe access to common parts**
- **Consent to work on Common Parts**
- **Safe and Secure Common Doors**
- **Residual Current Devices**
- **Other fuels**

Contact Information

Landlord registration

01620 820623

landlordregistration@eastlothian.gov.uk

Short-term Lets Licencing

01620 827664

stl@eastlothian.gov.uk

HMO Licensing

01620 827664

hmo@eastlothian.gov.uk

Housing Benefit and Council Tax

01620 827730/7729 (Benefits)

01875 824314 (Council Tax)

www.eastlothian.gov.uk 

Useful websites (click text to link to website)

Private Residential Tenancy

Tenancy Deposit Scheme

My Deposits Scotland

Letting Protection Service

Safe Deposits Scotland

Landlord Registration

Housing and Property Chamber,
First Tier Tribunal

Landlord Accreditation Scotland

The Repairing Standard

Scottish Association of Landlords

Health & Safety Executive

Electrical Safety Council

Gas Safe

Energy Saving Trust

East Lothian Council

To make a comment, suggestion or complaint about a council service,
visit our website at www.eastlothian.gov.uk



Versions of this leaflet can be supplied in Braille, large print, audiotape or in your own language. Please phone customer services if you require assistance on 01620 827 199