

inside letting

EDINBURGH'S LINK WITH LANDLORDS

ISSUE 19 SPRING 2009

CORGI BECOMES GAS SAFE REGISTER™

Gas Safe Register™ is the new hallmark
for gas safety in Great Britain

Since 1 April 2009, Gas Safe Register™ has replaced CORGI gas registration as the official gas safety body.

So, by law, now only Gas Safe registered engineers should carry out work on gas appliances or installations in your properties.

The HSE (Health and Safety Executive) undertook a review of gas safety in 2006. This review concluded that there was a strong case for modernising the gas registration scheme to bring added benefits to gas consumers and gas engineers. There will be no dual running of the schemes. CORGI ceased to operate the registration scheme on 31 March 2009 when Gas Safe Register™ took over.

WHAT DOES THIS MEAN FOR LANDLORDS?

Landlords will continue to remain legally responsible for the safety of tenants. So, to make sure every property you own is safe:

- all appliances must continue to have a safety check carried out every 12 months by a Gas Safe registered engineer
- you must continue to give your tenants a record of that safety check within 28 days as previously required

- new tenants must still be given a record of the safety check before they move in
- landlords must keep a record of each safety check for two years.

All existing gas safety records will be valid until their expiry date (even if that date is later than 1 April 2009). Any gas safety record given to you after 1 April 2009 will only be valid if the engineer is registered with Gas Safe Register. It is acceptable for tradesmen registered with Gas Safe to continue to use the usual Landlords Gas Safety Certificate form, (CP12), even if it has a CORGI logo or the word CORGI on it.

Letting agents need to be sure of exactly who is managing the gas duties at all properties. If it's contractually your responsibility, then the same conditions apply to you as that of the landlord.

HOW DO I CHECK THAT AN ENGINEER IS GAS SAFE REGISTERED?

All Gas Safe registered engineers have an ID card with their licence number and a photograph. The licence number is easily verified on the website or by phone. Gas Safe Register™ will get back to you with confirmation of the engineer's name.

You can find or check a Gas Safe registered engineer 24 hours a day, seven days a week online at www.gassaferegister.co.uk or call 0800 408 5500.

You can even get a photo of the engineer, with details that tell you if they're qualified to do the job, sent to your mobile phone for added peace of mind.

If you think your engineer is not registered, call 0800 408 5500 or e-mail:

register@gassaferegister.co.uk

www.gassaferegister.co.uk



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welcome

Welcome to the Spring edition of *Inside Letting*

Inside Letting always strives to help landlords navigate the world of property letting and this edition is no exception. On page 8 you will find our brand new Landlord Checklist. This has been created in conjunction with landlords and letting agents and will provide a useful tool for both new and experienced landlords and agents. Why not compare your practices to the checklist?

Our cover story tells you what you need to know about changes to the gas registration scheme. This essential information will help you ensure that you are on the right side of gas safety legislation and can continue to provide safe properties for your tenants.



Lindsay Souter
EDITOR

We also bring you information about the current market in Edinburgh (page 3) and tips on how you can protect your investment by taking a proactive approach to maintaining the property you let (pages 6 and 7).

Inside this issue you should find a leaflet from Digital UK, who are coordinating the nation switch to digital television. Edinburgh's switch over will take place in April/June 2010.

For more information, please visit the Digital UK website at www.digitaluk.co.uk/propertymanagers

As ever, I welcome your comments and feedback at insideletting@edinburgh.gov.uk

New Eviction Requirements

Since 1 April 2009 all landlords now have a duty to inform the local authority when court proceedings are raised to evict a tenant.



The purpose of the new duty introduced under Section 11 of the Homelessness etc (Scotland) Act 2003 is to give local authorities an early indication that a household in their area may be at risk of homelessness due to eviction or repossession. This provides local authorities with an opportunity to offer advice on housing options.

Landlords are not required to notify the local authority at the point when a notice is served to end a tenancy. However, if a tenant does not leave a property on or before the date on the notice, the landlord should raise an eviction action if they want to recover possession of the property.

It is at this point that the landlord or his solicitor must notify the local authority that court proceedings are being raised against the tenant.

The notification form that should be sent to the Council can be found on the letwise webpages at www.edinburgh.gov.uk/letwise

E-mail the notification form to housing.section11@edinburgh.gov.uk or send the form by post to:

Section 11 Notification
The City of Edinburgh Council
Business Centre C.2, Waverley Court
4 East Market Street, Edinburgh EH8 8BG
Tel: 0131 529 7200

Inside Letting is published by The City of Edinburgh Council. Please contact:

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Chesser House, 500 Gorgie Road
Edinburgh EH11 3YJ
Tel: 0131 529 7454

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Are you getting the benefit?

ALAN SINCLAIR, Revenues and Benefits manager explains what you need to know about Local Housing Allowance, the person centred method of paying private tenants housing benefit.



What is LHA?

Local Housing Allowance (LHA) is the system used to calculate Housing Benefit for tenants renting accommodation from a private landlord. It was introduced nationally on 7 April 2008, although in Edinburgh the LHA system has been in use since early 2004.

The main change from the old housing benefit system is that LHA payments are normally made directly to the tenant who is responsible for paying the rent themselves.

How is LHA calculated?

It is based on the tenant's family composition. The LHA rate is calculated by assessing the number of bedrooms a claimant is entitled to, taking into account the age and sex of those people living with the claimant.

Tenants and landlords can use the room calculator at http://www.edinburgh.gov.uk/internet/housing/rents_and_benefits/local_housing_allowance/rooms.html to work out a tenant's room entitlement.

How are the LHA rates calculated?

Each month the LHA rate is calculated by the Rent Service for the Edinburgh area and is based on the average local rental figure depending on the size of the property. This ensures that the rate reflects the market and that half of the rental properties in the area are affordable to someone receiving LHA.

How does a tenant qualify for LHA?

To be eligible there has to be a rent liability. Tenants who are occupying property in lieu of providing a service would not be eligible for LHA.

Claimants can be unemployed, sick, elderly or those who are in work. People who apply for LHA are also automatically assessed for Council Tax benefit. Tenants who have more than £16,000 of capital (including savings or shares) will not qualify for LHA.

What can a landlord do to help with the application process?

As there will be no eligibility for LHA without proof of a rent liability, tenants will need a complete copy of their lease or occupancy agreement (not just the AT5!). If your tenant has asked for a copy of a lease or occupancy agreement give them the copy as soon as possible. Tenants cannot be charged for the drawing up or execution of a lease, but you can charge for providing a second copy if the tenant asks for this.

What can landlords do to help themselves?

As LHA is paid directly to the tenant, landlords may never know if their tenant has applied for benefit. Revenues and Benefits staff cannot discuss claims with third parties. If your tenant has signed a mandate (available for download from the letwise website) allowing you to discuss their housing benefit claim with Revenues and Benefits, you may be contacted regarding the claim. If this happens, provide the information that you are asked for as this will speed up the process.

How long will the process take?

Claims should be processed in 28 days. Delays to claims are caused by forms not being completed, the supporting information that was asked for not being supplied and claimants not responding to requests for further information.

When is benefit paid?

Benefit is paid monthly in arrears to the tenant usually in the form of a BACS payment or a crossed cheque. Landlords may consider altering rent due dates to allow payments to clear. Deposits are not payable through the LHA system.

OTHER ISSUES

Arrears

If the tenant is a month in arrears, landlords should contact Revenues and Benefits who will investigate. They will not discuss the claim with landlords unless they have been supplied with a signed mandate. This may result in direct payment to the landlord. A tenant not paying rent with their LHA is not committing fraud, they are in rent arrears. Benefit fraud is claiming money you are not entitled to. Revenues and Benefits will not repay benefit to a landlord that has already been paid out.

Landlords often worry that Revenues and Benefits will be able to reclaim money from the landlord that has been overpaid. Where the tenant has been falsely claiming LHA, but the landlord could not reasonably be expected to know this, the landlord will not be pursued.

Claim refused

If the tenant's claim has been refused they can appeal. The staff at the Advice Shop can help with this. However, if the arrears are growing, landlords may have to consider serving notice.

Letwise assist with advice on serving notice. Ground 8 (three months' rent arrears) can be defended if the arrears are wholly the fault of Revenues and Benefits.

Sale and rent back (property previously owned by the tenant)

Generally speaking LHA will not be paid to tenants who, in the preceding five years, owned the property they are living in. However, it may be possible for a tenant to receive LHA in these circumstances if sale and rent back was the last resort for the property owner. Anyone in this situation should get specialist money/debt advice.

To see the rates and for more online information about LHA go to <https://benefitsonline.edinburgh.gov.uk> <https://lha-direct.therentservice.gov.uk>

For debt advice

Advice Shop, 85-87 South Bridge
Edinburgh EH1 1HN
Tel: 0131 225 1255



CASE NOTES:

Guarantor Agreements



RUTH JOHNSTON
of TC Young Solicitors
discusses guarantor
agreements

In the current economic climate, more and more landlords are seeking ways in which to maximise rental income and ensure payments are received on an ongoing basis. For some, this may mean obtaining costly insurance. However, others prefer to acquire the protection afforded by a guarantor.

It is possible for a landlord to require the services of a guarantor in particular to ensure rent is paid in circumstances where the tenant defaults. The landlord and the guarantor will enter into a written agreement whereby the guarantor agrees to pay the landlord the rent if the tenant defaults, and may also agree to pay the landlord any losses, expenses or damages incurred where the tenant fails to carry out his obligations under the lease. This could include for example the cost of any repairs which are required as a result of the tenant's negligence.

The agreement should explicitly state that it will remain in place until such time as the agreement between the landlord and tenant is terminated thus ensuring the landlord is protected throughout the life of the tenancy and not simply the initial term.

The guarantee agreement is supplemental to a Tenancy Agreement and can either be drawn up at the same time as the Tenancy Agreement or at a later date, after the tenancy period has commenced. The

guarantor, however, should be fully briefed as to the terms of the Tenancy Agreement before signing the guarantee agreement and should be advised to take independent legal advice as to its terms. It is essential that the guarantor understands what obligations the tenant has under the Tenancy Agreement and what costs may arise as a result of any breach.

It may be that the guarantor will wish to specify exactly what losses will be guaranteed in terms of the Tenancy Agreement. He may also seek to put a limit on his or her liability to ensure such costs do not spiral out of control. This will be a matter of agreement between the landlord and the guarantor.

The landlord may also wish to carry out the necessary checks on the guarantor to gauge whether or not he or she would be financially able to make the payments in the event that the tenant defaults.

So what action can be taken if the tenant defaults on his or her payments? The guarantor should be approached at this stage and asked to make payment of any outstanding sums if the tenant is unable or refuses to do so. However if the guarantor fails in this responsibility, the landlord then has the option of raising a court action for payment of the debt against either the tenant or the guarantor. This offers the landlord an extra level of protection in the event that payments are not forthcoming.

To obtain a copy of our model guarantor agreement visit the Letwise website at www.edinburgh.gov.uk/letwise or contact the team on 0131 529 7454.



Market Report

Edinburgh has been remarkably resilient to the property price crash that has swept the rest of the UK over the past year.

The number of house sales has collapsed everywhere across the UK including Edinburgh, however prices in the capital have remained high according to the Council's Strategy and Investment Team.

A comparison of the most recent prices available from the Registers of Scotland and the Land Registry in England and Wales shows that average prices in Edinburgh fell by less than half a percent between August to October 2007 and August to October 2008.

At the same time prices fell between three percent and seven percent in London, Manchester,

Birmingham and Liverpool. This means that, during a difficult year, Edinburgh out performed major cities in England as well as every city in Scotland. This prompted Nationwide to name Edinburgh as one of the five areas least effected by the housing slump in their review of 2008.

Looking at the most recent data on the second hand property market shows that house prices have continued to stand up well as we have entered 2009. The average house price fell by just over one percent in Edinburgh in the year to January 2009.

The devil is always in the detail and digging deeper in the statistics reveals

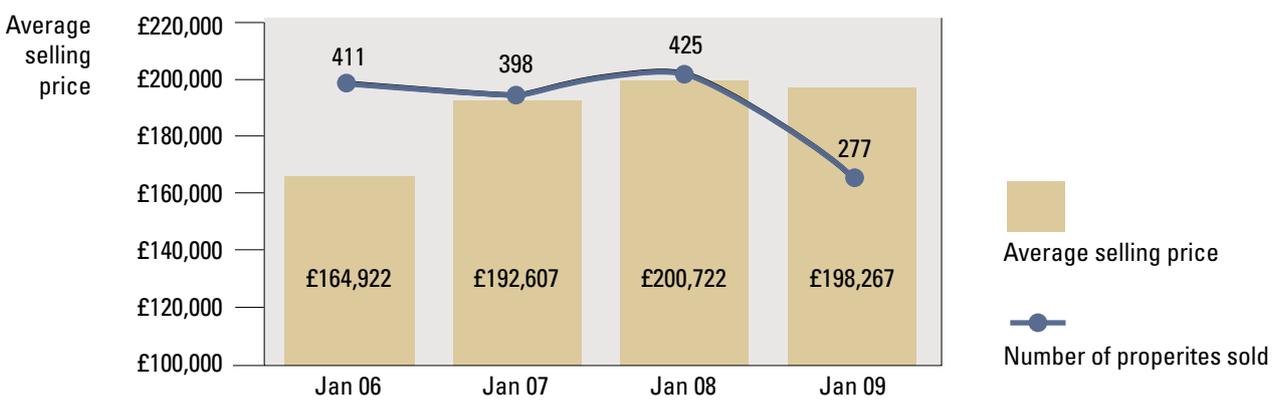
more variation in price changes. As would be expected properties that are usually targeted by first-time buyers have fallen in value the most. The average price of a one bedroom property fell by 11 percent over the year while the cheapest one and two bedroom properties have fallen by as much as 15 percent. At the same time the average price for three bedroom properties actually recorded a small increase.

Landlords concerned by newspaper headlines of falling house prices should remember that investing in property is a medium to long term investment and that the majority of people that invested in housing two or three years ago will still have made a profit.

The statistics show that an investor that bought an average property in Edinburgh in January 2006 and selling in January 2009 could still have made a profit of over £33,000 or 20 percent. Had the same investor bought an average three bedroom property, they could have made a profit of over £60,000 or 29 percent.

To see current housing statistics from our Strategy and Investment Team go to www.edinburgh.gov.uk/internet/housing

	Properties sold	Average Sales Price			
		1 bed	2 beds	3 beds	All
Jan 06	411	£107,302	£145,762	£205,080	£164,922
Jan 07	398	£130,827	£163,487	£233,149	£192,607
Jan 08	425	£134,146	£181,283	£262,518	£200,722
Jan 09	277	£119,562	£170,661	£265,096	£198,267
Change 2008 to 09	-34.9%	-10.9%	-5.9%	+1.0%	-1.2%



Properties sold and average price in Edinburgh (source ESPC)



Protecting

“Most problems originate from the part of the building least seen by the residents – the roof. The roof endures every kind of weather throughout the year and is possibly the single most expensive item to keep in good repair.

Loose or broken slates and blocked gutters not only cause inconvenience to top floor occupants, but water penetration into the fabric of the building can lead to outbreaks of rot that may eventually weaken the whole structure of the tenement.

A regular programme of maintenance work is essential; clear gutters and down pipes, check any slipped or cracked slates, check the cupola for slipped or cracked glazing, make sure aerials are firmly fixed and cables are tidied away.”

Charlie Madden, Surveyor, Edinburgh Stair Partnership

“Our philosophy when dealing with maintenance is to attend to small problems quickly; this prevents them becoming large expensive repairs. The landlords benefit from lower maintenance costs and higher capital growth. Tenants are more likely to rent a well maintained property.

The Edinburgh Stair Partnership has been a real bonus to Steyn Lettings. ESP landlords benefit from communal repairs being organised quickly and efficiently.”

Denise Steyn of Steyn, Lettings – ELA Member

THE COUNCIL'S SERVICES

The Council offers a range of services to provide advice and assistance to owners in dealing with repair and maintenance issues. Seek out the right advice and common repairs can be less challenging than you might think.

Edinburgh Stair Partnership

Edinburgh Stair Partnership is a property management service specialising in traditional tenements. Once all owners have agreed to join the service and paid the joining fee, a surveyor will carry out an inspection of the property and produce a report on the condition of the common parts of the building along with recommendations on what repairs should be carried out. ESP will also oversee any works that the owners want to go ahead with.

For further information phone 0131 529 7234 or e-mail: esp@edinburgh.gov.uk or visit www.edinburgh.gov.uk/esp

Homeworks

The Council's homeworks team provides a wide range of practical advice to help owners understand their rights and responsibilities and how to deal with repairs and maintenance. Homeworks can help with issues like:

- organising a common repair
- understanding what common elements of the building you're responsible for
- how the Tenements (Scotland) Act 2004 affects owners
- advice on finding a reputable tradesman
- setting up Owners' Associations.

To find out more, contact homeworks on 0131 529 7597 or by e-mail: homeworks@edinburgh.gov.uk Alternatively, you can visit the website at www.edinburgh.gov.uk/homeworks

Stair Cleaning

Keeping common areas such as the stair in good order can help promote a good attitude towards general maintenance, as well as offering an important first impression to potential tenants.

For a set yearly charge, the Council's Stair Cleaning Service can provide a regular clean for your stair when a majority of owners agree to sign up.

Approved contractors will provide a service tailored to your tenement's needs and can also offer special clean packages.

your investment

YOUR BUILDING – YOUR RESPONSIBILITY

As a landlord or agent, you spend a lot of time and effort ensuring the property you let is well furnished and that the internal elements are in a good state of repair in order to compete in Edinburgh's growing rental market. But if you overlook the condition of the building itself, you may be faced with heavy bills that eat into the value of your property.

All buildings need a regime of regular maintenance to ensure that minor snags don't grow into major costly repairs. As much of Edinburgh's rented accommodation is in traditional tenements, this can be a particularly important issue for landlords.

Common repairs can be difficult to organise. Finding out what work needs done, reaching agreement with neighbours, managing payments and making sure you employ reliable tradesman can be very challenging. Regardless of this, it is essential that all owners take responsibility for looking after their building, either by organising the work themselves or appointing a property manager.

Security should also be a key consideration for owners in a tenement. The simple installation

of a good quality door entry system improves the security of your property and will help cut out vandalism and unwelcome guests in your stair.

Some owner occupiers have the perception that landlords don't want to participate in common repairs and maintenance. The Council's experience is that many landlords are actually keen to get involved and, in fact, are well placed to take the lead.

Others, however, do take a less responsible approach leading to further deterioration in both the condition of the building, and relationships with neighbours. Keeping in touch with your fellow owners and making sure they know how to contact you to discuss any repairs that need to be attended to is an important element of being a responsible landlord.

For further information see www.edinburgh.gov.uk/staircleaning or call 0131 529 7827.

Property Conservation

The Council's Property Conservation Section can also be contacted regarding building defects. If required, they can serve Statutory Repair Notices that will advise owners of defects on their property giving them the opportunity to have these privately arranged.

If the owners are unable to arrange the works, and if requested, Property Conservation can arrange the necessary works and recover costs individually from liable owners.

If the matter is of an emergency nature (eg choked drains or falling masonry), Property Conservation can immediately carry out any necessary

repairs in the interests of Public Safety utilising statutory powers.

You can phone Property Conservation on 0131 529 4902/4594 or e-mail: property.conservation@edinburgh.gov.uk

In an emergency outwith normal working hours you can contact the Council's call-centre on 0131 200 2000 who will arrange for an on-call officer to attend. This is a 24/7 service.

Public Health

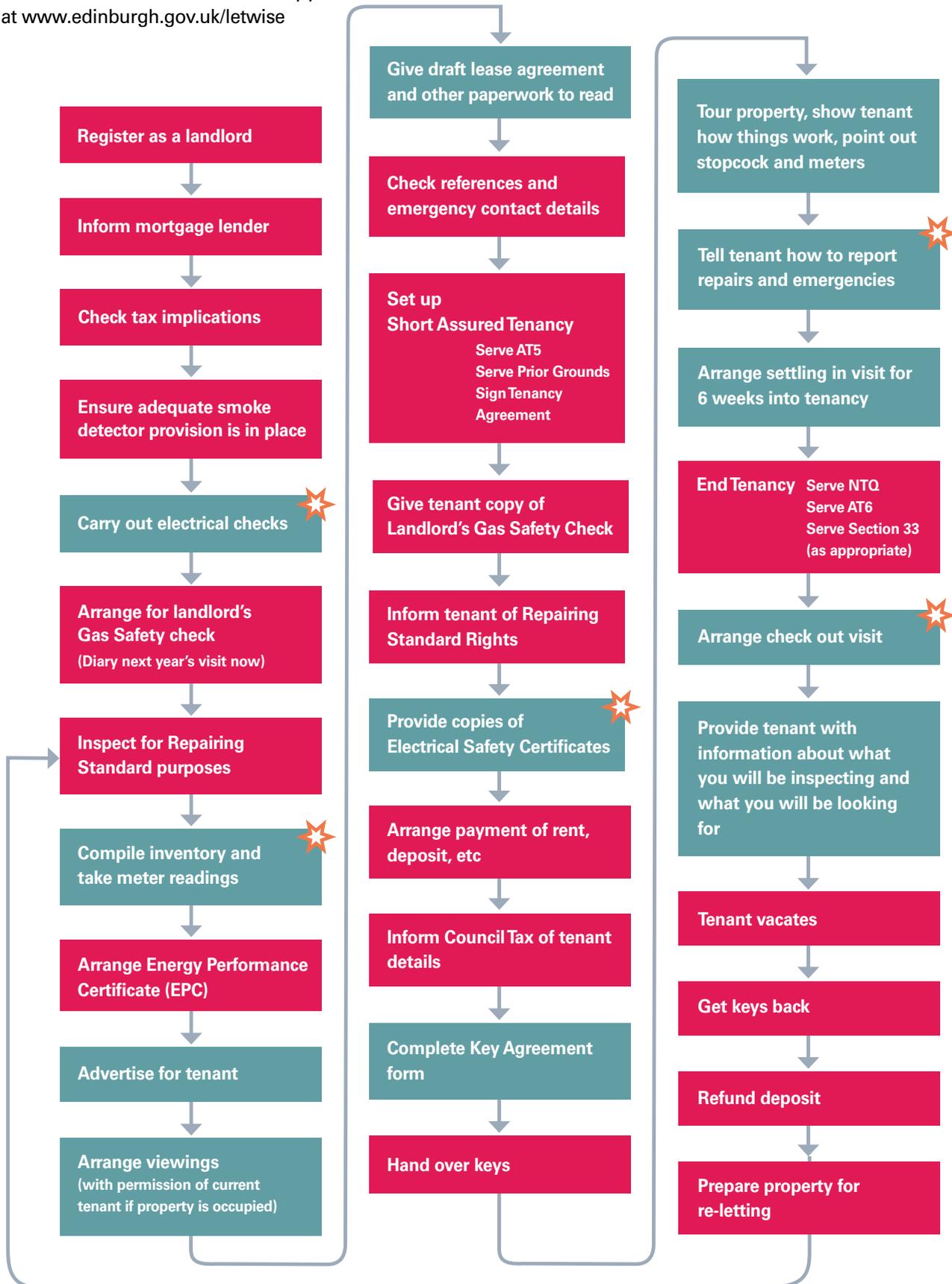
Public Health can assist with environmental issues such as excessive rubbish that may pose a health and safety risk, and emergency water ingress between flats. Contact Public Health on 0131 529 3030 or outside office hours on 0131 200 2000.



NEW LANDLORD CHECKLIST

Many new landlords have come into the market and there have been some recent changes to the law. This handy new checklist shows landlords all the things you need to consider when letting out a property. You can download an electronic copy at www.edinburgh.gov.uk/letwise

- MUST DO
- BEST PRACTICE
- ★ MAY BE REQUIRED FOR ACCREDITATION SCHEME MEMBERSHIP OR HMO LICENSING





Letwise offer a programme of training and briefing events for private landlords in Edinburgh. These courses are designed to inform landlords about the various aspects of property and tenancy management and to update on any changes which impact on the private rented market.

Training Sessions: July to September 2009

TRAINING SESSIONS AT A GLANCE

JULY

- **Resolving Conflicts Positively**
Thursday 2 July 5.45pm to 9.00pm
Business Centre, City Chambers
- **Dealing with Deposits**
Thursday 9 July, 5.45pm to 9.00pm
European Room, City Chambers
- **Safety Requirements for your Property**
Thursday 16 July, 1.00pm to 4.00pm
Contract Heating, 2B Bankhead Crossway
South
- **Finance Matters**
Thursday 23 July, 1.00pm to 3.30pm
European Room, City Chambers

SEPTEMBER

- **Tenancy Agreements**
Tuesday 8 September, 1.00pm to 4.00pm
Main Council Chamber, City Chambers
- **The Law of Repairs**
Wednesday 9 September, 1.00pm to 3.30pm
European Room, City Chambers
- **Safety Requirements for your Property**
Thursday 10 September, 1.00pm to 4.00pm
Contract Heating, 2B Bankhead Crossway
South
- **Recovery of Possession**
Tuesday 29 September, 1.00pm to 4.00pm
European Room, City Chambers

Resolving Conflicts Positively

Thursday 2 July 2009, 5.45pm to 9.00pm
Venue: Business Centre, City Chambers,
High Street, Edinburgh EH1 1YJ

This course will explore techniques for resolving conflicts to everyone's satisfaction. Typical disputes between landlord/tenant and tenant/neighbours will be examined and delegates will learn straightforward practical techniques for helping to ensure conflicts are handled productively.

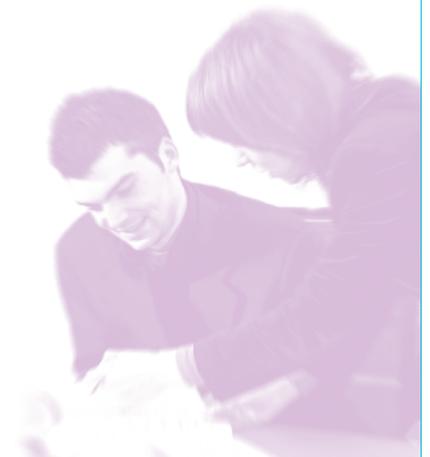
Course objectives

By the end of the course delegates will:

- be aware of how conflicts arise;
- have a better understanding of how conflicts escalate;
- be aware of how not to make conflicts worse;
- be familiar with some constructive negotiating techniques;
- be familiar with some practical skills for handling conflicts positively; and
- be aware of how mediation can help.

Is it for you?

This course is suitable for all private landlords and letting agents.



Dealing with Deposits

Thursday 9 July 2009, 5.45pm to 9.00pm
Venue: European Room, City Chambers,
High Street, Edinburgh EH1 1YJ

This course will cover best practice when dealing with tenants' deposits and will address the many varied problems relating to creating holding deposits and making deductions from security deposits. Other aspects covered will include dealing with guarantors and distance selling regulations.

Course objectives

By the end of the course delegates will:

- understand the legal implications if they let a property without the tenants actually viewing the property (Distance Selling Regulations);
- understand the legalities and implications of requesting a rent guarantor;
- understand the legal requirements around deposits; and
- be aware of how to deal with disputes around deposits.

Is it for you?

This course is beneficial both for newcomers to the private renting business and experienced landlords and letting agents alike.

Safety Requirements for your Property

Thursday 16 July 2009, 1.00pm to 4.00pm
Venue: Contract Heating, 2B Bankhead Crossway
South, Edinburgh EH11 4EX

This course, delivered by Contract Heating (members of NICEIC, the Fire Protection Association and Gas Safe Register™ approved) will give delegates practical experience on how to identify problems and faults within their property in relation to heating systems, water supplies and electrical systems. It will also show delegates how to read various safety certificates and identify what needs to be actioned.

Course objectives

By the end of the course delegates will:

- have gained practical experience on identifying problems and faults within their property;
- have an awareness of what is required to provide safe accommodation for their tenants;
- know what procedures to follow in a gas emergency; and
- understand how to read safety certificates and identify any actions that are required to be taken.

Is it for you?

This course is intended for both new and experienced landlords and letting agents. Please note as this is a workshop based, practical course, numbers are limited to eight delegates per course. It is advised that you book early!

All of these courses are free of charge. You can book a place by contacting Letwise on 0131 529 7454 or e-mailing: letwise@edinburgh.gov.uk

For further information about these courses or future training events, contact our Training and Development Officer, Rachel Fleming on 0131 529 2177 or e-mail: rachel.fleming@edinburgh.gov.uk

CANCELLATION POLICY

If delegates fail to cancel their place on a course, and subsequently do not attend, their place(s) on future courses for the advertised quarter **may** be cancelled and offered to someone else on the waiting list, in order to maximise capacity and make courses as cost effective as possible. This does not prevent delegates from booking on courses within the next advertised quarter.



Finance Matters

Thursday 23 July 2009, 1.00pm to 3.30pm
Venue: European Room, City Chambers, Edinburgh

This course will give an overview of the issues which should be considered when buying, renting and disposing of property in order to maximise the benefits of current tax legislation. It will also cover how to maintain effective financial and book-keeping records.

Course objectives

By the end of the course delegates will be able to:

- understand the implications of current taxation legislation as it affects landlords;
- understand the most effective ways to structure finances to maximise benefits; and
- understand how to maintain effective financial and bookkeeping records.

Is it for you?

This course is aimed at both new and experienced landlords and letting agents or those considering how to maximise tax benefits from current legislation and those who would like more information on effective bookkeeping.

Tenancy Agreements

Tuesday 8 September 2009, 1.00pm to 4.00pm
Venue: Main Council Chamber, City Chambers, High Street, Edinburgh EH1 1YJ

This course will identify the key elements for inclusion in tenancy agreements, and suggest good practice issues in establishing assured and short assured tenancies.

Course objectives

By the end of this course delegates will:

- be aware of the legal requirements and pitfalls in creating assured and short assured tenancies;
- be aware of unfair contract terms in leases and how to avoid these;
- be aware of the legal rights and obligations of landlords and tenants;
- understand what action can be taken against tenants if things go wrong; and
- be aware of what could be construed as harassment.

Is it for you?

This course is intended for private landlords and letting agents involved in creating tenancy agreements whether let to individuals/families or shared occupancy. It is intended to cover assured and short assured tenancies, and is not intended to address resident landlords or protected tenancies.

The Law of Repairs

Wednesday 9 September 2009, 1.00pm to 3.30pm
Venue: European Room, City Chambers, High Street, Edinburgh EH1 1YJ

This course will look at the rights and duties landlords and tenants have in cases of disrepair and where these rights and duties come from.

Course objectives

By the end of this session delegates will:

- be aware of statutory and common law repairing obligations;
- understand the requirements of the Repairing Standard;
- be aware of how the Private Rented Housing Panel operates; and
- have an understanding of gas safety, furniture and fire safety regulations, and electrical safety.

Is it for you?

This course is designed for both new and experienced landlords and letting agents.

Safety Requirements for your Property

Thursday 10 September 2009, 1.00pm to 4.00pm
Venue: Contract Heating, 2B Bankhead Crossway South, Edinburgh EH11 4EX

(See the course details on the opposite page)

Recovery of Possession

Tuesday 29 September 2009, 1.00pm to 3.30pm
Venue: European Room, City Chambers, High Street, Edinburgh EH1 1YJ

This course will enable delegates to understand the legal requirements and pitfalls in successfully recovering possession of their property under the assured and short assured tenancy regime.

Course objectives

By the end of the course delegates will:

- understand the mandatory and discretionary grounds for repossession;
- understand the legal requirements to successfully regain possession at the end of a lease;
- be aware of the notices and procedures required in repossession;
- be aware of what can go wrong when seeking possession, and how to avoid these problems; and
- understand court processes.

Is it for you?

This course is intended for both new and experienced landlords and letting agents. It is not designed for resident landlords.



HAPPY TO TRANSLATE

ترجمے کے لئے حاضر آماندہر سے انوباد کررر

بسعذنا توفير الترجمة MOŻEMY PRZETŁUMACZYĆ 很樂意翻譯

You can get this document on tape, in Braille, large print and various computer formats if you ask us. Please contact ITS on 0131 242 8181 and quote reference number 09242/19. ITS can also give information on community language translations.

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Letwise

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www.edinburgh.gov.uk/letwise



SCOTTISH ASSOCIATION OF LANDLORDS

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E-MAIL: info@scottishlandlords.com

www.scottishlandlords.com



TEL: 0131 529 7278

E-MAIL: ela@edinburgh.gov.uk

www.edinburgh.gov.uk/ela

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