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2

PRIVATE

# LANDLORDS & AGENTS

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[www.glasgow.gov.uk](http://www.glasgow.gov.uk)

## Welcome to the Summer 2020 newsletter

We are now all working in a different way due to COVID-19. This newsletter provides you with changes in the private rented sector and information that you should be aware of as a landlord and or letting agent.

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# Coronavirus (COVID-19): guidance for private landlords and letting agents

## Latest Guidance from Scottish Government



Find out all the **latest information** from the Scottish Government about the private rented sector.

As lockdown restrictions begin to ease this document will be updated and should be your first port of call to find out what you can do and what support is available to landlords and letting agents.

You may also wish to have regard to guidance in respect of **Moving House**, as issued by the Scottish Government.



## Important: Keep your landlord registration account up-to-date



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.

You can make all changes to your account at **Scottish Landlord Register**.

### EMAIL

If you have a change to your email account you should email  
**[Privatelandlordregistrationunit@glasgow.gov.uk](mailto:Privatelandlordregistrationunit@glasgow.gov.uk)**







## Renewal of registration - how to do this online



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

Part of the renewal will include answering questions to confirm that you meet the conditions required to let out properties, including property condition and health and safety.

You are required to obtain all certification including:

- Gas Safety Certificate
- Energy Performance Certificate
- Electrical Installation Condition Report (EICR) and Portable Appliance Test (PAT).

### IMPORTANT

If you or a trades person are unable to gain access to a property, you must keep clear records of what action you have taken and all communications with your tenant. Certification must then be obtained as soon as circumstances allow.

### EMAIL

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)

### EMAIL

If you **do not have all the certificates** you should still submit your landlord renewal and answer negatively to the question. You must provide updates on progress as soon as you can to [Privatelandlordregistrationunit@glasgow.gov.uk](mailto:Privatelandlordregistrationunit@glasgow.gov.uk)



# Legionella – everything you need to know



Part of the new and renewal application process requires landlords to confirm that a **Legionella risk assessment** has been completed.

**It is not a test unless something is found to be wrong.**

A high number of applications are returning a negative response to this question which in turn slows down the approval of the landlord registration.

To assist all landlords' information is provided [here](#) on how landlords can complete the risk assessment.



## Energy Performance Certificates (EPC)



Homes in the private rented sector are some of the least energy efficient in Scotland. To tackle this, the Scottish Government had announced that minimum energy efficiency standards will be introduced for privately rented housing from April 2020.

Due to COVID-19 this has now been delayed.

### LANDLORDS MUST HAVE A VALID EPC

From 4 January 2009 this is a legal requirement. As a registered landlord you will already have an Energy Performance Certificate (EPC) when the property was let in order to comply with current regulations.

### FUTURE PROOF YOUR PROPERTY

You can get more information about the minimum EPC standards which will come into effect at a later date [here](#). You may find that you are only required to make small changes to meet the minimum standards when they are introduced.







# Visits and Inspections to Let Properties - the new process to keep everyone safe

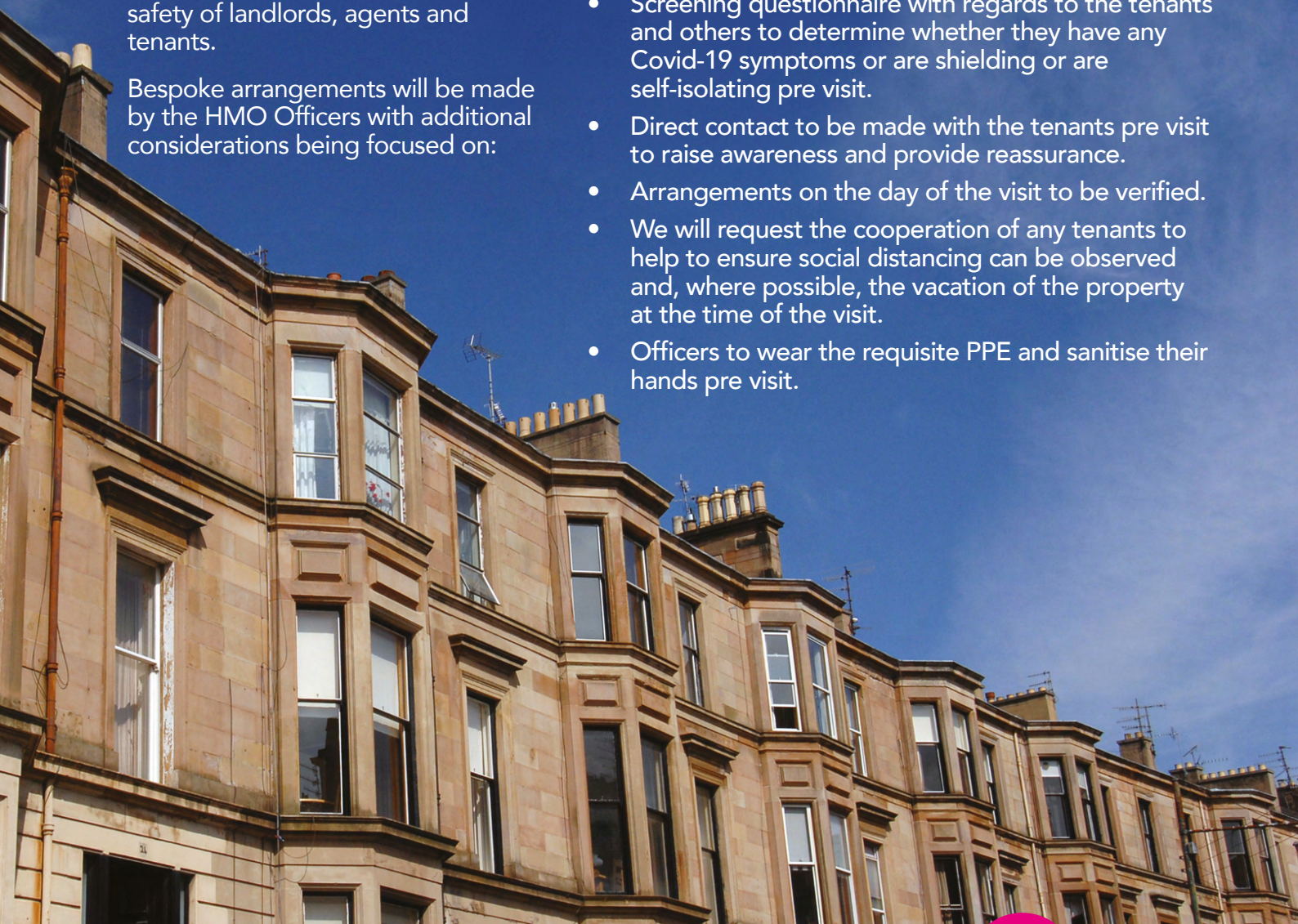


We expect property inspections to recommence in early August with this being led initially by HMO inspections in relation to license applications.

The process we undertake when arranging inspections and carrying them out has had to change to ensure both the safety of our staff and the safety of landlords, agents and tenants.

Bespoke arrangements will be made by the HMO Officers with additional considerations being focused on:

- More advance notice of visit dates/times.
- Additional checks regarding the nature of the occupancy of each property pre visit.
- Screening questionnaire with regards to the tenants and others to determine whether they have any Covid-19 symptoms or are shielding or are self-isolating pre visit.
- Direct contact to be made with the tenants pre visit to raise awareness and provide reassurance.
- Arrangements on the day of the visit to be verified.
- We will request the cooperation of any tenants to help to ensure social distancing can be observed and, where possible, the vacation of the property at the time of the visit.
- Officers to wear the requisite PPE and sanitise their hands pre visit.



## Free Webinar Training for Landlords



Glasgow City Council in partnership with Landlord Accreditation Scotland are delighted to offer landlords free webinar training.

You can access the Landlord Accreditation Scotland website [here](#) to find out more and register for the training.

**THE NEXT WEBINAR  
WILL BE HELD ON  
THURSDAY 13 AUGUST**







## Mentoring Scotland's young people



# Ypeople Glasgow: A Home For Everyone

At The Glasgow Key Fund we believe that everyone deserves a place to call home, and we want to make the road to finding one easier. The private rented sector is a vital part of Glasgow's housing market, providing homes for people from all walks of life.

The Glasgow Key Fund provide a service between property owners and tenants. Last year we supported around 330 tenancies working with over 100 landlords across Glasgow.

Working in partnership with our landlords, The Glasgow Key Fund offers security and peace of mind for those renting multiple tenancies, providing maintenance for properties and an assured regular monthly income.

The Glasgow Key Fund is operated by Scottish charity Ypeople, and is commissioned by Glasgow City Council. Our mission is to end homelessness by working with tenants and landlords to improve access to private rented accommodation. Improving access to the private rented sector is a long-term effective solution to ending homelessness in Scotland. We provide high standards of accommodation and, crucially, create opportunity for people to genuinely improve their lives.

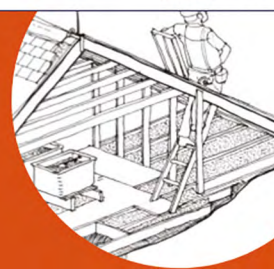
**The Glasgow Key Fund are currently looking for properties across Greater Glasgow, up to 4 bedrooms, but especially seeking 1 bedroom.**



## CONTACT OUR TEAM


If you would like to learn more you can contact our team directly at:  
[glasgowkeyfund@ypeople.org.uk](mailto:glasgowkeyfund@ypeople.org.uk)  
 or visit <https://www.ypeople.org.uk/landlord/>





## Private Landlord Webinar Programme 2020

Do you have problems with common repairs – finding out your rights and responsibilities, knowing what works to prioritise and getting co-owners to pay?

  Share this page

What will we cover?

Need answers now?

Are you a landlord or letting agent owning and renting flats in Scotland?

Have you struggled to get your co-owners on board with common repairs, improvements or just keeping the close clean?

### See also

[Private Landlords](#)

[Repairing Standard for Private Landlords](#)

## Under One Roof Private Landlord Webinar



Do you have problems with common repairs – finding out your rights and responsibilities, knowing what works to prioritise and getting co-owners to pay?

Under One Roof will be delivering another series of landlord seminars on the management and maintenance of common repairs in tenements and blocks of flats.

To get more information and reserve your space please click [here](#)

## Universal Credit – landlord direct payment



### WHAT DO YOU THINK ABOUT SCOTTISH CHOICES?

Ipsos MORI, the independent research agency, is conducting research on behalf of the Scottish Government on the Universal Credit Scottish Choices scheme, which allows tenants on Universal Credit to opt to have their rent paid direct by DWP to their landlords.

1. **By completing a very short (5 minutes!) survey** – all you need to do is [click on this link](#) to access it
2. **By taking part in a confidential telephone interview** with a member of the Ipsos MORI research team to discuss your views and experiences.

### CONTACT

If you would like more information, please contact **Maggie Pollok** at Ipsos MORI on **020 7347 3814** or email [UCScottishChoices@ipsos-mori.com](mailto:UCScottishChoices@ipsos-mori.com).

**THIS IS YOUR CHANCE TO  
MAKE YOUR VIEWS KNOWN,  
SO PLEASE TAKE THE  
OPPORTUNITY TO HAVE  
YOUR SAY!**

