



# Private Renting in East Renfrewshire



Housing Services



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這份文件可以使用其他的語言解釋,亦可以提供其他形色的版本,例如大字和凸字。請聯絡客

服務 (Customer First) 索取進一步的資料。

電話:0141 577 3001或電郵  
[customerservices@eastrenfrewshire.gov.uk](mailto:customerservices@eastrenfrewshire.gov.uk)

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## 1. Who is this leaflet for?

**This leaflet is for anyone who is interested in renting a home privately.**

**The leaflet will:**

- Explain what to do if you wish to apply for privately rented housing
- Offer advice regarding things to remember when renting privately

This leaflet is part of a series of leaflets designed to offer information and advice regarding housing options in East Renfrewshire. Other leaflets in the series include:

- 'Housing Options in East Renfrewshire'
- 'Applying for Social Rented Housing in East Renfrewshire'
- 'Homeless or Threatened with Homelessness in East Renfrewshire'
- 'Low cost Home Ownership in East Renfrewshire'

While this leaflet offers advice and information on a range of housing options, the individual leaflets in this range provide more detail on the particular subject matter.

## 2. Private renting in East Renfrewshire

East Renfrewshire is a popular place to live. Many people are competing for a limited number of homes, especially in the Eastwood part of the authority which includes Giffnock, Thornliebank, Newton Mearns, Busby and Eaglesham.

High demand has an impact on the costs of both renting and buying. Private rents are at a level that many people find difficult to afford and private landlords can be particular about who they rent to. It is important to ensure that you are able to afford to rent privately, either from your own resources, or from the amount you will receive in benefit if you are not working.

### 3. What is private renting?

Renting privately is different from social housing where the property is owned by a council or a housing association. When you rent privately, you rent a property from a landlord or a company, usually on a commercial basis, or from an agent acting on behalf of a landlord.

The amount of rent you pay will be set by your landlord as part of the legal contract between you. This legal contract constitutes a **tenancy agreement**. The tenancy agreement sets out the rights and the responsibilities of **both the landlord and the tenant**. These include items such as:

- how and when you must pay the rent, and
- how your landlord will deal with repairs

Your tenancy will be for at least 6 months to start with. This is known as the fixed term of your tenancy. Your tenancy will normally be either a **short-assured** or **assured** tenancy. A short assured tenancy is a special form of assured tenancy which in the first instance must be for not less than 6 months. Providing a landlord fulfils certain conditions prior to the commencement of the tenancy, it gives the landlord special rights to repossess the house and also gives special rights for tenants to apply to a Private Rented Housing Committee for a rent determination.

You can find further information on private tenancies at:

<https://beta.gov.scot/policies/private-renting/>

You can also find useful information on private renting on the **Renting Scotland** website – <http://www.rentingscotland.org>. Renting Scotland is jointly funded by the Scottish Government and Shelter Scotland. Shelter Scotland created and maintains the website.

## 4. Your private rented tenancy

Private rented properties are one of two types: The whole property, for example, a house or a flat rented to you or your family. Such a property may be:

- **fully furnished**, with everything you would need.
- **part-furnished**, with only the main items included.
- **unfurnished**, with nothing at all included.

When you are considering a private let, check whether the property has carpets, curtains, a cooker, a fridge and a washing machine. You should ensure that the landlord or letting agent completes an inventory which details everything included. **Ask for a copy of this inventory.**

### Shared properties

Shared properties are usually furnished, and often have a shared kitchen, lounge and bathroom. This type of arrangement usually provides a separate bedroom for each sharer.

## Things to remember when renting privately

Prospective tenants should **always** look for the **Landlord's registration number** and **detail of Energy Performance Certificates** in any written adverts, as private landlords have a duty to provide this information. **Always make sure you check this information.**

### 5. Finding a property to rent

There are many ways to find a private property to rent:

- **Look in the local press:**

Houses, flats and rooms are often advertised in the local press, often with a special property section on a specific day each week.

- **Look in local shops**

Local corner shops and newsagents often have cards in their windows advertising properties to rent. You might also consider putting up a card of your own with details of the type of property you would like.

- **Look on websites:**

There are many websites which advertise properties to rent in East Renfrewshire. These include:

<b>citylets.co.uk</b>	<b>lettingweb.com</b>
<b>nestoria.co.uk</b>	<b>netmovers.co.uk</b>
<b>newsnow.co.uk</b>	<b>openrent.co.uk</b>
<b>primelocation.com</b>	<b>rightmove.co.uk</b>
<b>s1rental.com</b>	<b>zoopla.co.uk</b>

**As well as the web, there are also a number of letting agencies with properties for rent in East Renfrewshire**

<b>Barrhead Property Centre</b>	0141 880 7770
<b>Brunswick Residential Letting Limited</b>	0141 632 4229
<b>Chattelle Estates Ltd</b>	0141 638 5807
<b>Clyde Property Ltd</b>	0141 581 2608
<b>Countrywide Residential Lettings</b>	0141 292 6262
<b>DJ Alexander Lettings Ltd</b>	0141 333 1345
<b>Fineholm Letting Services Ltd</b>	0141 221 7993
<b>Infiniti Properties Management Ltd</b>	0141 332 6425
<b>Northwood Residential Lettings</b>	0141 423 4433
<b>Pennylane Homes</b>	0141 887 6109
<b>The Property Bureau</b>	0141 943 1110
<b>Your Move Adam Stuart</b>	0141 258 0430

**It is important to note that East Renfrewshire Council does not recommend any particular landlord or letting agency. This information represents a selection of registered private landlords or letting agencies with properties in East Renfrewshire.**

**No guarantees or recommendations are given by the Council regarding the landlords, letting agencies, or any properties offered thereby and the option of renting privately is undertaken entirely at your own risk.**



## 6. What is included with the rent?

If you have rented a flat or house, bills are not usually included. As well as the rent, you will have to pay:

- council tax
- water rates
- gas and electricity bills
- phone and internet charges
- household insurance

In shared properties some or all bills may be covered within the rent, so make sure you ask your landlord what is included. **It is important to ask for a written explanation of all the costs involved before you sign any paperwork or a tenancy agreement.**



## 7. What is a deposit?

Most landlords or letting agents will ask for a deposit when you are moving into privately rented accommodation. A deposit is a sum of money which acts as a guarantee against:

- damage a tenant may do to the property
- bills for cleaning which may be required if you have left the property in poor condition
- bills relating to the property that are left unpaid, for example fuel or telephone bills
- unpaid rent.

A landlord or letting agent cannot use a deposit to replace items which are damaged or worn due to normal wear and tear. Examples might include worn carpets or furniture.

### How much will I be charged for a deposit?

Usually a landlord or letting agent will ask for the equivalent of a month's rent as a deposit, however, this could legally be the equivalent of up to two month's rent. If you ask, some landlords may agree to you paying the rent in instalments. You should ensure you clarify the deposit required before signing.

## 8. East Renfrewshire Rent Deposit Scheme

East Renfrewshire Citizens Advice Bureau (CAB) manages the **East Renfrewshire Rent Deposit Scheme**. The scheme is open to people who have been assessed by East Renfrewshire Council as homeless or threatened with homelessness. The scheme can assist people to access

privately rented accommodation where the requirement for a deposit can often be a barrier. In order to be considered for a referral, you should contact the Housing Advice Team on **0141 577 3001**.

## 9. What is a tenancy deposit scheme?

If you rent from a private landlord or letting agent then a tenancy deposit scheme is where your deposit will be held safely for the length of your tenancy.

The tenancy deposit schemes are run by independent companies which are approved by the Scottish Government. Currently there are three approved schemes:

- **MyDeposits Scotland**
- **Safe Deposits Scotland**
- **Letting Protection Service Scotland**

### What will happen to my deposit?

Your landlord has 30 days from the date your tenancy begins to register your deposit with one of the schemes mentioned. Registering your deposit with one of the schemes is done at no cost to you.

### How do I know my deposit has been registered?

Within 30 working days of the tenancy of the date your tenancy began, your landlord **must** give you the following information about your deposit:

- the amount of the deposit.
- the date they received the deposit and the date they paid the deposit into a scheme.
- the address of the property that the deposit relates to.

- a statement from your landlord confirming they are a registered landlord
- the name and contact details of the tenancy deposit scheme where the deposit was paid.
- the conditions in which all, or some, of your deposit can be kept at the end of the tenancy.

## 10. Tenant Information Pack for the Private Rented Sector

### What is the Tenant Information Pack?

The Tenant Information Pack provides important information to tenants who rent their homes privately. From 1 May 2013, landlords have a legal duty to provide new tenants with this pack.

The pack gives information to tenants in privately rented housing. It talks about your home, tenancy and landlord, and the responsibilities of you and your landlord.

The pack is not part of your tenancy agreement but sets out important information that is relevant to you and your landlord. The pack contains a summary of legislation relevant to private tenants.

**Should you want more detailed legal information, or opinion, you should seek specialist advice.**

### Why is the pack important?

- The pack gives you clear information about private renting.
- The pack ensures that all tenants in privately rented homes receive the same information.

## How does the pack work?

- If you sign an assured or short assured tenancy, your landlord has a legal duty to give you a Tenant Information Pack, under section 30A of the Housing (Scotland) Act 1988. Your landlord must do this by your tenancy start date.
- If a letting agent manages your tenancy you should still receive a pack.
- At least one pack should be provided for each tenancy agreement. Where there are joint tenants they can be asked to accept one pack between them.
- The pack must be signed and receipted by you and your landlord (unless it is sent or acknowledged by email).
- If the landlord does not provide the pack, they can be fined up to £500. **If you have not received a pack, you should report this to our Private Sector Housing Team on 0141 577 3001.**

**You can view or download the Tenant Information Pack online at:  
<http://www.gov.scot/Publications/2016/02/7185>**

## Things to remember when renting privately

Prospective tenants should **always** look for the **Landlord's registration number** and **detail of Energy Performance Certificates** in any written adverts, as private landlords have a duty to provide this information. Always make sure you check this information.

## 11. Local Housing Allowance (LHA)

If you receive housing benefit toward the rent of your privately rented accommodation, local housing allowance (LHA) will apply to you. LHA was introduced in 2008 as the method used to work out the maximum housing benefit to be awarded to tenants who rent from a private landlord. The amount that tenants receive depends on their income, capital and savings. Since April 2016, LHA rates have been frozen until 2020. The rates are published on the council's website at:

**[www.eastrenfrewshire.gov.uk/localhousingallowance](http://www.eastrenfrewshire.gov.uk/localhousingallowance)**

For LHA purposes, East Renfrewshire is divided into two **Broad Rental Market Areas (BRMA's)** – **Renfrewshire/Inverclyde** for Barrhead, Neilston and Uplawmoor market areas, and **Greater Glasgow** for all other East Renfrewshire areas.

**Current LHA rates (for 2016/20) are shown below:**

**East Renfrewshire/Inverclyde** (Barrhead, Neilston & Uplawmoor)

	<b>Weekly</b>	<b>Monthly</b>
Shared accommodation	£60.00	£260.00
1 Bedroom self-contained	£80.55	£349.05
2 Bedroom	£101.26	£438.79
3 Bedroom	£125.42	£543.49
4 Bedroom	£190.80	£826.80

**Greater Glasgow** (Thornliebank, Giffnock, Newton Mearns, Clarkston, Muirend, Busby/Netherlee & Eaglesham)

	<b>Weekly</b>	<b>Monthly</b>
Shared accommodation	£68.28	£295.88
1 Bedroom self-contained	£92.06	£398.93
2 Bedroom	£116.53	£504.96

3 Bedroom	£137.31	£595.01
4 Bedroom	£206.03	£892.80

**These rates represent the maximum amount of housing benefit you can receive for renting a property in these areas. The actual amount you receive will depend on your income, capital and savings.**

### **Number of rooms**

The council will decide how many rooms you need according to the housing benefit rules. If you live in one room and share some facilities (for example, a kitchen or bathroom) you will receive the shared accommodation rate. **If you are a private tenant, living on your own, and aged under 35 you will also receive the shared room rate.** If this rate does not apply, the council will work out the number of rooms to calculate LHA as follows:

#### **One bedroom:**

- A couple
- Someone who is 16 or over
- Two children of the same sex aged under 16
- Two children younger than 10
- A child (someone under 16)

Larger families who need more than four bedrooms are limited to the four bedroom rate for the area in which they live. **Where the rent is higher than the LHA, you will be responsible for the shortfall.**

**To discuss LHA further, you can contact the council's Benefits Section on 0141 577 3002 or e-mail [benefits@eastrenfrewshire.gov.uk](mailto:benefits@eastrenfrewshire.gov.uk)**

You can also find further information on the council's website at: [www.eastrenfrewshire.gov.uk/housing/privatehousing/localhousingallowance](http://www.eastrenfrewshire.gov.uk/housing/privatehousing/localhousingallowance)

## 12. Your rights in privately rented accommodation

All tenants of privately rented accommodation have the right to:

- their landlord's name and address
- a written tenancy agreement
- an inventory or list of furniture in the property
- a property that is safe to live in, and free from significant hazards
- When a landlord wants you to leave their property, they must give you formal, written notice. The written notice will say how long you can remain in the property before you must move out. The amount of notice the landlord must give depends on the tenancy agreement type and should refer to your agreement detail.

If a landlord lives with you and shares the facilities in the property, your rights are limited.

If your landlord asks you to leave, or if you are having difficulty paying your rent, please contact our Housing Advice Team as soon as you can. **Our Housing Advisors will ensure you are aware of your rights and offer whatever assistance they can to resolve your difficulty.**

## 13. Private Sector Housing Team

Our **Private Sector Housing Team** works with the council's Occupational Therapy Service to determine if **elderly or disabled clients** are eligible for **Private Sector Housing Grant (PSHG)** for major adaptations. Where alterations or adaptations to your home are recommended by an Occupational Therapist, the Private Sector Housing Team (**0141 577 3573**) can provide information on grants and other assistance available. Where



applicable, common examples of grant eligible works include: Level Access Showers, Wet Floor Shower Areas, Ramps and Closomats.

Our Private Sector Housing Team also provides a range of information and advice **targeted specifically at disabled and older persons**. The range of advice and information available includes:

### **Housing Options Advice**

- Information about options to assist with moving house, including house purchase, private renting, council/housing association renting, shared ownership/equity schemes.

### **Funding Information**

- We can assist with referrals to private sector housing grant assistance, income maximisation or money advice services. Please note we are unable to provide financial assessments or financial advice.

### **Practical Assistance**

- We can provide tailor-made assistance in finding alternative housing; including property searches, assistance with completing housing application forms, and discussions with housing developers.

### **Referral Service**

- We can make referrals to other services such as Care and Repair Renfrewshire for technical advice/assistance relating to and adaptation, or assist with accessing their small repairs/handyman services.

The **Private Sector Housing Team** also offers advice and assistance on a wide range of matters relating to private sector tenancies. This includes advice and information regarding private tenants' rights and private landlords' responsibilities if you live in privately rented accommodation.

If your landlord is failing to carry out necessary repairs to your private tenancy, the Private Sector Housing Team can advise you on the **'Repairing Standard'**, which sets out the standards your tenancy must meet. Where applicable, advice is also available on applying to the **Private Rented Housing Panel (PRHP)** which exists to resolve disputes between private tenants and their landlords.

## **The Repairing Standard**

**The Repairing Standard, contained in the Housing (Scotland) Act 2006, covers the legal and contractual obligations of private landlords to ensure that a property meets a minimum physical standard.**

Landlords must carry out a pre-tenancy check of their property to identify work required to meet the Repairing Standard (described below) and notify tenants of any such work. Landlords also have a duty to repair and maintain their property from the tenancy start date and throughout the tenancy. This includes a duty to make good any damage caused by doing this work. On becoming aware of a defect, landlords must complete the work within a reasonable time.

### **A privately rented property must meet the Repairing Standard as follows:**

- The property must be wind and water tight and in all other respects reasonably fit for people to live in.
- The structure and exterior (including drains, gutters and external pipes) must be in a reasonable state of repair and in proper working order.
- Installations for supplying water, gas and electricity and for sanitation, space heating and heating water must be in a reasonable state of repair and in proper working order.

- Any fixtures, fittings and appliances that the landlord provides under the tenancy must be in a reasonable state of repair and in proper working order.
- Any furnishings that the landlord provides under the tenancy must be capable of being used safely for the purpose for which they are designed.
- The property must have a satisfactory way of detecting fires and for giving warning in the event of a fire or suspected fire.

If, after a landlord has been notified of any problem, it is not attended to satisfactorily or if there is disagreement about whether or not there is a problem, then tenants have the right to refer the matter to the: **First-tier Tribunal for Scotland (Housing and Property Chamber)**. **The Tribunal was formed to deal with determinations of rent or repair issues in private sector housing as well as assistance in exercising a landlord's right of entry.** The Housing and Property Chamber also provides relatively informal and flexible proceedings to help resolve issues that arise between homeowners and property factors. The Housing and Property Chamber replaced The Private Rented Housing Panel (PRHP) and Homeowner Housing Panel (HOHP), and it now incorporates the functions of these former Tribunals. **You can contact the First-tier Tribunal on 0141 302 5900**

The council's Private Sector Housing Team (0141 577 3573) can assist you with this where required.

**Further information on the 'repairing standard' is available at:**

**<https://beta.gov.scot/publications/repairing-standard/>**

### **Housing Advice Team**

Telephone: **0141 577 3001** (office hours)

E-mail: [housingadvice@eastrenfrewshire.gov.uk](mailto:housingadvice@eastrenfrewshire.gov.uk)

<http://www.eastrenfrewshire.gov.uk/housing>

You can also contact the **Private Sector Housing Team** at:

Telephone: **0141 577 3573** (office hours)

E-mail: [privatesectorhousing@eastrenfrewshire.gov.uk](mailto:privatesectorhousing@eastrenfrewshire.gov.uk)

<http://www.eastrenfrewshire.gov.uk/private-sector-housing>

### **East Renfrewshire Council**

**211 Main Street**

**Barrhead G78 1SY**

Opening Times:

Mon – Thurs: 8.45am - 4.45pm

Friday: 8.45am - 3.55pm

You can contact our **Customer First Team** at any time between 8.45am and 4.45pm on 0141 577 3001

You can also obtain independent advice from:

### **East Renfrewshire Citizens Advice Bureau**

**216 Main Street**

**Barrhead G78 1SN**

Telephone **0141 881 2032**

Opening Times

Mon, Tues, Thurs, Fri: 9.30 – 15.30

Wed: 9.30 – 15.30 and 15.30 – 18.00 (by appt.)