

# The Housing (Scotland) Act 2014

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Changes to your tenancy rights as a  
short Scottish secure tenant

**This leaflet contains important information.  
Please keep it along with your tenancy agreement.**



We try to review our leaflets regularly to make sure you have the most up-to-date information, however the contents of this leaflet is only correct at the time the leaflet is published.

For more information or advice contact us on 0300 123 4566 or visit our website at [www.moray.gov.uk](http://www.moray.gov.uk).

## Alternative formats

If you need information from Moray Council in a different language or format, such as Braille, audio tape or **large print**, please contact:

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Housing & Property  
Moray Council  
High Street, Elgin, IV30 1BX

0300 123 4566  
[housing@moray.gov.uk](mailto:housing@moray.gov.uk)

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Your tenancy agreement is a contract between you and us. It sets out the rights and responsibilities that both you and we have. The Housing (Scotland) Act 2014 (the 2014 Act) introduces a number of significant changes to the rights tenants have under the terms of their tenancy agreement. This leaflet explains what these changes are and when they will come into effect.

## **Frequently asked questions**

### **Do I need to sign a new tenancy agreement?**

No. There is no requirement for any existing Scottish secure or short Scottish secure tenant to sign a new tenancy agreement. From 1 May 2019 all **new** tenants will sign a revised tenancy agreement which will include all changes made by the 2014 Act.

### **Which parts of my tenancy agreement have changed?**

There are changes to the following parts of your tenancy:

- if you want to sublet all or part of your house to someone else (see page 5);
- if you want to assign your tenancy (pass the tenancy on to someone else) (see page 6);
- if you want another person to be included with you as a joint tenant (see page 7); and
- to the way in which a short Scottish secure tenancy can be ended following a conviction for serious antisocial or criminal behaviour (see page 7).

### **What do these changes mean for me?**

The most significant change is the importance of letting us know who is living in your household. This includes letting us know about anyone who has previously moved in with you who you have not already told us about. You should also tell us when anyone moves into, or out of your home in the future. See page 4 for more information.

You must always keep your household details up to date. This is important because our decision may be based on whether you have been a tenant at the property for a minimum of 12 months.

For assignation or joint tenancy requests, our decision will be based on if the person taking on the tenancy is recorded by us as living in the property for a minimum of 12 months. The 12 month period starts at the point when we have been told that the person is living in the property as their only or main home.

It is also important to note that a tenancy can now be ended due to a conviction not only for the tenant or joint tenant, but for any person living in the property due to immoral or illegal purposes, or any offence punishable by imprisonment which was committed either in the house or neighbouring area.

### **How can I update who is in my household?**

There are a number of ways you can make sure that your tenancy records are kept up to date. You can:

- update your details on our website;
- contact your Area Housing Officer by phone, email or in writing to tell us that there has been a change in who is living at your home; or
- you can also visit any of our access points to tell us of a change.

You will find contact details on page 9 of this leaflet.

## **The changes to your tenancy agreement**

There are lots of reasons why you may want to make a change to your tenancy. These include subletting your home, assigning (passing on) your tenancy, creating a joint tenancy or ending your tenancy. The 2014 Act introduces changes if you want:

- to sublet all or part of your house to someone else;
- to assign your tenancy (pass on the tenancy to someone else); or
- another person to be included with you as a joint tenant.

These changes will come into effect from **1 November 2019** and are explained below.

## **What is a sublet and what are the changes?**

A sublet is when you want to let all or part of your house to someone else on a temporary basis. You can only sublet your home if you have obtained our written consent. The 2014 Act (Section 12(2)) makes the following changes:

- you must have been the tenant of the house for 12 months immediately before you apply for written permission to sublet your home (before there was no qualifying period), **or**
- if you were not the tenant throughout the whole of that period, the house must have been your only or main home during those 12 months and we must have been told of this.

This change will come into effect from **1 November 2019**.

There are no residency requirements for the person that wants to live in the property as a subtenant. This means that they do not have to be living in your home before you ask for our permission.

You can find more information on subletting your home and how you can apply to sublet your home on our website. Or you can contact us using the details on page 9 of this leaflet.

## What is an assignation and what are the changes?

An assignation is a formal request from a tenant to assign, or pass the tenancy from themselves to another person. If you want to assign your tenancy, you must get our written consent. The 2014 Act (Section 12(2)) makes the following changes:

- the house must have been your only or main home for 12 months immediately before you apply for written permission to pass your tenancy to someone else (before there was no qualifying period); and
- the person you want to pass your tenancy to must have lived at the property as their only or main home for the 12 months before you apply (before the qualifying period was 6 months); and
- the 12 month period cannot begin unless we have been told that the person is living in the property as their only or main home. If we have already been told that the person is living in the property, you do not have to tell us again.

We can refuse permission to assign a tenancy if it is reasonable for us to do that. Two new reasons when we can refuse an application for assignation have been added to the existing list of reasons at section 32 of the Housing (Scotland) Act 2001. These new reasons are:

1. where we would not give the person you want to pass the tenancy to priority under our allocations policy; or
2. where, in our opinion, the assignation would result in your home being under occupied.

This change will come into effect from **1 November 2019**.

You can find more information on assigning your tenancy and how you can apply to assign your tenancy on our website. Or you can contact us using the details on page 9 of this leaflet.

## **What is a joint tenancy and what are the changes?**

A joint tenancy is when two or more people sign a tenancy agreement and jointly agree to keep to its conditions. This is a legal agreement between you, any other joint tenants, and us. If you want to add a joint tenant to your tenancy agreement, you must get our written consent. The person you want to add as joint tenant, along with any existing joint tenants, must apply along with you. The 2014 Act Section 12(1) makes the following changes:

- the proposed joint tenant must have lived at the property as their only or main home for the 12 months before you apply for them to become a joint tenant (before there was no qualifying period); and
- the 12 month period cannot begin unless we have been told that the person is living in the property as their only or main home. If we have already been told that the person is living in the property you do not have to tell us again.

These new requirements apply to all applications for joint tenancies including those involving spouses, civil partners or co-habiting partners.

This change will come into effect from **1 November 2019**.

You can find more information on joint tenancies and how you can apply for a joint tenancy on our website. Or you can contact us using the details on page 9 of this leaflet.

## **What are the changes to ending a short Scottish secure tenancy agreement?**

The 2014 Act introduces changes to the ways that a short Scottish secure tenancy can be ended. These are:

- by Court Order, or
- in cases where the property has been adapted but there is no-one living at the property who needs the adaptation.

These are explained in more detail on page 8.

## **By Court Order**

The 2014 Act changes the way in which a short Scottish secure tenancy can be ended following a conviction for serious antisocial or criminal behaviour.

A Court does not have to consider whether it is reasonable to make an eviction if the landlord has a ground for recovery of possession in the following circumstances. The tenant, joint tenant, person living in the property, subtenant or visitor to the house:

- use the house or allow it to be used for immoral or illegal purposes, or
- commit an offence punishable by imprisonment and this was committed in the house or neighbouring area.

An 'offence punishable by imprisonment' means that the offence carries imprisonment as a possible penalty. It does not mean that offender was imprisoned.

This means that we can end a short Scottish secure tenancy if someone living in or visiting the home is convicted of a serious offence in the area of the house. It allows us to end the tenancy where behaviour has had a serious impact on neighbours or others in the community.

If we are intending to end a short Scottish secure tenancy in this way, we would serve a notice of proceedings on you. The notice will tell you that we intend to seek recovery of possession of the property. This will be done within 12 months of the conviction (or, if the appeal was not successful, of when the appeal ended).

You have a right to challenge our decision to take court action to end your tenancy on these grounds.

This change will come into effect from **1 May 2019**.

This change does not apply if we served a notice of proceedings on you before this date and the notice is still in force on the date the court proceedings are raised.

## **Adapted properties**

The 2014 Act allows any social landlord to ask a sheriff to grant an order to end the tenancy of an adapted property that is not being occupied by anyone who needs the adaptations. This only applies where the landlord needs the property for someone who does need the adaptations. If this situation happens we would give you notice before applying to the sheriff. We would offer you suitable alternative accommodation. You would be able to ask the sheriff to consider whether our actions were reasonable and to challenge the suitability of the alternative accommodation.

This change will come into effect from **1 May 2019**.

## **More information**

If you would like more information or have any questions about the above changes, please contact your Area Housing Officer.

## **Contacts**

Housing and Property  
Moray Council  
PO Box 6760  
Elgin  
IV30 1BX  
0300 123 4566  
housing@moray.gov.uk  
www.moray.gov.uk

We are continually trying to improve the services that we offer and welcome any comments or suggestions. Please send them to:

Housing & Property (Housing Policy)  
Moray Council  
PO Box 6760  
Elgin  
IV30 1BX  
**housingpolicy@moray.gov.uk**

## Or visit any of our access points:

Buckie Access Point  
13 Cluny Square  
Buckie  
AB56 1AJ

Forres Access Point  
Auchernack  
High Street  
Forres  
IV36 1DX

Elgin Access Point  
Council Office  
High Street  
Elgin  
IV30 1BY

Keith Access Point  
The Resource Centre  
26 Mid Street  
Keith  
AB55 5AH

