

**Housing and Property Chamber**  
First-tier Tribunal for Scotland



**DECISION AND STATEMENT OF REASONS OF MARTIN J. MCALLISTER,  
LEGAL MEMBER OF THE FIRST-TIER TRIBUNAL WITH DELEGATED  
POWERS OF THE CHAMBER PRESIDENT**

**Under Rule 8 of the First-tier Tribunal for Scotland Housing and Property  
Chamber Rules of Procedure 2017 ("the Rules")**

**in connection with**

**316 Ardgay Street, Glasgow, G32 9BE ("the Property")**

**Case Reference: FTS/HPC/PF/23/1907**

**Anthony Collins ("the Applicant")**

**Lowther Homes Ltd ("the Property Factor")**

1. The Applicant submitted an application to the Tribunal on 6 June 2023 in terms of Section 17 of the Property Factor (Scotland) Act 2011 ("the 2011 Act"). The Application alleged that the Property Factor had not complied with the Code of Conduct for Property Factors ("the Code") and had not complied with the property factor's duties.
  
2. On 10 July 2023 the Tribunal issued a request for further information to the Applicant. It was noted that the Applicant had purchased the Property in November 2022 but had submitted a C1 Form which is applicable for alleged breaches of the 2012 Code. It was pointed out to the applicant that a C2 Form was appropriate for any alleged breaches of the 2021 Code which was effective from 16 August 2021. The form submitted by the Applicant was not complete because Section 7 had not detailed the paragraphs of the Code which the Applicant considered had not been complied with. The Applicant was advised that any C2 Form which he submitted would require to be completed

properly. The Applicant was asked to provide evidence that the Property Factor had been notified about his concerns in terms of Section 17(3) of the 2011 Act, and the Applicant was asked to provide a copy of the written statement of services issued by the Property Factor. The Applicant was advised that, if he did not have a copy of the written statement of services, he should request one from the Property Factor. Reminders were sent on 11 August, 1 September and 8 November all 2023.

3. The requested information has not been provided but on 16 November 2023 and 28 November 2023, the Applicant communicated with the Tribunal and indicated that he would not be providing any more information.

## **DECISION**

4. The Legal Member considered the application in terms of Rule 5 and Rule 43 (2) (a). Rule 5 provides: - (1) An application is held to have been made on the date that it is lodged if, on that date, it is lodged in the manner as set out in rules 43, 47 to 50, 55, 59, 61, 65 to 70, 72, 75 to 91, 93 to 95, 98 to 101, 103 or 105 to 111, as appropriate. (2) The Chamber President or another member of the First-tier Tribunal, under the delegated powers of the Chamber President, must determine whether an application has been lodged in the required manner by assessing whether all mandatory requirements for lodgment have been met. (3) If it is determined that an application has not been lodged in the prescribed manner, the Chamber President or another member of the First-tier Tribunal, under the delegated powers of the Chamber President, may request further documents and the application is to be held to be made on the date that the First-tier Tribunal receives the last of any outstanding documents necessary to meet the requirement manner for lodgment. “Rule 43 (2) (a) provides that that a homeowner must attach to the application a copy of “ the notification from the homeowner to the property factor for the purposes of section 17(3)(a) of the 2011 Act.”

- 5. After consideration of the application the Legal Member considers that the application should be rejected in terms of Rule 5 (1) and Rule 8 (1) (c) of the Rules. Rule 8 (1) (c) states that an application must be rejected if the Tribunal has “good reason to believe that it would not be appropriate to accept the application.” In terms of Rule 5 (1) the Applicant has not lodged in the manner set out in Rule 43 of the Rules.**

## **REASONS FOR DECISION**

- 6. The Application is in terms of Section 17 of the 2011 Act and Rule 43. Section 17 states that an application must set out “the homeowners reasons for considering the property factor has failed to carry out the property factor duties or, as the case may be, to comply with the section 14 duty” (Section 17(2).”**
- 7. The Applicant has failed to provide evidence of notification to the Property Factor in terms of Section 17 (3) of the 2011 Act.**
- 8. The Applicant alleged breach of the 2012 Code which ceased to be applicable on 16 August 2021 but did not purchase the Property until November 2022.**
- 9. The Applicant has failed to provide information, having been directed to do so in a request for further information by the Tribunal, in terms of Rule 5(3) of the Rules. The Legal Member therefore determines that the application cannot be accepted. The application is rejected on that basis.**

## **What you should do now**

If you accept the Legal Member’s decision, there is no need to reply.

If you disagree with this decision –

An applicant aggrieved by the decision of the Chamber President, or any Legal Member acting under delegated powers, may appeal to the Upper Tribunal for Scotland on a point of law only. Before an appeal can be made to the Upper Tribunal, the party must first seek permission to appeal from the First-tier Tribunal. That party must seek permission to appeal within 30 days of the date the decision was sent to them. Information about the appeal procedure can be forwarded to you on request.



Martin J. McAllister, Legal Member  
29 November 2023