



## **Notice of Proposal**

**of**

**the Homeowner Housing Committee**

(Hereinafter referred to as “the Committee”)

Under Section 19 (2) (a) of the Property Factors (Scotland) Act 2011

Case Reference Number: HOHP/PF/16/0009

**Re : Property at Flat 18, 15 Simpson Loan, Edinburgh EH3 9GB (“the Property”)**

**The Parties:-**

**Mr Jason Watson, Flat 18, 15 Simpson Loan, Edinburgh EH3 9GB (“the Applicant”)**

**Quartermile Estates Limited, Estate Office, 9 Simpson Loan, Edinburgh EH3 9GQ (“the Respondents”)**

### **NOTICE TO THE PARTIES**

Whereas in terms of their decision dated 28 July 2016, the Homeowner Housing Committee decided that the Respondents have failed to comply with the Property Factor Code of Conduct all as stated in said decision; the Committee propose to make a property factor enforcement order in the following terms:

The Respondents shall :

- (1) By the end of December 2016, in their next annual budget calculation, in the event of the Respondents not having obtained a quotation for any item of insurance, make any entry for budgeted insurance costs expressly

subject to an explanatory note in the budget which explains that such entry is subject to alteration upon a quotation being obtained;

- (2) By the end of December 2016, in their next annual budget calculation, in the event of the Respondents not including an entry for "M&E Repairs", make any entry for "M&E Maintenance Contract" expressly subject to an explanatory note in the budget which explains that "M&E Repairs" are not included in the M&E Maintenance Contract;
- (3) In the case of parts (1) and (2) of this Order, by no later than one week after the issue of the annual budget calculation to the Applicant or other proprietors within 15 Simpson Loan Edinburgh, lodge with the Homeowner Housing Panel a copy of said annual budget calculation together with any insurance quotation supporting the budgeted insurance costs, if any has been obtained;
- (4) By no later than 3 weeks from the notification of this Order, provide to the Applicant (a) a detailed breakdown of the charges comprised under the expenditure of £ 4,325 for window cleaning for the period of 1 January to 31 December 2014 and a description, including dates, of the activities and works carried out for which said charges were incurred together with (b) a detailed breakdown of the budgeted expenditure of £ 335 for window cleaning for said period which has not been incurred together with a description of any works not carried out which were included in the unincurred budgeted expenditure of £ 335.
- (5) By no later than 3 weeks from the notification of this Order, provide to the Applicant a detailed breakdown of the charges comprised under the expenditure of £ 485.69 for M&E Repairs for the period of 1 January to 31 December 2014 and a description of the activities and works carried out for which said charges were incurred.
- (6) At the time of compliance with parts (4) and (5) of this Order, lodge a copy of any documentation provided to the Applicant in compliance with said parts with the Homeowner Housing Panel.

Both Applicant and Respondents are invited to make representations to the Committee on this Notice of Proposal and the decision accompanying it. The parties must make such representations in writing to the Homeowner Housing Panel by no later than 14 days after the notification to them of this Notice.

Signed .....

.....28 July 2016