

Housing and Property Chamber
First-tier Tribunal for Scotland



Notice of Proposal of the First-tier Tribunal for Scotland (Housing and Property Chamber) Under section 19(2)(a) of the Property Factors (Scotland) Act 2011

Reference number:

FTS/HPC/PF/25/0299

Re: 93b/7 Albert Street, Edinburgh, EH7 5LY ("the Property")

The Parties:

Ms. Kira Mourao, 11 Craigs Bank, Edinburgh, EH12 8HD

("the Homeowner")

and

Newton Property Management Limited, 87 Port Dundas Road, Glasgow, G4 0HF

("the Property Factor")

Tribunal Members

Nicola Irvine (Chairperson) and Frances Wood (Ordinary Member)

NOTICE TO THE PARTIES

This document should be read in conjunction with the First-tier Tribunal's Decision of the same date.

The First-tier Tribunal proposes to make the following Property Factor Enforcement Order ("PFEO"):

1. Within 28 days of intimation of the PFEO, the Property Factor is ordered to set out what measures have been put in place to ensure that, as far as reasonable practicable, regular accounting errors in relation to the Property will not be repeated.

2. The Property Factor is ordered to undertake a review of the Homeowner's account and correct errors in relation to apportionment of charges and allocation of common charges within 28 days of intimation of the PFEO.
3. The Tribunal order the Property Factor to pay the Homeowner the sum of £600 for her time, effort and inconvenience, within 28 days of intimation of the PFEO.
4. The Property Factor shall provide evidence to the Tribunal of compliance with this order within 35 days of intimation of the PFEO.
5. Section 19 (2) of the Act provides as follows: In any case where the First-tier Tribunal proposes to make a Property Factor enforcement order, it must before doing so:-
 - (a) give notice of the proposal to the Property Factor, and
 - (b) allow the parties an opportunity to make representations to it.
6. If the First-tier Tribunal is satisfied, after taking account of any representations made under subsection (2)(b), that the Property Factor has failed to carry out the Property Factor's duties or, as the case may be, to comply with the section 14 duty, the First-tier Tribunal must make a Property Factor Enforcement Order.
7. The intimation of the First-tier Tribunal's Decision and this proposed PFEO to the parties should be taken as notice for the purposes of section 19(2)(a) and parties are hereby given notice that they should ensure that any written representations which they wish to make under section 19(2)(b) reach the First-tier Tribunal by no later than 14 days after the date that the Decision and this proposed PFEO is sent to them by the First-tier Tribunal. If no representations are received within that timescale, then the First-tier Tribunal is likely to proceed to make a property factor enforcement order without seeking further representations from the parties.
8. Failure to comply with a PFEO may have serious consequences and may constitute an offence.

Nicola Irvine

Chairperson of the Tribunal

Dated: 27 July 2026