

Freedom Of Information Request Response

Ref No.	FOISA 2025-8
Date Received	16/10/2025
Date Responded	11/11/2025
Title	Vacant properties and their security

Request	Dear FOI Officer, I am writing to make a request for information under the Freedom of Information Act 2000. Please provide the following information:
	Section 1: Empty Business Rates Relief 1. A list of all properties that are currently in receipt of or have received <i>empty business rates relief</i> in the past six months. For each property, please include: ○ The address of the property (this can be removed if a security concern) ○ The type or classification of property (e.g., retail, office, industrial, etc.) ○ The name of the owner ○ The date the relief started and ended (if applicable)
	Section 2: Double Council Tax Charges for Empty Properties 1. A list of all companies or individuals that have been charged a <i>council tax premium</i> (i.e., double council tax or an increased charge) due to the property being empty in the past 12 months. For each case, please include: ○ The name of the liable party ○ The postcode of the property ○ The date the premium was applied
	Section 3: Property Guardian Companies & Vacant Property Management 1. Selection Process: What is the process and criteria used by your organisation to select Site security or property guardian companies for managing vacant properties? 2. Current Providers: Which security companies are currently contracted or engaged by your organisation to protect your vacant property?

	3. Tendering Schedule: When is the next tendering or procurement process scheduled for property guardian or other vacant property security services? 4. Decision Makers: ○ Who is responsible for selecting property guardian companies (please provide role/department name and email address)? ○ Who oversees the management and security of vacant properties (role/department name and email address)?
	Section 4: Vacant or Empty Sites (All Property Types) 1. Current and Predicted Vacant Sites: ○ How many vacant or empty sites does your organisation currently own or manage? ○ How many sites are predicted to remain vacant or empty for one month or longer? ○ How many operational sites are scheduled to closed in the next year, what are their addresses and to which team will they be given to manage? 2. Costs Associated with Vacant Sites: Please provide annual spend on the management of vacant/empty sites, including: ○ Business rates ○ Utilities (electricity, water, gas) ○ Security (CCTV, patrols, fencing, etc.) ○ Maintenance and repairs ○ Any other associated costs 3. Policy on Vacant Properties: Please provide a copy of your organisation's policy or guidelines regarding the management, use, or disposal of vacant/void properties.
	Section 5: Regeneration 1. The name, job title, and contact details (email and/or phone number) of the director or lead officer responsible for: ○ Regeneration ○ Property ○ Housing 2. A list of housing estates or properties within your organisation that are planned for regeneration or redevelopment within the next ten years. For each estate or property, please include: ○ The name and location of the estate or property ○ The estimated timeline for regeneration or redevelopment

	○ The current stage of planning or consultation (e.g., pre-consultation, planning application submitted, etc.)
	Section 6: Exemptions and Format If any information is exempt under the Freedom of Information Act, please specify the exemption(s) applied and explain why they apply. I would prefer to receive the information in an Excel or CSV format where possible, sent electronically via email. If clarification is required, please contact me promptly. I look forward to your response within 20 working days, as required by the Act.
Response	We acknowledge your request for information under the Freedom of Information Scotland Act (FOISA), made on 16th October 2025 where you requested information regarding vacant properties. As you will be aware disclosure of information held by a public authority under the FOISA is deemed to be a disclosure to the world at large for the purposes of the public interest. We can confirm we do hold some of the information relating to your request. We have provided our responses to each point of information requested below. Please note that we believe that some of the information if disclosed under the FOISA would lead to living individuals being identified - which the FOISA does not permit. To do so would be a breach of the Data Protection Act 2018/UK GDPR. In view of the above, we therefore exercise the 'Section 38 (1)(b) – Personal Information' exemption under the FOISA against disclosure at this time. We have indicated below where we believe this exemption applies. Where information is not held, this is marked with N/A. <u>Request response</u> Section 1: Empty Business Rates Relief 1. A list of all properties that are currently in receipt of or have received <i>empty business rates relief</i> in the past six months. N/A For each property, please include: ○ The address of the property (this can be removed if a security concern) N/A

	○ The type or classification of property (e.g., retail, office, industrial, etc.) N/A ○ The name of the owner N/A ○ The date the relief started and ended (if applicable) N/A
	Section 2: Double Council Tax Charges for Empty Properties 1. A list of all companies or individuals that have been charged a <i>council tax premium</i> (i.e., double council tax or an increased charge) due to the property being empty in the past 12 months. N/A For each case, please include: ○ The name of the liable party N/A ○ The postcode of the property N/A ○ The date the premium was applied N/A
	Section 3: Property Guardian Companies & Vacant Property Management 1. Selection Process: What is the process and criteria used by your organisation to select Site security or property guardian companies for managing vacant properties? We do not manage any vacant sites, just individual residential properties 2. Current Providers: Which security companies are currently contracted or engaged by your organisation to protect your vacant property? N/A 3. Tendering Schedule: When is the next tendering or procurement process scheduled for property guardian or other vacant property security services? N/A 4. Decision Makers: ○ Who is responsible for selecting property guardian companies (please provide role/department name and email address)? N/A ○ Who oversees the management and security of vacant properties (role/department name and email address)? Housing and Asset Manager. Names and email addresses are exempted personal data
	Section 4: Vacant or Empty Sites (All Property Types) 1. Current and Predicted Vacant Sites: ○ How many vacant or empty sites does your organisation currently own or manage? N/A ○ How many sites are predicted to remain vacant or empty for one month or longer? N/A

	- How many operational sites are scheduled to closed in the next year, what are their addresses and to which team will they be given to manage? N/A 2. Costs Associated with Vacant Sites: Please provide annual spend on the management of vacant/empty sites, including: - Business rates N/A - Utilities (electricity, water, gas) N/A - Security (CCTV, patrols, fencing, etc.) N/A - Maintenance and repairs N/A - Any other associated costs N/A 3. Policy on Vacant Properties: Please provide a copy of your organisation's policy or guidelines regarding the management, use, or disposal of vacant/void properties. Please see our Void Management Policy - Riverside Scotland
	Section 5: Regeneration 1. The name, job title, and contact details (email and/or phone number) of the director or lead officer responsible for: - Regeneration Head of Asset and Sustainability - Property Head of Asset and Sustainability - Housing Head of Housing and Communities Names and contact details are exempted personal data 2. A list of housing estates or properties within your organisation that are planned for regeneration or redevelopment within the next ten years. None planned at this time For each estate or property, please include: - The name and location of the estate or property N/A - The estimated timeline for regeneration or redevelopment N/A - The current stage of planning or consultation (e.g., pre-consultation, planning application submitted, etc.) N/A If you are dissatisfied with the handling of your request, you have the right to ask for an internal review. Internal review requests should be submitted within 40 days of the date of receipt of your original response and should be forwarded to: foi@riverside.org.uk However, if you are not content with the outcome of the internal review, you have the right to apply directly to the Scottish Information Commissioner for a decision via the following details: Email: enquiries@itspublicknowledge.info

	Post: Scottish Information Commissioner, Kinburn Castle, Doubledykes Road, St Andrews, Fife, KY16 9DS Telephone: 01334 464610
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