

Our Ref: S20/Repairs/Leasehold  
Contact: Rebekah Brydon  
Telephone: 01438 242666  
Email: [Major.works@stevenage.gov.uk](mailto:Major.works@stevenage.gov.uk)

Date: 31<sup>st</sup> January 2023

Property Address:

Dear

**Notice of intention to enter into a long-term agreement (where public notice is to be given) pursuant to Section 20 of the Landlord and Tenant Act 1985 (as amended)**

1. It is the intention of Stevenage Borough Council to enter into a long-term agreement in respect of which we are required to consult residents.
2. The services to be provided under the agreement are responsive repairs (general building works), voids works, fencing works, ground works, underground drainage, glazing, plumbing and heating (electric only), scaffolding, roofing, electrical, painting and decorating, locksmiths, cleaning and clearances and flooring to Stevenage Borough Council's housing stock including, by way of example but not limited to, the following:
  - A full range of repairs and works to the councils housing stock;
  - Void clearances and refurbishments;
  - Ground and drainage works;
  - Fencing repairs and replacement.

3. We consider it necessary to enter into this agreement to support the in-house services provided by Stevenage Borough Council in the delivery of housing repairs.

This will primarily be to:

- Support the Council's direct delivery teams during busier periods;
- Deliver larger repair works where the Council does not have sufficient capacity or outsourcing of the works provides better value;
- To provide an out of hours service;
- Provide greater flexibility to meet customer demand for repairs and refurbish empty properties as quickly as possible.
- These works are necessary in order to maintain and refurbish Stevenage Borough Council's housing stock.

4. We are not inviting you to nominate persons from whom we should try to obtain an estimate in respect of the matters described in Paragraph 2 above. This is because public notice of these matters is to be given under the Public Contract Regulations 2015.

5. We invite you to make written observations in relation to the proposed agreement by sending them to [major.works@stevenage.gov.uk](mailto:major.works@stevenage.gov.uk) or **Leasehold Team, Stevenage Borough Council, Daneshill House, Danestrete, Stevenage, SG1 1HN**. Observations must be made within the consultation period of 30 days from the date of this notice. The consultation period will end on 5<sup>th</sup> March 2023.

Yours sincerely



Rebekah Brydon  
Major Works Officer

All future communications relating to the subject matter of the notice should be sent to [major.works@stevenage.gov.uk](mailto:major.works@stevenage.gov.uk) or **Investment Team, Stevenage Borough Council, Daneshill House, Danestrete, Stevenage SG1 1HN**.