

Housing & Investment

Assistant Director: Jaine Cresser

Name	Our Ref:	S20/COMPLIANCE/Leasehold
Address	Contact:	Rebekah Brydon
Address	Telephone:	01438 242666
Address	Email:	majorworks@stevenage.gov.uk
Postcode		

Date: 31 July 2018

Property Address: Address, Address, Address, postcode

Dear XXXXXX

**Service Charges (Consultation Requirements) (England) Regulations 2003:
Landlord's Proposal Notice (where public notice is given) pursuant to S.20 of
the Landlord and Tenant Act 1985 (as amended)**

1. This notice is given following the Notice of Intention to enter into a long term agreement issued on 23 August 2017. The consultation period in respect of the Notice of Intention ended on 25 September 2017.

2. We have completed the tendering exercise to choose a contractor to complete; repairs, maintenance, servicing and compliance monitoring to common areas and communal services to Stevenage Borough Council's housing stock as well as many of its corporate buildings including, by way of example, the following:

- Water risk assessments, plumbing alterations and associated repairs;
- Legionella monitoring, testing and reporting;
- Electrical testing, repairs and rewiring works;
- Testing and works to lightening protection equipment and conductors;
- Testing, servicing and works to fire safety equipment and alarms;
- Servicing, associated repairs and replacement works to CCTV equipment; and
- Testing and repairs to emergency lighting and smoke venting equipment.

The preferred contractor to whom we propose awarding the agreement is:

Mears Facilities Management
224 West George Street
Glasgow
G2 2PQ

3. We estimate that each tenants contribution will be approximately £?? per year.
4. The intended duration of the proposed agreement is 5 years.
5. The written observations received during the consultation period following the Notice of Intention and the responses to those observations can be found summarised in Appendix A of this notice.
6. We invite you to make written observations in relation to this Proposal by sending them to majorworks@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 3 September 2018

Yours sincerely



Rebekah Brydon
Major Works Officer

All future communications relating to the subject matter of the notice should be sent to **majorworks@stevenage.gov.uk** or **Leasehold Team, Stevenage Borough Council, Daneshill House, Danestrete, Stevenage SG1 1HN.**