

Housing & Investment

Assistant Director: Jaine Cresser

Name
Address
Address
Address
Postcode

Our Ref: S20/Repairs/Leasehold
Contact: Rebekah Brydon
Telephone: 01438 242666
Email: majorworks@stevenage.gov.uk

Date: 13 October 2017

Property Address: Address, Address, Address, postcode

Dear XXXXXX

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; Lift renewal and lift refurbishment, lift maintenance and repair to Stevenage Borough Council's lift systems within our housing stock.
3. We consider it necessary to enter into this agreement because Stevenage Borough Council needs to appoint contractors to undertake such work to maintain its public buildings and housing stock as well as ensuring the safety of its residents. We consider this contract to be a more cost effective way of obtaining these services.
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 in the Official Journal of the European Union.

5. We invite you to make written observations in relation to the proposed agreement 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 15 November 2017.

Yours sincerely

A handwritten signature in black ink, appearing to read 'R. Brydon', with a small horizontal line at the end.

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**.