

# Housing & Investment

Assistant Director: Jaine Cresser

Name  
Address  
Address  
Address  
Postcode

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

Date: 30<sup>th</sup> March 2017

Property Address: Address, Address, Address, postcode

Dear XXXXXX

**Notice of intention to enter into two separate long-term agreements (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 two separate long-term agreements in respect of which we are required to consult residents.
2. The services to be provided under both of the two agreements are major refurbishment, repairs, maintenance and improvement works to Stevenage Borough Council's housing stock including, by way of example the following:
  - Works to roof coverings and rain water goods
  - Works to windows and doors
  - Works to external fabric
  - Structural repairs
  - Electrical rewiring
  - Work to boundary control elements
  - Works to fire safety equipment
  - Works to door entry systems
  - Works to internal communal walls, floor and ceiling finishes
  - Works to eliminate the ingress of water, presence of damp, free ventilation and thermal bridging
3. We consider it necessary to enter into these two agreements because Stevenage Borough Council need to appoint contractors to undertake the refurbishment, repairs, maintenance and improvement works. 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 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 **2<sup>nd</sup> May 2017**.

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**.