



Homes for Haringey

3<sup>rd</sup> Floor, 13-27 Station Road  
London N22 6UW.  
Tel: 0800 195 3404

23 November 2007

Dear Leaseholder

**Leaseholder Property Service Charge**

**Leasehold address:**

**Re: ENCLOSED NOTICE CONCERNING PROPOSED LONG TERM AGREEMENT relating to RESPONSIVE REPAIRS.  
(Section 20 of the Landlord and Tenant Act 1985 (as amended) and Schedule 2 of the Service Charges (Consultation Requirements) (England) Regulations 2003).**

Please find **enclosed** the *Notification of Landlord's Proposal* which must be sent to you under the above Regulations. We are sending you this notice because Homes for Haringey, acting as managing agents for Haringey Council is proposing to enter into a long term agreement for day to day responsive repair works to council properties in the borough. These will include buildings and estates in which leasehold properties are situated.

The proposed long term agreement will enable Homes for Haringey and the Council to continue to meet its responsibility to carry out day to day responsive repair work on its housing stock where necessary.

As a leaseholder you will only be required to make a contribution towards the cost of the work if it is carried out in relation to your flat, building or estate. Such work can affect any part of the communal area, the outside of the building, forecourts, paths and so on.

Responsive repair work often relates to day to day repairs. These occur if a minor repair is found to be necessary during the year and needs work right away. Typical examples are the replacement of a tile or a slate on a roof, small repairs to main entrance doors and stairways, pointing of walls, mending of paths, fences and so on. Charges for repairs of this type are included in your Actual Service Charges bill (which you receive in September), you can request an itemised breakdown of the costs from the Home Ownership Team.

However, if the estimated cost of any responsive repair work is more than £250 per leaseholder, the leaseholder(s) concerned will receive a further notice providing details of the proposed works. This notice will give an estimate of the cost of the work and an opportunity to make comments in writing before the work starts.

For the sake of completeness, we are sending this notice to all leaseholders in the borough of Haringey, even though we may not need to repair any part of your building or estate at this time.

If you need any further information please call us. The contact details are shown at the top of each notice.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Bob Watts', is written over a horizontal line. A vertical red line is positioned to the right of the signature.

for **Bob Watts**  
**Executive Director of Building Services**

**Enc.**



Homes for Haringey

**Home Ownership Team**

3<sup>rd</sup> Floor  
13-27 Station Road  
London  
N22 6UW

t: 0800 195 3404

f: 020 8489 1998

minicom: 020 8862 1906

[www.homesforharingey.org](http://www.homesforharingey.org)

This matter is being dealt with by: Team 1 and Team 2

For South Tottenham and Wood Green Areas:  
tel:020 8489 3313

For North Tottenham, Hornsey and Broadwater Farm:  
tel:020 8489 3485

23 November 2007

**NOTIFICATION OF LANDLORD'S PROPOSAL  
(Under Schedule 2 of the Service Charges (Consultation Requirements)  
(England) Regulations 2003)**

**Dear Leaseholder(s)**

**Long Term Agreement relating to: Responsive repairs**

I write further to the First Section 20 Notice (Notice of Intention), dated the 9<sup>th</sup> of October 2006 regarding the above proposed agreement. This notice is the second stage of the consultation process under section 20 of the Landlord & Tenant Act (1985), as amended by the Commonhold & Leasehold Reform Act (2002).

**1. The proposal.** Homes for Haringey, acting as managing agents for Haringey Council is proposing to enter into a long term agreement with Repairs Operations (the direct labour organisation) in respect of day to day maintenance and repairs to the external fabric of the building and the communal areas. It may result in charges to some leaseholders of more than £100 per annum.

In view of these matters the Homes for Haringey is required by the regulations to consult with all leaseholders who may be liable for a charge arising from the agreement. Homes for Haringey has prepared a written proposal in relation to the planned agreement in accordance with Schedule 2,

paragraph 4 of The Service Charges (Consultation Requirements) (England) Regulations 2003.

**2. Inspection of the Council's written proposal.** During the consultation period you may inspect a copy of the proposal. An inspection of the proposal may be carried out between 9 am and 5 pm, Monday to Friday by appointment only at 48 Station Road, Wood Green, London N22 7TY. If you want to make an appointment to inspect the proposal, please phone 020 8489 3313 (for Wood Green and South Tottenham Areas) or 020 8489 3485 (for North Tottenham, Hornsey and Broadwater Farm).

**3. Observations on the proposal.** You are invited to make written observations on the Council's proposal. If you wish to do this, you must send your written observations to this office within 30 days of the date of this letter. Our address is Home Ownership Team, 13/27 Station Road, Wood Green, London N22 6UW. The final date for receipt of your observations is the **24 December 07**.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Thevanesan', is written over a thin red horizontal line.

**T. Thevanesan**  
**Home Ownership Team Manager**