



Homes for Haringey

Home Ownership Team

3rd Floor, 13-27 Station Road

London N22 6UW

tel: 0800 195 3404

fax: 020 8489 1998

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www.homesforharingey.org

9th October 2006

Dear Leaseholder(s),

**ENCLOSED: NOTICE OF INTENTION TO ENTER INTO LONG TERM AGREEMENT IN RESPECT OF DAY-TO-DAY RESPONSIVE REPAIRS AND MAINTENANCE.
(Section 20 of the Landlord and Tenant Act 1985 (as amended) and Schedule 2 of the Service Charges (Consultation Requirements)(England) Regulations 2003)**

I am writing to inform you that Haringey Council, as your landlord, proposes to enter into a long term agreement relating to the day-to-day responsive repairs and maintenance.

The law requires that we send you the enclosed notice. This formal document tells you that we plan to appoint a contractor to carry out day to day maintenance and repairs to the external fabric of the building and the communal areas. The type of work this covers is described in the notice.

For the sake of completeness, we are sending this letter to all leaseholders in Haringey. But as a leaseholder you will only be required to contribute towards the costs annually if works are carried out to the communal parts of the building or the estate (if applicable) in which you live. The details are set out in your lease.

I hope that you find this covering letter helpful, but if you need any further information, or want to make an appointment to see someone, then please contact a member of the team for your area.

For Hornsey, North Tottenham and Broadwater Farm properties:

Team 1

Phone: 020 8489 5994/3048/3486

Email: home.ownershipteam1@homesforharingey.org

For Wood Green and South Tottenham properties:

Team 2

Phone: 020 8489 3042/3021/5996

Email: home.ownershipteam2@homesforharingey.org

We are available from 9am to 5pm Monday to Friday and can see you at the Customer Services Centre at 48 Station Road, London N22 7TY.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Nesan Thevanesan', with a horizontal line underneath.

Nesan Thevanesan
Home Ownership Manager



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NOTICE OF INTENTION TO ENTER INTO A QUALIFYING LONG TERM AGREEMENT

Section 20 of the Landlord and Tenant Act 1985 and Schedule 2 of the Service Charges (Consultation Requirements)(England) Regulations 2003

Dear Leaseholder(s)

Leasehold address:

Long Term Agreement relating to day-to-day responsive repairs and maintenance

I am writing to inform you that the Council, as your landlord, proposes to enter into a long term agreement, details of which are given below. The Council is required to consult all leaseholders who may be affected, in accordance with Section 20 of the Landlord and Tenant Act 1985 ("the Act") and Schedule 2 of the Service Charges (Consultation Requirements)(England) Regulations 2003 ("the Regulations"). The Regulations require the Council to serve you with a notice of intention to enter into the agreement and in due course the Council will have to serve further notices. This letter is the notice of intention. Under the Regulations this notice must contain the following information.

- 1.1 Description of the agreement.** Homes for Haringey are planning to enter into what the Act calls a "qualifying long term agreement". This is an agreement which lasts for more than 12 months and concerns works

to be carried out to the building or estate in which you are a leaseholder. This agreement will relate to the area in which your property is located.

- 1.2 The types of works, for which you will be liable to pay a proportion of the cost by way of service charge, will be day to day maintenance and repairs to the external fabric of the building and the communal areas. The works will also include damp proofing and timber treatment, call handling administration and vehicle management.
- 1.3 Works will be undertaken internally to the flats of rent paying tenants, but leaseholders will not be liable for any of these costs except where they are concerned with the structure of the building.
- 1.4 Homes for Haringey are proposing to appoint contractors that are capable of carrying out the full range of the different works required. The contractors will need to have the expertise and capacity to deal with works of this nature.
2. **Duration of the agreement.** The agreement is planned to run for more than 12 months from August 2007.
3. **Value of the agreement.** The total cost of all works throughout the Borough is envisaged to be in the region of £20 million per each year.
4. **Reasons why the agreement is necessary.** The agreement will enable Homes for Haringey to enter into a contract with each of the successful contractors to carry out the works.
5. **Reasons for undertaking building works.** Under the terms of the agreement, Homes for Haringey proposes to undertake building works relating to maintaining the condition of the housing stock that may result in charges to leaseholders in excess of £250. This is to fulfil their obligation to maintain properties under their management and keep properties to a lettable standard.

More details about these matters can be obtained from the Government's website at www.communities.gov.uk (Department for Communities and Local Government).

6. **Observations.** You are invited to make any written observations you may wish to make regarding the proposals contained in this

notice. If you wish to do this, you must submit them to this office in writing to be received within the relevant period which is a period of 30 days from the date of this notice, that is by **07 November 06**. All observations must be received by this date. Observations should be sent to me at the following address: Home Ownership Team, 13 – 27 Station Road, Wood Green, London, N22 6UW.

- 7. Reason why the Council is not inviting nominations from leaseholders.** In the case of the proposed agreement the European Union requires the Council to notify the agreement in the Official Journal of the European Union because of the amount of money involved. Where it is necessary to issue such a public notice (as in this case), the right of leaseholders to nominate a contractor or obtain estimates does not apply.

The public notice must give details and invite tenders from suitable contractors in respect of the proposed agreement. In view of this requirement, the Regulations state that it is not possible for leaseholders themselves to propose a person or contractor to tender for the contract, as would otherwise be the case. The regulations also state that leaseholders must be informed of this fact.

- 8. Further consultation - Notification of landlord's proposal and subsequent works.** Upon receipt of the tenders/estimates, we will send you a further notice of the Council's detailed proposal in accordance with the Regulations which will inform you of the proposed contractor and provide you with a further opportunity to be consulted about the proposed agreement. After that, where works are proposed which may result in charges to leaseholders in excess of £250 per property, the Council is required by the Regulations to consult you further about them.
- 9. Cost of the works.** As a leaseholder you will only be liable for costs incurred under the agreement where it results in the undertaking of works to the building or estate in which your property is situated. Under the terms of your lease you will then be liable for a proportion of the costs incurred on your building or estate. No modernisation work will be carried out inside your flat, unless structural work is required, and you will not be liable to pay for internal, non-structural work in other people's flats. It should also be noted that some leaseholders will receive a copy of this notice even though it is not likely that the Council will undertake works to their building under the agreement. This is for legal reasons with respect to the issue of the notice.

10. **Explanatory Notes.** Further information is available from the Council's Home Ownership Team in the form of 'Explanatory Notes on the Consultation Requirements (under Schedule 2 of the Leasehold Service Charges (Consultation Requirements)(England) Regulations 2003)' and 'Partnering – a better way of managing works contracts'. Either or both of these documents can be obtained by written request to the address in paragraph 6 above. The Notes provide some additional information and try to cover all aspects of the statutory consultation procedure regarding this proposed agreement.

Yours sincerely

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

Nesan Thevanesan
Home Ownership Manager