

29<sup>th</sup> December 2021



Ref: 20/004

Property ref:  
Enquiries to:

Leaseholder services

Leaseholder Services  
London Borough of Camden  
Camden Town Hall  
Judd Street  
London  
WC1H 9JE

**The Leaseholder(s)**

**Camden Street  
London  
NW1**

[capitalservices@camden.gov.uk](mailto:capitalservices@camden.gov.uk)

**NOTICE OF PROPOSAL TO ENTER INTO A QUALIFYING LONG TERM AGREEMENT  
(Section 20 of the Landlord and Tenant Act 1985 (as amended) ('Act') and Schedule  
2 of the Service Charges (Consultation Requirements) (England) Regulations 2003  
(‘Regulations’)).**

Dear Leaseholder (s),

**Re: ( Camden Street, London, NW1 0HH**

**Qualifying long term agreement relating to Contract 10: Damp Surveys and  
Remediation Works.**



I am writing to inform you that the London Borough of Camden ('the Council'), as your landlord, proposes to enter into a long term agreement, details of which are given below, and a copy of the proposal is available for inspection at the address detailed below.

**Preparation of Landlord's Proposals:**

This notice is given pursuant to the Notice of Intention, issued on 11 September 2020 to enter into a long-term agreement for the provision of building term services contracts in relation to undertaking damp surveys and remediation works. We have now prepared proposals in respect of the works and services to be provided under the agreement based on the estimates received, and a copy of the proposal accompanies this notice:

**1. Introduction;**

The Council is 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 repair and maintenance to ancillary services to be carried out in relation to the building or estate in which you are a leaseholder. Where services relate to your property, you will be liable to pay a portion of the cost by way of a service charge.

This notice relates to providing damp surveys and remediation works to the Council's 33,000 homes. The Agreement is planned to run from February 2022 for a period of 5 years, with a break clause at year 3.

- 2. General description of services to be provided and works to be carried out;**  
The below list is a general description of services to be provided and works to be carried out under the Agreement.

**Contract 10 for Damp Surveys and Remediation Works**

- Undertaking surveys to ascertain cause of water ingress or the presence of moisture and provide report identifying the causes and remedial action required to rectify any problems
- Undertaking the damp repairs or improvements recommended in the damp surveys, as directed: tanking, damp courses, leaking plumbing, guttering and penetrations in walls and ceilings
- Installation of condensation reducing solutions such as fans, insulation and/or advice to residents where the problem is lifestyle related
- Any enabling or making good works associated with the above

**3. Details of the Landlord's Proposals:**

Contract 10 – Damp Surveys and Remediation Works

The details of the landlord's proposal are set out in the proposal which is made available for inspection. However some of the information provided within that proposal is as follows:

**The Parties to the Proposed Agreement are:**

There is no connection between the landlord and any parties

**Contractor name:** RLH Developments Ltd  
**Contractor address:** 3 Coombe Avenue  
Croydon  
Surrey  
CR0 5SD

**Length of Agreement;**

The Agreement is planned to run from February 2022 for a period of 5 years, with a break clause at year 3. Please note that contract award would take place in February 2022 and mobilisation activity between February and March 2022.

Price adjustments, due to inflation under the Contract, will be completed annually in line with the following index: *'Building Cost Information Services (BCIS) – Building Maintenance Cost Index-General'*. This measures the movement of costs and is published by the Royal Institute of Chartered Surveyors (RICS).

**4. Summary of Stage 1 Observations:**

Observations received from leaseholders and Recognised Tenants Associations in relation to Camden's Notice of Intention, dated 11 September 2020, and Camden's responses to these, are summarised in the enclosed document 'Appendix 1: Summary of Stage 1 Observations'.

## 5. Right to Inspect Landlord's Proposals:

Due to the nature of this contract there is a large amount of pricing information which cannot be included in this notice in a sufficiently environmentally or user-friendly format.

Copies of the full proposals are available for inspection on-line, which is the preferred option, as majority of our staff remain working from home. You are therefore invited to inspect all relevant information online by request, you can do this by emailing [capitalservices@camden.gov.uk](mailto:capitalservices@camden.gov.uk).

Or, email [capitalservices@camden.gov.uk](mailto:capitalservices@camden.gov.uk) to make an appointment to view this information in person, during the following times:

**Date:** 4<sup>th</sup> January 2022 – 4<sup>th</sup> February 2022  
**Days:** Monday to Friday  
**Time:** Between the hours of 10:00am and 4.00pm  
**Venue:** Camden Council Offices, 5 Pancras Square, London N1C 4AG

**Note:** Please sign in at the front reception where someone will meet you, and show you to the relevant meeting room.

## 6. Observations:

You are invited to make any written observations regarding the proposals contained in this notice. If you wish to do this, you must send them in writing to be received within 30 days from the date of this notice. All observations must be received by the **4<sup>th</sup> February 2022**. Observations should be sent to the following address: [capitalservices@camden.gov.uk](mailto:capitalservices@camden.gov.uk)



Please include the contract reference: '*Building Term Services 20/004*' and your property reference ( ) in the email subject field. Due to the current situation with Covid-19, the majority of our staff remain working from home, with limited staff in the office. So emailed observations are preferable to postal queries. However, alternatively you can post observations to;

Mike Edmunds (Head of Leaseholder Services)  
Leaseholder Services  
London Borough of Camden  
Camden Town Hall  
Judd Street  
London  
WC1H 9JE

**7. Cost of the services:**

As a leaseholder you will only be liable for a proportionate part of any costs incurred in relation to your building or estate under the Agreement.

Yours sincerely,



Gavin Haynes  
Director of Property Management