

The Current Lessee(s)

«ADD_1»
«ADD_2»
«ADD_3»
«ADD_4»
«ADD_5»
«ADD_6»

Property Reference: «PROP_REF»
Property Address: «PROPERTY_ADDRESS»
Scheme Reference: PLAYGROUNDS_2023/24
Date: 2 March 2023

Dear Current Lessee(s),

Playground installation, repairs & maintenance – please read carefully

I am writing to tell you the London Borough of Lambeth is proposing to **enter a new contract** for the provision of playground repairs & maintenance on housing estates. As a leaseholder you have the right to be consulted. The contract will be 3 years with the option to extend up to a further 4 years.

This letter is not advising that you require major works to your building and/or estate – it is consulting you on a proposed contract only.

This is the first of two letters in this consultation process that relates to the future service charges which Lambeth may recover from homeowners in respect of the costs of installation, repair, maintenance and inspection of playground and outdoor gym equipment and surfaces on Lambeth Housing Estates.

If your property is located in a block or on an estate managed by a TMO or an RMO, services within these contracts may be directly provided by your TMO or RMO and therefore will not be supplied to you by Lambeth Council.

Description of service

To enter into a contract for the installation, repair, maintenance and inspection of playground and outdoor gym equipment and surfaces on Lambeth Housing Estates - areas covered include play areas, outdoor gyms, and multi-use games areas.

Reasons for entering into a qualifying long-term agreement

The council's existing contract is due to end. A new contract is required for the provision of installation, repair, maintenance and inspection of playground and outdoor gym equipment and surfaces on Lambeth Housing Estates.

Procurement

Under procurement and consultation regulations, you **do not** have the right to nominate the name of a person or company from whom we should try to obtain services, because public notice of the relevant matters is to be given.

Observations

You may have already been in contact, but now that you have more information, you may wish to get in contact again. If you do, I invite you to send in your written observation in relation to the proposed contract. Your observation (**should you choose to send one in**) must be delivered to the address below by the 6 April 2023. This allows for 30 days consultation and a further 5 days for postage time. In total, this is 35 days from the date of this letter and when the relevant period ends.

Below are some ways you can send in an observation if you choose to.

- Online via our E-Form: <http://bit.ly/S20eform> or alternatively, scan the QR code at the end of this letter.
- Email S20Consultation@lambeth.gov.uk
- Write to: S20 CONSULTATION, London Borough of Lambeth, PO Box 734, Winchester, SO23 5DG.

If you choose to contact us, please include reference **PLAYGROUNDS_2023/24** and make it clear you are sending in a Section 20 Observation. By doing this, you are ensuring it gets to the correct team quickly.

Alternatively, you may find it easier to call and speak with someone directly. Our friendly team are here to answer any questions you have. You can call the team directly on 0207 926 6521 Monday to Friday 9am to 5pm.

More information

A set of frequently asked questions can be found here: <http://bit.ly/S20BoroughwideConsultation>. If you do not have access to view documents online, please telephone 0207 926 6521.

Please do take the time to watch a short (5 minute) film which explains what a Section 20 notice is and what this means for you: <https://bit.ly/S20Film>.



What happens next?

Send you a Notice of Intention.	Complete
Hand over to the Project Team procuring the contracts.	Anticipated April 2023
Assess all bids for cost and quality to identify preferred bidder(s)	Anticipated June 2023
Seek approval of a preferred bidder from Lambeth's Cabinet.	Anticipated July 2023
Send you a Notice of Proposal. View this short film explaining what a Notice of Proposal is: https://bit.ly/S20Film	Anticipated August 2023
Mobilise the contract	Anticipated September 2023

Thank you for taking the time to read this letter carefully.

Kind regards

Karen Kellaway

Karen Kellaway
Major Works Income Team Manager
Housing Capital and Asset Management



Notice of Intention to enter into a qualifying long-term agreement subject to public notice under Section 20 of the Landlord & Tenant Act 1985 (as amended by section 151 of the Commonhold & Leasehold Reform Act 2002) and the Service Charges (Consultation Requirements) Regulations 2003).

