

[REDACTED]
Slough
Berkshire
[REDACTED]

Directorate: Housing
Department: Home Ownership

Contact: Kent Long
Email: Majorworks@slough.gov.uk
Our Ref: Notice of Intention-Sch 2-1st letter
Your Ref 4170000007

Date: Friday 27th September 2024

Dear [REDACTED]

Qualifying Long Term Agreement

Property Address: [REDACTED] Turton Way, Slough, Berkshire, SL1 2ST

As your Landlord, we would like to advise you that we will soon be commencing a procurement/ tendering exercise to enter into a long-term agreement (contract) to deliver Cleaning Services ('the Agreement') across the entirety of our stock. Please find enclosed a Notice of Intention which sets out our proposal.

It is intended that the Qualifying Long-Term Agreement will last three years with the option to extend for an additional three years, therefore a maximum term of six years.

The agreement will result in a single contractor who will deliver the works/services required under the terms of the agreement. During this time, the relevant communal areas of your block, and in some circumstances your property, may receive works/services. As a leaseholder of the property, in accordance with your lease, you may be required to contribute towards the cost of the works/services. Therefore, we are required to provide you with a Notice of Intention, should you wish to raise any observations regarding the proposed works/services or agreement. This needs to be in writing and received by Friday 1st November at 5.00pm.

Before sending any observations, please refer to the enclosed Frequently Asked Questions (FAQs), which may answer your query. If you still wish to make an observation, please send an email to Majorworks@slough.gov.uk or submit your observation in writing to Slough Borough Council, Observation House, 25 Windsor House, Slough, SL1 2EL. Please ensure your name, Your Ref number, address and reference "Slough BC Cleaning" is on your observation.

Once this notice period has ended and depending on the observations received, we will then progress the procurement / tendering by advertising the proposed contract on the Find a Tender Service (FTS).

Following the evaluation of the tender returns, we will issue the second notice in the Section 20 consultation process (the Notice of Landlord's Proposals).

You will be invited to make observations again on the Notice of Landlord's Proposals, which will give details of the proposed party to the agreement and provide a summary of all observations received during the Notice of Intention consultation period.

We intend to enter into a contract in 2025, so we may commence the first set of works/services under this agreement in 2025. Please note, these time frames are not fixed and may change as the tender process progresses.

Finally, should the details of the recipient of this letter and notice be incorrect in any way, please inform Slough Borough Council via the email address provided above.

Yours sincerely,

Kent Long

Kent Long
Home Ownership Project Manager
Home Ownership Section
Slough Borough Council

Enc: Notice of Intention and Fact Sheet of Frequently Asked Questions (FAQs)