



Our Ref: Fire Risk Assessment Works

■ WIMBORNE HOUSE

LONDON

SW8 1AJ

Date: 22 November 2019

PROPERTY ADDRESS: [REDACTED] Wimborne House, Dorset Road, London, SW8 1AJ

We are writing to you to let you know that we intend to carry out building works which will affect your property. The works will be carried out under an existing Qualifying Long-Term Agreement (QLTA).

Before we carry out any major works we are required to consult affected leaseholders under Section 20 of the Landlord & Tenant Act 1985. Please see the enclosed Section 20 notice which provides information about what we plan to carry out to your property and the estimated cost. The notice provides a period of 30 days (plus 5 days for postage) for you to give any observations on the proposals.

If you have any queries regarding any part of this letter, please contact us directly on 020 7926 6521 or HMhomeownership@lambeth.gov.uk for any further assistance.

For information on the Section 20 process and why we have sent this notice to you please visit our video here:

The progress of major works projects can be viewed at www.lambeth.gov.uk/council-tenants-and-homeowners/lambeth-housing-standard

Yours sincerely

[REDACTED]

[REDACTED]

Senior Major Works Co-ordinator
Homeownership & Rents
London Borough of Lambeth

Phone: 020 7926 [REDACTED]

Email: HMhomeownership@lambeth.gov.uk

Website: www.lambeth.gov.uk/housing-and-regeneration/lambeth-housing-homeowners

London Borough of Lambeth
Homeownership Services
PO box 734
Winchester
SO23 5DG

Your Ref: 677598
Our Ref: Fire Risk Assessment Works

██ / THE
CURRENT LEASEHOLDER(S)
██████████ WIMBORNE HOUSE
LONDON
SW8 1AJ

Date: 22 November 2019

PROPERTY ADDRESS: [REDACTED] Wimborne House, Dorset Road, London, SW8 1AJ

Dear [REDACTED] [REDACTED] / THE CURRENT
LEASEHOLDER(S),

Re: Lambeth Housing Standard Major Works to WIMBORNE HOUSE 1-100

This notice is served under Section 20 of the Landlord & Tenant Act 1985 (as amended by section 151 of the Commonhold & Leasehold Reform Act 2002) and Schedule 3 (Regulation 7(1) & (2) of the Service Charges (Consultation Requirements) Regulations 2003.

The Landlord and Tenant Act 1987 Section 47 & 48: The name of your landlord is: The Mayor and Burgesses of Lambeth, London Borough of Lambeth, Town Hall, 1 Brixton Hill, London SW2 1RW.

We are required to provide you with:

- a) A description of the works
- b) Say why the works are necessary
- c) Give you the estimated cost of the works
- d) Invite you to send us written observations on the proposed works and/or the total estimated expenditure during a 30 day consultation period

The London Borough of Lambeth will have due regard to any observations you send which we will respond to in 21 days.

Please note that this is not an invoice, it is a legal notice which estimates the costs of works.

You should keep these documents in a safe place. Where your property is affected by more than one programme of work you will receive a separate section 20 notice.

(a) Description of works

In outline the elements of this work are as follows:

The council have a duty to manage fire risk in all its buildings under the fire safety reform order of 2005. A recent FRA (fire risk assessment) highlighted that internal fire doors and partitions will not in the event of a fire allow for adequate fire protection. The council are therefore planning to replace the fire doors and partitions with complete FD60 door sets that will meet the current fire safety standards.

(b) Reasons for carrying out works

We consider it necessary to carry out the work because:

The works that will be completed will ensure that the necessary level of fire safety and risk reduction is taken. Several fire doors and partitions are substandard and consequently we are unable to confirm that the current compartmentation would achieve the minimum fire resistance required in accordance with British Standard 476-22. We will ensure that the all work is certified by an approved third party body, this will guarantee that fire safety standards are adhered too. In addition the completed works will reduce the short, medium and long term maintenance costs associated with ongoing repairs.

(c) Statement of total estimated block expenditure

We estimate that the cost will be:

Contractor Name:	Block Estimate:	Block name:
Mears	£59,528.32	WIMBORNE HOUSE 1-100

The amount we estimate you will have to pay is based on the total cost of work to your building or estate. A breakdown of what this means for you is shown in Appendix A.

I have enclosed copy of the breakdown submitted by **Mears** who are our long term contractors at Appendix B.

(d) How to make observations on these works

We invite you to make observations in relation to the proposed agreement within the relevant period. Any observations must be made in writing and delivered to the address below by the 27/12/2019, which is **35** days from the date of this notice and when the consultation period ends.

You can submit your observations via the following methods:

- Online via our E-Form: www.lambeth.gov.uk/housing-and-regeneration/lambeth-housing-homeowners/major-works-to-your-home
- Email: HMhomeownership@lambeth.gov.uk quoting 'Section 20 Observation' in the subject box.
- Post: London Borough of Lambeth, Home Ownership Services, PO Box 734, Winchester, SO23 5DG, quoting 'Section 20 Observation' in the letter.

Review of description of proposed works

A description of works and details of the estimates will be available for inspection at the Civic Centre, 6 Brixton Hill, SW2 1EG during normal working hours which are 9am to 5pm Monday to Friday (excluding Bank Holidays). If you want to see the documents, please call to make an appointment on 0207 926 [REDACTED].

Our Project Team will be managing this programme of work. The Project Manager is [REDACTED] and his contact number is [REDACTED]

Selling Your Home

You should keep these documents in a safe place, and if you sell your home they should be passed on to your solicitor. In cases where the ownership of the property changes hands during the consultation period, it is important that this statutory notice is disclosed to the purchaser. It is reasonable for Lambeth Council to expect that the new leaseholder have received copies of this documentation from the vendor. It is not necessary for Home ownership Services on behalf of the London Borough of Lambeth to re-start the consultation process.

The progress of major works projects to can be viewed at www.lambeth.gov.uk/council-tenants-and-homeowners/lambeth-housing-standard

Yours sincerely

[REDACTED]

[REDACTED]
Senior Major Works Co-ordinator
Homeownership & Rents
London Borough of Lambeth

Phone: 020 7926 [REDACTED]

Email: HMhomeownership@lambeth.gov.uk

Website: www.lambeth.gov.uk/housing-and-regeneration/lambeth-housing-homeowners

London Borough of Lambeth
Homeownership Services
PO box 734
Winchester
SO23 5DG

Appendix A

Statement of Total Estimated Block Expenditure

Scheme: Fire Risk Assessment Works

Date: 22 November 2019

PROPERTY ADDRESS: ■■■ Wimborne House, Dorset Road, London, SW8 1AJ

Proposed cost based on **Mears** estimates

The total amount of estimated scheme expenditure likely to be incurred in respect of the proposed qualifying works is:-

Estimated chargeable works cost	£51,887.85
Plus Preliminary and Contract Fees	£7,640.47
Plus Professional Fees	£ 0.00
Total estimated chargeable cost of the works	£59,528.32
Rateable proportion*	1.10%
Estimated proportion of the total cost of the work	£656.59
Management Fee	£ 65.66
Your estimated contribution**	£722.25

*Rateable Proportion = Flat Rateable value divide by Block Rateable value multiplied by 100 = 290 / x 100.

**Total Block Cost (£59,528.32) / Block Rateable Value (26292) * Property Rateable Value (290)

Appendix B

Breakdown submitted by Mears

	Breakdown	
Block: Wimborne House	Description	Block Cost
Communal Doors	The council have a duty to manage fire risk in all its buildings under the fire safety reform order of 2005. A recent FRA (fire risk assessment) highlighted that internal fire doors and partitions will not in the event of a fire allow for adequate fire protection. The council are therefore planning to replace the fire doors and partitions with complete FD60 door sets that will meet the current fire safety standards.	£50,622.29
CONTINGENCY	Contingency relating to potential unforeseen works. This is a client contingency and will only be used if unforeseen works are identified during the project.	£1,265.56
Preliminaries	Preliminaries relate to the main contractor management/ site costs associated with overseeing the project. Contractor staff will include, site management, resident liaison officers, contracts manager, quantity surveyor, divisional manager costs. Other site costs including, welfare facilities, site office, canteen, WC's, storage for materials and equipment.	£2,829.79
Overheads and Profits	Overheads relate to the main contractor head office costs/ resources, % is an agreed tendered rate as part of Lambeth framework tender. These include, overarching management/ office costs (not site based) but associated with project i.e. Health and safety provisions/ inspections and other resources required to ensure compliance and effective management of a company. Profit relates to the main contractor profits, % is an agreed tendered rate as part of	£4,810.69

	the Lambeth framework tender.	
TOTAL BLOCK/ESTATE COST		£59,528.32