

Date: Thursday, 1st November 2012

Property Reference:

Contract Code: **12/209**

Enquiries to: Gareth Chew

**Leaseholder Services**

Bidborough House  
38-50 Bidborough Street  
London  
WC1H 9DB

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

**FIRST CLASS**

Tel: 020 7974 7100

Fax: 020 7974 3929

Goldthorpe  
Camden Street  
London  
NW1

Dear Leaseholder(s)

**Unit: Goldthorpe,Camden Street,London,NW1**

**Notice of Intent to carry out Boiler House Refurbishment and Associated Works work to:**

- 1-22 Barnbrough (Cons)
- 1-18 Billingley (Cons)
- 1-9 Conisborough (Cons)
- 1-18 Darfield (Cons)
- 1-34 Goldthorpe (Cons)
- 1-20 Hickleton (Cons)
- 1-10 Marr (Cons)
- 1-66 Mexborough (Cons)
- 1-18 Ravenscar (Cons)
- 1-18 Thurnscoe (Cons)
- 1-32 Trimdon (Cons)
- 1-18 Warmsworth (Cons)

You may be aware that the Council is proposing to carry out the above work to the blocks listed. As a leaseholder you are responsible for contributing towards the cost of this work to your block / estate to which end please find enclosed your formal notice for this work – Schedule 3 Notice of Intent. We ask that you take some time to read this letter together with the enclosures as they contain important information for you.

**What are the works?**

The specified works for your estate/block have been set out with the estimated costs on the attached notice.

A brief summary of the works included in this contract:

- Refurbishment of Boilers
- Refurbishment of Plant Room Equipment
- Refurbishment of Boiler House

### **Why do I have to contribute towards these works?**

Under the terms of your lease you have agreed to pay a contribution towards rechargeable repairs and replacement works that the landlord carries out to your block and estate.

### **How is my contribution calculated?**

Your estimate contribution has been calculated using the rateable value of your property as a percentage of the rateable value of your block and estate. Details of this calculation can be found on the enclosed document titled "Notice of Intent – Leaseholder Summary".

### **When will the works start?**

The works will not begin before the end of the Schedule 3 consultation period, which is **Thursday, 6th December 2012**

### **When will I have to pay for these works?**

Camden estimates being in a position to invoice leaseholders for this work once they have commenced and have progressed to a suitable level.

I have enclosed a document called "Paying for Major Works" which outlines the different payment options available to leaseholders. We suggest that you consider the options available to you for your estimated contribution and, if appropriate, begin budgeting for this future expense now.

On receipt of your invoice, if you are unable to make payment in accordance with any of the enclosed options, please contact your Collections Officer.

Should you have any questions regarding this letter and its enclosures please do not hesitate to contact me on 020 7974 7100.

Yours sincerely,



Gareth Chew  
Consultation and Final Accounts Officer  
[capitalservices@camden.gov.uk](mailto:capitalservices@camden.gov.uk)

**Commonhold and Leasehold Reform Act 2002  
Schedule 3 Notice of Intent to Undertake Works under an  
Existing Long Term Agreement**

**To: All Leaseholders residing in the blocks known as:**

- 1-22 Barnbrough (Cons)
- 1-18 Billingley (Cons)
- 1-9 Conisborough (Cons)
- 1-18 Darfield (Cons)
- 1-34 Goldthorpe (Cons)
- 1-20 Hickleton (Cons)
- 1-10 Marr (Cons)
- 1-66 Mexborough (Cons)
- 1-18 Ravenscar (Cons)
- 1-18 Thurnscoe (Cons)
- 1-32 Trimdon (Cons)
- 1-18 Warmsworth (Cons)

**1. Intention to carry out works:**

Please accept this as your formal Schedule 3 Notice of Intent to carry out Boiler House Refurbishment and Associated Works work.

The reasons for the works are that the boilers and plant room equipment in the boiler house have reached the end of their useful life. This is supported by the high levels of breakdowns, extent of repairs and the options Appraisal that was undertaken earlier this year. Last financial year (2011/12), maintenance costs were £43,000 (£150 per dwelling). This figure is expected to rise significantly unless a major refurbishment of the heating scheme is completed.

**2. Contractors details**

The Council is proposing to let this work to Apollo Property Services Group Ltd as part of our Partnering Agreement. Apollo Property Services Group Ltd has priced this work and the total estimated contract sum is:

**£466,447.19**

The estimated contribution for your Estate is

**£466,447.19**

With your Individual estimated contribution being:

**£2,014.89**

## **Analysis of Costs**

Your personal contribution towards these works is calculated using the rateable value. Details of this calculation can be found on the enclosed document titled "Notice of Intent – Leaseholder Summary" which also contains your estimated contribution.

## **3. Right to Inspect**

You are invited to inspect our full proposals and estimates for this work within the observation period at: **11-17 The Marr, Camden Street, London, NW1 0HE** on Wednesday, 21<sup>st</sup> November 2012 between the hours of 4pm – 7pm.

## **4. Observations**

We invite you to make written observations by sending them to:

**Gareth Chew**  
**London Borough of Camden**  
**Leaseholder Services**  
**Bidborough House**  
**38-50 Bidborough Street**  
**London**  
**WC1H 9DB**

Or email [capitalservices@camden.gov.uk](mailto:capitalservices@camden.gov.uk) quoting 12/209

Observations must be made within the consultation period of 30 days from the date of this notice. I have enclosed an observation form for your convenience. The consultation period will end on Thursday, 6th December 2012 and all observations should be received by this date.

Signed on behalf of Camden as landlord:



**Gareth Chew**  
Consultation and Final Accounts Officer  
Leaseholder Services

Thursday, 1st November 2012

**Commonhold and Leasehold Reform Act 2002**  
**Schedule 3 Notice of Intent to Undertake Works under an**  
**Existing Long Term Agreement**  
**WRITTEN OBSERVATION**

Please complete this form and return it by **Thursday, 6th December 2012**

To: Gareth Chew  
Consultation and Final Accounts Officer  
Leaseholder Services  
Bidborough House  
38-50 Bidborough Street  
London  
WC1H 9DB

Or email: [capitalservices@camden.gov.uk](mailto:capitalservices@camden.gov.uk) quoting 12/209 and \_\_\_\_\_ in the  
subject line.

Your Name : .....  
Property Address : Goldthorpe, Camden Street, London, NW1  
Contract Reference : 12/209  
Property Reference :  
Contract Name : Boiler House Refurbishment and Associated Works

Please tick which box applies to you.

I have no observations

I wish to make the following observations (please detail these below)

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Signed by \_\_\_\_\_

Dated \_\_\_\_\_

Estate:						
Estate Works	Brief Description of Work	Specification Item Numbers	Tendered Costs	Recharge	Non Rechargeable	Total
Boiler House Refurbishment	Supply and fit boiler plant to provide LTHW heating & HWS Plant to provide up to 4000 kW output and consist of: Remove & dispose of all redundant plant and equipment 3 Nr. Shell & tube type boilers [lead boiler to be condensing] complete with gas forced draught burners.Pumps, to be duty/standby complete with non-return valves, strainers, flexible connections and anti-vibration mounts Adequately sized Plate Heat exchanger/s Pressurization unit with expansion vessel/spill tank. Isolation, regulation and control valves including actuators Flow measuring devices, temperature & pressure gauges Heavy grade steel pipework, welded & flanged or screwed with unions, allow for all connections to equipment and existing. Note gas carcass must be sized such that gas boosters are not required All water pipework to have the appropriate insulation and fitted with aluminium cladding. Gas safety system complete with main solenoid valve [energised open], electrothermal links/gas detection sensors sited above each burner & panic buttons sited at each entrance. Control panel, all controls and wiring. Note Trend controller to be capable of remote communication/fault alarm with both partners. Complete flue system, allow for stainless steel twinwall flue within the plant room area and single skin stainless steel flue within a chimney. [Assume 10m high] Allow for associated builders work, cutting of holes & chases, removal of spoil/debris, setting of bases etc. Allow for all filling flushing, dosing, testing, setting into operation and commissioning including all witness tests and certification.		374,400.00	358,012.12	16,387.88	374,400.00
	Cost for works in connection with phasing the works		5,160.00	4,934.14	225.86	5,160.00
	Specialist Plant Movement Company to Transport new boilers into position		8,400.00	8,032.32	367.68	8,400.00
	Detachable acoustic enclosures for existing gas boosters		5,724.00	5,473.45	250.55	5,724.00
	Additional acoustic enclosure around the existing ventilation fans		2,832.00	2,708.04	123.96	2,832.00
	Spring hangers to existing fan drop rods		816.00	780.28	35.72	816.00
	Redeoration of plant room		3,030.00	2,897.37	132.63	3,030.00
	New boiler room power supply		1,920.00	1,835.96	84.04	1,920.00
	New boiler room lighting		3,720.00	3,557.17	162.83	3,720.00
	Less cost of previously installed plate heat exchangers		-17,652.00	-16,879.35	-772.65	-17,652.00
<b>Total</b>		0.00	<b>388,350.00</b>	<b>371,351.50</b>	<b>16,998.50</b>	<b>388,350.00</b>
<b>Contractors Running Costs</b>			<b>47,029.19</b>	<b>44,970.67</b>	<b>2,058.52</b>	<b>47,029.19</b>
<b>Fixed Fee</b>			<b>27,184.50</b>	<b>25,994.61</b>	<b>1,189.90</b>	<b>27,184.50</b>
<b>Performance Fee</b>			<b>3,883.50</b>	<b>3,883.50</b>	<b>0.00</b>	<b>3,883.50</b>
<b>Total</b>			<b>466,447.19</b>	<b>446,200.28</b>	<b>20,246.91</b>	<b>466,447.19</b>

Date: Thursday, 1st November 2012

**NOTICE OF INTENT - LEASEHOLDER SUMMARY**

Curnock Street Estate - E00010

1-34 Goldthorpe (Cons)

Boiler House Refurbishment and Associated Works

LS Contract

Code:

12/209

**Contract No's**

**Your Contribution**

25 Goldthorpe

22732

Notes

Rateable Value	1		359
Block Gross Rateable Value	2		11221
Estate Gross Rateable Value	3		87451

Your % apportionment Estate Costs	4		0.41%
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Your % apportionment Block Costs	5		3.20%
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Total Estate Wide Costs	6	£	446,200.28
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Total Block Costs	7	£	-
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**Estimated Costs:-**

Your Estate Contribution	8	£	1,831.72
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Your Block Contribution	9	£	-
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Gross works estimated cost	10	£	1,831.72
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Supervision Fees	11	0.00% £	-
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Management Fees	12	10% £	183.17
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<b>Total Estimated Cost</b>		£	<b>2,014.89</b>
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**Gross Estimated Liability/charge**

**£ 2,014.89**

## NOTICE OF INTENT – LEASEHOLDERS SUMMARY

### EXPLANATORY NOTES

1. Your major works service charges are apportioned to your flat or house on the basis of its Rateable Value. Although, Council Tax Bandings replaced Rateable Values some years ago, most of our leases make reference to Rateable Values and the Council has therefore decided to retain them as a means of calculating service charges.
2. Your Block Rateable Value is the total of the individual Rateable Values for each unit in your block. This will enable us to calculate your proportion of block costs.
3. Your Estate Rateable Value is the total of the individual Rateable Values for each unit on your estate. This will enable us to calculate your proportion of estate costs.
4. Your Percentage Apportionment of Estate Costs is calculated by dividing your individual Rateable Value by the Total Estate Rateable Value.
5. Your Percentage Apportionment of Block Costs is calculated by dividing your individual Rateable Value by the Total Block Rateable Value.
6. The Total Estate Wide Costs are those costs incurred in relation to communal estate works under this contract.
7. The Total Block Costs are those costs incurred in relation to works to your block under this contract (but excluding the cost of any non-structural work to tenanted or void units).
8. Your Estate Contribution is calculated by applying your Percentage Apportionment of Estate Costs to the Total Estate Wide Costs.
9. Your Block Contribution is calculated by applying your Percentage Apportionment of Block Costs to the Total Block Costs.
10. Your Gross Works Final Costs is the sum of your Estate Contribution and your Block Contribution.
11. Supervision Fees are the cost of employing external consultants to monitor and oversee the project. (Partnering Contracts are not subject to Supervision Fees).
12. Management Fees are payable as per the terms of your lease. They are for the costs of Leasehold management, including the cost of carrying out the consultation and administration of your service charge account.