



*[Name
Address
Address
Address]*

[date]

Dear *[Leaseholder]*

Notice of proposal to enter into a long term agreement for the provision of insurance services

This notice is given following the notice of intention to enter into a long-term agreement issued on 03 September 2024. The initial consultation period in respect of the notice of intention ended on 4th October 2024.

Following an extensive public procurement exercise, we have now agreed on the proposal in respect of the services to be provided under the agreement. A copy of the proposal may be inspected if required, at Salix Homes Offices, Diamond House, 2 Peel Cross Road, Salford M5 4DT, between the hours of 10:00am and 4:00pm Monday to Friday up until the notice end date below; by telephoning 0800 218 2000 for a prior appointment.

The parties to the proposed agreement are Salix Homes and:

- *Marsh Limited (Broker) Registered Office 1 Tower Place West, Tower Place, London EC3R 5BU, and their appointed insurers – for Lot 1 - Main property portfolio and liability insurance cover.*

There is no relationship or connection between the parties, other than that of insurance services provider and client.

It is proposed that the agreement will commence from 1st April 2025 to 31st March 2028 (with the option to extend the contract for up to 2 x 12 months. This amounts potentially to an aggregated 5-year contract term to 31st March 2030).

The proposal shows the estimated overall cost of the annual premiums for the buildings insurance programme, a fair proportion of which will be apportioned to leaseholders, and a statement of the individual charge to each leaseholder or shared owner will follow in due course.

The Marsh bid was the only bid received in respect of the Buildings cover, which was to the sum of £983,258.55 including 12% insurance premium tax.

We invite you to make written observations in relation to the proposals by sending them to Salix Leasehold Team at psl.leaseholders@salixhomes.co.uk, or by letter to the Leasehold Management Team, Salix Homes Limited, Diamond House, 2 Peel Cross Road, Salford Manchester M5 4DT. Observations must be received within this secondary consultation period of 30 days commencing from the date of this notice, and ending on 28th March 2025

Before reaching agreement, we had due regard for written observations made during the initial consultation period. A summary report for Leaseholders including written observations received during the that period, together with our response to them, is available on request during the consultation period by contacting the Leasehold Team as shown above.

Yours sincerely

[Signature of person giving the notice.]

Leasehold Manager

Salix Homes Limited,
Diamond House,
2 Peel Cross Road,
Salford,
Manchester
M5 4DT

Notes:

1. The landlord is required to present one proposal in respect of the matters described in a notice of intention. This need not relate to the lowest estimate. The landlord is required to state any connection with the contractor. The proposal must contain a statement of the intended duration of the agreement. Each proposal should state the estimated contribution relevant to the leaseholder's unit of occupation. If it is not reasonably practical to provide that information the landlord may provide the overall cost estimated under the agreement or a unit cost or a daily or hourly rate. If it is not reasonably practical for the landlord to provide any estimate of cost the proposal should contain a statement of reasons why the information cannot be provided and a date by which it is expected to be available. The landlord must then provide the estimate within 21 days of obtaining the necessary information, by notice to all recipients of the notice of proposals.
2. Where a notice specifies a place and hours for inspection:
 - a. the place and hours so specified must be reasonable; and
 - b. copies of the proposals must be available for inspection, free of charge, at that place and during those hours. If facilities to enable copies to be taken are not made available at the times at which the proposals may be inspected, the landlord shall provide to any leaseholder, on request and free of charge, a copy of the proposals.
3. The landlord has a duty to have regard to written observations made within the consultation period by any leaseholder or recognised tenants' association and must reply in writing to each individual respondent within 21 days stating his response to the observations