



Westminster City Hall  
64 Victoria Street  
London SW1E 6QP

Lindsay Jenkins  
Property Services Communications Team

Tel: 0800 358 3783  
Ljenkins1@westminster.gov.uk

Date 15 November 2019

**Ref: X251**

Dear

**Grosvenor and Pimlico ventilation and fire safety work (project X251)**

Thank you for your patience while we worked with our contractor, United Living, to finalise the plans for the ventilation and fire safety work at Brunswick Court, Dalkeith Court, Hide Tower and Semley House.

United Living has now completed the detailed planning for the project and Westminster City Council has agreed their Service Providers Proposal (SPP).

**What does the work include?**

In summary, the work includes:

- Replace existing extract fans, silencers, local ductwork, dampers and controls within the plantroom.
- Works in-flat to include cleaning of local ductwork and replacement grilles.
- Upgrade emergency lighting to bring the block in line with current safety regulations.
- Fire stopping works (communal only).
- Replacements of tenants' flat entrance doors with an opt-in for leaseholders.

**Section 20 Notice of Estimate**

Please find enclosed your Section 20 Notice of Estimate.

We can confirm that the estimated liability in this notice is the most accurate and up to date and reflects the full extent of work that is currently proposed.



The notice sets out the description and reasons for each aspect of the work. It details the project costs and your estimated liability. You have 37 days to make observations. Please follow the instructions on the notice to make your observations. Westminster City Council will have up to 21 days to respond to observations.

There has been an increase in costs since the Client Brief budget due to the time the project will take and additional fire safety works.

### **Leaseholder surgery – Wednesday 8 January 2020**

We are holding a leaseholder surgery to give you the chance to ask questions about the planned work and your Section 20 Notice of Estimate.

The surgery will be held at South Area Service Centre, 137 Lupus Street, London, SW1V 3HE between 10am – 8pm. **To book an appointment**, please call 0800 358 3783 and ask to speak to me or email [ljenkins1@westminster.gov.uk](mailto:ljenkins1@westminster.gov.uk).

### **When is the work due to start?**

Work is now planned to start in January 2020 once the formal leaseholder consultation has been completed. United Living will write to you to confirm the exact dates of the work once confirmed.

### **More information**

A copy of United Livings' plans has been uploaded to our website and available to view: [www.westminster.gov.uk/yourhousing/x251](http://www.westminster.gov.uk/yourhousing/x251).

Please note, not all appendices are published online. However, you can view a hard copy of all documents at South Area Service Centre, 137 Lupus Street, London, SW1V 3HE. The office is open Monday to Friday 9am to 5pm.

If you have any questions, please contact me on 0800 358 3783 or [ljenkins1@westminster.gov.uk](mailto:ljenkins1@westminster.gov.uk), quoting reference X251, and I will be happy to help.

Yours sincerely

Lindsay Jenkins  
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