

Westminster City Council
64 Victoria Street
London
SW1E 6QP

Your Reference: AA108

Date: 16 February 2024

Dear Resident,

Scott Ellis Gardens & Bronwen Court – Fire Safety Works Update (project AA108)

We contacted you on 23 August 2022, to provide the Frequently Asked Questions (FAQ) from the resident meeting held on 17 August 2022 at Greenside Community Centre. We apologise for the delay in updates. Isobel Williams, former resident advocate has moved to a new role, and I am now overseeing this project.

What projects are being considered?

Initial inspections of your building have been conducted to determine necessary actions. Based on these inspections, proposed works include:

- Decorations in communal areas
- Fire safety measures
- Fire door enhancements

This involves service intake cupboard doors, service riser doors, bin chute room doors, and entrance doors to tenanted flats. Additional inspections of flat doors and cross-corridor doors are also scheduled.

Current Status

The project has progressed from the initial planning phase to the Design Phase. The Project Execution Plan (PEP) detailing the preliminary plans has been established by the service provider United Living to Westminster City Council. This plan will also outline assumed costs.

Next Steps

In the coming months, we aim to contact you to provide updates on the project's progress. This communication will include an invitation to meet the contractor, United Living. During this meeting, you will have the opportunity to ask questions, share concerns and find out more detailed information about the project.

Information for leaseholders

Once the council has reviewed the documents from the service provider, the Leasehold Operation Team will begin to formulate the Section 20 Notice of Estimates.

The notice will set out the description and reasons for each aspect of the work. It will detail the project costs and estimated individual leaseholder liabilities. Leaseholders will have 37 days to make observations.

More information

You can view the full scope of works and previous correspondence on the project's webpage: <https://www.westminster.gov.uk/bronwen-court-and-scott-ellis-gardens-fire-safety-works-project-aa108/details>

If you have any questions or concerns around the planned works, please email me at residentadvocates@westminster.gov.uk quoting 'AA108' in the subject line.

Yours sincerely



Shah Alam
Resident Advocate