



Westminster City Hall
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Tel: 0800 358 3783

Date: 10 May 2022

Ref: : AC103

Dear Resident

Wharncliffe Gardens repairs and decorations Project AC103 - leaseholder opt-in for fire safety front entrance door and extractor fans.

As part of the fire safety works, each tenanted home will have their flat entrance door replaced with a new door set manufactured by Phoenix Green, to FD30 standard. The door set has been successfully fire-tested in both directions and in addition is also third party certified to PAS 24 for Security and certified by Secured by Design. The Phoenix Green data sheet is enclosed with this letter.

We will also be replacing the extractor fans in the kitchen and bathroom of each tenanted home. We are doing this work to improve the flow of air through the property reducing incidents of mould and condensation.

Leaseholders have asked if they can buy-in to these elements of work and the options and final prices are set out below. **This is optional for leaseholders.**

Door costs

This price includes the removal and disposal of the existing door and installation of the new door set. Making good both internally and externally. Furniture included with the new door set, door handle, lock, 3 keys, letter plate, spy hole, flat number(s), and door knocker.

Flat Entrance Door £2,895.23

Extractor Fan costs

This price includes an electrical test of the wiring back to the spur prior to installation, the supply and installation of new high performance, energy efficient low voltage filter less infinity extractor fans within each bathroom and kitchen.

Extractor fan costs £540.32 each.

What do I need to do?

For you to decide on whether to buy-in, please find enclosed a copy of the council's Fire Safety Door set Information Sheet for leaseholders.

As a leaseholder there is no current legal requirement to have an FD30 certified front entrance door set to your flat. However, the Fire Safety Act 2021 does legislate that the flat entrance doors, their suitability and performance and the associated certification is the responsibility of the leaseholder, and should there be a problem, the London Fire Brigade will look to issue any enforcement notices regarding non-compliance to the leaseholder themselves.

If you wish to buy-in, please send the 'Agreement to Install Flat Entrance Door' and 'Extractor Fans' via email to mbaker@westminster.gov.uk by Friday 10 June 2022.

The door will not be ordered until the agreement is received.

If I buy-in, when will I be expected to pay?

To encourage our leaseholders, the council has agreed a discounted administration fee from the previous £400 to £100, which is included in the costs on page 1. This charge is for processing the applications and updating records with the door installation certificate.

A bill will be sent to you on completion of the work and will be subjected to our usual payment options offered for major works.

If you have any questions, please call 0800 358 3783 and ask to speak to me, or email mbaker@westminster.gov.uk.

Yours sincerely



Resident Advocate
Growth, Planning and Housing