



City of Westminster

Westminster City Council
64 Victoria Street
London SW1V 6QP

Housing Enquiries
Tel: 0800 3583783

Date: 10 October 2024

Ref: AC114

Dear Resident,

Planning Application for the Security Works (project AC114)

On 23 March 2024, we provided you with an update regarding the engagement of the architect, the planning application, and the site visit for the finalisation of the planned security works at Pickering House.

I am pleased to confirm that the project is progressing and will be submitting a Full Plans Application shortly.

Next step

Once the planning application is approved, we will hand the project over to our major works term contractor, Axis Europe, who will develop a detailed plan for delivering the works. This document is known as the Project Execution Plan (PEP). We will share this plan, along with the next steps, after reviewing the contractor's proposal.

When the PEP is approved and signed off, we will issue a pre-commencement order to the contractor. This gives the contractor permission to move forward with the final design details of the project and this is called the Service Provider Proposal (SPP).

Resident Meeting

We will write to you again once the PEP and SPP has been approved by the Commissioning Team. The letter will also include an invitation to meet with the contractor. During this meeting, you will be given the opportunity to ask questions, share your concerns and learn more about the project.



Information for leaseholders

Once the Council has approved the PEP, the Leasehold Operation Team will issue 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 all previous correspondence letters and access additional information about the planned works on our major works project AC114 on the following link:
<https://www.westminster.gov.uk/pickering-house-security-works-ac114/documents>.

If you have any questions or concerns around the planned works, please email me at residentadvocates@westminster.gov.uk quoting '**AC114 Pickering House**' in the subject line.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Shah Alam'.

Shah Alam
Resident Advocate