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## **Brunel estate ventilation and fire safety works – change of meeting date and location (project X253)**

Following requests from residents, the date and location of the update meeting has been changed. I hope that this will enable as many residents as possible to attend the meeting and I am sorry for any confusion. The meeting details are below.

### **Change in meeting date and location**

Date and time: Tuesday 4 December, 6:30pm to 7:30pm

Location: Hall at St Stephen's Primary School, 91-99 Westbourne Park Rd, London W2 5QH

The meeting will start with a short presentation (starting at 6:45pm) followed by a question and answer session.

If you cannot make the meeting but have any questions, please let me know and I will be happy to help. You can contact me on [dtownsend@cwh.org.uk](mailto:dtownsend@cwh.org.uk) or call 0800 358 3783 and ask to speak to me. Please quote project X253.

### **What does the work include?**

In summary, the work includes:

- Replacing the communal extract fans, silencers, local ductwork, dampers and controls in the plantroom.
- Cleaning all ventilation ductwork (communal and in-flat).
- In-flat works to include replacement grille, control damper and fire dampers.
- Electrical works associated with the vents.
- Emergency lighting upgrades within the plantroom.
- Fire stopping works (communal area only).
- Replacements of tenants' flat entrance doors at Keyham House, with an option for leaseholders to purchase doors.



CITYWEST HOMES

### **I am a leaseholder when will I get my S20 Notice of Estimate?**

As part of our new major works process, leaseholders have already received our initial budget estimates for these works as part of your April and October 2018 service charge bills. We had intended to then send Section 20 notice of estimate costs to leaseholders based on Axis' Project Execution Plan.

Having reviewed Axis' plan for this project however, and considering feedback from residents in other areas, we feel that it is better for the Section 20 notices to be issued later in the planning process. This will enable Axis to carry out more detailed surveys in order to provide an accurate cost estimate on which to base the Section 20 notice.

Over the coming weeks, Axis will start to carry out more detailed surveys of all blocks to enable them to finalise a detailed cost plan for these works. We now expect to be able to issue the Section 20 notice and formal consultation with leaseholders in February 2019 .

### **More information**

As the plans progress for this project, a further residents' meeting will be arranged before work starts onsite. You can also refer to our website at any time as this will be regularly updated with all relevant information regarding the work. The dedicated webpage can be found at : [www.cwh.org.uk/X253](http://www.cwh.org.uk/X253)

If you have any other questions, please call our customer services team and ask to speak to Daren Townsend in the Property Services Team, or you can email me directly at [dtownsend@cwh.org.uk](mailto:dtownsend@cwh.org.uk)

I look forward to seeing you at the meeting.

Yours sincerely

*D. Townsend*

**Daren Townsend**  
Property Services Communications