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Date: 25 June 2021

Ref: Russell House T168a

Dear [Click here to enter greeting.](#)

Russell House Major Works – project update (project T168a)

I am writing with an update on the planned major works at Russell House. The COVID-19 pandemic has delayed the project, and the work is now programmed to start in the financial year 2022/2023. Thank you for your understanding and patience over the last year as we focused on those most in need.

Originally the work at Russell House was included in a project along with several blocks on the Churchill Gardens Estate. Based on feedback during the initial resident meetings we have reviewed this and the work at Russell House will now be a stand-alone project (T168a).

Scope of work

The scope of work includes:

- External and internal decorations.
- Window repairs/replacement.
- Structural/concrete/brickwork repairs.
- Asphalt repair or renewal.
- Roof works.
- Timber repairs.
- Metalwork repairs.
- Electrical works.
- Tidy cables on exterior of the block.
- Fire stopping works (FRA).
- New kitchen and bathroom fans, if required (tenants only).
- Estate and drainage work.

The next steps - book your window survey

To help determine the final scope of work, we have asked independent consultants Faithorn, Farrell Timms, to undertake window surveys of the communal and in-flat windows. The surveys are planned for week commencing 5 July 2021.



City of Westminster

The in-flat surveys should take approximately 45 minutes. The surveyors will need access to all your windows in order to check if they open/close, check the handles and frame. Please move any items from the cills and ensure there is clear access to the windows.

All surveys will be done in line with COVID-19 Secure guidelines.

Please help us by booking a survey by calling Noleen Higgins on 01689 885 080 between 9am – 2.30pm. There are AM (9am – 1pm) and PM (1pm – 4.30pm) appointment times available. Depending on the response rate, together with the consultant we may also telephone you directly to arrange a survey.

Once again, thank you for your understanding. If you have any questions about the planned work, please let me know and I will be happy to help.

Yours sincerely

A handwritten signature in red ink that reads 'Lindsay Jenkins'.

Lindsay Jenkins
Communications Coordinator
Growth, Planning and Housing