



working in  
partnership with



City of Westminster

**Monday 15 July 2024**

Dear Resident

**Notice of commencement of works for Leasehold/ Mixed Tenure Project T156 – Mozart Estate Block Properties.**

Axis Europe is working in partnership Westminster City Council to carry out the refurbishment works at **Mozart Estate (INSERT BLOCK NAME)**

**What does the work include?**

We will carry out a survey to decide exactly what needs to be done to your home and this may include:

- External Repairs: Brickwork / Concrete / Rendering / Roofing (renewal/repairs) / Guttering.
- Carpentry Repairs, for example, timber windows, external doors.
- External Decorations, for example, outer elevations including timber windows & external doors.
- Internal Communal Decorations (if applicable), for example, hallway, your flat's door. and main street doors.
- In flat electrical works, building ventilation systems and extractor fans.
- Asbestos survey, management, or removal
- Drainage survey and follow-on works
- Fire safety and fire door renewals.
- Minor repairs
- Any other works identified by the surveyor whilst working on site.

**Timetable for the works.**

We are looking to start work in Ilbert Street in the week beginning **Monday 5 August 2024** and the works are expected to run for 16 weeks.

To do the works, we will need to place a scaffold around your property. The scaffolding will remain in place for the duration of the works. We will relocate any sky dishes that are mounted to the roof or brickwork, these will be replaced once works are complete and scaffold removed.

Work to erect the scaffold will start week commencing **Monday 5 August 2024**. The scaffolding will take approximately 1 to 2 weeks to complete, weather permitting. Going

forward the daily working hours will be 8am to 5pm. The scaffolders may require access through the building or any basement area for them to gain entry to the rear of your property/garden area to safely erect the scaffolding.

Please ensure you take note of all the safety signage and safety measures in place. The scaffold is for use by AXIS authorised personnel only and will be alarmed with a contact number. The scaffold should not be used by any residents or private contractors at any time as misuse can result in serious injury or fatalities. All our workmen wear identification badges with their photograph and ID number along with a unique Axis hologram, if you see any trespassers on the scaffold, please report to the police immediately and make the resident liaison officer (RLO) aware.

To ensure your safety while the scaffold is up, please make sure:

- Children do not play beneath or climb on the scaffold.
- Your windows are closed and locked when you are not home.
- Tell your insurance provider about the scaffold.
- Call the police if you notice any intruders on the scaffold.

### **Before works begin**

Please remove any items and personal belongings located at the front and/or rear garden area that will be in the working areas to allow a clear path of access. Please contact us immediately if you have any personal items that cannot be moved, and we will try to help.

Axis cannot take responsibility for any accidental damage that may occur during the process of works. We will do our best to work as safely and efficiently as possible.

### **How will the work affect me?**

Before work begins, it is important that we carry out a pre-condition survey of your property. The survey will take around 1 hour. During the survey we may take photos for our records.

To book your survey please contact Vaniche Sweeney, your Axis resident liaison officer on 07507 657 638 or email [Vaniche.sweeney@axiseurope.com](mailto:Vaniche.sweeney@axiseurope.com) . Alternatively you can speak to Telka Chambers 07432 203 226 or email [Telka.chambers@axiseurope.com](mailto:Telka.chambers@axiseurope.com) .

Major works can be disruptive, so please accept our apologies for any inconvenience caused while the works are being carried out.

Yours sincerely,

Resident Liaison Officers  
Vaniche Sweeney and Telka Chamber

Axis Europe

