Reply to:

Lindsay Jenkins Communications co-ordinator Property Services 21 Grosvenor Place London, SW1X 7EA

Tel: 0800 358 3783 Email: LJenkins@cwh.org.uk

Date: 26 March 2018

Dear resident

Ventilation works and fire safety works planned for Brunswick Court, Dalkeith Court, Hide Tower and Semley House this year (major works project ref. X251)

We are writing to notify you that we are planning to carry out some ventilation and fire safety works this year at your block. CityWest Homes has previously carried out surveys of the ventilation system. The existing fans are at the end of their efficient working life expectancy and it is recommended that these be replaced. Some fire safety upgrade works have also been recommended.

The works proposed cover the following:

- Replace existing extract fans, silencers, local ductwork, dampers and controls within the plantroom.
- Works in-flat to include cleaning of local ductwork and replacement grilles
- Upgrade emergency lighting to bring the block in line with current safety regulations
- Fire safety works including review and upgrades of doors to fire rated doors where required

CityWest Homes has recently appointed a new contractor to carry out all major works in your area during the next 10 years. The contractor is United Living. We have passed details of these proposed works to United Living, who will now have a team finalise a project plan for the works.

We expect United Living to be ready to start these works later this year, but I will write to update you once more details are confirmed.

Yours sincerely

Lindsay Jenkins

Communications co-ordinator, Property Services