

Westminster City Hall  
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London SW1E 6QP

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Tel : 0800 358 3783

Date: 21 June 2022

**Ref: AA108**

Dear Resident,

**Scott Ellis Gardens and Bronwen Court Major Works (Project AA108):**

We are pleased to tell you that we are planning fire safety works to Scott Ellis Gardens and Bronwen Court. This is known as Major Works. Major Works are large, planned works, such as repairs or renewal to the outside and communal parts of buildings.

**What works are you proposing?**

We have carried out some initial inspections of your building to establish what needs to be done. Based on these inspections, the works proposed include:

- Communal area decorations
- Fire safety works
- Fire door works. This includes all service intake cupboard doors, service riser doors bin chute rooms doors and tenanted flat entrance doors. Further inspections of flat doors and cross corridor doors will also be carried out

**Who is doing the work?**

At the start of 2018, we entered a ten-year partnering contract with two contractors to deliver major works across the City. The contractor appointed to deliver the works in and around your home is United Living.

**When will the works start?**

Based on the current timetable, we would expect United Living to be ready to start these works in Autumn 2022.

We will write to update you at each stage, hold meetings and publish the relevant documents on our website for your information.

## Find out more

Major works projects need a considerable amount of organising before they start. There are several stages that need to happen before the works start, including formal consultation with leaseholders via a Section 20 Notice of Estimate. We have produced a guide to major works to explain what to expect at each stage of a project, including our commitments to you and how you can help or get involved.

You can read the guide by visiting [www.westminster.gov.uk/housing/major-works](http://www.westminster.gov.uk/housing/major-works).

If you would like a paper copy of this guide, please get in touch using the details below.

## Residents' meeting

We will write to you again detailing the time and date of a meeting to outline the works proposed, ask for your feedback, answer questions, or address any concerns you may have.

## Next steps


After the meeting we will send a summary of the key points raised for the benefit of those not able to attend.

If you would prefer to receive updates about these works via email, rather than post, please get in touch to ensure you are added to our email update list. Please be assured that your email will only be used for the purpose of updates about these works.

You can contact us by:

- Calling Westminster City Council Housing on **0800 358 3783** (freephone) - ask to speak to Isobel Williams in the Resident Advocacy Team.
- Emailing [housing.enquiries@westminster.gov.uk](mailto:housing.enquiries@westminster.gov.uk), please quote reference '**project AA108**'.

Yours sincerely



Isobel Williams  
Resident Advocate