

To all Leaseholders and Triathlon Homes Sub-Leaseholders  
Burgundy House,  
East Village  
London E20

**12 May 2021**

Dear Sir/Madam

**Notice in accordance with Section 20 Landlord and Tenant Act 1985 as amended by Schedule 4(2), Section 151 Commonhold & Leasehold Reform Act 2002**

**Notice of Intention to carry out works to remediate cladding and other defects discovered during investigations to the external wall systems at Burgundy House**

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It is the intention of East Village Management Limited (EVMML) to enter into an agreement to carry out works in respect of which we are required to consult leaseholders.

**Description of the Works:**

The works will remediate and/or mitigate cladding and other defects discovered during intrusive investigations. The exact scope of work will be determined through a two stage procurement process and from detailed analysis working with a Main Contractor as a construction partner.

A brief description of the works to be completed on Burgundy House is as follows:

1. Brick and Glass Reinforced Concrete (GRC) – Remove the brickwork and GRC, in full or in part, remediate the fire barrier defects and then reinstate the brickwork and GRC.
2. Balconies – Remove decking and replace with non-combustible alternative decking.

**Reason for the Work:**

Following the fire that occurred at Grenfell Tower, East Village Management Limited (EVMML) has been systematically surveying every building across East Village to identify whether the external walls adequately resist fire spread. It has been identified that at Burgundy House, defects exist within the external wall system that need to be remediated.

As you will be aware the alarm system has been extended into apartments until such time as the defects have been remedied. Upon practical completion of the remediation works, it is expected that the temporary fire alarm system, recently installed to facilitate full evacuation of the building in the event of fire will no longer be required and that EVMML's Health & Safety advisors will confirm that the previous "Stay-Put" fire strategy is appropriate.

**Nomination of Contractor:**

East Village Management Limited invites you to nominate on the attached form or separately, a company from which you feel it should seek to obtain an estimate for the intended works. In view of the Government deadlines that apply to applications for grant funding from the "Building Safety Fund" EVML has had to act quickly and has already instructed a design team to commence the necessary design work. In view of the time pressures, if you feel able to nominate a suitable company to provide an estimate for the work itself, we would urge you to do so as quickly as possible.

**Observations:**

East Village Management Limited invites any written observations you may wish to make on the intended works. Your observations can also be noted on the attached form or separately.

Your nomination and observations should be made to:

**Mr. Peter Anderson**  
**East Village Management Ltd.**  
**80 Celebration Avenue, London E20 1DB**  
**(Email: panderson@eastvillagemanagement.co.uk)**

For East Village Management Limited to consider your nomination and/or observations you must provide these within the relevant period, which is 30 days from the date of this notice. **This will expire on 11 June 2021**

**Costs and potential recovery:**

The cost of the proposed works will in the first instance be met by the respective block Service Charge funds. However, EVML has applied on behalf of eligible leaseholders in the subject blocks for government funding towards the cost of the work from the Building Safety Fund.

EVML has also appointed lawyers to investigate and pursue all options for recovery of costs from third parties involved in the original design and construction of the buildings

**Yours faithfully**



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**Peter Anderson**  
**Estate Director**  
**East Village Management Ltd.**

To:-

**Mr. Peter Anderson**  
**East Village Management Ltd.**  
**80 Celebration Avenue, London E20 1DB**

**(Email: panderson@eastvillagemanagement.co.uk)**

Notice in accordance with Section 20 Landlord and Tenant Act 1985 as amended by Schedule 4(2),  
Section 151 Commonhold & Leasehold Reform Act 2002 –

**Nomination and Observations Form in relation to the  
Notice of Intention to carry out works dated 11 May 2021**

**To be returned no later than 10 June 2021)**

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**1. Nomination:-**

I/We should like to nominate the following for inclusion on the tender list for the above-mentioned intended works:-

Name:

Address:-

Telephone No:-

Email address:-

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**2. Observations:-**

(Please use a continuation sheet if required)

I/We should like to make the following observations on the above-mentioned intended works:-

Cont'd.....

Cont'd.....

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From:-

1. Full name .....

Signed ..... Date .....

2. Full name .....

Signed ..... Date .....

Address at East Village:-

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