

May House



What is the commitment?

This engagement commitment sets out how we can work together to make decisions that affect the safety of your building. This could be about works being carried out or how your building is managed for example. Your Building Safety Manager Freya has put this together based on responses from surveys, drop ins and door knocking over recent weeks. If responses were low, we might use responses from other similar buildings to help us, as well as Notting Hill Genesis' own processes.

Methodology

As your BSM, I aim to work with you to keep your building safe. To do this I visited your building to carry out an inspection on the 9th October 2025. I knocked a few resident doors to check what you know about fire safety in your home and was able to speak to a few residents about the current fire evacuation procedure and address any concerns.

During the inspection, I noted a small number repair issues and items in the communal hallway. These have been highlighted to your Property Manager to action. Please continue to report any repair concerns and especially faults for any of the fire safety equipment which may arise. As a kind reminder, personal items are not to be stored in the communal hallways or in the riser cupboards under any circumstances.

I sent a building safety survey to understand your information needs, vulnerabilities and awareness of building safety in October 2025 by email. This was to understand how we can work together to keep your building safe. The general feedback received was that residents required a bit more information about the fire safety equipment in the building and the evacuation procedure. The fire safe safety equipment for your building is detailed on the last page of this document and will be displayed in the communal noticeboard. Please make yourself familiar with this and do reach out if you have any queries. The evacuation procedure for May House is Temporary Simultaneous Evacuation meaning if there is a fire anywhere in the building and the alarm sounds, all residents must evacuate. Please refer to the fire safety letter I have also sent previously for further detail.

There was also some questions relating to the Waking Watch currently positioned on site. I can confirm they are on-site will the remediation works to the external wall are on-going. Our Remediation Team will be in touch with residents shortly with an update on this project.

Please do reach out to me any point should you like to raise any building safety concerns for your building, discuss any vulnerability or would like any relevant safety information.

I also informed you that your building had been registered with the Building Safety Regulator (BSR) and provided you with the registration number and the BSR's contact number for any concerns that you might want to bring to their attention.

I invited you to attend an online drop-in session on the 20th October speak to you about the any fire safety concerns and the most recent audit. I was also able to talk through the current evacuation procedure and what that meant if there was a fire in your building. My apologies to the residents who were unable to attend due to the time the session was held. For future sessions, I will try and reach out to residents beforehand to get an idea of a timeframe is more suitable for the majority to attend.

This commitment has been made in **October 2025** and will be reviewed in **October 2027** or earlier if you tell us we need to.



How we will share information with you and ask for your opinion

To cater for the diverse needs of our residents, we can

communicate in a broad range of ways. We aim to provide this information in different formats that can be understood by all residents including those that have a physical or visual impairment, have other disabilities or who speak another language:

- At sign up
- New resident home visit
- On our website
- During building inspections

- Face to face appointments
- At pop up sessions
- By introductory & animation videos
- Local newsletters
- Via email
- Via postal or hand delivered letter
- Via text
- Fire Action Notices
- On local notice boards
- At local surgeries



**BETTER
BUILDINGS**

 **BUILDING SAFETY**



May House



Information we will provide you with about building safety decisions

When we need to make decisions about building safety matters, we will make sure to provide you with information to help you understand and influence these decisions. For example: a summary of the technical advice we have received, advice we have received about how to reduce risk, timescales for completion of work, any cost implications for you, and details of who you can get in touch with to ask for more information.



Other types of information you would like to see

- Action to take in the event of fire or structural emergency
- General information to understand legislation impacting your home including the Building Safety Act and the Fire Safety England Regs
- Resident and landlord responsibilities
- Changes in fire strategy
- Remediation works
- Other major works
- Topics or themes that you are interested in



What decisions you can be involved in

We encourage residents to get involved in making decisions relating to the safety of their buildings. You can contact your Building Safety Manager, Housing Officer and Estate Manager with any ideas or thoughts you have about safety in your building.

The types of building safety decisions you can expect to be involved in are:

- Timings of works, particularly for accessing properties
- Placement of equipment during works
- Parts of the specification of works that aren't guided by regulation or expert guidance

Some works can't always be consulted on. These might involve:

- Emergency works – where quick action is needed to reduce a risk
- Where a specific product or material is needed to meet a regulation or other requirement
- If works will take less than one day and won't be very disruptive

We might only consult with people directly affected by the work. For example, works accessing the balconies would only be discussed with properties with balconies.



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How you can influence decisions

Proactively seeking out resident feedback and using that information to tailor our building safety approach

- Primarily contacting your BSM or HO
- Contacting your BSM at NHG if you need to escalate any concerns
- Drop ins

We will use your feedback in our discussions with our contractors, or other parties like housing management, to consider how we can adapt works planning, timescales and specifications to accommodate as much of your feedback as possible.



How we'll gather and use your opinions

- We'll keep a record on our Workwise system from our interactions as listed above
- We'll gather your thoughts in line with our usual GDPR policies, just like when you contact us about anything else.
- We will feedback to you any decisions made using the information you have told us



How we'll measure and review this commitment

- Use feedback you give HO, EM or us – whether formal or informal – about how this commitment is working.
- NHG will review feedback periodically to understand if the commitment needs to be reviewed.

Got a question or concern about this commitment? Get in touch with your building safety manager here:

Email: Freya.Jewett@nhg.org.uk

Phone: 07352744438



BUILDING SAFETY

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Transparency of building safety information

At Notting Hill Genesis residents are at the heart of what we do. We want our resident to know they are safe and more importantly feel they are safe. To do this will be transparent in our management of your building's safety and the information we provide to you. This includes but is not limited to fire protection measures, fire prevention measures, maintenance of fire safety systems, fire risk assessments and building safety inspections

Maintenance and testing	Frequency
Automatic opening vents	Bi-annually
Alarm sounders	Monthly
Asbestos surveys	(N/A)
Building safety inspections	Annually
Communal fire door checks	Quarterly
Dry/wet risers	Monthly
Door closers	Monthly
Electrical	Five yearly
Emergency lighting	Monthly – discharged annually
Estate inspections	Monthly
Fire Risk Assessment	Annually
Fire alarms	Bi-annually
Flat door checks	Annually
Fire alarm panel servicing	Bi-annually
Fire extinguishers	Annually
Legionella	Two yearly

Maintenance and testing	Frequency
Gas safety checks	Annually
Fire-fighting lifts	Monthly
Lightening protection	Annually
Lifting operations and lifting equipment regulations (LOLERS)	Bi-annually
Manual opening vents	Bi-annually
Mansafe	Annually
Portable appliance testing	Annually
Permanent opening vents	Monthly
Smoke detection	Monthly
Wayfinding signage	Monthly and annually



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