

28/3/2024

Dear Residents and Leaseholders,

**RE: Easter period, Out of Hours Contact Details**

I am writing to advise you of the site arrangements over the easter break. All cladding and balcony remediation works will finish on Thursday 28<sup>th</sup> March 2024, The Starfish Site team will ensure the site is tidy, weatherproofed, and secure before leaving for the Easter Break. We will return to site on Tuesday 2nd April.

Any walls that have been opened prior to the Easter break will be temporarily insulated over holidays to provide warmth and noise reduction, and any materials required to be left on the balcony levels will be stored away from the windows.

Over the Easter period our out of hours telephone number which can be found below will remain active and will have local staff on-call to attend site as required.

SGI Concierge have been provided telephone numbers for our project managers who can be contacted if there are any issues or concerns raised.

**We have introduced a new project specific SGI telephone number to help us reduce our response time so in the event of an emergency please call 07940 022 295.**

Please note this telephone number is only to be used to report an emergency that cannot wait until we return to site. For example, if you see youths or intruders accessing the site scaffolding or compound, immediate health and safety risks due to our work in the building etc.

We thank you for all your support, patience, and cooperation during 2024.

Starfish Construction would like to take this opportunity to wish you all Happy Easter.

Should you have any questions or concerns, please don't hesitate to contact me on 07539 011 441 or alternatively email [dkays@starfishconstruction.com](mailto:dkays@starfishconstruction.com)

Yours Sincerely,

*D Kays*

**Darcey Kays**  
**Trainee Resident Liaison Officer**

For all enquires please contact

**Darcey Kays**

Trainee Resident Liaison Officer

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