



CITYWEST HOMES

**Residents of Hall and Braithwaite**

**Reply to:**  
Amy Ing  
Communications co-ordinator  
Property Services  
21 Grosvenor Place  
London, SW1X 7EA

Tel: 0800 358 3783  
Email: [customerservices@cwh.org.uk](mailto:customerservices@cwh.org.uk)

Date: 27 September 2018

Dear Resident,

**Ventilation and fire safety works planned for the Hall and Braithwaite Towers  
(major works project ref X254)**

We wrote to you recently and notified you that we are planning to carry out some ventilation and fire safety works to your block.

CityWest Homes has recently appointed the contractor Axis Europe to carry out the major works in your area during the next 10 years. An information sheet is enclosed with this letter with more details on the work.

**The next step: residents' meeting October 2018**

We would like to invite you to the first meeting to introduce you to the project. The purpose of the meeting is to provide you with information on the proposed scope of work, how it may affect you and the approximate timescales.

**Details of meeting**

Date: the evening of **Monday 08 October 2018**

Time: the meeting will start promptly at **6pm and finish at 7.30pm**

Venue: OSE1 classroom, located on the ground floor at the **City of Westminster College, Paddington Green Campus, Paddington Green, London W2 1NB**

**What can I do if I cannot make this event**

We do hope that you will be able to join us and look forward to seeing you at the meeting. However, if you are unable to attend but have any queries about the planned works, please contact our Customer Services Team on 0800 358 3783 or alternatively email us at [customerservices@cwh.org.uk](mailto:customerservices@cwh.org.uk). Please quote reference '**project X254**'.

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**More information**

There are a number of planning stages we need to work through before we finalise the scope of works, timetable and can provide leaseholders with estimated costs. I will write to update you as our plans progress and more detail becomes available.

We also have a page on our website dedicated to this project. You can check this page at any time for the latest information <https://www.cwh.org.uk/major-works/current-projects/hall-and-braitwaite-ventilation-x254>.

Yours sincerely



**Amoy Ing**  
Communications co-ordinator, Property Services