

Wandsworth Council

HCS Department,
Town Hall,
Wandsworth High Street,
London SW18 2PU

Our ref: AAG/WPEED/006
Your ref:
Date: 12th February 2016

The resident(s)
Allenswood 1-56, Ambleside 1-57
Briardale 1-19, Fernwood 1-56,
Lindale 1-21, Verebank 1-21
Wimbledon Park Court 20-51
Wimbledon Park Estate
London. SW19

Dear Resident (s)

***RE: C6706 EXTERNAL REDECORATION, WINDOW RENEWALS AND
ASSOCIATED REPAIRS, WIMBLEDON PARK ESTATE, LONDON SW18***

Following completion of consultation in connection with the above scheme I would advise that the Housing Department has placed an order with Mulalley & Co Ltd. of Teresa Gavin House, Woodford Avenue, Woodford Green, Essex. IG8 8FA to carry out the above-mentioned works.

Works are due to commence week beginning Tuesday 29th March 2016 with a completion date of Friday 16th January 2017.

From initial meetings with the contractor it is understood that the contractor will first start by erecting a site compound./welfare facilities for the workforce, satellite storage areas for materials then commence making contact with residents in order to carry out the window surveys, once contact has been made and residents availability confirmed they will be able to finalise their installation programme. The Main Contractor will shortly be writing to all residents confirming their contact details, the names of their management team, the location of the site compound and approximate dates when works will commence to blocks. Should you require further information on the window installation programme please contact the Main Contractors Site Manager on his direct No overleaf.

Access to undertake the works will, in the main, be from scaffolds however it is possible that mobile scaffold towers may be required to some elevations. Would you please remove any satellite dishes, television aerials etc. that may have been installed and which may interfere or cause a danger to operatives whilst carrying out these works along with removing any goods or belongings in the garden(s), balconies or communal areas which may do the same. Please also bring to the attention of any children within/visiting your property the potential dangers of accessing building sites. **You are also advised to notify your home contents insurance company that works are being undertaken to your home.**

Pto....

The Main Contractor will require access to all properties in order to carry out the window survey and the window installation works. The contractor will give notification of when access will be required to your property to carry out these works which will be arranged for a mutually convenient date. When the works are being carried out I would request that either your, or a trusted neighbour/friend be in attendance. This is in the best interests of both the operatives and you.

All the contractor's operatives are required to carry photographic I.D. badges please check before allowing anybody into your home. If in doubt politely refuse access and check with the Contractor's Site Agent or phone me on my direct Telephone No: 020 8871 7918

The contractors working hours are 08.00 to 17.00 hours Monday to Friday.

Should a problem arise during the contract or should you have a complaint regarding the works please immediately report the matter to the Contractor's Site Agent/Resident Liaison Officer. An incident book will be kept in the site office for you to record the details of any problems or complaints that may arise during the contract. It is important that any complaints be entered at the time as it is often difficult to sort out such matters if they are not reported until a long time after the event. The Incident Book is monitored by the Clerk Of Works who visits site daily.

Yours faithfully

A. Gibbon
Technical Manager