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Residents and traders  
Vicinity of Twickenham Pool Site  
Twickenham  
Middlesex.

27 October 2004

Dear Sir/madam,

**Twickenham Pool Site - public open space, children's playground and environmental improvements, The Embankment, Twickenham**

We have been appointed as main contractors by The London Borough of Richmond Upon Thames to carry out the redevelopment of the above premises.

The works will include the demolition of the existing pool building to ground floor level, together with the small out building and adjacent steps. The pool building will be replaced with a hard and soft landscaped public open space and we will also be installing a new children's playground on the former pool site on Wharf Lane. The scheme will feature extensive planting and new lighting to the areas developed and will be complete towards the end of March 2005.

We are currently undertaking the necessary surveys and preparations before commencing works on site on 1<sup>st</sup>. November 2004. Up until November 8<sup>th</sup>, we will be clearing the loose debris and vegetation that is scheduled for removal. We will also be erecting scaffolding and hoarding immediately outside the pool building. Demolition of the pool building will commence on November 8<sup>th</sup> 2004.

**Scaffolding, hoarding and fencing**

The attached drawings show the location of the scaffolding and hoarding in front of the pool building. We expect the scaffolding to be in place for approximately 10 weeks and then the hoarding will be moved closer to the pool site. We will endeavour to maintain a walkway in front of the hoarding outside the pool building – but when this is not possible on grounds of public safety or safe working practices, we will provide clear signage to direct pedestrians to the opposite footpath. On the Wharf Lane pavement, we will use Heras type metal fencing, which will be erected as required and relocated as necessary to enable construction works to proceed. Again, if it proves necessary on grounds of public safety or safe working practices to close the Wharf Lane footway adjacent to the pool site, we will provide clear signage to direct pedestrians to the opposite footpath.

### **Construction traffic & road use**

Construction traffic will enter the area via Water Lane and will leave the area via Wharf Lane. Eugena Ltd has very extensive experience of dealing with city centre schemes with restricted access arrangements.

### **Site exit and entrance.**

The main exit point for materials leaving the site will be at the junction of the service road and the pool site. In the main, the only material leaving the site will be the demolition spoil. For the first 10 weeks or so, this will also be the main site access.

For the remainder of the scheme, the site access will be in front of the pool site close to the junction of Wharf Lane.

The arrangements are shown on the attached drawing.

### **Parking**

To enable the safe demolition of the pool building and provide necessary access for construction vehicles and plant, it is necessary to impose temporary restrictions on parking within the area. However, this has been kept to the minimum possible.

The arrangements are:

- For up to 2 weeks from November 1<sup>st</sup>, it will be necessary to temporarily remove 3 spaces immediately in front of the canopy above the doors of the pool building
- From January until late March 2005, it will be necessary to remove up to 5 spaces towards the Wharf Lane end of the Embankment in front of the pool site

Both measures are shown on the attached drawing.

It may also be necessary to impose short-term restrictions on parking to enable certain works to take place (e.g. deliveries).

### **Deliveries**

All deliveries of materials to the site and removal of waste will be planned in advance. Wherever practicable we will try to use smaller rigid lorries and keep the number of deliveries by larger articulated lorries to a minimum. Our site manager will supervise all deliveries, and all lorries carrying waste materials will have their 'load' properly secured before they leave site. No deliveries or collections will be made outside our designated working hours.

### **Working Hours**

Our working hours have been stipulated in our contract of employment as 8:00am to 6:00pm Monday to Friday and 8:00am to 1pm on Saturday. We are not allowed to work outside these hours without prior written approval from the Council. Our programme does not allow for work to be carried out at any other time and we currently have no plans to seek permission to do so. We would point out that it is unlikely, during the winter months, that we will be able to work much past 4:30pm anyway, due to onset of darkness.

### **Measures to minimise disruption**

We will minimise disruption by:

- Controlling deliveries and collections from the site
- Minimising the effects of dust during demolition by 'damping down' rubble and debris
- Investigating any complaints in a timely way and undertaking corrective action if this is warranted
- Keeping the site and roadway as clean and tidy as possible

To minimise disruption to local road users, we will

- Ensure that vehicles leaving the site are wheel washed to remove excessive mud
- Supervise all deliveries and collections properly and provide traffic marshalls (banksmen) to ensure lorries enter and leave the site safely and quickly - with minimal delay to road traffic
- Provide clear signage to warn of construction activities
- Ensure that Local Authority restrictions on noise are strictly adhered to and that noisy working is minimised where possible

#### **Further communications**

Eugena Ltd will produce a monthly newsletter advising of progress on the scheme and addressing any issues that may arise as the work proceeds. This will be distributed to those within the close vicinity of the site and will also be made available electronically on the London Borough of Richmond upon Thames website. A site board on the hoarding will also provide full contact details for relevant Eugena personnel.

Please be assured that we will do our best to inconvenience you as little as practicable while these works are in progress.

Should you require any further information, please do not hesitate to contact either the undersigned on tel. 020-8944-3286 or our site manager, Adrian Davanzo on 07951 581754.

Yours faithfully,  
FOR EUGENA LTD



Huw Meredith  
Surveyor/ Manager