

**Subject:** RThe Ballustrade & Chester Terrace's nominated representative

**From:** "Loretta Balfour" [REDACTED]

**Date:** 17/10/2019, 14:51

**To:** "Cordeiro, Francesca" [REDACTED]

**CC:** [REDACTED]

Dear Francesca

Thank you for your email received this morning.

I do know Richard Loftus, am aware of his knowledge and experience of property matters and agree that he would be able to make a meaningful and helpful contribution. However, for the avoidance of doubt and to be quite clear, the CEPC is seeking, as I indicated, 'the input of an appropriate qualified or experienced Chester Terrace ratepayer or resident as we take the next steps' not a specific representative of either the CTRA or the residents of Chester Terrace as a whole.

As part of a working group, Richard's involvement would be to attend appropriate meetings for which timely notice and relevant information will be provided. His input would be sought both during and between meetings in connection with such matters as those listed below.

- The selection and appointment of professional advisors for the project, such as surveyors, structural engineers, etc.
- Review of any reports they might provide.
- Review of the specification and the tender documents.
- The selection of the proposed panel of contractors who would be asked to tender.
- Review of the tenders received.

Naturally, all final decisions would remain the responsibility of Commissioners as a whole who will at each stage receive the recommendations from the working group in order to make their decisions.

Should Richard continue to wish to be involved in the way outlined above, Allan Murray-Jones, who as Chair of the CEPC Gardens Committee will also chair the working group, would welcome in the first instance meeting with him. I have copied Richard into this email so that he is fully aware.

Regards

Loretta

----- Original Message -----

**From:** Cordeiro, Francesca

**To:** [REDACTED]

**Cc:** [REDACTED]


**Sent:** Thursday, October 17, 2019 8:52 AM

**Subject:** The Ballustrade & Chester Terrace's nominated representative

Dear Loretta

We hereby inform you that we have nominated, and he has accepted, Richard Loftus to be the formally appointed representative of Chester Terrace in order to work with the CEPC on the balustrade issue.

Richard has extensive knowledge & experience of property matters & he therefore will be able to make a meaningful & helpful contribution to all the discussions & decision making regarding the balustrade issue.

His email address is 

Please arrange that he is brought up to speed on the current state of play on this matter - many thanks.

Kind regards

Francesca

Professor M Francesca Cordeiro PhD MRCP FRCOphth  
Professor of Ophthalmology Imperial College London  
UCL Professor of Glaucoma and Retinal Neurodegeneration  
Director of ICORG Clinical Trials Unit and Hon Consultant Ophthalmologist Western Eye Hospital