

**Hemal Patel
Flat 1, 86 Canfield Gardens
London NW6 3EE**

Mr Obote Hope
Planner
Advice and Consultation Team
Regeneration and Planning
Culture and Environment
London Borough of Camden
6th Floor
Town Hall Extension (Development Management)
Argyle Street
London WC1H 8ND
Obote.Hope@camden.gov.uk

5 March 2015

Dear Mr Hope,

Re: Planning application reference 2015/0025/P

In connection with condition no.6 of the approved planning application 2014/2282/P, the appointed structural engineer is Mr Roger Lankester.

Mr Lankester's professional qualifications and memberships are as follows:

Structural Engineer – Chartered member of the Institute of Structural Engineers- MStructE

Chartered Engineer – member of the Engineering Council - CEng

Member of the Chartered Institution of Water and Environmental Management - MCIWEM

Mr Lankester's role and responsibilities as the appointed structural engineer are as follows:

Project/contract administration for new basement at 86 Canfield Grds, London NW6 and associated structural alterations to existing ground floor.

The works comprise and limited to the construction of a full basement below the existing building at 86 Canfield Gardens with associated structural alterations to the ground floor layout. This requires that the works are administered by a suitably qualified person or persons to validate compliance with the agreed design and statutory obligations. This function will be undertaken by Roger Lankester CEng. MStructE. MCIWEM. and will include the following services:-

- Carry out regular inspection of the works at least monthly but preferably weekly and at critical stages as progress of the works require. Check compliance with the prepared structural design and details/Method Statements/BIA. Ensure adequate temporary works are being used to maintain safety of the works and the existing building.
- Provide reports of site visits within 3 days of visits to client, contractor etc.

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- Liaise with Geo-technical consultants regarding Basement Impact Assessment, agree any variations to suit changing site conditions or unforeseen structural conditions.
- Notify contractor and client in writing of the need to improve the quality standard for the works, outlined in the contract documents, as and when required and of any variations made necessary also in consultation with statutory authorities where appropriate.
- Chair monthly site meetings with client/project manager and contractor and to record progress including progress photographs of the works and advise of any delays to completion date and receive the results of movement monitoring.
- Obtain further prices from any specialist services, surveys or monitoring during the course of the works.
- Visit site to assess and agree stage payments for the works as determined by the satisfactory completion of the on going elements and issue valuation certificates accordingly.
- Provide a monthly contract progress report as agreed with client, to include progress and quality of the works, any discrepancies or variations that may affect cost and final completion date and to assess cash flow requirements.
- Prior to issue of variations incurring additional cost submit prices and obtain client agreement and approval.
- Make regular contact with the project manager and advise of any matters to be resolved regarding relations with building occupants, adjacent owners and statutory authorities.
- Upon completion of the structural works carry out a snagging list of items that need remedial attention, agree a programme for completion of the items with the contractor and confirm to project manager of their satisfactory completion.
- Provide to Building Control Officer all requested information and reports regarding the technical efficacy of the works as a contribution to obtaining a final Building Regulations completion certificate.
- Agree with the project manager a schedule of structural defects arising from the works to be remediated during the defects liability period.
- Agree with the project manager/client final account including release of any retention money post completion of any accepted defects.

Kind regards



Hemal Patel