CampbellReith consulting engineers

Flat 2, 55 Greencroft Gardens London NW6 3LL

Basement Impact Assessment

Audit

For

London Borough of Camden

Project Number: 12066-55 Rev: F1

November 2015

Campbell Reith Hill LLP Friars Bridge Court 41-45 Blackfriars Road London SE1 8NZ

T:+44 (0)20 7340 1700 F:+44 (0)20 7340 1777 E:london@campbellreith.com W:www.campbellreith.com



Document History and Status

Revision	Date	Purpose/Status	File Ref	Author	Check	Review
D1	October 2015	Comment	AJMjw12066- 55-55 Greencroft Gardens- D1.doc	A Marlow	A Marlow	E Brown
F1	November 2015	Issued for Planning	AJMjw12066- 111115-55-55 Greencroft Gardens- F1.doc	A Marlow	A Marlow	E Brown

This document has been prepared in accordance with the scope of Campbell Reith Hill LLP's (CampbellReith) appointment with its client and is subject to the terms of the appointment. It is addressed to and for the sole use and reliance of CampbellReith's client. CampbellReith accepts no liability for any use of this document other than by its client and only for the purposes, stated in the document, for which it was prepared and provided. No person other than the client may copy (in whole or in part) use or rely on the contents of this document, without the prior written permission of Campbell Reith Hill LLP. Any advice, opinions, or recommendations within this document should be read and relied upon only in the context of the document as a whole. The contents of this document are not to be construed as providing legal, business or tax advice or opinion.

© Campbell Reith Hill LLP 2015

Document Details

Last saved	11/11/2015 14:49
Path	AJMjw12066-111115-55-55 Greencroft Gardens-F1.doc
Author	A J Marlow, BSc CEng MIStructE FConsE
Project Partner	E M Brown, BSc MSc CGeol FGS
Project Number	12066-55
Project Name	Flat 2 55 Greencroft Gardens, London NW6 3LL
Planning Reference	2015/3981/P



Contents

1.0	Non-Technical Summary	.1
2.0	Introduction	.3
3.0	Basement Impact Assessment Audit Check List	. 5
4.0	Discussion	. 8
5.0	Conclusions	. 11

Appendices

Appendix 1: Residents' Consultation Comments Appendix 2: Audit Query Tracker Appendix 3: Supplementary Supporting Documents



1.0 **NON-TECHNICAL SUMMARY**

- 1.1. CampbellReith was instructed by London Borough of Camden (LBC) to carry out an audit on the Basement Impact Assessment (BIA) submitted as part of the Planning Submission documentation for Flat 2, 55 Greencroft Gardens (planning reference 2015/3981/P). The basement is considered to fall within Category B as defined by the Terms of Reference.
- 1.2. The Audit reviewed the Basement Impact Assessment for potential impact on land stability and local ground and surface water conditions arising from basements development in accordance with LBC's policies and technical procedures.
- 1.3. CampbellReith was able to access LBC's Planning Portal and gain access to the latest revision of submitted documentation and review it against an agreed audit check list.
- 1.4. The BIA has been prepared by personnel who have suitable qualifications.
- 1.5. Flat 2, 55 Greencroft Gardens is a ground floor flat with rear garden access surrounded by flats at the front and side within No. 55 and also with No. 57, its adjoining semi-detached property.
- 1.6. The proposed development comprises the demolition of an existing single-storey extension and replacement with a longer single-storey extension, together with a new basement below the flat footprint and below the new extension.
- 1.7. The development will be founded in the London Clay and it is accepted that it will have no significant effect on either slope or ground stability nor the hydrogeology of the surrounding area.
- 1.8. It is accepted that the development is unlikely to be at risk from flooding, although Greencroft Gardens flooded in 1975 and 2002, and surface water flows into the sewer network and the ground will not be significantly altered. However, detailed proposals for the draining of the rear lower terrace and the discharge from the new extension roof are still required.
- 1.9. It is proposed to form the basement using underpinning techniques to two sides of the basement. Concerns remain over the detailed sequence of underpinning and temporary propping support of the head of each pin which should be clarified during the Party Wall process.
- 1.10. Concerns remain over the proposal to carry excavated spoil through the property and over the pavement on a conveyor into a roadside skip.
- 1.11. A building inspection survey report has been provided which indicates minor area of historic cosmetic cracking at variance with resident's concerns. A Ground Movement Analysis has been



carried out on seven no. surrounding walls and concluded that potential movement will be "Very Slight" (Burland Category 1) or less.

- 1.12. Although an acceptable movement monitoring procedure is identified in the BIA, this remains unrecognised in the Construction Method Statement. No comment is made regarding heave pressures on the underside of the basement slab due to the excavation of the London Clay.
- 1.13. Queries and requests for further information are summarised in Appendix 2.
- 1.14. It is recommended that outstanding detailed queries are resolved in a Basement Construction Plan prior to construction commencement.



2.0 INTRODUCTION

- 2.1. CampbellReith was instructed by London Borough of Camden (LBC) on 22 September 2015 to carry out a Category B Audit on the Basement Impact Assessment (BIA) submitted as part of the Planning Submission documentation for Flat 2, 55 Greencroft Gardens, Camden Reference 2015/3981/P.
- 2.2. The Audit was carried out in accordance with the Terms of Reference set by LBC. It reviewed the Basement Impact Assessment for potential impact on land stability and local ground and surface water conditions arising from basement development.
- 2.3. A BIA is required for all planning applications with basements in Camden in general accordance with policies and technical procedures contained within
 - Guidance for Subterranean Development (GSD). Issue 01. November 2010. Ove Arup & Partners.
 - Camden Planning Guidance (CPG) 4: Basements and Lightwells.
 - Camden Development Policy (DP) 27: Basements and Lightwells.
 - Camden Development Policy (DP) 23: Water.
- 2.4. The BIA should demonstrate that schemes:
 - a) maintain the structural stability of the building and neighbouring properties;
 - b) avoid adversely affecting drainage and run off or causing other damage to the water environment; and,
 - c) avoid cumulative impacts upon structural stability or the water environment in the local area.

and evaluate the impacts of the proposed basement considering the issues of hydrology, hydrogeology and land stability via the process described by the GSD and to make recommendations for the detailed design.

2.5. LBC's Audit Instruction described the planning proposal as the "*Demolition and reinstatement of a single storey rear extension. Excavation of a single storey basement extension.*"

and confirmed that the basement proposals neither involved nor neighboured listed buildings.

55 Greencroft Gardens, London NW6 3LL BIA - Audit



- 2.6. CampbellReith accessed LBC's Planning Portal on 06 October 2015 and gained access to the following relevant documents for audit purposes:
 - Basement Impact Assessment (BIA) and Appendices A to F Chelmer dated July 2015
 - Ground Movement Analysis (GMA) Chelmer dated September 2015
 - Architect's Proposed Drawings Simon Goldstein Architecture.
- 2.7. Following the issue of CampbellReith's D1 revision audit report, a revised Construction Method Statement, authored by S.R. Brunswick, was issued electronically by LBC's Planning Officer to CampbellReith on 02 November 2015 with a request to review the additional information. Accompanying this document was a building survey letter report dated 20 October 2015 by Martin Redston Associates.
- 2.8. The original text in the Discussion, Section 4 of our D1 report has been maintained and commentary added where relevant. The additional information identified in item 2.7 has been included within Appendix 3 "Supplementary Supporting Documents".



3.0 BASEMENT IMPACT ASSESSMENT AUDIT CHECK LIST

Item	Yes/No/NA	Comment
Are BIA Author(s) credentials satisfactory?	Yes	BIA Section 1.0.
Is data required by Cl.233 of the GSD presented?	Yes	BIA.
Does the description of the proposed development include all aspects of temporary and permanent works which might impact upon geology, hydrogeology and hydrology?	Yes	BIA Sections 2.0 and 3.0.
Are suitable plan/maps included?	Yes	BIA Sections 2.0 to 6.0.
Do the plans/maps show the whole of the relevant area of study and do they show it in sufficient detail?	Yes	
Land Stability Screening: Have appropriate data sources been consulted? Is justification provided for 'No' answers?	Yes	BIA Section 7.3.
Hydrogeology Screening: Have appropriate data sources been consulted? Is justification provided for 'No' answers?	Yes	BIA Section 7.2.
Hydrology Screening: Have appropriate data sources been consulted? Is justification provided for 'No' answers?	Yes	BIA Section 7.4.
Is a conceptual model presented?	Yes	BIA Section 10.1.
Land Stability Scoping Provided? Is scoping consistent with screening outcome?	Yes	BIA Section 8.2.

55 Greencroft Gardens, London NW6 3LL BIA - Audit

Item	Yes/No/NA	Comment
Hydrogeology Scoping Provided? Is scoping consistent with screening outcome?	N/A	
Hydrology Scoping Provided? Is scoping consistent with screening outcome?	Yes	BIA Section 8.3.
Is factual ground investigation data provided?	Yes	BIA Appendix c.
Is monitoring data presented?	Yes	Standpipes monitored twice, see BIA Section 9.6.
Is the ground investigation informed by a desk study?	Yes	BIA Section 1.3.
Has a site walkover been undertaken?	Yes	BIA Section 1.3.
Is the presence/absence of adjacent or nearby basements confirmed?	Yes	BIA Section 2.10.
Is a geotechnical interpretation presented?	Yes	BIA Section 9.0.
Does the geotechnical interpretation include information on retaining wall design?	Yes	BIA Section 10.4.9.
Are reports on other investigations required by screening and scoping presented?	N/A	
Are baseline conditions described, based on the GSD?	Yes	
Do the base line conditions consider adjacent or nearby basements?	Yes	
Is an Impact Assessment provided?	Yes	BIA Section 10.0.
Are estimates of ground movement and structural impact presented?	Yes	BIA Ground Movement Analysis.



55 Greencroft Gardens, London NW6 3LL BIA - Audit

Item	Yes/No/NA	Comment
Is the Impact Assessment appropriate to the matters identified by screen and scoping?	Yes	
Has the need for mitigation been considered and are appropriate mitigation methods incorporated in the scheme?	Yes	BIA Section 10.8.
Has the need for monitoring during construction been considered?	Yes	BIA Section 10.6.
Have the residual (after mitigation) impacts been clearly identified?	Yes	BIA Section 10.8.
Has the scheme demonstrated that the structural stability of the building and neighbouring properties maintained?	No	Construction Method Statement requested.
Has the scheme avoided adversely affecting drainage and run-off or causing other damage to the water environment?	Yes	But further information requested.
Has the scheme avoided cumulative impacts upon structural stability or the water environment in the local area?	No	Construction Method Statement requested.
Does report state that damage to surrounding buildings will be no worse than Burland Category 2?	Yes	But review requested.
Are non-technical summaries provided?	Yes	BIA Section 11.0.





4.0 **DISCUSSION**

- 4.1. The BIA has been carried out by a well established firm of consultants, Chelmer Consultancy Services, and the lead authors have suitable qualifications.
- 4.2. 55 Greencroft Gardens is a semi-detached four-storey property subdivided into a number of flats. Flat 2 is on the ground floor and has a party wall with Flat 1, front (north) and Flat 3 to the side (east) as well as No. 57 to its other side (west).
- 4.3. The proposed development comprises the demolition of an existing rear single storey extension and its replacement with a longer single storey extension. A single level basement will be created below the existing ground floor flat footprint and below the new extension.
- 4.4. Chelmer has produced a comprehensive BIA which has shown that the basement will be founded in the London Clay and will have no significant effect on slope or ground stability of the surrounding area and will not affect the hydrogeology of the surrounding area.
- 4.5. The BIA has identified that Greencroft Gardens suffered from the 1975 and 2002 flood events but the latest flood modelling by the Environment Agency and Camden SFRA gives a "Very Low" risk of flooding by surface water. However, appropriate mitigation design measures are proposed to lessen potential flooding into the basement.
- 4.6. Further information should be provided to determine potential methods to control surface water discharge including the possibility to discharge Flat 2's roof extension onto Flat 1's roof and the draining of the rear lower terrace.

The additional Construction Method Statement discusses the intended methodology of rainwater disposal but incorrectly identifies that "a soakaway will be constructed in the garden to drain the new roofs". The development site is underlain by London Clay and this solution is not possible. Chelmer's original BIA identified in its item 10.7.7 that "no direct connection to the mains drainage system is available at the rear of Flat 2". A solution is required to be identified that "must be attenuated by use of a Sustainable Drainage System (SUDS)... these SUDS schemes will require formal design, including accurate quantification od the design run-off volumes". This information is requested.

4.7. The BIA has a supplementary report entitled Ground Movement Analysis which evaluated the potential movement upon seven no. surrounding walls as well as a heave assessment on the basement slab. These all indicate a potential damage category of "Very Slight" – Burland Category 1 or less. The assessment assumes that temporary support will be provided in accordance with best practice.



4.8. The BIA has identified that Flat 1, No. 55 Greencroft Gardens was granted planning permission for a basement which, it is believed, was completed at the beginning of 2014. Adjacent and adjoining residents from Flat 7 of No. 55 and the owners of No. 57 have lodged concerns with the proposal for Flat 2 because they are still suffering apparent visual damage from the construction of Flats 1's basement. These issues should be investigated by the development team for Flat 2 and the Ground Movement Analysis and BIA adjusted to suit.

The CSM acknowledges that complaints were made during the basement development of Flat 1 by the top floor of no. 55. The CMS is accompanied by a letter report dated 20 October 2015 by Martin Redston Associates which identified "minor areas of plaster hairline cracking at various locations but these appear to be cosmetic and of no structural significance" following an inspection of the "external walls of the property (no. 55), the common hallway and staircase together with flat number 1, 3, 4, 5 and 8". This inspection has been previously carried out in October 2015 and was "in similar condition to currently". It is unfortunate that the survey did not include the two residents who have lodged complaints, namely Flat 7 of no. 55 and the occupiers of no. 57. Whether this was deliberate or access was not provided remains unclear. Taken at face value, the report appears to confirm that any cracking present is historical.

4.9. The BIA makes reference to a retaining wall analysis by engineers SR Brunswick as well as a Construction Method Statement. No details of either document are contained within the documentation for planning permission. This is particularly pertinent bearing in mind that there appears to be little or no scope for the removal of excavation spoil. The Method Statement should also include an indicative solution for the design of temporary works propping restraint during the underpinning process and the excavation of the basement. It is also apparent from the Architect's proposed floor layouts that a lightwell and two light slots are to be introduced adjacent to each flank party wall. Commentary from the Structural Engineer is required in the Method Statement to address the potential lack of lateral stability of the party walls generated by the introduction of these architectural features.

The CSM provides a detailed proposal for underpinning the party walls with no. 57 and Flat 3 of no.55. Whilst it is accepted that this can be achieved in principle, there are detailed aspects of the proposal that appear unacceptable e.g. the head of each pin should be propped horizontally to the existing Flat 1 underpinned wall before any excavation takes place, in order to minimise possible movement, until the sloping prop proposed can be bolted to the basement slab strip. Also greater clarity is required over the underpinning sequence below Flat 3's party wall. These concerns should be responded to either by the requirement for Basement Construction Plan or during the Party Wall Act approval process.



It is questionable whether the principle of "carrying excavated spoil through the property and then placed on a conveyor system... over the pavement and into a skip located in the parking bay on the roadway" will be acceptable to LBC and residents.

The CSM also provides an engineered solution to introduce structural steelwork box-frames to carry out the proposed structural alterations at ground floor and, at the same time, maintain structural stability to the party walls with Flat 1, no. 55 and no. 57. These proposals are acceptable and successfully allow the light slots, adjacent to each party wall to be formed. It should be noted, however, that the structural steel beam supporting the ground floor between Frames 1 and 2 will need to pass through the lightwell adjacent to Frame 1 and and no. 57's party wall.

4.10. General references are made in the BIA to the underpinning of the existing walls, reinforced concrete retaining walls for the rear lightwell and a proposal for the monitoring of ground movements. These proposals should be incorporated into the Construction Method Statement and expanded with further specific proposals. It should contain additional information such as how the underpinning will be formed, an estimate of structural loads and confirmation that the bearing stratum is adequate, intentions for shuttering and propping, consideration of the heave pressures contained in the BIA acting on the basement slab and so on.

The CSM does not verify that the movement monitoring proposals contained in item 10.6 of the BIA will be incorporated into construction proposals. Although it provides information on underpinning proposals; structural loadings; maintenance of load bearing pressures; intentions for shuttering and propping, which have been commented upon, no comment is made regarding heave pressures on the underside of the basement slab due to the excavation of the London Clay.

4.11. Whilst there are a number of outstanding issues to be refined and accepted, as these are of a minor and detailed nature, it is recommended that these are developed in a Basement Construction Plan prior to construction commencement.



5.0 CONCLUSIONS

- 5.1. The BIA has been prepared by personnel who have suitable qualifications.
- 5.2. Flat 2, 55 Greencroft Gardens is a ground floor flat with rear garden access surrounded by flats at the front and side within No. 55 and also No. 57, its adjoining semi-detached property.
- 5.3. The proposed development comprises the demolition of an existing single-storey extension and replacement with a longer single storey extension, together with a new basement below the flat footprint and below the new extension.
- 5.4. The development will be founded in the London Clay and it is accepted that it will have no significant effect on either slope or ground stability nor the hydrogeology of the surrounding area.
- 5.5. It is accepted that the development is unlikely to be at risk from flooding, although Greencroft Gardens flooded in 1975 and 2002, and surface water flows into the sewer network and the ground will not be significantly altered. However, detailed proposals for the draining of the rear lower terrace and the discharge from the new extension roof are still required.
- 5.6. It is proposed to form the basement using underpinning techniques to two sides of the basement. Concerns remain over the detailed sequence of underpinning and temporary propping support of the head of each pin which should be clarified during the Party Wall process.
- 5.7. Concerns remain over the proposal to carry excavated spoil through the property and over the pavement on a conveyor into a roadside skip.
- 5.8. A building inspection survey report has been provided which indicates minor area of historic cosmetic cracking at variance with resident's concerns. A Ground Movement Analysis has been carried out on seven no. surrounding walls and concluded that potential movement will be "Very Slight" (Burland Category 1) or less.
- 5.9. Although an acceptable movement monitoring procedure is identified in the BIA, this remains unrecognised in the Construction Method Statement. No comment is made regarding heave pressures on the underside of the basement slab due to the excavation of the London Clay.
- 5.10. It is recommended that outstanding detailed queries are resolved in a Basement Construction Plan prior to construction commencement.



Appendix 1: Residents' Consultation Comments

55 Greencroft Gardens, London NW6 3LL BIA - Audit



Appendix

Residents' Consultation Comments

Surname	Address	Date	Issue Raised	Response
Ekizoglou	Flat 7, 55 Greencroft Gardens	12.08.2015 11.09.2015	Damage to building caused by completed basement to Flat 1.	See 4.7 to 4.10
Spender/Humphries	57 Greencroft Gardens	19.08.2015	Damage to building caused by completed basement to Flat 1.	See 4.7 to 4.10

55 Greencroft Gardens, London NW6 3LL BIA - Audit



Appendix 2: Audit Query Tracker



Audit Query Tracker

Query No	Subject	Query	Status	Date closed out
1	Rainwater Disposal	Draining of rear lower terrace and roof of new extension	SUDS attention scheme to be developed following quantification of run-off volumes, see item 4.6	To be provided in Basement Construction Plan
2	Movement Analysis	Review in light of ongoing damage from Flat 1 basement and CMS (item 3)	Survey report provided shows historical cracking but without inspecting complainant's properties, see item 4.8	To be provided in Basement Construction Plan
3	Construction Method Statement	 To be provided and to include commentary upon at least: Equipment and removal of excavation spoil Indicative design of temporary works Structural stability of party walls Formation of underpinning Estimation of structural loadings Adequacy of bearing stratum Retaining wall analysis Heave pressures 	Concerns remain over spoil removal process, see item 4.9 Concerns remain over temporary support, see item 4.9 Accepted Concerns remain over proposals, see item 4.9 Accepted Accepted Accepted No information provided, see item 4.10	To be provided in Basement Construction Plan



Appendix 3: Supplementary Supporting Documents

Flat 2 – 55 Greencroft Gardens

Construction Method Statement

1.0 Introduction

- 1.1 The following document has been prepared as a response to queries raised by Campbell Reith in their Basement Impact Assessment Audit dated October 2015.
- 1.2 I am Steven Brunswick CEng, FICE FCIOB a Chartered Engineer and have prepared the structural design for the proposed alterations to Flat 2 at 55 Greencroft Gardens, NW6 3LL, a copy of which is attached to this document and includes the underpin details and structural load assessment.
- 1.3 To maintain stability of the adjacent properties both to the side and above the existing load bearing walls have been designed to be replaced with box frames which will provide the necessary stability to the party walls and maintain the existing load paths.

2.0 Construction Method Statement

- 2.1 Prior to the start of the underpinning trial holes are to be dug to confirm the level of the existing foundations and their configuration. This is to be recorded and advised to the Structural Engineer to review to ensure that the proposals contained in the current design are appropriate. It is anticipated that the depth of underpinning required is no more than 1.2m deep and the walls are of masonry construction with stepped brick footings founded on levelling mortar poured over London clay. One party wall, adjacent to Flat 1 has been previously underpinned and the proposed levels match those in Flat 1 so no further underpinning will be required to that wall.
- 2.2 The excavation will be undertaken primarily using hand tools but if possible a small tracked excavator will be used for the bulk dig for the formation of the slab. All spoil will be carried through the property and then placed on a conveyor system to carry the spoil over the pavement and into a skip located in the parking bay on the roadway.

- 2.3 The Underpinning will be carried out in the sequence shown working on the pins in the order given ensuring that pins and underpinning have cured prior to adjacent pins being worked on. The underpinning sequence will be as follows to maintain stability and will include the formation of the LG floor slab to act as a prop between party walls.
 - 2.3.1 Excavate below the existing wall for all pins marked "1" supporting the exposed earth face with steel trench sheets back propped to the retained ground with steel whalings top and bottom. The back line of the underpin is to be the line of the masonry wall and not the step footing to allow for potential development to the adjacent property. The formation of the underpin is to be checked to ensure that ground is suitable and if necessary any soft spot is to be dug out and backfilled with C20 concrete to formation level.
 - 2.3.2 The base of the underpinned is to be widened by the provision of a heel to match the width of the stepped footing so that the foundation width is maintained and the GBP is not increased.
 - 2.3.3 As the underpin is dug out a trench is to be formed to allow construction of the reinforced ground bearing floor slab and the sides battered back or sheeted and propped.
 - 2.3.4 The underside of the existing masonry footing is to be cleaned to remove any soil and any loose masonry.
 - 2.3.5 The reinforcement as detailed is to be fixed in place ensuring the designated cover and laps are achieved and the vertical face is to be shuttered.
 - 2.3.6 The pin and associated section of slab are then to be cast and left for 48 hours to cure.
 - 2.3.7 Once the pin has cured the 75mm gap between the underside of the party wall and the new underpin is to be dry packed using a 1 : 3 damp cement sand mix with a non-shrink additive.
 - 2.3.8 The reinforced underpin is designed to act as a retaining wall for the height retained but to ensure any movement is controlled an RMD slimshore is to be provided to prop the top the underpin and be bolted using 4/M12 chemical

anchors to both the slab and the underpin with the prop at 30 degrees to the horizontal.

- 2.3.9 The sequence 2.2.1 to 2.2.8 is to be repeated for pins marked "2"
- 2.3.10 The sequence 2.2.1 to 2.2.8 is to be repeated for pins marked "3"
- 2.3.11 The sequence 2.2.1 to 2.2.8 is to be repeated for pins marked "4"
- 2.3.12 The sequence 2.2.1 to 2.2.8 is to be repeated for pins marked "5"
- 2.4 On completion of the underpinning the reinforced slab is to be completed with the box frames in place so that they can form part of the new construction and act with the new foundations.
- 2.5 Once the basement slab is complete and cured for 7 days the temporary propping can be removed.
- 2.6 The box frames are to be bolted to the party wall using M8 chemical anchors at 600 vertical ctrs in pairs and then any gap dry packed to provide stability to the party wall. This will ensure that the party walls are stable in the long term.

3.0 Rainwater disposal

- 3.1 The area of solid construction is not significantly increased over the current condition so the volumes of rainfall entering the drainage system will not be greatly increased.
- 3.2 The rainwater from the new roofs will be collected and discharged into the existing drainage system utilising the new pitched roofs and guttering before discharging using new plastic down pipes.
- 3.3 The down pipe will discharge into a new gully located at the head of the extended existing drain. If this proves to be not possible, a soakaway will be constructed in the garden to drain the new roofs.
- 3.4 The existing main roof drainage will be maintained and a sealed chamber constructed within the property with access maintained to allow for future maintenance.

S R Brunswick CEng

- 4.0 Movement Analysis
 - 4.1 I am aware that complaints have been made that during the development of Flat 1 some movement has become apparent but I am unaware of the severity or history of these but understand that the areas of concern are on the top floor.
 - 4.2 During any underpinning operation there is the potential for movement to occur and as there will be a load transfer from the existing to the new foundations and that can result in minor cracking of finishes. The sequencing of the work and limiting the extent of open work at any one time is designed to minimise this type of movement to the point where any movement comes under the category of minor redecoration to make good.
 - 4.3 In advance of any works the Party Wall surveyor will visit all the apartments above and to the side of Flat 2 to draw up a condition survey and so establish a base condition to monitor against.

S R Brunswick CEng., FICE FCIOB

31st October 2015

Ref: 1515 CMS-1

Appendix –

Structural Design & foundation load assessment



S I	S R BRUNSWICK CEng FICE													Prepa	red by	SR	в			Sheet	։ 151	5 - ⁻	1			
138 \ Ea	Wood		c Hill,	Kent	ton, N	/iddle	esex	HA3	0JN							Check	ked by					Date:	Ma	/ '15		
E Ma	ail: sr	b@si	rbrun	swick	k.con	0700 า	5 20	2 003			_												ivia	y 13	,	
						55	Gr	een	cro	oft(Gai	rde	ns													
		The	e foll	owir	ng c	alcu	latio	ons a	are f	or th	ne d	lesig	in of	f an	enla	irge	d ba	sen	nent							
		and	inte	erna	l alte	erati	ons	to th	nis g	Iroui	nd f	loor	flat	in a	terra	ace	d pro	oper	ty.							
		The	200	ralci	ılati	ons	sho	uld	he r	ead	in c	onii	Incti	on v	/ith :	all re	عامد	ant	Δrch	niter	te					
		Dra	wind	as.	The	cac	ulat	ions	ha\	ve be	en	pre	pare	ed to	con	nply	with	n all	rele	evan	t					
		Briti	ish S	Stan	daro	ds a	nd E	Build	ing	Reg	ulat	ions														
		Loa	ding	gs																						
			Dec		Tor																					
			RUU	Pav	vina	ace				1 :	20	KN	/m2													
				Mer	mbra	ane				0.2	20	KN	/m2													
				Raf	ters					0.	10	KN	/m2													
				P/b	d ar	id sł	kim			0.3	30	KN	/m2													
										1.8	30	KN	/m2													
				Sup	ber				sa	y 2.	0 K	N/m	2 to	allo	w fo	or pla	ante	rs								
										L 3.	8 K	N/m	2													
				Flat	roc	of.n	o ac	ces	s	Sa	av 1.	.9 K	N/m	2												
						,			-		.,															
				Flo	or																					
					Boa	ards					0.	15	KN	/m2												
					Jois	sts			<u></u>		0.	15	KN	/m2												
					Plas	steri	boai	α&	SKI	n	U. 1	30 50	KN.	/m2 /m2												
					Jup						2	10	KN	/m2								-				
											2.		1.1.1													
				Par	titior	ns -	stud			say	0.	60	KN	/m2												
				Cav	vity V	Vall					3.6	0	KN/	m2												
				Soli	d w	all 2	15			say	4.	50	KN.	/m2								-				
				SOI			54U			say	ו.) קע	∠ K ′N/~	<u></u>	12												
				100	mel	UIE			5	ayı	.J N		ı∠									-				
				Tim	ber	to b	e G	rade	e C1	6 to	BS	526	8													
				Ste	el to	be	Gra	de 4	3 to	BS	449	9														
												Ì	Ì									1				



S R BRUNSWICK CEng FICE														Prepa	red by				Sheet	: 4 - 4	_					
100	Maa	door		Kan	ton N	Aiddl		•								Chool	od by	<u>5R</u>	В		Data	151	5-0	3		
Fax E Ma	: 020 ail: sr	893 b@:	0 814 srbrun	, Ken 6 M Iswic	lob: 0 k.con	07803 n	3 262	пАЗ 009	UJIN							Crieci	keu by	•			Date.	Ma	y '15	;		
						55	Gr	eer	ncre	oft	Ga	rde	ns													
				Joi	sts	to f	lat r	oof																		
															Spa	an 3	900									
				UD	L 1	.9 K	N/m	12																		
 					Max		1 1	0 v	2 00		° –	26		m												
					Ivia			.9 X	5.90	Sy /	0 -	5.0														
					Z re	eqd	=	3.6	e6 /	5.3	x 1.	1 x ′	1.25	; =	496	6 e3	mm	3/m								
						Try	17	5 x 5	50 @	<u>)</u> 40	0 ct	rs (Z =	560	e3	mm	3 / r	n)								
					Cl 4																					-
				Dei	riect	ION	10		1 v (3 0)	4	31	20 1	v 9	م ب	19.0	_	12 0	mm							
														0 X	10.9	_	13.0			Pro	vide					
																Тос	b hig	h		200) x 5	0@	,400) ctr	s	
																				Def	1 = 9	9.1m	۱m			
																				0.0	023	x sp	an			
Beam R1 carrying roof / skylight - (R2 Sim														Simi	lar)		500									
														Spa		500										
				UD	L 1	.9 >	(4.5	/2 ·	+ sa	y 0.3	3KN	/m f	or g	lass	=	4.6	KN/ı	n								
										Í			Ŭ													
				Ma	хBN	/ 4	.6 x	5.58	Sq /	8 =	17	4 K	nm													
				-	000			0.5																<u> </u>		
				Iry	203	5 X 1	33)	(25	0B																	
				L /	Rv =	= 55	500 /	/ 31	= 1	78				D/T	= 2	26								-		
															_											
							Pb	c = 7	79 N	/mm	12															
																								<u> </u>		
				Fbc	c = `	17.4	+ e6	/23	1.9	e3 =	= /:	5 N/I	mm	2		OK										
																UN										
					Def	flect	ion																			
				5 x	4.6	x (5	.5)4	x e	5/3	84 2	210	x 23	56	= 1	1 m	m										
															_	L ,					_			L		
															Spa	an /	500	OK			Pro		33 v	(25		
																					 203	1		.20		
						-		1																<u> </u>		
				Fra	me	1 0	n lin	e of	fext	erna	al w	all a	abov	ve												
 				The	e fra	me	is to	be	a bo	ox fra	ame	bea	aring	g on	the	extg) fou	nda	tion					<u> </u>		
			-	with	n inte	erm	edia	te b	eam	1 to (carr	y Gr	a fic	or				43	800							
Loading																										
 	I op beam I op beam Masonry 4.5 KN/m2 x 4.8m = 21.6 KN/m																				<u> </u>					
			Ra	sonr	y 4	ł C.+ م	<u>\N/N</u>	112 X 'n/m	4.8 2 v 1	m = 2/2 -	21	ט א. א. פ	.IN/M N/m	1		3300					 For	typi	، ادم	deta	ile	
			1st	floo	r	2.1	/.0 K KN/r	n2 x	sav	2m	= 4	.0 K	N/m	۰ ۱		-					 see	she	et /	11		
												29.	6 KI	N/m			- -			_						
															33	800										
 							<u> </u>																	<u> </u>		
 						<u> </u>											<u> </u>				 			<u> </u>		
								1																		

	S R BRUNSWICK CEng FICE													Prepa	ared by		D		;	Sheet	t: 151	E	4					
	120	Maa	dooo		Kani	N	1:ddl		•								Chool	kod by	38	5		_	Data	101	э- ́	4		
	T38 Eav	• 020	2020	K FIIII, D 91 <i>11</i>	Keni S M	ion, N ob: 0		esex	000	UJIN							Checi	keu by	•				Date.	Ma	. '16			
	F M:	. 020 ail: sr	0930 h@s	rhrun	swick	00.0 (con	1003 n	202	009															Ivia	y ic)		
		un. 31	DW3	Torun	300101		55	Gr	eer	ncro	oft	Ga	rde	ns														
_																												
				Loa	ding	g Gr	d flc	or																				
					,		floc	or 1.	9 K	N/m	2 x 8	8/2	=	7.6	KN/	m												
				Тор	Me	embe	er																					
					UD	L 29	9.6 I	KN/r	n																			
	Max BM 29.6 x 4.3Sq / 8 = 68.4 KNm													<u>ן</u>														
					Tn	202		60																				
		L / Ry = 1.2 x 4300 / 51.9 = 100														ד/ח	= 1	18										
																ויש	- 1	4.0										
						Pbr	; = 1	391	N/m	m3		-	-		-			-				-+						
	1												1		1			1										
	Fbc = 68.4 e6 / 581.1 e3 = 114 N/mm2												n2															
	Deflection Deflection																											
						5 x	29.6	5 x (4	4.3)	4 x e	25/3	384	x 21	0 x	608	8 =	: 1().3n	nm									
																_	,											
																Spa	an / 4	417					Pro			£		
																			Οĸ				203		60 7 b0	TOP		
					Mid	dle	mer	nhe	r														ιορ	me	nbe	;		
					IVIIG		1 7	6 K	N/m																			
						00																						
							Max	x BN	17.	6 x 4	1.3S	3 / p	3 =	17	.6 K	Nm												
															By	Insp	ecti	on					Pro	vide				
															Fro	m s	ht/:	3					203	3 x 1	33 x	(25	UB	
					Pot	tom	mo	mbo	r																			
					ουι	lom	me	mbe	;																			
	-						UD	L 2	9.6	+ 7	6 =	= 37	7.2 k	(N/n	n n			-				-+						-
											-			•/ 11	-							-+						<u> </u>
						Max	k BN	/ 37	.2 x	4.3	Sq/	8 =	- 86	KN	m							-						
						Try	203	B UC	60	con	cret	e er	icas	ed														
												L.																
						⊦bc	; = 8	56 e6	oʻ/5	81.1	e3	= 1	49 N	ı/mr	n2		01					-+						
				$\left \right $								<u> </u>					UK					-+						<u> </u>
				$\left - \right $	Def	lecti	ion															-+						<u> </u>
	-			$\left \right $	190	5 x	37 2) x (2	4.3).	 4 x e	5 /	384	x 21	0 ×	608	8 =	: 1'	3 0n	hm		\vdash	-+						-
														1				\vdash							-			
			ŀ														Spa	an /	330									
																			higł	۱P	rovide	e 20)3 L	JC 7	1			
																							def	lecti	on 1	0.3	mm	
																						Ţ						
																						-+						<u> </u>
				$\left \right $								-										-+						-
				$\left \right $																	\vdash	-+						
-																												

	S	S R BRUNSWICK CEng FICE 138 Woodcock Hill, Kenton, Middlesex HA3 0JN															Prepa	ared by	/: SP	B		Sh	eet: 1	51	5_1	5	
	138	Woo	dcoc	k Hill,	Kent	ton, I	Middle	esex	НАЗ	0JN							Chec	ked by	<u>,</u>			Da	te:	01	0 (<u> </u>	
	Fax E M	:: 020 ail: sı) 893 rb@s	0 8140 rbrun:	5 M swicł	ob: (k.cor)7803 n	3 262	009														N	/lay	'15	;	
							55	Gr	eer	ncr	oft	Ga	rde	ns													
					Sta	nch	ion																				
					Sia	псп							Ht	say	6600)						_					
					Cap	o co	nne	ctio	n wit	th to	tal le	oad	= 37	7.2 >	(4.3	/2 =	80	KN									
					BM																						
						cap		nneo	ctior		30 x	0.0	5	=	4	.0 K	Nm										
						Sta	bility	/		80	x 6.6	5 X 2	2.5%	<u> </u>	13.	2 KP	<u>vm</u> 2 KI	Nm									
																17.											
					Try	203	3 UC	46																			
	L/Ry 1.5 x 6600 / 51.1 = 194															ד/ח	1	0 5			_						
																ויש	- 1	0.0			_		_				
	Pbc = 86 N/mm2 Pc = 25 N/														5 N/r	nm	2										
	Fbc = 17.2 e6 / 449.2 e3 = 38 N/mm2																										
	Fbc = 17.2 e6 / 449.2 e3 = 38 N/mm2																				_		_				
		Fc = 80 e3 / 58.8 e2 = 14 N/mm2																									
						U۲	=	38	/ 86	+	14 /	25	= 1 	1.1			Tor) hic	1h				rovi	ida			
																	100		, i i			2) 3 L	JC	52		
					Fra	me	2 01	n re	ar e	leva	atior	h															
						din																					
					top	me	y mbe	er																			
							Ro	of	1.9	9 Kn	/m2	xs	ay 3	m	=	5.	7 KN	l/m									
							ma	son	ry cl	add	ing	3.6	Kn/n	n2 x	0.7	= 2	.5 K	<u>(N/m</u>	<u>)</u>								
																	8.2	KN	/m								
-					Mid	dle	mer	nbe	r sa	y as	top	ast	floor	spa	ans p	bara	llel										
						Use	e sa	me	sect	ion	for a	all sp	bans	s so	assi	Jme	UD	L =	16 k	KN/m	1						
<u> </u>			-			Ma	x BN	/ 1	6 x 4	4.38	5g / 8	8 =	37	 KNr	n n							+		\neg			
						Try	203		6 46	07.		140				1/100											
								FDC	; = .	376	20/2	449.	2 ec	s =	821	N/III	mz										
					Def	lect	ion																				
						5 x	16 >	‹ (4.	3)4	x e5	/ 38	34 x	210	x 4	564	= 7	7.4m	m						\square			
 																			0ĸ			_	_	-			
⊢			-																					+			+
					Sta	nch	ion b	by ir	ispe	ctio	n to	be 2	203	UC	46												
 																								_			-
 			╞──									-										+	-	-			-
																								\square			
 																						+	_	-			
	1	I	1	1			1	1	1	1	I	1	1		1		1		I							L	1



S R BRUNSWICK CEng FICE														Prepa	red by	SR	в		Sheet: 1515 - 7									
138	Woo	dcocl	k Hill,	Ken	ton, I	Viddl	esex	HA3	0JN							Check	ked by	:			Date:							
Fax E Ma	k: 020 ail: sr	b@s	0 814 rbrun	46 N ISWIC	/IOD: (k.cor	0780 n	3 262	009																				
						55	Gr	eer	ncro	oft	Ga	rde	ns															
			Dor	aian	of	floo	riai	oto																				
			Des	sign			r joi	515						Spa	an 4	800												
				חוו		216	n/m	2													_							
						2. T F																						
					Ma	x BN	12	.1 x	4.8	Sq /	8 =	= 6.	0 K	Nm														
				Z re	eqd	6.0	e6 /	5.3	x 1.	1 :	= 10)37	e3 n	nm3	/m													
					Trv	25	0 x 5	50 Ø	D 40	0 ct	rs (7 =	116	65 e?	3 mr	n3 /	m)											
																	,											
				Def	flect	ion 2.1	x 0.4	1 x (4.8)	xe	3/3	84 x	8.8	x 56	<u>.9</u>	= 1	1.6	nm										
									,												Provide							
																0.0	024	x sp	an		25 Gr	0 x 5 ade	0@ C16	2400) ctr	S		
			Bea	am (G1 t	rim	ming	g sta	air																			
																Spa	an 4	000			_							
				Loa	ading	g															+							
					floo	or Dr	2.1	KN	/m2	x 3.	9/2	2	4	=	4.1	KN	/m				_							
					End		ng v	vaii	0.0	NN/	mz	x 3.4	+		: <u>Z.</u> (6.1	<u>v/m</u> KN/	'n			Re	actio	on 12	2.21	٢N			
				Max		1 6	1 v	460	/ 0		12.2	Knr	_															
				Ivia				434	10	-		NIII																
					Try	203	3 x 1	33 x	(25	UB																		
				L/R	y = 1	4e3	/ 31	=	129	Pb	c = 1	02	N/m	D/T m2	= 2	:6												
					Fb	\ \ = 1	22	<u>6</u> 6/	23	0	3 -	55	NI/r	nm2							_							
				_			۲.۲		20			55	1 1/1															
				Def	flect	ion 61	x (4))4 x	e5 /	384	 x 2	10 x	234	56 =	- 4	1mn	 n				+							
																OK					Pro 20	ovide 3 x 1	; 33 >	(25	UB			
				Bea	am (G2 8	G3	car	ryin	g G	1					_		0.0										
																Spa	an 4	800			+	-						
						Loa	ding	g fro	om C	51 1	m fr	om	sup	port														
					BM	12	.2 x	1 x 3	3.8 /	4.8	= !	9.7 ł	<nm< td=""><td> </td><td></td><td></td><td></td><td></td><td></td><td></td><td>+</td><td></td><td></td><td></td><td></td><td></td></nm<>								+							
																Ву	insp	ectio	on		20	3×1	; 33 >	(25	UB			
																								-				
																					\perp							
																				_								
						1					1												1					



	S	S R BRUNSWICK CEng FICE													Prepared by:							Sheet:							
	400							-		.							Ohaa	lin al le i	SR	В			1515 - 9						
	Fax Fax	vvoo k: 020 ail: sr	acoc) 893 b@s	ik Hill, 30 814 Sirbrun	, Ken 16 - N Iswic	ton, I Nob: k.cor	vildali 0780: n	esex 3 262	HA3 2 009	UJN							Cnec	кеа ру	:				May '15						
							55	Gr	eer	ncre	oft	Ga	rde	ns															
				_										_															
				Des	sign	<u>of</u>	new	ret ret	aini	ng ۱	wall	to	LG f	00	<u></u>														
																Ht r	retai	ined	sav	25	00								
					Ass	sum	ed s	oil p	ara	met	ers f	for t	back	fill ı	nate	erial													
							der	isity	18	B KN	√/m2	2																	
							Ka	= 0).38	1																			
					Sur	cha	rao	6014	10	K NI/	m2									-									
					Sui	Cha	lige	Say	10											-									
				H1	10	KN/r	m2 x	0.3	8 x 2	2.5	= 9	.5 K	(N/m	1				7	<u> </u>			H1							
				H2	soil	= '	18 x	0.38	3 x 2	2.5S	q/2								_										
								21.	4 KI	√/m				H3				H2		ſ									
				<u>ц</u> 2	Ma	tor	_ 1(/m2	× 2	080						Ζ												
				пэ	vva		- n	20	/mz KN/	. x z. m	.030	/2																	
														To	tal lo	ad	= 62	2.2 ł	KN/r	n									
					Ma	x BN	/ for	car	ntile	/er	= /0																		
					9.5	x2.	5/2	+ 2	1.4	x 2.	5/3	+ 2	20 X I	2/3	= 4	3 KI	Nm												
								Ult	load	d sav	v 43	3 KN	J/m :	x 1.	55 =	66	.7 K	(Nm											
								0.0			,																		
					Try	300) thic	ck R	Cw	all																			
							Cov	ver s	say (50m	m				d =	240)												
-					N // /-	*da	a*fa		_ (67	26		2 1	240	Sa 1	25)		0.03	22										
					IVI/L	Jus	q ic	u	- (50.7	eo	/(6	es x	240	Syx	35)		0.03	55										
					a1	= 1	0.94																						
					Ast	= 6	6.7	e6 /	(0.8	37 x	500) x 0	.94 :	x 24	0)	= 6	680	mm	2 / r	n									
-																													
-					Pro	vide	ь H1	66	n 20	0 ct	rs (101	0 mi	m2) in e	ach	fac	e ve	ortic	allv									
					1 10		Dis	tribu	ition	ste	el T	12	@2	00 0	trs	(56	6 m	m2 /	/ m	in ea	ach	face)						
													Ĭ			Ì							Ĺ						
						mir	ו ste	el C).13	% a	rea	= 3	90 n	nm2	2/m			1											
					Ch			dar		Ļ								<u> </u>											
					CIR	ECK	Sna	an /	den	> th =	7				M/ł	ndSc	- r	12											
							Mf	= 1	.8				Mf	Cor	np	= 1.	1 1												
						Allo	ował	ole s	spar	=	7 x	1.8	x 1.1	x 2	40	= 3	300)											
															OK														
						-				-	1	-	-				-	-							-	-			
						<u> </u>				<u> </u>							<u> </u>	<u> </u>							<u> </u>	<u> </u>			
												-																	

## S R BRUNSWIC	K CEng FICE	Prepared by:	Sheet:					
138 Woodcock Hill Kenton M	iddlesex HA3 0JN	Checked by:	Date:					
Fax: 020 8930 8146 Mob: 07 E Mail: srb@srbrunswick.com	7803 262 009		May '15					
	55 Greencroft Gardens	6						
		Party W	all					
	Dry Pack to be 1:3							
	cement:sand mix							
	additive and well							
Ganaral Notas	1							
1) concrete section to be								
match the existing wall		200	ctrs in each face.					
thickness. 2) Concrete to achieve		800 Dist	mm lap ribution reinforcement					
35N at 28 days 3) Cover to reinforcement		H12	2 @ 200 ctrs 600mm					
to be min 40mm each								
4) 100mm kicker to be								
of wall								
5) Provide shear key between adjacent								
sections using 225 x 75 x 300 long shaped timber.	Top of RC slab to							
orientated vertically, at	be 250mm below							
	insulation,	Hee as e	el to be same width					
	Rev A		,					
		Corner bars top and bottom.						
Base reinforce H16 @ 200 ct	ement trs top and bottom	200 ctrs						
in each directi 800mm	ion, min lap							
		-						
Wall and	d base to be built in max 1.2n	n widths to suit final profile						
Underp	inning / LG floor detail							
Same detail	is to be provided at rear light	well						

S R BRUNSWICK CEng FICE														Prepa	red by	: SR	в			Sheet: 1515 - 11							
138 Fax E M	Woo k: 020 ail: sr	dcoc) 893 b@s	k Hill, 80 814 Frbrun	, Ken 46 - N Iswic	ton, I /lob: (k.cor	Middle 0780: n	esex 3 262	HA3 2 009	0JN						Checkeu Dy. Da							May '15					
						55	Gr	eer	ncre	oft	Ga	rde	ns														
				Тур	oica	l ste	elw	ork	det	ail																	
 Г																											
 -	Corr Con	ner necti	on	-			Г																				
	10m	m er	nd																								
 _	full p	profile	e fillet	t _						_				203	B UC	60	-										
 -	2 x 4	1. 4 M2	0	-																							
	Grad	de 8.	8							Ħ																	
			$ \rangle$																						<u> </u>		
 			<u> </u>				┝╺╋	╟─			╞																
							L																				
																				_					-		
															203	x 1	33 ×	25	UB								
											┢╴																
 														8	mm e M20	end p Grad	late le 8.8	3 bolt	s -								
												_															
						\setminus																					
								H																			
											<u>-</u>														-		
										-					203		; 71	con	cret	e er	icas	ed					
																	-					-					
 											1														<u> </u>		
											\vdash																
				Bott	om s	ectio	n to l) De co	ncret	te /					NO	TE:	Th	e fra	me	s are	e to	be c	n e	xistir	ıg		
 				enca	ased,	, 75m	nm co will a	over i	using re		-				four	ndat	ions	an	d the	e ne	w L(G flo	or i	s to			
			$\left \right $	35N	/mm	2 at 2	28 da	ys. s	ection	n to l	be -				enc	ase	ιne	JOU	lom	sec	uon	ut tř	ie tř	ame	;		
				Enc	asen	nent f	to be	to all	sect	tions	-																
				belo	w ba	iseme	ent s	ab																	<u> </u>		
			L			L				L	L																
																									\vdash		
 																									<u> </u>		
																									<u> </u>		
																									-		
											1																



Martin Redston Associates

Consulting Civil & Structural Engineers

martin@redston.org

3 Edward Square, London N1 0SP
 Tel 020 7837 5377 Fax 020 7837 3211

6 Hale Lane, London NW7 3NX
 Tel 020 8959 1666 Fax 020 8906 8503

Our ref: 15.640 20th October 2015

55 Greencroft Gardens C/o Ms Shelley Fey Parkfords Management 1 Regent Terrace Rita Road London SW8 1AW

Dear Ms Fey,

55 Greencroft Gardens, London NW6 3LL

Further to my visit to the property on the 1st of October 2015 I am writing to confirm that I have discovered no structural problems or other major issues in relation to the building structure. During my visit I was able to inspect the external walls of the property, the common hallway and staircase together with flat number 1, 3, 4, 5 and 8. There were minor areas of plaster hairline cracking at various locations but these appear to be cosmetic and of no structural significance. The front elevation indicated signs of minor easing of mortal joints, in particular over the front door, however these appear to be old and long standing in origin and did not appear to be of major structural significance.

As discussed I previously visited the property on 14th October 2014 and although I did not report formally at that time it is clear that the building was in a similar condition to currently, indicating that no deterioration has occurred over the last 12 months. I understand that the basement structure was completed in accordance with Building Control Guidelines and as far as can be ascertained no damage has occurred as a result of that work since completion.

Finally I would confirm my view that any minor damage to the property is typical of the structural conditions of many similar buildings in the immediate vicinity and therefore it is important that maintenance should continue on a regular basis to ensure that the structure remains in good condition in the future.

I trust that this information is according to your current requirements but if you have any further questions please do not hesitate to contact me. As agreed, a note of our professional fees is enclosed for your soonest attention.

Yours Sincerely,

Martin Redston.