

Mr & Mrs Ganguly  
24 Belsize Lane  
London  
NW3 5AB

20<sup>th</sup> June 2018,  
Project no. 14017

Dear Mr & Mrs Ganguly,

**RE: CONFIRMATION OF OUR APPOINTMENT FOR BASEMENT & STRUCTURAL WORKS AT 24 BELSIZE LANE, LONDON NW3 5AB**

We write to confirm that CWPM Consulting have been appointed to provide structural engineering design services for the above property and confirm our involvement and responsibilities in accordance Planning Condition 5 from The London Borough of Camden, Planning ref. 2017/6969/P.

CWPM Consulting provides a complete range of structural engineering consultancy services for all types of buildings and structures. Based in West London, CWPM Consulting has extensive experience of residential developments in the Greater London area, in particular the design and construction of refurbishment projects that include new basements and basement extensions.

Our involvement and responsibilities for this project are as follows:

- Preparation of structural design drawings, calculations and specification for the permanent construction works including the new basement extension at lower ground floor, rear extension, internal alterations and loft conversion.
- Preparation of structural drawings and calculations for submission to Building Control for Building Regulations approval.
- Attendance at design and construction stage meetings with design team and contractor.
- Regular site visits during construction stage to inspect and monitor critical elements of both permanent and temporary basement construction works to ensure compliance with the design.

**CWPM CONSULTING LTD**

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Director S T Hopkins IEng AMIStructE Associate Director T K Sharma BEng (Hons) MSc DIC CEng MIStructE  
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*The Institution  
of Structural  
Engineers*

- Please note we have not been appointed to undertake the design of the temporary works as this will be undertaken by a Temporary Works Engineer employed by the Contractor. However, we will inspect and monitor the temporary works to ensure it complies with the design.
- Liaison with the design team and contractor throughout the design and construction stage.
- Preparation of Designer's Risk Assessment in accordance with CDM regulations 2015 and liaison with Principal Designer.

This project will be undertaken and managed by myself and my colleague Steven Hopkins and I confirm that I'm a Chartered Structural Engineer and member of the Institution of Structural Engineers and the Engineering Council.

If you have any queries please do not hesitate to contact me.

Yours sincerely,



**T. K. Sharma** BEng (Hons) MSc DIC CEng MIStructE  
**CWPM Consulting Ltd.**