

## Independent Audit of Viability details: Instruction

### Section A (Site Summary) – to be completed by Case Officer

<b>Case officer contact details:</b>	Charles Thuaire	<b>Date of audit request:</b>	3.8.20
<b>Camden Reference:</b>	2019/5077/P	<b>Statutory consultation end date:</b>	n/a
<b>Site Address:</b>	151-153 Camden High Street NW1		
<b>Reason for Assessment:</b>	Review our requirement for a payment-in-lieu of £23,850 for affordable housing on this scheme, on grounds of changed economic climate and viability		
<b>Proposal description:</b> Erection of 2nd floor rear extension and 3rd floor mansard roof extension plus associated alterations to rear; alterations to ground floor shopfront to provide separate residential access; conversion of upper floors from Class A1 retail to Class C3 residential to create a 2 bedroom flat and a 3 bedroom maisonette			
<b>Relevant planning background</b>  Pre-application advice issued 11.12.18  Draft planning permission subject to S106 issued 12.5.20  Financial viability report (dated 24.7.19) submitted by agent on 14.7.20			

**Section B: Fee proposal (to be completed by the Auditor)**

Date	Fee and costs (£ ex VAT)	Date estimate for initial report	Commentary (including timescales for completion of Initial Report)
7/8/2020	£2,500 ex VAT	3 weeks from instruction	
	£400 Ex VAT		Based on a site inspection if required
	£400 Ex VAT		Attendance at committee if required

Note: Where changes to the fee are required during the audit process, this will require an update to the above table, with justification provided by the auditor. These changes shall be agreed with the planning officer and the applicant, in writing before the work is undertaken.

**Section C: Audit Agreement (to be completed by Applicant)**

I agree to pay the full costs of the independent audit of the Viability details associated with the planning application for the site identified in Section A. Such costs may include additional fees charged at the hourly rate for DCC attendance (for example).

**Who will be paying the invoice:**

i. FULL NAME of contact to be Invoiced by LB Camden for audit costs*	
ii. Address of contact	
iii. Company (if relevant)	
iv. Contact telephone number	
v. Date	

\*If no Company name provided then **full name** of Contact (First-name & Surname) must be provided – initials will not suffice.

**WHOEVER SUBMITS THIS FORM SHALL ACCEPT RESPONSIBILITY FOR PAYMENT. WE THEREFORE CANNOT ACCEPT INSTRUCTION FORMS FILLED OUT BY A THIRD PARTY ON BEHALF OF SOMEONE ELSE**

Please be advised an administration fee of £60 + VAT will be added to the cost of the invoice to cover the cost of the council processing the application.