

1-22 Maynard Place, EN6 4JA

Design & Access Statement
Full Planning Application - March 2021

brooks
murray



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Part 1

Introduction

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Part 1

Introduction

A Introduction

This Design Statement has been prepared to accompany the Full Planning Application submission for the proposed works on the site of 1-22 Maynard Place, Cuffley, EN6 4JA.

This Design and Access Statement should be read in conjunction with the submitted drawings and reports.

- Transport Statement - Ardent Consulting Engineers
- Air Quality Assessment - Syntegra Group

B Description of the Proposal

It is proposed:

- To erect a one storey mansard roof extension on top of the existing 3 storey block to accommodate 3 x 2B3P and 3 x 1B2P flats

Part 1

Introduction

1.1 Site Location

The application site is located on the corner of Station Road and Plough Hill in Cuffley, Potters Bar.

The site is within a 5 minute walking distance to Cuffley Train Station.

The area is predominantly occupied by shops and restaurants at street level with residential use above, with numerous residential blocks in the immediate area.

1.2 Existing Building

The existing building is mixed use with a number of retail stores and cafe's on the ground floor level and two floors of flats above. The existing 14 flats have a private access through a side entrance off Station Road.

The building is mainly brick with render to express windows and levels.

The building is not listed nor is it located within a conservation area.



Site Context Map



View of the Site from Station Rd



View of the Site from corner of Station Rd & Maynard Place

Part 1

Introduction

1.3 Planning Context

REF: 6/2020/1463/FULL

Reasons for Refusal:

The proposed development provides no car parking and together with the existing development, there would be a lack of 16 car parking spaces, which would result in residents dispersing onto nearby highways creating an adverse highway impact. This is a poor standard of design contrary to Policies D1 and M14, the Supplementary Planning Document on Parking, Interim Policy for Car Parking Standards and the National Planning Policy Framework.



Image of the front facade



Image of front entrances to existing flats

1.4 Relevant Planning Policies

- National Planning Policy Framework 2019 (NPPF)
- Welwyn Hatfield District Plan 2005
- Welwyn Hatfield Borough Council Draft Local Plan Proposed Submission August 2016 (eLP)
- Supplementary Design Guidance 2005
- Supplementary Planning Guidance - Parking Standards 2004 and interim



Perspective of rear elevation



Image of the side of the of the building

Part 1

Introduction

1.5 Pre- Application

Concept

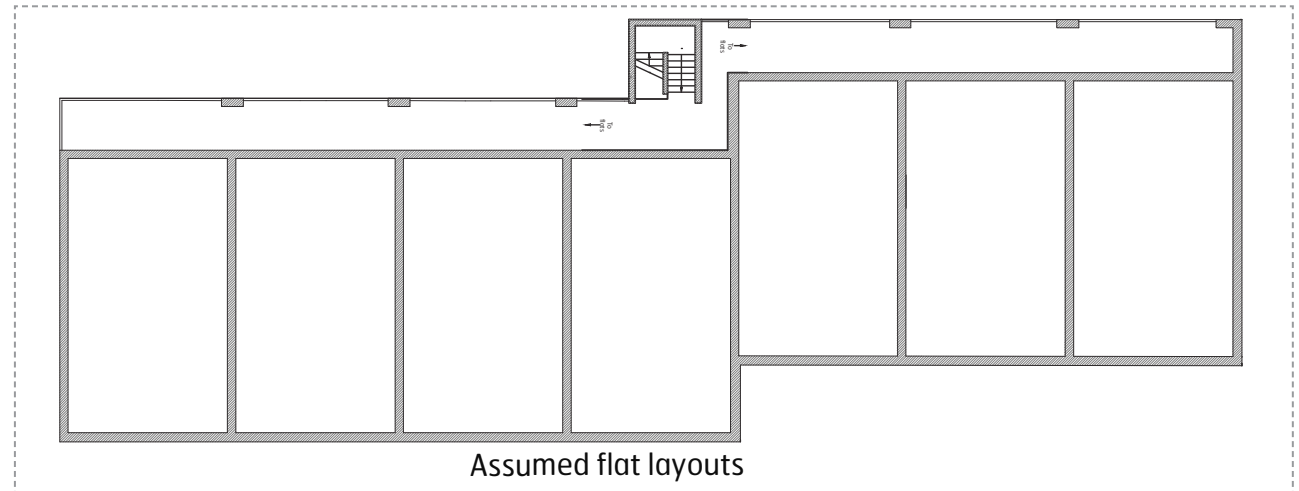
The Pre-application scheme was to create a flat mansard roof extension, while following the same proportions of the existing floors below to create 7 new flats with 2 x 2 bed 3 person and 5 x 1 bed 2 person flats.

Height/Scale/Massing

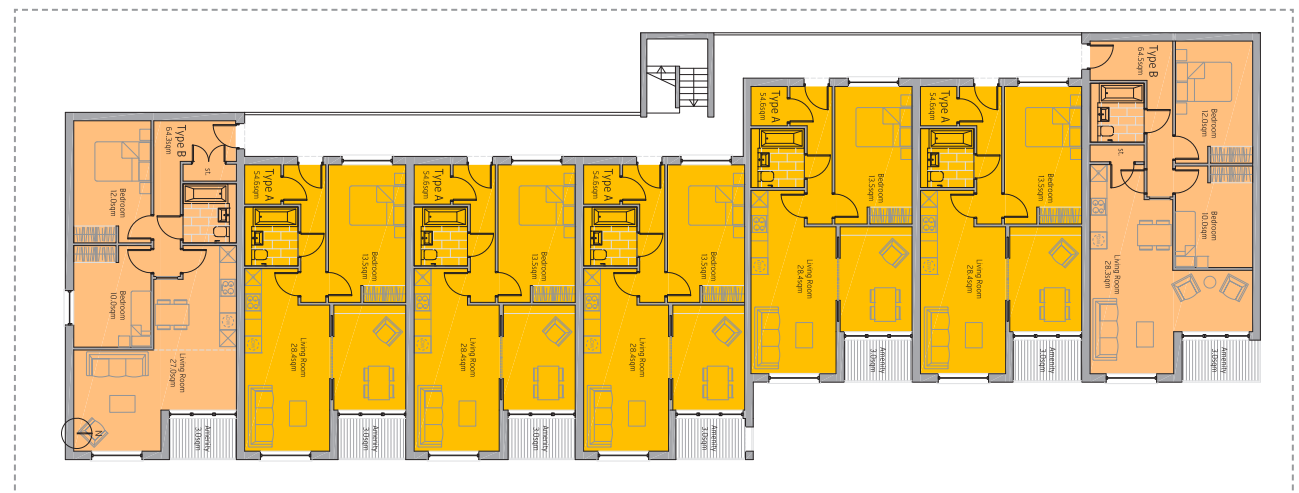
The proposal was 4 storeys high and represented the existing building scale and bulk. The mansard roof was proposed to be subsidiary to the lower floors.

Materials

The materials for the proposed mansard roof extension was dark grey zinc with a projecting composite window facade expressed around the new balconies and existing windows on the lower floors, reinstating the vertical rhythm of the existing east elevation



Existing Second Floor Plan



Proposed Third Floor Pre-application

Part 1

Introduction

Feedback

On the 10th of December 2019 Brooks Murray attended a pre-application meeting at Welwyn Hatfield Council. The main comments to draw from the feedback are as follows:

“The erection of 7 flats within this location would make use of a previously developed site, which is accessible through sustainable modes of transport and within walking distance to amenities. The development in principle would therefore be in principle acceptable.”

“As the site is within a central area with good accessibility modes of transport other than car the density is not objected to”

“A flat mansard roof extension of this height finished with a flat roof would potentially appear obtrusive. It is advised that you consider a hipped roof design”

“In terms of materials, these should be traditional and in keeping with the street scene and the existing building. As such, the introduction of zinc and the yellow framed addition would not be supported.”

“Whilst I appreciate you were seeking to introduce amenity space for future occupiers it would not be in keeping with the current design of the building or the wider area.”

Based on these comments, changes have been made to the proposed design and are discussed further in this statement.



Existing east elevation



Proposed Pre-application East Elevation

Part 2

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Part 2

Design

2.0 Proposal

2.1 Opportunities & Objectives

- Regeneration: the proposal can contribute to the ongoing improvements in the area.
- Optimise the use of the site.
- Deliver high quality contemporary architecture that relates to the surrounding buildings and character of the area.

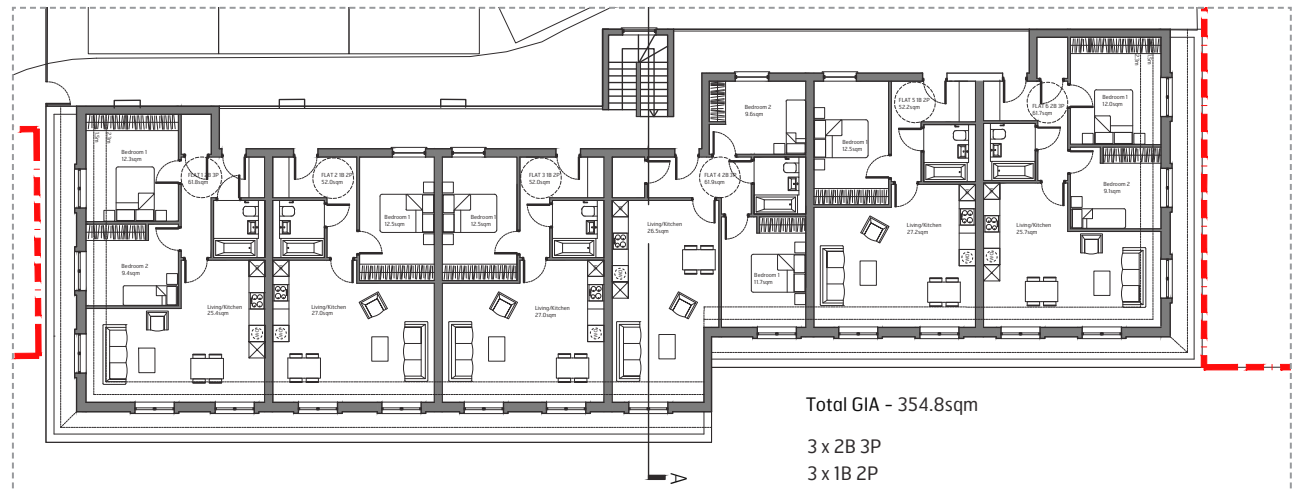
2.2 Layout

The layout has been designed to use the internal space as efficiently as possible.

- All the new flats provide self-contained accommodation.
- All the new flats will be well lit, and have access to natural daylight and ventilation.
- The access to all the flats is on the side street off Station Rd via one main, circulation core within the building.
- All the new flats are dual aspect.
- All the new flats will comply with Building Regulations Part M4(2).
- Existing floors are to remain unchanged



Proposed Ground Floor Plan



Proposed Third Floor Plan

Part 2

Design

2.3 Amount

The proposed scheme is to create a mansard roof extension, while following the same proportions of the existing floors below to create 6 new flats with 3 x 2 bed 3 person and 3 x 1 bed 2 person flats.

2.4 Living conditions

The proposed development will provide excellent living conditions for the future residents without compromising the environment in the surrounding area.

Please refer to the Air Quality Assessment submitted as part of this application.

Proposed Mix	1 Bed	2 Bed	Total
Amount	3	3	6
Habitable Rooms	6	9	15
Proposed Mix %	50%	50%	100%

Schedule of Areas Key:
 GIA - Gross Internal Area
 HR - Habitable Rooms
 P - Persons

FLOOR	NO	TYPE	HR	P	FLAT GIA		BIKE
					[sqm]	[sqft]	
THIRD	1	2 Bed	3	3	61.8	665.2	1
	2	1 Bed	2	2	52.0	559.7	1
	3	1 Bed	2	2	52.0	559.7	1
	4	2 Bed	3	3	61.9	666.3	1
	5	1 Bed	2	2	52.2	561.9	1
	6	2 Bed	3	3	61.7	664.1	1
TOTAL	6	9	15	15	341.6	3,677	6

General Schedule of Areas

Part 2

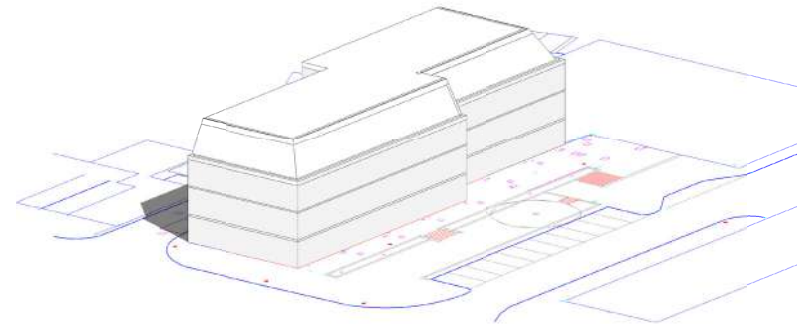
Design

2.5 Height/Scale/Massing

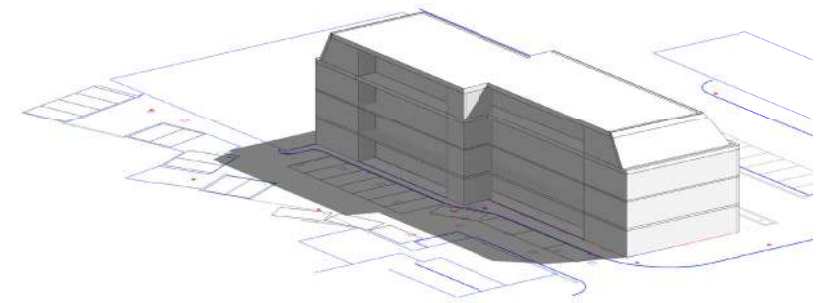
The proposal is 4 storeys high and represents the existing buildings scale and bulk.

Based on the advice received in the Pre Application report we have created a hipped mansard roof. The sloping roof creates a less obtrusive mass and enables the extension to be subsidiary to the lower floors. This also reduces the impact on the surrounding buildings.

The long section of Station Road below shows the application site in relation to the surrounding buildings. There is a significant slope leading up Station Road to the top of Plough Hill where St Andrews Church sits well above the height of the proposed extension.



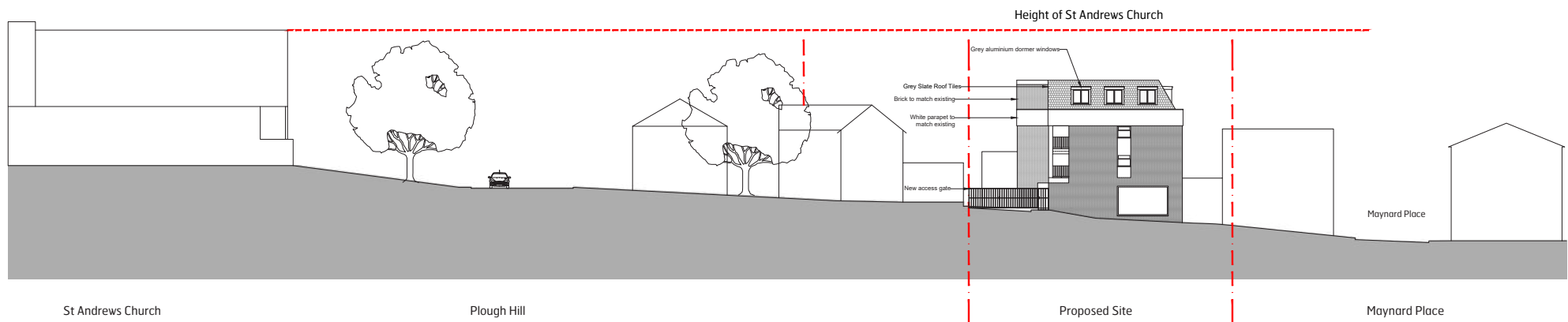
3D Massing Sketch



3D Massing Sketch

2.6 Privacy/Overlooking

There are no overlooking/privacy issues



Part 2

Design

2.7 Materials & Elevations

The materials have been carefully selected to compliment the design and are appropriate to its surroundings.

The materials chosen create a contemporary design suitable for the prominent position, while blending harmoniously with the surrounding buildings.

Based on the pre application response the proposal is of traditional materials; these include red brick to match the existing brick of the floors below and the existing white parapet band is to be extended to allow for the new height.

The hipped mansard roof is of grey slate tiles to match the surrounding buildings roofs.

The dormer windows are of grey aluminium with white frames. They follow their own rhythm however remain in proportion with the windows below.



Proposed East Elevation



Proposed West Elevation

Part 2

Design

2.8 Sustainable Design & Construction

Sustainability is at the core of the design for the proposals, from efficient layouts and excellent standard of living conditions for future occupiers, to renewable sources and materials. All aspects have been a significant part of the design process and will be considered in more detail during the detailed design phase.

A Waste and Recycling

Maximum recycling will be encouraged by providing future tenants with relevant information. Waste reduction and prevention principles will be considered throughout the construction to minimise waste and encourage reuse and recycling wherever possible.

B Materials

The materials play a vital part in the sustainability assessment of any development. Natural, recycled and local materials will be promoted wherever practical.

C Energy

The extensions will be highly insulated to maximise energy efficiency of the buildings and ensure that the overall consumption of energy is reduced. Generous windows will minimise the need for artificial lighting and mechanical ventilation. Installing energy efficient appliances, smart meters and energy display devices will contribute to general awareness and reduction of the consumption of energy.

D Water

Water efficient fixtures and fittings including dual flush toilets, aerated taps, flow restrictors, reduced capacity bath tubs etc. will be filtered to ensure water conservation and overall reduction of usage levels per person per day.

Part 3

Access

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Access

Access, Parking & Waste Management

3.1 ACCESS

A GENERAL ACCESS

The proposal does not include any alterations to the public highway and footpath.

The access to all proposed flats will be off Station Road down an existing entrance that leads to the rear of the site. Access is via one central staircase located above the existing circulation core.

All circulation areas inside the flats are designed to comply with the Approved Document M4 (2).

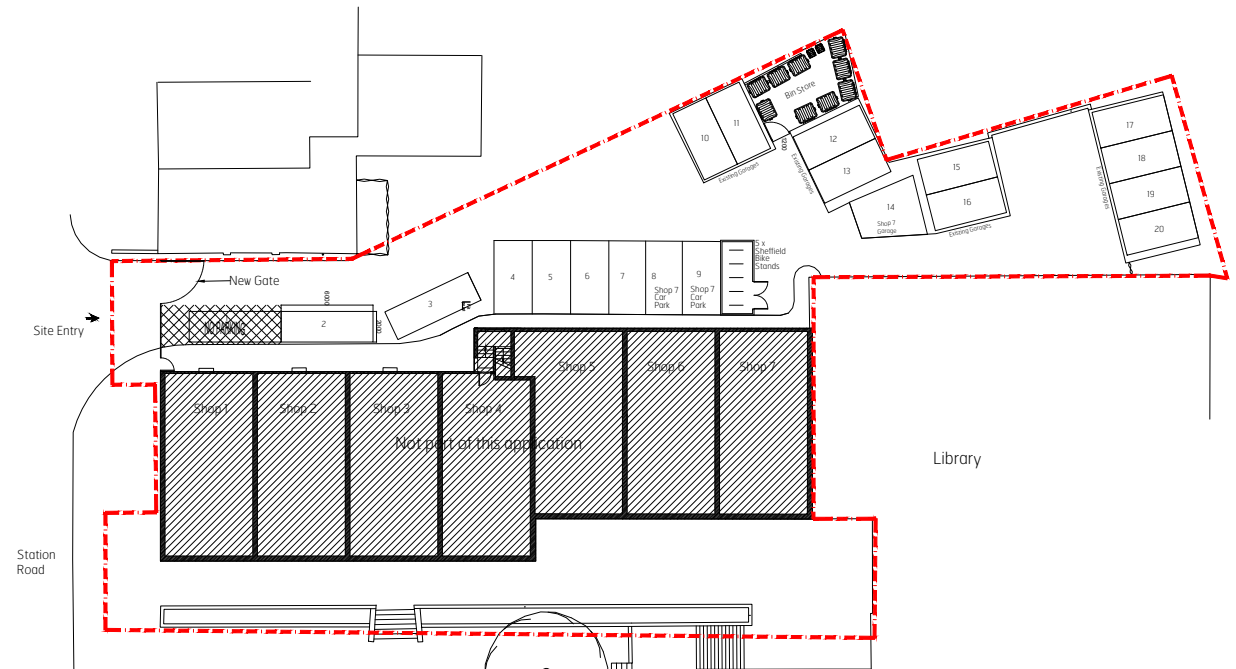
As discussed in the pre application meeting a new 1.8m gate is proposed at the entrance off Station Road to stop the public from using the rear car park. It is set back from the road and site boundary to allow cars a space to wait while opening and closing the gate.

3.2 PARKING PROVISION

A CAR

The previous Planning Application (6/2020/1463) was refused due to restricted parking on site. Since then the applicant has engaged with the local Highways Department at Pre-Application to produce a parking layout that meets the requirements of the Hertfordshire County Council.

Please refer to the Transport Note by Ardent Consulting Engineers and the email correspondence between Paul Marshall of Hertfordshire County Council and Ardent Transport Consultants in the Appendix for further information.



Proposed Parking Plan

Access

Access, Parking & Waste Management

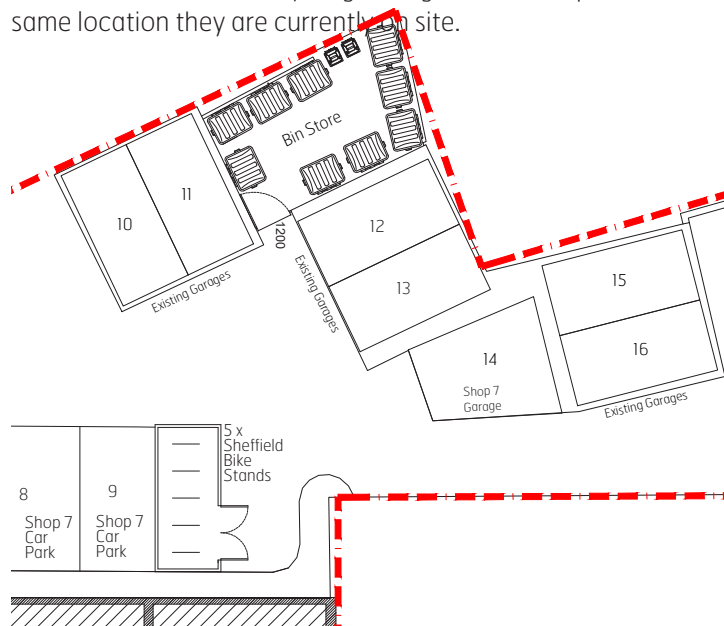
B CYCLE

The proposal allows for 1 cycle space per flat as per Appendix A of the WHDC's parking guidance. The proposal includes 10 of the bikes to be housed in the existing 10 allocated garages. The remaining 10 required spaces will be provided in a secure cycle shelter with 5 Sheffield stands.

As the car park is to be gated, this provides an extra level of security for external cycle parking.

3.3 WASTE MANAGEMENT

Additional refuse and recycling storage bins will be provided in the same location they are currently on site.



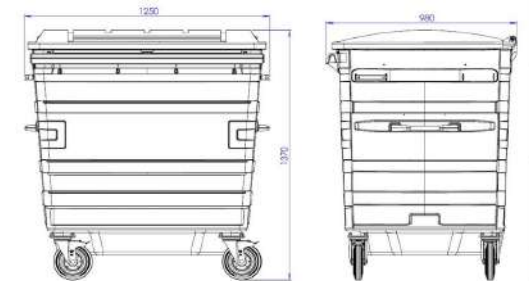
Proposed location of bins and bikes



Proposed Bike Shelter



Proposed bins located in existing space



Proposed 1100L Bins

Appendix

Highways Pre Application Response

Mark Youngman
Highways Strategy & Implementation Group Manager
Hertfordshire County Council
Postal Point CHO242
County Hall
Pegs Lane
Hertford
SG13 8DE

Ardent Consulting Engineers
Address: Office 3, The Garage
Studios, 41-43 St Marys Gate, The
Lace Market, Nottingham

District ref: N/A
HCC ref: WH/5591/2021
HCC received: 5 February 2021
Area manager: Matthew Armstrong
Case officer: Paul Marshall

Location

1-22 Maynard Place, EN4 6JA

Application type

Pre-Application

Proposal

The proposal is for the erection of a single storey extension to provide 6 new flats, 3 x 1 bed and 3 x 2 bed flats. Along with parking, cycle and refuse provision.

1-22 Maynard Place,
EN4 6JA

Prior Approval for the erection of a single storey extension to provide 6 new flats, 3 x 1 bed and 3 x 2 bed flats. Along with parking, cycle and refuse provision.

Thank you for your pre-application submission regarding the above development.

The pre-application service requested includes a review and provide comments (via email) on draft Transport Statement or Transport Assessment. Fee allows for 1 follow up review of a refined document in response to the advice provided.

The Highway Authority has commented previously on application 6/2020/1463/FUL

It is understood that the current use is existing flats / apartments

Policy Review:

Key documents used to assess this prior application are;

1. National Planning Policy Framework (Feb 2019 2018);
2. Hertfordshire County Council's (HCC) Local Transport Plan-4 [2018-2031, May2018]
3. Roads in Hertfordshire Design Guide 3rd Edition -2011
4. 'Cycle Infrastructure Design' DfT Local Transport Note 1/20 (July 2020)

ACCESS

The site is located off Station Road by an un-adopted private road serving residential dwellings. Station Road is a classified (B156) and provides a secondary distributor function in the road hierarchy. The vehicle speeds past this site are limited to 30mph.

SUSTAINABILITY

In terms of sustainability the site being on the high street is close to shops and other amenities

In relation to bus stops these are within the 400m range of an acceptable walking distance.

The train station is within 330m walking distance with trains to Stevenage and London Kings Cross.

In respect of cycling the TS states in section 2.2 *'The 15-minute cycle isochrone catchment area centred on the site demonstrates that the entirety of Cuffley, Crews Hill, Northaw, Newgate Street, Goff's Oak and a section of Churchgate are all within a comfortable cycling distance of the site'*. This is proven and acceptable by the Highway Authority.

In relation to schools, the nearest schools are Cuffley Primary School which is 0.4-miles and an 8-minute walk. The Highlands Comprehensive School is 5.3m miles and a 1hr 45-minute walk.

To put this into context: Hertfordshire County Councils Local Transport Plan 4 adopted 2018 has as its first policy (Policy 1) 'To support the creation of built environments that encourage greater and safer use of sustainable transport modes, the county council will in the design of any scheme and development of any transport strategy consider in the following order:

- Opportunities to reduce travel demand and the need to travel
- Vulnerable road user needs (such as pedestrians and cyclists)
- Passenger transport user needs
- Powered two-wheeler (mopeds and motorbikes) user needs
- Other motor vehicle user needs.

Trips Frequency & Intensification

It is accepted that the proposals will generate an additional 3 two-way trips during the AM and PM peak hour periods. This would have little impact on the surrounding highway network.

Emergency Vehicle Access

Hertfordshire Fire and Rescue Service (FRS) require a 3.7m access route width between kerbs. Manual for Streets advises that to reach a fire, an access route may be reduced over short distances, provided the pump appliance can get to within 45m of dwelling entrances. The site is within the parameters of FRS and therefore acceptable

Swept path / Parking.

The cycle parking area as shown on drawing 1254.01.100 conforms to Cycle Infrastructure Design' DfT Local Transport Note 1/20 (July 2020). This should be covered and lockable.

The previous iteration of the parking showed spaces 1,2, and 3 being sub-standard. These are now shown as meeting the standard of 6 x 2m allowing for parallel parking. All the standard spaces meet the required 4.8 x 2.4m.

Section 4.1 of the TS states:

Appendix

Highways Pre Application Response

'site plan has been revised to remove the visitor parking space and one of the delivery bays allowing for 6 residential car parking spaces. It should be noted that the WHDC's parking guidance does not highlight the requirement for visitor parking for residential developments and this approach should therefore be considered as acceptable. A total of 10 of the 11 garages shall be allocated to apartments for the purpose of vehicle parking, resulting in a total of 16 spaces to serve the combined existing and proposed residential units'.

This is accepted by the Highway Authority in that it is unlikely the site would have an under provision of parking resulting in more vehicles vying for parking space on the High Street.

Drawing 2000460-001Rev F demonstrates a Skoda Octavia length 4.572m. The drawing shows the vehicle can park in each space including garages however, multiple manoeuvres are required, the parking area as whole is overly tight which is likely down to an over development of the site. Should a delivery vehicle enter the site to find all spaces occupied (inc delivery space) how easy would it be to turn around and exit in a forward gear?

The concern is how a vehicle when entering the site conflicts with a vehicle leaving and is unable to pass or allow for manoeuvring? The likelihood is the entering vehicle being unable to pass or turn around would reverse on to the high street. The solution maybe to provide a protected hatched reversing and passing area on entry/exit from the site.

Manual for Streets requires 6m behind a parking space to allow for adequate manoeuvring. This is not achievable between parking spaces 9 and 10. Furthermore as has been pointed out in the previous application, parking bays 4-7 do not have the required 6m manoeuvrability as the boundary line restricts this. I appreciate that there are no definitive restraints along the boundary line currently, however that may change in the due course of time. Any likely future development up to the boundary line would leave a minimum of between 3m and 5m manoeuvrability.

Conclusion

The site can be seen as being sustainable. LTP4 Policy 1 and to the NPPF section 102 c) state: 'opportunities to promote walking, cycling and public transport use are identified and pursued; (at the early stages)' in general this approach has been taken.

However, the parking area is very tight and would lead to difficult manoeuvring especially in situations where almost all the parking spaces are occupied, even taking into account this is a gated site with access only to residents and deliveries.

It is likely should the development application come forward a revised parking layout would likely be required including a protected passing and / or reversing area.

The contents of this email are an informal officer opinion and should not be taken as a formal response to a planning application. It may not reflect the contents of any formal reply made by the Highway Authority (HCC) in response to an official consultation from the Local Planning Authority (WelHat) on a planning application for a similar proposal.

Appendix

Highways Pre Application Further Response

08/03/2021

Email - Courtney Fleming - Outlook

Cc: Andrew Braun <abraun@ardent-ce.co.uk>; Courtney Fleming <Courtney@brooksmurray.com>; Kieran Rafferty <kieran@krplanning.com>; Stephanie Brooks <stephanie.brooks@brooksmurray.com>; Benjamin Conway <bc.bncassociates@gmail.com>
Subject: Response To Application Number N/A at 1-22 Maynard Place, EN4 6JA

Hi Andrew.

I thought I would respond to each part of the email. My remarks are in red italics.

Paul

Hi Paul,

I hope you are well?

We have recently received the attached pre-application response with regards to the above site, which is greatly appreciated.

It is understood that the level of on-site parking is considered acceptable to HCC but the following concerns were raised. It is noted within the attached response that the "fee allows for 1 follow up review of a refined document in response to the advice provided". Therefore, we have reviewed the proposed arrangement in line with the comments received and produced a reconfigured arrangement as shown within the attached Drawing Number 2000460-001G, with the aim of addressing the above. Our response is included below each of the following comments received.

"Drawing 2000460-001Rev F demonstrates a Skoda Octavia length 4.572m. The drawing shows the vehicle can park in each space including garages however, multiple manoeuvres are required, the parking area as whole is overly tight which is likely down to an over development of the site. Should a delivery vehicle enter the site to find all spaces occupied (inc delivery space) how easy would it be to turn around and exit in a forward gear?"

As highlighted within the submitted Transport Technical Note Addendum, a single delivery bay was included within the proposed arrangement - it should be noted that this was shown on the basis that some informal deliveries to the commercial units have been allowed within the car park by the client. However, this is not a formalised arrangement and all delivery spaces could be removed if required. Deliveries to the commercial units would therefore take place within the available on-street parking on Station Road and Maynard Place in line with the current arrangement for the surrounding retail/commercial uses on Station Road such as the Co-op at the eastern edge of Maynard Place. Should the proposals not be developed, it is likely that the informal deliveries that take place within the site shall still be restricted by the applicant. It is also noted that the existing commercial units can also apply for business parking permits within the existing Controlled Parking Zone along Station Road adjacent to the site.

In considering the above, this would be acceptable and should be highlighted when the full application is presented.

Therefore, as shown within the attached revised ground floor site masterplan, the single delivery bay has been removed and replaced with a residential car parking space to compensate the removal of the southernmost parallel bay to allow for a passing area. Please note that the reconfigured arrangement does not result in a loss of residential car parking spaces for the previous layout which was highlighted as being acceptable within HCC's attached pre-application response. However, Drawing Number 2000460-001G now demonstrates that should a delivery vehicle enter the site and the car park be full, then the vehicle can turn and exit the site in a forward gear within the redline boundary and without conflict (although in reality there is no physical restriction at the western site boundary and therefore a reasonable amount of additional manoeuvrability space beyond that shown is available within the car park).

This has been demonstrated on drawing 2000460-01 Rev C and is acceptable.

<https://outlook.office.com/mail/deeplink?popupv2=1&version=20210301002.02>

3/5

08/03/2021

Email - Courtney Fleming - Outlook

"The concern is how a vehicle when entering the site conflicts with a vehicle leaving and is unable to pass or allow for manoeuvring? The likelihood is the entering vehicle being unable to pass or turn around would reverse on to the high street. The solution maybe to provide a protected hatched reversing and passing area on entry/exit from the site."

As highlighted above and shown within the attached Drawing Number 2000460-001G, the southernmost parallel bay has been removed and replaced with a hatched passing area. As shown by the swept path analysis, this is sufficient to allow for a car exiting the site to pull in and allow for a car entering the private residential car park to pass preventing the need to wait within the public highway.

The hatched area on 2000460-001G has demonstrated a passing area and is acceptable.

"Manual for Streets requires 6m behind a parking space to allow for adequate manoeuvring. This is not achievable between parking spaces 9 and 10. Furthermore as has been pointed out in the previous application, parking bays 4-7 do not have the required 6m manoeuvrability as the boundary line restricts this. I appreciate that there are no definitive restraints along the boundary line currently, however that may change in the due course of time. Any likely future development up to the boundary line would leave a minimum of between 3m and 5m manoeuvrability."

Paragraph 8.3.53 of Manual for Streets (MfS) states that... "Where space is limited it may not be possible to provide for vehicles to get into the spaces in one movement. Some back and fore manoeuvring may be required. This is likely to be acceptable where traffic volumes and speeds are low". As the proposals include a gated private car park to prevent non-residential access and the overall site is to accommodate only a small increase in movements, it is considered that the on-site traffic volumes and vehicle speeds are likely to be low in this instance therefore being suitable for a car to perform some back and fore manoeuvring. MfS also confirms that reducing the manoeuvring space can be acceptable when the parking space width is increased.

I agree with the above although extremely tight MfS does allow for a small increase in manoeuvres in a low speed area therefore I accept this.

As shown within Drawing Number 2000460-001G, the primary car parking spaces that have reduced manoeuvrability area (spaces 4, 5, 6 and 9) have been maximised in width where possible. Vehicle tracking has been reviewed to demonstrate that all spaces throughout the site can be accessed within the redline boundary and without conflict. It should be noted that the gated arrangement will also restrict access to residents only and these manoeuvres already occur within the existing arrangement therefore the risk of conflict as a result of the proposals is unlikely. It is considered that vehicle manoeuvrability and reduced spacing below 6 metres should be acceptable in this instance, especially when taking into account that the vehicular manoeuvres (including informal deliveries to the commercial units) already occur. Furthermore, as highlighted above in reality there is no physical restriction at the western site boundary and therefore a reasonable amount of additional manoeuvrability space beyond that shown is available within the car park. It should be noted that the car park is already of a constrained nature and residents will generally use the same parking space so will already be familiar with the current arrangements and manoeuvrability space available. The proposals are for a formalisation of the existing arrangement where possible and therefore the current situation will not significantly change or become worse as a result of the development.

My concerns remain on the lack of manoeuvrability with spaces 4-6, and 9. There is a possibility that development may come forward and build up to the boundary line, however it not reasonable for the Highway Authority to recommend refusal on a possible future outcome.

Overall it is considered that the above information and attached revised drawing should be sufficient to address the remaining concerns with regards to this specific site. The aim is to provide a betterment to an already constrained site where possible and demonstrate that the private car park can still be accessible to residents post development. It would therefore be greatly appreciated if you could review the above information and confirm if the additional information provided is sufficient to address the remaining concerns raised by HCC within the pre-application response.

<https://outlook.office.com/mail/deeplink?popupv2=1&version=20210301002.02>

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Appendix

Highways Pre Application Further Response

08/03/2021

Email - Courtney Fleming - Outlook

On the basis of the attached drawings and those that have been considered previously, it is unlikely the development would be refused on the current proposals.

Hope that's helpful..

Should you have any questions in the meantime please do not hesitate to contact me.

Kind regards

Andrew

Andrew Gilnicz
Senior Transport Planner



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