

Basement Impact Assessment AUDIT: Instruction

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

Camden Case Reference:	2022/4911/P	Site Address:	17 Chesterford Gardens NW3 7DD
Case officer contact details:	Edward.Hodgson@camden.gov.uk 020 7974 8186	Date of audit request:	16/11/2022
Statutory consultation end date:		04/01/2023	
Reason for Audit:	Planning application / Basement Extension		
Proposal description: Extension of existing basement and installation of new low level window on side elevation			
Relevant planning background N/A			
Do the basement proposals involve a listed building or does the site neighbour any listed buildings?		No	
Is the site in an area of relevant constraints?		Slope stability	Yes
		Surface Water flow and flooding	Yes
		Subterranean (groundwater) flow	Yes
Does the application require determination by Development Control Committee in accordance fall the Terms of Reference ¹		No	
No/Does the scope of the submitted BIA extend beyond the screening stage?		No	

¹ Recommendations for approval of certain types of application require determination by Development Control Committee (DCC). From time to time applications which would normally be determined by officers under delegated authority are referred by the Director of Culture and Environment to DCC for decision. Where the Auditor makes representations at DCC on behalf of an application the fees for attendance will be passed to the applicant.

Section B: BIA components for Audit (to be completed by Applicant)

Items provided for Basement Impact Assessment (BIA)¹			
Item provided		Yes/ No/ NA²	Name of BIA document/appendix in which information is contained.
1	Description of proposed development.	yes	Basement Impact Assessment (BIA) Cooper Associates Ref: CA6669 May 2023 Below as "BIA" Sections: 1.0 & 5.0
2	Plan showing boundary of development including any land required temporarily during construction.	yes	BIA Page: 2
3	Plans, maps and or photographs to show location of basement relative to surrounding structures.	yes	BIA Appendix: H & G and Planning drawings
4	Plans, maps and or photographs to show topography of surrounding area with any nearby watercourses/waterbodies including consideration of the relevant maps in the Strategic FRA by URS (2014)	yes	BIA Appendix: A
5	Plans and sections to show foundation details of adjacent structures.	yes	BIA Appendix: F & G:
6	Plans and sections to show layout and dimensions of proposed basement.	yes	BIA Appendix: G and Planning drawings:
7	Programme for enabling works, construction and restoration.	n/a	
8	Identification of potential risks to land stability (including surrounding structures and infrastructure), and surface and groundwater flooding.	yes	BIA Section: 5.0
9	Assessment of impact of potential risks on neighbouring properties and surface and groundwater.	yes	BIA Section: 4.0 & 5.0

10	Identification of significant adverse impacts.	yes	BIA Section: 5.0
11	Evidence of consultation with neighbours.	n/a	
12	Ground Investigation Report and Conceptual Site Model including <ul style="list-style-type: none"> - Desktop study - exploratory hole records - results from monitoring the local groundwater regime - confirmation of baseline conditions - factual site investigation report 	yes	BIA Section: 3.0 and Appendix: F
13	Ground Movement Assessment (GMA).	yes	BIA Section: Section 5.0
14	Plans, drawings, reports to show extent of affected area.	n/a	
15	Specific mitigation measures to reduce, avoid or offset significant adverse impacts.	n/a	
16	Construction Sequence Methodology (CSM) referring to site investigation and containing basement, floor and roof plans, sections (all views), sequence of construction and temporary works.	yes	BIA Section: 6.0
17	Proposals for monitoring during construction.	yes	BIA Section: 5.0
18	Confirmatory and reasoned statement identifying likely damage to nearby properties according to Burland Scale	yes	BIA Section: 5.0
19	Confirmatory and reasoned statement with supporting evidence that the structural stability of the building and neighbouring properties will be maintained (by reference to BIA, Ground Movement Assessment and Construction Sequence Methodology), including consideration of cumulative effects.	yes	BIA Section: 5.0
20	Confirmatory and reasoned statement with supporting evidence that there will be no adverse effects on drainage or run-off and	yes	BIA Section: 5.0

	no damage to the water environment (by reference to ground investigation, BIA and CSM), including consideration of cumulative effects.		
21	Identification of areas that require further investigation.	n/a	
22	Non-technical summary for each stage of BIA.	yes	BIA Section: 7.0
Additional BIA components (added during Audit)			
Item provided	Yes/No/NA²		Comment

Notes:

¹ NB DP27 also requires consideration of architectural character, impacts on archaeology, amenity and other matters which are not covered by this checklist.

² Where response is 'no' or 'NA', an explanation is required in the Comment section.

Section C : Audit proposal (to be completed by the Auditor)

Date	Fee Categorisation (A/B/C) and costs (£ ex VAT)	Date estimate for initial report	Commentary (including timescales for completion of Initial Report)
03/03/2023	Category B - £3045	Approximately 4 weeks from instruction	Additional fees may apply for: <ul style="list-style-type: none">• Submission of additional documents requiring further review.• Meetings• Site visits• Attendance at planning committee

Note: Where changes to the fee categorisation are required during the audit process, this will require details to be updated in section E, 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.