

Basement Impact Assessment AUDIT: Instruction

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

Camden Case Reference:	2024/0993/P	Site Address:	135-149 Shaftesbury Ave
Case officer contact details:	Laura Dorbeck Laura.Dorbeck@camden.gov.uk	Date of audit request:	12/02/2025
Statutory consultation end date:		28/04/2024	
Reason for Audit:	Basement development		
Proposal description: Part demolition, restoration and refurbishment of the existing Grade II listed building, roof extension, and excavation of basement space, to provide a theatre at lower levels, with ancillary restaurant / bar space (Sui Generis) at ground floor level; and hotel (Class C1) at upper levels; provision of ancillary cycle parking, servicing and rooftop plant, and other associated works.			
Relevant planning background 2017/7051/P – Basement development, refurb of building and roof extension. Refused 5 th July 2019. Basement was not a reason for refusal.			
Do the basement proposals involve a listed building or does the site neighbour any listed buildings?		Yes	
Is the site in an area of relevant constraints? (check site constraints in M3/Magic GIS)		Slope stability	No
		Surface Water flow and flooding	No
		Subterranean (groundwater) flow	No
Does the application require determination by Development Control Committee in accordance fall the Terms of Reference ¹		Yes	
Does the scope of the submitted BIA extend beyond the screening stage?		Yes	
Which ward is the application situated?		Holborn and Covent Garden	
Is there an adopted neighbourhood plan? If so, which is it?		No	

¹ Recommendations for approval of certain types of application require determination by Planning Committee (PC). From time to time applications which would normally be determined by officers under delegated authority are referred by the Director of Regeneration and PC for decision. Where the Auditor makes representations at PC 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/N A²	Name of BIA document/appendix in which information is contained.
1	Description of proposed development.	Yes	3722-A2S-XX-XX-RP-Y-0001-02 Basement Impact Assessment / Appendix F
2	Plan showing boundary of development including any land required temporarily during construction.	Yes	Boundary of development remains with existing site boundary footprint. Existing site boundary provided in 3722-A2S-XX-XX-RP-Y-0001-02 Basement Impact Assessment / Appendix B
3	Plans, maps and or photographs to show location of basement relative to surrounding structures.	Yes	3722-A2S-XX-XX-RP-Y-0001-02 Basement Impact Assessment
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	3722-A2S-XX-XX-RP-Y-0001-02 Basement Impact Assessment / Appendix A
5	Plans and sections to show foundation details of adjacent structures.	Yes	3722-A2S-XX-XX-RP-Y-0001-02 Basement Impact Assessment / Appendix B
6	Plans and sections to show layout and dimensions of proposed basement.	Yes	3722-A2S-XX-XX-RP-Y-0001-02 Basement Impact Assessment / Appendix B
7	Programme for enabling works, construction and restoration.	Yes	3722-A2S-XX-XX-RP-Y-0001-02 Basement Impact Assessment / Appendix C
8	Identification of potential risks to land stability (including surrounding structures and infrastructure), and surface and groundwater flooding.	Yes	3722-A2S-XX-XX-RP-Y-0001-02 Basement Impact Assessment
9	Assessment of impact of potential risks on neighbouring properties and surface and groundwater.	Yes	3722-A2S-XX-XX-RP-Y-0001-02 Basement Impact Assessment
10	Identification of significant adverse impacts.	Yes	3722-A2S-XX-XX-RP-Y-0001-02 Basement Impact Assessment
11	Evidence of consultation with neighbours.	N/A	Not required, the site does not share any party walls
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	3722-A2S-XX-XX-RP-Y-0001-02 Basement Impact Assessment / Appendix A
13	Ground Movement Assessment (GMA).	Yes	3722-A2S-XX-XX-RP-Y-0001-02 Basement Impact Assessment / Appendix D
14	Plans, drawings, reports to show extent of affected area.	Yes	3722-A2S-XX-XX-RP-Y-0001-02 Basement Impact Assessment
15	Specific mitigation measures to reduce, avoid or offset significant adverse impacts.	Yes	3722-A2S-XX-XX-RP-Y-0001-02 Basement Impact Assessment

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	3722-A2S-XX-XX-RP-Y-0001-02 Basement Impact Assessment / Appendix B and C
17	Proposals for monitoring during construction.	Yes	3722-A2S-XX-XX-RP-Y-0001-02 Basement Impact Assessment / Appendix D
18	Confirmatory and reasoned statement identifying likely damage to nearby properties according to Burland Scale	Yes	3722-A2S-XX-XX-RP-Y-0001-02 Basement Impact Assessment / Appendix D
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	3722-A2S-XX-XX-RP-Y-0001-02 Basement Impact Assessment
20	Confirmatory and reasoned statement with supporting evidence that there will be no adverse effects on drainage or run-off and no damage to the water environment (by reference to ground investigation, BIA and CSM), including consideration of cumulative effects.	Yes	3722-A2S-XX-XX-RP-Y-0001-02 Basement Impact Assessment
21	Identification of areas that require further investigation.	Yes	3722-A2S-XX-XX-RP-Y-0001-02 Basement Impact Assessment
22	Non-technical summary for each stage of BIA.	Yes	3722-A2S-XX-XX-RP-Y-0001-02 Basement Impact Assessment
Additional BIA components (added during Audit)			
Item provided	Yes/No/NA²		Comment

Notes:

¹ NB policy A5 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)
<i>Date</i>	<i>Category and cost -</i>	<i>This will depend on date of completion of section D but some indication is required</i>	<i>If possible please ALSO provide estimate for possible additional fees required to review consultation responses received to date.</i>
20/03/2024	Category C £5,400 + VAT.	Approximately 4 weeks from instruction	Additional fees may be required for <ul style="list-style-type: none"> - site attendance - reviewing revised/resubmitted documentation - reviewing third party consultation comments - attending 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.