

Basement Impact Assessment AUDIT: Instruction

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

Camden Case Reference:	2024/5799/NEW	Site Address:	Ground Floor Flat 253 Goldhurst Terrace London NW6 3EP
Case officer contact details:	Sam FitzPatrick sam.fitzpatrick@camden.gov.uk	Date of audit request:	24/01/2025
Statutory consultation end date:		(TBC)	
Reason for Audit:	Excavation of new basement.		
Proposal description: Excavation of basement with front lightwell and rear sunken terrace; erection of single storey rear extension; erection of two storey infill extensions to front and side; installation of air source heat pump; replacement of windows; external alterations to building facades; relocation of dormer; and landscaping changes to front and rear including front boundary and driveway alterations.			
Relevant planning background			
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? (check site constraints in M3/Magic GIS)	Slope stability	Yes	
	Surface Water flow and flooding	Yes	
	Subterranean (groundwater) flow	No	
Does the application require determination by Development Control Committee in accordance fall the Terms of Reference ¹		No	
Does the scope of the submitted BIA extend beyond the screening stage?		Yes	
Which ward is the application situated?		South Hampstead	
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. Document page number to be specified.
1	Description of proposed development.	Yes	"Basement Impact Assessment & Ground Investigation Report" by "ground&water", report ref: GWPR6303/BIA&GIR December 2024 – page iv
2	Plan showing boundary of development including any land required temporarily during construction.	Yes	Same report as above, in 'Figures' appendix, pages 40 & 41
3	Plans, maps and or photographs to show location of basement relative to surrounding structures.	Yes	"Basement Impact Assessment & Ground Investigation Report" by "ground&water", report ref: GWPR6303/BIA&GIR December 2024 & Submitted drawing 01
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	"Basement Impact Assessment & Ground Investigation Report" by "ground&water", report ref: GWPR6303/BIA&GIR December 2024, in appendix "figures", pages 42, 43, 45
5	Plans and sections to show foundation details of adjacent structures.	Yes	"Structural Method Statement to accompany the BIA" by ads consultancy, report ref. 24078/SR-001/SN, pages 9-13
6	Plans and sections to show layout and dimensions of proposed basement.	Yes	Submitted drawings
7	Programme for enabling works, construction and restoration.	NA	To be submitted by Contractor when appointed
8	Identification of potential risks to land stability (including surrounding structures and infrastructure), and surface and groundwater flooding.	Yes	"Basement Impact Assessment & Ground Investigation Report" by "ground&water",
9	Assessment of impact of potential risks on neighbouring properties and surface and groundwater.	Yes	"Basement Impact Assessment & Ground Investigation Report" by "ground&water",
10	Identification of significant adverse impacts.	Yes	"Basement Impact Assessment & Ground Investigation Report" by "ground&water",
11	Evidence of consultation with neighbours.	Yes	Notice sent (as per submission form)
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	"Basement Impact Assessment & Ground Investigation Report" by "ground&water",
13	Ground Movement Assessment (GMA).	Yes	"Basement Impact Assessment & Ground Investigation Report" by "ground&water",

14	Plans, drawings, reports to show extent of affected area.	Yes	"Basement Impact Assessment & Ground Investigation Report" by "ground&water",
15	Specific mitigation measures to reduce, avoid or offset significant adverse impacts.	Yes	"Basement Impact Assessment & Ground Investigation Report" by "ground&water",
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	"Structural Method Statement to accompany the BIA" by ads consultancy, report ref. 24078/SR-001/SN, pages 6-8
17	Proposals for monitoring during construction.	Yes	Structural Method Statement to accompany the BIA" by ads consultancy, report ref. 24078/SR-001/SN, pages 14-16
18	Confirmatory and reasoned statement identifying likely damage to nearby properties according to Burland Scale	Yes	"Basement Impact Assessment & Ground Investigation Report" by "ground&water",
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	Initial Structural Calculations included within Structural Method Statement to accompany the BIA" by ads consultancy, report ref. 24078/SR-001/SN, pages 17-58
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	"Basement Impact Assessment & Ground Investigation Report" by "ground&water",
21	Identification of areas that require further investigation.	Yes	"Basement Impact Assessment & Ground Investigation Report" by "ground&water",
22	Non-technical summary for each stage of BIA.	Yes	"Basement Impact Assessment & Ground Investigation Report" by "ground&water",
Additional BIA components (added during Audit)			
Item provided	Yes/No/NA²		Comment

Notes:

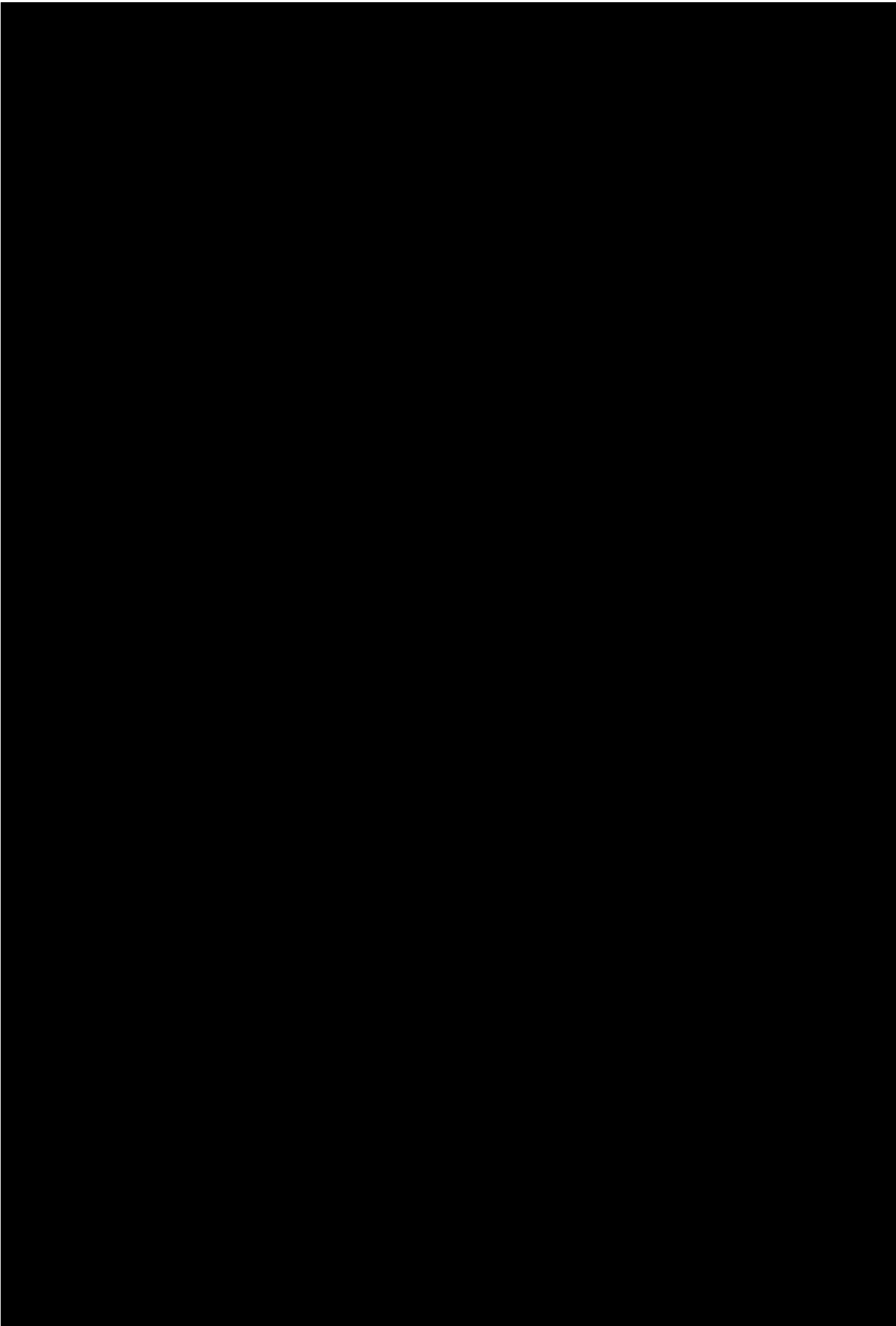
¹ NB policy A5 also requires consideration of architectural character, impacts on archaeology, amenity and other matters which are not covered by this checklist.

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>
13/02/2025	Category B - £3,045	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.





Section E: Further work (to be completed *during* audit process if further fees required)

