

Basement Impact Assessment AUDIT: Instruction

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

Case officer contact details:	Zenab Haji-Ismail	Date of request:	Date 16/07/2015
Camden Reference:	2015/3530/P	Statutory consultation end date:	Date 30/07/2015
Site Address:	22 Frognal Way London NW3 6XE		
Reason for Audit:	Planning application		
Proposal description and : <i>Demolition of existing dwelling house and redevelopment to provide a single detached family dwelling house and all other necessary works</i>			
Relevant planning background The existing building on the application site dates from c. 1975. The building is an individualistic design that is perhaps most notable for the way in which it relates to a unique site and in this respect the building is of some interest in the context of late 20th century architecture. The current building is in a dilapidated state.			
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	Yes
		Surface Water flow and flooding	No
		Subterranean (groundwater) flow	Yes

Does the application require determination by Development Control Committee in accordance fall the Terms of Reference ¹	Yes
No/Does the scope of the submitted BIA extend beyond the screening stage?	Yes

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	Construction Method Statement Ver. 3
2	Plan showing boundary of development including any land required temporarily during construction.	Yes	Design and Access Statement
3	Plans, maps and or photographs to show location of basement relative to surrounding structures.	Yes	Construction Method Statement Ver. 3 – Appendix B Design and Access Statement
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	Construction Method Statement Ver. 3 – Appendix A
5	Plans and sections to show foundation details of adjacent structures.	Yes	Construction Method Statement Ver. 3 – Appendix B
6	Plans and sections to show layout and dimensions of proposed basement.	Yes	Construction Method Statement Ver. 3 – Appendix B
7	Programme for enabling works, construction and restoration.	Yes	Construction Management Plan Q12
8	Identification of potential risks to land stability (including surrounding structures and infrastructure), and surface and groundwater flooding.	Yes	Construction Method Statement Ver. 3 – Appendix A
9	Assessment of impact of potential risks on neighbouring properties and surface and groundwater.	Yes	Construction Method Statement Ver. 3 – Appendix A
10	Identification of significant adverse impacts.	Yes	Construction Method Statement Ver. 3 – Appendix A
11	Evidence of consultation with neighbours.	Yes	Design and Access Statement

12	<p>Ground Investigation Report and Conceptual Site Model including</p> <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	Construction Method Statement Ver. 3 – Appendix A
13	Ground Movement Assessment (GMA).	Yes	Construction Method Statement Ver. 3 – Appendix A
14	Plans, drawings, reports to show extent of affected area.	Yes	Construction Method Statement Ver. 3 – Appendix A
15	Specific mitigation measures to reduce, avoid or offset significant adverse impacts.	Yes	Construction Method Statement Ver. 3 – Appendix 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	Construction Method Statement Ver. 3 – Appendix C
17	Proposals for monitoring during construction.	Yes	Construction Method Statement Ver. 3 – Appendix A, Section
18	Confirmatory and reasoned statement identifying likely damage to nearby properties according to Burland Scale	Yes	Construction Method Statement Ver. 3 – Appendix A
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	Construction Method Statement Ver. 3 – Appendix A
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	Yes	Construction Method Statement Ver. 3 – Appendix A

	effects.		
21	Identification of areas that require further investigation.	Yes	Construction Method Statement Ver. 3 – Appendix A
22	Non-technical summary for each stage of BIA.	Yes	Construction Method Statement Ver. 3 – Appendix A
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)	Commentary (including timescales for completion of Initial Report)
01.05.15	Category B – extends beyond screening stage	Additional fees may be incurred to review comments once consultation closed, if audit identifies need for site visit or documents require to be revised.

Note: Where changes to the fee categorisation 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 D: Audit Agreement (to be completed by Applicant)

I agree to pay the full costs of the independent audit of the Basement Impact Assessment 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).

Name of contact [to be sent Invoice for final costs]	Rachel Crick
Address of contact	100 Pall Mall, London SW1Y 5NQ
Company (if relevant)	DP9
Contact telephone number	
Date	31/07/2015