**Basement Impact Assessment AUDIT: Instruction**

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

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| **Case officer contact details:** | Tendai Mutasa  [Tendai.Mutasa@camden.gov.uk](mailto:Tendai.Mutasa@camden.gov.uk)  EXT 2353 | **Date of audit request:** | | Date 29/07/2015 | |
| **Camden Reference:** | Ref 2015/3753/P | **Statutory consultation end date:** | | Date 20/08/2014 | |
| **Site Address:** | Address :  36 Flask Walk  London  NW3 1HE | | | | |
| **Reason for Audit:** | Planning | | | | |
| **Proposal description and :**  *Creation of a new basement and alterations to the ground floor rear elevation fenestrations.* | | | | | |
| **Relevant planning background**  Put details here | | | | | |
| 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/No (explain: eg Claygate beds |
| Surface Water flow and flooding | | Yes |
| Subterranean (groundwater) flow | |  |
| Does the application require determination by Development Control Committee in accordance fall the Terms of Reference[[1]](#footnote-1) | | | No | | |
| No/Does the scope of the submitted BIA extend beyond the screening stage? | | | Yes | | |

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

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| **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. | |  | Design And Access Statement revision 01 |
| 2 | Plan showing boundary of development including any land required temporarily during construction. | |  | LP-01 revision 02 |
| 3 | Plans, maps and or photographs to show location of basement relative to surrounding structures. | |  | All Architects drawings submitted on the  Planning application and listed on Issue Sheet revision 04 |
| 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) | |  | Architects drawings listed on issue Sheet 04  Basement Impact Assessment by Chelmer Consultancy services |
| 5 | Plans and sections to show foundation details of adjacent structures. | |  | Architect Drawings and Method of Statement by Trigram Partnership |
| 6 | Plans and sections to show layout and dimensions of proposed basement. | |  | Architects drawings listed on issue Sheet 04 |
| 7 | Programme for enabling works, construction and restoration. | |  | Method of Statement by Trigram Partnership |
| 8 | Identification of potential risks to land stability (including surrounding structures and infrastructure), and surface and groundwater flooding. | |  | Method of Statement by Trigram Partnership and Basement Impact Assessment by Chelmer Consultancy services |
| 9 | Assessment of impact of potential risks on neighbouring properties and surface and groundwater. | |  | Method of Statement by Trigram Partnership and Basement Impact Assessment by Chelmer Consultancy services |
| 10 | Identification of significant adverse impacts. | |  | Method of Statement by Trigram Partnership |
| 11 | Evidence of consultation with neighbours. | |  | Notices to neighbours as part of the application |
| 12 | Ground Investigation Report and Conceptual Site Model including   * Desktop study * exploratory hole records * results from monitoring the local groundwater regime * confirmation of baseline conditions * factual site investigation report | |  | Geo-environmental Report and Basement Impact Assessment both by Chelmer Consultancy services |
| 13 | Ground Movement Assessment (GMA). | |  | Geo-environmental Report by Chelmer Consultancy services |
| 14 | Plans, drawings, reports to show extent of affected area. | |  | Architects drawings listed on issue Sheet 04  Basement Impact Assessment by Chelmer Consultancy services |
| 15 | Specific mitigation measures to reduce, avoid or offset significant adverse impacts. | |  | Method of Statement by Trigram Partnership  Construction Management Plan by AmirIlan Construction |
| 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. | |  | Method of Statement by Trigram Partnership  Construction Management Plan by AmirIlan Construction |
| 17 | Proposals for monitoring during construction. | |  | Method of Statement by Trigram Partnership  Construction Management Plan by AmirIlan Construction |
| 18 | Confirmatory and reasoned statement identifying likely damage to nearby properties according to Burland Scale | |  | Method of Statement by Trigram Partnership  Construction Management Plan by AmirIlan Construction |
| 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. | |  | Method of Statement by Trigram Partnership  Construction Management Plan by AmirIlan Construction |
| 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. | |  | Basement Impact Assessment by Chelmer Consultancy services |
| 21 | Identification of areas that require further investigation. | |  | Method of Statement by Trigram Partnership |
| 22 | Non-technical summary for each stage of BIA. | |  | Basement Impact Assessment by Chelmer Consultancy services |
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| **Additional BIA components (added during Audit)** | | |  |  |
| **Item provided** | | **Yes/No/NA2** |  | **Comment** |
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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)**

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| **Date** | **Fee Categorisation (A/B/C) and costs (£ ex VAT)** | **Date estimate for initial report** | **Commentary (including timescales for completion of Initial Report)** |
| *04/08/2015* | *Category B - £3045* | *Approx 4 weeks from instruction* | *Further fees may be required if a site visit is necessary or if comments pertinent to the BIA are received. Also if the audit results in documents being amended/further comments being received.* |
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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).

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| **Name of contact [to be sent Invoice for final costs]** | **Vidhur Mehra** |
| **Address of contact** | 36 Flask Walk, London NW3 1HE |
| **Company (if relevant)** |  |
| **Contact telephone number** | 07956 834 004 |
| **Date** | 11 August 2015 |

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. [↑](#footnote-ref-1)