

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 14/08/2015
Camden Reference:		Statutory consultation end date:	Date 30/07/2015
Site Address:	Falt 2, 55 Greencroft Gardens London NW6 3LL		
Reason for Audit:	Planning application		
Proposal description and : <i>Demolition and reinstatement of a single storey rear extension. Excavation of a single storey basement extension.</i>			
Relevant planning background The site comprises of a large semi-detached property in South Hampstead which has been divided into flats. The subject property is noted as a positive contributor in the South Hampstead Conservation Area Statement.			
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	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?	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	BIA Section 3
2	Plan showing boundary of development including any land required temporarily during construction.	Yes	BIA Figure 1 (and drawings by Simon Goldstein Architecture)
3	Plans, maps and or photographs to show location of basement relative to surrounding structures.	Yes	Drawings by Simon Goldstein Architecture
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 Figures 2, 4 and 7
5	Plans and sections to show foundation details of adjacent structures.	No	Trial pits to expose the existing foundations could not be undertaken, due to access restrictions with the basement on site and also depth required against adjacent basement wall.
6	Plans and sections to show layout and dimensions of proposed basement.	Yes	Drawings by Simon Goldstein Architecture
7	Programme for enabling works, construction and restoration.	No	No
8	Identification of potential risks to land stability (including surrounding structures and infrastructure), and surface and groundwater flooding.	Yes	BIA Sections 2, 4 to 6, 10.2 to 10.4 and 10.7
9	Assessment of impact of potential risks on neighbouring properties and surface and groundwater.	Yes	BIA Sections 10.2 to 10.4, 10.7 and BIA Addendum
10	Identification of significant adverse impacts.	Yes	Where relevant, would be included in BIA Sections 10.1 to 10.4, 10.7 and BIA Addendum, but none identified

11	Evidence of consultation with neighbours.	Yes	Provided by Camden consultation, and email notification provided by Spencer Garcia following 55 Greencroft Gardens LTD management company.
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 Sections 2 to 6, 9 and 10.1 and BIA Appendix C
13	Ground Movement Assessment (GMA).	Yes	BIA Addendum
14	Plans, drawings, reports to show extent of affected area.	Yes	BIA Addendum, which includes contour plots of ground movement as Figures 3-5.
15	Specific mitigation measures to reduce, avoid or offset significant adverse impacts.	Yes	BIA Sections 10.2 to 10.7 and summarised in Section 10.8
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.	No	No
17	Proposals for monitoring during construction.	Yes	BIA Section 10.6
18	Confirmatory and reasoned statement identifying likely damage to nearby properties according to Burland Scale	Yes	BIA Addendum
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	To be provided by Structural Engineer and/or Contractor, because only they can state what will be done or “maintained”. GMA provided.
20	Confirmatory and reasoned statement with supporting evidence that there will be no adverse effects on drainage or run-off and	Yes	BIA Sections 10.2, 10.3 and 10.7

	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.	Yes	BIA throughout Section 10, where relevant
22	Non-technical summary for each stage of BIA.	Yes	BIA paragraphs 7.5, 8.4 and Section 11
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]	Spencer Garcia
Address of contact	Flat 2 – 55 Greencroft Gardens South Hampstead London NW6 3LL
Company (if relevant)	-
Contact telephone number	07887517612 02072805508
Date	3 RD SEPTEMBER 2015