

Basement Impact Assessment AUDIT: Instruction

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

Case officer contact details:	Kate Phillips Kate.Phillips@camden.gov.uk 0207 974 2521	Date of audit request:	04/11/2015
Camden Reference:	2015/5379/P	Statutory consultation end date:	19/11/2015
Site Address:	49 Fitzjohn's Avenue, London, NW3 6PG		
Reason for Audit:	Planning application		
Proposal description:			
Conversion of single family dwellinghouse to create 6 no. self-contained flats (2no. 2-bed, 2 no. 3-bed and 2no. 4-bed); the erection of a 3 storey rear extension; and associated alterations			
Relevant planning background			
2013/6477/P - Change of use from a convent (Sui Generis) to a single dwelling house (C3) - Granted Subject to a Section 106 Legal Agreement 11-04-2014			
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 (M3 constraint layer)	
	Surface Water flow and flooding	No	
	Subterranean (groundwater) flow	Yes (M3 constraints layer - Claygate Beds)	
Does the application require determination by Development Control Committee in accordance fall	Yes		

the Terms of Reference ¹	
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.	Y	Basement Impact Assessment
2	Plan showing boundary of development including any land required temporarily during construction.	Y	Basement Impact Assessment
3	Plans, maps and or photographs to show location of basement relative to surrounding structures.	Y	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)	Y	Basement Impact Assessment
5	Plans and sections to show foundation details of adjacent structures.	Y	Basement Impact Assessment
6	Plans and sections to show layout and dimensions of proposed basement.	Y	Basement Impact Assessment
7	Programme for enabling works, construction and restoration.	Y	Basement Impact Assessment Appendix A
8	Identification of potential risks to land stability (including surrounding structures and infrastructure), and surface and groundwater flooding.	Y	Basement Impact Assessment, Basement Impact Assessment: Land Stability, Basement Impact Assessment: Groundwater
9	Assessment of impact of potential risks on neighbouring properties and surface and groundwater.	Y	Basement Impact Assessment, Basement Impact Assessment: Land Stability, Basement Impact Assessment: Groundwater
10	Identification of significant adverse impacts.	Y	Basement Impact Assessment
11	Evidence of consultation with neighbours.	N	N/A

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 	Y	Basement Impact Assessment: Land Stability, Ground Investigation Report
13	Ground Movement Assessment (GMA).	Y	Basement Impact Assessment: Land Stability
14	Plans, drawings, reports to show extent of affected area.	Y	Basement Impact Assessment
15	Specific mitigation measures to reduce, avoid or offset significant adverse impacts.	Y	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.	Y	Basement Impact Assessment Appendix A
17	Proposals for monitoring during construction.	Y	Basement Impact Assessment
18	Confirmatory and reasoned statement identifying likely damage to nearby properties according to Burland Scale	N	N/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.	Y	Basement Impact Assessment, Basement Impact Assessment: Land Stability, Basement Impact Assessment: Groundwater
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	Y	Basement Impact Assessment: Groundwater

	effects.		
21	Identification of areas that require further investigation.	N	N/A
22	Non-technical summary for each stage of BIA.	Y	Basement Impact Assessment
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)	Date estimate for initial report	Commentary (including timescales for completion of Initial Report)
10/11/2015	Category B - £3045	Approx 4 weeks from instruction. Not before 15 Dec 2015.	<p><i>Additional fees may be required if</i></p> <ul style="list-style-type: none"> • <i>a site visit is required</i> • <i>the audit necessitates the revision and resubmission of documents</i> • <i>comments are received from third parties which require consideration in the audit.</i>

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)

For data protection reasons this section should NOT be published on the Public website.

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.

Additional fees, which would be charged at the hourly rate, will also arise, for instance in the following circumstances:

- To assess detailed revisions to the originally submitted audit material
- To assess detailed technical consultation responses from Third Party consultants
- To attend Development Control Committee

Every effort will be made to minimise the occurrence of additional unforeseen expenses arising from the audit process.

