

# Basement Impact Assessment AUDIT: Instruction

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

<b>Case officer contact details:</b>	Kate Phillips <a href="mailto:Kate.Phillips@camden.gov.uk">Kate.Phillips@camden.gov.uk</a> 0207 974 2521	<b>Date of audit request:</b>	30/07/2015
<b>Camden Reference:</b>	2015/3109/P	<b>Statutory consultation end date:</b>	24/09/2015
<b>Site Address:</b>	3 Aldred Road, London, NW6 1AN		
<b>Reason for Audit:</b>	Planning application		
<b>Proposal description and :</b>  <i>Single storey side and rear extension to lower ground floor; creation of habitable space within existing void below the main building and lowering of ground level; first floor rear extension; alterations to openings</i>			
<b>Relevant planning background</b>  None			
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	No	
	Surface Water flow and flooding	Yes (M3 constraint layer)	
	Subterranean (groundwater) flow	No	

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

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<sup>1</sup> 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)**

<b>Items provided for Basement Impact Assessment (BIA)<sup>1</sup></b>			
<b>Item provided</b>		<b>Yes/ No/ NA<sup>2</sup></b>	<b>Name of BIA document/appendix in which information is contained.</b>
1	Description of proposed development.	YES	Price & Myers BIA Screening Summary
2	Plan showing boundary of development including any land required temporarily during construction.	YES	Pavlik & Wiedmer Architects Site Plan 501_GA_010
3	Plans, maps and or photographs to show location of basement relative to surrounding structures.	YES	Pavlik & Wiedmer Architects Plans 501_GA_100, 120, 200, 300
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	Price & Myers BIA Screening Summary, particularly appendix A
5	Plans and sections to show foundation details of adjacent structures.	YES	Price & Myers Structural sketches Sk10-11 included in BIA Screening Summary appendix B
6	Plans and sections to show layout and dimensions of proposed basement.	YES	Price & Myers Structural plans Sk01-05 and sections Sk10-11 included in BIA Screening Summary appendix B
7	Programme for enabling works, construction and restoration.	NA	No enabling works would be required, alterations are small-scale in nature as described in Price & Myers BIA Screening Summary. Programmes for construction and subsequent stages would be produced by the contractor in due course.  This is a small scale residential development no contract has been appointed yet.
8	Identification of potential risks to land stability (including surrounding structures and infrastructure), and surface and groundwater flooding.	YES	Price & Myres BIA Screening Summary and Avron Ground Investigation Report.  No significant risks present.
9	Assessment of impact of potential risks on neighbouring properties and surface and	YES	See Price & Myers BIA Screening Summary  Works are small scale in nature, and using

	groundwater.		conventional working methods. No significant impact or risk expected.
10	Identification of significant adverse impacts.	YES	As Price & Myers BIA Screening Summary, None present
11	Evidence of consultation with neighbours.	YES	Client has met with adjoining neighbours and informed them of proposed works. One neighbour has written to Planning Officer in support of proposal.  Given the small scale nature of the project no formal documentation was deemed necessary.
12	Ground Investigation Report and Conceptual Site Model including <ul style="list-style-type: none"> <li>- Desktop study</li> <li>- exploratory hole records</li> <li>- results from monitoring the local groundwater regime</li> <li>- confirmation of baseline conditions</li> <li>- factual site investigation report</li> </ul>	YES	Aviron Ground Investigation Report
13	Ground Movement Assessment (GMA).	N/A	The modest works and standard construction methods proposed together with the agreeable site condition do not merit a full GMA.
14	Plans, drawings, reports to show extent of affected area.	N/A	Not appropriate for the works proposed. Extend of proposals clearly shown in Price & Myers BIA Screening Summary Appendix.
15	Specific mitigation measures to reduce, avoid or offset significant adverse impacts.	N/A	None required
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.	N/A	As Price & Myers Screening Summary following a detailed review of the site and the works proposed, development of a full BIA and CSM is not considered appropriate for this project.
17	Proposals for monitoring during construction.	N/A	No specific requirements. Standard monitoring regimes to be agreed with Contractor and in Party Wall Awards going forwards.
18	Confirmatory and reasoned statement identifying likely damage to nearby properties according to Burland Scale	N/A	No significant risk identified by screening process. See Price & Myers BIA Screening Summary.  Works should therefore limit damage to at least very slight – Burland category 1.

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	Price & Myers BIA Screening Summary report and accompanying sketches describes how the standard and small-scale works will maintain stability throughout the works.  See also 13 and 16 above.
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	See Price & Myers BIA Screening Summary report.  No significant risks present.
21	Identification of areas that require further investigation.	N/A	Extensive ground investigation has already been undertaken in advance of planning. The small scale of the proposed work has clearly identified affected areas.
22	Non-technical summary for each stage of BIA.	N/A	See recommendations of Price & Myers BIA Screening Summary Report. The works proposed and agreeable site condition are not considered to merit a full BIA.
Additional BIA components (added during Audit)			
<b>Item provided</b>	<b>Yes/No/NA<sup>2</sup></b>		<b>Comment</b>


Notes:

<sup>1</sup> NB DP27 also requires consideration of architectural character, impacts on archaeology, amenity and other matters which are not covered by this checklist.

<sup>2</sup> 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)
24/09/2015	Category A - £997.50	Approximately 4 weeks from instruction	Form B notes that the BIA does not extend beyond the screening and scoping stage. Additional fees will be required if the audit identifies significant potential impacts, if a site visit is required or if it is necessary to revise and re-submit BIA documents . Additional fees may be required to address any third party comments pertinent to the BIA.

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).

<b>Name of contact [to be sent Invoice for final costs]</b>	Nicholas Pawlik (agent) on behalf of Sean Macdonald (applicant)
<b>Address of contact</b>	
<b>Company (if relevant)</b>	
<b>Contact telephone number</b>	
<b>Date</b>	29.09.2015

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