**Basement Impact Assessment AUDIT: Instruction**

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

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| **Case officer contact details:** | Ian Gracie ian.gracie@camden.gov.uk02079742507  | **Date of audit request:** | 30/08/2016 |
| **Camden Reference:** | Ref: 2015/3793/P | **Statutory consultation end date:** | 29/09/2016  |
| **Site Address:** | 63 Goldhurst Terrace, London, NW6 3HB |
| **Reason for Audit:** | Planning application  |
| **Proposal description:** Excavation of basement with front and rear lightwells. |
| **Relevant planning background**2015/3793/P – Excavation of basement with front and rear lightwells – Refused – 13/06/2016. |
| 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 |
| Subterranean (groundwater) flow | No |
| 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.  | YES | See existing and proposed drawings andDesign and Access Statement |
| 2 | Plan showing boundary of development including any land required temporarily during construction. | YES | Site location plan |
| 3 | Plans, maps and or photographs to show location of basement relative to surrounding structures. | YES | See Structural Engineer’s drawings for 63 |
| 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 | See Floor Risk Assessment |
| 5 | Plans and sections to show foundation details of adjacent structures. | YES | See Structural Engineer’s drawings for 63 |
| 6 | Plans and sections to show layout and dimensions of proposed basement. | YES | Please see proposed drawing |
| 7 | Programme for enabling works, construction and restoration. | YES | See Programme BIA  |
| 8 | Identification of potential risks to land stability (including surrounding structures and infrastructure), and surface and groundwater flooding.  | YES | See Ground Movement Assessment |
| 9 | Assessment of impact of potential risks on neighbouring properties and surface and groundwater.  | YES | See Hydrologist report |
| 10 | Identification of significant adverse impacts. | YES | See Ground Movement Assessment |
| 11 | Evidence of consultation with neighbours. | N/A | Both neighbours have had basement structures completed by DFV |
| 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
 | YES | See Borehole Report Attached as well as GMAWe also have direct experience of ground conditions having dug both basements adjoining this property |
| 13 | Ground Movement Assessment (GMA). | YES | See Ground Movement Assessment |
| 14 | Plans, drawings, reports to show extent of affected area. | YES | See Ground Movement Assessment |
| 15 | Specific mitigation measures to reduce, avoid or offset significant adverse impacts. | n/a | Both adjoining properties have basements |
| 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 | Please see Method Statement, relevant drawings and Temporary Works proposals |
| 17 | Proposals for monitoring during construction. | n/a | This would mostly be a Party Wall Award requirement, and no such requirement has been raised. Also, with both adjoining properties already underpinned, and a comprehensive temporary works scheme in place, amount of movement is negligible, as evidenced in Engineer’s calculations. |
| 18 | Confirmatory and reasoned statement identifying likely damage to nearby properties according to Burland Scale  | YES | Please see Engineer’s calculations |
| 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 | Please see Engineer’s calculations |
| 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. |  |  |
| 21 | Identification of areas that require further investigation. | n/a |  |
| 22 | Non-technical summary for each stage of BIA. |  |  |
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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)** |
| *Date* | *Category and cost -*  | *This will depend on date of completion of section D but some indication is required* | *If possible please ALSO provide estimate for possible additional fees required to review consultation responses received to date.*  |
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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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| **FULL Name of contact [to be sent Invoice for final costs]\***  |  |
| **Address of contact** |  |
| **Company (if relevant)** |  |
| **Contact telephone number** |  |
| **Date** |  |

\*If no Company name provided then **full name** of Contact (First-name & Surname) must be provided – initials will not suffice.

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)