

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:	09/09/2016
Camden Reference:	2016/1099/P & 2016/1187/L	Statutory consultation end date:	TBC
Site Address:	5 Gloucester Crescent, London, NW1 7DS		
Reason for Audit:	Planning application		
Proposal description: Creation of basement below approved single storey rear extension			
Relevant planning background 2015/2042/P - Erection of single storey rear extension to lower ground level with new external staircase to ground level to create roof terrace with glazed balustrade; installation of one rooflight on roof level and replacement with timber sash windows to rear; internal alterations including removal of partition walls to reconfigure internal layout of lower/ground floors and part lowering of 2nd floor to accommodate shower room. - Granted 12-08-2015 2015/2464/L - Listed Building Consent - Erection of single storey rear extension to lower ground level with new external staircase to ground level to create roof terrace with glazed balustrade; installation of one rooflight over top floor internal stairwell and replacement windows to rear; internal alterations including removal of partition walls to reconfigure internal layout of lower/ground floors and part lowering of 2nd floor to accommodate shower room - Granted 12-08-2015. 2014/6478/P - New landscaping to front garden including alterations to front boundary wall and erection of new sliding gate and pedestrian gate. - Granted 10-03-2015 2014/6893/L - Listed Building Consent - New landscaping to front garden including alterations to front boundary wall and erection of new sliding gate and			

pedestrian gate. - Granted 19-06-2015		
Do the basement proposals involve a listed building or does the site neighbour any listed buildings?	Yes (Grade II)	
Is the site in an area of relevant constraints? (check site constraints in M3/Magic GIS)	Slope stability	No
	Surface Water flow and flooding	NO
	Subterranean (groundwater) flow	NO
Does the application require determination by Development Control Committee in accordance with the Terms of Reference ¹	TBC	
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	Studio Gray document 051_PR_01 planning report
2	Plan showing boundary of development including any land required temporarily during construction.	Yes	Studio Gray drawing 051_SP_01_P1 site plans
3	Plans, maps and or photographs to show location of basement relative to surrounding structures.	Yes	Studio Gray document 051_PR_01 planning report and accompanying drawings
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	Ecos Maclean Basement Impact Assessment Rev.5
5	Plans and sections to show foundation details of adjacent structures.	Yes	Ecos Maclean Basement Impact Assessment Rev.5
6	Plans and sections to show layout and dimensions of proposed basement.	Yes	Studio Gray document 051_PR_01 planning report and accompanying drawings
7	Programme for enabling works, construction and restoration.	Yes	Ecos Maclean Basement Impact Assessment Rev.5
8	Identification of potential risks to land stability (including surrounding structures and infrastructure), and surface and groundwater flooding.	Yes	Ecos Maclean Basement Impact Assessment Rev.5
9	Assessment of impact of potential risks on neighbouring properties and surface and groundwater.	Yes	Ecos Maclean Basement Impact Assessment Rev.5
10	Identification of significant adverse	Yes	Ecos Maclean Basement Impact Assessment Rev.5

	impacts.		
11	Evidence of consultation with neighbours.	Yes	Applicant has spoken to immediate neighbours regarding the proposals. Camden has given notice to neighbours that the application has been submitted
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	Ecos Maclean Basement Impact Assessment Rev.5
13	Ground Movement Assessment (GMA).	Yes	Ecos Maclean Basement Impact Assessment Rev.5
14	Plans, drawings, reports to show extent of affected area.	Yes	Ecos Maclean Basement Impact Assessment Rev.5
15	Specific mitigation measures to reduce, avoid or offset significant adverse impacts.	Yes	Ecos Maclean Basement Impact Assessment Rev.5
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	Ecos Maclean Basement Impact Assessment Rev.5
17	Proposals for monitoring during construction.	Yes	Ecos Maclean Basement Impact Assessment Rev.5
18	Confirmatory and reasoned statement identifying likely damage to nearby properties according to Burland Scale	Yes	Ecos Maclean Basement Impact Assessment Rev.5
19	Confirmatory and reasoned statement with supporting evidence that the structural stability of the building and neighbouring properties will be	Yes	Ecos Maclean Basement Impact Assessment Rev.5

	maintained (by reference to BIA, Ground Movement Assessment and Construction Sequence Methodology), including consideration of cumulative effects.		
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	Ecos Maclean Basement Impact Assessment Rev.5
21	Identification of areas that require further investigation.	N/A	
22	Non-technical summary for each stage of BIA.	Yes	Ecos Maclean Basement Impact Assessment Rev.5
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)
15/09/2016	Category B - £3045	Approximately 4 weeks from instruction	Additional fees may be required for <ul style="list-style-type: none"> • site attendance • reviewing revised/resubmitted documentation • reviewing third part consultation comment • attending DCC.

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.

FULL Name of contact [to be sent Invoice for final costs]*	
Address of contact	
Company (if relevant)	
Contact telephone number	
Date	21/09/2016

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