

Basement Impact Assessment AUDIT: Instruction

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

Case officer contact details:	Kate Henry Kate.Henry@camden.gov.uk 0207 974 2521	Date of audit request:	25/01/2017
Camden Reference:	2017/0414/P & 2017/0415/L	Statutory consultation end date:	TBC
Site Address:	Middlesex Annex, 44 Cleveland Street, London, W1		
Reason for Audit:	Planning application including basement / listed building consent		
Proposal description: 2017/0414/P - Refurbishment of and alterations to the existing former Workhouse Building (Grade II listed) and North and South Houses (fronting onto Cleveland Street) to provide 12x residential units (Class C3); demolition of part of South House and buildings at rear of Workhouse Building and redevelopment to provide a part 4, part 5, part 8 storey building comprising 4,535sqm of commercial floor space (Class B1) and 38x residential units (Class C3); and associated works including opening up of Bedford Passage, creation of public open space, landscaping works, and partial demolition of front boundary wall 2017/0415/L - Various external and internal alterations and extension to the former Workhouse building in association with the conversion of the building to 8 self-contained flats; demolition of 19th and 20th century wings to the east and southern elevations and associated brickwork infilling to match existing; erection of external lift shaft to east elevation with associated creation of new openings within existing walls; demolition of 20th century porch and plant room to front elevation; demolition and replacement of existing roof and installation of conservation roof lights; lowering of the existing parapet to east elevation; opening up of infilled window openings and creation of new window openings to north, east and south elevations; replacement of existing sash windows and doors; removal of existing internal lift shaft; removal of all modern internal partition walls; installation of new internal partition walls throughout and creation of new openings within retained historic walls			
Relevant planning background N/A			

Do the basement proposals involve a listed building or does the site neighbour any listed buildings?	Yes – the workhouse building at the front of the site (fronting Cleveland Street) is Grade II listed	
Is the site in an area of relevant constraints? (check site constraints in M3/Magic GIS)	Slope stability	Yes
	Surface Water flow and flooding	No
	Subterranean (groundwater) flow	Yes
Does the application require determination by Development Control Committee in accordance fall the Terms of Reference ¹	Yes	
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/ NA ²	Name of BIA document/appendix in which information is contained.
1	Description of proposed development.	Yes	Planning Application Basement Impact assessment Section 2.2
2	Plan showing boundary of development including any land required temporarily during construction.	Yes	Planning Application Basement Impact assessment Figure 2
3	Plans, maps and or photographs to show location of basement relative to surrounding structures.	Yes	Planning Application Basement Impact assessment Figure 2, Phase 1 Geotechnical and Geoenvironmental Desk Study Report Appendix A
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	Planning Application Basement Impact Assessment Figures 4 to 14 referencing 'Camden Geological, Hydrogeological and Hydrological Study – Guidance for Subterranean Development'
5	Plans and sections to show foundation details of adjacent structures.	Yes	Plan with levels only - Planning Application Basement Impact Assessment Figure 2
6	Plans and sections to show layout and dimensions of proposed basement.	Yes	Plan with levels only - Planning Application Basement Impact Assessment Figure 2
7	Programme for enabling works, construction and restoration.	No	Yet to be developed
8	Identification of potential risks to land stability (including surrounding structures and infrastructure), and surface and groundwater flooding.	Yes	Planning Application Basement Impact Assessment Screening Section 8
9	Assessment of impact of potential risks on neighbouring properties and surface and groundwater.	No	Yet to be performed. BIA currently only covering screening and scoping.
10	Identification of significant adverse impacts.	No	Yet to be performed. BIA currently only covering screening and scoping.
11	Evidence of consultation with neighbours.	No	Yet to be performed. BIA currently only covering screening and scoping.

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 	No	Desktop study only performed to date. Submitted as Phase 1 Geotechnical and Geoenvironmental Desk Study Report. Historic exploratory hole records included. Site-specific ground investigation yet to be performed. BIA only covering screening and scoping
13	Ground Movement Assessment (GMA).	No	Yet to be performed. BIA currently only covering screening and scoping.
14	Plans, drawings, reports to show extent of affected area.	No	Yet to be performed. BIA currently only covering screening and scoping.
15	Specific mitigation measures to reduce, avoid or offset significant adverse impacts.	No	Yet to be performed. BIA currently only covering screening and scoping.
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	Yet to be performed. BIA currently only covering screening and scoping.
17	Proposals for monitoring during construction.	No	Yet to be performed. BIA currently only covering screening and scoping.
18	Confirmatory and reasoned statement identifying likely damage to nearby properties according to Burland Scale	No	Yet to be performed. BIA currently only covering screening and scoping.
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.	No	Yet to be performed. BIA currently only covering screening and scoping.
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	No	Yet to be performed. BIA currently only covering screening and scoping.

	effects.		
21	Identification of areas that require further investigation.	No	Yet to be performed. BIA currently only covering screening and scoping.
22	Non-technical summary for each stage of BIA.	Yes	Planning Application Basement Impact Assessment Executive Summary
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)
26/01/2017	Category C - £5,400	Approximately 4 -6 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)

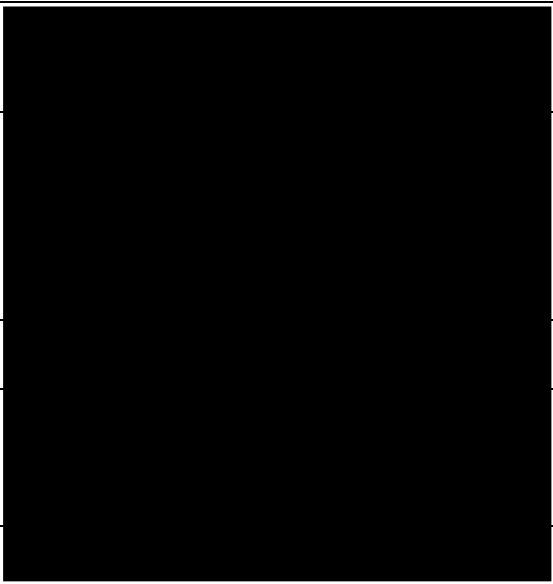
For data protection reasons this section should NOT be published on the Public website.

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		

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