

Basement Impact Assessment AUDIT: Instruction

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

Case officer contact details:	Charlotte Meynell	Date of audit request:	
Camden Reference:	2017/0467/P	Statutory consultation end date:	08/03/17
Site Address:	27 Gladys Road, London, NW6 2PU		
Reason for Audit:	Planning application / Basement Extension		
Proposal description:			
Excavation of existing basement to lower floor by 0.8m and excavation of basement and lightwell under front garden. Replacement front boundary wall and erection of bin store. Erection of single storey rear and side infill extension. Enlargement of first floor window of rear closet wing. Loft conversion involving installation of rear dormer extension, 2 x front rooflights and creation of roof terrace above two storey closet wing enclosed by new balustrade.			
Relevant planning background N/A			
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	
	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	No		

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

Does the scope of the submitted BIA extend beyond the screening stage?	No
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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	Constructure BIA report, section 1
2	Plan showing boundary of development including any land required temporarily during construction.	Y	Constructure Appendix A, and Shake the Sky drawings
3	Plans, maps and or photographs to show location of basement relative to surrounding structures.	Y	Constructure BIA report, sections 2 and 5
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	Constructure BIA report, sections 2 and 5
5	Plans and sections to show foundation details of adjacent structures.	Y	Constructure Appendix A
6	Plans and sections to show layout and dimensions of proposed basement.	Y	Constructure Appendix A
7	Programme for enabling works, construction and restoration.	NA	Contractor to provide when appointed
8	Identification of potential risks to land stability (including surrounding structures and infrastructure), and surface and groundwater flooding.	Y	Constructure BIA report, sections 3, 4 and 5
9	Assessment of impact of potential risks on neighbouring properties and surface and groundwater.	Y	Constructure BIA report, sections 3, 4 and 5
10	Identification of significant adverse impacts.	Y	Constructure BIA report, sections 3, 4 and 5
11	Evidence of consultation with neighbours.	Y	By party wall notice

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	Constructure BIA report, sections 2 and 4, and Appendix A
13	Ground Movement Assessment (GMA).	N	Not deemed applicable
14	Plans, drawings, reports to show extent of affected area.	Y	Constructure BIA report generally
15	Specific mitigation measures to reduce, avoid or offset significant adverse impacts.	Y	Constructure BIA report , sections 6 and 7
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	Constructure BIA report , section 7
17	Proposals for monitoring during construction.	Y	Constructure BIA report , section 7
18	Confirmatory and reasoned statement identifying likely damage to nearby properties according to Burland Scale	Y	Constructure BIA report , section 7
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	Constructure BIA report , section 9
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	Constructure BIA report , section 5

	effects.		
21	Identification of areas that require further investigation.	N/A	No further investigations deemed required
22	Non-technical summary for each stage of BIA.	Y	Constructure BIA report , sections 3, 4 and 5
Additional BIA components (added during Audit)			
Item provided	Yes/No/NA²		Comment

Notes:

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

²Where 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)
23/02/2017	Category B - £3,045	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.

