

Basement Impact Assessment AUDIT: Instruction

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

Camden Case Reference:	2017/2347/P	Site Address:	14D Avenue Road, London, NW8 6BP
Case officer contact details:	Charlotte Meynell	Date of audit request:	19/06/2017
Statutory consultation end date:	16/06/2017		
Reason for Audit:	Planning application / Basement Extension		
Proposal description: Excavation of basement under footprint of existing house and part of rear garden.			
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	Yes	
	Subterranean (groundwater) flow	No	
Does the application require determination by Development Control Committee in accordance fall the Terms of Reference ¹	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	Yes	0018-BCM001 Basement Construction Methodology - 14D Avenue Road
2	Yes	0018-BCM001 Basement Construction Methodology - 14D Avenue Road
3	Yes	0018-BCM001 Basement Construction Methodology - 14D Avenue Road
4	Yes	0018-BCM001 Basement Construction Methodology - 14D Avenue Road
5	Yes	0018-BCM001 Basement Construction Methodology - 14D Avenue Road
6	Yes	0018-BCM001 Basement Construction Methodology - 14D Avenue Road, 5030_P100-D, 5030_P300-B.
7	Yes	0018-BCM001 Basement Construction Methodology - 14D Avenue Road
8	Yes	0018-BIA001 Basement Impact
9	Yes	0018-BIA001 Basement Impact, 0018-FRA001 Flood Risk Assessment - 14D Avenue Road
10	Yes	0018-BIA001 Basement Impact
11	No	0018-CTMP001 Construction Traffic Management Plan - Avenue Road

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 	Yes	0018-BCM001 Basement Construction Methodology - 14D Avenue Road
13	Ground Movement Assessment (GMA).	Yes	0018-BCM001 Basement Construction Methodology - 14D Avenue Road
14	Plans, drawings, reports to show extent of affected area.	Yes	0018-BCM001 Basement Construction Methodology - 14D Avenue Road
15	Specific mitigation measures to reduce, avoid or offset significant adverse impacts.	N/A	
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	0018-BCM001 Basement Construction Methodology - 14D Avenue Road
17	Proposals for monitoring during construction.	Yes	0018-CTMP001 Construction Traffic Management Plan - Avenue Road
18	Confirmatory and reasoned statement identifying likely damage to nearby properties according to Burland Scale	Yes	0018-BCM001 Basement Construction Methodology - 14D Avenue Road
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	0018-BCM001 Basement Construction Methodology - 14D Avenue Road, 0018-BIA001 Basement Impact
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	Yes	0018-FRA001 Flood Risk Assessment - 14D Avenue Road

	reference to ground investigation, BIA and CSM), including consideration of cumulative effects.		
21	Identification of areas that require further investigation.	Yes	0018-BCM001 Basement Construction Methodology - 14D Avenue Road, 0018-BIA001 Basement Impact
22	Non-technical summary for each stage of BIA.	Yes	0018-BIA001 Basement Impact
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)
<i>Date</i>	<i>Category and cost -</i>	<i>This will depend on date of completion of section D but some indication is required</i>	<i>If possible please ALSO provide estimate for possible additional fees required to review consultation responses received to date.</i>
19/06/2017	Cat B - £3,045	Approx 4 weeks from date of 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

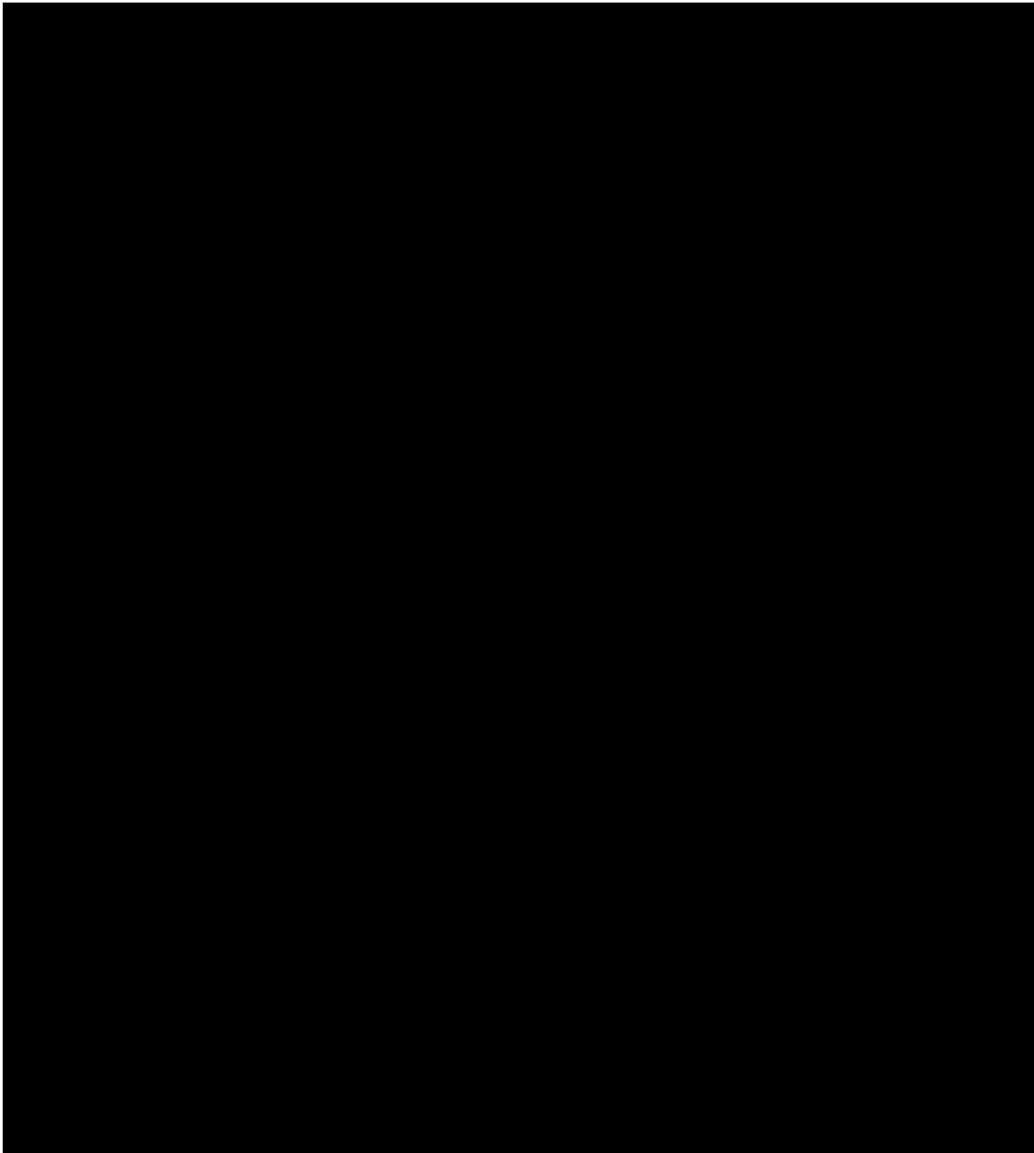
Note: Where changes to the fee categorisation are required during the audit process, this will require details to be updated in section E, with justification provided by the auditor.

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 THE APPLICANT)

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Section E: Further work (to be completed *during* audit process if further fees required)

Date	Additional Fee (£ ex VAT)	Reason for additional fee	Date of agreement from Invoicee to meet these costs
		<p><i>Additional fees are required for the following purposes:</i></p> <ul style="list-style-type: none"> • <i>review BIA revisions</i> • <i>review 3rd Party reports</i> • <i>Attendance at Planning Committee</i> <p><i>[remove as necessary]</i></p> <p><i>Add details of expected date of updated Audit Report, if relevant</i></p>	

Agreement from the invoicee (Contact in Section D) is required prior to instructing the Auditors to proceed with additional fee work.