

Basement Impact Assessment AUDIT: Instruction

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

Case officer contact details:	John Diver	Date of audit request:	06/06/2017
Camden Reference:	2017/2864/P	Statutory consultation end date:	29/07/2017 (anticipated)
Site Address:	51 Gloucester Crescent, London, NW1 7EG		
Reason for Audit:	Planning application		
Proposal description:			
Excavation of a new basement below dwellinghouse (Class C3) including front and rear lightwells.			
Relevant planning background			
<p>2016/3804/PRE – Pre-application advice was issued on the 18/08/2016 in relation to the proposed 'excavation of a basement behind the existing dwelling including front and rear lightwells as well as new access stair to lower ground floor level'</p> <p>PE9900701 – Permission was granted for 'The erection of part first-floor and part ground floor and first-floor extension to the side and rear; alterations to the doors and windows at the front and rear; the provision of a wooden gate, the formation of a new pedestrian entrance, and the blocking up of an existing entrance' on the 22/05/2000.</p> <p>PEX0000063 – Permission was refused for 'The erection of a new mansard roof to create accommodation at second-floor level and the erection of a two-storey side extension on the north western flank of the building' on the 21/03/2000. <u>Reason for refusal:</u> (1) The proposed mansard and side extensions do not relate well to the scale, form, design and character of the individual building or the group of which it forms part. Furthermore, they are not subordinate to the original building and would detract from the small-scale character of this group within the conservation area...</p> <p>8903235 – Permission was granted for the 'Erection of a side extension at first floor level for use for residential purposes and alterations to the exterior of the building' on the 20/09/1989.</p> <p>TP72560/621 – Permission was granted for the 'Conversion of ground floor garage at No. 51, Gloucester Crescent, St. Pancras, into extra living accommodation' on the 18/05/1954</p>			

Do the basement proposals involve a listed building or does the site neighbour any listed buildings?	Yes – the site adjoins several GII listed dwellings	
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	NO
Does the application require determination by Development Control Committee in accordance fall the Terms of Reference ¹	No	
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	- Structural Engineers Report and Method Statement: 4.0
2	Yes	- Architects Drawings
3	Yes	- Architects Drawings - Structural Engineers Report and Method Statement: Appendix D
4	Yes	- Structural Engineers Report and Method Statement: Appendix A - Site Investigation Report: Appendix A - Surface Water and Subsurface Flow Basement Impact Assessment
5	Yes	- Structural Engineers Report and Method Statement: Appendix D
6	Yes	- Architects Drawings - Structural Engineers Report and Method Statement: Appendix D
7	No	
8	Yes	- Ground Movement Analysis Report - Surface Water and Subsurface Flow Basement Impact Assessment
9	Yes	- Surface Water and Subsurface Flow Basement Impact Assessment
10	Yes	- Structural Engineers Report and Method Statement: 4.0
11	No	

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	Site Investigation Report
13	Ground Movement Assessment (GMA).	Yes	Ground Movement Analysis Report
14	Plans, drawings, reports to show extent of affected area.	Yes	<ul style="list-style-type: none"> - Ground Movement Analysis Report - Structural Engineers Report and Method Statement - Surface Water and Subsurface Flow Basement Impact Assessment
15	Specific mitigation measures to reduce, avoid or offset significant adverse impacts.	Yes	Structural Engineers Report and Method Statement
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	Structural Engineers Report and Method Statement
17	Proposals for monitoring during construction.	Yes	Structural Engineers Report and Method Statement: 4.0
18	Confirmatory and reasoned statement identifying likely damage to nearby properties according to Burland Scale	Yes	<ul style="list-style-type: none"> - Ground Movement Analysis Report - Structural Engineers Report and Method Statement
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	<ul style="list-style-type: none"> - Ground Movement Analysis Report - Structural Engineers Report and Method Statement
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	<ul style="list-style-type: none"> - Surface Water and Subsurface Flow Basement Impact Assessment - Structural Engineers Report and Method Statement

	reference to ground investigation, BIA and CSM), including consideration of cumulative effects.		
21	Identification of areas that require further investigation.	Yes	- Site Investigation Report
22	Non-technical summary for each stage of BIA.	Yes	- Structural Engineers Report and Method Statement
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	[REDACTED]	<i>Approx 4 weeks from date of instruction</i>	<i>Additional fees may be required for</i> <ul style="list-style-type: none"> • <i>site attendance</i> • <i>reviewing revised/resubmitted documentation</i> • <i>reviewing third part consultation comment</i> • <i>attending DCC</i>

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)

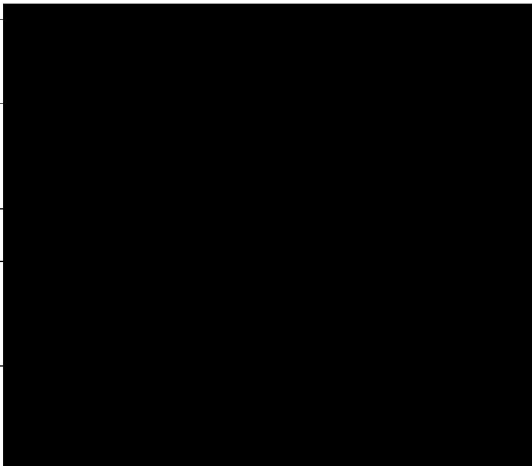
For data protection reasons this section should NOT be published on the Public website.

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.