

Basement Impact Assessment AUDIT: Instruction

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

Camden Case Reference:	2017/4498/P	Site Address:	Boncara 35 Templewood Avenue London NW3 7UY
Case officer contact details:	Laura Hazelton Laura.hazelton@camden.gov.uk	Date of audit request:	17/08/2017
Statutory consultation end date:		14/09/2017	
Reason for Audit:	Planning application / Basement Extension		
Proposal description: Excavation of new basement level; erection of 2 storey extension to south east corner of the site to join the south and east wings; erection of new lift/stairwell to the eastern elevation of the south wing up to third floor level, extension of south wing 3rd floor level; installation of car lift to east elevation; refurbishment of listed swimming pool and associated landscaping.			
Relevant planning background N/A			
Do the basement proposals involve a listed building or does the site neighbour any listed buildings?		Yes	
Is the site in an area of relevant constraints? AND BAGSHOT BEDS		Slope stability	Yes Steep driveway from road level down to lower ground floor level and the garden is at various levels. (Refer to Table 7.1 of BIA Report No. P1019J1129 by Jomas Associates Ltd)

	Surface Water flow and flooding	A small man-made ornamental pond on site, however this is not considered to pose a significant constraint (Refer to Table 7.1 of BIA Report No. P1019J1129 by Jomas Associates Ltd)
	Subterranean (groundwater) flow	Site directly underlain by a secondary A aquifer. However groundwater monitoring indicates a ground water table >4.86 and >4.56m bgl and as such the actual development is not considered likely to be affected by groundwater flow. (Refer to Table 7.1 of BIA Report No. P1019J1129 by Jomas Associates Ltd)
Does the application require determination by Development Control Committee in accordance fall the Terms of Reference ¹	N	
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	Section 1 of BIA Report No. P1019J1129 by Jomas Associates Ltd
2	Plan showing boundary of development including any land required temporarily during construction.	Yes	P00_Proposed_Site_Plan
3	Plans, maps and or photographs to show location of basement relative to surrounding structures.	Yes	P01_Proposed_Basement_Plan
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	Appendices 1-3 of BIA Report No. P1019J1129 by Jomas Associates Ltd
5	Plans and sections to show foundation details of adjacent structures.	Yes	16848-T-1050
6	Plans and sections to show layout and dimensions of proposed basement.	Yes	16848-S-1000, 16848-S-1001, 16848-S-1100, and 16848-S-1101
7	Programme for enabling works, construction and restoration.	No	Not required.
8	Identification of potential risks to land stability (including surrounding structures and infrastructure), and surface and groundwater flooding.	Yes	Section 7, 15 and Appendix 2 of BIA Report No. P1019J1129 by Jomas Associates Ltd In addition the Ground Movement Assessment issued by Jomas on 05 September 2017 (35 Templewood Avenue – Ground Movement Assessment (GMA) - Jomas Ref: P1019J1129/rs)
9	Assessment of impact of potential risks on neighbouring properties and surface and groundwater.	Yes	Section 7 and 15 of BIA Report No. P1019J1129 by Jomas Associates Ltd
10	Identification of significant adverse impacts.	Yes	Section 15 of BIA Report No. P1019J1129 by Jomas Associates Ltd

11	Evidence of consultation with neighbours.	No	Not required.
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	BIA Report No. P1019J1129 by Jomas Associates Ltd <ul style="list-style-type: none"> - Desktop Study – Sections 1-6 - Exploratory hole records – Appendix 5 (and discussed in Section 9) - Monitoring results – Appendix 8 (and discussed in Section 9.2 and 14.10) - Baseline conditions – Sections 3 & 5 - Site Investigation Report – Sections 8-14
13	Ground Movement Assessment (GMA).	Yes	Generic comments in Section 14.9 of BIA Report No. P1019J1129 by Jomas Associates Ltd, with detailed site specific Ground Movement Assessment issued separately on the 05 September 2017 (35 Templewood Avenue – Ground Movement Assessment (GMA) - Jomas Ref: P1019J1129/rs)
14	Plans, drawings, reports to show extent of affected area.		BIA Report No. P1019J1129 by Jomas Associates Ltd and the site specific Ground Movement Assessment issued separately on the 05 September 2017 (35 Templewood Avenue – Ground Movement Assessment (GMA) - Jomas Ref: P1019J1129/rs)
15	Specific mitigation measures to reduce, avoid or offset significant adverse impacts.	Yes	Report 16848-RP-02
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	Report 16848-RP-02, Drawings: , 16848-T-4001,16848-T-4002,16848-S-4003,16848-T-4004, 16848-T-4005, 16848-T-4006,16848-T-4007
17	Proposals for monitoring during construction.	Yes	Drawing: 16848-T-4000
18	Confirmatory and reasoned statement identifying likely damage to nearby properties according to Burland Scale	Yes	Statement contained in section 4 of site specific Ground Movement Assessment issued separately on the 05 September 2017 (35 Templewood Avenue – Ground Movement Assessment (GMA) - Jomas Ref: P1019J1129/rs)

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	Report 16848-RP-02
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	Executive Summary and Section 13 & 15.4 of BIA Report No. P1019J1129 by Jomas Associates Ltd
21	Identification of areas that require further investigation.	No	To be confirmed
22	Non-technical summary for each stage of BIA.	Yes	Executive Summary and Section 15 of BIA Report No. P1019J1129 by Jomas Associates Ltd
Additional BIA components (added during Audit)			
Item provided	Yes/No/NA²		Comment

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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>
23/08/2017	Cat C - £4,725	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 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)

Camden Case Reference:	2017/4498/P	Site Address:	35 Templewood Avenue, London, NW3 7UY
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i. FULL NAME of contact to be Invoiced by LB Camden for audit costs*	Mr Bryan Coyne
ii. Address of contact	8 Kendalls Hall, New End, NW3 1DD, London
iii. Company (if relevant)	
iv. Contact telephone number	02078947677
v. Date	12/09/2017

[If Company name not provided then **FULL NAME** of Contact (First-name & Surname) must be provided – initials will not suffice]

Please take particular care when completing this form to ensure that all details are correct. Form errors which result in incorrectly issued invoices will lead to delays in completion of the Audit process and may incur an administration fee.

By completing the above form the **Contact in (i) agrees to pay the full costs**, set out in Section C, of the independent audit of the Basement Impact Assessment associated with the planning application for the site identified in Section A.

By completing the above form **the Contact in (i) acknowledges that they may be liable for additional fees**, charged at the hourly rate, 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

The case officer will confirm any additional costs to the applicant prior to instructing the Auditors to proceed.

Every effort will be made to minimise the occurrence of additional unforeseen expenses arising from the audit process.

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.