

Basement Impact Assessment AUDIT: Instruction

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

Case officer contact details:	John Diver John.Diver@camden.gov.uk 02079746368	Date of audit request:	19/09/2016
Camden Reference:	2016/2822/P	Statutory consultation end date:	14/10/2016
Site Address:	80 Greencroft Gardens, London, NW6 3JQ		
Reason for Audit:	Planning application inc. Basement Extension		
Proposal description: Extensions to the property at basement, ground and roof levels including the provision of rear terraces to facilitate sub-division from 4x into 7x self-contained residential units (C3).			
Relevant planning background			
<ul style="list-style-type: none"> • <u>2013/5966/P</u> – (Granted subjection to s106 Agreement - 03/12/2013) <i>Erection of single storey rear extension at ground floor level, two dormer roof extensions and inset terrace at roof level and new entrance door on side elevation at ground floor level to create 2 x self contained flats to ground floor and roof space (Class C3).</i> • <u>TP66809/9475</u> – (Granted - 15/10/1952) <i>The conversion of No. 80, Greencroft Gardens, Hampstead, into four self-contained flats.</i> 			
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	YES	
Does the application require determination by Development Control Committee in accordance	NO		

fall the Terms of Reference ¹	
No/Does the scope of the submitted BIA extend beyond the screening stage?	Probably, considering the site constraints and scale of excavation.

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	ARC532 – DAS Report
2	Plan showing boundary of development including any land required temporarily during construction.	N/A	BIA Appendix B
3	Plans, maps and or photographs to show location of basement relative to surrounding structures.	N/A	BIA Appendix B
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)	N/A	BIA Appendix D
5	Plans and sections to show foundation details of adjacent structures.	N/A	The property is detached
6	Plans and sections to show layout and dimensions of proposed basement.	Yes	BIA Appendix B
7	Programme for enabling works, construction and restoration.	Yes	Structural Engineering Statement Section 2
8	Identification of potential risks to land stability (including surrounding structures and infrastructure), and surface and groundwater flooding.	Yes	BIA Report Appendix E
9	Assessment of impact of potential risks on neighbouring properties and surface and groundwater.	Yes	BIA Report Appendix E
10	Identification of significant adverse impacts.	No	The BIA data records no significant adverse impacts are identified.
11	Evidence of consultation with neighbours.	Yes	The standard planning consultation notice was issued by the local authority and comments closed on the 13/10

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 Appendix C
13	Ground Movement Assessment (GMA).	Yes	BIA Appendix E
14	Plans, drawings, reports to show extent of affected area.	Yes	BIA Appendix E
15	Specific mitigation measures to reduce, avoid or offset significant adverse impacts.		BIA Appendix E
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.		Structural Engineering Statement Section 2
17	Proposals for monitoring during construction.		Structural Engineering Statement Section 3
18	Confirmatory and reasoned statement identifying likely damage to nearby properties according to Burland Scale		Structural Engineering Statement Section 4
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.		Structural Engineering Statement Section 4
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		Structural Engineering Statement Section 4

	effects.		
21	Identification of areas that require further investigation.		
22	Non-technical summary for each stage of BIA.		
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)
22/09/2016	Category B - £3045	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.

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	30.09.16

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