**Basement Impact Assessment AUDIT: Instruction**

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

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| **Camden Case Reference:** | 2017/6506/P | **Site Address:** | 3 Trinity Close Willoughby RoadLondonNW3 1SD |
| **Case officer contact details:** | Ben.farrant@camden.gov.uk | **Date of audit request:** | 03/01/2018 |
| **Statutory consultation end date:** | 29/01/2018 |
| **Reason for Audit:** | Planning application / Basement Extension |
| **Proposal description:** Front basement extension (towards Willoughby Road) including installation of external staircase and lightwell |
| **Relevant planning background** N/A**2015/6756/P** – Excavation of enclosed single storey basement under the footprint of the existing dwellinghouse – **Granted 09/12/2015** (Certificate of lawfulness approved prior to the implementation of Borough article 4 direction restricting permitted development for basements).  |
| 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  | Y |
| Surface Water flow and flooding | N |
| Subterranean (groundwater) flow | Y & Claygate Beds |
| Does the application require determination by Development Control Committee in accordance fall the Terms of Reference[[1]](#footnote-1)  | N |
| No/Does the scope of the submitted BIA extend beyond the screening stage?  | Yes |

**Section B: BIA components for Audit (to be completed by Applicant)**

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| **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 | BIA prepared by LMB Geosolutions Ltd dated December 2017 already submitted to Camden Planning 11th December 2017 |
| 2 | Plan showing boundary of development including any land required temporarily during construction. | Yes | Plans as submitted for Planning Approval |
| 3 | Plans, maps and or photographs to show location of basement relative to surrounding structures. | Yes | See cover photo on BIA |
| 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 | See BIA |
| 5 | Plans and sections to show foundation details of adjacent structures. | No  | Not applicable |
| 6 | Plans and sections to show layout and dimensions of proposed basement. | Yes | Plans as submitted with planning Application |
| 7 | Programme for enabling works, construction and restoration. | Yes | See Build design drawings in BIA, pages 36 and 37 |
| 8 | Identification of potential risks to land stability (including surrounding structures and infrastructure), and surface and groundwater flooding.  | Yes | See BIA |
| 9 | Assessment of impact of potential risks on neighbouring properties and surface and groundwater.  | Yes | See BIA |
| 10 | Identification of significant adverse impacts. | Yes | See BIA |
| 11 | Evidence of consultation with neighbours. | No |  |
| 12 | Ground Investigation Report and Conceptual Site Model including * Desktop study
* exploratory hole records
* results from monitoring the local groundwater regime
* confirmation of baseline conditions
* factual site investigation report
 | Yes | See BIA |
| 13 | Ground Movement Assessment (GMA). | Yes | See BIA |
| 14 | Plans, drawings, reports to show extent of affected area. | Yes | See BIA |
| 15 | Specific mitigation measures to reduce, avoid or offset significant adverse impacts. | Yes | See BIA |
| 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 | See BIA and planning drawings |
| 17 | Proposals for monitoring during construction. | Yes | To be carried out by Site Engineering Services Ltd as main basement works |
| 18 | Confirmatory and reasoned statement identifying likely damage to nearby properties according to Burland Scale  | Yes | See BIA |
| 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 | See BIA |
| 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 | See BIA |
| 21 | Identification of areas that require further investigation. | No |  |
| 22 | Non-technical summary for each stage of BIA. | Yes | See BIA |
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| **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)**

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| **Date** | **Fee Categorisation (A/B/C) and costs (£ ex VAT)** | **Date estimate for initial report** | **Commentary (including timescales for completion of Initial Report)** |
| *Date* | *Category and cost -*  | *This will depend on date of completion of section D but some indication is required* | *If possible please ALSO provide estimate for possible additional fees required to review consultation responses received to date.*  |
| *08/01/2018* | *Cat B - £3,045* | *Approximately 4 weeks from instruction* | *Additional fees may be required for** *site attendance*
* *reviewing revised/resubmitted documentation*
* *reviewing third part consultation comment*
* *attending DCC*
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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.

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. [↑](#footnote-ref-1)