

Basement Impact Assessment AUDIT: Instruction

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

Camden Case Reference:	2018/0914/P & 2018/0981/L	Site Address:	24 Heath Drive, London, NW3 7SB
Case officer contact details:	Laura.hazelton@camden.gov.uk	Date of audit request:	28/02/2018
Statutory consultation end date:	22/03/2018		
Reason for Audit:	Planning/Listed Building application / Basement Extension		
Proposal description:			
Demolition of 2 storey side garage and utility room; lowering of the ground levels of the existing basement and new basement extension; erection of single storey garage replacement; part double, part single storey side extension to north east elevation; rear glazed extension following removal of the bay window; front and side dormers and roof lights; internal alterations; tree works and landscaping including wooden shed to the rear.			
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? (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 fall the Terms of Reference ¹	No		

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.

No/Does the scope of the submitted BIA extend beyond the screening stage?	Yes
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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	BIA Section 3
2	Plan showing boundary of development including any land required temporarily during construction.	Yes	BIA Figure 1 (and drawings by Kyson)
3	Plans, maps and or photographs to show location of basement relative to surrounding structures.	Yes	Drawings by Kyson
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	BIA Figures 2, 4, 5 and 8
5	Plans and sections to show foundation details of adjacent structures.	No	Assumed foundation depths were used for neighbouring houses; any trial pits to determine foundation levels would be considered under Party Wall Act protocols.
6	Plans and sections to show layout and dimensions of proposed basement.	Yes	Drawings by Kyson and Form Structural Design (FormSD)
7	Programme for enabling works, construction and restoration.	Yes	Outline Construction Sequence is contained in Construction Method Statement at Section 5
8	Identification of potential risks to land stability (including surrounding structures and infrastructure), and surface and groundwater flooding.	Yes	BIA Sections 2, 4 to 6, 10.2 to 10.4 and 10.8
9	Assessment of impact of potential risks on neighbouring properties and surface and groundwater.	Yes	BIA Sections 10.2 to 10.6, and 10.8
10	Identification of significant adverse impacts.	Yes	Where relevant, would be included in BIA Sections 10.1 to 10.6, and 10.8, but none identified

11	Evidence of consultation with neighbours.	No	No written evidence, however detailed discussions regarding the planning application were held with neighbours from adjacent properties.
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 Sections 2 to 6, 9 and 10.1 and BIA Appendix C
13	Ground Movement Assessment (GMA).	Yes	BIA Sections 10.5 & 10.6
14	Plans, drawings, reports to show extent of affected area.	Yes	BIA Appendix G, which includes contour plots of ground movement as Figures G3-G7.
15	Specific mitigation measures to reduce, avoid or offset significant adverse impacts.	Yes	BIA Sections 10.2 to 10.8 and summarised in Section 10.9
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	Outline Construction Sequence is contained in Construction Method Statement at Section 5
17	Proposals for monitoring during construction.	Yes	BIA Section 10.7
18	Confirmatory and reasoned statement identifying likely damage to nearby properties according to Burland Scale	Yes	BIA Section 10.6
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	To be provided by Structural Engineer and/or Contractor, because only they can state what will be done or “maintained”. See Construction Method Statement Sections 4,5 and 6
20	Confirmatory and reasoned statement with supporting evidence that there will be no	Yes	BIA Sections 10.2, 10.3 and 10.8

	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.		
21	Identification of areas that require further investigation.	Yes	BIA throughout Section 10, where relevant
22	Non-technical summary for each stage of BIA.	Yes	BIA paragraphs 7.5, 8.5, 9.3 and Section 11
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>
06/03/2018	Cat C - £4,050	Approximately 4 weeks from instruction	<p>Additional fees may be required for</p> <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.