

Basement Impact Assessment AUDIT: Instruction

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

Camden Case Reference:	2018/2615/P	Site Address:	10 Downside Crescent London NW3 2AP
Case officer contact details:	Charlotte Meynell	Date of audit request:	19/07/2018
Statutory consultation end date:		19/07/2018	
Reason for Audit:	Planning application / Basement Extension		
Proposal description:			
Erection of a single storey rear extension and removal of rear chimney breast; excavation of single storey basement with 2 x rear lightwells; and alterations to front driveway and boundary walls.			
Relevant planning background			
2016/4413/P - Erection of a single storey rear extension and removal of rear chimney breast; excavation of single storey basement; and alterations to front driveway and boundary walls. Planning permission granted subject to a Section 106 Legal Agreement 26/02/2018			
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	No	
	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		
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 Planning Committee (PC). From time to time applications which would normally be determined by officers under delegated authority are referred by the Director of Regeneration and PC for decision. Where the Auditor makes representations at PC 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.	Y	GEA BIA Report – page 1
2	Plan showing boundary of development including any land required temporarily during construction.	Y	GEA BIA Report – page 4, XUL site location plan 17155_LP-01 & LP-02 and floor plans
3	Plans, maps and or photographs to show location of basement relative to surrounding structures.	Y	XUL proposed ground floor plan PA-02 showing proposed basement in relation to host building and adjacent structures
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)	Y	Appendix of SAS Report, pages 7 to 9.
5	Plans and sections to show foundation details of adjacent structures.	Y	Rodrigues Associates drawing 1411-21 (section B-B)
6	Plans and sections to show layout and dimensions of proposed basement.	Y	XUL drawings 17155_PA-01 to PA-06 (scaled drawings at scale 1:100 at A3 size)
7	Programme for enabling works, construction and restoration.	N	Programme to be included within Construction Management Plan to be submitted as S106 obligation (as required for previous planning permission 2016/4413/P)
8	Identification of potential risks to land stability (including surrounding structures and infrastructure), and surface and groundwater flooding.	Y	GEA BIA Report - Sections 3.1.2 and 4.1
9	Assessment of impact of potential risks on neighbouring properties and surface and groundwater.	Y	GEA BIA Report - Sections 3.0 and 4.0
10	Identification of significant adverse impacts.	Y	GEA BIA Report - Section 4.0

11	Evidence of consultation with neighbours.	Y	Both adjoining neighbours have been advised that a planning application for the basement proposals is to be submitted.
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 	Y	Site Analytical Services Ltd ground investigation report
13	Ground Movement Assessment (GMA).	Y	GEA BIA Report – Part 2
14	Plans, drawings, reports to show extent of affected area.	Y	GEA BIA Report – Part 2 and Appendix
15	Specific mitigation measures to reduce, avoid or offset significant adverse impacts.	Y	No relevant, movements within acceptable limits, but see GEA BIA report Section 5.3.1
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.		Rodrigues Associates structural calculations, Annex A – Structural methodology and Rodrigues Associates drawing 1411-31 (underpinning methodology) and other drawings 1411-01 to 21.
17	Proposals for monitoring during construction.	Y	Rodrigues Associates structural calculations, Annex B – Movement monitoring specification
18	Confirmatory and reasoned statement identifying likely damage to nearby properties according to Burland Scale	Y	GEA BIA Report – Part 2 and Appendix
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.	Y	GEA BIA Report – Part 2 and Appendix
20	Confirmatory and reasoned statement with supporting evidence that there will be no adverse effects on drainage or run-off and	Y	GEA BIA Report – Part 3

	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.	Y	GEA BIA Report – Part 2
22	Non-technical summary for each stage of BIA.	Y	GEA BIA Report – Section 6.2.1
Additional BIA components (added during Audit)			
Item provided	Yes/No/NA²		Comment

Notes:

¹ NB policy A5 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>
17/07/2018	Category B - £3,045	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 party consultation comments 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.





