**Basement Impact Assessment AUDIT: Instruction**

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

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| **Case officer contact details:** | Emily Whittredge  Emily.whittredge@camden.gov.uk  020 7974 2362 | **Date of audit request:** | | **21/02/18** | |
| **Camden Reference:** | 2017/7038/P | **Statutory consultation end date:** | |  | |
| **Site Address:** | Garden Flat, 23 Lambolle Road, London, NW3 4HS | | | | |
| **Reason for Audit:** | Planning application | | | | |
| **Proposal description:**  Erection of single storey rear extension at lower ground floor level, including excavation of the building footprint to lower the floor level, and formation of two front light wells. | | | | | |
| **Relevant planning background**  None | | | | | |
| 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 | | Yes |
| Subterranean (groundwater) flow | | NO |
| Does the application require determination by Development Control Committee in accordance fall the Terms of Reference | | | No | | |
| 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 | Design & Access Statement - Extension to lower ground floor flat by excavating area underneath ground floor footprint and creation of two light wells to front garden; and the addition of a rear extension to lower ground floor. |
| 2 | Plan showing boundary of development including any land required temporarily during construction. | | Yes | Architects Drawings |
| 3 | Plans, maps and or photographs to show location of basement relative to surrounding structures. | | Yes | Architects Drawings & SE Specification |
| 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 | LBH Wembley Basement Impact Assessment |
| 5 | Plans and sections to show foundation details of adjacent structures. | | Yes | BIA Statement refers to these, and assumptions have been made on these by the SE based on the trial pit carried out at No.23. SE Specification is based on these assumptions and trial pits. |
| 6 | Plans and sections to show layout and dimensions of proposed basement. | | Yes | Architects Drawings & SE Specification |
| 7 | Programme for enabling works, construction and restoration. | | No | Not requested as per the planning application requirements for validation. This can be provided if and when planning permission is approved. |
| 8 | Identification of potential risks to land stability (including surrounding structures and infrastructure), and surface and groundwater flooding. | | Yes | LBH Wembley Basement Impact Assessment, SE Structural methodology report |
| 9 | Assessment of impact of potential risks on neighbouring properties and surface and groundwater. | | Yes | LBH Wembley Basement Impact Assessment, Structural methodology report |
| 10 | Identification of significant adverse impacts. | | No | There has been none identified at present. |
| 11 | Evidence of consultation with neighbours. | | No | However, there is a consultation process as part of the planning application - this can be provided by Camden Council. |
| 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 | LBH Wembley Basement Impact Assessment |
| 13 | Ground Movement Assessment (GMA). | | Yes | LBH Wembley Basement Impact Assessment |
| 14 | Plans, drawings, reports to show extent of affected area. | | No | Not requested as per the planning application requirements for validation. |
| 15 | Specific mitigation measures to reduce, avoid or offset significant adverse impacts. | | No | Not requested as per the planning application requirements for validation. |
| 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 | SE Structural Methodology report, drawings and calculations |
| 17 | Proposals for monitoring during construction. | | No | None proposed but would be a matter for party wall awards dealt with separately. |
| 18 | Confirmatory and reasoned statement identifying likely damage to nearby properties according to Burland Scale | | No | We do not anticipate there to be any damage to nearby properties. |
| 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 | A BIA statement has been carried out, along with a structural methodology report, drawings and calculations. |
| 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 | A BIA statement has been carried out, along with a structural methodology report, drawings and calculations. |
| 21 | Identification of areas that require further investigation. | | No | We do not believe there are any further areas requiring investigation. |
| 22 | Non-technical summary for each stage of BIA. | | No | Not requested as per the planning application requirements for validation. |
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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.* |
| 08/05/2018 | Category B - £3,045 | Approximately 4 weeks from instruction | Additional fees may be required for   * site attendance * reviewing revised/resubmitted documentation * reviewing third party consultation comments * attending DCC |
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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.

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| **FULL Name of contact [to be sent Invoice for final costs]\*** |  |
| **Address of contact** |  |
| **Company (if relevant)** |  |
| **Contact telephone number** |  |
| **Date** |  |

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