

**Basement Impact Assessment AUDIT: Instruction**

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

<b>Camden Case Reference:</b>	2017/5122/P & 2017/6307/P	<b>Site Address:</b>	106 King Henry's Road, London, NW3 3SL
<b>Case officer contact details:</b>	Charlotte Meynell	<b>Date of audit request:</b>	10/11/2017
<b>Statutory consultation end date:</b>	11/10/2017		
<b>Reason for Audit:</b>	Planning application / Basement Extension		
<b>Proposal description:</b> Excavation of single storey basement under existing house and rear courtyard; erection of first floor extension to infill rear and side roof terrace; replacement of all rear and side windows and doors; insertion of 3 x new rooflights to flat roof.			
<b>Relevant planning background</b> N/A			
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	
	Lost rivers (Hydrological constraints)	Yes	
Does the application require determination by Development Control Committee in accordance fall the Terms of Reference <sup>1</sup>	No		
Does the scope of the submitted BIA extend beyond the screening stage?	No		

<sup>1</sup> 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)**

<b>Items provided for Basement Impact Assessment (BIA)<sup>1</sup></b>			
<b>Item provided</b>		<b>Yes/ No/ NA<sup>2</sup></b>	<b>Name of BIA document/appendix in which information is contained.</b>
1	Description of proposed development.	Yes	BIA Issue 30/08/2017.
2	Plan showing boundary of development including any land required temporarily during construction.	Yes	BIA Issue 30/08/2017.
3	Plans, maps and or photographs to show location of basement relative to surrounding structures.	Yes	BIA Issue 30/08/2017.
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 Issue 30/08/2017 & accompanying GIR by Soiltechnics.
5	Plans and sections to show foundation details of adjacent structures.	No	Property is terraced. Adjacent foundations will be similar to 106 KHR.
6	Plans and sections to show layout and dimensions of proposed basement.	Yes	BIA Issue 30/08/2017.
7	Programme for enabling works, construction and restoration.	No	Contractor not yet appointed.
8	Identification of potential risks to land stability (including surrounding structures and infrastructure), and surface and groundwater flooding.	Yes	BIA Issue 30/08/2017 & accompanying GIR by Soiltechnics.
9	Assessment of impact of potential risks on neighbouring properties and surface and groundwater.	Yes	BIA Issue 30/08/2017 & accompanying GIR by Soiltechnics.
10	Identification of significant adverse impacts.	Yes	BIA Issue 30/08/2017.
11	Evidence of consultation with neighbours.	No	

12	Ground Investigation Report and Conceptual Site Model including <ul style="list-style-type: none"> <li>- Desktop study</li> <li>- exploratory hole records</li> <li>- results from monitoring the local groundwater regime</li> <li>- confirmation of baseline conditions</li> <li>- factual site investigation report</li> </ul>	Yes	BIA Issue 30/08/2017 & accompanying GIR by Soiltechnics.
13	Ground Movement Assessment (GMA).	Yes	BIA Issue 30/08/2017 & accompanying GIR by Soiltechnics.
14	Plans, drawings, reports to show extent of affected area.	Yes	BIA Issue 30/08/2017.
15	Specific mitigation measures to reduce, avoid or offset significant adverse impacts.	Yes	BIA Issue 30/08/2017.
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	BIA Issue 30/08/2017.
17	Proposals for monitoring during construction.	Yes	BIA Issue 30/08/2017.
18	Confirmatory and reasoned statement identifying likely damage to nearby properties according to Burland Scale	Yes	BIA Issue 30/08/2017.
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	BIA Issue 30/08/2017.
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	Yes	BIA Issue 30/08/2017 & accompanying GIR by Soiltechnics.

	CSM), including consideration of cumulative effects.		
21	Identification of areas that require further investigation.	No	
22	Non-technical summary for each stage of BIA.	Yes	BIA Issue 30/08/2017.
<b>Additional BIA components (added during Audit)</b>			
<b>Item provided</b>	<b>Yes/No/NA<sup>2</sup></b>		<b>Comment</b>

Notes:

<sup>1</sup> NB DP27 also requires consideration of architectural character, impacts on archaeology, amenity and other matters which are not covered by this checklist.

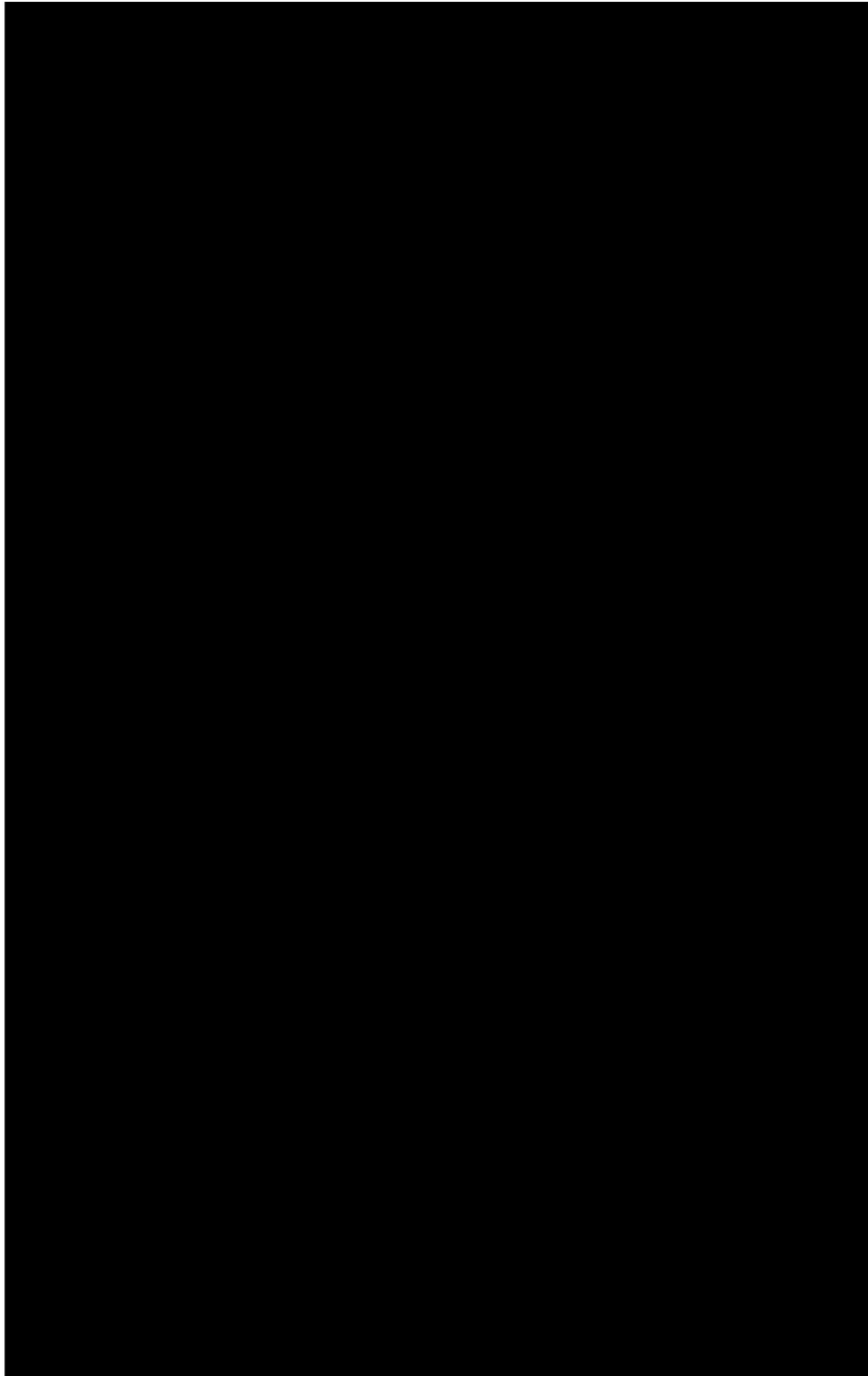
<sup>2</sup> Where response is 'no' or 'NA', an explanation is required in the Comment section.

**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>
13/10/2017	Cat B - £3,045	Approximately 4 weeks from instruction	Additional fees may be required for <ul style="list-style-type: none"> <li>• site attendance</li> <li>• reviewing revised/resubmitted documentation</li> <li>• reviewing third part consultation comment</li> <li>• attending DCC</li> </ul>

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.



**Section E: Further work** (to be completed *during* audit process if further fees required)

Date	Additional Fee (£ ex VAT)	Reason for additional fee	Date of agreement from Invoicee to meet these costs
04/01/2019	Undertaken at TOR hourly rates – estimated fee £540 to £810.	<p><i>Additional fees are required for the following purposes:</i></p> <ul style="list-style-type: none"> <li>• <i>review BIA revisions</i></li> <li>• <i>review 3<sup>rd</sup> Party reports</i></li> <li>• <i>Attendance at Planning Committee</i></li> </ul> <p><i>[remove as necessary]</i></p> <p><i>Add details of expected date of updated Audit Report, if relevant</i></p>	15/01/2019

Agreement from the invoicee (Contact in Section D) is required prior to instructing the Auditors to proceed with additional fee work.