

Basement Impact Assessment AUDIT: Instruction

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

Camden Case Reference:	2019/1747/P	Site Address:	77 Avenue Road London NW8 6JD
Case officer contact details:	Kate.Henry@camden.gov.uk	Date of audit request:	17/04/2019
Statutory consultation end date:	TBC		
Reason for Audit:	Planning application / Basement Extension		
Proposal description:			
Demolition of existing dwelling and erection of replacement three-storey detached dwelling with double basement			
Relevant planning background			
2010/0351/P: Erection of a new three-storey single family dwellinghouse (Class C3), following demolition of existing three-storey single family dwellinghouse. Granted Subject to a Section 106 Legal Agreement 06/05/2010			
2013/2043/P: Renewal of permission 2010/0351/P dated 06/05/2010 (Erection of a new three-storey single family dwellinghouse (Class C3), following demolition of existing three-storey single family dwellinghouse). Granted Subject to a Section 106 Legal Agreement 30/05/2014			
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	Y	
	Subterranean (groundwater) flow	Y	
Does the application require determination by Development Control Committee in accordance fall the Terms of Reference ¹	N		

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

No/Does the scope of the submitted BIA extend beyond the screening stage?	Y
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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)

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.	Demolition of existing dwelling and erection of replacement three-storey detached dwelling with double basement.
2	Plan showing boundary of development including any land required temporarily during construction.	See Drawing 1716-PL-001-0 Site Location Plan
3	Plans, maps and or photographs to show location of basement relative to surrounding structures.	See application drawings and Design and Access Statement
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)	See application drawings and SuDs Report
5	Plans and sections to show foundation details of adjacent structures.	See application drawings, Basement Impact Assessment and Structural Impact Assessment Appendix A Drawings
6	Plans and sections to show layout and dimensions of proposed basement.	See application drawings, Basement Impact Assessment and Structural Impact Assessment Appendix A Drawings
7	Programme for enabling works, construction and restoration.	See Construction Management Plan
8	Identification of potential risks to land stability (including surrounding structures and infrastructure), and surface and groundwater flooding.	See Basement Impact Assessment
9	Assessment of impact of potential risks on neighbouring properties and surface and groundwater.	See Basement Impact Assessment
10	Identification of significant adverse impacts.	See Basement Impact Assessment
11	Evidence of consultation with neighbours.	See Construction Management Plan

12	<p>Ground Investigation Report and Conceptual Site Model including</p> <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 		See Basement Impact Assessment
13	Ground Movement Assessment (GMA).		See Basement Impact Assessment
14	Plans, drawings, reports to show extent of affected area.		See Basement Impact Assessment
15	Specific mitigation measures to reduce, avoid or offset significant adverse impacts.		See Basement Impact Assessment
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.		See Construction Management Plan
17	Proposals for monitoring during construction.		See Construction Management Plan
18	Confirmatory and reasoned statement identifying likely damage to nearby properties according to Burland Scale		See Basement Impact Assessment
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.		See Basement Impact Assessment
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		See Basement Impact Assessment

	effects.		
21	Identification of areas that require further investigation.		
22	Non-technical summary for each stage of BIA.		See Basement Impact Assessment
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)
17/04/2019	Category C - £4725	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 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.

Section D: Audit Agreement (TO BE COMPLETED BY THE APPLICANT)

Camden Case Reference:	2017/	Site Address:	77 Avenue Road, London NW8 6JD
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For data protection reasons this page should NOT be published on the Public website.

i. FULL NAME of contact to be Invoiced by LB Camden for audit costs*	
ii. Address of contact	
iii. Company (if relevant)	
iv. Contact telephone number	
v. Date	

[If Company name not provided then **FULL NAME** of Contact (First-name & Surname) must be provided – initials will not suffice]

Please take particular care when completing this form to ensure that all details are correct. Form errors which result in incorrectly issued invoices will lead to delays in completion of the Audit process and may incur an administration fee.

By completing the above form the **Contact in (i) agrees to pay the full costs**, set out in Section C, of the independent audit of the Basement Impact Assessment associated with the planning application for the site identified in Section A.

By completing the above form **the Contact in (i) acknowledges that they may be liable for additional fees**, charged at the hourly rate, 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

The case officer will confirm any additional costs to the applicant prior to instructing the Auditors to proceed.

Every effort will be made to minimise the occurrence of additional unforeseen expenses arising from the audit process.

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
		<p><i>Additional fees are required for the following purposes:</i></p> <ul style="list-style-type: none"> • <i>review BIA revisions</i> • <i>review 3rd Party reports</i> • <i>Attendance at Planning Committee</i> <p><i>[remove as necessary]</i></p> <p><i>Add details of expected date of updated Audit Report, if relevant</i></p>	

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