

Basement Impact Assessment AUDIT: Instruction

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

Camden Case Reference:	2019/0935/P & 2019/1135/L	Site Address:	64 Delancey Street, London, NW1 7RY
Case officer contact details:	Laura.hazelton@camden.gov.uk	Date of audit request:	17/04/2019
Statutory consultation end date:	16/05/2019		
Reason for Audit:	Planning/Listed Building application / Basement Extension		
Proposal description:			
Erection of lower ground and first floor rear extensions involving excavation within rear garden and lowering of lower ground floor level; removal of metal staircase to front basement lightwell and replacement with York stone paving; new sash windows to front and rear and new double glazing to rear windows; general refurbishment of interiors, and refurbishment of roof.			
Relevant planning background			
None			
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	No	
	Surface Water flow and flooding	No	
	Subterranean (groundwater) flow	No	
Does the application require determination by Planning Committee in accordance with 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	BIA LBH4576 VER1.0
2	Plan showing boundary of development including any land required temporarily during construction.	Y	BIA LBH4576 VER1.0
3	Plans, maps and or photographs to show location of basement relative to surrounding structures.	Y	BIA LBH4576 VER1.0
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	BIA LBH4576 VER1.0
5	Plans and sections to show foundation details of adjacent structures.	Y	BIA LBH4576 VER1.0
6	Plans and sections to show layout and dimensions of proposed basement.	Y	BIA LBH4576 VER1.0
7	Programme for enabling works, construction and restoration.	Y	BIA LBH4576 VER1.0
8	Identification of potential risks to land stability (including surrounding structures and infrastructure), and surface and groundwater flooding.	Y	BIA LBH4576 VER1.0
9	Assessment of impact of potential risks on neighbouring properties and surface and groundwater.	Y	BIA LBH4576 VER1.0
10	Identification of significant adverse impacts.	Y	BIA LBH4576 VER1.0
11	Evidence of consultation with neighbours.	N	Owner to discuss with neighbour

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 	Y	BIA LBH4576 VER1.0
13	Ground Movement Assessment (GMA).	Y	BIA LBH4576 VER1.0
14	Plans, drawings, reports to show extent of affected area.	Y	BIA LBH4576 VER1.0
15	Specific mitigation measures to reduce, avoid or offset significant adverse impacts.	Y	BIA LBH4576 VER1.0
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.	Y	BIA LBH4576 VER1.0
17	Proposals for monitoring during construction.	Y	BIA LBH4576 VER1.0
18	Confirmatory and reasoned statement identifying likely damage to nearby properties according to Burland Scale	Y	BIA LBH4576 VER1.0
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	BIA LBH4576 VER1.0
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	Y	BIA LBH4576 VER1.0

	CSM), including consideration of cumulative effects.		
21	Identification of areas that require further investigation.	Y	BIA LBH4576 VER1.0
22	Non-technical summary for each stage of BIA.	Y	BIA LBH4576 VER1.0
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)
17/04/2019	Category B - £3045	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.