

Basement Impact Assessment AUDIT: Instruction

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

Camden Case Reference:	2019/6089/P	Site Address:	111 Frognal London NW3 6XR
Case officer contact details:	Laura Hazelton Laura.hazelton@camden.gov.uk 0207 974 1017	Date of audit request:	07/01/2020
Statutory consultation end date:		05/01/2019	
Reason for Audit:	Basement development		
Proposal description: Demolition of non-original extensions including rear dormer, uPVC greenhouse and boiler house; excavation of rear garden and erection of basement room beneath garden; erection of single storey rear extension at upper ground level and reinstatement of historic gabled rear elevation; replacement front dormer windows; internal and external refurbishment including removal of non-original partition walls and staircase, alterations to front and rear fenestration and reinstatement of timber stable doors.			
Relevant planning background: N/A			
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	Yes
		Surface Water flow and flooding	Yes
		Subterranean (groundwater) flow	Yes
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.	Yes	Planning application form and Rose Associates BIA
2	Plan showing boundary of development including any land required temporarily during construction.	Yes	Rose Associates BIA and Drawing No P1.P
3	Plans, maps and or photographs to show location of basement relative to surrounding structures.	Yes	Rose Associates BIA
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	Rose Associates BIA
5	Plans and sections to show foundation details of adjacent structures.	No	
6	Plans and sections to show layout and dimensions of proposed basement.	Yes	Drawing No P2.LG
7	Programme for enabling works, construction and restoration.	No	
8	Identification of potential risks to land stability (including surrounding structures and infrastructure), and surface and groundwater flooding.	Yes	Rose Associates BIA
9	Assessment of impact of potential risks on neighbouring properties and surface and groundwater.	Yes	Rose Associates BIA
10	Identification of significant adverse impacts.	Yes	Rose Associates BIA
11	Evidence of consultation with neighbours.	NA	

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

	effects.		
21	Identification of areas that require further investigation.	NA	None required following screening assessment
22	Non-technical summary for each stage of BIA.	Yes	Rose Associates BIA
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)
08/01/2020	Category A - £997.50	Approximately 4 weeks from instruction	Additional fees may be required for <ul style="list-style-type: none"> • site attendance • significant impacts identified by screening and scoping exercise • reviewing revised/resubmitted documentation • reviewing third part 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.