

Basement Impact Assessment AUDIT: Instruction

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

Camden Case Reference:	2019/6151/P	Site Address:	17 Lyndhurst Gardens, London, NW3 5NU
Case officer contact details:	Laura Hazelton	Date of audit request:	30/09/2020
Statutory consultation end date:		29/10/2020	
Reason for Audit:	Basement excavation		
Proposal description: Change of use from Class D1 use (non-residential institution) to Class C3 Use (residential) as 1 x 5 bedroom unit, 1 x 5 bedroom unit and 1 x 4 bedroom unit, internal alterations, external alterations including a new glass link element and lowering of basement level, hard and soft landscaping including a summer house with internal cycling parking, a bin store, a cycle store and other associated works.			
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? Claygate beds and Bagshot beds		Slope stability	Yes
		Surface Water flow and flooding	Yes
		Subterranean (groundwater) flow	Yes
Does the application require determination by Development Control Committee in accordance fall the Terms of Reference ¹		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.

Does the scope of the submitted BIA extend beyond the screening stage?	Yes
--	-----

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	Section 1.0
2	Plan showing boundary of development including any land required temporarily during construction.	Y	Appendix – Site Plan
3	Plans, maps and or photographs to show location of basement relative to surrounding structures.	Y	Throughout Geotechnical and Structural input
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	Appendix – Maps. Reference made to Arup report during screening section
5	Plans and sections to show foundation details of adjacent structures.	Y	Structural Engineer's Drawings
6	Plans and sections to show layout and dimensions of proposed basement.	Y	Structural Engineer's Drawings
7	Programme for enabling works, construction and restoration.	N	Programme to be established once a Contractor has been engaged.
8	Identification of potential risks to land stability (including surrounding structures and infrastructure), and surface and groundwater flooding.	Y	Section 3.0 & 4.0
9	Assessment of impact of potential risks on neighbouring properties and surface and groundwater.	Y	Throughout Geotechnical and Structural input
10	Identification of significant adverse impacts.	Y	Part 3 & Part 4 (no significant adverse impact concluded)
11	Evidence of consultation with neighbours.	N/A	Basement does not abut party wall

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 	Y	Part 1
13	Ground Movement Assessment (GMA).	Y	Part 3
14	Plans, drawings, reports to show extent of affected area.	Y	Structural Engineer's Drawings
15	Specific mitigation measures to reduce, avoid or offset significant adverse impacts.	Y	Throughout Geotechnical and Structural input
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	Structural Engineer's Report
17	Proposals for monitoring during construction.	Y	Structural Engineer's Report
18	Confirmatory and reasoned statement identifying likely damage to nearby properties according to Burland Scale	Y	Section 11.0
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	Structural Engineer's Report
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	Part 4

	CSM), including consideration of cumulative effects.		
21	Identification of areas that require further investigation.	Y	Part 3
22	Non-technical summary for each stage of BIA.	Y	
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)
01/10/2020	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 party consultation comments• attending planning committee

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.