

Basement Impact Assessment AUDIT: Instruction

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

Camden Case Reference:	2020/3552/P	Site Address:	163 Sumatra Road, London, NW6 1PN
Case officer contact details:	Ben.farrant@camden.gov.uk	Date of audit request:	05/11/2020
Statutory consultation end date:	30/11/2020		
Reason for Audit:	Basement extension proposed – BIA audit required		
Proposal description:			
Conversion of 1x 5-bed dwelling (Class C3) to house in multiple occupation (HMO) with 12 rooms (Sui Generis) including rebuilding the front elevation; basement extension including front and rear lightwells; ground floor rear / side extensions; balconies at rear first and second floor, enlargement of rear gable elevation including two storey rear / side extension (at first and second floor); 2 rear dormers; front and rear rooflights and alterations to rear fenestration.			
Relevant planning background			
Property previously collapsed with basement works – ongoing application under 2018/4477/P			
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	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	No		

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
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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	Soils Limited – Ref: 18511/BIA – July 2020 Section 2: Site Context – 2.3 Proposed Development – pg. 4-5 & Appendix D
2	Plan showing boundary of development including any land required temporarily during construction.	YES	Soils Limited – Ref: 18511/BIA – July 2020 Section 3: Screening – 3.3 Stability Screening – Refer to architectural drawings
3	Plans, maps and or photographs to show location of basement relative to surrounding structures.	YES	Soils Limited – Ref: 18511/BIA – July 2020 Refer to architectural drawings
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	Soils Limited – Ref: 18511/BIA – July 2020 Provided within body of the BIA Report
5	Plans and sections to show foundation details of adjacent structures.	YES	Soils Limited – Ref: 18511/BIA – July 2020
6	Plans and sections to show layout and dimensions of proposed basement.	YES	Soils Limited – Ref: 18511/BIA – July 2020 Appendix D – Refer to architectural drawings
7	Programme for enabling works, construction and restoration.	YES	Soils Limited – Ref: 18511/BIA – July 2020
8	Identification of potential risks to land stability (including surrounding structures and infrastructure), and surface and groundwater flooding.	YES	Soils Limited – Ref: 18511/BIA – July 2020 Section 2: 2.9 Flood risk & 2.10 Underground Infrastructure – pg.7
9	Assessment of impact of potential risks on neighbouring properties and surface and groundwater.	YES	Soils Limited – Ref: 18511/BIA – July 2020 Section 4: Scoping – 4.1 potential impacts – pg. 13
10	Identification of significant adverse impacts.	YES	Soils Limited – Ref: 18511/BIA – July 2020 Section 8: Preliminary Basement Impact Assessment – 8.1 Mitigation of Adverse effects – pg. 27

11	Evidence of consultation with neighbours.	NO	Party Wall Notice to be provided
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 	YES	Soils Limited – Ref: 18511/BIA – July 2020 Appendix B
13	Ground Movement Assessment (GMA).	YES	Soils Limited – Ref: 18511/BIA – July 2020 Figures 11-21 – pg. 60-70
14	Plans, drawings, reports to show extent of affected area.	YES	Soils Limited – Ref: 18511/BIA – July 2020 – Appendix A.2: Site Walkover
15	Specific mitigation measures to reduce, avoid or offset significant adverse impacts.	YES	Soils Limited – Ref: 18511/BIA – July 2020 – Section 8: 8.1 Mitigation of adverse effects – pg. 27
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.	NO/ N/A ?	Soils Limited – Ref: 18511/BIA – July 2020 – section II: 11.1 General – pg.43 “No information was provided to Soils Limited with regards to construction methods, sequence and monitoring of building and ground movements to the time of reporting. The analysis was therefore developed with reference to the initial conditions and undertaken on the assumption of high-quality workmanship.” Dra
17	Proposals for monitoring during construction.	YES	Soils Limited – Ref: 18511/BIA – July 2020 – Section II: 11.1 General – pg.44
18	Confirmatory and reasoned statement identifying likely damage to nearby properties according to Burland Scale	YES	Soils Limited – Ref: 18511/BIA – July 2020 – Section II: II.2 Non-technical summary – pg. 46-47
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	Yes - Soils Limited – Ref: 18511/BIA – July 2020 Appendix B Construction Sequence Methodology to follow -as formed by Structural Engineer
20	Confirmatory and reasoned statement with supporting evidence that there will be no	?	Soils Limited – Ref: 18511/BIA – July 2020 Appendix B

	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 effects.		
21	Identification of areas that require further investigation.	YES	Construction sequence methodology to be provided by Structural engineer. Party Wall Notice
22	Non-technical summary for each stage of BIA.	YES	Soils Limited – Ref: 18511/BIA – July 2020 – Section 3: 3.2 Subterranean Groundwater Screening – pg.9
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)
06/11/2020	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 meetings

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.