

Basement Impact Assessment AUDIT: Instruction

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

Camden Case Reference:	2020/5806P and 2020/5667/L	Site Address:	11 Highgate West Hill London N6 6JR
Case officer contact details:	John Sheehy: john.sheehy@camden.gov.uk , 020 79745649	Date of audit request:	19-2-2021
Statutory consultation end date:		Late March	
Reason for Audit:	Scale and extent of proposed basement, including new room at rear partly under footprint at basement level as well as expanding existing cellar at front, with new front lightwell.		
Proposal description: Erection of single-storey rear extension following demolition of conservatory, excavation of single-storey basement to the rear together with lowering the existing cellar floor and the creation of new light well to the front elevation.			
Relevant planning background: Applicant engaged in paid pre-app discussions with Camden prior to submitting. No major issues raised with scale of basement. Agent was advised that BIA would be needed, including Audit.			
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	No	
	Subterranean (groundwater) flow	Yes	
Does the application require determination by Development Control Committee in accordance fall 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	20052 - 11 Highgate West Hill - Structural BIA
2	Plan showing boundary of development including any land required temporarily during construction.	Yes	Appendix E - Construction Management Plan
3	Plans, maps and or photographs to show location of basement relative to surrounding structures.	Yes	Appendix E - Construction Management Plan
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	Appendix C - Groundwater and surface water BIA
5	Plans and sections to show foundation details of adjacent structures.	Yes	Appendix B - Ground investigation report
6	Plans and sections to show layout and dimensions of proposed basement.	Yes	20052 - 11 Highgate West Hill - Structural BIA
7	Programme for enabling works, construction and restoration.	NA	To be provided by the contractor once appointed
8	Identification of potential risks to land stability (including surrounding structures and infrastructure), and surface and groundwater flooding.	Yes	Appendix D - Land stability BIA
9	Assessment of impact of potential risks on neighbouring properties and surface and groundwater.	Yes	Appendix C - Groundwater and surface water BIA Appendix F - Flood Risk Assessment
10	Identification of significant adverse impacts.	Yes	Appendix C - Groundwater and surface water BIA
11	Evidence of consultation with neighbours.	Yes	Appendix E - 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 	Yes	<p>20052 - 11 Highgate West Hill - Structural BIA</p> <p>Appendix B - Ground investigation report</p>
13	Ground Movement Assessment (GMA).	Yes	Appendix D - Land stability BIA
14	Plans, drawings, reports to show extent of affected area.	Yes	Appendix D - Land stability BIA
15	Specific mitigation measures to reduce, avoid or offset significant adverse impacts.	Yes	Appendix D - Land stability BIA
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.	Yes	20052 - 11 Highgate West Hill - Structural BIA
17	Proposals for monitoring during construction.	Yes	20052 - 11 Highgate West Hill - Structural BIA
18	Confirmatory and reasoned statement identifying likely damage to nearby properties according to Burland Scale	Yes	Appendix D - Land stability 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	20052 - 11 Highgate West Hill - Structural 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	Yes	Appendix C - Groundwater and surface water BIA

	CSM), including consideration of cumulative effects.		
21	Identification of areas that require further investigation.	NA	Appendix C - Groundwater and surface water BIA
22	Non-technical summary for each stage of BIA.	Yes	20052 - 11 Highgate West Hill - Structural BIA Appendix C - Groundwater and surface water 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)
26/02/2021	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.