DESIGN AND ACCESS STATEMENT

The Mayfield Depot
Fairfield Street
Manchester
M1 2QF

THE ADDY CONSULTANCY

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DESIGN

The Mayfield Depot

The Mayfield Depot is to be a conference and events venue, which will stage and promote conferences, leisure and entertainment events.
A premises licence is in the process of application for the events to be held at the Mayfield Depot, Manchester. The events will take throughout the year. It is envisaged that there will be a number of conditions attached to the premises licence to secure the prevention of crime and disorder, the prevention of public nuisance, public safety and the protection of children from harm. Evening events will take place during the evening and through until the early hours. Conferences will normally take place, typically between 8.00am and 11.00PM.

Use

The area in which the site is located is a mix of public transport links, car parking, semi industrial workshops and storage. The site is close to the city centre and only a short distance away from Manchester's gay village and other well-known city centre entertainment venues, such as the Manchester Evening News Arena and the Bridgewater hall. The site forms part of the wider redevelopment scheme and potential Civil Service Campus.

The proposal is to change the single use of the site from industrial storage, to a mixed-use conference and event venue.

Setting

The site is located adjacent to Piccadilly Station in a former industrial area, which is now home to a mix of small industrial workshops. The area is also a waiting area for taxis servicing Piccadilly as well as nocturnal activity. British Rail used Mayfield Depot as maintenance and servicing depot. While access is gained via Fairfield Street, there are no external features. Outwardly the appearance is bland and unimpressive.

The general "feel" is one of tired industrial utility.

It is this sense of tired industrial utility, which makes the site an ideal location as an unusual conference and events venue. The Mayfield Depot

provides an attractive setting which also appeals to the modern conference user who is looking for a unique flexible conference space as well as the events goer. The site is also particularly beneficial in that it is all on one level with ideal access for the disabled.

The location of the existing premises adjacent to Piccadilly Station can also be described as somewhat untidy, and at night ‘‘seedy’’. Introducing an entertainment use in the evening and daytime conference facility will improve the safety and supervision of the area as well as improving its visual and general appeal.

The building is not in use and has a limited life span, making use of the venue for conference and events allows for a better use of the premises.

A particularly attractive feature of the site is that it allows for discrete arrangements for events without needing to make any changes to the nature or character of the building. Portable staging, music equipment, seating, bars and portable toilet accommodation is all semi –permanent. The nature of the building’s layout enables bespoke event planning. An additional attractive feature of the site is its construction from materials, which have a robust ability to retain noise emissions. While there is no residential accommodation within close proximity, noise control has been regarded as a paramount consideration. An acoustic report has been obtained in respect of the site and all recommendations made in that report have been incorporated into the design. A dispersal policy has also been developed and will be implemented to secure the quiet and effective dispersal of customers away from the premises at close at the end of each event

Appearance

At this stage, the appearance of the building is designed to remain unchanged. The outside elevations are in brick and contain no windows, penetrated only by doors for access and egress. Leaving the elevations unchanged is entirely suitable for the proposal adding to the site's unusual feel. The external appearance of the building undergoes no changes as a result of the proposed mixed use. There are no additional features as the conference and event use takes place within the fabric of the premises and incorporates temporary items, which are erected inside the building for each conference or event such as seating, bars and toilet accommodation will provided without any building works.

OPERATION

The concept of using the site for conferences and events is based upon the principle of making semi-permanent arrangements inside the premises, which can be varied in accordance with the specific event requirements

This concept adds to the mystique and attractiveness of the events and allows the mixed use to function well.

A particularly attractive feature of the site is that it allows for the temporary arrangements that are necessary for events and conferences to be put in place without having to make any changes to the nature or character or structure of the building. The arrangements for seating, any staging, music equipment, bars and toilet accommodation are all flexible. The required infrastructure for each event is brought to the venue as required prior to the event start it can be positioned and erected in a flexible way allowing a variety of leisure uses within the building.

The starting and finishing time for each conference and event will be regulated by the premises licence. Times may vary depending on the nature of the event or conference.

ACCESS

Pedestrians

The site is at ground level, accessed from Fairfield Street. The site is at one level only with the floor level from the entranceway to the rear of building. Wheelchair visitors can be comfortably accommodated at the site. The level access gives free access to wheelchair and disabled visitors; there are no internal steps or additional floor levels to be negotiated resulting in no additional need for either external or internal ramps.

Vehicles

Although there is vehicular access to the site, for the purposes of each event, public parking is not permitted on site. The functioning of the site is designed for pedestrians and arrangements for vehicles do not form part of the scheme. Visitors for each event principally arrive by public transport or on foot. However, night time parking, should this be necessary, is available in nearby public car parks, which serve the city centre.

SECURITY

Permanent Security is to be provided at the site by attendants, together with CCTV. In addition, the recommendations contained in the Crime Impact Statement will be implemented. Where appropriate, an entrance policy will be in operation.

SERVICING PLAN

Frequency of Servicing

There are no significant building works, which need to be undertaken at the premises for the purpose of the proposed use. Special arrangements for site/traffic management of vehicles for building works does not form part of the design.

Due to the existing design of the building and its former use as a maintenance and storage facility, all deliveries to the building will be from existing roads and through the existing main entrances. Deliveries and servicing will cause no additional disturbances or noise to neighbouring business or impact the existing road network

Size of Vehicles

The stock to be delivered to the premises will be carried to the premises by HGV.

The sound equipment is delivered by LGV. The temporary toilets are delivered and collected by HGV.

Vehicle Unloading

All vehicles servicing the use are able to park to unload within the building, accessed through the entrance on Fairfield Street, although parking to unload is a permitted activity under the local parking street regulations in force on the highway at the site.
Fairfield Street is wide enough for vehicles to pass by, without danger (and with clear visibility), any parked vehicle waiting to access at the site. Vehicles unloading at the premises will not block traffic flows through Fairfield Street.

Arrangements for Vehicle Turning

Delivery vehicles will have free movement to manoeuvre within the building. No special arrangements therefore need to be made to accommodate for vehicle turning at the site for the purpose of the use.

DISPERSAL POLICY

For the purpose of entertainment events the following Dispersal Policy has been developed

Aim

The aim of this dispersal policy is to achieve the quiet and efficient movement of customers away from the premises when leaving and to leave the external area clean and tidy after any event.

Objectives

1 To promote a ‘‘low tempo’’ mood in customers as they leave the premises.

2 To prevent customers congregating outside the premises.

3 Minimise disturbance caused by taxis arriving to collect customers.

4 To exclude from the premises any customer identified as having acted without consideration for local neighbours.

5 To leave the external area of the premises clean and tidy after each event.

Objective 1
To promote a “low tempo” mood in customers as they leave the premises.

(a) One hour before the end of any event, alcohol sales to be ended.

(b) Half an hour before the end of any event, if music is playing, the volume of music, to be reduced and the style of music to be of a ‘‘low tempo’’ style.

(c) Clear legible notices to be placed near the exits requesting customers to respect neighbours and to leave the premises and the area quickly and quietly.

(d) Door staff to remind customers to leave the premises quietly and to encourage them to move towards Piccadilly Station and other public transport links.

(e) No person who is drunk to be allowed to enter the premises.

(h) Staff to be vigilant to ensure that alcohol is not served to any person who is drunk.

(i) Where a person is refused service of alcohol in the belief that he/she is drunk, staff to offer to arrange for a taxi to collect the customer to be taken home.

(j) Event website to give clear directions to customers how to reach and leave the venue to the nearest public transport and away from residential dwellings

Objective 2
To prevent customers congregating outside the premises.

(a) Door staff to be vigilant and to prevent customers congregating outside the premises.

(b) Door staff to request any customers waiting outside the premises to move away from the area quickly and quietly.

Objective 3
Minimise disturbance caused by taxi's arriving to collect customers.

(a) Clear notices to be displayed giving details of local taxi companies.

(b) The premises to promote only those taxi companies, which use a ''ring back'' scheme.

(c) Taxi's to be accessible within close proximity on Fairfield Street.

(d) Any taxi driver identified as being responsible for disturbance will be reported in the first instance to the taxi company operator. Any further disturbance will be reported to the City Council.

Objective 4
To exclude from the premises any customer identified as having acted without consideration for local neighbours.

(a) No person who is drunk to be allowed to enter the premises.

(b) Where a person is identified as having caused a disturbance on leaving the premises, the customer will be excluded from the premises on future occasions.

(c) Door staff to be given appropriate instructions.

Objective 5
To leave the external area of the premises clean and tidy after each event.

(a) At close of each event, cleaning staff to clean the highway up to a distance of 150yds either side of the entrance returning the area to a clean and tidy state.
(b) Use of waste storage and recycling in accordance with the waste strategy

NOISE IMPACT ASSESSMENT

The nature of the services offered at the site are not such as to give rise to any vibration. At this time, no new arrangements have been made to install

ventilation or extraction equipment, however music is played at the site. This was identified as a possible issue when the site was first chosen for music events. In choosing the site, an important factor was the ability of the structure to contain noise emissions. The building materials were believed to have the ability to absorb and contain sound and as there were no external windows the site suggested that noise could be controlled.

Prior to opening, an acoustic report has been prepared which has made a number of recommendations. All these recommendations will be implemented and the report is attached.

Further consultations will take place with Manchester City Council Environmental Health Officers in relation to managing and monitoring noise.

In addition the premises licence will contain a number of requirements for dealing with the prevention of noise breakout.
However, a full noise impact assessment has been undertaken, and which is attached. The recommendations contained in that report will be implemented.

VENTILATION/EXTRACTION

The site is well ventilated by way of natural ventilation and given the size and open nature of the building, no changes are being been made at this time.

NEIGHBOUR and COMMUNITY CONSULTATION

Manchester City Council has granted a premises licence-permitting entertainment at the venue. The licence was granted in June 2013

Prior to the grant of the Premises Licence, a public notice was displayed on the premises for a period of 28 days. In addition, a public notice was inserted in a newspaper circulating in the district.

The premises licence was granted to the MIF.

WASTE MANAGEMENT STRATEGY

Strategy

The waste management strategy for the premises will contain a recycling bias. Waste materials will be removed quickly and efficiently from the site (by a fully licensed and legislatively compliant private contractor) to avoid any on site accumulation. This will not only be environmentally advantageous but will avoid any issue surrounding pollution to surface

drains, vermin control, combustion risk and contamination of recoverable material etc.
The service will be provided by a licensed private contractor in such a way as to execute the above and prevent nuisance to the surrounding environment but also to enhance recycling.
Material recovery should drive the waste management function wherever practically possible and this can be aided by the provision of clearly marked or liveried containers denoting use and which will in turn help improve segregation of materials enhancing the overall aim of leaner costing whilst endorsing green credentials.

Method of Storing Waste

Waste and recycling containers will be provided on site at locations within the venue.

Specifically there are will be a minimum of 3 x 240 litre waste containers for any bar in use. The waste produced in the general areas consists of cans, plastic and general or residual waste. The cans and plastic elements will be disposed of into the designated containers with the option to recover other recyclables such as paper and polythene into similar or by combining all of these streams into a dry recyclable faction (DMR). Residual or general waste should therefore reduce and will be placed into specific containers provided.

Transportation of Waste to the Waste Storage Area

Waste is moved manually from the waste bins

Bin Storage Area

The bin storage area is shown on the attached plan and edged in red. This area is located to the rear of the site.

Waste brought to this area is transferred manually into the larger waste skips ready for re-cycling.

Bin Collection Arrangements

Bins shall be removed at the end of each conference or event by private contractor vehicles, which are able to access the waste storage area internally. The waste is to be removed for re-cycling off site with no collections between 23.00 and 0700 to avoid disturbance.

Temporary Toilet Accommodation.

Temporary toilet accommodation will be provided on site for the use of customers. The number of toilet cubicles will be appropriate to the numbers of customers for each conference or event and shall be calculated in accordance with the ‘‘Event Safety Guide’’.

After each event, the toilets will be cleared of waste by private contractor, Dr Loo, 1 Milton Grove, Barnoldswick, Lancashire and disposed of at United Utilities wastewater treatment works in Burnley, Lancashire.

SMOKING POLICY

Aims

Prevent smoking inside the premises.
To permit customers to smoke outside the premises in a responsible manner.
Ensure that no litter is created by smokers
Ensure a well managed external smoking area
Ensure that non-smokers are affected as little as possible

Objectives

Smokers will be asked by door staff to smoke in a designated smoking area to be located at the rear of the premises.
The maximum number of persons permitted in the designated smoking area will be limited so that any possible noise disturbance is kept to a minimum.
Waste receptacles for cigarette waste will be positioned in the smoking area.
Smokers leaving the inside of the premises for the purpose of smoking will be asked to return inside as quickly as possible.
Smokers will not be allowed to take drinks with them to consume in the designated smoking area.
The designated smoking area will be monitored at all times by staff.
Smokers misbehaving will be informed that they will be asked to leave the premises unless their behaviour improves.
Notices will be displayed inside the premises stating that smoking is only permitted in the designated smoking area outside the premises and that a smoking policy is in force.