

Emily Booth

From: Halligan, Suzanne <Suzanne.Halligan@greatermanchester-ca.gov.uk>
Sent: 29 February 2024 15:43
To: Emily Booth
Subject: Re: CDN/23/0281 - Martin Harris building - emergency plan - response to your comments

You don't often get email from suzanne.halligan@greatermanchester-ca.gov.uk. [Learn why this is important](#)

Hi Emily

With the additional information, the Emergency Plan is okay.

Thanks
Suzanne

From: Emily Booth <emily.booth@manchester.gov.uk>
Sent: Wednesday, February 28, 2024 8:13 AM
To: External - Halligan Suzanne <suzanne.halligan@manchester.gov.uk>
Subject: FW: CDN/23/0281 - Martin Harris building - emergency plan - response to your comments

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Good Morning Suzanne,

Thank you for your comments.

The applicant has now responded. Please see the email below.

Please can you let me know if the plan is now acceptable as soon as possible.

Best Wishes,

Emily Booth
Planner
Planning, Building Control and Licensing
Growth and Neighbourhoods
E-mail: emily.booth@manchester.gov.uk
Tel: 0161 234 4193/0161 676 2154
Internal: 800 34193

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Postal Address: Manchester City Council, P.O.Box 532 Town Hall, Manchester, M60 2LA
Location: Town Hall Extension, Level 6

From: Simon Brooke <simon.brooke@jeffersonsheard.com>
Sent: Tuesday, February 27, 2024 3:15 PM

To: Emily Booth <emily.booth@manchester.gov.uk>

Cc: Michael Hicks <Mike.Hicks@manchester.ac.uk>; greg.scott@clancy.co.uk; Charles Hardingham <charles.hardingham@clancy.co.uk>

Subject: RE: CDN/23/0281 - Martin Harris building - emergency plan

Good afternoon Emily,

Thank you for getting back to me. Further to my meetings with the University of Manchester (UoM) both today and last Friday, please see the attached UoM emergency incident policy document and below responses in purple to the Emergency Planning comments / queries. Please can forward this to the Emergency Planning team and include in the discharge of condition application information; can you also confirm this information is acceptable so the consultant (cc'd) can incorporate this into an updated report?

'I reviewed the risk assessment document which is very detailed and very well put together.

The Emergency Flood Plan in my opinion contains limited information and feedback as follows:

1.4.2 anticipated to be slow moving and likely accessible by emergency services.

Does 1.4.2 suggest that flood waters may not be fast moving, dependant on the severity of the flooding. Was this area impacted on Boxing Day 2015 for example (I don't know that but would be good to obtain that information and could include in the plan if it was for context). *Discussed as not impacted, to the Universities knowledge, during meeting with the University of Manchester on the Emergency Flood Plan queries.*

- 1.5.1 re-occupation of site - personnel managing flood risk measures.

Who would take on the role of personnel managing flood risk measures - is it a specific role undertaken by the university for example? *The University of Manchester Estates Safety Office are signed up to flood alerts and are the first to receive flood risk report information, if there is a flood risk then the Estates Safety Office notifies the Estates Emergency Coordinators (EEC) and Campus Security and if there is a major flood risk the Emergency Incident Manager (EIM) in charge will be notified. The Emergency Incident Manager may be one of several University senior staff members except University staff members undertaking the EEC role.*

- General feedback - there is limited information on evacuating the premise or not using the premise due to a flood risk or actual flooding. *The Estates Safety Office are signed up to flood alerts and students are notified / contacted not to attend the University if there is flood risk or flooding.*
- 1.1.3 confirms the plan describes the evacuation procedure and need for safe refuge - it doesn't contain information on evacuation, brief mention per advanced notice in 1.4.3 only. *The need for evacuation would be minimised due to students being notified and the building being locked to student use in the event of flood risk. Further to this, students would be triaged to an interim point of safety such as the nearby University Place or Simon Building (both within Flood Zone 1) then sent home. The safe place closest to the Martin Harris Music Practice Building is University Place.*
- The only element that focuses on refuge is 1.4.1 and the structure should provide adequate refuge for most flood events. In response to a severe flood warnings should there be reference to a potential need to evacuate to an agreed location that is not within the flood area and to follow the universities evacuation procedures? (I don't know any history of the university flooding in previous severe flooding? Might not be relevant?) *University Place or Simon Building (both within Flood Zone 1) will be used as agreed locations and the University are to manage evacuation procedures in accordance with the Emergency Incident Response and Out of Hours Call Out Procedures document (EPM FM5 - attached).*
- 1.4.3 confirms the registered person on receipt of advanced notification of flooding, a decision can be made to ensure occupiers of the development are located away from areas indicated by the EA potential for flooding.
- Should there be instruction on how to sign up to flood warnings including which part of the river they are signing up for flood alerts? *The University of Manchester manage notifying all students, however there is also an app called Safe Zone, which students can use to communicate emergency*

risks to the security team to start a two-way communication process. The University of Manchester are currently in the process of implementing an app with mass communications functionality which can send mass alerts direct to students without the need for them to start the communication process.'

Kind Regards,

Simon Brooke BA(Hons); DipArch; ARB; RIBA

Architect

M: 07984 203 354 | DD: 0161 527 3114 | T: 0161 302 1590

E: simon.brooke@jeffersonsheard.com

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From: Emily Booth <emily.booth@manchester.gov.uk>

Sent: Tuesday, February 27, 2024 2:27 PM

To: Simon Brooke <simon.brooke@jeffersonsheard.com>

Subject: RE: CDN/23/0281 - Martin Harris building - emergency plan

Good Afternoon Simon,

We can allow until Tuesday 5th for submission, but can't allow longer due to the current issues. I hope that helps.

Best Wishes,

Emily Booth

Planner

Planning, Building Control and Licensing

Growth and Neighbourhoods

E-mail: emily.booth@manchester.gov.uk

Tel: 0161 234 4193/0161 676 2154

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Postal Address: Manchester City Council, P.O.Box 532 Town Hall, Manchester, M60 2LA

Location: Town Hall Extension, Level 6

From: Simon Brooke <simon.brooke@jeffersonsheard.com>

Sent: Wednesday, February 21, 2024 4:33 PM

To: Emily Booth <emily.booth@manchester.gov.uk>

Cc: Michael Hicks <Mike.Hicks@manchester.ac.uk>; stephen.m.bateson@manchester.ac.uk

Subject: RE: CDN/23/0281 - Martin Harris building - emergency plan

Good afternoon Emily,

Regarding the below information that has been requested for the emergency flood plan the consultant has advised that a lot of the information needs to come from the applicant (University of Manchester). We are trying to gather the information to answer the questions, however at present we don't know who holds the information within the University. We are meeting with our client on Friday to discuss the points raised, please could we request an extension to the 7 working day deadline?

Kind Regards,

Simon Brooke BA(Hons); DipArch; ARB; RIBA

Architect

M: 07984 203 354 | DD: 0161 527 3114 | T: 0161 302 1590

E: simon.brooke@jeffersonsheard.com

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From: Emily Booth <emily.booth@manchester.gov.uk>

Sent: Wednesday, February 14, 2024 3:09 PM

To: Simon Brooke <simon.brooke@jeffersonsheard.com>

Subject: RE: CDN/23/0281 - Martin Harris building - emergency plan

Good Afternoon Simon,

Thank you for your emails yesterday. I now finally have comments from Emergency Planning as follows:

I reviewed the risk assessment document which is very detailed and very well put together.

The Emergency Flood Plan in my opinion contains limited information and feedback as follows:

- 1.4.2 anticipated to be slow moving and likely accessible by emergency services.

Does 1.4.2 suggest that flood waters may not be fast moving, dependant on the severity of the flooding. Was this area impacted on Boxing Day 2015 for example (I don't know that but would be good to obtain that information and could include in the plan if it was for context).

- 1.5.1 re-occupation of site - personnel managing flood risk measures.

Who would take on the role of personnel managing flood risk measures - is it a specific role undertaken by the university for example?

- General feedback - there is limited information on evacuating the premise or not using the premise due to a flood risk or actual flooding.
- 1.1.3 confirms the plan describes the evacuation procedure and need for safe refuge - it doesn't contain information on evacuation, brief mention per advanced notice in 1.4.3 only.
- The only element that focuses on refuge is 1.4.1 and the structure should provide adequate refuge for most flood events. In response to a severe flood warnings should there be reference to a potential need to evacuate to an agreed location that is not within the flood area and to follow the universities evacuation procedures? (I don't know any history of the university flooding in previous severe flooding? Might not be relevant?)
- 1.4.3 confirms the registered person on receipt of advanced notification of flooding, a decision can be made to ensure occupiers of the development are located away from areas indicated by the EA potential for flooding.
- Should there be instruction on how to sign up to flood warnings including which part of the river they are signing up for flood alerts?

Please amend the emergency flood plan and submit it to me within the next 7 working days.

Best Wishes,

Emily Booth
Planner
Planning, Building Control and Licensing
Growth and Neighbourhoods
E-mail: emily.booth@manchester.gov.uk
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