

Minor Extension Flood Risk Assessment Proforma

This form is for Minor Extensions in Flood Zone 2 or Flood Zone 3.

A Minor Extension is a household extension or non-domestic extension less than 250 square metres.

Government Guidance requires Manchester City Council to assess Minor Extensions in line with the [Standing Advice for Minor Extensions](#).

Flood risk consultants or other appropriate professionals can complete this form.

1: ORDER THE ESTIMATED FLOOD LEVEL FOR THE SITE

Go to [flood map for planning service](#)¹ and follow the instructions to draw your site boundary and request Product 4 data for your site:

Order flood risk data for rivers and the sea

The flood risk data usually includes:

- detailed flood data
- historic flood event data
- modelled flood levels and extents
- flood defence locations and attributes

We aim to email you the data within 20 working days or sooner if we can.

Order flood risk data

Request your flood risk assessment data

We'll send your flood risk assessment data in an email. This data is also known as a product 4.

Full name

Email address

Continue

2: USE PRODUCT 4 TO IDENTIFY THE ESTIMATED FLOOD LEVEL FOR THE SITE

Use the [Climate Change Allowances service](#)² to identify the correct Climate Change allowance for your site. This is the **2080s Central Allowance** – the value will be either **35%** or **41%** depending on the site location.

☒ The Climate Change allowance is 35 %

Use your Product 4 data to determine if your site is affected by the 1% AEP + Climate Change allowance.

Guidance on using your Product 4 data is appended to this form.

☒ The site is affected by the 1% AEP + Climate Change allowance and the estimated flood level is 35.75 m aodN: **Proceed to Section 3.**

OR

☐ The site is **not** affected by the 1% AEP + Climate Change allowance. **Proceed to Section 5 (Skip Sections 3 & 4).**

3: PROPOSED FINISHED FLOOR LEVELS FOR THE EXTENSION

The finished floor levels will be:

☒ No lower than existing floor levels: **Proceed to Section 4.**

OR

☐ 300 millimetres (mm) above the estimated flood level: **Proceed to Section 5 (skip Section 4).**

4: ASSESSMENT OF RESISTANCE AND RESILIENCE MEASURES

If you cannot raise the floor levels 300 mm above the estimated flood level, you will need to include extra flood resistance and resilience measures.

These measures should protect the property to at least 300mm above the estimated flood level.

You will also need to use flood resistant materials up to at least 300mm above the estimated flood level.

Flood water can put pressure on buildings, causing structural issues. If your design aims to keep out a depth of more than 600mm of water, you should get advice from a civil/structural engineer.

☒ Provide details of the **flood resistance and resilience measures** to be included. These must be compliant with the [Standing Advice for Minor Extensions](#)³. Government-recognised resistance and resilience measures are detailed in the section: [Extra Resistance and Resilience measures](#)⁴.

Resistance Measures as per standing advice for minor extensions (designed to prevent water entry):

Flood doors or flood door barriers can prevent water from entering a building.
Non-return valves on all foul and surface water drainage to prevent backflow.
Use of water-resistant external doors and low-permeability brick/mortar for any new works
Protection of service entry points (electricity, gas, water) with appropriate sealing collars and gaskets.
Gardens can be made more flood resistant by installing flood barriers and flood gates to prevent water entering.
(Refer to CIRIA Code of practice for property flood resilience (C790C - Making your property more flood resilient, Guidance on the code of practice for property flood resilience - C790B)

Resilience Measures as per standing advice for minor extensions (designed to reduce damage if water enters):

Use of flood-resistant materials for wall finishes up to 300mm above estimated flood level.
Raised electrical sockets, wiring, and consumer unit to a minimum of 300mm above predicted flood level.
Installation of solid, closed-cell insulation resistant to water absorption in any floor/wall build-ups.
Kitchen and bathroom fittings to be made from water-resistant materials
Floor finishes selected for water resistance
(Refer to CIRIA Code of practice for property flood resilience (C790C - Making your property more flood resilient, Guidance on the code of practice for property flood resilience - C790B)

5: CONFIRM YOU HAVE ENCLOSED THE REQUIRED INFORMATION AND SUBMIT

☒ Completed Minor Extension Flood Risk Assessment Proforma

☒ Product 4 data attached. Please note that if the Product 4 data is not attached, the application will be returned. The Environment Agency require time to process orders; we recommend you order the data as soon as possible to avoid delays to your application.

Footnotes:

¹ <https://flood-map-for-planning.service.gov.uk/>

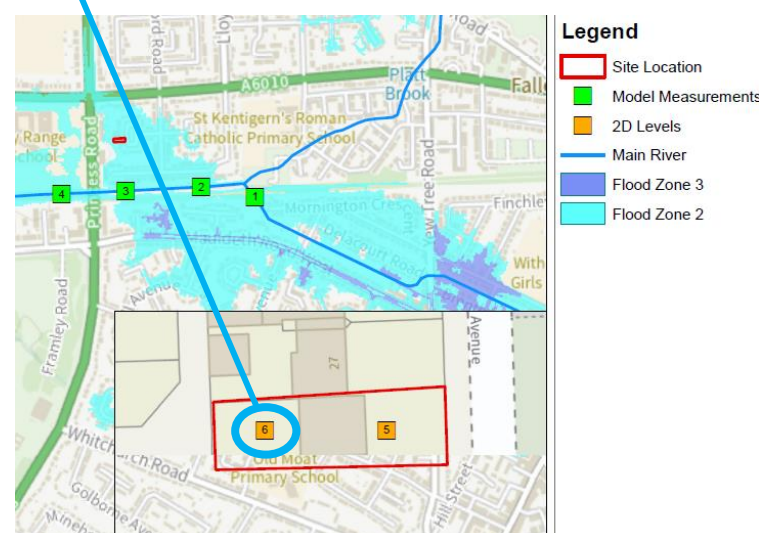
² <https://environment.data.gov.uk/hydrology/climate-change-allowances/river-flow>

³ <https://www.gov.uk/guidance/flood-risk-assessment-standing-advice#advice-for-minor-extensions>

⁴ <https://www.gov.uk/guidance/flood-risk-assessment-standing-advice#standing-advice-for-vulnerable-developments>

Map Reference	Model Node Reference	Easting	Northing	Data	Undefended											
					50 % AEP (1 in 2 year)	20 % AEP (1 in 5 year)	10 % AEP (1 in 10 year)	5 % AEP (1 in 20 year)	4 % AEP (1 in 25 year)	2 % AEP (1 in 50 year)	1.33 % AEP (1 in 75 year)	1 % AEP (1 in 100 year)	1 % AEP (1 in 100 year) + 30% increase in flow	1 % AEP (1 in 100 year) + 35% increase in flow	1 % AEP (1 in 100 year) + 70% increase in flow	0.5 % AEP (1 in 200 year)
1	ea013_0238_CRIN01_4813	389294	392985	Modelled Water Level (m aodN)	60.72	60.81	60.87	60.94	60.97	61.06	61.10	61.15	61.30	61.33	61.48	61.24
				Modelled Flow (cumecs)	1.64	2.02	2.29	2.85	2.81	3.37	3.61	3.94	5.10	5.30	6.68	4.59
2	ea013_0238_CRIN01_4375	387986	393151	Modelled Water Level (m aodN)	57.45	57.64	57.70	57.74	57.76	57.80	57.83	57.85	57.93	57.94	58.02	57.90
				Modelled Flow (cumecs)	1.67	2.05	2.41	2.77	2.91	3.51	3.77	4.11	5.38	5.67	7.03	4.82
3	ea013_0238_CRIN01_3804d	387573	393331	Modelled Water Level (m aodN)	52.03	52.14	52.23	52.30	52.32	52.42	52.45	52.48	52.60	52.62	52.72	52.56
				Modelled Flow (cumecs)	1.67	2.17	2.64	3.02	3.15	3.69	3.90	4.08	4.90	5.02	5.74	4.58
4	ea013_0238_CRIN01_3176i	387120	393607	Modelled Water Level (m aodN)	47.85	47.99	48.07	48.16	48.18	48.27	48.34	48.38	48.57	48.59	48.65	48.52
				Modelled Flow (cumecs)	1.77	2.29	2.82	3.19	3.30	3.74	3.89	3.95	3.93	3.93	4.03	3.91

Map Reference	Model Node Reference	Easting	Northing	Data	Undefended											
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5	2D Levels	387413	393554	Modelled Water Level (m aodN)						51.49	51.52	51.53	51.68	51.69	51.72	51.84
6		387448	393488	Modelled Water Level (m aodN)	50.62	50.83	51.05	51.26	51.34	51.53	51.55	51.56	51.70	51.71	51.76	51.67



1 % AEP (1 in 100 year) + 35% increase in flow
51.68
51.71

Example Product 4 data – finding the estimated flood level:

Above is an example Product 4 data table.

We will now identify the cell which contains our estimated flood level, needed for our flood risk assessment:

Use the closest **2D Level Map Reference** for your proposed development (as determined from the accompanying map). In this example, our closest Map Reference is **6**.

Our Climate Change Allowance, determined from Step 2 of the form, is **35%**.

We go to the row for **Map Reference 6**, to obtain the data for “**Modelled Water Level (m aodN)**”.

We use the ‘Undefended’ section of the table if we get a choice between ‘Defended’ and ‘Undefended’.

We go across this row to the column for **1% AEP + 35%**.

We have found our estimated flood level: **51.71**

What if the Product 4 does not include data for the exact Climate Change allowance determined from Step 2?

If the Product 4 data does not include the exact Climate Change allowance, use the closest % available.

For example, if your Climate Change allowance is + 41% but the Product 4 options are + 35% or + 70%, you should use + 35% as the closest value.