

Your Ref:
Our Ref: 2017/0970/CIS/01

F.A.O. Jan Ali

Date: 25th July 2019

Dear Jan

Secured by Design – 79 Mosley Street, Manchester

Thank you for your Secured by Design application in relation to the above development.

The following checklist forms the site-specific requirements for this scheme to achieve the Secured by Design award. A final inspection of the scheme will be required (which I advise is carried out 1-2 weeks before handover), upon which the items within the checklist can be verified. Please contact us on 0161 856 5912 or by email (info@designforsecurity.org) as this time approaches to organise the inspection. Other items which relate to technical information (door specifications for example) must be satisfied through the production of product test certificates, or SBD supplier certificates (if the supplier is an SBD-registered company).

Should you have any queries regarding the contents of this letter and attached checklist, or the availability of Secured by Design compliant products, please do not hesitate to contact me.

Yours faithfully



Patrick Babb
Consultant
e: patrick.babb@designforsecurity.org



1.0 Physical Security

1.1 Doors

- ☐ External doors must be compliant with and certified to BS PAS 24:2012, STS202, or LPS 1175 SR2.
- ☐ Any revolving doors should be tested and certified to ENV 1627-30 (WK2+). If circumstances could prevent this, please consult with Design for Security.
- ☐ External escape-only doors (as with external doors in general) should be certified to BS PAS 24:2012, or LPS 1175 SR2+. It is crucial that the door ironmongery is permitted for use on these doors under the security certification of the product. All escape-only doors should be alarmed (audible upon opening) and designed without visible external ironmongery.
- ☐ If the building is to be occupied by multiple tenants, it is recommended that all individual office levels or suites should be fitted with self-closing access-controlled doors, certified to BS PAS 24.

1.2 Windows & Building Fabric

- ☐ Ground floor windows must be compliant with and certified to BS PAS 24.
- ☐ Ground floor and easily accessible opening lights (escape requirements permitting) must be key-lockable, and have fixed/lockable opening restrictors (not releasable from the outside) limited to 100mm.
- ☐ Any curtain walling panels should include laminated glazing (see below) and should be securely fixed directly to the floor slabs where possible, rather than to perimeter columns.

1.3 Glazing

- ☐ Glazing to a height of 2400mm (or if otherwise accessible) must incorporate at least one pane of glass with a 1.5mm PVB interlayer (e.g. 7.5mm laminated glass), or a glass rated as P4A under EN 356. The remaining pane in a double glazed unit may be toughened glass.

1.4 Alarms

- ☐ Alarms should be installed to cover the entire building and each individual office suite, linked to contacts on all external doors and PIR detectors. It is strongly recommended that any alarm system is monitored, with a response facility - be that an alert to the key holder, or to a security patrol team.

1.5 Access Control

- ☐ Access to the offices located on first floor and above should be restricted to staff and genuine visitors. Access to the lift and stair core from reception should be controlled with turnstiles (operated by staff fob/swipe card or remotely by reception staff) or access into the stair core and the lifts should operate on an access control system.
- ☐ Access control systems should be operable by swipe card or fob, and not numeric key pads. The following doors should operate on access control:

Offices

- The main office entrance doors (out-of-hours and if reception is not staffed).
- Doors to each individually let office suites/floors.
- Doors on each leading into emergency escape cores.

- Cycle store (both doors)
- All other entrance doors used regularly by staff
- Plant/service/storage areas

Retail/Leisure Units

- External doors
- Areas restricted to staff

1.6 Lighting

- ☐ External lighting must be provided to pedestrian routes within the site in accordance with BS 5489.
- ☐ Dusk 'til dawn lights, operated by photoelectric cell/daylight sensor, should be installed to all external doors.
- ☐ Fittings should produce 'white' light, as opposed to yellow/orange light. Metal halide (or bulbs with a comparable output) should be used, as these offer superior colour rendition over alternatives such as high and low pressure sodium bulbs.

1.7 CCTV

- ☐ If a CCTV system is installed it will require certain specifications and intelligent placement of cameras to compliment the design of the development. Designers should consider the following points when planning a CCTV strategy:
- ☐ CCTV systems (and lighting that support them) require regular cleaning and maintenance to remain effective.
- ☐ Where necessary cameras that are vulnerable to damage should be protected from attack either by relocation to a higher level and using a bigger lens to achieve the view required or through the fitting of a vandal resistant housing.
- ☐ With regards to the retention of footage, the police prefer quality over quantity. The overall retention period should be dictated by what the system is designed to achieve, though it would be better to have good quality images over a 14-day period than poor ones over a 30-day period.
- ☐ Procedures for recovery of recordings are recommended to be established (e.g. trained staff / the CCTV system instruction manual to be readily available). This is to ensure that the images produced will be of an acceptable standard that will allow for identification of an individual which will stand up to scrutiny in court.
- ☐ **Acceptable Standard** - this generally requires a resolution of 720x576 pixels at a real time frame rate of 25 frames per second. (N.B. Both the camera and DVR must be capable of this – if the camera will only send low resolution images then it does not matter how high the resolution of the recording unit is).
- ☐ **Identification** – One of three levels of field of view. To identify an individual, the image must capture no less than 120% of the field of view (at least from the top of the individuals head to their knees). The remaining two levels of field of view are 'Overview' and 'Recognition', which whilst effective for observational purposes, are less likely to result in the identification of a person/offender.