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Your Ref:
Our Ref: 2012/0228/SBD/01

F.A.O. Lawrence Wilson

Date: 11th July 2012

Dear Sirs,

Secured by Design – 53 King Street, Manchester

Thank you for your Secured by Design application in relation to the above development. Planning condition 4 of approval 098138/FO/2011/C1 states:

"No development shall commence until details of the measures to be incorporated into the development (or phase thereof) to demonstrate how secured by design accreditation will be achieved have been submitted to and approved in writing by the City Council as local planning authority. The development shall only be carried out in accordance with these approved details. The development hereby approved shall not be occupied or used until the Council as local planning authority has acknowledged in writing that it has received written confirmation of a secured by design accreditation".

However, as this development is a conversion of a listed building, the physical alterations that can be made are limited and it will not be possible to award the full SBD accreditation. The principles and products are nevertheless applicable, and more information about SBD licensed companies / products can be found at www.securedbydesign.com. Where new construction is proposed, standards should conform to the following checklist.

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 my colleague Gareth Hulmes on 0161 856 5994 or gareth.hulmes@designforsecurity.org as this time approaches to organise the inspection, or earlier if you feel an interim inspection would be of benefit. 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).

Please inform me of any alterations to the scheme following receipt of this letter, as the criteria within may be affected. Otherwise, subject to the measures above, the scheme should achieve Secured by Design accreditation.

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



Michael Craig
Consultant
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c.c Tony Mitchell, Manchester City Council

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Secured by Design Checklist
2012/0228/SBD/01
53 King Street, Manchester

The following standards and features will be required for this development to demonstrate a level of physical security acceptable to Design for Security. However, it is noted that this development comprises the refurbishment of existing buildings, retaining many original features such as external doors and windows which will not conform to the following standards. I would however recommend that the applicant tries to incorporate as many of the following points into the scheme as possible, and all new-build elements should conform to these standards.

1.0 Layout

1.1 General

- ☐ The layout should be in accordance with the submitted / approved drawings and elevations.
- ☐ Internal sections of the building should be capable of zoning in order to control entry to certain areas and rooms. Any internal facilities likely to be shared by different users should include access controls.

2.0 Doors and Windows

2.1 Doors

- ☐ External doors must be compliant with and certified to BS PAS 24, WCL2, or LPS 1175 SR2.
- ☐ Sliding doors should be tested and certified to ENV 1627-30 (WK2+). If circumstances could prevent this, please consult with Design for Security.
- ☐ 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, 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 external doors should be fitted with alarm contacts
- ☐ Design for Security should be provided with test reports for all external door types

2.2 Windows

- ☐ Windows must be compliant with and certified to BS 7950. Where certification to this standard is not possible, the windows should conform to the following:
  - The sections used in the construction of the windows should be to the relevant British Standards;
  - They should be from a reputable manufacturer who have ISO 9001 for their manufacturing process;
  - any ironmongery should be from an SBD registered supplier (please see www.securedbydesign.com for full list).
- ☐ 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.

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- ☐ 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.

- ☐ Shutters must be tested and certified to LPS 1175 SR2 (or SR1 if perforated laths are required), and installed in accordance with manufacturer's instructions.

- ☐ Design for Security should be provided with test reports for all applicable window / shutter types

3.0 Other Items

3.1 Construction

- ☐ New partition walls dividing the units should be masonry construction or incorporate an expanded metal reinforcement between the layers of boarding.

- ☐ Places that may be vulnerable to graffiti such as expanses of blank wall, fire doors and areas within toilets should use a resistant surface material, or have a protective coating applied at the outset in order to facilitate rapid removal.

3.2 CCTV and Alarms

- ☐ The siting and design of any CCTV cameras should be carefully considered to ensure that their presence is known, without being over-dominant within the development (covering all entrances - including the lobby and all general circulation areas and staff areas). Any CCTV system should be maintained and operated in accordance with the relevant British Standard (BS 7958) and should be monitored at reception to allow an immediate response to any incidents recorded. Recording equipment should be stored in a secure area (i.e. a security office), with access restricted to authorised staff only. A lighting scheme must be devised that is sufficient to support the CCTV system.

- ☐ A building-wide alarm system should be installed and it should be linked to contacts on all external doors. PIR detectors should cover all ground floor rooms with windows. The alarm system should be monitored, with a response facility (be that an alert to the security staff, patrol team or monitoring centre).

3.3 Access Control

- ☐ Access control systems should be operable by swipe card or fob, and not numeric key pads. The following doors should operate on access control:

  - External doors
  - Entry to individual office suites
  - Service access to retail premises
  - Shared facilities such as bin stores, cycle stores.

4.0 Fit-Out of Ground Floor Units

4.1 General

- ☐ The details of the fit outs for the ground floor retail and restaurant premises will be determined by the end user and are therefore not considered in this Secured by Design application. However, the following elements are crucial to the security of the building and its users, and further liaison with Design for Security is required in respect of the following:-

  - Internal access control
  - Internal doors in to premises
  - Alarm systems

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- Internal layout - including pay-point positions, aisles and product displays, arrangement of internal furnishings etc.
- ATMs
- Shutters
- Cash in Transit procedures
- Ventilation

5.0 Management and Maintenance

5.1 A maintenance plan should be drawn up to address the following:

- ❑ Litter removal
- ❑ Graffiti removal
- ❑ Inspection, testing and repair of security systems (lighting, access controls, alarms, CCTV)

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