

An architectural rendering of a modern urban development. On the left is a multi-story building with a grid-like facade of windows and balconies. To its right is a taller, more slender building with a similar grid pattern. The sky is a vibrant blue with scattered white clouds. In the foreground, there are some trees and a glimpse of a street with a few figures, suggesting a pedestrian-friendly environment.

June 2023
Crime Impact Statement

Upper Brook Street Masterplan (McLaren / Kadans)



CRIME IMPACT STATEMENT

Upper Brook Street, Manchester

Student Accommodation, Restaurant/Café,
Offices, Educational & Laboratory

FOR: McLaren Property Limited & Kadans Science Partner

VERSION A: 3RD April 2023

REFERENCE: 2023/0120/CIS/01

Greater Manchester Police

designforsecurity

Upper Brook Street

2023/0120/CIS/01

EXECUTIVE SUMMARY

Recommendations made

This development has been assessed against the principles of 'Crime Prevention Through Environmental Design' (CPTED - <http://designforsecurity.org/about/crime-prevention-through-environmental-design/>), in order to reduce the opportunities for crime and the fear of crime. The following areas have been identified as a concern and should be addressed (see section 3.3 for more details).

- The landscaped areas should be carefully designed so that areas of concealment or hard landscaping that could generate antisocial behaviour, or criminality, are avoided.
- Private terraces should have appropriate boundaries to prevent easy access. These apartments must have external doors/windows certified to burglary resistant standards.
- Public realm and the courtyard spaces should be illuminated to a high standard. Landscaping should be carefully designed to allow good sightlines and facilitate legitimate use.
- Access control and physical security of the buildings should be carefully considered. A comprehensive CCTV system should be provided.

Additionally, there are a number of recommendations made in section 3.3 of this report which would enhance the security of the development, and it is highly recommended that these are considered. It is also recommended that the development is built to Secured by Design standards.

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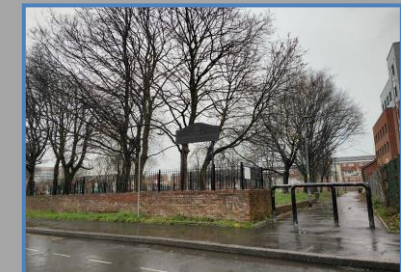
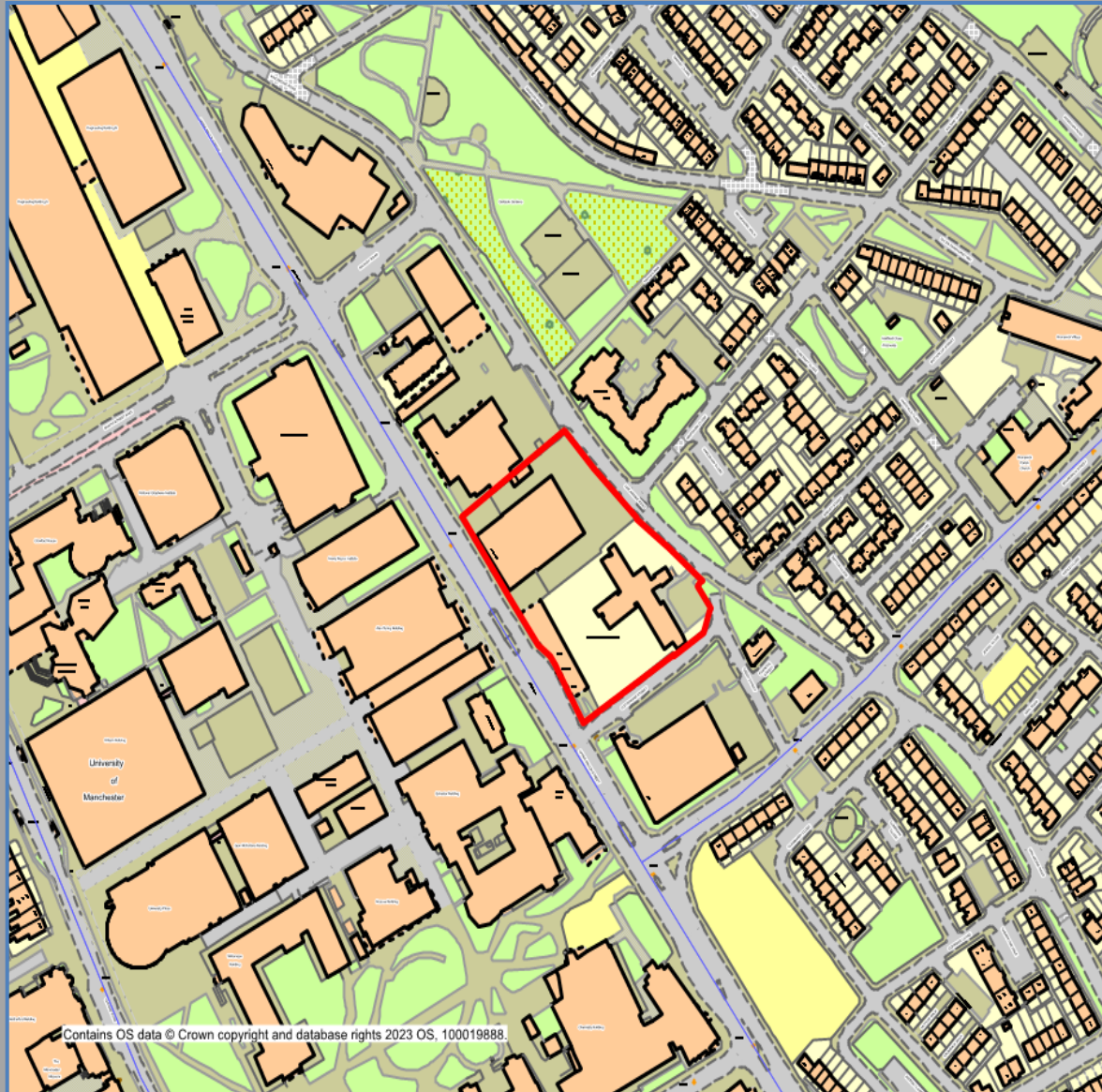
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1 Visual Audit

The proposed development site can be seen on the adjacent map, edged in red. The site is located in the Ardwick/Universities area of Manchester, on the outskirts of Manchester city centre.

The site is roughly rectangular, and it is bound to the North by student accommodation (Hello Student Accommodation The Chapel) to the East by Kincardine Road, to the South by Cottenham Street, and to the West by Upper Brook Street.

The site is occupied by a number of vacant buildings, including two former car show rooms (BMW Williams to the North and Citroen to the South), these have been vacant for a number of years. To the rear of the site was Elizabeth Yarwood Court, a shelter accommodation scheme that closed in 2021.



2 Crime Statistics & Analysis

All data below is based on crimes recorded between 1st March 2022 to 28th February 2023.

Crime Summary

Figure 1: Recorded Crime within 500m of Site

Domestic Burglary	Non-Domestic Burglary	Criminal Damage	Less Serious Wounding	Theft	Robbery	Serious Wounding	Theft from Motor Vehicle	Theft of Motor Vehicle	Bicycle Theft
16	34	51	262	107	22	<5	46	12	68

- 2.1.1 Over the last 12 months, the general volume of recorded crime has been high, particularly levels of violence, vehicle crime and theft - reflecting the site's location on the edge of the city centre, close to University and Hospital campuses and the high concentration of student accommodation in the surrounding area. Students tend to be more vulnerable to crime due to a number of factors including their age, lifestyle, income, tenure, employment status, occupancy and accommodation type. The majority of crime is concentrated towards the east of the proposed site, where the majority of privately rented student accommodation is located. A hotspot of offences has also occurred to the west where the hospital and university are located.

2.2 Common Use-Specific M.O.s (Modus Operandi)

- 2.2.1 Forcing open secure doors using bodily pressure and implements in order to gain access to apartments
Possible Solution - All apartment entrance doorsets should be certified to a burglary resistant standard (i.e. BS PAS 24).
- 2.2.2 Entering apartment buildings by means of insecure doors/ tailgating residents and gaining access to communal areas.
Possible Solution - There should be access controlled secure doorsets restricting access to the circulation core of the building to reduce the possibility of would-be offenders from tailgating residents and visitors into the building.
- 2.2.3 Posing as a legitimate customer and gaining access to staff only areas by means of tailgating staff and exploitation of insecure doors.
Possible Solution – Any staff-only areas should operate on an access control system with access restricted to authorised personnel.
- 2.2.4 Exploitation of insecure windows and doors to gain access into communal areas and apartments
Possible Solution – All ground floor communal doors should be fitted with door closers and lock automatically, to prevent these doors from being left open and insecure. Any publicly accessible apartment entrance doors should be fitted with a split-spindle, or fixed external handle, to prevent them from being opened from the outside when unlocked. Any accessible windows should be restricted in opening to prevent them from being fully opened if left insecure.
- 2.2.5 Entering premises as legitimate customer and tailgating staff/ exploiting insecure doors to access staff only areas.
Possible Solution – Personnel gates or turnstiles should restrict access from the office foyer into the circulation core of the building. Any external doors should operate on an access control system.
- 2.2.6 Forcing open shutters using implements and bodily force to gain access.
Possible Solution – Any shutters should be certified to a recognised security standard (i.e. LPS 1175 SR2). Shutters certified to a burglary resistant standard are able to withstand prolonged, opportunist, attacks by criminals.

2.3 Risk Factors - Residential

The typical security risks for a development of this nature are:

-
- Domestic burglary
 - Theft from gardens, sheds or garages
 - Criminal damage to dwellings and vehicles
 - Theft of, or from, vehicles
 - Bogus callers and distraction burglary
 - Anti-social behaviour
 - Neighbour disputes
 - Theft and criminal damage during the construction period
 - Unauthorised access to private spaces
 - Poor maintenance of access control systems

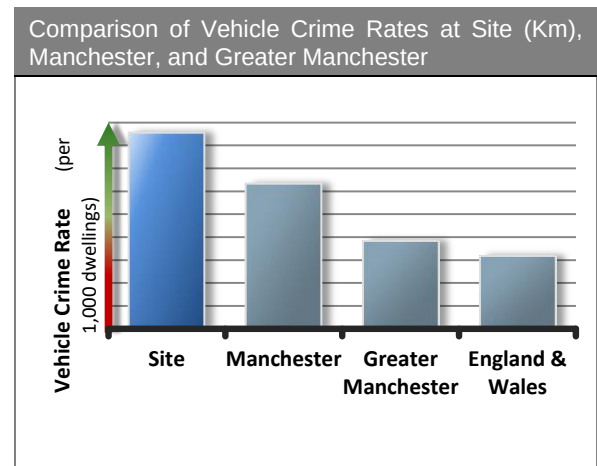
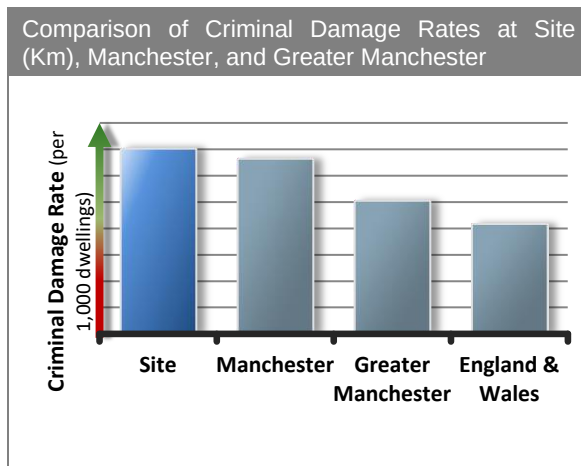
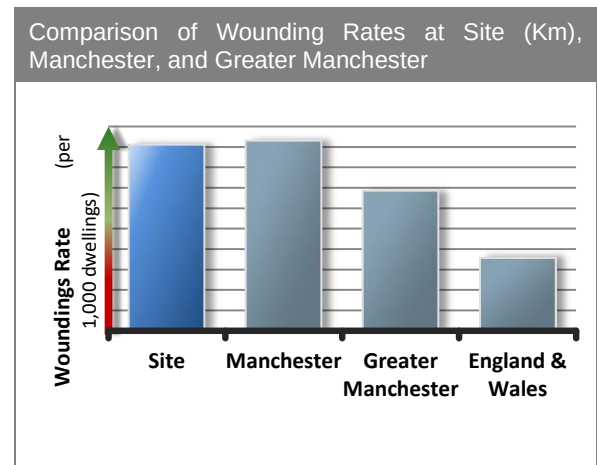
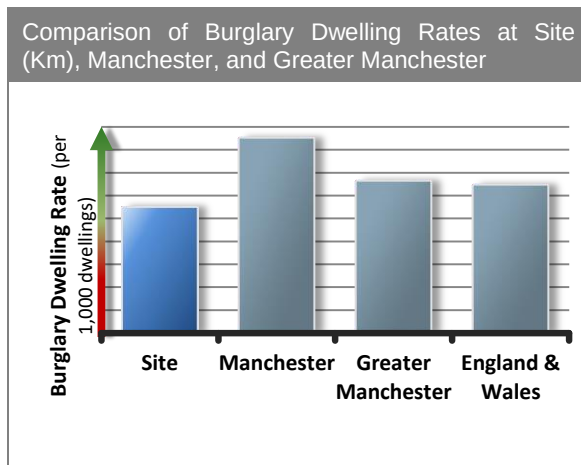
2.4 Risk Factors - Offices

The typical security risks for a development of this nature are:

- Burglary
- Violence towards staff
- Theft of personal belongings at work
- Criminal damage to property and vehicles
- Unauthorised access to buildings / private space
- Arson
- Cycle theft

2.5 Crime Rate Comparison

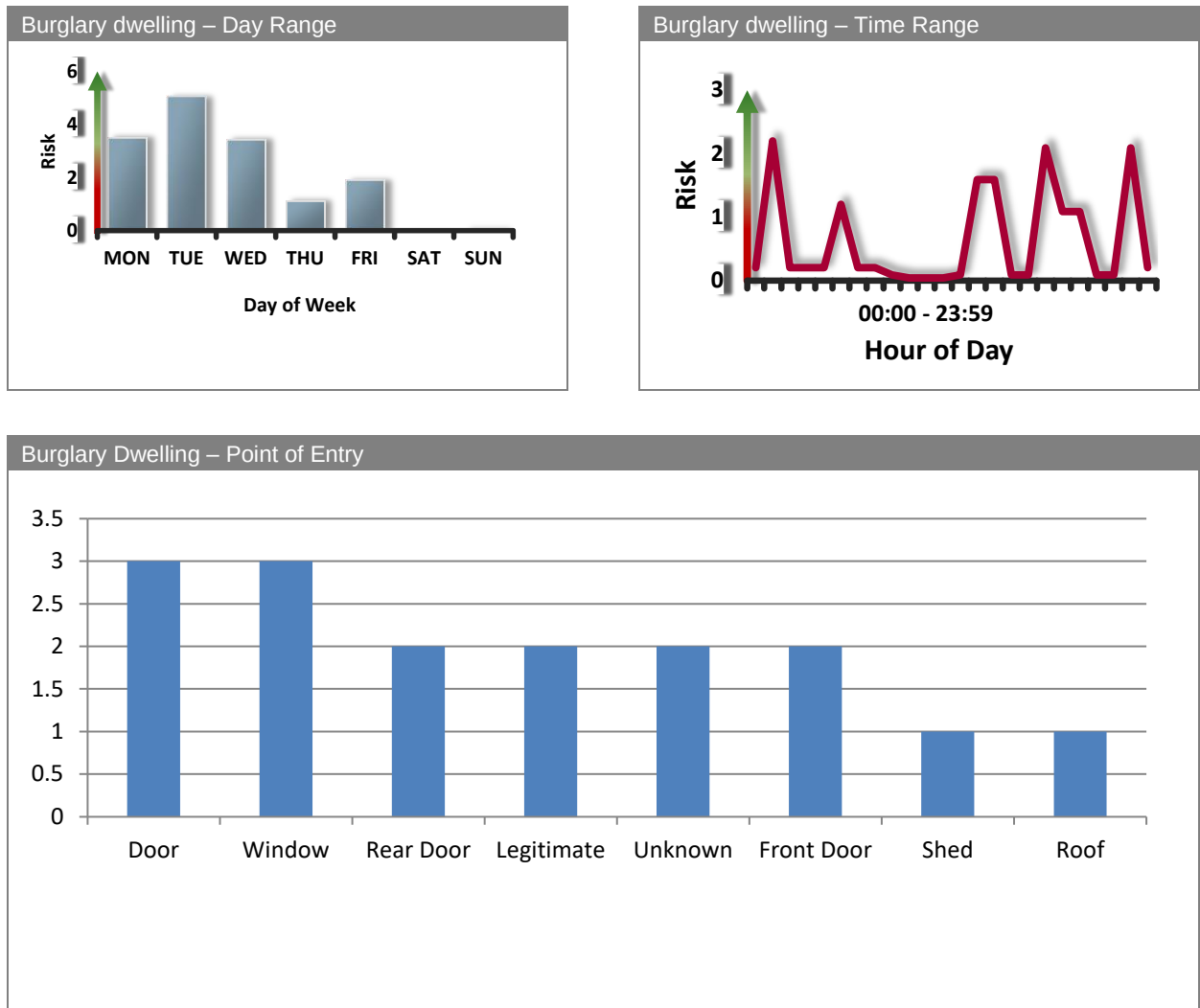
The rates below relate to crime committed within 500m of the site. England & Wales data was last recorded for January – December 2021.



- 2.5.1 The rate of domestic burglaries per 1000 dwellings is **35% lower** than Manchester as a whole, **17% lower** than Greater Manchester and **15% lower** than England & Wales.
- 2.5.2 The rate of woundings per 1000 dwellings is **2% lower** than Manchester as a whole, **33% higher** than Greater Manchester and **154% higher** than England & Wales.
- 2.5.3 The rate of incidents of criminal damage per 1000 dwelling is **6% higher** than Manchester as a whole, **39% higher** than Greater Manchester and **69% higher** than England & Wales.
- 2.5.4 The rate of incidents of vehicle crime per 1000 dwellings is **35% higher** than Manchester as a whole, **122% higher** than Greater Manchester and **170% higher** than England & Wales.

2.6 Domestic Burglary: Risk Analysis

The data below relates to domestic burglaries committed within 500m of the site.



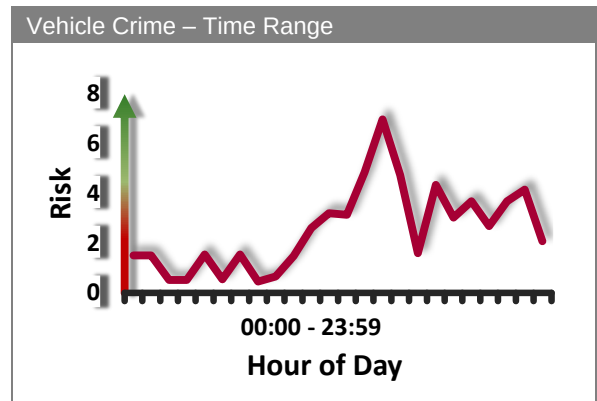
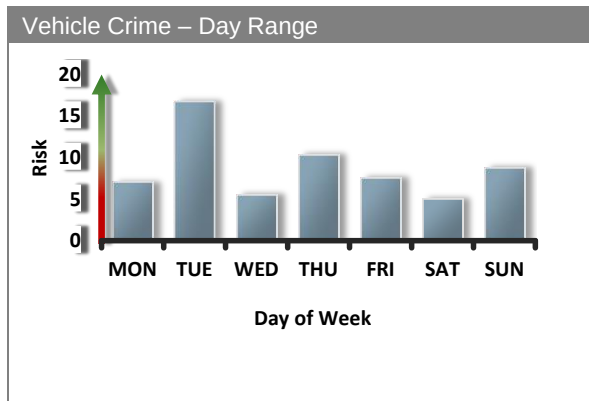
2.6.1 **Day/Time Range:** The risk of domestic burglary peaks on a Tuesday during the evening and into the early hours of the morning. Offenders often target properties in the evening and early hours of the morning when it is dark and there is less footfall in the area, giving offenders the perception that they are less likely to be caught or identified.

2.6.2 **Point of Entry:** In the local area the following entry points and MO's have been utilised most frequently:

- Forcing open secure windows and doors using bodily pressure and implements in order to gain access to the property.
- Exploitation of insecure windows and doors.
- Smashed glazing in windows and doors using implements.
- Posing as a legitimate resident and gaining access to communal areas (mostly bike storage, mailrooms and corridors) by means of insecure doors/ tailgating residents.
- Entering the garden of the property and using bodily pressure and implements in order to gain access to the garden shed.

2.7 Vehicle Crime: Risk Analysis

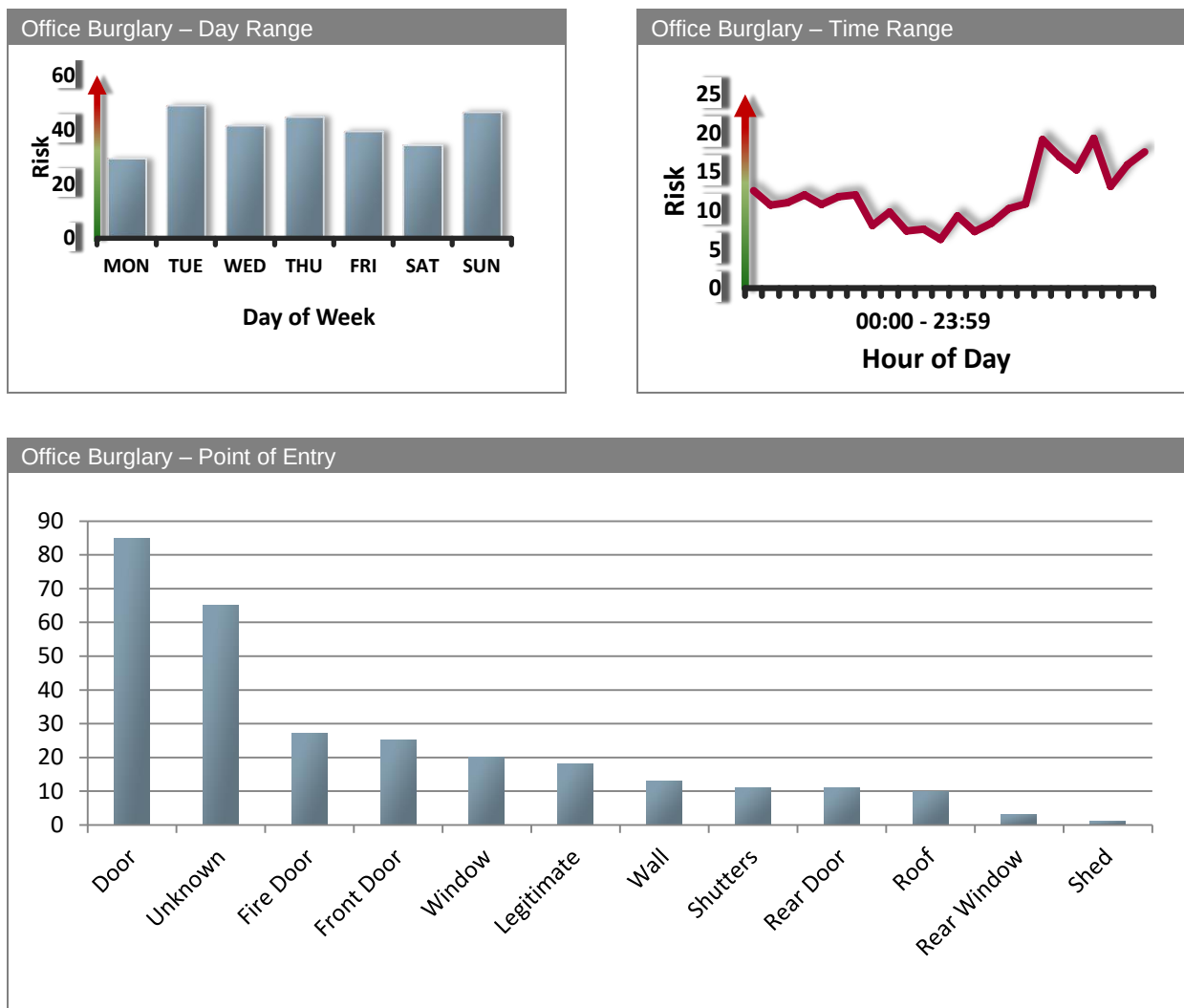
The data below relates to vehicle crime committed within 500m of the site.



- 2.7.1 **Day/Time Range:** The risk of vehicle crime in the local area peaks on a Tuesday during the afternoon (12pm – 4pm). Offenders often target vehicles during the afternoon, as they are likely to be left unattended and out of sight of the owner, creating a perceived low risk opportunity.

2.8 Burglary Risk Analysis – Offices

The data below relates to non-domestic burglary offences within / against offices, recorded in the Manchester area during 2018 - 2019.



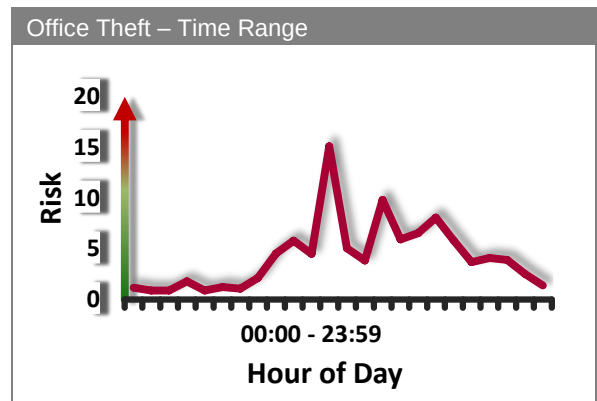
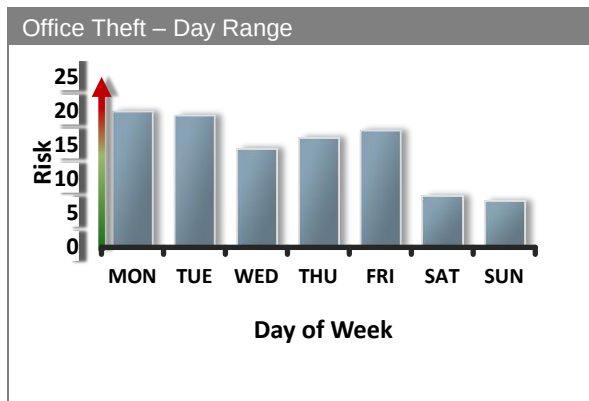
2.8.1 **Day / Time Range:** During the week, the risk of burglary at office premises in Manchester peaks on Tuesday and Sunday. During the day, the risk of burglary rises at night / into the early hours of the morning. Such premises are often targeted at these times when they are closed and unoccupied, meaning offenders can attempt to gain unauthorised access without fear of being disturbed or identified.

2.8.2 **Point of Entry:** In the local area, the following entry points have been utilised most frequently:

- Secure doors have been forced open using body pressure, implements and tools. Many burglaries committed in Manchester office buildings do not appear to be opportunistic, with offenders often bringing equipment with them that can be used to force open doors and cut locks.
- A large proportion of burglaries have been committed through 'unknown' points of entry, which are likely to have been where offenders (posing as legitimate customers, visitors, or employees) have gained unauthorised access to staff only areas (i.e. through insecure doors, tailgating etc.) to steal property.
- Glazing within windows and doors has been smashed to gain unauthorised access.
- Shutters have been prised open to target doors and windows behind them.

2.9 Theft Offices: Risk Analysis

The data below relates to thefts within / against offices, recorded in the Manchester area during 2018 - 2019.



Day / Time Range: During the week, the risk of theft at Manchester offices is greatest during the working week, when the opportunities to offend are greater, and is significantly lower at the weekend, when many offices premises are closed or operate on reduced opening hours / staffing levels. During the day, the risk of theft is concentrated during normal working hours – peaking around midday. During these times, many office workers will take their lunch breaks, leaving unattended property at desks or in insecure areas. Thefts can also often happen at the end of the working day, when members of staff are finishing work and premises is likely to be less secure, such as while cleaning operations are carried out.

3 Layout Appraisal

3.1 Proposed development

- 3.1.1 Plot B - Life Sciences – for Kadans Science Partner. The proposed building provides approximately 13,800m² of combined laboratory and office space along with a ground floor publicly accessible café, meeting room suites throughout the building, and a secure cycle store and cycle changing. The building massing is split into a low level 6 storey block (inc. plant) to Kincardine Road, jumping up to 9 storeys (inc. plant) at Upper Brook Street, with an atrium to the centre of the floorplates that houses informal breakout spaces and forum seating at ground floor.

Plot C - Purpose Built Student Accommodation (PBSA) for McLaren Properties. The proposed building provides 737 student bedrooms (288 studios and 449 cluster bedrooms arranged in a variety of cluster sizes), student amenities, management suite, commercial/ community spaces and supporting ancillary areas. The proposed PBSA scheme is arranged in two parallel building blocks with central cores, which are linked on the ground floor to form spaces for indoor and outdoor student amenities. The block facing Upper Brook Street has 23 storeys and the block facing Kincardine Road has 9 storeys

3.2 Positive Aspects of the Proposal

The following proposed features would make a positive contribution to the prevention of crime and fear of crime.

- 3.2.1 Both buildings have relatively simple building footprints with no deeply recessed areas or projecting features (or similar) that could conceal an offender from view or generate misuse.
- 3.2.2 The main entrances to both buildings, community unit, retail/commercial units, and cycle store, are taken from highly visible positions on Upper Brook Street, Kincardine Road, and the public realm between the buildings. This will allow high levels of passive surveillance from those passing by in vehicles and on foot, which could potentially deter offenders.

- 3.2.3 The public realm between the buildings is well overlooked by the buildings. The routes are relatively linear which will aid with sightlines by those using the route to travel between Kincardine Road and Upper Brook Street.
- 3.2.4 The informal seating areas in the public realm will be overlooked by the buildings.
- 3.2.5 The mix of uses will generate activity in the area, both during the day and at night, which can deter criminals from operating in the area.
- 3.2.6 The development will replace a series of vacant/derelict buildings which front on to Upper Brook Street and Kincardine Road. The proposed buildings will have an active front to both of these roads which will foster a greater feeling of safety in the area, particularly on Kincardine Road which presently has little overlooking and could feel unsafe particularly at night.
- 3.2.7 There will be a large bicycle store within the PBSA building, allowing residents to secure their bicycles.
- 3.2.8 The main communal entrance into the PSBA building is overlooked by the reception desk which will be staffed at all times, allowing staff to vet those entering the building. There is a secondary doorset between the ground floor reception/amenity space and the circulating core of the building, which can reduce the potential for tailgating.
- 3.2.9 The PBSA post room is positioned in a secure location to the rear of the reception desk, reducing the potential for unauthorised access.
- 3.2.10 All PBSA bedrooms are located at first floor and above, reducing the potential for noise disturbance from those passing by, particularly at night and the early hours of the morning
- 3.2.11 The landscaped/seating area between the two buildings (Thorburn Walk) will be well overlooked.

3.3 Changes Needed and Recommendations

The following points have been identified for further consideration and would need to be addressed for Design for Security to support the proposed scheme.

Purpose Built Student Accommodation (PBSA)

- 3.3.1 External communal access doors must be compliant with and certified to BS PAS 24, STS202, or LPS 1175 SR2, including a lock capable of being operated via an electronic access control system. The communal entrance doors should be self-closing and secured with a multi-point electronic lock operating with an electronic access control system, these features should be permitted under the scope of the certification.
- 3.3.2 All cluster and studio unit entrance doorsets must also be compliant with and certified to BS PAS 24, SPS 201 or LPS 1175 SR2.
- 3.3.3 All internal doors/frames to individual student bedrooms within cluster units should be of robust construction (FD30 or higher), with hinge-bolts and a lock certified to BS 8621 or PAS 8621, to allow each student to secure their own bedroom/possessions. Bedroom doors should have a door viewer and chain).
- 3.3.4 Postal workers should not be allowed unfettered access throughout the development. Postal workers should be granted access only to the post rooms only or mail/parcels should be delivered directly to the concierge.
- 3.3.5 Doors into cycle stores should operate on an access control system, operated with resident's key card/fob. Access into cycle stores should be restricted to genuine users rather than every resident of the building/block. Cycle stands should allow both wheels and the frame to be secured (i.e. Sheffield stand or similar). Two tier systems are permitted, but the locking of both wheels and the frame should be possible (see opposite).
- 3.3.6 Bicycle stands in the landscaped areas should be illuminated to deter criminals from targeting parked bicycles.



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- 3.3.7 Access into and around the building should operate on a robust access control system. There should be two access controlled doors between the public realm and the circulation core. On a development of this size it is highly recommended that either each floor has an access controlled door (restricted to residents of that floor), or the lifts should only take residents to the floor of their apartment (in conjunction with the access control system).
 - 3.3.8 Access into the amenity spaces should operate on access control to restrict these spaces to residents and legitimate visitors. The access control system in these areas should be fully auditable so that access logs can be examined in the event of an incidents, or if there is any damage.
 - 3.3.9 The development should be covered with a comprehensive CCTV system covering the main entrances, elevations of the buildings, entrance to the car park, car parking areas, reception areas, and the club house.
 - 3.3.10 Where the building overhangs there should be a high level of illumination to deter congregation.

Life Sciences/Offices

- 3.3.11 The reception should be staffed during standard office hours (i.e. 8am-6pm) to allow visitors to be vetted before being permitted access into the building. There should be a video/audio intercom on the main entrance to allow staff to vet visitors to the building when the main reception is not staffed. Out of normal working hours the main entrance doors should be secured with an access control entry system for staff members to enter.
- 3.3.12 Access into and around the office building should be governed with an auditable access control system. Access into the circulation core of the building should be restricted to staff and legitimate visitors, with speed gates restricting access to the lift/stair cores or with an access control system to operate the lifts.
- 3.3.13 The open space at the front of the main entrance should be of high environmental quality and well illuminated at night to deter antisocial behaviour such as congregation and criminal behaviour such as criminal damage.
- 3.3.14 Lighting should be used to illuminate the building elevations and the streets below to improve natural surveillance opportunities and reduce potential for antisocial behaviour, crime and fear of crime. The spaces where the building overhangs to the corners at the front of the building should be illuminated to deter congregation.
- 3.3.15 Access into the proposed bicycle store should operate on an access control system, with access restricted to genuine users. Cycle stands should be Sheffield style, or similar, allowing both wheels and the frame to be locked.
- 3.3.16 The building should be covered by a monitored intruder alarm with response (see section 4.4 for more details).
- 3.3.17 Individual office suites/floor plates should have a secure door set (i.e. BS PAS 24 or LPS 1175 SR 2). Individual offices and ground floor/basement commercial units should have the infrastructure so that any tenants can easily install an intruder alarm.
- 3.3.18 A comprehensive CCTV system should be installed to monitor all external doors and elevations, the reception area, circulation cores, all plant/back-of-house functions, and the cycle store. Individual offices and ground floor/basement commercial units should have the infrastructure so that any tenants can easily install a CCTV system if required.

Commercial Units

- 3.3.19 The proposed commercial units should have the infrastructure for the easily installation of an alarm, CCTV system, and access control, to allow a future tenant to install these during the fitout of these units.
- 3.3.20 The opening hours of the units should be in keeping with similar users as the local area and reflect the residential nature of the buildings.
- 3.3.21 Any external seating areas should be closed at a reasonable time (i.e. 10pm) to prevent excessive noise pollution in the area. Any external furniture should be capable of being removed and storing inside the premises.

Landscaping/external spaces

- 3.3.22 The public space should be illuminated to a high standard and in accordance with BS 5489 – which should be considered as a minimum standard. A variety of lighting sources should be used to illuminate the environment rather than reliance on one type of lighting which can often lead to pooling/shadowing.
- 3.3.23 The landscaped spaces and pedestrian routes should be covered by the CCTV system, which can be monitored by staff to alert them to any misuse of these spaces so they can be managed accordingly to foster safe environment for residents and pedestrians. The lighting scheme should allow the CCTV system to operate effectively, and the landscaping of this area should not impede coverage. Any seating areas within the landscaped area must be covered by CCTV as these areas are most likely to generate antisocial behaviour (i.e. congregation, or alcohol/drug consumption).
- 3.3.24 Vegetation in the proposed public space should be well maintained in order to facilitate the sight lines through the route. Low planting should not exceed 1000mm in height, and tree canopies should fall no lower than 2400mm from the ground. This is in order to allow people to see their surroundings better, make a rational choice of routes and eliminate hiding places.
- 3.3.25 Hard landscaping in the public space should be carefully considered so that these areas do not become concealed from view.
- 3.3.26 The seating areas within the public realm could potentially generate antisocial behaviour at night. It is important that these areas are illuminated to a high standard to facilitate natural surveillance and to deter misuse. CCTV coverage of these spaces is essential to help staff monitor these spaces and respond to any incidents.
- 3.3.27 Any blank facades should be treated with an anti-graffiti coating, to an approximate height of 2000mm, so that graffiti can easily be cleaned.
- 3.3.28 Bollards, large planters, trees, or similar, should prevent a vehicle from being able to access the route between the buildings.

4 Physical Security (Residential)

In addition to the layout issues highlighted in section 3, the following checklist (sections 4-7) forms the physical security requirements for this scheme to achieve Secured by Design accreditation if required.

4.1 Doors

- ☐ External communal access doors must be compliant with and certified to BS PAS 24, STS201, or LPS 1175 SR2, including a lock capable of being operated via an electronic access control system. The communal entrance doors should be self-closing and secured with a multi-point electronic lock and capable of being operated via an electronic access control system, these features should be permitted under the scope of the certification. Access into the build should be controlled by a video entry phone system (with the picture viewable on the phone unit, rather than on a television set) so that residents can vet visitors before allowing them access into the building. There should be no unrestricted trade access into the building.
- ☐ Where secure postal lobbies are to be created, the secondary communal door must be to the same specification as the outer door - certified to BS PAS 24, STS201, or LPS 1175 SR2, including a lock capable of being operated via an electronic access control system.
- ☐ All cluster and studio unit entrance doorsets must also be compliant with and certified to BS PAS 24, SPS 201 or LPS 1175 SR2.
- ☐ All internal doors/frames to individual student bedrooms within cluster units should be of robust construction (FD30 or higher), with hinge-bolts and a lock certified to BS 8621 or PAS 8621, to allow each student to secure their own bedroom/possessions. Bedroom doors should have a door viewer and chain).
- ☐ Construction of internal walls surrounding internal apartment entrance doors (600mm either side of the door set) should incorporate a resilient layer to reduce the risk of anyone breaking through the wall to access the locking mechanism. The resilient layer should be timber (minimum thickness of 9mm) or expanded metal.

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- ☐ 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.

4.2 Windows

- ☐ Ground floor and easily accessible 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.

4.3 Glazing & Building Fabric

- ☐ 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.
- ☐ Any curtain walling panels should include laminated glazing and should be securely fixed directly to the floor slabs where possible, rather than to perimeter columns.
- ☐ There should be a block work wall or material of similar strength (e.g. welded-steel mesh) behind or within any new cladding/insulated panels to the building, to a minimum height of 2000mm from ground level, to ensure that the fabric of the building itself is not vulnerable to attack.

4.4 Alarms

- ☐ If an alarm is installed, then it should comply with either:
 - BS EN 50131 and PD 6662 for wired systems
 - BS 6799 for wireless systems
- ☐ If an alarm is not to be provided, there should be a 13amp, non-switched fuse spur to allow future residents to connect an alarm.

4.5 Access Control

- ☐ Access control systems should be operable by swipe card or fob, and not numeric keypads. The following areas/doors should operate on access control:
 - Communal entrances
 - Communal areas
 - Bicycle stores
 - Circulation cores
 - Amenity space
 - Staff only areas
 - Parcel rooms

4.6 Bicycle Parking Areas

- ☐ Doors into the cycle parking area(s) must be certified to BS PAS 24, STS202, or LPS 1175 SR2, including a lock capable of being operated via an electronic access control system, with access restricted to registered residents (i.e. genuine bicycle owners).
- ☐ Cycle stands should either be U-profile or Sheffield style stands. If rack storage is used it should be possible for both wheels and the frame to be secured.

4.7 Landscaping

- ☐ There should be no hard landscaping that could inadvertently create seating or loitering spots (except within secure designated or otherwise-controlled areas). These features can encourage anti-social behaviour and raise the fear of crime.
- ☐ It is essential that good sightlines are maintained throughout the development to allow residents and visitors to actively survey the area for potential threats. Low level planting should not be in excess of 1000mm in height and tree crowns should fall no less than 2400mm to aid sightlines and natural surveillance.

4.8 Lighting

- ☐ External lighting must be provided to pedestrian routes within the development in accordance with BS 5489. Lighting should be taken from a variety of sources and levels (i.e. columns, up lighting) to provide a greater level of coverage and avoid shadows/pooling.
- ☐ 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.
- ☐ Dusk 'til dawn lights, operated by photoelectric cell/daylight sensor, should be installed to all external doors.
- ☐ Elevations of the building should be illuminated.

4.9 CCTV

- ☐ Any CCTV system that may be used within this proposal 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.
- ☐ The intelligent placement of cameras helps to provide clear facial identification of individuals.
- ☐ Any public open space or amenity areas not under the ownership of residents should be subject to an effective maintenance contract. This should ensure that all damage is rectified in a timely manner, and that any such space will not be detrimental to its surroundings.

5 Physical Security (Offices)

The following checklist forms the physical security requirements for this scheme to achieve Secured by Design accreditation.

5.1 Doors

- ☐ External doorsets including the main entrance pass door, cycle access door, bin store doors and escape doors should be compliant with, and certified to, BS PAS 24 or LPS 1175 SR2. All of these doors should be self-closing and self-locking.
- ☐ The revolving entrance doors should be tested and certified to LPS 1175 SR2.
- ☐ Entrance doors to individual office suites should be compliant with and certified to BS PAS 24 or LPS 1175 SR2.

5.2 Windows & Shutters

- ☐ Where feasible, any ground level, opening windows should be certificated to LPS1175 or BS PAS 24, fitted with opening restrictors and with key operated locks.
- ☐ 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.
- ☐ Any security shutters or grilles must be tested and certified to LPS 1175 SR2 (or SR1 if perforated laths are required).

5.3 Glazing & Building Fabric

- ☐ All accessible glazing (i.e. below a height of 2000mm from external ground level) must incorporate an internal 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 external pane in a double-glazed unit may be toughened glass.
- ☐ Any curtain walling panels should include laminated glazing and should be securely fixed directly to the floor slabs where possible, rather than to perimeter columns.
- ☐ Any louvres at ground floor level to plant areas/refuge stores should be robustly constructed and fixed, to ensure they cannot be easily removed or damaged. Security-certified louvred doorsets are also available if required (see <https://www.securedbydesign.com/member-companies/accredited-product-search> for SBD approved suppliers).

5.4 Bicycle Parking

- ☐ Doors into the cycle parking area(s) must be certified to BS PAS 24, STS202, or LPS 1175 SR2, including a lock capable of being operated via an electronic access control system, with access restricted to registered residents (i.e. genuine bicycle owners).
- ☐ Cycle stands should either be U-profile or Sheffield style stands. If rack storage is used it should be possible for both wheels and the frame to be secured.

5.5 Alarms

- ☐ A monitored intruder alarm system should be installed. Alarms should have contacts on all external doors or shutters, and PIR in rooms with windows. The alarm should include a signal terminating at the security control room/patrol team. The alarms should have two secure signalling paths (one being GSM radio back-up), so that if either signalling path is tampered with by an intruder, or is faulty, the other continues to monitor for any further alarms and transmits them as 'confirmed activations' – extra confirmation that an intruder is on the premises and that the alarm isn't false.
- ☐ Individual office suites/floors should also consider having an intruder alarm should the buildings be open, but some office remain closed. As a minimum individual offices or floorplates should have the infrastructure so that an alarm can be installed by future tenants.

5.6 Access control

- ☐ Access control systems should be operable by swipe card or fob, and not numeric keypads. The following doors should operate on access control:
 - The revolving entrance door and any pass doors.
 - All external doors.
 - Turnstiles/speed gates and/or lifts.
 - Staff only areas.
 - Plant areas and areas restricted to maintenance staff.
 - External cycle access doors, cycle store, and changing rooms.
- ☐ The electric locking system to be used throughout the building should ideally be fully auditable (i.e. allows the retention of data, such as who accessed where and when), to allow for a better investigation into any incidents. Staff key-fobs/cards should be capable of being quickly activated or disabled when required, to ensure they are not misused. Staff should only be allowed access to areas required for their work.
- ☐ Lockers should be provided in the changing rooms for staff to store personal items whilst changing/showering.

5.7 Lighting

- ☐ Dusk-to-dawn lighting, operated by photoelectric cell/daylight sensor, and producing 'white' light, should be installed to all external doors of each building.

5.8 CCTV

- ☐ A CCTV camera system should be installed. Cameras should be capable of monitoring all building elevations - with particular emphasis on external doors (cameras should be able to observe people coming and going), and the entrance lobbies.
- ☐ Recording equipment should be located within a secure room or images may be recorded off-site at a suitable monitoring facility.
- ☐ CCTV monitoring screens should be located at the reception desk and or security office.

6 Physical Security (Commercial Units)

6.1 Doors

- ☐ External doors must be compliant with and certified to BS PAS 24, STS202, or LPS 1175 SR2. Staff should be given flexibility over permitting access into the building at different times of the day and night. The main sliding entrance doors should be capable of being controlled by reception staff if required (e.g. at night) to prevent unauthorised access or nuisance/antisocial behaviour in/around the entrance lobby.
- ☐ Sliding/revolving doors should be tested and certified to LPS 1175 SR2.
- ☐ 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 doors/frames to staff areas/stores/offices should be robust/solid core (minimum 44mm thick) and fitted with auditable access controls. Staff should only be allowed access to areas required for their work. Keys/passes should only be carried if required for duties and should be accounted for at all times.

6.2 Windows, Building Fabric & Shutters

- ☐ Ground floor and easily accessible 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 and should be securely fixed directly to the floor slabs where possible, rather than to perimeter columns.
- ☐ Any shutters must be tested and certified to LPS 1175 SR2 and installed in accordance with manufacturer's instructions.

6.3 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.

6.4 Alarms

- ☐ The commercial units should have intruder alarms installed or the infrastructure for tenants to easily install an alarm.

6.5 Access Control

- ☐ Access control systems should be operable by swipe card or fob, and not numeric keypads. The following areas/doors should operate on access control:
 - External doors
 - Staff areas

7 Management & Maintenance

- 7.1.1 The upkeep of a development over its lifetime can be crucial to the level of security and safety within. Aspects of a development, which are left to deteriorate, have the potential to attract further crime – a process known as 'the broken window theory'. A maintenance plan should be drawn up to address issues such as:
 - Litter removal
 - Repair to communal areas (lighting, signage, access controls)
 - Trimming and pruning to shrubs and trees
- 7.1.2 Any public open space or amenity areas not under the ownership of residents should be subject to an effective maintenance contract. This should ensure that all damage is rectified in a timely manner, and that any such space will not be detrimental to its surroundings.
- 7.1.3 A comprehensive security regime for the individual commercial units must be prepared and remain in place for the day-to-day running of the site. There should be regular reviews/exercises to ensure that it remains accurate, workable, and up to date. All staff should understand and accept the need for security measures, and it should be made easy for people to raise concerns or report observations. The operating/maintenance plan should focus on issues such as:
 - Opening and closing the building, including staff arrival and departure.
 - Management of deliveries (servicing activities should not require any service doors to remain open unattended for prolonged periods).
 - Details of staff security training.
 - Location and management of any smoking areas.

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- Repairing damaged external and internal fittings, particularly security features e.g. access control systems, alarm systems, CCTV cameras, and lighting.
 - Cleaning and prompt removal of graffiti and litter; and
 - Refuse collection arrangements.
- 7.1.4 All high value equipment within publicly accessible areas (e.g. computers, televisions, tools etc.) should be property marked and securely fixed or stored to deter damage/theft. An accurate record should be maintained which logs all such items.
- 7.1.5 Refuse collection arrangements should not require bins to be left in the street for extended periods/overnight. Servicing activities should not require any service doors to remain open unattended for prolonged periods.
- 7.1.6 Adequate signage should be deployed in all areas not only to direct people throughout the building, but also to deter unauthorised access to staff-only/back-of-house areas.

8 Construction

- 8.1.1 Untidy sites and their surroundings can be littered with debris accessible to vandals who often use loose materials as missiles to commit crime. The client should take measures appropriate to secure their site during construction, and control pedestrian and vehicular access in to and out of the site curtilage. It is also recommended that the contractor on this scheme is a member of the 'Considerate Constructors Scheme', who has committed to be a considerate and good neighbour, as well as clean, respectful, safe, environmentally conscious, responsible and accountable.
- 8.1.2 Site security contractors should be SIA (Security Industry Authority) approved to ensure professional standards are adhered to (please see <http://www.sia.homeoffice.gov.uk/pages/acs-intro.aspx> for more details).

9 Useful References

9.1 Secured by Design (SBD)

- 9.1.1 Secured by Design focuses on crime prevention at the design, layout and construction stages of homes and commercial premises and promotes the use of security standards for a wide range of applications and products. To apply for Secured by Design certification for your development, visit our online application form at: <http://www.designforsecurity.org/secured-by-design/sbd-accreditation/>

A Contact register

Date	Contact With	Summary of Contact
17/03/2023	Nicola Simpson	CIS instruction received
24/03/2023	Nicola Simpson	CIS confirmed
28/04/2023	Nicola Simpson	Minor updates

B Associated Documents

This report is based on the following drawings and supplementary information submitted by the applicant.

Drawing No.	Drawing Title	Date	Rev
	Information for Crime Impact Statement document	02/03/23	

PLEASE NOTE - In the event of any subsequent material changes to the scheme, it will be necessary for Design for Security to reassess the comments made within this report.

C CIS Version History

Version	Revisions Made	Date
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