

10-12 Whitworth St West, Manchester, Secured By Design Checklist Tracker

9th January 2017

07/02/17 revA

20/03/17 revB

Item	SBD Requirement	Ownership	Action	Status
1.0	Layout			
1.1	General			
	The layout should be in accordance with plans approved by Manchester City council under application ref:111003/FO/2016/C1	5plus	A Non Material Ammendment application will be submitted to MCC, who will consult with the GMP if it is deemed necessary. The NMA drawings become the approved plans.	Strategy agreed
2.0	Doors and Windows			
2.1	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	5plus/CE2	All external doors (with the exception of the revolving door) used by residents are fitted with fob operated access and will achieve the recommended rating. The revolving door will be operational throughout the day (exact times TBC in the management reports) and provide free access into the reception in a similar way as you might expect in a hotel. At night, the revolving door will be deactivated and the side door (pass door) will be secured via a fob operated system as all other doors. The revolving door is covered by CCTV to the standard required in section 3.3. The reception will be staffed 24 hours a day. Access to the lift and stair lobby is through fob secured doors. Access to the lift and stair at ground floor only is again granted by fob only. Further information can found be in section 2.4.	Strategy agreed
	Where secure lobbies are to be created the secondary communal doors 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	Aedas	The glazed doors into the lift lobby will be specified to achieve this standard.	Strategy agreed
	Individual apartment entrance doors certified to BS PAS 24, STS201, or LPS 1175 SR2, including a lock capable of being operated via an electronic access control system. It is advised that these doors do not have fixed sidelights, and are provided with door viewers instead. Chain limiters to apartment entrance doors are recommended.	Aedas	Current design compliant. Note: chain limiters are not included and were not deemed necessary by GMP.	Current design compliant
	Doors to storerooms must be solid core (minimum 44mm thick), have multipoint locking and a minimum of 3 hinges.	Aedas	Standards to be incorporated into schedules and specification.	Strategy agreed
	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.	5plus/Aedas	Standards to be incorporated into specification.	Strategy agreed
	<i>Design for Security should be provided with evidence of 3rd party certification for all external door types - please note test reports alone are not acceptable for SBD compliance - they must be backed up with third party certification</i>	5plus	Standards to be incorporated into specification.	Current design compliant

2.2	Windows			
	Windows must be compliant with and certified to BS PAS 24 or BS 7950	5plus	GMP advised this related to windows within 2.4m of street/ground level. There are no opening windows within 2.4m of street level.	Current design compliant
	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.	5plus	GMP advised this related to windows within 2.4m of street/ground level. There are no opening windows within 2.4m of street level.	Current design compliant
	<i>Design for Security should be provided with evidence of 3rd party certification for all window types - please note test reports alone are not acceptable for SBD compliance - they must be backed up with third party certification</i>	5plus	Standards to be incorporated into specification.	Current design compliant
2.4	Alarms			
	The alarm system should comply with either: BS EN 50131 and PD 6662 for wire systems or BS 6799 for wireless systems.	CE2	N/A. An intruder alarm has not been proposed. It is assumed that the management plan would be a 24hr concierge aided by CCTV and restricted access via the access controls to be sufficient to monitor the building periphery. Alarm system can be added should the client so wish at a later date.	Current design compliant
	The alarm should be connected to all external ground floor doors.	CE2	N/A	Current design compliant
2.5	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: main entrance doors, doors from internal lobbies onto stair cores and lifts (ground and first floor levels), gates to rear passageway, entrances to cycle store, gym/leisure facilities/meeting rooms	CE2	Access control will be operated via a fob entry system for occupants with a call button to reception for guests. Restricted access is provided to the following; Main entrance door (except the revolving doors which will be monitored by concierge & CCTV) • Door into stair core on ground and first floor • Door in to meeting room at ground floor • Door in to comms room at ground floor • Door in to cycle store at ground floor • Gates in to rear service yard • Doors in to cycle store from rear service yard • Door in to lift lobby from rear service yard • Door in to bin store from rear service yard • Doors in to gyms at first floor The access control strategy should be reviewed by the client and SBD to ensure the strategy achieves the required security and operational parameters. GMP requested an additional fob into lift at ground and first. GMP requested design team give consideration to providing CCTV or fob access at the upper floors.	Strategy agreed
2.6	Wall Construction			
	Glazed curtain walling and window walls Secured by Design recognises four distinct types of glazed wall systems. These are: Large glazed units connected by 'spider clamp' system, glazed units directly retained within a framing system (usually aluminium), framed windows installed within a separate framing system, framed windows connected to other framed windows to create a window wall	5plus	Reference to SBD checklist to be incorporated into specification.	Current design compliant

	Glazed curtain walling must be installed using a secure glazing retention system. The method of retaining glass must include one or more of the following: security glazing tape, dedicated security sealant or gasket, a secure mechanical system (evidence will be required to prove the system is secure. This may be achieved by utilising the specific glazing retention test within PAS 24:2012 or by indicative test on the retention system to LPS 1175: Issue 7, SR1 or STS 202: Issue 3, BR1)	5plus	Standards to be incorporated into schedules and specification.	Current design compliant
	Framed windows (3 and 4 above) used within the construction of a window wall must be certified to one of the following requirement: BS PAS 24:2016, STS 204 Issue 3:2012, LPS 1175 Issue 7:2010 Security Rating 1, LPS 2081 Issue 1:2014 Security Rating A.	5plus	GMP advised this related to windows within 2.4m of street/ground level. There are no opening windows within 2.4m of street level.	Current design compliant
3.0 External Features				
3.1	Lighting			
	External lighting must be provided to the rear of the block operated by photoelectric cell/daylight sensor (manual override is permissible). PIR security lighting is not recommended for these locations and should not be employed unless otherwise advised.	CE2	External lighting to the service yard is proposed to be operated via PIR sensors to operate only on movement. This is to ensure energy efficiencies are maintained with lighting only operational as and when required. Selection of fitting by 5P. If required, the lighting could easily be adapted to operate via a time switch and photocell.	Strategy agreed
	Fittings should produce 'white' light as opposed to yellow/orange light. Metal halide (or bulbs with a comparable output) should be used.	CE2	Standards to be incorporated into schedules and specification.	Strategy agreed
3.2	Boundaries			
	Secure boundary treatments should generally be 2400mm high and of welded wire mesh construction. It is recommended that a 358-type fence panel is used in higher risk situations	5plus	Current design to be updated to be 2.1m high at its lowest at the eastern end of the service alley. The site slopes down to the western end of the service alley where the height of the boundary will be approximately 250mm lower provide a fence height of 2.35m. The fence will be constructed of vertical louvres and all horizontal members except the outer frames will be removed to prevent people using horizontal members as an aid to climb over.	Current design compliant
	There should be minimal ground clearance beneath the fence, to reduce the potential for crawling in to secure areas.	5plus	Clearance currently restricted to 100mm	Current design compliant
	Gates should be in keeping with the height of adjacent boundary treatments.	5plus	Gates are in keeping with the height of adjacent boundary treatments.	Current design compliant
3.3	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 CCTV strategy:	CE2		Current design compliant
	CCTV systems (and lighting that support them) require regular cleaning and maintenance to remain effective.	Inhabit	To be incorporated into operator's management plan	Strategy agreed
	Where necessary cameras that are vulnerable to damage should be protected from attack wither by relocation to a higher level and using a bigger lens to achieve the view required or through the fitting of vandal resistant housing.	CE2	Cameras are proposed to be high enough AFFL to be tamper proof	Current design compliant

3.4	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 image 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 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. Suitable locations would be: Main entrances, lifts, stairwells, lobbies, rear passageway & cycle store).	CE2	CCTV recording quality and facial recognition in the specification refers to SBD document for compliance.	Current design compliant
		Inhabit	To be incorporated into operator's management plan	Strategy agreed
		CE2	CCTV recording quality and facial recognition in the specification refers to SBD document for compliance.	Current design compliant
		CE2	CCTV recording quality and facial recognition in the specification refers to SBD document for compliance.	Current design compliant
		CE2	CCTV cameras are located as per the drawings with the only areas not covered are the floors and lobbies above first floor. This is due to the CCTV coverage and access controls at ground and first floor levels. GMP asked that CCTV should be considered to the common residential corridors. GMP also asked for CCTV or alarm system to be considered at the rooftop terrace levels to link back to management if there were unauthorised access to service area/edge of the roof.	Current design compliant
3.4	Other			
	Meter Locations should not necessitate access to individual apartments in order to take readings. Any externally-mounted rainwater pipes should be square in profile and fixed back to the building fabric to prevent climbing to upper floor windows Expanses of blank wall at accessible levels should be façade in a material that is resistance to graffiti, or have a resistant coating applied at the outset - for suitable products see http://www.urbanhygiene.com/ Any bin stores should be secure, lockable and fire resistant enclosures. A strategy should be defined to ensure waste collection can take place whilst retaining a secure development. Consideration should be given to use of alternatives to lead in construction an minimise the amount of metal on visible elevations of the buildings. Inspection covers should be capable of securing to reduce potential access to cabling.	CE2	All mains services are part of the tenant service charge. Sub meters will be smart meters with Bluetooth accessibility which will negate the need to access apartments	Current design compliant
		5plus	N/A	Current design compliant
		5plus	Suitable coating to be incorporated into specification. Further discussion expected.	Current design compliant
		Aedas/Inhabit	Standards to be incorporated into specification. Access strategy to be incorporated into operator's management plan	Strategy agreed
		5plus /CE2	No lead is proposed. Inspection covers are secured.	Current design compliant

Post boxes and cycle stands should be obtained from a supplier approved by Secured by Design and installed in accordance with the manufacturer's instructions (see www.Securedbydesign.com)	5plus/Aedas	Proposed cycle racks from approved SBD supplier. Post box specification to reference SBD standard.	Strategy agreed
Partition walls between flats and corridors should be of masonry construction or include reinforcement such as a layer of expanded mesh.	5plus	Walls between common corridors and apartments are specified to have a resilient layer of expanded metal mesh. Extent to agreed with GMP in due course.	Strategy agreed

4.0 Management and Maintenance

4.1	General			
	The designer must ensure that this report is included within the BIM management model so that all parties are aware of the requirements for construction and management.	5plus	Report issued to Client, Design Team and Contractor.	Current design compliant
	A comprehensive security regime for the management of the development must be prepared and remain in place for the day-to-day running of the site. There should be regular review/exercises to ensure that it remains accurate, workable and up-to-date. All staff and residents should understand and accept the need for security measures and it should be made easy for people to raise concerns or report observations	Inhabit	Security strategy to be incorporated into operator's management plan	Strategy agreed
	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 maintenance plan should be drawn up to address issues such as: Litter and graffiti removal to ensure that the site remains in good repair. Regular inspection, service and repair to communal security features (lighting, signage, access controls, CCTV, alarms fencing & gates)	Inhabit	Maintenance strategy to be incorporated into operator's management plan	Strategy agreed
	Ensure that the site management is for which the site was designed remains in place, such as 24 hour concierge/security patrols	Inhabit	Security strategy to be incorporated into operator's management plan.	Strategy agreed
	Information regarding security features (such as specifications of windows / door and systems performance) should be conveyed to the ultimate owners or manager of the site to ensure that any future replacement continue to provide the same level of security and maintain any security accreditation for the development.	Contractor	Contractor to include security features in O&M manual	Strategy agreed