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Local Policing Supporting Team

Your Ref: CM/16/18/PL

Our Ref: NW/ARU/18/08A

Date: 17th July 2018

Contact Name: Neville Wren

Dear Ms Gardner

RE Land to the rear of Bairds Farm Shop Crookthorne Lane Climping OX27 7LT

Thank you for your correspondence of 19th June 2018, advising me of a Development of a 64-bed Specialist Dementia Care Centre together with access, parking & landscaping (Use Class C2). This application is a Departure from the Development Plan & affects the setting of a Listed Building, for which you seek advice from a crime prevention viewpoint.

I have had the opportunity to examine the detail within the application and in an attempt to reduce the opportunity for crime and the fear of crime I offer the following comments.

The National Planning Policy Framework demonstrates the government's commitment to creating safe and accessible environments where crime and disorder, and the fear of crime, do not undermine the quality of life or community cohesion, and with the level of crime and anti-social behaviour in Arun district being below average when compared with the rest of Sussex, I have no major concerns with the proposals, however, additional measures to mitigate against any identified local crime trends should be considered.

I direct my comments solely from a crime prevention viewpoint and I direct the application or their agent to our website at www.securedbydesign.com where SBD Homes 2016 document can be found. The Secured by Design scheme is a Police initiative to guide and encourage those engaged within the specification, design and build of new homes, and those undertaking major or minor property refurbishment, to adopt crime prevention measures. The advice given in this guide has been proven to reduce the opportunity for crime and the fear of crime, creating safer, more secure and sustainable environments.

I am pleased to see that 1.8m high close boarded fence topped with 400mm of trellis will be enclosing the north west side the west side and south side of the development . I note there is no main controlled access gate required.

The eastern perimeter will have dense bushes along its length, but this does not offer protection from person or animal intrusion through holes in the hedge line. A camping field alongside the development may leave the east side potentially more vulnerable. I would recommend 1.8m high or alternatively 1.5 m high close boarded fencing topped with 400mm trellis to allow a view from the development but still provide a solid perimeter which will enhance the other perimeter security or alternatively the use of weldmesh fencing to close any gaps in the hedgerow.

Ms Gardner
Planning Officer
Planning Control
Arun District Council

Sussex Police Headquarters
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I recommend that gates that provide access to the side of the application or rear access to the gardens must be robustly constructed of timber, be the same height as the adjoining fence and be lockable from both sides.

The building will house vulnerable residents and so preventing unauthorised access to their private living accommodation is important with good access control and clearly defined separation between public and private areas. It will also help deter unintended egress by some residents, and so help to maintain their safe environment.

The main entrance doors to the building are likely to be well used and will need to be robust to provide a greater level of strength and security.

I would recommend that they are certified to LPS 1175 issue 7.2 (2014) SR 2, or STS202 Issue 3 (2011) BR 2, or PAS024:2012, paragraph 4.43 i.e. tested to BS EN 1627 Resistance class 3.

SBD document 'Homes 2016' Paragraph 27.8 (which can be found at www.securedbydesign.com) recommends that larger dwelling developments containing more than 25 dwelling or bedrooms shall have an access control system with additional specifications. The technology by which the access control system operates is outlined within UL 293 and provides additional attributes listed below. Appropriate and relevant attributes should be considered for the Care Home.

Access to the building via use of a restricted electronic key fob, card or key

Vandal resistant external door entry panel with an integral camera

Remote release of the primary entrance door set from the dwelling or bedroom

Audio/visual communication between the occupant and the visitor

Capture (record) images in colour of people using the door entry panel

Battery back-up facility of the resident entry features of the system in the event of a power failure for up to 6 hours

Unrestricted egress from the building should be afforded to the user in the event of an emergency or power failure.

Every event of the entry system both visitor and resident should be recorded and stored for 30 days.

Door sets that are fitted with electronic locks or electronic staples must form part of the manufacturers certified range of door sets.

All other ground floor external access doors into the building should meet PAS 24:2016 BS EN1627 Resistance Class 3.

The development has a front facing plant room door and also an internal access into the development. To provide additional security and prevent unauthorised access through the plant room it will benefit from a certified door to PAS24:2016 with controlled access. The internal door should also have controlled access.

Ground floor external reading room doors at each end of the residential corridors, the garden room lounge, dining rooms and all lounges with external access doors and the stairwell entrances on each wing must also comply with the specifications within PAS24:2016 specifications.

All ground floor and easily accessible windows shall also be certified to PAS 24:2012 BS EN 1672 Class 3. Easily accessible is defined within Building Regulations Document Q Appendix A as: (A window or door set, any part of which is within 2 metres of an accessible level surface such as a ground floor or basement level or an access balcony.)

Doors from the central internal 'STREET' to which the public and all residents have access, and that lead to the residential corridors must have controlled access to segregate private accommodation from public areas including stairwells, wards or any lift lobby from the ground floor.

Internal doors to storage and equipment cupboards should have controlled access to prevent unauthorised access to cleaning materials and equipment.

It is unknown whether the reception area will be staffed full time. Secured by Design recommend access beyond the reception area should be controlled with automatic locking doors controlled by the receptionist or by proximity reader and fobs or ID cards issued to staff.

Reception desks must have a clear view of the entrance and should be high enough to afford a level of protection to the receptionist. An audible personal attack button should be considered.

For the safety of the residents, where there are internal compartmentalised corridor doors, these are to be at least partially glazed in order to provide observation from either direction when moving through the development.

Any fire doors should be devoid of external door furniture and be fitted with an alarm with remote access to enable staff to be alerted that the door has been opened.

External lighting is required for each elevation that contains a door set where public, visitors or residents are likely to use. Minimum lighting specifications should include dusk to dawn switched lighting around the external entrance and internal foyer. Stair wells and stair cases should also be fitted with either dusk to dawn lighting or PIR activated switched lighting.

Internal lobbies, lift wells and foyers, stair wells, stair cases and corridors should be fitted with movement activated switched lighting. In critical movement areas, such as lobbies corridors and staircases, the use of two stage lighting (a constant low level lighting level supplemented but activity switched lighting mode) may be utilized to provide safety and security.

External footpaths that are to include lighting should be lit to the relevant levels as defined in BS5489:2013. It is important to avoid conflict between lighting and tree canopies. (It is recognised that some authorities have a dark sky policy).

The car parking area should also have dusk to dawn lighting to cater for night staff movement.

I would recommend CCTV that complies with the requirements of BS EN 62676:2014 be considered to monitor visitors who access the building through the main entrance and to also cover the car park area which is partially out of view from the main building. The Information Commissioners Office should be consulted regarding data protection and human rights etc.) <https://ico.org.uk/for-organisations/guide-to-data-protection/cctv/>

Should CCTV be considered lighting must be commensurate with the CCTV equipment.

It is expected that mail delivery will take place during business hours and that mail will be handed in at reception.

Otherwise, letter plates and letter boxes must meet one of the following requirements. A robust external letter box securely fitted to the external face of the building in accordance with manufacturers specifications with fire retardant and anti-fishing qualities. (Letter boxes complying with DHF TS009 have been found to meet the above requirements).

Alternatively a letter box plate located within the wall providing "through the wall" delivery via a sloping chute into a secure internal letter box with fire retarding and anti-fishing attributes.

External, open communal bicycle stores with individual stands or multiple storage racks for securing bicycles will be as close as possible to the building, but in any event within 50 metres of the primary entrance to the building.

The minimum recommended requirements for such cycle storage equipment consist of galvanised steel bar construction (minimum thickness 3mm) with a minimum foundation depth of 300mm with welded anchor bar .(Compliance can be demonstrated by products certified to LPS 1175 Issue 7 (2014) SR1 or 2 or alternatively Sold Secure (Bronzed Silver or Gold). Transparent sided covered cycle shelters are also an available option.

External cycle storage 'containers' must firmly fitted to the ground, be certified to LPS 1175 SR1 or Sold Secure Bronze Silver or Gold depending on their location. They must be fit for purpose and capable of having cycles individually secured to them.

Provision should be made for the storage of personal possessions, clothing and cycle helmets within the main building.

I note 'if appropriate' that there is no provision for invalid buggy storage for residents.

The refuse store, chemical store and clinical waste store are located separately from the main building towards the car park and must have doors fit for purpose and with access control.

I would recommend that they each have switched lighting within them and are separated by solid barriers between each, which must be floor to ceiling to prevent access between any of them. I would recommend the double access doors to the refuse bin store and handyman store have controlled access with a door lock release on the internal sides to prevent unintended locking in. Given that bin store and handyman store have double doors, a door closer is to be fitted along with spring loaded automatic shoot bolts to the unlocked door to ensure it closes first.

The Crime & Disorder Act 1998 heightens the importance of taking crime prevention into account when planning decisions are made. Section 17 of the Act places a clear duty on both police and local authorities to exercise their various functions with due regard to the likely effect on the prevention of crime and disorder. You are asked to accord due weight to the advice offered in this letter which would demonstrate your authority's commitment to work in partnership and comply with the spirit of The Crime & Disorder Act.

I would also ask you to note that Sussex Police is now exploring the impact of growth on the provision of policing infrastructure over the coming years and further comment on this application may be made by our Joint Commercial Planning Manager.

Yours sincerely


Neville Wren
Designing Out Crime Officer
Sussex Police Headquarters

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