SecureWais UK LTD

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SECURITY SCHEME DOCUMENT

SPACE HOUSE

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Security Scheme Document

SPACE HOUSE

43-59 Kemble Street

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Introduction

Security Scheme Document

This document has been prepared to discharge Condition 22 of planning permission ref: 2021/1058/P, dated 30 Sept 2021.

Condition 22 states the following:

Details of security measures shall be submitted to and approved by the local planning authority prior to the commencement of the relevant part of the development. The development shall be carried out in accordance with any such approved measures.

This document also addresses section 16.2 & 16.3 of the Committee report dated 9 Oct 2019.

Section 16.2 States the following:

- The site is well known for anti-social behaviour & arrests are often made.

- The southern stairwell to Kingsway block is a blind spot which instils fear of crime. Preference is for the stair to be enclosed.

- It would be preferable to have separate uses and entrances as far away from each other as possible. It would be important to have a management and security strategy to deal with multiple entrances.

- Tables and chairs would need to be removed nightly. Entrances should be closed to the public when the retail units close.

- Landscaping including the selection of planting will aid security on the site.

- The ramp could present security issues. The under-croft would need to be secured from pedestrians and well lit. Access must be non-climbable and ideally fob controlled.

Section 16.3 States the following:

The applicant has confirmed these principles will be adopted as the detailed design progresses; primarily by controlling entry in the building and ensuring appropriate doors, windows and locking systems are installed. Access control, CCTV, intruder detection, lighting and staffing are all to be considered and designed together, in an integrated security approach. Details of the proposed security measures will be secured by condition to be approved by the Council prior to installation.

Site Security Scheme

Access Control

To prevent unauthorized access into the building cores and tenants' areas, it is recommended that an access control system (ACS) common to both buildings be installed. The ACS shall utilize the latest Mifare Desfire V2 smart card technology with its higher level of encryption. The system shall be provided for each tenant to secure their respective entrance doors and to gain access to shared communal core areas and bicycle storage, Additionally Landlord areas such as bin stores, service entrances, event spaces and management offices, etc., shall also have ACS. The main entrances into Kingsway and the Tower shall have access control, which will be programmed for free access during trading and restricted to authorized card holders out of hours. Both entrances will require a DDA compliant means of entry with appropriate door controls.

The Kingsway building will have no lift lobbies to the tenant's areas. However, to ensure an acceptable level of security at the ground floor level, the lift destination controls on the ground floor will be interfaced with the ACS to control access to the above floors. Each stair core level will also have ACS. Additional detection shall be provided at each level adjacent to the lifts.

Similarly, it is proposed that the Tower building utilize access control on the ground floor to restrict access to the lifts and stair core, within the limitations of tail gating etc. However, at each level the tenant will have a secured entrance at every floor level consisting of an electronic/magnetic lock. Doors shall have either 300kg or 500kg standard monitored magnetic/electronic locks to suit the security requirements.

The ACS can be managed from a central security office with additional control from the reception desks.

Vehicular access to the basement area can be controlled by the ACS interfaced with gates, supplemented with two- way communication via video intercom to the receptions interfaced with the ACS. Manual bollards will be provided to restrict access into the ground floor level parking/loading areas. Two-way communication will be provided as above.

To restrict access into the building in the event of an external emergency, it is recommended a facility activated from the reception desks and security office shall be provided to secure all ground floor entrance doors into the Tower and Kingsway and the Tower basement vehicle/bicycle gate, bicycle store and lift lobby. This is usually referred to as a "lockdown". Please note this facility will not control the retail, café or UKPN entry doors.

A lockdown is a precautionary emergency protocol, and a sensible and proportionate response to any external or internal incident that has the potential to pose a threat. A partial lockdown is a response to an impending threat, and usually means that doors leading outside are locked to prevent people entering or leaving; a full lockdown should be enacted when the threat is imminent or more extreme. It takes the response a stage further, and all occupants should go to the nearest safe, protected area as designated by the building management. As an example, tenants should remain within their areas, whilst persons on the ground floor or basement should go further within the building core and keep away from windows whilst remaining quiet.

Visitor Management

To enhance the visitor's journey and to reduce the workload on the receptions, we propose the chosen ACS shall allow for a future provision of a hosted cloud-based visitor management system (VMS) which can be accessed directly by each tenant, allowing them to manage their own visitors, whilst still satisfying the Landlord's requirements of a secure building. For this to occur the reader type must include a QR scanner. It shall be confirmed by the client if this facility is to be extended to all areas or only the receptions. The VMS integrates with the access control system to allow entry only into areas authorized by the access rights of the visitor.

A brief overview of the visitor's journey could be as follows;

- The host issues an emailed invite via Outlook, Google or LinkedIn etc. directly to the visitor or multiple visitors.
- The visitor(s) receives a QR code unique to the invitation.
- On arrival the visitor presents the QR code, either on a smart phone or a printed copy, to a reader on the reception desk. The invitation will now be authorized for access into the building and tenant's area and a paper visitors' badge will be printed by the receptionist. The receptionist will issue a preprogrammed access control card for that visitor for the specified time. Please note it is usual for the receptionists to be aware of all visitors expected and to have prepared access control cards in advance, this speeds up the visitor process.
- As the visitor is now registered on the ACS, their presence within the building can be accounted for should an evacuation be required.

Intruder Alarm

As the building is to have 24/7/365 manned security presence, the installation of a dedicated intruder alarm system with signaling to a third-party Alarm Receiving Centre is unnecessary, however monitoring of perimeter doors and Landlords areas will still be a requirement. Therefore, we propose that the ACS be utilized to monitor detection devices and alert to an intrusion. Just as with a dedicated intruder alarm system, the monitored areas can be set and unset by security staff, but alerts will only be received locally within the building.

It is recommended that both receptions are provided with HUA (hold up alarms) to summon assistance in the event of an incident of civil unrest, terrorism, or public order offenses. These can alert the security control staff via mobile phones, pagers, etc.

CCTV

A new CCTV system consisting of high definitions IP cameras will be installed internally and externally with latest technology of panoramic and multi-sensor cameras to reduce camera numbers whilst providing the coverage required. All shared common areas, entrances, lifts, services routes, and public spaces will be covered in this system. The system will fully comply with the General Data Protection Regulations with regards to areas of coverage and retention of archived images. Limited control of the CCTV will be provided at each reception for entrances, service deliveries, gate control etc. and for wider surveillance of the site, particularly for events from a dedicated security management office.

Vehicle and Bicycle Access

Basement

It is proposed that a double steel gate (design to be finalized, but with a bespoke screen pattern) is to be installed on the basement ramp in the location shown on the architectural design drawings. The gate will be a two third, one third split. For bicycle access the smaller of the two sides will be opened, for a vehicle both sides will open. For vehicular access and egress a post mounted access control reader and video intercom will be situated on the driver side of gate in a location where the driver can reach without leaving the vehicle. For bicycle access and egress an access control reader will be located close to the smaller side of the gate. To prevent vehicles or bicycles entering the top of the ramp whilst the gate is in operation and persons are exiting, a totem stainless steel traffic light will be located at the top of the ramp. The ramp and gate will have enough CCTV surveillance for safe and secure operation.

Ground Level Public Space

It is proposed the parking and delivery area of the public area has manually operated bollards located as shown on the architectural design. The design of the bollards is to be finalized, but it will consist of bollards at a spacing of no more than

1500mm. A post mounted video intercom will be used to communicate with the reception and security office.
The area will have enough CCTV surveillance for safe and secure operation.

Kingsway South Stair

The south stair of Kingsway will be separated from the retail unit. Each MOE door into the stair from the tenants' areas will be secured with three-point panic door furniture and monitored to prevent access into the stair core by the tenants except during an emergency evacuation. The door status will be monitored from the reception and security office.

Tower/Kingsway Terrace.

The terrace area between the Tower and Kingsway has access at the third-floor level. The doors are secured by access control system.

Event Space at Basement Level

Any event that is hosted in this space will follow the guidelines as per the OMP Approved document. All access into and out of the building will be carefully controlled and monitored from the lobby by SIA approved security staff. CCTV will be in operation at all times. The measures align with the Operational Management Plan approved for the event space.

Abbreviations:

ACS – Access control system
MoE – Means of escape
LAN – Local access network
DOP – Destination Operation Panel/s

Electronic Security Floorplans

1. AR-SW-SH-ESP-B2 – Basement Level 2 Electronic Security Plan
2. AR-SW-SH-ESP-B1 - Basement Level 2 Electronic Security Plan
3. AR-SW-SH-ESP-GF – Ground Floor Electronic Security Plan
4. AR-SW-SH-ESP-M1 - Mezzanine Level Electronic Security Plan
5. AR-SW-SH-ESP-1F – First Floor Electronic Security Plan
6. AR-SW-SH-ESP-2F – Second Floor Electronic Security Plan
7. AR-SW-SH-ESP-3F – Third Floor Electronic Security Plan
8. AR-SW-SH-ESP-4F – Fourth Floor Electronic Security Plan
9. AR-SW-SH-ESP-5F – Fifth Floor Electronic Security Plan
10. AR-SW-SH-ESP-6F – Sixth Floor Electronic Security Plan
11. AR-SW-SH-ESP-7F – Seventh Floor Electronic Security Plan
12. AR-SW-SH-ESP-8F – Eighth Floor Electronic Security Plan
13. AR-SW-SH-ESP-9F – Nineth Floor Electronic Security Plan
14. AR-SW-SH-ESP-10F - Tenth Floor Electronic Security Plan
15. AR-SW-SH-ESP-11F – Eleventh Floor Electronic Security Plan
16. AR-SW-SH-ESP-12F – Twelfth Floor Electronic Security Plan
17. AR-SW-SH-ESP-13F – Thirteenth Floor Electronic Security Plan
18. AR-SW-SH-ESP-14F – Fourteenth Floor Electronic Security Plan
19. AR-SW-SH-ESP-15F – Fifteenth Floor Electronic Security Plan
20. AR-SW-SH-ESP-16F – Sixteenth Floor Electronic Security Plan
21. AR-SW-SH-ESP-17F – Seventeenth Floor Electronic Security Plan
22. AR-SW-SH-ESP-18F – Eighteenth Floor Electronic Security Plan

Note: Proposed electronic security drawings are not included due to security factors that are marked in them.

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