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Client:	Fine Arts College Ltd
Project:	81 Belsize Park Gardens
Project number:	4279
Revision:	-
Title:	Designing Out Crime Response
Date:	08/01/24

File Note 51

This file note has been prepared as a response to the DOCO's initial comments and subsequent Workshop which was held on Monday 18/12/23 by Aran Johnson – Police Constable, DOCO & Robin Dryer – CDC Studio, Architect and Principal Designer.

To be read in conjunction with Drawings:

- 'SK CF 231215 001 Designing Out Crime'
- MXF CCTV Plans
- 2277-CSGRG-XX-XX-SNA-Y-0001 (Security Needs Assessment)
- 4279 CDC (GA) 430 Proposed Street Elevation 1_100 Rev C
- 4279 CDC (SK) 240105 Entrance Brick wall design Rev -

Recommendations made by the DOCO have sought to be confirmed and introduced into the scheme, where feasible and appropriate to do so. The project comprises of the conversion of an existing building to school use and the property is located in a Conservation Area. Therefore there are constraints associated with adapting an existing building and regard has been had to the site's context and location within a Conservation Area.

DOCO comments and response

		DOCO Comment	CDC Response
01	Entrance Courtyard	There is no proposed security rating for the 'secure' gate which provides access to the entrance courtyard. The boundary height at this location also looks low and climbable. There was also a drawing indicating hit and miss brickwork on to part of this area which might house the bin store. These voids offer	• The entrance wall which fronts onto Belsize Park Gardens ranges between 1000-1600mm. This was introduced into the design as a contextual response to the site as to continue the architectural language on the streetscape, as seen in the Proposed Street elevation. The gates are 1200mm in height and are lockable. Whilst we note the

		concealment opportunities for items such as weapons and drugs.	comments on the height of the wall, we do not consider that introducing a higher wall in this location would be appropriate, given the site's context and location in a Conservation Area. Please note that the secure line for the building is at ED 0.03, clearly denoted in drawing reference 'SK CF 231215 001 Designing Out Crime' attached. It should also be noted that the existing condition has no boundary wall and there is unobstructed access right up to the building entrance. Therefore, it is not considered appropriate or necessary to introduce a higher wall in this location. • Based on comments, the area of hit and miss brickwork has been reduced and now begins 1500mm off the ground, this is seen in the proposed street elevation. The brickwork both has architectural merit as well as ventilating the proposed bin store. • Security rating of LPS 1175 SR2 or STS 202 BR2 for front entrance gates to be provided. This can be secured by condition.
02	Gate	If the entrance courtyard area is not appropriately secured then the bicycles stored at this location will be vulnerable. Due to the fact that under its current design the store will be both accessible and visible from the public realm a higher security rated gate and store would be strongly recommended. The gate access for the bicycle store would be recommended to be certificated to either LPS 1175 SR3/4 or STS 202 BR3/4.	• The cycle and bin store are both behind secure lockable gates. As per submitted drawing (81) 400 – Cycle and Refuse Store Elevations. The gates are Lockable grey fibre cement clad telescopic sliding gates. Therefore, the bicycles within the store will not be visible to the public. The bike racks are for staff and students and the bikes will additionally be individually bike locked to the racks. • Security rating for gate of LPS 1175 SR3/4 or STS 202 BR3/4 to be provided. This can be secured by condition.

03	Bin Store	The bin store would also be accessed from this location and would need to be secured appropriately. A door security rated to either LPS 1175 SR2 or STS 202 BR2 is recommended.	• Security rating for gate of LPS 1175 SR3/4 or STS 202 BR3/4 to be provided. This can be secured by condition.
04	Secondary Gate	There is no proposed security rating for the secondary gate/entrance accessed from the entrance courtyard. The height is also not confirmed. Again a security rating of LPS 1175 SR2 or STS 202 BR2 is recommended.	• The metal entrance gate provides the security line to the building. • The gate will be accessed via electronic controlled maglock with shielded external release button. • Security rating of LPS 1175 SR2 or STS 202 BR2 for front entrance gates to be provided. This can be secured by condition.
05	Main Entrance	The main entrance door is orientated away from the street. It has very poor natural surveillance and would require a higher security rating than PAS24. A minimum recommendations would be certification to either LPS 1175 Issue 8 B3 (SR2) or STS 202 BR2.	• The staff room, Principles Office and café/gallery have been positioned to provide passive surveillance for the entrance area . • The main entrance door is positioned behind the secure line of ED 0.03. • In addition, please see drawing 'MXF CCTV Plans' which show proposed CCTV positions outside each of the entrances to the building, as well as covering the entrance landscaped area. • Agreement of security rating for door LPS 1175 SR2 or STS 202 BR2 to be secured by condition.
06	Glazing	The glazing for the ground floor should be enhanced to BSEN 356 2000 P2A (minimum) or P4A (recommended). There was mention of windows being fixed and will not open. If this is the case ground floor glazing to achieve BSEN 356 2000 P2A (if behind a secure line) P4A if accessible from the public realm.	• Agreement that the specification for the Fixed ground floor glazing to be secured by condition. Refer to 'SK CF 231215 001 Designing Out Crime' for more information.
07	Mail Strategy	The mail strategy is not clear. Confirmation of this would be useful. If the mailboxes are to be external or within a lobby area then I recommend mailboxes to achieve TS009 certification	• The school's main office will remain at their existing site, around the corner on England's Lane. Therefore, the majority of post will be delivered to that address. • Agreement for Mail strategy and specification to be secured by condition.

08	Internal Access	Is there an ability to control access around the site and compartment the building in the event of an intruder?	• Currently there is no provision for this, if required it is to be secured by condition. • The project comprises the conversion of an existing building, and therefore there are constraints associated with adapting an existing building. The footprint of the existing building that is being converted covers the vast majority of the site area and the only entrance to the site is from Belsize Park Gardens. Therefore, the site offers very limited opportunity for an intruder to access the site, other than via the front entrance.
09	Internal wayfinding	It is recommended that all rooms are named/numbered from both the inside and outside so it is easy to report location if an incident should occur.	• Amend signage strategy to signs both sides of door. Agreement to be secured by condition.
10	Egress Doors	Egress doors for emergency should be alarmed to notify staff of an activation and to prevent these doors being propped open and inappropriately used as secondary entrances. If there are green break glass buttons for these to be housed behind a locally alarmed cowl to mitigate the risk of misuse.	• Egress doors for emergency will be alarmed. Green break glass buttons will be housed behind a locally alarmed cowl. This can be secured by condition.
11	Signage	Rule setting can have an effect in crime reduction. Consider signage indicating the fact that CCTV is in operation in this area.	• Appropriate signage to be used to confirm CCTV in operation.
12	CCTV	CCTV with complimentary lighting. A formal, overt CCTV system should be installed and maintained by a member company of either the National Security Inspectorate (NSI) or the Security Systems and Alarms Inspection Board (SSAIB). Any such company will install a system to the British Standard. Images should be retained for a minimum of 30 days. This system would need to be registered with the Information Commissioner's	- This requirement was initially identified in the Security Needs assessment and has been designed by the MEP Consultant. Please refer to 'MXF CCTV Plans' drawing attached. This can be secured by condition.

		Office, as it could/would be recording public areas. Appropriate signage indicating this fact needs to be displayed.	
13	Fixing	Fixings and existing structures such as drainpipes should not provide a climbing aid and made as flush to the building line as possible.	• There are no drainpipes accessible from the front area. Final detailed design associated with fixings and drainpipes to be designed to ensure climbing opportunities are not introduced.

Additionally, it was mentioned that there is potential for the walls to be climbable in the entrance courtyard, due to the change in wall height, across the wall to gain access past the secure line. Please see drawing '4279 CDC (SK) 240105 Entrance Brick wall design Rev -' which offers information on key dimensions of the proposed walls. The higher wall is approximately 2m and is a single brick wide ie. 102.5m for 6m until it reaches the secure line /gate.

Having reviewed the details, we feel the difficulty of walking 6m for on such a narrow wall is high. Should it be felt that there is still a risk of climbing onto this wall, we request that the Specification and detail are be secured by condition.

It would be the applicant's preference to not introduce this, unless it is felt by officers to be necessary.