



Meeting Notes

Project: 1049 The Dice , Uxbridge

Workshop: Secured by Design review meeting

Date: 13.04.18 at 09.30am

Attending: Amir Kheir (AK) – St Modwen Homes (StMH)
Robert Palin (RP) – Designing Out Crime Officer (DOCO)
Paul Bradley (PB) – FBM Architects (FBM)
Sana Hasan (SH) – FBM Architects (FBM)

Circulation: **Attendees +**
Ciaran Thompson (CT) - St Modwen Homes (StMH)
Nicola Keen (NK) – Allen Pyke Associates (APA)
Jo Russell (JR) – Turley Planning Consultants (TP)
Rod Hewitt (RH) – DRH M&E Consultants (DRH)
Sangeeta Shenoy (SS) - FBM Architects (FBM)

1	Introduction	
1.1	FBM introduced site and proposed scheme	Note
1.2	RP confirmed that crime level category would be as per 'suburban London.' SBD requirements to suit scale and density of less than 20 units per block.	Note
2	Site and Landscaping	
2.1	RP recommended reducing permeability and access through the scheme from West (road) to East (park) where possible. Access is currently restricted via gated courtyards between Blocks 3/4, 4/5, 6/7 and via car ramp between Blocks 5/6. Access to park is currently possible to north of Block 1, between Blocks 1/2 and to south of Block 7. RP recommended providing railings or planting to prevent or discourage these through-routes. To be reviewed as part of landscaping strategy.	APA / FBM
2.2	RP noted that East (park) facing flats were most vulnerable in terms of security. RP recommended that defensible space to East of blocks should have soft landscaping to create semi-private feel. 1m high planting and trees with u/s of canopy height 2-2.5m would allow visibility at eye level. To be incorporated as part of landscaping strategy.	APA

2.3	RP recommended that benches be avoided, where possible, to East (park) side of scheme. Where benches are to be provided (Green Link terrace), the area should be well-lit with uniform, column lighting. RP recommended that a commando socket be provided to column lights on Green Link terrace, to allow for addition of CCTV in future, if required.	APA / FBM / DRH
2.4	RP noted that Green link path between Blocks 2/3 needs to be well-lit with uniform, column lighting. Column / overhead lights must satisfy the required lux levels. Any additional lit bollards should be considered decorative / wayfinding elements and not included in the lux calculations. Timing of light activation should be in keeping with principles for surrounding area, to avoid light pollution. Site-wide lux plan to be submitted at later stage of project.	APA / FBM / DRH
2.5	RP noted that boundary treatment to private courtyards between Blocks 3/4, 4/5 and 6/7 should be 2.1m high. Including prickly planting may reduce height requirement. To be specified as part of landscaping strategy and reviewed by RP. Gate to private courtyards should be LPS 1175 security rated with fob-in / fob-out access control.	APA / FBM / DOCO
3	Layouts – Basement	
3.1	RP confirmed that gate to basement car park should be LPS 1175 SR1 security rated with self-shutting mechanism and fob-in / fob-out access control.	FBM
3.2	RP recommended that parking spaces are allocated to units and numbered without correlating numbers to flat numbers.	StMH
3.3	RP recommended that basement cycle stores should be discreet (no signage) with blockwork walls if possible and PAS 24 doors. Different blocks should require different fobs to access cycle stores, to restrict access.	FBM / DRH
3.4	RP noted that means of escape in fire should be considered alongside SBD strategy. PB suggested looking into adding a pedestrian exit from car park to Block 3 and 7 sides, to avoid escape routes through cores. RP noted that additional access control may be required within cores if	FBM / DRH

	they provide means of escape from basement. RP recommended specifying self-resetting break-glass buttons to avoid requirement for management reset and plastic shield screens with tamper alarm.	
3.5	RP noted that steel mesh behind hit and miss timber boarding façade to car park should be strong enough to withstand break-in attempts.	FBM
4	Layouts – Ground Floor	
4.1	RP confirmed that two lines of security would be required before reaching flat entrance door. Audio-visual entry system with fob access at block entrance door provides first line of security. Second line of security could be: a) Audio intercom and fob access to smart lift and to corridor that G floor flats are accessed from. (Note: guests would not be able to access stairs) b) Fob access to stair RP noted that 'meet and greet' strategies are not acceptable in terms of SBD.	FBM / DRH
4.2	FBM confirmed that post-boxes would be located in entrance lobby so mail delivery companies would only have access past the first line of security.	Note
4.3	RP recommended that ground floor cycle stores should be discreet (no signage). Different blocks should require different fobs to access cycle stores, to restrict access where possible. It was accepted that Blocks 6/7 would have a shared cycle store.	FBM / DRH
4.4	RP noted that bin store doors do not have to be security rated but it would be preferable. RP recommended specifying a single leaf door that allows for Euro-bins rather than double doors.	FBM
4.5	PB noted that a small, secure space for site management may be required on site subject to site management strategy (to be reviewed with StMH.)	FBM / StMH
4.6	RP confirmed that block entrance doors and cycle store doors would need to be LPS 1175 security rated. Internal security doors would need to be PAS 24 rated. Plant room doors would not need to be security rated but it would be preferable.	FBM
4.7	RP confirmed that all ground and first floor external doors and opening windows would need to be PAS 24 rated. If any second floor windows / doors are easily accessed due to slope	FBM

	of site, these should also be PAS 24 rated.	
4.8	RP recommended that access points into private courtyards should be limited to improve security. AOV door should be only for fire escape not general access, with PAS 24 security rating.	FBM
4.9	RP noted that ground-level front gardens to East (park) facing flats were most vulnerable in terms of security. RP recommended either: a) 2.1m high boundary treatment e.g. railings or b) 1m high and 2m deep prickly planting (mature at time of occupation) FBM noted that park-views and connection were a key feature of these units and low-level prickly planting would be the preferred option. To be reviewed as part of landscaping strategy.	FBM / APA
4.10	RP recommended that private gardens fronting onto courtyards should have boundary treatment that deters use as seating (i.e. ironmongery rather than wall or uneven top to wall)	FBM / APA
4.11	RP recommended that electric smart-meters are provided throughout to restrict need for access by service providers or people claiming to be service-providers. Water meters located in the risers are considered acceptable.	DRH
4	Upper floors - balconies	
4.1	RP noted that balustrading to balconies should be flush to balcony edge rather than set back, to deter climbing.	FBM
5	CCTV / Fobs	
5.1	RP confirmed that CCTV is not a requirement. If StMH include CCTV, this should be at block entrances to give a clear view of the entrance..	StMH / DRH
6	Further meetings / AOB	
6.1	RP to issue further information on Secured by Design measures and requirements to design team, such as security rating requirements for doors and windows.	DOCO
6.2	AK recommended organising another meeting at a later stage of the project, when the landscaping and M&E proposals have been finalised.	StMH
6.3	RP noted that he would require 2-3 weeks' notice from StMH before	StMH

	the final assessment visit.	
6.4	Approval required for discharge of Planning Condition 32. RP to confirm acceptance of meeting minutes as approval in principle to Secured By Design new homes accreditation.	RP

Post-meeting notes:

By Robert Palin (RP) – Designing Out Crime Officer (DOCO)

Reference: Email dated 27/04/2018

All appears correct but I would like to provide the following clarifications:

Lighting – In relation to the path between blocks and the green terrace area that I was concerned about in the meeting. The lighting will need to be a minimum of 5 Lux, uniformity score of at least 25 and a colour rendering index score of 60, achieved without bollard lighting.

4.6 – clarification on security standards. PAS 24/2016 standard doors and windows will be needed on all residential front doors, all external accessible doors and opening windows (which will be at least ground and first, plus higher floors if climbing adds are provided that makes them accessible) and all internal security lines. The only doors that will form part of your security lines that will be required to be of a different standard are all externally accessed communal doors, they will need to be a minimum of LPS 1175/Issue 7 SR2 or STS 202 BR2. Please note that these standards are higher and are required due to the risk and use that they are subjected to.

4.9 - The requirement for the planting – the 2 metres depth is an absolute minimum, this needs to be as deep as possible, I have serious concerns about the aspect of the design which will only be appeased if this is completed appropriately. I should note if at time of sign off it is possible for myself to access the back windows and doors, I will not be able to provide this development with accreditation.