

# Interim Planning Guidance Note 1

## Community Safety by Design



Mansfield District Council  
*Creating a District where People can Succeed*

**IPG**



## FOREWORD

The current Mansfield District Local Plan was published in 1998, and was intended to guide development in the district until 2006. Legislative changes mean that the Local Plan will be replaced by a number of Local Development Documents (LDDs) collectively known as the Local Development Framework (LDF), with preparation work currently under way. It is unlikely that the new LDF will be published before 2008.

This advice note relating to community safety by design is intended to provide interim planning guidance in the period prior to the adoption of the relevant LDD which will include new policies on community safety. This advice note sets out the Council's requirements for community safety by design, providing advice for developers based on best practice. The advice note will be taken into account as a material consideration in the determining planning applications.

It is envisaged that the contents of this advice note will subsequently be incorporated within a Supplementary Planning Document (SPD) after the adoption of the Local Development Document

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## SUMMARY

This document is to be used as a design guide by developers when drawing up new development proposals, with the aim that the physical environment as a whole can be improved with regard to the needs of community safety.

The document offers a combination of detailed guidance and best practice on community safety design related issues and is structured into topics: -safer residential development, -safer street layout, -safer parks and open spaces, -safer town centres and commercial areas, -safer industrial development, -safer car parks. There is also a general principles chapter which advises on the issues which are common for all types of development. For ease of use, the main contents of the guide are summarised at the end of the document in appendix 2, which offers a method by which planning applicants can assess development proposals and on how to produce a satisfactory community safety design statement.

The community safety design statement will ensure that the policies contained in the guidance document are successfully implemented in new developments. It is intended that this statement should be submitted with planning applications for certain types of development to demonstrate that the guidance has been taken into account. The level of detail required in a statement should be dependant on the scale and complexity of the proposed scheme. For example an application for a major housing development would require a detailed statement covering the topics of residential development, street layout and parks and open spaces, whereas there would be no need to submit one as part of an application for a house extension in the majority of cases.

The guide has been produced with reference to the most up to date policy documents from Central Government as well as publications from other local planning authorities as an example of best practice. It has also been produced in consultation with the Architectural Liaison Officer from the Nottinghamshire Constabulary and publicises details of the Association of Chief Police Officers 'Secured by Design' and 'Park Mark' initiatives.

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## 1.0 INTRODUCTION

- 1.1 The causes of criminal activity and anti-social behaviour are complex with the built environment acknowledged to be an important factor. Well designed, attractive and well managed environments are more likely to discourage anti-social behaviour and reduce the opportunities to commit crime as are those which are overlooked and well used. The purpose of this planning guidance is therefore to provide details on the how the physical environment can be changed and improved with regard to the needs of community safety.
- 1.2 This interim planning guidance document explains the criteria which shall be taken into account when determining planning applications. The development plan for the District includes policies relating to housing, car parking, employment, leisure and tourism, education, community and health facilities and retail developments which require the incorporation of crime prevention measures. This document provides guidance whether or not a development proposal is likely to meet with the relevant development plan policy criteria and provides detailed advice for developers in designing schemes with regard to the needs of community safety.
- 1.3 Planning applicants are recommended to read this document and to incorporate community safety design principles at the concept stage of development proposals to assist the District Council in achieving one its key aims of reducing crime and anti-social behaviour. Taking on board the guidance in this document is also important because on all major and minor planning applications, a community safety design statement should be submitted as part of the application (see appendix 2 for guidance on how to produce the community safety design statement).
- 1.4 This document is set out into chapters outlining the community safety design criteria for residential development, street design, public open spaces and parks, town centre and commercial development, industrial development and car parks. Where development proposals are not covered under those topics, the community safety design statement should be based on the general design principles for community safety considered common to all types of development which are set out in chapter 2 of this document.
- 1.5 This guidance has been produced in consultation with the Architectural Liaison Officer from the Nottinghamshire Constabulary and is drawn from the Association of Chief Police Officers, 'Secured by Design' initiative. Details of the scheme can be obtained by contacting the Architectural Liaison Officer at Mansfield Police Station (telephone 01623 420999) and early liaison is advised.
- 1.6 The document will be used in conjunction with the forthcoming interim planning guidance note on planning obligations – community safety. This will provide guidance on the types of development that will be required to contribute towards community safety initiatives. The District Council has identified reducing crime and disorder as one of its key priorities in the delivery of its Corporate Plan 2005-2015 and it is targeted that these two

supplementary planning guidance documents relating to the physical environment will contribute towards achieving this aim.

## 2.0 DESIGN PRINCIPLES

- 2.1 The planning system has a major role to play in influencing the built environment through land use allocations, the determination of planning applications and in advising developers on community safety design principles. It is critical that the design principles of community safety are taken into account at the planning application stage as once a development has been built the main opportunity to incorporate crime prevention measures can be lost. The consequences of this can be severe; poor quality environments and developments can engineer a legacy of crime and disorder for present and future generations and lead to a spiral of decline difficult to break.
- 2.2 The community safety design statement should be prepared in accordance with the design criteria set out in the relevant chapters of this document and/or with regard to the general community safety design principles detailed below:
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- 2.3 National planning guidance produced by Central Government identifies a number of key attributes of safer places which should be incorporated into development proposals at the concept stage. The key attributes relevant to crime prevention are considered to be:
1. Access and Movement – Places with well-defined routes, spaces and entrances that provide for convenient movement without compromising security.
  2. Structure – Places that are structured so that different uses do not cause conflict.
  3. Surveillance – Places where all publicly accessible spaces are overlooked
  4. Ownership – Places that promote a sense of ownership, respect, territorial responsibility and community.
  5. Physical Protection – Places that include necessary well designed security features
  6. Activity – Places where the level of human activity is appropriate to the location and creates a reduced risk of crime and a sense of safety at all times.
  7. Management and Maintenance – Places that are designed with management and maintenance in mind, to discourage crime in the present and the future.
- 2.4 A high quality environment, which has been designed with community safety in mind, should also include the principle of defensible space. Defensible space is the combination of real or symbolic barriers, defined areas of influence and improved opportunities for surveillance that bring together an environment under the control of its residents. Four levels of space are recognised – private, semi-private, semi-public and public which are defined as illustrated on the diagram on the following page: -



- 2.5 The community design statement should clearly define site boundaries, specifically identifying on plans the ownership of public and private space. Defensible space is a concept aimed at bringing a place under the care and control of its residents by reducing anonymous space or ‘no mans land’ in favour of well-defined private or semi private space. Open plan development can be contrary to this concept in that site boundaries can often be ambiguous and ownership unclear, leading to the creation of anonymous spaces that encourage anti-social behaviour, e.g. dog fouling of grass verges.
- 2.6 Natural Surveillance is another key design principle for community safety based on the concept that people and property on view from occupied buildings and passers by are less vulnerable to being the victim of crime and anti-social behaviour than those out of sight. Natural Surveillance can arise from the presence of other users (e.g. mixed use development of housing and shops that encourage regular circulation of people) or from careful siting of buildings, as well as layouts within buildings, to ensure that entrances are visible from the street and that windows provide unobstructed views or overlooking of footpaths, play areas, beach parking and other public areas.
- 2.7 Natural Surveillance is more difficult to achieve during the night, where public spaces and streets are less well used and watched. Therefore in many cases it will be necessary to ensure a good level of lighting is incorporated into a scheme and where appropriate CCTV. This is particularly relevant with regard to town centre development and buildings spaces which are used during the night e.g. 24 hour supermarket, petrol station, car park, footpath alleys. It is

important that special care is taken in such locations and that applicants can show how crime reduction has been addressed.

- 2.8 It is equally important to ensure that proposals for new build themselves are designed with security in mind and incorporate necessary crime prevention measures. This should also apply when renovating old properties that have proven to be susceptible to criminal activity and anti-social behaviour. In this respect the District Council is committed to working with the Police to promote the 'Secured by Design' and 'Park Mark' (Safer Car Park) initiatives.

### 3.0 SAFER RESIDENTIAL DEVELOPMENT

- 3.1 It is of paramount important that people feel safe and secure in their own homes and gardens. When people lack this assurance, confidence in their own area decreases on social and personal well-being suffers. Over time this can lead to a spiral of decline where people move out an area and those left possess feelings of fear, hostility and alienation. The key features for a safe housing environment are considered to be the following:

- safe entrances and exits with adequate lighting and surveillance.
- flats/apartments that have a limited number of units with a shared access
- secure rear gardens with good wall / boundary treatment
- overlooked car parking
- surveillance of the street and public spaces
- high quality door and window protection measures
- effective number and orientation of windows



- 3.2 The physical layout of residential development has a marked influence on the security of individual houses, streets and whole areas since once a layout has been physically implemented it is difficult to change. It is therefore vital that housing layouts are user friendly for residents and appropriate measures are taken to reduce the opportunities for criminal and anti-social behaviour. The

attributes of a (high quality) layout should incorporate the following design principles:-

### Siting and Natural Surveillance

- 3.3 Natural Surveillance is widely accepted to have a deterrent effect on criminal activity and anti-social behaviour. With this principle in mind, dwellings should be positioned to allow for unobstructed views of neighbouring properties particularly accesses and entrances, without compromising privacy, (see diagram below). A good example in this respect is a cul-de-sac layout, which achieves high levels of natural surveillance and control over visitors. However, opportunities will be taken to improve other crime reduction methods with close liaison with NCC Highways and the Police.

The diagram shows a housing layout which has been designed with an emphasis on including cul-de-sac streets. A cul-de-sac achieves a high level of natural surveillance, helping residents to have a level of control over visitors



- 3.4 The main entrance doors to properties should be positioned on the elevation of a property that has the highest level of natural surveillance. In most cases this would be the front. Also main entrance doors should not be recessed by more than 600mm from the building line.
- 3.5 Dwellings should not be sited where their back gardens adjoin roads or other public access routes, excepting where this is necessary on corner plots.
- 3.6 In larger schemes there should be a mix of dwellings aimed at different age groups and where appropriate differing uses as where buildings are occupied throughout the day, levels of natural surveillance are increased.

### Boundary Treatment and Defining Public/Private Spaces

- 3.7 When at the initial stage of designing a residential scheme, developers should consider the establishment of defensible space with the aim of providing individuals and communities with a sense of control over their own territory. Properties with clearly defined boundaries, which are individually differentiated from their surroundings, can give an area a clear sense of territory which would make criminals hesitant to enter. Therefore proposals are encouraged to include a range of features into a scheme including differing road surfaces, fencing, walls, gates and hedges as a means of clearly defining private space

from public space. Communal areas should also be clearly recognisable as this is often where the biggest confusion and ambiguity is regarding ownership. Communal areas are typically the hardest area to police by both residents and authorities.

- 3.8 Dwelling frontages should remain open to view and therefore solid boundary treatments should remain low, i.e. 1 metre or less to enable full view of the front of the house from the road and of the house from the road. Good quality and differentiated boundary treatments for example low planting, brick wall and railings allow for clear boundary definition, privacy and security whilst allowing visibility between neighbouring properties.
- 3.9 Rear boundaries adjoining public roads spaces should be avoided, which is achieved by ensuring rear gardens are mutually boarded by neighbouring properties. Access between the front and rear gardens should be securely gated and lockable and designed to prevent crawling under. The gate should also be in full view of the street so that attempts to climb are easily observed. It is recognised that in certain cases rear boundaries may adjoin public roads such as on corner plots. In this case more defensive barriers may be required such as walls, hedges and fences that are no less than 1.8 metres in height. In some cases, it may be necessary to use additional deterrents such as a trellis or a thorny shrub like hawthorn to deter climbing, however on residential development, more aesthetically intrusive materials such as palisade and concrete fencing is not appropriate.
- 3.10 Side boundaries between neighbouring properties are generally more vulnerable and therefore the boundary treatment should also be designed to deter climbing. However neighbour interaction is important for the purposes of community and therefore some limited permeability should be allowed which could be achieved by using trellis fencing above a 1.2/1.4m high fence or wall.
- 3.11 Blank walls adjacent to public space should be avoided wherever possible, as type of an elevation, typically at the end of a terrace is vulnerable to graffiti and loitering. Where this situation is unavoidable a physical buffer may be required such a railing, fence or planting or a climbing plant to cover the elevation. In most cases also it will be appropriate to include a window at first floor level for overlooking and natural surveillance purposes.
- 3.12 Semi public space adjacent to flats/apartments should be enclosed by either physical access or symbolic boundaries to define an area as such and discourage access by the general public. In addition to walls or fencing, landscaping can be used to achieve this. Rear gardens to houses in multiple occupation should be enclosed in the same way as rear gardens to single multiple occupation dwellings.

#### Design

- 3.13 Boundary treatments, bin stores, low flat roofs and balconies should not be positioned so as to provide an aid towards climbing an upper storey or to an adjacent property.

- 3.14 Utility metres should be located outside of a property, ideally to the front in a position where there is natural surveillance from the street and from other properties.

#### Footpaths

- 3.15 Designers should try and anticipate the preferred route by pedestrians running through a residential area when designing footpath layouts; these invariably follow the shortest route. Footpaths should be situated next to road used by vehicular traffic and be open to view, however where desire lines would place pedestrians in danger such as at a busy road junction physical barriers and safe pedestrian crossing provisions must be incorporated into a scheme.
- 3.16 Footpaths through an area should be free from visual obstruction and be direct and well used. They should not undermine defensible space between neighbourhoods. Where it is considered necessary to limit access use to residents and their legitimate visitors, features such as rumble strips, change of road surfaces, change of road surfaces (by colour or texture) pillars or narrowing of the carriageway may be used. This helps define defensible space, physiologically giving the impression that the area beyond is private.
- 3.17 Pedestrians should have a clear view of the footpath and therefore their surroundings should be as open as possible with visual obstructions kept to a minimum and with the maximum level of natural surveillance from neighbouring properties maximised. If there is sufficient room, the width of the footpath should be 3 metres as not only would this allow for the passing of people without conflict but also the passage of emergency and service vehicles. However, such footpaths may need to include deterrent barriers to prevent access by private vehicles, including motorcycles.

#### Cycle Routes

- 3.18 Cycle routes should be located close to the public highway, in full view if vehicular traffic and adjacent buildings and be adequately lit.

#### Car Parking

- 3.19 Most incidences of car crime occur with cars that are parked on the street and therefore off-street car parking arrangements are highly beneficial and are the preferred option.
- 3.20 The provision of garages is also preferable in that they act as another physical obstacle and barrier for thieves to commit car crime. Detached garages should be orientated such that entrances face the highway, in full view of the serving property for reasons for natural surveillance. Integral garages on a property frontage can afford the safest solution, as they are most likely to be located in full view of the street.
- 3.21 Where communal parking facilities are required for flats/apartments, spaces should be marked out in small groups and be adequately lit. When it is necessary to park cars in larger groups, a CCTV system may be required. In either case, car parking spaces should be multiply overlooked by the windows of nearby units.

### Lighting

- 3.22 The need for the provision of lighting is determined by local circumstances. Lighting is only considered to be effective as preventative measure of crime and anti-social behaviour when it has been high levels of natural surveillance is present.
- 3.23 Community safety design statements should also include a lighting plan. BS 5489 sets out the standards for which all street lighting should adhere to including that used on un-adopted estate roads, car parks and footpaths. Street light columns should be high enough in order to distribute an even spread of light with trees being maintained at a level that they do not obscure the beam, however positioning is also important in order to minimise glare and lighting pollution with regard to the amenity of neighbouring properties.
- 3.24 When incorporating security lighting into a development, it is important to note that passive infrared (PIR) detector floodlights are no longer recommended or approved by the Police Local Crime Prevention Manager. The Institute of Lighting Engineers recommends the use of low energy lamps as an alternative in conjunction with solar switches to or timers with units positioned to reduce glare, light pollution and potential attacks.

### Flats and apartments

- 3.25 It is important that entrances to flats are prominently sited in full view of well-used pedestrian routes and other residential units. There should be no deep recesses in the building line, which provide hiding spaces. Secure entry systems should be provided to prevent unrestricted public access to hallways and lobbies. This may be provided by a Concierge system, a proximity access system, door entry phone system or combination.
- 3.26 Lighting in communal areas of flats and apartments in communal areas including on stairwells and corridors should remain on throughout the night to allow for door viewing by residents and facial recognition by CCTV. Communal lighting systems that are operated solely by press button timer switches are not acceptable.

### Landscaping

- 3.27 A well-designed and sensitive landscaping scheme in a residential area creates a high quality and attractive environment. However the needs of visual amenity have to be reconciled with the aims of community safety in mind. A landscaping scheme, which has been designed with community safety in mind, should reflect the following guidelines:
- 3.28 Trees and taller shrubs should be positioned where they do not interfere with the surveillance of an area or create areas of concealment, particularly near footpaths where crime is easier to commit, i.e. away entrances to houses and flats and between dwellings and approach routes. Also trees should not be positioned where they would obscure streetlights, other security lighting or CCTV.



- 3.29 Thorny species or shrubs such as hawthorn, pyracantha and berberis can be used in more vulnerable locations as a further deterrent to unwanted access, e.g. where a footpath runs adjacent to a rear boundary, or between public and semi-public areas. Trees should not be positioned close to boundary walls where they can be used as an aid to climbing.
- 3.30 All areas of land within residential developments should be either conveyed to adjacent residential house owners, or be subject to a management / maintenance agreement.
- 3.31 Areas of hard landscaping should be designed so that they are durable and long lasting and also so that they are resistant to vandalism. Street furniture should be designed to discourage inappropriate use and not be positioned where it can act as a climbing aid by thieves.

#### Physical Security Specifications

- 3.32 It is important that residential units are designed with security in mind incorporating as many measures as possible into the design. In practice this is achieved by ensuring that all entrance and exit doors, windows, conservatories, garages meet the minimum security standards set out in the Association of Chief Police Officers 'Secured by Design' initiative and incorporate other measures such as intruder alarm systems and security lighting. This information can be gained by accessing [www.securedbydesign.com](http://www.securedbydesign.com) or by contacting the Architectural Liaison Officer at Mansfield Police Station (telephone 01623 420999).

## **4.0 SAFER STREETS**

- 4.1 Secure street layouts promote strong pedestrian usage and reduce the opportunities for criminal activity and anti-social behaviour. Poor quality environments can increase feelings of fear and create place where pedestrians are reluctant to travel. This can have far reaching consequences by creating perceived 'no go' areas, which restrict people movements to an unacceptable degree having a detrimental impact on quality of life. Development proposals should consider the following design guidelines, which will create safer streets and public environments that encourage regular pedestrian use:-

#### Layout

- 4.2 The design and layout of streets should aim to be pedestrian friendly by providing direct, accessible and well signposted connections to other streets, amenities and facilities. They should also be designed to ensure that they are as open as possible and multiply overlooked by neighbouring buildings.
- 4.3 Designers should also ensure that proposed streets and footpaths would offer pedestrians a high degree of visibility in terms of sightlines and hidden spaces. Recessed entrances fronting footpaths such as on shop fronts or alleyways should be avoided in order to reduce opportunities for criminals. Where a recessed entrance is unavoidable, it should be closed off when not in use with a gate or grill.

- 4.4 The design and layout of streets in residential areas should seek to eliminate vehicular through traffic, as this should makes it much easier to monitor unusual/suspicious vehicles entering a street. A cul-de-sac layout possesses this form of quality.
- 4.5 Active frontages to street and footpaths such as front doors, living room and kitchen fenestration should be maximised at ground floor level. Blank flank walls, back garden walls and development allowing for low natural surveillance should be avoided.

#### Street Furniture

- 4.6 There are a number of features that can alter people perceptions regarding street safety. The type of street furniture, quality and arrangement can have a large impact on the visual amenity of the street scene. This therefore creates a quality environment which has an influence on pedestrian feelings of security. A high quality environment must consist of street furniture that utilises materials which are visually appealing, durable and not easily vandalised.
- 4.7 When designing schemes, care should be taken to ensure that streets and public spaces are not cluttered by street furniture in a way that would obstruct pedestrian sightlines or movement.
- 4.8 Signage and barriers should be designed so that they are clear, legible and of an appropriate size; for example finger post signage should be used where possible instead of larger signage boards in order to provide clear directions and facilitate easily understandable pedestrian movements in a manner which is sensitive towards visual amenity.
- 4.9 The provision of seating within the street scene is important for elderly members of society and those who are experience difficulties with mobility. However they, should be designed carefully to make misuse as difficult as possible and sited in prominent and well used locations, away from residential properties where they may be likely to attract loiterers.

#### Lighting

- 4.10 Note the advice contained within chapter 3 of this document, paragraphs, 3.23 – 3.25.

## **5.0 SAFER PARKS AND PUBLIC OPEN SPACES**

- 5.1 Parks and public open spaces are important in order to provide local residents and communities with amenity, leisure and recreation facilities. It is essential that these areas are safe, accessible and offer a range of activities in order to ensure that they are well used. Safe open spaces, including parks and children's play areas can provide recreational opportunities for young people that may help deter from anti-social behaviour and loitering. However small areas lacking in equipment may become under used and targets for vandalism and other anti social use. Proposals for parks and open space should therefore take into account the following design principles: -

- 5.2 Public open space provision should be well thought out and only provided for where there are facilities lacking in an area and a clearly identifiable need. Surplus small amenity areas should be avoided as this land may serve no other purpose other than to be under used and neglected becoming a magnet for anti-social behaviour activities such as fly tipping, illegal motorcycle use and inappropriate loitering. Playground facilities should aim to comply with the National Playing Fields Association minimum standards for Neighbourhood Equipped Area Playgrounds in considering appropriate provisions.
- 5.3 Parks and recreation areas must offer a range of activities if they are to become successful and well used. Another key principle in ensuring this is that they must be located in areas that are easily accessible from the residential areas they intended to serve.
- 5.4 Open spaces should be fronted by development offering natural surveillance throughout the day. Development that would have rear boundaries backing on to a park or open space area should be avoided, however where this is unavoidable thorny shrubs should be planted on the boundary in order to deter climbing.
- 5.5 Footpaths through open space should follow any established routes or desire lines and provide direct links with adjoining development; ensuring exit points are fully visible. A single through route is preferable to a number of routes in order to ensure surveillance. Cycle paths should be integrated with the footpaths in order to make full use of an area. Public facilities should be clearly signposted throughout parks along footpath and cycle routes.
- 5.6 Parks and public open spaces should be attractive environments. A high level of tree and shrub planting in therefore necessary, although thorny or poisonous shrubs should be avoided near to children's playgrounds and planting should not be allowed to obscure views along footpaths or exit points. Appropriate boundary treatments such as railings and gates can also help create an attractive environment and boundaries should be clearly defined. Solid walls should be avoided as these both prohibit visibility and attract graffiti.
- 5.7 Seating and bins should be provided throughout parks and open spaces, mainly concentrated along footpath routes. These facilities should be built using robust, durable materials and be designed to make misuse as difficult as possible. Also they should not be positioned where they could be used as climbing aids to nearby properties.
- 5.8 A high level of maintenance, including litter collection is of the utmost importance in ensuring facilities remain attractive to the user and preventing vandalism and the creation of opportunities for crime.
- 5.9 All open space should be clearly identified as to whether they are public or private areas in order to allow members of the public to understand land ownership.

- 5.10 Open spaces should be designed to prevent access by unauthorised vehicular traffic, including motorcycles. Fly tipping and motorcycle nuisance are common problems associated with areas of open spaces and measures including suitable boundary treatments, bollards mounding and ditches should be designed into a scheme in order to prevent these forms of criminal activity and anti-social behaviour.
- 5.11 Some parks and playgrounds should be gated and locked at night to prevent access. Lighting at night may not be appropriate other than where footpaths are affected as this may facilitate inappropriate use.

## **6.0 SAFER TOWN CENTRES AND COMMERCIAL DEVELOPMENTS**

- 6.1 The town centre must provide high quality safe environments if it is to continue to be a place where people want to live, work and visit and continue to be a place where businesses want to invest. Whilst people generally feel safe when visiting the town centre during the day, some groups of the community are generally more reluctant to visit during the evening.
- 6.2 Mansfield has by far the largest town centre in the district, although the same principles should apply when considering development proposals along Mansfield Woodhouse and Warsop High Streets. In each of these centres it is appropriate to achieve a mix of appropriate uses and attract a range of users to provide a legitimate presence of people for the majority day and into the night. This not only enhances the vitality and viability of the town centre but also increases levels of natural surveillance.
- 6.3 In order ensure that new developments in the town centre and other commercial developments provide for the benefits of community safety, proposals should incorporate the following design criteria:

### General Principles

- 6.4 The ground floor units of town centres along streets and footpaths should be prevalent with active frontages, proposals which would lead to the non-active frontages will not be permitted. All public routes should promote free flowing pedestrian movement and be adequately lit during non-daylight hours. Where it is possible shop fronts should not be recessed, which can provide hiding spaces for mugging type criminals and attract inappropriate loitering during non-opening hours.
- 6.5 Access to the rear of building and to service yards should be enclosed and restricted using suitable boundary treatments including wall, gates and fences, which will deter unauthorised access. In many case it may be necessary to supplement this with security lighting and CCTV.
- 6.6 A 24-hour presence of people can be achieved in the main centres by housing a living population. The use of upper floors of shops and commercial properties within town centres is encouraged, provided that adjacent uses are generally compatible with residential use. The provision of residential

accommodation in town centres in this way generally increases surveillance and improves safety.

#### Shop Security

- 6.7 Advice on shop front security is given in a separate guidance document also available from the Council's Development Control Service. Shop front shutters require planning permission even if they are only being used on a building at night.
- 6.8 External solid grills or shutters will not be considered acceptable as they have a deadening and intimidating impact on the street scene and on peoples feeling of security during non-daytime hours. It is also important that shop fronts are illuminated at night, which contributes towards visual amenity and illuminating the street.
- 6.9 Considerable areas of Mansfield, Mansfield Woodhouse and Warsop town centres fall within conservation areas meaning that only certain types of security shutters will be considered acceptable in the interests of protecting and enhancing their special character and appearance. Some units may be listed buildings meaning that extra considerations are likely to apply. Applicants are therefore advised to contact the Development Control Service to seek advice on the matter prior to submitting this form of application.

#### Design

- 6.10 New building works and extensions should be designed to ensure that there would not be any stepped brickwork, low-level flat roof, external pipework or other features as these features an assistance to climbing.

#### Landscaping

- 6.11 Landscaping schemes in centres are important to contribute towards high quality environments and improve hard, colourless urban landscapes and to make areas well used. However, planting should also be carefully considered with regard to natural surveillance and the positioning of CCTV cameras.

#### Automatic Teller Machines (ATMs)

- 6.12 ATMs should only be installed on main street frontages in order that users are not isolated. These facilities should be adequately lit and preferably monitored by CCTV avoiding areas with low natural surveillance and obstructions to visibility.

#### Closed Circuit Television (CCTV)

- 6.13 The provision of CCTV cameras on buildings does not normally require planning permission provided certain conditions are met, which are set out in the Town and Country Planning (General Permitted Development) Order 1995. Advice on those conditions can be obtained by contacting the Development Control Service.
- 6.14 Cameras should be positioned where they are not likely to be obstructed by trees other objects and should not however they should not be relied upon alone as systems that are most effective utilise natural surveillance methods

from the windows of neighbouring buildings. To be most effective CCTV systems should focus on the main access points to a site with regular on going surveillance checks and monitoring.

- 6.15 The siting of cameras on listed buildings and those within conservation areas is a matter of careful consideration to ensure that the appearance and character of a building is not harmed, whilst also ensuring that an appropriate position for surveillance is achieved.
- 6.16 CCTV systems should be well monitored and recorded with security staff being in a position to be able to take action or to alert police when acts of a criminal or an anti-social nature occur.

## 7.0 SAFER INDUSTRIAL DEVELOPMENT

- 7.1 Industrial development locations must provide high quality safe environments if they are to be places where people want to work and places where business want to invest. Where the sense of security begins to break down, the viability of an industrial estate is compromised. Development proposals should therefore take into account the following design guidelines when formulating proposals: -

### Design

- 7.2 Units on industrial estates should be designed with no stepped brickwork, low-level flat roofs, external pipework or other features, which assist climbing by intruders. Additionally there should be no deep recesses in the building line, which provide hiding places.
- 7.3 Metal cladding is vulnerable to attack by cutting and it is advisable to use brickwork up to a minimum height of 2 metres, with any cladding above this height.

### Boundary Treatment

- 7.4 Unauthorised access to industrial sites can be deterred by the provision of security fencing. Vertical paling or mesh fencing should be used, designed so that it is not possible to gain a foothold. The fencing should be at least 1.8 metres high and permit a clear view through for surveillance purposes. Mesh fencing not only permits a clear view through but is also more likely to be acceptable in terms of its appearance from prominent locations.
- 7.5 Fencing equivalent to BS 1722 (1990) Part 12 (steel palisade fencing) is also recommended, however whilst such fencing would normally be acceptable on side or rear boundaries it will not be acceptable on the front or other prominent elevations where it would be likely to harm visual amenity. Any type of fencing which is proposed to be erected must be painted or have a powder-coated finish in the interests of visual amenity. Fencing which is over 2 metres in height or 1 metre where adjacent to a highway would require planning permission.

- 7.6 Site accesses should also be gated at the same height as the perimeter security fencing, however where this would be on the frontage of the site a high standard of design is required in considering the type of gate and in providing a powder coated or paint finish.

#### Access

- 7.7 The number of road exits from an industrial estate should be kept to a minimum compatible from highway safety in order to limit the number of ways vehicles can enter and leave a site. This helps provide a much greater degree of control over visitors and allows for easier surveillance.
- 7.8 Changes in road surfaces or the provision of rumble strips can be used to denote entrance into a semi public area and make criminals more reluctant to enter.

#### Footpaths

- 7.9 Pedestrian access should be direct to the buildings from the road and/or car parks in full view of the building, which they serve and be lit to an adequate standard.

#### Landscaping

- 7.10 The positioning of trees and shrubs should be carefully considered to avoid creating hiding places, particularly close to buildings. Tree or shrub planting should not obscure surveillance of approach routes, parking areas etc.

#### Parking

- 7.11 Parking areas should be located in full view of the buildings served. These should be fully illuminated using high-pressure sodium lamps in order to provide good colour definition at low cost but avoiding excessive illumination. The provision of gates or automatic barriers can be used to prevent unauthorised vehicular access.

#### Service Yards

- 7.12 Service yards should be enclosed by walls or security fencing which is at least 1.8 metres in height. Service Yards should be either visible from adjacent accommodation within the building or monitored by CCTV. The provision of service yards 'back to back' industrial estates can be beneficial in terms of ensuring surveillance.
- 7.13 Service Yards and areas close to buildings should be illuminated to a high level with no blind spots.

#### Closed Circuit Television (CCTV)

- 7.14 Note the advice contained within chapter 6, paragraphs 6.13-6.16.

## **8.0 SAFER CAR PARKS**

- 8.1 Unattended vehicles left in car parks can be prone to theft. Poorly designed car parks can also pose a risk to the people who are using them when there is low surveillance, poor pedestrian sightlines/hidden spaces and areas that are dark. Therefore the aim of designing a high quality car parking environment should not only be to provide safe and secure parking facilities for vehicles but also to ensure that legitimate people using and the car park will be themselves safe.
- 8.2 Two main issues to consider with regard to proposals for general purpose car parking developments are location and design. The association of Chief Police Officers safe car parking scheme 'Park Mark' sets out guidance for the owners and developers on how to develop safe and secure car parking facilities. Key attributes are identified to be the proper management and maintenance of the site with appropriate of surveillance, lighting, signage and cleanliness.

### **GENERAL DESIGN PRINCIPLES**

- 8.3 The number of vehicle entrances should be kept to a minimum to incorporate a degree of control over vehicles and visitors.
- 8.4 Parking spaces should be in straight rows where possible and clearly defined avoiding blind spots and providing an unrestricted circulatory movement.
- 8.5 The boundary treatment should be clearly defined and where necessary prohibit the easy removal of vehicles. Any boundary treatment for surface car parks should not exceed 1 metre in height so as not to interfere with natural surveillance. (Planning permission for walls and fences in excess of this height would be required)
- 8.6 Lighting is a great deterrent to crime and when it is required it should conform to British Standard 5489 Part 9, however, in certain circumstances i.e. a high degree of ambient lighting, a reduced level may be acceptable.
- 8.7 Signage within the facility should be clearly visible and used to control, warn or instruct visitors and details of the customer help points, owner of the car park, the terms and conditions of use are amongst the signs needed to be clearly displayed.
- 8.8 Car parks should be provided with adequate surveillance cover in all areas of the car park including natural, physical. The use of monitored CCTV will be expected on larger car parks.

### **GENERAL DESIGN PRINCIPLES FOR PEOPLE USERS**

- 8.9 All types of car parks should be accessible to all members of the community with the requirements of the disabled and the elderly people in mind.



- 8.10 Pedestrian routes should be minimised and clearly signed and providing good natural surveillance without blind corners and recesses. Control of these routes should be by barriers, staffed control points, CCTV etc.
- 8.11 Any car parking layout that would obstruct manual surveillance of routes or which would be poorly overlooked should be avoided. Pay points should be in an area that is well lit, covered by CCTV providing a sense of security preferably with a help point.
- 8.12 In multi-story car parks, stairwells wherever possible should be designed to ensure that they are fully open to view from adjacent entrances, lobbies and landings. The use of internal pillars should be kept to a minimum, making sure that those that are necessary are as slim as possible.

## **9.0 CONCLUSION, COMMUNITY SAFETY BY DESIGN**

- 9.1 The planning system has a major role to play in influencing the built environment through land use allocations, the determination of planning applications and in advising developers on community safety design principles. With this in mind the above document has been produced with the aim of reducing crime and anti-social behaviour by seeking to ensure that planning applications for new development are designed to take on board the principles of community safety.
- 9.2 The submission of a community safety design statement shall be a requirement on all major and minor applications. Planning applicants are thanked for taking time out to read this document and are requested to take on board the advice when designing development proposals, in order to assist the Council seeking improvements to the built environment and make a contribution towards achieving the Councils aim of reducing crime and anti-social behaviour throughout the district. Appendix 2 of this document provides guidance and a checklist in order to assist the production of the community safety design statement.

## **APPENDIX A – GUIDANCE ON HOW TO PRODUCE THE COMMUNITY SAFETY DESIGN STATEMENT**

Planning applicants should prepare development proposals with regard to the design criteria set out in the relevant chapters of this document and are required to produce a community safety design statement to demonstrate how the guidance has been taken into account. In designing proposals and producing the community safety design statement, the following issues should be considered:

1. Has the building layout designed so as to maximise the opportunities for natural surveillance and defensible space?
2. Have site boundaries been clearly defined to indicate the areas which are private and which are public, so as to create defensible space?
3. Would there be maximum natural surveillance of public and communal areas, including streets, footpaths and play areas?
4. Would all entrances/accesses be visible to passers by and/or neighbouring properties and would they be sufficiently overlooked and illuminated?
5. Have appropriate physical security measures have been designed into the building to meet the standards and specifications set out in the 'Secured by Design' initiative?
6. Are footpaths are pedestrian friendly in that they follow roads by vehicular traffic and are direct, overlooked and allow ease of public access?
7. Are lighting proposals adequate?
8. Would public open spaces provisions serve a clearly identifiable purpose and where included would it be fronted by development that would offer natural surveillance throughout the day?
9. Have blank end elevations adjacent to footpaths and public open spaces been designed out of the proposal?
10. Have you made sure that landscaping does not create areas of concealment or obscure entrances/accesses, lighting, CCTV or signage?
11. Has effective and visually appropriate security measures been included into the proposal to protect site boundaries?
12. Have building materials have been carefully selected not only for the purposes of being attractive but also to deter vandalism and graffiti?
13. Has street furniture has been designed to make misuse difficult and using materials that are attractive and durable?

14. Would car parking areas be overlooked and illuminated to an appropriate standard with clearly identifiable pedestrian routes and has a management plan been produced ready for adoption?

15. Have CCTV systems have been included where there is a clearly identifiable need and have arrangements been made for regular on going surveillance and monitoring?

## APPENDIX B- CONTACT DETAILS

For any additional information on the interim planning guidance document, 'Community Safety by Design', please contact:

Development Control  
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Police Architectural Liaison Officer  
Nottinghamshire Police  
Mansfield and Ashfield Division  
Mansfield Divisional Headquarters  
Great Central Road  
Mansfield  
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Telephone: 01623 420999  
Email: [mansfieldcrimereduction@nottinghamshire.pnn.police.uk](mailto:mansfieldcrimereduction@nottinghamshire.pnn.police.uk)

This information is available in other formats-  
for example large print, signer or minicom and other languages

To obtain this information telephone 01623 463463

অনুরোধ সাপেক্ষে এই তথ্যটুকু পাঠক উপযুক্ত কোন আকারে এবং ভাষায় দেওয়া হবে।

অন্য কোন ভাষা বা পাঠক উপযুক্ত কোন আকারে এই তথ্যটুকু পেতে হলে, 01623  
463463 নম্বরে ফোন করুন।

若你提出请求，我们可以其他格式或语言提供此资讯。

若欲索取以其他语言或格式提供的此资讯，请拨电 01623 463463。

વિનંતી કરવાથી આ માહિતી બીજા સ્વરૂપો અને ભાષાઓમાં મળી શકે  
છે.

આ માહિતી બીજા ભાષા કે સ્વરૂપમાં મેળવવા માટે, 01623 463463  
ઉપર ફોન કરો.

निवेदन करने पर यह जानकारी अन्य ग्रन्थाकारों यानि फार्मेटस तथा भाषायों  
में उपलब्ध हो सकती है।

यह जानकारी किसी वैकल्पिक भाषा या फार्मेट में लेने के लिए, 01623  
463463 पर टेलिफोन कीजिए

ਬੇਨਤੀ ਕਰਨ ਤੇ ਇਹ ਜਾਣਕਾਰੀ ਹੋਰ ਰੂਪਾਂ ਅਤੇ ਬੋਲੀਆਂ ਵਿਚ ਮਿਲ  
ਸਕਦੀ ਹੈ।

ਇਹ ਜਾਣਕਾਰੀ ਕਿਸੇ ਬਦਲਵੀਂ ਬੋਲੀ ਜਾਂ ਰੂਪ ਵਿਚ ਲੈਣ ਵਾਸਤੇ ਕ੍ਰਿਪਾ  
ਕਰਕੇ 01623 463463 ਤੇ ਟੈਲੀਫੋਨ ਕਰੋ।

یہ معلومات گذارش کرنے پر دیگر صورتوں (سی ڈی، ٹیپ) اور زبانوں میں بھی دستیاب ہے۔

متبادل زبان یا متبادل صورت (سی ڈی، ٹیپ) میں یہ معلومات حاصل کرنے کے لیے  
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**Mansfield District Council**

*Creating a District where People can Succeed*