**TRAFFORD**
— METROPOLITAN BOROUGH —

# PLANNING GUIDELINES

# PG24: Crime And Security

TRAFFORD METROPOLITAN BOROUGH COUNCIL

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TRAFFORD PLANNING

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# 1: Introduction

**Purpose of the Supplementary Planning Guidance (SPG)**

1.1    This Supplementary Planning Guidance (SPG) provides guidance to prospective developers on designing developments in such a way as to reduce crime and enhance security. It emphasises the importance of considering crime and security issues at the design stage of the development process.

1.2    The SPG will assist Trafford Borough Council in making decisions on individual planning applications, and will be used to promote good practice generally.

**Government Advice on Planning and Crime**

1.3    The Council is obliged under the Crime and Disorder Act 1998 to consider the crime and disorder implications of all planning applications. Crime and security issues can be material considerations in the determination of planning applications.

1.4    Department of the Environment Circular 5/94 sets out the Government's general policy and gives specific advice on various aspects of planning out crime.

1.5    Planning Policy guidance notes, including PPG1 on General Policy and Principles, PPG3 on Housing and PPG 13 on Transport, provide specific advice on how local authorities should promote designs and layouts that are safe, and which take account of crime prevention and community safety considerations.

**The Trafford Unitary Development Plan**

1.6    The Trafford Unitary Development Plan (UDP), which was adopted in May 1996 and which is currently under review, is the statutory land-use development plan for the Borough. Proposal D1 – All New Development includes a requirement for development proposals to take account of the needs of crime prevention in their design and detailing.

1.7    At the Revised Plan deposit stage of the UDP Review in June 2001, an amendment to UDP Proposal D1 was put forward to reflect the Council's concern that crime prevention and community safety are given adequate consideration in making planning decisions.

**The Partnership Approach in Trafford**

1.8    Reducing crime requires measures well beyond those that fall within the scope of land-use planning. Therefore, the Council is keen to work with other partners, including Greater Manchester Police, Greater Manchester Police Authority, the Greater Manchester Probation Service and Salford & Trafford Health Authority.

1.9    This SPG is consistent with the Trafford Crime & Disorder Partnership's Crime and Disorder Reduction Strategy for 1999-2002, and with the Partnership's aim of improving the quality of life of Trafford residents by tackling the causes of crime and disorder as well as finding practical ways of reducing their incidence. Its production has actively involved the Architectural Liaison Unit of Greater Manchester Police.

**Broad Principles of Designing out Crime**

1.10    In drafting this SPG the Council has had regard to the broad principles of designing out crime including creation of defensible space, improved surveillance, promotion of territoriality, community interaction, appropriate balance of land-uses, management of vehicle and pedestrian circulation, and the avoidance of crime generators.

## 2: Creating Secure Residential Areas

### General

2.1     Trafford has long been, and remains, a very attractive and popular place in which to live, and the Council is committed to promoting safe communities for all residents.

2.2     Planning can play a positive role in providing people with a secure residential environment by promoting good siting and layout.  Design is often a balance between various factors and the development will need to be looked at as a whole on its merits.   The following are elements that can promote security.

### Siting and Layout

2.3     It is best if the front of dwellings face onto the most public side, such as a road.  Rear areas, such as gardens, should back onto areas that are themselves secure.

2.4     Space within a development should be well designed and well managed.  Neglected land is likely to attract unsociable or even criminal activity and, where this problem exists within an established development, measures should be taken to incorporate the land within the boundary of adjacent properties.

2.5     Layouts that promote walking and cycling, along safe and secure routes, help to promote natural surveillance.  Sections 2.17 to 2.19 provide advice on the design of safe routes.

### Content

2.6     Developments offering a mixture of type, size and tenure, attractive to a range of people, can enhance the possibility of some residents being at home during the day thereby offering surveillance for the area.

2.7     A balanced, integrated mixture of uses within residential areas can have similarly positive effects. For example, including local retail, leisure, community and employment uses can mean that residential areas benefit from greater surveillance.

### Building Design

2.8     Buildings should be designed so that surveillance of public areas is maximised. This is particularly the case with buildings on corner sites.

2.9     Homes should, wherever possible, have a private entrance from the street. If communal entrances are unavoidable access should be restricted to the people who live there.  Intercom systems can be an effective means of providing such security for residents.

2.10    Entrances to dwellings should be visible from windows inside the dwelling in order to help with identifying visitors.

2.11    Building extensions should not obscure entrances or allow easy access to upper storey windows.

### Vehicle Parking

2.12    Gateway features and cul-de-sacs can create a sense of enclosure and surveillance that can discourage unauthorised visitors.

2.13    Ideally, residents' parking spaces should be provided within the curtilage of the dwellings that they are to serve. Where other vehicle parking is provided, spaces should be visible from the dwellings that they serve.

2.14    If a dwelling includes a garage, this should be positioned so as to benefit from surveillance.

2.15    Vehicle parking courts can attract crime.   Therefore, where they are included in the design of developments, they should have restricted access and be controlled by residents. Also, surveillance of such courts from residents' properties should be unimpeded.

**Traffic management measures**

2.16    Traffic calming reduces the speed of motor vehicles, increasing both safety and security. If designed properly, traffic calming measures can also create a sense of ownership by identifying boundaries. Chicanes, for example, section off different parts of the road quite effectively.

**Pedestrian access**

2.17    The nature of access routes through a development can have a major impact on whether or not it will be vulnerable to crime. As such, footpaths and walkways need to be planned and designed carefully.

2.18    Pedestrian access routes should be:-

- As short and direct as possible
- Capable of being under surveillance from nearby buildings
- Located so as to promote pedestrian use
- Maintained and signposted clearly
- Aligned in such a way that there is clear vision into, along and out of the route
- Wide enough to accommodate the variety of intended users, for example, families with children and wheelchair users
- Illuminated to allow ready recognition of other people, whilst not compromising vehicle safety on nearby traffic routes
- Designed in such a way as to incorporate boundary treatment that allows views from the footpath and views of the footpath, unless considerations of privacy dictate otherwise.

2.19     Pedestrian access routes should not: -

- Have sharp corners, long tunnels or places of concealment
- Pass close to the rear of dwellings or other buildings
- Be obscured by planting or landscaping
- Have narrow sections enclosed by high walls.

**Lighting**

2.20    Lighting levels in residential areas should meet the standards set out in the prevailing British Standards. Shadowed areas should be avoided and care taken with the reflective nature of certain surfaces.

**Gardens and Open Spaces**

2.21    Private space in residential areas must be well defined.  Front gardens with a low wall and railings or a low fence or hedge will help to enhance a sense of ownership.

2.22    All parts of a dwelling's curtilage should be accessible from within the property. Grounds around blocks of flats should be enclosed and have lockable gates with access restricted to residents. Ground floor flats should preferably have the areas in front of them enclosed as a garden.

2.23    Rear gardens should be segregated from the front of the property. This will impede burglars from gaining access to the rear of the properties where there is often less surveillance. Rear gardens that abut adjacent gardens provide the best security, and should be protected by fences.

2.24    With terraced housing, rear alleys serving the backs of properties should be avoided. Where alleys are necessary, they should be kept short and preferably be gated. Where gates are used, the entrance gates should be level with the building line as recesses can act as hiding places for criminals.  Gates should be of a kind that prevents easy scaling, should have tamper-proof locks and be visually permeable to ensure views along the alley are maintained.

2.25    Parks and other public open spaces should be sited so as to be visible from the front of adjacent dwellings. Landscaping should not block the view of pedestrian routes from nearby properties. Open space should be properly maintained in order to deter misuse, for example from tipping or drug misuse.

2.26    Where appropriate, perimeter fencing and gates should be constructed of visually permeable materials such as railings or powder-coated mesh. Dedicated children's play areas within parks should be sited sufficiently well into the park to avoid noise disturbance for adjoining occupiers but close enough to allow good surveillance to be maintained from the adjoining properties and roadways.

2.27    Vehicle access to parks and other public open spaces should be restricted to maintenance vehicles and emergency service vehicles only. Gates or collapsible bollards can be effective in deterring unauthorised vehicular entry.

### 3: Creating Secure Industrial and Commercial Areas

#### General

3.1    Trafford is an important centre for industry and commerce, with major employment areas in Trafford Park, Broadheath and Carrington. The Borough also has four established town centres at Altrincham, Stretford, Sale and Urmston, together with the major retail/leisure complex at the Trafford Centre on the edge of Trafford Park.

#### Siting and layout

3.2    Industrial and commercial buildings should be orientated so that all means of access are capable of both public and private surveillance from the facilities themselves. Where delivery areas are at the rear of developments they should have restricted and gated access.

#### Building design

3.3    To protect buildings from external attack, barriers and bollards can be installed. Other measures include stall-risers, boulders, water features and planters.

3.4    Protection from illegal access via the roof can be assisted by the use of deep overhanging eaves, internal piping and the avoidance of roof lights. Where roof lights are installed, security can be enhanced by the use of grilles.

3.5    Within buildings, vulnerable areas with expensive or sensitive equipment should be located either well within the building or preferably on upper floors. Security staff, intercom, closed circuit television, keypads and other control systems can control access into the building.

3.6    Reception desks and services should always be located in a position that affords the reception or security staff good visibility of the entrance doors and reception areas, and allow them to control all access to and from the building. Visitors should always be required to pass the reception desk before being able to access the staircases, cloakrooms, waiting rooms or any private areas.

3.7    Shops and businesses in town centres can be vulnerable to burglary and vandalism outside opening hours. Where there are windows thought should be given to the use of laminated glass to those on the ground floor and any vulnerable upper floors. Beading should be fitted internally and be non-removable.

3.8    In areas particularly prone to crime, shutters may be used.  Solid, faceless, metal shutters, however, often create a fortress-type atmosphere that actually increases the fear of crime and should be avoided wherever possible. Instead, shutters can be perforated and powder-coated. Such shutters, if internally illuminated, also allow for surveillance from the street. External shutters that protrude from the front of buildings will not be encouraged. Instead, designs will be encouraged that incorporate shutters fitted internally or at least have their boxes fitted internally or stationed behind a fascia sign. Reference should be made to the Council's Planning Guidelines – Shop Fronts.

3.9    Ducts and inspection chambers providing access to building services such as electricity, telephones and gas should be carefully located within the secure perimeter of the development and in a highly visible position.

#### Vehicle Parking

3.10     Where vehicle parking is incorporated in industrial and commercial developments: -

- Parking areas should be located where there is scope for natural surveillance

- Access to parking areas should be controlled and, where possible, patrolled
- Landscaping should be designed to allow views across the car park


- Walls and fences around and within a car park should be of a suitable height
- Shrubs should be low growing (less than 1 metre in height) and trees should be clean-trunked to 2 metres in height
- Parking bays should be arranged in straight rows in order to avoid blind spots

**Other Forms of Access**

3.11    The Council actively encourages the use of public transport, cycling and walking as means for people to get to work and positively welcomes the opportunity to work with employers in promoting green travel plans for their employees.

3.12    In designing pedestrian routes within industrial and commercial developments, similar considerations to those outlined in sections 2.17, 2.18 and 2.19 should be borne in mind.

**Lighting**

3.13    Premises and car parks should be well lit. Lighting levels should meet the standards set out in the prevailing British Standards. Shadowed areas should be avoided and care taken with the reflective nature of certain surfaces.

3.14    Other types of lighting including systems controlled by time switches and movement detectors should also be considered. Landscaping should not obscure lights and lighting units should be robust enough to deter vandalism and located so as to make tampering difficult.

**Boundary Treatment**

3.15    Railings can be erected as stand-alone features or be installed on the tops of walls. With wall-mounted railings, the railings should be flush with the edge of the wall. Railings should not provide a foothold for potential intruders. Defensible planting next to a wall can act as a buffer between the public realm and the boundary but planting should not provide easy hiding places for criminals.

3.16    Perimeter gates should be the same height as the boundary fence and incorporate anti-lift hinges. Their design should make them difficult to climb. If possible, they should be manned or controlled by authorised personnel.

**Closed Circuit Television (CCTV)**

3.17    Closed Circuit Television (CCTV) can play a valuable role in deterring criminal activity. Systems should be of a high resolution and be accompanied by appropriate lighting. Systems should have an audio capability whereby a person monitoring the system can warn off would be intruders.

3.18    Care should be taken with the positioning of trees as they can obscure the view of cameras.

3.19    Clear signage should be provided informing the staff and visitors that CCTV surveillance is in use.

**Automatic Teller Machines Accessed from External Public Spaces**

3.20    Automatic Teller Machines (ATMs) are now a common feature of many commercial areas, providing a convenient service to shoppers, workers, visitors and local residents.

3.21    For customer safety ATMs should be: -

- Positioned on front or principal elevations, as far as possible from doorways, recesses, passageways, secondary roadways, shrubberys, hoardings or other features that may conceal a potential threat
- Covered by CCTV
- Positioned in busy well-lit areas, in the best possible position to benefit from surveillance from surrounding buildings, vehicle or pedestrian thoroughfares
- In locations served by wide footpaths or thoroughfares that do not unavoidably funnel pedestrians into close proximity with ATM users

- Located away from bus stops, public telephones, pedestrian crossings or other features where the public may have a legitimate reason to gather or loiter.

3.22    In addition, for the security of the equipment and the replenishment operatives the ATM should be: -

- Alarmed
- Protected behind bollards, lighting columns, trees (bare trunked to 2 metres in height ) petrol pumps, canopy stanchions or similar anti ram features
- Securely fixed to the floor by a minimum of 4 resin anchor bolts (minimum 12 mm diameter to a minimum depth of 150 mm) into a substantial concrete base
- Flanked on the external elevation by solid masonry or reinforced concrete to a minimum width of 1000 mm each side at a thickness of 225 mm. Decorative facing or curtain walling should be fixed to this security flanking
- Replenishment should be carried out from a secure area inside the host building.

3.23    The point of access to the replenishment area should be positioned: -

- To allow a cash carrying vehicle to park in the immediate vicinity
- Off a thoroughfare wide enough to ensure that it cannot be blocked by any single vehicle
- In a well lit open location which allows the replenishment team to rapidly survey the immediate area

## 4: Schools and Colleges

### General

4.1    All the previous good practice guidance is applicable to the development of schools and colleges. However, such facilities do require additional attention be given to the following issues.

### Perimeter Fencing

4.2    In some cases it may be impractical to surround the entire campus with a perimeter security fence. In such circumstances the fencing should be restricted to encompass the main school buildings and car parks.

### Staff and Visitor Car Parking

4.3    All car parking should be restricted to as few as possible dedicated areas and not spread around the buildings. These car parks should be in open highly visible positions.

### Lighting

4.4    Dusk to dawn lighting is useful to illuminate the building envelope where it is highly visible and well overlooked. However, the provision of such illumination to remote and isolated buildings may encourage unauthorised juvenile gatherings or criminal activity.

### Landscaping

4.5    Planting may be introduced to protect walls or elements of the building fabric that may otherwise suffer from graffiti or other types of attack. However, planting that may create hiding places or unwittingly provide access across fencing or onto roofs should be avoided.

### Roof Access

4.6    Single-storey or other accessible roofs are vulnerable to attack. The provision of deep overhanging eaves or the construction of a rolled eaves detail together with all rainwater and soil pipes mounted directly onto the backing masonry, recessed or carried internally, should prevent this opportunity. Skylights and roof lights should be avoided in these areas if possible. If this is impracticable then non-return fixings, grilles and double-skinned polycarbonate glazing should be installed.

### The External Envelope

4.7    Recesses in the external walls should be avoided. Where this cannot be achieved the recesses should be fenced off, planted out or paved with anti-pedestrian cobbles or similar hostile surface to discourage unauthorised gatherings.

**Internal security considerations**

4.8    Classrooms, lecture theatres and secure storerooms that house expensive or sensitive equipment, should be located in the less vulnerable parts of the building, on upper floors, in internal areas with no direct external access and in positions of high visibility.

**Waste Management**

4.9    A secure compound should be provided for the safe storage of waste awaiting removal. This markedly reduces the opportunity for arson. It also means potential offenders are unaware of what equipment may recently have been delivered to the school (computer boxes indicate potential targets for the criminal).

**Postal Facilities**

4.10   Any accessible post boxes should be fitted with damage-proof/fireproof linings to avoid the possibility of arson.


### 5: How to Obtain Further Help and Advice

5.1    This SPG document is one of a number of items of Supplementary Planning Guidance, drawn up and approved by the Council. Further SPG, produced by the Council, that may be relevant to crime and security issues includes:-

- New Residential Development
- Industrial Development
- Shop Fronts
- Fencing

5.2    A comprehensive list of topics currently covered by SPG is available from the Regeneration service at Trafford Town Hall. For further help and advice the following contacts will be of assistance.

*Trafford Borough Council*

Community Safety,
Trafford Town Hall,
Talbot Road,
Stretford,
M32 0YT

Tel: 0161 912 1212

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|---|---|
| Planning & Building Control | Regeneration Service |
| Sale Town Hall | Trafford Town Hall |
| P.O. Box 96 | Talbot Road |
| Tatton Road | Stretford |
| Sale | M32 0YT |
| M33 7HU | |
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| Tel: 0161 912 3127 | Tel: 0161 912 1212 |
| | |
| Greater Manchester Police | Housing Corporation |
| The Architectural Liaison Unit | First Floor |
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