

Design out Crime: **Planning** **Application**

Location:
Caerleon
Comprehensive
School,
Cold Bath Road,
NP18 1NF
25/1030





Dear Newport Planning,

I am contacting you regarding planning application for the proposal works; **CONSTRUCTION OF A NEW SPORTS AND TEACHING FACILITY INCLUDING ALTERED PARKING ARRANGEMENTS AND ASSOCIATED LANDSCAPING AND INFRASTRUCTURE** at Caerleon Comprehensive School Cold Bath Road Caerleon Newport.

I have reviewed the development plans through the Newport Planning portal. Should any of these drawings be revised with significant alterations to the building design, layout, and/or specification level can I please request these are forwarded on.

To support my recommendations around the design and layout, physical security requirements, and product recommendations I have reviewed the crime statistics for the ward area of Caerleon and specifically the proposed development location of Cold Bath Road for a 12-month period between 1st December 2024 – 1st December 2025.

From a Policing perspective the development is located in the Newport Borough Council area, within the Maindee section and Caerleon Ward. The Caerleon ward is 1 of 6 ward areas within covered by the Maindee section.

The analysis of the statistics for the development location has focused on crime/incident types that could potentially pose a threat, risk, or harm to the development and users of –

Crime/Incident Type	Section - Maindee	Ward - Caerleon	*Site – Cold Bath Road	Demand % Ward V Site
Residential Burglary	102	18	0	0
Commercial Burglary	5	1	0	0
Criminal Damage	486	106	10	9.4%
Theft (non-shoplifting)	272	37	0	0
Vehicle Crime	263	22	0	0
Bicycle Crime	26	1	0	0
Anti-Social Behaviour	793	108	2	1.85%

**Site indicates within close proximity (same street, nearby/adjacent streets/roads) of the proposed planning application.*

From examining the crime/incident data, I am satisfied that the proposed development location is not in a high crime or vulnerable location. There are no crime trends or patterns affecting the area and any reported calls appear to be one off isolated incident.

I can confirm that the current call volume and demand from the area is not having a detrimental effect on Policing or the community within the location.

At this time, I do not have any clear objections to the application based on the current crime/incident rate and demand on policing and the community within.

When offering crime prevention and physical security advice we take guidance and best practice from the range of guides supplied by Secured by Design (SBD). Whilst the client is not seeking SBD accreditation for the development I have made recommendations below for the site.

Policy Support:

- The Crime & Disorder Act 1998 created a statutory partnership between local authorities, the police and other key partners to work together in reducing crime and disorder in all aspects of their work.

- Section 17 of the Act states:

“It is the duty of the authority to exercise its various functions with due regard to the likely effect on crime and disorder in its area and the need to do all that it reasonably can to prevent crime and disorder.”

- TAN 12 Design. Para 5.17.1 “Local authorities are required to have due regard to crime and disorder prevention in the exercise of their functions under Section 17 of the Crime and Disorder Act 1998. Consideration should be given to practical ways in which the design of development can reduce opportunities for crime, disorder and anti-social behaviour.”

Planning Policy Wales

- 4.10.12 Local Authorities under Legal Obligation to consider the need to prevent and reduce crime and disorder.
- 8.2.1. – Transport – Provision of safe, convenient and well signed routes
- 9.1.1. –Housing – Objective to provide homes that are in good condition, in safe neighbourhoods and sustainable communities
- 9.1.2. Housing – Greater emphasis on quality, good design, and the creation of places to live that are safe and attractive.

Recommendations

Boundaries –

It is recommended the whole of the school buildings, MUGA's and all-weather pitches must be protected by fencing. The fence must meet Secured by Design standards and specifications, be at least 2.4 metres high, weld mesh, expanded metal or similar, and be of a design that is difficult to climb over.

Fencing must be preferably ground on a hard surface or embedded in the ground. There must be nothing adjacent to the fencing to assist criminals in climbing over it and therefore gaining access into the school grounds.

When boundaries are protected by fences, gates or barriers they should be certified to one of the following minimum standards:

- LPS 1175 Issue 8 Security Rating B3, or
- STS 202 Issue 12 Burglar Resistance BR2, or
- Sold Secure SS323 Silver, or
- LPS 1673 Issue 1 Attack Rating AR.A180

Gates must be of the same height and specification as the fencing and must be kept locked when the school is unoccupied. Gates, other than the main entrance, must also be kept locked during school time. The gap under gates must be minimal to prevent persons from crawling under.

Once fencing and gates have been identified we find it useful for the headteacher/caretaker to designate the main master gate so that it can be determined one gate which is locked/unlocked from the exterior all other gates would be internally locked. This means that



all gates will not have requirement for padlock hole which creates a climbing aid.

If padlocks and chains are used to secure the gates they must meet appropriate security standards, e.g. Sold Secure.

Reason – To prevent crime and anti-social behaviour

External Building Design –

The design of the building should take into account the need to prevent features which aid scaling or climbing. For example, rainwater downpipes should be either flush fitting (i.e. square profile) or concealed within the cavity so they nor other features cannot be used as a climbing aid to get on the roof and/upper levels/furniture.

It is recommended that ground floor materials should predominantly be brickwork to prevent vandalism. As graffiti tends to attract further graffiti, police will always advise that it is removed as soon as possible. Designers should therefore consider wall finishes that make this task easier to perform, particularly when the risk of graffiti is high. Surfaces should be coated with either an anti-graffiti glaze or sacrificial coating, or alternatively be designed for ease of maintenance e.g. painted in the event of a graffiti attack. Alternative measures for reducing or eradicating graffiti may also be considered such as growing an appropriate non-invasive climbing plant up the wall. Outside covered areas can be problematic and therefore must be protected by CCTV and lighting.

Reason – To prevent burglary and anti-social behaviour

Landscaping –

Planting must be of a type that grows to a maximum height of 1 metre. Trees must be sited in locations that do not interfere with CCTV and lighting or provide an assist to climbing over the perimeter security. They must be bare stemmed to 2 metres from the ground and sited away from buildings.

Reason – to increase surveillance.

Signage / Rule Setting -

Signs from the site entrance through to the school entrance must be clearly displayed and be multi-lingual.

Signs indicating that CCTV is in operation must be located in prominent positions on site.

Reason – To deter crime and to comply with GDPR.

Lighting (external) –

Lighting must protect the whole outside of the school buildings, bike stores, bin stores and vehicle parking areas. All fittings shall be vandal resistant and positioned in elevated positions.

The lighting must be controlled by photo electric cells or time switches and must complement and enhance the CCTV coverage on site.



The lighting protecting the car parking area must meet the British Standard 5489.

Reason – To increase public safety and complement and enhance CCTV

Doors –

It is recommended that all main entrance doorsets, including main entrance, side, and rear doors are to the below minimum-security standard with the required fire and smoke attributes
PAS 24:2022+A1:2024 (Note 23.4c),

Increased security rated doors are also available that provide increased burglary protection against enhanced tool sets, these are –

- STS 201 (certified to PAS 24:2022+A1:2024*) (Note 23.4d), or
- LPS 2081 Issue 1 Security Rating B+ (Note 23.4e), or
- STS 222 Issue 4 Burglar Resistance BR2(S) (Note 23.4e), or
- LPS 1175 Issue 8 Security Rating A3+ (Note 23.4b), or
- STS 202 Issue 12 Burglar Resistance BR2 (Note 23.4b), or
- LPS 1673 Issue 1 Attack Rating AR.A180+ (Note 23.4b)

At present the area does not indicate the requirement for a doorset with an increase physical security rating.

It is important that the choice of door is fit for purpose. BS 6375-2:2009 specifies performance requirements for the operation and strength of manually operated internal/external pedestrian doorsets in their fully finished condition. In simple terms, this means testing a doorset to ensure that it will withstand the demands of being opened and closed repeatedly over a significant period of time.

Should an access control system fitted to the door as an additional feature it will have to be both tested and certified as a complete doorset and not retro fitted. Additional features to doors can compromise the overall physical security integrity and design.

Fire doors must be alarmed so a signal on opening can be transmitted to the reception area.

These doors must be signed to warn of alarm alert and have no visible external ironmongery fitted.

Doors that are described as fire doors, or where fire performance is declared or implied, are required to have third-party certification for both security and fire performance.

All glazing to external door panels and adjacent to these door panels must be laminated.

No Letter box to be installed in the school building.

Reason – To prevent burglary and to protect pupils and staff.

Windows –

It is recommended that all easily accessible windows are to the below minimum-security standard with the required fire and smoke attributes –
• PAS 24:2022+A1:2024* (Note 24.2c),



Increased security rated windows are also available that provide increased burglary protection against enhanced tool sets, these are –

- LPS 2081 Issue 1 Security Rating A (Note 24.2e), or
- STS 222 Issue 4 Burglar Resistance BR1(S) (Note 24.2e), or
- LPS 1175 Issue 8 Security Rating A1 (Note 24.2b), or
- STS 202 Issue 12 Burglar Resistance BR1 (Note 24.2b), or
- LPS 1673 Issue 1 Attack Rating AR.A60 (Note 24.2b)

At present the area does not indicate the requirement for a window set with an increase physical security rating.

It is important that the choice of window is fit for purpose. BS 6375-2:2009 specifies performance requirements for the operation and strength of manually operated windows in their fully finished condition. In simple terms, this means testing a window to ensure that it will withstand the demands of being opened and closed repeatedly over a significant period of time.

Easily accessible (Note 24.17a) glazing shall incorporate one pane of laminated glass certified to BS EN 356:2000 Class P1A, or above (Note 24.17b).

Reason – To prevent burglary.

CCTV -

The external elevations of the school buildings, main entrances, public circulation areas, vehicle parking areas, bike and bin stores, and the student play areas must be protected by CCTV.

The images produced must be admissible in a court of law and the General Data Protection Regulatory Act (GDPR) must be complied with.

All CCTV cameras must be protected against vandalism and be positioned in elevated positions. During school hours the cameras should be monitored from the reception area.

The CCTV recording equipment should be kept in a locked, secure internal room protected by the alarm system.

Reason – To deter and detect crime

Computers –

Careful siting of power trunking is required to ensure that computers and valuable equipment is, wherever possible, kept away from windows. The postcode and school name should be visibly marked on the outer casing of all computer equipment, laptops, televisions etc. Forensic marking companies as found on the Secure by design can provide property marking and the necessary signage is also a proven deterrent. High risk and mainframe computers should be secured in a purpose built room in individual cabinets. Any school laptops and laptops should be stored in a secure charging trolley that is locked and secured in a secure storeroom when not in use

Reception Areas

Reception areas should be designed to allow escape for staff. Counter should be deep enough to reduce the threat from persons lunging at staff to attack them. Alternatively, a laminated screen can be placed on the countertop to protect staff from attack. Ideally there

should also be a secured escape room behind the reception desk for staff to take shelter to create a delay from any potential attack.

Reception desks should provide the receptionist with a clear view of the waiting area, the approach to the school entrance door and have restricted access from the public side. It is recommended that the reception is staffed or supervised at all times and access beyond the reception area is controlled using automatic locking doors, turnstiles or other barrier operated by the receptionist or by proximity reader technology with fobs/ ID cards issued to staff and older students. Such doors or barriers must allow emergency exit and be integrated into the fire/smoke alarm system for automatic release in an emergency when the building is occupied. A personal attack button/alarm should be located near to the desk.

I recommend a Lockdown button is installed which will lock the access controlled entry barriers for visitors.

Reason – to protect staff.

Vehicular parking area and access –

The vehicle parking area must be lit, the lighting meeting the BS 5489 1 2020. It must be protected by CCTV, which should be monitored from reception during school opening hours.

The boundary of the parking area must be clearly defined. Bays must be clearly marked. Vehicular access must be restricted to those areas necessary i.e. parking and service areas and access must be restricted to the entrance/exit point. Access into the staff car park must be controlled by a barrier system with access control fitted.

I recommend that vehicle mitigation measures are installed to prevent vehicles mounting the curb and gaining access to the pavements/buildings.

Reason – To restrict access and to prevent autocrime.

Refuse and recycling centre –

Waste disposal areas must be secure areas and sited away from the main buildings, as they can be a target for arson or provide access to roofs and windows. The refuse and recycling centre should be protected by doors/gates that meet SBD specification.

Reason – To prevent arson and access to floors above ground floor level.

External furniture

External furniture must be located away from the buildings and perimeter security in order to prevent being an assist to climbing. Boundary walls, bins, fuel stores, meter boxes, street furniture, trees, low flat roofs, car ports or balconies should be designed and located so that they do not provide climbing aids into the property. They must be robustly constructed and either fixed in place or of a weight that is difficult to move.

Access to drainage and service areas-

Access to telephone junction points must if possible be prevented and manhole covers should be secured to prevent interference/removal.



Access control-

Access from the lobby/reception area into the main school must be controlled by access control. In addition entry into all rooms where valuable equipment is sited e.g. offices, computer rooms etc. must be controlled and these rooms must be kept locked when not in use.

Access from the community area into the rest of the school must also be controlled via access control when the area is in use by the general public.

I would like to see an ability to lock down the site securely should there be an increase in threat and that appropriate doors and locking mechanisms are in place to achieve a reasonable delay both externally and internally creating layers of delay. The doors leading into open/event spaces need to be able to be secured and give some resilience and delay from a determined intrusion.

This will allow time for escape and a delay to allow a response. There needs to be a means to communicate a threat throughout the building in order to facilitate a lock down of the building, i.e. alarm or tannoy system.

It is recommended that a video access control system is utilised to allow confirmation of the identify of an individual before allowing access to the grounds. This can be through a video system linked to the perimeter access gates and main school reception. There should not be an emergency egress green button installed within the public space to prevent misuse by agitated persons.

Reason – To prevent opportunist crime and to protect staff and children.

School entrances and visitor control-

The number of public entrances into the school must be reduced to the minimum practicable and must be clearly signed and well illuminated. It should be possible to reduce the number to one during school hours, which must be clearly signed and well illuminated. All visitors must sign in and out and wear visitor badges.

Reason – To restrict visitors to area and to identify them

Drainpipes-

Rainwater down pipes can provide a convenient scaling aid onto roofs. Downpipes must be either flush fitting (i.e. square profile) or concealed within the cavities of the building. Access to the roof of the school must be made difficult.

Reason – To prevent access to upper floors and the roof area.

Intruder alarm systems-



The school must be alarmed with the alarm system linked to a central monitoring station. Any alarm wires must be protected. All floors and rooms where valuable property e.g. ipads, are located must be protected by the alarm system.

The alarm must be capable of being zoned off so unoccupied areas of the school are alarmed when other parts of the school, e.g. community areas, are in use and are therefore not alarmed.

Consideration should be given to having a personal attack alarm installed linked to the intruder alarm system and central monitoring station. The panic buttons should be located in areas where staff are more vulnerable e.g. head teacher's office, reception area.

Installers of alarms and CCTV systems should be members of a professional body, such as NSI or SSAIB.

Reason – To deter and detect intruders

Sprinkler/suppression systems

A sprinkler or suppression system should be installed protecting the whole development against arson.

Green Spaces

Shrubs should be selected to have a mature growth height no higher than 1 metre; trees should have no foliage, shoots or lower branches below 2m thereby allowing a 1 metre clear field of vision. Defensible planting can be used along the boundary line to increase protection.

Reason – To increase surveillance

Cycle Store-

It is recommended that an approved SBD cycle store is installed at the location. Cycle stores are available in a range of designs, size, and storage capacity. Full details of approved SBD cycle storage units can be found through the approved product search on the SBD website. They must be overlooked from rooms in the school and protected by lighting and CCTV.

Reason – To prevent bike theft.

SBD Cycle Store - Product Category Search

Climbing Aids-

Climbing aids located adjacent to school buildings present an increased risk of unauthorised access, vandalism and safeguarding breaches. It is recommended that all movable objects are repositioned away from buildings and boundaries, secured within lockable enclosures, and subject to regular inspections.

Reason – To Prevent Climbing Aids

Staff / Pupil Tailgating-



Personal tailgating at controlled access points presents a significant risk to site security and safeguarding. It is recommended that access control measures are reinforced through physical design, signage, staff awareness and surveillance.

Further information

Unfortunately, during the build process developments can be vulnerable to crime due to the materials, products and machinery stored on site. Guidance around site security can be found through the Secured by Design Construction Guide –

[CONSTRUCTION SITE SECURITY GUIDE A4 8pp.pdf](#)

[New Schools 2014.pdf](#)

If you have any further questions, please do not hesitate to contact me to discuss, thank you.

Designing Out Crime Officer (DOCO)

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