**Version 1**

**Skylon Park. Hereford Enterprise Zone. Preliminary advice on making your buildings safe and secure.**

Skylon Park is a fundamentally safe and secure location for your business. Nevertheless when designing a new building some early thought to crime prevention and security measures is prudent and sensible business planning. This leaflet is intended to point you in the right direction and get you thinking about the sort of things you should consider early on in the design process of your new buildings.

We are all familiar with visiting or working at locations where due to lack of forethought and poor planning the building, or overall site it is situated on, suffers from crime and sometimes antisocial behaviour. Crime can have an impact on the continuity of a business and can mean that normal operations are disrupted.

It is entirely possible that with some basic considerations at the early design stage of the build, crime can be ‘designed out’ at little cost and any potential problems reduced, if not entirely eliminated.

The purpose of this leaflet is to help you to ensure that the new build project you are about to undertake doesn’t leave you or subsequent occupants with problems at a later date.

The following points are a brief guide as to how to go about that process:-

* Familiarise yourself with the Secured by Design principles by logging on to: <http://interactive.securedbydesign.com/commercial/> Advice for Architects and Developers > 3D Interactive Guide > Commercial.
* Here you will see advice on the following topics:
  + Making it clear what is public and private space: clearly delineate between public and private areas, make it clear what is a public road and what is a private car park. Ideally have a single access point and really obvious site boundaries.
  + Design in good natural surveillance: avoid recessed doorways, blind bends in roads, hidden back alleys, blank elevations with no windows, use railings as opposed to solid fences, think about the form, type and location of lighting and with new landscaping don’t create hidden areas or block CCTV coverage.
  + Design out climbing opportunities such as flat roofs, refuse areas and bins, ‘proud’ drain pipes, use fencing that is difficult to climb, etc.
  + Other things to think about include: security of ground floor doors and windows, overlooking of the cycle store, the car park and access doors, mail delivery arrangements, alarm systems and CCTV.
* Contact the local Police Crime Prevention Design Advisor (CPDA) early on for a free initial consultation. Details below and on the Secured By Design Website.

By planning for safe and secure buildings early on in the process you will ensure that you reduce the opportunity for crime within your site and you will go a long way towards staff and visitors on the site feeling and being safe.

Once you have had a look at the Secured by Design website and have some early ideas on your building design contact the local Police Crime Prevention Design Advisor (CPDA) who will be pleased to advise you further. Contact details are:

Mr Charles Naylor

Crime Prevention Design Advisor

Hereford Police Station

Tel: 101 Ex. no. 4826