

Secured by Design (SBD) Commercial Development 2015 Application Form

The SBD Commercial Award differs from other Secured by Design (SBD) Awards schemes in that it requires the involvement of the Crime Prevention Design Advisor (CPDA) at the outset to ensure that the correct level of security, commensurate with the risk, is utilised for the development.

SBD Commercial Developments is a minimum standard for security. Applicants should make themselves familiar with the relevant sections of the website [www.securedbydesign.com](http://www.securedbydesign.com/) and consult their local police CPDA for site specific information and requirements.

Developers may also wish to consider joining the Secured by Design National Building Approval scheme. As a member of Secured by Design you will gain instant marketing opportunities over your competition and smooth the route to gaining an award for your building(s).

One of the many benefits of the scheme is that Secured by Design will perform your due diligence to ensure that those companies who supply you with doors and windows for your development meet police requirements. The Approved Suppliers List that results will further speed up the process of gaining accreditation as it ensures that the more technical elements of the award have been met in full.

More information is available via our website [www.securedbydesign.com](http://www.securedbydesign.com)  or by writing to sbdnba@acpo‑sbd.co.uk

You must contact the local CPDA to discuss the development before completing this application or submitting a planning application. They will advise you of the measures and standards required to achieve the Commercial Development award. Contact details for the CPDA can be found at <http://www.securedbydesign.com/professionals/design_advisors.aspx>

Developers wishing to market their development as ‘Secured by Design’ may only do so if compliance with both section 1 and 2 of the SBD commercial guidance document has been achieved or a Secured by Design Pre-Build Agreement has been completed. Should you wish to enter into an SBD Pre-Build Agreement please notify the CPDA who will in turn contact the relevant SBD Development Officer for your area.

Please complete the appropriate sections below. The CPDA will discuss with you the requirements and complete the form to notify you of the standards and conditions required for your development. Please note that unless you are informed otherwise by the CPDA in writing you will be expected to achieve all of the applicable requirements as outlined in this application

Opportunities for designing out crime have often been lost by the time a development scheme has gained planning permission. Applicants should be aware that whilst late applications for Secured by Design may be considered by the CPDA, the development may not meet the requirements of SBD if the design, layout or specification is unsatisfactory.

# Development Details

#### Development type/description

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| --- |
| Click here to enter text. |

#### Site Location

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| --- |
| Click here to enter text. |
| Click here to enter text. |
| Click here to enter text. |
| Postcode: Click here to enter text. |
| Telephone: Click here to enter text. |
| Email: Click here to enter text. |

#### Number of Units

|  |
| --- |
| Number |

## Name, Address and Contact Details:

#### Architect

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| Click here to enter text. |
| Click here to enter text. |
| Click here to enter text. |
| Postcode: Click here to enter text. |
| Telephone: Click here to enter text. |
| Email: Click here to enter text. |

#### Developer

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| Click here to enter text. |
| Click here to enter text. |
| Click here to enter text. |
| Postcode: Click here to enter text. |
| Telephone: Click here to enter text. |
| Email: Click here to enter text. |

#### Builder

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| Click here to enter text. |
| Click here to enter text. |
| Click here to enter text. |
| Postcode: Click here to enter text. |
| Telephone: Click here to enter text. |
| Email: Click here to enter text. |

#### Other contact details (if applicable)

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| Click here to enter text. |
| Postcode: Click here to enter text. |
| Telephone: Click here to enter text. |
| Email: Click here to enter text. |

#### Other contact details (if applicable)

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| Click here to enter text. |
| Click here to enter text. |
| Postcode: Click here to enter text. |
| Telephone: Click here to enter text. |
| Email: Click here to enter text. |

#### Planning officer (name and address)

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| Click here to enter text. |
| Click here to enter text. |
| Click here to enter text. |
| Postcode: Click here to enter text. |
| Telephone: Click here to enter text. |
| Email: Click here to enter text. |

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Signature of Applicant Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Click here to enter a date.

Representing Date

# Plans and documents to accompany each SBD Application

[ ]  Location plan (to scale not less than 1:2500)

[ ]  Site layout (to a scale not less than 1:200), including services drawings

[ ]  Building elevations

[ ]  Lux plan

[ ]  Landscape and boundary details

[ ]  Door and window test and certification details or name of SBD Member Company supplying

***NOTE:*** *Two sets of the above documents may be required and it may also be possible to submit some or all of the documents electronically (check with the CPDA).*

## Why are you applying for SBD award for this development?

[ ]  This is a planning condition

[ ]  Other reason (please describe below)

Description: Click here to enter text.

Further information on the Secured by Design initiative may be found on

[www.securedbydesign.com](file:///%5C%5Cacposrv%5CShared%5CSecured%20By%20Design%20Family%20of%20Projects%5CSBD%20Commercial%5CSBD%20Commercial%202015%5Cwww.securedbydesign.com)

# Application Process:

The best crime prevention gain will be achieved through early negotiation. It is important that the applicant meets with the CPDA prior to submitting a planning application. This is particularly important in England as Design and Access Statements require a profile of the crime and disorder problems within the area of the application.

## The Process:

1. The applicant will provide adequate drawings, detailing the extent of the development, and send these with a completed application form to the CPDA at the earliest opportunity. Contact details for all CPDA’s can be found on the SBD website <http://www.securedbydesign.com/professionals/design_advisors.aspx>
2. The CPDA will complete the section of this application on requirements and standards expected for your development.
3. Should the proposed layout or specification alter as a result of liaison with the local planning authority or a statutory consultee the CPDA shall be notified and provided with amended drawings.
4. The CPDA will meet with the developer or the developer’s agent on site at the beginning of the project to ensure that contractual requirements are in line with Secured by Design specifications.
5. The Secured by Design certificate will be issued upon completion of the first building if part of a larger development, providing the CPDA is satisfied that all Secured by Design requirements have been met.
6. The applicant may use the SBD logo for marketing purposes if the developer, or the developer’s agent, completes a Secured by Design Pre-Build Agreement and there has been a satisfactory review of the proposed layout and technical specifications by the CPDA. Developers are reminded that completion of the SBD Pre-Build Agreement represents a legally binding contract. Therefore unauthorised alterations to the specifications, pertinent to the SBD application, will constitute an offence under the Trade Descriptions Act 1968 and other legislation.
7. Successful applicants are reminded that once a Secured by Design Certificate has been issued the specification for other parts of the development should remain the same. If any changes to the specifications of the development or the surrounding environment are proposed, then the CPDA must be informed prior to any work being carried out on site. The Secured by Design logo signifies police approval and unauthorised use may constitute an offence against the Trade Descriptions Act 1968 and other legislation. The police service reserves the right to revisit all developments issued with a Secured by Design certificate.

# The Development – Layout & Design (Planning Issues)

## Requirements and Standards – to be completed by the CPDA

Consult with the local CPDA who will complete this section to advise you of the requirements for your specific development.

Once this application is returned to you, please complete the section on the supplier of windows and doors.

### Boundary treatment, perimeter security and gates

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| Click here to enter text. |
| Standard Required: Click here to enter text. |

### Vehicle Parking

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| --- |
| Click here to enter text. |
| Park Mark applied for? Choose an item. |

### Bicycle and two-wheel parking

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| --- |
| Click here to enter text. |
| Standard Required: Click here to enter text. |

### Telecommunications and access covers

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| --- |
| Click here to enter text. |
| Standard Required: Click here to enter text. |

### External lighting

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| --- |
| Click here to enter text. |
| Standard Required: Click here to enter text. |

### Building shell security and wall construction

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| --- |
| Click here to enter text. |
| Standard Required: Click here to enter text. |

### Glazed curtain walling and window walls

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| --- |
| Click here to enter text. |
| Standard Required: Click here to enter text. |

### Roller shutters and grilles

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| Click here to enter text. |
| Standard Required: Click here to enter text. |

### Roof construction

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| Click here to enter text. |
| Standard Required: Click here to enter text. |

### Roof lights and sun tubes

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| --- |
| Click here to enter text. |
| Standard Required: Click here to enter text. |

### External doorsets

|  |
| --- |
| Click here to enter text. |

#### Standards

Tick all relevant boxes:

[ ] PAS 24:2012

[ ] STS 201 or STS202 BR2

[ ] LPS 1175 issue 7:2010 security rating 2

[ ] LPS 2081 issue 1:2015 security rating A

#### Doorset manufacturer’s details

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| Click here to enter text. |
| Click here to enter text. |
| Click here to enter text. |
| Postcode: Click here to enter text. |
| Telephone: Click here to enter text. |
| Email: Click here to enter text. |

#### Click here to enter text.

#### Name of UKAS Certification Authority

[ ]  Test Report(s)/Scope of Certification will be sent to the CPDA

[ ]  Test Report(s)/Scope of Certification have been included with the application

***Note:*** *If the doorsets are being sourced from a Secured by Design Member Company (go to* [*www.securedbydesign.com*](file:///%5C%5Cacposrv%5CShared%5CSecured%20By%20Design%20Family%20of%20Projects%5CSBD%20Commercial%5CSBD%20Commercial%202015%5Cwww.securedbydesign.com)*) you do not have to supply test house or certification information as this information would already have been gathered and checked by Secured by Design.*

### Security glazing

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| Click here to enter text. |
| Standard Required: Click here to enter text. |

***Note:*** *all ground floor and easily accessible glazing must incorporate one pane of laminate glass to be a minimum thickness of 6.4mm or be successfully tested to BS EN 356:2000 P1A, unless protected by a shutter or grilles.*

### Electronic access control

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| --- |
| Click here to enter text. |
| Standard Required: Click here to enter text. |

### Windows

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| Click here to enter text. |

#### Standards

Tick all relevant boxes:

[ ]  PAS 24:2012

[ ]  STS 204 issue 3:2012

[ ]  LPS 1175 issue 7:2010 security rating 1

[ ]  LPS 2081 issue 1:20145security rating A

#### Window manufacturer’s details

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| Click here to enter text. |
| Click here to enter text. |
| Click here to enter text. |
| Postcode: Click here to enter text. |
| Telephone: Click here to enter text. |
| Email: Click here to enter text. |

#### Click here to enter text.

#### Name of UKAS Certification authority

[ ]  Test Report(s)/Scope of Certification will be sent to the CPDA

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### Mail delivery

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| Click here to enter text. |
| Standard Required: Click here to enter text. |

### Intruder alarm systems

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| Click here to enter text. |
| Standard Required: Click here to enter text. |

### Physical security for computers and server rooms

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| Click here to enter text. |
| Standard Required: Click here to enter text. |

### Internal doorsets

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| Click here to enter text. |
| Standard Required: Click here to enter text. |

### Safes and strong rooms

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| Click here to enter text. |
| Standard Required: Click here to enter text. |

### Remarks/other considerations

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| Click here to enter text. |