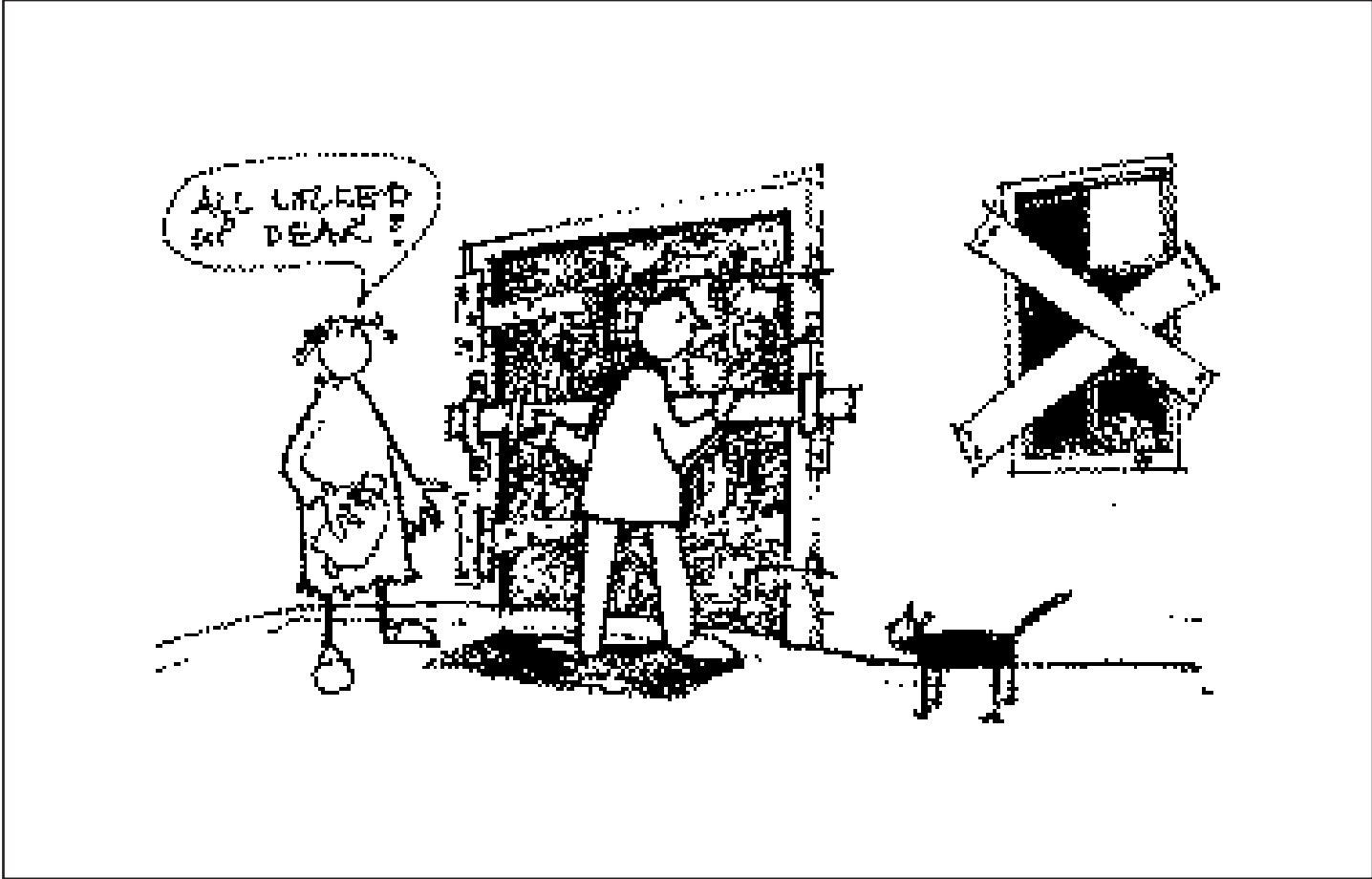


Designing out Crime

This leaflet gives you useful advice about the security of your home. If you are thinking about extending your home in any way, it is very important to reduce the scope for crime, particularly burglary.

When you design your extension, you must think carefully about a number of practical details, such as windows and the roof design. These details can help to reduce the opportunities for people to commit crime and vandalism to your property.

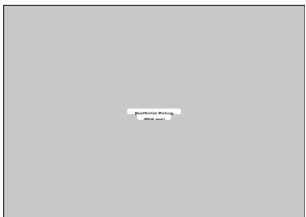
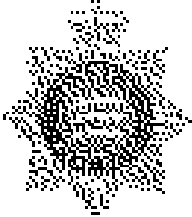




Contacts

Epping Forest District Council, Planning Services on 01992 564120.
Crime Reduction Coordinator on 01992 564122.
Website address: www.securedbydesign.com.

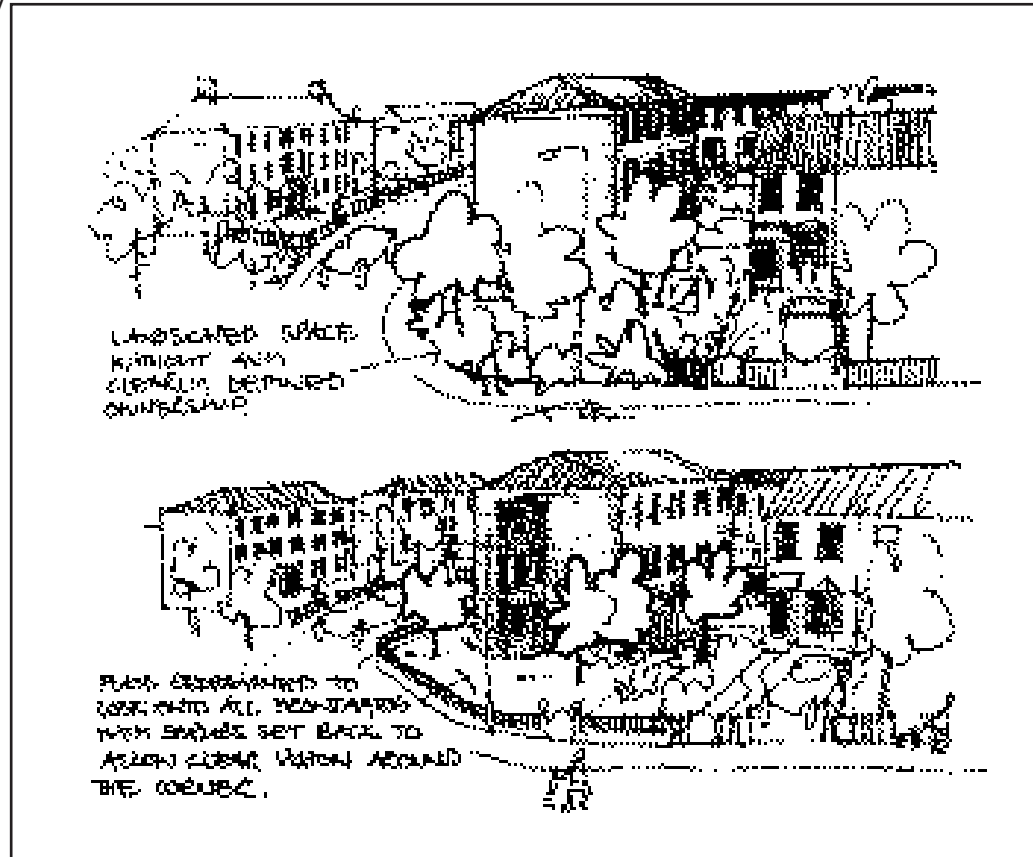
To find out more about ways to make your home safer, by designing out crime, you can contact Essex Police Crime Prevention Design Advisor on 01245 491491.



Your porch (and any other ground floor extension) should have a pitched roof to improve the appearance of your house and prevent burglars from climbing on it to reach the upstairs windows.

Overlooking

Placing or enlarging a window to overlook an area that could be a crime scene (such as your property or a car park or secluded footpath) could prevent crime taking place there, as criminals will be put off by the risk of being seen. But if you are adding a window to your home (including if you are building an extension), you must make sure that you do not take away your neighbour's privacy.



Lighting

Leaving existing lighting on at dark when you are not at home can reduce crime; fitting external lights which turn on when they sense heat or movement can welcome visitors and deter intruders; take care that the lights do not annoy your neighbours.

Other matters

Nothing in this guidance is intended to make your home a fortress, (particularly whilst you are at home) nor to adversely affect your ability to escape should there be a fire, or to make later adaptations (perhaps to allow access for children's buggies or a wheelchairs) any more difficult.

The fitting of a burglar alarm system is considered to be one of the best deterrents to house burglary. Remember, if you are extending your property to extend the coverage of the alarm.

We have produced this leaflet to tie in with our Crime and Disorder Reduction Strategy. We also use our Local Plan to protect and improve the quality and character of the district. If you would like to read the policies and guidance notes we have already published in our Local Plan, please ask us for a copy, or you can see one at your local library. These policies and guidance notes help us to decide whether or not to approve people's planning applications.

The design policies in the Local Plan include:

- ♦ The character of the location
- ♦ Open spaces between buildings
- ♦ The design and layout of new housing developments
- ♦ Car parking
- ♦ Public and private 'amenity spaces' such as front and back gardens
- ♦ Shop fronts and advertisements.

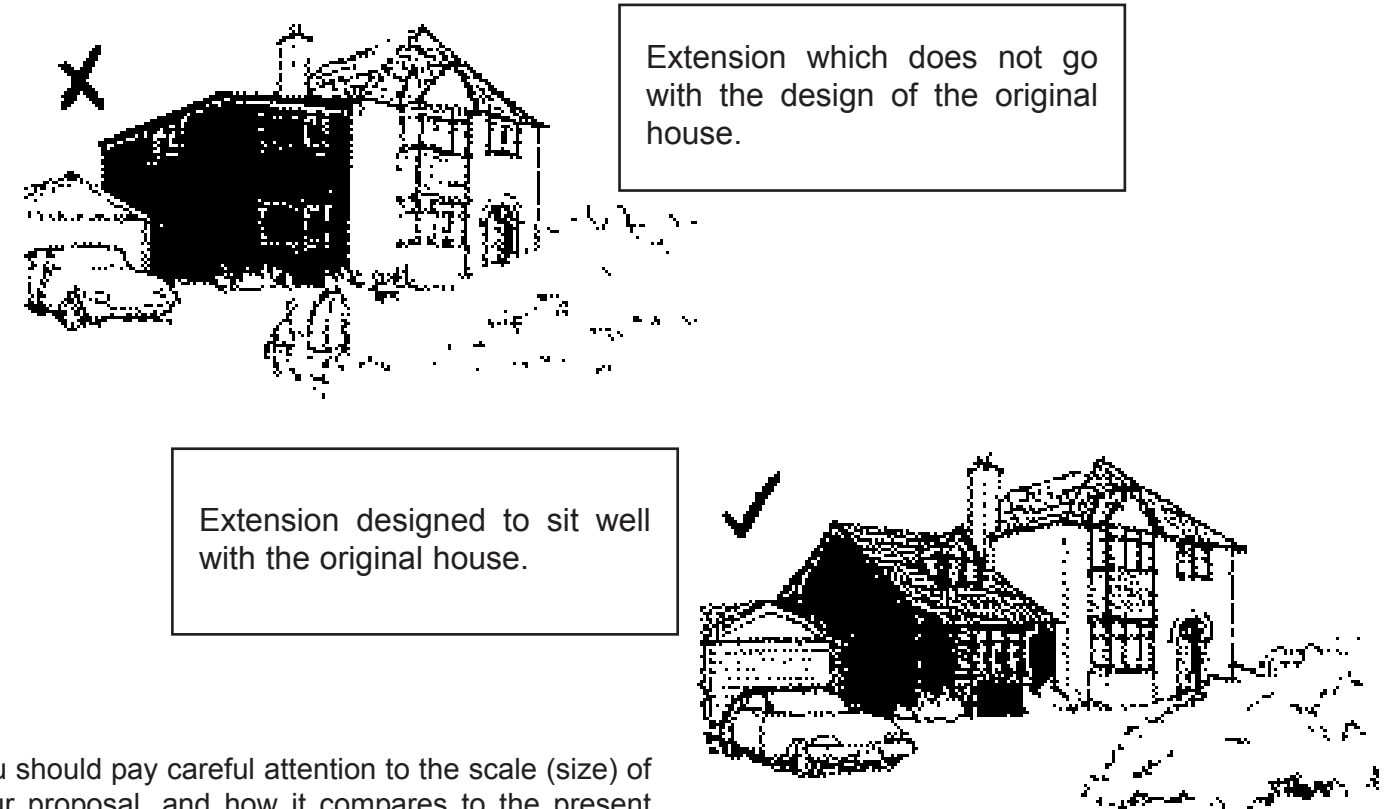
If you are thinking about a development which might be affected by any of these policies, please phone us on 01992 564120 to ask for a copy of the relevant policies. They will help you to produce a development plan with designs that we are more likely to accept.

You do not have to follow our guidance. But when we decide about your planning application, we will look carefully at how you plan to prevent crime. We may refuse to grant you planning permission if your plans could make it easier for someone to commit a crime.

This advice is given free, but without the intention of creating a contract. Neither Epping Forest District Council or Essex Police take any legal responsibility for the advice given.

General design principles for building an extension

Before designing your extension, look carefully at the existing building. You should aim to produce an extension which 'sits well' with the original building, but does not necessarily copy every feature. Your extension should blend in with other houses in your street and improve the appearance of the area.



You should pay careful attention to the scale (size) of your proposal, and how it compares to the present building, roof design, windows, doors and materials. Respect your neighbour's privacy and outlook by keeping your extension away from your boundary. Take into account any trees which may be affected by your extension. If you are building close to a boundary you may need to meet the requirements of the Party Wall Act.

If your house has already been extended in a way that does not match with the original building, your new extension should aim to correct this.

Roof design

Your extension will probably need a pitched roof. A pitched roof will:

- ♦ improve the appearance of your house;
- ♦ last much longer than a flat roof; and
- ♦ make it more difficult for a burglar to break into your house. (A flat roof is easy to climb onto and makes it easier to break in.)

Crime reduction advice

Rainwater pipes

You should avoid having rainwater pipes near to first floor windows, especially if the windows will have hinges. This is because a burglar could climb up the pipe and enter your house through the window. If you can't avoid having pipes near to upstairs windows, you should glaze these windows with laminated glass.

If you have any opening first floor windows, where there is ease of access from the outside, then consider fitting laminated glass.

Doors

The security of your external (outside) doors depends on where they are, what type they are, how they are made, and what they are made of.

You can follow these rules to protect your property.

External doors should always be solid (not hollow), and fitted with:

- ♦ mortice deadlocks which comply with British standards for locks (presently British Standard 3621) or a multi locking system;.
- ♦ three large hinges; and
- ♦ a door viewer.

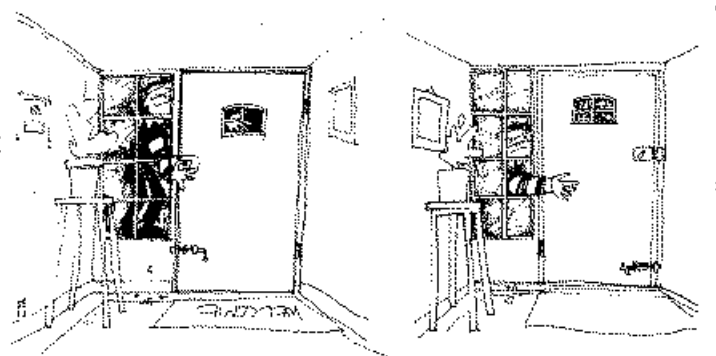
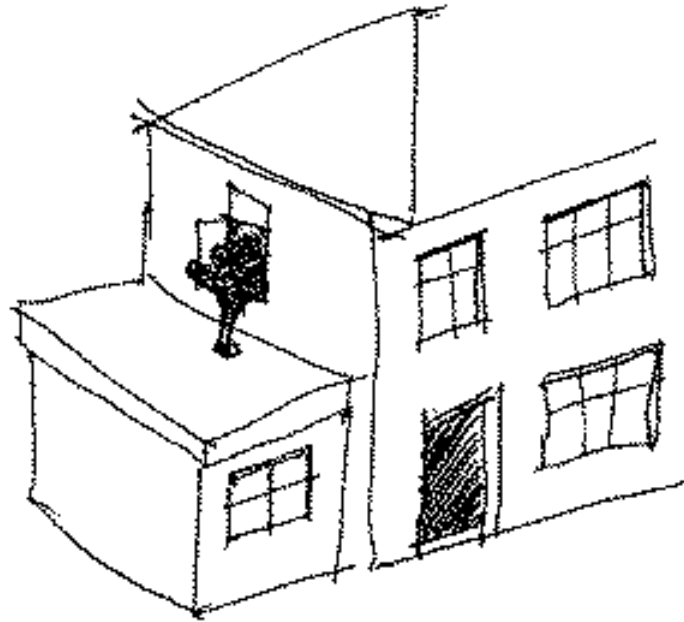
The frame must be fixed securely to the wall, as must any hardware fitted to the door. The door and frame should be strong enough to take the pressure of a large body forcing itself against it.

The structure of the door should be wide enough and deep enough to take a good quality mortice lock.

You should avoid doors with large glass panels. Any glass panels in doors should use laminated glass set firmly into the structure of the door. If you have glazed sidelights, they should be on the hinge side of the door, so a burglar can't reach the lock if the window is smashed. Laminated glass also helps prevent this problem.

Unless a multi locking system is used, your back doors should be to the same standard as your front doors. Each opening part of a door should be fitted with flush bolts, or dead bolts that work with a key.

As well as mortice locks, any door should be fitted with inside locks, such as bolts, star locks and night latches. Place these in the upper and lower thirds of the door, to make it harder for a burglar to lever the door open. For added security fit hinge bolts on the hinged side of the door.



You shouldn't use mortice locks on the back and front doors when you are at home, as they could cause a danger if you need to get out quickly (for example, if there was a fire). But you should always use them when the house is empty. Safety chains are also useful.

Your letterbox should be at least 400mm from the door lock. An internal cover or brushes will give you extra security, and prevent heat loss.

Nowadays there are a range of doors and windows designed with crime in mind, for your security. Details are available from the website www.securedbydesign.com. Further details or advice can be obtained from your local crime reduction officer, or the Association of British Insurers.

Planting

There are reasons for and against planting shrubs and bushes to reduce crime. Plants generally improve the appearance of the area and can make it hard for burglars to reach your property, particularly if the bushes are thorny. But, large bushes and trees can also provide hiding places for criminals. So before you start your planting, think carefully about:

- ♦ Where you plan to place your plants;
- ♦ The height of the plant at maturity;
- ♦ That the planting does not, and will not obscure important views to and from the property;
- ♦ Whether a person could hide behind your plants when they mature; and
- ♦ Whether it would be better to plant thorny bushes, to stop burglars from standing nearby, or climbing walls, fences or rainwater pipes.



Windows

You can reduce the risk of a break-in by keeping a high standard of security for your windows. But bear in mind that, even with these more expensive fittings, a skilled burglar may still be able to break into your home. It is easier for him to get in on the ground floor, from a balcony or from a flat roof.

Your window frames should be strong with securely made joints. The following advice will help to make your windows more secure.

- ♦ All ground floor windows should be fitted with good quality window locks and/ or locking handles.
- ♦ Windows with external hinges should have hinge pins that are well secured, and be fitted with 'cockspur' locking handles.
- ♦ Sliding sash windows should be fitted with locks and you should check that they can't be removed from their channels.
- ♦ All windows should be fitted so that they cannot be easily removed from outside your home.
- ♦ Avoid using louvre windows. If you do have them, make sure their blades are secured so that it's not possible to bend or pull out the 'glass seatings', clips or glazing beads.

Porches

There are two types of porch:

- ♦ A draught-proof lobby behind the front door (inside your house); or
- ♦ An enclosed external porch.

A weather-protected front door is a practical feature of any porch. Your porch should be designed so that anyone in it can be seen, rather than to act as a hiding place.

Your porch should:

- ♦ have suitable inner and outer doors.
- ♦ have an electric light that you turn on from inside your home.
- ♦ be large enough for a children's double buggy to fit in easily.