

Appendix A:

Referral to Eastern Suburbs Local Area Command. The following assessment under CPTED has been provided to Council:

1. Introduction

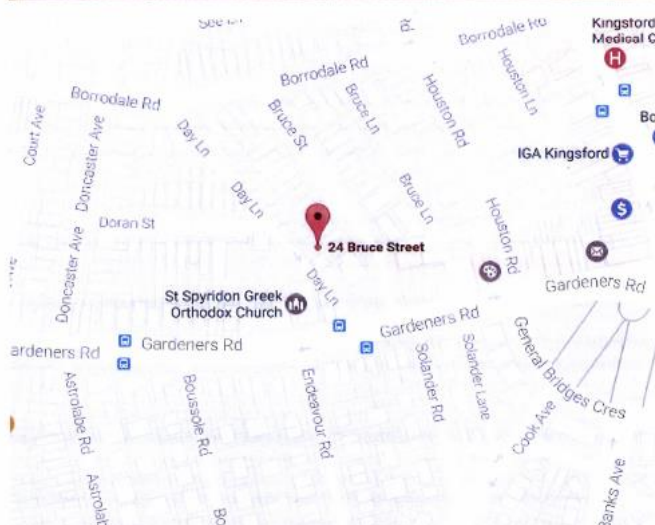
On Thursday the 15th of March 2017 a Crime Risk Assessment was conducted upon a proposed mixed development to be situated at 24-30 Bruce Street, Kingsford by Constable Andrew CARTER, Crime Prevention Officer Eastern Beaches Local Area Command.

This Crime Risk Assessment will help planners, architects, crime prevention practitioners and design consultants to determine when, where and how to use Crime Prevention Through Environmental Design (CPTED) to reduce opportunities for crime.

It is based upon the International Risk Management Standard, AS/NZS/ISO: 31000, and uses qualitative and quantitative measures of the physical and social environment to create a contextually adjustable approach to the analysis and treatment of crime opportunity.

The proposed development is to be located on the northern side of Gardeners Road between Doncaster Avenue to the west and Anzac Parade to the east. The subject site is located at the south western end of Kingsford Centre and is positioned close to local business facilities and services. Many business centres within this command often experience higher incidents of crime than other areas. With this in mind this development may experience higher incidents of crime than other locations.

2. Location



3. Identify, assess & rate the issues

The following issues have been identified, assessed and rated for these types of developments:

Issue	Activity	Likelihood	Consequence	Rating
Fall from height	Inappropriate use of windows or balconies relating in falling from height	L2 Unlikely	L5 Catastrophic	Extreme
Sexual Assault	Use threat of or violence to harm people	L3 Possible	C3 Moderate	High
Anti social behaviour	Behave in an inappropriate manner against the norms of society.	L4 Possible	C3 Moderate	High
Arson	Use fire to injure people or damage property.	L3 Possible	C3 Moderate	High
Break, enter & steal	Force entry to property to take property without owners consent.	L3 Possible	C3 Moderate	High
Drug distribution	Distribute illegal substances.	L3 Possible	C3 Moderate	High
Drug possession	Possess illegal substances.	L3 Possible	C3 Moderate	High
Fraud	Use deception to take property without the owners consent.	L3 Possible	C3 Moderate	High
Malicious damage	Damage property maliciously without owners consent.	L4 Likely	C3 Moderate	High
Traffic related	Vehicle congestion which may lead to impeding emergency service response	L4 Likely	C3 Moderate	High
Steal from motor vehicle	Take property from motor vehicle without the owner's consent.	L4 Likely	C3 Moderate	High
Steal from mail box	Take property from mail box without the owner's consent.	L4 Likely	C3 Moderate	High
Trespass	Enter or remain upon property without owners consent.	L2 Unlikely	C3 Moderate	Moderate
Assault	Use threat of or violence to harm people	L2 Unlikely	C3 Moderate	Moderate

Determine what course of action should be taken?

E	Extreme	This level of risk is considered unacceptable and must be given immediate priority
H	High	This level of risk is considered borderline unacceptable and must be given immediate priority.
M	Moderate	This level of risk is generally regarded as tolerable , but should be further mitigated if a benefit to so can be demonstrated and there is additional control measures which are recognised as best practice.
L	Low	This level of risk is tolerable and should be monitored continuously.

4. Community Safety Concerns

Police have community safety concerns with the proposed development and the location;

Similar developments to this within the Local Area Command have experienced a number of issues which need to be addressed to reduce opportunities for crime.

Double storey buildings also pose another concern which is people falling from either balconies or windows. In many instances people who may be affected by drugs or alcohol try to scale between balconies or fall over railings. Balconies also need to be designed to restrict people scaling between balconies or falling from balconies. Windows need to be fitted with devices to restrict people falling from these areas. Windows need to be fitted with devices to restrict people falling from these areas.

There have also been issues with sexual assaults taking place on people using the isolated car park areas, gymnasiums, loading or bin areas. In many instances the victims have been dragged by Persons of Interest into these areas and sexually assault. Try to limit these types of areas.

Areas with poor surveillance, access control and confusion over who owns or cares for the space will often result in inappropriate use by people involved in criminal or anti-social behaviour. This could result in drug use or distribution or groups of unwanted people congregating in this area. It is important that all areas of the proposed development be connected in some way to the development to clearly demonstrate ownership and control of the space.

There have also been reports of break, enter and steal from dwelling incidents in the area in recent months. Over the years this Command has also experienced instances where the thieves have scaled the sides of the building to access the units via the balconies which are often left unsecured by residents believing that no person would be able to reach their property on the upper level.

There have been a number of reports to police of thieves breaking into the mailboxes to steal the contents such as credit card, PIN numbers, or driver's licences are being targeted. In some instances statements for utility services such as water, electricity, council, etc are being stolen and used as points to create an identity.

The location of the mailboxes is often isolated and not seen (poor surveillance) from the premises or located in areas where offenders can use excuses to loiter around the mailboxes.

5. Recommendations

The proposed developments have the potential to introduce new victims, crime opportunities and offenders to the development sites and their surroundings. With this in mind Crime Prevention Through Environmental Design (CPTED) treatments need to be considered to reduce opportunities for crime;

5.1 Surveillance

Surveillance is achieved when users of the space can see or be seen. Generally people involved in antisocial or criminal behaviour do not like to have their activities monitored. With this in mind the layout of the developments, orientation and location, the strategic use of design, lighting and landscaping can increase the effort and reduce the rewards for people involved in antisocial or criminal behaviour to operate with ease. Surveillance should be a byproduct of a well-planned, well designed and well used space to reduce opportunities for crime.

Objectives

- a) Ensure that there is good surveillance to and from the development and neighbouring properties to reduce opportunities for crime.*
- b) Ensure that the design of the development does not impede surveillance to reduce opportunities for crime.*
- c) Ensure that a Closed Circuit Television System which complies with Australian Standards · Closed Circuit Television System (CCTV), AS:4608.1.2.3.4. is installed to monitor activity in and around the development.*
- d) Ensure lighting is designed to increase surveillance opportunities to and from the property during the hours of darkness.*

- e) *Ensure that lighting in and around the development is commensurate with CCTV requirements to illuminate the development and surrounds during the hours of darkness.*
- f) *Ensure fences and gates are designed to increase surveillance opportunities to and from the property.*
- g) *Ensure that movement (predictors) pathways and corridors in the development do not become, or lead to possible assault sites.*

Recommendations

1. *The mailbox must be installed in an area which can be seen from the premises (surveillance opportunities). (See Annexure 8)*
2. *The mailbox must be well lit to increase surveillance opportunities during the hours of darkness. (See Annexure 8)*
3. *A Closed Circuit Television System (CCTV) which complies with Australian Standard -Closed Circuit Television System (CCTV) AS: 4806.1.2.3.4. <http://www.standards.org.au> must be installed within these developments to receive, hold or process data for the identification of people involved in anti-social or criminal behaviour. The system is obliged to conform to Federal and State Privacy and Surveillance Legislation. Digital or analogue technology should be used to receive, store and process data.*
4. *This system should consist of surveillance cameras strategically located in and around the premises to provide maximum surveillance coverage of the area, particularly areas which are difficult to supervise.*
5. *A minimum of two cameras should be strategically mounted across the front of the development to monitor activity around these areas. These cameras should be positioned to watch one another to protect them from tampering.*
6. *One or more cameras should be strategically mounted at entry/egress points to monitor activities around these areas.*
7. *This equipment should be secured away from public access areas to restrict tampering with the equipment and data.*
8. *Staff should be trained in the operation of the system.*
9. *Lighting which complies with the Australian Standard - Lighting must be installed in and around the property to increase surveillance opportunities during the hours of darkness.*
10. *Emphasis should be on installing low glare/high uniformity lighting levels over all areas.*
11. *Lighting is to deny criminals the advantage of being able to operate unobserved however, if an area cannot be overlooked or viewed during the hours of darkness, then lighting will only help a criminal see what they are doing, not deter them.*
12. *Light covers must be designed to reduce opportunities for malicious damage (vandalism).*
13. *Lighting sources should be compatible with requirements of any surveillance system installed.*
14. *A limited amount of internal lighting should be left on at night to enable patrolling police, security guards or passing people to monitor activities within the business.*
15. *The lighting must also be commensurate with the Closed Circuit Television requirements to enhance surveillance during darkness.*

16. *Landscaping should be designed to maximise surveillance opportunities to and from the development.*
17. *Trees & shrubs should be trimmed to reduce concealment opportunities and increase visibility to and from the development.*
18. *Optically permeable (open design) style fences and gates must be considered to increase surveillance and reduce concealment opportunities particularly between the development and the pathway on the northern side of the property.*
19. *Pathways must be sufficiently well lit at all times to avoid use of unsafe routes.*
20. *Good sightlines and signage must be installed at decision making points to assist people using pathways.*
21. *Paths to be located near activity generators and areas with natural surveillance*
22. *Pathways and stairs should be located so that they are easily accessible and designed such that there are no blind corners. Straight or gently curved pathways are encouraged.*
23. *Walkways and pathways should be designed to have at least one clearly marked "exit" sign to an area of traffic (vehicular, pedestrian or residential) every 50 metres.*
24. *Multi-storey car parks should be designed to permit maximum natural surveillance, access control and illumination, eg. By using cable railings in place of concrete retaining walls.*

5.2 Access control

Access control should restrict, channel and encourage people into, out of and throughout the development. It can be used to increase the time and effort required to commit a crime and to increase the risk to people and reduce rewards involve in anti-social and criminal behaviour. The tactical use of design features including facility construction, configuration, location, security hardware, and on site guardians (guardians; are those people that are likely to take action should an incident take place) such as staff or security should be used to reduce opportunities for crime.

Objectives

- a) *Ensure that access to the developments is controlled to reduce opportunities for crime.*
- b) *Ensure that access to restricted areas within development is controlled to reduce opportunities for crime.*
- c) *Ensure fences and gates are designed to control access to and from the property.*

Recommendations

1. *The mailboxes must be of solid construction and designed to restrict access. (See Annexure 8.1.)*
2. *The mailboxes must be securely anchored to reduce opportunities of removal.*
3. *The mailboxes must be secure with a lockset which is difficult to access or manipulate.*
4. *Fences must be installed around the perimeter of the development to control access.*
5. *Gates must be secured with quality locks which comply with the Australian Standards, Lock Sets, AS: 4145 to control access.*

6. *The main entry/egress doors to the buildings must be fitted with an access control system similar to key, code or card operated system to restrict, control the movement of people and vehicles into and throughout the complex.*
7. *An intercom system must be installed at entry/egress points to enable visitors to communicate with businesses and residents within the complex.*
8. *Doors to the complex should be of appropriate construction to restrict and control access into and throughout the complex.*
9. *Doors must be fitted with locksets which comply with the Australian Standards - Locksets for buildings and the building code (fire regulations).*
10. *Doors should be secured to control and restrict access to and from the development and individual properties.*
11. *Doors to plant and equipment areas must be fitted with access control to restrict and control the movement of authorised people into and throughout these areas in order to reduce opportunities for injury to people or tampering with equipment.*
12. *Doors or gates must be installed to car park entry/egress points to restrict access to these areas.*
13. *The access control system similar to key, code or card operated system must be fitted to these doors or gates to restrict, control the movement of people and vehicles into and throughout the car park.*
14. *An intercom system must be installed at entry/egress points to enable visitors to communicate with businesses and residents within the complex.*
15. *Windows which can be opened must be fitted with key operated locks which comply with the Australian Standards - Locksets for windows in buildings.*
16. *By law in NSW, windows above ground level in strata schemes must have safety devices installed to reduce opportunities for people falling. To find out more check out the window safety device requirements page;*
http://www.fairtrading.nsw.gov.au/ftw/Tenants_and_home_owners/Strata_schemes/Window_and_balcony_safety/Window_safety_device_requirements.
17. *Balconies on the development must be designed at a height to reduce opportunities for people scaling the railings to access other balconies and falling. This can also assist in reducing opportunities for children falling from balconies.*
18. *The public car park and residential car park should be separated by barriers to restrict unauthorised access to the residential car parks.*
19. *Access to parking areas should be via a surveillance entry point.*
20. *The storerooms in the car park areas must be of solid construction.*
21. *The doors to the storerooms must be fitted with locksets which comply with the Australian Standards - Locksets for buildings and the building code (fire regulations).*

5.3 Territorial Re-enforcement

Territorial re-enforcement is about ownership, who owns the development, who manages the development, and who cares for the development. Criminals are more likely to be deterred by the presence of people who are connected with and protective of a development than by people who are just passing through. It employs actual and symbolic boundary markers, spatial legibility and environmental cues to 'connect' people with the development, to encourage community responsibility for the development and to communicate to people where they should and should not be and what activities are appropriate.

Objectives

- a) *Identify the location of the property to comply with the Local Government Act, 1993, Section 124, Order No. 8,*
- b) *Identify the location of the property to assist visitors and emergency services to locate the property in the event of an emergency situation.*
- c) *Identify individual levels in each of the buildings to assist visitors and emergency services to locate the property in the event of an emergency situation.*
- d) *Identify individual units in each of the buildings to assist visitors and emergency services to locate the property in the event of an emergency situation.*
- e) *Ensure that signs are posted in and around the property to warn intruders of what security treatments may be in place and reduce excuse making opportunities.*
- f) *Ensure that signs are posted in and around the property to provide guidance to users.*
- g) *Promote the development of landscape plans which enhance the visual amenity of an area but which do not have the potential to jeopardise the safety of the users of a site.*
- h) *Ensure that landscaping is designed so as not to impede surveillance opportunities to and from the property.*
- i) *Ensure that landscaping is designed so as not to provide concealment or entrapment areas.*
- j) *Ensure fences and gates are designed to clearly define the property boundaries.*

Recommendations

1. *The street number must be prominently displayed at the front of this property to comply with the Local Government Act, 1993 Section 124 (8). Failure to comply with any such order is an offence under Section 628 of the Act can result in penalties. Offences committed under Section 628 of the Act attract a maximum penalty of 50 penalty units (currently \$5500) for an individual and 100 penalty units (currently \$11000) for a corporation.*
2. *The number of each level must be prominently displayed adjacent the elevators and fire stairs to assist users of the property identify locations particularly in emergency situations.*
3. *The number of each unit must be prominently displayed on the front doors to assist users of the property identify locations particularly in emergency situations.*
4. *The numbers should be in contrasting colours to building materials and be a minimum height of 120 mm.*
5. *The mailbox must be located on the property to reduce excuse making opportunities by offenders.*
6. *Signs should be strategically posted around the property to warn intruders of what security treatments have been implemented to reduce opportunities for crime. Warning, trespasser will be prosecuted. Warning, no large amounts of money kept on premises. Warning, these premises are under electronic surveillance.*
7. *Directional signage should be posted at decision making points (eg. Entry/egress points) to provide guidance to visitors. This can also assist in access control and reduce excuse making opportunities by intruders.*
8. *Landscaping needs to be maintained on a regular basis to reduce concealment opportunities.*
9. *Obstacles & rubbish should be removed from property boundaries, footpaths, driveways, car parks & buildings to reduce concealment & prevent offenders scaling your property.*

10. *A zone of at least 1.5 metres in width on either side of a fence line should be kept free of vegetation to increase surveillance and restrict un-authorised by scaling fences.*
11. *Fences must be installed around the perimeter of the property to clearly define the property boundary.*
12. *Fences and gates must be maintained in good condition and should be checked regularly to assist with the protection of your property.*
13. *Lighting needs to be checked on a regular basis to ensure that it is operating effectively.*
14. *Good signage must be used for way-finding to assist people using the buildings and car parks.*
15. *No parking should be permitted adjacent the building core, elevators or fire stairs to reduce opportunities for vehicles loading with improvised explosive devices being parked against these structure with the intention to damage or destroy the buildings.*

5.4 Space & Activity Management

Space and activity management involves the supervision, care and control of the development. All space, even well planned and well-designed areas need to be effectively used and maintained to maximise community safety. Places that are infrequently used are commonly abused. Space and activity management strategies are an important means of developing and maintaining natural community control. This can assist you to determine whether a development should remain or be relocated to a more appropriate location.

Objectives

- a) *Ensure that a monitored intruder alarm system to monitor & detect unauthorised entry to the development and facilities is installed.*
- b) *Ensure that a fire safety assessment of essential fire safety measures is conducted each year.*
- c) *Ensure that a Fire Safety Schedule and Fire Safety Statement is displayed in the property.*
- d) *Ensure that a Fire Safety Schedule and Fire Safety Statement is provided to local Council and the Commissioner, Fire & Rescue NSW.*
- e) *Ensure that a plan of management is established for the development for management, staff and residents.*
- f) *Ensure that an emergency plan has been prepared, implemented and tested to ensure that people within the development can escape in the event of an emergency.*

Recommendations

1. *An Intruder Alarm System (IAS) which complies with the Australian Standard - Systems Installed within Clients Premises, AS:2201 must be installed in the development to enhance the physical security and monitor activity on the development.*
2. *This standard specifies the minimum requirements for intruder alarm equipment and installed systems.*
3. *It shall apply to intruder alarm systems in private premises, commercial premises and special installations.*
4. *The Intruder Alarm System (IAS) must be monitored by a security company or your own staff.*

5. *Duress facility should be incorporated into the system to enable staff to activate the system manually in the event of an emergency, such as a robbery. NB Duress devices should only be used when it is safe to do so.*
6. *Detectors must be fitted to the doors of plant room areas to detect unauthorised access to these areas. This can reduce the opportunity for litigation against your organisation.*
7. *The light emitting diodes (LEDs red lights) within the detectors should be deactivated, to avoid offenders being able to test the range of the system.*
8. *The system must be checked and tested on a regular (at least monthly) basis to ensure that it is operating effectively.*
9. *Staff should be trained in the correct use of the system.*
10. *As a number of premises have had telephone lines cut to prevent alarms being reported to the security monitoring company, a supplementary system such as Global Satellite Mobile (GSM) or Radio Frequency (RF) systems should be used to transmit alarm signal by either mobile telephone or radio frequency.*
11. *The owner of the development must ensure that an annual fire safety assessment of essential fire safety measures for your property is carried out each year.*
12. *The owner of the development must ensure that a Fire Safety Schedule listing essential fire safety measures for your property is displayed near the entrance to your property to comply with the Environmental Planning and Assessment Act, 1993.*
13. *The owner of the development must ensure that a Fire Statement is displayed near the entrance to your property to comply with the Environmental Planning and Assessment Act, 1993.*
14. *The owner of the development must ensure that a copy of the Fire Safety Schedule and Fire Safety Statement is provided to your local Council and the Commissioner for Fire & Rescue NSW to comply with the Environmental Planning and Assessment Act, 1993. Failure to comply with these requirements can result in financial penalties against your property*
15. *Private spaces such as court yards, stairwells and parking bays must be clearly identified to reduce use by undesirable users.*
16. *A plan of management must be established so that management, staff and residents are aware of what they need to do in the event of situations taking place or what is permitted or not permitted within the development.*
17. *An emergency plan must be developed, implemented and tested on a regular basis to ensure that users of the development understand what is required of them particularly in emergency situations. The emergency plan must provide, emergency procedures including, an effective response to an emergency, evacuation procedures, notifying emergency service organisations promptly, medical treatment and assistance, effective communication between the authorised person who coordinates the emergency response and all persons in the development, testing of the emergency procedures, including the frequency of testing.*
18. *Information, training and instruction to relevant workers in relation to implementing the emergency procedures.*
19. *When preparing and maintaining an emergency plan, the PCBU must consider all relevant matters including, the nature of the work being carried out at the workplace, the nature of the hazards at the workplace, the size and location of the workplace, the number and composition of the workers and other persons at the workplace.*

20. *The code of practice Managing the work environment and facilities provides more information about preparing and maintaining an emergency plan. Call Workcover NSW 13 10 50 or view the Workcover NSW website: www.workcover.nsw.gov.au for more information about emergency plans*

6. Conclusion

In conclusion the New South Wales Police Force has a vital interest in ensuring the safety of the members of the community and the security of their property. By using the recommendations contained in this assessment, any person acknowledges that;

- It is not possible to make areas assessed by the NSWPF absolutely safe for members of the community or the security of their property.*
- It is based upon information provided to the NSWPF at the time the assessment was undertaken.*
- This assessment is a confidential document and is for the use by the organisation referred to on page one only.*
- The contents of this assessment are not to be copied or circulated otherwise than for the purposes of the organisation referred to on page one.*

The NSW Police Force hopes that by using the treatments recommended in this assessment, criminal activity will be reduced and the safety of members of the community and the security of their property increased. However it does not guarantee that all risks have been identified, or that the area assessed will be free from criminal activity if its treatments are followed.

Should you have any questions in relation to this report contact Constable Andrew CARTER, Crime Prevention Officer, Eastern Beaches Local Area Command, Phone 02 9349 9299.