

BRE Safe and Secure Town Centres at Night Toolkit



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Scoring method

-  RED – Urgent, immediate action required
-  AMBER – Situation needs monitoring, action is required
-  GREEN – Good practice already accomplished, no action required.




The aim is to achieve as many 'Greens' as possible.




'Red' scores need to have a set time scale for achieving the target.




'Not Applicable' scores need to be avoided wherever possible.

I need to include more information on these scorings.

Checklist for creating safe and secure town centres at night

Category 1: Effectiveness of partnership working				N/A
There is a dedicated town centre crime reduction group who can take a holistic view of day and night-time issues.				
<p>A diverse range of member involvement, members will be variable depending on need. Key members in each organisation are identified and included in group. Group should be led by the LA. Members include:</p> <ul style="list-style-type: none"> • Local Authority • Police • Probation Service • Health Authority • Youth Offending Team • Drug and Alcohol Team • Local residents • Local businesses • Fire and Rescue <p>A Doorstaff representative should have a voice in the partnership.</p>				
A representative from the local Pubwatch scheme is included in the partnership and licensed premises managers have a strong and effective voice.				
There are 'champions' of the night-time economy, dedicated to reducing crime and disorder with overall responsibility for the group.				
A high rate of pro-activeness amongst members. Evidenced by regular informal meetings. Regular contact, both formal and informal, with parties outside the core group.				
Agreed and understood policies to reduce crime and disorder, with measurable goals on a short, medium and long-term basis. To be linked to PSA targets.				
Effective and co-ordinated management of the public domain, e.g. lighting, transport etc.				
Joint performance, action and evaluation take place at regular intervals.				
All partners receive training on the issues involved in crime and disorder in the night-time economy.				




Category 2: Data				N/A
Crime data is robust and detailed and hotspots are regularly identified and analysed.				
The NHS/Primary Care Trust is involved in intelligence gathering. There is a data sharing agreement between health department and local authority, anonymised information, including data from local A&E departments and the Ambulance Service, is shared as a matter of course. Data information is analysed, prioritised, tasked, actioned and followed up with evaluation.				
There are standardised forms that guarantee anonymity for staff in A&E to complete for all victims of violent crime. These can provide valuable information on location, times, weapons used, injuries sustained and involvement of alcohol.				
It is vital that there is a dedicated research and information co-ordinator to analyse data and prioritise tasks.				
Data needs to be supplied in 'real time' to allow for policing/partnership strategies to adapt to changes in night-time economy.				
Qualitative data is in use, e.g. walking around the site, photographing evidence of signs of urination, litter, glass etc.				
A footfall count is in operation to assist in provision of more meaningful crime data.				

Category 3: Licensed premises				N/A
<p>If necessary, consideration has been given to restricting the number and/or type of licensed premises in the town centre, through the use of:</p> <ul style="list-style-type: none"> • A Cumulative Impact Policy • Planning: Planning and Licensing Dept. liaising, Supplementary Planning Guidance, Local Area Plan • Section 17 of the Crime and Disorder Act 1998 which states that local authorities have a duty to consider crime and disorder implications and do all they reasonably can to prevent crime and disorder in its area. 				
<p>Police and/or Local Authority licensing officers make routine, regular contact with representatives in hot spot areas.</p>				
<p>The minimum standards set out in Secured By Design (SBD) have been considered.</p>				
<p>Proactive and well run premises are encouraged.</p>				
<p>There is a comprehensive licensing database available to monitor licensees and licensed premises. Recording procedures for violent crime are linked to specific licensed premises for evidential purposes and tasking and co-ordination.</p>				
<p>Top ten premises with problems are identified and an array of interventions implemented, involving police, fire and rescue, local authority etc. A traffic light system is in use, which is not available in the public realm unless the premises goes to review.</p>				
<p>Demonstrate evidence gathering, for e.g. police or licensing officers make overt video recordings to use as evidence for prosecutions. They film patrons leaving licensed premises and use evidence of poor practice to liaise with licensees, door supervisors and area managers. Examples of poor practice include people leaving with bottles and glasses, people leaving in an obvious drunken state etc.</p>				
<p>A 'Quality Charter Mark', such as Best Bar None or similar, is used to set a standard of operation for managers of licensed premises. Regular checks on the standard are carried out.</p>				




There is a licensee's forum or Pubwatch to provide a stronger voice for licensees to air their concerns.				
Records are kept of where individuals who are arrested for alcohol-related offences had their last drink, allowing the identification of premises that may be serving alcohol irresponsibly. Information is fed into the licensing database.				
Door staff on the front door and inside the venues wear high visibility clothing/arm bands and display SIA licenses to make them easily recognisable.				
A log of door staff is maintained to record who is working and the incidents that occur. The log is accessible to LA and Police.				
<p>CCTV should be fit for purpose:</p> <ul style="list-style-type: none"> • Image size 120% is the ideal. • Cameras should not be too far away nor be at too wide an angle • As a minimum, cameras on entrance and exit, cloakroom and entrance to dance floor. Some fixed, others not, but should be fixed on entrance and exit. • Must be compatible with police systems. • Light levels should be considered. • Decide on camera's purpose e.g. facial, drug taking. • Height – preferably eye level. • Need date and time print. • External cameras on entry and exits. • Playback – reduce to 5 frames per second maximum, sometimes problems with images being over compressed for storage. • Retention – police defined e.g. 10 days. • System should be accredited to NSI, SSAIB or SISH. • Should be registered and comply with code of practice. • Consider slave monitor in police station and a police officer in the CCTV room. 				
There is a Night Net Radio/paging system for all pubs and clubs in close proximity. To allow for a rapid response from the police to problems, the systems should also be directly linked to whoever monitors the CCTV system.				
Staggered closing times are encouraged.				
There is a 'banned from one, banned from all' scheme in operation.				




'Happy Hours' and drinks promotions are discouraged. Premises who run these promotions receive focussed attention.				
'Vertical drinking' premises are discouraged.				
Use of alternatives to glass, e.g. Polycarbonate drinking vessels and PTE bottles, to reduce their use as weapons.				
Toilets are under surveillance.				
Internal noise levels are lowered towards the end of the evening, chill out time.				
Body worn video systems for door staff. There are risk assessment, management procedures and training for use of the system. These can record incidents and protect staff against false accusations.				
Consider use of Data-scan membership/entry systems to licensed premises.				
Promotion of anti-tamper devices to reduce likelihood of drink spiking (but not those that promote the use of a straw).				
Consider use of flat screens on wall so patrons can see CCTV footage, to act as a deterrent.				
Effective drugs management policies are in place, consider the provision of drug amnesty safe.				
There is effective management and control of outside smoking space and entry and exit points. Including: <ul style="list-style-type: none"> • No alcoholic drinks are permitted outside • CCTV coverage or alternative surveillance • CCTV is not obstructed by umbrellas etc • Provisions for cigarette butts • Safe ashtrays, should be fixed (in particular not glass and not heavyweight) • Noise reduction measures 				




<p>Pavement licensed areas are effectively managed and controlled, including:</p> <ul style="list-style-type: none"> • Kept clean and tidy • Tables and chairs removed when necessary • Under surveillance • Patrons who are sitting are clearly separated from those passing through 				
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


Category 4: Policing strategies				N/A
There is a highly visible police presence at an appropriate level with a core of town centre dedicated officers having local knowledge.				
There are designated public places orders that are subject to robust policing and enforcement, especially at peak times.				
Hot spot areas are subject to positive policing, especially during peak times.				
Early interventions, including use of fixed penalty notices or Section 5 public order offences, for certain types of anti-social or criminal behaviour which often act as a precursor to violence, such as urinating in the street, throwing bottles and litter, using obscene profane language in the street.				
Use of Anti-Social Behaviour Orders (ASBOs) and Acceptable Behaviour Contracts (ABCs) to tackle aggressive and drunken forms of ASB.				
Use of mobile police cell bus in high demand areas.				
Victimless prosecutions where admissible evidence is available, e.g. CCTV where the victim will not prosecute (but provide for the danger of double counting of offences).				
Use of generic, comprehensive feedback sheet for officers or Duty Sergeant operating in the night-time economy during peak times. These to be fed to the licensing team and ASBU to provide a holistic view of occurrences and influence the next tasking and co-ordination.				
Officers patrol with Body Worn Video. Risk assessment, management procedures for the system and training in use of system are in place.				
Evidence of proactive use of Section 27 of the Violent Crime Reduction Act 2006 – directions to individuals who represents a risk of disorder to leave the locality and not return within a fixed time period.				




Dispersal strategies are in place – e.g. Handing out Lollipops & “Smile you’re on CCTV” cards.				
Evidence of Counter Terrorism issues being addressed.				
Effective drugs policies are in place, including deployment of passive drugs dogs.				

Category 5: Capable guardians				N/A
Street marshals are deployed to provide high profile capable guardians in the town centre. These to be additional to police. Marshals to be SIA licensed, possibly door supervisors.				
Presence of other capable guardians, e.g. street pastors, including multi-faith. Training to be provided, by, for example, the police.				
'Meet & Greet' patrols.				
Town centre help points are provided, linked to CCTV.				
Diversity of use - local planning policies encourage a wide range of complementary evening and night-time economy uses that appeal to different ages and social groups to reduce the potential youth domination of the night-time economy. Cinemas, shops, museums, theatres and other cultural attractions stay open later and a café culture is encouraged. Consideration has been given to the introduction of residential use above shops and safe access.				




Category 6: CCTV				N/A
CCTV must be fit for purpose. A separate, detailed survey of CCTV is recommended.				
The operational requirements for the CCTV have been taken into consideration.				
All the main areas of the night-time economy are covered by CCTV.				
CCTV is linked to the police.				
CCTV is integrated with night-net radio system.				
Picture quality and detail is sufficient to allow the identification of an individual to be established beyond reasonable doubt.				
There is regular maintenance of the CCTV system.				
CCTV is vandal resistant.				
Camera placement is based on achieving the optimum view with no obstructions.				
Consider talking CCTV cameras.				
Consider mobile CCTV van.				




Category 7: Lighting				N/A
Lighting levels must be fit for purpose and conform to the appropriate British Standard.				
Metal halide or similar white light source is in use, as this provides better colour definition.				
Lighting is vandal resistant.				
The lighting in the area is as bright and as even as possible.				
It promotes feelings of security and well-being for pedestrians.				
Lighting is unobstructed, for example by trees, foliage or signage.				




Category 8: Underage drinking				N/A
Test purchases are conducted at on and off licensed premises by the local authority trading standards officers and/or police, based on intelligence of under age sales.				
Evidence of targeting under-age drinking.				
Challenge 21/25 scheme is in operation				
Evidence of Police and Trading Standards working with the trade to reduce underage drinking.				
Under-age, non-alcohol drinks nights are controlled and managed.				
Staff training is provided, auditable training records are kept.				




Category 9: Transport				N/A
The town centre manager has links with the transport operators to liaise over whether transport is sufficient for the needs of visitor to the town centre				
If necessary, consider provision of public transport at peak times during the night, either at the normal rate or subsidised by licensee forums or CDRPs. The transport system should have surveillance.				
If necessary, CCTV is installed in taxis and is fit for purpose. The use of taxis with CCTV is promoted and recommended by Pub Watch members.				
Taxi marshals are deployed at taxi ranks and/or bus stops to provide high profile capable guardians and to co-ordinate use of taxis.				
Other measures are deployed to control taxi queues, such as railings.				
Taxi ranks are covered by CCTV.				
Taxi marshals have information on where to get taxis, estimated waiting times etc. Alternative is plasma screens that display customer information.				
Walking routes to and from the transport nodes are monitored and well lit.				
Taxi drivers are connected to the radio/night-net systems.				
Taxi firm offices have a radiolink to CCTV control rooms.				
Evidence of test purchase operations to combat illegal flagging by private hire and rogue cabs.				
Taxi-watch scheme.				
Non-cash payment schemes for taxis.				
Mini-cab booking kiosks are provided in a convenient location near licensed premises, or inside licensed premises where people can order taxis and then wait, possibly provide free phone. Design issues need to be taken into consideration.				




Matrix messaging on way into town centre advising of SBD car parks to use.				
No fast food outlets are located near taxi ranks.				
Provide good, clear advice on parking in the town centre. Increase awareness of possibilities of criminal damage. Consider needs of staff parking.				




Category 10: Offenders and victims				N/A
Convictions for offenders in the night-time economy are publicised to act as a deterrent to other potential offenders, to re-assure the public that the authorities are taking the matter seriously and to act as motivation for staff. This information needs to be balanced with good news stories.				
Alcohol arrest referral schemes have been considered.				
Proactive intervention of ASBU to warn offenders of consequences of repeat behaviour and also to assist in the identification of repeat offenders.				
Pubwatch schemes adopt a name and shame policy of offenders (Only <i>names</i> of barred persons are displayed in public). Photo sharing of offenders with Pub Watch, data protocols in place.				
Evidence of proactive use of Drinking Banning Orders.				
Partnerships have examined issues of repeat victimisation in the night-time economy.				
Poster advertising is displayed in A&E to advise victims of violence on Victim Support.				
A corporate calendar of media campaigns to make potential victims aware of the risks associated with drunkenness.				




Category 11: Visual cues in the town centre				N/A
Secure glass and bottle banks are provided. Regular monitoring and emptying is important, keeping streets generally clear. Their use should be actively promoted, particularly in high-risk disorder areas.				
Refuse collectors are deployed at peak times to remove rubbish and litter that may be used as a weapons, e.g. bottles and glasses. The presence of the refuse collectors would also increase the level of capable guardians or 'eyes on the street' in the town centre.				
To provide a positive visual impression of the town centre: <ul style="list-style-type: none"> Minimal levels of graffiti in the main centre of the night-time economy. Active management of graffiti removal in place 				
To reduce street fouling - public toilets are provided, with extended opening hours. Mobile and pop-up toilets can also be used as an alternative. Legal powers should be implemented to prosecute offenders. Consider liaising with some outlets to permit use of their toilet facilities.				
Appropriately designed rubbish bins are provided, should be vandal-proof.				
Have long-term plans to improve frontages. Remove recessed doorways where possible, using the opportunity when there is a change of use of premises if possible.				
Use s215 of the Town and Country Planning Act 1990 which provides a local planning authority with the power to take steps to clean up land and buildings when their condition adversely affects the amenity of the area.				
Street furniture is robust and secure and is regularly maintained in good order.				
Use Town and Country Planning Act to control the appearance of the town centre, including boarded up properties, grilles, shutters etc.				
Reduce street clutter, for example encourage use of lamp posts for signage, CCTV etc.				

Category 12: Service areas, semi-public space and indeterminate space				N/A
Provide clear differentiation and robust separations between private, public and semi-public space.				
Establishment ownership of, and responsibility for, semi-public space.				
Consider use of s215 of the Town and Country Planning Act 1990 which provides a local planning authority with the power to take steps to clean up land and buildings when their condition adversely affects the amenity of the area.				
Use Cleaner Neighbourhoods Act where necessary.				

Category 13: Fast food outlets				N/A
Monitoring of fast food outlets by Police and partner agencies.				
Encourage the use of Door Supervisors when appropriate.				
Use of CCTV systems to monitor incidents inside and outside the premises.				
A robust approach to reviewing premises licenses is adopted when appropriate.				
Consider a traffic light system if necessary.				
Consider closing fast food outlets earlier if necessary.				
Investigate a possible link between fast food outlets and drugs.				

Category 14: Primary and secondary access routes				N/A
<p>Primary routes There should be a combination of high profile patrols, CCTV and improved lighting along specific routes out of the area to create safe routes. These routes should:</p> <ul style="list-style-type: none"> • Have appropriate lighting. • Have appropriate surveillance, for e.g. CCTV or regular patrols by capable guardians. • Be clearly visible, have appropriate visual cues and be well sign-posted. • Environmental cues have been considered, e.g. there are minimal levels of litter, rubbish and graffiti. • Vegetation is kept clear and cut back. • Co-ordinated rubbish collection in residential areas • Awareness campaigns have been carried out to increase public awareness and use of the main access routes. 				
<p>Alleyways Ensure the alleyways are not acting as fear generators, i.e.:</p> <ul style="list-style-type: none"> • Are gated where appropriate • Are not used as urinals • Do not have hiding places • Do not contain litter, rubbish or graffiti • Have clear visibility and are well-lit where appropriate 				
<p>Underpasses Eliminate underpasses where possible, consider blocking off where appropriate. Ensure the underpasses are not acting as fear generators, i.e.:</p> <ul style="list-style-type: none"> • Have clear visibility and are well lit where appropriate • Are not used as urinals • Do not contain rubbish, litter or graffiti 				

Category 15: Street welfare				N/A
A mobile triage/A&E centre is used at major pre-planned events and seasonal peaks. This reduces the use of hospital and ambulance resources and the deployment of police to violent incidents at A&E.				
Joint Paramedic and Police patrols to provide support for Ambulance personnel in potentially volatile situations allowing quicker patient care, provide Police with early scene/witness preservation and offender identification & free up resources from both services. (Can also include St John's Ambulance staff for minor injuries)				
SOS bus to relieve Police and A&E				
Develop policy on street begging.				
Develop policy on street traders.				
Develop policy on ATMs to reduce opportunities for robbery.				
Consider use of temporary pedestrian zones surrounding high concentrations of night time economy premises. Resources are dedicated, such as police and traffic wardens, to this area. This will improve safety for egress by patrons and prevent disputes over passing taxis.				
Road works, holes in pavement etc. consider leasing the street to the contractor for a fixed period – cost to them means tend to finish within timescale.				

Category 16: Media, communication and education				N/A
<p>Positive effort to engage with the local press and radio and build a good working relationship to promote the work in reducing crime in the night-time economy and to discourage 'sensationalist' reporting of incidents. Promote good news stories of successful operations, but taking care not to be counter-productive & increase fear.</p>				
<p>The partnership has an education strategy. It is actively engaged in promoting safety education messages to visitors to the night-time economy. Promotional material is available and police and partners visit Universities, Sixth forms/colleges to advise on the dangers of alcohol abuse/misuse and in relation to improving personal safety</p>				

