

Norfolk & Suffolk Crime Prevention

Guidance Note

Building Site Security



SUFFOLK
CONSTABULARY



NORFOLK
CONSTABULARY
Our Priority is You

The construction industry loses an estimated £43m a year through theft or vandalism, that's almost £1m per week (source: Home Office).

Construction sites, with high value plant and equipment, are lucrative places for thieves. Security and supervision of a construction site is demanding and high staff turnover can make it difficult to keep good security records.

Responsibility rests with site supervisors who must take a strong line over security by making company policy clear to everyone. Security measures should be discussed at senior level before any work begins on site. It is important all staff understand the implications of poor security.

Perimeter protection

Security fencing is the best form of perimeter protection - exits and entrances should be kept to the minimum required for the safe operation of the site. A reception area should be signposted and close to the main entrance. Construction sites where there are close neighbours can benefit from open style fencing, weld mesh for example, as this allows good natural surveillance

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into the site by neighbours or passers-by, who can report suspicious activity on site after working hours.

Other security points to consider:

- Employing security guards - especially in areas of known high crime
- Lighting - good portable lighting will help illuminate the site and deter intruders
- CCTV and intruder alarm systems - stand alone or integrated, should be considered to protect security compounds and site offices.
- Warning notices - stating security precautions are in force without providing specific details.

On site security

To discourage theft, all property should be permanently marked to identify the company it belongs to. The most common way of marking items is to use coloured paint or pens such as Cremark. However, stamping, etching such as SelectaMark, engraving, and Ultra Violet pens can also be used.

The National Plant and Equipment Register (TER) have a system, which records details of members' plant and equipment. If it's stolen it can be traced and returned to the rightful owners. They also run periodic stop checks of hired plant and record the details. Any cross-matches are referred to the relevant company for further enquiries and, if necessary, the police for investigation.

Encourage everyone on site to mark all their tools and keep a list of all Vehicle Identification Numbers (VINs) as well as serial numbers and engine numbers. A wider adoption of the VIN should help in combating plant theft by making machinery more identifiable and undermining the second-hand stolen plant market. Any tools left on site overnight should be stored in security tool sheds, protected by CCTV or intruder alarm systems.

It's in the interest of your company or site to follow these rules

- Lock up / remove all tools when you're not using them

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- Clearly mark ALL your property
- Remove ignition keys from ALL unattended equipment
- Immobilise equipment when it's not being used
- Whenever possible, park vehicles off the road at night and weekends
- Return keys to the site manager or person responsible
- Security passes should be worn at all times - challenge those who aren't wearing one
- Report any suspicious behaviour or thefts to the site manager.
- Theft and vandalism can lead to delays and job losses. Think security at all times.

Staff Awareness

Security staff should regularly check people on site, and, if within company policy, should have the right to search employees, lockers and contractors' vehicles. Employees' private vehicles shouldn't be parked on site.

A number of measures should be taken to raise staff awareness of security:

- Consider making members of staff personally responsible for company equipment they use. If equipment is lost through carelessness or negligence you may be able to take disciplinary action.
- Ensure everyone on site is aware of company policy and familiar with site security procedures.
- Inform all staff that you expect them to report suspicious incidents and that all information will be treated with confidence.
- If any equipment is stolen, you should report the theft immediately to the police, giving as much information as possible about the missing items.

Site office security

When designing your site, position the site office in an area with limited access for an opportunistic thief. Office equipment, such as mobile phones,

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computers, fax machines, together with any personal items, could be stolen if not properly secured.

Consider protecting valuable business information, including staff records, payroll information, work schedules, site plans and future ventures or anything that could undermine company strategy if it was lost or stolen.

Plant and materials

When ordering plant and equipment from a hire company, always ensure there will be a responsible person on site to accept delivery.

Be wary of anyone offering plant or equipment for sale, particularly if they have no proof of ownership - most major companies paint their equipment with their logo, company name or their own colours.

Order the minimum amount of materials you need and, as with deliveries, ensure someone trustworthy is on site to accept them.

Store valuable materials such as copper pipe, electrical cable lead in secure stores, ensuring they are protected by CCTV, intruder alarms or security patrols.

When the building develops, beware of the likelihood of theft from completed or partially completed buildings, such as copper pipe.

Secured by Design (SBD)

Once your new development is complete, are the design, layout and physical security levels sufficient to ensure it's sustainable for the future, and will they deter opportunities for crime and disorder and make it a safe place to live?

Homeowners and business people want to live and work in places with low or reducing crime levels. Secured by Design is the UK police flagship initiative

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supporting the principles of 'designing out crime' by using effective crime prevention and security standards for a range of building applications.

Why not consider Secure by Design for your next building project? Contact your Police Architectural Liaison Officer. Details can be found at www.securedbydesign.co.uk

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