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**Assessment form for vulnerable faith institutions scheme**

**About the scheme**

The scheme will provide protective security measures to places of worship and associated community centres in England and Wales who are vulnerable to attack on racial, religious or ideological grounds.

Prominent places of worship may already be engaging with their local Police Counter Terrorism Security Adviser (CTSA). If so, then the CTSA should perform the assessment and not the Crime Prevention Design Adviser (CPDA).

**Aim**

* To provide security hardening measures for places of worship that are deemed to be vulnerable to criminal damage and extreme physical attacks
* Through independent and expert review, identify places of worship at greatest risk of criminal damage and that would potentially benefit from the implementation of security hardening measures.
* Through provisions of measures, to provide a level of reassurance to places of worship.

**Brief explanation of grant process**

Places of worship to arrange site assessments with their local Police Crime Prevention Design Adviser or Counter Terrorism Security Adviser and obtain three quotes from approved security installation companies following their recommendations (see Vulnerable Faith Institutions document for full details). The bids will be assessed by Home Office Security Advisers to ensure the requirements are appropriate and proportionate and it represents value for money. The bids, including assessment from CPDA or CTSA and Home Office Security Adviser would then be considered by an independent advice panel who would recommend to the Home Office which bids should be taken forward.

**Your role**

To carry out an assessment on the security requirements for the places of worship that have approached you as part of the grant process.

**Assessment**

The site assessment is to assess the physical vulnerabilities of the site and to provide recommended security measures to mitigate against the vulnerabilities.

In each individual case, the assessment should identify and prioritise the **three security measures** that will be most effective for that building and will help mitigate against previous, current or possible future attacks as detailed in the aims section above. This can include measures such as (but not limited to); security lighting, CCTV camera systems, shatter proof glass, alarms, perimeter fencing, bollards etc. The Home Office want to ensure a fair distribution of security investment and would like to approve as many bids as possible. Therefore, please focus your assessment or what measures are needed and appropriate, while assuring the welcoming nature of these sites.

**Security Assessment**

To be completed by the Crime Prevention Design Adviser or Counter Terrorism Security Adviser.

Notes:

1. Please note only initial capital costs will be covered (so no maintenance or monitoring fees etc) – these would have to be covered by the place of worship.
2. Funding for security relates to the safety and security of the occupants and building fabric (not artefacts and contents). Advice can be provided on items such a safes etc. but the government funding won’t cover this.

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| **1. Organisation** | | |
| A | Name of place of worship: |  |
| B | Position: |  |
| C | Address: |  |
| D | Tel: |  |
| E | Faith community (Muslim/Hindu/Sikh/Christian) |  |

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| **2. Details of vulnerability** | | **Yes** | **No** |
| A | Are you satisfied that the place of worship or associated community centre is vulnerable to attack on racial, religious or ideological grounds? If yes, please outline the reasons for this? Use separate sheet if necessary. |  |  |

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| **3. Security assessment** | | **Yes** | | **No** | | **N/A** | |  |
|  | ***Boundary Security*** |  | |  | |  | |  |
| A | Is there a clearly defined exterior boundary? |  | |  | |  | |  |
| B | Are there any security measures on the exterior boundary (e.g. gates, fences, defensive hedging etc)  If so give details, if not should they be installed? |  | |  | |  | |  |
| C | Is landscaping well maintained?  Does it provide areas of concealment? |  | |  | |  | |  |
| D | Is there any natural surveillance (e.g. properties overlooking the premises etc.)? |  | |  | |  | |  |
| E | Is the lighting outside of the premises in good working order and is there sufficient lighting to cover the perimeter of the premises? |  | |  | |  | |  |
| F | Is there legitimate access to the external boundary that may cause concern (e.g. footpath to rear of premises) |  | |  | |  | |  |
| G | Is vehicular access to the building envelope restricted?  Is there any dedicated secure car parking? |  | |  | |  | |  |
| H | Is there any external fuel storage (e.g. Oil/gas tanks)? |  | |  | |  | |  |
| I | Are there already plans or a budget in place to introduce permanent security measures? |  | |  | |  | |  |
|  | ***Building Shell Security*** |  | |  | |  | |  |
| J | **Doors**  Do they provide adequate security? (i.e. quality and condition of frame, quality and condition of door leaf, quality and condition of door hardware, security level of locks, security of any glazing, do they allow visibility of who is on the exterior)  (Unless the building is listed or has significant historic value then consideration can be given to the following security options:-  PAS24 (for door sets), LPS1175 (SR2) for higher risk areas, BS3/8/10621 for locks or SS312 Diamond / TS007 3\* Kitemark for cylinders, laminated glass or professionally installed security film, roller shutters or grilles in appropriate areas, door viewer/secure vision panel, electronic door viewer/CCTV) |  | |  | |  | |  |
| K | **Windows**  Do they provide adequate security? (i.e. quality and condition of frame, quality and condition of opening casement, quality and condition of window hardware, security level of locks, security of any glazing)  (Unless the building is listed or has significant historic value then consideration can be given to the following security options:-  PAS24 (for windows),good quality key operated window locks, laminated glass or professionally installed security film, roller shutters or grilles in appropriate areas) | |  | |  | |  |  |
| L | **Roof**  Is there easy access to the roof that could then provide access to the building?  If yes, then consider options such as anti-climb paint, or secure the access that is then used once on the roof. | |  | |  | |  |  |
| M | **Mail Delivery**  Is mail delivered directly into the building (e.g. letter plate in door)?  If so recommend relevant letter plate secure bag/box with fire suppressant capabilities, or fill aperture in door and fit external post box (TS009) | |  | |  | |  |  |
|  | ***Occupant Safety*** | |  | |  | |  |  |
| N | Are any measures in place for staff/congregation should intimidation or a violent incident occur e.g. panic buttons, personal alarms? | |  | |  | |  |  |
| O | Should consideration be given to a sanctuary room? (i.e. a safe room which people can access for additional security. (See separate SBD guidance document | |  | |  | |  |  |

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| **4. Recommendation from CPDA or CTSA** | | |  |
| A | Please ensure your recommendation is typed up here or on a separate A4 sheet.  **Please identify and prioritise the three security measures that will be most effective for that particular building.**  Based on the information from the above assessment, please list your recommendations and include information clarifying exactly what security measures/upgrades you are recommending for the premises as well as what security risks the measures will help to mitigate against.  Please also include what type of equipment is most suitable for that particular premise in question.  Products need to meet a recognised standard to address the particular threat, this need to be included in the summary of recommendations, e.g. Secured by Design (SBD) or Loss Prevention Council (LPC SR2, 3 or 4), Sold Secure approval etc.  The standards for CCTV and Alarm systems similarly should be included in the summary of recommendations.  Please include the scope of the work and to include information such as the number of cameras to be provided and the number of rooms which require an alarm sensor, if necessary.  *Please ensure that you have informed the place of worship, that the fund covers the cost of equipment and installation and not ongoing maintenance or additional costs.* |  |  |

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| **5. Organisation** (details of person who conducted the assessment). Please ensure you sign the form. | | |
| A | Print name: |  |
| B | CPDA or CTSA |  |
| C | E-mail address: |  |
| D | Tel No: |  |
| E | Signed: |  |
| F | Date: |  |