



Local Policing Support Team

Your Ref: BR/114/20/PL

Our Ref: LM/ARU/20/14A

Date 3rd June 2020

Contact Name: Lee Melbourne

Dear Mr Davies,

RE: 13-17 Abbeyfield Richmond Avenue Bognor Regis PO21 2YE

Thank you for your correspondence of the 19th May 2020, advising me of a planning application for Conversion of existing vacant residential care home into 10no. flats at the above location, for which you seek advice from a crime prevention viewpoint.

I have had the opportunity to examine the detail within the application and in an attempt to reduce the opportunity for crime and the fear of crime I offer the following comments from a Secured by Design (SBD) perspective. SBD is owned by the UK Police service and supported by the Home Office and Building Control Departments in England (Part Q Security – Dwellings), that recommends a minimum standard of security using proven, tested and accredited products. Further details can be found at www.securedbydesign.com

The National Planning Policy Framework demonstrates the government's aim to achieve healthy, inclusive and safe places which are safe and accessible, so that crime and disorder, and the fear of crime, do not undermine the quality of life or community cohesion. With the level of crime and anti-social behaviour in the Arun District being average when compared with the rest of Sussex, I have no major concerns with the proposals, however, additional measures to mitigate against any identified local crime trends and site specific requirements should be considered.

I direct the applicant or their agent to our website at www.securedbydesign.com where the SBD Homes 2019 Version 2 document can be found. The Secured by Design scheme is a Police initiative to guide and encourage those engaged within the specification, design and build of new homes, and those undertaking major or minor property refurbishment, to adopt crime prevention measures. The advice given in this guide has been proven to reduce the opportunity for crime and the fear of crime, creating safer, more secure and sustainable environments.

Mr Davies
Planning Officer
Planning Control
Arun District Council

Sussex Police Headquarters
Malling House, Malling, Lewes, East Sussex, BN7 2DZ

From a crime prevention perspective, it will be imperative that access control is implemented into the design and layout to ensure control of entry is for authorised persons only.

The following should be implemented to both the main and garden entrances.

SBD recommends that all communal door-sets serving 10 or more dwellings or bedrooms should have visitor door entry system or access control system to enable management oversight of the security of the building i.e. to control access to the building via the management of a recognised electronic key system. It should also incorporate a remote release of the primary entrance door set and have audio visual communication (preferably colour) between the occupant and the visitor. Door sets that are fitted with electronic locks or electronic staples must form part of the manufacturers certified range of door sets. Tradesperson or timed release mechanisms are not permitted as they have been proven to be the cause of antisocial behaviour and unlawful access to communal developments.

Additionally, I recommend the postal arrangements for the flats is through the wall or externally mounted secure post boxes. I strongly urge the applicant not to consider letter apertures within the flats' front doors. The absence of the letter aperture removes the opportunity for lock manipulation, fishing and arson attack and has the potential to reduce unnecessary access to the block.

It is important that the boundary between public space and private areas is clearly indicated. This is especially important with regard to the private garden areas proposed for flats 2 and 3. It is desirable for dwelling frontages to be open to view, so walls fences and hedges will need to be kept low or alternatively feature a combination (max height 1m) of wall, railings or timber picket fence.

It is advisable that any internal windows and doors that will be staying in situ within the new development are checked to ensure they are adequate and fit for purpose.

The lower ground windows which abut the private gardens to flats 2 and 3 should be fitted with restrictors to allow ventilation without compromising security.

With regards to the rear car park - where communal parking occurs it is important that they must be within view of an active room within the property. An active room is where there is direct and visual connection between the room and the street or the car parking area. Such visual connections can be expected from rooms such as kitchens and living rooms, but not from bedrooms and bathrooms.

Boundary fencing to the site needs to be robust and I therefore refer the applicant to SBD Homes 2019 Version 2 Chapter 10 Dwelling Boundaries 10:6 through to 10:6 :6

With regards to the external bin and cycle stores I refer the applicant to SBD Homes 2019 chapters 56 56:1 through to 56:4 and additionally Chapter 57 57:1. These chapters will give the applicant additional information pertaining to security to these areas.

Finally, lighting throughout the development will be an important consideration and where it is implemented it should conform to the recommendations within BS 5489-1:2013.

Thank you for giving me the opportunity to comment.

Sussex Police Headquarters
Malling House, Malling, Lewes, East Sussex,
BN7 2DZ



The Crime & Disorder Act 1998 heightens the importance of taking crime prevention into account when planning decisions are made. Section 17 of the Act places a clear duty on both police and local authorities to exercise their various functions with due regard to the likely effect on the prevention of crime and disorder. You are asked to accord due weight to the advice offered in this letter which would demonstrate your authority's commitment to work in partnership and comply with the spirit of The Crime & Disorder Act.

Yours sincerely

Miss Lee A Melbourne
Designing Out Crime Officer
Sussex Police Headquarters

Sussex Police Headquarters
Malling House, Malling, Lewes, East Sussex,
BN7 2DZ

