



Local Policing Service Improvement & Engagement Department

Your Ref: BR/67/25/PL

Our Ref: LM/ARU/25/06A

Date 7th May 2025

Contact Name: Lee Melbourne

Dear Ms Willard,

RE: 57 Queensway Bognor Regis PO21 1QN

Thank you for your correspondence of the 7th of May 2025, advising me of a planning application for the demolition of existing brick-built garages, removal of canopy structure remediation of contaminated land and construction of 18 No flats over 3 storeys with pitched roofs at the above location, for which you seek advice from a crime prevention viewpoint.

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 – for example through the use of attractive, well-designed, clear, and legible pedestrian and cycle routes, and high-quality public space, which encourage the active and continual use of public areas.

Although the level of crime and anti-social behaviour in the Arun District is average when compared with the rest of Sussex, additional measures to mitigate against any identified local crime trends and site-specific requirements should always be considered.

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 using Crime Prevention Through Environmental Design (CPTED) principles and 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

Ms Willard
Planning Officer
Planning Control
Arun District Council

This planning application is seeking permission to build 18 one bedroomed flats.

I would like to take this opportunity to direct the applicant to the website: www.securedbydesign.com where the Secured by Design Residential Guide for 2025 (formerly known as the Homes Guide) can be found. The guide incorporates the latest security standards, developed to address emerging criminal methods of attack, and includes references to the Building Regulations and other statutory requirements across the United Kingdom.

I am pleased to note as indicated within the accompanying Design & Access statement that for security it is proposed that a fob/keycode be used to access entry points. Tradesperson or timed-release mechanisms are not advised as they have been proven to be the cause of antisocial behaviour and unlawful access to communal developments.

With regards to postal arrangements within the development - there are increasing crime problems associated with letter plate apertures, such as identity theft, arson, hate crime, lock manipulation and 'fishing' for personal items (which may include post, vehicle and house keys, credit cards, etc). I recommend the postal arrangements for the flats is through the wall or externally mounted secure post boxes as the absence of the letter aperture effectively reduces unnecessary access to the block.

I note that provision is being made for 4 car parking spaces, coupled with one disabled parking bay along with provision for 2 EV charging points.

Where parking occurs within the development - it is important that parking spaces are 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.

With regards to any proposed EV charging points - it is important when considering their location that the provisions of any relevant building regulations are complied with and that consultation is undertaken with the relevant fire strategy authority, be this a local authority appointment or a fire and rescue service officer, to ensure that appropriate advice is incorporated into designs and specifications.

With regards to proposed cycle parking within the development - research by the 'Design against Crime Centre' suggests that cyclists should be encouraged to lock both wheels and the crossbar to a stand rather than just the crossbar and therefore a design of cycle stand that enables this method of locking to be used is recommended. The minimum requirements for such equipment are as follows: • Galvanised steel bar construction (minimum thickness 3mm), filled with concrete; • Minimum foundation depth of 300mm with welded 'anchor bar'.

It is also the developer or developer's agent's responsibility to inform the Responsible Person(s), Fire and Rescue Service and Building Control of any bicycle storage facilities and/or other areas that may require the charging and storage of Lithium-ion powered vehicles or devices, within buildings or the wider site footprint, to ensure that the necessary fire suppression measures for the charging and storage of lithium-ion powered vehicles have been considered and specified.

In order to maintain as much natural surveillance as possible – ground planting throughout the development should not be higher than 1 metre with tree canopies no lower than 2 metres. This arrangement provides a window of observation throughout the area. This will enable capable guardians to report incidents to the authorities should they occur. A capable guardian has a 'human element' that is usually a person who, by their mere presence would deter potential offenders from perpetrating a crime.

Lighting is an effective security measure and a useful tool for public reassurance in that it enables people to see at night that they are safe or to assess a developing threat and if necessary, identify a route they could take to avoid a potential issue. Recent events that have made national news and become the focus of concern over safety in public places means that there is merit in recognising the enormous value people place on being able to move around in public places at night under high quality lighting systems. Where lighting is implemented, it should conform to the recommendations within BS5489-1:2020.

Finally, construction sites often suffer from theft, criminal damage, arson, and anti-social behaviour, all of which can have a major impact on completion dates and overall development costs.

The SBD Construction Site Security Guide 2021 is designed to be risk commensurate and provides advice on how to secure the site from the moment the hoarding goes up until the moment the development is handed over to the client or end user. The advice is based on proven crime prevention principles that are known to reduce criminal opportunity by creating safer, more secure, and sustainable environments. It applies to all construction sites regardless of their size and is intended for all staff including security personnel.

It can be found on the SBD website: www.securedbydesign.com

It is also recommended that contact is sought by the developer with local Neighbourhood Police Team (NPT) to establish good relations whilst the development is in the construction phase.

Further advice on construction site security can be obtained from the Secured by Design Website: www.securedbydesign.com/images/CONSTRUCTION_SITE_SECURITY_GUIDE_A4_8pp.pdf

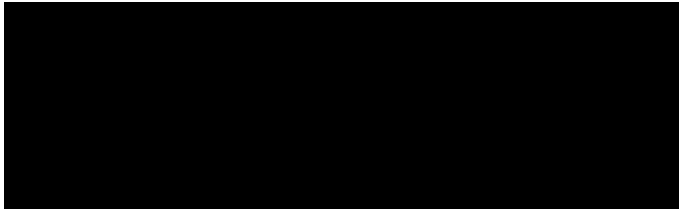
Thank you for giving me an opportunity to offer comments in response.

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
Local Policing Service Improvement & Engagement Department
Sussex Police Headquarters

Sussex Police response



Arun District Council, Civic Centre, Maltravers Rd
Littlehampton, West Sussex, BN17 5LF
www.arun.gov.uk

To register to receive notifications of planning applications in your area please go to
<https://www1.arun.gov.uk/planning-application-finder>



Our priorities...

 Improving the wellbeing of Arun	 Delivering the right homes in the right places	 Supporting our environment to support us	 Fulfilling Arun's economic potential	 
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From: Melbourne, Lee [Redacted]
Sent: 07 May 2025 12:46
To: Planning.Responses <Planning.Responses@arun.gov.uk>
Subject: ARU 25 06A - 57 Queensway Bognor Regis PO21 1QN

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Dear Planning Officer,
Please find consultee comments as requested on the above application.
Kind regards,
Lee
Miss Lee A Melbourne (Pronouns She/Her/Hers)

Designing Out Crime Officer
Local Policing Service Improvement and Engagement Department
Sussex Police Headquarters
Amberley Block
Church Lane
Lewes
East Sussex
BN7 2DZ

I work flexibly so I am sending this email at a time that suits me. Please be assured that I do not expect you to respond outside of your normal working day.



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