



## Local Policing Service Improvement & Engagement Department

Your Ref: BR/97/25/PL

Our Ref: LM/ARU/25/09A

Date 3<sup>rd</sup> June 2025

Contact Name: Lee Melbourne

Dear Mr Davis,

### **RE: The Arcade High Street Bognor Regis**

Thank you for your correspondence of the 3<sup>rd</sup> of June 2025, advising me of a planning application for a partial change of use from Class E to form 35 No residential units (Class C3), partial demolition of existing building, development of new retail and residential spaces, minor changes to existing elevations, new entrance to Arcade from Belmont Street, solar panels and other minor works to the existing building 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](http://www.securedbydesign.com)

Mr Davis  
Planning Officer  
Planning Control  
Arun District Council

This planning application is seeking permission for a partial change of use from Class E to form 35 No residential units and the development of new retail units.

**Residential:**

I would like to take this opportunity to direct the applicant to the website: [www.securedbydesign.com](http://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.

With regards to the proposed apartments - 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. 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 note internal post boxes as indicated on the accompanying plans. I recommend the postal arrangements for the apartments are externally mounted secure post boxes as the absence of the letter aperture effectively reduces unnecessary access to the block.

It is recognised that developments of 26 or more apartments, can suffer adversely from incidents of anti-social behaviour due to unrestricted access to all areas and floors of the building so thought should be given to the implementation of compartmentalisation within the apartment block.

How this is achieved is a matter for the specifier, but I do, however, appreciate that the ethos of apartment accommodation is that access to other residents in order to socialise should be free flowing - so the implementation of this crime prevention measure may not be deemed as appropriate to this planning application.

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.

I also note as indicated in the accompanying planning statement that:

6.55 *The proposed development will not include any external lighting which would impact the surrounding environment. The proposed development will not generate any air pollution which could impact the surrounding uses, particularly since there will be no provision of car parking.*

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.

I am however also aware that some areas have a 'dark sky policy' as lighting pollution can intrude upon intrinsically dark landscapes and the tranquillity of a place and can also have a negative impact on the ecology of an area.

If lighting is implemented, it should conform to the recommendations within BS5489-1:2020.

**Commercial:**

I would like to take this opportunity to direct the applicant to the website: [www.securedbydesign.com](http://www.securedbydesign.com) where the Secured by Design Non-Residential Guide for 2025 (formerly known as the Commercial Guide) can be found. This 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.

To protect the business out of hours consideration should be given to the siting of an intruder alarm.

Although video surveillance systems (VSS) are not a solution to all security problems it can help deter criminals and assist with the identification of offenders after a crime has been committed.

Should CCTV be a consideration the following documents will be of assistance to the applicant:

CCTV guidance for police requirements: [HO \(publishing.service.gov.uk\)](http://HO.publishing.service.gov.uk)

CCTV at Commercial Business <https://www.gov.uk/can-i-use-cctv-at-my-commercial-premises>

[CCTV | Search | Information Commissioner's Office \(ico.org.uk\)](http://CCTV|Search|InformationCommissioner'sOffice(ico.org.uk))

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 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](http://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**

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

**From:** Nicola Spencer on behalf of Planning.Responses  
**Sent:** 03 June 2025 12:33  
**To:** Planning Scanning  
**Subject:** FW: ARU 25 09A - The Arcade High Street Bognor Regis  
**Attachments:** ARU 25 09A - The Arcade High Street Bognor Regis.pdf

BR/97/25/PL Please upload a redacted and un redacted copy PL- Consultations- Police response

**Nicola Spencer**  
**Technical Support Manager**  
**Planning Services**

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[www.arun.gov.uk](http://www.arun.gov.uk)

To register to receive notification 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, [REDACTED]  
**Sent:** 03 June 2025 11:06  
**To:** Planning.Responses <Planning.Responses@arun.gov.uk>  
**Subject:** ARU 25 09A - The Arcade High Street Bognor Regis

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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.



You can report crime and incidents online at

<https://www.sussex.police.uk/report-online>

We want to know your views - see what's new and give us your feedback and suggestions at [www.sussex.police.uk](http://www.sussex.police.uk)

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