Local Policing Service Improvement & Engagement Department

Your Ref: AWDM/0546/25 Our Ref: LM/WOR/25/04A Date 7th May 2025

Contact Name: Lee Melbourne

Dear Ms Haslett,

RE: 5 Becket Buildings Littlehampton Road Worthing West Sussex

Thank you for your correspondence of the 7th of May 2025, advising me of a planning application for a proposed change of use from retail to drinking establishment (Sui Generis) 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 Adur & Worthing 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.

This planning application is seeking permission from a change of use from retail to a dinking establishment (Bar) (Sui Generis).

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.

Ms Haslett
Adur & Worthing Councils,
Development Management,
Economy Directorate, Portland House,
44 Richmond Road, Worthing,
West Sussex, BN11 1HS

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

The applicant and their partners are strongly advised to consult directly with Sussex Police Licensing before making plans for licensed premises serving alcohol or conducting other licensable activities at this site. The Sussex Police Licensing Team may have some of their own requirements to be implemented into the premises before they are satisfied it meets licensing objectives on the day-to-day operation of the premises which is why it is extremely important that the applicant contacts them as soon as is practicable.

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

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

CCTV guidance for police requirements: **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)

I also note the following opening hours as indicated in the within the planning statement:

6.12 The proposed opening hours of 09:00 hrs to 23:30 hrs Monday to Sunday are in line with many other similar units within East Street.

The proposed hours as indicated on the accompanying application form are:

Monday to Friday: Start Time: 09:00 End Time: 00:00 Saturday: Start Time: 09:00 End Time: 00:00 Sunday Bank Holiday: Start Time: 09:00 End Time: 11:00.

The potential for the amenity of the surrounding neighbours to be impacted cannot be overlooked with the introduction of a drinking establishment. It will therefore be a matter for staff to manage noise issues in the most appropriate manner in order to ensure that the local community are not unduly disturbed when patrons are leaving especially late at night.

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