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Local Policing Support Team

Your Ref: AWDM/1877/21 Our Ref: LM/ADU/21/06A Date: 1st November 2021

Contact Name: Lee Melbourne Tel: 01273 404 535 ext: 540137 Mobile No: 07789902828

Dear Mr Barnett,

Re: Groundsman's Shed, Lancing Manor, Manor Road, Lancing West Sussex

Thank you for your correspondence of the 26th of October 2021, advising me of a planning application for change of use from groundsman's shed to workshop with storage area and quiet room for social, educational and recreational activities 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.

With the level of crime and anti-social behaviour in Adur & Worthing 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 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.

This application pertains to a change of use to repurpose the building as a community resource.

From a crime prevention perspective if not already in place - thought should be given to implementing the following security measures to ensure that the building and contents contained therein are kept safe when not in use.

As the building will be housing IT equipment and tools - thought should be given to the fitting of an intruder alarm system.
The door to the building should be checked to ensure it is adequate and fit for purpose with the appropriate locking mechanisms.
I would also recommend that all tools and IT equipment are property marked.
Property marking makes items harder to sell on if stolen thus providing an effective deterrent against theft.
Further information on methods of property marking can be found on the Sussex police website under property marking.

Mr Barnett
Planning Officer
Planning Control
Adur & Worthing District Councils

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

Details regarding CCTV and Data Protection can be found at the Information Commissioners Office website at: https://icosearch.ico.org.uk/s/search.html?query=CCTV&collection=ico-meta&profile=_default

CCTV guidance for police requirements: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/378449/09 -05-UK-Police-Requireme22835.pdf

Thought should also be given to the implementation of lighting as this measure will be an effective tool in reducing potential incidents of crime.

This office would not object to this change of use and I wish every success to this community venture.

Thank you for giving me an opportunity to make comments.

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