



Local Policing Service Improvement & Engagement Department

Your Ref: DC/26/0012

Our Ref: LM/HOR/26/02A

Date 14th January 2026

Contact Name: Lee Melbourne

Dear Mr Hawkes,

RE: Mowbray, Sports Hub Sub-Phase Wimland Road Faygate West Sussex

Thank you for your correspondence of the 14th of January 2026, advising me of a planning application for approval of Reserved Matters pursuant to Condition 5 of Outline Planning Permission reference DC/16/1677 for the Sports Hub including Pavilion and covered spectator stands, ancillary amenity buildings, access roads, landscaping, foot/cycle paths, car and cycle parking, and drainage including drainage basins, and associated infrastructure 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.

I note the following statement as indicated within the accompanying Design Statement:

Since the original RM approval, the Roffey Football Club have signalled their intention to use the building as their clubhouse rather than it being a mixed use building for use by the community. This has meant that whilst the original design was for a mixed-use sports facility, it will now primarily serve a local football club, who require a larger social space amongst other alterations to suit their needs more specifically.

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.

Mr Hawkes
Planning Officer
Horsham District Council,
Albery House,
Springfield Road,
Horsham,
West Sussex

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

I note the accompanying plans denote a bar area within the sports pavilion.

The applicant and their partners are strongly advised to consult directly with the licensing team at Sussex Police 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 that they wish 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 the applicant contacts them.

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

CCTV guidance for police requirements: [HO \(publishing.service.gov.uk\)](https://www.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/612222/cctv-guidance-for-police-requirements.pdf)

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

[CCTV | Search | Information Commissioner's Office \(ico.org.uk\)](https://ico.org.uk/for-the-public/cctv/)

I also note that 32 cycle parking spaces will be provided.

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'.

Lighting will be an important consideration and where it is implemented it should conform to the recommendations within BS5489-1:2020.

In order to maintain as much natural surveillance as possible – ground planting 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.

Given the high number of spectators that may be present on match days I recommend that the applicant seek advice from Sussex Police Counter Terrorist Security advisers as soon as it is practicable. They can be contacted on the following email: CTSA Sussex@thamesvalley.pnn.police.uk

Finally, 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

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