OPERATIONAL MANAGEMENT STATEMENT

Certificate of Lawfulness (Proposed)

Section 192 Town and Country Planning Act 1990

Proposed Use of Existing Dwellinghouse (Class C3) as a Children's Home (Class C2)

61 Warepoint Drive
Thamesmead
London
SE28 0HG

Prepared on behalf of:

Family Circle Homes Ltd

1. Purpose of this Statement

This Operational Management Statement accompanies an application for a Certificate of Lawfulness (Proposed) under Section 192 of the Town and Country Planning Act 1990.

Its purpose is to explain the day-to-day operation of the proposed children's home and demonstrate that the proposal would retain the planning characteristics of a normal residential dwelling.

The proposal seeks confirmation that the use of the existing dwellinghouse as a children's home accommodating **a maximum of two resident children supported by a team of up to three care/support staff (including the Registered Manager)** would not amount to a material change of use requiring planning permission.

No external alterations are proposed.

2. The Children's Home

The property will operate as a small residential children's home regulated by Ofsted.

The home will accommodate a maximum of:

Two resident children

aged between:

8 and 17 years

The home will provide medium and long-term residential placements within a stable family-style environment.

The property will not operate as:

- emergency accommodation;
- short stay accommodation;

- assessment centre;
- secure accommodation;
- hostel;
- institutional facility.

The children will regard the property as their permanent home.

3. Staffing

The home will be operated by a Registered Manager and a team of trained residential care/support staff.

The proposal allows for:

up to three care/support staff (including the Registered Manager) to be present simultaneously where operationally required.

This does not mean three staff will always be present.

Staffing levels will vary according to:

- safeguarding requirements;
- children's assessed needs;
- individual care plans;
- operational requirements;
- shift changes;
- staff training;
- continuity of care.

4. Why Three Staff May Be Required

There are occasions where the presence of three members of staff is necessary.

These include:

- staff handovers;
- safeguarding requirements;
- enhanced supervision;
- implementation of individual care plans;
- behavioural support;
- emergency situations;
- medication administration;

- staff induction and mentoring;
- meetings with professionals;
- transporting children to appointments whilst maintaining supervision within the home.

The presence of a third member of staff reflects operational requirements associated with the safe management of the home and does not represent an increase in the scale of the residential use.

5. Staffing Rotas

Staff work on a rota basis.

A typical operational pattern is:

Period	**Staff Present**
Morning	2
Day	2–3
Evening	2
Overnight	2 sleeping staff (or as required by individual care plans)
Shift handovers	Up to 3 for a limited overlap period

The third staff member will normally be present only where operationally necessary.

6. Registered Manager

The Registered Manager will oversee the operation of the home.

Responsibilities include:

- safeguarding;
- staff supervision;
- meetings;
- administration;
- liaison with Social Workers;
- liaison with Ofsted;
- care planning;
- quality assurance.

The Registered Manager may form part of the staffing complement where operationally required.

7. Visitors

Visitors to the property will be limited.

Professional visitors may include:

- Social Workers;
- Independent Reviewing Officers;
- Health Professionals;
- Education Professionals;
- Ofsted Inspectors.

Visits will normally take place by prior appointment.

Family contact will be arranged in accordance with each child's individual care plan and safeguarding arrangements.

Visitor levels are expected to be comparable with those associated with a normal family dwelling receiving occasional professional visits.

8. Transport

Children may travel to:

- school;
- college;
- medical appointments;
- recreational activities;
- family contact.

Travel will normally be undertaken by:

- walking;
- public transport;
- staff vehicle;
- taxi where appropriate.

The home will not generate customer traffic.

No commercial traffic will be associated with the operation.

9. Parking

The property benefits from existing off-street parking.

Staff will be encouraged to use sustainable modes of transport wherever practicable.

Where private vehicles are used, staff arrival and departure times will be managed to minimise parking demand and avoid congestion.

No alterations to the existing parking arrangements are proposed.

10. External Appearance

The property will retain the appearance of a normal family dwelling.

No external alterations are proposed.

There will be:

- no commercial signage;
- no security fencing;
- no floodlighting;
- no external equipment;
- no institutional features.

The home will remain visually indistinguishable from neighbouring residential properties.

11. Residential Amenity

The operation of the home will be managed to protect the amenities of neighbouring occupiers.

Management measures include:

- maintaining a quiet residential environment;
- supervising outdoor activities;
- managing visitor arrivals and departures;
- preventing unnecessary noise;
- ensuring refuse is stored appropriately;
- responding promptly to any neighbour concerns.

The property will continue to function as a domestic residence.

12. Waste Management

Household refuse will be stored within the existing refuse storage area.

Collections will take place using the Council's standard domestic waste collection service.

No commercial waste collections will be required.

13. Safeguarding

The home will be regulated by Ofsted.

Staffing arrangements are determined by:

- Children's Homes (England) Regulations 2015;
- children's individual care plans;
- safeguarding requirements;
- professional judgement;
- risk assessments.

The ability for three members of staff to be present simultaneously is essential to ensure safe operation where required.

This operational flexibility does not increase the number of resident children or alter the planning character of the property.

14. Planning Characteristics

The proposal retains the defining characteristics of a normal residential dwelling.

Specifically:

- maximum of two resident children;
- domestic layout;
- domestic appearance;
- no external alterations;
- no increase in built form;
- no institutional facilities;
- no commercial activity;
- no significant increase in vehicle movements.

The proposal therefore remains comparable, in planning terms, to the occupation of a family dwelling.

15. Comparison with the Approved 53 Epstein Road Scheme

The operation of the proposed children's home closely reflects the characteristics of the Lawful Development Certificate approved by the Royal Borough of Greenwich for **53 Epstein Road, Thamesmead (Ref. 25/1674/CP)**.

Both proposals involve:

- an existing dwellinghouse;
- no external alterations;
- a maximum of two resident children;
- care/support staff operating on a rota basis;
- retention of the domestic character of the property.

As with the approved Epstein Road proposal, the present application seeks operational flexibility to ensure safe and effective care while maintaining the appearance and function of a normal family home. The proposal therefore gives rise to no materially different planning consequences from those previously accepted by the Council.

16. Conclusion

The proposed children's home has been designed to operate as a small-scale residential care setting within an existing family dwelling.

The proposal:

- accommodates no more than two resident children;
- retains the domestic appearance and layout of the property;
- introduces no external alterations;
- limits staffing to that necessary to provide safe and effective care;
- ensures that any third member of staff is present only where operationally required.

Accordingly, the proposal maintains the residential character of the property and does not give rise to materially different planning consequences from those associated with the lawful use of the dwellinghouse.

It is therefore respectfully submitted that the proposed use would not amount to a material change of use requiring planning permission and that a Certificate of Lawfulness should be granted.