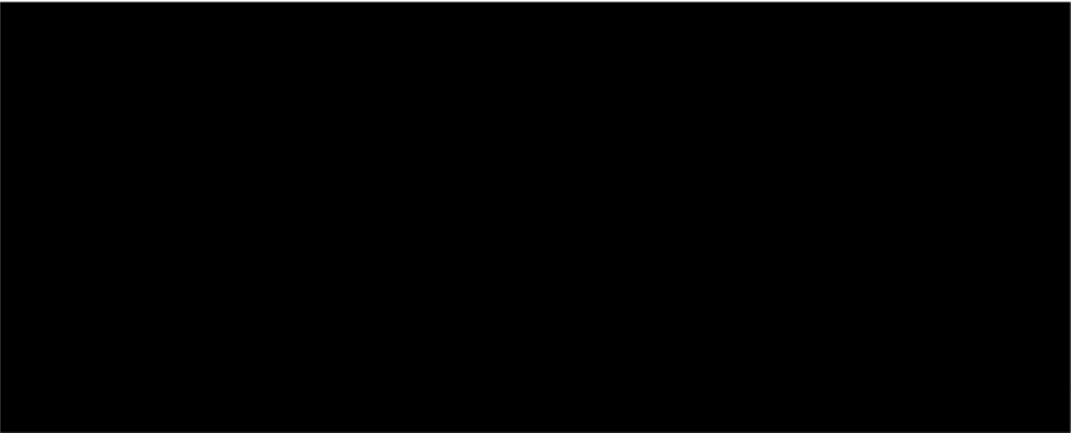




Sent: 23 August 2026 21:44
To: Kelly Joyce [REDACTED]
Subject: RE: 20260662 65 Edwin Street
Importance: High

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Dear Kelly,

Further to my email below and our recent site visit, please find attached the updated drawings together with the further operational information discussed.

The application is for the use of the property as a small children’s home accommodating a maximum of two children. The applicant’s position remains that the proposed use falls within Use Class C3(b) of the Town and Country Planning (Use Classes) Order 1987, as amended.

The proposed operational arrangements are set out below for clarity.

1. Number and age of children

The property would accommodate a maximum of two children aged between 7 and 17 years.

The children would occupy the property as their home and would live together within one shared domestic household.

2. Nature of the care provided

The home would provide trauma-informed and attachment-focused residential care within a domestic environment. The care would be delivered through ordinary day-to-day household routines, including:

- support before and after school;
- preparation and sharing of meals;
- homework and educational support;
- leisure and recreational activities;
- emotional support;
- age-appropriate household activities; and
- evening and bedtime routines.

The purpose of the home is to provide the children with a safe, stable and consistent residential environment rather than an institutional or clinical form of accommodation.

3. Daytime staffing

Staffing levels would be determined by the individual care and safeguarding needs of the two resident children. During the daytime, up to four carers may be present where required. This would generally cover the children’s waking hours, approximately between 7:00am and 11:00pm.

This represents the maximum level of staffing rather than necessarily the number of carers who would be present throughout the entire day.

4. Overnight staffing

The normal overnight arrangement would comprise two members of care staff:

- one waking-night carer; and
- one sleeping-in carer.

The waking-night carer would remain awake and available to provide supervision and support where required.

The sleeping-in carer would use the room identified as **Adult Room 1** on the updated proposed floor plan.

The Adult Room is not a separate flat or independent unit of accommodation. It forms part of the dwelling and is used solely in connection with the care and safeguarding of the resident children.

In exceptional or short-term circumstances, such as the commencement of a new placement or where a child temporarily requires an increased level of support, an additional member of staff may be present. This would not represent the normal operating arrangement.

5. Shift arrangements and handovers

Daytime staffing would generally operate between approximately 7:00am and 11:00pm, with overnight cover between approximately 11:00pm and 7:00am.

A short handover, normally around 30 minutes, would take place between outgoing and incoming carers so that information relating to the children’s welfare, routines and care requirements can be passed on.

The handover would be part of the care function and would not involve formal meetings, conferences or a separate administrative use of the property.

6. Use of the bedrooms

The updated proposed floor plan identifies:

- Child Room 1 – 11.5 sqm;
- Child Room 2 – 10.3 sqm;
- Adult Room 1 – 7.5 sqm; and
- Home Office – 9 sqm.

The two Child Rooms would be occupied by the two resident children.

Adult Room 1 would be used by the sleeping-in member of staff while on duty. It would not comprise separate staff accommodation and would have no independent kitchen or living facilities.

7. Home Office

The Home Office would remain ancillary to the residential operation of the home.

It would be used for matters directly associated with the care of the children, including care records, safeguarding documentation, care planning and occasional telephone calls.

There would be no separate administrative workforce based at the property, no reception area and no independent office or commercial operation.

8. Management arrangements

The home would be overseen by a suitably qualified Registered Manager in accordance with the regulatory requirements applicable to children’s homes.

The manager would attend the property as required for supervision, quality monitoring and direct contact with the children and care staff.

Any such attendance would remain ancillary to the children’s residential care and would not constitute a separate office or administrative use of the premises.

9. Visitors

Visitors would be occasional and directly connected with the welfare of the two resident children.

These may include social workers, education or healthcare professionals and family members where appropriate.

Given the maximum of two children, the anticipated level of visiting activity would remain limited and comparable with the day-to-day functioning of a small residential household receiving care and support.

10. Domestic character of the property

The property would continue to function first and foremost as a home.

The children and carers on duty would share the kitchen, dining and living accommodation. Meals would ordinarily be prepared and eaten within the home and the children would follow normal household routines involving school, homework, meals, leisure activities and bedtime.

There would be:

- no separate staff kitchen;
- no separate staff lounge or dining facilities;
- no reception area;
- no treatment or consulting rooms;
- no commercial kitchen;
- no subdivision into separate residential units; and
- no public-facing element.

The staffing arrangements exist solely to provide the care, supervision and safeguarding required by the two resident children.

When the proposed operation is considered as a whole and as a matter of fact and degree, the applicant considers that the use would retain the physical and functional characteristics of a dwellinghouse, with the children living together within a small domestic household where care is provided.

The proposal is therefore advanced as falling within **Use Class C3(b)**.

I trust the above provides the clarification discussed during the site visit. Please also find the updated drawings attached.

If there is any further information or clarification required in order to assist your assessment of the application, please let me know and we will be happy to provide it.



From: Dream Design Develop
Sent: 21 August 2026
To: Kelly Joyce <[REDACTED]>
Subject: RE: 20260662 65 Edwin Street

Dear Kelly,

Thank you for meeting me at the site visit.

As discussed, I will provide you with the further details and updated drawings by Tuesday, 25 August 2026.

Thank you for your time and assistance.

Kind regards,

Sim Singh
Managing Director





Dream Design Develop