

Sent: 18 March 2026 09:37

To: Davidson, Joanne (East Area Development Manager)

Subject: Re: 26/0020 - 170 Ringland Circle

Good morning,

Thank you for your email and for the opportunity to clarify the points raised. We acknowledge the importance of ensuring the submission is clear and internally consistent and have set out the confirmed position below.

1. Occupancy and Staffing Levels (Confirmed Position)

The operational model is confirmed as follows:

- The property will accommodate a **maximum of two children or young persons**.
- Staffing will be **needs-led**, but within the following clearly defined parameters:
 - **1 child:** up to **2–3 staff during the daytime** (depending on need), and **1 - 2 staff member overnight**
 - **2 children:** typically **2 staff during the daytime**, and **1-2 staff member overnight**

At no time will staffing exceed **3 staff on shift during the daytime** or **1 staff member overnight**.

This reflects a **maximum daytime ratio of 3 staff to 1 child**, or **2 staff to 2 children**, and ensures that overall occupancy remains modest and comparable to a family dwelling with multiple adults present.

It is worth noting that if a young person requires a 1:2-3 care model this would be a solo placement

2. Shift Patterns

To ensure consistency across all submitted documents, the staffing rota will operate on the following basis:

- **Day shift:** 08:00 – 20:00
- **Night shift:** 20:00 – 08:00

Shift handovers occur at approximately **08:00 and 20:00**, with any overlap limited to a short duration for handover purposes only.

The reference to alternative times in earlier correspondence was illustrative only. The above timings should be taken as the **confirmed and consistent position** and will be reflected in an updated Planning Statement and Operational Summary.

These shift times also ensure that staff movements are limited to **two primary changeovers per day**, avoiding multiple or frequent comings and goings.

3. Additional Staff Visits

No additional staffing beyond those identified above is required for the day-to-day operation of the home.

Occasionally, there may be **infrequent management or supervisory visits**, which would typically:

- occur **no more than once per week**;
- take place during **daytime hours**; and
- involve **one individual attending for a short duration (typically 1–2 hours)**.

These visits are administrative in nature and comparable to visits associated with ordinary residential occupation (e.g. family members, remote working professionals, or service visits).

4. Visitors (Family and Professionals)

For clarity:

- **Family visits** may occur in accordance with care plans but are **infrequent, pre-arranged and supervised**, and comparable to normal domestic visiting patterns.
- **Professional visits** (e.g. social workers) are **occasional, individually scheduled and low in frequency**, typically during daytime hours.

There will be **no group visits, no drop-in activity, and no patterns of use that would intensify activity at the property**.

5. Existing / Last Known Occupation of the Property

The property has most recently been used as a **Class C3 dwellinghouse**, occupied as a **family home** (private residential occupation).

As a multi-bedroom dwelling, the lawful fallback position allows for occupation by:

- a family unit;
- multiple adults; or
- a household with a level of activity, vehicle movements and visitors typical of residential use.

This fallback position is relevant to the assessment of materiality and demonstrates that the proposed use, with **a maximum of two residents and limited staff presence**,

would not exceed the activity or intensity reasonably associated with the lawful use of the property.

6. Closing Position

We trust that the above clarifies the operational model and resolves the inconsistencies identified. The confirmed position demonstrates a **clearly defined, low-intensity and domestic pattern of use**, consistent with previous Lawful Development Certificates issued by Newport City Council.

Should any further clarification be required, we would be happy to provide this. if you need to call im on

Kind regards,