TRAVEL AND VEHICLE MOVEMENT MANAGEMENT STATEMENT

25 Heathfield Road, BL9 8HB

Certificate of Lawfulness of Proposed Use

Existing lawful C2 children's home - proposed increase from one child to a maximum of two children or young people

One off-street parking space with managed use of lawful public parking | November 2026

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1.0 Purpose, Status and Scope

1.1 Introduction

This Travel and Vehicle Movement Management Statement has been prepared in support of a fresh application for a Certificate of Lawfulness of Proposed Use under section 192 of the Town and Country Planning Act 1990 relating to 25 Heathfield Road, Bury, BL9 8HB.

The property already benefits from an established lawful Use Class C2 children's home use for one child or young person. The current application seeks confirmation that the same small family-style C2 use may operate with a maximum of two children or young people without giving rise to a further material change of use.

The purpose of this Statement is to define how parking, staff travel, handovers, child-related journeys, professional attendance and other vehicle movements would be managed under the proposed two-child model. It is a proportionate operational statement rather than a Transport Assessment and does not seek to guarantee the availability of any particular public parking space.

This Statement should be read alongside the Planning Statement, Materiality Position Statement, Operational Management Plan, Good Neighbour Policy, Needs and Demand Statement and revised floor plans.

1.2 Planning Status

The commitments in this Statement form part of the factual operational circumstances upon which the Lawful Development Certificate is sought. Any future operator would be required to remain within the certified planning envelope. A later Statement of Purpose or site-specific management document may add operational detail but would not authorise an increase in child occupancy, routine staffing, handover frequency or vehicle intensity beyond the certified position.

1.3 Core Travel and Parking Objectives

- provide a clear parking hierarchy based on one off-street parking space at the property and lawful public parking in the surrounding local area;
- maintain one principal daily staff handover and manage that handover sequentially;
- retain the maximum staffing ceiling of three staff or carers at any one time, inclusive of management attendance and temporary handover;
- avoid unnecessary overlap between staff changes, management attendance and professional appointments;
- manage child-related journeys efficiently and combine trips where practical;
- encourage walking, public transport, car sharing and other suitable travel choices where safe and practical;
- require staff and visitors to park lawfully and considerately;
- protect neighbouring access, pedestrian movement and emergency access;
- maintain the small-scale residential character of the existing lawful C2 use.

2.0 Existing Lawful Use and Proposed Two-Child Model

2.1 Existing Lawful Baseline

The existing lawful planning position is a small family-style children's home falling within Use Class C2 for one child or young person, supported by non-resident staff working on a rota basis. The existing lawful use therefore already includes routine staff arrivals and departures, child-related journeys, professional attendance and ordinary household deliveries.

2.2 Proposed Change

The new application seeks to increase the maximum resident occupancy from one child to two children or young people aged 7-18 years. The proposal does not introduce a new category of use. It remains a small family-style C2 children's home within the same dwelling and planning unit.

Importantly, the proposed increase to two children does not increase the routine staffing or handover envelope. The home would normally continue to operate with two Residential Care Staff, with an absolute maximum of three staff or carers present at any one time inclusive of management attendance and temporary handover. There would remain one principal daily handover and no routine evening or overnight shift change.

Material travel point
The principal potential difference between the existing one-child use and the proposed two-child use is the possibility of additional child-related education, appointment or activity journeys. Routine staff numbers, the maximum staff ceiling and the handover frequency remain unchanged. The provision of one off-street parking space also provides dedicated on-site capacity for one operational vehicle.

2.3 Fixed Operational Parameters

Operational characteristic	Proposed arrangement
Resident occupancy	Maximum two children or young people aged 7-18 years
Placement type	Planned and appropriately matched placements only
Emergency placements	Not accepted
Routine care staffing	Normally two Residential Care Staff
Maximum staff presence	Three staff/carers at any one time, inclusive of management and temporary handover
Routine handover	One principal daily handover, internally and sequentially managed
Night-time handover	None routinely
Off-street parking	One parking space within the property curtilage
Additional parking	Lawful public parking in the surrounding local area, including on-street parking where permitted and available
Public-facing activity	None
Customer/commercial traffic	None

3.0 Parking and Access Context

3.1 Off-Street Parking Provision

The property provides one off-street parking space within the residential curtilage. This space would form the primary parking provision for the home and would normally be used by a staff member or other operational vehicle expected to remain at the property for the longest period.

The off-street space would not be allocated to a particular employee. Its use would be managed flexibly by the Registered Manager or shift lead to minimise vehicle movements and unnecessary on-street demand.

3.2 Additional Public Parking

Where parking demand exceeds the single off-street space, staff and visitors would use lawful public parking in the surrounding local area, including on-street parking where parking is permitted and spaces are available. No public parking space would be reserved, guaranteed or treated as belonging to the home.

All use of public parking would remain subject to prevailing highway restrictions, waiting restrictions, road markings and lawful availability at the time of attendance. If a suitable lawful space is not available immediately adjacent to the property, staff or visitors would be expected to park appropriately elsewhere in the local area rather than obstructing a driveway, footway, junction or other access.

3.3 Access

The parking strategy relies on the residential access serving the property and does not require the creation of a staff car park, commercial servicing area or dedicated visitor bay. The home would remain visually and functionally residential in character.

4.0 Parking Strategy and Hierarchy

4.1 Parking Hierarchy

1. Primary use of the single off-street space for one routine staff or operational vehicle.
2. Use of lawful public/on-street parking in the local area for any second routine staff vehicle, where required.
3. Temporary additional public parking for management attendance or a planned professional visitor, with those visits normally scheduled outside the principal staff handover.
4. Walking, public transport, cycling, car sharing, staff drop-off or other suitable travel choices encouraged where practical and safe.
5. If local parking conditions are unusually constrained at a particular time, appointments or management attendance would be rescheduled where operationally reasonable rather than relying on obstructive or unsafe parking.

4.2 Normal Parking Demand

The normal operating model involves two care staff present. If both travel independently by car, one vehicle would use the off-street space and the second would use lawful public parking. Where staff car share, use public transport, walk, cycle or are dropped off, actual parking demand would be lower.

Management attendance is occasional rather than continuous. Where a manager or senior staff member attends, the total staff presence remains capped at three. Management attendance would normally be planned outside the principal handover period and, where practical, outside professional appointment times.

4.3 No Reliance on Guaranteed Public Capacity

This Statement does not assert that any particular public parking space will always be available. The management strategy is based on lawful use of the public highway and public parking network as available at the relevant time, combined with the dedicated off-street space and active management of the timing of staff and visitor attendance.

5.0 Staffing, Handover and Staff Travel

5.1 Staffing Model

The home would normally operate with two Residential Care Staff supporting the two resident children. A Registered Manager, Duty Manager or senior staff member may attend where required, provided that no more than three staff or carers are present at the property at any one time.

The property would not be used as a general staff base, training venue, recruitment location or office for the wider operator. This avoids additional staff attendance unrelated to the two resident children.

5.2 Principal Daily Handover

There would normally be one principal daily handover between 09:00 and 09:30. It would be managed sequentially rather than by all outgoing and incoming staff arriving together. One incoming staff member would arrive and replace one outgoing member before the second exchange occurred.

- Handover would take place inside the property.
- No more than three staff or carers would be present at any one time.
- The off-street parking space would remain in operational use throughout the handover.
- Any additional staff vehicle would use lawful public parking or an alternative suitable travel arrangement.
- Staff would not gather outside the property.
- Engines would not be left idling.
- There would be no routine evening or overnight shift change.
- Management attendance and professional appointments would normally be arranged outside the handover period.

5.3 Staff Travel Expectations

Staff travel would be managed through rota planning and induction. Staff would be encouraged to walk, cycle, use public transport, car share or use drop-off arrangements where practical and safe. These options would reduce parking demand but would not be relied upon where they would compromise staff safety, safeguarding or the children's care arrangements.

6.0 Child-Related Journeys

6.1 Nature of Journeys

Journeys associated with the two children would be those ordinarily arising from residential life and care. They may include travel to education, healthcare, therapeutic appointments, family contact, leisure activities, shopping and community-based activities.

6.2 Efficient Journey Planning

The future operator would plan journeys efficiently. Where both children attend the same or nearby education, activities or appointments, trips may be combined where appropriate. Where individual needs require separate journeys, those journeys would be planned around the children's care plans and daily routines.

- combine journeys where this is practical and appropriate;
- avoid unnecessary return trips;
- use walking, cycling or public transport where suitable to age, ability and safeguarding needs;
- coordinate appointments to reduce avoidable vehicle overlap at the property;
- encourage age-appropriate independence where safe and consistent with care plans.

6.3 Planned Placements Only

The home would not accept emergency, crisis or short-notice placements. This removes the prospect of unplanned admission journeys, crisis-led professional attendance and rapid placement turnover that could otherwise create unpredictable vehicle movements.

7.0 Professional, Family and Regulatory Visits

7.1 Professional Attendance

The children may receive visits from social workers, education professionals, healthcare professionals, therapists, independent reviewing officers, placing authority representatives, Ofsted or other regulatory representatives and advocates. Such attendance would be directly related to the care of the resident children and would remain ancillary to the residential use.

7.2 Appointment Management

- Visits would be arranged in advance wherever possible.
- Professional appointments would normally be arranged outside the principal handover period.
- Appointments would be coordinated to avoid unnecessary overlap with management attendance or other visitors.
- Where practicable, only one professional appointment would take place at the property at a time.
- Remote meetings would be used where appropriate and where physical attendance at the home is unnecessary.
- Visitors travelling by car would use the off-street space only where it is not required for routine staff parking; otherwise they would use lawful public parking in the surrounding area.

7.3 Family Contact

Family contact would be planned in accordance with the children's care plans and placing authority arrangements. Contact may occur at the property, in the community or at an alternative venue. It would not operate on a drop-in basis. Where contact at the property is planned, timing would be coordinated to minimise unnecessary parking overlap.

8.0 Deliveries, Maintenance and Other Attendance

Deliveries would be limited to ordinary household deliveries such as groceries, parcels and household supplies. The home would not require customer collections, commercial servicing, bulk deliveries or regular organisational deliveries.

Maintenance contractors would attend by appointment and, except in genuine emergencies, during reasonable daytime hours. Maintenance visits would be coordinated to avoid the principal handover period and unnecessary overlap with professional appointments.

Emergency service attendance cannot be predicted and would be managed in the same manner as at any residential property. The proposed home would not accept emergency placements and therefore would not generate routine emergency admission traffic.

9.0 Sustainable and Efficient Travel Measures

The future operator would promote proportionate measures to reduce unnecessary private car use and parking demand where practical. These measures would be subordinate to safeguarding and the needs of the children.

- public transport information made available to staff and visitors;
- walking and cycling encouraged for suitable journeys;
- car sharing encouraged between staff where shift patterns and personal circumstances allow;
- staff drop-off/pick-up arrangements used where practical;
- remote professional meetings used where a home visit is not required;
- child-related journeys combined where appropriate;
- management attendance scheduled efficiently rather than creating unnecessary separate visits.

10.0 Parking Conduct and Highway Safety

10.1 Mandatory Parking Conduct

All staff, managers and visitors would be required to park lawfully and with due consideration for neighbouring residents, pedestrians and other highway users.

- Do not obstruct neighbouring driveways, access points or dropped kerbs.
- Do not park on or obstruct pedestrian footways.
- Do not park close to junctions or in a manner that affects visibility or highway safety.
- Maintain access for emergency and service vehicles.
- Observe all waiting restrictions, signs and highway markings.
- Do not reserve public spaces using cones, bins or other objects.
- Avoid unnecessary engine idling, loud conversations and door slamming.
- Use the off-street space efficiently and avoid unnecessary vehicle shuffling.
- If no lawful public space is available nearby, park appropriately further away rather than creating an obstruction.

10.2 Neighbour Consideration

Staff and visitor parking would be addressed through induction, appointment instructions and management oversight. The existence of the home would not confer any preferential right to public parking, and the operator would not seek to appropriate or reserve highway space for the exclusive use of the home.

11.0 Management, Monitoring and Neighbour Liaison

11.1 Management Responsibility

The Registered Manager, Duty Manager or nominated responsible person would oversee compliance with this Statement. Their responsibilities would include rota planning, allocation of the off-street parking space, coordination of handovers and appointments, staff induction, review of parking-related concerns and ensuring that vehicle activity remains within the certified operational envelope.

11.2 Staff and Visitor Instructions

All staff would receive instruction on the parking hierarchy, one daily handover, three-person staff ceiling, public parking expectations, neighbour considerations and restrictions on staff meetings or training at the property. Professional visitors would be given appropriate parking instructions when appointments are arranged.

11.3 Monitoring and Corrective Action

The operator would keep proportionate records of any parking, access or vehicle-related complaints. Where an issue is identified, the manager would review the circumstances and take appropriate action. This may include revising appointment times, reminding staff of parking expectations, changing the allocation of the off-street space, increasing car sharing or directing visitors to alternative lawful public parking.

Any review would remain subordinate to the Lawful Development Certificate and would not authorise an increase in child occupancy, routine staff numbers, handover frequency or vehicle intensity beyond the certified planning envelope.

12.0 Fixed Travel and Vehicle Management Commitments

1. The home would accommodate a maximum of two children or young people aged 7-18 years.
2. Only planned placements would be accepted; there would be no emergency, crisis or short-notice placements.

3. The home would normally operate with two Residential Care Staff.
4. No more than three staff or carers would be present at any one time, inclusive of management attendance and temporary handover.
5. There would normally be one principal daily staff handover, undertaken internally and sequentially.
6. There would be no routine evening or overnight shift change.
7. One off-street parking space would be available within the property curtilage and would form the primary parking provision.
8. Additional parking demand would be met through lawful public parking in the surrounding local area, including on-street parking where permitted and available.
9. No public parking space would be reserved or guaranteed for the home.
10. Management attendance and professional visits would be planned to avoid unnecessary overlap with staff handover and with each other.
11. Staff and visitors would park lawfully and would not obstruct driveways, footways, junctions, dropped kerbs or emergency access.
12. The operator would encourage car sharing, public transport, walking, cycling and efficient journey planning where practical and safe.
13. The property would not operate as a general staff base, training venue or organisational meeting location.
14. The use would not generate customer traffic, public access, commercial servicing or emergency-placement movements.
15. Any future operator management plan would remain within these commitments and the wider certified planning envelope.

13.0 Conclusion

The proposed increase from one to a maximum of two resident children would remain within the same small family-style C2 children's home use. Routine staffing would remain normally two care staff, the absolute staff ceiling would remain three, and there would continue to be one principal daily handover with no routine evening or overnight staff change.

The property provides one off-street parking space, which would form the primary parking provision for the home. Where additional parking is required, staff, managers and visitors would use lawful public parking in the surrounding local area, including on-street parking where permitted and available. Public parking would not be reserved or guaranteed, and all users would be required to park lawfully and considerately.

The principal vehicle movements would comprise the existing staff rota, child-related education and activity journeys, occasional professional or family visits, ordinary household deliveries and maintenance attendance. The second resident child may generate some additional individual journeys, but the home would actively combine journeys where appropriate, coordinate appointments and exclude emergency placements. The staffing and handover pattern would not intensify beyond the defined planning envelope.

Accordingly, the parking and vehicle arrangements are capable of being managed in a predictable and proportionate manner consistent with the residential character of the property and the continuation of a small domestic children's home.

Appendix A - Example Staffing and Parking Schedule

Time period	Example staffing arrangement	Parking / vehicle management note
07:00-09:00	Two Residential Care Staff supporting the two children's morning routines, breakfast, education preparation and appointments.	Maximum staff: 2. One staff vehicle may use the off-street space; any second vehicle uses lawful public parking or another appropriate travel arrangement.
09:00-09:30	Sequential handover between two outgoing and two incoming care staff. One incoming staff member replaces one outgoing member before the second exchange.	Maximum staff: 3 at any one time. Off-street space remains in use; any temporary additional vehicles use lawful public parking. No gathering outside.
09:30-17:00	Two Residential Care Staff. Registered Manager / Duty Manager may attend where required.	Maximum staff: 3 inclusive of management. Management visits normally outside handover and professional appointment overlap.
17:00-22:00	Two Residential Care Staff supporting meals, homework, recreation and evening routines.	Maximum staff: 2. No routine staff change. One off-street space plus lawful public parking where a second vehicle is present.
22:00-07:00	Two care staff may remain overnight where required; one may sleep in and one may undertake waking-night duties.	Maximum staff: 2. No routine night-time handover or repeated vehicle movements.

Appendix B - Indicative Vehicle Movement Schedule

Movement type	Typical frequency	Management approach
Routine staff handover	Once daily	Sequentially managed; one off-street space plus lawful public parking as required; no more than three staff present.
Management attendance	As required, not continuous	Normally arranged outside handover; total staff presence remains capped at three.
Education journeys	According to the children's education arrangements	Combined where appropriate; walking/public transport considered where safe and suitable.
Healthcare/therapy	Planned according to care needs	Appointments coordinated; journeys combined with other activity where appropriate.
Professional home visits	Occasional and pre-arranged	Normally outside handover; one appointment at a time where practical; lawful public parking used if off-street space occupied.
Family contact	Planned in accordance with care plans	May occur away from the property; home-based contact coordinated to avoid unnecessary parking overlap.
Household deliveries	Normal domestic frequency	Comparable to ordinary household deliveries; no commercial servicing.
Maintenance	By appointment	Normally daytime and outside handover; emergency repairs managed as required.