

Covering Letter

Prepared on behalf of: Ellies Place Ltd

Site Address: 94 Hartsbourne Road, Reading, RG6 5SJ

Proposal: Change of use from C3 Residential Dwellinghouse to C2 Residential Institution (Children's Residential Care Home) — Residential Children's Home

Application Type: Full Planning Permission

Local Planning Authority: Wokingham Borough Council

Prepared by: Inhaus Planning, Suite Ra01, 195–197 Wood Street, London, E17 3NU

Development Management Team

Wokingham Borough Council

Civic Offices, Shute End

Wokingham, RG40 1BN

16 April 2026

Dear Sir / Madam,

Re: Full Planning Permission — Change of Use from C3 Residential Dwellinghouse to C2 Children's Residential Care Home — 94 Hartsbourne Road, Reading, RG6 5SJ

We write on behalf of our client, Ellies Place Ltd, to submit an application for Full Planning Permission for the change of use of the above-mentioned property from its existing C3 residential dwellinghouse use to a C2 Residential Institution comprising a children's residential care home accommodating up to four young people aged 5 to 18 years with Social, Emotional and Mental Health (SEMH) needs.

Although the property appears on the HMO licensing register, it is the applicant's clear position that the lawful planning use of the property remains C3. No Article 4 Direction removing permitted development rights for the C3-to-C4 change of use is in force in this location, and no planning permission for such a change of use has been granted or applied for. The HMO registration is a licensing matter under the Housing Act 2004 and does not constitute or confirm a material change of use in planning terms. This application is therefore correctly presented as an application for change of use from C3 to C2.

The proposed home will be operated by Ellies Place Ltd and will be registered with and inspected by Ofsted under the Children's Homes (England) Regulations 2015. The property comprises a four-bedroom dwelling with off-street parking for three vehicles, cycle storage, and an internal ground floor office and sleep-in facility to support 24-hour staffing. No external alterations to the property are proposed, and the outward appearance of the building will remain entirely consistent with the domestic character of the surrounding residential area.

The application is accompanied by the following ten supporting documents, which together address all material planning considerations raised by the proposal:

1. Planning Statement
2. Covering Letter
3. Care Management Plan

4. Good Neighbour and Community Engagement Plan
5. Local and National Need Statement
6. Missing Child Protocol and Police Liaison Strategy
7. Noise and Anti-Social Behaviour Mitigation Plan
8. Security Statement
9. Sustainable Travel Policy
10. Waste Management Plan

We trust that the application and accompanying documents demonstrate clearly that the proposed use is acceptable in planning terms, consistent with the National Planning Policy Framework (including paragraphs 62, 92, 119, and 130) and the Written Ministerial Statement of May 2023, and that it meets a genuine and acute local and national need for high-quality, community-integrated residential placements for looked-after children.

We would welcome the opportunity to discuss the application with the case officer at the earliest opportunity and are available to address any queries or requests for further information at short notice. Please do not hesitate to contact us on 0116 456 0717 or at info@inhausplanning.com.

Yours faithfully,

Inhaus Planning

Specialist Planning Consultancy — Children's Residential Care

Suite Ra01, 195–197 Wood Street, London, E17 3NU

T: 0116 456 0717 | E: info@inhausplanning.com | W: inhausplanning.com