

NORTHAMPTONSHIRE COUNTY COUNCIL

PROPERTY ASSET MANAGEMENT

PLANNING APPLICATION SUPPORTING STATEMENT

This statement supports the planning application for change of use at Pine Lodge, Motala Close, Corby, Northamptonshire.

1.0 Background to Planning Application

- 1.1 Pine Lodge, Motala Close, Corby, Northamptonshire is a rehabilitation unit for adults with physical disabilities. The Units primary function is to rehabilitate customers wherever possible by assessing their needs and working constructively to enable their independence within the community.
- 1.2 The purpose of this Change of Use Planning Application is to seek approval to relocate the office element of two Community based teams currently base at Patrick Road Resource Centre into two discreet, self contained areas within Pine Lodge in addition to formalising the current existing use of rooms 59 – 75 as office accommodation for the Specialist Support Services Team.

2.0 Planning

- 2.1 The areas proposed for use within Pine Lodge were formally respite wings for adults with physical disabilities and although customers with physical disabilities are still cared for on site, it should be noted that the service provision has both decreased and altered from that of 'short term rehabilitation'. The impact of additional staff on site is therefore deemed to be negligible.
- 2.2 The proposed areas for conversion to office accommodation are as follows :-

START – First Floor

Proposed Area measuring 58.85m².

Currently used as a staff breakout area. Highlighted within Appendix 1.

Community Occupational Therapy – As highlighted.

Proposed area measuring 30.76m².

Currently used as a staff office. Highlighted within Appendix 1.

Specialist Support Services - As highlighted.

Proposed area measuring 140m².

Currently in use as an administrative facility for the Specialist Support Services Team.

- 2.3 The current planning for this area of the building comes under Class C of the Use Classes Order – “Residential institutions – Use for the provision of residential accommodation and care to people in need of care”.
- 2.4 Planning Permission for a change of use is required. The areas proposed as administrative bases for Community based services would be regarded as an “office” under Class B (“business”).

3.0 Statement of Use

- 3.1 The **START** team provides short term care assistance and rehabilitation in the community.

The team consists of a Registered Manager, Business Support Adviser and the equivalent of 4 full time supervisors all of whom work a shift pattern. The service operates from 7 a.m. to 11 p.m. – 360 days a year.

In addition, there are a group of specially trained carers and Community Support Workers who deliver a service out in the community. Whilst these staff will periodically visit the main office base, mainly for management supervision; record keeping is often undertaken at offices within their own locality and the service is currently working towards greater use of mobile working technology, which will greatly reduce the reliance on office bases.

- 3.2 The **Community Occupational Therapy team** Support customers in their homes with aids and adaptations.

The team consists of 6 Occupational Therapists who will be working between the hours of 8 a.m. and 5 p.m. – 5 days a week. The Occupational Therapists will predominantly be working in the community in customers own homes, however, as with the Community Support Workers above, it is anticipated that they will return to the office base periodically to complete their daily administrative tasks.

It should be noted that customers of the START and Community Occupational Therapy Team will not be seen on site. All work with customers is undertaken within the customers own home/community environment.

- 3.3 The START and Community Occupational Therapy Teams fully acknowledge the need to manage the comings and goings. The Teams are also aware to limit the number of people on site at any given time, balanced against the essential need to undertake/complete the business/activity need.
- 3.4 Car parking is available adjacent to the site and will be shared with both existing staff and the general public and access to the building for both teams is directly into No 1 Motala Close and separate to the main entrance.
- 3.5 The **Specialist Support Services team** currently utilises offices within an existing wing (See Appendix 1). Although the Team has 58 staff, most work out in the community leaving 8 – 10 people based on site 7 days a week between the hours of 7 a.m. and 11 p.m. This includes 2 members of staff who work directly within the rehabilitation wings on site and a waking member of staff who is on site between 10 p.m. - 8 a.m.

4.0 Existing Travel Movements & Staffing Levels

- 4.1 Ample parking provision is provided within the vicinity in the form of 2 x public car parks at either side of the pedestrian precinct. The first car park, located adjacent to the Pine Lodge, off Motala Close, is utilised by residents accessing local facilities

within the pedestrian precinct in addition to parents dropping off their children at the local Primary School.

The second car park is located off Boden Close and is utilised to access local facilities within the area.

Although it is acknowledged that at peak times, around school drop off and pick up, the car park at Motala Close can become congested, it should be noted that most office based staff will already be in situ prior to these times and those staff arriving during peak times will be encouraged to utilise the parking facilities on Boden Close.

5.00 **Flood Evacuation Management Plan**

5.1 Whilst it is acknowledged that the Pine Lodge site is on a Flood plain, information received from the Environment Agency indicates that the proposed change of use development will result in a reduction in flood risk vulnerability classification to 'less vulnerable', and therefore due to scale and nature of the development it is not considered that the proposed change will raise a significant flood risk or cause additional risk to the quality of the underlying groundwater or surface water. (Flood Evacuation Management Plan – attached).

6.00 **Policy 13 – North Northamptonshire Core Spatial Strategy**

Waste Recycling

6.1 A current Waste Management Plan is in place to mitigate the risk of an unacceptable impact on the amenities of neighbouring properties or the wider area by reason of noise, vibration, smell, light or other pollution as follows :

Noise/Vibration – The current residential usage of the building is decreasing and will be partially converted to office accommodation. The impact on noise from additional staff on site is deemed to be negligible.

Smell – The current usage of the residential unit is decreasing and therefore waste from residents will also reduce. However, all clinical waste is stored in a secure container and is removed by _____ on a _____ basis. General waste is stored in a secure bin and is removed by _____ on a _____ basis. All storage bins are housed within a secure area inside the boundary of the site and can only be accessed through locked palisade gates.

Light – No proposed alterations to the property.

Jane E Smith

Project Manager

Strategic Property Development

June 2010





Northamptonshire County Council

FLOOD EVACUATION PLAN
For
Pine Lodge Physical Health Unit
Motala Close
Danesholme
Corby
NN18 9DT

INTRODUCTION

This plan has been drawn up in consultation with members of staff who work at Pine Lodge and the Strategic Property Development Team within the NCC.

There is a very low possibility of flooding to Pine Lodge via the front entrance to the property.

1 HOW WILL THE CENTRE BE NOTIFIED IN THE EVENT OF A FLOOD?

Due to the fact that Pine Lodge is not in a 'high risk area' it is unable to register with Flood Warning Direct.

However, if there are local concerns about flooding risks, due to adverse weather conditions, staff can ring the Flood Information Line. The telephone number, along with full details for preparing property for flooding is kept in a file in the Supervisors office.

2 HOW WILL SERVICE USERS BE INFORMED?

Staff will monitor the vulnerable flooding area, and if in the event of a flood, the most senior staff member on site will take the role of Designated Evacuation Coordinator. This member of staff will ensure that all staff, service users and visitors are assembled in the 'square' at the centre of the building and advise them of either the flood warning or an actual flood accordingly.

3 THE ROLE OF STAFF

Once all staff, service users and visitors have congregated in the 'square' their names will be checked against the signing in register to ensure everyone is accounted for.

If there is a need to evacuate, all service users should be requested to leave the site with immediate effect via the side entrance at rear of the building on Barrett Close (this is an entrance that does not get a build up of water).

Those who have travelled by car and who have parked in the community car park should be asked to move their vehicles away from the flood risk zone. Service users, staff and visitors should be advised to stay clear of any flood water and should not return to the building

until the flood warning has been averted. The building should be left secure and the Fire Brigade notified accordingly for assistance.

The Designated Evacuation Coordinator will ensure that the Team Manager, Team Leader or Designated Senior Worker is contacted at the earliest opportunity. If neither of the before mentioned are available then the Designated Evacuation Coordinator should escalate information to the next level of management within the Team (Service Manager).

Either the Team Manager or Service Manager will decide whether the incident requires the implementation of the Pine Lodge Business Continuity Plan. The Team Manager or Service Manager will also advise on temporary working arrangements for staff.

4 WHO ELSE SHOULD BE NOTIFIED IN THE EVENT OF AN ACTUAL FLOOD?

The following people should always be notified in the event of a flood:

- Northants County Council (Property Department)
- Head of Service
- Next of Kin of service users

5 HOW WILL WE KEEP SERVICE USERS UP TO DATE?

The Team Manager/Senior worker will maintain contact with the local council and police until advised that the area is safe to access.

Pine Lodge's communication plan will be to contact Service Users by telephone, or seeing them personally, keeping them informed of developments.

Every effort will be made to resume service provision at an alternative venue as soon as possible.

Karen Mcleod
Team Manager