

# City of Portsmouth MEMBERS' INFORMATION SERVICE

**NO 42**

**DATE: FRIDAY 18 OCTOBER 2013**

The Members' Information Service produced in the Customer, Community & Democratic Services Unit has been prepared in three parts:

Part 1 - Decisions by the Cabinet and individual Cabinet Members, subject to Councillors' right to have the matter called in for scrutiny.

Part 2 - Proposals from Managers which they would like to implement subject to Councillors' right to have the matter referred to the relevant Cabinet Member or Regulatory Committee; and

Part 3 - Items of general information and news.

## **Part 1 - Decisions by the Cabinet**

**The following decisions have been taken by the Cabinet (or individual Cabinet Members), and will be implemented unless the call-in procedure is activated. Rule 15 of the Policy and Review Panels Procedure Rules requires a call-in notice to be signed by any 5 members of the Council. The call-in request must be made to [democratic@portsmouthcc.gov.uk](mailto:democratic@portsmouthcc.gov.uk) and must be received by not later than 5 pm on the date shown in the item.**

If you want to know more about a proposal, please contact the officer indicated. You can also see the report on the Council's web site at [www.portsmouth.gov.uk](http://www.portsmouth.gov.uk)

	WARD	DECISION	OFFICER CONTACT
1		<p><b>The Cabinet Member for Culture Leisure &amp; Sport decision meeting was held at 1pm on 11 October 2013 in the Executive Meeting Room, The Guildhall, Portsmouth</b></p> <p>Councillor Lee Hunt made decisions on the following items:</p> <p><b>D Day 70 Interreg Project</b></p> <p>DECISIONS: that the Cabinet Member</p> <p>(1) noted the success of the application to the Interreg IVa fund and  (2) agreed that an update report be brought to a future Culture, Leisure &amp; Sport meeting.</p> <p><b>Portsmouth Cultural Trust Annual Update Report</b></p> <p>DECISIONS: that the Cabinet member</p> <p>(1) noted the update report on the operation and delivery of services by Portsmouth Cultural Trust 2012/13 including the delivery in excess of the key performance targets as outlined in the Partnership Agreement.  (2) agreed that congratulations be given to Portsmouth Cultural Trust for achieving the year's successful delivery.</p> <p><b>Cumberland House Update</b></p> <p>DECISIONS: that:</p> <p>(1) The improvements to Cumberland House are noted.  (2) The proposed development of the museum's events programme and the increased involvement of volunteers are noted.  (3) The Friends of Cumberland House are thanked for their work on the garden.</p>	<p><b>Vicki Plytas</b>  Senior Local  Democracy Officer  Tel: 9283 4058</p> <p><b>Claire Looney</b>  Partnership &amp;  Commissioning  Manager  Tel: 9283 4185</p> <p><b>Claire Looney</b>  Partnership &amp;  Commissioning  Manager  Tel: 9283 4185</p> <p><b>Dr Jane Mee</b>  Museums &amp; Records  Manager  Tel: 9283 4788  <b>Gemma Waters</b>  Cumberland House  Museum</p>

WARD	DECISION	OFFICER CONTACT
	<p data-bbox="398 183 969 215"><b>Portsmouth Museums Annual Update</b></p> <p data-bbox="398 260 645 292">DECISIONS that:</p> <ol style="list-style-type: none"> <li data-bbox="398 331 1615 363">(1) The achievements of Portsmouth Museums and Archives in 2012/13 are noted.</li> <li data-bbox="398 403 1742 515">(2) The D-Day related projects, D-Day+Youth and D-Day 70 '<i>Launching the Invasion</i>' are delivered in accordance with the successful funding bids submitted to ACE (Arts Council England) and the Heritage Lottery Fund (HLF) respectively.</li> <li data-bbox="398 555 1765 627">(3) The Development Phase of D-Day 75, the council's major project to transform the D-Day Museum offer, is implemented subject to a positive outcome of our funding bid to the HLF.</li> <li data-bbox="398 667 1765 770">(4) A bid is submitted to ACE for Renaissance Strategic Support Funding for 2014/15 to support developing the sub-regional D-Day offer in partnership with the area's Regimental Museums and similar organisations.</li> <li data-bbox="398 810 1771 882">(5) The work to Cumberland House is completed with the opening of an A-Z of Natural History in the main ground floor gallery.</li> <li data-bbox="398 922 1731 994">(6) Volunteers are recruited in Cumberland House and trained to assist in the delivery of events and activities at the museum in accordance with 'Invest in Volunteers' standards.</li> <li data-bbox="398 1034 1765 1106">(7) The service prepares for Accreditation and completes the review of the council's collection development plan incorporating museum, archive and library collections.</li> <li data-bbox="398 1145 1742 1217">(8) The service completes the work started with the Museum of English Rural Life, with ACE funding, with the aim of achieving the Investors in Volunteers standard.</li> <li data-bbox="398 1257 1720 1329">(9) A review of the current school led offer is undertaken and a review of the school loans / handling collection is started.</li> </ol> <p data-bbox="1630 1369 1771 1401" style="text-align: right;">/Cont'd ...</p>	<p data-bbox="1798 183 2123 323"><b>Dr Jane Mee, Museums &amp; Records Manager Tel: 9283 4788</b></p>

WARD	DECISION	OFFICER CONTACT
	<p>(10) Partnership projects with the QA Hospital (improving environments for people with dementia) and the University of Portsmouth (Doctoral Collaborative Award for Conan Doyle) are implemented.</p> <p>(11) The Portsmouth City Museums exhibition programme Secret Egypt and Tricorn is delivered as planned and publicised.</p> <p>(12) Plans for the WW1 centenary exhibition and community engagement – <i>Lest We Forget</i> – are developed and implemented.</p> <p><b>Portsmouth Libraries Stock Disposal Policy</b></p> <p>DECISIONS</p> <p>(1) That a continuous programme of stock work is carried out in all libraries to cope with new stock arrivals rather than at intervals of every few months.</p> <p>(2) That the Central Library store stock is reviewed as a whole once a year.</p> <p>(3) That permanent book sale displays of withdrawn library stock are removed from all libraries except Central Library.</p> <p>(4) That to replace permanent books sales a temporary book sale site is established to run for 1 week in duration in branches.</p> <p>(5) That a permanent, well displayed second hand bookshop is set up at Central Library.</p> <p>(6) That the pricing of withdrawn stock should reflect the quality of the stock and higher prices being asked in charity shops and online booksellers.</p> <p>(7) That Amazon Marketplace, a fixed price site, is used as a mechanism for selling some of our more specialist stock.</p>	<p><b>Clare Forsyth</b>  <b>Service Development</b>  <b>Manager</b>  <b>Tel: 9268 8064</b></p>



	<b>WARD</b>	<b>DECISION</b>	<b>OFFICER CONTACT</b>
		<p><b>Southsea Library Development</b></p> <p><b>Monitoring of 2013/14 Cash Limits and Capital Programme for the Period to 30 June 2013</b></p> <p><b>NB: Call-in date - Monday 21 October 2013</b></p>	<p><b>Lindy Elliott, Library Service Manager Tel: 9268 8058</b></p> <p><b>Susan Aistrop Finance Manager Tel: 9284 1035</b></p>

## **Part 2 - Proposals from Managers for Implementation**

The following proposals have been brought forward. The Managers indicated will exercise their powers to approve the proposal unless a Councillor requests the item be referred for decision to the relevant Cabinet Member or Regulatory Committee. **Your request must be made to [democratic@portsmouthcc.gov.uk](mailto:democratic@portsmouthcc.gov.uk) and must be received by not later than 5 pm on Friday 25 October 2013.**

**An email or handwritten letter will suffice.**

If you want to know more about a proposal, please contact the Officer indicated.

### **PORTFOLIO: CHILDREN & EDUCATION**

**FRIDAY 18 OCTOBER 2013**

	<b>WARD</b>	<b>SUBJECT AND PROPOSAL</b>	<b>OFFICER CONTACT</b>
<b>2</b>	<b>Charles Dickens</b>	<p><b>Installation of temporary classrooms at St George's Beneficial CofE Primary School and additional fees for Phase 1 of the Primary Capital Programme</b></p> <p><b>Proposal:</b> that Approved Education Capital Expenditure be reallocated in order to fund the installation of temporary classrooms at St George's Beneficial CofE Primary School and to cover additional fees associated with Phase 1 of the Primary Capital Programme scheme.</p> <p>On 4 April 2006 the Elected Member for Children and Education approved the allocation of £1,800,000 to construct a new sports hall at the Harbour School at Tipner. The project was successfully completed leaving an underspend of £104,000.</p> <p>On 19 March 2008 the Elected Member for Children and Education approved the allocation of £250,000 for structural repairs and window replacement at Meredith Infant School. In 2010 the school subsequently contributed a further £62,074. The project was successfully completed leaving an underspend of £21,000.</p> <p>The capital scheme at St George's Beneficial CofE Primary School forms part of the Primary Capital Programme which was approved by the Elected Member for Children and Education on 19 June 2009. The total cost of the scheme is £2,394,151. Phase 1 has been completed (which included extensive mechanical and electrical maintenance works, upgrading of pupil WCs and reconfiguration of FSU classrooms) and phase 2 is due be completed by September 2014 (consisting of demolition and rebuilding of the school entrance/admin area, an additional KS2 classroom, new library, SEN unit, food technology classroom and improved circulation). During phase 2 there will be some very disruptive works which will involve the demolition of the entrance building. These works will affect teaching and learning adjacent to the contractors site.</p>	<p><b>Mike Stoneman</b>  <b>Strategic</b>  <b>Commissioning</b>  <b>Manager</b>  <b>Tel: 9284 1712</b></p>

	<b>WARD</b>	<b>SUBJECT AND PROPOSAL</b>	<b>OFFICER CONTACT</b>
		<p>It has therefore been agreed to install two temporary classrooms at a cost of £31,500 (including fees) from February 2014 until August 2014 on the site of the existing staff car park in order to move pupils away from the affected area and teach them in surroundings that will not be affected by the noise and disruption associated with the capital works.</p> <p>The fees for the Primary Capital Programme Phase 1 works exceeded those that had been budgeted for due to a more fragmented delivery programme, changes to the project scope and delays to the project. Additional funding of £83,300 is therefore required to meet these fees.</p> <p>Approval is therefore sought to re-allocate the remaining £104,000 from the capital scheme at the Harbour at Tipner Sports Hall scheme and £10,800 from the capital scheme at Meredith Infant School in order to fund the installation of temporary classrooms at St George's CofE Primary School and to cover the outstanding fees associated with the Primary Capital Programme scheme.</p>	

## PLANNING APPLICATIONS TO BE DETERMINED BY HEAD OF PLANNING SERVICES

The City Development Manager will exercise her powers to determine the following applications in accordance with the proposed decision for each application unless a Councillor requests the application be referred for decision to Committee.

Your request should be made to the **City Development Manager** by telephoning **Julie Watson** (☎023 9283 4826 or 023 9283 4339 answerphone) and must be received by not later than **5 pm on Friday 25 October 2013**. You can also make contact by letter or by e-mail to - [planningreps@portsmouthcc.gov.uk](mailto:planningreps@portsmouthcc.gov.uk) - If you wish to know more about a particular application, please contact the Case Officer indicated.

Item No	Application No Ward	Location Description of Development	Planning Officer's Comments	Case Officer Proposed Decision
3	13/00820/HOU  St Thomas	<p><b>105 High Street Portsmouth PO1 2HJ</b></p> <p>Construction of second floor rear extension</p>	<p>One letter of representation has been received. This highlights concerns regarding disturbance during the construction of the proposed extension at 105 High Street.</p> <p>This proposal seeks permission for the construction of a second floor rear extension.</p> <p>This proposal is considered acceptable in design terms. Due to its appropriate scale and siting, the proposed extension would not give rise to any adverse impacts upon the residential amenities of any adjoining occupiers by virtue of loss of light, overlooking or overbearing relationship. Noise and disturbance during the construction phase is not a planning issue and as such, it is not considered necessary to impose any conditions restricting construction during particular times of the day. Any concerns in relation to noise nuisance would fall within the remit of the Public Protection Officers.</p>	<p>Laura Grimason</p> <p>Tel: 023 9284 1470</p> <p><b>Conditional Permission</b></p>
4	13/00821/HOU  St Thomas	<p><b>106 High Street Portsmouth PO1 2HJ</b></p> <p>Construction of second storey rear extension</p>	<p>One letter of representation has been received. This highlights concerns regarding disturbance during the construction of the proposed extension at 106 High Street.</p> <p>This proposal seeks permission for the construction of a second floor rear extension.</p> <p>This proposal is considered acceptable in design terms. Due to its appropriate scale and siting, the proposed extension would not give rise to any adverse impacts upon the residential amenities of any adjoining occupiers by virtue of loss of light, overlooking or overbearing relationship. Noise and disturbance during the construction phase is not a planning issue and as such, it is not considered necessary to impose any conditions restricting construction during particular times of the day. Any concerns in relation to noise nuisance would fall within the remit of the Public Protection Officers.</p>	<p>Laura Grimason</p> <p>Tel: 023 9284 1470</p> <p><b>Conditional Permission</b></p>

Item No	Application No Ward	Location Description of Development	Planning Officer's Comments	Case Officer Proposed Decision
5	13/00958/FUL  Drayton & Farlington	<b>135-137 Havant Road Drayton Portsmouth</b>  Change of use from shop (Class A1) to restaurant (Class A3) including installation of extract flue to roof	<p>This application was initially reported on MIS 4/10/13. A further letter of objection has been received from the owner of the adjoining building to the west (retail at ground level and residential on the upper floors) who objects on behalf of the shop and the occupiers of the flats above (some which have windows overlooking the flat roof of the application site) on the grounds of noise, cooking odours, air pollution and the subsequent loss of amenity.</p> <p>The loss of the unit from a Class A1 use to Class A3 is not considered to adversely affect the balance of uses within this area as it would not result in an over-concentration of non-shopping uses in the local centre. Recommended conditions would seek to secure an effective extraction/ventilation system (including any external flue) to deal with cooking odours in the interests of protecting the amenities of the area and of occupiers of surrounding properties.</p>	<p>Alison Pinkney  Tel: 023 9283 4305  <b>Conditional Permission</b></p>
6	13/00973/FUL  St Thomas	<b>Fire &amp; Stone R20 Blake House Gunwharf Quays</b>  External alterations to include alterations to window to right of main entrance door and formation of new outside seating area	<p>Since this application was reported on MIS on 4/10/13, two further letters of objection have been received. Both representations are from residents of flats within Blake House who object on the following grounds: 21 points on the premises licence should be adhered to; there should be no increase in the number of covers; there should be no smoking on external terraces (health hazard for nearby residential accommodation); the visual screen/buffer zone between the main terrace and the residential accommodation must be effective and maintained properly; on-going concerns regarding noise transmitted through the building; concern about 8am opening.</p> <p>The applicant held a meeting with the Residents Association and agreed to reduce the number of covers on Terrace 2 to 28 and to omit the use of benches so that loose tables and chairs can be taken inside the building each evening to prevent misuse/disturbance once the restaurant is closed. The application is not for a change of use therefore opening hours are beyond the remit of this application. Licensing matters are not a material planning consideration.</p> <p>The proposed alterations to the window and the introduction of a new seating area at the front of the building under the existing canopy are considered acceptable.</p>	<p>Alison Pinkney  Tel: 023 9283 4305  <b>Conditional Permission</b></p>

Item No	Application No Ward	Location Description of Development	Planning Officer's Comments	Case Officer Proposed Decision
7	13/00963/FUL  Copnor	<p><b>Vacant Land Airport Service Road Portsmouth</b></p> <p>Change of use of land to Class B8 (open storage and distribution), construction of 2 storey modular building (for ancillary purposes); installation of fencing up to 2.4m high, creation of new access and egress points and associated landscaping (amendment to 13/00722/FUL)</p>	<p>One letter of representation has been received for this application. This is based upon the grounds that; a) The use of the site for the storage of large container vehicles will result in larger vehicles travelling along Airport Service Road. This could have potential safety implications for pedestrians travelling in this area; b) The proposed planting should be of a type that would ensure adequate screening of the site is maintained throughout the year to prevent unauthorised access to the site and subsequent antisocial behaviour or vandalism.</p> <p>Permission is sought for the change of use of the land to Class B8 (open storage and distribution); the construction of a two storey modular building (for ancillary purposes); the installation of fencing up to 2.4m high; the creation of new access and egress points; and associated landscaping. This is an amended scheme to a previous application (13/00722/FUL).</p> <p>This site is designated as protected open space by policy PCS13 of the Portsmouth Plan. It is however, considered to be of low amenity value at the current time. The use of this land for purposes falling within Class B8 would bring associated benefits that would justify the loss of this protected open space. Notably, this would entail the protection, future refurbishment and subsequent re-use of the Bastion 5 Casemates which have previously suffered due to unauthorised access and subsequent vandalism. The proposed fencing and landscaping would secure the site to ensure that it would be protected from vandalism and unauthorised access in the future. No objections have been raised from the Crime Prevention Design Advisor, the City Council's Highways department or English Heritage and as such, the proposed change of use is considered acceptable in principle.</p>	<p>Laura Grimason  Tel: 023 9284 1470</p> <p><b>Conditional Permission</b></p>
8	13/01007/HOU  Drayton & Farlington	<p><b>1 Second Avenue Farlington Portsmouth</b></p> <p>Construction of dormer window to front roof slope</p>	<p>One letter has been received (from occupiers of a dwelling on the opposite side of the road) objecting to the proposed dormer on the grounds of loss of privacy.</p> <p>The dwellings in question are approximately 25m apart, separated by an intervening public road. Any loss of privacy to facing windows is not considered at this distance to be significantly detrimental.</p> <p>The proposal is considered acceptable with regard to all other matters.</p>	<p>Alison Pinkney  Tel: 023 9283 4305</p> <p><b>Conditional Permission</b></p>

## Part 3 - Information and News Items

FRIDAY 18 OCTOBER 2013

	WARD		OFFICER CONTACT
9		<p><b>The Health Overview &amp; Scrutiny Panel - 17 October</b></p> <p>At its meeting the panel noted the following reports:</p> <ol style="list-style-type: none"> <li>1. Public health progress following the transfer of responsibility and health information.</li> <li>2. Portsmouth Hospital's NHS Trust</li> <li>3. The right place, right time community lounge.</li> <li>4. Solent NHS Trust</li> <li>5. Portsmouth Clinical Commissioning Group</li> <li>6. NHS England (Wessex)</li> <li>7. Continuing Healthcare - section 75 agreements.</li> </ol> <p><u>The panel also resolved that:</u></p> <ol style="list-style-type: none"> <li>8. Healthwatch Portsmouth bring six-monthly updates to the panel</li> <li>9. The important role that the Guildhall Walk Healthcare Centre plays in catering for the needs of people who are not registered with a GP be noted.</li> <li>10. The Director of Public Health be asked to lobby Public Health England for a change to the guidance to allow schools to send dental examination consent forms to all parents of reception year pupils at the start of the school year.</li> </ol>	<p><b>Jane Di Dino</b>  <b>Local Democracy</b>  <b>Officer</b>  <b>Tel: 9283 4060</b></p>
10		<p><b>Cancellation of Housing Cabinet Meeting</b></p> <p>Councillor Sanders as Cabinet Member for Housing has agreed that, as there are no reports requiring decision at this time, the next scheduled decision meeting of 5 November at 4pm be cancelled.</p>	<p><b>Joanne Wildsmith</b>  <b>Local Democracy</b>  <b>Officer</b>  <b>Tel: 9283 4057</b></p>

	WARD		OFFICER CONTACT
11		<p><b>Licensing Committee - Wednesday 23 October 2013 at 9.30am in the Executive Meeting Room, floor 3 of The Guildhall, Portsmouth</b></p> <p>The committee will consider the following items:</p> <ul style="list-style-type: none"> <li>• Scrap Metal Dealers Act 2013 - New statutory powers to licence scrap metal dealers and motor salvage operators</li> <li>• Schedule 3 Local Government (Miscellaneous Provisions) Act 1982 as amended by Section 27 of the Policing and Crime Act 2009 - Sex Establishment Licensing - Consideration and Adoption of Standard Conditions</li> <li>• Licensing Act 2003 - Proposed Delegation of Powers to Head of Health, Safety and Licensing - Withdrawal of a Club Premises Certificate</li> <li>• Licensing Act 2003 - Application for withdrawal of Club Premises Certificate - Big Slick, 240 Fratton Road, Portsmouth, PO1 5HH</li> </ul>	<p><b>Lucy Wingham Local Democracy Officer Tel: 9283 4662</b></p>
12	St Thomas	<p><b>Broad Street Car Park</b></p> <p>The area underneath a small section of Broad Street car park has begun to show signs of deterioration with concrete breaking away from the main slab and reinforcement bars being exposed. The Council has had both Port engineers and City engineers inspect the structure and whilst it is not in danger of imminent collapse, the council cannot guarantee the safety of vehicles or pedestrians on that part of the car park.</p> <p>Together with the Point, the area is a part of the Council's long term plans for development. We are additionally mindful it is a conservation area. Repairs to the area would cost in the region of £250,000 for 12 parking spaces. As plenty of parking provision exists in that area it is not considered commercially viable to effect repairs.</p> <p>For the medium term it has been decided to erect more permanent fencing. Panelled fencing around the area similar to that currently employed around The Point is not suitable as the effect of wind on it could do further damage to the surface and result in collapse of the panels as well as the surface of the car park. The fencing will remain and be maintained until the long term future for the site is decided.</p>	<p><b>Michael Robinson/ Guy Mason Transport &amp; Environment Tel: 9268 8497/ 9283 4044</b></p>

	WARD		OFFICER CONTACT
13	Fratton	<p><b>59 Walmer Road Portsmouth PO1 5AT</b></p> <p><b>Appeal Ref: 13/00010/FUL</b>  <b>Date Lodged: 1 October 2013</b>  <b>Appeal Start Date: 9 October 2013</b></p> <p>An appeal has been lodged against the refusal of planning permission for the change of use from dwelling house (Class C3) to purposes falling within Class C3 (dwelling house) or Class C4 (house in multiple occupation)</p> <p>This appeal will be dealt with by the written representation procedure.</p>	<p><b>Simon Barnett</b>  <b>Planning Services</b>  <b>Tel: 9284 1281</b></p>
14	St Jude	<p><b>Ground Floor Flat, 5 Albert Grove, Southsea, PO5 1NG</b></p> <p><b>Ref No: 13/00810/FUL</b>  <b>Appeal Start Date: 11<sup>th</sup> October 2013</b></p> <p>An appeal has been lodged against the refusal of planning permission for the Conversion of ground floor flat to form three studio flats and alterations to windows and doors to side and rear elevations</p> <p>This appeal will be dealt with by the written representation procedure.</p>	<p><b>Simon Barnett</b>  <b>Planning Services</b>  <b>Tel: 9284 1281</b></p>

## LICENSING ACT 2003 – APPLICATIONS RECEIVED BY THE LICENSING AUTHORITY

The Licensing Authority has received the following applications in accordance with the Licensing Act 2003. The table below outlines the premises location, a brief description of the application and the closing date by which responsible authorities or other persons may make representations.

Members should be aware that representations may only be made on the grounds of one or more of the licensing objectives. These are: “the prevention of crime and disorder”, “the prevention of public nuisance”, “public safety” and “the protection of children from harm”. Any representation must be in writing and should, where possible, include evidence to support the licensing objectives. Representations should not be frivolous or vexatious.

If you have any queries relating to any of the applications outlined below, please contact the Licensing Section,  
Telephone number: 023 9283 4607 or email: [Licensing@portsmouthcc.gov.uk](mailto:Licensing@portsmouthcc.gov.uk).

<b>Item No</b>	<b>Ward</b>	<b>Licence No:</b>	<b>Premises Name and Address</b>	<b>Brief description of application:</b>	<b>Closing date for representations:</b>
<b>15</b>	St Thomas	13/04460/ LAPREM	Carluccio's Unit R20 Blake House Gunwharf Quays PO1 3TH	<b>Variation of a Premises Licence</b>  Extend hours for recorded music: Monday to Sunday 08:00-23:00  Add 'off' sales to the Licence Amend and Add conditions on the Licence Restructure internal layout	7 November 2013