

City of Portsmouth MEMBERS' INFORMATION SERVICE

NO 13

DATE: FRIDAY 31 MARCH 2017

The Members' Information Service produced in the Community & Communication Directorate 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 and must be received by not later than 5pm 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

THERE ARE NO PART 1 ITEMS THIS WEEK

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 and must be received by not later than 5pm on Friday 7 March 2017.**

An email or handwritten letter will suffice.

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

PORTFOLIO: RESOURCES

FRIDAY 31 MARCH 2017

	WARD	SUBJECT AND PROPOSAL	OFFICER CONTACT
1	St Thomas	<p>Guildhall Capitalised Repairs 2016/17</p> <p>Proposal that a Revenue Contribution to Capital of £362,400 be transferred from the Guildhall Revenue budget, to fund works at Portsmouth Guildhall.</p> <p>The transfer of funds is requested to undertake roofing works and external repairs.</p> <p>Due to the nature of the works undertaken it is more appropriate for these works to be treated as capital expenditure within the council's accounts as they either extend the life or enhance the use of the Guildhall.</p>	<p>Meredydd Hughes Assistant Director of Property & Housing Tel: 9283 4539</p>

PORTFOLIO: PLANNING, REGENERATION & ECONOMIC DEVELOPMENT

FRIDAY 31 MARCH 2017

	WARD	SUBJECT AND PROPOSAL	OFFICER CONTACT
2	Milton	<p>Community Infrastructure Levy (CIL) - Neighbourhood spend on new cycle racks on Eastney Road & Devonshire Avenue</p> <p>Following a proposal from Councillor Dowling after consultation with the community, the sum of £5,609.00 from the Milton ward neighbourhood CIL total is to be allocated to fund the purchase, installation and commuted sum for the addition of 8 new bicycle racks, 6 outside the shops on Eastney Road and 2 at the doctors' surgery on Devonshire Avenue.</p>	<p>Claire Upton-Brown, Assistant Director, Culture & City Development Tel: 9283 4299</p>

	WARD	SUBJECT AND PROPOSAL	OFFICER CONTACT
3	Charles Dickens	<p>Community Infrastructure Levy (CIL) - Neighbourhood spend on improvements and new equipment at Portsea Venture Playground</p> <p>Following a proposal from the playground staff and after consultation with ward members who support the project, the sum of up to £26,893.96 to fund comprehensive improvements and new equipment at Portsea Venture Playground. The funds will be used to purchase materials, build and install new play structures, gym & music equipment and garden improvements.</p>	<p>Claire Upton-Brown, Assistant Director, Culture & City Development Tel: 9283 4299</p>

PLANNING APPLICATIONS TO BE DETERMINED BY CITY DEVELOPMENT MANAGER

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 **Assistant Director of Culture & City Development** by telephoning **the validation team (023 9283 4826 or 023 9283 4339 answerphone)** and must be received not later than **5pm on Friday 7 April 2017**. You can also make contact by letter or by e-mail to 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
4	17/00059/FUL Central Southsea	<p>231 Albert Road Southsea PO4 0JP</p> <p>Change of use in part of rear ground floor retail unit (Class A1) to self-contained flat (Class C3) with external alterations to include construction of single storey rear extension (to replace existing) amendments to windows and retention of basement for retail purposes</p>	<p>Two representations have been received objecting to the development on the grounds of (a) impact on parking provision, (b) loss of outdoor amenity space, (c) lack of facilities in retail unit, (d) reduction in usable floorspace for the retail unit, (e) impact of the construction works on recipient building and existing tenants.</p> <p>Through negotiations with applicant, appropriate amendments have been submitted to the Local Planning Authority as a response to the objection comments from neighbouring occupiers. This included the provision of bathroom and sink facilities for the retail unit, improved design features, the provision of adequate bin storage for retail and residential units in the rear yard, the provision of secure cycle storage and access.</p> <p>The Highways Engineer and the Waste Collection Inspector have confirmed their support of the relevant facilities for the retail and residential units and further to this, the proposed one bedroom apartment exceeds the minimum space standards as identified in the Nationally Described Space Standard. On this basis the recommendation is for conditional permission.</p>	<p>Niall McAteer Tel: 023 9268 8882</p> <p>Conditional Permission</p>

Item No	Application No Ward	Location Description of Development	Planning Officer's Comments	Case Officer Proposed Decision
5	17/00198/HOU Eastney & Craneswater	<p>7 Parkstone Avenue Southsea PO4 0QY</p> <p>Construction of single storey rear extension (after removal of existing ground floor conservatory)</p>	<p>Two letters of objection from neighbouring residents have been received. Their concerns are as follows:</p> <ol style="list-style-type: none"> 1) Water will run off onto neighbouring properties; 2) excessive height; 3) loss of light; 4) detract from appearance of surrounding area. <p>The site currently has a single storey flat roofed rear extension with a lean-to conservatory attached. The proposal is to replace the existing conservatory with a flat roofed extension that would adjoin to the existing extension. The proposal would also involve extending the width of the existing kitchen by a further metre.</p> <p>The extension would align with the adjoining property (No 9) and have a similar length and width as the existing conservatory. Therefore it would not result in a significant impact on the amenities of the occupiers of No 9. The applicant has submitted drawings demonstrating that the proposed guttering would be contained within the property. The extension would be located 4 metres from the property at No 43 Nettlecombe Avenue. There is also a tall boundary brick walls separating the proposal from the neighbouring property. Furthermore, as the height of the proposed extension would be 0.7m higher than the existing conservatory.</p> <p>It is not considered to result in a significant impact on the occupiers of No 43 Nettlecombe Avenue. The proposed bi-folding doors would face out onto the side courtyard, therefore they would not result in loss of privacy to the surrounding occupiers.</p>	<p>Katherine Alger Tel: 023 9284 1470</p> <p>Conditional Permission</p>

Item No	Application No Ward	Location Description of Development	Planning Officer's Comments	Case Officer Proposed Decision
6	17/00216/FUL Hilsea	<p>1C St Chads Avenue Portsmouth PO2 0SA</p> <p>Change of use from dwellinghouse (Class C3) to purposes falling within Class C4 (house in multiple occupation) or Class C3 (dwellinghouse)</p>	<p>Three representations have been from received from nearby residents raising objection on the following grounds:</p> <p>(a) density of existing HMO's in the surrounding area, (b) increased demand for parking, (c) increased noise and disturbance and (d) an increase in on-street litter.</p> <p>The applicant seeks a planning permission that will enable the use of the property to interchange between a Class C3 dwellinghouse and a Class 4 HMO where between three and six unrelated people share at least a kitchen and/or a bathroom. The lawful use of the property is currently Class C3 (dwellinghouse). Having regard to the aims and objectives of policy PCS20 and the Houses in Multiple Occupation (HMOs) SPD that seek to support mixed and balanced communities, the use of the property as a HMO would not result in an imbalance of such uses, falling well below the 10% threshold (2.7% if permission was granted).</p> <p>In addition to the data held by the City Council, a number of additional properties were identified for checking through the representations including 1E, 2, 14, 18 St Chads Avenue and 310 London Road.</p> <p>The properties identified (on the balance of probabilities) are considered to be C3 residential dwellings and flats and therefore this does not affect the overall density (2.7%) of HMO's within the 50m radius.</p> <p>It is considered that the level of occupation generally associated with the use of any given property as a HMO (C4) is not materially different to the use of a property as a Class C3 dwellinghouse occupied by either a single family or other groups living as a single household. On that basis and given that there is not a significant concentration of HMOs within the surrounding area, it is considered that and objection on increased noise and disturbance, parking or impact on the character of the area could not be sustained.</p>	<p>Niall McAteer Tel: 023 9268 8882</p> <p>Conditional Permission</p>

Item No	Application No Ward	Location Description of Development	Planning Officer's Comments	Case Officer Proposed Decision
7	17/00258/PLA REG Paulsgrove	31 Bryher Island Portsmouth PO6 4UE Extension of existing balcony to include underside lighting	<p>One letter from the neighbouring occupier has been received. Their objections are as follows:</p> <ol style="list-style-type: none"> 1) loss of privacy; 2) extends past dividing privacy panel; 3) out of keeping with neighbouring balconies <p>The applicant seeks retrospective permission to extend the existing balcony. It extends 20cm so that it aligns with the neighbouring properties balcony. This creates a more uniform appearance with the other properties within the terrace. It is therefore considered that this minimal alteration is acceptable in design terms and would relate appropriately to the recipient building and the wider terrace.</p>	<p>Katherine Alger Tel: 023 9284 1470</p> <p>Conditional Permission</p>

Part 3 - Information and News Items

FRIDAY 31 MARCH 2017

	WARD		OFFICER CONTACT
8		<p>Licensing Sub Committee Hearing - Tuesday 4 April 2017 at 9.30am in the Executive Meeting Room, third floor, the Guildhall</p> <p>The committee will consider the following application:</p> <p>Licensing Act 2003 - Application for grant of a premises licence Ken's Kebab House, 35 Guildhall Walk, Portsmouth PO1 2RY.</p>	<p>Jane Di Dino Local Democracy Officer Tel: 9283 4060</p>
9		<p>Planning Committee - Wednesday 5 April at 1pm in Conference Room A, second floor, the Civic Offices</p> <p>The committee will consider the following planning applications:</p> <ul style="list-style-type: none"> • 17/00071/FUL - 4 Clarendon Road Southsea PO5 2EE - Change of use from office (Class A2) to restaurant and hot food take away (Class A3/A5) • 17/00129/HOU - 39 Tregaron Avenue Portsmouth PO6 2NE - Construction of single storey rear extension and two storey side and rear extension • 16/00824/HOU - 6 Blake Road, Portsmouth PO6 1ET - Construction of raised patio and balustrading to rear of dwelling including installation of privacy screening to the eastern boundary • 17/00178/FUL - 103 Manners Road, Southsea PO4 0BD - Change of use from Class C4 (house in multiple occupation) to house in multiple occupation for seven persons (Sui Generis) • 17/00215/FUL - The Parade Tearooms, Western Parade Southsea PO5 3JF - Change of use of land from Open Space to Class A3 (cafe/restaurant) associated with existing cafe; construction of raised balcony and planter to the west elevation and landscaping works including construction of raised planters to eastern elevation (Amended Scheme to 16/00654/FUL) 	<p>Joanne Wildsmith Local Democracy Officer Tel: 9283 4057</p>

/Cont'd ...

	WARD		OFFICER CONTACT
10		<ul style="list-style-type: none"> • 16/02104/PLAREG - Public House 18 - 20 Florence Road, Southsea PO5 2NE - Retrospective application for the construction of a single storey rear extension, installation of external ducting, fan and extraction units and installation of roof lanterns (Amended Scheme to 16/00424/PLAREG) • 17/00025/HOU - 14 Armory Lane, Portsmouth PO1 2PE - Construction of replacement garden wall (after demolition of existing) <p>Scrutiny Management Panel Meeting - Tuesday 11 April 2017 at 3pm in Conference Room A, second floor, the Civic Offices.</p> <ul style="list-style-type: none"> • Update on Scrutiny Review - "Revitalising Local High Streets and Secondary Shopping Areas in the City" (Information) • Update on Scrutiny Review - Domestic Abuse (Information) 	<p>Vicki Plytas Senior Local Democracy Officer Tel: 9283 4058</p>
11		<p>Welfare reform - changes in April 2017</p> <p>There have been a number of changes to the UK benefits system and further changes are being introduced from April that will affect many families in Portsmouth.</p> <p>A document giving a summary of the key reforms that will impact financially on residents, and details of where our residents can get help if they are worried about money or the changes, is now available on the intranet: information-on-welfare-changes-where-residents-can-go-for-help.aspx</p> <p>Residents can find information on where to get help around money, benefits or debt on the council's website: https://www.portsmouth.gov.uk/ext/benefits-and-support/money-advice.aspx.</p>	<p>Mark Sage Tackling Poverty - Lead Officer Tel: 9283 4111</p>

	WARD		OFFICER CONTACT
12	St. Thomas	<p>27 Landport Terrace, Chambers Restaurant PO1 2RG Appeal Ref: 16/00039/ENF Appeal Lodged: 30 November 2016 Appeal Start Date: 22 March 2017</p> <p>An appeal was lodged against the serving of an Enforcement Notice that alleges without planning permission the erection of a vertical timber fence on the north and south walls at first floor level</p> <p>This appeal will be dealt with as a Written Representation procedure.</p>	<p>Adam Breacher Planning Services Tel: 9283 4344</p>
13		<p>Gambling Act 2005 – Statement of Licensing Policy for 2017 – 2020 - Consultation Process</p> <p>The Gambling Act 2005 (“the Act”) came into force in 2007 and sets out the role of the Council, as the Licensing Authority with responsibility for licensing and overseeing gambling premises in its area.</p> <p>Portsmouth City Council, as Licensing Authority, is required by the Act to prepare and publish a statement of the principles it proposes to apply in exercising its functions under the Act (the statement of licensing policy). Such a policy must be published before the authority carries out any function in respect of individual applications made under the terms of the Act and during the statutory three year period. The policy must be kept under review and the Licensing Authority may make any revisions to it as it considers appropriate.</p> <p>The statement of licensing policy is the framework that the Council has set down for promoting the licensing objectives and will set out how the Council will consider and determine applications for licences in conjunction with the statutory guidance issued by the Gambling Commission.</p> <p>Before the Licensing Authority determines its policy for any three year period, or if revising a policy within a period, it must consult with:</p> <p style="text-align: right;">/Cont'd ...</p>	<p>Nickii Humphreys Licensing Manager Tel: 9283 4604</p>

	WARD		OFFICER CONTACT
14		<ul style="list-style-type: none"> • The chief officer of police; • One or more persons who appear to the authority to represent the interests of persons carrying on gambling businesses in the authority's area; and • One or more persons who appear to the authority to represent the interests of persons who are likely to be affected by the exercise of the authority's functions under the Act. <p>The purpose of this item is to advise members that a draft statement of licensing policy for the years 2017 – 2020 has been considered by the Licensing Committee at its meeting on 22 February 2017 and gave approval for the public consultation to commence with effect from 31 March 2017 until 5 May 2017.</p> <p>Members are invited to consider the proposed draft policy and submit any comments as necessary upon its contents. All representations received as a result of the public consultation will be considered by the Licensing Committee in the first instance before the final draft statement is considered and made final by the Council.</p> <p>Representations should be made in writing and need to be received by no later than 5pm on 5 May 2017. Replies should be forwarded to the Licensing Manager.</p> <p>A copy of the existing statement, draft statement of licensing policy for 2017 - 2020 and the Statutory Guidance issued by the Gambling Commission can be viewed on the Council's website: https://www.portsmouth.gov.uk/ext/licensing/gambling-act-2005.aspx</p> <p>In addition, a copy of the existing and draft policy is also available in each of the members rooms.</p> <p>Licensing Act 2003 – Statement of Licensing Policy for 2017 – 2022 - Consultation Process</p> <p>The Licensing Act 2003 (“the Act”) came into force on 24 November 2005 and sets out the licensing regime for the sale or supply of alcohol, provision of regulated entertainment and late night refreshment.</p> <p style="text-align: right;">/Cont'd ...</p>	<p>Nickii Humphreys Licensing Manager Tel: 9283 4604</p>

	WARD	OFFICER CONTACT
	<p>Portsmouth City Council, as Licensing Authority, is required by the Act to prepare and publish a statement of its licensing policy every five years. Such a policy must be published before the authority carries out any function in respect of individual applications made under the terms of the Act and during the five year period. The policy must be kept under review and the Licensing Authority may make any revisions to it as it considers appropriate.</p> <p>The policy document is the framework that the council has set down for promoting the licensing objectives and will set out how the Council will consider and determine applications for licences in conjunction with the statutory guidance issued by the Secretary of State.</p> <p>Before the Licensing Authority determines its policy for any five year period, or if revising a policy within a period, it must consult the persons listed in section 5(3) of the Act. These are:</p> <ul style="list-style-type: none"> • The chief officer of police for the area; • The fire and rescue authority for the area; • Persons/bodies representative of local holders of premises licences; • Persons/bodies representative of local holders of personal licences; • Persons/bodies representative of businesses and residents in its area. <p>The purpose of this item is to advise members that a draft statement of licensing policy for the years 2017 – 2022 has been considered by the Licensing Committee at its meeting on 22 February 2017 and gave approval for the public consultation to commence with effect from 31 March 2017 until 5 May 2017.</p> <p>Members are invited to consider the proposed draft policy and submit any comments as necessary upon its contents. All representations received as a result of the public consultation will be considered by the Licensing Committee in the first instance before the final draft statement is considered and made final by the council.</p> <p>Representations should be made in writing and need to be received by no later than 5pm on 5 May 2017. Replies should be forwarded to the Licensing Manager.</p> <p>A copy of the existing statement, draft statement of licensing policy for 2017 - 2022 and the Statutory Guidance issued by the Secretary of State can be viewed on the Council's website: https://www.portsmouth.gov.uk/ext/licensing/licensing-act-2003---statement-of-licensing-policy.aspx</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.

Item No	Ward	Licence No:	Premises Name and Address	Brief description of application:	Closing date for representations:
15	Copnor	17/02370/ LACPC	Tudor Sailing Club Eastern Road Portsmouth PO3 5LY	Application to vary Club Premises Certificate: Sale of alcohol, Monday to Sunday from 10:00 until 03:00 Regulated entertainment, Monday to Sunday from 10:00 until 03:00	21 April 2017