

# City of Portsmouth MEMBERS' INFORMATION SERVICE

**NO 15**

**DATE: FRIDAY 12 APRIL 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>Cabinet – 10 April 2013</b></p> <p>Decisions were taken on the following items:</p> <p><b>Seafront Masterplan - Supplementary Planning Document (SPD)</b></p> <p>DECISIONS that the Cabinet</p> <ol style="list-style-type: none"> <li>(1) noted the summary of comments received during public consultation (Appendix 1) and approve the city council's responses to the issues raised;</li> <li>(2) adopted the Seafront Masterplan (Appendix 2) as a Supplementary Planning Document (SPD);</li> <li>(3) noted the Sustainability Appraisal (SA) and Habitat Regulations Report (HRR) which accompany SPD (Appendix 3);</li> <li>(4) authorised the Assistant Head of Planning Services to make editorial amendments to the SPD prior to publication in consultation with the Cabinet Member for Planning, Regeneration &amp; Economic Development (PRED). (These amendments shall be restricted to correcting errors and formatting and shall not alter the meaning of the document.)</li> </ol> <p><b>Introduction of a Comprehensive Licensing Programme for Houses in Multiple Occupation (HMOs) in Portsmouth</b></p> <p>DECISIONS that the Cabinet</p> <ol style="list-style-type: none"> <li>(1) approved the introduction of an Additional Licensing Scheme for all HMOs which are occupied by 3 or more persons, and not already subject to Mandatory Licensing (as indicated in option 5).</li> <li>(2) approved the introduction of an Additional Licensing Scheme for any building which is an HMO as defined by section 257 of the Housing Act 2004, where the property is mainly or wholly tenanted, including those with resident landlords, or where a significant proportion of what otherwise would be owner occupied flats have been let by the owners (as indicated in option 5).</li> <li>(3) approved the new fees for mandatory licensing.</li> </ol> <p style="text-align: right;">/Cont'd ...</p>	<p><b>Joanne Wildsmith</b>  <b>Customer,</b>  <b>Community &amp;</b>  <b>Democratic Services</b>  <b>Tel: 9283 4057</b></p>

WARD	DECISION	OFFICER CONTACT
cont'd	<p><b>Budget and Performance Monitoring 2012/13 (3<sup>rd</sup> Quarter) to end December 2012</b></p> <p>DECISIONS:</p> <p>(1) The contents of this report were noted, in particular the overall forecast overspend of £233,200 representing a variance of 0.12% against the Revised City Council Budget of £195,582,300;</p> <p>(2) Members noted that any actual overspend at year end will be deducted from the 2013/14 Cash Limit;</p> <p>(3) Heads of Service, in consultation with the appropriate Cabinet Member, will consider options that seek to minimise any forecast overspend presently being reported and prepare strategies outlining how any consequent reduction to the 2013/14 Portfolio cash limit will be managed to avoid further overspending during 2013/14.</p> <p><b>Extra Care Services and Affordable Housing Project - Longdean Lodge</b></p> <p>DECISIONS:</p> <p>(1) That the Longdean Lodge site be allocated for Adult Social Care use within this scheme and the corresponding shortfall in capital resources this creates in the approved capital programme be met from a transfer of funds from the MTRS Reserve.</p> <p>(2) Authority was delegated to the Head of Adult Social Care and Head of Financial Services and Section 151 Officer to:</p> <ul style="list-style-type: none"> <li>• Negotiate and finalise scheme details and contractual terms and arrangements.</li> <li>• Approve, submit and progress as required planning applications and any associated processes</li> <li>• Transfer the Longdean Lodge site to Housing 21 at nil value</li> <li>• Finalise all other arrangements and agreements as required to enable the development of the Longdean Lodge site for Adult Social Care purposes</li> </ul> <p style="text-align: right;">/Cont'd ...</p>	

	WARD	DECISION	OFFICER CONTACT
2	cont'd	<p>(3) The City Solicitor was authorised to enter into all necessary documentation and obtain any approvals required to give effect to the above recommendations.</p> <p>(4) The exempt financial appraisal (Appendix A) was approved.</p> <p><b>NB Call-in date: Friday 19 April</b></p> <p><b>Cabinet Member for Housing's Special Decision Meeting - 9 April</b></p> <p>The Cabinet Member made the following decisions:</p> <p><b>Allocations Policy</b></p> <p>DECISIONS:</p> <p>(1) the Cabinet Member for Housing approved the revised allocations policy that includes the amendments detailed below:</p> <p>a) That the policy is amended to ensure members of the <b>Armed Forces</b> and the <b>Reserve Forces</b> will <b>not</b> be disqualified as applicants for accommodation because they do not have a local connection with PCC's districts.</p> <p>b) That the policy is amended to give <b>additional</b> preference to members of the <b>Armed and Reserve Forces</b> who fall within one or more of the reasonable preference categories and who have urgent housing needs.</p> <p>c) That the policy is amended to introduce a <b>local connection criteria</b>, defined below.</p> <ul style="list-style-type: none"> <li>• Anyone resident in Portsmouth (PO1 – PO6 postcodes, and the few roads in PO7 that are within the Portsmouth city boundary)</li> <li>• Ex-Portsmouth residents, who have previously lived in the city for five continuous years or more of their adult life.</li> </ul> <p style="text-align: right;">/Cont'd ...</p>	<p><b>Joanne Wildsmith</b>  <b>Customer,</b>  <b>Community &amp;</b>  <b>Democratic Services</b>  <b>Tel: 9283 4057</b></p>

	WARD	DECISION	OFFICER CONTACT
	cont'd	<ul style="list-style-type: none"> <li>• Close family members of Portsmouth residents who have lived in the city for five years or more, who wish to move to the area to give or receive support.</li> <li>• Anyone with permanent full time employment in Portsmouth.</li> <li>• Anyone resident in the Havant Borough Council areas (PO7 - PO9 postcodes). Havant residents will only be eligible to be considered for council owned properties in the Havant area i.e. the Leigh Park, Crookhorn, or Wecock Farm estates.</li> </ul> <p>d) That the policy is amended to give <b>additional preference to Portsmouth residents</b> who have been living in the city for 2 successive years or more.</p> <p>e) That the policy is amended to include the following <b>changes to the banding scheme</b>.</p> <ul style="list-style-type: none"> <li>• Additional priority for all social housing tenants who are under occupying a property.</li> <li>• No additional priority is awarded for living in shared accommodation.</li> <li>• No additional priority is awarded to applicants who fall within more than one reasonable preference category.</li> </ul> <p>f) That <b>quiet blocks</b> are removed from the list of properties designated for specific categories of applicants and replaced by <b>over 50</b> blocks.</p> <p>(2) The Cabinet member for Housing approved the implementation of the revised allocation policy <b>for both new applicants and current applicants</b> registered on the waiting list.</p> <p>(3) The Cabinet Member for Housing approved implementation of the policy from 1 May 2013, and asked that members be invited to training sessions.</p> <p><b>NB</b>      <b>Call-in date: Wednesday 17 April</b></p>	

	WARD	DECISION	OFFICER CONTACT
3		<p><b>The Cabinet Member for Environment &amp; Community Safety's Decision Meeting - 10 April</b></p> <p>Councillor Eleanor Scott made the following decisions:</p> <p><b>Project Integra</b></p> <ol style="list-style-type: none"> <li>1. Agreed that the city council remain a member of the Project Integra Strategic Board.</li> <li>2. Agreed that the city council cease its commitment to on-going revenue payments for the Recycle for Hampshire campaign and Executive (including the Action Plan).</li> <li>3. Agreed that the city council accept the 2013/14 action plan (Appendix 2) but with the stated reservations and withdraw from any item for which it has not provided financial support. This would include the Recycle for Hampshire campaign, although it should be recognised that this does not lessen the council's commitment to recycling and positive resource management.</li> <li>4. Agreed that the city council use rebated funds to financially support the 2013/14 Action Plan (with the exception of Recycle for Hampshire) for 2013/14 only, with the aim that it uses this year to develop a model of operation which clearly demonstrates that the financial value of membership outweighs subscription costs.</li> </ol> <p><b>Reducing Reoffending in Portsmouth (Meet at the Gate)</b></p> <ol style="list-style-type: none"> <li>1. Recognised the progress made to date and continues to support this work as a priority.</li> <li>2. Agreed that a progress report be brought back to the Environment and Community Safety Cabinet in six months.</li> </ol> <p><b>NB Call-in date: Friday 19 April</b></p>	<p><b>Jane Di Dino</b>  <b>Customer,</b>  <b>Community &amp;</b>  <b>Democratic Services</b>  <b>Tel: 9283 4060</b></p>

	WARD	DECISION	OFFICER CONTACT
4		<p><b>The Cabinet Member for Resources Decision Meeting - 11 April</b></p> <p>The Cabinet Member for Resources made the following decisions:</p> <p>Report on Alderman Joe Davidson Memorial Charity Trust</p> <p>DECISION that the Cabinet Member for Resources</p> <p>(1) gives delegated power to Customer Community and Democratic Services in consultation with the City Solicitor to facilitate the following requests from the Alderman Joe Davidson Memorial Charity Trust:</p> <p>(i) To formally remove the City Council's nomination and ex officio rights to the Trust</p> <p>(ii) To agree that there no longer be a committee and the Trust be administered solely by six trustees being the following in the first instance:  Keith Crabbe  Clive Davidson  James Woolsgrove  Christopher Trevellick  Tony Cooper  John Stock</p> <p>(2) Agrees that to allow time for the transfer to HIWCF to be completed, the current support services offered by the City Council be extended until the end of July 2013 with the possibility of extension should the work not be complete.</p> <p><b>NB Call-in date: Friday 19 April</b></p>	<p><b>Vicki Plytas</b>  <b>Customer,</b>  <b>Community &amp;</b>  <b>Democratic Services</b>  <b>Tel: 9283 4058</b></p>

## Part 2 - Proposals from Managers for Implementation

APART FROM THE PLANNING APPLICATIONS THERE ARE NO PART TWO ITEMS THIS WEEK

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

The Head of Planning Services will exercise his 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 Head of Planning Services** by telephoning **Julie Watson** (☎023 9283 4826 or 023 9283 4339 answerphone) and must be received by not later than **5 pm on Friday 19 April 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
5	13/00044/HOU  St Jude	<b>32 Park House Clarence Parade Southsea</b>  Construction of 2 dormers to west roof slope (following removal of 6 existing dormers)	<p>Two letters of representation have been received from one local resident. They consider that the proposed dormer extensions would be 'far more compatible and aesthetically pleasing than the existing dormer structures'.</p> <p>The applicant proposes the construction of two larger dormer extensions to replace six existing smaller dormers to serve an apartment within a larger block of flats known as Park House. The building is not statutory listed although it is located within the 'Owens Southsea' Conservation and occupies a particularly prominent location on Clarence Parade. Unfortunately the building has been subjected to a number of unsympathetic alterations and additions in the past, the dormer extensions being the most prominent of these changes.</p> <p>Notwithstanding the existing relationship, it is considered that the proposed dormers would represent a bulkier 'railway carriage' style feature that would exacerbate the existing poor relationship and would be at odds with the remaining dormer features located elsewhere on the building. As such it is considered that the proposal would fail to preserve or enhance the character and appearance of the conservation area.</p>	<p>Gary Christie</p> <p>Tel: 023 92688592</p> <p><b>Refuse</b></p>



## Part 3 - Information and News Items

FRIDAY 12 APRIL 2013

	WARD		OFFICER CONTACT
6	All	<p><b>Waste Collection Support Scheme (Revenue Contribution to Capital)</b></p> <p>The Waste Collection Service in the Environment &amp; Community Safety Portfolio has been successful in receiving £1.387m of grant funding over three years from the Department for Communities and Local Government (DCLG) to enable Portsmouth City Council to retain a weekly refuse collection service and improved recycling service for Portsmouth residents for the next five years.</p> <p>The revenue budget of Environment &amp; Community Safety has been increased to reflect the profiling of the grant funding that is to be received over the next 3 years. This being £575,000 in 2012/13, £396,000 in 2013/14 and £416,000 in 2014/15.</p> <p>Details of the expenditure to be incurred as part of this scheme were reported to the Environment &amp; Community Safety meeting on 27 February 2013 and in summary are as follows:</p> <ul style="list-style-type: none"><li>• Financial support for the retention of weekly waste collections: £450,000</li><li>• Capital support for the introduction of a garden waste collection scheme: £230,000. <i>(The introduction of the scheme was approved on 28<sup>th</sup> November 2012)</i></li><li>• Capital support for new equipment that will assist in the servicing of communal areas: £150,000</li><li>• The implementation of a recycling communication and reward scheme: £557,000</li></ul> <p>A Revenue Contribution to Capital Outlay of £380,000 is therefore required in order to transfer these funds needed to fund this in the Environment capital programme.</p> <p>The 2012/2013 Environment &amp; Community Safety cash limit will be decreased by £380,000 and transferred to the revenue reserve for capital.</p>	<p><b>Susan Aistrop</b> <b>Transport &amp; Environment</b> <b>Tel: 9284 1035</b></p>

	WARD		OFFICER CONTACT
7	All	<p><b>School Zig Zag Lines Enforcement</b></p> <p>Due to rising child pedestrian casualties, where the most common contributory factor is crossing from behind parked cars, a new method of enforcement outside schools has been introduced in order to keep the view clear for children.</p> <p>Previously only Civil Enforcement Officers (Parking) had the ability to enforce zig zag lines outside schools and unfortunately due to the shift patterns and number of schools they need to cover, there can never be enough city-wide and so at many schools inappropriate parking has become common place.</p> <p>The new process enables Community Wardens, Police Officers and Police Community Support Officers to also take action outside our schools by taking registrations of vehicles infringing the zig zags. This involves warning letters and ultimately court summons to those found parking on school zig zags.</p> <p>The details are checked and for a first instance a warning letter is sent on behalf of the Council and Constabulary. If there is a second infringement, they will be sent a stage 2 warning letter and will receive a home visit by a member of the Road Safety Team and a uniformed officer (Police or Community Warden) to discuss the issue and risks their behaviour creates and to explain what will happen if they are caught doing it a third time.</p> <p>A third infringement would result in a summons to court to appear before a magistrate and if found guilty, they could face a maximum fine of £1,000. This process has effectively trebled the amount of officers able to enforce the zig zag lines outside schools.</p> <p>Since its introduction at the end of November 2012, 209 people have received warning letters and 12 are on two strikes who if caught again will be summoned to court. Parking wardens are also still issuing tickets on site.</p>	<p><b>Oliver Willcocks</b>  <b>Transport &amp; Environment</b>  <b>Tel: 9268 8582</b></p>

**Part 3 - Information and News Items (cont'd)****FRIDAY 12 APRIL 2013**

	<b>WARD</b>		<b>OFFICER CONTACT</b>
<b>8</b>	<b>All</b>	<b>Park and Stride Maps</b>  With LSTF funding, 'Park & Stride' maps have been produced that are being sent out to every school to give to all parents. The intention is to encourage parents to park a few minutes away from school and walk the remainder of the way.  Experience has shown that many parents are so reliant on their cars that they genuinely believe they have no other option but to park right outside the school - this of course is not the case and these maps highlight how far away it is possible to park within 2,3 and 5 minutes' walk whilst also explaining the benefits such as teaching children valuable road sense, it's a healthy option and it will help contribute towards improving safety for all pupils outside school.	<b>Oliver Willcocks Transport &amp; Environment Tel: 9268 8582</b>