City of Portsmouth MEMBERS' INFORMATION SERVICE

<u>NO 10</u>

DATE: FRIDAY 9 MARCH 2012

The Members' Information Service produced in the Customer, Community & Democratic Services Unit by Joanne Wildsmith 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. <u>The call-in request must be made to JOANNE WILDSMITH (Local Democracy Officer) and must be received by not later than 5 pm on the date shown in the item</u>.

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

	WARD	DECISION	OFFICER CONTACT
1		Cabinet Member for Community Safety Meeting – 6 March 2012	Jane Di Dino Local Democracy Officer
		At her meeting Councillor Lynne Stagg took the following decision:	Tel: 9283 4060
		The Adoption of an Improved Risk Based Assessment Programme for Food Business Operators	Alan Cufley Head of Community Housing &
		DECISION: the revised risk-based approach to regulatory inspection and enforcement of food business operators be endorsed.	Regeneration Tel: 9283 4450
		NB Call-in date – Tuesday 13 March 2012	
2		Cabinet Decision Meeting – 5 March 2012	Karen Martin
		The Cabinet made the following decisions:	Local Democracy Officer Tel: 9283 4052
		Shadow Health and Wellbeing Board	Matt Gummerson Principal Strategy
		DECISION: This report is referred to council on 20 March 2012 for approval so is therefore not subject to call-in.	Advisor Tel:9268 8560
		Candidate local wildlife sites 2011 update	Vicky Piper Planning Services
		DECISIONS that:	Tel: 9268 8458
		(1) The following site is treated as a 'candidate local wildlife site' for planning policy and development control purposes:	
	Eastney & Craneswater	Melville Road verge	
	Drouton 9	(2) That the suggested changes are made to the boundary of the following site:	
	Drayton & Farlington	Land southeast of The George Inn (Portsdown Hill)	
		/Cont'd	

	WARD	DECISION	OFFICER CONTACT
2	/cont'd	Commissioning of 'targeted youth services'	Mike Stoneman Strategic
		DECISIONS:	Commissioning Manager
		(1) The establishment of an Integrated Targeted Youth Support Service in 3 area based teams was approved. The largest part of the service would remain with Portsmouth City Council (PCC) and PCC would manage a process of reducing staffing levels through a structured consultation and selection process to a size reflecting the budget available. Simultaneously, Motiv8, the other main provider, would be offered a 1 year extension to their current contract, but at a lower level of funding in line with the percentage level of service reduction taking place in PCC.	Tel: 9284 1712
		(2) A formal tendering process that would take place during 2012/13 for the reduced-sized service, either in full or in part (for example, one area team), with a contract start date of April or September 2013.	
		Purple Flag	Rachael Dalby Head of HIDS &
		DECISIONS: The Cabinet	Community Safety Tel: 9283 4040
		(1) Supported the Purple Flag Accreditation process and subsequent self assessment audit recommendations, to be incorporated into a new Evening and Late Night Economy strategy.	Alan Cufley, Head of Community Housing & Regeneration
		(2) Supported the delivery of these recommendations by appointing the Cabinet Member for Community Safety, Councillor Lynne Stagg, to champion Purple Flag.	Tel: 9283 4450
		(3) Appointed Margaret Geary, strategic director, to take lead responsibility for Purple Flag delivery.	
		(4) Noted that the post of Night Time Economy Officer (Purple Flag co-ordinator) is funded until September 2012 and that additional funding for the remainder of the year 2012/13 will need to be sourced from the city council and partners.	

	WARD	DECISION	OFFICER CONTACT
2	/cont'd	Safer Portsmouth Partnership Plan 2012-14 (April 2012 refresh)	Rachael Dalby Head of HIDS &
		DECISION: This report is referred to council on 20 March 2012 for approval so is therefore not subject to call-in.	Community Safety Tel: 9283 4040
		Community Infrastructure Levy (CIL) – Practical Operation	John Slater, Head of Planning Services
		DECISIONS:	Tel: 9283 4297
		(1) The Cabinet granted delegated powers to the Head of Planning Services in consultation with the S151 Officer to manage arrangements for the collection and enforcement of CIL;	
		(2) The Cabinet agreed to make available Exceptional Circumstances Relief and authorise the Head of Planning Services to publish this intention;	
		(3) The Cabinet granted delegated powers to forego revenue to the S151 Officer, in consultation with the Head of Planning Services, so that officers may grant Exceptional Circumstances Relief in individual cases;	
		(4) The Cabinet agreed for publication the Instalments Policy attached at Appendix A, and grants delegated powers to the Head of Planning Services, in consultation with the Cabinet Member for Planning, Regeneration and Economic Development and the S151 Officer, to amend this policy if necessary;	
		(5) The Cabinet agreed for publication the Regulation 123 list attached at Appendix B, and grants delegated powers to the Head of Planning Services, in consultation with the Cabinet Member for Planning, Regeneration and Economic Development and the S151 Officer, to amend this list if necessary;	
		(6) The Cabinet agreed that the spending of CIL funds should be decided as part of the annual budget setting process.	
		/Cont'd	

	WARD	DECISION	OFFICER CONTACT
2	/cont'd	Local Transport Plan 3 DECISION: This report is referred to council on 20 March 2012 for approval so is therefore not subject to call-in.	Simon Moon Head of Transport & Environment Tel: 9283 4955
		Budget Monitoring Report – Quarter 3 DECISION: This report is referred to council on 20 March 2012 for approval so is therefore not subject to call-in.	Chris Ward Head of Finance and Section 151 Officer Tel: 9283 4423
		Treasury Management Strategy Report DECISION: This report is referred to council on 20 March 2012 for approval so is therefore not subject to call-in.	Chris Ward Head of Finance and Section 151 Officer Tel: 9283 4423
		Parks and Open Spaces Strategy DECISION: The Cabinet formally adopted the Parks and Open Spaces Strategy.	Seamus Meyer Parks & Recreation Manager Tel: 9283 4163
	St Jude, Eastney & Craneswater, Central	Wimbledon Park Sports Centre DECISIONS: The Cabinet	Seamus Meyer Parks & Recreation Manager Tel: 9283 4163
	Southsea	 Approved the principle of the disposal of a 125 year leasehold interest in the Centre on full repairing and insuring terms; 	
		(2) Approved the principle of the successful bidder being responsible for providing community use in the Centre at no cost to the Council, the details of which to be agreed by the Head of Culture in consultation with the Leader and the Cabinet Member for Culture, Leisure and Sport;	
		/Cont'd	

	WARD	DECISION	OFFICER CONTACT
2	cont'd	(3) Approved the retention of car park shown hatched black on the plan in Appendix 2 subject to the bidder having a right to use it in connection with the management of the Centre;	
		(4) Gave delegated authority to the Head of Asset Management working in conjunction with the Head of Culture to give effect to the decisions (1), (2) and (3) above;	
		(5) Gave delegated authority to the Head of Legal, Licensing and Registrars to complete all necessary documentation to give effect to the decisions (1) and (2) and (3) above.	
	Urgent Decision by the Chief Executive under Standing Order 58: Sale of Saxon Shore Infant School and Westfield Junior School, Jubilee Avenue, Portsmouth PO6		Tom Southall Head of Property & Landlord Services
		DECISION: That this report be noted.	Tel: 9283 4289
		Date of next Cabinet meeting	Karen Martin
		Due to the Diamond Jubilee celebrations and bank holidays, the next meeting of the Cabinet is scheduled to take place on Monday 11 June 2012 at 12 noon. (This is for information – not subject to call in.)	Local Democracy Officer Tel: 9283 4052
		NB Call-in date – Tuesday 13 March 2012	

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. <u>Your request must be made</u> to JOANNE WILDSMITH (Local Democracy Officer) and must be received by not later than 5 pm on Friday 16 March 2012. An email or handwritten letter will suffice.

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

PORTFOLIO: CHILDREN & EDUCATION

W	ARD SUBJECT AND PROPOSAL	OFFICER CONTACT
3	Revenue Contribution to Capital Outlay for Upgrade of Computer Equipment	Beverley Pennekett Financial Services
	Proposal: to make a revenue contribution of £170,000 from 2011/12 budgets towards the upgrade of all computer equipment within Education (£50,000), Children's Social Care (£100,000) and Adult & Family Learning (£20,000) to Windows 7.	Tel: 9284 1203
	This corporate project was approved on 14 th February 2012 and all services are required to contribute to costs in proportion to the number of devices held.	
	Some savings have been identified in 2011/12, due to a delay both in implementing commissioning plans for the use of Early Intervention Grant, which was subject to a detailed review during the year and to an unprecedented level of staff vacancies.	
	It is anticipated that budgets for all services will be under considerable financial pressure in 2012/13 and future years which this early contribution will help to alleviate.	

PORTFOLIO: HOUSING

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	WARD	SUBJECT AND PROPOSAL	OFFICER CONTACT
4		Windows 7 Upgrade in Housing - Revenue Contribution to Capital Outlay (RCCO)	Nick Haverly Financial Services
		Proposal: to make a revenue contribution of £70,000 from 2011/12 budgets towards the upgrade of all computer equipment within Housing to Windows 7. This corporate project was approved on 14 February 2012 and all services are required to contribute to costs in proportion to the number of devices held.	Tel: 9268 8233
		This RCCO contribution is funded from within existing resources following the identification of a forecast under spend within the portfolio at year end.	
		It is anticipated that budgets for Housing General Fund services will be under considerable financial pressure in 2012/13 and future years, which this early contribution will help to alleviate.	

PORTFOLIO: CULTURE, LEISURE & SPORT

	WARD	SUBJECT AND PROPOSAL	OFFICER CONTACT
5	Milton	Milton Village Hall Proposal: to transfer £5,200 from the Community Support revenue budget to the Milton Village Hall Capital Project, for the improvement of the building by the construction of an additional hall to the front of the building, as outlined below.	Rod McLean Community Support Officer Tel: 9268 8238
		Milton Village Hall is a two room community centre leased to a charitable association and situated on Milton Park. The recent extension of the second hall has made the centre more viable.	
		The Association was approached by Langstone Church and agreed the proposal to develop a community cafe at the hall. The church was able to bring a £20000 capital sum to support the bid.	
		/Cont'd	

PORTFOLIO: CULTURE, LEISURE & SPORT

FRIDAY 9 MARCH 2012

	WARD	SUBJECT AND PROPOSAL	OFFICER CONTACT
5	/cont'd	An application to Veolia was successful and they are putting in £55,000 of capital to support the scheme. Although this was initially not made clear, one of the grant award stipulations is a contribution towards the Veolia Landfill Operator (the £5,200 stated within the proposal.) This is in addition to the-capital already allocated. The scheme already has planning permission and the Veolia grant will be released on the evidence of a third party contribution (PCC) of £17,000. Milton Village Hall plays an important role in the citywide network of community centres, serving as it does the residents of Milton and the nearby neighbourhoods with whom it is very popular. The addition of a community cafe with local partnership support, will enhance the offer to the residents of Milton, the users of Milton Park and the users of the adjacent library. This small capital input by PCC (£5,200 in addition to the £17,000 already approved) will draw in £69,800 of external capital.	
		alleady approved) will draw in £09,000 of external capital.	

PORTFOLIO: ENVIRONMENT

	WARD	SUBJECT AND PROPOSAL	OFFICER CONTACT
6		Increase in Pest Control Charges from 1 April 2012	Alan Cufley Head of Community
		Proposal: to increase charges to take into account RPI and rounded to the nearest pound to assist in the income collection for the service offered, as outlined below to take effect from 1 April 2012.	Housing & Regeneration Tel: 9283 4450
		The council's pest control charges are reviewed annually and increased where necessary to take into account inflation.	
		DOMESTIC PREMISES	
		RATS – no charge - £0	
		MICE (up to 4 visits) - £42.00 (Person in receipt of a qualifying benefit - £12.00)	
		/Cont'd	

PORTFOLIO: ENVIRONMENT

	WARD	SUBJECT AND PROPOSAL	OFFICER CONTACT
6	cont'd	FLEAS (single treatment) - £50.00 (for property up to 3 bedrooms) (Person in receipt of a qualifying benefit - £16.00)	
		FLEAS (single treatment) - £78.00 (for property 4 bedrooms or more) (Person in receipt of a qualifying benefit - £22.00)	
		BEDBUGS, CARPET BEETLES (1 ROOM) (SINGLE TREATMENT) - £50.00 (Person in receipt of a qualifying benefit - £16.00) An additional payment will be required for EACH additional room - £16.00 (Person in receipt of a qualifying benefit - £6)	
		PIGEONS (TREATMENT OF NESTS ON PCC's PROPERTY BALCONIES ONLY) - £44.00 (Person in receipt of a qualifying benefit - £16.00)	
		COCKROACHES (up to 3 visits) - £55.00 (Person in receipt of a qualifying benefit - £16.00)	
		WASPS in garden/hedges/garages/exterior area and lofts (single treatment) - £39.00 (Person in receipt of a qualifying benefit - £16.00)	
		MOTHS (single treatment) - £55.00 (Person in receipt of a qualifying benefits - £23.00)	
		SQUIRREL treatment internal (up to 5 visits) - £55.00 (Person in receipt of a qualifying benefit - £19.00)	
		ANTS - Ants will only be treated in commercial premises, example schools/nursing homes/commercial businesses where commercial charges will apply.	
		BUSINESS / COMMERCIAL PREMISES / RESIDENTIAL PREMISES RUN AS A BUSINESS AND EMPTY PREMISES	
		Minimum charge of £114.00 with an hourly rate of £68.00 plus product costs.	
		All prices are inclusive of VAT.	

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 **Head of Planning Services** by telephoning **Julie Watson** (2023 9283 4826 or 023 9283 4339 answerphone) and must be received by not later than **5 pm** on **Friday 16 March 2012**. 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
7	12/00146/FUL	Land Adjacent 1 Crofton Road Southsea	Representations have been received on behalf of 7 residents of Brent Court and three properties in Crofton Road raising the	Simon Barnett
	Milton	Construction of two-storey	following objections: overlooking and loss of privacy; impact on parking and access; and possible business use of the dwelling.	Tel: 023 9284 1281
		detached dwelling to include		Conditional
		basement playroom, double garage, dropped kerb and cycle/refuse storage	Planning permission was granted in January 2011 for the construction of a similar dwelling. This application seek permission for a dwelling of an amended design that incorporates basement accommodation and a small additional amount of first floor accommodation above what had previously been approved as a single-storey projection. It is considered that the proposed additional accommodation would not significantly alter the relationship of the proposal with neighbouring properties and consequently would not have a significant effect on the residential amenities of the occupiers of those properties. The proposal includes the provision of two off street parking spaces in a similar manner to that previously approved. Concerns about possible future uses of the building would not justify the withholding of permission for a dwelling.	Permission

ltem No	Application No Ward	Location Description of Development	Planning Officer's Comments	Case Officer Proposed Decision
8	12/00145/FUL	Avenue Hotel 314 Twyford Avenue Portsmouth	One representation has been received suggesting more than 5 parking spaces should be provided for 8 flats. The applicant has	Simon Barnett
	Nelson	Conversion of existing building to	also provided a petition of support, with 107 signatories.	Tel: 023 9284 1281
		form eight flats with associated parking and alterations to existing building including removal of existing structures and insertion of new window openings	The conversion of the former pub to flats is considered acceptable in principle and would safeguard the future of this locally listed building. The proposal is considered to have an acceptable relationship with neighbouring properties and would provide an appropriate standard of accommodation for future occupiers. The proposed alterations to the building are considered to be acceptable in both design and heritage terms. Whilst the proposal would provide 5 parking spaces, none were associated with the existing pub. Whilst the site is in an area of low accessibility to public transport, it is considered that the site is incapable of providing any further off-street parking in an appropriate manner. Having regard to the aims and objectives of the Residential Parking Standards SPD and the constraints of the site it is considered the proposed level of parking provision is acceptable.	Conditional Permission

Part 3 - Information and News Items

	WARD		OFFICER CONTACT
9		Cabinet Member for Traffic and Transportation – Decision Meeting – Tuesday 13 March 2012 at 1.00pm in the Executive Meeting Room, floor 3 of The Guildhall, Portsmouth	
		Councillor Jason Fazackarley will make decisions on the following items:	
		 Traffic Regulation Order: The Portsmouth City Council (Orchard Road Area Parking Scheme: Additional Permit Entitlement) (No.5) Order 2012 	
		 Traffic Regulation Order: The Portsmouth City Council (Old Market Road, Cosham) (Off- Street Parking Places) (No 53) Order 2011 	
		Results of Statutory Consultation for Farlington Avenue Traffic Calming Scheme	
10		Licensing Sub Committee – Wednesday 14 March 2012 at 9.30am in the Executive Meeting Room, floor 3 of The Guildhall, Portsmouth	Lucy Wingham Local Democracy Officer
		The committee will consider the following application:	Tel: 9283 4662
		 Licensing Act 2003 – Application for the grant of a premises licence – Tescos, 13-17 Kingston Road, Portsmouth, PO1 5RX 	
11		Education, Children & Young People Scrutiny Panel – 15 March	Teresa Deasy Local Democracy
		The panel will meet on Thursday, 15 March to continue its review of targeted support for children and young people who demonstrate behaviours that may put them at risk. The meeting will be held at 5:00pm in the Executive Meeting Room.	Officer Tel: 9283 4056
		Rimple Poonia, Senior Manager Health Improvement & Development Service, will be attending as a witness.	
12		Change of Date of March Housing Cabinet decision meeting	Joanne Wildsmith Local Democracy
		Please note that Councillor Wylie's Housing Cabinet decision meeting due to be held on Tuesday 13 March at 4pm has been postponed until Monday 26 March at 4pm.	Officer Tel: 9283 4057

Part 3	- Informatio	on and News Items (cont'd)	FRIDAY 9 MARCH 2012
	WARD		OFFICER CONTACT
13		Standards Committee - Monday 5 March	Vicki Plytas Senior Local
		The following items were considered:-	Democracy Officer Tel: 9283 4058
		 Establishment of Health & Wellbeing Boards 	
		Update on work of the Constitution Working Party	
14		Standards Sub-Committee -Monday 5 March	Vicki Plytas Senior Local
		The following item was considered:-	Democracy Officer Tel: 9283 4058
		Exempt Investigation Report	
15		Portsmouth Register Office – Updated Out of Hours Telephone Service	Lorraine Porter
		The Portsmouth Register Office has reviewed its emergency out of hours system and has now published the improved system on the website and written to the leaders of the community whose culture is most affected by this. The telephone number for the Portsmouth City Council out of hours service has been given to these leaders, the police, and is posted on the website. The operator will then ask a series of questions ascertaining the emergency, take the callers details and will then contact the Registrar on call. That Registrar will then contact the member of the public and make any necessary arrangements. If a call is deemed by the operator not to be an emergency the caller will be advised to contact the Register Office on the next working day.	Superintendent Registrar Tel: 9282 9041
16		Civil Partnerships – Venues for Ceremonies	Lorraine Porter Superintendent
		The Marriages and Civil Partnerships (Approved Premises) (Amendment) Regulations 2011 came into force on 5 December 2011. From this date the proprietors or trustees of religious premises are entitled to apply to local authorities for their premises to be made an approved venue for civil partnership registrations. The licensing procedure will be the same as that of secular premises. No approach has yet been made to this local authority either by members of the public or proprietors/trustees of religious premises.	Registrar Tel: 9282 9041

WARD		OFFICER CONTA
7	Executive Arrangements – Forward Plan of Key Decisions	Karen Martin Local Democracy
	The next Forward Plan, produced in accordance with the requirements of the Local Authorities (Executive Arrangements) (Access to Information) Regulations 2000, will be published on Wednesday 14 March 2012.	Officer Tel: 9283 4052
	The Plan covers matters that are likely to be the subject of a key decision (as defined in Article 13(3) of the Constitution) in the 4-month period commencing 1 April 2012.	
	A copy of the Plan will be sent to those members of the City Council who have requested a paper copy, and a copy will be placed in each members' group room.	
	Key decisions will be taken by the whole Cabinet (formerly referred to as the Executive), or by individual Cabinet Members, on or after the dates shown in the Plan.	
	The financial threshold for key decisions is £250,000 or 25% of the relevant budget item, whichever is the greater. Key decisions may also be made in relation to matters that have a significant effect on local communities.	
	The Forward Plan contains a list of the documents (when available) due to be considered in relation to the key decisions to be taken, and gives a contact for each item.	
	The Forward Plan also contains details of Budget and Policy Framework decisions to be made by the City Council, in accordance with Article 4 of the Constitution (general reservation of powers to the City Council).	
	The Plan is available for inspection by the public during normal office hours at the Civic Offices Information Desk, and the City Council's web site at http://www.portsmouth.gov.uk/yourcouncil	
	The Forward Plan is published for each following four calendar month period on the 14 th day of each month or nearest working day if it falls at the weekend.	

Part	3 - Informatio	FRIDAY 9 MARCH 201	
	WARD		OFFICER CONTACT
8		Cabinet Member for Planning, Regeneration and Economic Development - Decision meeting – Monday 19 March 2012 at 9.00am in the Executive Meeting Room, floor 3 of The Guildhall, Portsmouth.	Lucy Wingham Local Democracy Officer Tel: 9283 4662
		Councillor Mike Hancock will consider the following items:	
		 Houses in Multiple Occupation (HMOs) – Draft Supplementary Planning Document Tipner Land Exchange 	
19	St Thomas	63 Elm Grove Southsea PO5 1JF – Planning Appeal Ref No: 11/00323/FUL Decision: Dismissed Decision Date: 5 th March 2012	Simon Barnett Planning Services Tel: 9284 1281
		An appeal was lodged against the refusal of planning permission for the change of use from property management office (Class A2) to hot food take-away (Class A5); external alterations to include intake/extract vents to front elevation.	
		The appeal was dealt with by the written representation procedure and the Inspector decided to dismiss the appeal.	
20	Paulsgrove	140 Southampton Road Portsmouth PO6 4RX – Planning Appeal Ref No: 10/00979/OUT Decision: Dismissed Decision Date: 6 th March 2012	Alan Banting Planning Services Tel: 9283 4324
		An appeal was lodged against the refusal of planning permission for an outline application - construction of part 3/4-storey building for 48 bedspace nursing home (Class C2) including raising of existing ground level by up to 800mm (access, appearance, layout & scale to be considered) (Scheme 2).	
		The appeal was dealt with by the written representation procedure and the Inspector decided to dismiss the appeal.	

Part 3	Part 3 - Information and News Items (cont'd) File State Stat		
	WARD		OFFICER CONTACT
21		Vacancies on Warrior Association and Warrior Preservation Trust	Karen Martin Local Democracy
		Council representatives are required following the resignation of Councillor Fazackarley, for the rest of the municipal year.	Officer Tel: 9283 4052
		Any members of the City Council who wish to volunteer to perform these duties are invited to give their name to Karen Martin, Local Democracy Officer, Democratic Services. The appointment will be made by the Cabinet Member for Culture, Leisure & Sport at his meeting on 23 March 2012 or as soon as possible thereafter. (No remuneration expenses are paid.)	