

City of Portsmouth MEMBERS' INFORMATION SERVICE

NO 39

DATE: FRIDAY 30 SEPTEMBER 2011

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. The call-in request must be made to JOANNE WILDSMITH (Democratic Support Officer) 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

	WARD	DECISION	OFFICER CONTACT
1		<p>Cabinet Member for Community Safety's Decision Meeting – 27 September 2011</p> <p>At her meeting Councillor Lynne Stagg took the following decisions:-</p> <p>Review of CCTV – Update</p> <p>DECISIONS:</p> <p>The Cabinet Member for Community Safety noted the update report and</p> <ul style="list-style-type: none"> • supported the continued review of the service • instructed the Head of HIDS & Community Safety to continue to implement the recommendations set out in paragraph 3.4 of the report where appropriate and subject to the available finance. <p>Anti-Social Behaviour Victims & Witness Support Review</p> <p>DECISION:</p> <p>The Cabinet Member for Community Safety noted the details of the report, and instructed the Head of HIDS & Community Safety to implement the recommendations as set out in Appendix A of the report where appropriate and subject to the available finance; due to the 2011/12 budget being allocated for the year, the “higher cost options” not to be considered until 2012/13.</p> <p>Development of the Hate Crime Service</p> <p>DECISION:</p> <p>The Cabinet Member for Community Safety endorsed the work of and approach adopted by the Hate Crime Service.</p> <p style="text-align: right;">/Cont'd ...</p>	<p>Joanne Wildsmith Customer, Community & Democratic Services Tel: 9283 4057</p>

	WARD	DECISION	OFFICER CONTACT
2	cont'd	<p>Trading Standards Consultation</p> <p>(Additional wording in response to Question 2 of the Empowering and Protecting Consumers consultation, as provided by the Anti-Poverty Co-ordinator and supported by the Cabinet Member for Health & Social Care, would be incorporated within the authority's response.)</p> <p>DECISION:</p> <p>The Cabinet Member for Community Safety noted and endorsed the responses to these consultation documents as set out in the report (as amended at the meeting):</p> <ul style="list-style-type: none"> • Empowering and Protecting Consumers • Transforming Regulatory Enforcement Discussion Paper • The Future of the Local Better Regulation Office and the extension of the Primary Authority Scheme <p>Adoption of the Food Hygiene Rating System</p> <p>DECISION:</p> <p>The Cabinet Member for Community Safety approved the adoption of the Food Hygiene Rating Scheme and the immediate cessation of the existing "Safe2Eat" scheme.</p> <p>NB Call-in date: Wednesday 5 October 2011</p> <p>Cabinet Member for Environment Decision meeting - 28 September</p> <p>The Cabinet Member for Environment, Councillor Eleanor Scott, has made the following decisions:</p> <p>Terms of Reference of the Environment Portfolio</p> <p>DECISION: to note that the terms of reference of the Environment Portfolio have been amended by the addition of the words "carbon reduction/sustainability/renewable energy" as she requested at her last meeting.</p>	<p>Lin Chaplen Customer, Community & Democratic Services Tel: 9283 4053</p>

WARD	DECISION	OFFICER CONTACT
	<p>City-wide Renewable and Low Carbon Energy Policy</p> <p>DECISION</p> <p>(1) To note the proposed way forward for the city-wide renewable and low carbon energy policy, and that the Cabinet Member for Environment continues to take a political lead in these areas</p> <p>(2) To request that the Public Services Board discuss the proposed way forward as the representatives of the city's main partners and potential delivery organisations</p> <p>Future of Project Integra</p> <p>DECISION:</p> <p>(1) That the existing Project Integra Action Plan 2011-16, and therefore membership and subscriptions, continue until the end of 2011/12</p> <p>(2) That the proposal presented to all partner authorities by the Project Integra Strategic Board (PISB) be noted; however, it be re-affirmed that Option 2 (as described in Appendix C of the report) remains the preferred option of Portsmouth City Council</p> <p>(3) That Project Integra therefore be requested to provide an acceptable business plan by the PISB meeting in January 2012; on the basis of this business plan the council will consider its position in relation to:</p> <ul style="list-style-type: none"> • Project Integra Subscriptions for 2012/13 (except those relating to the operation and management of the MAF), and • Input from officers and members subject to the requirement of the PI constitution <p>(4) That officers be instructed to undertake work to investigate the impacts of the council doing the following:</p> <ul style="list-style-type: none"> • Withdrawal from Project Integra • Continued membership of Project Integra at a minimal level, with associated minimal cost <p>(5) That there is an update report to the Cabinet Member for Environment before the end of March 2012</p> <p>(6) That the council retains its commitment to work in partnership with any local authority to achieve efficiencies and efficiency savings</p> <p>(7) That the council retains its commitment to achieving better outcomes for waste, especially regarding recycling and energy recovery</p> <p>NB Call-in date: Friday 7 October 2011</p>	

	WARD	DECISION	OFFICER CONTACT
3		<p>The Cabinet Member for Resources Decision Meeting - Thursday 29 September</p> <p>Cabinet Member, Councillor Hugh Mason made the following decisions:</p> <ul style="list-style-type: none"> • Twinning <p>DECISION that the Cabinet Member for Resources decided</p> <p>(1) To formally agree to establish a twinning committee for Caen and that Honorary Alderman Robin Sparshatt be invited to Chair it.</p> <p>(2) To agree the following grants for twinning</p> <p>(i) the sum of £1,000 to Customer Community & Democratic Services to cover modest printing, postage and telephone costs for the remainder of the Municipal Year on behalf of all the City Council's Twinning, Sister and Friendship links</p> <p>(ii) the sum of £1,500 to the Haifa Committee to facilitate the visit to Portsmouth by the City engineer from Haifa municipality and also to support a tourism exhibition of works in Portsmouth being produced by Tiltan College, Haifa.</p> <ul style="list-style-type: none"> • Voluntary and Community Sector report. <p>DECISION that the Cabinet Member</p> <p>(1) noted the counselling review and next steps</p> <p>(2) agreed the timescale for the corporate grants programme for 2012/13 and considered the proposal to look at options for the future of the corporate grants programme</p> <p>(3) noted the progress made with accommodation charges from the last meeting and</p> <p>(4) requested a further report on progress to come to a future meeting of this portfolio</p> <ul style="list-style-type: none"> • DDA Works to Corporate Property <p>DECISION that the Cabinet Member approved the programme of access improvements for disabled people at an estimated cost of £50,000 funded from the DDA Works to Corporate Property Portfolio budget contained within the capital programme.</p>	<p>Vicki Plytas Customer, Community & Democratic Services Tel: 9283 4058</p>

	WARD	DECISION	OFFICER CONTACT
		<ul style="list-style-type: none"> <li data-bbox="398 188 1160 220">• Asset Management Service Business Plan 2011-14 <p data-bbox="450 252 1736 320">DECISION that the Cabinet Member for Resources approved the objectives set out in the Business Plan and noted the performance and financial risks that have been identified.</p> <ul style="list-style-type: none"> <li data-bbox="398 360 1704 424">• Disposal of Merefield House, Relocation of Children’s Social Care (CSC) to Civic Offices & Refurbishment of Ground Floor Reception Facilities <p data-bbox="450 459 1767 528">DECISION that the Cabinet Member noted that this project is on schedule, within budget and on track to achieve its key objectives.</p> <ul style="list-style-type: none"> <li data-bbox="398 563 1630 595">• Monitoring of the First Quarter 2011/12 Revenue Cash Limits and Capital Programme <p data-bbox="450 630 1335 662">DECISION that the Cabinet Member noted the content of this report.</p> <ul style="list-style-type: none"> <li data-bbox="398 699 869 730">• Indemnity for LINK Volunteers <p data-bbox="450 766 1422 798">DECISION that the Cabinet Member for Resources approved the following:</p> <p data-bbox="450 833 504 865">that</p> <ol style="list-style-type: none"> <li data-bbox="450 900 1758 968">a) PCC define the scope of legitimate LINK activity by reviewing LINK procedures in accordance with the Local Government and Public Involvement in Health Act 2007 and associated Regulations. <li data-bbox="450 968 1758 1037">b) PCC communicate the results of the review referred to in (a) and formally communicate this to the residents participating in LINK activity. <li data-bbox="450 1037 1758 1106">c) PCC indemnify Portsmouth LINK Residents in the execution of legitimate LINK activity [as defined by the outcomes of (a) and (b) above] within the City of Portsmouth. <li data-bbox="450 1106 1480 1137">d) PCC pursue insuring the activity in addition to the provision of the indemnity. <p data-bbox="398 1173 931 1204">NB Call-in date: Friday 7 October 2011</p>	

Part 2 - Proposals from Managers for Implementation

APART FROM 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 **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 7th October 2011**. 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	11/00695/FUL Eastney & Craneswater	Putting Green Canoe Lake Southsea Esplanade Installation of new ticket kiosk	<p>One letter of representation has been received from The Garden History Society. They object to the proposals on the grounds that the design would be unacceptable in the context of Southsea Common and would detract from the character and appearance of the historic landscape. They do not object to the principle of a kiosk in this location.</p> <p>Permission is sought for the installation of a ticket kiosk at the putting green in Canoe Lake just to the south of the bowling greens. The kiosk would measure 6.1 metres wide by 2.4 metres deep with a monopitch roof and would house a ticket office and store associated with the operation and maintenance of the putting green. The building would consist of an 'anti-vandal' metal core which would be clad in timber boarding akin to other kiosks within Canoe Lake. In light of the objection above, the applicant has provided additional information detailing exactly how the internal metal 'shell' would be clad to ensure an appropriate finish to the kiosk.</p> <p>It is considered that the additional information provided by the applicant addresses the original concerns with the application and subject to safeguarding conditions controlling the finish of the works, the proposals would be acceptable in the context of the surrounding area and would preserve the setting of Southsea Common and 'The Seafront' Conservation Area.</p>	<p>Gary Christie</p> <p>Tel: 023 92688592</p> <p>Conditional Permission</p>

Item No	Application No Ward	Location Description of Development	Planning Officer's Comments	Case Officer Proposed Decision
5	11/00793/HOU St Thomas	<p>44 St Edwards Road Southsea PO5 3DJ</p> <p>Retention of garage with storage area over in roof space (amendment to planning permission A*23726/AJ)</p>	<p>Two letters of representation have been received from the occupiers of adjoining properties. One letter of support has been received from occupiers immediately to the west and one letter of objection has been received from a neighbouring property to the south. Their objections relate to visual impact and loss of privacy.</p> <p>Permission is sought for the retention of a garage with storage area above fronting onto Garden Lane at the rear of No.44 St Edwards Road. Permission was previously granted for a similar structure in the same location (ref.A*23726/AJ). However, the garage has been constructed slightly larger than approved (0.3m higher and 0.25 longer) and includes additional rooflights. It is not considered that the enlarged garage significantly increases its impact on the adjoining occupiers and whilst slightly taller, it is of comparable scale to other garages along Garden Lane.</p> <p>Rooflights have been included within the eastern and western roof slopes in addition to a glazed door and small round window at first floor level within the northern and southern elevations respectively. Given the scale and orientation of the building in relation to the adjoining properties, it is considered necessary to impose conditions requiring that the windows and door be glazed with obscure glass, and the windows be non-opening.</p>	<p>Gary Christie</p> <p>Tel: 023 92688592</p> <p>Conditional Permission</p>

	WARD		OFFICER CONTACT
6		<p>Governance & Audit Committee - 29 September</p> <p>At this meeting, the Committee:</p> <ul style="list-style-type: none"> • Recommended changes resulting from a review of polling districts and polling places to full Council on 11 October for approval. The changes affect the St Jude, Central Southsea, Copnor, Paulsgrove and Cosham wards. The proposed changes will be implemented on publication of the 2012 register of electors. • Noted the Treasury Management Outturn 2010/11, which was also considered by Cabinet on 12 September, and is to be reported to full Council on 11 October. • Noted the Treasury management monitoring report for the first quarter of 2011/12, which was also considered by the Cabinet on 12 September. • Noted the progress of implementation of the action plan arising from the Information Commissioner's Office's Data Protection Audit held earlier in the year, including the recommendations implemented since August 2011 and the status and progress of the remaining recommendations. • Noted the Audit Performance Status report to 26 August 2011 for the Audit Plan 2011/12 and the highlighted areas of control weakness. No new areas of concern (i.e. critical exceptions) were highlighted in the report. • Considered corporate performance management in the City Council and the approach appropriate for the transformed organisation. Performance issues arising in quarter 1 of 2011/12 were noted, and the committee commented on the proposals for development of the corporate performance management framework, particularly the emerging statement of commissioning priorities set out in paragraph 8.5 of the report. Members noted that the development of the performance management framework was a work in progress involving discussion with the Strategic Directors' Board and others. The suggestion was made that there could also be a working group involving members to act as "laymen" in assessing proposals for measuring and reporting on performance in a way that would most effectively inform the council and the wider public. • Noted the external audit progress report from the District Auditor. <p style="text-align: right;">/Cont'd ...</p>	<p>Lin Chaplen Customer, Community & Democratic Services Tel: 9283 4053</p>

	WARD		OFFICER CONTACT
7	cont'd	<ul style="list-style-type: none"> • Considered the matters presented in the external auditor's Annual Governance Report 2010/11, which reported the results of the audit of the council's accounts. The Committee considered three unadjusted misstatements set out in appendix 3 of the report and decided they should not be adjusted within the 2010/11 accounts, but should be further investigated. If any adjustments prove to be necessary following investigation, this will be done within the current year's accounts. The items are not material and are of a non-cash nature and do not have any impact on the funds available to the council. The District Auditor did not object to this approach. The committee approved the Letter of Representation on behalf of the Council (and the Chair signed it), prior to the auditors issuing their opinion and conclusion. The District Auditor said she intends to issue an unqualified audit opinion and is satisfied that the council has proper arrangements in place to secure value for money. • Approved the City Council's final Financial Statements 2010/11 and authorised the Chair to sign them on its behalf. The committee had received a full presentation about the draft financial statements at its meeting on 8 September, and no significant changes had been made as a result of the conclusion of the audit. • Noted the Annual Anti-Fraud update, including the detailed investigations report included in exempt appendix A of the report, and the Anti-Fraud, Bribery and Corruption Action Plan set out in Appendix B. Arising from one of the cases reported in exempt session the Committee decided to ask the Employment Committee to review the council's disciplinary policy and procedure, and also asked the Head of Human Resources to report back on the monitoring of cases of precautionary special leave. <p>Traffic Environment & Community Safety Scrutiny Panel – 27 September</p> <p>The Traffic Environment & Community Safety Scrutiny Panel met on Tuesday 27 September and agreed the scoping document for the review on how the council responds to the issues of surface water flooding in the city – to include a plan that outlines the actions PCC would take in the event of extreme flooding from surface water in the city.</p>	<p>Vicki Plytas Customer, Community & Democratic Services Tel: 9283 4058</p>

	WARD		OFFICER CONTACT
8		<p>Licensing Sub Committee – 28 September</p> <p>The committee considered the following application:</p> <ul style="list-style-type: none"> Licensing Act 2003 – Application for the grant of a premises licence – Seavan, 105 Fratton Road, Portsmouth, PO1 5AH. The licence was granted as applied for with the conditions as agreed by the Police and the applicant. 	<p>Lucy Wingham Customer, Community & Democratic Services Tel: 9283 4662</p>
9	<p>Eastney & Craneswater</p>	<p>2-6 Spencer Road Southsea PO4 9RN Ref No: 11/00411/FUL Appeal Start Date: 16 September 2011</p> <p>An appeal has been lodged against the refusal of planning permission for the retention of outbuilding to rear garden.</p> <p>This appeal will be dealt with by the written representation procedure.</p>	<p>Simon Barnett Planning Services Tel: 9284 1281</p>
10		<p>Cabinet – Monday 10 October at 1pm in the Executive Meeting Room, Guildhall</p> <p>The Cabinet is due to consider the following items:</p> <ul style="list-style-type: none"> Provision of additional funds for Discretionary Housing Payments Hampshire Minerals and Waste Development Plan Somerstown Regeneration Project Phase 2 PCC Responsible Procurement Policy Revenue Outturn 2010/11 (Final Accounts) Transformation Programme 	<p>Joanne Wildsmith Customer, Community & Democratic Services Tel: 9283 4057</p>

	WARD		OFFICER CONTACT
11		<p>Hampshire Countryside Access Forum – Appointment of Representative for period October 2011 – 2014 – re-advertisement of vacancy</p> <p>The Hampshire Countryside Access Forum is a statutory body set up under the 2000 Countryside & Rights of Way Act. It deals with countryside access, balanced between those who use the countryside for recreation and those who manage the land.</p> <p>Portsmouth City Council is a joint member with Southampton and Hampshire. Hampshire Country Council administers the Forum and Portsmouth and Southampton councils share one seat on it, on a rotating basis every three years. It is Portsmouth's turn to provide the elected member representative from October 2011 to 2014. In addition, representatives of the general community are appointed.</p> <p>There are four meetings a year and sub group meetings as necessary, held in Winchester or village halls in the area, but with occasional country site visits. Meetings generally last from 10am to 3.30pm. No remuneration is paid, but travel expenses can be claimed. The next meeting of the Forum will be held on 25 October 2011.</p> <p>This is a re-advertisement of this vacancy, which was first notified to members in August. No volunteer for the vacancy has yet come forward. Any members of the City Council who wish to volunteer to performs this duty are invited to give their name to Lin Chaplen in Customer, Community & Democratic Services by 11 October. The appointment will be made by the Cabinet member for Traffic & Transportation as soon as possible thereafter.</p>	<p>Lin Chaplen Customer, Community & Democratic Services Tel: 9283 4053</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 interested parties may make representations. An interested party is defined as either a *person* living in the vicinity of the premises, a *body* representing persons who live in that vicinity, a *person* involved in a business in that vicinity, a *body* representing persons involved in such businesses or a *member* of a relevant licensing authority.

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 include evidence to support the licensing objectives.

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:
12	Central Southsea	11/04349/ LAPREM	New Kwikimart 126 Fawcett Road Southsea Hants PO4 0DW	Premises Licence Proposed Licensable Activities: Sale by retail of alcohol Monday to Sunday 07:00 to 00:00	26/10/2011
13	Charles Dickens	11/04311/ LAPREM	Morrisons Victory Retail Park Flathouse Road Portsmouth PO1 4QP	Premises Licence Proposed Licensable Activities: Sale by retail of alcohol Monday to Sunday 06:00 to 00:00	19/10/2011
14	Fratton	11/04303/ LAPREM	Best-One 140-144 Fratton Road Portsmouth Hants PO1 5DD	Premises Licence Alterations to the Premises Proposed Licensable Activities: Sale by retail of alcohol Monday to Sunday 08:00 to 01:00	19/10/2011

Item No	Ward	Licence No:	Premises Name and Address	Brief description of application:	Closing date for representations:
	cont'd			<p>Performance of live music</p> <p>Friday 11:00 to 23:00 Monday 11:00 to 23:00 Saturday 11:00 to 23:00 Sunday 11:00 to 23:00 Thursday 11:00 to 23:00 Tuesday 11:00 to 23:00 Wednesday 11:00 to 23:00 11:00 to 23:00</p> <p>Playing of recorded music</p> <p>Friday 11:00 to 00:30 Monday 11:00 to 23:30 Saturday 11:00 to 00:30 Sunday 11:00 to 23:30 Thursday 11:00 to 23:30 Tuesday 11:00 to 23:30 Wednesday 11:00 to 23:30 11:00 to 23:30</p> <p>Provide facilities for dancing</p> <p>Friday 11:00 to 00:00 Monday 11:00 to 23:00 Saturday 11:00 to 00:00 Sunday 11:00 to 23:00 Thursday 11:00 to 23:00 Tuesday 11:00 to 23:00 Wednesday 11:00 to 23:00 11:00 to 00:00</p> <p>Sale by retail of alcohol</p> <p>Friday 11:00 to 23:00 Monday 11:00 to 23:00 Saturday 11:00 to 00:00 Sunday 11:00 to 22:30 Thursday 11:00 to 23:00 Tuesday 11:00 to 23:00 Wednesday 11:00 to 23:00 11:00 to 22:30</p>	