

# City of Portsmouth MEMBERS' INFORMATION SERVICE

**NO 36**

**DATE: FRIDAY 9 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](http://www.portsmouth.gov.uk)

THERE ARE NO PART ONE 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 JOANNE WILDSMITH (Democratic Support Officer) and must be received by not later than 5 pm on Friday 16 September 2011. An email or handwritten letter will suffice.**

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

### PORTFOLIO: TRAFFIC & TRANSPORTATION

FRIDAY 9 SEPTEMBER 2011

	WARD	SUBJECT AND PROPOSAL	OFFICER CONTACT
1		<p><b>New Traffic Regulation Order: The Portsmouth City Council (Housing Service Parking Areas: Somerstown &amp; Portsea) (Off-Street Parking Places) (No.38) Order 2011</b></p> <p><b>Proposal:</b> to advertise a traffic regulation order to introduce parking restrictions into parking areas owned by the Housing Service.</p> <p><u>Council's reason for the Order</u></p> <p>The Parking section (Transport &amp; Environment Service) in conjunction with a project team from the Housing Service, proposes to introduce permit parking in various Housing-owned areas of Landport and Portsea (off-street). This will be to allow the designated areas to be used by the residents as intended, preventing parking by non-residents such as local employees, students and tourists.</p> <p><u>Parking Areas and Wards</u></p> <p><b>St. Thomas:</b> Brougham Road, Dunsmore Close, Earlsdon Street, Frank Miles House (Somers Road), Louis Flagg House (Warwick Crescent), Milverton Close, Radnor Street, Sedgley Close, Warwick Crescent, Waterloo Street, Wiltshire Street, Worcester Close</p> <p><b>Charles Dickens:</b> Benbow Place, Bishop Street (Kempfenfelt House, Balchin House, Rooke House), Cochrane House (Beneficial Street), John Pounds Centre (Aylward Street), Kent Street (alongside Frank Judd Court), Privett House (Cumberland Street &amp; Lennox Row), Ship Leopard Street, Union Street</p>	<p><b>Nikki Musson</b>  <b>Transport &amp; Environment</b>  <b>Tel: 9283 4461</b></p>

## 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 16 September 2011**. 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
2	11/00711/TPO  Drayton & Farlington	<b>3 Brecon Avenue Portsmouth</b>  Copper Beech (T18) fell and replace within Tree Preservation Order 218	<p>1 email has been received from a neighbour in support of the felling on the grounds that the Copper beech (T18) is too large for the garden and has caused damage to the water mains and damage to the applicant's wall and drive and feels that the sooner it is removed the better.</p> <p>The applicant's reasons for felling the tree are damage and cracking to boundary walls and damage to the front drive and footpath and possible damage to the water main and foul drain pipes. The Copper Beech (T18) is a fine mature specimen in good overall condition, it is a prominent landscape feature and of considerable amenity value with an amenity product score of 270, amenity product above 75 is considered for a Tree Preservation Order.</p> <p>The Council's Arboricultural Officer has carried out a site inspection and observed that an approximate 2m section of the front boundary wall had been removed exposing the retained earth forming the edge of the front garden. There was no visual evidence to suggest that there was direct contact of the tree with the wall but the relatively small forces exerted during the growth of the trunk and or the adjacent part of the root system would be capable of causing damage to light structures. Although the damage to the retaining wall and the cracking observed to the brick boundary wall with no 1 is causing concern it is relatively minor as the Copper Beech (T18) is a mature specimen and anticipated future growth would be in millimetres.</p> <p>The Arboricultural Officer observed only minor surface rooting within the driveway and the minor uplifting of the footway does not appear to have created a hazard and there was no evidence at the time of the inspection to substantiate claims that the drains have been damaged as a result of the tree. The Arboricultural Officer recommends that the application to fell the Copper Beech (T18) is refused. The front</p>	<p>Stephanie Hughes</p> <p>Tel: 023 9283 4300</p> <p><b>Conditional Consent</b></p>

Item No	Application No Ward	Location Description of Development	Planning Officer's Comments	Case Officer Proposed Decision
3	11/00716/FUL St Thomas	<p><b>Flat Ground Floor 46 High Street Portsmouth</b></p> <p>Construction of single storey rear extension and replace existing external staircase</p>	<p>boundary wall can be re-built ensuring any construction allows for future expansion growth of adjacent roots/butresses ie raised lintel over roots. This type of work was carried out at 23 Penarth Avenue where a similar problem was encountered with a mature Copper Beech, or a fence with wooden fence posts positioned clear of any roots could also be considered.</p> <p>The only works recommended are a crown lift over the highway to approximately 5m above ground level; the applicant would have to submit a new application. The loss of the Copper Beech (T18) would have a significantly detrimental impact on the amenity of the area.</p> <p>One objection has been received from the occupier of the adjacent property to the north on the grounds that: a) the proposal significantly increases the projection, size, scale and footprint of the stairs, b) the proposed first floor patio area would overlook the rear of 45 High Street, c) that the ground floor extension would set a precedent for extensions to the first and second floors, d) the garden of the application property would be reduced in size and e) the objector is unsure whether the proposed access to the first and second floor flats over the roof of the ground floor extension is a good idea.</p> <p>This application seeks planning permission for the construction of a rear, ground floor extension and the replacement of the existing rear external staircase which provides secondary access to flats on the first and second floors of the building. The property currently has a small ground floor extension (approximately 1 x 3 metres) which sits under the slope of the existing staircase.</p> <p>The proposed extension would project 3 metres from the rear of the building and would be 2 metres in height and 3.2 metres in width. The new staircase would be configured around the extension with a small terrace area created at first floor level which would offer limited use as it also provides the access to the second floor flat.</p> <p>Having regard to the character of the building and locality, the extension and staircase are considered acceptable in terms of design and the materials to be used. It is not considered that the outlook from the new staircase would differ from that afforded by the existing stairs and would not change the views of adjacent rear gardens.</p>	<p>Bev Lucas- Christiansen</p> <p>Tel: 023 9283 4322</p> <p><b>Conditional Permission</b></p>

Item No	Application No Ward	Location Description of Development	Planning Officer's Comments	Case Officer Proposed Decision
4	11/00718/FUL  Cosham	<p><b>Construction Site (Residential) 41 St Matthews Road Portsmouth</b></p> <p>Construction of two semi-detached houses (amended scheme 10/01159/FUL)</p>	<p>Two representations have been received from the occupier of an adjacent dwelling raising the following issues: requests the addition of gates to access increase security; the access arrangements are unsafe; and the repositioning of bike sheds.</p> <p>One further representation has been received commenting on format of the application and means of opening windows to north and south elevations.</p> <p>This application seeks planning permission for the construction of two semi-detached dwellings and is an amended scheme following permission granted in May 2011. The current application is similar to the previously approved scheme with the amendments relating to an increase in the height of the houses of approximately 0.5 metres, the introduction of tile hanging as an external material, alterations to the position of doors and windows, alterations to the roof over approved garages and the re-siting of cycle stores.</p> <p>The proposal is considered acceptable in design terms. The proposed cycle stores would be located over 11 metres from the objectors property and screened by two 1.8m high fences. Accordingly, it is considered that the proposal would have an acceptable relationship with neighbouring properties. The proposed access arrangements are the same as previously approved which was considered acceptable in highway safety terms. The previous approval did not include the provision of gates to the access and it is considered unreasonable and inappropriate to require them to be provided as part of this application.</p>	<p>Simon Barnett</p> <p>Tel: 023 9284 1281</p> <p><b>Conditional Permission</b></p>

Item No	Application No Ward	Location Description of Development	Planning Officer's Comments	Case Officer Proposed Decision
5	11/00777/HOU  Drayton & Farlington	<b>34 Drayton Lane Portsmouth</b>  Construction of detached double garage	<p>Two letters of representation have been received from the occupiers of adjoining properties to the rear raising objection to: a) visually intrusive nature of the garage; b) loss of light; c) increased sense of enclosure; and d) potential use of the garage.</p> <p>Permission is sought for the construction of a large detached garage to the rear of the dwelling. This would extend across much of the width of the garden and would be positioned parallel to the eastern boundary. The garage would be topped by a hipped roof measuring 2.55m at the eaves and 4.05m at the ridge. The adjoining properties to the east have long rear gardens (32m) with a mix of outbuildings positioned along the western boundary adjacent to the proposed garage. Significant vegetation along the boundaries to the north and south would screen the garage from the adjoining gardens to a significant degree.</p> <p>Whilst this outbuilding is of a considerable scale in terms of its footprint, it is considered that given its modest height, screening to the north and south, the presence of outbuildings to the rear and the distance to residential properties beyond (32m), the proposed garage would not amount to a visually obtrusive feature in the context of the surrounding area and would not result in a significant loss of light or increased sense of enclosure.</p> <p>The applicant has indicated that the garage's use would be incidental and ancillary to that of the main dwelling. However, given its scale it is considered necessary to impose conditions removing all permitted development rights and restricting its future use for domestic purposes only.</p>	<p>Gary Christie</p> <p>Tel: 023 9268 8592</p> <p><b>Conditional Permission</b></p>

## Part 3 - Information and News Items

FRIDAY 9 SEPTEMBER 2011

	WARD		OFFICER CONTACT
6		<p><b>Traffic Environment &amp; Community Safety Scrutiny Panel – 5 September</b></p> <p>The Traffic Environment &amp; Community Safety Scrutiny (TECS) Panel met on Monday 5 September and considered the following items</p> <ul style="list-style-type: none"> <li>• Update on Patient discharge from QA Hospital and St James’s Hospital</li> <li>• Discussion of Future Topics for the TECS Scrutiny Panel</li> </ul>	<p><b>Vicki Plytas Customer, Community &amp; Democratic Services Tel: 9283 4058</b></p>
7		<p><b>Scrutiny Management Panel -13 September</b></p> <p>The Scrutiny Management Panel will meet on <b>Tuesday 13 September 2011 at 4pm in the Executive Meeting Room, Floor 3, the Guildhall</b> and will consider the following items:-</p> <ul style="list-style-type: none"> <li>• Work Programme for 2011/12</li> <li>• Frequency and format of future meetings</li> </ul>	<p><b>Vicki Plytas Customer, Community &amp; Democratic Services Tel: 9283 4058</b></p>
8		<p><b>Planning Committee – Wednesday 14 September 2011 at 3pm in Conference Room A, floor 2 of the Civic Offices, Portsmouth</b></p> <p>The committee will consider the following planning applications:</p> <ul style="list-style-type: none"> <li>• 11/00765/VOC – <b>Helipad, Queen Alexandra Hospital, Southwick Hill Road, Portsmouth</b> – Application for removal of planning condition 4 of A*11277/BV to permit use of the helipad between 6.00pm and 8.00am at the Queen Alexandra Hospital</li> <li>• 11/00454/PLAREG – <b>48 Osborne Road, Southsea</b> – Retrospective application for construction of single storey rear extension and new balustrading to existing external stairs</li> <li>• 11/00667/FUL – <b>9 Tipner Lane, Portsmouth</b> – Construction of 2 storey side extension to form new dwelling house to include extension to dropped kerb fronting Harbour Way to extend hardstanding for off street car parking</li> <li>• 11/00697/FUL – <b>72 Britannia Road North, Southsea</b> – Change of use from dwellinghouse (Class C3) to a 7 bedroom house of multiple occupation.</li> </ul>	<p><b>Lucy Wingham Customer, Community &amp; Democratic Services Tel: 9283 4662</b></p>

	WARD		OFFICER CONTACT
9		<p><b>The Health Overview &amp; Scrutiny Panel – 13 September</b></p> <p>The Health Overview &amp; Scrutiny Panel will meet on Tuesday 13 September at 9.30am to consider the following items:</p> <ul style="list-style-type: none"> <li>• Fluoridation</li> <li>• Stroke, Major Trauma and Vascular Services</li> <li>• Nurturing Maternity Service Development</li> <li>• Diabetic Retinopathy</li> <li>• Solent NHS Trust's Quarterly Letter</li> <li>• Portsmouth Hospitals Trust's Quarterly Letter</li> <li>• NHS Portsmouth's Quarterly Letter</li> <li>• South Central Ambulance Service's Quarterly Letter</li> <li>• Adult Social Care's Quarterly Letter</li> <li>• End of Life Care</li> <li>• Healthwatch</li> </ul>	<p><b>Jane Di Dino</b>  <b>Customer,</b>  <b>Community &amp;</b>  <b>Democratic Services</b>  <b>Tel: 9283 4060</b></p>
10		<p><b>Baffins Community Association – Confirmation of Appointment of Councillor Darron Phillips</b></p> <p>In MIS 34/11 (26 August 2011) it was reported that Councillor Jim Fleming wished to step down as the representative appointed to the Baffins Community Association for the 2011/12 municipal year as he was unable to attend the meetings due to his work commitments. It was proposed that Councillor Darron Phillips should replace him, unless any other members wished to put their name forward. There were no other volunteers for this duty, nor any objections to the proposed course of action, and so Councillor Phillips has been duly appointed to serve on the Association until the end of the current municipal year.</p>	<p><b>Lin Chaplen</b>  <b>Customer,</b>  <b>Community &amp;</b>  <b>Democratic Services</b>  <b>Tel: 9283 4053</b></p>



	WARD		OFFICER CONTACT
11		<p><b>Nursery Vouchers</b></p> <p>The City Council introduced Childcare Vouchers through a tax efficient salary sacrifice scheme in 2005 with a company called BusyBees (now known as Computershare). The scheme enables staff to purchase Childcare Vouchers by salary deduction and tax and national insurance relief is provided through the payroll. In addition there is a reduction in the employer national insurance costs. The current management fee cost for administering the scheme is 4.5% of the value of the vouchers but this cost is more than covered by the saving in employer national insurance.</p> <p>There are a number of companies in the market who provide Childcare Vouchers and a review has been undertaken to establish whether the current provider is delivering a quality service to the staff and whether the management fee could be reduced. As part of this review, staff were surveyed and the feedback indicated a high level of satisfaction with the service provided. It was also established that Hampshire County Council undertook a tendering exercise for the provision of Childcare Vouchers last year and appointed Computershare to deliver the service under a framework agreement. The agreement reduced the management fee cost to 1% to 1.5% depending on whether the vouchers were issued in electronic or paper format.</p> <p>The review has therefore concluded that we should contract with Computershare to provide the service through the framework agreement for a further 4 years on the basis that:</p> <ul style="list-style-type: none"> <li>• It is more efficient to buy into an established framework contract</li> <li>• The management fee is almost 75% less than the current fee</li> <li>• We would be unlikely to secure such a low fee if we tried to source the business outside of the framework agreement</li> <li>• The staff who opt for Childcare Vouchers are happy with the service provided by Computershare</li> </ul> <p>The project to review the provider of the Childcare Vouchers has been through the full Procurement Gateway process.</p>	<p><b>Shaun Tetley</b>  <b>Payroll and Pension</b>  <b>Manager</b>  <b>Tel: 9283 4376</b></p>

	WARD		OFFICER CONTACT
12		<p><b>Governance &amp; Audit Committee 8 September 2011</b></p> <p>At this meeting the committee:</p> <ul style="list-style-type: none"> <li>Received a presentation about the draft Financial Statements 2010/11 (subject to audit). There was a full question and answer session with the officers. The audit will be completed shortly and the financial statements will be formally signed off at the next meeting on 29 September, when the District Auditor's Annual Governance report 2010/11 will also be considered.</li> <li>Approved the final, audited accounts for the period 1 April to 23 April 2010 for the former Southsea Town Council, and authorised the Vice Chair to sign any documents connected with the approval and the account.</li> </ul>	<p><b>Lin Chaplen Customer, Community &amp; Democratic Services Tel: 9283 4053</b></p>
13	St Jude	<p><b>55 Victoria Road South Southsea – Appeal</b> <b>Ref No: 11/00344/CON</b> <b>Date Lodged: 26<sup>th</sup> August 2011</b></p> <p>An appeal was lodged against the refusal of conservation area consent for the demolition of front boundary wall.</p> <p>This appeal is being dealt with by the written representation procedure.</p>	<p><b>Nicola Frampton Planning Services Tel: 9282 4305</b></p>
14	Fratton	<p><b>34 Brookfield Road Portsmouth - Appeal</b> <b>Ref No:11/00433/PLAREG</b> <b>Date Lodged: 30<sup>th</sup> August 2011</b></p> <p>An appeal was lodged against the refusal of planning permission for the retention of balcony and metal railings to roof of existing single storey rear projection.</p> <p>This appeal is being dealt with by the written representation procedure, as this appeal is proceeding under the Fast Track Appeals Service, there is no opportunity for you to submit further comments. We will however forward copies of all representations made to us in relation to the application, before it was determined, on to the Planning Inspectorate and the appellant.</p>	<p><b>Gary Christie Planning Services Tel: 9268 8592</b></p>

	WARD		OFFICER CONTACT
15	St Jude	<p><b>3-5 Merton Road Southsea - Appeal</b>  <b>Ref No: 11/00239/TPO</b>  <b>Decision: Dismissed</b>  <b>Decision Date: 30<sup>th</sup> August 2011</b></p> <p>An appeal was lodged against the refusal of planning consent to fell Horse Chestnut tree (T41) and Lime tree (T40) Tree Preservation Order 44.</p> <p>The appeal was dealt with under the Fast Track procedure and the Inspector decided to dismiss the appeal.</p>	<p><b>Nicola Frampton</b>  <b>Planning Services</b>  <b>Tel: 9282 4305</b></p>
16		<p><b>Planning, Regeneration and Economic Development – Decision Meeting –</b>  <b>Monday 19 September 2011 at 9.00am in the Executive Meeting Room, floor 3 of the</b>  <b>Guildhall, Portsmouth</b></p> <p>The Cabinet member, Councillor Mike Hancock CBE MP will consider the following items:</p> <ul style="list-style-type: none"> <li>• Port Master Plan</li> <li>• Guildhall Repairs and Maintenance Programme 2011</li> <li>• Cash Limits – for noting</li> </ul>	<p><b>Lucy Wingham</b>  <b>Customer,</b>  <b>Community &amp;</b>  <b>Democratic Services</b>  <b>Tel: 9283 4662</b></p>

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

The Licensing Authority has received the following applications in accordance with the Licensing Act 2003. The table below outlines the premises location, a brief description of the application and the closing date by which responsible authorities or 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](mailto:Licensing@portsmouthcc.gov.uk).

Item No	Ward	Licence No:	Premises Name and Address	Brief description of application:	Closing date for representations:
17	Eastney & Craneswater	11/04148/ LAPREM	Nara Sushi Bistro 178-180 Albert Road Southsea Hants PO4 0JT	<b>Premises Licence</b> <b>Proposed Licensable Activities:</b> <b>Sale by retail of alcohol</b> Monday to Sunday 12:00 To 22:30	28 September
18	Eastney & Craneswater	11/04136/ LAPRMV	Marina Bar and café Southsea Marina Fort Cumberland Road Southsea Hants PO4 9RJ	<b>Premises Licence Minor Variation Alterations to the Premises</b> <b>Proposed Licensable Activities:</b> <b>Late night refreshment</b> Monday to Sunday 23:00 To 00:30 <b>Performance of dance</b> Monday to Sunday 12:00 To 23:59 <b>Performance of live music</b> Monday to Sunday 12:00 To 23:59 <b>Playing of recorded music</b> Monday to Sunday 12:00 To 23:59 <b>Sale by retail of alcohol</b> Monday to Sunday 11:30 To 00:30	28 September