

# City of Portsmouth MEMBERS' INFORMATION SERVICE

**NO 18**

**DATE: FRIDAY 2 MAY 2008**

The Members' Information Service produced in the Democratic Services Unit by John Haskell has been prepared in three parts -

Part 1 - Decisions by the Executive and individual Executive 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 Executive Member or Regulatory Committee; and

Part 3 - Items of general information and news.

## **Part 1 - Decisions by the Executive**

**The following decisions have been taken by the Executive (or individual Executive 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 JOHN HASKELL (Democratic Services Manager) 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)

**NB: 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 Executive Member or Regulatory Committee. **Your request must be made to JOHN HASKELL (Democratic Services Manager) and must be received by not later than 5 pm on Friday 9 May 2008.**  
**An email or handwritten letter will suffice.**

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

**PORTFOLIO: LEADER**

**FRIDAY 2 MAY 2008**

	WARD	SUBJECT AND PROPOSAL	OFFICER CONTACT
1		<p><b>Subject – Legal Services (Property And Contracts) Fees &amp; Charges</b></p> <p><b>Proposal:</b> To review the fees and charges as applied by Legal Services (Property and Contracts Section) in order to ensure that service costs are covered and relate to fees applied in private practice.</p> <p>In accordance with City Council Standing Orders and Financial Regulations it is a requirement of the service Chief Officer to carry out a review of fees and charges on an annual basis. It has been established that the fixed fees (as distinct from those charged on an hourly rate) and charges as applied to city council property transactions have not been reviewed for a number of years.</p> <p>Therefore, to address this situation a review of fees and charges as applied by the Property and Contracts Section of Legal Services has now been undertaken with a view to ensuring that the charges cover the cost of service provided and relate to those applied in private practice.</p> <p>As a result of this review, income from fees and charges is estimated to increase by approx.£35,000 in 2008/09 (subject to work levels and the nature of the work). It is proposed that the revised fees take effect as soon as this proposal has been approved.</p> <p>Since the appropriate variation in fees does not move with the normal inflation indices it is proposed that in future the chief officer be required to review fees and charges at least annually and to approve appropriate variations to meet both internal cost levels and market rates. This should ensure due recovery of cost and a relativity of cost to outside parties irrespective of whether the work is undertaken in house or externally. Other authorities have adopted this approach successfully.</p> <p>The revised approach has been agreed with Property Services division.</p>	<p><b>Mary Cox</b>  <b>Head of Legal Services</b>  <b>Tel: 023 9283 4034</b></p> <p><b>Sue Page</b>  <b>Finance Manager (CR&amp;S)</b>  <b>Tel: 023 9283 4438</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 9 May 2008**. 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	Application Type Case Officer Proposed Decision
2	08/00549/FUL  Fratton	<p><b>105 Queens Road Portsmouth</b></p> <p>Conversion to form six flats including external alterations and installation of dormer windows to front and rear roof slopes</p>	<p>One letter of objection received on the grounds of overdevelopment of the site, impact to on-street car parking, abuse of a 'disabled' parking bay and noise and general disturbance.</p> <p>Policy DC43 of the Portsmouth City Local Plan, in principle, supports the conversion of flats to other forms of living accommodation subject to other policies within the Local Plan. The proposal would seek to remove bed-sitting room accommodation in favour of more appropriate and self-contained one-bedroom flats. The proposal includes alterations to some existing window/door openings rather than insertion of any windows or doors in new positions and would, therefore, not result in significant overlooking of adjoining or surrounding properties. Dormer windows are sought on the north and south roofslopes, in addition to those existing on the south and west roofslopes. The reduction in the number of occupants within the building is likely to be beneficial to the amenities of adjoining properties in terms of noise and general disturbance.</p> <p>The application does not provide for on-site car parking but the context of Policy DC28 of the Local Plan for maximum (rather than minimum) parking standards is in accordance with the requirements of policy DC28.</p>	<p>Jonathan McDermott</p> <p>Tel: 023 9284 1470</p> <p style="text-align: center;"><b>Conditional Permission</b></p>

Item No	Application No Ward	Location Description of Development	Planning Officer's Comments	Application Type Case Officer Proposed Decision
3	08/00540/FUL  Drayton & Farlington	<p><b>18 Beverley Grove Portsmouth</b></p> <p>Construction of first floor extension to rear elevation and dormer windows and porch to front elevation.</p>	<p>Two letters of objection have been received from neighbouring residents on the grounds of; (a) overlooking/loss of privacy and (b) would give rise to overshadowing or loss of light.</p> <p>The proposed works involve the construction of a tile-clad first floor extension, above an existing 3.9m deep ground floor flat-roofed extension, with a shallow pitched half-hipped roof built off the existing rear roof slope, the latter incorporating an existing 5.6m wide dormer. The extension would have an eaves height of 4.2m some 1.5m off the southern boundary and 1m off the northern boundary. Two comparatively modest dormers are to be constructed to the front roof slope.</p> <p>This bungalow sits forward of the property to the north, which is larger and elevated given its location on the hill slope, and slightly to the rear of the detached house to the south. Given the spatial separation and arrangement of buildings it is considered that the proposed increase in building bulk would not have a significant impact on the amenity of the adjoining occupiers either in terms of loss of outlook or overshadowing/loss of light. With no proposed windows in the north and south elevation of the first floor extension there would not be any overlooking. In design terms the extension and the front dormers would relate appropriately to the recipient building. In these circumstances I am satisfied that an objection would not arise under policies DC1 or DC5 of the Local Plan.</p>	<p>Nicola Frampton  Tel: 023 9283 4305</p> <p><b>Conditional Permission</b></p>

## **Part 3 - Information and News Items**

FRIDAY 2 MAY 2008

	WARD		OFFICER CONTACT
4		<p><b>Media Releases</b></p> <p>The following media releases have been issued in the last week by the Corporate Communications Team. These can all be read in the news section of the City Council's website. For hard copies, or further information, please contact Corporate Communications Team.</p> <ul style="list-style-type: none"> <li>• Pop out and vote on 1 May</li> <li>• Secret life of the seaside postcard</li> <li>• Beacon conference highlights Portsmouth's crime reduction skills</li> <li>• Protecting our city from tidal flooding</li> <li>• Hottest tickets in town now available</li> <li>• Green light for 'Building Schools for the Future'</li> <li>• Shooting for the 'reading stars'</li> <li>• Discover Chinese brush painting at a free workshop</li> <li>• City schools affected by industrial action</li> </ul>	<p><b>Corporate Communications</b>  <b>Tel: 9283 4142</b></p>
5		<p><b>Local Government Association – LGA Alerts – Information sent to Local Authorities for week commencing Monday 28 April 2008 - Checklist 17/08</b></p> <p>Each week the LGA sends 'LG alerts' information sheets to member authorities. The full text of all LG alerts are available to local authorities on LGAnet – the Local Government Association internet service at <a href="http://www.lga.gov.uk">http://www.lga.gov.uk</a>.</p> <p>WASTE &amp; ENVIRONMENTAL MANAGEMENT</p> <p><b>Keep Britain Tidy - National Clean Up</b></p> <p>In September ENCAMS, the Keep Britain Tidy organisation, will be launching their first national clean up in over 8 years to encourage a public upsurge in local clean up events. A national advertising campaign in July aims to get members of the public and established groups on board to help improve their local environment. The advertising will direct the public to a dedicated website where they will be able to find out how to register and organise their own local clean up.</p>	<p><b>Local Government Association (LGA)</b>  <b>Email:</b>  <a href="mailto:info@lga.gov.uk">info@lga.gov.uk</a>  <b>Tel: 020 7664 3131</b>  <a href="http://www.lga.gov.uk">www.lga.gov.uk</a></p>

	WARD		OFFICER CONTACT
5	(Cont'd)	<p>They will then be sent a start-up pack and asked to log their efforts onto the website, which will show how many bags of rubbish have been collected throughout the clean up. Local authorities can get involved in the clean up, support action by local groups and link their local campaigns to this national campaign. LG Alert Reference: 73/08</p> <p><b>Secondment Opportunity - Waste &amp; Environment</b>            Job Title: Policy Consultant - Waste &amp; Environment (1 year Secondment or fixed-term contract). The post holder will be involved in promoting the LGA's positions on everything from Alternate Bin Collections, to giving councils a power to charge for waste, to doing more to establish business waste recycling services, to returning Landfill Tax to councils - working directly with senior civil servants, Chief Executives, Ministers and journalists. LG Alert Reference: 74/08</p>	
6		<p><b>Licensing Sub Committee - 30 April 2008</b></p> <p>The following decisions were taken at the meeting;</p> <ul style="list-style-type: none"> <li>• Licensing Act 2003 - Application for the grant of a premises licence - <b>The Drink Project, Unit 308 Victory Business Centre, Somers Road North, Portsmouth, PO1 1PJ</b>. The licence was granted so as to allow the sale of alcohol daily for 24 hours. The premises is not open to the public to attend in person.</li> <li>• Licensing Act 2003 - Application for the variation of a premises licence - <b>Route 66, 37-39 Guildhall Walk, Portsmouth, PO1 2DD</b>. The application was not heard because negotiations between the Police and the applicant had taken place prior to the meeting and an agreement had been reached. The police representations were therefore withdrawn.</li> <li>• Licensing Act 2003 - Application to vary a premises licence to specify an individual as designated premises supervisor - <b>Roast Bar, 21-23 Guildhall Walk, Portsmouth, PO1 2RY</b>. The application was not heard because the Police had withdrawn their representations slightly ahead of the applicant withdrawing the application.</li> </ul>	<p><b>Lucy Wingham/            Karen Martin            Democratic Services            Tel: 9283 4662</b></p>

**Part 3 - Information and News Items (cont'd)**

**FRIDAY 2 MAY 2008**

	<b>WARD</b>		<b>OFFICER CONTACT</b>
7		<p><b>Respect Event - joint Portsmouth Football Club, LSP and PCC event in the Guildhall Square, Friday 16th May, 1pm to 5pm.</b></p> <p>PCC have been asked to host a joint event with PFC and the LSP to promote the Respect Charter for Portsmouth. There are three charters one for adults, one for young people and one for children and individuals will be asked to sign up to respect Portsmouth and themselves. The charters have been negotiated between PFC and the LSP with support from Council officers. The charters tie in very closely with our corporate priorities and the priorities of the LSP.</p> <p>At the event PFC will be arranging for a large replica shirt to be displayed and signed by everyone signing up to the charter. In addition there will be various stands provided by PCC and LSP partners relating to different strands of the charter such as healthy eating, respect for our environment and volunteering etc. The event will also include fun items for children such as face painting and meeting mascots.</p> <p>Access for customers wishing to undertake 'business as usual' within the Civic Offices or Library will be kept clear throughout this event.</p>	<p><b>Lynda Fisher, Strategic Director, Tel: 9284 1202</b></p>
8		<p><b>Cancellation of Policy &amp; Review (Performance) Panel - Thursday 29 May</b></p> <p>Please note that the meeting which was to have taken place on Thursday 29 May at 4pm has now been cancelled. The next meeting will be on Thursday 24 July at 4pm in Conference Room A.</p>	<p><b>Vicki Plytas Democratic Services Tel: 9283 4058</b></p>
9	St Jude	<p><b>6 Florence Road Southsea PO5 2NE Ref: 07/00118/FUL Date Lodged: 20.03.2008</b></p> <p>An appeal was lodged against the refusal of planning permission for conversion to form 4 flats and construction of 3 three-storey terraced dwellings (with accommodation in roof); associated cycle/refuse stores; external alterations to include demolition of existing two-storey rear extension (resubmission 06/00279/FUL)</p> <p>This appeal is to be dealt with by the Written Representation procedure.</p>	<p><b>Mark Bridge Planning Service Tel: 9283 4298</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 or a *body* representing persons involved in such businesses.

Members should be aware that under the legislation ward councillors do not have an automatic right to make representations on behalf of their constituents, but have the right to make representations when specifically requested to do so by constituents who live in the vicinity of the premises concerned. To prevent challenges by unsuccessful applicants you may wish to request any objector to include in any letter of objection to you or to the Licensing Section that they formally authorise you to make representations on their behalf.

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:
10	Copnor	482	Booker Cash and Carry Williams Road	<p><b>Application to vary a Premises Licence</b></p> <p><b>Type of Premises:</b> Off-licence</p> <p><b>Proposed Licensable Activities:</b></p> <p>Sale of Alcohol</p> <p><b>Proposed standard days and timings:</b></p> <p>Monday to Saturday from 07:00 until 23:00 Sunday from 08:00 until 22:30</p>	22 May 2008
11	Nelson	122	Mama Africa 141 London Road	<p><b>Application for a Premises Licence</b></p> <p><b>Type of Premises:</b> Off-licence</p> <p><b>Proposed Licensable Activities:</b></p> <p>Sale of Alcohol</p> <p><b>Proposed standard days and timings:</b></p> <p>Monday to Sunday from 10:00 until 20:00</p>	26 May 2008