

# City of Portsmouth

## MEMBERS' INFORMATION SERVICE

**NO 14**

**DATE: FRIDAY 4 APRIL 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 Wednesday 9 April.**

If you want to know more about a proposal, please contact the officer indicated. You can also see the report on the Council's web site at [www.portsmouth.gov.uk](http://www.portsmouth.gov.uk)

	WARD	DECISION	OFFICER CONTACT
1		<p><b>Executive Member for Education, Children &amp; Young People - Decision Meeting – 1<sup>st</sup> April 2008</b></p> <p>The Executive Member has made the following decisions: -</p> <p><b>Intermediary Services</b></p> <p>(1) Portsmouth City Council, under its responsibility as an adoption agency, develop the provision of Intermediary Services for both adopted adults and birth relatives who live in the city thus offering a service that provides contact between adopted adults and their adult birth relatives where that is what is requested.</p>	<p><b>Teresa Deasy</b>  <b>Democratic Services</b>  <b>Tel: 9283 4056</b></p>

	WARD	DECISION	OFFICER CONTACT
1	(Cont'd)	<p>(2) Priority be given to those applications the agency receives in respect of adoptions which took place prior to 12.11.1975. This is in line with the Adoptions Information and Intermediary Services (Pre-commencement Adoptions) Regulations 2005.</p> <p>(3) The service should be reviewed after 6 months of operation or earlier, if necessary, to ascertain the number of applications and to review whether or not the recommended restrictions on the service should continue; and that there will be subsequent regular reviews.</p> <p><b>“It’s Still Everyone’s Business” Development Strategy for Child and Adolescent Mental Health</b></p> <p>The Executive Member approved the strategy.</p> <p><b>Building Schools for the Future (BSF)</b></p> <p>(1) The City’s progress and Readiness for Remit meeting in April 2008 was welcomed.</p> <p>(2) A one-off payment of £10,000 to be paid to each of the 12 BSF schools from the BSF budget as a contribution to the preparation of their school’s strategy for change, and that accounts be provided subsequently to the Executive Member as part of a wider budget monitoring report for BSF.</p> <p><b>North End Adult Learning Centre</b></p> <p>A revenue contribution to capital projects of £98,200 was approved from the 2007/08 budgets in order to satisfy the grant conditions of the Learning Skills Council and to enable the project to proceed.</p> <p><b>2009/10 Admissions Policy for Community and Controlled Primary and Secondary Schools</b></p> <p><b>Primary and secondary coordinated admissions arrangements.</b></p> <p>(1) The primary and secondary school admissions policies for the 2009/10 academic year as set out in Appendix 1 were approved.</p>	

	WARD	DECISION	OFFICER CONTACT
1	(Cont'd)	<p>(2) The coordinated admission arrangements for 2009/10 as set out in Appendices 2 and 3 were approved.</p> <p><b>Briefing Paper: Youth Opportunities and Youth Capital Fund 08/11</b></p> <p>The information in the report was noted.</p> <p><b>The Setting of Statutory Pupil Performance Targets for 2009 at Key Stages 2, 3 &amp; 4</b></p> <p>(1) The statutory local authority pupil performance targets at key stages 2, 3 and 4 were endorsed.</p> <p>(2) The aspiration to achieve higher standards in the targets set by individual schools were acknowledged.</p> <p>(3) Officers are required to report on the progress of looked after children and those from an ethnic minority background in the summer term 2008 and overall progress towards the 2009 targets in January/February 2009.</p> <p>(4) The current estimate of progress towards 2008 targets was noted.</p> <p><b>Early Intervention Fund 2008/09</b></p> <p>The proposals for the use of the Early Intervention Fund in 2008/09 were approved.</p>	

## **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 11 April 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 4 APRIL 2008**

	<b>WARD</b>	<b>SUBJECT AND PROPOSAL</b>	<b>OFFICER CONTACT</b>
<b>2</b>		<p><b>Wymering Manor, Old Wymering Lane, Cosham</b></p> <p><b>Proposal:</b> That the City Council grants a 125 year lease to Mr Ian Young at a peppercorn rental subject to the full consideration of £500,000 being paid upon completion.</p> <p>The City Council will have step in rights under the agreement to safeguard the integrity of the building and its status as a Grade II* listed building. The costs involved will be recoverable from Mr Young and will be secured by way of a Legal charge.</p> <p>The background to this disposal was originally detailed in the report to the Leaders' Portfolio Decision meeting on 21<sup>st</sup> June 2006. It was resolved at that meeting that the Council would dispose of the property on a 125 year lease to be preceded by a building agreement which would require the tenant to carry out an approved schedule of works and restoration over a 2 year period. An initial premium of £50,000 was to be paid upon entering the agreement and a final payment of £450,000 made upon completion. A number of delays have been experienced over the last 2 years but these have now been resolved.</p>	<p><b>Peter Mountford</b> <b>Tel: 9283 4264</b> <b>AMS (Property)</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 11 April 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
<b>3</b>	08/00159/FUL  Cosham	<b>36 Hilary Avenue Portsmouth</b>  Formation of rear vehicular hardstanding	<p>Two letters of objection have been received from the adjoining and nearby residents on the grounds that the occupiers of the property may not have legal rights over the access drive and alterations to a common boundary wall has enabled views into and loss of security to the adjoining garden.</p> <p>This property comprises two flats with a garage to the rear. The garage is used by the occupiers of the first floor flat. The occupiers of the ground floor flat seek permission for the formation of a hardstanding within the rear garden adjacent to the existing garage. The associated works involve the installation of a 1.8m high timber fence across the foreshortened garden and removal of the existing boundary wall.</p> <p>The hardstanding has an adequate width to enable a car to manoeuvre into and out of the parking space, and the provision of one parking space would prove acceptable in the context of maximum parking standards. The issues of legal rights of access and alterations to the boundary wall do not fall within the remit of the local planning authority. The formation of the hardstanding would not have a negative impact on visual amenity or the character of the area.</p>	<p>Paul Carnell</p> <p>Tel: 023 9284 1281</p> <p><b>Permission</b></p>

Item No	Application No Ward	Location Description of Development	Planning Officer's Comments	Application Type Case Officer Proposed Decision
4	08/00285/FUL  Paulsgrove	<p><b>Household Waste Recycling Point, Port Way Portsmouth</b></p> <p>Refurbishment of household waste recycling centre including construction of administration block, canopies and new vehicular entrance and traffic control</p>	<p>Five letters have been received raising objection on the following grounds: (a) traffic flow to and from the site; (b) need for a new access road; and (c) proposals for country park traffic.</p> <p>The existing household waste recycling operations at the site take place in an 'open' compound with open skips, shipping containers, two portable buildings and a single lane access. The proposed refurbishment is, in comparison to the existing, considered a visual improvement to the benefit of the site and the surrounding area. The vehicular access and traffic control system has been assessed by the Highways Officer who considers it would represent an improvement over the current situation.</p>	<p>Jonathan McDermott  Tel: 023 9284 1470</p> <p><b>Conditional Permission</b></p>
5	08/00289/FUL  Central Southsea	<p><b>30 Havelock Road Southsea</b></p> <p>Construction of single storey rear extension at second floor level; alterations to roof including front dormer window and 2 rooflights to rear</p>	<p>One letter of support has been received from the occupiers of a nearby property.</p> <p>This application involves the construction of a new roof with a steeper pitch incorporating a dormer window to the front and two rooflights with a vertical extension of the stairwell, the latter forming a tower feature, to the rear. The new roof would incorporate a flat roof section and facilitate a master bedroom with en-suite. The design of the proposed roof and extension at second floor level is considered to adversely affect both the appearance of the building and, in a wider context, the conservation area. The proposed works would neither preserve nor enhance the character or special architectural or historic interest of the Campbell Road Conservation Area (No15) and are therefore incapable of support.</p>	<p>Ben Cracknell  Tel: 023 9284 1127</p> <p><b>Refuse</b></p>

	WARD		OFFICER CONTACT
6		<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>• Crackdown on adults who buy booze for children</li> <li>• First of five Farmers Markets for Cosham</li> <li>• Portsmouth finds the path to excellence in play</li> <li>• Visitor Information Centres are just the ticket</li> <li>• New seal exhibition opens at Natural History Museum</li> <li>• Teenagers get to know what it's like to be involved in a car crash</li> <li>• Caen competition aims to promote Portsmouth across the Channel</li> <li>• Be like Pompey, score in Blue</li> <li>• Good school where 'focus is firmly on learning' the verdict for City of Portsmouth Girls' School</li> <li>• Southsea has a tasty treat in store</li> <li>• National Year of Reading launched in Portsmouth</li> <li>• A walk along Portsmouth seafront</li> <li>• Lights off for Earth Day</li> <li>• Portsmouth City Council rejects Government's announcement to cap rise in Council Tax</li> <li>• Partnership working is key to creating safer communities</li> <li>• Restaurants rated on food safety</li> <li>• Pyramids Centre's future secure for another year</li> <li>• Book on wartime Portsmouth hits record sales figures</li> </ul>	<p><b>Corporate Communications</b>  <b>Tel: 9283 4142</b></p>

	WARD		OFFICER CONTACT
7		<p><b>Local Government Association – LGA Alerts – Information sent to Local Authorities for week commencing 31 March - Checklist 13/08</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>CONFERENCES</p> <p><b>LGA Annual Conference and Exhibition 2008</b>          Providing details on this years Annual Conference, being held in Bournemouth on 1-3 July. High profile speakers confirmed so far include David Cameron, Shami Chakrabarti, Hazel Blears and Claire Raynor. LG Alert Reference: 60/08</p> <p>ENVIRONMENT</p> <p><b>Switch off, switched on - how to cut every household's carbon footprint and energy bill</b>          This alert accompanies an LGA report, calling for a national programme to ensure every house in the country is fully insulated. LG Alert Reference: 58/08</p> <p>SURFACE WATER DRAINAGE - DEFRA CONSULTATION</p> <p><b>Advising on the deadline for responses to the Defra consultation on Improving Surface Water Draining of 30th April 2008.</b>          To support this consultation, a stakeholder consultation event is scheduled for Thursday 10th April 2008 at Defra's Innovation Centre in Reading. LG Alert Reference: 59/08</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
8		<p><b>Employment Committee 27 March 2008</b></p> <p><b>The Committee agreed the following resolutions:</b></p> <p><b>1. Sickness Absence Quarterly Report</b></p> <p>(1) sickness absence figures noted.  (2) progress in establishing the Occupational Health Service noted.  (3) revised Sickness Absence report to be submitted to subsequent Employment Committee meetings.</p> <p><b>2. Human Resources Review of Recruitment</b></p> <p>1. The interim recruitment and selection policy (version 2) to be used for all recruitment (other than those in schools) during the roll in phase of the review.</p> <p>2. The new recruitment and selection policy to be agreed by a future Employment Committee following its testing in the roll in phase and in consultation with the trade unions.</p> <p>3. The current policies held in part 1 of the Managers' HR Handbook which relate to the recruitment and selection process to be reviewed and replaced by a new policy based on the interim recruitment and selection policy (version 2).</p> <p><b>3. Local Government Pension Scheme – Changes</b></p> <p>1. The introduction of 7 banding levels of employee pension deduction ranging from 5.5% to 7.5% be noted, and that the following be approved:</p> <p>(i) the percentage banding deduction will be reviewed annually on 1 April; any subsequent changes in the year will not trigger a reassessment; whole time permanent regular contractual payments will be used to assess the appropriate band deductions; and temporary variable pensionable payments will be disregarded in assessing the band.</p> <p>2. The discretion to award staff additional pension, augment service and to contribute to additional voluntary contributions be not approved.</p>	<p><b>Teresa Deasy</b>  <b>Democratic Services</b>  <b>Tel: 9283 4056</b></p>

	WARD		OFFICER CONTACT
8	(Cont'd)	<p>3. The current discretion to allow staff to extend the 12-month time limit for joining previous periods of local government service to be withdrawn; the Payroll and Pensions Manager to alert staff to this change and to give existing staff a further three months to exercise this discretion.</p> <p>4. The revised 'discretionary compensation and benefits policy statement for City Council employees' (Appendix 2 of the report) was approved.</p> <p><b>4. Senior Staff Appointments – withdrawn</b></p> <p><b>5. Positive Action Recruitment</b></p> <p>1. Approval was given to adopt the Work Right Scheme to address the issue of low levels of employment with people with a learning disability within PCC and our local community</p> <p>2. The creation of a part-time co-ordinator post funded by MENCAP for a period of 12 months was noted</p> <p>3. At the end of the 12-month period a report will be brought back to this committee evaluating the success of the scheme and identifying the additional funding needed from 2009/10 for the co-ordinator position.</p> <p>4. Delegated authority was given to Head of HR to expand similar partnership working schemes to cover all disabilities upon successful implementation of the Work Right Scheme, subject to available finance.</p> <p>5. The council to endorse the proposed amendments to the Recruitment and Selection Policy to incorporate changes to the recruitment of disabled applicants.</p> <p><b>6. Request for reduction in staffing on grounds of efficiency of the service (Exempt)</b></p> <p>Recommendation approved as per the report</p> <p><b>7. Review of Internal Audit Service (Exempt)</b></p> <p>Recommendation approved as per the report</p>	

	WARD		OFFICER CONTACT
9		<p><b>St Luke's Community Sports Centre Joint Management Committee - 2 April</b></p> <p>At this meeting the JMC received an update on the new management arrangements following the appointment of Parkwood Community Leisure as the leisure contractor. The contract became effective from 7 January. Negotiations are taking place with the school on the last issue to be resolved, that of liability for loss of income to the contractor should there be an interruption in service. These negotiations are expected to be successfully concluded shortly.</p> <p>The operational review was also considered as per the report circulated with the agenda. The Centre continues to perform well generally, although income is moderately lower than budgeted. The areas of the programme that fall short of the budget are being reviewed and an action plan will be drawn up. Comparative budget figures will be presented to future meetings so that performance can be measured and trends identified. The new marketing plan is expected to be available by the end of the month. There will be particular concentration on marketing in the local area, and well as city-wide promotion. A problem has recently occurred with water loss from the swimming pool, which is being investigated with a view to prompt action being taken to resolve it. A contingency plan has been drawn up to cover any period of closure. An amicable arrangement has been reached about the availability of snacks in the sports centre - the vending machines are to be removed, and snacks sold instead from the reception desk at times of community use. This has overcome the school's concern about the sale of snacks to the children during the school day.</p> <p>The next meeting of the JMC will be on 8 July, unless an earlier meeting is required.</p>	<p><b>Lin Chaplen</b>  <b>Democratic Services</b>  <b>Tel: 9283 4053</b></p>
10		<p><b>Development Control Committee – 2 April</b></p> <p>The following decisions on development applications were taken:</p> <ul style="list-style-type: none"> <li>• 07/02389/PLAREG - <b>12 Elizabeth Gardens, Southsea</b> – retention of alterations and extension to boundary wall with an increased height to 2.5M was granted Permission.</li> <li>• <b>08/00115/FUL - 64 Abdare Avenue, Portsmouth</b> – construction of part single/part two storey side and single storey rear extension (Re-submission of 07/02215/FUL) was granted Conditional Permission.</li> </ul>	<p><b>Karen Martin/</b>  <b>Lucy Wingham</b>  <b>Democratic Services</b>  <b>Tel: 9283 4662</b></p>

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

**FRIDAY 4 APRIL 2008**

	WARD		OFFICER CONTACT
10	(Cont'd)	<ul style="list-style-type: none"> <li>• 08/00158/FUL - <b>80 Northern Parade, Hilsea</b> – retention of vehicular access onto classified road was granted Conditional Permission.</li> <li>• 08/00205/FUL - <b>1-3 Alma Terrace and land rear of 217-223 Highland Road, Southsea</b> – construction of two storey building, with accommodation within the roofspace to form 5 terraced dwellings (after demolition of garage and store) with associated parking, cycle and refuse storage (Re-submission of 07/01825/FUL) was granted Conditional Permission.</li> <li>• <b>08/00319/VOC - The Garden View Apartments, 2-10 St Vincent Road, Southsea</b> – application to vary condition 11 of permission A*37826/AJ which requires any proposed gates to be set back at least 5.5M from the back edge of the pavement was granted Conditional Permission.</li> </ul>	
11		<p><b>Executive Member for Environment’s Decision Meeting - Tuesday 8 April 2008 at 4.30pm</b> in the Executive Meeting Room in the Guildhall, Portsmouth.</p> <p>Councillor Jason Fazackarley will consider the following item;</p> <ul style="list-style-type: none"> <li>• <b>Project Integra Action Plan 2008-2013 and Portsmouth's sub-Strategy (Partner Implementation Plan)</b> - the report seeks Executive Member agreement for the Project Integra Action Plan 2008-2013 which identifies waste initiatives for the short and medium term.</li> </ul>	<p><b>Lucy Wingham/ Karen Martin Democratic Services Tel: 9283 4662</b></p>
12		<p><b>Executive - change of date</b></p> <p>Members are asked to note that the Executive that was due to take place on Monday 14 April at 1.00pm will now take place on Friday 11 April at 12 noon instead.</p> <p>Please make a note in your diary.</p>	<p><b>Nick Eaton Democratic Services Tel: 9283 4052</b></p>

	WARD		OFFICER CONTACT
13		<p><b>Governance &amp; Audit Committee - Friday 11 April 9.30 am Conference Room A</b></p> <p>At this meeting, the Committee will consider reports on:</p> <ul style="list-style-type: none"> <li>* District Auditor's audit progress report, March 2008</li> <li>* District Auditor's Annual Audit and Inspection Letter 2006/07</li> <li>* District Auditor's report on Health Inequalities</li> <li>* District Auditor's report on the Review of Internal Audit</li> <li>* Audit Performance Status Report for 2007/08 to 15 March 2008, and Audit Plan 2008/09</li> <li>* Annual Governance Statement and Effectiveness of the System of Internal Control</li> <li>* Annual Audit and Inspection Letter 2005/06 - Action Plan – Progress</li> <li>* Audit Service Gap Analysis</li> <li>* Business Continuity Management Implementation Programme - update report</li> <li>* Comprehensive Performance Assessment (CPA) update and proposed changes to performance regime</li> <li>* Consolidated Debt Position and Credit Management Strategy - Material Sources of Income 2007/08</li> <li>* Policy &amp; Procedure regarding the Regulation of Investigatory Powers Act 2000 (RIPA)</li> <li>* Governance &amp; Audit Committee Annual Report 2007/08</li> <li>* Passenger Real Time Project (PORTAL) Audit Review</li> </ul>	<p><b>Lin Chaplen</b>  <b>Democratic Services</b>  <b>Tel: 9283 4053</b></p>

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

**FRIDAY 4 APRIL 2008**

	<b>WARD</b>		<b>OFFICER CONTACT</b>
14		<p><b>Licensing Sub Committee Meeting – to be held on Friday 11 April 2008 at 9.30am in Meeting Room 2, The Guildhall</b></p> <p>The Sub Committee will consider the following items:</p> <ul style="list-style-type: none"> <li>• Local Government (Miscellaneous Provisions) Act 1982 – Licensing of Sex Establishments – Application for the Renewal of a Licence – <b>Private Shop, 9 Arundel Street, Portsmouth PO1 1NB</b></li> <li>• Licensing Act 2003 – Application for the grant of a premises licence – <b>The Clarence, Clarence Road, Southsea PO5 2LQ</b></li> <li>• Consideration of an Application for the Grant of a Private Hire Driver’s Licence – Mr E</li> </ul>	<p><b>Karen Martin/ Lucy Wingham Democratic Services Tel: 9283 4662</b></p>
15		<p><b>Executive - Friday 11 April at 12 noon in the Executive Meeting Room, Guildhall</b></p> <p>The Executive will be considering the following reports:</p> <ul style="list-style-type: none"> <li>* District Auditor's Annual Report and Inspection Letter 2007/08</li> <li>* Comprehensive Performance Assessment (CPA) - Corporate Assessment - Draft Self-Assessment</li> <li>* Portsmouth's Climate Change Strategy</li> <li>* Repair of M275 Tipner Interchange Bridges</li> <li>* Proposed Establishment of Charitable Limited Company that would be available to hold some Council Housing Assets and to apply for grant to the Housing Corporation</li> <li>* Review of the Council's policy on the Flying of Flags from Civic Buildings</li> <li>* Wickham Street Multi-Storey Car Park (with exempt appendix)</li> </ul>	<p><b>Nick Eaton Democratic Services Tel: 9283 4052</b></p>

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

**FRIDAY 4 APRIL 2008**

	<b>WARD</b>		<b>OFFICER CONTACT</b>
16	Hilsea	<p><b>380-382 London Road Portsmouth PO2 9JY</b>  <b>Ref: 06/00534/FUL</b>  <b>Decision: Dismissed</b>  <b>Decision Date: 31 March 2008</b></p> <p>An appeal was lodged against the refusal for construction of building to form new sales office and 9 flats (after demolition of 380 London Road &amp; sales office at 382 London Road).</p> <p>This appeal was dealt with by an Informal Hearing and the Inspector decided to dismiss the appeal.</p>	<p><b>Jonathan McDermott</b>  <b>Planning Service</b>  <b>Tel: 9284 1470</b></p>
17	Eastney and Craneswater	<p><b>Marina Café Southsea Esplanade Southsea PO4 0ST</b>  <b>Ref:07/01031/FUL</b>  <b>Decision: Allowed</b>  <b>Decision Date: 28 March 2008</b></p> <p>An appeal was lodged against the refusal for the Construction of 2 storey building to form cafe/restaurant and external seating areas, following demolition of existing building</p> <p>This appeal was dealt with by an Informal Hearing and the Inspector decided to allow the appeal.</p>	<p><b>Mark Bridge</b>  <b>Planning Service</b>  <b>Tel: 9283 4298</b></p>