

# City of Portsmouth

## MEMBERS' INFORMATION SERVICE

**NO 13**

**DATE: FRIDAY 28 MARCH 2014**

The Members' Information Service produced in the Customer, Community & Democratic Services Unit 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 [democratic@portsmouthcc.gov.uk](mailto:democratic@portsmouthcc.gov.uk) and must be received by not later than 5pm 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)

	<b>WARD</b>	<b>DECISION</b>	<b>OFFICER CONTACT</b>
<b>1</b>	<b>All Wards</b>	<p><b>The Cabinet Member for Culture Leisure &amp; Sport decision meeting was held at 1pm on 21 March 2014 in the Executive Meeting Room, The Guildhall, Portsmouth.</b></p> <p>Councillor Lee Hunt made decisions on the following items:</p> <p><b>Great South Run Economic Impact Study 2013</b></p> <p>DECISIONS: that</p> <p>(1) That the considerable economic value of the Great South Run 2013 of £3,347,845 be recognised and acknowledged.</p>	<p><b>Lisa Gallacher</b> Customer, Community &amp; Democratic Services Tel: 9283 4056</p> <p><b>Claire Looney,</b> Partnership &amp; Commissioning Manager Tel: 9283 4185</p>

	WARD	DECISION	OFFICER CONTACT
1	<p><b>(Cont'd)</b></p> <p><b>All Wards</b></p> <p><b>All Wards</b></p>	<p>(2) That international distribution of the media coverage is significant and that officers are instructed to work with Nova International to further maximise this to raise the profile of the city.</p> <p><b>Employment trends associated with culture and tourism in Portsmouth and the impact of Portsmouth City Council initiatives</b></p> <p>DECISIONS:</p> <p>(1) The Cabinet Member notes the successful initiatives explained in this report and that PCC continues to support these strategies through City Development and Cultural Services.</p> <p>(2) That this report is forwarded for information to the Chief Executive, The Minister for Portsmouth and the Strategic Director for Regeneration.</p> <p>(3) That a report is conducted annually to review local employment trends associated with culture and tourism in Portsmouth and to review the impact of PCC-led initiatives.</p> <p><b>Portsmouth History Centre and Archive Development Report</b></p> <p>DECISIONS:</p> <p>(1) That the Library and Archive Service seeks National Archives accreditation for the service in 2015 following the relocation of the remaining archives to Southsea Library.</p> <p>The following further recommendations are required as part of the accreditation process:</p> <p>(2) That the service works towards eliminating the backlog of cataloguing and delivers an online version of the catalogue for the public.</p> <p>(3) That the service develops a policy for the digital preservation and publication of resources.</p> <p>(4) That the service continues to train and develop the staff of Portsmouth History Centre to enable them to deliver a quality service.</p> <p>(5) That the service continues to recruit and develop the contribution of volunteers to the archives and the History Centre.</p>	<p><b>Sam Cox</b>  <b>Skills and Training</b>  <b>Development Advisor</b>  <b>Tel: 9284 1072</b></p> <p><b>Jackie Painting</b>  <b>Assistant Library</b>  <b>Service Manager</b>  <b>Tel: 9268 8041</b></p>

	<b>WARD</b>	<b>DECISION</b>	<b>OFFICER CONTACT</b>
1	<p data-bbox="219 172 342 212"><b>(Cont'd)</b></p> <p data-bbox="203 432 358 472"><b>All Wards</b></p> <p data-bbox="203 655 358 695"><b>All Wards</b></p>	<p data-bbox="398 172 1776 395">(6) That the History Centre promotes access to the resources by all means including talks, displays, events workshops and publications.</p> <p data-bbox="398 248 1776 320">(7) That the service works towards developing a conservation programme for books and archives.</p> <p data-bbox="398 323 1776 395">(8) That the service updates the acquisition and disposal for the archives to includes the book collections.</p> <p data-bbox="398 432 887 472"><b>Collections Development Policy</b></p> <p data-bbox="398 507 584 547">DECISIONS:</p> <p data-bbox="398 582 1155 622">That the Collections Development Policy is approved.</p> <p data-bbox="398 655 1070 695"><b>Portsmouth Libraries Annual Update Report</b></p> <p data-bbox="398 730 584 770">DECISIONS:</p> <p data-bbox="398 805 1693 877">(1) That the updates to the agreed actions from the Portsmouth Libraries Annual Update Report 2013/14, shown in paragraph 3 of the report be noted.</p> <p data-bbox="398 912 1738 984">(2) That the following actions and activities be carried forward from the 2013/14 Portsmouth Libraries Update Report to be actioned or continued in 2014/15:</p> <ul data-bbox="510 1027 1776 1449" style="list-style-type: none"> <li data-bbox="510 1027 1509 1067">• Relocate the archive store to the 1<sup>st</sup> floor above Southsea Library</li> <li data-bbox="510 1102 1776 1174">• That Arts Council England Capital Funding be sought to develop the Central Library Administration block as a Literature Centre and IT Learning Zone.</li> <li data-bbox="510 1214 1581 1254">• Continue the delivery and development of the following annual events: <ul data-bbox="584 1257 1776 1449" style="list-style-type: none"> <li data-bbox="584 1257 1021 1297">• BookFest Book Festival</li> <li data-bbox="584 1300 1234 1340">• First Fiction Award for adult first novels</li> <li data-bbox="584 1343 1021 1383">• Portsmouth History Fair</li> <li data-bbox="584 1386 1088 1426">• Summer Reading Challenge</li> <li data-bbox="584 1430 1776 1469">• Portsmouth Book Awards for Picture Books, Shorter Novel and Longer Novel</li> </ul> </li> </ul>	<p data-bbox="1798 432 2134 576"><b>Rosalinda Hardiman, Museums Collections Manager Tel: 9283 4757</b></p> <p data-bbox="1798 655 2112 767"><b>Lindy Elliott, Library Services Manager Tel: 9268 8058</b></p>

	WARD	DECISION	OFFICER CONTACT
1	(Cont'd)	<ul style="list-style-type: none"> <li>• Develop a digital "front end" for the archive and local history catalogue entries to improve access to the records by the public.</li> <li>• Delivery of an e-books offer for library customers</li> </ul> <p>(3) That the following recommendations be added to the Library Business Plan for the forthcoming year 2014/15:</p> <ul style="list-style-type: none"> <li>• Deliver 2014/15 saving targets</li> <li>• Deliver the Freegal music streaming service</li> <li>• Deliver 2014/15 element of 1<sup>st</sup> World War commemorations</li> <li>• Explore the delivery of current archive photographic records, on-line to improve public access.</li> <li>• Develop, promote and deliver the Mobile Library service</li> <li>• Explore and develop the health and wellbeing library offer including library engagement with Macmillan Cancer Support</li> <li>• Support the delivery of Universal Credits through Peoples Network access and staff support.</li> <li>• Increase virtual library visits by 5% in the year 2014/15</li> <li>• Explore the refurbishment and potential improvements to Cosham Library</li> </ul>	
	All Wards	<p><b>Request for loan of Turner watercolour painting by Salisbury and South Wiltshire Museum</b></p> <p>DECISIONS: That the watercolour is lent to the Salisbury and South Wiltshire for inclusion in the exhibition "Turner and Salisbury" to be held between 22 May and 27 September 2015.</p>	<p><b>Rosalinda Hardiman, Museums Collections Manager Tel: 9283 4757</b></p>
	All Wards	<p><b>Interaction Report</b></p> <p>DECISIONS: (1) That permission be given to continue to explore Option 5 and Option 6 to consider the future operation and funding for the Interaction Service. (2) That if options 5 and 6 are unsuccessful officers be instructed to explore option 7 to review cash limits to continue the service.</p> <p><b>NB: Call in date Monday 31 March 2014.</b></p>	<p><b>Chris Richards, Community Projects Officer Tel: 9283 4810</b></p>

	WARD	DECISION	OFFICER CONTACT
1	<b>(Cont'd)</b>	<b><u>The following items were for information only. No decisions were made and they are not therefore subject to call in.</u></b>	
	<b>All Wards</b>	<b>Update on the First World War Project Lest we Forget (information item)</b>  DECISIONS:  That the report be noted.	<b>Sue Wright Lest We Forget Project Coordinator Tel: 9284 1147</b>
	<b>All Wards</b>	<b>D Day 70: Launching the invasion (information item)</b>  DECISIONS:  That the report be noted.	<b>Amy Radford D-Day 70 Projects Officer Tel: 9243 7812</b>
	<b>All Wards</b>	<b>D-D 75 - Project Update (information item)</b>  DECISIONS:  That the report be noted.	<b>Jane Mee Museums and Records Service Tel: 9283 4788</b>
2		<b>The Cabinet Member for Health &amp; Social Care - 27 March.</b>  Councillor Leo Madden made the following decisions:  <u>2014/15 Fees and Charges for Adult Social Care Services Provided by Portsmouth City Council.</u> <ul style="list-style-type: none"> <li>• Subject to the two paragraphs below, the fees and charges set out in the attached appendices were agreed.</li> <li>• Authority to vary the charges to other bodies be delegated to the Head of Adult Social Care in consultation with the Head of Financial Services.</li> <li>• Following the proposed consultations (sections 6 and 7 of the report), authority to implement any revised charges be delegated to the Head of Adult Social Care in consultation with the Head of Financial Services.</li> </ul>	<b>Jane Di Dino Customer, Community &amp; Democratic Services Tel: 9283 4060</b>

	<b>WARD</b>	<b>DECISION</b>	<b>OFFICER CONTACT</b>
2	<b>(Cont'd)</b>	<p>The following items were for information only. No decisions were made and they are not therefore subject to call in.</p> <ul style="list-style-type: none"><li>• Better Care Fund.</li><li>• The Accommodation Strategy.</li><li>• Integrated Healthy Lifestyle Services.</li><li>• Substance Misuse Recovery Pathway.</li><li>• Integrated Commissioning Unit Progress Update.</li><li>• Dementia Action Plan.</li></ul>	

## **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 [democratic@portsmouthcc.gov.uk](mailto:democratic@portsmouthcc.gov.uk) and must be received by not later than 5pm on Friday 4 April 2014.**

**An email or handwritten letter will suffice.**

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

**PORTFOLIO: PLANNING, REGENERATION AND ECONOMIC DEVELOPMENT**

**FRIDAY 28 MARCH 2014**

	<b>WARD</b>	<b>SUBJECT AND PROPOSAL</b>	<b>OFFICER CONTACT</b>
<b>3</b>	Charles Dickens	<p><b>Guildhall Development (Revenue Contribution to Capital Expenditure)</b></p> <p><b>Proposal:</b> that a capital scheme for Guildhall Works be included within the PRED Capital Programme funded by a transfer from and decrease to the 2013/14 PRED cash limit.</p> <p>In April 2011, responsibility for the majority of the internal spaces of the Guildhall was transferred to the Portsmouth Cultural Trust by virtue of a lease and partnering &amp; funding agreement in order that the Trust could develop opportunities within the building to support its business plan.</p> <p>The Trust is currently developing plans for a substantial capital scheme in 2016 to refurbish and redevelop the Guildhall to improve facilities and visitor experience with a view to strengthening its business plan and profitability.</p> <p>The city council retains responsibility and control for the structure and external envelope of the building and for some internal operational areas including the Council Chamber, Executive Meeting Room, Lord Mayor's Suite and the Coroner's Office.</p> <p>It is proposed that the city council set aside capital funds to develop these internal areas alongside the major works planned by the Trust.</p> <p>A Revenue Contribution to Capital Outlay of £80,000 is therefore required in order to transfer funds to the capital programme.</p>	<p><b>Vernon Nash</b>  <b>City Development &amp; Cultural Service</b>  <b>Business Partner,</b>  <b>Tel: 9284 1517</b></p>

	WARD	SUBJECT AND PROPOSAL	OFFICER CONTACT
4	Hilsea	<p><b>Extra Care Development - Change to Contracted Tenure Arrangements</b></p> <p><b>Proposals:</b></p> <ul style="list-style-type: none"> <li>(i) That the Council amend the development agreement with Housing 21 to record the provision of fifteen shared ownership apartments at Maritime House, the extra Care housing block on the site of the former Alexandra Lodge care home in Hilsea. This will reduce the amount of affordable rental apartments in that block by fifteen to sixty five;</li> <li>(ii) That the Council amend the development agreement with Housing 21 to extend PCC's nominations rights period at first sale from four weeks to twelve weeks;</li> <li>(iii) That the Head of Adult Social Care and Head of Corporate Assets, Business and Standards apply their delegated authority to approve the amendments to contract.</li> </ul> <p><b>Background:</b></p> <p>The Council has a Development agreement with Housing 21 to provide 123 units of extra care housing on two sites in the City for affordable rent.</p> <p>Housing 21 seek approval from the Council to change the tenure arrangements to shared ownership for a number of the units at Maritime House to accord with the contractual obligations they have with the Homes &amp; Communities Agency that provided grant funding from the Affordable Housing Programme to facilitate the development.</p> <p>The Council has agreed with Housing 21 that the period of time identified in a nominations agreement that the Council has at first sale for the shared ownership properties should be extended to twelve weeks so that there is more time available to identify and nominate appropriate candidates in terms of care, support and housing need.</p>	<p><b>Andrew Lewis, Supported Living Contracts Manager, Adult Social Care Tel: 9284 1248</b></p>



## MEMBERS' INFORMATION SERVICE

### TRAFFIC REGULATION ORDER DECISION TO BE DETERMINED BY THE HEAD OF TRANSPORT & ENVIRONMENT

The Head of Transport & Environment will exercise his powers to proceed with the following Traffic Regulation Order in accordance with the proposed action unless a Councillor requests the proposal to be referred to Committee for decision.

Your request should be made to the **Head of Transport & Environment** by telephoning **Nikki Musson** (☎ 9283 4461) or **Anna Balogh** (☎ 9283 4922) and must be received by not later than 12 noon on **Friday 4 April 2014**. You can also make contact by letter, or by email to [engineers@portsmouthcc.gov.uk](mailto:engineers@portsmouthcc.gov.uk). If you wish to know more about a particular application, please contact the Case Officer indicated.

Item No	Ward	Traffic Regulation Order	Case Officer & Tel No	Head of Transport & Environment's Comments	Proposed Action
5	All	<b>The Portsmouth City Council (Various Roads) (Disabled Persons' Parking Places and Amendments) (No. 11) Order 2014</b>	Amanda Clayton 9268 8304	<p>Formal consultation on the proposals took place between 28 February - 21 March 2014.</p> <p>One objection was initially received to a proposed disabled bay (No.77 Jenkins Grove). The disabled bay has been removed from the Order to allow the off-road parking facility to be considered.</p> <p><b>REASON FOR THE ORDER</b></p> <p>To install disabled bays for qualifying residents, to be enforced by the city council's Civil Enforcement Officers. The aim is to allow these parking bays to be used by the intended residents and reduce the potential for their misuse by non-authorized drivers. The Order also deletes bays that are no longer required.</p>	That the Order is made as advertised and comes into operation as soon as legal procedures are complete (29 <sup>th</sup> April 2014)

## PLANNING APPLICATIONS TO BE DETERMINED BY HEAD OF PLANNING SERVICES

The City Development Manager will exercise her 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 **City Development Manager** by telephoning **Julie Watson** (☎023 9283 4826 or 023 9283 4339 answerphone) and must be received by not later than **5pm** on **Friday 4 April 2014**. 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
6	13/01472/REM  Paulsgrove	<p><b>140 Southampton Road Portsmouth</b></p> <p>Application for the approval of reserved matters in respect of landscaping for the construction of part 3/4-storey building for 48-bedspace nursing home (Class C2) including raising of existing ground level by up to 800mm pursuant to outline permission 10/00543/OUT</p>	<p>Objections have been received from the occupiers of eight properties in Farmlea Road (located to the rear of the site) on the following grounds: inadequate parking; scale of proposal out of character with area; loss of privacy; overshadowing and loss of light; loss of property value; and loss of view.</p> <p>This application seeks the approval for the reserved matter of landscaping. Outline permission was granted on appeal in March 2011 for the construction of a part 3/4 storey building to provide a 48 bed space nursing home (Class C2) including the raising of existing ground level by up to 800mm. This outline permission established the access, appearance, layout and scale of the development. All of the representations that have been received relate to matters which were considered and established at the outline stage and as such cannot be considered as part of this application. The proposed landscaping details are considered acceptable.</p>	<p>Simon Barnett</p> <p>Tel: 023 9284 1281</p> <p><b>Approve</b></p>

7	14/00042/FUL  Charles Dickens	<p><b>The Registry 1-2 St Michaels Road Portsmouth</b></p> <p>Extension at roof level and conversion of existing building to form a 43 bedroom student halls of residence (within Class C1) with associated refuse, laundry and cycle storage facilities</p>	<p>Representations have been received from the occupiers of six properties, with one referring to an on-line petition to save the use of the premises as a public house and venue for live music. In addition to the loss of the existing use other objections relate to (a) parking, (b) that the development will result in a student ghetto, (c) that it will affect landlords who rely on student lets; (d) there is already sufficient student accommodation in the area; (e) unsuitable for student accommodation adjacent to arterial route; (f) disruption through building work; and (g) building should be listed.</p> <p>The Council as local planning authority would be unable to prevent the closure of the premises and subsequent loss of the existing public house/music venue use. The proposal would need to be considered on its individual merits.</p> <p>The site is located within the University Quarter identified in the City Centre Master Plan and its use to provide student accommodation would be considered acceptable in principle. Given its location within an area of high accessibility to public transport and other services, a car-free development to provide student occupation would be justified. The applicant has engaged with the University to ensure that an appropriate standard of accommodation is provided internally, which includes a satisfactory level of communal area, laundry facilities and cycle storage.</p> <p>The proposed alterations at roof level are comparatively modest and are considered to relate satisfactorily to the recipient building. Subject to the completion of a legal agreement restricting occupation of the building as a halls of residence and providing appropriate mitigation against recreational disturbance on protected areas, the proposals are considered capable of support.</p>	<p>Ian Parkinson Tel: 023 9283 4301</p> <p><b>Conditional Permission</b></p>
---	-------------------------------------	--	--	--

8	14/00110/HOU  Eastney & Craneswater	<b>83 Festing Grove Southsea</b>  Construction of single storey rear extension	<p>An objection has been received from the occupier of an adjoining property on the grounds that the submitted drawings do not include dimensions, the development would cause overshadowing, the drawings incorrectly show the location of a drain, proposed internal works would cause noise and disturbance and reduce own property value and concern over potential materials to be used in the extension.</p> <p>The proposed extension would have a depth of 2.1 metres where it would abut the common boundary with the objector's property and would be screened by a shed in objector's garden. Having regard to the limited scale of the extension it is considered that the proposal would have no significant effect on the living conditions of the occupiers of the adjoining property. The submitted drawings are to a recognised scale and as such do not need to be dimensioned. The accuracy of the location of a drain on the drawings would not be material to the determination of this application. The proposed internal works do not require permission and the loss of property value is not a material planning consideration.</p>	<p>Simon Barnett Tel: 023 9284 1281</p> <p><b>Conditional Permission</b></p>
---	--	--	--	--

## Part 3 - Information and News Items

FRIDAY 28 MARCH 2014

	WARD		OFFICER CONTACT
9		<p><b>Planning Committee - 26 March 2014</b></p> <p>The committee made the following decisions:</p> <ul style="list-style-type: none"> <li>• Planning appeal decisions relating to Fontenoy House, Grand Parade, Portsmouth and 19 Lennox Road South, Southsea were noted.</li> </ul> <p>Planning applications</p> <ul style="list-style-type: none"> <li>• 14/00026/FUL - 14 Bruce Road, Southsea - the conversion of building to form 3 flats was granted conditional permission subject to the conditions outlined within the City Development Manager's report.</li> <li>• 14/00051/FUL - Access way between Arethusa House and Perseus Terrace, Gunwharf Quays, Portsmouth - the construction of boundary wall and anti-climb feature was granted conditional permission subject to the conditions outlined within the City Development Manager's report.</li> <li>• 14/00182/HOU - 125 Essex Road, Southsea - the construction of single storey rear extension was subject to delegated authority to grant conditional permission (subject to the conditions outlined within the City Development Manager's report) following the expiration of the effective date (28 March 2014), subject to no representations being received.</li> <li>• 13/01224/FUL - Scottish &amp; Southern Energy Depot, Lower Drayton Lane, Portsmouth - the construction of 143 dwellings with associated landscaping, parking and access was 1) delegated authority be granted so as to grant conditional permission subject to the completion of a Section 106 Agreement and subject to the inclusion of an appropriate level of mitigation, the scale of which will be confirmed in the adopted Solent Special Protection Areas SPD (so there would not be a significant effect on the SPAs), 2) that delegated authority be granted to the City Development Manager to add/amend conditions where necessary and 3) that delegated authority be granted to the City Development Manager to refuse planning permission if the legal agreement has not been completed within three months of the date of the resolution.</li> </ul>	<p><b>Lucy Wingham Customer, Community &amp; Democratic Services Tel: 9283 4662</b></p>

	WARD		OFFICER CONTACT
10		<p><b>Licensing Sub Committee Meeting - Wednesday 2 April in the Executive Meeting Room, the Guildhall at 9.30am</b></p> <p>Following the exclusion of the press and public, the Licensing Sub Committee will consider:</p> <ul style="list-style-type: none"> <li>Local Government (Miscellaneous Provisions) Act 1976 and/ or Town Police Clauses Act 1847. Consideration of Driver's Licence - Mr H</li> </ul> <p>Then in open session, it will consider this item:</p> <ul style="list-style-type: none"> <li>Licensing Act 2003 - Application for variation of a premises licence. Twyford News, 205 Twyford Avenue, Portsmouth PO2 8JA</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>
11		<p><b>Education, Children and Young People Scrutiny Panel - Monday 7 April 2014 at 7pm, Ground Floor Meeting Room 5, Civic Offices</b></p> <p>The panel will continue its review into school governance arrangements and is due to hear from Mark Hanna, Parent Governor at Portsdown Primary School and Cheryl Herrall Parent Governor at Devonshire Infant School.</p>	<p><b>Lisa Gallacher</b>  <b>Customer,</b>  <b>Community &amp;</b>  <b>Democratic Services</b>  <b>Tel: 9283 4056</b></p>
12		<p><b>HMRC Cycle Salary Sacrifice Scheme</b></p> <p>Portsmouth City Council intends to introduce a Cycle to Work (HMRC) salary sacrifice scheme for staff and councillors.</p> <p>The scheme will be implemented on the understanding that it will be cost neutral.</p> <p>Cycle salary sacrifice schemes have been available for a number of years to employers across the UK. Under the proposed scheme, employees and councillors will be able to choose a cycle and associated equipment up to the value of £1,000 (including VAT). The City Council will purchase the cycle and in effect lease it back to the employee through a salary sacrifice agreement. The cost will then be recovered by reducing the gross salary/councillor allowances over a period of 12 months.</p>	<p><b>Amanda Morris/</b>  <b>Shaun Tetley</b>  <b>Transport &amp;</b>  <b>Environment</b>  <b>Tel: 9284 1332 /</b>  <b>9283 4376</b></p>

	WARD		OFFICER CONTACT
12	(Cont'd)	<p>At the end of the hire period, the council will offer to sell the cycle/equipment to the employee for its fair market value or effectively levy a tax charge through the benefit in kind option. This is mandatory to ensure that the scheme is compliant with HMRC tax regulations.</p> <p>The employee/councillor will save income tax and national insurance as a result of the reduction in the gross salary/allowances equating to savings of between 30-40% of the purchase price.</p> <p>The employer national insurance charge will reduce by approximately 10% of the amount sacrificed by the employee/councillor.</p> <p>As part of the implementation it is critical that we identify a supplier who has a proven track record of delivering a scheme of this nature with minimal resource required from council officers.</p> <p>It has been estimated that the initial take-up will total 2% of the payroll numbers (160 staff/councillors). The average cost of the bicycle/equipment purchased is estimated to be £720, and this totals £115,200. PCC would need to pay the provider this amount which would then be recovered through salary deductions over a 12 month period.</p> <p>As the deductions are being made through a salary sacrifice scheme, there will be a reduction in employer national insurance contributions of approximately £19,300.</p> <p>Further savings can be made by encouraging use of the cycle for business journeys.</p>	
13		<p><b>Special Meeting of the Cabinet - Monday 7 April 2014 at 12 noon in the Executive Meeting Room, Floor 3 of the Guildhall</b></p> <p>The Cabinet is due to receive the following reports:</p> <ul style="list-style-type: none"> <li>• Special Educational Needs and Disabilities (SEND) Reform Grant</li> <li>• North Portsea Island Coastal Flood and Erosion Risk Management Scheme - Public consultation findings and progression into detailed design.</li> <li>• 'Growing our own' - Delivering Apprenticeships for Portsmouth</li> <li>• Street Scene Enforcement</li> <li>• Langstone Harbour Board Policy</li> <li>• Portsmouth Retail Centres - Occupancy Report 2014 (Information Only report)</li> </ul>	<p><b>Joanne Wildsmith Customer, Community &amp; Democratic Services Tel: 9283 4057</b></p>

**Part 3 - Information and News Items (cont'd)****FRIDAY 28 MARCH 2014**

	<b>WARD</b>		<b>OFFICER CONTACT</b>
<b>14</b>	<b>Hilsea</b>	<b>Store Rear of 342 London Road Portsmouth</b> <b>Ref No: 12/01349/FUL</b> <b>Appeal Decision: DISMISSED</b> <b>Appeal Decision Date: 25<sup>th</sup> March 2014</b>  An appeal was lodged against the refusal of planning permission for the construction of 2-storey building to form builders workshop/store after demolition of existing (Amended Description).  This appeal was dealt with by the written representation procedure and the Inspector decided to dismiss the appeal.	<b>Gary Christie</b> <b>Planning Services</b> <b>Tel: 9268 8592</b>



## 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 other persons may make representations.

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, where possible, include evidence to support the licensing objectives. Representations should not be frivolous or vexatious.

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:
15	St Jude	14/02347/LAPREM	Southsea Tennis Club Clarence Esplanade Southsea PO5 3PB	<b>Grant of a Premises Licence</b>  <b>Sale of Alcohol</b> Monday to Sunday 12:00 until 23:59 <b>Regulated Entertainment</b> Monday to Sunday 12:00 until 23:59 <b>Late Night Refreshment</b> Monday to Sunday 23:00 until 23:59	17 April 2014
16	Nelson	14/02369/LAPREM	Blue Cobra 87 London Road North End Portsmouth PO2 OBN	<b>Variation of a Premises Licence</b>  <b>Sale of Alcohol</b> Sunday to Thursday 12:00 until 23:59 Friday and Saturday 12:00 until 01:00  <b>Late Night Refreshment</b> Sunday to Thursday 23:00 until 23:59 Friday and Saturday 23:00 until 01:00	17 April 2014