

City of Portsmouth MEMBERS' INFORMATION SERVICE

NO 47

DATE: FRIDAY 25 NOVEMBER 2022

The Members' Information Service (MIS) is produced in the Corporate Services Directorate. If you wish to be removed from the distribution list please let Democratic Services know. The MIS 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 and must be received by not later than 5 pm on the date shown in the item.

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

	WARD	DECISION	OFFICER CONTACT
1		Cabinet Decision Meeting - 22 November 2022 The Cabinet has made the following decisions:-	Anna Martyn Tel 023 9283 4870 Democratic@portsmouthcc.gov.uk

	WARD	DECISION	OFFICER CONTACT
	All Wards	<p>UK Shared Prosperity Fund Spend</p> <p>DECISIONS:</p> <p>The Cabinet noted the report which is for information only and is not subject to call-in.</p>	Jane Lamer Head of Economic Growth & Skills
	All wards	<p>Crowdfunder Portsmouth Platform Funding</p> <p>DECISIONS:</p> <ol style="list-style-type: none"> 1. Agreed that the Council supports an extension of the contract with Crowdfunder UK at a cost of £28,200 for 1 year (10 months of delivery) and looks to seek a self-service model for any further delivery (removing Crowdfunder support) if this finds approval to reduce costs in subsequent years. 2. Agreed that the Council supports a further top-up of £40,000 to the Small Business Fund to enable further business creation and growth, which will support a minimum of 8 match funded projects. 3. Agreed that recommendations 2 (i) and 2 (ii) are funded by the Council's 2022/23 share of the UK Shared Prosperity Fund. <p>Exclusion of Press and Public</p> <p>DECISIONS:</p> <p>The confidentiality of Appendix B only, relating to financial and business affairs, was upheld.</p>	Jane Lamer Head of Economic Growth & Skills
	St Thomas	<p>Potential Disposal of Middle Street Units</p> <p>DECISIONS:</p> <p>Delegated to the Director of Regeneration and the City Solicitor authorisation to negotiate and finalise terms for the disposal of the site known as 32,34,42,56,58 & 60 Middle Street, Portsmouth to PVD1 Developments, or the best value offer, subject to the long leases currently in place in accordance with the schedule of interests as attached in Appendix B.</p>	Anne Cains Head of Acquisitions & Disposal

WARD	DECISION	OFFICER CONTACT
All Wards	<p>Ocean Recovery Declaration - Update of Progress</p> <p>DECISIONS:</p> <p>The Cabinet noted the report which is for information only and is not subject to call-in.</p>	<p>Kristina Downey Principal Strategy Adviser, Carbon Management</p>
All Wards	<p>Review of Clean Air Zone Mitigation Measures</p> <p>DECISIONS:</p> <ol style="list-style-type: none"> 1. Approved delegated authority to the Director of Regeneration to withdraw unspent Clean Air Fund (CAF) grants with a view to redistributing unspent funds, and ultimately close the CAF. 2. Approved a six-week period for remaining CAF applicants to provide clear proof of intent to upgrade their vehicles. 3. Approved that non-compliant vehicles purchased after 5th April 2023 not be granted an exemption from the Portsmouth Clean Air Zone - specifically with regards to: <ul style="list-style-type: none"> i. Specialist Heavy Vehicles, and ii. The Stop-Gap Exemption. 	<p>Bethan Mose Transport Delivery Manager and Alex Roke Senior Transport Planner</p>
All Wards	<p>Annual Adoption Agency Activity report April 2021 to March 2022</p> <p>DECISIONS:</p> <p>The Cabinet noted the report which is for information only and is not subject to call-in.</p>	<p>Sarah Daly Director of Children's Services & Education</p>
All Wards	<p>Social Value progress report</p> <p>DECISIONS:</p> <p>The Cabinet noted the report which is for information only and is not subject to call-in.</p>	<p>Natasha Edmunds Director of Corporate Services</p>

	WARD	DECISION	OFFICER CONTACT
	All Wards	<p>Additional Licensing of Houses in Multiple Occupation</p> <p>DECISIONS:</p> <ol style="list-style-type: none"> 1. The Cabinet had regard to all the responses to the statutory consultation and the evidence base previously presented to Cabinet on 22nd March 2022 together with the matters set out in this report and consider whether an additional licensing scheme for HMOs in the City should be introduced. The Cabinet decided to proceed with the scheme and approved: 2. That the whole of the city is designated as subject to additional licensing under section 56(1)(a) of the Housing Act 2004 in relation to every class of HMO, but only including those section 257 HMOs that are mainly or wholly tenanted, including those with resident landlords. <ol style="list-style-type: none"> 2.1 That the designation set out in recommendation above, shall come into force on 1st September 2023 for a period of 5 years. 2.2 That delegated authority be given to the Director for Housing, Neighbourhoods and Building Services to sign the 'Designation of an Area for Additional Licensing of Houses in Multiple Occupation 2022' (as attached at Appendix 10) in accordance with the provisions set out in the Scheme of Delegations in the Council's Constitution. 2.3 The Licence Conditions contained in Appendix 7. 2.4 The Cabinet considered the options outlined in Appendix 5 for Licensing Model and Appendix 6 for Fee Structure and agreed to proceed with Option B: a tiered structure for Licence terms based on the compliance and competence of the licence holder. Cabinet approved the adoption of the proposed fees and charges structure (as attached at Appendix 6) outlined for Model B and instructed officers to bring a further report to Cabinet reviewing the fees before the commencement of the scheme, and annually throughout the scheme to ensure they remain reasonable and proportionate and address any issues relating to surpluses or deficits in accordance with case law and the EU Services Directive. <p style="text-align: right;">/Cont'd ...</p>	Clare Hardwick Head of Private Sector Housing

WARD	DECISION	OFFICER CONTACT
	<p>And therefore:</p> <p>2.5 Approved the Policy for Landlord Accreditation contained in Appendix 8, and agrees to cease operating an in-house landlord accreditation scheme in favour of working with local and national landlord and agent accreditation schemes.</p> <p>2.6 Instructed officers to present a further report to Cabinet before September 2023 with proposals to alter the Mandatory HMO Licensing model, fee structure and Licence conditions to create consistency between Mandatory and Additional Licensing of HMOs.</p> <p>Cabinet also approved:</p> <p>3. The updated Private Sector Housing Enforcement Policy contained in Appendix 3, and agree its implementation from 1st December 2022.</p> <p>4. The updated Private Sector Housing HMO Space and Amenity standards document contained in Appendix 4, and agree its implementation from 1st December 2022.</p> <p>All Wards Treasury Management Mid-Year Review 2022/2023</p> <p>DECISIONS:</p> <p>1. Noted that the Council's Treasury Management activities have remained within the Treasury Management Policy 2022/23 in the period up to 30 September 2022.</p> <p>2. Noted that the actual Treasury Management indicators as at 30 September 2022 set out in Appendix A be noted.</p> <p>The Cabinet also noted the Urgent Information Item - Treasury Management Investments: Environmental, Social and Governance Considerations, which is not subject to call-in.</p>	<p>Chris Ward Director of Finance & Resources</p>

	WARD	DECISION	OFFICER CONTACT
	All Wards	<p>Revenue Budget Monitoring 2022/2023 (Second Quarter)</p> <p>DECISIONS:</p> <ol style="list-style-type: none"> 1. Noted the General Fund Forecast Outturn for 2022/23 (as at 30th September 2022), consisting of £7,784,800 overspend (assuming the Employers 2022/23 Pay Offer of a flat increase to all Spinal Column Points of £1,925) 2. Noted the continuing financial impact of the Covid-19 Pandemic totalling £2.88m. 3. Noted the financial impact of the Covid-19 pandemic of £2.88m will be met from the provision held within the Council's Corporate Contingency which was set aside specifically for this purpose 4. Noted the impact of the overspending capital schemes outlined in Section 7 and the consequent effect this will have on the availability of new capital resources to fund new capital schemes commencing in April 2023. 5. Noted that in accordance with approved policy as described in Section 8, any actual non Covid-19 overspend at year end will in the first instance be deducted from any Portfolio Reserve balance and once depleted then be deducted from the 2023/24 Cash Limit. 6. Agreed that Directors, in consultation with the appropriate Cabinet Member, consider options that seek to minimise any forecast non Covid-19 overspending presently being reported and prepare strategies outlining how any consequent reduction to the 2023/24 Portfolio cash limit will be managed to avoid further overspending during 2023/24. <p>NB Call-in date - Wednesday 30 November 2022</p>	Chris Ward Director of Finance & Resources

	WARD	DECISION	OFFICER CONTACT
2		<p>Cabinet Member for Climate Change & Environment's Decision Meeting - 24 November</p> <p>Councillor Kimberly Barrett noted the following reports:</p> <p>Warmer Homes Project Update Woodland Accelerator Fund PCC Climate Events During COP27 Big Portsmouth Survey</p> <p>Note: These are information-only reports and so are not subject to call-in.</p>	<p>Jane Di Dino Local Democracy Officer 023 9283 4060</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 Cabinet Member or Regulatory Committee. **Your request must be made to democratic@portsmouthcc.gov.uk and must be received by not later than 5 pm on Friday 2 December 2022.**

An email or handwritten letter will suffice.

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

PORTFOLIO: GOVERNANCE & AUDIT

FRIDAY 25 NOVEMBER 2022

	WARD	SUBJECT AND PROPOSAL	OFFICER CONTACT												
3		<p>Fees – Ceremony Room Fees, Renewal of Vows, Naming Ceremonies and Provisional Bookings</p> <p>Non statutory fees and charges at the Register Office are reviewed annually and with effect from 1 April 2023 the following non-statutory fees will increase:</p> <ul style="list-style-type: none"> • The De-commissioned Ceremony Room Ceremonies • Approved Venues Ceremonies • Booking Fee • Renewal of Vows • Naming Ceremonies • Private Citizenship Ceremonies <p>This is in line with charges made by other Local Authorities.</p> <table border="1" data-bbox="412 1114 1615 1222"> <thead> <tr> <th data-bbox="412 1114 1205 1177">Private Citizenship Ceremony</th> <th data-bbox="1205 1114 1391 1177">2022/23</th> <th data-bbox="1391 1114 1615 1177">2023/24</th> </tr> </thead> <tbody> <tr> <td data-bbox="412 1177 1205 1222"></td> <td data-bbox="1205 1177 1391 1222">£100</td> <td data-bbox="1391 1177 1615 1222">£110</td> </tr> </tbody> </table> <table border="1" data-bbox="412 1259 1641 1353"> <thead> <tr> <th data-bbox="412 1259 1229 1310">Provisional Booking Fee</th> <th data-bbox="1229 1259 1435 1310">2022/23</th> <th data-bbox="1435 1259 1641 1310">2023/24</th> </tr> </thead> <tbody> <tr> <td data-bbox="412 1310 1229 1353">All ceremony services (non refundable)</td> <td data-bbox="1229 1310 1435 1353">£70</td> <td data-bbox="1435 1310 1641 1353">£75</td> </tr> </tbody> </table>	Private Citizenship Ceremony	2022/23	2023/24		£100	£110	Provisional Booking Fee	2022/23	2023/24	All ceremony services (non refundable)	£70	£75	<p>Lorraine Porter Superintendent Registrar Tel: 023 9282 9041</p>
Private Citizenship Ceremony	2022/23	2023/24													
	£100	£110													
Provisional Booking Fee	2022/23	2023/24													
All ceremony services (non refundable)	£70	£75													

Cont'd ...

WARD	SUBJECT AND PROPOSAL			OFFICER CONTACT
	De-commissioned Ceremony room	2022/23	2023/24	
	Milldam House room (max 45 people)			
	Monday to Thursday	£290	£310	
	Friday	£340	£360	
	Saturday	£390	£410	
	Approved Premises Venues	2022/23	2023/24	
	09:30-17:15			
	Monday to Thursday	£480	£500	
	Friday	£510	£530	
	Saturday	£575	£595	
	Sunday/Bank Holiday	£675	£695	
	Approved Premises Venues	2022/23	2023/24	
	17:30-19:00			
	Monday to Thursday	£580	£600	
	Friday	£610	£630	
	Saturday	£675	£695	
	Sunday/Bank Holiday	£875	£895	
	Approved Premises Venues	2022/23	2023/24	
	19:30-21:30			
	Monday to Thursday	£780	£800	
	Friday	£810	£830	
	Saturday	£875	£895	
	Sunday/Bank Holiday	£975	£995	

Cont'd ...

WARD	SUBJECT AND PROPOSAL			OFFICER CONTACT
	Naming Ceremonies	2022/23	2023/24	
	The fees below include VAT as non-statutory ceremonies as Vatable			
	Milldam House room (max 45 people)			
	Monday to Thursday	£348	£372	
	Friday	£408	£432	
	Saturday	£468	£492	
	Sunday or Bank Holiday	Not available	Not available	
	Renewal of Vows Ceremonies	2022/23	2023/24	
	The fees below include VAT as non-statutory ceremonies as Vatable			
	Milldam House room (max 45 people)			
	Monday to Thursday	£348	£372	
	Friday	£408	£432	
	Saturday	£468	£492	
	Sunday or Bank Holiday	Not available	Not available	

Part 3 - Information and News Items

FRIDAY 25 NOVEMBER 2022

	WARD		OFFICER CONTACT
4		<p>Cabinet Member for Planning Policy & City Development 3pm Tuesday 29 November 2022, Council Chamber, Portsmouth Guildhall</p> <p>The Cabinet Member will consider the following report:</p> <p>'Neighbourhood CIL spending in Milton Neighbourhood Area'</p>	<p>James Harris Senior Local Democracy Officer Tel: 023 9260 6065</p>
5		<p>Planning Committee meeting to be held at 10:30am on Wednesday 30 November 2022 in the Council Chamber, Portsmouth Guildhall</p> <p>The Committee will consider the following items:</p> <p>Ward: Copnor 21/01666/FUL - 259 Queens Road, Fratton PO2 7LY. Change of use from house in multiple occupation (Class C4) to house in multiple occupation for more than 6 persons (Sui Generis).</p> <p>Ward: St Thomas 22/00399/FUL - 8 Baileys Road, Southsea PO5 1EA. Change of use from house in multiple occupation (Class C4) to seven bedroom house in multiple occupation (Sui Generis)</p> <p>Ward: Hilsea 22/00399/FUL - 84 Shadwell Road, Portsmouth PO2 9EJ. Change of use from dwelling house (Class C3) or house in multiple occupation (Class C4) to house of multiple occupation for seven people (Sui Generis).</p> <p>Ward: Hilsea 22/00714/FUL - 302 London Road, Hilsea, Portsmouth. Change of use from house in multiple occupation (Class C4) to house in multiple occupation for more than six persons (Sui Generis)</p> <p>Ward: Central Southsea 22/00804/FUL - 128 Manners Road, Southsea PO4 0BG. Application for change of use from house in multiple occupation (Class C4) to Sui Generis house in multiple occupation for use of more than 6 persons.</p> <p style="text-align: right;">/Cont'd ...</p>	<p>Allison Harper Local Democracy Officer Tel: 023 9268 8014</p>

	WARD		OFFICER CONTACT
		Ward: Copnor 22/01143/FUL - 297 Powerscourt Road, Portsmouth PO2 7JL. Change of use from dwelling house (Class C3)/house in multiple occupation (Class C4) to a 7 person house in multiple occupation (Sui Generis).	
		Ward: Fratton 22/01156/FUL - 281 New Road, Portsmouth PO2 7RA. Change of use from dwelling house (Class C3)/house in multiple occupation (Class C4) to 7 person house in multiple occupation (Sui Generis).	
		Ward: Milton 22/01336/FUL - 118 Prince Albert Road, Southsea PO4 9HT. Retrospective application for change of use from purposes falling within house in multiple occupation (Class C4) to a 7 bedroom house in multiple occupation (Sui Generis)	
6		Licensing Sub-Committee - Wednesday 30 November at 4 pm in the Council Chamber, Guildhall	Anna Martyn Local Democracy Officer Tel: 023 9283 4870
		Licensing Act 2003 - Summary Review of a premises licence	
7		Cabinet Member for Health, Wellbeing & Social Care meeting - Monday 5 December at 10 am in the Council Chamber, Guildhall	Anna Martyn Local Democracy Officer Tel: 023 9283 4870
		The Cabinet Member will be considering the following reports:	
		<ul style="list-style-type: none"> • Meals Delivery Service • Co-production • Working with Autism and Neurodivergence including Transition • Use of the Victory Unit • Portsmouth Health & Care Discharge to Assess model 	