

# City of Portsmouth MEMBERS' INFORMATION SERVICE

**NO 1**

**DATE: FRIDAY 9 JANUARY 2015**

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)

	WARD	DECISION	OFFICER CONTACT
1		<p><b>Cabinet Decision Meeting - 8 January</b></p> <p>The Cabinet made the following decisions:</p> <p><b>Calculation of the tax base for 2014/15 and estimation of the Council tax collection fund balance at 31st March 2015</b></p> <p>DECISIONS:</p> <p>(1) That in accordance with The Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012, the amount calculated by Portsmouth City Council as its Council Tax Base for 2015/16 shall be 53,277.2</p> <p>(2) That in accordance with The Local Authorities (Funds) (England) Regulations 1992 as amended, the amount calculated by Portsmouth City Council as the surplus on its Council Tax Collection Fund at 31 March 2015 shall be £2.19 million.</p> <p><b>Business Rates Discretionary Relief Policy</b></p> <p>DECISIONS:</p> <p>The Cabinet:</p> <p>i) Approved the Government policy amendment that will increase Retail Relief to a maximum of £1,500 for 2015/16</p> <p>ii) Granted delegated authority to the Head of Revenues &amp; Benefits to update the policy in the case of any further Government policy or legislated change</p>	<p><b>Joanne Wildsmith</b> Local Democracy Officer Tel: 9283 4057</p> <p><b>Chris Ward</b> Head of Financial Services &amp; Section 151 Officer</p> <p><b>Ed Woodhouse</b> Head of Revenues and Benefits Tel: 9283 4902</p>

	WARD	DECISION	OFFICER CONTACT
2	All Wards	<p><b>Cabinet Member for Traffic &amp; Transportation Decision Meeting - 8 January 2015</b></p> <p>The Cabinet Member made the following decisions:</p> <p><b>Residents Parking - Permit Charges</b></p> <p>DECISIONS:</p> <p>(1) A Traffic Regulation Order is promoted to enable the notification process for the following items and allow for the subsequent public consultation:</p> <ul style="list-style-type: none"> <li>i) An annual charge is introduced for the first Resident permit per household, effective from 1<sup>st</sup> April 2015 (to be charged on renewal); <i>(refer to pages 6&amp;7 of the report for the schedule of proposed charges)</i></li> <li>ii) An annual charge is introduced from for all permits currently issued free of charge, effective from 1<sup>st</sup> April 2015 (to be charged on renewal);</li> <li>iii) Existing permit charges are increased proportionately on an annual basis.</li> </ul> <p>(2) Following the statutory Traffic Regulation Order notification process, a further report is brought back to the Cabinet Member for Traffic &amp; Transportation to consider the responses to the formal public consultation on proposals contained within this Order.</p>	<p><b>Joanne Wildsmith</b> Local Democracy Officer Tel: 9283 4057</p> <p><b>Simon Moon</b> Head of Transport and Environment</p>

## Part 2 - Proposals from Managers for Implementation

APART FROM THE TRAFFIC REGULATION ORDER AND PLANNING APPLICATIONS, THERE ARE NO PART TWO ITEMS THIS WEEK

### 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 16 January 2015**. 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
3	Charles Dickens	THE PORTSMOUTH CITY COUNCIL (PORT ROYAL STREET) (WAITING LIMITED AND PERMIT HOLDERS) (NO.61) ORDER 2014	Michael Robinson 023 9268 8497	Formal public consultation on the proposals took place between 5 December 2014 - 5 January 2015 on the proposal to introduce 1 hour limited waiting (PR permit holders exempt) in Port Royal Street.  No objections were received to the proposals.  <b>REASON FOR THE ORDER</b> Port Royal Street PO5 4NP is a short cul-de-sac that can accommodate parking for approximately 12 vehicles on-street. This Order aims to give vehicles associated with Port Royal Street (businesses, customers and visitors) priority over the limited parking available by preventing long-term parking by vehicles not associated with the units.	That the Order is made as advertised and comes into operation once the legal process is complete (end of January 2015).

## PLANNING APPLICATIONS TO BE DETERMINED BY CITY DEVELOPMENT MANAGER

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 16 January 2015. 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
4	14/01438/FUL  Cosham	<p><b>41 Windsor Road Cosham Portsmouth</b></p> <p>Construction of 3 storey dwelling house to side garden to include new dropped kerb (Re-submission of 14/00833/FUL)</p>	<p>Further to the previous MIS item on 19.12.14, One further letter of representation has been received (6 in total) from a local resident objecting on similar grounds to those previously reported. These were: (a) The proposed dwelling would be out of keeping with the prevailing character of the surrounding area; (b) The proposal would be detrimental to the amenities of the occupiers of the properties located on the opposite side of Windsor Road in terms of loss of light, outlook and privacy; c) The proposal would exacerbate existing parking problems along Windsor Road; d) The proposal would result in a loss of a view towards Portsdown Hill; and (e) The proposal would affect property values.</p> <p>Permission is sought for the construction of a single dwelling house within the side garden of No.41 Windsor Road. It should be noted that whilst a previous application (ref. 14/00833/FUL) was refused on design grounds in September 2014, the reason for refusal did not relate to the principle of the development, scale, bulk, parking or impact on residential amenity. Given that these issues remain unchanged, it is considered that the introduction of further reasons for refusals of these grounds could not be sustained.</p> <p>In order to address the previous design reason for refusal, the applicant has amended the proposal to incorporate architectural detailing/features, amended fenestration and alternative materials to help break up the more solid elevations. It is considered that these improvements have lifted the overall appearance of the building addressing the previous design reason for refusal.</p> <p>Loss of a view and impact on property values are not material planning considerations.</p>	<p>Gary Christie</p> <p>Tel: 023 92688592</p> <p><b>Conditional Permission</b></p>

Item No	Application No Ward	Location Description of Development	Planning Officer's Comments	Case Officer Proposed Decision
5	14/01452/FUL  Charles Dickens	<b>12-18 Guildhall Walk Portsmouth PO1 2DD</b>  Construction of roof to West Wing to provide 2 additional floor levels, glazed infill extension to part of courtyard and conversion of part ground floor to form restaurant and part ground floor and upper floors to form Halls of Residence in Class C1 (80 students)	<p>One letter of objection on behalf of operators of the adjoining and nearby nightclubs on the grounds that (a) Guildhall Walk is well known for its leisure and entertainment facilities and, as a result, general activity and background noise levels are very high throughout the day and night; (b) complaints from future occupiers of the proposed Halls of Residence could lead to possible restrictions on the existing late night uses and thereby affect the economic viability of those businesses; (c) the proposal would result in the loss of employment uses and have a detrimental effect on the variety of land uses within the City Centre. Nonetheless, if the proposal is to be supported appropriate conditions must be attached to safeguard the amenities of future residents.</p> <p>This proposal relates to a Grade 2 Listed Building that has failed to attract the necessary investment to maintain its use as offices and has in part been used by a language school. The ground floor of the building fronting Guildhall Walk would retain uses falling within Use Classes A1 and A3. Whilst policy PCS11 seeks to consolidate the city centre as the economic, social and cultural focus of south-east Hampshire it also amongst other uses encourage residential uses. Appropriately worded conditions would be imposed to protect the amenity of future occupiers and the proposed scheme would offer a viable future in which the importance of this heritage asset is recognised.</p>	<p>Ian Parkinson  Tel: 023 9283 4301  <b>Conditional Permission</b></p>
6	14/01644/FUL  Hilsea	<b>76 Thurbern Road Portsmouth PO2 0PJ</b>  Change of use from dwelling house (Class C3) to purposes falling within Class C4 (house in multiple occupation) or Class C3 (dwelling house)	<p>One letter of objection to a C4 use of the property has been received from an immediate neighbour on the grounds of the impact on parking availability; noise and disturbance; issues surrounding the need for fire doors, access of existing garage and provision for refuse; loss of property value.</p> <p>There are no known HMO properties currently within the 50m radius search area. Parking, noise and disturbance issues would be unlikely to be significantly different from a C3 use of the property. Fire doors and garage access are matters beyond the planning remit. Loss of property value is not a material planning consideration.</p>	<p>Alison Pinkney  Tel: 023 9283 4305  <b>Conditional Permission</b></p>

Item No	Application No Ward	Location Description of Development	Planning Officer's Comments	Case Officer Proposed Decision
7	14/01484/ PLAREG  Hilsea	<p><b>Roko Health &amp; Fitness Club 442 Copnor Road Portsmouth</b></p> <p>Retrospective application for the siting of the maintenance outbuilding fronting Copnor Road (Amendment to 14/01058/FUL)</p>	<p>Objections have been received from the occupiers of two properties located on the opposite side of Copnor Road which face the site on the following grounds: a) the building is unsightly and obtrusive; b) loss of view of playing fields; c) alternative and more discrete locations could be used; d) the building was put up without permission; and e) neighbours were misled by PFC about location of buildings</p> <p>Planning permission was granted in mid-2014 for the construction of a single storey building to form part of the grounds-keepers compound associated with the use of ROKO by Portsmouth Football Club as their training ground. In their consultation response to the initial application Sport England confirmed that the Football Association (FA) had advised that Portsmouth FC is in need of its own training ground within the city to support the long-term future of the club. Due to the presence of an underground sewer the building was relocated approximately 40 metres to the south. The building that has been built is also approximately two-thirds the size of that previously permitted. Having regard to the previous permission, the reduction in size of the building and the need to support Portsmouth FC establishing its own training ground within the city, it is considered that the harm associated with any loss of protected open space is outweighed by the public benefit of supporting the football club.</p> <p>The buildings is somewhat utilitarian in its appearance but is partially screened by existing landscaping on the Copnor Road frontage of ROKO. Having regard to the previous permission for a larger building in a comparable location, it is considered that the building that has been built does not appear so unduly prominent that its visual impact would be so harmful to justify refusal on design grounds.</p> <p>The building is over 35 metres from the nearest residential properties which are on the opposite side of Copnor Road. It is therefore considered that the building does not cause any significant harm to the residential amenities of the occupiers of those properties. It should be noted that the loss of view is not generally considered to be a material planning consideration. Issues associated with the building being put up without permission and whether local residents were misled by the football club at pre-application meetings are not relevant to the determination of this application.</p>	<p>Simon Barnett</p> <p>Tel: 023 9284 1281</p> <p><b>Conditional Permission</b></p>

Item No	Application No Ward	Location Description of Development	Planning Officer's Comments	Case Officer Proposed Decision
8	14/01525/FUL  Hilsea	<p><b>6 Montague Road Portsmouth PO2 0NF</b></p> <p>Change of use from a dwelling house (Class C3) to purposes falling within Class C4 (house in multiple occupation) or dwelling house (Class C3)</p>	<p>Three letters of representation have been from the local residents objecting on the following grounds: (a) The number of HMOs within the surrounding area; (b) Increased noise and disturbance; (c) Parking issues; (d) Increased traffic; (e) Impact on the family character of the area; (f) pressure on local infrastructure (sewers etc.); (g) Impact on property value and the ability to sell homes in the future; and (h) The proposal would set a precedent if permission is granted.</p> <p>The applicant seeks a planning permission that will enable the use of the property to interchange between a Class C3 dwelling house and a Class 4 HMO where between three and six unrelated people share at least a kitchen and/or a bathroom. The lawful use of the property is currently Class C3 (dwelling house). Having regard to the aims and objectives of policy PCS20 and the Houses in Multiple Occupation (HMOs) SPD that seek to support mixed and balanced communities, the use of the property as a HMO would not result in an imbalance of such uses, falling well below the 10% threshold (2.25% if permission was granted). It is acknowledged that other HMOs exist within Montague Road, however, these fall outside of the 50m radius set out within the SPD and are not included within the 'count' data. It is considered that the proposal would not adversely affect the living conditions of the occupiers of the adjoining and nearby properties or detract from the prevailing family character of the surrounding area.</p> <p>It is considered that the level of occupation generally associated with the use of any given property as a HMO (C4) is not materially different to the use of a property as a Class C3 dwelling house occupied by either a single family or other groups living as a single household. On that basis and given that there is not a significant concentration of HMOs within the surrounding area, it is considered that and objection on, increased noise and disturbance, increased refuse, parking or traffic could not be sustained. Impact on property value or the ability to sell property in the future are not material planning considerations. All future planning applications would be determined on their individual merits against the relevant planning policies.</p>	<p>Gary Christie</p> <p>Tel: 023 92688592</p> <p><b>Conditional Permission</b></p>



## Part 3 - Information and News Items

FRIDAY 9 JANUARY 2015

	WARD		OFFICER CONTACT
9	Milton	<p><b>190 Devonshire Avenue Southsea PO4 9EQ</b>  <b>Ref No: 14/01148/HOU</b>  <b>Appeal Lodged: 18 November 2014</b>  <b>Appeal Start Date: 18 December 2014</b></p> <p>An appeal has been lodged against the refusal for the construction of a dormer to rear roof slope</p> <p>This appeal is being dealt with by the written representation procedure, as this appeal is proceeding under the Fast Track Appeals Service, there is no opportunity for you to submit further comments. We will however forward copies of all representations made to us in relation to the application, before it was determined, on to the Planning Inspectorate and the appellant.</p>	<p><b>Ian Parkinson</b>  <b>Planning Services</b>  <b>Tel: 9283 4301</b></p>
10	Baffins	<p><b>37 Tamworth Road Portsmouth PO3 6DL</b>  <b>Ref No: 14/01182/FUL</b>  <b>Appeal Lodged: 12 December 2014</b>  <b>Appeal Start Date: 2 January 2015</b></p> <p>An appeal has been lodged against the refusal for the change of use of residential garage to a dental laboratory.</p> <p>The appeal will be dealt with by the written representation procedure and an appeal for costs has also been made.</p>	<p><b>Gary Christie</b>  <b>Planning Services</b>  <b>Tel: 9268 8592</b></p>
11		<p><b>Licensing Policy Committee - Tuesday 13 January 2015 at 9.30am in the Council Chamber, second floor, the Guildhall</b></p> <p>The committee will consider the following items:</p> <ul style="list-style-type: none"> <li>• Local Government (Miscellaneous Provisions) Act 1976 - review of vehicle and operator licensing fees - consideration of objections</li> <li>• Licensing Act 2003 - Local Neighbourhood Notification Scheme - Proposed Amendments</li> <li>• Schedule 5, Local Government (Miscellaneous Provisions) Act 1982 and sections 115A-115K Highways Act 1980 - Provision of Highway Amenities - Determination of Delegated Powers and other Associated Matters</li> </ul>	<p><b>Lucy Wingham</b>  <b>Local Democracy Officer</b>  <b>Tel: 9283 4662</b></p>

	WARD		OFFICER CONTACT
12		<p><b>Licensing Sub Committee - Wednesday 14 January 2015 at 9.30am in the Executive Meeting Room, third floor, the Guildhall</b></p> <p>The sub-committee will consider the following applications:</p> <ul style="list-style-type: none"> <li>• Licensing Act 2003 - Application for the review of a premises licence - <b>Osborne Wines, 37 Osborne Road, Southsea, PO5 3LR</b></li> <li>• Licensing Act 2003 - Application for the review of a premises licence - <b>Liquor Land, 2-4 Outram Road, Southsea, PO5 1QT</b></li> </ul>	<p><b>Lucy Wingham</b>  <b>Local Democracy Officer</b>  <b>Tel: 9283 4662</b></p>
13		<p><b>Planning Committee - Wednesday 14 January 2015 at 5pm in the Executive Meeting Room, third floor, the Guildhall</b></p> <p>The committee will consider a main agenda item: <b>Appeal decision at Northern Pavilion and Bowling Green, adjacent to Eastern Parade, Southsea</b></p> <p>Plus the following planning applications:</p> <ul style="list-style-type: none"> <li>• <b>14/00790/FUL - Site of Savoy Buildings and Savoy Court, South Parade Southsea</b> - construction of part seven, part five storey building comprising 31 retirement living apartments (Class C3), 66 assisted living (extra care) apartments (Class C2) with communal facilities, ground floor retail unit (Class A1) and associated car parking and landscaping</li> <li>• <b>14/01345/FUL - 15 Harbour Ridge, 163 Queen Street, Portsmouth</b> - change of use from dwelling house (Class C3) to purposes falling within Class C4 (house in multiple occupation) or Class C3 (dwelling house)</li> <li>• <b>14/01100/FUL - Cadgwith Place, Port Solent, Portsmouth</b> - installation of traffic islands and parking bays in Cadgwith Place parking court</li> </ul>	<p><b>Joanne Wildsmith</b>  <b>Local Democracy Officer</b>  <b>Tel: 9283 4057</b></p>
14		<p><b>Housing and Social Care Scrutiny Panel - Friday 16 January 2015 at 9.30am in Conference Room B, second floor, the Civic Offices</b></p> <p>Members will meet to discuss and finalise the scoping document, and to agree on the witnesses to be called and the programme of meetings, for the next review into isolation.</p>	<p><b>Lucy Wingham</b>  <b>Local Democracy Officer</b>  <b>Tel: 9283 4662</b></p>

	WARD		OFFICER CONTACT
15		<p><b>Governance &amp; Audit &amp; Standards (Consideration) Sub- Committee - Friday 16 January 2015 at 12.30pm in Conference Room A, Civic Offices, Portsmouth</b></p> <p>A (Consideration) sub-committee of the Governance and Audit and Standards Committee will meet and is expected to consider a complaint against a Member in exempt session.</p>	<p><b>Vicki Plytas</b> Senior Local Democracy Officer Tel: 9283 4058</p>
16		<p><b>Licensing Sub Committee - 19 January at 9.30am in the Executive Meeting Room, third floor, the Guildhall</b></p> <p>The committee will consider the following item:</p> <p>Licensing Act 2003 - Application for grant of a premises licence, The British Queen Public House, 18 Queens Road, Portsmouth PO2 7NA.</p>	<p><b>Jane Di Dino</b> Local Democracy Officer Tel: 9283 4060</p>
17		<p><b>Children and Education Decision Meeting - Monday 19 January at 5pm</b></p> <p>Councillor Neill Young will consider the following decision item:</p> <ul style="list-style-type: none"> <li>• <b>School Revenue Funding Arrangements 2015-16</b></li> </ul>	<p><b>Lisa Gallacher</b> Local Democracy Officer Tel: 9283 4056</p>
18	<b>Charles Dickens</b>	<p><b>Former Midland House</b></p> <p>The demolition of the former office building which was known as Midland House is now complete. Construction is underway to provide a six storey building to form 84 bedroom hotel (Class C1), ground floor café (Class A3) and retail shop (Class A1) use.</p> <p>Pearson Pension Property Fund Ltd is redeveloping what was "Midland House" adjacent to the Portsmouth and Southsea Train station.</p> <p>The building will comprise of an 84 bedroom hotel on the upper floors, ground Café area and a retail unit. Planning permission was granted under application 13/00233 on the 16<sup>th</sup> May 2013.</p> <p>PLC architects have applied for street naming and numbering to rename the former site, as 1 Isambard Brunel Road. A standard numbering scheme is used for this highway already and this proposal of 1 Isambard Brunel Road would comply with the statutory standards for Street Addressing legislation.</p>	<p><b>Jeff Crockford</b> Street Name and Addressing, GIS Manager and IS Business Partner Tel: 9284 1505</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 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).

<b>Item No</b>	<b>Ward</b>	<b>Licence No:</b>	<b>Premises Name and Address</b>	<b>Brief description of application:</b>	<b>Closing date for representations:</b>
<b>19</b>	Eastney and Craneswater	14/04811/ LAPREM	Famous Crust 106-108 Albert Road Southsea PO5 2SN	<b>Grant of a Premises Licence</b> Sale of Alcohol Monday to Sunday 13:00 until 23:00	26 January 2015