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AYLESBURY VALE DISTRICT COUNCIL Democratic Services

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2 January 2020

CABINET

A meeting of the **Cabinet** will be held at **6.30 pm** on **Tuesday 14 January 2020** in **The Paralympic Room, Aylesbury Vale District Council, The Gateway, Gatehouse Road, Aylesbury, HP19 8FF**, when your attendance is requested.

NOTE: There will be an informal session starting at 6.15 pm to give Members the opportunity to comment on issues on the Agenda. The press and public may attend as observers.

Membership: Councillors: A Macpherson (Leader), S Bowles (Deputy Leader), P Irwin, H Mordue, C Paternoster, Sir Beville Stanier Bt, P Strachan, J Ward and M Winn

Contact Officer for meeting arrangements: Bill Ashton; bashton@aylesburyvaledc.gov.uk;

AGENDA

1. APOLOGIES

2. MINUTES (Pages 3 - 8)

To approve as a correct record the Minutes of the meeting held on 17 December, 2019, copy attached as an appendix.

3. DECLARATIONS OF INTEREST

Members to declare any interests.

4. PUBLIC SECTOR EQUALITY DUTY (Pages 9 - 20) Councillor Winn Cabinet Member for Communities

To consider the attached report.

Contact Officer: Tamsin Ireland (01296) 585004



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CABINET

17 DECEMBER 2019

PRESENT: Councillor A Macpherson (Leader); Councillors S Bowles (Deputy Leader), P Irwin, H Mordue, C Paternoster, Sir Beville Stanier Bt, P Strachan, J Ward and M Winn.

1. MINUTES

RESOLVED –

That the Minutes of 12 November 2019 be approved as a correct record.

2. RISK, PERFORMANCE AND FINANCE REPORT

Cabinet received a report presenting the financial digest, the Corporate Plan progress against targets and the Corporate Risk Register, which was available to view in full on the Council's web site. A similar report had been submitted to the Finance and Services Scrutiny Committee on 11 November, 2019.

Members commented generally as follows:-

- Members felt there was a need to ensure harmonisation of the risk register with those of the other authorities that would make up the new Buckinghamshire authority. Officers confirmed that this was in progress, particularly with regard to performance indicators.
- It was considered that reference should be made in the risk register to the improvement notice served on an Aylesbury property (in the wake of the Grenfell fire).
- The reference to SEMLEP should be removed from the section on growth.
- It was noted that the Bucks Growth Board, established as part of the transition to a unitary authority, was still in its infancy.
- It was felt that the wording in item 5 relating to growth should be amended to make it clear that there was clarity around engagement with communities in relation to planning issues impacting the Vale.
- There was a need to continue with the contingency planning for a “no deal” Brexit.
- In relation to the Corporate Plan, it was felt imperative that the importance of Aylesbury Vale as the birth place of the Paralympics should be emphasised to the new unitary authority as was the need to promote to that authority the importance of continuing with funding the Flame Lighting Ceremony and all other events which set Aylesbury Vale apart from other authorities in terms of community functions.
- There was a need for clarity around the data relating to the delivery of affordable homes.
- It was important to continue with the programme of review of Conservation Areas, within the context of the transition to a unitary authority.

With regard to the key financial management messages for the organisation for the remainder of the financial year, based upon the year to date financial position as set out in the latest financial digest:-

- The need to reduce agency spend and dependency on temporary staffing solutions.
- The identification of where services could be provided more efficiently and at reduced cost.
- The maximisation of opportunities to increase income.
- The reduction of spend on non pay items where possible.
- The management of financial uncertainties arising from external factors and in particularly the unitary decision.

RESOLVED –

That subject to the comments referred to above, the reports on finance, performance and the risk register/corporate plan, be noted.

3. AYLESBURY VALE ESTATES BUSINESS PLAN

AVDC currently owned 50% of Aylesbury Vale Estates LLP (AVE). The other 50% was owned by private investors. On 31 March 2020, AVDC would cease to exist and on 1 April the new Buckinghamshire Council would come into being. In order for AVE to continue, AVDC's interest in the joint venture would transfer to the new authority. How the joint venture operated was enshrined in a Members' Agreement together with a Loan Agreement. AVDC was currently represented on the AVE Board by two Members and an Officer. From 1 April 2020, it would be for the new authority to decide upon representation.

Cabinet received a high level summary of the AVE Draft Business Plan for the period 2020 to 2023. The full Business Plan which included the cash flows was attached to the confidential section of the agenda. In order to consider the financials, it was necessary to resolve to exclude the public from that part of the meeting under section 100(A)(4) of the Local Government Act, 1972 (Paragraph 3 of Schedule 12A of the Act).

Representatives from Akeman Asset Management attended the meeting and gave a presentation on the highlights of the draft Business Plan. The Business Plan provided the framework within which the AVE Board would operate. The Council's approval to the Business Plan was required.

A summary of the key issues in the Plan was given:-

Strategy

The strategy to achieve the core aims was as follows:-

- Sale of high value land with low income.
- Improved planning consents to maximise land value of low income sites, for either redevelopment or reinvestment.
- Pay off expensive debt in order to reduce the cost of finance and de-risk the portfolio.

- Reduce amortisation, which soaked up surplus income.
- Target a distribution of £600,000 p.a.
- Maintain high levels of occupancy in the industrial portfolio, maintain current tenants at Hale Leys, let vacant units and improve income streams.

Sale of high value land with low income

- The long awaited sale to Lidl of part of the Stocklake site had been completed in April 2019.
- After vacation by the scouts, Adams Close, Buckingham had been sold and was being developed with 4 three bedroomed houses.
- Contracts for the sale of the Gateway phase two site had been exchanged subject to detailed planning permission. Anticipated completion was January 2020.

Distributions

- The timing of the distribution for 2019/20 and the amount included in the cash flow for each partner was dependent on the delivery of a number of asset management initiatives. AVDC had included in its own revenue budget a more cautious forecast dividend. The timing of the distribution was likely to be in the last quarter of the 2019/20 year.

Occupancy Levels

- The multi-let industrial estate had seen unprecedented demand for units and as at the end of September the vacancy level was 2%. Various asset management initiatives to improve the estate ranging from new signage, new quarterly tenants' meetings and refurbishment works had continued to contribute to the demand for units. Eleven new leases and renewals had been completed since 1 April 2019.
- The Edison workspace had been upgraded and refurbished significantly reducing running costs. More work was planned to further improve the look of the premises.
- Hale Leys, like all other shopping centres in sub regional towns similar to Aylesbury, had continued to feel the pressure of the move to internet shopping. A number of tenants had ceased trading but conversely, a number of new tenants had started trading.

Key Performance Targets

- The vacancy across the entire portfolio as at September 2019, was 7.1% (23.1% Hale Leys and 2% AVE portfolio) The year end overall target vacancy was 9.28%. letting Hale Leys would remain the focus.
- The total return of the portfolio over the 12 months to 31 March 2019 had been - 1.4% due mainly to the loss of value on Hale Leys. The independent valuation of the whole portfolio would take place at the year end but since inception, investors had received an annual return of 11.5%. This figure was derived from the net increase in asset value plus distribution and assumed set up costs were spread evenly over the period of the partnership.
- The budgeted portfolio income for the financial year ending on 31 March 2019 had been exceeded by a positive 1% variance on budget.
- The three month collection rate for the whole portfolio for the September 2019 quarter had been 90.5%, just meeting the 3 month KPI of 90%. The 12 month collection rate had been 98.6%, outperforming the 12 month KPI of 95%.
- The loan to value as at 31 March 2019 had been 72.2%, just below the maximum limit of 75%.

Looking Forward – 1 April 2010 onwards

- The core aims remained the same in line with the original objectives agreed in 2009, i.e. increased investor revenue flows and support for the Council's economic development programme. The key strategies identified in order to achieve these aims for 2020 – 2023 were in summary:-

Sale of high value assets with low income for re-investment into higher income assets.

Pay off expensive debt in order to reduce the cost of finance and reduce amortisation.

Target a distribution of £600,000 pa.

Maintain current levels of occupancy within the industrial portfolio.

Hale Leys – maintain current tenants, let vacant units and improve future income streams.

Review all non core and community assets and sell/develop where possible (subject to AVDC approvals where required).

- As in 2019/20, AVE had submitted both a base case and an enhanced case for the 2020 – 2023 Business Plan. However in addition a “downside scenario” had been included to reflect some concerns around the security of a key tenant. The strategies underpinning the different scenarios were set out in the confidential part of the Cabinet agenda. All set out the aim of paying off expensive debt to take the portfolio to a position where the revenue flows from rent alone could comfortably cover all running costs, asset enhancements and amortisation, and leave a surplus for distribution to investors on an on-going basis – one of the core aims.
- Whilst it was excellent news that there was now only one vacancy on the multi-let industrial estate, the relationship development plans now in place would be important in ensuring that leases coming up for breaks or due for expiry were renewed at favourable terms.
- AVE's plans to redevelop the Stocklake site with a large element of new industrial space were welcomed, not only because of the income stream that this could generate but also the employment opportunities it could deliver on this particular side of Aylesbury which would offset to an extent the loss of employment at the Askey site.
- Clearly, the retail market and the vacancy rate within Hale Leys continued to be a concern. However the different uses appearing in the Centre were creating successful diversification. This would need to continue to help preserve and increase rental income and protect the Centre from any further fall in valuation.
- AVE's intention to review the assets which had been classified as either non core or community assets was noted. AVE would be expected to seek formal approval from the Council (successor Council) for the disposal or change of use of any assets where required by the terms of the Members' Agreement.
- The key performance targets and indicators were predetermined and formed part of the Members' Agreement for the partnership, so in this respect they would not

change. However, shareholders were able to suggest additional key performance targets and whilst these could not be used technically to evaluate performance, and for example, affect the asset management fees paid, they were required to be measured and reported to the Board.

Having commented that on a number of specific issues and in particular the propensity of AVE to dispose of assets for generating capital receipts as opposed to taking more opportunities to invest in on-going income generation, Cabinet

RESOLVED –

- (1) That it be noted that on 1 April, 2020 the AVDC shareholding in AVE LLP would transfer to the new Buckinghamshire Council alongside the Members' Agreement and Loan Agreement, which together set out how the vehicle operated.
- (2) That, subject to any views the Economy and Business Development Scrutiny Committee might have, the draft Business Plan (set out in detail in the confidential section of the Cabinet Agenda) for the period 2020-2023, be approved.
- (3) That the views of the Economy and Business Development Scrutiny Committee be sought formally at its meeting on 21 January, 2020 and that these be reported back to Cabinet at its February meeting.

NOTE : As Directors on the board of AVE, Councillor Mrs Ward and the Assistant Director responsible for property and regeneration each declared a prejudicial interest in this item and having remained to answer technical and general questions in relation to the company's activities, they left the meeting whilst Cabinet considered this matter.

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Cabinet
14 January 2020

PUBLIC SECTOR EQUALITY DUTY
Councillor Winn
Cabinet Member for Communities

1 Purpose

- 1.1 This report provides an assessment of the Council's performance against the Public Sector Equality Duty and meets the requirements of Regulation 2 of the Equality Act 2010 (Specific Duties) Regulations 2011.

2 Recommendations/for decision

- | |
|--|
| 2.1 Cabinet is asked to consider the contents of the latest AVDC's Equality Report and approve its publication (to meet the Council's Statutory Duty). |
|--|

3 Supporting information

- 3.1 The attached report provides information about the work that AVDC has done over the last year to meet our equality duty. The Council aims to place equality and diversity at the heart of everything it does.

4 Options Considered

- 4.1 None – Statutory Requirement

5 Reasons for Recommendation

- 5.1 Comply with Statutory Duty

6 Resource implications

- 6.1 None

Contact Officer	Tamsin Ireland 01296 585004
Background Documents	none

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Aylesbury Vale District Council



Equality Report 2019

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Introduction

This document provides information about the work that Aylesbury Vale District Council has done over the last year to meet our equality duty. The Council aims to place equality and diversity at the heart of everything it does.

The Equality Act 2010 requires the Council to pay due regard to the way it can:

1. Eliminate discrimination, harassment, victimisation
2. Promote equality of opportunity for everyone
3. Encourage good relations between people of different backgrounds

These are called the three aims of the public sector duty.

These aims are supported by specific duties intended to improve performance on the above general duty. These specific duties require us to publish our equality objectives at least every four years and equality data annually, to show:

1. How the authority has paid due regard to the 3 aims of the public sector duty.
2. That the authority consciously thought about the 3 aims of the public sector duty in its decision making.
3. Data relating to our employees - we have over 150 employees within our organisation.
4. Information relating to people affected by our policies and service.

Section 1: Our Residents

Aylesbury Vale is situated 40 miles west of London and 65 miles south east of Birmingham. It is 350 square miles of leafy Buckinghamshire countryside. It is within an hour's drive of Heathrow, Gatwick, Luton and Stansted airports. It is also home to the world-famous National Spinal Injuries Centre at Stoke Mandeville hospital and is the birthplace of the Paralympic movement.

Population

There are just over 199,448 people living in Aylesbury Vale; making it the third largest non-metropolitan district in the country.

- We have slightly more women (51%) than men (49%) living in the district.
- 16% of our population are 65 years of age or older, slightly less than the UK figure (18%).
- 21% of our population are under 15 years of age, slightly higher than the UK as a whole (19%)

The following information is taken from the 2011 Census.

Health and Disability

In 2011, almost nine out of every ten (86%) residents of Aylesbury Vale described themselves as being in good or very good health (81% in England and Wales). In 2011, 11% of residents described themselves as being of fair health with 3% and 1% describing themselves as being of bad or very bad health, respectively.

Nearly one in seven residents (14%) described themselves as having a long-term health problem or disability that limits their day-to-day activities, which had lasted, or was expected to last, at least 12 months - a 12% increase since 2001.¹

Religion

Those affiliated with the Christian religion remained the largest group; 62% of Aylesbury Vale (59% in England and Wales). However, the number of residents who stated that their religion was Christian in 2011 was fewer than in 2001. This followed the national trend; the size of this group decreased by 12% to 62% of the Aylesbury Vale population in 2011, down from 74% in 2001. Nationally for England and Wales, the size of the Christian group decreased 13 percentage points to 59% in 2011, down from 72% in 2001.

The size of the group who stated that they had no religious affiliation has increased by 71% since 2001, from 16% in 2001 to 26% in 2011. There was a 25% increase in this group for England and Wales.

Other religions accounted for 6% of the Aylesbury Vale population in 2011. The largest group being those who stated they were of the Muslim religion (4%). Those who did not state a religion accounted for 7%.

Ethnic Group

In 2011, most residents of Aylesbury Vale belonged to the White ethnic group (90%), having decreased from 94% of the population in 2001. Nationally in England and Wales in 2011, most

¹ In 2011 this question was structured differently to 2001 and therefore can only be considered as broadly comparable between Census years

residents belonged to the White ethnic group (86%).

The Non-White Ethnic Group population increased by 83% in Aylesbury Vale and accounts for 10% of the population. In the non-white resident population, 2.2% were of Mixed or Multiple ethnic groups, 5.8% were from the Asian or Asian British (including Chinese) group, 1.9% were from the Black or Black British group and a further 0.4% were from Other ethnic groups (including Arabs in 2011, but not including Chinese in 2001 or 2011).

In 2011, within Aylesbury Vale 10% of households (12% in England and Wales) had partners or household members of different ethnic groups, a 51% increase since 2001.

Usual residents born outside of the UK

In 2011, 11% of Aylesbury Vale residents stated they were born outside of the UK, with just under half (44%), arriving in the last 10 years (4.7% of Aylesbury Vale's population). This is similar to England and Wales, where just over 13% of residents were born outside of the UK with just over half arriving in the last 10 years.

The nine most reported countries of birth of foreign born, usual residents for Aylesbury Vale, account for just over half of all residents born outside of the UK (51%). The most reported countries of birth for Aylesbury Vale are: Pakistan (1.3%), India (0.7%), Poland (0.7%), Ireland (0.7%), South Africa (0.5%), Germany (0.5%), the Caribbean (0.4%), United States (0.3%), South-East Asia excluding the Philippines (0.4%), and all other countries of birth (excluding the UK) 5.3%.

Household language

The 2011 Census collected information for the first time on main language and English language skills. In 2011, all usual residents in 94% of households spoke English as a main or preferred language. This is slightly higher than the average for England and Wales at 91%.

In 3.4% of households, at least one adult (16+) spoke English as their main or preferred language and in 0.5% of households no adults, but at least one child, spoke English as a main or preferred language. In the remaining 2.2% of households there were no residents who had English as a main or preferred language. It should be noted these statistics cannot be taken as a measure of English-speaking proficiency, but as a resident's preferred or main language.

Sexual Orientation

Questions on sexual orientation were not included in the 2011 census so figures for Aylesbury Vale are not available. The Office for National Statistics has produced figures for sexual orientation from its 2017 Annual Population Survey for the UK as a whole.

- In 2016, 2% of the UK population aged 16 and over identified themselves as lesbian, gay or bisexual (LGB).
- More males (2.3%) than females (1.8%) identified themselves as LGB in 2017.
- 69.4% of people who identified themselves as LGB had a marital status of single (never married or in a civil partnership).
- The population aged 16 to 24 were the age group most likely to identify as LGB in 2017 (4.2%).
- London had the highest percentage of adults identifying themselves as LGB at 2.6%, while 2.2% of adults identified themselves as LGB in the South East.

Section 2: Our Staff

Establishment

As of 31 March 2019, AVDC employed 527 people, of which 454 were in budgeted establishment (420 last year), an increase of 34 people over the year. Additionally, over the last year Full Time Equivalent (FTE) posts increased from 404 to 434 in budgeted establishment. A total of 499 FTE in all roles (budgeted and funded establishment).

A decision was made for this year's report to include all funded and fixed term posts, along with the financial establishment. This is due to all 5 councils becoming a single unitary council in April 2020. Previous year's figures have focused on budgeted establishment. Therefore, figures will appear inflated for 2018/19.

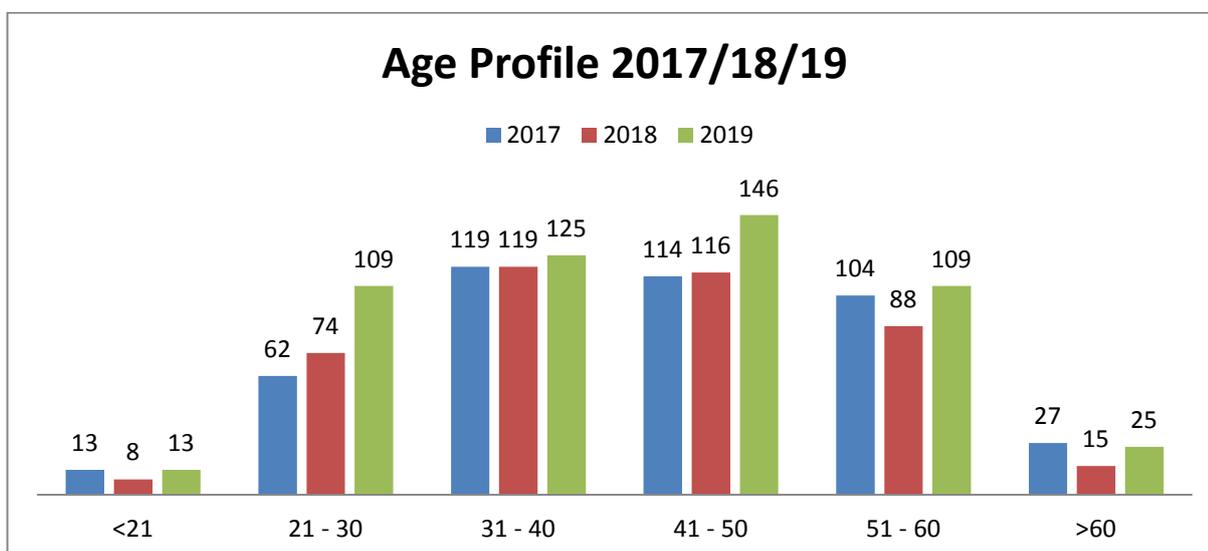
In March 2019, AVDC employed 73 agency workers and contractors. These numbers include workers in recycling and waste (namely Loaders and Driver Team Leaders); vacant positions; and funded roles. Please note that in March 2018, the recruitment process for employing new loaders and driver team leaders was direct through an agency, therefore this does increase overall agency numbers.

Flexible Working

The number of people working full-time increased from 365 to 448, whilst the number of part-time employees increased from 55 to 79, the same number as 2 years ago. Part-time working accounts for 15% of the workforce, which is the same % as prior to the commercial AVDC programme.

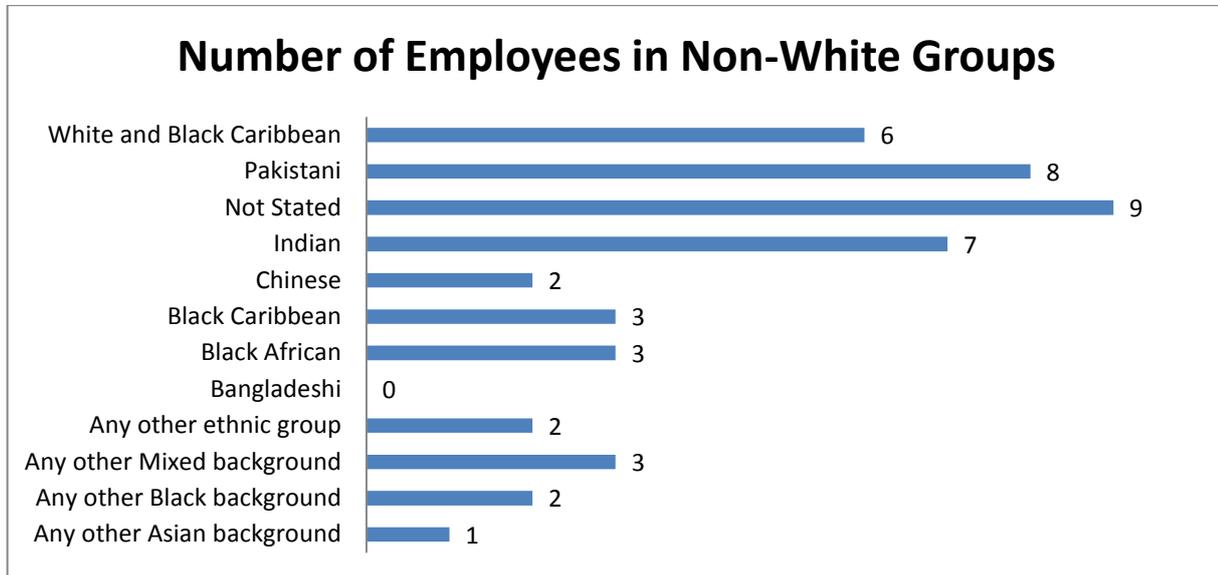
Age Profile

The age profile has changed from previous years, with more employees falling within the 21 – 30 age group and 41 - 50. This could be credit to AVDC's flexible approach to working which attracts a millennial workforce and those wanting greater flexibility within their work life. Following last years dip in 51 – 60 and 60+ workforce, employee numbers in these categories have increased to a similar level as the Commercial AVDC programme.



Ethnicity

In March 2019, of 527 employees, 383 (72.3%) declared themselves to be “white”, white other or white Irish. 77 (14.6%) employees were unstated or unknown. The remaining 13.1% of the workforce have defined themselves to be from one or other of various recognised minority ethnic groups.



The 2011 Census indicates that White British make up 85.2% of the local Aylesbury Vale population, with the national (English) average at 79.8%. The broader “white group” (White, White Other and White Irish) nationally makes up 89.7% of the community. It should be noted that a larger proportion of employees did not state their ethnicity to AVDC than any other year to date.

Disability

At 31 March 2019, there were 16 employees (the same in 2018) who considered themselves to have a disability under the provisions of The Equalities Act 2010, which represents 3% of the workforce (a decrease of 0.8% on last year). However the decrease is likely due to the change in establishment measurement this year.

Previously, between 2009 and 2019 the number of employees with a self-declared disability had remained fairly constant at between 3% and 5%.

As at 31 st March	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Percentage	4.6%	4.3%	4.3%	4.5%	4.2%	3.6%	3.1%	3.4%	3.4%	3.8%	3%

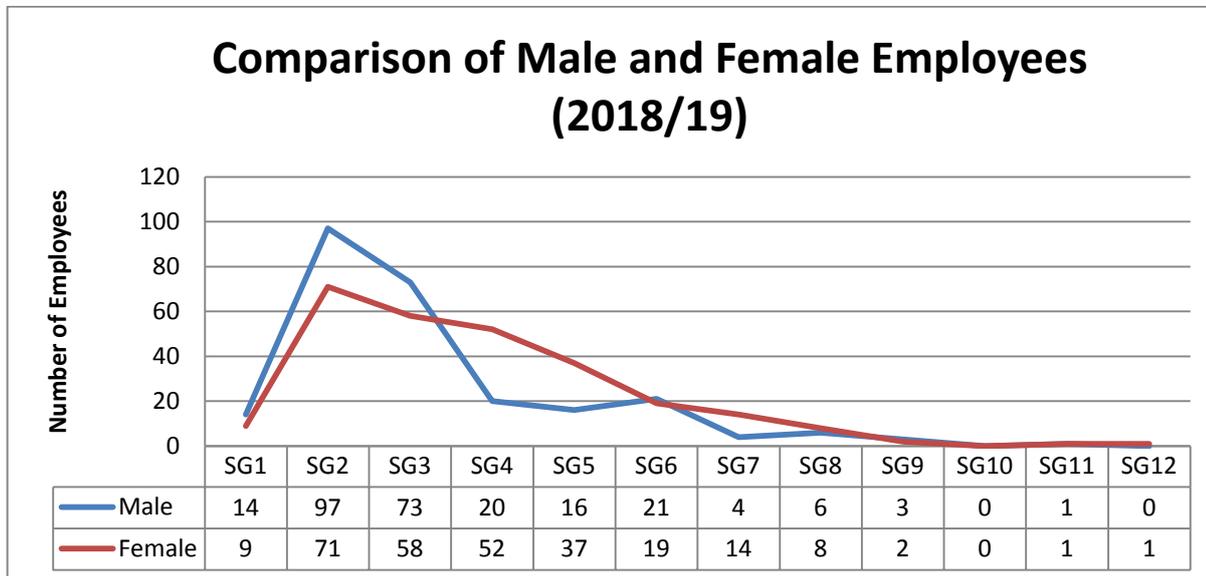
Gender

At 31 March 2019, the Council employed 527 people, of which 271 (51.4%) were female and 256 (48.6%) were male.

Essentially, AVDC has a 50/50 gender profile, which can fluctuate, but as can be seen from the following chart for 2019. For the first time, there are more males in grades SG2 and SG3, which is attributed to the 2018 operational pay review for Recycling and Waste. For the third year in a row, more females in AVDC’s higher level positions (SG7-SG8).

Whilst we have not yet reported on our gender pay gap as of March 2019, AVDC have reported 2018 gender pay gap figures and published on the website. An excerpt is included below:

AVDC's gender pay gap actually bucks the current national trend. At the moment the median pay gap between male and female employees nationally is 17.9%; we are pleased to say that AVDC's median is -23.7%.



Training

We run a number of training and awareness sessions for staff which address the equalities duties and responsibilities of the Council covering topics such as disability awareness, hate crimes, and customer handling. The most directly relevant of these are set out below. Note - depot staff are trained in a different way to the office based staff and hence are excluded from the figures below.

Equality Act 2010

109 employees completed the Equality Act 2010 e-learning module – 28.3% completion rate

Equality Act in the Workplace

98 employees completed the Equality in the Workplace e-learning module – 25.5% completion rate

Hate Crime

62 employees completed the Hate Crimes e-learning – 16.1% completion rate

Section 3: Our Equalities Activity

Set out below are several examples of how we are complying with the Duty, but moreover, how we are working to ensure that all our customers are able to use our services on an equal basis.

Information and Data Sharing

- The increased corporate use of Census and Health Inequality Data
- An on-going corporate project focusing on Business Intelligence and Customer Insight.
- There are currently various pilot schemes taking place. The objective is to map all available data sources, and we have launched our new Information Management Strategy
- A Bucks wide Data sharing agreement is in place. Individual agreements are in place between specific partners.

Equality Impact Assessments (EIA)

- Use of a Corporate Guidance/toolkit for Equality Impact Assessments.
- EIAs prepared for all major projects. Findings are shared where they are completed and mitigating actions identified as appropriate.
- EIAs have been used to assess community needs and impact before removal of some AVDC services through the Commercial Programme
- Equality analysis and impact assessment has informed decision-making and facilitated different, tailored services that have improved outcomes in various services
- EIAs are a routine part of the project management approach

Community Engagement

- We offer variations to standard services for people with protected characteristics e.g. assisted and clinical waste collection services. We offer an assisted collection for the disabled or the elderly and short-term arrangements for the other groups e.g. pregnancy/
- We have continued to organise ladies only swimming to address gender and religious equality issues.
- We continue to deliver our weekly dance sessions and weekly activity/swimming sessions for young people and adults with disabilities.
- We engage communities through events, consultations, public meetings etc.
- Disability – We regularly engage people with disability through Buckinghamshire Integrated Sensory Service (BISS) addressing hate crime and equality. BISS Service Manager attends the IAG.
- Religious Communities – regular engagement with religious leaders (breakfast in March 2019 and visit of prison November 2019) through events to share information, and for anyone to raise any issues
- LGBT – a new LGBTQ forum has been established in Aylesbury and there are monthly events/get together which will be held at various points in the district. AVDC supports the forum and an LGBT member has now joined the IAG.

- We are aware that vulnerable people/communities are participating more in events e.g. Schools in CSE awareness projects, Supporting disability (BuDS) projects, and HCN.
- We have started planning for the next Paralympic Heritage Flame Lighting event, which will take place on 20 August 2020 at Stoke Mandeville Stadium.
- The Aylesbury Vale Times is available in large print or CD (on request)
- Our Alexa skill continues to be well used and has been well received by a number of blind users of our services, and this has been extended to include 'Find my bin day'.
- Our webchat service continues to be widely used and has been welcomed by some deaf users of our services as a way they can access our services.
- A new voice activated automated phone system has been introduced for Waste management which enables customers to access information out of standard office hours to report a missed bin or find their bin day.
- Interpreters can be provided to support residents whose first language is not English with certain services