



AYLESBURY VALE DISTRICT COUNCIL Democratic Services

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7 September 2018

COUNCIL

A meeting of the Aylesbury Vale District Council will be held at **6.30 pm** on **Wednesday 19 September 2018** in **The Oculus - Aylesbury Vale District Council**, when your attendance is requested.

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

WEBCASTING NOTICE

Please note: This meeting may be filmed for subsequent broadcast via the Council's internet site – at the start of the meeting the Chairman will confirm if all or part of the meeting is being filmed.

You should be aware that the Council is a Data Controller under the Data Protection Act. Data collected during this webcast will be retained in accordance with the Council's published policy.

Therefore by entering the meeting room, you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes.

If you have any queries regarding this, please contact the Monitoring Officer on 01296 585032.

AGENDA

1. APOLOGIES

2. MINUTES (Pages 3 - 8)

To approve as a correct record the Minutes of the meeting of the Council held on 18 July, 2018, copy attached as an appendix.

3. DECLARATIONS OF INTEREST

Members to declare any interests.

4. ANNOUNCEMENTS

By the Chairman of the Council.
By the Leader/Cabinet Members.

5. PETITIONS/DEPUTATIONS (IF ANY)

6. WRITTEN QUESTIONS (AUGUST 2018)

Two written questions were submitted by Members during August 2018. These can be accessed on the Council's website at

<http://democracy.aylesburyvaledc.gov.uk/ieListMeetings.aspx?Committeeld=441>

7. KINGSBURY AND MARKET SQUARE IMPROVEMENT SCHEMES (Pages 9 - 22)

Councillor Mrs Ward

Cabinet Member for Civic Amenities

To consider the attached report.

8. STREET CLEANSING AND HORTICULTURAL CONTRACT (Pages 23 - 32)

Councillor Sir Beville Stanier

Cabinet Member for Waste and Licensing

To consider the attached report.

9. QUESTION TIME

There will be an opportunity for Members to ask questions of individual Cabinet Members and Committee Chairmen.

10. EXCLUSION OF THE PUBLIC

The following matter is for consideration by Members "In Committee". It will therefore be necessary to

RESOLVE –

That under Section 100(A)(4) of the Local Government Act, 1972, the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in the Paragraph indicated in Part 1 of Schedule 12A of the Act:-

Item No. 11 – Street Cleansing and Horticultural Contract.

The public interest in maintaining the exemption outweighs the public interest in disclosing the information because the report contains information relating to the financial or business affairs of organisations (including the Authority holding that information) and disclosure of commercially sensitive information would prejudice negotiations for contracts and land disposals or transactions.

11. STREET CLEANSING AND HORTICULTURAL CONTRACT (Pages 33 - 112)

Councillor Sir Beville Stanier

Cabinet Member for Waste and Licensing

To consider the attached confidential information.

MINUTES OF THE PROCEEDINGS OF A MEETING OF THE AYLESBURY VALE DISTRICT COUNCIL

18 JULY 2018

This meeting was webcast. To view the detailed discussions that took place please see the webcast which can be found at:

<http://www.aylesburyvaledc.publici.tv/core/portal/home>

PRESENT: Councillor S Renshell (Chairman); Councillors J Brandis (Vice-Chairman), B Adams, C Adams, J Bloom, A Bond, S Bowles, C Branston, B Chapple OBE, S Chapple, J Chilver, A Christensen, A Cole, S Cole, M Collins, B Everitt, P Fealey, B Foster, N Glover, A Harrison, M Hawke, T Hussain, A Huxley, R Khan, R King, S Lambert, A Macpherson, T Mills, L Monger, G Moore, H Mordue, S Morgan, R Newcombe, C Paternoster, C Poll, G Powell, W Raja, M Rand, S Raven, B Russel, M Smith, Sir Beville Stanier Bt, P Strachan, R Stuchbury, A Waite, J Ward, W Whyte and M Winn.

APOLOGIES: Councillors M Bateman, J Blake, N Blake, P Cooper, M Edmonds, T Hunter-Watts, P Irwin, S Jarvis, S Jenkins, M Stamp and D Town.

WEBCASTING

Prior to the start of the meeting, the Chairman reminded everyone present that due to unforeseen circumstances, it would not be possible to broadcast live the Council meeting. However, the meeting would be recorded and a copy of the webcast would be uploaded to the Council's website in the next few days.

Members of the audience who did not wish to be on camera were invited to move to a marked area at the side of the chamber.

1. MINUTES

RESOLVED –

That the Minutes of the meeting of Council held on 28 June, 2018, be approved as a correct record.

2. ELECTION OF LEADER OF THE COUNCIL

Proposed by Councillor Whyte and seconded by Councillor Mrs Glover:-

“That Councillor Mrs Macpherson be elected Leader of the Council for the life of the Council”.

Upon being put to the vote, it was

RESOLVED –

That Councillor Mrs Macpherson be elected Leader of the Council.

Councillor Mrs Macpherson expressed thanks to the Members for her election and appreciated the responsibility that accompanied the Leadership role. Councillor Mrs Macpherson gave thanks to Councillor N. Blake for his work during his leadership of the Council for the last 5 years and acknowledged some of the challenges that the Vale would be facing.

Following this, Councillor Mrs Macpherson announced an update to the Cabinet's Membership and portfolios which were as follows:-

Cabinet Member for Economic Development (& Deputy Leader):
Councillor Steve Bowles

Cabinet Member for Communities:
Councillor Mark Winn

Cabinet Member for Finance and Resources:
Councillor Howard Mordue

Cabinet Member for Environment and Leisure:
Councillor Paul Irwin

Cabinet Member for Strategic Planning and Infrastructure:
Councillor Carole Paternoster

Cabinet Member for Waste and Licensing:
Councillor Sir Beville Stanier

Cabinet Member for Civic Amenities:
Councillor Julie Ward

Cabinet Member for Planning and Enforcement
Councillor Peter Strachan

3. ANNOUNCEMENTS

(a) The Cabinet Member for Waste and Licensing

The Cabinet Member for Waste and Recycling updated Members on the pollutant situation at the River Great Ouse. It was believed that the pollution had now dispersed. The Environment Agency would continue to investigate the matter and would take enforcement action, as necessary.

4. PETITIONS/DEPUTATIONS (IF ANY)

There were none.

5. WRITTEN QUESTIONS (IF ANY)

No written questions had been submitted by Members during June 2018.

6. SAFEGUARDING PRESENTATION

The Chairman of the Council welcomed the Council's Community Safety Manager, who gave a short presentation on the vitally important subject of safeguarding. The presentation contained sensitive information relating to the Council's safeguarding process so it was necessary to move that the webcast recording cease and ask members of the public and the press to leave the Council chamber.

RESOLVED –

That under Section 100(A)(4) of the Local Government Act, 1972, the public be excluded from the meeting for the following item of business on the grounds that it

involved the likely disclosure of exempt information as defined in the Paragraph indicated in Part 1 of Schedule 12A of the Act.

The public interest in maintaining the exemptions outweighed the public interest in disclosing the information because the report contained information relating to the financial or business affairs of organisations (including the Authority holding that information) and disclosure of commercially sensitive information would prejudice negotiations for contracts and land disposals or transactions.

Following the presentation, members of the public and the press were invited back into the chamber and the webcast recording resumed.

7. MRF CONTRACT FOR MIXED RECYCLING

Council received a report, which had previously been submitted to the Environment and Living Scrutiny Committee on 28 March, 2018, and Cabinet on 10 April, 2018, on the new procurement undertaken in relation to the materials recycling contract for Waste Services.

In 2012 AVDC had adopted a mixed recycling collection regime that allowed residents to place paper, glass, plastics bottles, tubs, and trays, cans and tetrapak mixed together into a single recycling bin. In September 2012, a new contract had commenced with a recyclable materials processing facility, known as a MRF. The contract was for a 3+3 year period. The contract was due to expire on 3 September 2018 and AVDC did not have an option to further extend the contract.

The original 2012 contract was procured at a time when the materials recycling market was buoyant and recyclable materials such as paper and card, steel and aluminium cans and some plastic bottles had attracted an income for the council of around £500,000 p.a. This income was made up of a fixed payment per tonne.

During the first 3 year period of the contract the value of the recycling materials market had begun to decline and in 2015 AVDC had needed to renegotiate the fixed price per tonne. This had resulted in a loss of around £250,000 income per annum.

Since 2015 the materials market had been fluctuating in response to Chinese materials markets requiring less imported recycling. Currently the global materials market was exposed to particular market pressures around plastics and paper and therefore materials were struggling to hold their value. These market pressures were being passed down the supply chain and councils that were currently procuring new MRF contracts had found that rather than generating income from the recyclable material they collected, they were now being charged a gate fee to process the material.

AVDC had undertaken a joint procurement with Cherwell and South Northants District Councils in 2017. The tenders had now been returned and evaluated and a company based in Leicestershire called Caspack had won the contract. The contract was being let on a 3 + 3 year term as before. Additional supporting information was reported in the confidential papers attached to the agenda and Members were mindful of this financial information when considering the item.

The new proposed materials recycling contract for Waste Services had been supported the Environment and Living Scrutiny. Cabinet had also endorsed the contract and recommended that Council approve it.

It was proposed by Councillor Sir Beville Stanier, seconded by Councillor Winn, and

RESOLVED –

That the new contractual arrangements in relation to the materials recycling contract for Waste Services, as outlined in the report to Council, be approved.

8. **KINGSBURY AND MARKET SQUARE IMPROVEMENT SCHEMES**

Members were informed that after discussion with Officers, this item had been withdrawn from the agenda because it required more work and detail of the proposals before it returned to Full Council for debate.

9. **NEW NOTICES OF MOTION**

There were none.

10. **QUESTION TIME**

Members had the opportunity to ask questions of individual Cabinet Members and Committee Chairmen about issues affecting their portfolios/Committee activities:-

- (a) **Modernising Local Government** (Councillor C Adams) – the Leader of the Council advised Members that both unitary representations were with the Secretary of state pending a final decision. The next steps would be decided following a further announcement from the Secretary of State. AVDC's priority was to serve its residents and it was felt that the North-South model best achieved this.
- (b) **Aylesbury Vale Broadband** (Councillor Monger) – the Leader of the Council informed Members that legal advice was being sought regarding the percentage of shared ownership AVDC had in AVB.
- (c) **Planning Applications** (Councillor Stuchbury & Councillor B Adams) – the Cabinet Member for Strategic Planning and Infrastructure provided Members with information regarding two applications in Buckingham. The Cabinet Member encouraged Members to contact her directly if they had particular concerns on applications so that she could be seek further information from the Officers.
- (d) **River Great Ouse** (Councillor Stuchbury) – the Cabinet Member for Waste and Licensing empathised with Members over the perceived lack of notification from the Environment Agency over the polluting incident and thanked local Members for the work they had done in response to it.
- (e) **Vale Commerce** (Councillor Mills) – the Cabinet Member for Finance and Resources informed Members that the now dormant Vale Commerce had generated profits for the Council that exceeded the £50,000 loaned to the company. Members were also informed that the company's accounts had been lodged with Companies House.
- (f) **Waterside Theatre** (Councillor B Adams) – the Cabinet Member for Civic Amenities informed Members that theatre production companies had provided positive feedback on their experience of performing at the theatre.
- (g) **Grass Cutting and Pathway Maintenance** (Councillors B Chapple, S Chapple, Harrison, Morgan and Russel) – the Cabinet Member for Waste and Licensing responded to concerns raised from a number of Members on unkempt land on the Elm Farm estate, including at Charmfield Road, and on a site adjacent to Alfred Rose Park. Private landowners were under no obligation to maintain their grounds. While it was not possible for AVDC to undertake works such as grass

cutting on private land, the Cabinet Member gave an undertaking to further investigate the legalities in relation to this matter. The Cabinet Member also asked to be provided details of unkempt passageways in the Aylesbury Town area so that he could have this investigated.

- (h) **Adoption of Land owned by AVDC** (Councillor Christensen) – the Leader of the Council concurred with the Member that a piece of work should be carried out to identify land owned by AVDC that might be suitable to be adopted or passed on to a third party.
- (i) **HS2 Design Submissions** (Councillor Newcombe) – the Cabinet Member for Strategic Planning and Infrastructure gave an undertaking to have the Council's website updated with information regarding Schedule 17 powers.
- (j) **Aylesbury Town Centre** (Councillor King) – the Cabinet Member for Civic Amenities informed Members that bollard installation in Aylesbury Market Square and their location was the responsibility of Buckinghamshire County Council.

11. MRF CONTRACT FOR MIXED RECYCLING

In connection with the decisions reached earlier during the meeting, Council received a report with financial information on the MRF Contract for mixed recycling.

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IMPROVEMENT SCHEMES FOR KINGSBURY AND MARKET SQUARE, AYLESBURY

Councillor Mrs Ward

Cabinet Member for Civic Amenities

1 Purpose

- 1.1 This report sets out the challenges facing Kingsbury and Market Square and outlines the plans to bring forward improvement schemes for both spaces and the associated costs.

2 Recommendations/for decision

Council is asked to:

- 2.1 Endorse in principle, the plans to bring forward improvement schemes for Kingsbury and Market Square
- 2.2 Approve in principle a package of funding, in support of the proposals, as set out below and make the necessary amendments to the capital programme:-
 - (i) Use of Section 106 unallocated for Aylesbury Town Centre: £1m.
 - (ii) An application for Heritage Funding Townscape grants: £2m (potential funding source).
 - (iii) Use of New Homes Bonus: £1.5m (to be increased to meet any shortfall from the application for Heritage Lottery Funding).
- 2.3 Approve the immediate release of £100k to enable the procurement of a public realm architect to be appointed to develop concepts for both schemes in consultation with stakeholders.
- 2.4 Agree that the concepts and indicative costs of delivering both schemes are reported back to Scrutiny Committee and Cabinet, with Cabinet given approval to release the next phase of funding to enable the concepts to be developed to detailed planning application stage.
- 2.5 Authorise Cabinet to release the remaining funds of up to £4.4m to deliver the schemes once planning permission is granted.

3. Background

- 3.1 A report was submitted to the Finance and Services Scrutiny Committee on 9 July 2018 and Cabinet on 10 July 2018 setting out the challenges facing Kingsbury and Market Square. The report outlined the plans to bring forward improvement schemes for both spaces and the associated costs to address these issues.
- 3.2 Whilst both the Scrutiny Committee and Cabinet approved the recommendation that Council be asked to approve a package of funding of up to £4.5m to develop and deliver the schemes, since then further thought has been given as to how the funding could be released in phases. The report setting out the case for the schemes has also been enhanced to include some of the information presented to members at the recent seminar held on 'Supporting our town centres'. A copy of the report is attached to the agenda as Appendix 1

- 3.3 The Action Plan for Kingsbury is detailed at Appendix 2, with the Action Plan for Market Square detailed at Appendix 3. Both Action Plans form part of the Aylesbury Town Centre Improvement Plan.
- 3.4 Feedback from the scrutiny committee was reported to Cabinet who fully considered these in making their recommendation to Council.
- 4. Indicative costs of the improvements / Source of funding / Resource Implications**
- 4.1 These are set out in the recommendation to Council..

Contact Officer
Background Documents

Teresa Lane 01296 585006
Aylesbury Town Centre Improvement Plan, Heritage Lottery
Funding: Townscape Grants Briefing

IMPROVEMENT SCHEMES FOR KINGSBURY AND MARKET SQUARE, AYLESBURY

1. Supporting information

Context

- 1.1 The Aylesbury Town Centre Plan (www.aylesburytowncentreplan) was published in 2014 and set out:
- The challenges facing the town
 - The regeneration achievements to date
 - A vision and unique selling point
 - Guiding principles for future regeneration of the town centre
 - A range of actions to improve the town centre generally as well as actions specific to the different area of the centre

The Town Centre Plan has now been reflected in the Draft Vale of Aylesbury Plan.

- 1.2 In respect of the challenges, the impact of internet shopping via multi-channels and the need to reduce the town's reliance on shops to retain and increase footfall was recognised and reflected in the Town Centre Vision described below:

Aylesbury will:

...be a high profile, sub-regional centre for entertainment and the arts, which has added a distinctive edge to its market town heritage.

...be a distinctive, 'best in class', modern market town, which is attractive, safe, sustainable and accessible.

--- provide a quality day and evening environment in terms of leisure, retail and food and drink, which attracts and brings together people of all ages and communities from within its enviable catchment area.

2. How town centres are changing

Retail

- 2.1 There is no definitive view on how much impact the internet is having or will ultimately have on traditional retail, but as explained at the recent Members' seminar on 'Supporting our town centres', it is abundantly clear that the demand for physical retail space is reducing with 16 shops a day closing in 2017. Almost weekly, the retail trade press is announcing that another operator is to review their portfolio. It is well known that this process is already

underway at Marks & Spencer's which has announced its intention to close 100 stores by 2020 (38 already known) and John Lewis Partnerships is undertaking the same process and already announced the closure of five Waitrose stores. 4.4 Nation wide, retailers are looking for ways to sustain their business and ensure that both their online and store offer work together. For example, big box operators such as B&Q/ Screwfix is capitalising on the growth of housing in town centres and in March 2018 opened a small high street store in London. After a successful pilot, B & Q is now looking to roll-out the concept to other towns.

Leisure

- 2.2 The increase in people looking to their town centre to combine a food and entertainment experience has also been phenomenal. Industry reports suggest that 40% of footfall will base their decision to visit a town based on the choice of dining options fuelling a significant national growth in both the number of restaurant and café openings and breadth of cuisine available. In the last twelve months, this rapid expansion has led to a softening of the dining out market with some rationalising by well known brands such as Jamie's, but new brands continue to enter the market and spend overall generally in this area continues to grow. Aylesbury is no exception to this trend and has seen a number of new cafes and restaurants open in recent years, with more opening as part of The Exchange development.

Living

- 2.3 The growth of town centre living is changing what a town needs to offer to sustain successful residential communities. In the last five years, 89,140 offices in the UK have been converted to living accommodation. In Aylesbury town centre, former offices such as Kingfisher House and Friars Square have been successfully converted to residential and proved extremely popular. The office building above QDs at the bottom of High Street has a permitted development for 110 apartments and the 47 apartments in The Exchange development are on sale.
- 2.4 The importance of creating a great environment is critical to the success of attracting people to a town whether to shop, socialise, live or work. It also impacts greatly on a town's ability to secure new retailers, restaurants etc as public space helps form first impressions of a potential investor and gives a sense of the character of a town and its wellbeing.
- 2.5 A theme throughout the Town Centre Plan, is the recognition that the general environment and specific areas of public space in Aylesbury needs improvement. Whilst it is difficult to quantify a direct financial return on investment from public space improvements, there is strong supporting evidence which shows that it can deliver the following intrinsic and non-economic benefits:
- Helps attract investment from the private sector as the town's reputation and profile rises. (AVDC can benefit from the business rate uplift this delivers).
 - Improves the wellbeing of existing residents and users of the town centre.

- Increases footfall as the town becomes the preferred choice of place to visit. This helps generate spend in the local economy and enables existing businesses to thrive. Some of these in Aylesbury are AVDC owned or where the council has a vested interest in eg Aylesbury Waterside Theatre. Increased footfall helps enhance this investment).
- Creates an environment where civic pride helps reduce anti-social behaviour.
- Can support job growth

2.6 In Aylesbury good progress has been made on delivering a range of public space improvements identified in the Plan. These include:

- Creatively using the former water scheme in Kingsbury for colourful planters
- Achieving a parking order for Kingsbury to enable enforcement of illegal parking on the central area
- Using different spaces for events eg Aylesbury on Sea (an Aylesbury Town Council event), WhizzFizz, Christmas light switch-on etc
- Developing the new Exchange public square alongside an improvement scheme for Long Lion
- Launch of the first waterside festival in September 2018 using the public space by the theatre and canal for the festivities
- New planters in the High Street (in part to help prevent unauthorised use by cars)
- An ever expanding street entertainment and events programme
- A fantastic Aylesbury in Bloom programme (led by Aylesbury Town Council)

2.7 However, whilst these small but incremental improvements are important, two of the town's largest public spaces – Kingsbury and Market Square, have operational and aesthetic challenges which require significant schemes to come forward to make a real difference.

3. Kingsbury - background and context

3.1 Kingsbury is a distinct area of the town and a gateway to the historic Old Town. The land known as Kingsbury was given to the people of Aylesbury by Charles I and was originally called "Kings Borough" ie the land of the King. It was the secondary square of Aylesbury and originally used as a base for carters who were employed to deliver goods purchased at the market to outlying villages. As Aylesbury has developed and grown, use of Kingsbury has changed and whilst it still retains many fine buildings, it has struggled in recent times to attract the footfall of its former years and to find its own identity.

- 3.2 In 2004, a Government funded scheme to improve the public space was delivered to help Kingsbury attract private investment in the commercial units and make it more integral to the retail circuit. Whilst these improvements were welcome, they have not brought about the transformation hoped for. Instead, the on-going decline in footfall has led to new challenges and an increase in anti-social behaviour ranging from parking on the central area to public drinking outside the agreed areas. Much effort has also been made by AVDC and its partners to address these issues, but the overall consensus is that more significant investment is needed to enable Kingsbury to thrive and become a greater asset to the town.

The Aylesbury Town Centre Action Plan and Kingsbury

- 3.3 The Action Plan for Kingsbury (taken from the Town Centre Plan is attached as Appendix 1). The mini vision for the area is to:

“Create a more attractive environment for residents, visitors and businesses and improve it as the gateway to the old town.”

- 3.4 A number of the actions listed have already been completed or are underway, but one of the key outstanding actions is to

“Form a stakeholder group to identify options for improving the physical environment, looking at seating, lighting, surfaces etc so that better use of the open space can be made all year round.”

- 3.5 Some preliminary work has already been undertaken by the Town Centre Manager to gauge interest by the business community in a scheme being brought forward. This engagement has been on the basis that whilst AVDC (working potentially with BCC who own the highway around the central area which is failing in parts), may be able to deliver enhancements to the public space, the land and buildings also need to be considered to achieve the best outcome for this relatively small area. This means that the investment and commitment from landlord and tenants will be needed as well.

- 3.6 There are some 40 landlords and tenants in Kingsbury – some remote and whose current primary objective is to simply ensure their unit is occupied regardless of whether the tenant or use of their property is in line with the greater vision we are seeking to achieve for the area. However, some landlords and tenants are local to Aylesbury and are enthusiastic about being part of the plans. The potential to transform Kingsbury through a joint approach is significant and any stakeholder engagement will also extend to other key partners such as the Aylesbury Town Council, Thames Valley Police and the Aylesbury Old Town Residents' Association.

- 3.7 Some initial thought has been given as to what the future look and feel of Kingsbury could be taking into account the need to reduce the areas reliance on shops and how Kingsbury could complement other areas of the town centre. To encourage footfall and capture people in particularly on route to the Old Town, Kingsbury needs an identity just as other areas of the town have. For example, the Market Square is known for its ancient cobbles and clock tower. Waterside south is defined by the canal and the theatre. Importantly, it needs to be an identity that stakeholders buy into. An initial concept based on bringing the Roald Dahl theme from the Museum in the adjacent area, to Kingsbury (both land and buildings) has been suggested and well received by

landlords and tenants. However, it is only an idea and as part of the development of the concept, significant more work would need to be undertaken with stakeholders to ensure that any concept is shared and jointly owned. Any early ideas will also need to be supported by Heritage and Planning Officers before they are developed up in detail to form a planning application.

4. Aylesbury Market Square – background and context

- 4.1 The Market Square with its landmark clock is Aylesbury's most established public space. Originally the Square was much bigger but over time has reduced as development has taken place on the periphery. Over the centuries, the Market Square has been a central space for people to meet, socialise, and trade. Around the historic cobbled square there are many fine old buildings including the original Grade II County Hall (built in 1725), the Crown Court and the Corn Exchange (built in 1864).
- 4.2 The Market Square is still a very popular space and today is home to four markets a week – the Vintage & Craft Bazaar, general, Foodie Friday, special markets, concerts, Christmas light switch-on, the Christmas carol concert, WhizzFizz and more.
- 4.3 However, despite its popularity, the Square has constraints. The key ones can be summarised as:

- Accessibility. The cobbles are an essential part of the Squares heritage, giving it a distinctive look and feel. However, they are also very uneven and deter many people, particularly if they have a disability, from using the Market Square and enjoying the activities on offer. A survey undertaken by the Markets Team identified that one of the reasons why people did not use the markets, was the concern about walking safely or easily across the cobbles. People who said this ranged from women wearing shoes with heels, older people, people with pushchairs and people with a disability.
- Poor infrastructure. As the town's main event/activity space, The Square has limited on-site infrastructure such as electricity supply points for generators, lighting etc. This has become a constraint for regular events such as Foodie Friday which is growing in popularity, but stalls can only be located on the sections of the Square where there is pop-up electricity supply. In winter months, the lack of lighting becomes a additional challenge and is hard to address with health and safety regulations limiting how and where overhead cabling can be successfully rigged.

These two constraints collectively prevent all of the space from being used and for enabling a wider range of activities to be introduced.

The Aylesbury Town Centre Plan – Market Square

- 4.4 The Action Plan for Market Square (taken from the Town Centre Plan is attached as Appendix 2). The mini vision for the area is to:

“Make more of the area's presence as a key retail, catering and leisure hub”

- 4.5 As with Kingsbury, a number of the actions are already underway or completed. For example, significant investment has taken place to deliver the action to improve the markets. New stalls, and the development of the Vintage & Craft Bazaar, and the Foodie Friday markets, have all helped to revitalise the popularity of the town's historic market tradition. But one the key actions calls for a review of the public realm to

“Create a more attractive and usable environment for shopping, eating, drinking and leisure (including large scale events and socialising).

The Action Plan also states that the review should include:

- *Better links between areas*
- *Vehicle, pedestrian and events use*
- *Public space (including layout, surfaces, street furniture, signage, lighting and electricity supply)*

- 4.6 The brief will take into account these requirements and the specific challenges as set out in paragraph 4.20 which need to be overcome alongside the requirement to retain the Square's heritage look and feel.

5 Indicative costs of the improvements

- 5.1 Developing the concept to implementation of a scheme has a number of phases which will be applicable to both spaces. The key phases are:

- i) Inception, concept preparation and stakeholder engagement
- ii) Design development to planning
- iii) Tender and construction pack
- iv) Delivery and project management

- 5.2 Each phase carries costs which include the costs of securing specialist advice. Much of this advice will be needed for both spaces although with Kingsbury there will be an additional requirement to develop a Design Guide for the buildings.

- 5.3 Both spaces would be considered together. This will ensure a cohesive approach to the improvements and may also deliver some economies of scale in terms of commissioning the various elements of work.

- 5.4 The fee and capital costs of both schemes can only be indicative at this stage but for the purpose of this report, they have been identified as:

Collective fee costs for Kingsbury and Market Square: £180k

Capital costs of delivery – Kingsbury: £2m

Capital costs of delivery – Market Square: £2m

Contingency: £320k

Total: £4.5m

6. Sources of funding

- 6.1 Three funding sources have been identified:

- Existing Section 106 funding allocated to Aylesbury town centre but not to any specific scheme: £1m

- Heritage Lottery Funding Townscape Grants: £2m (potential funding source)
- New Homes Bonus: £1.5m

6.2 At this stage there can be no guarantee that the bid for Heritage Lottery Funding will be completely or partially successful. If there is any gap in funding from the Lottery, the proposal is that additional New Homes Bonus will be used.

7. Timescale

7.1 The timescales will not be known until the specialist advice has been procured but as an indication, phases i) to iii) are likely to take until at least spring 2019 to complete enabling procurement for the delivery in summery 2019 with construction starting later in 2019. Depending on the nature of the finally approved schemes, it is probable that work will be phased rather than carried out at the same time to minimise disruption.

8. Resource implications

8.1 The resource implications are set out in section 5. The overall programme will be managed by the Commercial Property & Regeneration Sector.

8.2 The council is currently holding in excess of £3.5m of unallocated New Homes Bonus from its allocation for 2018/19 and therefore there is sufficient funds available to fund this scheme if approved.

Contact Officer

Teresa Lane
01296 585006

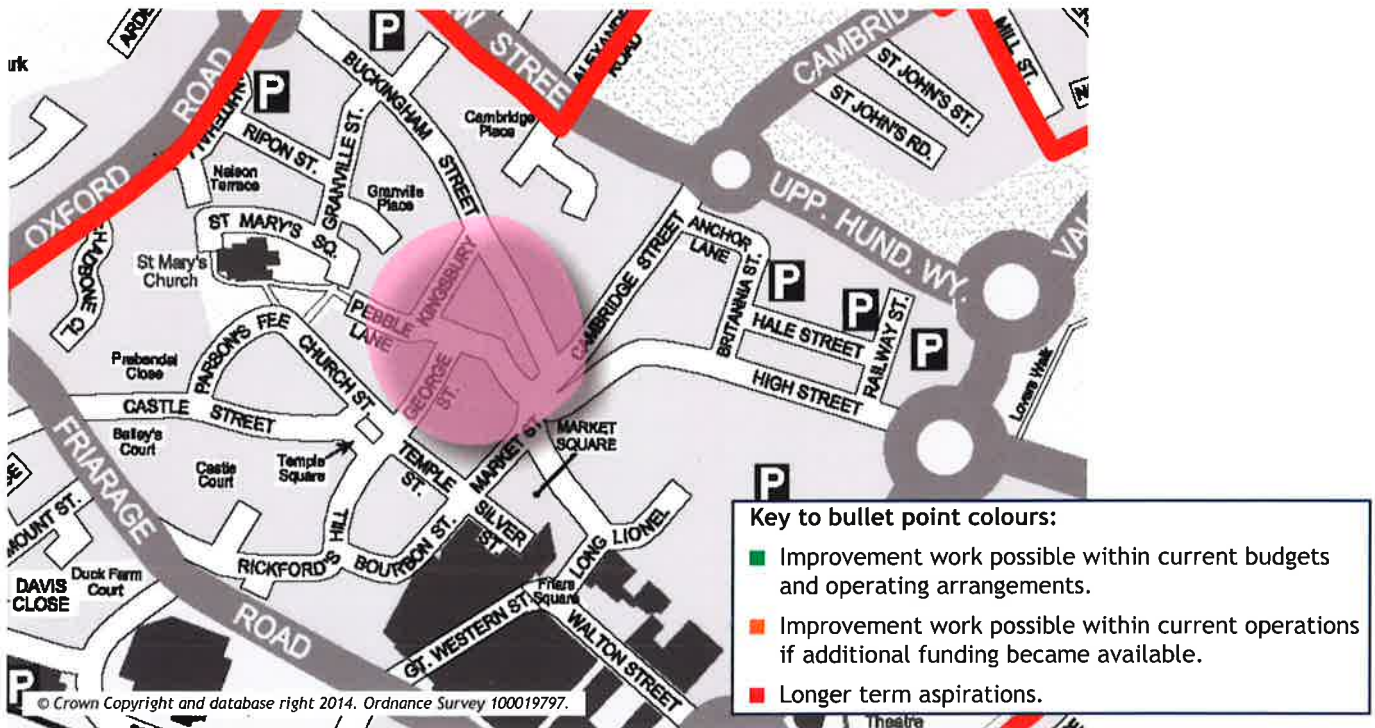
Background Documents

Aylesbury Town Centre Improvement Plan
Heritage Lottery Funding: Townscape Grants Briefing Note

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Action Plan

Kingsbury (including George Street & Pebble Lane)



Create a more attractive environment for residents, visitors and businesses and improve it as the gateway to the Old Town.

Actions:

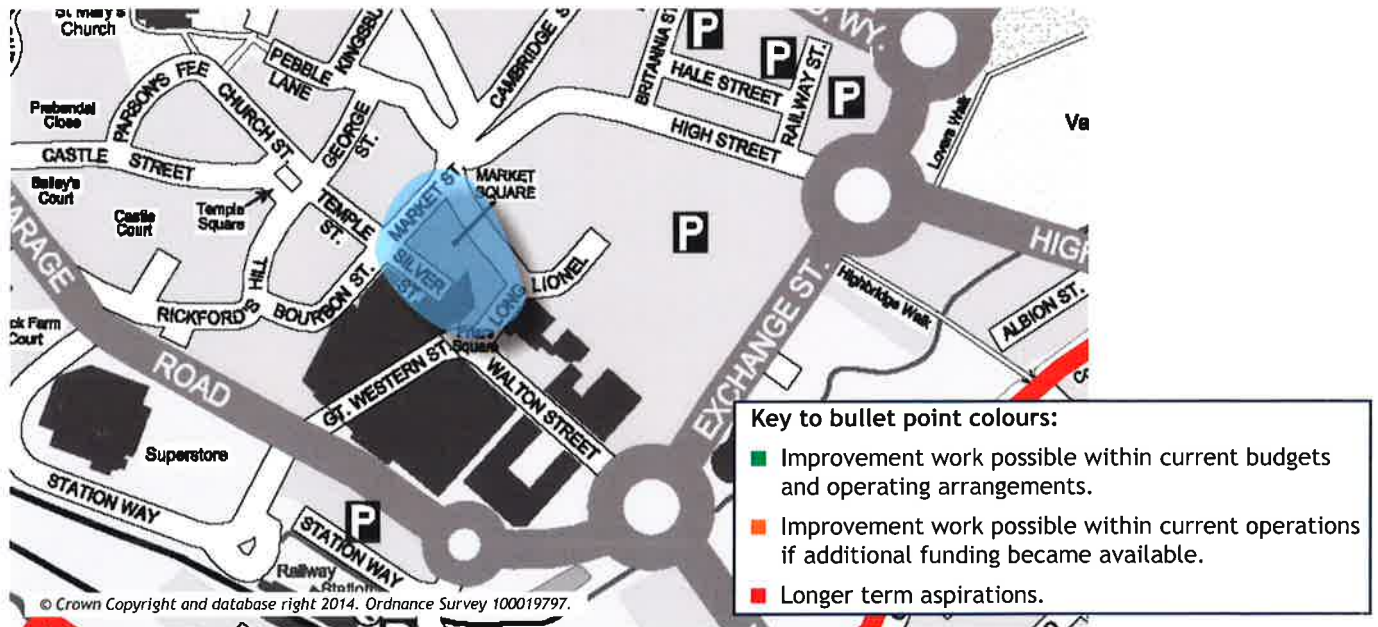
- Form a stakeholder group to identify options for improving the physical environment, looking at seating, lighting, surfaces etc so that better use of the open space can be made all year round.
- Deliver these improvements, in a phased way if necessary.
- Investigate if it's possible to enforce a 'saturation policy' for betting shops and off-licences.
- Support, however possible, plans by the Local Government Association to lobby government for new powers to prevent clusters of betting shops overwhelming town centres.
- Improve and promote Kingsbury as the gateway to the Old Town, eg through the signage strategy for the town.



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Action Plan

Market Square, Walton Street and Friars Square



Make more of the area's presence as a key retail, catering and leisure hub.

Actions:

- Create a more attractive and usable environment for shopping, eating, drinking and leisure (including large scale events and socialising), through a public realm review to include:
 - better links between areas.
 - vehicle, pedestrian and events use.
 - public space (including layout, surfaces, street furniture, signage, lighting and electricity supply).
- Improve the retail, food and beverage and leisure offer by:
 - improving the markets.
 - encouraging new retail operators in the Square.
 - holding more large scale events.
 - updating planning guidance to ensure it reflects the aim of making Market Square the hub of the town centre.
- Stop parking on the Market Square in the evenings and at other inappropriate times.
- Enable and support, where appropriate, improvement plans of landlords in this area of town to ensure a co-ordinated and complementary approach to future development.
- Review the treatment and use of Walton Street, to improve the environment and encourage better links between Walton Street and other town centre locations such as Waterside North, Friars Square and Market Square (see Waterside North action plan).
- Improve access to and visibility of the King's Head heritage site.

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Council
19 September 2018

STREET CLEANSING AND HORTICULTURE SERVICES

Councillor Sir Beville Stanier

Cabinet Member for Waste and Licensing

1 Purpose

- 1.1 Work began in January 2018 to determine how the existing street cleansing and horticultural contract and services could be delivered when the current contract expires in January 2020.
- 1.2 The attached report and background information, as well as the appendices in the confidential part of the agenda were considered by the Environment and Living Scrutiny Committee on 24 July, 2018 and by Cabinet on 12 September, 2018, following the recent appraisal process for future service delivery.

2 Recommendations

Council is recommended to:

- 2.1 Approve an option* for the delivery of street and horticultural services from January 2020, which will be either:
- (i) Delivery Option 1.A - or
 - (ii) Delivery Option 3

* Note: Cabinet will consider the above 2 options on 12 September. Cabinet's recommendation on a preferred option will be reported verbally to the Council meeting.

- 2.2 Subject to recommendation 2.1, note that a funding proposal relating to the approved option will be developed and then reported to Council as part of the Capital Programme Update 2019/20 to 2022/23..

3 Executive summary

- 3.1 The attached report and background information, as well as the appendices in the confidential part of the agenda were considered by the Environment and Living Scrutiny Committee on 24 July, 2018. Members sought more information on various aspects of the report and were informed on:-
- Management of current in-house waste collection workforce at Pembroke Road and vehicle waste transfer notes.
 - Central Bedfordshire's experience of becoming unitary in 2009 and the effect on their waste, horticultural and street cleansing services.
 - Current performance of the two suppliers.
 - The impact of each option in a single unitary scenario.
- 3.2 The Scrutiny Committee appreciated the importance of the Street and Horticultural contract and noted the significance it had as a customer-facing service. After further discussion, Members of the Committee recommended to Cabinet that Delivery Option 1.A should be recommended to full Council as the preferred option for future service delivery as it provided the greatest opportunities balanced with cost, flexibility and service quality.
- 3.3 Cabinet on 12 September, 2018, will be considering the same report (attached). Based on the New Delivery Models Scoring Matrix (Appendix B, confidential part of the agenda), the two highest scoring options are:
- Delivery Option 1.A
 - Delivery Option 3

3.4 Following consideration of the options, Cabinet have been asked to make a recommendation to full Council on the preferred option for the delivery of street and horticultural services from January 2020. This recommendation will be reported verbally to the Council meeting on 19 September 2018.

4. Options Considered / Reasons for Recommendations

4.1 These are covered in the confidential report.

5. Resource Implications

5.1 Costs for implementation of all options are outlined in the report. All options set out carry significant investment from the Council and will need to be included as part of the 2019/20 Capital programme. Following approval to pursue a single option, a fully worked up capital bid will be made. It should be noted that approval of a preferred option will require tacit approval of the capital funding bid that will come forward as part of the budget setting process.

5.2 The preferred solution will also require 'implementation' costs that will need to be developed as part of the capital programme.

5.3 Internal resource and expertise has been identified within the organisation, to take forward the project, this is likely to require temporary backfill during specific stages of the project, to ensure that there is no service impact due to the transition to the new way of working.

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STREET CLEANSING AND HORTICULTURE SERVICES

Councillor Sir Beville Stanier

Cabinet Member for Waste and Licensing

1 Purpose

- 1.1 Work began in January 2018 to determine how the existing street cleansing and horticultural contract and services could be delivered when the current contract expires in January 2020.
- 1.2 The attached report and background information, as well as the appendices in the confidential part of the agenda were considered by the Environment and Living Scrutiny Committee on 24 July, 2018, following the recent appraisal process for future service delivery.

2 Recommendations

Cabinet is recommended to:

- 2.1 Consider the comments made by the Environment and Living Scrutiny Committee on 24 July, 2018.
- 2.2 Recommend that Council approve Option 1A (the preferred option), in the light of the comments made by the Scrutiny Committee.

3 Executive summary

- 3.1 The Scrutiny Committee considered the attached report and background information, as well as the appendices in the confidential part of the agenda were considered by the Environment and Living Scrutiny Committee on 24 July, 2018. Members sought more information on various aspects of the report and were informed:-
 - Management of current in-house waste collection workforce at Pembroke Road and vehicle waste transfer notes.
 - Central Bedfordshire's experience of becoming unitary in 2009 and the effect on their waste, horticultural and street cleansing services.
 - Current performance of the two suppliers
 - The impact of each option in a single unitary scenario
- 3.2 The Scrutiny Committee appreciated the importance of the Street and Horticultural contract and noted the significance it had as a customer-facing service. After further discussion, Members of the Committee agreed with the recommendation that had been proposed to them, which was to approve Option 1A (the preferred option).

4. Options Considered / Reasons for Recommendations

- 4.1 These are covered in the attached report.

5. Resource Implications

- 5.1 Implementation costs and resources are to be identified once the programme team and steering group are established. It has been identified that internal expertise is available to deliver the programme, however, it is likely that some additional resource will be required depending on other priorities/workloads.

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1 Purpose

- 1.1 This report is to inform Members of the Environment and Living Scrutiny Committee of the recommendation contained within this report and the attached appendices following the recent appraisal process for future service delivery.

2 Recommendations

- 2.1 That the Committee note the recommendation and consider whether any comments should be forwarded to the relevant Cabinet Member prior to going through Cabinet and Council in September 2018.

3 Executive summary

- 3.1 The existing street cleansing and horticulture contract is due to end in January 2020. Work began in January 2018 to determine how these services can be delivered when the contract expires.
- 3.2 Summary of services in scope

Street Cleansing	Horticulture
Litter Picking, emptying of litter/dog bins	Play area inspection/maintenance
Mechanical Sweeping	Maintenance of grass, shrubs, hedges (AVDC land only)
Clearance of fly tips, graffiti, dead animals	Tree Work
De-icing (AVDC land only)	Football/Cricket pitch maintenance/booking system
Seasonal leaf clearance	Management of sports grounds and facilities
Car Park cleansing	
Market erecting/dismantling	

- 3.3 The existing contract does include an extension option (for up to a period of two years). This can only be put in place with mutual agreement between AVDC and the contractor, (Suez UK and John O'Connor working in partnership) and will require extensive investment for new fleet and equipment.
- 3.4 A workshop was held in February for Cabinet Members and Officers. The purpose of this was to explore: Current service provision, its strengths and weaknesses, benchmarking in the market place and other Council services, and an appraisal of delivery options for the service. The workshop was an opportunity for Members and Officers to set out an early steer on the strategic

direction of the service and to explore the framework in which a preferred solution could be identified.

3.5 The initial discussion at the workshop indicated a preference for either a direct provision of services (in-house) or re-procurement through an OJEU compliant tender process. The following options were explored:

- Street and Horticultural Services (as is). Either in-house service or full procurement process of joint services.
- Waste, Street and Horticultural Services. Either in-house service or full procurement of joint services.
- Waste and Street Services. Either in-house service or full procurement process. With Horticultural Services delivered separately, either in-house or contracted.

The option for including the wider waste services in a procurement exercise was discounted for a number of reasons because:

- There was no political appetite for outsourcing the service.
- A preference to maintain flexibility and direct control of one of the councils' primary and highly regarded customer facing services.
- To continue to build on the commercial and transformational successes of the Waste & Recycling Service and demonstrable value for money.

A key output of the workshop was a set of strategic priorities and principles that set out the assessment methodology criteria to score the potential delivery options against.

3.6 Following the workshop the high level options document (Appendix A) was produced, along with the scoring matrix (Appendix B). Association for Public Service Excellence (APSE) also provided a state of the market survey for both services (Appendix E and F). The outline figures are as follows:

- 88% of local authorities who took part deliver their street cleansing services in-house.
- 73% of local authorities who took part delivery their parks and horticulture service in-house.
- 63% of local authorities jointly managed and delivered both street cleansing and horticulture services.

- 3.7 The documents were presented at the Waste Transformation Board in May 2018 where the weightings and scoring for each option were discussed in detail and agreed. The board consists of Tracey Aldworth (Chair) Sir Beville Stanier (Cabinet Member) and Officers.

The criteria scored includes:

• Agility	• External Income Generation
• Capacity	• Human Resource Resilience
• Control	• Innovation
• Cost	• Value for Money

The Waste Programme Board agreed:

- Control and flexibility – This is considered to be a high priority. Having both services in-house would mean Members could determine how these are delivered and would be more readily able to adapt to changing circumstances. The option for in-house would mean new processes can be implemented and efficiencies made without the need for potentially expensive contract variations.
- Quality – this was a main factor in the decision making process. Street Cleansing and Horticultural Services are vital and involve mostly statutory functions. Ensuring high standards in these areas is a crucial part to the AVDC Commercial Programme, making Aylesbury Vale more attractive to residents and organisations. During an APSE survey (Appendix E), 88% of respondents delivered services in-house, with higher standards resulting in better quality.
- Financials – either option (in-house or outsourced) would mean initial investment is needed. To bring services in-house requires expertise and set up costs and likewise the same to run a successful procurement process. Having an already established and effective in-house waste collection service means that existing resources can be utilised. Having a fully functioning depot and commercial workshop is an advantage. If the services were to be outsourced again the service provider would build the costs of providing a depot into the contracted rates (if AVDC weren't to provide for them). With the in-house option, despite higher staff costs (allowing for pension contributions) and the initial investment needed it was recognised that delivering both services in-house would maximise income generation potential in line with our Commercial Programme. Any profit would be 100% retained by AVDC and go towards offsetting the costs of the statutory duties.

It was also recognised that with the existing contract costs being well below average (APSE benchmarking exercise) (Appendix A) there is a strong likelihood that an OJEU tender exercise could return higher costs.

- Resources – already providing a successful in-house waste collection services means AVDC have internal expertise and knowledge to operate successful direct provision service. Resources that are already in place, such as a depot, workshop, fleet management, software systems, health & safety, training, personnel support, IT, and finance can support the delivery of the new services. Recruitment can be improved given our employee benefits, which are often more attractive than the private sector offering. There is also the flexibility to use procurement frameworks, one off small contracts, and local suppliers to carry out the more specialised tree surgery, meadow maintenance, and sport pitch work.

Outcome of scoring

The scoring exercise identified Option 1.A (see Appendix B) as the preferred option, which provides the greatest commercial opportunities balanced with cost, flexibility and service quality. Summary of scoring as follows:

Option	Results (out of 100)
Option 1.A	82
Option 3	77.5

Recommendation

The two high scoring options (Option 1.A & Option 3) and the risks/mitigation for each of the options were discussed with the Cabinet Member in June. The cost analysis (Appendix D) for the options both show potential to achieve significant savings. However, to best achieve the desired criteria, as set out above paragraph 3.4, a preference for Option 1.A was agreed.

Information regarding the risks associated with each option is reflected in the Strengths, Weaknesses, Options, Threats analysis provided in Appendix C and the risk register Appendix G.

The Average risk scoring for each option is as follows:

Option	Average Risk Score (out of 25)
Option 1.A	6.91
Option 3	8.65

The timeline for implementation of the recommended Option 1.A is achievable. However, a single unitary decision on the future arrangements of local authorities in Buckinghamshire and the subsequent direction may clash with the implementation of the councils preferred solution. Should this be the case the Council does have the option to extend the existing contract for up to a period of 2 years, until January 2022 (subject to agreement of the existing contractor).

The potential option to extend the existing contract mitigates the risk of non-service delivery in the event that any new body managing the transition to a unitary council decides to pause or cease the programme, or measures put in by Central Government have a restrictive impact.

Business Continuity is required to deliver these statutory services therefore it was discussed during the informal Cabinet Briefing that this recommendation needs to continue despite the pending unitary decision.

Next Steps:

Following the Environment and Living Scrutiny Committee meeting the final document is scheduled to go to Cabinet and Council in September.

A programme team and steering group will be formed immediately to begin work on scoping the multiple projects that will form the programme.

4 Supporting information

- 4.1 Appendix A – Options Appraisal Document
- 4.2 Appendix B – New Delivery Models Scoring Matrix
- 4.3 Appendix C – SWOT Analysis
- 4.4 Appendix D – Costing Model
- 4.5 Appendix E – APSE State of the Market, Street Cleansing
- 4.6 Appendix F – APSE State of the Market, Parks
- 4.7 Appendix G – Risk Register

5 Resource implications

- 5.1 Implementation costs and resources are to be identified once the programme team and steering group are established. It has been identified that internal expertise is available to deliver the programme, however, it is likely that some additional resource will be required depending on other prioritise/workloads.

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