

SUMMARY OF DECISIONS

Meeting:	Council
Date:	Wednesday, 20 May 2020
Place:	Virtual (via Zoom)
Members Present:	<p>Councillors: The Mayor (2019/20) – Simon Speller, Sandra Barr, Philip Bibby CC, Stephen Booth, Lloyd Briscoe, Rob Broom, Adrian Brown, Jim Brown, Teresa Callaghan, Laurie Chester, Michael Downing, Alex Farquharson, John Gardner, Michelle Gardner, Jody Hanafin, Richard Henry, Jackie Hollywell, Lizzy Kelly, Graham Lawrence, John Lloyd, Mrs Joan Lloyd, Lin Martin-Haugh, Sarah-Jane McDonough, Andy McGuinness, Maureen McKay, John Mead, Sarah Mead, Adam Mitchell CC, Margaret Notley, Robin Parker CC, Claire Parris, Loraine Rossati, Graham Snell, Sharon Taylor OBE CC, Jeannette Thomas and Tom Wren</p>

1	APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST	
	<p>Apologies for absence were received from Councillors D Cullen, D Bainbridge and L Harrington.</p> <p>There were no declarations of interest.</p> <p>The Mayor announced the sad death of Bob Fowler, who served as a Councillor for Bedwell Ward and then St. Nicholas Ward between 1969 and 2000 and was Mayor twice, in 1977/78 and 1991/92. A number of tributes were given and a minute's silence held in his honour and also to commemorate all victims of the Coronavirus Pandemic.</p>	
2	MINUTES - 26 FEBRUARY 2020	
	<p>It was RESOLVED that the Minutes of the Council meeting held on 26 February 2020 are approved as a correct record and signed by the Mayor.</p> <p>At this juncture, the outgoing Mayor thanked Members and Officers who had sent messages of condolences for the loss of his mother and brother. Councillor Speller summarised a year in office that since March 2020 had been disrupted by the Covid-19 pandemic. He thanked the Mayoress, his family, his PA Tracey Frost, Deputy Mayor, Members and Officers of the Council and</p>	

	<p>his mayoral charities for their help and support throughout the year.</p> <p>On behalf of Members, the Leader of the Council thanked the outgoing Mayor for a successful year in office, and his commitment to the role and the Borough.</p>	
3	ELECTION OF MAYOR	
	<p>The Mayor asked for nominations for the Office of Mayor for 2020/21.</p> <p>Councillor S Taylor OBE CC nominated Councillor Jim Brown.</p> <p>The nomination was seconded by Councillor L Rossati.</p> <p>There being no other nominations a vote was taken it was RESOLVED that Councillor Jim Brown be elected as a Mayor for the 2020/21 Municipal Year. Councillor Jim Brown then made the statutory declaration of office.</p> <p>The Mayor announced that Penny Schenkel would be the Mayoress for 2020/21.</p> <p>The Mayor thanked the outgoing Mayor and Mayoress. Councillor Brown pointed out that due to the Covid-19 Pandemic; he was having a rethink about his charities for the year. Consultations were in progress and details of mayoral charities would be announced soon.</p>	
4	ELECTION OF DEPUTY MAYOR	
	<p>It was moved and seconded that Councillor Michelle Gardner be appointed as Deputy Mayor for the 2020/21 Municipal Year.</p> <p>There being no other nominations a vote was taken and it was RESOLVED that Councillor Michelle Gardner be appointed as Deputy Mayor for the 2020/21 Municipal Year.</p>	

	Councillor Michelle Gardner then made the statutory declaration of acceptance of office. She announced that Councillor John Gardner would be the Deputy Mayor's Consort for the 2020/21 Municipal Year.	
5	APPOINTMENT OF YOUTH MAYOR	
	It was moved, seconded and RESOLVED that Alissa Nixon Crew be elected as Youth Mayor for the 2020/21 Municipal Year.	
6	APPOINTMENT OF LEADER AND DEPUTY LEADER OF THE OPPOSITION	
	The Chief Executive advised the Council that the Leader of the Opposition would be Councillor Phil Bibby CC and that Councillor Graham Lawrence would be his deputy.	
7	APPOINTMENT OF LEADERS AND DEPUTY LEADERS OF THE POLITICAL GROUPS ON THE COUNCIL	
	The Chief Executive advised the Council that Councillors Sharon Taylor OBE CC, Phil Bibby CC and Robin Parker CC had been appointed as Leaders of the Labour, Conservative and Liberal Democrat Groups respectively. It was noted that Councillors Mrs Joan Lloyd, Graham Lawrence and Andy McGuinness would be Deputy Leaders of the Labour, Conservative and Liberal Democrat Groups respectively.	
8	CONSTITUTIONAL ISSUES	
	Council considered various matters relating to the Member level decision making structure of the Council and the Council's Constitution for the forthcoming Municipal Year.	

The Chief Executive referred Members to paragraph 4.6 of the report. He advised that after consulting the Mayor and obtaining his approval, the Council meeting provisionally scheduled for 3 June 2020 would not go ahead. The Chief Executive drew Members' attention to a typographical error in the footnote to recommendation 1.1 – the number of Committee places was 98, not '94' as quoted. Members were also informed that a draft calendar of meetings up to the end of September would be circulated by the end of the week. Where any meetings were not scheduled they would be convened as and when required.

It was moved, seconded and **RESOLVED:**

1. That the Terms of Reference, as detailed in the appendices to this report; and the size and political composition for the following bodies that form the non-Executive Member level decision making structure of the Council be approved subject to the rules of proportionality where appropriate for 98 Committee places where applicable (relevant Committees are identified thus*) -
 - Overview and Scrutiny Committee* (Appendix A to the report) – 14 Members (10 Labour Group, 2 Conservative Group, 2 Liberal Democrat Group)
 - Community Select Committee* (Appendix B to the report) – 10 Members (7 Labour Group, 2 Conservative Group, 1 Liberal Democrat Group)
 - Environment and Economy Select Committee* (Appendix C to the report) – 11 Members (7 Labour Group, 3 Conservative Group, 1 Liberal Democrat Group)
 - Planning & Development Committee* (Appendix D to the report) – 13 Members (8 Labour Group, 3 Conservative Group, 2 Liberal Democrat Group)
 - Licensing Committee (Appendix E to the report) – 14 Members (9 Labour Group, 3 Conservative Group, 2 Liberal Democrat Group)
 - General Purposes Committee* (Appendix F to the report) – 14 Members (9 Labour Group, 3 Conservative Group, 2 Liberal Democrat Group)

- Appointments Committee* (Appendix G to the report) - 8 Members (6 Labour Group, 1 Conservative Group, 1 Liberal Democrat Group)
- Standards Committee* (Appendix H to the report) – 8 Members (6 Labour Group, 1 Conservative Group, 1 Liberal Democrat Group)
- Audit Committee* (Appendix I to the report) – 8 Members (6 Labour Group, 1 Conservative Group, 1 Liberal Democrat Group) + 1 Co-opted non-elected member
- Statement of Accounts Committee* (Appendix J to the report) – 8 Members (6 Labour Group, 1 Conservative Group, 1 Liberal Democrat Group)
- Joint Consultative Committee* (Appendix K to the report) – 4 Members (3 Labour Group, 1 Conservative Group)

2. That the composition of the Executive and the Portfolios, details of which were circulated at the meeting, be noted.
3. That the various Executive bodies appointed by the Leader, the details of which were circulated at the meeting, be noted. The relevant Terms of Reference for each body are shown at Appendix L to the report.
4. That Council approves the dates for Council meetings for the Municipal Year, as shown at paragraph 4.6 of the report and notes that a calendar of Committee meetings to the end of September 2020 will be circulated shortly to all Members.
5. That Council appoints 5 Members to the Housing Management Advisory Board (4 Majority Group, 1 Opposition Member).
6. That it be noted that the Leader has given delegated authority to all Members regarding the spend of their £2,500 Local Community Budget and for the Youth Mayor's £3,300 Youth Community Budget.
7. That the temporary amendments to the Constitution to reflect the provisions of the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panels Meetings) (England and Wales)

	<p>Regulations 2020 ('the Regulations'), as shown at Appendix M to the report, be approved for the period during which those Regulations remain in force.</p> <p>8. That the protocol for virtual meetings, attached at Appendix N to the report, be noted.</p> <p>9. That the recommended amendments to Standing Orders, as outlined in paragraphs 4.14 of the report be approved.</p>	
9	APPOINTMENT TO COMMITTEES OF THE COUNCIL	
	<p>Details of the individuals nominated to serve on each Committee had been circulated prior to the meeting. The membership was to be noted and the Chairs and Vice-Chairs to be voted upon.</p> <p>Councillor S Taylor OBE CC moved the appointments of Chairs and Vice-Chairs. She thanked the Groups for their forbearance and agreement to keep memberships of Committees largely unchanged. She also thanked Members who had intended to stand down but had agreed to stay for one more year following the cancellation of May 2020 local elections.</p> <p>Councillor Mrs J Lloyd seconded the nominations.</p> <p>During the debate, the Liberal Democrats Group expressed discontent with the nominations for Vice-Chairs. It was pointed out that in recent years there had been a departure from the tradition of allocating at least one Vice-Chair position to the minor opposition party. The Leader of the Council advised that this was a matter for the Leader of the Opposition.</p> <p>It was moved, seconded and RESOLVED:</p> <p>1. That the membership of Committees, together with the Chairs and Vice-Chairs, where detailed, are appointed for the 2020/21 Municipal Year as follows:</p>	

OVERVIEW AND SCRUTINY COMMITTEE

14 Members - (10-2-2)

Councillors – L Martin-Haugh (Chair), P Bibby CC (Vice-Chair), S Barr, L Chester, M Downing, M Gardner, S-J McDonough, A McGuinness, J Mead, S Mead, A Mitchell CC, R Parker CC, C Parris, S Speller

COMMUNITY SELECT COMMITTEE

10 Members - (7-2-1)

Councillors – S Mead (Chair), M Notley (Vice-Chair), S Barr, S Booth, A Brown, A Farquharson, L Harrington, J Mead, C Parris, L Rossati.

ENVIRONMENT AND ECONOMY SELECT COMMITTEE

11 Members - (7-3-1)

Councillors – M Downing (Chair), A Mitchell CC (Vice-Chair), D Bainbridge, S Booth, A Brown, D Cullen, J Hanafin, L Kelly, M McKay, L Rossati, S Speller

PLANNING AND DEVELOPMENT COMMITTEE

13 Members – (8-3-2)

Councillors – S Speller (Chair), M McKay (Vice-Chair), D Bainbridge, S Barr, M Gardner, J Hanafin, L Harrington, L Kelly, G Lawrence, J Lloyd, S-J McDonough, G Snell, T Wren.

LICENSING COMMITTEE

14 Members – (9-3-2)

Councillors – L Chester (Chair), M McKay (Vice-Chair), D Bainbridge, S Barr, M Downing, J Hanafin, L Harrington, R Henry, G Lawrence, J Lloyd, A McGuinness, L Rossati, G Snell, S Speller

GENERAL PURPOSES COMMITTEE

14 Members – (9-3-2)

Councillors – L Chester (Chair), M McKay (Vice-Chair), D Bainbridge, S Barr, M Downing, J Hanafin, L Harrington, R Henry, G Lawrence, J Lloyd, A McGuinness, L Rossati, G Snell, S Speller

APPOINTMENTS COMMITTEE

8 Members – (6-1-1)

Councillors – S Taylor OBE CC (Chair), P Bibby CC, M Downing, J Gardner, R Henry, Mrs J Lloyd, R Parker CC, J Thomas.

STANDARDS COMMITTEE

8 Members – (6-1-1)

Councillors – Mrs J Lloyd (Chair), T Callaghan, M Downing, L Martin-Haugh, J Mead, M Notley, L Rossati, T Wren.
Independent Person who must be consulted on alleged breaches to the Code of Conduct – Dr. Robert Cawley

AUDIT COMMITTEE

8 Elected Members – (6-1-1) + 1 Independent Co-opted Member (G Gibbs)

Councillors – T Callaghan (Chair), J Gardner (Vice-Chair) S Barr, S Booth, L Chester, D Cullen, L Kelly, G Lawrence.

STATEMENT OF ACCOUNTS COMMITTEE

8 Members – (6-1-1)

Councillors - Mrs J Lloyd (Chair), P Bibby CC, R Broom, J Hollywell, J Mead, S Mead, G Snell, J Thomas.

JOINT CONSULTATIVE COMMITTEE (JCC) (EMPLOYER SIDE)

Mrs J Lloyd (Employer Side Chairman), P Bibby CC, S Taylor OBE,CC, J Thomas

2. That 5 Members (4 Majority Group, 1 Opposition Member) be appointed to the Housing Management Advisory Board as agreed at Minute 8, resolution 5, as follows:

Councillors L Harrington, L Kelly, J Lloyd, L Martin-Haugh, M Notley.

10	APPOINTMENTS TO OUTSIDE BODIES	
	<p>Council considered the list of individuals nominated to serve on Outside Bodies which had been circulated before the meeting. The Chief Executive advised that the Council no longer appointed Members to serve on the Board of Stevenage Leisure Limited (SLL). Appointments to SLL were to be deleted from the list.</p> <p>It was moved, seconded and RESOLVED that the following individuals are appointed to represent the Council on the various bodies detailed below for one year, unless otherwise stated:</p> <p>COUNCIL FOR THE PROTECTION OF RURAL ENGLAND THE HERTFORDSHIRE SOCIETY - Portfolio Holder Environment and Regeneration</p> <p>EAST OF ENGLAND LOCAL GOVERNMENT ASSOCIATION - The Leader of the Council</p> <p>EAST OF ENGLAND REGIONAL PLANNING - Portfolio Holder Environment and Regeneration</p> <p>HCC JOINT WASTE MANAGEMENT GROUP - Portfolio Holder Environment and Regeneration</p> <p>HERTFORDSHIRE INFRASTRUCTURE PLANNING AND POLICY GROUP - Portfolio Holder Environment and Regeneration</p> <p>HERTFORDSHIRE LOCAL AUTHORITIES LEADERS GROUP - The Leader of the Council</p> <p>HERTFORDSHIRE SUPPORTING PEOPLE COMMISSIONING BODY MEMBERS OVERVIEW GROUP - Portfolio Holder Housing, Health and Older People</p> <p>HERTFORDSHIRE SUSTAINABILITY FORUM STEERING GROUP - Portfolio Holder Environment and Regeneration</p> <p>LOCAL GOVERNMENT ASSOCIATION - The Leader of the Council</p> <p>RESPONSIBLE AUTHORITY GROUP (COMMUNITY SAFETY) - Portfolio Holder Communities, Community Safety and</p>	

Equalities

SOSTEVENAGE PARTNERSHIP - The Leader of the Council and Deputy Leader

STEVENAGE COMMUNITY SAFETY PARTNERSHIP - Portfolio Holder Communities (including Safer Communities) and Equalities

AGE CONCERN STEVENAGE - John Lloyd

BEDWELL COMMUNITY ASSOCIATION - Liz Harrington

CHELLS MANOR COMMUNITY ASSOCIATION - Andy McGuinness

CROSSROADS CARE - John Gardner

DOUGLAS DRIVE SENIOR CITIZENS ASSOCIATION - John Lloyd

HOME-START STEVENAGE - John Gardner

KADOMA LINK ASSOCIATION - Graham Snell and John Gardner

LIVING ROOM PROJECT - Jackie Hollywell

OLD STEVENAGE COMMUNITY ASSOCIATION - Jim Brown

OVAL COMMUNITY ASSOCIATION - Lloyd Briscoe

PIN GREEN COMMUNITY ASSOCIATION - Jeannette Thomas

SHEPHALL COMMUNITY ASSOCIATION - John Mead

ST NICHOLAS COMMUNITY ASSOCIATION - Sandra Barr

STEVENAGE CITIZENS ADVICE BUREAU - Michael Downing

STEVENAGE COMMUNITY TRUST - Richard Henry and Maureen McKay

STEVENAGE CREDIT UNION LIMITED - Laurie Chester

STEVENAGE FURNITURE RECYCLING SCHEME - John Lloyd

STEVENAGE HAVEN - Rob Broom

STEVENAGE/AUTUN/INGELHEIM ASSOCIATION - Richard Henry and Simon Speller

STEVENAGE WORLD FORUM FOR ETHNIC COMMUNITIES - John Gardner

SYMONDS GREEN COMMUNITY ASSOCIATION - Laurie Chester

TIMEBRIDGE COMMUNITY ASSOCIATION - Jackie Hollywell

TURN THE TIDE - Lizzy Kelly

EAST OF ENGLAND LGA IMPROVEMENT AND EFFICIENCY PANEL - Richard Henry

HCC HEALTH SCRUTINY COMMITTEE - Maureen McKay

LOCAL GOVERNMENT INFORMATION UNIT - Jim Brown

LUTON AIRPORT CONSULTATIVE COMMITTEE - John Gardner

11	CORONAVIRUS (COVID-19) INCIDENT MANAGEMENT REPORT	
	<p>Council considered a report on the latest Covid-19 position, including the Council's emergency response, the financial impact of Covid-19 on the Council and a proposed approach to recovery.</p> <p>It was moved, seconded and RESOLVED:</p> <ol style="list-style-type: none"> 1. That the report to Executive on 13 May 2020 be noted. 2. That the following Motion be agreed - <p>‘That this Council formally places on record its heartfelt thanks to all those across the NHS, care workers, local councils, food retailers, transport services, all other key workers and volunteers upon whom we have become reliant to get us through these unprecedented times. They have selflessly put their own lives at risk in order to support our community through the pandemic. Some have sadly fallen victim to the virus and our heartfelt condolences go to their families and loved ones. Their sacrifice will not be forgotten.</p> <p>We also wish to place on record our thanks to all of our SBC staff across the services who have faced extraordinary pressures and whose response to the Coronavirus pandemic has been quite simply amazing.</p> <p>May we also thank the people of Stevenage whose response has been extraordinary, in protecting their families and communities by following government guidance, in spite of the personal sacrifice this has entailed, and in the many small acts of kindness and neighbourliness that have happened across the town.</p> <p>We know that there will be no quick resolution and the impact of the pandemic will be with us for the foreseeable future. Many are still falling ill but a greater number of people are recovering thanks to the efforts of our NHS heroes. It is predicted now that we will face a deep recession which, if it happens, will further compound the suffering that many have already faced. The Council will be working with our partners to tackle this with a Recovery Task Force. And there is hope. Our brilliant scientists are working flat out to find a vaccine and we are all adapting the ways we work and interact with each other to minimise the risk of infection.</p> 	

	<p>It will be tough for us all to return to ‘normal’, whatever that normal may look like. However the spirit of Stevenage has been clear to see in recent weeks when we have truly lived the value of our motto ‘The Heart of a Town Lies in its People’, and it is in that spirit that we will continue to work co-operatively with our staff, partners, businesses and, most importantly, our community to face the coming challenges positively and continue working for an ‘even better’ Stevenage.’</p>	
12	PRESENTATION OF MEMORIAL PLAQUE TO THE ROYAL BRITISH LEGION	
	<p>The Mayor announced that the Council had commissioned a plaque to present to the Royal British Legion in memory of all those who paid the ultimate sacrifice during World War II. Councillor John Lloyd, Vice Chairman of the local branch and District Veterans Champion, accepted the memorial plaque on behalf of the Royal British Legion.</p>	
13	CLAP FOR KEYWORKERS	
	<p>The Mayor introduced a collection of short videos made by SBC staff to show their appreciation both to their colleagues who have been delivering key services and to all those in the community who have risked their own health during the Covid-19 Pandemic in order to help others in the Town. At the end of the presentation, Members applauded the efforts and achievements of SBC staff and all key workers.</p>	