

Daneshill House  
Danestrete  
Stevenage  
Hertfordshire

17 May 2011

Dear Sir/Madam

Notice is hereby given that the Annual meeting of the Stevenage Borough Council will be held in the Council Chamber, Daneshill House, Danestrete, Stevenage on Wednesday 25 May 2011 at 7.00pm and you are summoned to attend to transact the following business.

Yours faithfully

Nick Parry  
Chief Executive

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## **AGENDA**

### **1. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST**

### **2. MINUTES – WEDNESDAY 23 FEBRUARY 2011**

To approve as a correct record the Minutes of the meeting of the Council held on Wednesday 23 February 2011.

Minutes attached

### **3. APPOINTMENT OF MAYOR**

To elect the Mayor for the Municipal Year 2011/12.

### **4. APPOINTMENT OF DEPUTY MAYOR**

To elect the Deputy Mayor for the Municipal Year 2011/12.

### **5. BOROUGH COUNCIL ELECTIONS**

To advise Council of the results of the Borough Council Elections held on 5 May 2011.

Report attached

### **6. APPOINTMENT OF LEADER**

To elect the Leader to serve for a four year period 2011-2015 (subject to the post-holder remaining a Member of the Council).

On appointment the Leader is required to appoint a Deputy Leader and an Executive of between 2 and 9 councillors and allocate to them

specific areas of responsibility. The Leader may also address other Executive delegations.

**7. CONSTITUTIONAL ISSUES**

To consider various issues concerning the Council's political management structure and the Constitution for 2011/12.

Report and Appendices TO FOLLOW

**8. APPOINTMENT OF LEADER AND DEPUTY LEADER OF THE OPPOSITION**

To note the appointment of the Leader and Deputy Leader of the Opposition for the Municipal Year 2011/12.

**9. APPOINTMENT OF LEADERS AND DEPUTY LEADERS OF THE POLITICAL GROUPS ON THE COUNCIL**

To note the appointment of the Leaders and Deputy Leaders of the Political Groups on the Council for the Municipal Year 2011/12.

**10. APPOINTMENT OF COMMITTEES/PANELS OF THE COUNCIL**

To appoint Standing Committees and Panels of Stevenage Borough Council for the Municipal Year 2011/12 in accordance with the rules of proportionality where appropriate and appoint to the positions of Chair and Vice-Chair for each.

DETAILS TO FOLLOW

**11. APPOINTMENT OF JOINT PANEL WITH HERTFORDSHIRE COUNTY COUNCIL**

To appoint the following Panel to be constituted jointly with Hertfordshire County Council (HCC) for the Municipal year 2011/12 (recommended Terms of Reference to be set out in the report at item 7 'Constitutional Issues' – to follow);

Stevenage Highways Joint Member Panel -

6 SBC Members (one from each Neighbourhood Action Team area).

6 HCC Members (those representing the 6 HCC Divisions in Stevenage).

## **12. APPOINTMENTS TO OUTSIDE BODIES**

To appoint Council representatives Council onto various outside bodies for the 2011/2012 Municipal Year.

SCHEDULE TO FOLLOW

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