



COUNCIL

21 May 2026

SUPPLEMENTARY AGENDA

PART 1

10. CONSTITUTIONAL ISSUES

To consider various issues concerning the Council's political management structure and the Constitution for 2026/27.

Pages 3 - 50

11. APPOINTMENTS TO COMMITTEES OF THE COUNCIL

A. To appoint Members to the Standing Committees of Stevenage Borough Council for the Municipal Year 2026/27; and

B. To appoint to the positions of Chair and Vice-Chair for each of those Committees.

Pages 51 – 58

12. APPOINTMENTS TO OUTSIDE BODIES

To appoint Council representatives onto various outside bodies for the Municipal Year 2026/27.

Pages 59 – 62

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Meeting: ANNUAL COUNCIL
Date: 21 MAY 2026



CONSTITUTIONAL UPDATES

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1. PURPOSE

- 1.1 To consider various matters relating to the Member level decision making structure of the Council and the Council's Constitution for the forthcoming Municipal Year.
- 1.2 To consider the proposed amendments of the Constitution as part of its annual review health-check by the Monitoring Officer.

2. RECOMMENDATIONS

- 2.1 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 94 Committee seats where applicable (relevant Committees are identified thus*) -
 - Overview and Scrutiny Committee* (Appendix A) – 13 Members (7 Labour Members, 3 Reform Members, 2 Liberal Democrat Members and 1 Conservative Member)
 - Community Select Committee* (Appendix B) – 11 Members (6 Labour Members, 3 Reform Members and 2 Liberal Democrat Members)
 - Environment and Economy Select Committee* (Appendix C) – 11 Members (6 Labour Members, 3 Reform Members and 2 Liberal Democrat Members)
 - Planning & Development Committee* (Appendix D) – 13 Members (7 Labour Members, 3 Reform Members, 2 Liberal Democrat Members and 1 Independent Member)
 - Licensing Committee (Appendix E) – 13 Members (7 Labour Members, 4 Reform Members and 2 Liberal Democrat Members)

- General Purposes Committee* (Appendix F) – 13 Members (7 Labour Members, 4 Reform Members and 2 Liberal Democrat Members).
- Appointments Committee* (Appendix G) - 7 Members (4 Labour Members, 2 Reform Members and 1 Liberal Democrat Member)
- Standards Committee* (Appendix H) – 7 Members (4 Labour Members, 1 Reform Member, 1 Liberal Democrat Member and 1 Conservative Member)
- Audit Committee* (Appendix I) – 9 Members (5 Labour Members, 2 Reform, 1 Liberal Democrat Member and 1 Independent Member).
- Statement of Accounts Committee* (Appendix J) – 7 Members (4 Labour Members, 2 Reform Members and 1 Liberal Democrat Member)
- Joint Consultative Committee* (Appendix K) – 3 Members (2 Labour Members and 1 Reform Member)

* Indicates where those bodies covered by the rules of proportionality for the purposes of the Local Government (Committees and Political Groups), Regulations 1990 – total Committee places being 94

- 2.2 That the Borough Solicitor be authorised to make consequential amendments to the Constitution to reflect the proposal set out in Recommendation 2.1 above.
- 2.3 That the membership of the Cabinet and the individual Portfolios, as set out at item 11 and in the green paper tabled at the meeting, be noted.
- 2.4 That the various Cabinet bodies appointed by the Leader, detailed in Paragraph 4.4 of the report and the relevant Terms of Reference for each body set out in Appendix L to the report, be noted.
- 2.5 That Council approves the dates for Council meetings for the Municipal Year 2026/27, as shown at Paragraph 4.7 of the report, and notes the calendar of formal meetings shown at Appendix M to the report.
- 2.6 That Council approves the amendments to the Constitution set out in Appendix N as proposed by the Monitoring Officer.

3. BACKGROUND

- 3.1 The appointment and the terms of reference of Scrutiny, Regulatory and Advisory Committees that have no Executive functions are matters to be determined by Council.
- 3.2 It is for the Council to agree the dates of Council meetings and changes to the Constitution.
- 3.3 One of the functions of the Monitoring Officer is to be responsible for maintaining the Constitution and ensuring that it is updated. The proposed amendments are intended to improve clarification and reflect organisational change within the

council. The council commissioned an external review of the Constitution by the Association of Democratic Services Officers in 2024 which assisted in forming the Constitution review in 2025/26 and as well as this current review. Any future proposed changes to the Constitution will need to be considered so they are proportionate to Local Government Reorganisation for Hertfordshire. In addition, there may be the need to make further amendments as a result of the Government's National Scheme of Delegation of Planning Functions.

4. REASONS FOR RECOMMENDED COURSE OF ACTIONS AND OTHER OPTIONS

Council's Committees and Panels - Terms of Reference and Composition

- 4.1 The proposed Terms of Reference for each of the bodies to be appointed by Council are set out in Appendices A – L. With the exception of the Licensing Committee, the political composition of those Committees is directed by the Local Government (Committees and Political Groups) Regulations 1990.

Cabinet

- 4.2 The Leader will be appointing Members to the Cabinet (with Portfolios). This information will be tabled at the Annual Council meeting.

Appointment of Cabinet Bodies

- 4.4 The Leader of the Council has agreed to retain the following Committees of the Cabinet –

Appeals, Grievances and Litigation Committee
Housing Development Working Group
Regeneration Working Group
Commercial and Investment Working Group
Housing Working Group
Stevenage, North Herts., East Herts. and Hertsmere Joint CCTV Committee
Stevenage and East Herts. Joint Executive Revenues and Benefits Shared Service Committee
Stevenage and East Herts Joint ICT Executive Committee

- 4.5 The terms of reference for these Committees / Working Groups may be found at Appendix L.
- 4.6 Membership of these bodies is limited to only Members of the Cabinet. Details of the memberships of these Committees will be set out in the schedule circulated with the Supplementary Agenda.

Dates of Council meetings

- 4.7 To comply with Standing Orders the Council should approve its programme of meetings annually. The approval of dates for Council meetings for the year does not preclude extraordinary or special meetings being called by the Chief Executive,

in consultation with the Mayor; nor for the date, time or place to be altered in accordance with the Regulations or where a material change of circumstances makes it necessary. The dates proposed for Council are as follows:

- 22 July 2026
- 14 October 2026
- 16 December 2026
- 28 January 2027
- 24 February 2027 – Budget Setting Meeting
- 27 May 2027 – Annual Meeting

- 4.8 A provisional calendar of formal meetings is also appended to this report at Appendix M. This calendar will be subject to change and any alterations to dates of meetings, additions and cancellations will be notified to Members. Previous draft versions of the calendar should be discarded.
- 4.9 It should be noted that the draft calendar includes some dates for ‘Select Committees’ details of which specific meetings will be held on those dates will be notified to Members as we go through the year.
- 4.10 The calendar of formal meetings appears on the Council's website and is regularly updated. Furthermore, following Council appointing to each body, Members will be sent ‘Outlook’ calendar invitations to the meetings that are relevant to them.

IMPLICATIONS

Financial Implications

5.1. There are no financial implications arising from this report.

Legal Implications

5.2 A local authority is under a duty to prepare and keep up to date its Constitution under section 9P Local Government Act 2000 as amended.

BACKGROUND PAPERS

The Council’s Constitution.

APPENDICES

- Terms of Reference
 - Overview and Scrutiny Committee (Appendix A)
 - Community Select Committee (Appendix B)
 - Environment and Economy Select Committee (Appendix C)
 - Planning and Development Committee (Appendix D)
 - Licensing Committee (Appendix E)
 - General Purposes Committee (Appendix F)
 - Appointments Committee (Appendix G)

- Standards Committee (Appendix H)
- Audit Committee (Appendix I)
- Statement of Accounts Committee (Appendix J)
- Joint Consultative Committee (Appendix K)
- Terms of Reference – Cabinet Bodies (Appendix L)
- Provisional Calendar of Meetings 2025/26 (Appendix M)
- Amendments to the Constitution (Appendix N)

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OVERVIEW & SCRUTINY COMMITTEE

1. Membership - 14 (Not to be Members of the Cabinet but to include the Chairs of the 2 Select Committees)
2. Quorum - 4
3. Terms of Reference
 - 3.1. To consider the activities of the Cabinet and to have responsibility to reconsider any executive decision that has been subject to call-in, in accordance with the provisions of the Scrutiny provisions as set out in the Council's Constitution.
 - 3.2. Responsibility for the scrutiny of all initial proposals for the development of the Council's Budget and Policy Framework in accordance with the Budget and Policy Framework provisions in the Council's Constitution.
 - 3.3. To determine a Scrutiny work programme to examine the spending, policies and administration of the Council's services within the direct purview for services of a Corporate and/or Council wide nature and relationships with partners and external agencies involved with these areas, together with a timetable and method of study for each topic.
 - 3.4. To determine formal recommendations in relation to scrutiny studies undertaken for reporting to the Council, Cabinet, other Committees, Officers and / or partner agencies as appropriate.
 - 3.5. To review the Forward Plan of Key Decisions in relation to services within the direct purview for services of a corporate and/or Council wide nature, considering if it wishes to make any input to policy issues contained in the Plan and if so, how. In undertaking this work the Committee may call upon the relevant Cabinet Member and/or Director to provide a briefing or take part in discussion.
 - 3.6. That in respect of policy development of matters that fall within the remit of this Committee, to meet with the relevant Portfolio Holder to comment on individual draft policies that are scheduled to be considered to the Cabinet.
 - 3.7. To work with other Select Committees, as appropriate when considering cross-cutting scrutiny studies and policy development when both Committees have so agreed.
 - 3.8. To consider matters referred to the Committee under the procedure for the Councillor Call for Action in relation to matters

within the direct purview for services of a Corporate and/or Council wide nature.

- 3.9 In accordance with the Petitions Scheme, consider Petitions, Petition Reviews and interview Senior Council Officers (as requested by a Petition) in relation to matters within the direct purview for services of a Corporate and/or Council wide nature.
- 3.10 In conjunction with the Select Committees, responsibility for the on-going development of the Scrutiny function of the Council.
- 3.11 To report to the Cabinet, other committees or Council, as appropriate.

COMMUNITY SELECT COMMITTEE

1. Membership - 10 (not Members of the Cabinet)
Observer – Stevenage Youth Mayor
2. Quorum - 4
3. Terms of Reference
 - 3.1 To determine a Scrutiny work programme to examine the spending, policies and administration of the Council's services within the purview of the Director (Housing and Investment), the Director (Communities and Neighbourhood) and the Director (Stevenage Direct Services (repairs and caretaking)) and relationships with partners and external agencies involved with these services, together with a timetable and method of study for each topic.
 - 3.2 To determine formal recommendations in relation to scrutiny studies undertaken for reporting to the Council, Cabinet, other Committees, Officers and / or partner agencies as appropriate.
 - 3.3 To review the Forward Plan of Key Decisions in relation to services within the Committee's remit, considering if it wishes to make any input to policy issues contained in the Plan and if so, how. In undertaking this work the Committee may call upon the relevant Cabinet Member and/or Director to provide a briefing or take part in discussion.
 - 3.4 To act as the Council's Crime and Disorder Committee, meeting in that capacity a minimum of once each year (by including Crime and Disorder on the agenda at least once each year).
 - 3.5 That in respect of policy development of matters that fall within the remit of this Committee, to meet with the relevant Portfolio Holder to comment on individual draft policies that are scheduled to be considered to the Cabinet.
 - 3.6 To work with the other Select Committee or the Overview & Scrutiny Committee, as appropriate when considering cross-cutting scrutiny studies and policy development when both Committees have so agreed.
 - 3.7 To consider matters referred to the Committee under the procedure for the Councillor Call for Action in relation to matters within the purview of the Director (Housing and Investment) and the Director (Communities and Neighbourhood).

- 3.8 In accordance with the Petitions Scheme, consider Petitions, Petition Reviews and interview Senior Council Officers (as requested by a Petition) in relation to matters within the purview of the Director (Housing and Investment) and the Director (Communities and Neighbourhood).
- 3.9 In conjunction with the other Select Committee and Scrutiny Overview Committee, responsibility for the on-going development of the Policy Development and Scrutiny function of the Council.
- 3.10 To report to the Cabinet, other committees or Council, as appropriate.

ENVIRONMENT AND ECONOMY SELECT COMMITTEE

1. Membership - 11 (not Members of the Cabinet)
2. Quorum - 4
3. Terms of Reference
 - 3.1 To determine a Scrutiny work programme to examine the spending, policies and administration of the Council's services within the purview of the Director (Regeneration), Director (Stevenage Direct Services (except caretaking and repairs)), Director (Housing Development) and Director (Planning & Regulatory) and relationships with partners and external agencies involved with these services, together with a timetable and method of study for each topic.
 - 3.2 To determine formal recommendations in relation to scrutiny studies undertaken for reporting to the Council, Cabinet, other Committees, Officers and / or partner agencies as appropriate.
 - 3.3 To review the Forward Plan of Key Decisions in relation to services within the Committee's remit, considering if it wishes to make any input to policy issues contained in the Plan and if so, how. In undertaking this work the Committee may call upon the relevant Cabinet Member and/or the Strategic Director to provide a briefing or take part in discussion.
 - 3.4 To consider any policy issues within the remit of the Select Committee referred by the Cabinet and raising any other issues it considers appropriate.
 - 3.5 To work with the Community Select Committee or the Overview & Scrutiny Committee, as appropriate when considering cross-cutting scrutiny studies and policy development when both Committees have so agreed.
 - 3.6 To consider matters referred to the Committee under the procedure for the Councillor Call for Action in relation to matters within the purview of the Director Stevenage Direct Services and Director Planning and Regulation.
 - 3.7 In conjunction with the Community Select Committee and the Overview and Scrutiny Committee, responsibility for the ongoing development of the Policy Development and Scrutiny function of the Council.
 - 3.8 To report to the Cabinet, other committees or Council, as appropriate.

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PLANNING AND DEVELOPMENT COMMITTEE

1. Membership – 14

2. Quorum - 4

3. Terms of Reference

3.1 To advise the Cabinet on the following:

- (i) Identification of consumer needs for services related to planning and development services and facilities functions of the Committee, and recommendations on the development of services and facilities to meet them, including:

- Land use plans and policy, including local plans
 - Employment and economic development
 - Development management services

and advising the Leader / Cabinet / Council accordingly;

- (ii) Management and maintenance of planning and development related facilities and services in item (i), including employment and training facilities and services;
- (iii) Monitoring and review of performance in relation to the provision and development of planning and development services and facilities, including employment and training facilities and services, whether provided by the Director Planning and Regulation, other Council Service Delivery Units, or outside contractors and advising the Leader/Cabinet/Council accordingly;
- (iv) The promotion of the economic development of Stevenage, and of specific industrial/commercial land and premises within Stevenage, as to use and development and, where appropriate, about monitoring negotiations for development and redevelopment;
- (v) Development and encouragement of local businesses, employment and training initiatives, with co-ordination and implementation by the Leader / Cabinet as appropriate.
- (vi) The allocation and monitoring of grant aid and loans to local employment and training initiatives.

3.2 Responsibility for Development Management, including Listed Building Control - determination of planning applications, and enforcement matters under planning regulations.

- 3.3 Responsibility for Building Control - determination of applications under the Building Regulations, and enforcement matters under planning and building legislation.
- 3.4 Responsibility for the determination of Countryside Management and Tree Preservation matters, including the making of Tree Preservation Orders and related matters, and including consultation with appropriate outside bodies.
- 3.5 Matters imposed or permitted by legislation in relation to the functions of the Committee.
- 3.6 Insofar as they are not already referred to in these terms of reference, those relevant powers set out in Schedule 1 of the Local Authorities (Functions and Responsibilities) (England) Regulations as amended (see Table 2 of Part 3 of this Constitution); as clarified by regulations, subject to them being dealt with, as appropriate, by officers under delegated powers. This is to include the making of charges for any approval, licence or registration etc., in relation to the powers referred to.
- 3.7 Insofar as they are not already referred to in these terms of reference, those local choice functions set out at Table 3 of Part 3 of the Council's Constitution.
- 3.8 Any other appropriate matter referred.

LICENSING COMMITTEE

1. Membership – 14
2. Quorum - 4
3. Terms of Reference
- 3.1 To consider and determine applications under the Licensing Act 2003 where representations have been made, in respect of the following cases.
 - (i) Personal Licences;
 - (ii) Premises Licences/ Club Premises Certificates;
 - (iii) Provisional Statements;
 - (iv) Variation of Premises Licences/ Club Premises Certificates;
 - (v) minor variations of Premises Licences/Club Premises Certificates;
 - (vi) Variation of Designated Premises Supervisors;
 - (vii) Transfer Premises Licences;
 - (viii) Interim authorities;
 - (ix) Review premises licences/club premises certificates;
 - (x) Issue of Counter Notice following Police or Environmental Health objection to a temporary event notices.
- 3.2 To consider and determine applications and variations under the Gambling Act 2005 (where representations have been made and not withdrawn) in respect of the following cases:
 - (i) Premises Licences;
 - (ii) Variation to a Licence;
 - (iii) Transfer of a Licence;
 - (iv) Provisional Statements;
 - (v) Review of a Premises Licence;

- (vi) Club Gaming / Club Machine Permit;
- (vii) Cancellation of a Club Gaming / Club Machine Permit.

GENERAL PURPOSES COMMITTEE

1. Membership - 14
2. Quorum – 4
3. Terms of Reference
 - 3.1 To consider matters in accordance with the Council's policies in respect of the following:
 - the grant, approval, review, refusal, revocation, renewal, transfer or variation of any licence, registration, certificate, consent, permit, approval or permission, except where such function falls within the terms of reference of another committee or where the matter has been delegated to officers of the Council.
 - consideration and determination of such applications for licences, registration, certificates and consents that the Head of Leisure, Community and Children's Services feels necessary, owing to the nature of the application concerned.
 - 3.2 The designation of public places where the consumption of alcohol is to be prohibited.
 - 3.3 To consider and determine certain matters where a right of appeal exists against the decision of a Members body or an officer, including:
 - Further reviews under the relevant Regulations by applicants for Housing Benefit and Council Tax Benefits.
 - Appeals in relation to housing needs assessment.

These terms of reference shall exclude the hearing and determination of:-

 - appeals by officers against dismissal or disciplinary action;
 - grievances from Officers under the final state of the grievance procedure;

which shall be dealt with either in accordance with the terms of reference for the Appeals/Grievance Panel or in accordance with the delegations to Officers.
 - 3.4 Insofar as they are not already referred to in these terms of reference, those relevant powers set out in Schedule 1 of the Local Authorities (Functions & Responsibilities) (England) Regulations as amended (See Table 2 of Part 3 of the Constitution) (subject to them being dealt with as appropriate by Officers under delegated powers).
 - 3.5 Insofar as they are not already referred to in these terms of reference, those 'local choice' functions set out at Table 3 of Part 3 of the Constitution.

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APPOINTMENTS COMMITTEE

1. Membership - 8
2. Quorum - 3
3. Terms of Reference

The appointment and dismissal of the Chief Executive and Strategic Directors, subject to the requirements of the Local Government Act 2000, Local Authorities (Standing Orders)(England) Regulations 2001, and the Officer Employment Rules contained in the Constitution.

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STANDARDS COMMITTEE

1. Membership - 8 Members to include only one Member of the Cabinet

2. Quorum- 3

3. Terms of Reference

- 3.1 The promotion and maintenance of high standards of conduct by members and co-opted members of the Council.
- 3.2 To consider and dispose of allegations that a member is in breach of the Council's Code of Conduct in accordance with the Arrangements adopted by the Council under Section 28 Localism Act 2011.
- 3.3 To depart from the Arrangements in the circumstances described in paragraph 12 of the Arrangements.
- 3.4 To consider and, if necessary, recommend changes to the Code of Conduct, the arrangements under which allegations can be investigated and decisions on allegations can be made or any other aspects of the Standards Regime to the Council.
- 3.5 To grant dispensations under Section 33 Localism Act 2011.

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AUDIT COMMITTEE - Terms of Reference

1. Membership

10 Members plus 1 co-opted independent (non-elected) Member in a non-voting capacity, appointed in accordance with the Constitution.

- Chair to be a Member who is neither a Cabinet Member nor a Scrutiny Member
- A maximum of one Cabinet Member may serve on the Committee
- At least one Scrutiny Committee Member must serve on the Committee

2. Quorum

4 Members

3. Terms of Reference

The Audit Committee provides independent assurance to Full Council on the effectiveness of the Council's governance, risk management, control and assurance arrangements and fraud prevention and detection. In discharging its role, the Committee will have regard to relevant professional guidance and standards, including the Global Internal Audit Standards (GIAS) and CIPFA guidance on audit committees.

3.1. Internal Audit

To advise or comment as appropriate on:

- The Internal Audit Charter, ensuring it reflects the Internal Audit mandate and requirements under the Global Internal Audit Standards
- The Annual Internal Audit Plan, including alignment with organisational risks and strategic priorities
- Progress against the Internal Audit Plan and the adequacy of management responses to audit findings
- Summaries of key Internal Audit reports, including themes, systemic issues, and root causes
- The Annual Report and Opinion of the Chief Audit Executive (the Council's Client Audit Manager), including confirmation of conformance with the Global Internal Audit Standards
- The Internal Audit Quality Assurance and Improvement Programme, including the timing and outcomes of any external quality assessments

3.2. External Audit

To advise or comment as appropriate on:

- The External Auditor's audit strategy, plans and approach
- The Audit Results Report/Report to Those Charged with Governance
- The Annual Audit and Inspection Letter
- Proposals relating to the appointment or procurement of the External Auditor
- The scope and depth of external audit work and any significant issues arising

3.3. Co-ordination and Assurance

To review and advise on:

- Arrangements for effective co-operation and co-ordination between Internal Audit, External Audit, and other assurance providers, in line with GIAS expectations around coordination of assurance
- The Council's overall assurance framework

3.4. Anti-Fraud

To oversee and advise on:

- The Council's Anti-Fraud and Corruption Strategy, including whistleblowing arrangements and associated policies.
- The Annual Anti-Fraud Plan, including alignment with organisational risks, the *Fighting Fraud and Corruption Locally Strategy* and CIPFA best practice.
- Progress against the Anti-Fraud Plan and the adequacy of management responses to the risk of fraud.
- Oversight of the Council's statutory duty to prevent Fraud/Bribery/Tax Evasion and CIPFA guidance on preventing money laundering.
- Reports on fraud risks, investigations (where appropriate), and control improvements

3.5. Governance, Risk and Control

To advise or comment on:

- The Annual Governance Statement, including whether it fairly reflects the Council's governance effectiveness
- The Council's Risk Management Framework and strategic risk register
- The Council's Constitution in respect of Financial Regulations and Contract Procedure Rules.

- Arrangements for securing value for money and Best Value

3.6. Financial Management and Reporting

To consider and advise on:

- The Statement of Accounts, including accounting policies and significant judgements
- Related capital determinations and accounting matters
- The Treasury Management Strategy and performance reports

3.7. Other Responsibilities

To oversee:

- The Council's Regulation of Investigatory Powers Act (RIPA) policy and activity.
- Any other matters referred to the Committee by Council, Cabinet or senior officers relating to governance, audit, anti-fraud, or financial management

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STATEMENT OF ACCOUNTS COMMITTEE

1. Membership - 8
2. Quorum - 3
3. Terms of Reference

To approve the Statement of Accounts and related Capital Determinations in accordance with the Accounts and Audit (England) Regulations 2011.

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JOINT CONSULTATIVE COMMITTEE (JCC) (EMPLOYER SIDE)

Membership - 3

Quorum – 2

Terms of Reference - To meet jointly with the Staff Side, Joint Consultative Committee to consult with employees, via their representatives, on developments affecting them; and on matters not resolved by the Strategic Management Board.

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CABINET BODIES – TERMS OF REFERENCE

Appeals, Grievances and Litigation Committee

Membership: Chairman - Portfolio Holder for Resources and three members of the Cabinet

Quorum - three

Terms of Reference –

Except where matters fall to be considered by any other body -

1. To hear and determine appeals against dismissal or disciplinary action in the case of Officers employed on Chief Officer Terms and Conditions.
2. To hear and determine grievances under the final stage of the grievance procedure in the case of Officers employed on Chief Officer Terms and Conditions; or, in the case of other officers, where no Strategic Management Board is able to hear the grievance.
3. To receive reports and opinions on litigious and potentially litigious matters whether or not the matter under consideration has been referred to the courts or any tribunal.
4. To authorise the Borough Solicitor to commence legal proceedings or defend or settle, if so required in any case on terms, any litigation matter or potentially litigious matter.

Housing Development and Regeneration Working Group

Membership: Chair - Leader of the Council
Portfolio Holder for Housing, Health and Older People
Portfolio Holder for Resources
Portfolio Holder for Environment and Regeneration
Portfolio Holder for Neighbourhoods & Co-operative Council

To advise and make recommendations to the Cabinet on the following -

HOUSING DEVELOPMENT

1. Documents relating to Development Strategy, Design Standards and a Pipeline of schemes that will form the strategic core of the Council's Housebuilding Programmes.
2. Financial resources of the programme in light of the individual schemes being delivered and their outputs in relation to:
 - a. Scheme Design & Unit mix
 - b. Scheme Quality

- c. Scheme Mile stones
- d. Consultation programme &
- e. Scheme Costs & financial appraisals

3. Funding for officers to bid for and complete on new sites and development opportunities that will enhance the Council's pipeline for new housing or form part of the land assembly required to deliver approved schemes.

4. Outline designs, individual scheme concepts and scheme appraisals on which to approve the submission of detailed planning applications, and/or if more appropriate outline planning applications, by the Council's appointed contractors, consultants or officers .

5. To invite Ward Members to attend meetings of the Committee, or other consultation events noted in the consultation programme when potential development sites in their ward are under consideration, and to provide an opportunity for Ward Members to provide comments on proposed developments.

6. The commencement of the procurement of delivery partners/contractors for sites that have achieved planning permissions and are considered to be contributing towards a viable development programme.

7. Appointment of contractors to deliver approved schemes.

8. Financial appraisals and the use of the following sources of funding for the development of individual sites within the Council's Housebuilding Programme:

- (a) The agreed Housing Capital Programme Budget for the Housebuilding Programme;
- (b) Capital receipts made available through the Council's Agreement with the Ministry of Housing, Communities and Local Government allowing the use of Receipts from additional Right to Buy (RTB) sales as a result of the Government's increase in the maximum RTB discount to be spent on House Building;
- (c) Financial contributions received from developers or other sources for the provision of Affordable housing within the borough, in lieu of on-site affordable housing provision, in compliance with Section 106 Planning Agreements; and other eligible grant from new sources
- (d) Grant funding received from Homes England (HE)
- (e) Development support income generated through private sale homes, land disposals and shared ownership homes on schemes and land identified in the programme.

9. The progress with the Council's Housebuilding Programme; and expenditure on the Housing Capital Programme Budget for the Council's Housebuilding Programme,

ensuring the use (within the required Deadlines) of the capital receipts made available through the Council's Agreement with the Ministry of Housing, Communities and Local Government allowing the use of receipts from additional Right to Buy (RTB) sales as a result of the Government's increase in the maximum RTB Discount to be spent on house building.

10. Applications to HE (or any successor body) to obtain Investment Partner Status (or similar), in order to enable the Council to seek funding from HE, and to approve funding bids to HE for development within the Council House Building Programme.

11. The future use of any potential development site previously identified by either the Committee or Cabinet as having possible development potential for Council House Building where it either does not gain planning consent, is deemed inappropriate to develop by the Committee for whatever reason or where the development appraisal identifies that the site is economically undevelopable.

12. The names of developments undertaken through the Council House Building Programme, following consultation with Ward Members.

13. The name of the Council's wholly owned Housing Development Company [WOC].

14. The annual summary and accounts of the WOC's performance against key performance measures

15. The annual revised versions of the first Business Plan produced by the WOC, and any subsequent Business Plans for additional housing schemes, and to make recommendations to Cabinet in relation to them.

16. Requests from the WOC to acquire any property or otherwise trade outside the Council's administrative area and to make recommendations to Cabinet in relation to them.

REGENERATION

17. Projects relating to Stevenage Central Framework, and any further opportunities or schemes that will support the strategic vision for the regeneration of Stevenage Town Centre.

18. The communication and marketing strategy for the regeneration of the town and consultation and engagement arrangements for different regeneration schemes.

19. Commencement of procurement of delivery partners/ contractors for schemes that are considered to be contributing to the vision for the town centre.

20. The progress within the Council's overall regeneration programme; including project progress, future planning and commissioning of projects, funding options and future bidding rounds.

21. Schemes being progressed via Development Partnerships or joint ventures with commercial partners and individual scheme concepts or schemes to be brought forward through these commercial arrangements.

22. The annual report regarding the Queensway regeneration scheme from the Queensway LLP (“the LLP”), consider and approve the LLP’s Business Plan and hold the Council’s officer representatives on the LLP to account for delivery of the Business Plan. To authorise an operational expenditure cap of up to £100k per annum for LLP spend which is supplementary to the agreed Business Plan. To receive a regular progress report from the Council’s officer representatives on the LLP and delegate the signing off of LLP accounts, appointment of auditors and change of representatives to the Chief Executive having consulted with the Portfolio Holder for Environment and Regeneration.

23. Bidding opportunities which will aid delivery of the Stevenage Central Framework vision for the town centre.

24. Additional strategies and concepts which will support the regeneration of Stevenage Town Centre.

Commercial and Investment Working Group

Membership: Portfolio Holder for Resources
4 other Cabinet Members

To advise and make recommendations to the Cabinet on the following -

1. New income streams and commercial business cases (including those that are key decisions).
2. Financial resources where necessary to progress commercial projects.
3. Individual Schemes within the Programme.
4. The development of new opportunities through establishing a risk appetite that stimulates the evaluation of new emerging markets and opportunities.
5. Documents relating to the Co-operative Commercial and Insourcing Strategy and regularly review the Strategy.
6. The delivery of approved business cases and all aspects of the Co-operative Commercial and Insourcing Strategy.
7. Strategic leadership to build a robust commercial culture.
8. Key performance indicators of all income generating functions.

9. Key commercial arrangements including contracts, contract and performance management processes and major service developments and track the progress of such developments.

Housing Working Group

Membership: Portfolio Holder for Housing & Housing Development
2 other Cabinet Members

1. To provide strategic oversight of Council Housing Management Services and Roles.
2. To support the ongoing improvement and delivery of services to residents.
3. To review, monitor and scrutinise on a regular basis:-
 - a. Housing Service Performance data including (Tenant Satisfaction Measures)
 - b. Complaint Handling
 - c. Regulatory Compliance
 - d. Housing Risk Management
 - e. Health and Safety across all housing services
 - f. Resident Engagement
 - g. HRA Business Planning
4. To consider and review relevant strategies, policies and processes to help deliver clarity and structure to improve service delivery.
5. To consider and respond to feedback from residents as part of the Council's emerging Resident Engagement Strategy
6. To undertake detailed reviews of key services, considering performance, service standards, feedback, learning and improvements.
7. To provide challenge, drive learning and improvement, ensure the voice of residents is heard and acted upon and to ensure that regulatory and Statutory standards are understood and achieved.

Stevenage, North Herts., East Herts. and Hertsmere Joint CCTV Committee

SBC Membership: Lead Member - Portfolio Holder for Community, Community Safety and Equalities (serving as Chair when appropriate) and two Members of the Cabinet

Quorum - four Members (one from each constituent Authority)

Terms of Reference -

1. To agree the strategy and policy relating to the jointly operated CCTV Control and Monitoring service.
2. To receive the CCTV Annual Report, Independent Inspector's Report and other relevant reports.
3. To deal with all matters defined under the code of practice as the responsibility of the Executive Board.
4. To consider expansion and contraction proposals for the control room monitoring service.
5. To consider and agree minor changes to the Code of Practice.
6. To consider and recommend significant changes in the Code of Practice.
7. To ensure that the Independent Inspection regime is set up and maintained.
8. To consider complaints regarding breaches of the Code of Practice and recommendations for disciplinary action and actions, or changes to prevent reoccurrence.
9. To deal with any matters as identified under the Joint Agreement as requiring the actions of the Executive Board; in particular:
 - To require reports from the Authorising Officer on management and operational matters
 - To consider matters referred to the Authorising Officer under the Joint Agreement disputes procedure
 - To consider proposals to incur additional control and monitoring room cost as a result of expansion within the allocated camera expansion capacity of one party.
10. To make recommendations on any of the above to the Officer Management Board.

Stevenage and East Herts. Joint Executive Revenues and Benefits Shared Service Committee

SBC Membership: Lead Member – Portfolio Holder for Resources (serving as Chairman when appropriate) and the Portfolio Holders for Housing, Health and Older people and one other.

Quorum - three Members (at least one from each constituent Authority)

Terms of Reference -

1. To approve the annual Service Plan for the Share Revenues and Benefits Service.
2. To receive explanations of variances in service performance against the agreed Service Plan.
3. To approve the budget of the Shared Service and where so delegated determine requested virements within that budget.
4. To give initial consideration to future development of the Shared Service and any changes in legislation that may affect service delivery and make recommendations thereon to the Cabinet or Officers.
5. Where it is considered appropriate, report to the Cabinets/Executives of the Constituent Councils.

East Herts Council and Stevenage Borough Council Joint Information Communication Technology Committee

Purpose

This is a joint committee of the Cabinets/Executives of Stevenage Borough and East Hertfordshire District Councils, under the provisions of section 101 of the Local Government Act 1972 and 9EB of the Local Government Act 2000 all regulations made thereunder.

The terms of reference of the committee are as follows:

- a) To recommend the ICT Strategy to the constituent Councils;
- b) To approve the annual service plan for the Shared ICT Service;
- c) To receive explanations of variances in service performance against the agreed service plan;
- d) To approve the expenditure within the budget of the shared service and where so delegated determine requested virements within that budget;
- e) To give initial consideration to future development of the shared service and any changes in legislation that may affect service delivery and make recommendations thereon to the Executive or officers; and
- f) Where it is considered appropriate, provide reports to the constituent councils.

Constitution of the Committee

The Joint Information Communication Technology Committee is constituted as a joint committee of the partner councils. Each partner council shall nominate three elected Members to the Committee. It shall be for each partner council to determine the mechanism for making these appointments.

Quorum

The quorum of a meeting of the Joint Committee will be three elected members, with at least one from each council.

Chairman

The Joint Committee shall at its first meeting each year, elect one of its Members to be Chair and one of its Members to be Vice- Chair, with the chair from one Council and the Vice Chair from the other. These positions shall be rotated annually. The Chair and Vice-Chair shall, unless they resign or cease to be Members of the Joint Committee, continue in office until their successors have been appointed.

Voting

A matter can only be passed by the Joint Committee if no fewer than half of the Members present from each authority vote in favour.

Administration

The Access to Information Rules (as set out in the Constitutions of the constituent councils) to apply to all meetings.

Each constituent council will act as host for the meeting in alternate years and the hosting council will ensure the convening those meetings, distributing the agenda, clerking the meetings and producing the minutes.

Meetings to be held, as a minimum, in January (service planning for coming year) and October for budgets and mid-year service plan review. Should the Committee deem it appropriate, for example to respond to a new regulatory duty or service, or to consider the response to a significant performance issue, additional meetings may be held. Constituent councils are to liaise to confirm mutually suitable times/dates.

Review

The constituent councils will review the Joint Committee's terms of reference annually.

APPENDIX M

Members Calendar May 2026 - April 2027

	Committee	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May
1	Council	21		22			14		16	28	24			27
2	Cabinet		10	15	5	9	7	18	9	13	10	10	7	
3	Planning & Development		4 & 30		4	8	8	3	1	12	11		13	
4	Audit		2			16		11			2	23		
5	Overview and Scrutiny		16	21	11	15	13	25	15	19	15	16	14	
6	Select Committees		15 & 24	14 & 23		7 & 22	6 & 21	9 & 17	10	6 & 26	3 & 25	18 & 24		
7	Standards													
8	Statement of Accounts							TBC						
9	General Purposes						22							
10	Joint Revenues and Benefits					24								
11	Joint ICT Committee					10					1			
12	Joint CCTV Executive		4											
13	Land, Development & Neighbourhood Working Group		26		7	18	30		11	22		5		
14	Regeneration Working Group		12	24		4	16	27		15	19			
15	Commercial & Investment Working Group			16				10						
16	Executive Housing Working Group			2 & 29		9	2	4	2	6	3	3 & 31		

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APPENDIX N

Amendments to the Constitution

PART 1

SUMMARY AND EXPLANATION

3. How the Council operates.

In the fourth paragraph amend “Deputy Leader” to “Deputy Leader(s)”

After paragraph 7 insert a ‘Definitions’ the following wording to be inserted:-

Definitions

1972 Act	Means the Local Government Act 1972
1989 Act	Means the Local Government and Housing Act 1989
2000 Act	Menas the Local Government Act 2000
Best Value	The duty, which Part I of the Local Government Act 1999 places on local authorities, to secure improvement n the way in which functions are exercised, having regard to a combination of economy, efficiency and effectiveness as implemented by the council.
Budget	The revenue and capital budget in any one year
Cabinet	The decision-making body of the Council with responsibility for Executive functions, as defined in the 2000 Act.
Cabinet Member	Those elected Members appointed to the Cabinet by the Leader
Call-in	The process by which Scrutiny Members may challenge or require further information on a Cabinet decision.
Chair of Committee	The elected Chair or in his or her absence, the Vice Chair. The term may also apply to an elected Member elected to preside in the absence of the Chair and Vice Chair.
Clear Working Days	Excludes Saturday, Sunday, Bank and Public Holidays where relevant, the day of despatch of an agenda, summons or notice where relevant, the day of the meeting.
Committee	Means any Committee, Sub Committee, Panel, Working Party or Board, formally established, whether or not it includes co-opted Members, unless otherwise indicated
Confidential Information	As defined in Section 100A(3) of the Local Government Act 1972, this covers information provided to the council by a Government department on terms, which prohibit its disclosure and information, which the council is prohibited from disclosing by statute or by court order (See Part 4b Access to Information).
Cabinet Member	Those elected Members appointed to the Cabinet by the Leader
Constitution	The document describing the decision-making arrangements for the council, together with the detailed rules and procedures for the operation of the decision-making arrangements.

Council	The principal decision maker
Declaration of interests	The requirement for Members to give notice of their interests in matters related to an item under consideration (see also Disclosable Pecuniary Interests and Non-Pecuniary Interests).
Delegated Powers	The description of the level of authority delegated to a committee, sub-committee, panel Cabinet Member or Officer
Deputy Leader(s) of the Council	The Member(s) appointed by the Leader as Deputy Leader(s) for a four year term.
Disclosable Pecuniary Interest	The requirement for Members to register and declare any financial or beneficial interests as defined in Part 5a – Member Code of Conduct – June 2025.
Dispensation	Reference to ‘dispensation’ in Part 5a-Members Code of Conduct means under section 33 of the Localism Act 2011.
Employee Code of Conduct	The Code adopted by the Council which describes the conduct required of his Officers.
Exempt information	As defined by Section 100(1) of the Local Government Act 1972, this includes a number of different categories of information, under which council is entitled to withhold certain reports from the public (see Part 4b – Access to Information Procedure Rules)
Extraordinary Meeting	A meeting of the Council convened for specific purposes
Financial Procedure Rules	The council’s financial regulations incorporated with the Constitution (see Part 4f – Financial Regulations),
Forward Plan	The published document which provides the statutory notice of the intention by the Executive, an Executive Member or an Officer
Group Leader	The Member identified by a political group as its leader by notice in writing
Head of Paid Service	The Officer designated as such under Section 4 of the Local Government and Housing Act 1989 (see Article 10)
Honorary Freeman of the Borough	A person of distinction and person who has in the opinion of the Council, rendered eminent services to the City, Borough or Royal Boroughs as permitted by the 1972 Act.
Honorary Alderman	A persons who has, in the opinion of the Council, rendered eminent services as past members but who are no longer serving.
Key Decision	As defined by the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulation 2012, the most significant decisions to be taken by the Executive. A more specific decision can be found at Article 11 – Decision Making.
Leader of the Council	The elected Member elected by Council as leader for a four year term.
Local Choice Functions	As detailed in Part 3of the Constitution, the description of responsibility for local choice functions under Section 13(3)(b) of the Local

	Government Act 2000 to the Council, the Executive, regulatory committees and Officers.
Mayor	The Member elected by the Council annually to preside over meetings of the Council and to act as the ceremonial head of the Council.
Member	An elected councillor (also referred to as a Councillor) of the Council or of a Committee as appropriate. It includes the co-opted Members of the Committee.
Members' Allowances Scheme	The scheme approved by Council on recommendation from the independent remuneration panel for the payment of allowances to Members (See Part 6)
Members' Code of Conduct	The Code adopted by the Council which describes the conduct required of elected Members of the Council (see Part 5a)
Monitoring Officer	The Officer designated as such under Section 5 of the Local Government and Housing Act 1989 or his/her deputy (see Article para 10.4)
Non-Key Decisions	Executive decisions taken by the Cabinet, Cabinet Committees, Executive Members and Officers on less significant matters in accordance with the specified procedure.
Non-Pecuniary Interests	The requirement for Members to register and declare any non-financial interests as defined in Part 5a.
Notice in Writing	Includes notice sent by post or email.
Officers	Employees of the council
Ordinary Meeting	Means a meeting of the Council, Cabinet or Committee, as the case may be which is included in the calendar or meetings approved by the Council except the Annual Meeting of the Council,
Policy Framework	The plans and strategies which together make up the overarching policy direction determined by the Council (see Article 4.1 Meanings)
Political Group	As defined in the Local Government (Committees and Political Groups) Regulations 1990, any group of at least two Members who have notified the Head of Paid Service in writing that they wish to be treated as a political group.
Portfolio Holder	Otherwise known as Executive Members, those Elected Members appointed to the Executive with defined areas of responsibility called portfolios.
Proper Officer	An officer of the council who is appointed (usually in the constitution or by resolution) to perform specific statutory duties on behalf of the authority.
Quasi-Judicial	A process of decision-making which is similar to a court of law, in that each party with an interest in the matter under consideration has an opportunity to make their case, following which a decision on the facts and representation is made.
Quorum	The minimum number of Members required to be present for a meeting to be properly convened.

Regulatory Committees	Those Committees of the Council falling outside the executive arrangements that are charged with regulatory functions, such as development management, licensing, etc.
Scrutiny	A process of holding the Executive to account.
Section 151 Officer	The Officer designated as such under Section 151 of the Local Government Act 1972 (see Section 11).
Senior Officer	Means an officer employed by the Council on Senior Officer Salary Scale or above.
Standing Order	Means the Standing Orders (in Part 4) and any reference to a particular numbered Standing Order will be construed accordingly.
Terms of Reference	The description of what a committee, sub committee or panel may concern itself with.
Urgent Matter	Means a matter which is to be considered at a meeting of the Council, the Cabinet, a Committee or a Sub Committee by virtue of S.100B(4)(b) of the 1972 Act.
Year	Means a municipal year running from one Annual Meeting of the Council until the next , unless a calendar year or a year commencing on any other date is specified.

PART 2

Articles

ARTICLE 4 – THE COUNCIL

4.2 Functions of the Council

Amend paragraph k by deleting and replace with: -

k. the ratification of the appointment or notice of dismissal to the Head of Paid Service, Section 151 Officer, Monitoring Officer (via a Committee of the Council), Strategic Directors, the Council’s Electoral Registration Officer, Deputy Electoral Registration Officer and Returning Officer.

ARTICLE 7 – THE EXECUTIVE

Amend paragraph 7.5 The Deputy Leader by deleting and replacing as follows:

7.5 The Deputy Leader(s)

The Leader appoints a Deputy Leader(s) from the Cabinet Members whose term of office will be the same as the Leader’s save that the Leader can replace the Deputy or Deputies at any time. The Deputy Leader(s) will exercise all the powers of the Leader in her/his absence.

ARTICLE 10 – OFFICERS

10.3 Officer structure

Remove “Assistant Director” and replace with “Director (Planning & Regulation)”

PART 3

RESPONSIBILITY FOR FUNCTIONS

2.5 Planning & Development Committee – Quorum 4

iii. Remove the word “Assistant”

Amend **2.11.2 Housing Development and Regeneration Working Group – Quorum 3**
to:-

2.11.2 Housing Development Working Group and Regeneration Working Group

Deleting the following:-

Membership: Chair - Leader of the Council

Portfolio Holder for Housing, Health and Older People

Portfolio Holder for Resources

Portfolio Holder for Environment and Regeneration

Portfolio Holder for Neighbourhoods & Co-operative Council

Amending “HOUSING DEVELOPMENT” to “HOUSING DEVELOPMENT WORKING GROUP” and “REGENERATION” to “REGENERATION WORKING GROUP”

3.2 Executive Portfolio

After the paragraph: -

The Leader allocates broad areas of its responsibilities and functions to individual Members who serve on the Executive. The Leader may allocate a portfolio area to be shared (joint portfolio) between two Cabinet Members, in which case, it remains a single portfolio and the allowance is shared between the Cabinet Members. These areas of responsibility are called ‘Executive Portfolios’ and are decided by the Leader:

Add:-

Delete from CULTURE. LEISUE & INFORMAITON to the end of RESOURCES AND TRANSFORMATION inclusively.

4.4 Council Functions

- a. Remove the word “Assistant”
- e. Remove the word “Assistant”
- f. Remove the word “Assistant”
- g. Remove the word “Assistant”

Delete in its entirety -

APPENDIX A

EXECUTIVE, COMMITTEES AND SUB-COMMITTEES-MEMBERSHIP

PART 4

RULES OF PROCEDURE

Delete the following:-

(i) Definitions

and

All of DEFINITIONS sections inclusively.

Part 4f – Financial Regulations

Remove all references to “Assistant Director” and replace with “Director”.

Part 4g – Contract Procedure Rules

Remove all references to “Assistant Director” and replace with “Director”.

Part 4h – Officer Employment Procedure Rules

Remove all references to “Assistant Director” and replace with “Director”.

Part 5a -Member Code of Conduct

Amend paragraph 4 to read:

4. Where a matter arises at a meeting which directly relates to one of your Disclosable Pecuniary Interests as set out in Table 1, you must disclose the interest, not participate in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation (see Appendix C) .

If it is a 'sensitive interest', you do not have to disclose the nature of the interest, just that you have an interest. Dispensation may be granted in limited circumstances, to enable you to participate and vote on a matter in which you have a disclosable pecuniary interest.

Add “Appendix C – Dispensations”

If you would like the authority to consider granting you a dispensation where you have a DPI or other Interest, you must make a prior written request to the Monitoring Officer. The grounds under which such an application will be considered are detailed below:

Dispensation grounds

A dispensation may be granted only if, after having had regard to all relevant circumstances, the Standards Committee considers that—

a) without the dispensation the number of Councillors prohibited from participating in any particular business, would be so great a proportion of the body transacting the business, as to impede the transaction of the business;

b) without the dispensation the representation of different political groups on the body transacting any particular business would be so upset as to alter the likely outcome of any vote relating to the business;

c) granting the dispensation is in the interests of persons living in the authority's area;

d) without the dispensation each member of the authority's executive would be prohibited from participating in any particular business to be transacted by the authority's executive, or

e) considers that it is otherwise appropriate to grant a dispensation

A dispensation must specify the period for which it has effect, and the period specified may not exceed four years.”

Part 5b – Protocol for Relationships between Officers and Members.

Remove all references to “Assistant Director” and replace with “Director”.

Employee Code of Conduct

Remove all references to “Assistant Director” and replace with “Director”.

EXECUTIVE BODIES

Appeals, Grievances and Litigation Committee

Councillors - L Rossati
 R Broom
 N Chowdhury

Land, Development and Neighbourhood Working Group

Councillors - Richard Henry
 T Plater
 C De Freitas
 M Arceno
 L Rossati

Regeneration Working Group

Councillors - Richard Henry
 L Rossati
 T Plater
 M Arceno

Commercial and Investment Working Group

Councillors - Richard Henry
 T Plater
 C De Freitas
 M Arceno

Housing Working Group

Councillors - L Rossati (Chair)
 Richard Henry
 T Plater
 C De Freitas

Stevenage, North Herts., East Herts. and Hertsmere Joint CCTV Committee

Councillors - M Arceno
 R Broom
 N Chowdhury

Stevenage and East Herts. Joint Executive Revenues and Benefits Shared Service Committee

Councillors - C De Freitas
T Plater
L Rossati

Substitute - R Broom

ICT Joint Executive Committee

Councillors - C De Freitas
T Plater
L Rossati

10. APPOINTMENT OF COMMITTEES/PANELS OF THE COUNCIL

Where no Vice-Chair is shown they will be appointed at the first meeting of the Committee.

Overview and Scrutiny Committee

13 Members (7-3-2-1)

Councillors – E Plater (Chair)
M Hurst, CC (Vice-Chair)
P Bibby
L Brady
J Brown
J Bullock
P Clark
J Hollywell
A McGuinness
C Parris
R Rands
J Woods
T Wren

Community Select Committee

11 Members (6-3-2-0):

Councillors - J Brown (Chair)
Rob Henry (Vice-Chair)
J Ashley-Wren
L Guy
J Hollywell
M Hurst, CC
D Kehoe
J Marvell
L Morrell Phillips
N Williams
J Woods

Environment & Economy Select Committee

11 Members (6-3-2-0):

Councillors - L Brady (Chair)
P Wilkins (Vice-Chair)
D Bainbridge, CC
J Bainbridge, CC
J Blackwood
J Brown
J Marvell
C Parris
G Spencer
N Williams
J Woods

Planning & Development Committee

13 Members (7-3-2-1)

Councillors - C Parris (Chair)
N Williams (Vice-Chair)
J Ashley-Wren
D Bainbridge, CC
F Chowdhury
P Clark
L Guy
J Hanafin
Rob Henry
J Hollywell
E Plater
P Wilkins
(Vacant)

Substitutes - M Arceno
J Blackwood
C De Freitas
A McGuinness
L Morrell Phillips
W Rouse, CC
T Wren

Licensing Committee

13 Members (7-4-2-0)

Councillors - L Martin-Haugh (Chair)
P Clark (Vice-Chair)
L Guy
Rob Henry
J Hanafin
J Hollywell
M Hurst, CC
D Kehoe
J Marvell
A McGuinness
C Parris
R Rands
G Spencer

Substitutes J Bainbridge, CC
J Blackwood
J Bullock
L Rossati
W Rouse, CC

General Purposes Committee

13 Members (7-4-2-0)

Councillors - L Martin-Haugh (Chair)
P Clark (Vice-Chair)
L Guy
Rob Henry
J Hanafin
J Hollywell
M Hurst, CC
D Kehoe
J Marvell
A McGuinness
C Parris
R Rands
G Spencer

Substitutes J Bainbridge, CC
J Blackwood
J Bullock
L Rossati
W Rouse, CC

Appointments Committee

7 Members (4-2-1-0)

Councillors - Richard Henry (Chair)
M Arceno
J Bullock
L Martin-Haugh
A McGuinness
L Morrell Phillips
L Rossati

Standards Committee

7 Members (4-1-1-1)

Councillors - L Martin Haugh (Chair)
C Parris (Vice-Chair)
P Bibby
R Broom
J Hollywell
L Morrell Phillips
T Wren

Independent Person who must be consulted on alleged breaches to the Code of Conduct – Dr. Robert Cawley

Audit Committee

9 Elected Members (5-2-1-1) + 1 Independent Co-opted Member (S Uddin)

Councillors – F Chowdhury (Chair)
D Kehoe (Vice-Chair)
J Bullock
L Brady
C De Freitas
S Mead
L Morrell Phillips
G Spencer
P Wilkins

Statement of Accounts Committee

7 Members (4-2-1-0)

Councillors - T Plater (Chair)
M Arceno
J Blackwood
N Chowdhury
R Parker, CC
L Rossati
W Rouse, CC

Joint Consultative Committee (JCC) (Employer Side)

3 Members (2-1-0-0)

Councillors - T Plater (Chair)
D Bainbridge, CC
J Brown

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APPOINTMENTS TO OUTSIDE BODIES 2026/27

Appointments by Position

ORGANISATION	Position
Co-operative Councils Innovation Network	Portfolio Holder Economy, Skills, Tenancy Involvement and Children
Council for the Protection of Rural England The Hertfordshire Society	Portfolio Holder Environment, Transport and Planning
District Council's Network	The Leader of the Council
East Coast Mainline Authorities (ECMA) Consortium	Portfolio Holder Environment, Transport and Planning
Local Government East	The Leader of the Council
East of England Regional Planning	Portfolio Holder Environment, Transport and Planning or Chair of Planning and Development Committee
Herts Waste Management Partnership	Portfolio Holder Environment, Transport and Planning or Chair of Planning and Development Committee
Hertfordshire Growth Board	The Leader of the Council
Hertfordshire Infrastructure Development Board	The Leader of the Council
Hertfordshire Infrastructure Planning and Policy Group	Portfolio Holder Environment, Transport and Planning or Chair of Planning and Development Committee
Hertfordshire Local Authorities Leaders Group	The Leader of the Council
Hertfordshire Futures	The Leader of the Council
Hertfordshire Climate Change and Sustainability Partnership	Portfolio Holder Environment, Transport and Planning
Leisure Programme Board	Portfolio Holder Culture, Leisure, Wellbeing and Older People
Local Government Association	The Leader of the Council
So Safe Partnership	Portfolio Holder Stronger Communities and Equalities
Stevenage Community Safety Partnership	Portfolio Holder Stronger Communities and Equalities
Stevenage Development Board	Leader and Co-Deputy Leaders of the Council
UK Innovation Corridor	The Leader of the Council

Outside Bodies 2026/27 receiving funding/rent in kind or use of SBC Building

ORGANISATION	No of Councillors	Councillor 2026/27
Age Concern Stevenage	1	Myla Arceno
Bedwell Community Association	1	Ellie Plater
Chells Manor Community Association	1	Andy McGuinness
Crossroads Care	1	Forhad Chowdhury
Douglas Drive Senior Citizens Association	1	Lloyd Briscoe (Mayor)
Home-Start Stevenage	1	Coleen De Freitas
Kadoma Link Association	3	Peter Clark Nigel Williams Julie Ashley-Wren
Living Room Project	1	Jackie Hollywell
Old Stevenage Community Association	1	Graham Spencer
Oval Community Association	1	Lloyd Briscoe (Mayor)
Pin Green Community Association	1	Tom Plater
Shephall Community Association	1	Rob Broom
St Nicholas Community Association	1	Matthew Hurst
Stevenage Citizens Advice Bureau	1	Rob Broom
Stevenage Community Trust	2	Jim Brown Myla Arceno
Stevenage Credit Union Limited	1	Tom Plater
SPRUSE	1	Lin Martin-Haugh
Stevenage/Autun/Ingelheim Association	2	Lorraine Rossati Nazmin Chowdhury
Stevenage World Forum For Ethnic Communities	2	Forhad Chowdhury Nazmin Chowdhury
Symonds Green Community Association	1	Jackie Hollywell
Timebridge Community Association	1	Jaysica Marvell

Other Outside Bodies

ORGANISATION	No of Councillors	Councillor 2026/27
HCC Health Scrutiny Committee	1	Jim Brown
Local Government Information Unit	1	Jim Brown
Luton Airport Consultative Committee	1	TBC

Champions

	No of Councillors	Councillor 2026/27
Carers	1	Forhad Chowdhury
Dementia	1	Myla Arceno
Mental Health	1	Lorraine Rossati
Armed Forces	1	Claire Parris

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