

STEVENAGE BOROUGH COUNCIL

**ANNUAL COUNCIL  
MINUTES**

Date: Wednesday, 23 May 2018

Time: 7.00pm

Place: Council Chamber

**Present:** The Mayor (2017/2018) Pam Stuart and Councillors Doug Bainbridge, Sandra Barr, Philip Bibby CC, Lloyd Briscoe, Rob Broom, Jim Brown, Howard Burrell, Laurie Chester, David Cullen, Michael Downing, James Fraser, Jody Hanafin, Roni Hearn, Richard Henry, Jackie Hollywell, Matthew Hurst, Lizzy Kelly, Graham Lawrence, John Lloyd, Mrs Joan Lloyd, Lin Martin-Haugh, Andy McGuinness, Maureen McKay, John Mead, Sarah Mead, Adam Mitchell CC, Margaret Notley, Robin Parker CC, Sarah-Jane Potter, Ralph Raynor, Graham Snell, Simon Speller, Sharon Taylor OBE CC, Jeannette Thomas and Tom Wren

**Start / End** Start Time: 7.00pm  
**Time:** End Time: 8.10pm

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

Apologies for absence were received from Councillors J Gardner, M Gardner, E Harrington and A Webb.

There were no declarations of interest.

**2 MINUTES - WEDNESDAY 28 FEBRUARY 2018**

It was **RESOLVED** that the Minutes of the Council meeting of 24 February 2018 are approved as a correct record and signed by the Mayor.

At this juncture, the outgoing Mayor informed Members that serving as a Mayor of Stevenage had been a privilege. She had carried out over 257 engagements and had met hardworking and supportive residents. Councillor Pam Stuart indicated that she was pleased to have raised the profile of her two charities - Homestart and the Betty Game Opportunities Trust.

The other highlights of the year were:

- Meeting the Irish Network and 'Give Back to Stevenage' groups
- Visit to the twin town of Ingelheim in Germany
- Attending the enthroning of the first Coptic Orthodox Archbishop of the new Diocese of London, His Eminence Archbishop Angaelos
- Attending the Holocaust Memorial Day in late January
- Attending the installation ceremony for the new Lord Lieutenant and the High Sheriff's Justice Service at St Albans Abbey

- Civic celebration of Stevenage at Marriotts School

The outgoing Mayor thanked her consort (Tony), her daughters (Amanda and Kyrstin), Tracey Frost (Mayor's PA) and friends for their support.

The Leader of the Council thanked the outgoing Mayor for her two terms as Mayor and 28 years of service on the Council. Councillor Robin Parker CC expressed gratitude for Councillor Stuart's long service to the community.

### 3 **ELECTION OF MAYOR**

The Mayor asked for nominations for the Office of Mayor for 2018/19.

Councillor S Taylor OBE CC nominated Councillor M Notley for the Office of Mayor.

The nomination was seconded by Councillor P Bibby CC.

There being no other nominations a vote was taken and it was **RESOLVED** that Councillor M Notley be elected as Mayor for the 2018/19 Municipal Year. Councillor Notley then made the statutory declaration of office.

The Mayor announced that Councillor Laurie Chester would be the Mayoress for 2018/19. She also announced that her charities for the year would be Carers in Hertfordshire, Tracks Autism and Stevenage District Scouts.

### 4 **ELECTION OF DEPUTY MAYOR**

It was moved and seconded that Councillor S Speller be appointed as Deputy Mayor for the 2018/19 Municipal Year.

There being no other nominations a vote was taken and it was **RESOLVED** that Councillor S Speller be appointed Deputy Mayor for the 2018/19 Municipal Year.

Councillor Speller then made the statutory declaration of acceptance of office.

The Deputy Mayor announced that Bridy Speller would be his Deputy Mayoress for the 2018/19 Municipal Year.

### 5 **APPOINTMENT OF YOUTH MAYOR**

The Mayor thanked the outgoing Youth Mayor, Santino de Freitas, for his work as a representative for the young people of Stevenage and as an ambassador for the town.

Santino de Freitas then made a short speech in which he said that he had enjoyed his time as Youth Mayor. The outgoing Youth Mayor informed Members that highlights of his term included a visit to the twin town of Ingelheim and initiatives to raise mental health awareness among young people. He thanked those that had helped him throughout the year and concluded by saying that he had been impressed by the levels of contribution by young people to issues that affected them.

Councillor Richard Henry thanked the outgoing Youth Mayor for his work. He informed Members that he was proud that Stevenage had an active Youth Council and had appointed Youth Mayors for the past six years. The Leader congratulated the Youth Council for organising the Youth Mayor elections. Members were informed that Stevenage was the only authority in Hertfordshire that had a Youth Mayor.

Council was informed that following an election the Youth Council had nominated Ugonna Umunnakwe as the 2018/2019 Youth Mayor.

It was moved, seconded and **RESOLVED** that Ugonna Umunnakwe be elected as Youth Mayor for the 2018/2019 Municipal Year.

In his acceptance speech the Youth Mayor stated that he was grateful to be offered the opportunity to represent the young people of the town and he thanked those that had supported him during his campaign. He added that he would focus on education, crime prevention awareness and enabling young people to make informed decisions.

## 6 **BOROUGH COUNCIL ELECTIONS 2018**

Council considered a report that detailed the results of the Borough Council Elections that were held on 3 May 2018.

The Leader thanked Scott Crudginton, Luke Fattorusso and the staff involved in the elections and welcomed new and re-elected Councillors to the Chamber.

It was moved, seconded and **RESOLVED** that the results of the Stevenage Borough Council Elections 2018 be noted.

## 7 **APPOINTMENT OF LEADER AND DEPUTY LEADER OF THE OPPOSITION**

The Chief Executive advised the Council that the Leader of the Opposition would be Councillor J Fraser and that Councillor P Bibby CC would be his deputy.

## 8 **APPOINTMENT OF LEADERS AND DEPUTY LEADERS OF THE POLITICAL GROUPS ON THE COUNCIL**

The Chief Executive advised the Council that Councillors S Taylor OBE CC, J Fraser and R Parker CC had been appointed as Leaders of the Labour, Conservative and Liberal Democrat Groups respectively. It was noted that Councillors Mrs J Lloyd, P Bibby CC and A McGuinness would be Deputy Leaders of the Labour, Conservative and Liberal Democrat Groups respectively.

## 9 **CONSTITUTIONAL ISSUES**

Council had before it a report relating to the Member level decision making structure of the Council and the Council's Constitution for the 2018/2019 Municipal Year which had been circulated on the Supplementary Agenda.

The Leader of the Council clarified that Reports of each Scrutiny Body would be submitted to the Council for noting only (paragraph 4.19) and reference to the Leader being having the opportunity to respond should be deleted.

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 to be agreed in accordance with the rules of proportionality, where appropriate, for 94 of the Committee places, be approved for the following bodies that form the non-Executive Member level decision making structure of the Council:
  - Overview and Scrutiny Committee\* (Appendix A) – 14 Members (9 Labour Group, 4 Conservative Group, 1 Liberal Democrat Group)
  - Community Select Committee\* (Appendix B) – 10 Members ( 7 Labour Group, 2 Conservative Group, 1 Liberal Democrat Group)
  - Environment and Economy Select Committee\* (Appendix C) – 11 Members (7 Labour Group, 3 Conservative Group, 1 Liberal Democrat Group)
  - Planning & Development Committee\* (Appendix D) – 13 Members (8 Labour Group, 4 Conservative Group, 1 Liberal Democrat Group)
  - Licensing Committee (Appendix E) – 14 Members (8 Labour Group, 5 Conservative Group, 1 Liberal Democrat Group)
  - General Purposes Committee\* (Appendix F) – 14 Members (8 Labour Group, 5 Conservative Group, 1 Liberal Democrat Group)
  - Appointments Committee\* (Appendix G) - 8 Members (6 Labour Group, 1 Conservative Group, 1 Liberal Democrat Group)
  - Standards Committee\* (Appendix H) – 8 Members (6 Labour Group, 1 Conservative Group, 1 Liberal Democrat Group)
  - Audit Committee\* (Appendix I) – 8 Members (6 Labour Group, 1 Conservative Group, 1 Liberal Democrat Group) + 1 Co-opted non-elected member
  - Statement of Accounts Committee\* (Appendix J) – 8 Members (6 Labour Group, 1 Conservative Group, 1 Liberal Democrat Group)

\*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. That the composition of the Executive and the Portfolios, details of which to be circulated at the meeting, be noted.
3. That the various Executive bodies appointed by the Leader, details of which to be circulated at the meeting be noted. The relevant Terms of Reference for each body are shown at Appendix K.
4. That Council approves the dates for Council meetings for the Municipal Year, as shown at paragraph 4.7 and notes the draft dates for other meetings as shown at Appendix L.
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 Council places on record its thanks to Brian Mitchell who has served as the Independent person on the Audit Committee since it was established in 2006. The appointment of the new independent person to serve on the Committee will be reported to Council in July.
8. That the proposed change to the Budget & Policy Framework Rules of the Council's Constitution, as set out in paragraph 4.13 – 4.1.5 be approved.
9. That the proposed additional delegations from the Planning & Development Committee to the Assistant Director (Planning & Regulatory) as set out in paragraphs 4.16 – 4.17 be approved.
10. That Standing Orders for Ordinary meetings of the Council be amended to include provision for the Chairs of Scrutiny Committees to provide a verbal update on their Committees' activities since the last ordinary meeting (up to 5 minutes per Chair).
11. That it be noted that the Leader has extended a standing invitation to Chairs of Scrutiny Committees to attend meetings of the Executive to present Minutes of their meetings when they appear on agendas.
12. That Members note the proposed arrangements for Executive Portfolio Holder Policy Advisory Groups to seek guidance and comment from relevant Scrutiny Members on policy proposals to be considered by the Executive (paragraphs 4.21 – 4.23 refers).
13. That the Executive and members of Executive Bodies are appointed for the 2018/19 Municipal Year as follows:

## **PORTFOLIOS**

Deputy Leader and Resources - Councillor Mrs J Lloyd

Neighbourhoods and Co-operative Working - Councillor R Broom

Environment and Regeneration - Councillor J Gardner

Children, Young people and Leisure - Councillor R Henry

Communities, Community Safety and Equalities - Councillor Hollywell

Economy, Enterprise and Transport - Councillor R Raynor

Housing, Health and Older People - Councillor J Thomas

## **EXECUTIVE BODIES**

JOINT CONSULTATIVE COMMITTEE (JCC) (EMPLOYER SIDE)

Councillors - Mrs J Lloyd (Employer Side Chairman), J Gardner, R Raynor and J Thomas.

APPEALS, GRIEVANCES AND LITIGATION COMMITTEE

Councillors - Mrs J Lloyd (Chairman), J Gardner, R Raynor and S Taylor OBE CC.

HOUSING DEVELOPMENT EXECUTIVE COMMITTEE

Councillors - J Thomas (Chair), R Broom, J Gardner, Mrs J Lloyd and S Taylor OBE CC.

STEVENAGE, NORTH HERTS., EAST HERTS. AND HERTSMERE JOINT CCTV COMMITTEE

Councillors - J Hollywell (Chair – when appropriate), Mrs J Lloyd and R Henry.

STEVENAGE AND EAST HERTS. JOINT EXECUTIVE REVENUES AND BENEFITS SHARED SERVICE COMMITTEE

Councillors - Mrs J Lloyd (Chairman – when appropriate), J Thomas, R Raynor and (J Hollywell – substitute)

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## **APPOINTMENTS TO COMMITTEES OF THE COUNCIL**

Details of the individuals nominated to serve on each Committee had been circulated at the meeting.

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

1. That the membership of Committees, together with the Chairs and Vice Chairs where detailed, are appointed for the 2018/19 Municipal Year as follows:

## OVERVIEW AND SCRUTINY COMMITTEE

14 Members (9-4-1)

Councillors – L Martin-Haugh (Chair), P Bibby CC (Vice-Chair), S Barr, J Brown, M Downing, J Fraser, J Hanafin, M Gardner, L Kelly, J Mead, S Mead, A Mitchell CC, R Parker CC and S-J Potter

## COMMUNITY SELECT COMMITTEE

10 Members (7-2-1):

Councillors – S Mead (Chair), A Mitchell CC (Vice-Chair), S Barr, J Brown, E Harrington, R Hearn, J Mead, S-J Potter, S Speller and T Wren

## ENVIRONMENT AND ECONOMY SELECT COMMITTEE

11 Members (7-3-1):

Councillors – M Downing (Chair), M Hurst (Vice-Chair), L Briscoe, J Brown, D Cullen, J Fraser, L Kelly, A McGuinness, A Mitchell CC, S-J Potter and S Speller.

## PLANNING AND DEVELOPMENT COMMITTEE

13 Members (8-4-1)

Councillors – D Cullen (Chair), D Bainbridge, L Briscoe, L Chester, J Fraser, M Gardner, J Hanafin, E Harrington, L Kelly, G Lawrence, J Lloyd, M McKay and G Snell.

## LICENSING COMMITTEE

14 Members (8-5-1)

Councillors – L Chester (Chair), D Bainbridge, S Barr, L Briscoe, M Downing, M Gardner, J Hanafin, R Hearn, M Hurst, E Harrington, G Lawrence, J Lloyd, M McKay and T Wren.

## GENERAL PURPOSES COMMITTEE

14 Members (8-5-1)

Councillors - L Chester (Chair), D Bainbridge, S Barr, L Briscoe, M Downing, M Gardner, J Hanafin, R Hearn, M Hurst, E Harrington, G Lawrence, J Lloyd, M McKay and T Wren.

## APPOINTMENTS COMMITTEE

8 Members (6-1-1)

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

## STANDARDS COMMITTEE

8 Members (6-1-1)

Councillors – Mrs J Lloyd (Chairman), S Barr, P Bibby CC, J Lloyd, A McGuinness, M McKay, J Mead and S-J Potter. Independent Person who must be consulted on alleged breaches to the Code of Conduct - Dr. Robert Cawley – until July 2020.

## AUDIT COMMITTEE

8 Elected Members (6 -1-1) + 1 Independent co-opted Member

Councillors – M McKay (Chair), H Burrell\*\*, L Chester, D Cullen, J Gardner, G Lawrence, J Lloyd and G Snell. Vacancy - Independent, non-elected Member.

\*\* - appointed after Annual Council

## STATEMENT OF ACCOUNTS COMMITTEE

8 Members (6-1-1)

Councillors – Mrs J Lloyd (Chairman), P Bibby CC, R Henry, J Mead, S Mead, R Raynor, J Thomas and T Wren.

2. That 5 Members be appointed to the Housing Management Board as agreed at Item 9, resolution 5, as follows:

5 Members (4 Majority Group, 1 Opposition Member)

Councillors – S Barr, P Bibby CC, L Kelly, L Martin-Haugh and S-J Potter.

## 11 APPOINTMENTS TO OUTSIDE BODIES

Council considered the list of individuals nominated to serve on Outside Bodies which had been circulated at the meeting.

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.

COUNCIL FOR THE PROTECTION OF RURAL ENGLAND THE  
HERTFORDSHIRE SOCIETY - Portfolio Holder Environment and Regeneration

EAST OF ENGLAND LOCAL GOVERNMENT ASSOCIATION - The Leader of the  
Council

EAST OF ENGLAND REGIONAL PLANNING - Portfolio Holder Environment and  
Regeneration

HCC JOINT WASTE MANAGEMENT GROUP - Portfolio Holder Environment and  
Regeneration

HERTFORDSHIRE INFRASTRUCTURE PLANNING AND POLICY GROUP -  
Portfolio Holder Environment and Regeneration

HERTFORDSHIRE LOCAL AUTHORITIES LEADERS GROUP - The Leader of the  
Council

HERTFORDSHIRE SUPPORTING PEOPLE COMMISSIONING BODY MEMBERS  
OVERVIEW GROUP - Portfolio Holder Housing, Health and Older People

HERTFORDSHIRE SUSTAINABILITY FORUM STEERING GROUP - Portfolio  
Holder Environment and Regeneration

LOCAL GOVERNMENT ASSOCIATION - The Leader of the Council

RESPONSIBLE AUTHORITY GROUP (COMMUNITY SAFETY) - Portfolio Holder  
Safer Communities, Older People and Health



SOSTEVENAGE PARTNERSHIP - The Leader of the Council and Deputy Leader

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

STEVENAGE LEISURE LIMITED (OBSERVER) - The Leader of the Council and  
Portfolio Holder Children Young People and Leisure

AGE CONCERN STEVENAGE - Councillor J Lloyd

BEDWELL COMMUNITY ASSOCIATION - Councillor L Harrington

BRAGBURY CENTRE - Councillor J Lloyd

CHELLS MANOR COMMUNITY ASSOCIATION - Councillor A McGuinness

DOUGLAS DRIVE SENIOR CITIZENS ASSOCIATION - Councillor J Lloyd

HOME-START STEVENAGE - Councillor J Gardner

KADOMA LINK ASSOCIATION – Councillors J Gardner and G Snell

LIVING ROOM PROJECT - Councillor J Hollywell

OLD STEVENAGE COMMUNITY ASSOCIATION – Councillor J Brown

OVAL COMMUNITY ASSOCIATION - Councillor L Briscoe

PIN GREEN COMMUNITY ASSOCIATION – Councillor J Thomas

SHEPHALL COMMUNITY ASSOCIATION - Councillor J Mead

ST NICHOLAS COMMUNITY ASSOCIATION – Councillor S Barr

STEVENAGE WOMEN'S RESOURCE CENTRE -Councillor Mrs J Lloyd

STEVENAGE CITIZENS ADVICE BUREAU – Councillor R Raynor

STEVENAGE COMMUNITY TRUST – Councillors R Henry and J Mead

STEVENAGE CREDIT UNION LIMITED - Councillor L Chester

STEVENAGE FURNITURE RECYCLING SCHEME - Councillor S-J Potter

STEVENAGE HAVEN - Councillor R Broom

STEVENAGE/AUTUN/INGELHEIM ASSOCIATION - Councillor R Henry and  
S Speller

STEVENAGE WORLD FORUM FOR ETHNIC COMMUNITIES - Councillor J Gardner

SYMONDS GREEN COMMUNITY ASSOCIATION - Councillor L Chester

TIMEBRIDGE COMMUNITY ASSOCIATION – Councillor J Hollywell

TURN THE TIDE – Councillor L Kelly

EAST OF ENGLAND LGA IMPROVEMENT AND EFFICIENCY PANEL – Councillor R Henry

HCC HEALTH SCRUTINY COMMITTEE - Councillor M McKay

LOCAL GOVERNMENT INFORMATION UNIT - Councillor M Downing

LUTON AIRPORT CONSULTATIVE COMMITTEE - Councillor J Gardner

STEVENAGE CONSOLIDATED CHARITIES (FOUR YEAR PERIOD) - Councillors R Raynor (to 2020), C Latif (to 2020), M McKay (to 2021) and J Mead (to 2021).

**MAYOR**