

TO APPOINT THE EXECUTIVE LEADER OF THE COUNCIL FOR A FOUR YEAR TERM

REPORT OF: DIRECTOR OF RESOURCES AND ORGANISATIONAL DEVELOPMENT
Contact Officer: Kevin Toogood, Assistant Director of Legal and Democratic Services
Email: kevin.toogood@midsussex.gov.uk Tel: 01444 477050
Wards Affected: All
Report to: Annual Council
24th May 2023

Purpose of Report

1. The purpose of this report is to provide background to the appointment of the Executive Leader of the Council for the period ending on the date of the Annual Meeting in 2027 in accordance with the requirements of the Constitution and the Local Government Act 1972.

Recommendations

2. **Council is recommended to:**
 - a) **To appoint the Executive Leader of the Council for a term of 4 years ending on the date of the Annual Meeting in 2027; and**
 - b) **Note the appointments to Cabinet positions and their portfolios.**
-

Background

3. The Executive Leader (“Leader”) will be a councillor elected to the position of Executive Leader by the Council at the First Annual Council Meeting; they hold office for four years or unless they:
 - a) resign from the office; or
 - b) are no longer a Councillor; or
 - c) are removed from office by resolution of the Council, provided that notice of any motion which would have the effect of removing them from office is delivered to the office of the Chief Executive not less than 10 clear days before the relevant Council meeting signed by at least 14 Councillors.
4. The Executive Leader is responsible for determining the Council’s executive arrangements, including the appointment of Cabinet members, their portfolio responsibilities and how the executive functions are exercised.
5. The Executive Leader must appoint a Deputy Leader who holds the office until the end of the Executive Leader’s term of office unless they resign from the office, are no longer a councillor or are removed from office by the Executive Leader.

The Role of the Executive Leader

6. Part 5 (viii) of the Council Constitution details the key roles of Councillors. In addition to the role of Councillor, the Executive Leader of the District Council carries out the following duties:

- a) To be the political Head of the Authority
- b) To provide political leadership and inspire and communicate a vision and strategy that is well understood and supported by other politicians and the community
- c) To represent and lead the majority group in the Council and to put forward the group's political views to the Council
- d) To explain and promote a need and purpose of change to other politicians and the community so that change is well understood and supported
- e) To develop relationships with stakeholders to promote and achieve a positive image of the District Council
- f) To set priorities that are well understood and supported, and to overview performance to ensure priorities are met
- g) To overview the use of financial and staff resources to ensure the Council's policies, priorities and plans are achieved
- h) To chair meetings of Cabinet
- i) To have primary responsibility for Corporate policy/strategy, press and public relations, corporate communications, the Council's Budget, the Corporate Plan and Value for Money
- j) To ensure effective Cabinet responsibility for corporate policy and strategy, customer services, procurement and service and financial planning.
- k) To lead and act as spokesperson for the Cabinet in its work to develop Policy Framework and budget and take overall political control of authority within agreed Policy Framework
- l) To nominate, and if appropriate dismiss and replace, the members of the Cabinet
- m) To allocate portfolio holder responsibilities between Cabinet members
- n) To provide briefings to all Members of the Council at meetings of full Council
- o) To develop and maintain a wide-ranging knowledge and understanding of corporate, strategic, and service issues facing the Council in order to effectively perform the Executive Leader's role
- p) To contribute constructively to open government and democratic renewal through active encouragement to the community to participate generally in the governance of the District
- q) To understand the Council's role and place within the public sector
- r) To promote the interests of the Council's community partners and to broaden the environment
- s) To promote the Council's reputation as a Community Leader
- t) To keep the Members in general up to date on issues and to provide an important link between Members

- u) To encourage high standards of probity.
- v) To serve upon the County Joint Leaders Group and work constructively with the Leaders of other Councils in West Sussex
- w) To represent the District regionally and nationally

Procedure at Council for the election of the Executive Leader

- 7. A member of the Council must be nominated to fill the position of Executive Leader of the Council, with a proposer and seconder.
- 8. The Chairman of the Council will call for nominations. The nominated person must confirm that she/he is willing to fulfil the role. It is usually the case that group leaders have agreed in advance who is to be recommended to Council as the proposed leader.
- 9. The Chairman will conduct a vote once nominations have been received. All members of the Council may give a vote. The nomination and voting process will continue until a majority is given in favour of one person.

Appointment of Cabinet

- 10. Once appointed, the new Leader will address the Council and announce the Cabinet and their portfolios.
- 11. The Leader and Cabinet will then take their places at the front of the Chamber.

Financial Implications

- 12. The Constitution specifies the roles as special responsibilities to which special allowance, on top of the basic allowance, is payable annually as follows:

Executive Leader's Allowance	£20,800
------------------------------	---------

Risk Management Implications

- 13. None.

Equality and Customer Service Implications

- 14. None.

Other Material Implications

- 15. None.

Sustainability Implications

- 16. None.

Background Papers

There are no background papers associated with this report.