

SPECIAL COUNCIL MEETING

Wednesday, 29th January,
2025
at 6.00 pm

Council Chamber - Civic Centre

This meeting is open to the public

Members of the Council

The Lord Mayor – Chair

The Sheriff – Vice-chair

Leader of the Council

Members of the Council (See overleaf)

Contacts

Director of Legal and Governance

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Senior Democratic Support Officer

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Banister & Polygon	Every Leggett Windle	Peartree	Houghton Keogh Letts
Bargate	Bogle G Lambert Noon	Portswood	Barbour Finn Savage
Bassett	Blackman Chapman Wood	Redbridge	Goodfellow McManus Whitbread
Bevois	Denness Kataria Rayment	Shirley	Kloker Percival Winning
Bitterne Park	Barnes-Andrews Cooper Webb	Sholing	J Baillie Beaurain Powell-Vaughan
Coxford	Greenhalgh McCreanor Renyard	Swaythling	Bunday Fielker Gravatt
Freemantle	Kenny C Lambert Shields	Thornhill	Allen A Frampton Y Frampton
Harefield	P Baillie Harwood Laurent	Woolston	Blatchford Payne Stead
Millbrook	Cox Galton Moulton		

PUBLIC INFORMATION

Role of the Council

The Council comprises all 51 Councillors. The Council normally meets six times a year including the annual meeting, at which the Lord Mayor and the Council Leader are elected and committees and sub-committees are appointed, and the budget meeting, at which the Council Tax is set for the following year.

The Council approves the policy framework, which is a series of plans and strategies recommended by the Executive, which set out the key policies and programmes for the main services provided by the Council. It receives a summary report of decisions made by the Executive, and reports on specific issues raised by the Overview and Scrutiny Management Committee. The Council also considers questions and motions submitted by Council Members on matters for which the Council has a responsibility or which affect the City.

PUBLIC INVOLVEMENT

Questions:- People who live or work in the City may ask questions of the Lord Mayor, Chairs of Committees and Members of the Executive. (See the Council's Constitution ref Part 4 Council Procedure Rules 10.8)

Petitions:- At a meeting of the Council any Member or member of the public may present a petition which is submitted in accordance with the Council's scheme for handling petitions. Petitions containing more than 1,500 signatures (qualifying) will be debated at a Council meeting. (See the Council's Constitution ref Part 4 Council Procedure Rules 10.1)

Representations:- At the discretion of the Lord Mayor, members of the public may address the Council on any report included on the agenda in which they have a relevant interest. Any member of the public wishing to address the meeting should advise the Democratic Support Officer (DSO) whose contact details are on the front sheet of the agenda.

Deputations:- A deputation of up to three people can apply to address the Council. A deputation may include the presentation of a petition. (See the Council's Constitution ref Part 4 Council Procedure Rules 10.7)

MEETING INFORMATION

Use of Social Media:- The Council supports the video or audio recording of meetings open to the public, for either live or subsequent broadcast. However, if, in the Chair's opinion, a person filming or recording a meeting or taking photographs is interrupting proceedings or causing a disturbance, under the Council's Standing Orders the person can be ordered to stop their activity, or to leave the meeting. By entering the meeting room you are consenting to being recorded and to the use of those images and recordings for broadcasting and or/training purposes. The meeting may be recorded by the press or members of the public.

Any person or organisation filming, recording or broadcasting any meeting of the Council is responsible for any claims or other liability resulting from them doing so.

Details of the Council's Guidance on the recording of meetings is available on the Council's website.

Mobile Telephones – Please switch your mobile telephones or other IT to silent whilst in the meeting.

Southampton: Corporate Plan 2022-2030 sets out the four key outcomes:

- Communities, culture & homes - Celebrating the diversity of cultures within Southampton; enhancing our cultural and historical offer and using these to help transform our communities.
- Green City - Providing a sustainable, clean, healthy and safe environment for everyone. Nurturing green spaces and embracing our waterfront.
- Place shaping - Delivering a city for future generations. Using data, insight and vision to meet the current and future needs of the city.
- Wellbeing - Start well, live well, age well, die well; working with other partners and other services to make sure that customers get the right help at the right time

Access – Access is available for disabled people. Please contact the Council Administrator who will help to make any necessary arrangements

Smoking policy – The Council operates a no-smoking policy in all civic buildings

Fire Procedure – In the event of a fire or other emergency, a continuous alarm will sound and you will be advised by Council officers what action to take.

Proposed dates of meetings	
2024	2025
15 May (AGM)	26 February (Budget)
31 July	26 March
18 September	
27 November	

CONDUCT OF MEETING

FUNCTIONS OF THE COUNCIL

The functions of the Council are set out in Article 4 of Part 2 of the Constitution

RULES OF PROCEDURE

The meeting is governed by the Council Procedure Rules as set out in Part 4 of the Constitution.

BUSINESS TO BE DISCUSSED

Only those items listed on the attached agenda may be considered at this meeting.

QUORUM

The minimum number of appointed Members required to be in attendance to hold the meeting is 17.

DISCLOSURE OF INTERESTS

Members are required to disclose, in accordance with the Members' Code of Conduct, **both** the existence **and** nature of any "Disclosable Pecuniary Interest" or "Other Interest" they may have in relation to matters for consideration on this Agenda.

DISCLOSABLE PECUNIARY INTERESTS

A Member must regard himself or herself as having a Disclosable Pecuniary Interest in any matter that they or their spouse, partner, a person they are living with as husband or wife, or a person with whom they are living as if they were a civil partner in relation to:

- (i) Any employment, office, trade, profession or vocation carried on for profit or gain.
- (ii) Sponsorship: Any payment or provision of any other financial benefit (other than from Southampton City Council) made or provided within the relevant period in respect of any expense incurred by you in carrying out duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
- (iii) Any contract which is made between you / your spouse etc (or a body in which the you / your spouse etc has a beneficial interest) and Southampton City Council under which goods or services are to be provided or works are to be executed, and which has not been fully discharged.
- (iv) Any beneficial interest in land which is within the area of Southampton.
- (v) Any license (held alone or jointly with others) to occupy land in the area of Southampton for a month or longer.
- (vi) Any tenancy where (to your knowledge) the landlord is Southampton City Council and the tenant is a body in which you / your spouse etc has a beneficial interests.
- (vii) Any beneficial interest in securities of a body where that body (to your knowledge) has a place of business or land in the area of Southampton, and either:
 - a) the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body, or
 - b) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you / your spouse etc has a beneficial interest that exceeds one hundredth of the total issued share capital of that class.

Other Interests

A Member must regard himself or herself as having an, 'Other Interest' in any membership of, or occupation of a position of general control or management in:

Any body to which they have been appointed or nominated by Southampton City Council

Any public authority or body exercising functions of a public nature

Any body directed to charitable purposes

Any body whose principal purpose includes the influence of public opinion or policy

Principles of Decision Making

All decisions of the Council will be made in accordance with the following principles:-

- proportionality (i.e. the action must be proportionate to the desired outcome);
- due consultation and the taking of professional advice from officers;
- respect for human rights;
- a presumption in favour of openness, accountability and transparency;
- setting out what options have been considered;
- setting out reasons for the decision; and
- clarity of aims and desired outcomes.

In exercising discretion, the decision maker must:

- understand the law that regulates the decision making power and gives effect to it. The decision-maker must direct itself properly in law;
- take into account all relevant matters (those matters which the law requires the authority as a matter of legal obligation to take into account);
- leave out of account irrelevant considerations;
- act for a proper purpose, exercising its powers for the public good;
- not reach a decision which no authority acting reasonably could reach, (also known as the "rationality" or "taking leave of your senses" principle);
- comply with the rule that local government finance is to be conducted on an annual basis. Save to the extent authorised by Parliament, 'live now, pay later' and forward funding are unlawful; and
- act with procedural propriety in accordance with the rules of fairness.

Richard Ivory, Solicitor
Director of Legal and Governance
Civic Centre, Southampton, SO14 7LY

Tuesday, 21 January 2025

TO: ALL MEMBERS OF THE SOUTHAMPTON CITY COUNCIL

You are hereby summoned to attend a meeting of the COUNCIL to be held on WEDNESDAY, 29TH JANUARY, 2025 in the COUNCIL CHAMBER CIVIC CENTRE at 6:00pm when the following business is proposed to be transacted:-

1 APOLOGIES

To receive any apologies.

2 ANNOUNCEMENTS FROM THE LORD MAYOR AND LEADER

Matters especially brought forward by the Lord Mayor and the Leader.

3 APPOINTMENT OF CHIEF EXECUTIVE AND HEAD OF PAID SERVICE AND RETURNING OFFICER (Pages 1 - 4)

Report of the Leader of the Council seeking Appointment of Chief Executive and Head of Paid Service and Returning Officer.



Richard Ivory
Director – Legal and Governance

Agenda Item 3

DECISION-MAKER:	COUNCIL		
SUBJECT:	APPOINTMENT OF CHIEF EXECUTIVE AND HEAD OF PAID SERVICE AND RETURNING OFFICER		
DATE OF DECISION:	29th January 2025		
REPORT OF:	COUNCILLOR FIELKER LEADER OF THE COUNCIL		
<u>CONTACT DETAILS</u>			
Executive Director:	Title	Executive Director of Enabling Services	
	Name:	Mel Creighton	Tel: 023 8083 3000
	E-mail:	Mel.creighton@southampton.gov.uk	
Author:	Title	Director of People and Organisational Culture	
	Name:	Kerry Eldridge	Tel: 023 8083 3000
	E-mail:	Kerry.eldridge@southampton.gov.uk	
STATEMENT OF CONFIDENTIALITY			
This report replaces the original previously published exempt report given all parties and the Monitoring Officer have agreed it should no longer remain confidential in accordance with the Access to Information Procedure Rules within the Constitution.			
BRIEF SUMMARY			
Following the resignation and departure of the permanent Chief Executive in January 2024 the Council has had an Interim Chief Executive in post whilst undertaking the process for the permanent appointment to the role.			
There are both legal and constitutional requirements which must be observed when appointing a chief and/or statutory officer and the process fell to the Chief Officer Employment Panel (COEP) to interview and recommend the appointment to full Council.			
COEP met on 20th January 2025 and reconvened on 21 st January 2025 and resolved to recommend the appointment of the preferred candidate, Jillian Kay, as the permanent Chief Executive, subject to satisfactory references. As the statutory role of Head of Paid Service and Returning Officer can only be appointed to by full Council, this is being brought to Council for a formal decision.			
RECOMMENDATIONS:			
	(i)	Subject to final employment checks to appoint the preferred candidate, Jillian Kay, to the position of Chief Executive, Head of Paid Service and Returning Officer with effect from a date to be agreed after consultation with the Leader of the Council.	
REASONS FOR REPORT RECOMMENDATIONS			
1.	The permanent Chief Executive, Head of Paid Service and Returning Officer will replace the current interim postholder and will both lead and be part of the Executive Management Board and Improvement Board. The combined		

	position will provide focused leadership for the organisation, with delivery of the transformation plan and being the officer lead for devolution and Local Government Reorganisation within the Council.
ALTERNATIVE OPTIONS CONSIDERED AND REJECTED	
2.	The option to not appoint to the permanent post was rejected at this time as a preferred candidate meeting the criteria was selected by COEP.
DETAIL (Including consultation carried out)	
3.	<p>Following the departure of the permanent Chief Executive in January 2024, it was agreed with the Leader of the Council, after consultation with the Chair of the Improvement Board, to urgently secure an interim external appointment to the post of Chief Executive and Head of Paid Service for the immediate period, to lead the organisation through its urgent and substantial transformation programme. As the original remit of the interim Chief Executive has been fulfilled and before the fixed term contract comes to an end, a permanent appointment recruitment campaign has been undertaken to recruit to the Chief Executive vacancy to provide ongoing stability and leadership.</p> <p>Interviews of the short-listed candidates were held on the 20th January 2025 and having carefully considered the candidates the decision of the COEP was to recommend Jillian Kay to full Council for ratification.</p> <p>Subject to the above and completion of post interview employment checks, Jillian Kay will be invited to take up the role of Head of Paid Service and Returning Officer following completion of a three months' notice period ie circa the end of April 2025. There will be a handover period between the interim and new permanent Chief Executive to enable the transition and continued leadership and focus on the areas of improvement.</p>
4.	Should Council not ratify the recommendation the position will be reviewed.
RESOURCE IMPLICATIONS	
<u>Capital/Revenue</u>	
5.	Costs will be met within existing budgets.
<u>Property/Other</u>	
6.	N/A
LEGAL IMPLICATIONS	
<u>Statutory power to undertake proposals in the report:</u>	
7.	Section 4(1)(a) Local Government and Housing Act 1989 and the Local Government (Standing Orders) (England) Regulations 2001 as amended.
<u>Other Legal Implications:</u>	
8.	None
RISK MANAGEMENT IMPLICATIONS	

9.	None
POLICY FRAMEWORK IMPLICATIONS	
10.	None
KEY DECISION?	No
WARDS/COMMUNITIES AFFECTED:	None
<u>SUPPORTING DOCUMENTATION</u>	
Appendices	
1.	None
Documents In Members' Rooms	
1.	None
Equality Impact Assessment	
Do the implications/subject of the report require an Equality and Safety Impact Assessment (ESIA) to be carried out.	No
Data Protection Impact Assessment	
Do the implications/subject of the report require a Data Protection Impact Assessment (DPIA) to be carried out.	No
Other Background Documents	
Other Background documents available for inspection at:	
Title of Background Paper(s)	Relevant Paragraph of the Access to Information Procedure Rules / Schedule 12A allowing document to be Exempt/Confidential (if applicable)
1.	None

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