

**Appointment of Chief Executive  
Report by Chief Executive****1 Purpose of Report**

This report advises of the shortlisting and interview of candidates for the post of Chief Executive and invites the Council to approve the recommendation of the Appointments Committee, under Standing Order 17, in relation to the interview panel's preferred candidate.

**2 Background**

**2.1** The Council at their meeting on 8 May 2018, having considered a report by the Director, Resources advising of the formal resignation of Mr Kenneth Lawrie, as Chief Executive of Midlothian Council agreed:

- (a) *An Appointments Panel to consist of the Leader and Depute Leader of each of the 3 political parties represented on the Council be formed for the purposes of appointing a new Chief Executive;*
- (b) *The recruitment process as outlined in the report by the Director, Resources be adopted.*

**2.2** 20 applications were received and following review by the selection panel 6 candidates were invited for interview on 14 June 2018.

**3 Decision of Interview Panel**

**3.1** Following deliberation, the unanimous view of the interview panel was to recommend to the Council that the post of Chief Executive be offered to Dr Grace Vickers, currently Head of Education, Midlothian Council on the agreed conditions of service and subject to satisfactory completion of pre-employment checks.

**4 Standing Orders**

In terms of Standing Order 17, "The appointment of Chief Officials will be by the Council, on a recommendation by the Appointments Committee, which will also recommend conditions to apply to the post"

## 5 Report Implications

### 5.1 Acting Head of Education

Council approval of the recommendation to appoint Dr Grace Vickers as Chief Executive will result in her current post, Head of Education, becoming vacant. It will therefore be necessary to make a temporary internal appointment to the post pending a permanent appointment following external advertisement. Standing Order 17.2 states that:

*“The appointment of Heads of Service shall be by the Cabinet, which shall agree conditions to be attached to the posts”.*

The next scheduled meeting of the Cabinet is not due to be held until Tuesday 4 September 2018 and there is a need to approve the temporary appointment as Head of Education as soon as reasonably practicable.

It is therefore proposed that in the circumstances, Council agree to suspend Standing Order 17.2 to allow for the temporary appointment to the post of Head of Education as follows:

*“The Director, Education, Communities and Economy after discussion with the Cabinet Portfolio Holder for Education, failing whom the Leader of the Council, will have authority to approve the appointment as Head of Education on a temporary basis pending a permanent appointment to the post following external advertisement and the conditions to be attached to the temporary appointment. The Director will provide a report to the next available full Council meeting to inform the Council of such decision”*

### 5.2 Resource

There are no additional resource implications as a result of the recommendations contained within this report.

### 5.3 Risk

Any delay in filling this post risks compromising progress.

### 5.4 Single Midlothian Plan and Business Transformation

Themes addressed in this report:

- ☒ Community safety
- ☒ Adult health, care and housing
- ☒ Getting it right for every Midlothian child
- ☒ Improving opportunities in Midlothian
- ☒ Sustainable growth
- ☒ Business transformation and Best Value
- ☐ None of the above

**5.5 Key Priorities within the Single Midlothian Plan**  
Not Applicable.

**5.6 Impact on Performance and Outcomes**  
Not Applicable.

**5.7 Adopting a Preventative Approach**  
Not applicable.

**5.8 Involving Communities and Other Stakeholders**  
Not applicable.

**5.9 Ensuring Equalities**  
An EqIA is not required.

**5.10 Supporting Sustainable Development**  
Not applicable.

**5.11 IT Issues**  
Not applicable.

## **6 Recommendations**

- a) That Council, under Standing Order 17, is invited to approve the recommendation of the Appointments Committee that Dr Grace Vickers is appointed to the post of Chief Executive subject to the agreed conditions of service and satisfactory completion of pre-employment checks; and
- b) As a consequence of the above, Council is invited to suspend Standing Order 17.2 to allow for the appointment of the Head of Education on a temporary basis by the Director, Education, Communities and Economy in accordance with paragraph 5.1 above.

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**Report Contact:**  
**Gordon Aitken**  
**Tel: 0131 271 3159**  
**E-mail [Gordon.aitken@midlothian.gov.uk](mailto:Gordon.aitken@midlothian.gov.uk)**