

# The City of Edinburgh Council

10.05am, Thursday, 27 June 2024

## Executive Director of Place (Interim) Appointment

Executive/routine  
Wards

All

### 1. Recommendations

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- 1.1 Following confirmation that Paul Lawrence will take up the position of Chief Executive on 17 June 2024 this report asks the Council to convene a Recruitment Committee to determine and enact the recruitment and selection arrangements for filling the post of Executive Director of Place on an interim basis.

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## Executive Director of Place (Interim) Appointment

### 2. Executive Summary

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- 2.1 Paul Lawrence takes up position of Chief Executive on 17 June 2024. In line with the Recruitment and Selection Procedure for Chief Officers, it is recommended that a Recruitment Committee be convened to determine the recruitment and selection arrangements for filling the post of Executive Director of Place on an interim and internal basis.

### 3. Background

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- 3.1 The Scheme of Delegation gives authority to Executive Directors for appointing employees within agreed staffing levels up to but excluding Service Directors.
- 3.2 A procedure for recruitment and selection for the appointment to posts of Chief Executive, Executive Director and Service Director.
- 3.3 The arrangements set out in this report follow the approved procedure.

### 4. Main report

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- 4.1 The Recruitment Committee will be established and represented by all political parties. The Committee is made up of seven elected members consisting of the Council Leader as Convener, the Depute Leader, an executive committee convener, and a group leader/co-convener from each opposition group.
- 4.2 The Committee will be supported by the Service Director, Human Resources.
- 4.3 In order to allow time for the Chief Executive to reflect and consider the structure in the longer term, it is proposed that the Recruitment Committee undertakes an internal process to recommend interim arrangements.
- 4.4 The Recruitment Committee will discuss and consider internal process and recruiting parameters for the appointment of an interim Executive Director of Place, including interview and assessment arrangements.
- 4.5 Any appointment to the interim position will be submitted to the Council for consideration.

## **5. Next Steps**

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- 5.1 If the Council approves the recommendation of this report a Recruitment Committee will be convened to determine and enact the recruitment and selection arrangements for filling the post of Executive Director of Place on an interim basis.

## **6. Financial impact**

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- 6.1 The post and associated costs are contained within the Council's approved budget.

## **7. Equality and Poverty Impact**

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- 7.1 The Recruitment Committee will consider the Council's Equality, Diversity and Inclusion Strategy and Plan and Gender Pay Gap commitments in respect of the recruitment process to encourage applications from under-represented groups at a senior level.

## **8. Climate and Nature Emergency Implications**

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- 8.1 Not applicable.

## **9. Risk, policy, compliance, governance and community impact**

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- 9.1 The Executive Director of Place is a significant role, and these interim arrangements will mitigate risks by ensuring effective leadership across the services in the Place Directorate on an interim basis.

## **10. Background reading/external references**

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- 10.1 None.

## **11. Appendices**

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