
Report To:	Inverclyde Council	Date:	23 January 2025
Report By:	Morna Rae Head of Organisational Development, Policy and Communications	Report No:	IC/01/25/MR
Contact Officer:	Morna Rae	Contact No:	
Subject:	Chief Executive Recruitment Process		

1.0 PURPOSE AND SUMMARY

1.1 For Decision For Information/Noting

1.2 The purpose of this report is to gain approval for the appointment of an executive recruitment agency to support the recruitment process for a new Chief Executive. This follows the current Chief Executive announcing her resignation to take up the position of Chief Executive of NHS Lanarkshire from 5 May 2025.

2.0 RECOMMENDATIONS

2.1 It is recommended that Council agrees to:

- the appointment of an executive recruitment agency to support the process of recruitment of a new Chief Executive, and
- receive a future report on the procedure to be followed for appointment.

Morna Rae
Head of Organisational Development, Policy and Communications

3.0 BACKGROUND AND CONTEXT

- 3.1 On 16 January the Chief Executive intimated her resignation to take up the position of Chief Executive of NHS Lanarkshire from 5 May 2025. She will remain in post until 4 May. Planning is therefore underway for the recruitment of a new Chief Executive and for interim arrangements.
- 3.2 Across Scotland there are different processes for the recruitment of Chief Executives of local authorities. Typically, an external executive recruitment agency is used to maximise levels of interest and calibre. An assessment centre approach is often used. An appointment panel made up of a political balance of Elected Members undertakes the recruitment process and appointment is recommended to Council.
- 3.3 It is recommended that an external recruitment agency is engaged to support the recruitment exercise for the new Chief Executive. The intention would be to appoint an agency with market knowledge and experience of current appointment processes across Scotland and beyond. To ensure that the process adopted is modern, tracks trends across peer organisations and maximises the number and quality of applicants and, consequently, the quality of the appointment, it is common that they would provide advice on the appointment process to be used. It is recommended that the relevant agency will be asked to advise on the process to be used and make recommendations for any adaptations required to the current process. This may mean that changes are required to the Council's existing process set out in the Recruitment, Selection, Redeployment and Relocation procedures. These would be presented to Council in early course for approval of the process to be used.
- 3.4 Following such approval, it will be recommended that the Head of Organisational Development, Policy and Communications commences the recruitment process in line with the approved recommendations.

4.0 PROPOSALS

- 4.1 It is recommended that the Council agrees to:
- the engagement of an executive recruitment agency in relation to the recruitment of a new Chief Executive and the process to be followed for appointment, and
 - receive a future report on the procedure to be followed for appointment.

5.0 IMPLICATIONS

- 5.1 The table below shows whether risks and implications apply if the recommendation(s) is(are) agreed:

SUBJECT	YES	NO
Financial	X	
Legal/Risk	X	
Human Resources	X	
Strategic (Partnership Plan/Council Plan)	X	
Equalities, Fairer Scotland Duty & Children/Young People's Rights & Wellbeing		X
Environmental & Sustainability		X
Data Protection		X

5.2 Finance

One off Costs

Cost Centre	Budget Heading	Budget Years	Proposed Spend this Report	Virement From	Other Comments
General Fund reserves	Unallocated balance		Up to £30k		

Annually Recurring Costs/ (Savings)

The post and associated costs are contained within budget.

Cost Centre	Budget Heading	With Effect from	Annual Net Impact	Virement From (If Applicable)	Other Comments

5.3 Legal/Risk

Inverclyde Council requires a Head of Paid Service and approval of this report will mitigate risks in the delay of the recruitment process.

5.4 Human Resources

The human resources implications are as outlined in the report.

5.5 Strategic

This report supports delivery of the Council Plan outcome *High quality and innovative services are provided, giving value for money.*

6.0 CONSULTATION

6.1 None

7.0 BACKGROUND PAPERS

7.1 None