

**From:** "Mills, Helen (DSIT)" <[REDACTED]>  
**Sent:** Thu, 11 Jul 2024 15:39:14 +0000  
**To:** [REDACTED] <[REDACTED]@csc.gov.uk>  
**Cc:** "Lyle, Thomas (DSIT)" <[REDACTED]>; "Munby, Sarah (DSIT)" <[REDACTED]>; "Freedman, Helen (DSIT)" <[REDACTED]>; <[REDACTED]@cabinetoffice.gov.uk>  
**Subject:** RE: FOR APPROVAL: Exemption 4 appointment request Director General, Digital Centre

Thank you so much- look forward to hearing from you

Helen

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**From:** [REDACTED] <[REDACTED]@csc.gov.uk>  
**Sent:** Thursday, July 11, 2024 4:38 PM  
**To:** Mills, Helen (DSIT) <[REDACTED]>  
**Cc:** Lyle, Thomas (DSIT) <[REDACTED]>; Munby, Sarah (DSIT) <[REDACTED]>; Freedman, Helen (DSIT) <[REDACTED]>; <[REDACTED]@cabinetoffice.gov.uk>  
**Subject:** Re: FOR APPROVAL: Exemption 4 appointment request Director General, Digital Centre

Hi Helen

I just wanted to confirm we should be able to provide you with the exception approval by tomorrow morning.

Please let me know if you have any questions.

Best

[REDACTED]

On Thu, 11 Jul 2024 at 12:13, Mills, Helen (DSIT) <[REDACTED]> wrote:

[REDACTED]

Just to confirm following our conversation just now, we would like to pursue this under exception 1 rather than 4 following your advice on the best fit for these circumstances. To confirm, we are finalising the salary and will confirm but for now please work on the basis of [REDACTED]

Thank you so much for your help and understanding the urgency around this. Please let me know if you need any further information

Helen

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**From:** [REDACTED] <[REDACTED]@csc.gov.uk>  
**Sent:** Thursday, July 11, 2024 11:05 AM  
**To:** Mills, Helen (DSIT) <[REDACTED]>

**Cc:** Lyle, Thomas (DSIT) [REDACTED]; Munby, Sarah (DSIT) [REDACTED];  
[REDACTED];  
Freedman, Helen (DSIT) [REDACTED]; [REDACTED];  
[REDACTED]@cabinetoffice.gov.uk>

**Subject:** Re: FOR APPROVAL: Exemption 4 appointment request Director General, Digital Centre

Hi Helen

I just tried to give you a call on this - when you have a minute can you give me a call on [REDACTED]. Thanks,  
[REDACTED]

----- Forwarded message -----

**From:** Mills, Helen (DSIT) [REDACTED] >  
**Date:** Thu, 11 Jul 2024 at 10:23  
**Subject:** FOR APPROVAL: Exemption 4 appointment request Director General, Digital Centre  
**To:** [REDACTED]@csc.gov.uk [REDACTED]@csc.gov.uk>, Civil Service Commission Info Mailbox [REDACTED]@csc.gov.uk>, [REDACTED]@csc.gov.uk [REDACTED]@csc.gov.uk>, [REDACTED]@csc.gov.uk [REDACTED]@csc.gov.uk>  
**Cc:** Lyle, Thomas (DSIT) [REDACTED] >, Munby, Sarah (DSIT) [REDACTED] >  
Freedman, Helen (DSIT) [REDACTED] >  
[REDACTED]@cabinetoffice.gov.uk>

Gisela,

I am writing to seek your formal approval to appoint Emily Middleton, through an exemption 4 appointment, to the role of Director General, Digital Centre Design under a Fixed Term Appointment arrangement with DSIT. I have attached the formal proforma and CV for your review.

Following the Machinery of Government changes announced on Monday 8<sup>th</sup> July, we have received internal approval to appoint a new Director General position to lead on designing the new Digital remit of the department. This is a new priority role within the department and needs to be filled immediately and I understand Janette Durbin has been in touch to discuss with you already. In response to the Machinery of Government changes, the department has initiated COSOP activities with CO (CDDO, GDS) and No10 (I\*AI), meaning we have a gap in our senior structure at a time when strong leadership and direction is paramount and there is substantial, long term design work to do. On this basis, getting the Fixed Term Appointment signed, and Emily onboard is time critical for the Department, we therefore aim to achieve necessary approvals as soon as possible. We are therefore seeking your approval to make an Exemption 4 appointment to Emily on the basis that she holds specialist skills not available within the Civil Service.

The individual, Emily Middleton, currently works for Public Digital as Partner having been recruited by the former leaders of the UK's Government Digital Service to their consultancy. Internal discussions have identified Emily and her skill set to be a strong fit for the role and its early requirements. Emily has also undertaken informal discussion with SoS and Perm Sec to ensure her skills and experience are the right fit. We are seeking to appoint her into this new role

until we have greater certainty on the overall scope and strategy for the digital centre of government for up to a maximum period of 2 years. At which point we will compete this and/or other DG roles in the digital centre via fair and open competition. We expect this to be a moment to reorganise the senior team, with at least one and most likely two DG roles going to fair and open at that time.

The role is large and complex, and expectations are high. This appointment requires a leader already established within industry and with a proven track record of setting up and scaling transformative digital units, collaborating across departmental silos, prioritise, accelerate delivery, as well as attracting and retain tech talent. We do not believe this skillset is readily available within the Civil Service. Furthermore, we do not believe, if advertised via fair and open, this role would attract the required calibre of candidates due to the unique requirements of the role at this time as well as pay constraints.

Given the urgency, we would appreciate a quick response. Please do let us know if you require any further information and more than happy to discuss with you or CSC colleagues directly.

Kind Regards,

Helen Mills

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Civil Service Commission  
 1 Horse Guards Road, London SW1A 2HQ  
@csc.gov.uk  
[civilservicecommission.independent.gov.uk](https://civilservicecommission.independent.gov.uk)

The Civil Service Commission Secretariat - including ACOBA and OCPA - operates a hybrid working model. We are contactable via our usual phone and email channels.

  
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