

WEST DUNBARTONSHIRE COUNCIL
Council Offices, Garshake Road, Dumbarton G82 3PU

10 June 2010

**MEETING: RECRUITMENT AND INDIVIDUAL PERFORMANCE
MANAGEMENT COMMITTEE
TUESDAY, 22 JUNE 2010
MEETING ROOM 1
COUNCIL OFFICES
GARSHAKE ROAD
DUMBARTON**

Dear Member,

Please attend a Meeting of the **Recruitment and Individual Performance Management Committee** to be held in **Meeting Room 1, Council Offices, Garshake Road, Dumbarton** on Tuesday, 22 June 2010 at 1.30 p.m.

The business is as shown on the attached agenda.

Yours faithfully

DAVID MCMILLAN

Chief Executive

Distribution:-

Councillor Iain Robertson
Councillor Craig McLaughlin
Councillor Ronnie McColl
Councillor Martin Rooney
Councillor Margaret Bootland
Councillor David McBride
Provost Denis Agnew

All other Councillors for Information

Chief Executive
Head of Human Resources and Organisational Development

RECRUITMENT & INDIVIDUAL PERFORMANCE MANAGEMENT COMMITTEE

TUESDAY, 22 JUNE 2010

AGENDA

1. APOLOGIES

2. EXCLUSION OF PRESS AND PUBLIC

The Committee is asked to pass the following resolution:-

“That under Section 50A (4) of the Local Government (Scotland) Act, 1973 the press and public be excluded from the meeting for the following item of business on the grounds that it may involve the likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 7A of the Act”.

3. 2.00pm REVIEW OF CHIEF EXECUTIVE PERFORMANCE FOR 2009/10 & AGREEMENT ON PERFORMANCE OBJECTIVES FOR 2010/11

The Committee is requested to consider a report by the Head of Human Resources & Organisational Development on the performance management and appraisal of the Chief Executive.

In this connection, the Committee is requested:-

- (a) in conjunction with the Chief Executive, to discuss and agree the outcomes of the 2009/10 performance evaluation;
- (b) in conjunction with the Chief Executive, to discuss and agree the annual objectives and targets for 2010/11;
- (c) in conjunction with the Chief Executive, to agree the personal development plan for 2010/11; and
- (d) to agree the key dates and timetable for the 2010/2011 annual appraisal cycle.

4./

4. **4.00pm PERFORMANCE MANAGEMENT AND APPRAISAL OF
EXECUTIVE DIRECTORS**

(copy to follow)

The Committee is requested to consider a report by the Chief Executive on the performance management and appraisal of the Executive Directors.

The Committee is invited to note the individual performance objectives and targets agreed for each Executive Director for 2010/11, supported by a presentation from each Executive Director, commencing with the following:-

Executive Director of Corporate Services

For information on the above agenda please contact Nuala Borthwick, Committee Officer, Legal, Administrative and Regulatory Services, Council Offices, Garshake Road, Dumbarton, G82 3PU. Tel: (01389) 737594
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