

## **APPOINTMENT PANEL 'D'**

At Dumbarton and within the Sub-Regional Offices, Garshake Road, Dumbarton on Tuesday, 31st October, 1995:-

**Present:** Convener Patrick O'Neill, (Lab) and Councillors George Cairney (Lab), Mary Campbell (Lab) and Daniel McCafferty (Lab).

**Attending:** Michael J. Watters, Chief Executive, Ian Leitch, Depute Chief Executive & Solicitor to the Council and John Bak, Head of Personnel and Training. In respect of relevant items only, Eric Walker, Director of Finance and Alan Findlay, Director of Contract Services.

**Councillor Mary Campbell in the Chair**  
(for Legal Post)

### **EXCLUSION OF PRESS AND PUBLIC**

On the motion of Councillor Campbell, seconded by Convener O'Neill, the Panel unanimously approved 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 items of business on the grounds that they may involve the likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 7A to the Act."

### **LATE APPLICATIONS**

Mr. J. Bak, Head of Personnel and Training, reported that no late applications had been received in respect of the Legal or Finance posts under consideration. However, it was reported that one late application had been received in respect of the post of Manager of Construction Operations. The Panel gave consideration to this matter and decided unanimously that the late application would not be accepted.

### **MANAGER - LEGAL AND ADMINISTRATIVE SERVICES**

The Panel had under consideration, 8 applications; a synopsis in respect thereof; job description and person specification.

A note prepared by Mr. Ian Leitch, Depute Chief Executive and Solicitor to the Council, specifying his assessment of candidates for shortlisting was circulated to Members.

There followed a general discussion on the procedure relative to shortlisting by the Panel and the method by which this would be undertaken and having heard from Mr. Watters, Chief Executive, and the other officers in respect of the procedures, it was agreed that the note prepared by the relevant officer (in this case, the Depute Chief Executive & Solicitor to

the Council) specifying officer's assessment would be the basis of consideration and, in the event of any Panel Member having a contrary view, that Panel Member would require to give reasoned justification having regard to the job description and person specification in respect of any change to the officer's list and it would be a matter for the Panel to be satisfied that any proposed alteration meets the criteria having regard to due assessment of the other candidates.

The Panel, having considered the note by the Depute Chief Executive and Solicitor to the Council, agreed that the candidates listed thereon be invited to attend for interview as follows:-

Harvey C. Baird  
Stephen Boyd Brown  
Alan S. Douglas.

**Councillor George Cairney in the Chair**  
(for Finance Department Posts)

#### **MANAGER OF ACCOUNTING**

The Panel had under consideration, 12 applications in respect of the above post, synopsis thereof, job description and person specification. A note by the Director of Finance specifying his assessment of candidates for shortlisting was circulated at the meeting. The Panel, having considered the note by the Director of Finance, agreed that the candidates listed thereon be invited to attend for interview as follows:-

Vincent T. Gardiner  
David H. Connel  
Crawford Howat  
Karen E. Kelly  
Alexander Taylor  
Ian K Tully.

#### **MANAGER OF EXCHEQUER**

The Panel had under consideration, 6 applications in respect of the above post, synopsis thereof, job description and person specification. A note by the Director of Finance specifying his assessment of candidates for shortlisting was circulated at the meeting. The Panel, having considered the note by the Director of Finance, agreed that the candidates listed thereon be invited to attend for interview as follows:-

Vincent T. Gardiner  
Anthony Heffron  
H. Crawford Howat  
David Walls.

## **MANAGER OF AUDIT**

It was agreed that this item be brought forward to consideration prior to the Contract Services posts.

The Panel had under consideration, 17 applications in respect of the above post, synopsis thereof; job description and person specification. A note by the Director of Finance specifying his assessment of candidates for shortlisting was circulated at the meeting. The Panel, having considered the note by the Director of Finance, agreed that the candidates listed thereon be invited to attend for interview as follows:-

Brian A. Duncan  
Hugh Fenwick  
Frank King  
Kenneth G. Neilson  
George E. Paul  
M. Stewart Urquhart.

**Convener Patrick O'Neill in the Chair**  
(for Contract Services Department posts)

## **MANAGER OF CONSTRUCTION OPERATIONS**

The Panel had under consideration, 7 applications in respect of the above post, synopsis thereof; job description and person specification. A note by the Director of Contract Services specifying his assessment of candidates for shortlisting was circulated at the meeting. The Panel, having considered the note by the Director of Contracts Services, agreed that the candidates listed thereon be invited to attend for interview as follows:-

John. J. McKerracher  
Tino Rossi  
Alan J. Summers  
Edward Thomson.

## **MANAGER OF COMMERCIAL OPERATIONS**

The Panel had under consideration, 14 applications in respect of the above post, synopsis thereof; job description and person specification. A note by the Director of Contract Services specifying his assessment of candidates for shortlisting was circulated at the meeting. The Panel, having considered the note by the Director of Contract Services, agreed that the candidates listed thereon be invited to attend for interview as follows:-

Angus C. Carmichael  
Frances M. McMeeking  
David Parry  
Rodney M. Thornton  
Sheila M. Tulloch

### **MANAGER OF SUPPORT SERVICES**

The Panel had under consideration, 11 applications in respect of the above post, synopsis thereof; job description and person specification. A note by the Director of Contract Services specifying his assessment of candidates for shortlisting was circulated at the meeting. The Panel, having considered the note by the Director of Contract Services, agreed that the candidates listed thereon be invited to attend for interview as follows:-

Alan J. Dickson  
James G. Law  
James J. McCarron  
John McComish  
Kenneth A. Sharp  
David J. Webster