

## RECRUITMENT COMMITTEE

At a Meeting of the Recruitment Committee held on Tuesday, 1 June 2004 in Meeting Room 1, Council Offices, Garshake Road, Dumbarton at 12.30 p.m.

**Present:** Councillors Margaret Bootland, Tony Devine, James Flynn, Craig McLaughlin and Andy White.

**Attending:** Tim Huntingford, Chief Executive and Andrea Gibson, Personnel Services.

**Councillor Andy White in the Chair**

### MINUTES OF PREVIOUS MEETING

2830 The Minutes of Meetings of the Recruitment Committee held on 11 May 2004 were submitted and approved as a correct record.

### EXCLUSION OF PRESS AND PUBLIC

2831 The Committee approved the following resolution:-

2832 "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."

### POST OF DIRECTOR OF CORPORATE SERVICES

(a) Shortleat of Candidates

2833 The Committee had under consideration 13 applications in respect of the above post.

2834 After discussion and having heard Mr. Huntingford and Ms. Gibson in answer to Members' questions, it was agreed that a shortleat of 5 applicants be invited to attend for interview as follows:-

**R. W. Bennie  
J. L. Bradley  
P. G. Gannon  
G. A. McInerney  
D. Sillars**

(b) Arrangements for Interview

2835 After discussion, the Committee agreed:-

- (1) that interviews in respect of this post be conducted on Monday 7 June, in the Council Chambers, Town Hall, Clydebank;
- (2) that each candidate should give a 10 minute presentation, following which Members would have the opportunity to ask candidates additional questions;
- (3) that the candidates would then be asked 5 set questions, which would be given to each candidate 15 minutes before the start of the interview;
- (4) that following the 5 set questions, Members would be allowed approximately 5 minutes to ask supplementary questions;
- (5) that the total time allocated to each candidate would be 45 minutes; and
- (6) that the topic for the presentation would be "What would be the key features of your plans to develop Corporate Services over the next 5 years, including key aims, objectives, outcomes and performance monitoring?".

### **URGENT ITEM OF BUSINESS**

2836 The Convener, in terms of Section 50(B)4(b) of the Local Government (Scotland) Act 1973, as inserted by the Local Government (Access to Information) Act 1985, decided that the following item be considered as a matter of urgency on the grounds that the action to be taken required early consideration.

### **CONTRACTS OF EMPLOYMENT FOR CHIEF OFFICERS**

2837 A report was submitted by the Chief Executive, reviewing options for considering the application of Chief Officers for extensions of their contracts, and inviting the Committee to determine the preferred approach.

2838 The Committee agreed that consideration of this item be continued to the next meeting of the Recruitment Committee.

The Meeting closed at 1.30 p.m.