

## **RECRUITMENT COMMITTEE**

At a Meeting of the Recruitment Committee held in Meeting Room 1, Council Offices, Garshake Road, Dumbarton on Tuesday, 11 July 2006 at 9.00 a.m.

**Present:** Councillors Tony Devine, James Flynn, Craig McLaughlin, Connie O'Sullivan and Andy White.

**Attending:** Tricia O'Neill, Head of Personnel Services.

**Also Attending:** Suzanne Mitchell, Solace Enterprises and Douglas Sinclair, former Chief Executive, Fife Council.

### **Councillor Andy White in the Chair**

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

The Committee agreed 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 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 of the Act.”

### **TIMETABLE FOR INTERVIEWS**

There was circulated and noted a timetable for interviews for the post of Chief Executive.

### **ASSESSMENT CENTRE**

Ms Mitchell, Solace Services provided a verbal report on the outcome of the Assessment Centre for candidates for the post of Chief Executive held on Monday, 10 July 2006. A handout summarising the outcome of the Assessment Centre was distributed for Members' information.

Having heard Ms Mitchell in answer to Members' questions and following discussion, the Convener, on behalf of the Committee, thanked her for her informative report.

**NOTE:** Ms Mitchell left the meeting at this point in the proceedings.

## **INTERVIEWS FOR CHIEF EXECUTIVE**

Ms O'Neill, Head of Personnel, advised the Committee that two candidates, P. Wiggins and H. Hayer, had withdrawn their applications.

It was noted that each candidate had been asked to undertake a 10-minute presentation on a predetermined topic and respond to 5 set questions which was issued 15 minutes prior to the interview.

The Committee proceeded to hear presentations and interview the undernoted candidates for the post of Chief Executive:-

- D. Carrington
- J. Pannell
- R. Jack
- D. McMillan

Thereafter, interview assessment sheets were completed by Members scoring their overall assessment of each candidate.

Having heard from Douglas Sinclair, External Advisor and the Head of Personnel Services in respect of the candidates, the Committee proceeded to give further consideration to the applications. On a vote being taken, the Committee identified Mr David McMillan as the successful candidate for the post of Chief Executive.

The Committee noted that the Head of Personnel would, on behalf of the Committee, offer the post to Mr. David McMillan and would inform the unsuccessful candidates of the Committee's decision.

The Committee formally expressed thanks to Mr Sinclair for his advice and support in the recruitment process and to the Head of Personnel for putting in place the arrangements for the Assessment Centre and Recruitment Committee interviews to support the recruitment process.

The meeting closed at 3.20 p.m.