

## **RECRUITMENT AND INDIVIDUAL PERFORMANCE MANAGEMENT COMMITTEE**

At a Meeting of the Recruitment and Individual Performance Management Committee held in the Council Chambers, Municipal Buildings, Station Road, Dumbarton on Monday, 29 October 2007 commencing at 9.15 a.m.

**Present:** Provost Denis Agnew and Councillors Margaret Bootland, William Hendrie, David McBride, Ronnie McColl, Craig McLaughlin, Martin Rooney and Iain Robertson.

**Attending:** David McMillan, Chief Executive; Tricia O'Neill, Head of Human Resources and Organisational Development.

**Also:** Francine Ewen, Personnel Manager and Donogh O'Brien,  
**Attending** Munro Consulting\*.

\* In attendance following the completion of the interviews only.

### **Councillor Iain Robertson in the Chair**

#### **MINUTES OF PREVIOUS MEETINGS**

##### Recruitment Committee – 13 August 2007

The Minutes of Meeting of the Recruitment Committee held on 13 August 2007 were submitted and approved as a correct record.

##### Recruitment and Individual Performance Management Committee – 22 October 2007

The Minutes of Meeting of the Recruitment and Individual Performance Management Committee were submitted and approved as a correct record.

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

The Committee 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 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 EXECUTIVE DIRECTOR OF HOUSING, ENVIRONMENTAL AND ECONOMIC DEVELOPMENT – INTERVIEW OF CANDIDATES**

The Committee was asked to formally indicate if there was any conflict of interest which would materially affect the recruitment process in respect of the shortlisted candidates. It was confirmed that although two of the candidates were known to the Committee there was no relationship of a more personal nature that could potentially impact on the decision making process.

The Committee agreed the running order of the competency based interview questions and proceeded to interview and hear a presentation from the undernoted candidates for the post of Executive Director of Housing, Environmental and Economic Development:-

**R Dinnie  
I Hodgson  
E Melrose  
I Nicolson  
N Seneviratne  
P Woodburn**

The Committee then heard from the Personnel Manager and Mr. O'Brien, Munro Consulting, who provided further assessment information on each candidate.

Interview assessment sheets were then finalised by Members scoring their overall assessment of each candidate.

The Committee identified a preferred candidate for appointment to the post, with a reserve candidate in the event of non-acceptance of post. It was noted that the final decision on this post would be made at the wash - up session on Wednesday, 31 October 2007.

The meeting closed at 6.30 p.m.