

## **EAST AYRSHIRE COUNCIL**

**CABINET – 2 SEPTEMBER 2009**

### **RECRUITMENT AND SELECTION – PROCUREMENT OF ASSESSMENT CENTRE PROVISION**

#### **Report by Depute Chief Executive/Executive Director of Corporate Support**

#### **1. PURPOSE OF REPORT**

- 1.1 The purpose of this report is to seek Cabinet's approval to the extension of a negotiated contract with The Keil Centre Limited as part of the Council's overall recruitment and selection arrangements in terms of the relevant provisions of the Council's Standing Orders Relating to Contracts.

#### **2. BACKGROUND**

- 2.1 At its meeting on 30 July 2008 Cabinet, in accordance with paragraph 20(1) of the Council's Standing Orders Relating to Contracts, approved the appointment of The Keil Centre Limited to provide services in relation to the provision of assessment centres for a period of 12 months from 1 September 2008 under the Council's Recruitment and Selection Procedures.
- 2.2 Since Cabinet approval was given in 2008, The Keil Centre has provided assessment centres for the two posts of Head of Children, Families and Criminal Justice and the Head of Community Care. As with previous assessment centres the experience of both elected members and officers was very positive in relation to the benefits which they gave to the overall recruitment and selection process.

#### **3. PROPOSAL**

- 3.1 In view of the positive outcomes relating to the use of Assessment Centres it is proposed to extend the contract with The Keil Centre Limited to provide these services on an as and when basis to the Council where appropriate for a further twelve months from 1 September 2009. This extension would allow further consideration to be given to longer term contractual arrangements to be made.

#### **4. FINANCIAL IMPLICATIONS**

- 4.1 The cost of an Assessment Centre varies according to the type and range of testing carried out and the number of candidates who are participating but is around £5,000 per post. The cost of any particular Assessment Centre will be met from existing departmental resources.

#### **5. LEGAL IMPLICATIONS**

- 5.1 In terms of paragraph 20(1) of the Council's Standing Orders Relating to Contracts, Cabinet approval is required both in respect of the negotiation of contractual terms and of the organisation with whom the contract is to be negotiated. These proposals are accordingly submitted to Cabinet in accordance with these provisions.

## **6. RECOMMENDATIONS**

### **6.1 Cabinet is asked to:-**

- a. agree that The Keil Centre Limited be appointed to provide services relating to recruitment and selection for a period of twelve months from the 1 September 2010 in accordance with paragraph 20(1) of the Council's Standing Orders Relating to Contracts;
- b. note that a further report will be submitted to Cabinet within the next twelve months outlining proposals for putting in place contractual arrangements for a longer period; and
- c. otherwise note the report.

**Elizabeth Morton  
Depute Chief Executive/  
Executive Director of Corporate Support**

**MHR/CH  
10 August 2009**

### **BACKGROUND PAPERS**

1. Recruitment and Selection – Procurement of assessment centre provision – Report to Cabinet on 30 July 2008 by Depute Chief Executive/Executive Director of Corporate Support.

Anyone wishing further information should contact Martin Rose, Head of Human Resources on 01563 576092