

EAST AYRSHIRE COUNCIL

RECRUITMENT PANEL

MINUTES OF MEETING HELD ON TUESDAY 29 JANUARY 2008 AT 0830 HOURS IN THE DE WALDEN ROOM, DOWER HOUSE, KILMARNOCK

PRESENT: Councillors Iain Linton, Maureen McKay, Tom Cook and John Knapp.

ATTENDING: Fiona Lees, Chief Executive; Graham Short, Executive Director of Educational and Social Services; Martin Rose, Head of Personnel; and Anne Marie Carr, Senior Administrative Officer.

APOLOGY: Councillor Douglas Reid.

CHAIR: Councillor Iain Linton, Chair.

CHAIR

1. In the absence of Councillor Douglas Reid, the Panel unanimously agreed to appoint Councillor Iain Linton as Chair. Councillor Linton took the Chair.

EXCLUSION OF PRESS AND PUBLIC

2. The Panel resolved that under Section 50A(4) of the Local Government (Scotland) Act 1973, as amended, the Press and public be excluded from the meeting for the following item of business on the grounds that it involved the likely disclosure of exempt information as defined in Paragraph 1 of Schedule 7A of the Act.

POST OF HEAD OF SERVICE, SCHOOLS (Item 2, Page 224, 07/11)

3. There was submitted a report dated 21 January 2008 (circulated) by the Depute Chief Executive/Executive Director of Corporate Support which presented information to the Recruitment Panel on the candidates selected for interview with a view to interviewing and making an appointment to the post of Head of Service, Schools, together with the following documentation:-
 - (i) synopsis of the interviewees;
 - (ii) copy of the Head of Service, Schools recruitment pack which included a copy of the advertisement, job outline and person specification; and
 - (iii) copy of Part B of the applications received.

The Panel then interviewed candidates referenced MAC 002 and MUN 001.

ADJOURNMENT/RECONVENTION

4. The Panel adjourned at 1110 hours and reconvened at 1135 hours with the same Members and Officers in attendance and interviewed candidate referenced MUR 001.

ADJOURNMENT/RECONVENTION

5. The Panel adjourned at 1237 hours and reconvened at 1300 hours with the same Members and Officers in attendance and interviewed candidates referenced RAT 001 and SUT 001

ADJOURNMENT/RECONVENTION

6. The Panel adjourned at 1515 hours and reconvened at 1640 hours with the same Members and Officers in attendance.

The Panel were then joined by Ken Gray, Louise Clarkson and Amanda Simpson from the Keil Centre to provide feedback to the Panel on the outcome of the assessments undertaken by all candidates who had been interviewed.

After consideration it was agreed:-

- (i) to offer the post of Head of Service, Schools to Andrew Sutherland;
- (ii) that all Elected Members of the Council be informed of the appointment; and
- (iii) that the necessary arrangements be remitted to the Depute Chief Executive/Executive Director of Corporate Support.

The meeting terminated at 1750 hours.