

EAST AYRSHIRE COUNCIL

RECRUITMENT PANEL

**MINUTES OF MEETING HELD ON MONDAY 6 OCTOBER 2008 COMMENCING
AT 0842 HOURS AND TUESDAY 7 OCTOBER 2008 COMMENCING AT 0925
HOURS IN THE DE WALDEN ROOM, DOWER HOUSE, DEAN CASTLE
COUNTRY PARK, KILMARNOCK**

PRESENT: Councillors Iain Linton, John MacKay, Tom Cook, Neil McGhee and Elaine Dinwoodie.

ATTENDING: Fiona Lees, Chief Executive; Graham Short, Executive Director of Educational and Social Services; Martin Rose, Head of Human Resources; and Stuart Nelson, Administrative Officer.

ALSO ATTENDING: Jim Crook, External Adviser, SOLACE.

CHAIR: Councillor Iain Linton, Chair.

EXCLUSION OF PRESS AND PUBLIC

1. 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 items of business on the grounds that they involved the likely disclosure of exempt information as defined in Paragraph 1 of Schedule 7A of the Act.

**POST OF HEAD OF SERVICE: CHILDREN, FAMILIES AND CRIMINAL JUSTICE
(Item 2, Page 484, 07/11)**

2. There was submitted a report dated 25 September 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 making an appointment to the post of Head of Service: Children, Families and Criminal Justice, and having regard to the requirement also for the appointment of one of the two successful candidates for the Head of Service posts to be dealt with by the Panel to undertake the statutory role of Chief Social Work Officer, together with the following documentation, namely:-
 - (i) timetable for selection process;
 - (ii) synopsis of the interviewees;
 - (iii) the Head of Service: Children, Families and Criminal Justice recruitment pack which included a copy of the advertisement, job outline and person specification; and
 - (iv) copy of Part B of the applications received.

The Panel then interviewed candidate referenced CAR001.

ADJOURNMENT/RECONVENTION

3. The Panel adjourned at 1005 hours and reconvened at 1115 hours with the same Members and Officers present and in attendance and interviewed candidate referenced MCS001.

ADJOURNMENT/RECONVENTION

4. The Panel adjourned at 1207 hours and reconvened at 1303 hours with the same Members and Officers present and in attendance and interviewed candidates referenced SMI001 and TAY001.

ADJOURNMENT/RECONVENTION

5. The Panel adjourned at 1530 hours and reconvened at 0925 hours on Tuesday 7 October 2008 at the same venue and with the same Members and Officers present and in attendance.

POST OF HEAD OF SERVICE: COMMUNITY CARE (Item 3, Page 484, 07/11)

6. There was submitted a report dated 25 September 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 making an appointment to the post of Head of Service: Community Care, and having regard to the requirement also for the appointment of one of the two successful candidates for the Head of Service posts to be dealt with by the Panel to undertake the statutory role of Chief Social Work Officer, together with the following documentation, namely:-
- (i) timetable for selection process;
 - (ii) synopsis of the interviewees;
 - (iii) the Head of Service: Community Care recruitment pack which included a copy of the advertisement, job outline and person specification; and
 - (iv) copy of Part B of the applications received.

The Panel then interviewed candidates referenced FRA001, HAR001 and KEN001.

ADJOURNMENT/RECONVENTION

7. The Panel adjourned at 1255 hours and reconvened at 1330 hours with the same Members and Officers present and in attendance, and interviewed candidates referenced MAC001 and BOB001.

The Panel were then joined by Ken Gray, Lucean Headen and Sarah Wattie from the Keil Centre who provided 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: Children, Families and Criminal Justice to Susan Taylor;
- (ii) to offer the post of Head of Service: Community Care and of Chief Social Work Officer to Eddie Fraser;
- (iii) that all Elected Members of the Council be informed of the appointments; and
- (iv) that the necessary arrangements be remitted to the Depute Chief Executive/Executive Director of Corporate Support.

The meeting terminated at 1810 hours.