

**APPENDIX IV**

**EAST AYRSHIRE COUNCIL**

**RECRUITMENT SUB-COMMITTEE OF THE  
CORPORATE GOVERNANCE COMMITTEE**

**MINUTES OF MEETING HELD ON THURSDAY 22 APRIL 2004 AT 0900 HRS  
IN THE COUNCIL CHAMBERS, LUGAR**

**PRESENT:** Councillors Drew McIntyre, Maureen McKay, Daniel Coffey, John Knapp, Tommy Farrell and Elaine Dinwoodie.

**ATTENDING:** Graham Haugh, Executive Head of Personnel; and Anne Marie Carr, Senior Administrative Officer.

**APOLOGY:** Councillor Douglas Reid.

**ALSO PRESENT:** Alan Cuthbertson, Executive Director - Corporate Resources (South Lanarkshire Council), External Adviser.

**CHAIR:** Councillor Drew McIntyre, Chair.

**EXCLUSION OF PRESS AND PUBLIC**

1. The Sub-Committee 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.

**ADJOURNMENT/RECONVENTION**

2. The Sub-Committee adjourned at 0915 hrs and reconvened at 0930 hrs with the same Members and Officers in attendance.

**POST OF CHIEF EXECUTIVE (Item 4, Page 826, 03/07)**

3. There was submitted a report dated 15 April 2004 (circulated) by the Executive Head of Personnel which presented information to the Sub-Committee on the five candidates selected for interview with a view to interviewing and making an appointment to the post of Chief Executive, together with the following documentation:-
  - (i) synopsis of the interviewees;
  - (ii) copy of the Chief Executive's recruitment pack which included a copy of the advertisement job outline and person specification;
  - (iii) copy of Part B of the applications received.

There were also submitted written submissions received from the five short listed candidates (circulated).

The Committee interviewed Robert Tinlin and William Stafford.

**ADJOURNMENT/RECONVENTION/CONTINUATION OF BUSINESS**

4. The Sub-Committee adjourned at 1135 hrs and reconvened at 1155 hrs with the same Members and Officers in attendance and interviewed Elizabeth Morton.

**ADJOURNMENT/RECONVENTION/CONTINUATION OF BUSINESS**

5. The Sub-Committee adjourned at 1255 hrs and reconvened at 1330 hrs with the same Members and Officers in attendance and interviewed Robert Allan.

**ADJOURNMENT**

6. The Sub-Committee adjourned at 1440 hrs and it was agreed to reconvene on Tuesday 27 April 2004 at 1345 hrs.

**MINUTES OF RECONVENED MEETING HELD ON TUESDAY 27 APRIL 2004 AT  
1354 HRS IN THE COUNCIL CHAMBERS, LUGAR**

**PRESENT:** Councillors Drew McIntyre, Maureen McKay, Daniel Coffey, John Knapp, Tommy Farrell and Elaine Dinwoodie.

**ATTENDING:** Graham Haugh, Executive Head of Personnel; and Anne Marie Carr, Senior Administrative Officer.

**ALSO PRESENT:** Alan Cuthbertson, Executive Director - Corporate Resources South Lanarkshire Council), External Adviser.

**CHAIR:** Councillor Drew McIntyre, Chair.

**POST OF CHIEF EXECUTIVE**

7. The Sub-Committee interviewed Fiona Lees.

After consideration it was agreed:-

- (i) to offer the post of Chief Executive to Fiona Lees;
- (ii) that all Elected Members of the Council be informed of the appointment; and
- (iii) that the necessary arrangements be remitted to the Executive Head of Personnel.

The meeting terminated at 1530 hrs.