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To: Councillors McIntyre (Chair), McKay, D Coffey, Reid, Knapp, Farrell and Dinwoodie.

23 March 2004

Dear Councillor

RECRUITMENT SUB-COMMITTEE OF THE CORPORATE GOVERNANCE COMMITTEE - 30 MARCH 2004

You are requested to attend a meeting of the **Recruitment Sub-Committee of the Corporate Governance Committee** to be held in the **MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK**, on **TUESDAY 30 MARCH 2004** at **1400 HRS**, to consider the undernoted business.

Yours sincerely



David Mitchell
Head of Administrative and Legal Services
AMC/FM

B U S I N E S S

INTIMATE APOLOGIES

- 1. EXCLUSION OF PRESS AND PUBLIC** - Recommend that the Sub-Committee pass the following Resolution:- "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 involves the likely disclosure of exempt information as defined in paragraph 1 of Schedule 7A of the Act".
- 2. POST OF CHIEF EXECUTIVE - SELECTION PROCESS (pages 1-4)** - Submit report dated 23 March 2004 (copy enclosed) by the Head of Personnel recommending a selection process for the post of Chief Executive.

(Please note that a copy of the Recruitment Pack for the post is appended to the Agenda papers).

Report not enclosed - Refer to Exclusion of Press and Public paragraph above.

3. **APPOINTMENT OF CHIEF EXECUTIVE (pages 5-133)** - Submit report dated 23 March 2004 (copy enclosed) by the Head of Personnel Services presenting to the Sub-Committee the 17 applications received for the post of Chief Executive and to ask the Sub-Committee to select a short-list of candidates for interview. **Report not enclosed - Refer to Exclusion of Press and Public paragraph above.**