

APPENDIX I

EAST AYRSHIRE COUNCIL

**RECRUITMENT SUB-COMMITTEE OF THE
POLICY AND RESOURCES COMMITTEE**

**MINUTES OF MEETING HELD ON THURSDAY 13 FEBRUARY 2003 AT
1100 HRS IN THE CHIEF EXECUTIVE'S CONFERENCE ROOM,
COUNCIL HEADQUARTERS, LONDON ROAD, KILMARNOCK**

PRESENT: Councillors Tommy Farrell, Lilian MacLean, Drew McIntyre, Harry Wilson, Finlay MacLean and Eric Jackson.

ATTENDING: David Montgomery, Chief Executive; John Mulgrew, Director of Educational and Social Services; George Park, Employee Relations Manager; and Julie Armstrong, Assistant Administration Manager.

APOLOGY: Councillor Jane Darnbrough.

CHAIR: Councillor Tommy Farrell, 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.

POST OF HEAD OF SCHOOLS SUPPORT

2. There was submitted a report dated 11 February 2003 (circulated) by the Depute Chief Executive/Director of Corporate Resources which presented the 25 applications received for the post of Head of Schools Support and requested the Sub-Committee to select a short-list of candidates for interview and agree the date and arrangements for interviews.

It was agreed:

- (i) to invite for interview applicant Nos 11, 12, 18, 21, and 27 (applicant No 20 to be invited for interview in the event of the withdrawal on the part of any of the aforementioned candidates);
- (ii) that the interviews be held on Tuesday 4 March 2003 in the Council Chambers, Council Offices, Lugar, the Sub-Committee to meet at 0900 hrs with the commencement time for the first interview being 0930 hrs;
- (iii) that the nature and topic of the preliminary task to be undertaken and the topic for the candidate's 10 minute presentation be remitted to the Director of Educational and Social Services to finalise; and
- (iv) that the content of correspondence to be issued to short-listed candidates in advance of the meeting be remitted to the Director of Educational and Social Services.

The meeting terminated at 1122 hrs.