

APPENDIX I

EAST AYRSHIRE COUNCIL

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

**MINUTES OF MEETING HELD ON MONDAY 11 JUNE 2001 AT 1300 HOURS IN
THE MEETING ROOM, COUNCIL HEADQUARTERS, LONDON ROAD,
KILMARNOCK**

PRESENT: Councillors Drew McIntyre, Daniel Coffey, Harry Wilson, Eric Jackson and Elaine Dinwoodie.

ATTENDING: Fiona Lees, Depute Chief Executive/Director of Corporate Resources; Graham Haugh, Head of Personnel; and Ian Gemmell, Administrative Officer.

APOLOGIES: Councillors Douglas Reid and Tommy Farrell.

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.

POST OF HEAD OF ADMINISTRATIVE AND LEGAL SERVICES

2. There was submitted a report dated 5 June 2001 (circulated) by the Depute Chief Executive/Director of Corporate Resources on applications received, together with the following documentation:-
 - (i) copy of advertisement for the post of Head of Administrative and Legal Services;
 - (ii) copy of job description;
 - (iii) copy of person specification;
 - (iv) synopsis of the applications; and
 - (v) copy of Part B of the applications received.

It was agreed:-

- (i) to invite for interview applicant nos 5, 9, 12, 15, 17 and 21 (applicant no 16 to be invited for interview in the event of withdrawal on the part of any of the aforementioned candidates);
- (ii) that the interviews be held on Tuesday 26 June 2001 the meeting to commence at 0900 hours with the first interview to commence at 0930 hours; and

- (iii) that arrangements for written submissions and the interviews be remitted to the Depute Chief Executive/Director of Corporate Resources.

The meeting terminated at 1340 hours.

**TO RETURN TO PREVIOUS PAGE
PLEASE PRESS THE BACK BUTTON
AT THE TOP LEFT OF THE PAGE**