

RECRUITMENT COMMITTEE

Minutes of meeting held via Microsoft Teams and in Committee Room 3, Council Offices, Almada Street, Hamilton on 25 October 2023

Chair:

Councillor Joe Fagan

Councillors Present:

Councillor Alex Allison, Councillor Robert Brown, Councillor Maureen Devlin (*substitute for Councillor Gerry Convery*), Councillor Katy Loudon (*substitute for Councillor John Ross*)

Councillors' Apologies:

Councillor Maureen Chalmers, Councillor Gerry Convery (Depute), Councillor John Ross

Attending:

Finance and Corporate Resources

P Manning, Executive Director; S McLeod, Administration Officer; E McPake, Human Resources Business Partner (Education and Social Work Resources)

1 Declaration of Interests

No interests were declared.

2 Urgent Business

There were no items of urgent business.

3 Exclusion of Press and Public

The Committee decided:

that, in terms of Section 50A(4) of the Local Government (Scotland) Act 1973, the press and public be excluded from the meeting for the next item of business on the grounds that it was likely that there would be disclosure of exempt information in terms of Paragraph 1 of Part I of Schedule 7A of the Act.

4 Post of Head of Administration and Legal Services

Documentation on the post of Head of Administration and Legal Services was submitted as follows:-

- ♦ job profile
- ♦ recruitment pack
- ♦ synopsis of applicants
- ♦ applications received

The Committee decided:

that a shortlist of 5 applicants be selected for interview as follows:-

- ◆ Applicant Reference Number 1
- ◆ Applicant Reference Number 2
- ◆ Applicant Reference Number 3
- ◆ Applicant Reference Number 9
- ◆ Applicant Reference Number 10