



Council Offices, Almada Street
Hamilton, ML3 0AA

Thursday, 18 October 2018

Dear Councillor

Recruitment Committee

The Members listed below are requested to attend a meeting of the above Committee to be held as follows:-

Date: Tuesday, 31 July 2018

Time: 09:15

Venue: Committee Room 2, Council Offices, Almada Street, Hamilton, ML3 0AA

The business to be considered at the meeting is listed overleaf.

Members are reminded to bring their fully charged tablets to the meeting

Yours sincerely

Lindsay Freeland
Chief Executive

Members

John Ross (Chair), Alex Allison, Walter Brogan, Maureen Chalmers, Peter Craig, Davie McLachlan

Substitutes

Stephanie Callaghan, Gerry Convery, Ann Le Blond, Eileen Logan, Katy Loudon, Gladys Miller

This meeting will reconvene as follows:-

Date: Friday 3 August 2018

Time: 09:30

Venue: Committee Room 2, Council Offices, Almada Street, Hamilton, ML3 0AA

BUSINESS

1 Declaration of Interests

2 Minutes of Previous Meeting

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Minutes of the meeting of the Recruitment Committee held on 12 June 2018 submitted for approval as a correct record. (Copy attached)

Urgent Business

3 Urgent Business

Any other items of business which the Chair decides are urgent.

Exclusion of Press and Public

4 Exclusion of Press and Public

It is recommended that the Committee makes the following resolution:-

"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 following item(s) of business on the grounds that it is likely that there will be disclosure of exempt information in terms of Paragraph 1 of Part I of Schedule 7A of the Act."

Item(s) for Decision

5 Post of Head of Health and Social Care

To interview candidates for the post of Head of Health and Social Care.
(Papers attached) Page(s) 3 to End

For further information, please contact:-

Clerk Name: Stuart McLeod

Clerk Telephone: 01698 454815

Clerk Email: stuart.mcleod@southlanarkshire.gov.uk

RECRUITMENT COMMITTEE

Minutes of meeting held in Committee Room 2, Council Offices, Almada Street, Hamilton on 12 June 2018

Chair:

Councillor John Ross

Councillors Present:

Alex Allison, Maureen Chalmers, Peter Craig, Eileen Logan (*substitute for Councillor McLachlan*)

Councillors' Apologies:

Walter Brogan, Davie McLachlan

Attending:

Finance and Corporate Resources

S McLeod, Administration Officer; K McVeigh, Head of Personnel Services

Health and Social Care

V de Souza, Director

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 following 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.
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4 Post of Head of Health and Social Care

Documentation on the post of Head of Health and Social Care was submitted as follows:-

- ◆ job profile
- ◆ applications received
- ◆ interview questions

An amended presentation topic was also tabled at the meeting.

The Committee decided:

- (1) that the job profile be approved;

- (2) that a shortlist of 4 applicants be selected as follows:-
- ◆ Applicant Reference Number 1
 - ◆ Applicant Reference Number 2
 - ◆ Applicant Reference Number 4
 - ◆ Applicant Reference Number 5
- (3) that the interview questions and amended presentation topic be approved; and
- (4) that the interviews for the post of Head of Health and Social Care be held on Tuesday 31 July 2018.