



Council Offices, Almada Street
Hamilton, ML3 0AA

Thursday, 24 March 2022

Dear Councillor

Recruitment Committee

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

Date: Friday, 01 April 2022

Time: 09:15

Venue: Committee Room 1, Council Offices, Almada Street, Hamilton, ML3 0AA

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

Yours sincerely

Cleland Sneddon
Chief Executive

Members

John Ross (Chair), Alex Allison, Maureen Chalmers, Gerry Convery, Margaret Cooper, Joe Fagan

Substitutes

Stephanie Callaghan, Peter Craig, Maureen Devlin, George Greenshields, Eileen Logan, Richard Nelson

BUSINESS

1 Declaration of Interests

2 Minutes of Previous Meeting

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Minutes of the Recruitment Committee held on 28 February 2022 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 Property Services

To interview candidates for the post of Head of Property Services. (Papers attached)

For further information, please contact:-

Clerk Name:	Stuart McLeod
Clerk Telephone:	01698 454815
Clerk Email:	stuart.mcleod@southlanarkshire.gov.uk

RECRUITMENT COMMITTEE

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Minutes of meeting held in Committee Room 5 and via Microsoft Teams, Council Offices, Almada Street, Hamilton on 28 February 2022

Chair:

Councillor John Ross

Councillors Present:

Councillor Alex Allison, Councillor Maureen Chalmers, Councillor Gerry Convery, Councillor Margaret Cooper, Councillor Eileen Logan (*substitute for Councillor Joe Fagan*)

Councillor's Apology:

Councillor Joe Fagan

Attending:

Finance and Corporate Resources

S McLeod, Administration Officer; E McPake, Human Resources Business Partner (Education and Social Work Resources); K McVeigh, Head of Personnel Services

Housing and Technical Resources

D Lowe, Executive 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 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 Property Services

Documentation on the post of Head of Property Services was submitted as follows:-

- ◆ recruitment pack
- ◆ synopsis of applicants
- ◆ applications received

The proposed presentation topic and interview questions were tabled at the meeting.

The Committee decided:

- (1) that a shortlist of 3 applicants be selected for interview as follows:-
 - ◆ Applicant Reference Number 1
 - ◆ Applicant Reference Number 3
 - ◆ Applicant Reference Number 8
- (2) that the proposed presentation topic and interview questions be approved for further consideration.