

RECRUITMENT COMMITTEE

Minutes of meeting held via Microsoft Teams on 13 January 2026

Chair:

Councillor Joe Fagan

Councillors Present:

Councillor Robert Brown, Councillor Maureen Chalmers, Councillor Ross Clark

Councillors' Apologies:

Councillor Alex Allison, Councillor Gerry Convery (Depute)

Attending:

Chief Executive's Service

P Manning, Chief Executive

Finance and Corporate Resources

S McLeod, Administration Officer; E Maxwell, Human Resources Business Manager

1 Declaration of Interests

No interests were declared.

2 Minutes of Previous Meeting

The minutes of the meeting of the Recruitment Committee held on 2 December 2025 were submitted for approval as a correct record.

The Committee decided: that the minutes be approved as a correct record.

3 Urgent Business

There were no items of urgent business.

4 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.

5 Post of Executive Director

Documentation on the post of Executive Director (Community and Enterprise Resources) was submitted as follows:-

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

The Human Resources Business Manager advised that 2 applicants had withdrawn their applications since the previous meeting of the Recruitment Committee held on 2 December 2025.

The Human Resources Business Manager further confirmed that the remaining 5 candidates had attended the assessment centre and provided a summary of the candidates' performance.

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 4
- ◆ Applicant Reference Number 5

[Reference: Minutes of 2 December 2025 (Paragraph 4)]