



Council Offices, Almada Street
Hamilton, ML3 0AA

18 October 2011

Dear Councillor

Recruitment Committee

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

Date: Monday 24 October 2011

Time: 10:15am

Venue: Committee Room 5, Council Offices, Almada Strret, Hamilton

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

Yours sincerely

Archibald Strang
Chief Executive

Members

Jackie Burns, Jim Docherty, Beith Forrest, Ian Gray, Edward McAvoy, Sheena Wardhaugh

BUSINESS

1 Declaration of Interests

Exclusion of Press and Public

2 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(s) 1 of Part I of Schedule 7A of the Act."

Item(s) for Decision

3 Finance and Corporate Resources - Post of Head of Finance

- (a) To agree job profile;
 - (b) To approve shortlist of candidates for interview;
 - (c) To approve interview questions/presentation topic;
 - (d) To confirm date of 7 November 2011 for meeting of Recruitment Committee to interview candidates for the post of Head of Finance.
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Urgent Business

4 Urgent Business

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

*For further information, please contact:-
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