

**MINUTE of MEETING of CENTRAL SCOTLAND VALUATION JOINT BOARD APPOINTMENTS COMMITTEE held within HILLSIDE HOUSE, STIRLING on MONDAY 11 AUGUST 2014 at 9.30 a.m.**

**PRESENT:** Councillors Brisley, Holden, MacDonald, McChord, Nimmo and Meiklejohn.

**CONVENER:** Councillor MacDonald.

**ATTENDING:** Assistant to Clerk (B Pirie); Tom Denovan, HR Team Leader, Clackmannanshire Council and Joan Hewton, Chair of the Assessor's Association for Scotland.

**DECLARATIONS OF INTEREST:** None.

**VJB13. MINUTE**

The Minute of Meeting of Central Scotland Valuation Joint Board Appointments Committee held on 3 June 2014 was approved.

**VJB14. EXCLUSION OF PUBLIC**

**RESOLVED** in terms of Section 50A(4) of the Local Government (Scotland) Act 1973, to exclude from the meeting the press and public for the following item of business on the grounds that it would involve the likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 7A to the said Act.

**VJB15. POST OF ASSESSOR AND ELECTORAL REGISTRATION OFFICER**

The Committee considered a report by the Clerk to the Board on the outcome of the advertising phase of the recruitment process and on the process for selecting a shortlist of candidates for interview.

The post of Assessor and Electoral Registration Officer had been advertised on My Job Scotland with a closing date for applications of 27 June 2014. The Advert had also been circulated to each of the Assessors in Scotland. Eight applications had been received. The application forms were attached to the report together with candidate's assessment forms. The committee was invited to determine a shortlist of candidates for interview. The committee was additionally invited to confirm the interview questions and presentation topic together with the date of interview.

## **Decision**

### **AGREED:-**

- 1) to invite four candidates to interview on 29 August 2014; and**
- (2) that the HR and professional advisers will finalise the presentation topic and interview questions and circulate these to members in advance of the meeting.**