

DUNBARTONSHIRE AND ARGYLL AND BUTE VALUATION JOINT BOARD RECRUITMENT PANEL

At a Meeting of the Dunbartonshire and Argyll & Bute Valuation Joint Board Recruitment Panel held in Committee Room 2, Council Offices, Garshake Road, Dumbarton on Friday, 23 January 2004 at 11.46 a.m.

Present: Councillors Donald MacMillan and Donald McIntosh, Argyll & Bute Council; Provost Pat Steel, East Dunbartonshire Council; and Councillor Gail Casey, West Dunbartonshire Council.

Attending: Duncan Wilson, Assessor and Electoral Registration Officer; Gerry McInerney, Head of Personnel, West Dunbartonshire Council; and Craig Stewart, Administrative Assistant.

Apology: An apology for absence was intimated on behalf of Councillor Vaughan Moody, East Dunbartonshire Council.

Councillor Donald MacMillan in the Chair

EXCLUSION OF PRESS AND PUBLIC

The Recruitment Panel approved the following resolution:-

“That under 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 may involve the likely disclosure of exempt information as defined in Paragraph 1 of Part I of Schedule 7A to the Act”.

POST OF ASSESSOR & ELECTORAL REGISTRATION OFFICER – SHORTLEETING OF APPLICANTS AND ARRANGEMENTS FOR INTERVIEWS

The Recruitment Panel considered the shortleeting of applicants for the post of Assessor & Electoral Registration Officer. The Head of Personnel circulated a recruitment pack giving details of the six candidates who had applied for the post following the advertisement of the vacancy.

It was noted that the recruitment pack provided details on the applications received. After discussion and having heard Messrs. Wilson and McInerney in elaboration of the recommendations for the shortleeting of the candidates, the Recruitment Panel agreed that officers should leave the meeting for a short period, in order to enable Members to consider the shortleeting of candidates in private. Accordingly, Messrs. Wilson, McInerney and Stewart left the meeting at 12.15 p.m.

At 12.35 p.m. the officers were re-admitted to the meeting and advised by the Convener that it had been agreed that a shortleeting of 4 applicants be invited to attend for interview as follows:-

B.J. Byrne
J.M. Hewton
W.S. Mathieson
D.C. Thomson

It was also agreed:-

- (a) that appropriate arrangements be made for the interview of the candidates at the offices of the Assessor and Electoral Registration Officer, 235 Dumbarton Road, Clydebank on Friday, 30 January 2004;
- (b) that four questions contained in the recruitment pack be used in respect of the interview of the candidates and that Mr. McInerney be requested to draft a further question in this respect; and
- (c) that a revised recruitment pack, to assist in the interviewing of the four shortleeted candidates, would be prepared by Mr. McInerney for issue to Members prior to the next meeting of the Recruitment Panel.

The meeting closed at 12:47 p.m.