

**MINUTES of MEETING of APPOINTMENTS PANEL held BY SKYPE
on FRIDAY, 16 APRIL 2021**

Present: Councillor Yvonne McNeilly (Chair)

Louise Connor
Douglas Hendry

Pippa Milne
Councillor Aileen Morton

Attending: Jane Fowler, Head of Customer Support Services

1. APOLOGIES FOR ABSENCE

Apologies for absence were intimated on behalf of Councillor Lorna Douglas.

2. DECLARATIONS OF INTEREST

There were no declarations of interest intimated.

The Panel resolved in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 to exclude the press and public for the following item of business on the grounds that it was likely to involve the disclosure of exempt information as defined in Paragraph 1 of Schedule 7A to the Local Government (Scotland) Act 1973.

3. APPOINTMENT OF HEAD OF EDUCATION - LIFELONG LEARNING AND SUPPORT

The Appointments Panel met to short list applications as part of the Head of Education – Lifelong Learning and Support recruitment process.

Decision:

Five candidates were selected for invitation to interview on 5 May 2021.

4. CONSIDERATION OF DRAFT PANEL QUESTIONS

The Panel gave consideration to a verbal update outlining the presentation and panel questions for the post of Head of Education – Lifelong Learning and Support.

Decision

The Appointments Panel agreed that the Chief Education Officer and Head of Customer Support would:

1. Finalise and circulate the presentation topic to panel members.
2. Compare questions for the technical interview by Chief Education Officer, Stakeholder Panel and Recruitment Panel to ensure maximum coverage of topics and to forward questions to the panel prior to the interview date.

(Reference: Verbal Update by Head of Customer Support Services)

5. SUMMARY OF APPOINTMENTS PROCESS

The Appointments Panel gave consideration to the summary of appointments process.

Decision

The Appointments Panel:-

1. agreed to note the summary of appointments process;
2. agreed that there would be one stakeholder panel consisting of Head Teachers, Trade Union, Northern Alliance, Argyll College, Parent Council and the Health and Social Care Partnership; and
3. agreed that whilst the Assessment Centre and stakeholder panels would take place virtually, the Panel Interview on 5 May 2021 would take place in person at Kilmory.

(Reference: Summary of Appointments Process, dated 1 April 2021, submitted)

6. ANY OTHER COMPETENT BUSINESS

There was no other competent business discussed.