



## **Strathclyde Partnership for Transport**

### **Minute of the Appointed Member Recruitment Committee**

**23 October 2020**

held via Video Conference

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## **Minute of the meeting of Strathclyde Partnership for Transport's Appointed Member Recruitment Committee held via Video Conference on 23 October 2020**

**Present** Councillors David Wilson (Chair), Dr Martin Bartos, Richard Bell, Maureen Devlin and Alan Moir.

**Attending** Valerie Davidson, Assistant Chief Executive/Partnership Secretary.

### **1. Apologies**

The Committee noted there were no apologies.

### **2. Declaration of interest in terms of the Ethical Standards in Public Life etc (Scotland) Act 2000**

The Committee noted Cllr Bartos intimated that one candidate had referenced him by name in the application, and while having no direct conflict of interest, confirmed he would absent himself from the interview process should that candidate be shortlisted for interview.

### **3. Minute of previous meeting**

The minute of the meeting of 27 February 2020 was submitted and approved as a correct record with no matters arising.

The Committee agreed that the remaining agenda items would be considered press and public excluded, noting that the disclosure of the information should be exempt under paragraph 1 of Part 1 of Schedule 7a of the Local Government (Scotland) Act 1973.

### **4. Position Statement of Current Periods of Office Expiry Dates**

There was a report submitted by the Assistant Chief Executive providing members with a position statement confirming the status of Appointed Member appointment periods.

After discussion, the Committee agreed to take cognisance of the current period of office expiry dates in determining the number and timing of proposed appointments.

### **5. Recruitment Application Shortlisting Criteria**

There was a report submitted by the Assistant Chief Executive providing members with a matrix of the previously agreed shortlisting criteria which covered both the range of experiences and key attributes being sought from applicants.

The Committee noted the criteria had been advised to applicants via the candidate information pack and agreed this be used in the shortlisting process.

### **6. Applications for Assessment**

There was a report submitted by the Assistant Chief Executive providing members with the details provided by 16 applicants in response to the advert or the Appointment Member(s) role.

After much discussion, the Committee agreed to shortlist eight applicants for interview and noted interviews would take place on 9 and 12 November 2020 via video conference.

The Chair thanked Mrs Davidson for the preparatory work to date and requested that letters be sent to all applicants:

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- (i) interviewing those who had been shortlisted to interview, and
- (ii) advising the unsuccessful candidates and making a facility for feedback available.

