



Glasgow City Council

City Administration Committee

Report by Chief Executive

Contact: Colin Edgar Ext: 70901

Item 6

23rd October 2025

Appointment of public processions officer

Purpose of Report:

To seek approval to appoint Ian Scott as Public Processions Officer.

Recommendations:

Instruct the Chief Executive to appoint Ian Scott to the role of Public Processions Officer.

It is recommended that committee also consider whether to exclude the public from the meeting if personal data relating to Ian Scott is to be discussed at the meeting given that exempt information, as defined in paragraph 1 of Part 1 of Schedule 7A to the Local Government (Scotland) Act 1973, is likely to be disclosed.

Ward No(s):

Citywide: ✓

Local member(s) advised: Yes ☐ No ☐ consulted: Yes ☐ No ☐

1 Introduction

The Council's Public Processions Officer is due to retire in November 2025.

As a Grade 6 role this role is relatively junior but can be relatively high profile. The post holder is required to give advice to the Director of Legal and Administration and on occasion to the Public Processions Committee, as well as maintaining relationships with processing organisations in the city.

The council convened an interview panel consisting of the Director of Legal and Administration and the Legal Manager, Licencing to consider applicants for the post.

During the recruitment process it became clear that one of the applicants, Richard 'Ian' Scott, is the cousin of the Director of Legal and Administration's partner. The Director of Legal and Admin recused herself from the process and took no part in shortlisting or interviewing. She was replaced by the Director of Communication and Corporate Governance.

Following the interview process Ian Scott is the preferred candidate.

2 Recruitment process

The Council's Recruitment and Selection Policy states:

"If an employee is related to an Executive or Service Director, they won't normally be offered an appointment in their Service.

"Any exception would need to be agreed by the Executive Director, Corporate Services, or the Chief Executive, and have the prior consent of the Service committee, where appropriate.

"Similarly, employees must not be interviewed for a post by a relative. If such a relationship exists, the interviewing manager must tell their Service HR team, before the interview is due to take place."

It is not clear that Mr Scott is a 'relative' of the director, as envisioned by the policy, however it is considered that given the relatively high profile nature of the job, it is appropriate to follow the policy as if he were.

The recruiting officers have discussed this policy and remain of the view that Mr Scott is the best candidate for the job. The Chief Executive is content with this advice.

3 Next steps

Given the unusual nature of this job, it is hoped to have as long as possible an overlap between the retiring officer and the new officer.

The relevant service committee for the Chief Executive's Department is the Wellbeing, Equalities, Communities, Culture and Engagement City Policy Committee.

However the next meeting of WECCE is not until November 13th which would not leave enough time for a meaningful handover.

4 Consideration of exclusion of press and public

The Local Government (Access to Information) Act 1985 (which inserted new provisions into the Local Government (Scotland) Act 1973) sets out the default position for committee reports and meetings, requiring that reports are published in advance and meetings are open to the public, unless certain conditions are met. A local authority may by resolution exclude the public from a meeting during consideration of an item of business whenever it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during consideration of that item of business there would be disclosure to them of exempt information. Exempt information under Schedule 7A of the Act includes (at paragraph 1) "Information relating to a particular employee, former employee or applicant to become an employee of, or a particular office holder, former office-holder or applicant to become an office-holder under, the authority." The matters addressed in this report include such information and can therefore be classed as "exempt information" for purposes of Schedule 7A.

As noted above, Mr Scott has indicated that he has no objection to his name and prospective appointment being published in this report and for this report itself to be published. For this reason, officers have not added the usual marking for committee reports where the public are likely to be excluded from a meeting, in the form of a document footer stating that the report is not for publication by virtue of a particular provision of Schedule 7A. However, if Committee wish to ask for more details regarding the proposal which would involve disclosure of additional personal data relating to Mr Scott, then they may wish to exclude the public from the meeting for purposes of this deliberation.

5 Policy and Resource Implications

Resource Implications:

<i>Financial:</i>	None
<i>Legal:</i>	None
<i>Personnel:</i>	This ensures we are compliant with the council's recruitment and selection policy.
<i>Procurement:</i>	None

Council Strategic Plan: Grand Challenge 4

Equality and Socio-Economic Impacts:

Does the proposal support the Council's Equality Outcomes 2021-25? Please specify.

No specific impact

What are the potential equality impacts as a result of this report?

(no significant impact, positive impact or negative impact)

Please highlight if the policy/proposal will help address socio-economic disadvantage.

Climate Impacts:

Does the proposal support any Climate Plan actions? Please specify:

No

What are the potential climate impacts as a result of this proposal?

Will the proposal contribute to Glasgow's net zero carbon target?

Privacy and Data Protection Impacts:

Are there any potential data protection impacts as a result of this report
Y/N

The successful candidate has agreed to these personal details being included in a report which may be made public. If Committee wish to discuss further personal data relating to the successful candidate then compliance with the data protection principles would require committee to first resolve to exclude the public in terms of the provisions set out in the report.

If Yes, please confirm that a Data Protection Impact

Assessment (DPIA) has been carried out

A DPIA pre-screening questionnaire has been completed indicating that no DPIA is required.

5 Recommendations

Instruct the Chief Executive to appoint Ian Scott to the role of Public Processions Officer.

It is recommended that committee also consider, in light of the comments in this report, whether to exclude the public from the meeting if personal data relating to Ian Scott is to be discussed given that exempt information, as defined in paragraph 1 of Part 1 of Schedule 7A to the Local Government (Scotland) Act 1973, is likely to be disclosed.