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Date: 7 March 2014



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Learning & Leisure Services

Andrew Sutherland
Executive Director
Civic Centre
Windmillhill Street
Motherwell ML1 1AB
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Dear Ms Kearney

Library Resource Centre Manager (Temporary) Ref No NLA003511

I refer to your letter which I received on 21 February and would firstly apologise for you not having received a response to your previous letter.

May I take the opportunity to reassure you that I personally value the professionalism and quality of service provided by our Library Resource Centre Managers who play an integral and important role within our secondary schools supporting teaching staff and pupils.

I can confirm that the job advert of 22 November for Library Resource Centre Managers correctly listed the minimum qualification required, SVQ4, HND or General Degree. This information is contained in the job evaluation overview which I have attached for your information. Therefore it is not a change in policy rather the council taking full recognition of the job evaluation process and outcome.

I do however acknowledge that within Learning and Leisure Services we have been able to successfully recruit employees with a higher level of qualification than the minimum required this will ensure the continuation of our extremely professional and dedicated workforce.

I am also aware that in 2010 when the service sought to recruit Library Resource Centre Managers that the council erroneously advertised the qualification level as degree/Pg Diploma in Leadership and Information Studies.

I hope that I have provided you with the clarification you require.

Yours sincerely



Andrew Sutherland
Executive Director
Learning and Leisure Services



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