



## Adult Social Care

Charlotte R Quinn  
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Merrion House  
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Leeds LS2 8QB

Contact: Martin Foster  
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Your Ref:  
Our Ref: FOI-3305

28/8/09

Dear Charlotte R Quinn

I am writing to confirm that the Council has now completed its search for the information you requested on 02 August, 2009.

Your questions and our responses are below:

Social Worker (Child Health & Disability Team) Closing Date: 24/06/09 Reference: 9946

- 1) How many people applied? **17**
- 2) How many people got short listed for interview? **None – see Q5**  
and a copy of.
- 3) The actual questions used in the interview(s) for this post, including a copy of the document/form or documents/forms used to record the interviewees responses, in addition to scoring or evaluating any interviewee's responses. **None – see Q5**
- 4) A copy of any document/form or documents/forms used to shortlist candidates for this post.

Although no one was shortlisted, I have attached a copy of the general form for the post of SOCIAL WORKER (Child Health & Disability Team)

- 5) Was anyone recruited for the post, The post was withdrawn after the closing date and the post given to a redeployee  
and
- 5.1) Was the successful candidate already an employee or agency worker, or an external one? see Q5
- 6) A copy of any actual Case study or computer or paper based exercise/task used in the interview(s) or recruitment for this specific post, in addition to any document/form or documents/forms used for scoring or evaluating any interviewee's exercise/task. **N/A**
- 7) What was the Job Title or Designation of all those who conducted or participated in the interview(s) for this particular post. **N/A**

If you have any queries about this letter, please contact me. Please remember to quote the reference number above in any future communications. If you have a query specifically about the recruitment process you could contact the Human Resources section directly.

If you are unhappy with the service you have received in relation to your request and wish to make a complaint or request a review of our decision, you should write to: The Complaints Manager, Adult Social Care, Merrion House, 110 Merrion Centre, Leeds LS2 8QB

If you are not content with the outcome your complaint, you may apply directly to the Information Commissioner for a decision. Generally, the ICO cannot make a decision unless you have exhausted the complaints procedure provided by Social Care. The Information Commissioner can be contacted at: The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF.

Yours sincerely

Martin Foster  
Principal Officer, Information Management & Governance  
Adult Social Care