

Applicant Information Pack for appointment to the Board of NHS Lothian



The Cabinet Secretary for Health and Care is seeking to appoint two members to the board of NHS Lothian. The Cabinet Secretary highly values the benefits of having different points of view on the board and welcomes applications from people from all walks of life.

The appointments process for these board vacancies follows the [Code of Practice for Public Appointments](#) and is regulated by the [Ethical Standards Commissioner](#).

Key dates for this appointment round

Closing date	31/08/2026 at 12 noon
Sift of applications	15/09/2026
Date applicants will hear about the outcome of their application	By 18/09/2026
Interviews	In person, in central Edinburgh Tuesday 29th and Wednesday 30th September 2026 It is unlikely that we will be able to offer an alternative interview date. Please see Page 17 for further information if attendance in person is not possible.
Ministerial decision	19/10/2026
Estimated start date	01/01/2027

To Potential Applicants

Dear Applicant

The Scottish Government has set out an ambitious programme of recovery, renewal and reform through its Health and Social Care Service Renewal Framework, Population Health Framework and wider Public Sector Reform Strategy.

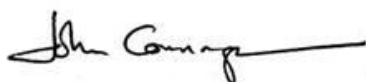
NHS Lothian is responding through service transformation, a stronger focus on prevention and community-based care, and closer collaboration with partners across the region. We are also helping to shape Scotland's new sub-national planning arrangements, designed to support more effective planning and delivery of services across wider populations. Against this backdrop, our non-executive Board members provide vital leadership, scrutiny and strategic oversight, helping to ensure we deliver high-quality, sustainable services for the people we serve.

We are seeking to appoint two new non-executive members to the NHS Lothian Board. We are looking for individuals with broad experience, sound judgement and the ability to make an immediate contribution to Board discussions and decision-making. For one appointment, we are particularly interested in candidates with expertise in finance, audit or risk management. Further information is provided in the Person Specification below.

NHS Lothian is committed to ensuring our Board reflects the diversity of the communities we serve. We welcome applications from people from all backgrounds and particularly encourage applications from groups under-represented on Scotland's public bodies, including disabled people, young people and people from black and minority ethnic communities. We also encourage applications from women as we continue to work towards a more balanced gender representation within our non-executive membership.

Serving as a non-executive member of NHS Lothian is a rewarding and influential public service role. It offers an opportunity to help shape the future of health and care services for almost one million people and contribute to decisions that affect communities across Lothian. At a time when NHS Scotland is pursuing an ambitious programme of recovery, renewal and public sector reform, and new approaches to collaborative planning and delivery are emerging, our non-executive members play a vital role in providing strategic leadership, constructive challenge and assurance. I hope you will consider applying. If you would like an informal discussion about the role, please contact Georgia Sherratt on 0131 465 5804 or by email at georgia.sherratt@nhs.scot.

Kind regards



PROFESSOR JOHN CONNAGHAN CBE
Chair of the Board, NHS Lothian

Information about the role

Remuneration	£16,224 per annum (non-pensionable) is payable for your one day per week commitment to NHS Board and Integration Joint Board (IJB) business.
Time commitment	The time commitment will vary week to week, but you must be able to make a firm commitment to spend at least 8 hours per week / 52 days per year on Board business, which is averaged out over the year. This time will be a mix of daytime Board, committee and Integration Joint Board (IJB) meetings, reading documents and attending stakeholder events. This is not a fixed day per week, so you will require to have some flexibility in which days you work, however, the main Board, Committee and IJB meetings are planned a year in advance, to assist with planning your diary. In addition to Board meetings, you will be expected to serve on specific committees and at least one IJB. The details of this can be discussed with the Chair, based on your skills and experience and the needs of the Board. You can expect to be attending at least one or two formal meetings each month, representing a mix of Board, committee and IJB business. On occasion, you may be required to demonstrate some flexibility to attend at a greater frequency, subject to the Board's ongoing business needs. Should your required time commitment regularly exceed the average 8 hours per week then, at the discretion of the Board Chair, you may receive additional payment, based pro-rata on the salary set out above.
Length of appointment term	The term of appointment will be for up to four years. When the appointment term ends, the skills the Board requires will be reassessed. If you satisfy the requirements of the Board at that time, and there is evidence of your effective performance, Scottish Ministers may consider reappointing you for a further term, but this

	is not guaranteed. A non-executive member's total period of appointment will not exceed eight years.
Location of meetings	Board Meetings will normally be in-person and held in central Edinburgh but may occasionally be held elsewhere in the NHS Board area. Committee and IJB meetings are a mix of in person and online, throughout the year. The expectation is that the work will be a blend of virtual and physical meetings, and a physical presence will be required occasionally to be able to carry out the full range of Board activities. Any reasonable adjustments to facilitate attendance will be considered.
Disqualifications	A member of the Scottish Parliament cannot also hold a public appointment for public bodies listed in the Schedule to the Scottish Parliament (Disqualification) Order 2025. Former Ministers and senior civil servants (Director General level and above) should ensure they comply with any applicable business appointment rules and if needed, seek advice from The Public Appointment's Team at Public.appointments@gov.scot before applying for this role. Appointments to NHS bodies are governed by regulations which include details of the circumstances in which an individual may be disqualified from being appointed. The circumstances vary from body to body and it is not possible to include an exhaustive list here covering every appointment. Further information is provided in Annex A. The Health Board (Membership and Procedure) Regulations 2001 disqualify an individual from being a member of a Health Board if they are already a member of another Health Board. Therefore, please note that if you apply for this role while serving as a member of another Health Board, and are subsequently recommended for appointment, any appointment would be conditional upon your resignation from your current Health Board position.

	Further information on disqualifying criteria is provided in Annex A. The Charities (Regulation and Administration) (Scotland) Act 2023 came into force on 31 August 2025, and the updated automatic disqualification criteria for charity trustees will apply.
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The Board of NHS Lothian

- Population of approximately 920,000, covering roughly 700 square miles
- Annual expenditure of over £2.5 billion
- A workforce of around 28,000 staff
- Four major teaching hospitals providing local, regional and national services
- Over 15 community and specialist hospitals, 124 GP practices and over 400 community pharmacies, dental practices and ophthalmic practices

The Board's role is to make the best use of the resources allocated to deliver high-quality, person-centred care and improve the health and wellbeing of the residents of East Lothian, Edinburgh, Midlothian and West Lothian, as well as a wide range of specialist services for people from across Scotland. In doing so, NHS Lothian provides a comprehensive range of primary, community-based and acute hospital services for the second largest residential population in Scotland.

Within Lothian there is an [Integration Joint Board](#) (IJB) for each of the four local authority areas. The IJBs are responsible for their delegated "integration functions", which are essentially adult social care, all adult community healthcare, and some hospital services for adults. The NHS Board also delegates to IJBs the responsibility for a range of healthcare services to people who are under 18 years of age. Each IJB prepares a strategic plan and then directs the NHS Board and the relevant local authority to carry it out.

NHS Lothian takes forward its role by working with IJBs, community planning partnerships, other NHS bodies, and other organisations in the public sector. NHS Lothian is committed to putting the patient at the heart of everything it does, and its quality approach ensures that it is working with staff and patients to improve care, reduce waste and deliver sustainable healthcare services.

[NHS Lothian Charity](#) is the official charity of NHS Lothian, and a partner and strategic asset of the Board. The Charity delivers non-clinical services and invests in projects which promote better physical and mental health and wellbeing across the region, through investment of an historic endowment and management of philanthropy and fundraising. Board members become trustees of the charity *ex officio*, with the legal duties and responsibilities that entails.

Further Information

The NHS Lothian [Board Member's Handbook](#) on the NHS Lothian website provides a more detailed picture of what being a non-executive member of the Board entails. For more general information about NHS Lothian visit www.nhsllothian.scot.nhs.uk.

The full breadth of the Board's ambition and strategic vision for the next five years is set out within the [Lothian Strategic Development Framework](#).

The role of the Board Member

It is important that Lothian NHS Board has members with a variety of different skills and experience which will enable the Board to work effectively. We are looking for people who can put their skills, knowledge and experience to use for the benefit of the Board, and who have the capacity and commitment to grow and develop into the role. That capacity and commitment is important as we adapt to face emergent and ongoing challenges.

As a non-executive member, you will be expected to make a full contribution to the work of the Board, including participation in its governance committees.

You will work with the Chair and other members of Lothian NHS Board to:

- maintain public confidence in the organisation as a public body and ensure the Board acts in the best interests of patients and the public;
- ensure the Board develops vision, strategies and clear objectives to deliver organisational purpose in the context of Scottish Government policies and priorities;
- account individually and collectively for the effectiveness of the Board as it governs the organisation;
- provide purposeful scrutiny and assurance on the decisions the Board makes ensuring the appropriate systems are in place to hold the executives to account rigorously and effectively;
- chair or participate as a member of key committees as part of the accountability processes within the Board (all members are expected to sit on at least one sub-committee of the Board, contributing to governance and scrutiny in a specific area of activity);
- be a voting member of at least one of the four Integration Joint Boards;
- actively support and promote a healthy culture for the organisation and reflect this in your own behaviour;
- serve as a trustee of the Board's endowment funds (its associated charity); and
- uphold the highest ethical standards of integrity and probity - being honest and trustworthy - and comply with the Board's Code of Conduct (which can be accessed via this link: [Code of Conduct – Lothian NHS Board](#)) derived from the nine principles of public life set out by the Committee on Standards in Public Life (based on the Nolan Principles).

The selection panel

Chair	Fiona Hogg, Chief People Officer, NHS Scotland
Panel Member	Professor John Connaghan CBE, Chair, Lothian NHS Board
Panel Member	Dr Lesley Thomson KC, Chair NHS Greater Glasgow and Clyde Board

Please note that applicants will be asked to declare if they know any members of the selection panel. The panel will also declare if they know any applicants. Any actual or perceived conflicts of interest will be managed in line with the [Ethical Standards Commissioners Code of Practice for Public Appointments](#).

Person specification

The Cabinet Secretary for Health and Care is seeking two new members to join the Board. We welcome applications from people with a wide range of backgrounds and experiences. Your experience may have been gained through employment, voluntary work, community activity, or your own lived experience.

There are two roles available:

Role 1 – Non-Executive Board Member (Finance or Audit & Risk Experience)

Role 2– Non-Executive Board Member (General Experience)

ESSENTIAL CRITERIA

All applicants must provide evidence that they meet Essential Criteria 1-5. These criteria are required for both roles.

APPLYING FOR THE FINANCE OR AUDIT & RISK ROLE

If you wish to be considered for Role 1(Finance or Audit & Risk Experience), you must provide evidence that you meet:

- Priority Criterion 1, **and**
- Essential Criteria 1-5.

You will also be considered for Role 2(General Experience) unless you tell us otherwise by emailing public.appointments@gov.scot.

Applications for the Finance or Audit & Risk role will be assessed primarily against Priority Criterion 1. Candidates who provide the strongest evidence against this criterion will be considered best suited to the role, but must meet all of the Essential Criteria 1-5 as well.

If two or more candidates demonstrate an equal level of merit against Priority Criterion 1, the selection panel will use the evidence provided against the Essential Criteria to determine which candidate is best suited to the role.

APPLYING FOR THE GENERAL EXPERIENCE ROLE

If you are applying only for Role 2 (General Experience), you need only provide evidence against Essential Criteria 1-5.

Please read the instructions carefully and ensure that you provide evidence against all the criteria required for the role(s) you wish to be considered for. Failure to provide evidence for the required criteria may mean that your application cannot be considered.

Priority Criterion	Example indicators	How this will be assessed
1. Experience of Finance or Audit & Risk Candidates should be able to demonstrate at least one of these but should provide evidence in all areas for which they have relevant experience.	You will be able to evidence: • Direct experience of dealing with financial complexity at a strategic level and an understanding of a board's role in ensuring effective financial governance and oversight AND / OR • Understanding and experience of the oversight of strategic risk and how corporate risk management systems and processes can support effective board oversight • Understanding and experience of what is required to ensure effective scrutiny and oversight in an audit and assurance function within a complex system. Qualifications related to finance, audit or risk are beneficial but not essential.	This will be assessed at application and interview stage, and a response is required only if you wish to be considered for Role 1 – Finance or Audit & Risk. In your online application: Please demonstrate how you meet this criterion. Your response should be no more than 300 words. At interview: You will be given a Board paper in advance and will be asked to prepare your thoughts; you will also be questioned further on this criterion.

Essential Criteria	Example indicators	How this will be assessed
All applicants must provide evidence for the criteria specified below.		
1. Understanding of NHS context and the role of the Board	• Awareness and understanding of the wider environment and changing context in which the NHS operates locally and nationally. • Ability to understand the strategic issues of importance and relevant longer-term implications from what is being considered by the Board, IJB and Committees and identify opportunities, challenges and risks • Understanding of the role of the Board in assurance and oversight of the system	In your online application: Please demonstrate how you meet this criterion including why you wish to be an NHS Lothian Board member. Your response should be no more than 300 words. At interview: You will be given a Board paper in advance and will be asked to prepare your thoughts which will test this; you will also be questioned further on this criterion.
2. Analysis and decision-making skills	• Ability to evaluate the potential effectiveness of proposed strategies and oversee and monitor their delivery. • Ability to use and compare evidence from varied sources (both qualitative and quantitative) to develop an informed understanding of complex issues and reach reasonable conclusions. • Ability to identify implications of decisions, such as priorities, risks, opportunities etc.	In your online application: Please demonstrate how you meet this criterion. Your response should be no more than 250 words. At interview: You will be given a board paper in advance and will be asked to prepare your thoughts which will test this; you will also be questioned further on this criterion.
3. Constructive and supportive challenge	• Evidence of being constructive, confident and objective in questioning proposals and debating issues within a group. • Evidence of respectful, non-confrontational challenge which has led to changing the views of others.	In your online application: Please demonstrate how you meet this criterion. Your response should be no more than 250 words. At interview: You will be questioned further on this criterion.

	• Willingness to accept a collective decision even if it goes against a personal view.	
4. Ability to communicate, influence and work collaboratively	• Ability to be focussed and succinct in your communications • Ability to actively listen to diverse voices and respect views that are different to your own • Able to effectively express views and opinions and adapt your style appropriately to suit different audiences. • Able to be persuasive and influence within a group setting. • Able to build relationships with others in order to deliver shared objectives.	This will be assessed throughout the selection process. There is not a specific section in the application for this criterion but you should consider this in the other information which you provide.
5. Ability to demonstrate the NHS Scotland shared values: • care and compassion; • dignity and respect; • openness, honesty and responsibility; and, • quality and teamwork.	Embedding these values in everything we do. In practice this means: • Demonstrating our values in the way we work and treat each other. • Using our values to guide the decisions we take. • Identifying and dealing with behaviours that don't live up to our expectations. • Being responsible for the way we work and not just the work we do.	This will be assessed throughout the selection process. There is not a specific section in the application for this criterion but you should consider this in the other information you provide.
In your online application you will be invited to provide a tailored career history to help the panel understand your life and career and how it may be helpful to this role. This should include relevant information from your professional, personal and voluntary experience. You may wish to include: • Dates • Information about the organisation		

- Information about your role and experience

Your tailored career history should not exceed **500 words** in length.

How to apply online

1. Download and save this applicant information pack to refer to.
2. Read the 'person specification' section in this pack.
3. Navigate back to the job advert and click 'apply'.
4. Complete the personal information and conflict of interest questions.
5. Complete and save your tailored career history noting the absolute word limit..
6. When prompted, provide evidence against the relevant box for the Priority Criterion (if applying for this role) and for the Essential Criteria in line with what has been set out above and the role(s) which you wish to be considered for. **Please note that each response must not exceed the stated word limit and excessive responses may not be considered.**
7. Submit your online application by **12:00 on Monday 31st August**
8. **Please Note:** you do not have the option to edit your application once you click 'submit'. You must have all your information and attachments to hand before submitting your application.

We strongly recommend that you draft your answers in a word document and check that you are happy with them before copying and pasting your answers in the relevant sections of the online application.

Please note that any content exceeding the stated word limits may be considered by the selection panel.

Late applications will not be accepted by the selection panel.

The online system has been extensively tested for compatibility with a range of assistive technologies. However, should you experience any difficulties accessing or using the system, please contact the Public Appointments Team at: Public.appointments@gov.scot

Application Advice

The selection panel will not make assumptions – for example from a job title – as to the skills, knowledge, experience and attributes you have gained. The Panel will review the evidence provided and invite to the second and final assessment stage those applicants

who most closely meet the criteria being tested at this first stage of assessment. By the end of the selection process, you must have demonstrated that you have met the essential criteria to the satisfaction of the selection panel to be considered for appointment.

You should provide clear and succinct information about yourself and how you meet the criteria that are being tested at this application stage. When being asked to demonstrate knowledge, understanding or experience, you should describe how you gained this, the breadth and depth of this knowledge, understanding or experience and any situations where you have used this.

Please use specific evidence to support your answers that is relevant to the requirements being tested. Draw on evidence from your working and/or personal life, or through your participation with a private, public, voluntary, charity or community organisation. Please note that there are word limits at each of the sections.

Suggested preparation

- Take time to think about each of the criteria and think about the situations you have recently been involved in.
- Think how your actions and experiences led to results that demonstrate the criteria.
- Prepare your answers.

Your evidence

- Please be clear and succinct. You may be asked to expand on your answers at interview.
- Draw on evidence which best demonstrates your skills, knowledge or abilities in that area.

Interview preparation - Using the STARR method

When providing evidence against the criteria if you are invited to interview, you may find it helpful to prepare and structure your responses using the STARR method. This helps you present clear, concise, and relevant evidence and allows the selection panel to understand your individual contribution and impact.

- **Situation** – Briefly describe the context or background.
- **Task** – Explain your specific role or responsibility.
- **Action** – Describe what you did (use “I”, not “we”), including how and why you took those actions.
- **Result** – Set out the outcome of your actions and what was achieved.

- **Reflection** – Where appropriate, reflect on what you learned, what you would do differently, or how this experience is relevant to the role of a Non-Executive Board Member.

Using this approach will help you demonstrate not only what you did, but how you applied your skills, judgement, and values, and the impact of your contribution.

The assessment process

The assessment process will happen as follows:

1. The selection panel will assess all applications against the criteria for appointment (see the person specification). Those who demonstrate evidence that most closely meet the criteria tested at this stage will be shortlisted for interview.
2. Depending on the volume of applications, the Panel Chair may carry out an initial sift of applications, to exclude applications which have not provided the required evidence or which do not meet the minimum requirements from proceeding to shortlist. The panel will be advised of all applications which have been made, including those who did not pass the sifting process.
3. The selection panel will interview candidates, the questions they ask will relate directly to the criteria for appointment as set out in the above person specification
4. Ahead of the interview, you will be provided with a Board paper to review and some questions to consider, and will be asked to present your prepared response to this at interview. The panel will ask questions on your response, as well as further questions on the criteria set out.
5. The selection panel will also ask questions relevant to the fit and proper person test (see below) which will include questions about the [Principles of Public Life](#).
6. The selection panel will review the evidence provided throughout the process and agree on which candidates have most closely met the criteria for selection and should be recommended to the appointing Minister.
7. The appointing Minister will make a decision about whom to appoint based on evidence from the selection panel. The appointing Minister may request to meet with candidates before making a final decision.
8. Appointees will be asked to complete pre-appointment checks which will include a Disclosure Check (there is no charge for this). Appointment is conditional on satisfactory completion of these. This will also include Protection of Vulnerable

Groups (PVG) Scheme Membership which is a requirement for this role. Appointees cannot start until this is received.

Guaranteed interviews

This appointment round will provide guaranteed interviews for disabled people who meet the criteria for the role being tested at the application stage. The selection panel will not know which applicants have requested a guaranteed interview until the shortlisting is complete.

Fit and proper person checks

In the context of public appointments, a fit and proper person is someone who is suitable because they meet the requirements of the role, and their past or present activities and behaviour means they are suitable. Tests are built into different stages of the appointment process to ensure that:

- Conduct to date has been compatible with the public appointment
- Membership is not barred by the body's constitution e.g., criminal record or bankruptcy (see disqualifications)
- There are no unmanageable conflicts of interest
- Political activity is declared
- There is agreement to abide by the [Principles of Public life in Scotland](#)
- There is confirmation that the time commitment required for the role can be met.

Media checks for candidates invited to interview

The selection panel may consider publicly available information about candidates, including posts on social media platforms. Any findings that the selection panel agree are pertinent to the role or that may call into question suitability for the appointment, credibility of the appointments process or the public body will be discussed with candidates at interview. Consideration of any issues will take place openly and transparently to establish the facts. Candidates will be given an opportunity to respond to any concerns. This information will be handled in line with the [Privacy Notice](#) for public appointments.

Gender Representation on Public Boards (Scotland) Act 2018

The Gender Representation on Public Boards (Scotland) Act 2018 sets a gender representation objective that 50% of non-executive members of public boards should be women.

Where two or more candidates are assessed as equally qualified for appointment, and at least one candidate is a woman and one is not, section 4(3) of the Act requires the appointing Minister to appoint the woman where this would help the board achieve, or make progress towards achieving, the gender representation objective*.

Once you apply, the Scottish Government will write to you to collect the required information regarding your sex.

*To note, under section 4(4) of the Act, the appointing Minister may instead appoint a candidate who is not a woman where another characteristic or circumstance appropriately justifies doing so.

Common questions and answers Who can I contact to speak about this role?	To arrange a discussion with the Board Chair or Vice Chair, please contact Georgia Sherratt on 0131 465 5804 or georgia.sherratt@nhs.scot .
Who can I speak to about a disability related reasonable adjustment?	Please contact the Public Appointments Team Email: Public.appointments@gov.scot Deaf, deafblind and BSL users can contact the team via contactSCOTLAND-BSL
I am having a problem with the application process who can I speak with?	Please contact the Public Appointments Team (see contact details above).
Do you have any advice for candidates attending interviews?	Yes. More information is provided here: Introduction - Public appointments: guide - gov.scot (www.gov.scot)
I can't attend the interview in person, can I attend remotely?	In person attendance at interview for this role is required. However, reasonable adjustments, including remote attendance, will be considered e.g., to accommodate a disability. Please contact the Public Appointments Team for further details (see contact details above).
Will you reimburse expenses for attending an interview?	Yes. You can claim reasonable expenses. A claim form will be issued with your invitation to interview, along with instructions.
What does 'appointed on merit' mean?	Appointed on merit means that the people who are appointed most closely meet the criteria that is sought for the board vacancy at a point in time. People are assessed on the evidence that they present in the appointments process and the findings of the fit and proper person test.
What role does the Ethical Standards Commissioner (ESC) have in the appointments process?	The ESC regulate and monitor the public appointments process . The Commissioner plays a role in ensuring appointments are made on merit and use fair methods. More information about the Commissioner's role is provided here: Public appointments Information leaflet Ethical Standards Commissioner
Can I apply if I am not a British citizen?	Yes. You can apply for and be appointed to the Boards of Public Bodies if you are not a British citizen.

	However you must be legally entitled to work in the UK.
Would remuneration for a public appointment impact on my benefits?	Possibly. Taking up a remunerated public appointment may affect benefits payments. This will depend on individual circumstances and you should seek advice from your benefits provider. More information is provided here: Public appointments and welfare benefits: information - gov.scot (www.gov.scot)
Do the selection panel see information from the diversity monitoring form?	No. Diversity monitoring information provided by applicants is not shared with the selection panel. If applicants opt for a guaranteed interview this information will be shared with the selection panel. Information about a reasonable adjustment may be shared with the selection panel to ensure that requirements are met (e.g. if a BSL interpreter is required).
Do I need to provide an email address and contact details at application stage?	Yes. You must provide your contact details, including an email address, when submitting your application. This information is required so that we can contact you regarding your application and, if you are successful, to support the appointment process. As part of the Baseline Personnel Security Standard (BPSS) requirements, the Scottish Government may need to verify the identity and credentials of candidates who are recommended for appointment. Contact details are also needed by the public body to arrange induction. Applications submitted without the required contact information will be rejected.
How will my personal information be handled?	All personal information will be handled with great care and in line with UK GDPR and data protection requirements. Further information can be found in the Privacy Notice .
Can I get feedback on my application or interview?	Yes. You can request feedback. Candidates have 20 working days from the date of notification of the outcome of their application to make the request in writing.

Is any training provided if I am offered and take up an appointment?	Yes. Each board has their own induction process and training offer, they will make contact directly should you be appointed. New appointees are also invited to attend an induction day hosted by the Public Bodies Support Unit of the Scottish Government.
Is it possible to hold more than one public appointment?	Yes. It is possible to have more than one public appointment. However, please check the disqualification section in this pack for further details related to this specific board. You should also check that you can make the time commitment for an additional appointment and that there are no unmanageable conflicts of interest.
Are public appointments announced?	Yes. Every appointment is announced here: Public appointments: news releases - gov.scot (www.gov.scot) The board may also announce new appointments on their own website and social media platforms. Information published will include a biography and details of any political activity within the last 5 years.
What standards are expected of board members?	The conduct expected of board members of Scottish public boards is set out here: Members of devolved public bodies: model code of conduct - December 2021 - gov.scot (www.gov.scot) (this includes the Principles of Public Life)
How can I complain about the public appointments process?	Further information about the complaints process for public appointments can be found here: How to apply - Public appointments: guide - gov.scot (www.gov.scot) Anyone concerned about public appointments can raise a complaint and have it independently investigated by the Ethical Standards Commissioner. Investigation process public appointments Ethical Standards Commissioner

For further information

Please contact the Public Appointments Team, Scottish Government

Email: Public.appointments@gov.scot

Deaf, deafblind and BSL users can contact the team via [contactSCOTLAND-BSL](#)

Annex A Disqualifications

The following list gives an indication of the main circumstances where an individual would normally be disqualified from appointment to any National NHS Board or territorial NHS Board:

- The Health Board (Membership and Procedure) Regulations 2001 disqualify an individual from being a member of a Health Board if they are already a member of another Health Board. Therefore, please note that if you apply for this role while serving as a member of another Health Board, and are subsequently recommended for appointment, any appointment would be conditional upon your resignation from your current Health Board position.
- Anyone who, within a period of five years before the proposed date of appointment, has committed an offence in the British Islands for which they are sentenced to imprisonment (whether suspended or not) for three months or longer.
- Anyone who has been dismissed from employment in a health service body, except by redundancy.
- Anyone who has been removed from office in a health service body before the term of office expires.
- Anyone who has been adjudged bankrupt and not been discharged; has had their estate sequestrated and has not been discharged; has entered in to a trust deed with their creditors and not been discharged; is the subject of a bankruptcy restrictions order, or an interim bankruptcy restrictions order, made under the Bankruptcy (Scotland) Act 1985 or the Insolvency Act 1986; or who is the subject of a bankruptcy restrictions undertaking entered into under either of those Acts.
- Anyone who is or has been subject to a disqualification order or disqualification undertaking under the Company Directors Disqualification Act 1986 or the Company Directors Disqualification (Northern Ireland) Order 2002.
- Anyone who is or has been removed or prevented from being a trustee of, or otherwise acting for or on behalf of, a charity (or body controlled by a charity) by:

- a charity regulator; or
 - a court or tribunal in the British Islands
- Anyone who has been removed, for reasons of impairment or loss of fitness to practise, from a statutory register maintained by a regulatory body; or from a list under:
 - Parts I or II of the National Health Service (Scotland) Act 1978
 - The National Health Service Act 2016
 - The National Health Service (Wales) Act 2016
 - The Health and Personal Social Services (Northern Ireland) Order 1972
 - Anyone who is or has been subject to a sanction under section 19(1) (b) to (e) (action on finding of contravention) of the Ethical Standards in Public Life etc (Scotland) Act 2000.
 - Any Board member who is considering standing for election to the Scottish or UK Parliaments (or in any other election) should consider the relevant election rules regarding that person's membership of the Board. Election rules on standing for the Scottish and UK Parliaments are made by the UK Government and any guidance on them should be consulted. If a member is in any doubt about election rules they should seek independent legal advice.

There are circumstances in which the disqualification of an individual who falls under the above may cease.