

## MANAGEMENT BOARD

### Appointment of second non-executive Board member

*Note by the Board Secretary*

#### Introduction

1. In January 2012 the Commission approved a proposal from the Clerk of the House and the Board to establish a second non-executive post on the Management Board. Board members subsequently approved the process for appointing a second non-executive. This involved shortlisting and interviews; one-to-one meetings between the Clerk and the candidates recommended by the appointment panel; and a final recommendation by the Clerk to the Board.
2. The recruitment process was carried out by a board consisting of the DG HR & C, the Director of Finance and myself, supported by colleagues in DHRC. The post was advertised widely and there was a very large field of applicants. The appointment panel interviewed shortlisted candidates in April and recommended three candidates to the Clerk. He met each candidate in the week beginning 23<sup>rd</sup> April and then discussed his provisional recommendation with each member of the appointment panel.

#### Decision for the Board

3. Under the terms of the Instrument of Delegation, it is formally for the Management Board to appoint non-executive members. The Clerk of the House will propose to the Board that **Mrs Barbara Scott** be appointed. Her CV and application letter are attached.
4. The Board is asked to endorse the Clerk's nomination.

Matthew Hamlyn  
2 May 2012