



Non-executive director appointment information pack

Application deadline: Friday 19 August 2022

If you would like this pack in an alternative format, please contact hr@gs1uk.org. If you need any reasonable adjustments to the recruitment process, GS1 UK is committed to making these.

Date of issue: 8 July 2022

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Introduction from Chris Tyas OBE, chair of GS1 UK

Dear applicant,

I am delighted that you are interested in the role of non-executive director (NED) at GS1 UK.

GS1 UK is central to bringing the physical and digital worlds together. You will have come across what we do every day; when you paid for a product scanned at a till, purchased something online, or have been given a barcoded wristband in hospital. We have underpinned the UK supply chain for over 45 years, applying the power of standards to identify, capture and share product information at every stage. Our standards are now being applied to key societal issues such as sustainability, patient safety, informing and protecting consumers when it comes to the food they eat and, in the future, the buildings they live in.

I have had the privilege of being the chair of GS1 UK for nearly four years, supporting our members through what have been unprecedented times. At the start of the pandemic I joined the Food Resilience Industry Forum and saw the importance of interoperability across the supply chain, something our standards are critical to delivering. Fast forward to today we are seeing new legislation and regulation, across the four nations, to address the challenges we now face and our standards will be a key component of making the theory reality.

The last two years have seen unprecedented growth in our membership, which currently stands at over 58,000. To support this growing membership we have a team of 90 people, led by a strong executive team in collaboration with a committed board. You will be joining at a very exciting time as we embark on the second year of our new three-year strategic plan. The plan is ambitious and is focused on demonstrating the power of standards to address industry challenges. Our first year was a foundation for transformation and as we enter the second year, we are seeking candidates that have specific experience, deliver insights and bring diversity of thinking to support the continued execution of the strategy.

Using their skills and experience of business to help a purpose driven organisation is something many find to be a rewarding experience. Often previous board members have also found a role as a NED on our board to be an important development step in their own careers both inside their current organisations and with a view to future portfolio careers.

Thank you for your interest and I look forward to receiving your application.

Your sincerely,

A handwritten signature in black ink, appearing to read 'Chris Tyas', with a stylized flourish at the end.

Chris Tyas OBE, Chair, GS1 UK



About GS1 UK and its supervisory board (Board)

GS1 UK is one of 116 neutral and independent GS1 organisations operating worldwide.

Whether online, in store or in a hospital, the common language of GS1 global standards is helping our community of over 58,000 organisations to uniquely identify, describe and track anything, creating greater trust in data for everyone.

From product barcodes to patient wristbands, we harness the power of GS1 standards to transform the way people work and live.

Our standards are rooted in the need to be able to identify, capture and share information about every product, person and place. In this way we can have an impact on industry through driving efficiency in the supply chain, and in wider society, through things such as patient safety programmes and deposit return schemes.

We are entering the second year of our [three-year strategic plan](#), which sees us putting people at the heart of everything we do. We have created a strategy that partners internal and external expertise to address the needs of our growing membership and ensures we are industry relevant.

We are a not-for-profit business, but commercial acumen is essential. Our standards evolve constantly to face future challenges such as sustainability, traceability and an ever more digital world. As we support industry and government to solve challenges they can't solve in isolation, we will demonstrate that GS1 UK has a significant role to play in informing and protecting people.

The Board is the ultimate decision-making body of GS1 UK, responsible for promoting the success of the organisation and ensuring its good governance. There are up to 16 members of the Board comprising the chair, vice chair, up to 11 NEDs and three executive directors. NEDs are either appointed by the Board or by GS1 UK members at our Annual General Meeting (AGM) on the recommendation of the Nominations committee.

Alongside their NED role, around half of the Board also serve as members of one of its committees.

The role of the Board is to:

- Contribute to the company's strategic development and oversee the delivery of its strategy
- Ensure the interests of members are appropriately represented
- Represent the company externally, acting as an advocate of the company and its purpose
- Promote the company through their network and the use of personal expertise and knowledge
- Provide the executive team and wider company with advice and guidance
- Use skills, knowledge and experience to assist the Board and board committees to operate effectively and make sound decisions

The Board aims to ensure that, amongst its members, it has the range of experience, capacity and skills needed to provide leadership to GS1 UK, support the chief executive and her team, ensure effective governance and reflect the diversity of sectors in which the organisation operates.

The UK is a leading nation in retail innovation and our standards are a key part of generating the trusted data that can fuel this transformation. Over the coming years we will need to support our members to respond to legislation and regulation the like of which we have not seen before.

We have identified key areas of focus, these include:

- Sustainability - deposit return schemes, recycling, eco-labelling,
- Digital – evolution of commerce and the supply chain
- Informed, protected consumer – migration to 2D labelling (QR codes and data matrix)
- Transparency – farm to fork, product data visibility

We are seeking to appoint two new NEDs able to demonstrate knowledge and influence in a combination of the following areas:

- Large scale manufacturing/procurement preferable gained in food, drink, pharmaceuticals or personal care
- Online retail, delivery and final mile logistics
- Knowledge of the legislation, regulation and governmental influencers that are applicable to the value chain
- Broad understanding of the role of technology in enabling logistics and supply chain transformation
- A desire to deliver change in the value chain through the application of data and standards to inform and protect consumers whilst driving supply chain effectiveness
- Ability to apply the value of data standards in the context of the value chain and business challenges
- Enthusiasm to champion GS1 standards and their application into the wider value chain network

Reflections from current NEDs

"It has been an absolute delight joining the GS1 UK Supervisory Board, and I have thoroughly enjoyed getting to understand the business, helping to deliver the strategy and meet new colleagues. I joined at the same time as the new CEO Anne and have found it fascinating working through the strategic priorities to take the business forward. GS1 UK is a complex business, with a footprint across most sectors of UK commerce and I am playing a role in helping expand that footprint further, including helping shape the introduction of new and innovative products and services."

Melinda Johnson
Commercial director
The Department of Health and Social Care

On the board since November 2020

"I thoroughly enjoy my role on the Supervisory board as a NED for GS1 UK. It's an honour to be involved in the strategic direction and governance of an organisation that cares very deeply both about the standards it drives and supports and the now 58,000 members it represents. GS1 underpins so much of what is happening in the supply chain in a variety of very important business sectors and so you know the time you give and the discussions you have as a board member play a vital role in how GS1 operate. That's a big responsibility but also a great feeling. I also continually have the opportunity to meet and converse with industry experts across key sectors, hearing specialist insights which have helped me to develop as a person and a professional."

Andrew Cairns
Founder & CEO
Mammy Jamia's
Commercial director
Lawmed Medical Devices

On the board since November 2013

"Being a NED and Supervisory Board member at GS1 UK is a privilege – supporting the organisation grow with purpose, ensuring we are balancing future opportunity & risk with today's urgent priorities, and representing our 54,000 members. The Board bring sector, thematic and organisational expertise, but also have the important role of stepping back, re-framing and playing the role of critical friends, to support the executive team in driving positive change, developing our colleagues and strengthening GS1 UK for members of all sizes and industries. 'Harnessing the power of standards to keep people safe and well' could be just a tagline but, in working with the GS1 UK team, I have learnt just how much impact GS1 standards have every day across the UK and the world."

Graham Biggart
Chief transformation officer
Sainsbury's

On the board since March 2018

Job description

As a non-executive director, you are accountable to the chair for promoting the success of the organisation and ensuring its good governance. Specifically:

- Developing electronic commerce and the use of unified standards in data
- Monitoring the strategic direction of the company and the performance of the executive team within a prudent and effective governance framework

Primary responsibilities

- **Strategy** – to challenge constructively and contribute to the strategic development of GS1 UK, ensuring the needs of its members are met
- **Monitoring performance** – to oversee the delivery of the strategy, scrutinising the performance of management in the delivery of agreed objectives within a robust fiscal and risk management environment
- **Member interests** – to ensure that the interests of members (and emerging market needs) are appropriately reflected in strategy, plans and board decision-making
- **Communication** – to represent the company externally, acting as an advocate of the company and its purpose
- **Promotion** – to promote the objectives and strategy of the company through your network and the use of personal expertise and knowledge
- **Advice and guidance** – to provide the executive team and wider company with advice and guidance on technology and other external trends
- **Effective board performance** – to use skills, knowledge and experience to assist the Board and board committees to operate effectively and make sound decisions

Person specification - skills, experience and personal characteristics

- Knowledge and experience of strategic planning, delivery and of monitoring performance against strategy and objectives
- Experience of or contribution to the setting, approval and monitoring of financial strategy and budgets
- Demonstrable experience of contributing constructively to Board or senior leadership level meetings with a sound understanding of governance and performance management
- Appreciation of the differing roles and contributions made by non-executive and executive Board members
- A good understanding of how standards and technology can transform business, and lives, with a strong commitment to GS1 UK's purpose and values
- Strong communication and listening skills with the confidence to challenge constructively, recognising the importance of supporting collective decisions and of balancing challenge with assurance and support
- Creative thinker with strong independent judgement
- Relevant sector, technical or functional experience

Recruitment process and general information

Key dates	Applications close Shortlist confirmed by Interviews Outcome advised by Appointment Induction	Friday 19 August 2022 Wednesday 31 August 2022 Thursday 7 to Friday 16 September 2022 Friday 23 September 2022 Thursday 9 November 2022 TBA
Eligibility	To be considered for appointment you must be a member of GS1 UK or represent an organisation which is a member. Further details on eligibility can be found on the next page.	
Remuneration	Unpaid - travel and subsistence reimbursed in line with GS1 UK's policy. If invited to an interview you may claim travel expenses for attendance.	
Time commitment	Up to five days a year (for Board members) and two additional days (for those NEDs appointed as committee members), including meetings, meeting preparation, training and attendance at other events. Meetings are usually held in London, as a hybrid event, at GS1 UK's office.	
Term of office	The initial appointment will be for a year up to our next AGM in November 2023. Thereafter, the appointee may be re-appointed for a further period not exceeding three years.	
Making an application	To apply, please send your CV and a covering letter to hr@gs1uk.org	
Recruitment panel	Members of our Nominations Committee will shortlist and interview invited candidates. Members of the Committee are: <ul style="list-style-type: none">• Chris Tyas (chair)• Patrick Pondaven• Melinda Johnson• Andrew Cairns	
Interview	<p>At interview, the panel will ask questions about your experience and expertise and to find out whether you meet the specified competencies. Those questions will require answers which include examples in support from either your professional or personal life. Interviews will also give you an opportunity to ask questions about the role and its responsibilities.</p> <p>It is currently planned that the interviews will be held in London. In the event that travel is not possible, they may be held elsewhere or virtually. The Committee will recommend a candidate to the Board for appointment.</p>	
Induction	A comprehensive induction will be arranged following appointment.	

Disqualification from appointment and other conditions

The Nominations Committee will not recommend for appointment to any role anyone who:

- Has a criminal conviction or a caution (or the equivalent in any other jurisdiction) which is unspent under the terms of the Rehabilitation of Offenders Act 1974, nor who has an unspent sanction for contempt of Court
- Is a designated person for the purposes of Part 1 of the Terrorist Asset-Freezing etc. Act 2010 or the Al Qaida (Asset Freezing) Regulations 2011
- Is an undischarged bankrupt (or subject to bankruptcy restrictions or an interim order)
- Has been dismissed, other than by reason of redundancy, from any paid employment.
- Has been removed from the membership of any professional body, having been found guilty of a disciplinary offence, or had their membership suspended
- Has had their licence to practise suspended or revoked through the fitness to practise arrangements of any regulator
- Is disqualified from being a company director (as a result of an order under the Company Directors Disqualification Act 1986 or The Company Directors Disqualification (Northern Ireland) Order 2011) or is subject to an order under section 429(2) of the Insolvency Act 1986

Applicants who are resident in other countries will be asked to provide evidence that matches, as closely as possible, that requested of those who are resident in Great Britain or Northern Ireland.

Close relationships with Supervisory or Operating Board members (details at www.gs1uk.org/about-us/who-we-are/our-board) are an interest to be declared on application, as are employment, shareholding or other similar relationships with any GS1 UK supplier, contractor or business partner. The onus is on you to declare any potential conflicts in your application. The Committee will explore, fully, any conflicts of interest at interview.

Diversity

GS1 UK is committed to making appointments on merit alone using an open and transparent process. We aim to offer equal opportunities for all irrespective of age, disability, gender identity, marriage or civil partnership status, parental status, race, religion and belief, sex or sexual orientation. We welcome applications from all sections of the community and value difference.

Privacy and data protection

Details of how we will use and manage data provided by candidates can be found at www.gs1uk.org/privacy-policy

2023 Board and committee meeting schedule

The provisional timetable for 2023 is shown below. There will be other occasions where Board members' attendance may be required.

Tuesday 31 January	Thursday 21 September
Thursday 27 April	Thursday 9 November – AGM, followed by a one-hour board session
Thursday 22 June	

Board committee meetings take place throughout the year, but a usual schedule is:

Audit & risk committee	January, June, and September
Remuneration committee	June and September
Nominations committee	June