



The following brief will tell you more about Lincolnshire Co-op, the nature of the Board and the role of its members. If you believe that you have the experience and qualities which we are seeking, we very much look forward to hearing from you.

About the Society

Formed in 1861, the Society is one of the most successful independent consumer co-operatives in the UK, operating in Lincolnshire and the surrounding counties. The Society's purpose is to bring together ideas, energy and resources to make life better in our communities.

The Society employs around 3,000 colleagues and has around 220 outlets with the principal trading activities being convenience food stores, a bakery, pharmacies, funeral homes and crematorium, travel agencies, post offices, and property development. The Society is owned by its 300,000 members, approximately one third of the population of Greater Lincolnshire.

As a co-operative the Society reinvests all its profits locally. Ways of doing this include paying dividend to members on their purchases, investing in new and improved services, and supporting community groups through our Community Champions scheme.

Key responsibilities of the Board

- To agree the strategy for the Society in consultation with the CEO and to monitor its implementation.
- To agree the risk appetite of the Society and ensure that a robust risk management framework is in place.
- To ensure that the interests of the members and other stakeholders are duly taken into account in decision making.
- To ensure high standards of governance are maintained.

Opportunity & requirements of the role

The Society is looking for potential candidates with relevant skills and experience who want to make a difference in the local communities in which the Society operates to stand for election to the Board of Directors.

The Society's Board is composed of up to nine Directors elected by the members. In addition, up to three further directors may be appointed ("Appointed Directors") to fill any skills gaps. Ideally Board members should:

- Have sufficient experience to be able to contribute to the broad range of work undertaken by the Board.
- Possess very good interpersonal and communication skills.
- Have the necessary skills to be able to build and maintain the confidence of members, colleagues, external stakeholders and peers alike.
- Have the ability to formulate and discuss strategic subjects in a board room environment in a coherent and structured way.
- Be able to contribute effectively and constructively challenge in group discussions involving a wide range of subject matter and people, including technical specialists and professionals.
- Have sufficient availability to attend Board meetings, committee meetings and additional forum meetings as required.



- Be committed to working as part of a team which is engaged and ambitious for the Society to prosper.
- Must identify strongly with the Society's values, purpose and ethos, particularly its focus on people and communities.
- Be strongly committed to adhering to the principles contained in the Co-operative Corporate Governance Code and the UK Corporate Governance Code which, amongst other provisions, requires the annual performance of Board members to be assessed. Board members must comply with the Society's Code of Conduct for Directors at all times.
- Be independent in character and judgement and have the ability to relate knowledge and experience to the benefit of the Society.

Terms of appointment

The majority of meetings will be held in Lincoln. The Board normally meets 12 times a year, with at least one awayday and training day each year.

The Board has established several sub-committees, which normally meet at least four times a year and are as follows:

- Audit and Risk Committee
- Remuneration Committee
- Search and Membership Committee.

Under the Society's Rules elected directors may serve no more than three consecutive three-year terms of office.

Time commitment & remuneration

The time commitment expected of Board members is at typically 3-4 days per month (equivalent to 20-30 hours per month). In addition to attending Board meetings, directors are normally expected to serve on one or more Board Committees, and as members of the Board of the Society's subsidiary businesses. Directors should also have the necessary time available to attend Board training events. The fee payable to Board Members is currently £8,670 per annum.

How to apply

Candidates should provide a copy of their CV, fully complete the Director Nomination Form and the Competency Framework for Directors (which can be found on the Society's website: <https://www.lincolnshire.coop>) and provide a supporting nomination statement not exceeding 250 words, which will be used in election materials.

The closing date for receipt of completed nomination forms is 10 March 2023.

All nominations will be acknowledged – if you have not received an acknowledgement within five working days, please contact Danielle Kinslow on 01522 7811 89. To discuss any aspect of the election process in more detail please contact Robert Allen.

Candidate assessment

Candidates will be evaluated on the extent to which they meet the competencies and experience set out above. Candidates will be evaluated on merit at all stages. Candidates will be invited to stand for election in May 2023.