



PERSON SPECIFICATION – BOARD MEMBER

Background

The States' Trading Supervisory Board (STSB) has been established by the States of Guernsey to:

- Carry out the States' role as shareholder of the incorporated companies which are owned by the States, these being: Cabernet Ltd (the Aurigny Group); Guernsey Electricity Ltd; Guernsey Post Ltd; and Jamesco 750 Ltd;
- Ensure the efficient management, operation and maintenance of the States' unincorporated trading businesses, these being: Guernsey Ports (including Alderney Airport); Guernsey Dairy; Guernsey Water; Guernsey Waste; States Works; and the Channel Islands Lottery;
- Undertake waste operation services as the Waste Disposal Authority.

Role

The STSB's vision is to ensure the trading businesses are a group of well-managed, efficient companies that deliver a return in the long-term best interests of Islanders. It seeks to ensure they deliver cost-effective and innovative services, while operating responsibly in the best interests of the community.

Within this context, the principal roles of the Board and its Members are:

- To execute the duties of the shareholder in the incorporated companies on behalf of the States. Each of the companies has its own legal personality and operates under the direction of a board of directors independent of the States. Formal shareholder oversight is achieved through quarterly meetings attended by representatives of the STSB and the company's Board. These provide an opportunity to review financial performance, KPIs, performance against shareholder objectives and business plans, and core business risks; and
- For the unincorporated trading businesses, to ensure their efficient management and operation. This is carried out through separate boards for each business, which have been established as sub-committees of the STSB and include senior management and business advisers recruited from the private sector.

The STSB works within the States' framework of policies, guidance and instructions to set long-term strategy for sustainable and reliable service delivery.

Key criteria

Non-States' Members are appointed to the STSB by the States of Deliberation upon the nomination of the President of the STSB. The Board wishes to recommend the appointment of a new Member who can demonstrate a mixture of experience in the essential and desirable criteria set out in the table below:

	ESSENTIAL	DESIRABLE
Experience	<ul style="list-style-type: none">• Board experience at an executive/non-executive level• Strategic direction• Strategic and operational benchmarking• Customer responsiveness• Change management	<ul style="list-style-type: none">• Knowledge/experience of Guernsey's government
Knowledge & Skills	<ul style="list-style-type: none">• Board and shareholder responsibilities• Corporate governance• Risk Management• Operational efficiency and performance review• A commercial, legal and/or financial background	<ul style="list-style-type: none">• Broad commercial experience in utilities, manufacturing, retail or infrastructure
Personal Qualities	<ul style="list-style-type: none">• Professional• Creative• Strong/constructive communicator• Strong analytical skills• Problem solver	<ul style="list-style-type: none">• Entrepreneurial• Visionary• Leadership
Qualifications	<ul style="list-style-type: none">• Professional Qualification	<ul style="list-style-type: none">• Diploma in Company Direction
Motivation & Expectations	<ul style="list-style-type: none">• Strong community commitment• Commitment to customer service	

Remuneration and Time Commitment

The States of Guernsey has agreed that a remuneration allowance of £9,552 per annum should be paid to a Non-States Member on the States' Trading Supervisory Board.

Depending on the level of business, the Board normally meets on a fortnightly basis.

The two Non-States Members also act as Chair of two or three of the unincorporated Company Boards, which generally meet on a bi-monthly or quarterly basis.

In addition, in its role representing the States of Guernsey on shareholder matters concerning the incorporated companies, there are quarterly meetings with the directors of those businesses, which can total up to 16 per year.

There will also be many ad hoc meetings when deemed necessary.

Other Requirements

The successful candidate will be required to provide the STSB with a completed Declaration of Interests and a completed Declaration of Unspent Convictions before their nomination is confirmed.

Interested candidates should send a copy of their CV, the names and contact details of two referees and a covering letter outlining their suitability for this position to the address below or by email to TradingGroup@gov.gg:

The President

States' Trading Supervisory Board
Brickfield House
St Andrews
Guernsey
GY6 8TY

Closing Date: Friday 30 June 2023

It is envisaged that interviews will take place in July or August.

Under the Data Protection (Bailiwick of Guernsey) Law, 2017, the STSB has a duty to ensure that the personal information it holds is processed lawfully, fairly and in a transparent manner. Further information regarding how the STSB processes personal data for this purpose can be found at www.gov.gg/newstsbmember or alternatively a hard copy of our Fair Processing Notice can be requested at TradingGroup@gov.gg.