

## **ROLE DESCRIPTION – SENIOR COUNCIL MEMBER (“SCM”)**

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### **1. Purpose**

The Senior Council member's role is to:

- 1.2. act as a sounding board for the Chair of Council;
- 1.3. serve as an intermediary for other Council members; and
- 1.4. formally manage the appraisal of the Chair's performance annually.

### **2. Responsibilities**

The Senior Council member will:

- 2.2. act as sounding board for the Chair of Council in any matter which the Chair may determine appropriate;
- 2.3. act as a trusted intermediary when necessary between the Chair and other Council members;
- 2.4. be available to stakeholders if they have concerns which contact through the normal channels of Chair, Chief Executive and Registrar or the Executive has failed to resolve or for which such contact is inappropriate;
- 2.5. convene and chair (once annually as a minimum) a meeting of Council members without the Chair present to facilitate the annual appraisal of the Chair and on such occasions as are deemed appropriate;
- 2.6. act as a last resort internal contact point for whistleblowers who feel unable to raise concerns through such channels as are set out in the GOC Speaking Up Policy;
- 2.7. report to the Council annually on the fulfilment of the responsibilities of the SCM;
- 2.8. in the absence of the Chair perform the functions of the non-executive Chair of Council as set out in the role description for the Chair;
- 2.9. chair the Remuneration Committee (RemCo);
- 2.10. have responsibility for agreeing any IT and other support needs for the Council Chair and members. IT and support needs for the SCM will be agreed by the Council Chair;
- 2.11. consider stage two appeals with regard to complaints about members (as per the GOC Corporate Complaints policy);
- 2.12. be kept informed as required under the GOC Serious Complaints policy; and
- 2.13. consider any appeal under the Acceptable Behaviour policy where the Chair of Council has made a decision to cease contact or restrict access.

### **3. Term of Office**

- 3.2. the term of office will be two years with the possibility of renewal for a further two years subject to Council approval. The maximum term of office will be four years; and
- 3.3. appointment or removal from office is a decision reserved for Council.