



Senior Independent Director

ROLE PROFILE

Title:

Senior Independent Director of Sport Across Staffordshire and Stoke-on-Trent County Sports Partnership (SASSOT).

Criteria:

The Senior Independent Director must be independent, without any other officer roles on the Board, except if the Board wishes to designate the role as vice-Chair.

Remuneration:

This is a non-salaried position. Travel and other reasonable out-of-pocket expenses will be reimbursed for attendance at official meetings and events on behalf of SASSOT.

Location:

Meetings will be held throughout Staffordshire and Stoke-on-Trent.

Term:

Three years initially, up to a maximum of three, three-year terms.

Time Commitment:

Attendance and preparation for:

- An induction training event;
- A minimum of 4 and a maximum of 8 meetings of the Board annually;
- Where appointed a member, meetings of any sub groups or time-limited action groups;
- Occasional SASSOT events (estimate 4 per year);
- Occasional Partner, Sport England or CSP Network events, representing SASSOT (estimate 4 per year).

Purpose of role:

In addition to their role as a Board member, the Senior Independent Director has the following role:

- assist the Chair in meeting his/her responsibilities, providing a sounding board where appropriate
- serve as an intermediary for the other Board members, where necessary, working to resolve major issues;
- act as an alternative point of contact for stakeholders, Board members and staff who wish to share concerns, if the normal channels of the Chair or SASSOT's management fail to resolve the matter or in cases where such contact is inappropriate;

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- act as Chair in his/her absence;
- lead on the process to appraise the Chair's performance, taking into account the views of other Board members;
- lead on the succession planning and appointment of the Chair;
- meet with the Chair regularly;
- meet with other members of the Board as and when deemed appropriate.

Duties:

In line with their role as a Board member, the Senior Independent Director has the following duties:

Duty of care

Board members are expected to act reasonably and prudently in all matters relating to SASSOT and to act in its long term interest.

Duty to comply with the law

Board members are required to understand the key legal and regulatory obligations that affect the Board and SASSOT and to seek expert advice where necessary.

Duty to protect the organisation's resources

Board members have a duty to protect all of the resources belonging to SASSOT. Board members have a duty to protect the organisation's reputation and its intellectual property. Board members have a duty to demonstrate honesty and integrity in financial matters.

Duty to act in the best interests of SASSOT

Board members must act in the best interests of SASSOT as a whole. Inevitably, Board members have a wide range of interests in private, public and professional life, and those interests might, on occasion, conflict. Board members have a responsibility to identify, declare and where possible to avoid such conflicts of interest. Board members must comply with any conflicts of interest policy set out and the requirements of SASSOT's Constitution and Terms of Reference.

Duty to act collectively

Board members are responsible for the activities of the Board and must act together.

Conduct

Board members are expected to conduct themselves in a manner that fosters openness, debate and constructive challenge within the Board and SASSOT as a whole. The Board adopts the Nolan Committee's 'Seven Principles of Public Life', prepared by the Committee on Standards in Public Life in 1994. These principles should be followed in all aspects of Board members' involvement and activity