

TERMS of REFERENCE

GO REPRESENTATIVE on the BOM

The GO Representative (GO BOM) on the BOM has a defined role and responsibilities that they must perform. The GO BOM, generally is responsible for contributing to the collective decision making of the BOM.

DEFINITION OF ROLE

1. The GO Committee Member role is a strategic position on the GO Management Committee and operates as per the Terms of the GO Constitution – amended November 2020.
2. The GO BOM, on behalf of the GO Management Committee, holds a position on the Dr.Grahams Homes BOM.
 - Is nominated by the GO Management Committee
 - Is a full Member on the BOM
 - The position can be withdrawn at any time by the BOM, at their discretion.

APPOINTMENT ON THE BOM

3. Nomination

The Chair of the GO Management Committees will be automatically eligible to represent the GO Management Committee on the BOM

However, should the Chair decline for any reason, the position will be offered to other GO Management Committee Members – by nomination.

4. Eligibility

Only a Committee Member, serving a current term on the GO Management Committee, will be eligible to be nominated to fill the position on the BOM

5. Nomination Process

Only a full-time GO Management Committee Member can nominate another GO Management Committee Member to be the GO BOM.

- The person will be nominated and seconded
- If there are more than one nominations – than a vote, by the GO Committee Members, will be held
- Nominees are eligible to cast a vote
- The Committee Member who receives the most number of votes will be the appointed GO BOM representative

6. Term of the Position

The original GO position on the DGH BOM commenced on 3 October 2020.

- The term on the BOM will be for a 3-year Term – similar to that offered to other Members on the BOM
- The position will be held by the Chair of GO, unless agreed to mutually by the GO Management Committee (Refer Clause 3)
- The GO BOM position, if required, can be replaced (temporarily and/or permanently) by another nominated GO Management Committee Member – in consultation and agreement with the BOM
- The GO BOM Representative – must sign and accept these Terms, before or soon after they attend their first BOM Meeting.

7. Role & Responsibility

The GO BOM representative holds the position on the DGH BOM - at all times:

- as the nominated representative of the GO Management Team
- represents the strategies and policies of the GO Management Team
- attends and participates on all BOM Meetings
- provides advice, opinions and independent judgement to assist BOM decisions
- will be the conduit between the GO Management Committee and the BOM
- will treat all information originating from the BOM meetings as confidential and advise the GO Management Team of any information directly pertaining to them.

8. Conduct

The GO BOM:

- will adopt the policies and principles of the GO Constitution and the BOM Constitution- so as not to cause a breach or risk to the GO Management Committee
- the GO BOM Representative will be personally liable for breaches, where they are 'involved' in that breach.
- will not give any assurances or commitment of any financial nature – without prior approval and a resolution from the GO Management Committee
- will not volunteer the services of a Member of the GO Management Team – for any project, endeavour, meeting on behalf of the BOM – without prior approval and a resolution from the GO Management Committee
- will conduct all duties on the BOM – in good faith, act honestly, fairly and loyally in furthering the best interest of DGH. All decisions must be made for the purpose of benefitting DGH.

9. Conflict of Interest

The GO BOM - Will advise the BOM and/or the GO Management Team (as the case may be) if they become aware of a conflicts-of-interest, where the GO BOM representative, may improperly benefit financially from their position on the BOM

10. These Terms – were approved by the GO Management Committee on 7 November 2020.

These Terms will be reviewed, at the minimum, annually.