

ELECTED DIRECTORS QUALIFICATIONS AND NOMINATIONS REVIEW POLICY

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Author: Simon Taylor	Approved by Board on: 18/11/19
Responsible person: Simon Taylor	Schedule review date: 09/09/20

Purpose

The Rules of Association of Netball WA (Incorporated) (“NWA”) dated 22 May 2018 mandate that five (5) Directors of the Board of NWA (“Board”) shall be Elected Directors for a period of three (3) years.

This policy sets out the process for the Board to determine the qualifications required for elected directors and direct the Nominations Committee to review the nominations that are received to determine those eligible for the election process.

Responsibilities

The Directors of NWA must determine, from time to time and for such period as they determine, any specific qualifications required of elected directors and advise the Nominations Committee to review applicants.

Process

1. Qualifications Prescribed

The NWA Board will undertake an annual Skills Audit. This Skills Audit will be reviewed by the NWA Nominations Committee to determine skills gaps or additional skills required on the Board in order to meet the strategic goals of NWA.

2. Seeking Nominations

At least 56 days prior to the Annual General Meeting (excluding the meeting date) in each year, a notice seeking nominations shall be given to each Member of NWA, notifying them of the positions on the Board for which an election is to be held and calling for nominees for election to the Board, along with any prescribed Qualifications required for these positions.



3. Receiving Nominations

Nominations must be received by the Chief Executive Officer (“CEO”) of NWA at least 42 days prior to the relevant Annual General Meeting (excluding the meeting date).

Nominations for Elected Directors must be submitted in written form on the prescribed form, must be signed by the nominator (who must be a Delegate of an NWA Member Association or a Voting Member), and must be certified by the nominee expressing a willingness to accept the position for which they have been nominated.

4. Nominee Qualifications

Nominees for Elected Directors must meet the following qualifications:

- Must be eligible to serve as a Director under NWA’s By-laws and the requirements of the *Associations Incorporation Act 2015 (WA)*;
- Must be a Member of NWA;
- Must be 18 years of age and over;
- Should have a knowledge of netball and its strategic direction, its stakeholders and a commitment to the development of netball;
- Must not be an office bearer, director or a paid employee of any Member of NWA, including Member Associations and Affiliated Clubs excluding Individual Members and Life Members.
- Must meet the Qualifications prescribed by the Board and outlined in the Nomination form.

The Board may require a nominee to sign a statutory declaration stating that they meet the eligibility requirements.

5. Elected Directors Nominations Committee

The Nominations Committee must, from time to time and for such period as they determine, establish an Elected Directors Nominations Committee comprising:

- The Voting Members of the Nominations Committee, noting that the Chair of NWA’s Nominations Committee will Chair the Elected Directors Nominations Committee;
- One independent Committee Member, with relevant industry skills, appointed by the NWA Board.

The CEO of NWA, or a person appointed by the CEO of NWA, will act as secretariat to the Elected Directors Nominations Committee.

A quorum consists of four members of the Elected Directors Nominations Committee, including the independent Committee Member, being present at the meeting of the Elected Directors Nominations Committee.



6. Candidate Assessment

- 6.1 The Elected Directors Nominations Committee may consider each nominee for election as a Director (each a **Candidate**) and will assess:
- (i) the commitment of the Candidate to a strong governance regime for netball in Western Australia;
 - (ii) the commitment of the Candidate to NWA developing policies and strategies for netball generally across Western Australia;
 - (iii) if the Candidate is free from any interest and any relationship and has not been involved in any activities which could, or could reasonably be perceived to, materially interfere with the Candidate's ability to act in the best interests of NWA;
 - (iv) that the election of the Candidate as a Director will enhance the balance and diversity of skills among Directors; and
 - (v) that the Candidate satisfies the prescribed Qualifications established by the NWA Board.
- 6.2 The Elected Directors Nominations Committee may request the NWA Office to provide or obtain any information that the Nominations Committee requires in respect of a Candidate.
- 6.3 The Elected Directors Nominations Committee may, in its absolute discretion and acting in good faith, approve or object to the Candidate being put forward to be elected as a Director.
- 6.4 Should a nominee apply for two different director positions, the Elected Directors Nominations Committee will assess the nominee's qualifications and determine the most appropriate position for the nominee.
- 6.5 Should the Elected Directors Nominations Committee be unable to reach consensus on a Candidate's endorsement, then the Chair of the Committee will have the casting vote.
- 6.6 Written notice of the Elected Directors Nomination Committee's decision must be given by the Nominations Committee to the Directors of NWA within ten (10) days of the closing date for receipt of nominations, being 32 days prior to the relevant Annual General Meeting (excluding the meeting date).
- 6.7 All information obtained by the Elected Directors Nominations Committee and all deliberations and records of deliberations are confidential and must not be disclosed to any person who is not a member of the Elected Directors Nominations Committee or the Nominations Committee.
- 6.8 Unless the Elected Directors Nominations Committee approves a Candidate, the Candidate is not eligible to stand for election as a Director at the Annual General Meeting.
- 6.9 A decision made by the Elected Directors Nominations Committee is final and not subject to challenge.





PRINCIPAL PARTNER



Department of
Local Government, Sport
and Cultural Industries



7. Changes to This Policy

This Policy may be cancelled, amended or supplemented by the NWA Board as and when it sees fit. Any variation or amendment will be given in writing by the CEO of NWA on behalf of the NWA Board. This Policy will be reviewed annually.

Related Documents

- Netball WA Rules of Association
- Netball WA Board Charter
- Netball WA Strategic Plan
- Netball WA Nominations Committee Terms of Reference

Authorisation

President
Netball WA

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ShootingStars

200 Selby Street JOLIMONT 6014
PO Box 930 SUBIACO 6904

Tel: (08) 9380 3700 Fax: (08) 9380 3799 Email: info@netballwa.com.au
www.netballwa.com.au

