

ELECTED DIRECTORS QUALIFICATIONS AND NOMINATIONS REVIEW POLICY

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Author: Simon Taylor	Approved by Board on: 29/1/19
Responsible person: Simon Taylor	Schedule review date: 29/1/20

Purpose

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

This policy sets out the process for the Board of Netball WA to determine the qualifications required for elected directors and appoint a Nominations Committee, from time to time, to review the nominations that are received to determine those eligible for the election process.

Responsibilities

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

Process

1. Qualifications Prescribed

The NWA Board will undertake an annual Skills Audit, with the NWA Board to review the Audit to determine skills gaps or additional skills required 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. Nominations Committee

The Directors must, from time to time and for such period as they determine, establish a Nominations Committee comprising of three members, being:

- One Director of the NWA Board, who will Chair the Committee;
- One independent Committee Member, with relevant industry skills, appointed by the NWA Board; and
- One Committee Member from the following categories:
 - 1) The Immediate Past President of NWA or other past Director as determined by the NWA Board; or
 - 2) A Director of one of the NWA Subsidiary Boards – Glass Jar Australia or West Coast Fever Netball Club; or



- 3) 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 Nominations Committee.

A quorum consists of all three members of the Nominations Committee being present at the meeting of the Nominations Committee.

6. Candidate Assessment

- 6.1 The 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 Nominations Committee may request NWA Office to provide or obtain any information that the Nominations Committee requires in respect of a Candidate.
- 6.3 The 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. The Nominations Committee is not required to provide any reasons for its decisions.
- 6.4 Should a nominee apply for two different director positions, the Nominations Committee will assess the nominee's qualifications and determine the most appropriate position for the nominee.
- 6.5 Should the 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 Nomination Committee's decision must be given 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 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 Nominations Committee.



6.8 Unless the 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 Nominations Committee is final and not subject to challenge.

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

Authorisation



Deane Pieters
President
Netball WA

Date: 29 January 2019

