



Nominations Sub-Committee

Date of Issue: December 2022

Version: 2

Controlling Body: Lacrosse WA



| Version | Date reviewed | Date endorsed | Purpose | Author |
|---------|---------------|---------------|---------|-------------------|
| 1 | 20/12/21 | 20/12/21 | For use | Executive Officer |
| 2 | 15/08/22 | 15/08/22 | Updated | Executive Officer |



CHARTER

The Nominations Sub-Committee (**‘Sub-Committee’**) is a committee of the Lacrosse WA (LWA) Board (**‘Board’**).

This charter is the written charter of the Sub-Committee and sets out the roles and responsibilities, composition and operation of the Sub-Committee (**“Charter”**).

PURPOSE AND AUTHORITY

The purpose of the Sub-Committee is to identify candidates to fill Director vacancies and assess all nominees to determine that a nomination is unsuitable for further consideration by the Board.

SUB-COMMITTEE COMPOSITION

The Sub-Committee shall comprise of three (3) members.

Members of the Sub-Committee will be appointed by the Board for a term to be determined by the Board, subject to a maximum term limit that must not exceed four (4) years.

The Chair of the Sub-Committee will be appointed by the Board.

ROLE OF THE SUB-COMMITTEE

The Board has authorised the Sub-Committee, within the scope of their duties and responsibilities set out in this Charter, to manage the process to identify, nominate and select Director candidates and recommend preferred nominees for appointment or election to the Board.

RESPONSIBILITIES OF THE SUB-COMMITTEE

In assisting the Board in fulfilling its responsibilities, the duties of the Sub-Committee shall be to:

- a) receive and review all nominations for all vacant Board Director positions;
- b) organise communication with all nominees for Board Director positions, set up and conduct interviews as appropriate;
- c) assess nominees against the LWA skill priorities and requirements (including culture fit) and undertake reference checking as required;
- d) finalise its recommendations and inform the Board.

MEETING PROCEEDINGS

- a) A meeting may be conducted either in person or virtually via Zoom or MS Teams;
- b) The Sub-Committee may consult with other people or seek any information it considers necessary to fulfil its obligations under this Charter;
- c) The Sub-Committee Chair will report to the Board following each meeting of the Sub-Committee;



- d) The report to the Board will be a comprehensive report in order to:
 - i. ensure the Board has insight into the key issues discussed by, and the decisions of, the Sub-Committee;
 - ii. facilitate Board awareness and confirm all obligations delegated to the Sub-Committee have been fulfilled.
- e) The report to the Board will include recommendations on any specific decisions or actions the Board should consider including changes to this Charter.

CHARTER TERMS

The Sub-Committee will review the Charter annually to ensure it is fit for purpose and meets the needs of LWA and the Committee

Any amendments to the Charter must be approved by the Board.

Adopted by the board: *December 2021*

Reviewed and updated: *August 2022*

Scheduled review: *March 2023*