

Swimming NSW
Nominations Committee
Charter

Purpose

The purpose of the *Nominations Committee* is to assist and advise the Board in fulfilling its responsibilities to members of Swimming NSW on advice to members on the composition, structure and operation of the Swimming NSW Board.

Functions

The functions of the *Nominations Committee* shall be to:

- Provide guidance and opinion that the Board has the effective composition, size and commitment to adequately discharge its responsibilities and duties
- Conduct searches for new Board members and recommend preferred candidates to the Board. This may come from the Swimming NSW membership or externally for independent directors
- Assess the extent to which the necessary and desirable competencies are represented on the Board
- Recommend required Board competencies, number and profiles of Board members
- Review and monitor Director and Board evaluation policies and processes
- Ensure that Board succession plans are in place to maintain the required competencies, number and profiles of Board members
- Continually monitor Board membership and structure to ensure that there is appropriate representation on the Board from across the membership
- To identify individuals either within or external to the Swimming NSW membership who have the potential to positively contribute to future Swimming NSW Boards
- Assist Board and Management with the appointment of individuals to other standing and management committees.

Membership

The membership of the *Nominations Committee* shall be:

- All appointments to the Committee shall be approved by the Board. At a minimum the Committee must include two (2) Directors of Swimming NSW.
- A maximum of five (5) members is preferred.
- Committee members will be selected from amongst the Directors.
- The Board will appoint the Chair.
- The Chief Executive Officer will be invited to, and may attend, all meetings of the Nominations Committee. The Chief Executive Officer shall be excluded from discussions of the Committee in relation to his or her performance or remuneration arrangements at the discretion of the Committee.

Appointment to the Committee will be reviewed annually or as determined by the Board of Swimming NSW.

Meeting Frequency

An annual program will be established by the Committee.