



Independent Director Nomination Form

1 Nomination and consent

I (name) of(address) seek to nominate for, and if elected consent to, the position of Director of Jacaranda Housing.

- * Stakeholder Directors (maximum 3) who are persons nominated and elected by Class C Significant Contributor Members
- * Independent Directors (maximum 6) are nominated and elected by all Members

2 Personal details

My personal details (required under section 205C (1) *Corporations Act 2001* (Cth) (**Corporations Act**) are:

Given names:	
Family name:	
Former names (if any):	
Date of birth:	
Place of birth (town or city) (state or country if not Australia):	
Residential address:	
Mailing address:	
Phone number:	
Email address:	

3 Declaration of eligibility

I declare that:

- I am at least 18 years of age Y / N
- I am not disqualified from managing a corporation, within the meaning of the *Corporations Act*¹ Y / N
- I have not been disqualified by the Australian Charities and Not-for-profits Commissioner at any time during the previous year from being a 'responsible person' (what the *Australian Charities and Not-for-profits Commission Act 2012* (Cth) calls a 'responsible entity') of a registered charity Y / N

¹ Persons disqualified from managing a corporation are those listed in section 206B of the *Corporations Act 2001* (Cth) which includes a person convicted of an offence under that Act, other acts such as fraud, or someone who is bankrupt or insolvent.

4 Criteria for nomination – requisite skills and experience.

Noting the criteria for Directors set out in rule 10.3 of the Jacaranda Housing Constitution and taking into account that Jacaranda Housing is a Company Limited by Guarantee under the Corporations Act, a registered charity with the Australian Charities and Not-for-profits Commission, and the abilities, skills and knowledge required of such a responsibility, please see my responses to the below requirements (in a statement **attached** separately) in support of my nomination.

Note to Nominees – Please consider and respond to **ALL** of the following criteria as set out in section 10.3 ‘Criteria for Directors’ of the Jacaranda Housing Constitution and the Governance Policy:

1. My commitment to, Social Housing and the objectives of the Company.
2. Knowledge and understanding of the obligations of Directors under the Corporations Act, ACNC Governance Standards, and other legislation relevant to the activities of the Company.
3. Experience relevant to social housing management.
4. Experience relevant to housing development or asset management.
5. Experience in law, accounting or finance.
6. Experience in human resource management and personnel.
7. Skills in strategic thinking.
8. Skills in political lobbying and representation.
9. Skills in organisational and financial analysis;
10. Skills in leadership.
11. Commitment to social justice.

REMINDER: ALL CRITERIA MUST BE ADDRESSED EVEN IF NOT APPLICABLE TO THE APPLICANT.

5 Referees for nomination

The following people are provided as referees and are aware of my nomination and are willing to discuss my suitability as a Director with Jacaranda Housing:

<p>Name of referee:</p> <p>Nature of Relationship with Nominee:</p> <p>Phone:</p> <p>Email address:</p>
<p>Name of referee:</p> <p>Nature of Relationship with Nominee:</p> <p>Phone:</p> <p>Email address:</p>

6 Declaration of conflicts of interest

I declare that I have the following conflict of interest, or potential conflict of interest, that may arise from holding the position of Stakeholder or Independent Board member (In answering this question, please consider the broad meaning of a conflict of interest and the importance of managing conflicts for the good governance of Jacaranda Housing set out in the footnote below).²

(Please Complete the following if a conflict of interest is declared) I propose to manage the conflict of interest in the following way:

7 Statement of suitability

The attached professional resume, affiliations and evidence of board experience sufficiently evidence the required suitable skills, knowledge and professional work experience in governing a Company Limited by Guarantee. I agree to provide additional information to the Company prior to being selected as a potential candidate if requested.

I understand that prior to my nomination being selected as a potential candidate, a thorough employment and appointment check will be conducted. A National Police Check will be carried out by the Company should I be elected as a Director.

I agree that if I am successfully elected as a Director, whilst I am a Director for Jacaranda Housing, I agree to notify Jacaranda Housing as soon as possible if I become disqualified from managing a corporation within the meaning of the Corporations Act or am disqualified by the Australian Charities and Not-for-profits Commissioner.

I declare that the information provided by me in support of my nomination is true and correct. I understand that if I am elected and I am otherwise prohibited from being a director by either ASIC or the ACNC, then I will automatically cease to be a director on the Board.

Nominee's Full Name: _____

Contact Details: _____

Signed: _____

Dated: _____

² A conflict of interest exists where there is a divergence between the person's individual interests and their obligations as Directors of Jacaranda Housing, such that an independent observer might reasonably question whether the actions or decisions of that person are influenced by their own interests. Actions or decisions which are influenced by personal factors have the potential to reflect badly on Jacaranda Housing and on the objectivity and ethics of those involved. The same is true of actions or decisions where a reasonable person may question the impartiality of those involved – the perception of a conflict of interest, whether a conflict actually exists or not, may jeopardise the respect and standing of Jacaranda Housing, as well as compromise accountability and good governance.

8 Details and Proposer and Seconder of Nomination

Please note - the nomination may only be proposed and seconded by current financial members of Jacaranda Housing. Ensure that the proposer and seconder is an eligible and current financial Member from within the class of membership for which you are seeking the director position for. E.g.: A Tenant Director requires the proposer and seconder to be Class A Members.

	Proposer	Seconder
Name (print):		
Contact Number:		
Signature:		
Date:		

PLEASE NOTE – THIS NOMINATION MUST BE PROVIDED FULLY COMPLETED INCLUDING CURRENT PROFESSIONAL RESUME, AFFILIATIONS, EVIDENCE OF BOARD EXPERIENCE AND ALL OTHER ACCOMPANYING DOCUMENTS TO JACARANDA HOUSING BY 4.30 PM 28th September 2020. IF IT IS NOT RECEIVED BY THIS TIME AND DATE IT CANNOT BE ACCEPTED.

This document may be provided in the following ways:

By Post: Jacaranda Housing, PO Box 64, Brisbane MKT Rocklea, Queensland 4106

By email: info@jacarandahousing.com.au

9 Nominations Assessment Process

Jacaranda Housing will host a nominee's information evening on the **16th September 2020** commencing at 6pm. Held via Zoom, attendance at this event is **mandatory (discretion in mitigating circumstances may be considered)** for all nominees considering nominating for the board. If unable to attend, alternative arrangements are to be made by contacting the Company Secretary.

Nominations that have been received will be assessed against each of the selection criteria including against the current board skills matrix and existing gaps are considered against the nominee's skills and experience. The board will request referee checks from the nominated referees and makes the final determination of successful nominees to be included in the ballot for the AGM.

Successful Independent Director Nominees are informed and will be requested to provide a professional profile/bio to be published in the Notice of the AGM to the full membership. Nominees who do not submit their profile by the date requested will not have their name included in the ballot at the AGM.

The names and profiles of the Independent Director nominees will be included in the Notice of the AGM and sent to the full membership at least 21 days prior to the AGM.

Unsuccessful nominees are informed of the board decision and provides an opportunity for the nominee to contact the Chair of the Governance and Remuneration Committee for feedback.