

Joining the HCNSW Board 2023

NOMINATIONS TO THE BOARD OF HEALTH CONSUMERS NSW 2023

Health Consumers NSW (HCNSW) is the peak health consumer organisation providing the independent voice of health consumers in shaping policy and services in our state.

PURPOSE OF THIS DOCUMENT

HCNSW is seeking enthusiastic people with a real interest in health consumer involvement to join our Board. This document gives some background on the work of the board and how people can be nominated and elected to the Board.

ROLE AND COMPOSITION OF HCNSW BOARD:

The purpose of the Board is to provide governance for the affairs of HCNSW. Members of the HCNSW Board must be **health consumers** nominated by their Voting Member organisations. It should be noted that staff members of voting member organisations are not eligible for membership of the Board.

The Board currently comprises eight (8) members as follows:

John Garbutt	Chair and Public Officer
Murray McLachlan	Deputy Chair
Elizabeth Harnett	Secretary
Neil Fraser	Treasurer
Kaye Duffy	Member
George Houssos	Member
Sharyn McGee	Member
Jane Mears	Member

Each member of the Board is elected for a term of three years, at the end of which the Director can seek to be re-nominated and re-elected. There is no maximum number of terms.

The maximum possible number of people members is 11, with 9 being elected by members, and a further 3 can be appointed by the Board as needed.

HCNSW is seeking nominations for members to fill four vacancies, selected from Voting Member organisations. The Board has identified gaps in representation from the Aboriginal community and CALD communities. In inviting nominations, the Board would welcome health consumer nominees in particular from those communities.

SKILLS AND EXPERIENCE OF A BOARD MEMBER:

The responsibilities of all Board members include ensuring the good governance of the organisation, considering all reports from Management and assuring transparency of all decisions. If appointed as a Director of HCNSW each person must comply with current Australian Charities and Not-for-profits Commission (ACNC) Governance Standards for responsible persons.

The Board is particularly interested in nominees who have:

- Past experience on a governing body
- Public relations/marketing skills
- Governance and representational skills
- Business, financial and legal skills

The role of a Board member of a State-wide peak health consumer organisation can be a challenging one. It is particularly important that he or she is able to represent a broad view of the needs and views of health consumers as far as possible and act in the interest of HCNSW itself. HCNSW has identified a number of desirable core skills as a guide to Voting Member groups who wish to nominate a person as a Board member.

An effective HCNSW Board member:

- Supports the Objectives of HCNSW
- Understands the role of informed health consumers in shaping the health system
- Respects and seeks those views of other people who use the health system
- Effectively communicates views with objectivity and consideration
- Relates their own experience of health care, and that of others, to broader consumer issues
- Participates effectively in decision making
- Makes effective use of relevant networks
- Is willing to commit time to attend scheduled HCNSW Board meetings and associated events
- Provides relevant feedback to the Voting member group except where matters are designated as confidential

New Directors must be able to attend Board meetings, which are currently being held bi-monthly.

WHO CAN NOMINATE A BOARD MEMBER?

A Board member is nominated by a Voting Member organisation, and must be a *health consumer* who is a member of that organisation and recommended by it. The nominee should be a person whose *primary experience* is as a health consumer, and not as a staff member, to ensure the consumer perspective is fully represented. The role of the nominating organisation is to provide support and guidance to its nominee in fulfilling her/his role as a Board Member. Induction and on-going support for Board Members will also be provided by HCNSW. All reasonable out of pockets costs of participating as a member of the HCNSW Board will be reimbursed as per the relevant Governance policies and procedures.

ELECTION GUIDELINES

The election of the elected members of the Board shall take place in the following manner:

- a) Each Voting Member of HCNSW shall be at liberty to nominate a person from within their own membership for election to the Board
- b) The nomination shall be in a form approved by the Board
- c) The nomination form must be signed by the person nominated
- d) The nomination form must be countersigned by a person from within the nominating organisation authorised to support the nomination

- e) Nominations for election for the Board must be returned to the HCNSW Registered Office by **Friday 29 September 2023 (12 midday AEDT)**. Nominations which are not in the hands of the Returning Officer by the deadline will not be accepted.

HOW TO NOMINATE FOR MEMBERSHIP OF THE HCNSW BOARD

In order to nominate for a Board Member position, nominees should complete and return the following:

- Completed Nomination, Candidate Statement and Fitness-to-Serve forms (attached)
- A short CV highlighting relevant experience and skills
- Current photo

The senior Executive Officer or an Office Bearer/Chair of the Voting Member organisation should complete the Nomination Form. The person being nominated must indicate her/his consent and provide some further relevant information, such as Candidate Statement, Fitness-to-Serve Form, and a short CV highlighting relevant experience and skills.

Nominations to the HCNSW Board are to be made in writing on the attached Nomination Form and include the candidate's written consent. Nominations are to be returned by **scanned email** to info@hcnsw.org.au, or **posted** to HCNSW Registered Office, Suite F/ LG, 280 Pitt St, SYDNEY 2000. Please note:

- Members of the HCNSW Board must be health consumers and be nominated and supported by a Voting Member organisation of HCNSW;
- Nominations for election for the Board must be returned to the HCNSW Registered Office **by Friday 29 September 2023 (midday AEDT)**. Nominations which are not in the hands of the Returning Officer by the deadline will not be accepted.
- If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated are taken to be elected;
- If the number of nominations received exceeds the number of vacancies to be filled, a postal ballot will be held.

FURTHER INFORMATION is available from:

Anthony Brown

Executive Director

T: 0468 927 709

Suite F/ LG, 280 Pitt Street, SYDNEY 2000

info@hcnsw.org.au

www.hcnsw.org.au

