

Subject Call for ClubsNSW Board Nominations

Circular Number 26-350

Date 18 Aug 2026

Relevant For Directors, CEOs

A copy of the Notice of the 2026 Annual General Meeting (AGM) is contained in [Circular 26-349](#).

Nominations are invited for two (2) director positions – Group 3 – to hold office until the 2029 AGM.

Pursuant to the Industrial Relations Act 1996 (NSW), Poppy Drekis from the NSW Electoral Commission will be the Returning Officer for the 2026 Board of Directors election.

How to submit a nomination for a candidate

Please refer to the [Election Notice](#) from the Returning Officer for instructions on how to nominate a candidate for the 2026 ClubsNSW Board of Directors election.

The Election Notice will also be available on the ClubsNSW website and the NSW Electoral Commission's website.

To submit a nomination, please ensure that a completed [Nomination Form](#) is lodged with the Returning Officer no later than 12 noon on Thursday, 3 September 2026 as follows:

- by email: Ballots@elections.nsw.gov.au or
- by post: PO Box 693 Grosvenor Place NSW 1220; or
- in person: NSW Electoral Commission, 231 Elizabeth Street Sydney NSW 2000.

Candidates are also asked to submit a [Candidate Profile Form](#) to the Returning Officer by 12 noon on Thursday, 3 September 2026. It is not mandatory to submit a Candidate Profile Form, however ClubsNSW strongly recommends that candidates submit this document to enable members to make an informed decision about the candidates when voting.

If more than two (2) eligible nominations are received, a ballot for the 2026 ClubsNSW Board of Directors election will take place on the day of the 2026 ClubsNSW AGM on Thursday, 8 October 2026 at the Gold Coast Convention & Exhibition Centre, 2684 – 2690 Gold Coast Highway, Broadbeach, Queensland.

If a ballot is required to determine the successful candidates for the election, the information provided in the Candidate Profile Form will be published on the ClubsNSW website and the NSW Electoral Commission's website. It will also be displayed in the voting area during the voting period at the AGM.

Further information for prospective candidates

The following information is provided for prospective candidates for the position of director on the ClubsNSW Board of Directors. The information is not intended to replace the rules governing the election of directors and is intended merely to address additional matters which are not covered by either the ClubsNSW Rules or the requirements of the Industrial Relations Act 1996 (NSW) or the Returning Officer.

The overriding purpose of this information is to provide each candidate with an equal opportunity to join the ClubsNSW Board of Directors.

Qualifications

To be eligible to hold office as a director of ClubsNSW, you must:

1. be a member of a member club of ClubsNSW;
2. give your consent in writing to ClubsNSW to be elected or appointed as director of ClubsNSW;
3. provide a statutory declaration that you:
 1. are not an undischarged bankrupt;
 2. have not executed a deed of arrangement under Part X of the Bankruptcy Act 1966 (Cth);
 3. are not disqualified from managing a corporation under the Corporations Act 2001 (Cth);
 4. are not disqualified from being a director of a registered club pursuant to any order or declaration made by any court or tribunal or by the Independent Liquor and Gaming Authority;
 5. have not been convicted of serious fraud or convicted of an offence against an Australian law or any other law in connection with the promotion, formation or management of a body corporate or corporation; and
 6. are a member of a member club of ClubsNSW.

A successful candidate will require a director identification number, issued by Australian Business Registry Services, before being appointed as a director of a relevant ClubsNSW subsidiary or related company. Candidates are therefore encouraged to apply for one before the AGM.

Desired skills

In addition to the required qualifications set out above, the ClubsNSW Board of Directors consider the following skills to be highly desirable for a prospective candidate to strengthen the skillset of the Board:

a. Governance experience

- Non-executive director experience
- Member-based board experience
- Executive management experience
- Stakeholder management experience.

b. Technical skills

- Knowledge of emerging technologies
- Working understanding of cybersecurity and critical incident management
- Knowledge of enterprise risk management frameworks and strategies.

c. Legal

- Knowledge of legislation and regulatory compliance matters relevant to the club industry, including but not limited to the Registered Clubs Act 1976 (NSW), anti-money laundering and counter-terrorism financing legislation.

About ClubsNSW

ClubsNSW is an organisation registered under and governed by the Industrial Relations Act 1996 (NSW) (the IR Act). It is governed by the ClubsNSW Rules registered under the IR Act.

ClubsNSW has subsidiary company interests, each of which are regulated by the Corporations Act 2001 (Cth).

About the position

The Board of Directors of ClubsNSW oversees the strategy of ClubsNSW and is ultimately responsible for ensuring the proper management and administration of ClubsNSW and its activities.

The Board is comprised of six directors. Under the triennial rule, two positions on the Board are required to be elected each year.

Each director, in practice, is also required to take positions on some subsidiary (and/or related) company boards and to attend meetings of the boards of those companies.

A willingness to undertake governance education and ongoing professional development relevant to the role is also desirable.

The Board usually meets at least eight times during the year (subject to Board scheduling arrangements). The meetings are ordinarily held in Sydney and subsidiary (or related) company meetings are scheduled to coincide with each board meeting. Comprehensive board papers are sent to directors for review in advance of each meeting.

Additional board meetings and subsidiary (or related) company meetings take place as required,

including by video or telephone conference. The Board also meets annually for the AGM.

Directors also share the task of representing the Board at regional meetings throughout the state during the year.

There are also many formal and informal events during the year at which one or more directors are required to attend and represent ClubsNSW and the Board.

The Board elects the Chair and Deputy Chair, who have additional responsibilities associated with those offices.

Statutory and other duties

The statutory duties of each director of ClubsNSW are governed by the IR Act, and include:

1. not to act dishonestly to deceive or defraud;
2. not to make improper use of the position to gain an advantage for the director or for any other person or to cause detriment, loss or damage to ClubsNSW; and
3. a duty of disclosure where the director:
 1. has an interest, directly or indirectly, in any contract or proposed contract with ClubsNSW;
 2. has an interest, directly or indirectly, in any property; and/or
 3. holds any other office,

that may conflict with his or her duties or interests as a director (declarations must be made at a meeting of the Board and recorded in the minutes).

Directors who take positions on the boards of subsidiary (or related) companies will also be subject to the usual range of director duties under the Corporations Act 2001 (Cth).

Any candidate will also be required to provide a letter from the nominating club confirming their status as a full member of that club.

Probity assessment

A successful candidate may be required to satisfactorily complete a detailed probity assessment undertaken by Liquor & Gaming NSW (L&GNSW). Successful candidates may also be required to submit to L&GNSW any necessary forms and supporting documentation after their election.

Use of the ClubsNSW logo

The ClubsNSW logo is a registered trademark and subject to copyright, and the use of the logo (including the words "ClubsNSW") without the express permission of ClubsNSW is not allowed.

Concerns or questions

Any prospective candidate or club requiring further details or wishing to discuss the nature of the

position of a director of ClubsNSW is invited to contact the Chief Executive Officer (CEO), Rebecca Riant, at cosec@clubsnsw.com.au.

If either the candidate or the club that has nominated the candidate feel that they have been disadvantaged in any way, the matter should be raised directly with the CEO of ClubsNSW. If the CEO is unable to resolve the concern, she may then refer the matter to the ClubsNSW Chief Legal & Risk Officer, the Industrial Registrar or the Returning Officer for a decision.

If the candidate is still not satisfied with the decision it will be his/her own responsibility to pursue the matter independently.

Rebecca Riant
Chief Executive Officer



This document has been prepared for the benefit of members and partners of ClubsNSW, and is intended for general information only and does not constitute legal or other professional advice. You should consider your own individual circumstances and obtain your own independent advice before acting on this document. All copyright subsisting in this document is owned by, or licensed to, ClubsNSW or its contributors. Except for authorised use by members and partners of ClubsNSW in their own organisations, this document must not be reproduced, communicated, or otherwise disclosed in any form by any means without the prior written consent of ClubsNSW. If you are unsure about your rights, please contact ClubASSIST on 1300 730 001. © ClubsNSW or its contributors 2026