

401 Membership Policy

1. Purpose

The Members of Link Wentworth play an important role in the governance of the company. The purpose of having a membership base is to:

- Ensure decisions are made in the best interests of Link Wentworth clients (including tenants and service users);
- Attend, speak at and vote at Annual General Meetings and any other meetings of Members convened by the Board,
- Consider and approve the company's annual financial report, Directors' and auditor's reports, election of Directors, appointment of the Auditor and changes to the Link Wentworth's Constitution ("the Constitution"); and
- Represent the diverse groups of Link Wentworth clients.

The Board of Directors (The Board) is committed to ensuring that Members are representatives of our stakeholders as well as being capable of undertaking their duties and responsibilities as a member of Link Wentworth. We seek as Members a mix of clients as well as representatives of organisations that are supporters of Link Wentworth including support providers, local councils, business partners and interested persons.

2. Scope

Link Wentworth is an Australian public company limited by guarantee established under the *Corporations Act 2001* (Cth).

In accordance with Section 7.1 (a) of Link Wentworth's Constitution, the minimum number of Members will be twenty (20), or such greater number as the Directors determine from time to time, subject to that number complying with the Corporations Act.

The process of admitting Members by the Board under the Constitution is described at Section 7, and the cessation or termination of Membership under Section 8.

A member is a person entered on Link Wentworth's Register of Members as a member.

Life Membership can be granted to an individual due to their significant past service to, or relationship with Link Wentworth or their antecedent organisations. This may include a community member, a service partner, retiring director, or a former staff member from Link Wentworth.

Life Membership is honorary in nature and confers no other rights or privileges (and does not remove any membership obligations) than "ordinary" membership. Life Members can also be suspended or terminated by the Board under Section 8 of the Constitution on the same basis as any other ordinary member.

3. Membership Criteria

Link Wentworth will use its best endeavours to promote membership nominations with the following aims:

- Individuals with an interest in Link Wentworth's objectives
- Ensure a balance of representation between clients and other stakeholders:
 - tenants in our social and affordable housing properties
 - occupants of our Specialist Disability Accommodation properties under the National Disability Insurance Scheme and/or Guardians, carers, and responsible persons
 - representatives of or organisations who support Link Wentworth's key focus areas (eg. homelessness, social housing, affordable housing, community building, partnerships etc)
 - Individuals or organisations with philanthropic aims in the areas of homelessness or social and affordable housing
 - elected Non-Executive Directors; and
 - Life Members.

4. Application Process

All membership applications are to be submitted to the Board using the Membership Application Form.

The Board will consider each application for membership of Link Wentworth individually and in accordance with the Constitution.

- 4.1.1 A person must be nominated by an existing member. The application must show that the nominee has consented to becoming a member.
- 4.1.2 The nomination must be seconded by an existing member.
- 4.1.3 The application must outline the reasons for membership and how the applicant intends to contribute to Link Wentworth's capacity to fulfill its objectives.

With the exception of Link Wentworth's Directors or proposed Directors, the nominee must not be a current employee or any person eligible to receive wages, salary or other remuneration from Link Wentworth.

As per the Constitution, all Non-Executive Directors are required to be Members.

Except where it is impractical to do so, the Board should consider every application at the next meeting after the application is received.

The Board have the discretion to refuse any membership application.

The decision of the Board is final and binding.

5. Membership Renewal

Memberships will automatically be renewed each year on or before 31 August, unless a member has indicated that they wish to resign.

Annually, the Link Wentworth Board will consider if any memberships should be terminated under Section 8.3 of the Constitution if the whereabouts of the member have not been known for 12 months or more or the person has failed to demonstrate that they continue to be interested in and supportive of the objectives of Link Wentworth.

6. Legislative or other applicable framework

- *Corporations Act 2001* (Cth)
- Link Wentworth Housing Limited Constitution
- National Regulatory System for Community Housing
- Australian Charities and Not-for-Profits Commission

7. Privacy and Confidentiality

Link Wentworth has obligations and responsibilities under its Privacy Policy. Please refer to the policy for further information

8. Approval, Policy Owner and Review Frequency

Policy type:	Board Level
ELT owner:	Chief Financial Officer & Company Secretary
Business owner:	Senior Paralegal and Company Secretariat Support
Ultimate Approval body:	Board
Review Frequency:	Every two years or more frequently if circumstances warrant

Approved by – Board