



LIBERAL NATIONAL PARTY CONSTITUTION

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DEFINITIONS

In this Constitution, unless the context otherwise requires the following terms and derivatives of those terms have the meanings ascribed in this clause -

Affiliation

Affiliation means a formal relationship between the Party and another political Party involving an alliance to work together to achieve the objectives of the Party. A member of the Party shall be a member of the affiliated party only where the member was a member of the affiliate immediately before the commencement date of the Party, the member applies to the State Council in writing to maintain membership of the affiliate and the State Council agrees in writing to membership of the affiliate and the Party being maintained by that member. In so agreeing, the State Council may limit its agreement to a particular period of time, or a particular purpose, may attach any condition it considers appropriate and may terminate its agreement at any time. The State Council shall not be obliged to give reasons for any decision in respect of such affiliation.

The following are hereby deemed to have complied with the requirements of this provision: the sitting National Party of Australia members of the Australian Parliament and any members of the Party selected as Queensland delegates to the National Party of Australia's Federal Management Committee and/or Federal Council.

Australian Parliamentary Member

Australian Parliamentary Member means a Member who is a member of the Australian Parliament.

Branch

Branch means a Branch of the Party formed with the approval of State Executive under clauses F.1 or F.3.

By-law

By-law means any By-law adopted by State Council pursuant to clause K.3(g).

Central Campaign Committee

Central Campaign Committee means the committee appointed by the President pursuant to clause M.37 to co-ordinate at a State level an election campaign, for any level of government, or in preparation for such election campaign.

Constitution

Constitution means this constitution, as amended from time to time according to its provisions.

Federal Division

Federal Division means a Federal Division for the purposes of electing members of the House of Representatives in the Australian Parliament.

Federal Divisional Council

Federal Divisional Council means a Federal Divisional Council as constituted in clause H.2.

Headquarters Branch

Headquarters Branch means the branch provided for in clause F.4.

Immediate Past President

Immediate Past President means the immediate past president of the Liberal National Party of Queensland.

Liberal National Party Women (Queensland)

Liberal National Party Women (Queensland) means the Party Unit constituted in clause S.1.

Local Authority

Local Authority means any City, Regional or Shire Council in the State.

Local Authority Party Teams

Local Authority Party Teams means elected members of any Local Authority as provided for in clause Q1.

Member

Member means a financial member of the Party.

Month

Month means a calendar month.

Notice or notify

Notice or notify means the method of giving Notice as described in clause V.15.

Party

Party means the Liberal National Party of Queensland and includes to the extent necessary the Liberal Party of Australia (Queensland Division) and the National Party of Australia – Queensland.

Party Secretary

Party Secretary means the person employed as Party Secretary under clause V.27.

Party Unit

Party Unit includes a Branch, State Electorate Council, Federal Divisional Council, Region, State Council, State Convention and any other committee or organ of the Party as constituted by this Constitution.

Plebiscite

Plebiscite means the method of voting provided for in clause U.19.

President's Committee

President's Committee means the committee as constituted in clause N.1.

Region

Region means a region as constituted in clause I.2.

Relative

Relative means a spouse or de facto spouse, a child, a grandchild, a parent, a grandparent, a sister, a brother, a nephew, a niece, an aunt, an uncle, a brother-in-law, a sister-a-law, a mother-in-law or a father-in-law.

Selection Committee

Selection Committee means a committee constituted under clause U.20.

State

State means the State of Queensland.

State Convention

State Convention means the governing body of the Party as constituted in clause J.3.

State Council

State Council means the State Council of the Party as constituted in clause K.1.

State Director

State Director means the person employed as State Director under clause V.27.

State Electorate

State Electorate means a State Electorate for the purposes of electing members of the Parliament of Queensland.

State Electorate Council

State Electorate Council means a State Electorate Council as constituted in clause G.2.

State Executive

State Executive means the State Executive of the Party as constituted in clause L.1.

State Parliamentary Party

State Parliamentary Party means the members of the Parliament of Queensland as provided for in clause O.1.

Team Leader

Team Leader means the leader of the Local Authority Party Team appointed under clause Q.2 or clause Q.3.

Young Liberal Nationals

Young Liberal Nationals means the Party Unit constituted in clause R.2.

A THE PARTY

- A.1 The name of the Party shall be the Liberal National Party of Queensland and it is the successor of the Liberal Party of Australia (Queensland Division) and the National Party of Australia - Queensland.
- A.2 The Party shall be a voluntary organisation.
- A.3 The Party shall be a division of the Liberal Party of Australia and to remove any doubt it is the body referred to as Liberal Party of Australia (Queensland Division) in the Federal Constitution of the Liberal Party of Australia.
- A.4 The Party shall be affiliated with the National Party of Australia.

B OBJECTS

The objects of the Party shall be -

B.1 to have an Australian nation -

Human Rights, Freedom and Values

(a) (i) dedicated to political liberty and the freedom, welfare and dignity of its citizens and residents;

(ii) which gives due recognition to the religious heritage that has led to a cohesive and compassionate nation as a basis for the advancement of those objectives into the future;

Democratic Principles

(b) in which an intelligent and free Australian democracy shall be maintained by -

(i) preservation of the Westminster system of Government;

(ii) Parliament controlling the executive and the law controlling all;

(iii) independence of the judiciary;

(iv) recognition of federal, state and local government;

(v) freedom of speech, religion, association and the media;

(vi) freedom of citizens to choose their own way of living and of life, subject to the rights of others and the laws of the land and the protection of private property;

(vii) equality of opportunity for all and protecting the people against exploitation;

(viii) looking primarily to the encouragement of individual initiative and private enterprise as the dynamic force of progress; and

(ix) developing to the fullest extent a national spirit in Australia;

National Security

(c) safe from external aggression and living in Australia, playing its part in a world security order which maintains the necessary force to defend the peace;

Defence

(d) in which the spirit of patriotism is fostered and all Australians united in the common service of their country;

Ex-service Members

(e) in which men and women who have been members of the fighting services and their

dependants shall enjoy honour and security, and where preference and generous repatriation benefits are recognised;

Social Provision

(f) in which social provision is made for those who are unable to provide for themselves;

Medical Services

(g) in which adequate medical services are within the reach of all;

Industry and Trade

(h) in which primary, secondary and tertiary industries are promoted, new and adequate markets developed, the lifestyle of country people improved, rural amenities increased and decentralisation of industries encouraged;

(i) which breaks the welfare reliance of Aboriginal and Islander communities through improved education and the facilitation of enterprise;

Employment

(j) in which there shall be no nationalisation of any Australian industry without the approval of the people;

Workplace Relations

(k) in which constant employment at good wages is available to all willing and able to work;

(l) in which employer and employee have a sense of common interest and duty and share as co-operators in all advances of prosperity and in which living standards rise steadily as physical resources expand and ingenuity grows;

(m) which ensures a right to freedom of association in the work place;

Education

(n) in which a comprehensive system of child and adult education is designed to develop the spirit of true citizenship and in which no consideration of wealth or privilege shall be a determining factor;

Youth

(o) in which the youth of the nation is given every encouragement to develop its talent to the full, recognising that from its ranks will come the leaders of tomorrow;

Family

(p) in which family life is seen as fundamental to the wellbeing of society and in which every family is enabled to live in and own a comfortable home at reasonable cost and with adequate community amenities;

Environment

(q) in which there is an ongoing commitment to the protection of the environment, the prudent management of our natural resources for all Australians, and a commitment to sustainable development;

Cultural Heritage

(r) which respects Australia's heritage, aboriginal and islander peoples and the multi-cultural character of Australian Society; and

Non-Discrimination

(s) in which there is no discrimination on grounds proscribed in Queensland and Australian legislation;

- B.2 to formulate from time to time a platform which embodies these objects;
- B.3 to secure the election of candidates selected by the Party to the Australian Parliament, the State Parliament and to such Local Authorities as the Party shall from time to time determine; and
- B.4 to be the successor of the Liberal Party of Australia (Queensland Division) and the National Party of Australia - Queensland.

C POWERS

C.1 The Party, through its authorised officers, shall have the following powers -

- (a) to establish Party Units within Queensland;
- (b) to provide, maintain, manage and carry on headquarters, clubs, social centres and places of meeting for recreation or instruction as may be required and to furnish, equip and provide supplies therefor;
- (c) when deemed necessary or convenient for any of the purposes of the Party, and subject to any such consent or approval as may by law be required, to purchase, sell, exchange, lease, take on lease, mortgage, improve, manage, develop, hire or otherwise acquire, turn to account or deal with any property;
- (d) to construct, maintain, improve and alter any house, buildings or works necessary or convenient for any of the purposes of the Party;
- (e) to take such steps by personal or written appeals, public meetings or otherwise as may from time to time be deemed expedient for the purpose of procuring contributions to the funds of the Party in the form of donations, annual subscriptions and otherwise;
- (f) to invest any monies of the Party not immediately required for any of its objects in such manner as may from time to time be determined;
- (g) to enter into any arrangement for joint working or co-operation or affiliation with any other party, association, society or body of persons whether incorporated or not incorporated carrying on work or having objects similar to the objects of the Party and to assist and support by pecuniary contributions or otherwise the operations of any such party, association, society or body and to take over upon any terms all or any of the property, undertakings and liabilities of any such party, association, society or body;
- (h) to produce, publish, issue and distribute gratuitously or otherwise such books, newspapers, pamphlets, periodicals and other literature as may seem calculated to promote the objects of the Party;
- (i) to receive and accept donations, subscriptions and endowments of money and/or of any form of property whether real or personal provided that no donation, subscription or endowment may be received or accepted if it is subject to any condition relating to the exercise by any member of the Party holding public office of the powers or entitlements of such office;
- (j) to borrow money with or without security for the purpose of carrying out and exercising any of the objects or powers of the Party and also to lend money to such persons, companies or bodies on such terms as may seem expedient and to guarantee the performance of contracts

by any person, company or body (including the payment or repayment to any bank or other lender on demand or otherwise of any moneys, loans, advances or banking accommodation and interest and charges) and to mortgage, charge or otherwise encumber the whole or any part of the property of the Party in support of any such guarantee;

(k) to engage and dismiss employees and agents of the Party and fix their remuneration and terms of employment;

(l) to appoint and to remove a trustee or trustees who shall be appointed by and who shall remain in office at the pleasure of the State Executive to receive and hold any property on behalf of the Party and to deal therewith as provided in this Constitution;

(m) to use and to grant revocable licences to approved organisations to use the words, "Liberal National", "Liberal" or "Nationals" and other words to which the Party is entitled;

(n) to grant and pay pensions, salaries, gratuities and/or other payments to any person in recognition of services rendered to the Party; and

(o) to do all such other acts and things as are or may be incidental or conducive to the attainment or furtherance of any of the objects or the exercise of any of the powers as set out in this Constitution or otherwise for furthering the interests of the Party.

D MEMBERSHIP

Eligibility for Membership

- D.1 Any person 18 years or older who subscribes to the objects and platform of the Party may apply for ordinary membership of the Party. A person 16 years or older may apply to be a member of the Young Liberal Nationals of Queensland.
- D.2 Any person who -
- (a) is not enrolled on the Commonwealth and Queensland electoral roll; and/or
 - (b) whose residential address as provided to the Party Secretary is not as described in the Commonwealth and Queensland electoral roll;
- shall not be entitled to -
- have any application for membership considered by State Executive;
 - vote at any meeting of the Party including pre-selection ballots of the Party; or
 - seek or continue to hold office in the Party until such time as such discrepancy is rectified.
- D.3 Any person who has been convicted of a disqualifying electoral offence within the last 10 years shall not be entitled to apply to become a Member.

Classes of Membership

- D.4 State Council may determine whether there shall be various classes of membership and the membership fee and entitlements of any such class or classes of membership.
- D.5 Membership shall be on an annual basis. State Executive shall determine renewal procedures.
- D.6 The annual membership fee shall be such amount as is determined by State Council.
- D.7 The Party may offer perpetual membership on the terms and conditions determined by State Council, upon the basis that a perpetual Member shall, upon payment of the prescribed fee, be entitled to the full rights of a Member but shall not be obliged to pay an annual membership subscription.

Becoming a Member

- D.8 A person desiring to become a member shall complete such form of application as is prescribed by State Executive and shall lodge such completed form of application together with the applicable membership fee or a direct debit for payment of such membership fee with the Party Secretary and subject to clause D.9 hereof, shall be a Member from the date of such lodgement but shall have no voting rights nor have such membership included for the calculation of any delegate voting entitlement for a period of one month from that date.

- D.9 The State Executive may reject any such application without assigning any reason.
- D.10 If any application for membership is rejected by the State Executive the membership fee paid, if any, shall be returned to the applicant.
- D.11 No payment for or on account of membership shall be paid by any person other than the person or a Relative of the person who has applied to become a Member or is renewing membership.
- D.12 For the avoidance of doubt no Party Unit shall accept membership subscriptions or renewals.
- D.13 No Member shall make any material offer or reward to any person as an inducement to any person to become a Member without the approval of the State Executive, and no person who has accepted such an offer or reward shall be accepted as a Member without the approval of the State Council.
- D.14 Membership fees shall be paid to the Party Secretary by way of a cheque, bank order or debit, credit card or such other means as is approved by State Executive.

Allocation to Branches

- D.15 Upon becoming a Member, each applicant shall be included as a member of such Branch as the applicant requests, or as is determined by the State Executive.
- D.16 (a) A Member may elect to be a Member at Large rather than be allocated to a branch.
- (b) A Member who is an employee of the Party must be a Member at Large.
- D.17 State Executive may provide for the transfer of members from one Branch to another Branch.

Honorary and Reciprocal Membership

- D.18 Any Member who has rendered service that, in the opinion of the State Executive, warrants recognition may be awarded by the State Executive an Honorary Life Membership, Certificate of Merit or other award. Any such Honorary Life Member shall thereafter be deemed to be a financial Member.
- D.19 Reciprocal membership rights may be granted to an Honorary Life or perpetual member of a party with which the Party shares an affiliation at national level where the member has become a resident of Queensland, provided that the same right is extended to Members by that party.

Obligations of Membership

- D.20 All Members are bound by -
- (a) this Constitution including any By-laws made by State Council; and
- (b) any Code of Conduct approved by State Council.
- D.21 It shall be the responsibility of any individual applicant or Member to ensure that any membership

application or renewal is received by the Party Secretary.

D.22 Members shall -

(a) not demean any person or group on the basis of ethnicity, nationality, race, gender, sexuality, religion, age, or physical or mental capacity;

(b) not engage in any conduct that is violent, threatening, disrespectful or manipulative;

(c) ensure that any confidential information they may gain as Members will remain confidential;
and

(d) not publicly criticise the Party, its office-bearers, parliamentary representatives or candidates but direct any criticism through the President, Vice-President, Regional Chairs or the State Director to State Executive.

Ceasing to be a Member

D.23 The membership of a Member whose fee is in arrears in excess of 60 days shall lapse and such person shall vacate any office held by such person.

D.24 Subject to the definitions set out above and to clause A.4, any Member who is a member of any other political party or any organisation that State Council determines to be opposed to the objects of the Party shall upon becoming such a member cease to be a Member and whilst being such a member shall not be eligible to become a Member.

D.25 (a) Any Member who nominates without the prior approval of State Executive as a candidate in any election against a candidate selected by the Party shall cease to be a Member upon submission of the nomination papers.

(b) Any Member who State Executive determines has actively assisted a candidate standing against an endorsed candidate of the Party shall cease to be a Member. In such case the member may appeal such determination to the Disputes Committee within 28 days of notification of such determination.

(c) Any Member, not being the endorsed candidate of the Party, who signifies to the State Government such member's availability to serve the remaining term of a Party Senator whose seat becomes vacant shall by force of such signification cease to be a Member.

(d) Any Member whose membership has ceased by operation of paragraphs (a), (b) or (c) above shall be prohibited from applying for membership of the Party for a period of 3 years or such other period as may be determined by State Council.

D.26 Any Member -

(a) convicted of a disqualifying electoral offence, as provided for in the Electoral Act 1992; or

(b) convicted of an indictable offence against the law of Queensland, another State or Territory, or the Commonwealth; or

(c) sentenced to a term of imprisonment of more than one year's duration

shall cease to be a Member upon such conviction being recorded or period of imprisonment being imposed and the State Director shall forthwith enter such details in the records of the Party.

Miscellaneous

- D.27 The official record of membership of the Party kept by the Party Secretary shall be prima facie evidence of membership of the Party and of the date and circumstances of such membership.
- D.28 No person shall be provided with access to the membership records of the Party without the authority of the State Director in accordance with guidelines determined by State Executive.

E PARTY UNITS

E.1 The operational Party Units shall be the following -

- (a) Branches
- (b) State Electorate Councils
- (c) Federal Divisional Councils
- (d) Regions
- (e) State Convention
- (f) State Council
- (g) State Executive
- (h) Committees of the Party
- (i) President's Committee
- (j) State Parliamentary Party
- (k) Australian Parliamentary Members
- (l) Local Authority Teams
- (m) Young Liberal Nationals
- (n) Liberal National Party Women (Queensland).

E.2 Party Units shall advance the interests of the Party in every way possible, consistent with the objects and platform.

E.3 No Party Unit shall enter into any contract or take part in any legal proceedings on its own account.

F BRANCHES

- F.1 Branches comprising not less than 25 members of the Party may be established at any place within the State with the approval of the State Executive after consultation with the State Electorate Council and adjoining Branches and Federal, State and Local Authority Members, where applicable provided that a Branch of the Liberal National Party Women (Queensland) or the Young Liberal Nationals shall comprise not less than 10 members eligible to join such Branch.
- F.2 State Council may, at the request of Members of the Party in a State Electorate whose area exceeds 10,000 square kilometres, determine that a Branch may comprise not less than 10 members of the Party in that area.
- F.3 State Executive may establish a Branch based upon such factor other than locality such as a professional Branch or an internet based Branch.
- F.4 There shall be a Headquarters Branch of which all Members at Large are hereby deemed to be members.
- F.5 Each Branch shall concern itself with the progress of the district in which its members reside and may co-operate with other Branches or non-political organisations in matters of mutual concern.
- F.6 Each Branch shall meet at least twice in each calendar year, one of such meetings, held not more than 15 months after the previous annual general meeting, to be the Annual General Meeting, another to be held at a time which provides at least two months between the two meetings before or after the date of such Annual General Meeting. If it does not so meet, it shall not be entitled to appoint the representatives and delegates to other Party Units herein provided. Copies of the draft minutes and, if they differ from the draft, the minutes of the meetings are to be forwarded to the Party Secretary, in the case of the draft minutes, promptly after the meetings, and in the case of the minutes, promptly after they have been adopted.
- F.7 A Branch meeting shall be convened by written notice to members of the Branch within fourteen days of a request in writing by any five members of the Branch or by the Secretary of the State Electorate Council to which the Branch is attached being made to the Branch Secretary or, in his absence, the Chairman or the next most senior Branch official available and if such meeting is not so called, such Secretary of the State Electorate Council or the Regional Chairman may call it.
- F.8 The proceedings of the Branch shall be recorded in a minute book to be kept for that purpose and the minutes, including the minutes of Annual General Meetings or Special General Meetings, shall be confirmed at the following meeting of the Branch and signed by the Chairman of the meeting.

- F.9 Each Branch shall elect at its Annual General Meeting a committee consisting of a Chairman, a Vice-Chairman, a Secretary/Treasurer or a Secretary and a Treasurer and may from time to time elect such other officers and representatives as it considers necessary for its purposes or to which it is entitled hereunder. Such members must be in attendance at the meeting or have signified to the Chair or Secretary of the Branch that they are willing to accept a position for which they may be nominated.
- F.10 If both the Chairman and the Vice-Chairman are absent from a meeting of a Branch, it shall elect a temporary chairman.
- F.11 The committee of a Branch may in circumstances of urgency by resolution exercise any of the powers of the Branch between meetings of the Branch where it is not convenient to convene a meeting thereof, provided that any action taken by the committee shall be submitted for ratification to the next meeting of the Branch.
- F.12 A quorum of a Branch Committee shall be not less than a majority thereof. A quorum of a Branch shall be not less than five members.
- F.13 The Branch Secretary shall keep a record of members of the Branch.
- F.14 No person shall be a member of more than one Branch or more than one Liberal National Party Women (Queensland) Branch or more than one Branch of the Young Liberal Nationals, but may belong to a Branch and a Liberal National Party Women (Queensland) Branch and/or a Young Liberal Nationals Branch.
- F.15 Branch funds shall be deposited in an account to be opened for that purpose which may be utilised only by resolution of an ordinary meeting of the Branch. All Branch accounts shall be operated upon by any two of the Chairman, the Vice-Chairman, the Secretary, the Treasurer or the Secretary/Treasurer.
- F.16 The State Executive shall, upon the formation of a Branch, Liberal National Party Women (Queensland) Branch or Young Liberal Nationals Branch, and may from time to time thereafter, determine the State Electorate, the Federal Division and the Region within which such Branch is to operate.
- F.17 Upon the dissolution of any Branch, all books, documents, money, funds, securities and other property belonging to it shall be handed over to State Council forthwith. In the event of the Branch being reformed, the books and money shall be returned to the Branch without delay.

G STATE ELECTORATE COUNCILS

- G.1 A State Electorate Council shall be formed in each State Electorate.
- G.2 Each State Electorate Council shall consist of all Members residing within that State Electorate provided that State Council may at the request of the State Electorate Council concerned determine that in any State Electorate where the total area exceeds 10,000 square kilometres the State Electorate Council shall be comprised of representatives of Branches and may for the purpose of constituting such State Electorate Council make By-laws relating to the composition of that State Electorate Council applicable to one or more State Electorate Councils.
- G.3 Each State Electorate Council shall elect annually an Executive comprising a Chair, one Deputy Chair, a Secretary/Treasurer or a Secretary and a Treasurer and such other members as it considers necessary. Such members must be in attendance at the meeting or signify to the Chair or Secretary of the State Electorate Council, that they are willing to accept a position for which they may be nominated. It may also elect a Committee consisting of the Executive Officers and such other members of the Electorate Council as it considers necessary. It may also appoint such other officers or committees as it considers necessary.
- G.4 Each State Electorate Council shall meet at least twice in each calendar year one of such meetings, held not more than 15 months after the previous annual general meeting, to be the Annual General Meeting, another to be held at a time that provides at least two months between the two meetings before or after the date of such Annual General Meeting. If it does not so meet, it shall not be entitled to appoint the representatives and delegates to other Party Units herein provided. Copies of the draft minutes and, if they differ from the draft, the minutes of the meetings are to be forwarded to the Party Secretary, in the case of the draft minutes, promptly after the meetings, and in the case of the minutes, promptly after they have been adopted.
- G.5 A quorum of a State Electorate Council meeting shall be not less than ten members or 50% of its total membership, whichever is the lesser.
- G.6 The duties of State Electorate Councils shall be to -
- (a) co-ordinate the work of the Branches in the State Electorate and generally to promote and stimulate the progress of the Party within the State Electorate;
 - (b) organise and, subject to the direction of State Council, to conduct the campaign of the endorsed candidate for the State Electorate in co-operation with that candidate;
 - (c) provide assistance, subject to the direction of State Council, to any endorsed candidate for any local authority election within the area of such State Electorate;
 - (d) hold meetings as and when required;

(e) take part in the selection of a candidate for the State Electorate concerned as herein provided;

(f) consider recommendations from Members within the Electorate relating to matters of policy, or the constitution or administration of the Party and upon adoption of any such recommendations to submit the same to State Council or State Convention;

(g) consider and act upon any other matters brought before them by the Chair;

(h) open and maintain a bank account in accordance with the procedures determined by State Council;

(i) deposit all funds received therein;

(j) make all payments by cheque signed by any two of the Chair, the Deputy Chair, the Secretary, the Treasurer or the Secretary/Treasurer;

(k) either itself or by a duly appointed Committee, authorise expenditure and be responsible for all money received;

(l) administer the finances provided to it from Branches within the State Electorate, whilst assisting Branches with their fundraising activities.

G.7 Unless State Council by a two-thirds majority otherwise resolves, a State Electorate Council shall be, for the purposes hereof, an accredited State Electorate Council only if the total number of financial members of the Party attached to Branches operating within the State Electorate is not less than 60. A State Electorate Council shall be given 60 days advance notice of its classification as a non-accredited State Electorate Council.

G.8 Where, in any State Electorate, there is only one Branch, the Branch and the State Electorate Council may resolve to form a consolidated unit to be known as an SEC/Branch. Upon such resolution being approved by State Executive, the SEC/Branch will perform all of the functions, and have all of the entitlements, of the former State Electorate Council and Branch and shall continue to do so until -

(a) there is another Branch established in the electorate;

(b) the approval of the State Executive is revoked; or

(c) the SEC/Branch resolves to re-establish the Branch and the State Electorate Council.

Unless State Executive otherwise determines the provisions of Part G will apply to the SEC/Branch insofar as they can do so.

G.9 A State Electorate Council meeting shall be convened by written notice to members of the Council within fourteen days of a request in writing by so many members as would constitute a

quorum at a meeting of the Council or by the Secretary of the Region to which the Council is attached being made to the State Electorate Council Secretary or, in his absence, the Chairman or the next most senior Council official available and if such meeting is not so called, the Region Chairman may call it.

- G.10 The provisions of clauses F.8, F.10, F.11, F.13, F.15 and F.17 will apply to each State Electorate Council as if references to a Branch were taken to be to the State Electorate Council.

H FEDERAL DIVISIONAL COUNCILS

- H.1 A Federal Divisional Council shall be formed in each Federal Division in Queensland.
- H.2 Each Federal Divisional Council shall consist of all financial Members residing within that Federal Division provided that State Council may at the request of the Federal Divisional Council concerned determine that in any Federal Division where the total area exceeds 10,000 square kilometres the Federal Divisional Council shall be comprised of representatives of State Electorate Councils and may for the purpose of constituting such Federal Divisional Council make By-laws relating to the composition of that Federal Divisional Council applicable to one or more Federal Divisional Councils.
- H.3 Each Federal Divisional Council shall meet at least twice in each calendar year one of such meetings, held not more than 15 months after the previous annual general meeting, to be the Annual General Meeting, another to be held at a time that provides at least two months between the two meetings before or after the date of such Annual General Meeting. If it does not so meet, it shall not be entitled to appoint the representatives and delegates to other Party Units herein provided. Copies of the draft minutes and, if they differ from the draft, the minutes of the meetings are to be forwarded to the Party Secretary, in the case of the draft minutes, promptly after the meetings, and in the case of the minutes, promptly after they have been adopted.
- H.4 Each Federal Divisional Council shall elect annually an Executive comprising a Chair, a Deputy Chair, a Secretary/Treasurer or a Secretary and a Treasurer and such other members as it considers necessary. Such members must be in attendance at the meeting or signify in writing or by telephone to the Chair or Secretary of the Federal Divisional Council that they are willing to accept a position for which they may be nominated. It may also elect a Committee consisting of the Executive Officers and such other members of the Divisional Council as it considers necessary. It may also appoint such other officers or committees as it considers necessary.
- H.5 A quorum of a Federal Divisional Council meeting shall be not less than ten members, or 50% of its total membership, whichever is the lesser.
- H.6 The duties of Federal Divisional Councils shall be to -

- (a) organise and, subject to the direction of State Council, to conduct the campaign of the endorsed candidate for the Federal Division in co-operation with such candidate;
- (b) hold meetings as and when required;
- (c) take part in the selection of a candidate for the Federal Division concerned as herein provided;
- (d) consider recommendations from Members within the Federal Division relating to matters of policy, or the constitution or administration of the Party and upon adoption of any such recommendations to submit the same to State Council or State Convention;
- (e) consider and act upon any other matters brought before them by the Chair;
- (f) open and maintain a bank account in accordance with the procedures determined by State Council;
- (g) deposit all funds received therein;
- (h) make all payments by cheque signed by any two of the Chair, the Deputy Chair, the Secretary, the Treasurer or the Secretary/Treasurer;
- (i) either itself or by a duly appointed committee, authorise expenditure and be responsible for all money received; and
- (j) administer the finances provided to it from Branches within the Federal Division, whilst assisting Branches with their fundraising activities.

H.7 A Federal Divisional Council meeting shall be convened by written notice to members of the Council within fourteen days of a request in writing by so many members as would constitute a quorum at a meeting of the Council or by the Secretary of the Region to which the Council is attached being made to the Federal Divisional Council Secretary or, in his absence, the Chairman or the next most senior Council official available and if such meeting is not so called, the Region Chairman may call it.

H.8 The provisions of clauses F.8, F.10, F.11, F.13, F.15 and F.17 will apply to each Federal Divisional Council as if references to a Branch were taken to be to the Federal Divisional Council.

I REGIONS

I.1 There shall be a Region established in each of the following areas, comprising whole State Electorates -

1. Far North Queensland
2. North Queensland
3. Central Queensland
4. Wide Bay
5. Sunshine Coast
6. Brisbane North
7. Brisbane Central
8. Brisbane South
9. South West Queensland
10. Gold Coast;

and State Council may vary the boundaries of such Regions.

I.2 Regions must meet at least twice in each calendar year, and at least one of such meetings will be a policy forum and another, held not more than 15 months after the previous annual general meeting, will be an annual general meeting or, for a Region whose area exceeds 10,000 square kilometres, such number of times as may be prescribed by By-Law made by State Council upon the request of the Regional Chairman. Copies of the draft minutes and, if they differ from the draft, the minutes of the meetings are to be forwarded to the Party Secretary, in the case of the draft minutes, promptly after the meetings, and in the case of the minutes, promptly after they have been adopted.

I.3 Each Regional Conference shall consist of all Members residing within the Region provided that State Council may at the request of the Regional Council concerned determine that in any Region where the total area exceeds 10,000 square kilometres the Regional Conference shall be comprised of representatives of Branches and/or State Electorate Councils and/or Federal Divisional Councils, and/or members of State Council, and may for the purpose of constituting such Regional Conference make By-laws relating to the composition of that Regional Conference. Subject to any such By-laws the quorum for a Regional Conference will be 30 Members.

I.4 A meeting of a Regional Conference shall be convened by written notice to members of the

Conference within fourteen days of a request in writing by so many members as would constitute a quorum at a meeting of the Conference being made to the Regional Council Secretary or, in his absence, the Chairman or the next most senior Council official available.

I.5 At the annual Regional Conference the following office bearers shall be elected -

- (a) Chairman;
- (b) Vice-Chairman;
- (c) Secretary;
- (d) Treasurer;
- (e) and such other officers as it considers desirable.

I.6 A Regional Chairman -

- (a) shall take all necessary steps to be aware of the activities of the Party and, in particular, of the activities of Party Units within that Region;
- (b) shall be available for consultation by office bearers of Federal Divisional Councils and State Electorate Councils and branch members on matters of Party policy and organisation;
- (c) may institute any other activities that will promote the objectives of the Party in the Region or, in a Region whose area exceeds 10,000 square kilometres, such members as may be prescribed by By-Law made by State Council upon the request of the Regional Chairman;
- (d) may form a Regional Council consisting of the officers elected under clause I.5, members of State Council resident within the Region and such number of delegates from each State Electorate Council and/or Federal Divisional Council within the Region as the Chairman may determine;
- (e) shall act as Chair thereof; and
- (f) shall make such arrangements, if necessary in conjunction with the Chair of another Region, as are considered appropriate to establish the Party Units within the Region.

I.7 If the Chairman forms a Regional Council, it will be responsible for -

- (a) developing and maintaining efficient communication and points of contact with the executive of each of the State Electorate Councils, Federal Divisional Councils and Branches within the Region;
- (b) during any election campaign, assisting the Central Campaign Committee as required in co-ordinating resources within the Region for such election;

(c) promoting the pragmatic allocation of human and financial resources across the Region to those areas where the maximum advantage for the Party may be obtained, even if such resources come from another area within the Region; and

(d) promoting throughout the Region the Party and development of Branches in areas where the Party presently does not have adequate representation.

J STATE CONVENTION

- J.1 A State Convention shall be convened once in each year at a place and time to be determined by State Council. At least 50 days' notice of State Convention shall be given.
- J.2 A Special State Convention may be called by State Executive or State Council at any time and shall be called upon the written request of not less than 25 Federal Divisional or State Electorate Councils. At least 30 days' notice of such Special State Convention shall be given.
- J.3 State Convention shall comprise -
- (a) all members of State Council;
 - (b) five delegates elected by each accredited State Electorate Council; or in the case of any State Electorate where no accredited State Electorate Council exists, one delegate for every 25 financial Branch members or part thereof, but not more than five delegates, such delegates to be appointed by the Members within the State Electorate in proportion, as far as is possible, to the membership of the respective Branches;
 - (c) one delegate from each Branch, each Liberal National Party Women (Queensland) Branch and each Young Liberal Nationals Branch for each 50 members or part thereof;
 - (d) if there are fewer than five Branches in a State Electorate, additional delegates from Branches so that the total number of Branch delegates from the Electorate is five, such delegates to be elected by the State Electorate Council for the Electorate provided that where no State Electorate Council is operative, the State Executive shall make such appointment.
- J.4 A financial Member not already in attendance as a delegate otherwise entitled, may be appointed to attend as an alternate delegate in place of any delegate. Such appointment shall be made by a Party Unit entitled hereunder to appoint a delegate or in the case of a member of State Council, by that member.
- J.5 In the event of any Party Unit not being fully represented at State Convention and being not less than 300 kilometres from the place of Convention the attending delegates may hold and exercise proxies for the absent delegates provided that -
- (a) such proxies are authorised in writing by the Party Unit constitutionally empowered to appoint delegates or, in the case of a member of State Council, by that member;
 - (b) delegates holding such proxies shall be formally certified to hold such proxies by the State Director;
 - (c) such proxies shall be used only by delegates eligible for appointment; and
 - (d) proxies shall be limited to two per voting delegate.

- J.6 Annual State Convention shall -
- (a) determine the general policy of the Party, and details thereof;
 - (b) consider such motions as State Electorate Councils, Federal Divisional Councils, Regional Conferences, the Liberal National Party Women (Queensland) and the Young Liberal Nationals may submit, by at least 30 days notice given to the Party Secretary;
 - (c) consider such business as State Council and the State Executive may submit;
 - (d) consider such further business as the President, or in the absence of the President, the Vice-President may permit; and
 - (e) consider such other business as State Convention may decide.
- J.7 State Electorate Councils, Federal Divisional Councils, Regional Conferences, the Liberal National Party Women (Queensland) and the Young Liberal Nationals shall consider proposed notices of motion to be submitted for the consideration of Annual State Convention. If any such notice of motion be approved, the Party Unit shall forward it to the Party Secretary not later than 30 days prior to Annual State Convention.
- J.8 Each Annual State Convention shall elect from the members of the Party the following office bearers -
- (a) a President; and
 - (b) a Vice-President
- who shall hold office until the conclusion of the next Annual State Convention.

K STATE COUNCIL

K.1 State Council shall consist of -

- (a) all members of State Executive;
- (b) each Region Vice-Chairman;
- (c) the Chairman of each Federal Divisional Council;
- (d) the Chairman of each accredited State Electorate Council;
- (e) all Members of the State Parliamentary Party;
- (f) all Australian Parliamentary Members;
- (g) all Members of any Local Authority elected as an endorsed Party candidate;
- (h) all Honorary Life Members;
- (i) all Past Presidents;
- (j) all Past Presidents of the Liberal Party of Australia (Queensland Division) and the National Party of Australia – Queensland;
- (k) all Policy Committee Chairs;
- (l) all members of the Young Liberal Nationals State Executive Council constituted under the by-laws of the Young Liberal Nationals;
- (m) all members of the Executive and each Regional Chairman and Vice-Chairman of the Liberal National Party Women (Queensland); and
- (n) all Queensland non-parliamentary members of the Federal Executive of the Liberal Party of Australia and the Federal Management Committee of the National Party of Australia.

K.2 State Council shall in all matters subject to specific directions herein contained and to decisions of Annual or Special State Conventions exercise full control over the affairs of the Party and subject as aforesaid its decisions on all matters shall be final and binding on all Members and Party Units.

K.3 State Council -

- (a) shall not incur any liability other than that for which funds are available;
- (b) shall direct and supervise organisational and promotional activity;
- (c) shall have charge of all matters whatsoever relating to Federal and State elections and referenda;

(d) shall control and supervise collection and disbursement of funds subject to the provisions hereof;

(e) may delegate any matter to a committee of members selected by it;

(f) may co-operate as it considers best in the interests of the Party with kindred organisations or with any Federal or State Parliamentary Party provided that at all times and under all circumstances the entity and independence of the Party shall be preserved; and

(g) may adopt By-laws not inconsistent with the provisions hereof relating to the affairs or operations of the Party or a Party Unit and repeal or amend such By-laws and such By-laws shall have effect as if they were provisions hereof.

- K.4 Notwithstanding anything to the contrary contained herein, should the foregoing powers conferred on State Council be insufficient to deal with any exigency that may arise, authority is vested in it to take such action as it considers to be appropriate in the interests of the Party, provided that no such action shall contravene the spirit hereof. Every such action of State Council shall be recorded in its minutes and be reported for ratification to the next following State Convention and up to that date any action so taken shall be valid whether or not State Convention ratifies the action.
- K.5 State Council shall, as far as is possible, meet at least twice in each year in addition to the meetings held in conjunction with the Annual State Convention.
- K.6 State Council shall meet at such date, time and place as decided by the President or, in the absence of the President, the Vice-President.
- K.7 A Special State Council meeting shall be convened on the receipt of a request in writing by any 50 members of State Council. The Party Secretary shall call a special meeting of State Council within 30 days giving 14 days notice in writing, and such notice shall specify the reasons for such special meeting. Only business set forth on the notice convening such Special State Council shall be dealt with thereat.
- K.8 Every person elected or appointed to State Council shall retain that office until a successor has been appointed, unless the member shall die, resign or cease to be a Member. In the event of death, resignation or cessation of membership of a member, the vacancy shall be filled as soon as possible by the Party Unit that appointed such member.
- K.9 A quorum for State Council shall be 40.
- K.10 The proceedings of each meeting of State Council shall be recorded in a minute book to be kept for that purpose and signed by the Chair of the meeting.
- K.11 State Council, at any meeting, may consider the political credentials or activities of any Member

or of any Party Unit. At such a meeting, if State Council is satisfied that any person is not a bona fide supporter of the Party or has brought the Party into disrepute or otherwise behaved in a manner contrary to the interests of the Party or that any Party Unit consists of a majority of persons who are not bona fide supporters of the Party or has behaved in a manner contrary to the interests of the Party, it may prohibit such person, or Party Unit from exercising any voting power conferred herein for the purpose of selecting a delegate or a candidate and it may nullify the appointment of any delegate or candidate selected by such Party Unit. It may expel such person from the Party or suspend some or all of the privileges of membership for a definite or indefinite period, abolish any Branch concerned, or declare some or all offices in the Party Unit concerned vacant and make arrangements for the future conduct of its affairs. Every such action of State Council shall be recorded in its minutes and be reported for ratification to the next following State Convention and up to that date any action so taken shall be valid whether or not State Convention ratifies the action.

K.12 Upon any such action being taken by State Council, it may, at its absolute discretion, direct the refund of all or any part of the fees paid by any such person to the person it considers entitled to receive such refund.

K.13 No written alliances with any other political party may be made by any Local Government or Parliamentary Member or Member without the prior consent of State Council.

K.14 Subject to clause K.15 –

(a) If the Chairman of a Federal Divisional Council or an accredited State Electorate Council is unable to attend a meeting of State Council, the Deputy Chair of the Federal Divisional Council or State Electorate Council as the case may be will be entitled to attend and exercise all of the rights of the Chairman at the meeting. If both the Chairman and Deputy Chair are unable to attend the meeting, the Chairman may appoint some other person, and the person so appointed will be entitled to attend and to exercise all of the rights of the Chairman at the meeting. The Chairman of a Policy Committee who is unable to attend a meeting of State Council may appoint a member of the Committee to attend the meeting, and the person so appointed will be entitled to attend and to exercise all of the rights of the Chairman at the meeting. State Council may establish procedures for the implementation of this clause.

(b) In the event of any State Councillor (other than a State Councillor whose membership arises under paragraphs (c), (d) or (k) of clause K.1) who ordinarily resides not less than 300 kilometres from the place of State Council being absent, then some other member of State Council may hold and exercise a proxy for the absent State Councillor provided that –

(i) such proxy is authorised in writing by the State Councillor concerned;

(ii) State Councillors holding such proxies shall be formally certified to hold such proxies

by the State Director; and

(iii) proxies shall be limited to two per State Councillor.

K.15 An appointment as proxy shall not entitle a person to attend at or to participate in any proceedings of State Council for the selection of a candidate.

L STATE EXECUTIVE

L.1 The State Executive shall consist of -

- (a) the President;
- (b) the Vice-President;
- (c) all Regional Chairs;
- (d) the Leader of the State Parliamentary Party or his representative;
- (e) the Parliamentary Leader of the Liberal Party of Australia or his representative;
- (f) a local authority representative elected by the members of Local Authorities elected as endorsed Party candidates;
- (g) the Treasurer;
- (h) the Trustees;
- (i) the Honorary Legal Adviser;
- (j) the Chair of the Policy Standing Committee;
- (k) the Federal President of the Liberal Party of Australia;
- (l) the President of the Liberal National Party Women (Queensland);
- (m) the President of the Young Liberal Nationals; and
- (n) the Immediate Past President.

L.2 The President and Vice-President shall jointly appoint the Treasurer and the Honorary Legal Advisor subject to ratification by State Council at its first meeting following the Annual State Convention.

L.3 The State Executive shall, subject to the provisions hereof, have power to manage all the affairs of the Party. It shall not have power to alter the provisions hereof or the platform and policy of the Party. In particular, subject as aforesaid -

- (a) it may summon special meetings of State Council when deemed necessary;
- (b) it shall exercise full control over all members and Party Units, receive financial statements and reports from Party Units and hear and determine disputes;
- (c) it shall have power to decide all matters not expressly vested in some other Party Unit;
- (d) it may make recommendations to State Council affecting this Constitution or the platform and policy of the Party; and

(e) it may exercise the powers vested in State Council when it deems necessary and any such actions shall be submitted to the next meeting of State Council for ratification and up to that date any action so taken shall be valid whether or not State Council ratifies the actions.

- L.4 The State Executive shall meet at least 6 times per year at such times and places as are determined by the President.
- L.5 Special meetings of State Executive shall be convened by the State Director within 7 days giving at least 2 days' notice on receipt of a request in writing signed by 15 members of State Executive. Such notice shall specify the reasons for such special meeting.
- L.6 A quorum for meetings of the State Executive shall be 10.

M COMMITTEES OF THE PARTY

Party Development

M.1 There shall be a Party Development Committee comprising the Regional Chairs and other members appointed by State Executive that shall -

- (a) promote Party development throughout the State; and
- (b) assist Party Units throughout the State in conducting their affairs.

Agenda

M.2 The State Executive shall, from amongst the members of State Council, appoint an Agenda Committee which -

- (a) shall determine –
 - (i) the order of business to be submitted to each meeting of State Convention and State Council;
 - (ii) the phrasing of notices of motion to be submitted to each meeting of State Convention and State Council; and
 - (iii) the consolidation of such notices of motion which are similar in interest or intent; and
- (b) may recommend to the State Executive additional urgent notices of motion for any meeting of State Convention or State Council.

Disputes

M.3 There shall be a Disputes Committee to hear and determine -

- (a) any appeals arising out of the conduct or result of any preselection proceedings, and
- (b) disciplinary proceedings referred to it by State Executive, and
- (c) any other investigation, complaint or dispute referred to it by virtue of this Constitution or otherwise by State Executive, State Council or the State Director.

State Council may by By-law determine the procedures by which the Disputes Committee shall operate.

A decision of the Disputes Committee on a matter within paragraph (a) or paragraph (b) shall be final and binding on the Party and all Members.

M.4 State Executive may establish the following panels –

- (a) a panel of legal members, who shall be legal practitioners of not less than fifteen years standing;

(b) a panel of non-legal members comprised of all Honorary Life Members, former Trustees of the Party, former Presidents, former Vice-Presidents and Members who are former members of the Australian or Queensland parliaments; and

(c) a panel of mediator members, who shall hold qualifications in mediation recognised by a legal professional body or the Department of Justice for the State.

M.5 For any appeal or reference the Disputes Committee will comprise such persons selected from the panels established under clause M.4 as State Executive may determine.

M.6 Where a complaint is made against a Member for conduct of a kind described in clause M.11, State Executive may decide to deal with the complaint itself, or it may refer the complaint to the Disputes Committee.

M.7 If State Executive decides to deal with a complaint itself it will investigate the complaint as it considers appropriate.

M.8 If State Executive refers a complaint to the Disputes Committee it may suspend the Member pending the investigation and report of the Committee.

M.9 If State Executive refers a complaint to the Disputes Committee the following procedure shall be followed -

(a) The Disputes Committee shall investigate the complaint in accordance with the principles of natural justice and any By-laws adopted by State Council and report its findings to State Executive.

(b) If the Disputes Committee finds a complaint proved in whole or in part, it must in its report make a recommendation as to a penalty to be imposed, or recommend that no penalty be imposed.

(c) Where the Disputes Committee finds that the complaint has not been proved, State Executive shall take no further action.

(d) Where the Disputes Committee finds that the complaint has been proved, State Executive shall impose the penalty recommended by the Disputes Committee unless, by a two thirds majority vote at a meeting of which reasonable notice shall have been given of an intention to propose such a motion, it resolves to impose a lesser penalty.

M.10 The penalties that may be imposed by State Executive following an investigation by it under clause M.7, or which may be recommended by the Disputes Committee are -

(i) to expel the Member;

(ii) to suspend the Member for a nominated period of time; or

(iii) to censure the Member.

M.11 The types of conduct that may be made the subject of disciplinary action are -

(i) gross disloyalty to the Party;

(ii) breach of confidentiality;

(iii) conduct bringing the Party into disrepute;

(iv) engaging in conduct severely harmful to the best interests of the Party;

(v) deliberately infringing this Constitution or By-laws made in accordance with this Constitution;

(vi) wilfully disobeying or failing to comply with a reasonable and lawful decision of the State Executive, State Council or State Convention provided that nothing herein shall authorise the direction of the vote of elected representatives in relation to policy; or

(vii) wilfully disobeying or failing to comply with a reasonable and lawful directive of the State Director or the Party Secretary in respect of the conduct of the affairs of the Party.

Audit and Governance

M.12 There shall be an Audit and Governance Committee comprising such persons as the State Executive may appoint.

M.13 The Audit and Governance Committee shall have the authority to investigate any activity within its terms of reference.

M.14 All employees, Party Units and Members including members of parliament and councillors are directed to co-operate as requested by members of the Audit and Governance Committee.

M.15 The Audit and Governance Committee is authorised to obtain outside legal or other independent professional advice as necessary to assist it.

M.16 The Audit and Governance Committee shall report to the State Director, the President and State Executive any suspected frauds or irregularities, failures of internal control or suspected infringement of laws, rules and regulations which come to its attention.

M.17 The Audit and Governance Committee is to serve as a focal point for communication between the external auditors and management of the Party and its officers as their duties relate to financial and other reporting, internal controls, and the external audits (including other matters the State Executive deems necessary). The Audit and Governance Committee is to assist the State Executive and the State Director in fulfilling their responsibilities by providing an independent review of financial reporting, by satisfying themselves as to the effectiveness of the Party's internal controls and as to the sufficiency of the external audits.

- M.18 The Audit and Governance Committee should meet at least two times per year. Additional meetings should be held as the work of the Audit and Governance Committee demands.
- M.19 As necessary or desirable, the Chairman of the Audit and Governance Committee may request that the State Director or the Party Secretary and representatives of external auditors be present at meetings of the Audit and Governance Committee.
- M.20 The Audit and Governance Committee shall have the following duties -
- (a) to liaise with auditors and discuss any matters arising from their audit including the nature of significant adjustments, the nature of any matters concerning disclosure in the Annual Report raised by auditors, and any changes in accounting policies and practices;
 - (b) to ensure any changes to accounting policies adopted by the Party are appropriate for the Party and present fairly the Party's activities;
 - (c) to review reports issued by external auditors in order to ensure that where major deficiencies or breakdowns in control and procedures have been identified that management takes appropriate and prompt remedial action;
 - (d) to discuss with external auditors any relevant recommendations and reservations arising from the interim results and final audits;
 - (e) to review the findings of both the external and internal investigation into any suspected fraud or irregularities or infringement of laws or regulations;
 - (f) to undertake assignments related to the above responsibilities as deemed necessary and delegated by the State Executive; and
 - (g) to consider other topics, as defined by the President, the State Director or State Executive.

Policy Committees

- M.21 There shall be a Policy Standing Committee which shall -
- (a) co-ordinate the activities of the respective Policy Committees so as to ensure that the policies of the Party are consistent with one another; and
 - (b) monitor the development of policy and philosophy generally.
- M.22 The Policy Standing Committee shall comprise -
- (a) a Chair, who shall be elected by State Council at its meeting immediately following Annual State Convention;
 - (b) the State Parliamentary Leader and Deputy State Parliamentary Leader;
 - (c) two members of the State Parliamentary Party who are not Party spokespersons;

- (d) a representative elected by the Australian Parliamentary Members;
 - (e) a representative of the Members who are members of Party Local Government Teams;
 - (f) the President and Vice-President;
 - (g) one representative of each Region;
 - (h) the Chair of each Policy Committee;
 - (i) one representative of the Liberal National Party Women (Queensland);
 - (j) one representative of the Young Liberal Nationals; and
 - (k) not more than four other members elected by State Council at its meeting immediately following Annual State Convention.
- M.23 State Council may determine to establish Policy Committees in such areas of policy as it thinks fit.
- M.24 Each Policy Committee shall conduct its affairs so as to provide to the Party, in respect of its area of policy -
- (a) continuing review of existing Party policy to ensure it remains adapted to changing circumstances;
 - (b) development and evaluation of initiatives for consideration by the State and Australian Parliamentary Leaders for inclusion in election policies;
 - (c) studies of proposed legislation or contemplated policy initiatives to establish whether it or they is or are consistent with Party philosophy and to provide briefings to Parliamentary Members as to technical deficiencies and possible amendments in the same;
 - (d) a forewarning system with respect to emerging problems; and
 - (e) reports upon matters referred to it by State Executive, State Council, State Convention, the President or a Federal Divisional Council or State Electorate Council.
- M.25 The Chair of each Policy Committee shall be elected annually at the State Council meeting immediately following each Annual State Convention. Nominations for the position may be submitted by any State Councillor in attendance at the meeting.
- M.26 Each Policy Committee shall elect from amongst its members a Deputy Chair who shall in the absence of the Chair exercise its authority.
- M.27 The membership of each Policy Committee shall include -
- (a) the State Parliamentary spokesperson responsible for Party policy in that area;

(b) at least one member of the State Parliamentary Party other than the Party spokespersons, if possible being a member of the appropriate Committee of the Parliamentary Party or Ministerial Committee;

(c) at least one member of the Australian Parliament;

(d) Members (including if available, at least one member of the Liberal National Party Women (Queensland) nominated by the Executive of the Liberal National Party Women (Queensland) after consultation with the chairman of the Policy Committee) and at least one member of the Young Liberal Nationals nominated by the State Executive of the Young Liberal Nationals after consultation with the chairman of the Policy Committee, having, in the opinion of State Executive, expertise in the relevant policy area;

(e) consultant members who, whilst not being members of the Party, have particular expertise in that policy area which it is, in the opinion of the State Executive, desirable to have made available to the Committee.

- M.28 Any such member may be a correspondent member. Each Policy Committee Chair shall as far as possible encourage correspondent members to join such Committee to enable Members throughout the State to participate in the activities of such Committee.
- M.29 Members of each Committee shall be appointed by its Chair subject to ratification by the next meeting of the State Executive, or by the State Executive.
- M.30 The position of a member of a Policy Committee other than a correspondent member shall become vacant if the member is absent from two consecutive meetings without leave of the Committee. All positions shall become vacant at the conclusion of the Annual State Convention.
- M.31 A Regional Policy Committee may be established by a Region. Where a Regional Policy Committee has been established, its Chair is ex officio a member of the Policy Committee covering the areas of interest of the Regional Policy Committee as either a full or a correspondent member.
- M.32 Each Policy Committee shall communicate or meet at least once in each three month period. Should the Committee not so communicate or meet, the office of the Chair and all members of the Committee shall be liable to be vacated upon a resolution of the State Executive.
- M.33 A quorum for meetings shall be a majority of Committee members or five, whichever is the lesser.
- M.34 Each Policy Committee Chair shall submit a written report to the Party Secretary 45 days before the commencement of each Annual State Convention for inclusion in the State Convention papers.

M.35 Each such report shall be presented to and considered by the State Council meeting immediately preceding the Annual State Convention.

Other Committees

M.36 Annual State Convention, State Council and State Executive may appoint Standing Committees.

M.37 A special purpose committee may be appointed at any time by the President, or in the absence of the President, the Vice-President or by the State Executive, State Council or Annual State Convention. A special purpose committee shall report back to the person or body that appointed it.

M.38 The Party Unit or officer appointing a committee shall designate one of its members as chair of the committee.

M.39 At a meeting of any committee which is not expressly otherwise provided for herein, a majority of its members shall be a quorum except that a quorum for Standing Committees appointed by State Council shall be a majority of the Committee or seven, whichever is the less.

N PRESIDENT'S COMMITTEE

- N.1 There shall be a President's Committee comprising the President, the Vice-President, the Treasurer, the Honorary Legal Advisor and the Immediate Past President to be known as the President's Committee.

- N.2 In the event of any exigency arising between meetings of the State Executive, the President's Committee is empowered to take such action in relation thereto as it considers to be appropriate in the interests of the Party.

- N.3 The President's Committee may meet informally but a record is to be maintained of any action taken pursuant to the powers hereby conferred and such action is to be reported and submitted for ratification to the next meeting of State Executive.

- N.4 In the event that after reasonable efforts a member of the President's Committee cannot be consulted, a decision of the President and other members of the President's Committee will be deemed to be the decision of the Committee.

- N.5 A resolution signed by each member of the Committee or, if a member cannot reasonably be consulted and the minute contains a note to that effect, by the President and the other members shall be as valid and effectual as a decision of a meeting of the Committee. The resolution may be in one or more paper writings, or facsimile or in the form of e-mail in which event it is afterwards to be reduced to writing for presentation to and ratification by the State Executive.

- N.6 Should a resolution of the President's Committee not be ratified by State Executive, the resolution shall be deemed not authorised to proceed further but shall be valid up to that date.

O STATE PARLIAMENTARY PARTY

- O.1 The State Parliamentary Party shall consist of Members elected to the State Parliament as candidates endorsed by the Party and such other Members who are elected to the State Parliament as the Party shall determine.
- O.2 The State Parliamentary Party shall appoint a Leader, Deputy Leader and such officers as it may decide and shall govern its affairs according to its own rules.
- O.3 The State Parliamentary Party shall be responsible for the implementation of the Party platform in the State sphere as far as is possible.
- O.4 The State Parliamentary Party shall consider policy decisions of State Council and State Convention forwarded to it and shall communicate its decision in respect of such decisions and the reasons therefor to the State Executive within a reasonable time of the State Parliamentary Party's receipt of the same and in any event before the next meeting of State Council or Annual State Convention.

P AUSTRALIAN PARLIAMENTARY MEMBERS

- P.1 Members elected to the Australian Parliament shall govern their affairs in accordance with the rules of the parliamentary parties of which they are respectively members in accordance with the provisions hereof.
- P.2 It shall be the responsibility of members of the Party in the Australian Parliament to implement the Party platform as far as is possible.
- P.3 The members of the Party in the Australian Parliament shall advise the State Executive of action taken and proposed to be taken by them in respect of policy decisions of State Council or State Convention forwarded to them within a reasonable time of their receipt of such decisions, and in any event before the next meeting of State Council or State Convention.

Q LOCAL AUTHORITY PARTY TEAMS

- Q.1 In every Local Authority in which the Party is officially represented, the Local Authority Party Team shall consist of Members elected to that Local Authority as candidates endorsed by the Party and such other Members who are elected to that Local Authority as the Party shall determine.
- Q.2 Each Local Authority Party Team shall appoint a leader who, if the Lord Mayor, Mayor or Chair of the Local Authority is a Member, shall be such member, a deputy leader and such other officers as it may decide and shall govern its affairs according to its own rules.
- Q.3 Where it is necessary to appoint a Team Leader and it is not possible to do so in accordance with clause Q.2, the State Executive shall appoint the Team Leader.
- Q.4 Each Local Authority Party Team shall be responsible for the implementation of the Party platform in the sphere of its Local Authority as far as is possible.
- Q.5 Each Local Authority Party Team shall consider policy decisions of Party Units within their Area, and of State Council and State Convention forwarded to it, and shall communicate its decision in respect of such decisions and the reasons therefor to the State Executive within a reasonable time of the Local Authority Party Team's receipt of the same and in any event before the next meeting of State Council or State Convention.
- Q.6 State Executive shall determine which Party Units shall be responsible for the conduct of the campaign in each Local Authority in which the Party endorses a team.

R YOUNG LIBERAL NATIONALS

R.1 For the purposes of this section of the Constitution and any By-laws made thereunder, the following definitions shall apply, unless the context otherwise requires -

Convention: The Annual State Convention of the Young Liberal Nationals.

Executive: The State Executive of the Young Liberal Nationals as constituted by this Constitution.

Council: The State Council of the Young Liberal Nationals as constituted by this Constitution.

By-laws: The By-laws of the Young Liberal Nationals as adopted in accordance with this Constitution.

R.2 There shall be a Party Unit termed the Young Liberal Nationals comprising, subject to clause R.9, such Members between the ages sixteen and thirty years inclusive as elect to join such Unit.

R.3 There shall be an Annual Young Liberal Nationals Convention which shall be the supreme body of the Young Liberal Nationals, which shall be held in accordance with the By-laws.

R.4 There shall be a State Executive which shall be constituted in accordance with the By-laws and, subject to the rights of Council under the By-laws shall manage the affairs of the Young Liberal Nationals between conventions.

R.5 There shall be a State Council which shall be constituted in accordance with the By-laws and will be the supreme body between Conventions.

R.6 There shall be By-laws of the Young Liberal Nationals, which shall be approved by Convention and ratified by State Council and which, subject to this Constitution, shall govern the affairs of the Young Liberal Nationals.

R.7 The By-laws may be amended by Convention, and such amendments shall come into effect upon ratification by State Council.

R.8 Subject to this Constitution, all records, property, funds and assets of any branch or unit of the Young Liberal Nationals shall be the records, property, funds and assets of the Party and the Young Liberal Nationals, and Executive may by resolution require any person or any body, whether corporate or unincorporated, to deliver to such person as may be nominated any records, property, funds and assets.

R.9 Convention, on the recommendation of Executive, may by secret ballot award Honorary Life Membership of the Young Liberal Nationals.

R.10 No distribution, whether in money, property, or otherwise, shall be made to members.

S LIBERAL NATIONAL PARTY WOMEN (QUEENSLAND)

- S.1 All women members of the Party shall be entitled to participate in the Liberal National Party Women (Queensland).
- S.2 The Liberal National Party Women (Queensland) shall operate under By-laws approved from time to time by State Council.
- S.3 By-laws made for the purposes of clause S.2 shall provide, amongst other things, for -
- (a) the holding of an annual meeting;
 - (b) the election of an Executive, including a President;
 - (c) the establishment within each Region of a Women's Regional Council;
 - (d) the holding of an annual meeting of each Women's Regional Council;
 - (e) the election of a committee of each Women's Regional Council, including a Regional Chairman and a Vice-Chairman;
 - (f) the establishment and operation of Liberal National Party Women (Queensland) branches, to the extent that is not otherwise dealt with in this Constitution;
 - (g) the appointment of the representatives of Liberal National Party Women (Queensland) provided for elsewhere in this Constitution;
 - (h) the doing of all other things required or permitted to be done by the Liberal National Party Women (Queensland) or its constituent parts by this Constitution; and
 - (i) the operation of all party units within the Liberal National Party Women (Queensland).

T FINANCE AND PROPERTY

- T.1 The property and assets of the Party shall be vested on behalf of the Party in three Trustees who shall be appointed annually by the State Executive at its first meeting after each Annual State Convention and the Trustees shall at all times deal with the same in accordance with the directions or resolutions of the President's Committee or, failing a direction or resolution of the President's Committee, then in accordance with the direction or resolution of State Council or the State Executive.
- T.2 All books, records, documents, funds and property held by any Party Unit shall be deemed to be the property of the Party and under the day to day control of the State Director and Party Secretary on behalf of the Party and the Trustees.
- T.3 No Party Unit, and to remove any doubt, nor any campaign committee, member of parliament Senator, member of a Local Authority Team or candidate, shall open or maintain a bank account or any other financial facility without the written authority of the State Director or the Party Secretary who shall at all times ensure that the financial affairs of the Party are conducted in accordance with best practice and in accordance with -
- (a) this Constitution or By-laws made in accordance with this Constitution;
 - (b) any Fundraising or Expenditure Code approved by State Council;
 - (c) any funding or disclosure legislation applicable to any Member, the Party or any Party Unit;
 - (d) any requirement of the Party's auditor or as recommended by the Audit and Governance Committee; and
 - (e) any other applicable legislative or accounting requirement.
- T.4 There shall be a Finance Committee to undertake the work of raising funds and to attend to the financial business of the Party that shall consist of –
- (a) the Trustees;
 - (b) the President;
 - (c) the Vice-President;
 - (d) the Treasurer; and
 - (e) two members elected by the State Executive.
- T.5 All moneys received by the Party shall be banked as soon as possible after receipt into an account authorised by the State Director or Party Secretary.
- T.6 Party Units have the power to collect and administer funds within their respective areas, but

must provide an annual audited report of their respective Party Unit to the Party Secretary not more than 3 months after the end of the financial year.

- T.7 The President shall retain all funds (whether they be income or corpus) paid to the President by any Trustee for the members (or a class or classes of members) of the Party in respect of each period of twelve calendar months ending on 30 June in each year in respect of any such Trust for the members, for 12 months following such period. Any member requiring any such funds held by the President on behalf of such member to be forwarded to such member, shall during the period from 1 July to 30 June in each year give notice in writing to the President requiring that such funds received by the President in respect of the year ending on the preceding 30 June in respect of such Trust from the Trustee thereof be forwarded to such member. Any member failing to give such notice shall be deemed to have donated such funds to the Party and after the said 12 months the President shall transfer the funds so donated as aforesaid to the Treasurer of the Party for use on behalf of the Party and the receipt of the Treasurer for such funds shall be a full and sufficient discharge to the President.
- T.8 The President shall retain all funds (whether they be income or corpus) paid to him by any Trustee for the members or Honorary Life Members of the Party, in respect of any period other than a period of twelve months ending on 30 June in each year in respect of any Trust for the members for a period of 3 calendar months from the end of any such other period and the provisions of clause T.7 hereof shall otherwise, with all necessary adaptations, apply to all funds paid to the President in respect of any such other period.
- T.9 Each Branch shall forward to the Party Secretary and to its State Electorate Council as soon as practicable after 30 June in each year, a financial statement of the year's transactions.
- T.10 Each Party Unit other than a Branch shall forward to the Party Secretary as soon as practicable after 30 June in each year a financial statement of the year's transactions.
- T.11 All Party Units shall furnish to the State Director, the Party Secretary and State Executive whenever requested such financial statements or documentation as may be required.
- T.12 At the end of each year terminating on 30 June, a statement of income and expenditure for the preceding year and a balance sheet, containing a summary of property, assets and liabilities of the Party as at that date shall be prepared and audited and presented to the State Executive and the Audit and Governance Committee.
- T.13 State Council shall at its first meeting following a vacancy in the position of auditor appoint a person or persons, or a firm or firms, as auditors of the Party.
- T.14 A person or firm appointed as auditor will hold office until death or resignation or removal.
- T.15 State Executive may, by resolution, remove an auditor from office provided that notice of the

proposed removal is given in the notice convening the meeting and a copy of such notice is provided to the auditor not less than 21 days prior to the date of the meeting at which the proposed removal is to be discussed.

- T.16 Subject to clauses F.17, G.10 and H.8, upon the dissolution of any Party Unit, all books, documents, money, funds, securities and other property belonging to it shall be handed over to the Party Secretary.
- T.17 All income and property of the Party shall be applied towards the objects of the Party and no distribution whether in money, property or otherwise shall be made to Members.
- T.18 All Party Units including any member of parliament, Senator or member of a Local Authority Team shall keep all necessary records to enable the State Director and the Party Secretary to accurately complete all documents and returns the Party is required to keep, maintain or lodge in accordance with the law including Queensland and Australian electoral acts or the Income Tax Assessment Act.
- T.19 The Chair, Secretary, and Treasurer of every Party Unit, every member of Parliament Senator or member of a Local Authority Team and every candidate shall keep such records as may be required by the State Director or the Party Secretary, or as is required by any relevant law.
- T.20 In particular, every Chair, Secretary and Treasurer of every Party Unit, and member of Parliament, Senator, member of a Local Authority Team and candidate will keep on behalf of the Party and make available for inspection at any time by the State Director or the Party Secretary or their nominees -
- (a) a record of the true names and addresses of all donors to the Party whether for a purpose related to an election or otherwise; and
 - (b) a record of expenditure incurred in relation to any election (whether or not incurred during the election period) on -
 - (i) the broadcasting, during the election period, of advertisements relating to the election;
 - (ii) the publishing in journals, during the election period, of advertisements relating to the election;
 - (iii) the display, during the election period, at theatres or other places of entertainment, of advertisements relating to the election;
 - (iv) the production of advertisements relating to the election, being advertisements that are broadcast, published or displayed as mentioned in paragraphs (i), (ii) or (iii);
 - (v) the production of any materials (not referred to in paragraphs (i), (ii) or (iii)) that are required in accordance with any law including any relevant electoral law to include the

name and or address of the author or the person authorising the material used during the election period;

(vi) services provided during the election period, being services relating to the election;

(vii) material relating to the election;

(viii) material relating to the election that is used during the election;

(ix) the carrying out, during the election period of opinion polls, or other research, relating to the election; and

(x) the making of a gift by any person or organisation to a Party Unit or any elected member or Senator or any candidate.

T.21 All Party Units shall within one month of the end of each calendar year and each financial year provide the Party Secretary with details of all gifts and donations received from any source in the period of six months from the end of the period, including the name of the donor, the amount of the donation and such other information as the Party Secretary may request to facilitate compliance with electoral laws.

T.22 (a) To ensure compliance with the law the President, the State Director and the Party Secretary are empowered to direct any Member and any Party Unit to provide such information and such documents as any of them deem to be necessary to comply with this Constitution or the law.

(b) To remove any doubt the powers vested in the President, the State Director and the Party Secretary in order to ensure compliance with the law shall override any other provision of the Constitution.

T.23 No member of Parliament, Senator, member of a Local Authority Team or endorsed candidate shall operate, be a signatory to, nor accept the benefit for campaign purposes of any account with a financial institution other than an account operated by the Party and disclosed to and authorised by the State Director and the Party Secretary.

T.24 Further, and to remove any doubt and in order to enable the Party to comply with the law including any taxation law and to enable the completion of such income tax returns and business activity statements as the law may require -

(a) The Party and every Member shall comply with the Party's Fundraising Code and Expenditure Code as adopted and modified by State Executive or State Council.

(b) State Executive shall nominate a financial institution as the banker for the Party.

(c) All funds of the Party are to be held with such banker in the name of the Liberal National Party of Queensland.

(d) Notwithstanding any other person or persons being purportedly authorised to operate any account containing the funds of the Party the State Director and the Party Secretary shall have the absolute authority to operate such accounts.

(e) The State Director and the Party Secretary shall be authorising persons for each and every account containing funds of the Party.

(f) All Members are to ensure that any account held otherwise than in accordance with these provisions is immediately disclosed to the State Director and the Party Secretary.

(g) All Members shall comply with any reasonable instruction of the State Director or the Party Secretary in respect of any account containing any funds of the Party.

U SELECTION OF CANDIDATES

Applications

- U.1 Candidates shall be endorsed where possible or desirable in the opinion of State Council and the State Executive as early as practicable before an election is held.
- U.2 Subject to clause U.29 there will be only one endorsed candidate for each State Electorate, Federal Division or Local Authority area contested by the Party.
- U.3 With a view to affording the widest possible choice of applicants for selection, the Party may -
- (a) call for applications by public advertisement or media announcement;
 - (b) invite Federal Divisional Councils or State Electorate Councils and any other Party Unit to submit names of possible applicants;
 - (c) invite individuals to submit their names; and
 - (d) take such other steps as may be considered appropriate to bring the name of any possible applicant for selection before State Council.
- U.4 Applications for endorsement as a candidate shall be accepted only from persons who are financial members of the Party.
- U.5 An applicant for selection must be nominated by Members in accordance with the requirements of such application form as is prescribed by the State Director and the applicant and the nominators must complete and sign the application form. In the case of a selection for a Federal Division, a State Electorate or a Local Authority the nominators must reside in the Division, Electorate or Local Authority area.
- U.6 All applications for endorsement as a candidate shall be accompanied by an application fee in such amount as may be prescribed by State Executive.

Applicant Review

- U.7 There shall be an Applicant Review Committee which shall review all applications for endorsement and conduct such inquiries into any particular applicant as it considers to be appropriate.
- U.8 The members of the Applicant Review Committee shall be five in number, and must be appointed by State Executive and as far as possible include the State Director and not less than two Honorary Life Members or former members of parliament.
- U.9 The Applicant Review Committee must make such recommendations to State Executive as it considers necessary concerning any particular applicant for selection, including, in an appropriate case, a recommendation that the application not be allowed to proceed.

U.10 The Applicant Review Committee may recommend to an applicant that his or her application for endorsement be withdrawn. If the applicant accepts the recommendation and withdraws the application, the application fee or so much of it as the Committee determines will be refunded.

U.11 The State Executive may with a minimum quorum of at least three quarters of its members present and by resolution carried by three quarters of those present, having given the applicant an opportunity to be heard, resolve that his or her application will not be allowed to proceed.

Selection Methods

U.12 (a) If more than one application is received in respect of a Federal Division, a State Electorate or a Local Authority in which there is operating a Federal Divisional Council or a State Electorate Council the candidate shall be selected by a Selection Committee provided that if State Council considers at any time that the interests of the Party will be best served by so doing it may resolve by a majority of those present -

(i) that it will select the candidate; or

(ii) that the candidate will be selected by a Plebiscite.

(b) If only one application is received in respect of a Federal Division, a State Electorate or a Local Authority, State Council shall determine which of the procedures contained in the preceding subclause (if any) shall be adopted in relation to the selection of a candidate.

(c) Upon closing of applications, State Council may decide -

(i) that the time for closing of applications be extended; or

(ii) that no candidate will be endorsed.

U.13 The selection of candidates for election -

(a) to the Senate shall be made by State Council;

(b) as Lord Mayor of the City of Brisbane shall be made by Members enrolled in the City of Brisbane; or

(c) as Mayor of any other Local Authority shall be made by Members enrolled in such Local Authority;

in such a manner as State Council may determine.

U.14 Any member of State Executive, State Council, a Federal Divisional Council or a State Electorate Council who has applied for selection as a candidate shall withdraw from meetings of such Party Unit while any business affecting such selection is under consideration and shall

take no part as a member of such Party Unit in arriving at any decision thereon.

- U.15 All Members over the age of 18 years who have been financial for a period of not less than twelve months immediately preceding the closing date for applications and such other Members as State Council, for special reasons, determines shall be so entitled, shall be entitled to vote in a Plebiscite or to be appointed to a Selection Committee, provided that such Members are still financial at the time of posting of ballot papers in the case of a Plebiscite, or at the time of the meeting of State Council that deals with selection if State Council has resolved to select the candidate, or at the time of the meeting of the Selection Committee if selection has been deputed to a Selection Committee.
- U.16 Where there is no Federal Divisional Council operating in a Federal Division, or no State Electorate Council operating in a State Electorate or Local Authority area, State Council shall, as far as practicable, ascertain the views of any existing Branches and persons or bodies interested in the welfare of the Party and shall take such action to select a candidate for such Federal Division, State Electorate or Local Authority area as it considers will best serve the interests of the Party.
- U.17 For the avoidance of doubt, a person who would otherwise be eligible to vote in a Plebiscite or Selection Committee shall not be entitled to vote if he or she is an applicant for selection in that Plebiscite or Selection Committee.
- U.18 Notwithstanding any other provision of this Constitution no person shall be eligible to participate in a Plebiscite or Selection Committee unless they are enrolled to vote in State or Federal elections in Queensland.

Selection by Plebiscite

- U.19 A Plebiscite shall be conducted by preferential postal ballot with the applicants who receive the lowest votes being eliminated in turn and their preference votes being allocated until one applicant has received an absolute majority and otherwise in accordance with this Constitution and any relevant By-laws

Selection by Selection Committee

- U.20 A Selection Committee shall consist of members of the State Executive and members of the Federal Divisional Council or State Electorate Council or Branches in the Local Authority area, provided that in all such cases the number of members of the Federal Divisional Council or the State Electorate Council or such Branches who are resident in the area of the Federal Divisional Council or State Electorate Council or the Local Authority area, as the case may be, are in the majority. In accordance with the above proviso and all other relevant clauses of the Constitution, State Executive shall determine the bona fides of residence and all other arrangements relating to the selection of a candidate by such

Selection Committee. A Selection Committee shall select a candidate employing exhaustive balloting.

U.21 A Selection Committee must be conducted in the following manner -

(a) The selection ballot must satisfy the general principles of free and democratic elections, being -

(i) Only Members who are electors may vote.

(ii) Only Members who are eligible to vote in the ballot under this Constitution may vote.

(iii) Each Member has only one vote.

(iv) Voting must be done by way of secret ballot.

(v) A Member must not be improperly influenced in voting.

(vi) A Member's ballot paper must be counted if the Member's intention is clear.

(vii) Members' votes must be accurately counted.

(viii) Each person who is seeking selection may be present personally, or may be represented by another person at the ballot and for the sorting, and counting, of votes.

(b) The Selection Committee must be chaired by the President, the Vice-President or a member of State Executive nominated by the President or, in the absence of the President, the Vice-President and the President or Vice-President's nominee, an eligible selector appointed by the State Director or Party Secretary.

(c) The State Director, Party Secretary or their nominee shall act as returning officer to ensure the selection ballot is conducted according to law.

(d) A statement of the particulars of each applicant in a form approved by the State Director must be distributed to each eligible selector at the commencement of each Selection Committee.

(e) The Selection Committee may allow an applicant not in attendance to participate in the ballot, and to address the Selection Committee for up to eight minutes by video, tape recording, telephone, letter or such other medium as the Selection Committee allows. Another person who is an eligible selector must represent such applicant.

(f) At the commencement of the Selection Committee, the Chairman must -

(i) introduce each applicant for selection; and

(ii) ask all eligible selectors and each applicant whether they are satisfied with the

constitution of the Selection Committee.

(g) If an objection is made to the constitution of the Selection Committee the Chairman must either -

- (i) determine the objection; or
- (ii) allow the Selection Committee to consider the objection and to determine it; or
- (iii) adjourn the Selection Committee and refer the objection to the Honorary Legal Adviser for advice and then State Executive for decision.

(h) If an applicant does not make an objection to the constitution of the Selection Committee, that applicant shall be deemed to have waived any right he or she might otherwise have had to object to the constitution of the Selection Committee at a later time.

(i) Following the introduction and a decision on the constitution of a Selection Committee, the applicants, except for the applicant to first address the Selection Committee, will withdraw from the room where the Selection Committee is held.

(j) After the remaining applicants withdraw, no person shall be entitled to remain in the room where the Selection Committee is held other than -

- (i) all eligible selectors,
- (ii) the applicant currently addressing the Selection Committee,
- (iii) all Members who are members of a Branch of the Federal Division, State Electorate or local authority ward or division for which the Selection Committee is being held, but who are not otherwise eligible selectors,
- (iv) all Members of State Council, and
- (v) officials employed by the Party.

(k) Each applicant is entitled to address the Selection Committee for up to eight minutes and is entitled to take questions for a further seven minutes.

(l) After all applicants have addressed the Selection Committee, the Chairman or any five eligible selectors may require -

- (i) a period of discussion providing this period is not used for lobbying or campaigning on behalf of any candidate, and/or
- (ii) that one or more of the applicants be requested to return to the Selection Committee for such further period of questions as the Selection Committee determines.

(m) After the conclusion of all business provided for by subclauses (f) to (l), the Selection Committee must proceed to a ballot. The ballot shall be conducted by exhaustive secret ballot provided that if any one applicant has an absolute majority on the first or any subsequent count no further ballot shall be taken. If the total combined vote of any two or more applicants does not equal or exceed the vote of the next applicant for selection, those two or more applicants shall be eliminated from subsequent ballots.

(n) If two or more applicants receive an equal number of votes and three attempts to break the tie have failed to eliminate an applicant, the Returning Officer must write the name of each such applicant on a ballot paper and place those ballot papers into a container. The chairman of the Selection Committee will then withdraw one of these ballot papers at random, and the applicant whose name is withdrawn will be declared the winning applicant.

(o) At the conclusion of the balloting, the Chairman must invite all applicants to appear before the Selection Committee and announce the name of the winning applicant.

(p) At the conclusion of the proceedings of the Selection Committee, the Chairman must cause all copies of the statements of the applicants' particulars and ballot papers to be held by the State Director who shall retain the papers in accordance with the Electoral Act 1992, as amended.

(q) No tape recording, filming or video recording of the proceedings of a Selection Committee shall be permitted without a resolution by the Selection Committee or the prior written consent of the State Director.

(r) A quorum for a Selection Committee held under this provision consists of 15 people entitled to attend and vote at the Selection Committee.

(s) If a quorum cannot be formed as required by this rule then the Selection Committee cannot select a candidate but may only make a recommendation to State Executive State Executive must then select the candidate by exhaustive secret ballot.

U.22 State Council shall have the right to endorse or refuse to endorse any applicant selected by a Selection Committee, after consultation with the Federal Divisional Council or State Electorate Council concerned.

Complaints and Appeals

U.23 (a) Any Member may complain to the State Director in writing if such member believes that -

(i) an applicant for selection; or

(ii) any person acting with the express or implied concurrence of such applicant for selection; or

(iii) an eligible selector to such selection;

has been guilty of conduct gravely detrimental to the Party and which is calculated to affect the outcome of such selection.

(b) Upon receipt of such document, the State Director shall investigate the complaint and shall report to the State Executive the results of such investigation.

(c) Upon receipt of the State Director's report, if the State Executive is satisfied that there has been conduct which is gravely detrimental to the Party and which is calculated or likely to affect the outcome of such selection, by any applicant for selection, or any person acting with the express or implied concurrence of such applicant for selection, then the State Executive shall have the power to exclude such applicant from that selection and from any other selection.

(d) If the applicant has already been endorsed then the State Executive may set aside such endorsement.

(e) Upon receipt of the State Director's report, if the State Executive is satisfied that an eligible selector has engaged in conduct which is gravely detrimental to the Party and which is calculated or likely to affect the outcome of such selection then the State Executive shall have the power to disqualify that selector from such selection and from any other selection.

(f) Prior to taking any decisions pursuant to this clause, the State Director shall give any Member against whom the State Executive is considering exercising its power under this clause the right to be heard.

(g) The State Executive shall not exercise any of the powers given to it pursuant to this clause, save and except by a motion carried by two thirds of those members of State Executive present and voting.

U.24 Any applicant may appeal to the Disputes Committee against the conduct or result of any selection proceedings on the ground of unfair treatment or grave irregularity. Such applicant shall prepare a written statement, stating concisely his ground of appeal and prior to the selection or within three days thereafter, shall send copies of such statement to the State Director and the Chair of the Federal Divisional Council or State Electorate Council concerned and such appeal shall be accompanied by an appeal lodgment fee in the sum of \$1,000.00 or such other sum as is fixed by By-Law. On receipt of such statement, the Disputes Committee shall call for a report from the Federal Divisional Council or State Electorate Council concerned and the matter shall be considered at a meeting of the Committee called for that purpose. The Disputes Committee subject to the directions of State Council may decide -

(a) to confirm the selection; or

(b) to declare the selection void and to give directions for the making of a fresh selection, provided that should a fresh selection not be able to be made within a reasonable time before the nomination day, State Council shall select the applicant. In such a case the Disputes Committee may determine that part or all of the appeal lodgement fee be refunded to the appellant.

U.25 Notice of the decision of the Disputes Committee shall be forwarded by registered mail to the appellant as soon as the matter has been finally determined and such notice shall be deemed to have been received by the person to whom it is addressed at the time when in the ordinary course of posting it would have been received by him. Nothing in this clause shall prevent the communication of the result of the appeal to the appellant or to another person by the Disputes Committee in some other manner.

Conditions of Endorsement

U.26 All endorsements shall be subject to the conditions that -

(a) the candidate must continue as a financial member of the Party, and that membership must not be suspended;

(b) the candidate will abide by the decisions of the State Executive, the Central Campaign Committee and the State Director in respect of the campaign;

(c) the candidate will abide by any decision by the State Executive, the State Director or the Party Secretary in relation to the provisions of the relevant electoral legislation;

(d) the candidate will sign such forms as may be required to be signed by the candidate personally pursuant to such legislation, and authorise the State Director and the Party Secretary to sign any other such forms which are not required to be signed by the candidate personally;

(e) the candidate will campaign in accordance with such financial limits as may be approved for the campaign by the Central Campaign Committee or the State Director;

(f) the candidate will be personally liable for any campaign expenditure in excess of that approved; and

(g) the candidate will refrain from accepting any donation from any person or organisation which imposes on the candidate any guarantee or pledge and/or undertaking;

and such further conditions as State Executive may impose either generally or in a particular case.

U.27 Any endorsed candidate who breaches a condition of endorsement shall be liable to have that

endorsement cancelled, to be expelled from the Party, and to be personally liable for any expenses incurred by any Party Unit in the promotion of the campaign for such candidate.

U.28 State Executive shall determine any violation of any undertaking and take appropriate action.

Provisions applicable to all Selections

U.29 State Council may with a minimum quorum of one half plus one of its members present and by a resolution carried by two thirds of those present, resolve that any endorsement be cancelled or that a further candidate be endorsed if in the opinion of State Council such cancellation or further endorsement is desirable in the interests of the Party. In either case a new selection must be made in accordance with the provisions of this Part.

V MISCELLANEOUS

- V.1 The President, or in the absence of the President, the Vice-President shall preside at meetings of the State Executive, State Council and Annual State Convention.
- V.2 Any member of a Party Unit other than a Regional Council, Federal Divisional Council, State Electorate Council or SEC/Branch, or officer of a Party Unit who is absent without leave from two consecutive meetings of the Party Unit concerned shall be liable to have such position vacated by resolution of the body concerned which shall fill such vacancy as soon as practicable thereafter.
- V.3 State Council shall be empowered to fill a vacancy in the office of President or Vice-President or in the place of another member of the State Executive for which provision is not otherwise made herein. In the event of a vacancy occurring in any other office of a Party Unit such vacancy shall be filled by the Party Unit that made the original appointment.
- V.4 The President, the Vice-President, the State Director, the Party Secretary and parliamentary members shall be non-voting ex officio members of Party Units as follows -
- (a) Each of the President, the Vice-President, the State Director and the Party Secretary shall be a member of all Party Units and committees of the Party;
 - (b) Any Regional Chair shall be a member of all Branches and State Electorate Councils in that Region and of all Federal Divisional Councils in which such State Electorates are situated, or if any such State Electorate is situated in more than one Federal Division, of all such Federal Divisional Councils;
 - (c) A member of the House of Representatives shall be a member of the corresponding Federal Divisional Council and of all State Electorate Councils and Branches within that Electorate and a member of the Senate shall be a member of all Federal Divisional Councils, Regional Conferences, State Electorate Councils and Branches;
 - (d) A member of the Legislative Assembly shall be a member of the corresponding State Electorate Council, of each Branch within that electorate and of the Federal Divisional Council in which that electorate is situated and if situated in more than one Federal Division, of all such Federal Divisional Councils;
 - (e) The Chair of a Federal Divisional Council and the Chair of a State Electorate Council shall be a member of each Branch that operates within such Federal Division or State Electorate and the Chairman of a Federal Divisional Council shall be a member of each State Electorate Council of a State Electorate wholly or partly within such Federal Division.
- V.5 It shall be competent for -

- (a) Regional Conferences;
- (b) State Electorate Councils;
- (c) Federal Divisional Councils;
- (d) State Council;
- (e) the State Executive; and
- (f) other Committees

to co-opt Members outside their respective Party Units to assist them in the management, the affairs and the representation of such Party Units, whether as Chairman, Secretary, Treasurer, member or delegate and in any undertaking provided that no more than 10% of the members of any Party Unit shall be co-opted members and that co-opted members who are not otherwise entitled shall not have any voting right as a member of the Party Unit which appointed them, but may exercise all rights (including voting rights) appertaining to any position to which they are appointed in a representative capacity or which they hold in consequence of their membership of the Party Unit to which they were co-opted.

- V.6. A Standing Committee shall report back to the body that appointed it except where that body determines that the report be made elsewhere. A Standing Committee may also report to a body other than the one that appointed it unless that body shall otherwise determine. The chairman of a Standing Committee shall be a member of State Council unless the body appointing the Committee otherwise determines.
- V.7 The expenses of any Member attending a meeting of any Party Unit shall be the responsibility of such Member unless the Member attends such meeting in a representative capacity and the Party Unit represented determines to contribute to such expenses in which case only that Party Unit will be responsible for such expenses but only to the extent so determined.
- V.8 Any person who incurs expenses without authority from a Party Unit empowered to give such authority shall be liable for such expenditure.
- V.9 The Trustees, members of the State Executive and other officers for the time being of the Party acting in relation to any of the affairs of the Party and every one of them and every one of their heirs, executors and administrators are hereby indemnified and saved harmless out of the funds and the profits of the Party from and against all actions, costs, charges, losses, damages and expenses, which they or any of them, or any of their heirs, executors and administrators shall or may incur or sustain by or by reason of any act done, concurred in, or omitted in or about the execution of their duty or supposed duty in their respective offices, except such (if any) as they shall incur and sustain by or through their own willful neglect or wilful default and none of them

shall be answerable for the acts or defaults of the other or others of them or for joining in any receipt for the sake of conformity, or for the default of any bankers or other persons with whom any moneys or effects belonging to the Party shall or may be lodged or deposited for safe custody or for the insufficiency or deficiency of any security upon which any moneys of or belonging to the Party shall be placed or invested, or for any other loss, misfortune or damage which may happen in the execution of their respective offices or trusts or in relation thereto except where the same shall happen by or through their own wilful neglect or wilful default respectively.

V.10 The Regional Chair, President or Vice-President may convene such meetings of members or representatives of Branches, Federal Divisional Councils or State Electorate Councils or any combination of the foregoing within the Chair's Region (or, in the case of the President or the Vice-President, within any Region) as necessary to transact such business as the convenor thinks fit.

V.11 In the event of a redistribution of Federal Divisions or State Electorates, State Council shall -

- (a) fix a date after which this Constitution shall have effect on the basis of the altered Federal Divisions or State Electorates;
- (b) determine which Party Units are to continue in existence in relation to the altered Federal Divisions or State Electorates, and which are to be dissolved; and
- (c) apply the funds and property of any dissolved Party Unit amongst new or continuing Party Units in such manner as it deems appropriate;

and this Constitution shall have effect in the manner provided by such determination.

V.12 The Standing Orders set out in this Constitution shall apply to all meetings of Party Units.

V.13 No communication within the Party or otherwise may be made in the name of a Party Unit unless authorised by a properly constituted meeting of that Party Unit, provided always that the President or State Director may make such communications as he may deem necessary on behalf of the Party.

V.14 Public statements on behalf of the Party may only be made by the President or by the State Director. No Member shall make any statement or comment, either on or off the record, to any journalist or media organisation about the affairs of the Party without the prior approval of the President or State Director.

V.15 Where this Constitution or the By-laws provide for the giving of Notice to Members of any meeting -

- (a) The Notice shall be in writing and shall include the time and place of the meeting.

(b) The Notice may be given -

(i) by hand;

(ii) by post;

(iii) where the Member has recorded a facsimile number with the Party, by facsimile transmission; or

(iv) where the Member has recorded an e-mail address with the Party, by e-mail transmission.

(c) Party Units shall ensure that any time requirement for the giving of such Notice is complied with.

(d) Any failure to comply with any time requirement for the giving of such Notice shall not of itself invalidate any act or resolution of a Party Unit.

V.16 The powers of State Council or the State Director to fix any times for the doing of any act or delivery of any notice or document under this Constitution shall be deemed to include a power to fix or delimit any time on any such day for this purpose.

V.17 There shall be not less than 30 days Notice of any annual General Meeting of Party Units and not less than 14 days Notice of any other meeting of any Regional Conference, Federal Divisional Council, State Electorate Council or Branch.

V.18 Notice of any annual General Meeting shall provide for -

(a) nominations in writing for any position provided for in this Constitution to be elected at such meeting;

(b) a closing date for such written nomination to be not less than seven days before the date set for the holding of such meeting;

(c) nominations for positions on any Federal Divisional Council, State Electorate Council, or Regional Conference to be made returnable to the State Director; and

(d) nominations for Branch positions to be made returnable to the Branch Secretary.

V.19 Where there is only one nominee for any such position the State Director or Branch Secretary shall declare such nominee duly elected.

V.20 Where there is more than one nominee for any such position a ballot shall be held at the meeting.

V.21 Only where there are no nominees for any such position will it be permissible for nominations from the floor to be called at any such meeting.

- V.22 Other than for the selection of candidates which is covered in Part U of this Constitution, ballots required under this Constitution shall be conducted by secret, optional preferential voting.
- V.23 Notice of any annual meeting of any Regional Conference, State Electorate Council or Federal Divisional Council or Branch shall be given to all members of such Party Unit entitled to attend the meeting.
- V.24 State Executive shall subject to direction or ratification by State Council determine all questions relating to the meaning and effect of the Constitution.
- V.25 Where a redistribution occurs and the Party already has a member of Parliament, or has endorsed a candidate for an electorate which is wholly or partly within a new or altered Electorate, the State Executive may declare the member of Parliament or the endorsed candidate to be the member of Parliament or the endorsed candidate for the new or altered electorate. If there are a number of such members of parliament or endorsed candidates the State Executive may declare which of them is to be the appropriate member or endorsed candidate.
- V.26 There may be admitted to affiliation with the Party such kindred organisations as State Council shall admit on terms and subject to such conditions as State Council shall determine.
- V.27 The Party shall employ a State Director and a Party Secretary.
- V.28 The State Director shall -
- (a) be the proper officer and agent of the Party for the purposes of the electoral laws of Australia and Queensland and act as Chief Returning Officer of the Party;
 - (b) be the Chief Executive Officer of the Party and be responsible to the President for the proper and efficient administration of the Party;
 - (c) be the agent of the President, State Executive and State Council for all purposes; and
 - (d) be a salaried officer of the Party employed on such terms and conditions as may be approved by the President's Committee.
- V.29 The Party Secretary shall be the Chief Financial Officer of the Party and is responsible to the State Director for the proper and efficient administration of the Party.
- V.30 Members of State Executive and the President's Committee may participate in meetings of State Executive and the President's Committee by contemporaneous linking together in oral communication by telephone or other electronic means and where there is to be a vote on any motion by secret ballot shall be entitled to cast their vote by nominating a person present or the President as an amanuensis.

- V.31 No alteration or amendment of this Constitution shall be made except in the following manner -
- (a) a proposal for an amendment or alteration must be given in writing signed by the mover and must be in the hands of the Party Secretary at least 50 days before the date of the meeting at which it is first considered.
 - (b) subject to clause V.32, no constitutional amendment shall be considered at any State Convention other than the convention to be held in 2015 and the conventions held every five years thereafter; and
 - (c) the proposed alteration or amendment shall be carried only when and if the votes recorded in its favour total two thirds or more of the votes cast on the question.
- V.32 If State Council resolves by not less than a three fourths majority that a State Convention may consider a proposed amendment identified in the resolution, that convention may do so.

W TRANSITIONAL PROVISIONS¹

- W.1 Any Member who as at 27 July 2008 was a member of the Australian or Queensland Parliament or a Local Authority will for the purpose of the next election not be subject to a pre-selection council for the seat or ward or division that the Member currently holds. They shall have the ongoing endorsement of the Party for the purpose of the next election.
- W.2 If a redistribution changes the boundaries of a current State or Federal electorate, the sitting Member will be entitled to claim the electorate that contains 50.1% of the enrolments in the member's old seat and contest it as the sole candidate of the Party for that seat at the next State or Federal election.
- W.3 At the next half Senate election the following provisions shall apply to the endorsement and nomination of Senate candidates for the Party.
- (a) The order of candidates on the Senate ticket of the Liberal National Party of Queensland shall be as follows -
1. A sitting Senator whose term is expiring, who is a former Liberal and who offers for re-election;
 2. A sitting Senator whose term is expiring, who is a former National and who offers for re-election;
 3. A sitting Senator whose term is expiring, who is a former Liberal and who offers for re-election;
 4. A sitting Senator whose term is expiring, who is a former Liberal and who offers for re-election;
- (b) Amongst such sitting Senators, the order shall be as follows -
- (i) Senator the Hon. George Brandis;
 - (ii) Senator Barnaby Joyce;
 - (iii) Senator the Hon. Brett Mason;
 - (iv) Senator Russell Trood.
- (c) This clause is subject to any subsequent written agreement to the contrary signed for and on behalf of and with the authority of the Liberal National Party of Queensland, the Liberal Party of Australia and the National Party of Australia.
- W.4 In the event that there is a casual vacancy in the Senate, should any existing Senator or Senators seek endorsement for that position then the only candidate(s) who will be accepted

for that endorsement will be that existing Senator or Senators.

W.5 If any of the sitting Senators are not available for election, then the order as determined in (b)(i) to (iv) above shall move up to close off any non available Senator and any further preselected candidate will be added to the bottom of this order.

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¹ These provisions will expire on the polling day for the next election after 16th July 2010 for the House of Representatives, the Senate or the Brisbane City Council, whichever is the last to be held.

STANDING ORDERS

These standing orders shall be applicable to all meetings of Party Units.

Attendance register and voting tickets	1	<p>(a) Each Member shall sign the attendance register and having done this the Member will be issued with a voting ticket. Except where a ballot is required, a Member entitled to vote will be required to show the voting ticket to register a vote for or against a notice of motion.</p> <p>(b) Each Member shall sign the attendance register for a session at which a ballot is to be conducted (providing it is in advance of the designated closing time for the issue of ballot papers in that session) and shall be given the relevant ballot paper or papers.</p>
Chairman	2	The President or Vice-President or Chair or Deputy Chair of the Party Unit concerned (as the case may be) (or in the absence of such persons, a Member appointed by the meeting) shall be Chair.
	3	When the Chair rises to speak any Member on his feet shall resume his seat.
Casting Vote	4	The Chair shall have the right to a deliberative vote and whether or not he casts a deliberative vote to a casting vote on an equality of votes.
Rulings by Chairmen	5	Before ruling on a matter of interpretation of the Constitution, By-laws or these Standing Orders the Chair may request a Member or Members present to make submissions thereon.
Dissent	6	A motion of dissent from the ruling of the Chair shall lapse unless seconded. Discussion on a motion of dissent shall be limited to six minutes, the mover and the Chair, each having no more than three minutes to put his case.
Participation in Debate	7	The Chair may at his discretion vacate the Chair to participate in the debate.
Counting of Votes	8	The Chair shall declare a motion carried or lost. Should the Chairman's declaration be disputed by ten or more voting delegates present, or should the Chair so require, a count of votes for or against the motion shall be taken provided that a request by such voting delegates shall be made immediately after the Chair shall have made his declaration.
Tellers and Secret Ballots	9	In the event of a count of votes being required in accordance with the preceding Standing Order, the Chair may appoint two or more tellers to count the votes for or against the motion then before the Chair and report the result to the Chair. Should 50% of the

		voting delegates then in attendance request a ballot, a secret ballot shall be taken. The Chair may appoint two or more tellers to count the ballot papers and report the result to him.
Moving of Motions	10	Unless the meeting otherwise resolves, a motion standing in the name of a Party Unit shall be moved by a delegate from such Party Unit or by a member of State Council, being a member of the Party Unit in whose name it stands, and such motion does not require to be seconded. If not moved during a day session other than on a Saturday or Sunday a motion shall be called again in the succeeding evening session and if not then moved the motion shall lapse.
Agenda	11	Subject to Standing Order 10 the Agenda as accepted by the meeting in receiving the Agenda Committee Report shall be proceeded with in the order in which it is set out.
Urgent Motions	12	If the Agenda as accepted by the meeting provides a time for the consideration of urgent motions, any Member may notify the Chairman of the Member's intention to propose such a motion prior to the time specified for commencement of such business, or such earlier time as the meeting may determine. At the time specified for commencement of such business, the Chair shall advise the meeting of the motions which have been duly notified. The motions will be called on for debate in the order determined by the Chair. The mover of each such motion shall have one minute to explain the urgency, after which the meeting shall determine by a simple majority whether the motion should be accepted for further discussion. If the meeting determines that the motion should be accepted, debate will proceed as provided in these Standing Orders, but otherwise the motion shall lapse.
Right to Speak	13	Each Member shall have the right to speak; (a) once on any substantive motion before the Chair; and (b) once on any amendment.
Opposition to Motions	14	The Chair shall read all motions before the Chair and inquire whether there is any opposition to the motion and if there is none he may, at his discretion, put the motion to the vote without further debate.
Time limit for mover of motion	15	The mover of a motion shall be allowed three minutes to introduce the motion and at the conclusion of discussion as set out in Standing Order 28, even though his original motion shall have been amended, a further two minutes for reply to wind up the debate. There shall be no right of reply attached to the moving of an amendment.

Time limit for subsequent speakers	16	Speakers subsequent to the introduction of the motion shall be limited to two minutes.
Discussion time per Agenda item	17	Discussion of any item on the agenda may continue for twenty minutes, but on a motion carried by not less than 75% of those in attendance there shall be an extension of ten minutes making a total of thirty minutes for discussion.
Suspension of Standing Orders	18	No motion to suspend Standing Orders or any of them shall be moved unless on a matter of urgent necessity. The Member proposing any such motion shall first state it and the reasons why such motion should be forthwith considered. He shall be allowed three minutes to explain the urgency whereupon the motion for suspension shall be put forthwith and shall be carried by not less than 75% of those then in attendance.
Right to speak	19	A Member desiring to speak shall rise in his place and address the Chair. On receiving the Chair's recognition he shall announce himself by name and state the capacity in which he attends. Once a Member has received the Chair's recognition any other Member on his feet shall resume his seat.
Extension of time	20	An extension of time amounting to 50% of the time provided in Standing Orders 15 and 16 may be granted to a speaker on a motion carried by not less than 75% of those then in attendance.
Expiration of Speaker's time	21	A speaker shall be warned by the sounding of a bell one minute prior to the expiration of the time to which the speaker is entitled in accordance with these Standing Orders. A bell shall be sounded a second time when the speaker's time has expired and the speaker shall immediately cease to address the meeting.
Points of order	22	A Member may rise to a point of order, which shall be related to procedure and/or relevance, but not to argument, when the speaker called to order shall resume his seat. The Member rising to the point of order shall state concisely within one minute the point of order whereupon the Chair shall give his ruling and subject to that ruling the person speaking when the point of order was raised shall be entitled to proceed.
Seconding of Motions	23	A motion other than a Notice of motion referred to in Standing Order 10 shall be seconded and if not seconded shall lapse.
Withdrawal of Notices of motion	24	A notice of motion may be withdrawn only with consent of the meeting.

Amendments	25	A Member may move to amend a substantive motion before the meeting, but before moving the amendment the mover shall hand the proposed amendment in writing to the Chair. Such amendment shall be seconded and if not seconded shall lapse.
Lapsed motions or amendments	26	A motion or an amendment which has lapsed shall not be considered again during that meeting.
Notice of, or foreshadowed, amendments	27	During the consideration of an amendment a Member may give notice of or foreshadow a further amendment specifying its terms, but there shall be no discussion on such further amendment until the amendment then under consideration is disposed of.
Amendments	28	Discussion of any amendment to a motion shall be considered as debate on the original motion, taking place before the mover of the motion exercises his right of reply.
Moving that question be now put	29	Any member who has not spoken to the question may move at any time, but so as not to interrupt a member addressing the Chair, that the question be now put and thereupon such motion upon being seconded may be put to the meeting at the discretion of the Chair. Upon the motion that the question be now put being carried, the mover of the original motion shall have the right of speaking for three minutes after which the question shall, without further discussion, be put.
Other Procedural Motions	30	Any Member may move a procedural motion, which upon being moved and seconded shall supersede debate on the substantive motion under discussion. The Chair shall have a discretion as to whether or not to accept the motion. There shall be no right to speak in favour of, or against, a procedural motion other than a motion that the substantive motion be referred to some other Party Unit. The mover of the procedural motion shall have the right to speak for 2 minutes in favour of it, after which the mover of the substantive motion, or if the mover declines, some other member, shall have the right to speak against it for 2 minutes, after which the motion shall be put. This Standing Order does not apply to a motion of dissent from a ruling of the Chair, or a motion that the motion be put.
Personal explanations	31	Any Member may at any time make a personal explanation not exceeding two minutes to explain himself in regard to some material part of his speech which has been misquoted or misunderstood, but in such case he shall not introduce any new matter or interrupt any Member addressing the Chair.
Presentation of Reports	32	Chairs of Committees and Senators presenting reports will be allowed three minutes within which to

move the adoption thereof and each speaker to a report shall be limited to two minutes. The time limit for the discussion of such reports shall be at the discretion of the Chair unless time limits have been prescribed in the Agenda Committee report.

Reconsideration of decision	33	No decision of State Convention shall be reconsidered during that Convention except as provided by Standing Order 18.
Ballot paper order	34	Names of nominees on ballot papers shall appear in order determined by lot. The Chair shall appoint scrutineers.
Chairman for election of President	35	The Immediate Past President, or in his absence such other person as the Chairman shall appoint, shall occupy the Chair for the election of the President.
Uncompleted Business	36	Any business not completed or debated in the course of State Convention shall lapse, and be referred to the Policy Standing Committee for review.
Questions	37	Questions may be directed to the Chair regarding procedure and/or interpretation. No questions shall be directed to speakers concerning argument except at the discretion of the Chair.
Other Provisions	38	Where a point is not covered in these Standing Orders, it shall be governed by the procedures stated in the current edition of Horsley's Meetings Procedure Law and Practice.