



# NATIONAL PARTY OF AUSTRALIA – VICTORIA CONSTITUTION AND RULES

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As endorsed by State Conference on 22 May 2021 and as amended by State Council on 26 June 2021.

Affiliated with the National Party of Australia

I N D E X

<b>Branches</b>	<b>Rule No.</b>
Amalgamation	24, 32, 34(b)
Annual Meeting	
➤ Accounts	22
➤ Conference Resolutions	30, 31,
➤ Reserved	28, 44, 47
➤ Dates	19
➤ Financial year	19
➤ Audited Financial Statements	21
➤ Office bearers	16, 35
➤ Order of Business	20, 26, 39
Conference	
➤ Resolutions	30, 31, 32
Definition	38
Deliberations, detrimental to Party	40
Disbandment, termination of	33, 34(a)
Dissolution by State Council	90(d)
Legal Proceedings	36
Meetings	
➤ Calling of	18, 97
➤ Casting vote	25
➤ Chairman	25
➤ YNP attendance at snr meetings	154
Minutes	23
Transfer of members	14
<b>State Council</b>	
Alternative	
➤ Parliamentarian	66
➤ State Councillor	66
Authority of	14(a), 24, 36, 42, 56, 90, 93, 96, 92, 117, 120(c), 120(h, j), 122, 125, 126, 127, 128, 138, 140, 141, 158
Composition of	66
Nomination of party at large positions	66a
Dismissal	70, 83
Eligibility	65
Endorsement of candidates	125, 126, 127, 128, 129
Expenses	84, 85
Groups	74
Imm. Past President unavailable	68
Indemnification	96

Board of Management, election of Meeting	67(b)
➤ Procedure	39
➤ Special Meeting	81
➤ Time, places	79
Member of Parliament as observers	79
Membership levies	98
Minutes	82
Nomination for and election to	72, 73, 77, 78
Plebiscite votes	99
Quorum	80(a)
Rulings, and Publication of	64, 100
Term of office	70
Treasurer, appointment of	67(a)
Vacancy	
➤ President	68
➤ Vice President	69
➤ Treasurer	69
➤ State Councillor	71
Women's Section Zones	75
Young National Party guidance	153
<b>Coalition Agreement, State</b>	
General	90(g), 135
Termination of	136
<b>Committees</b>	
State Council sub-committees	90(h)
National Outlook Board of Management	102
Rules Revision committee	159
<b>Conference, Annual</b>	
Advocation of policy	55
Agenda	30, 31, 45(a), 63, 93
Casting vote	52
Close of voters roll	43
Composition	43
Reserved	44, 47
Dates	41, 90(b)
Divisions	49
Donations	50
Election of office bearers	51, 54
Emergency Conference	94, 95
Expenses	
➤ State Councillors	85
Location	41, 42
Membership fee	6

Platform agreed by	55, 138
Procedure	39
Quorum	46
Results of resolutions	48
Returning officer	51, 52
Rules resolutions	53
Treasurer's report	87

### **Conference Regional**

Agenda, resolutions	61, 62
Composition	58
Quorum	60
Regions	57
Resolutions to Annual Conference	63
When convened	59
When held	56

### **Elections & By-elections**

Campaign account	134
Campaign committee	130, 131, 132
Campaign control	130
Campaign expenditure	132, 133, 134
Decision to contest	114
Electorate Councils	115
Endorsement of candidates	125, 126, 127
Endorsement, cancellation of	128
Meetings prior to	116, 150
Nominations	
➤ Calling of	117, 142
➤ Form	118
➤ Sent to	119
Preference allocation	137

### **Electorate Councils**

Accounts	111
Assembly Electorate District Councils	104
Authority of	109, 113
Branch members	37
Casting Vote	107
Deliberations, detrimental to Party	40
Election, recommendation to contest	115
Electorate Councils	105
Legislative Council District Councils	
➤ Order of business	108
➤ Procedure	39
Office bearers	107
Quorum	106

Resolutions	
➤ General	110
➤ Conference	30
Young National voting rights	154
<b>Finance</b>	
Authorisation of payments	87
Candidates	123
General	86
National Outlook	103
Trustee funds	88, 89
Young National Dual Memberships	156
<b>Board of Management</b>	
Authority of	91, 92, 125, 126
Composition	67(b)
Election of	67
Quorum	80(b)
Responsibility	67(b)
<b>Membership</b>	
Eligibility for	4, 5
Expulsion, cancellation	12, 13, 90(d)
Fees	6, 8, 10
Life Membership, Honorary	14(a)
Refusal or acceptance	9
Transfer between branches	14
<b>National Outlook</b>	
State Council Rulings	100
Conference Resolutions	48, 54, 69
General	101
Management of	102
Notices in	97
Payment for	103
<b>New Rules and Alterations</b>	
Amendments etc	157
Consequential alterations	158
Rules Revision Committee	159
<b>Nominations</b>	
State Council	72
Elections	117, 118, 119
Forms	118
Form of advertisement	142

<b>Parliamentary Party</b>	
Coalition Ministry	146(2)
Election of Officers	145
Joint Meetings with State Council	149, 150
MP desiring to join	139, 140, 141
National Party Ministry	146(1)
Name	144
Party meetings	147, 148
<b>Philosophy and Objectives</b>	3
<b>Platform</b>	3
<b>Pre-selections</b>	
Casting Vote	120(c)
Close of voters roll	120(a))
Counting of ballot	120(d)
Dispute of ballot	120(h)
Electorates, less than 100 members	122
Regulations, other	120(j)
Result of ballot	120(g)
Retention of ballot papers	120(g)
Returning Officer	120(c)
Scrutineers	120(f)
Senate candidates	124
Voter eligibility	120(a), (b)
<b>Women's Section</b>	
Branches	143
<b>Young National Party</b>	
Annual Meeting Form	153
Branches	154
Control and Guidance	152
Dual Memberships	151
Meetings	155
<b>ADDENDA</b>	
Rules of Debate	
Women's Section - election of Executive Chairman	

## CONSTITUTION AND RULES

1. The word 'Party' as used in these Rules and Schedules shall be the National Party of Australia - Victoria or any other name to which it may be altered by any duly constituted conference. Before any change in the name of the Party may be made a resolution setting such proposed change must appear upon the annual conference agenda paper and be approved by a majority of delegates at conference voting by ballot.
2.
  - (a) The office of the Party shall be situated in Melbourne
  - (b) The assets of the Party shall be vested in the State Council as Trustees

## THE BASIC PHILOSOPHY AND OBJECTIVES OF THE NATIONALS

3. The National Party is concerned with the welfare of all Australians and the advancement of the whole nation.

The National Party believes in:

- Preservation of democracy in Australia through the Westminster Parliamentary system.
- Adherence to the Federal system of Government and the maintenance of the powers and responsibilities of Federal, State and Local Government.
- Maintenance of and adherence to the rule of law.
- Maintenance of an adequate defence capacity.
- Preservation of the rights of the individual and equality of opportunity for all.
- Protection of the security of private ownership and the advancement of free enterprise through individual initiative.
- Preservation of the freedom of the press, radio, television and means of communication.
- Balanced development of industry and population.
- Promotion of decentralisation of population and the balancing of economic and social opportunities and community services in city and country.
- Prudent conservation of Australia's natural resources and environment.
- Provision of adequate care for those incapable of caring for themselves.
- Prevention of the socialisation of industry, production, distribution and exchange.
- Preservation of freedom of speech.

The National Party recognise that the objects and beliefs of the Party will be achieved and maintained by the Party winning and maintaining Government.

### Definitions:

This Constitution confers on members certain privileges, some of which are exercisable only by members who have attained additional qualifications. Accordingly, different terms are used to describe members in this Constitution and they have the following meanings:

'Financial Member' means:

- i) A person who has been accepted for membership and who has paid membership fees when due in full; and/or
- ii) A spouse of i) above who elects to become a financial member; and/or
- iii) An Honorary life member.

'Voting Member' means:

a financial member who, according to the Head Office records, has been a financial member for a continuous period of 14 months immediately before the ballot in question is due to take place.

'Membership Renewal Due Date' means:

- (a) In the case of members who joined as a member of the Party in the preceding twelve-month period, the date that is twelve (12) months from the date on which the member made payment, in full, of membership fees; or
- (b) For all other members, the date that is twelve (12) months from the date on which payment of membership fees was last due and payable.

'Unfinancial Member' means:

a person who was a financial member but whose membership fees were not paid in full within sixty (60) days of the Membership Renewal Due Date. Unfinancial membership terminates if membership fees are not paid in full within one hundred and eighty (180) days of the Membership Renewal Due Date.

Unless the context otherwise requires, the term 'member' when used in this Constitution will be a reference to a 'financial member'.

A reference to financial members shall mean subject to rule 8, life members and those members whose membership subscription has been paid and 30 days has passed from the date payment was received at Head Office.

## MEMBERSHIP

4. All persons over fifteen years of age, who subscribe to the policy and platform of the Party, shall be eligible for membership. All members must be an Australian citizen or otherwise enrolled on an Australian electoral roll. (To be eligible to be a member of the Young Nationals an individual must fall between the ages of 15 and 35.) Those aged below fifteen may hold a membership with no voting or membership privileges.



5. No members of any other political organisation are eligible to become or remain a member of the Party.
6. The annual membership fee payable shall be:
  - (a) Fixed by Conference annually.
  - (b) In cases where female members prior to January 1984, have paid five dollars (\$5) annual membership fee, the annual membership fee payable shall remain at five dollars (\$5). Payment of such fee shall entitle such members to membership of the Party,
  - (c) In the case of persons entitled to hold a pension card, the annual membership fee payable shall be as determined by Annual Conference. Payment of this fee shall entitle each member and spouse (if any) to membership of the Party.
  - (d) The spouse of a financial member shall be entitled to membership of the Party and shall not be required to separately pay the Annual subscription. The spouse may elect to become a financial member when the member becomes a financial member.
7. Reserved
8. Membership fees are payable on the Membership Renewal Due Date. If payment of membership fees is not made in full within sixty (60) days of the Membership Renewal Due Date then the member shall be unfinancial.
9. Notwithstanding the payment of a membership fee by any person and/or its acceptance by Head Office, State Council, in consultation with the relevant branch, shall retain the right subject to Rule 90 to accept or refuse to accept such person as a member but such acceptance or refusal must be made by the majority of members present at a properly constituted meeting held within ninety (90) days of the receipt of the membership fee at Head Office.
10. All membership fees collected by branch officers or members shall be paid to the State Director within thirty days (30 days) of the receipt thereof, and may be paid by bank authority or by cash.
11. Only financial members shall be permitted to enjoy all of the privileges of membership of the Party as set out in the Constitution. Unfinancial members may attend at branch meetings or Annual Conference however, they shall not be permitted to vote, move or second motions at such meetings.
12. In addition to powers conferred on State Council by Rule 90(d) any member of the Party who at any Parliamentary election contested by the Party works for or supports any candidate other than the candidates of the Party may be expelled by a resolution carried by two-thirds majority of the members of the branch present at a meeting specially called for the purpose, of which notice shall have been given at

the meeting previous, and seven days notice in writing shall have been given to such person, who shall be permitted to attend and explain his or her position.

13. Any member of the Party who contests any parliamentary election and fails to comply with the rules of the Party governing nomination and endorsement of candidates may have their membership cancelled by State Council.
14. Members shall be permitted to transfer from one branch to another upon application in writing to the State Director who shall notify the branches concerned, either of which shall have the right within 30 days to accept or reject such transfer, and if no notice of rejection is received by the State Director within that time, the transfer shall be recorded.
- 14a. Honorary Life Membership may be awarded for long and distinguished service to the National Party. Any financial member of the Party may nominate someone for Life Membership.

A Selection Committee to comprise:-

State President  
Immediate Past-President  
Women's Executive Chairman  
Leader in the Legislative Assembly  
Leader in the Legislative Council  
One Federal Member of Parliament appointed annually by the Senior Victorian Federal Member.

Conference will not vote on the matter. Honorary Life Membership will be forfeited if the member joins another political party. A maximum of three memberships will be awarded in any one year. The decision to award Life Membership must be a unanimous decision of the Committee members who have registered a vote.

## **BRANCHES**

15. With the approval of State Council new branches can be established to reflect the common interest of new branch members
16. The officers of a branch who shall form the branch executive shall be:  
  
President  
Immediate Past President  
Vice-President  
Treasurer  
Secretary (to be called Branch Secretary)  
Fund Raising Coordinator

17. Each branch on formation shall inform the State Director of the names of the State and Federal electoral divisions in which its members reside.
18. Meetings shall be called in accordance with Rule 97 by the President and/or Secretary or by any member of the executive at the written request of at least five financial members of the branch.
19. The financial year for all branches shall terminate on June 30 in each year. The annual meeting (of which fourteen days notice must be given) shall be held in the year next following not later than February 7, to receive a financial statement and elect officers. All financial members of the Branch must be notified of the AGM, unless they opt out. Members may choose to receive notification electronically or by post.
20. The order of business at each annual meeting shall be:
  - (a) Apologies
  - (b) Minutes of previous annual meeting
  - (c) Report by Executive or President
  - (d) Treasurer's reports
  - (e) Election of Executive
  - (g) Determination of quorum for all branch meetings.
21. Each branch secretary shall supply the State Director, to reach Head Office no later than February 21, a full list of officers, and to reach head office no later than September 30 following the end of the financial year:

a listing of all receipts & expenditure reconciled to bank statements for the financial year ending June 30, an authorization (provided by Head Office) signed by both the President and Secretary that the listing and reconciliation are an accurate record of the branches, financial transactions, and a detailed list of any donations or income received that is more than the Australian Electoral Commissions disclosure threshold.
22. Branch secretaries shall keep books and accounts upon a uniform system to be directed by the State Council and State Director who shall have power at any time to call upon a branch secretary to produce the books for inspection and appoint an auditor to undertake an official audit of such books and accounts.
23. The minutes of meetings of branches shall be entered in books, or if compiled on computer printed and kept in folders for that purpose, and shall be signed by the President and the Branch Secretary.
24. Amalgamation of branches shall not be permitted except with the consent of State Council.

25. At all meetings the chair shall be taken by the branch president or in their absence, by one of the vice-presidents, or in the latter's absence, by any member chosen by the members then present. The chairman in all cases shall have a casting vote in case of equal voting in addition to their own original vote.
26. The order of business for an ordinary meeting shall be:
  - (a) Apologies
  - (b) Minutes of previous ordinary meeting
  - (c) Correspondence
  - (d) Financial statement
  - (e) Fundraising report
  - (f) State Councilor's and other reports
  - (g) Special business and general business.
27. No person shall be allowed to address meetings under the auspices of the Party on political matters unless a member of the Party, except by permission of State Council.
28. Reserved
29. Branches shall forward to the Assembly Electorate District Council secretary, resolutions and matters for the consideration of the annual conference. Such councils shall forward their decisions on these questions in form of resolutions to reach the State Director at Head Office no later than 21 February.
30. Branches shall have the right of appeal to State Council against any adverse decision by Assembly Electorate District Councils regarding its resolutions for the conference agenda paper.
31. Branches shall have the right to appeal to conference against adverse decisions by State Council regarding its resolutions on subjects for the conference agenda paper.
32. State Council shall within each AEDC have the power to amalgamate inactive branches that fail to lodge returns to Head Office for two consecutive years, in to a single branch unit that will be determined as an at large within the AEDC. Such branches while closely aligned to the AEDC will operate in the same way as all other branches.
33. No active branch shall disband or terminate its existence unless a resolution to that effect is carried at a special meeting (of which seven days notice must be given) of the branch called for the purpose, and such resolution must be carried by a two-thirds majority of the members present.
34. (a) Upon the termination of any branch, all books, documents, money, funds, securities and other property belonging to the said branch shall become the absolute property of the State Council and shall be handed over to the State

Director forth with and in the event of the branch being reformed within three years, the books and money shall be returned to the branch.

(b) In the event of the amalgamation of branches, State Council may approve the transfer of funds to the amalgamated branch or branches on a pro rata basis. The books and records of the defunct branch are to be forwarded to Head Office.

35. Any branch official resigning or ceasing to be a member shall immediately return to the branch or Head Office all books, documents and other property of the organisation.
36. No branch shall institute legal proceedings without the consent of the State Council.
37. The members of each branch shall be entitled to attend Assembly Electoral District Councils and Legislative Council Electorate Councils (herein after referred to as "State Electorate Councils") and Federal Divisional Councils (the State Electorate Councils and the Federal Divisional Councils hereinafter referred to as "Electorate Councils"). Only financial members shall be entitled to vote, move and second motions at meetings of the Electorate Councils.

## PROCEDURE

38. The word 'branch' or 'branches' wherever occurring in rules shall apply to National Party, Women's and Young National Party branches.
39. At all branch, electorate council, divisional council, state council and conference meetings held under these rules, the ordinary procedures as set out in the Party's rules of debate shall be observed.
40. When the deliberations of branches and electorate councils deal with matters of such nature the publication of which may be detrimental to the Party, such deliberations shall be conducted in committee, and shall not be published.

## CONFERENCE

41. The Annual Conference shall be held at such a place as determined by State Council after receiving nominations from District Councils by 21 February and considering the suitability of such locations. State Council shall set the dates of the Annual Conference.
42. The names of towns nominated for the holding of annual conference shall be decided by State Council at its first meeting.
42. The annual conference shall consist of the following persons, all of whom shall be entitled to one vote:

- (a) The President;
  - (b) The Immediate Past President;
  - (c) The Vice Presidents;
  - (d) The Treasurer;
  - (e) The members of State Council;
  - (f) All members who are acknowledged by the State Director to have been financial members for at least 30 days prior to the commencement of annual conference. Those members who are not acknowledged as having been financial members for at least 30 days prior to the commencement of annual conference may attend in an observer capacity which shall entitle them to speak to motions but they shall not be entitled to move, second, or vote in relation to motions.
44. Reserved
45. (a) The matters for discussion, consideration, or decision by the annual conference shall be such as shall appear on the business paper to be prepared by State Council, and such other matters as the annual conference shall decide are of an urgent or important nature.
- (b) The costs of Annual Conference shall be defrayed by a conference registration fee determined by the Board of Management and approved by State Council on an annual basis.
46. Unless otherwise decided by the annual conference, sixty persons, present and entitled to vote at the annual conference, shall form a quorum.
47. Reserved
48. The results of resolutions debated at annual conference shall be published in 'National Outlook'.
49. When at annual conference a division is called for and at least forty financial member's present rise in support, it shall be mandatory for the presiding officer to proceed to take a division.
50. The annual conference may make any donation according to the decision of the majority of those present, provided notice of the proposed donation shall have been given before the close of the first day's session of conference.
51. On the first day of the annual state conference, the date and hours for the election of office-bearers of State Council, and the appointment of a Returning Officer shall be decided upon.
52. In the event of an equality of votes at conference, the conference shall be asked to re-vote and in the event of a further equality of votes, a deciding ballot will be conducted by the Returning Officer.

53. Rules and all matters considered highly important by State Council shall be dealt with as soon as practicable following the official opening of conference.
54. The annual conference, voting as a whole, shall elect the following office holders by independent ballots and in the following order;

State President  
Senior Vice President  
Junior Vice President

Each for a two year term, when due.

State Council shall have power from time to time to make regulations for the conduct of such ballots.

To be eligible for election a member must be financial for a minimum of two continuous years preceding the nomination.

55. State Councillors, Members of Parliament and members of the Party shall advocate and advance the platform and policy of the Party determined upon by annual conference.

## **REGIONAL CONFERENCES**

56. A regional conference may be held annually as authorised by State Council.
57. The regions shall be the Legislative Council districts, or as determined by State Council.
58. A regional conference shall consist of the State President or nominee, State Councillors from the region, Parliamentary Members representing the region, and financial members residing in the region.
59. A regional conference may be convened at the request of at least fifty percent of the State Councillors from that region and fifty percent of District Council Presidents subject to Rule 56.
60. The quorum for a regional conference shall be forty financial members.
61. Resolutions from any financial member residing in the region may be submitted to that member's District Council Executive which after consideration may list the resolution on the agenda for the regional conference.
62. A regional conference agenda shall be prepared by the region's State Councillors and District Council Presidents. The agenda shall be submitted to the State Director at least fourteen days prior to the regional conference.

63. Resolutions from regional conferences intended for annual conference agenda shall be forwarded to the State Director by 21 February.

## **STATE COUNCIL AND BOARD OF MANAGEMENT**

64. The interpretation of the policy and rules of the Party shall be vested in State Council. The management of the Party shall be vested in State Council and in the Board of Management.
65. Any financial member shall be eligible to nominate for the position of State President, Senior Vice President, Junior Vice President, State Treasurer or State Councillor except:
- (a) The State Director;
  - (b) Members of Parliament, except as provided in Rules 66 and 67. Members of State Council who are elected to Parliament may hold their State Council positions until the end of the next Annual Conference.
  - (c) A member who is a lobbyist as defined in the Victorian Government Professional Code of Conduct 2013.
  - (d) A member who is remunerated to work for an MP or Candidate for another party or Independent. If a member commences such work while they hold an office defined in Rule 65 then they must immediately resign that position unless the Board of Management provides an exemption in writing allowing the member to nominate or to continue holding the office.
66. State Council shall be composed of:
- State President
  - Immediate Past President
  - Senior Vice President
  - Junior vice President
  - Treasurer
  - One member elected in accordance with Rule 72 from each division referred to in Rule 74.
  - One member elected in accordance with Rule 72 from each division referred to in Rule 74a.
  - Four members elected in accordance with Rule 72 from the Womens' division or zones referred to in rule 75.
  - State President of the Young National Party and four Young Nationals members elected in accordance with Rule 72, one from each zone in Rule 75
  - Three people from the 'party at large' in accordance with rule 66a
  - Two Federal Members of Parliament, nominated by Victorian Federal Members together with the Federal Leader
  - Leader in the Legislative Assembly
  - Leader in the Legislative Council
  - Deputy Leader in the Legislative Assembly
  - Deputy Leader in the Legislative Council



When by reason of Parliamentary duties a member of State Council representing either the State or Federal Parliamentary Party is unable to attend a meeting of the State Council or a State Council Committee of which they are a member, their place for that meeting may be taken with equal status by another member of the parliamentary party providing that they are a Victorian member of that Party.

When a State Councillor, representing a division or zone referred to in Rule 74 and in rule 75, is unable to attend a meeting of State Council, an alternative councillor who has been elected by the division or zone as the alternate State Councillor for that year, shall be able to attend that State Council meeting only, with full voting rights and privileges.

66a. Nominations for the three 'party at large' positions on State Council close at the conclusion of State Conference and will be elected by State Councillors by way of a ballot prior to the first meeting of State Council after Conference.

- Nominees must have a nominator and a seconder and be a financial member of the Party.
- The State Director shall be the Returning Officer.
- A casual vacancy of a Councillor elected under rule 66(a) will result in that position being then offered to the candidate with the next highest amount of votes from that ballot.

67. At its first meeting after Conference, State Council shall:

(a) Appoint a Treasurer from amongst the financial members of the Party for a two year term when due.

To be eligible for election a member must be financial for a minimum of two continuous years preceding the nomination;

b) Elect a Board of Management

The Board of Management will consist of:

- State President
- Senior Vice President
- Junior Vice President
- Treasurer
- Leader of the State Parliamentary Party (or nominee)
- Deputy Leader of the State Parliamentary Party (or nominee)
- The two representatives of the Federal Parliamentary Party elected to State Council under Rule 66 (or nominees)
- Chairman of the Women's Executive
- President of the Young Nationals

- Three members of State Council, to be elected in three separate preferential ballots.

The Board of Management shall be responsible for the Party's financial affairs, the field staff, endorsement of candidates and matters delegated by State Council.

Members of the Board of Management who remain on State Council after Annual Conference and the State Treasurer shall remain on the Board of Management until the first meeting of the new State Council when a new Board of Management and Treasurer shall be elected.

68. That in the event of the presidential office of the National Party becoming vacant mid-term, the Senior Vice-President shall automatically become President and the Junior Vice President automatically become Senior Vice president. State Council shall then elect a Junior Vice President from the ranks of State Council and any consequential group vacancy on State Council shall be filled in accordance with Rule 71. In the event of the unavailability of the retiring President to serve as Immediate Past President, the Immediate Past President at the time shall continue for a further term of office. The Immediate Past President may serve on State Council notwithstanding being a Member of Parliament.
69. Reserved
70. Every person elected or appointed to State Council shall retain office until the termination of the next annual conference except in the event of death, resignation or dismissal for conduct which in the opinion of State Council, is improper or disloyal. The question whether any person holding any such office has engaged in improper or disloyal conduct shall be decided by a majority of at least two-thirds of State Council present at a specially summoned meeting called to investigate such conduct. In the event of the death, resignation or dismissal of a member of State Council, the vacancy shall be filled by the State Council, except as provided for in Rule 71.
71. When a vacancy occurs on State Council in respect of the Councillors representing the divisions or zones referred to in rules 74 and 75, State Council shall notify members in that division or zone that a vacancy exists and that nominations in accordance with rule 72 will be accepted for 30 days from the date of notification. If an election is necessary, that division or that zone, not later than the division's or zones' next quarterly meeting, may select their representative by conducting a secret ballot of financial members within the division or zone or by requesting State Council to conduct a postal ballot of those financial members as at the time State Council notifies members of the vacancy.
72. Nominations for the positions of President, Senior Vice-President, Junior Vice-President and Women's Executive State Councillor shall be in writing and lodged with the State Director at the office of the Party, signed by the candidate (whose name, address and occupation shall be stated) and by a proposer and a seconder.

The candidate, the proposer and the seconder must be financial members of the Party at the time the nomination is received by the State Director and must be a member of a branch in the relevant division or zone.

- a) The election of representatives to the Women’s Executive when required will be undertaken by way of a postal vote or electronic vote of female financial members from within the Region. The election must be held not less than 14 days prior to annual conference.
- b) The election of a person to membership of State Council representing an AEDC or FEDC shall be held at the Annual General Meeting of the relevant District Council.
- c) The election of State Council representatives of the Young Nationals shall be held at the Annual General Meeting of the Young Nationals.

State Councillors representing District Councils or the Young Nationals must be financial members of the Party at the time of their election. Any such elected candidates must complete an acceptance form in writing which shall be signed by the candidate (whose name, address, and occupation shall be stated).

All nomination and acceptance forms must be lodged no later than 5.00pm on February 21, (but if February 21 shall in any year fall on a Saturday or Sunday, 5.00pm on the following Monday) or such other time as the State Director shall stipulate.

Should there be no nominations received for any State Council position by the date and time specified herein, the State Director shall inform the appropriate branches that nominations will be re-opened for a further 14 days. Persons elected as State Councillors shall hold office until the conclusion of the next annual conference in accordance with Rule 70.

73. Each candidate for election to State Council shall have the right to appoint one scrutineer.
74. For the purpose of electing division representatives the State shall be divided into twenty divisions, consisting of State Assembly Electorates as determined by the Electoral Boundaries Commission Act 1982 and The Electoral Legislation (Amendment) Act 2004, as follows:

BENAMBRA	Benambra
BENDIGO	Bendigo East, Bendigo West
BUNINYONG	Buninyong, Melton, Wendouree
EILDON	Eildon
EUROA	Euroa, Macedon, Yan Yean
GEELONG	Bellarine, Geelong, South Barwon, Lara
GIPPSLAND EAST	Gippsland East
GIPPSLAND SOUTH	Gippsland South
LOWAN	Lowan
MELBOURNE	All seats within 5 metro Regions

MILDURA	Mildura
MORWELL	Morwell
MURRAY PLAINS	Murray Plains
NARRACAN	Narracan, Gembrook, Monbulk, Evelyn
OVENS VALLEY	Ovens Valley
PENINSULA COAST	Hastings, Nepean, Bass, Mornington
POLWARTH	Polwarth
RIPON	Ripon
SHEPPARTON	Shepparton
SOUTH WEST COAST	South West Coast

- 74a) For the purposes of electing federal division representatives, the State shall be divided into the following federal electorate divisions, determined by the Commonwealth Electoral Act 1918:

BALLARAT  
BENDIGO  
CORANGAMITE (including Corio)  
GIPPSLAND  
INDI  
MALLEE  
MCEWEN  
MONASH (including Flinders)  
NICHOLLS  
WANNON  
MELBOURNE (being all federal electorates in urban Melbourne)

75. For the purpose of electing women's representatives and Young Nationals representatives to State Council, the State shall be divided into four zones, the composition of which shall be determined by State Council from time to time having regard to State Redistributions.
76. Reserved
77. Voting for the election of members to State Council shall be by preferential ballot.
78. No paid officer or organiser of the Party shall interfere in or in any way attempt to influence an election to the State Council. Any such person guilty of contravening this rule shall be disqualified from holding any position in the Party.
79. State Council shall meet at such times and places as its members may appoint, and its decisions shall be binding on all State Councillors, members, branches and electorate councils and divisional councils. Such meetings shall be called by the State President or the State Director, and in the event of no quorum being present at any meeting, it may be adjourned from day to day if considered necessary by those present at the meeting or by the President of the Party. Members of

Parliament other than members of State Council may attend State Council meetings as observers without the power to vote on any question.

80. (a) A quorum of State Council shall consist of eight members.  
(b) A quorum for Board of Management shall be set annually within the Terms of Reference.
81. At the request of six or more members of State Council, a special meeting of State Council shall be convened by the President. Seven clear days notice in writing of such special meeting shall be given by the State Director who shall notify particulars of the business to be transacted at such special meeting.
82. The proceedings of State Council shall be recorded and filed electronically and in a minute folder, and signed by the Chairman of the meeting.
83. Members of State Council absenting themselves from two consecutive meetings without explanation acceptable to the Council shall forfeit their seats.
84. The reasonable expenses of State Councillors incurred in attending meetings of the State Council and committees thereof shall be paid from funds of the Party.
85. The reasonable expenses of State Councillors incurred in attending conference meetings shall be paid from the funds of the Party.

## **FINANCE**

86. The State Director in conjunction with the Treasurer shall:
  - (a) Collect and receive all monies due to the Party, and control the payment of accounts.
  - (b) Invest surplus funds to the best advantage.
  - (c) Maintain proper accounting records to control the financial affairs of the Party.
  - (d) Prepare annual accounts as at 30 June each year in accordance with the Australian Accounting Standards.
  - (e) Have the annual accounts audited by a professionally qualified auditor approved by State Council.
  - (f) Establish and maintain effective internal control procedures for the protection of the Party's assets and affairs.
  - (g) Prepare quarterly statements of accounts for State Council and additional financial statements as required.
87. All payments over \$20,000 must be authorised by the State Treasurer. The Treasurer will report to Conference on the financial affairs of the Party.
88. 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, until 30 September next 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 30 June to 30 September, in each year give notice in writing to the President requiring that such funds received by the President in respect of the preceding 30 June in respect of such Trust from the Trustees 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 30 September the President shall transfer 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.

89. 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 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 two (2) calendar months from the end of any such other period and the provision of Rule 88 of this rule shall otherwise mutatis mutandis apply to all funds paid of the President in respect of such period.

## **AUTHORITY OF STATE COUNCIL AND BOARD OF MANAGEMENT**

90. State Council shall have power:
- (a) To appoint a State Director.
  - (b) To fix the date of the annual conference and select a substitute venue if the selected venue is unavailable.
  - (c) To decide what matters shall be placed before the annual conference and regional conferences and shall prepare a business paper, based on its own resolutions and branch resolutions approved by Electorate Councils setting forth all such matters, and the form in which the same will be submitted to the conference, and no matters shall be discussed at the conference unless the same shall appear on such business paper. Conference may, however, by motion resolve that any matter of an urgent or important nature not appearing on the business paper shall be discussed, considered or decided.
  - (d) After due inquiry, to suspend the membership of any member or members who or which are, in the opinion of the Council, disloyal or guilty of disobedience to the platform, constitution, policy, rules of the Party, or guilty of conduct which in the opinion of State Council, is unseemly or disloyal.
  - (e) After due inquiry, to expel or cancel the membership of any member or members and dissolve any branch or branches who or which are, in the opinion of the Council, disloyal or guilty of disobedience to the platform, constitution, policy, rules of the Party, or guilty of conduct which in the opinion of State Council, is unseemly or disloyal.

- (f) To decide whether or not the Party shall contest any election or by- election and, if appropriate, to invite nominations for pre-selection.
  - (g) In addition to the specific powers vested in State Council by these Rules, to do all such things as it deems to be necessary to control or manage effectively the affairs of the Party.
  - (h) At a joint meeting with the State Parliamentary Party, to decide that the Party form or terminate a coalition Party, either in Government or Opposition and, in its sole discretion, to ratify the terms and conditions or any alterations to the terms and conditions upon which the Party shall form or remain a party to such coalition or alliance.
  - i) To appoint a sub-committee from among its members to conduct business within the powers of State Council, but action of such sub-committee must be submitted to the whole State Council for confirmation or otherwise by it, provided however in matters of urgency requiring immediate determination, such sub-committee shall have power to make a final decision on such matters specifically authorised by State Council.
  - j) To establish a media and communications policy on the behalf of the party. Unless otherwise provided by State Council, formal statements or press releases to the media on the behalf of the administrative wing may only be made by the State President, State Director, or an appointed spokesperson.
91. The Board of Management shall operate in the manner stated in this Constitution and within Terms of Reference that shall be approved from time to time and, at least, annually by State Council.
92. The decision of State Council and Board of Management upon all or any other matters referred to in Rules 90 and 91, and the exercise of their powers generally under these rules, shall be final and conclusive.

## **RESPONSIBILITY OF STATE COUNCIL**

93. The annual conference agenda paper shall be printed and posted or sent electronically to the branches at least twenty one (21) days prior to annual conference.
94. State Council may, if it deems necessary, upon written demand or requisition by resolution of one-third of the number of financial branches of the Party, call an emergency conference. A financial branch is one that complies with Rules 19 and 20.
95. State Council may call upon financial members to attend an emergency conference.
96. The State President, the Immediate Past-President, Vice-Presidents, Treasurer, members of the State Council, the State Director and any other officers or servants of the Party, shall be indemnified by the Party (as hereinafter provided) and it shall be the duty of State Council, out of the funds of the Party, to pay all costs, losses

and expenses which any member of State Council or other officer or servant may incur or become liable to pay by reason of any contract entered into, or act or thing done by any such member or other officer or servant in the discharge of their duties, duly authorised by State Council or annual conference.

97. All notices required to be given to any member may be given in 'National Outlook' and by delivering or sending by post or electronic mail delivery such notices to each branch, addressed to the secretary of such branch. All notices required to be given to members by the branches shall be by advertisement in a newspaper circulating in the district, or by letter or other notification through the post or electronic mail, or in 'National Outlook'.
98. State Council shall have power to set a levy or levies upon the members of the Party to raise funds to institute or defend any legal proceedings on behalf of the Party or any branch or member thereof, or for the purpose as State Council may think fit or it may cause to be issued an indemnity policy appropriate to the subject matter of this and the preceding clauses; but the amount of such levy or levies shall not exceed in one year for every member the amount of such member's yearly subscription and such legal proceedings shall not be instituted unless so decided by a three-fourths majority of members of the State Council voting at a meeting of State Council. And no such legal proceedings shall be defended other than by doing such formal acts or things as may be necessary to preserve and protect the interests of the Party, branch or members until State Council shall have met and by a majority decision decided what action should be taken by the Party.
99. State Council may order a plebiscite vote to be taken on any matter that may arise, and act in accordance with the wish of a majority of those voting thereon. Such plebiscite shall be taken by postal ballot and shall be taken among the financial members of the Party. Such ballot shall be conducted as State Council shall think fit.
100. When a ruling is given by State Council on questions of procedure or on rules and constitution of the Party, the ruling shall on all occasions be published in the official organ, 'National Outlook'.

## **NATIONAL OUTLOOK**

101. The Party shall publish a newspaper known as 'National Outlook'.
102. Reserved
103. Any money required to make up loss incurred in the publication of 'National Outlook' shall be provided from the funds of the National Party.



## ELECTORATE COUNCILS

104. Assembly Electorate District Councils (AEDC), Legislative Council Electorate Councils (LCEC) and Federal Divisional Councils (FDC) (hereinafter called Electorate Councils) shall be formed in accordance with Rule 37, with meeting places to be decided by a majority of financial members attending the first meeting and subsequent AGMs. Meetings shall be called in accordance with Rule 97 by the President and/or Secretary or by any member of the executive at the written request of at least five financial members of the Electorate Council. AGMs (of which fourteen days notice must be given) shall be held not later than 21st February, each year. All financial members of the Electorate Council must be notified of the AGM, unless they opt out. Members may choose to receive notification electronically or by post.
105. Electorate Councils shall comply with Rules 106 -113 hereof.
106. A quorum of a meeting of an Electorate Councils shall be fixed by the members thereof at each annual meeting.
107. The office bearers of the Electorate Councils shall consist of:
- President
  - Immediate Past-President
  - Vice-President
  - Treasurer
  - Secretary
  - Fundraising Coordinator

A committee shall be elected from the financial members present at the first meeting and at each subsequent annual meeting, and shall hold office to the termination of the following annual meeting.

The Electorate Councils at their AGM shall elect a State Councilor, an alternative State Councilor, two (2) delegates and two (2) alternative delegates for Senate and Upper House pre-selection ballots. To be eligible to be elected as a State Councilor, alternative State Councilor, pre-selection delegate, or alternative pre-selection delegate, a nominee must be a financial member of the Party and be enrolled on the relevant State or Federal electoral roll.

The chairman shall have a deliberative and a casting vote.

108. The conduct of business shall be as prescribed in Rules 20 and 26.

109. Electorate Councils shall be advisory bodies to State Council on all questions except where otherwise stated in these rules, but shall not exercise executive powers contrary to the constitution and policy of the Party.
110. All resolutions passed by Electorate Councils shall be sent to the State Director for presentation to State Council.
111. The books and accounts of each Assembly Electorate District Council can be audited by an auditor at any time upon the request of State Council or the Board of Management who will appoint the auditor.
112. Each Electorate Council secretary shall supply the State Director and a full list of officers and to reach head office no later than September 30 following the end of the financial year:  
a listing of all receipts & expenditure reconciled to bank statements for the financial year ending June 30, an authorization (provided by Head Office) signed by both the President and Secretary that the listing and reconciliation are an accurate record of the branches, financial transactions, and a detailed list of any donations or income received that is more than the Australian Electoral Commissions disclosure threshold.
113. No other executive act shall be taken by an Electorate Council unless delegated to it by the State Council.
  - (a) Amalgamation or closure of an Assembly Electorate District Council shall not be permitted except under the direction and / or consent of State Council which must also approve the transfer of any funds and documents held by the District Council.

## **ELECTIONS AND BY-ELECTIONS**

114. State Council having decided to contest an election or by-election shall take all necessary steps in connection therewith. In the event that State Council deems that urgent and immediate action is necessary with respect to any election or by-election, it shall take such action in relation to the election or by election as it considers to be in the best interests of the Party including, but without limitation to the generality of the foregoing, waiving or abandoning any pre-selection procedure and immediately endorsing a candidate or candidates.
115. An Electorate Council may recommend whether the electorate should be contested and notify the State Director accordingly.
116. When a decision has been made by State Council to contest an election or by-election, the State Director shall, subject to any contrary direction from State Council, call meetings of the relevant Electorate Councils at such time as may be considered advisable and, as soon as possible, in the event of a by-election.

## NOMINATIONS

- 117 When a decision has been made by State Council to contest an election or by-election, State Council may, by notification of the branches and by advertisement, invite nominations for pre-selection in those electorates, provinces or seats which will be contested by the Party. Nominations shall close on the dates and at the times specified in such notification (herein referred to as "the close of nominations") and shall be forwarded to the State Director. Each nomination shall be accompanied by:
- (a) A requisition asking the nominee to become a candidate for election and signed by at least ten financial members within the electorate, province or seat;
  - (b) A copy of the constitution, rules, policy and platform of the Party also signed by the nominee;
  - (c) A statement signed by the nominee to the effect that the nominee:
    - (i) is a fit and proper person to be the Party's candidate and a member of the Parliament of the relevant electorate, province or seat; and
    - (ii) is not disqualified from being a member of the Parliament of the relevant electorate, province or seat; and
    - (iii) is a candidate for pre-selection and, if preselected and endorsed will act in the interests of the National Party for the relevant electorate, province or seat, as the case may be, and agrees to abide by the rules, constitution, platform and policy of the Party and the decisions of conference; and
    - (iv) if elected to Parliament, at all times will abide by and loyally support the majority decisions of the Parliamentary Party unless, on a particular occasion, granted exemption.
  - (d) A Statement disclosing any information that might be relevant to the questions whether the nominee:
    - (i) is a fit and proper person to be the Party's candidate and, if elected, a member of the Parliament of the relevant electorate, province or seat; and
    - (ii) might be disqualified from becoming or continuing to be a member of the Parliament of the relevant electorate, province or seat.
  - (e) A Statement that the nominee is a financial member of the Party and that the nominee has not, during a period of six calendar months prior to the calling of nominations, offered the nominee's services to any other political party as a candidate;
  - (f) A full resume of the nominee's employment history together with all relevant references;
  - (g) A Statement signed by the nominee:

- (i) acknowledging that the State Director may conduct a probity check to establish the nominee's qualifications for candidacy and membership of the Parliament of the relevant electorate, province or seat; and
  - (ii) consenting to the disclosure by organizations to the State Director of information concerning the nominee; and
  - (iii) agreeing that the recommendations made by Applicant Approval Committee shall remain confidential and shall not be the subject of review and any decision made by State Council or Board of Management shall be final and binding.  
The items referred to in (a)-(g) shall hereinafter be referred to as "the qualifications".
118. The form of the Nomination Form shall be approved by State Council from time to time.
119. (a) All nominations for pre-selection must be received prior to the close of nominations by the State Director who shall assess whether the nominations meet the formal requirements of these rules.
- (b) In undertaking this assessment the State Director shall undertake such enquiries and investigations as the State Director considers appropriate and the State Director will prepare and submit a report to Applicant Approval Committee.
- (c) The State Director shall refer to Applicant Approval Committee all nominations from nominees together with the State Director's report.
- (d) Applicant Approval Committee may instruct the State Director to undertake further enquiries and investigations as to a nominee's qualifications and to report back to the Committee within a specified period of time.
- (e) Applicant Approval Committee shall be comprised of:
- (i) In the case of Lower House pre-selections:
    - State President.
    - Senior Vice-President.
    - Federal Victorian Parliamentary representative nominated by Federal Leader.
    - State Leader.
    - AEDC President or nominee of AEDC President.
  - (ii) In the case of Upper House pre-selections:
    - State President.
    - Senior Vice-President.
    - Federal Victorian Parliamentary representative nominated by Federal Leader.
    - State Leader.
    - AEDC Representative elected by AEDC Presidents within the relevant province.
  - (iii) In the case of Federal pre-selections:
    - State President.
    - Senior Vice-President.
    - State Leader.

- Federal Leader or Parliamentary nominee of Federal Leader.
  - FEDC President or nominee of FEDC President.
- (iv) In the case of Senate pre-selections:
  - State President.
  - Senior Vice-President.
  - State Leader.
  - Federal Leader or Parliamentary nominee of Federal Leader
  - FEDC Representative elected by FEDC Presidents
- (f) Applicant Approval Committee may in its absolute discretion make recommendations to State Council or the Board of Management as to whether a nominee meets the qualifications as per rule 117. Applicant Approval Committee will provide its written recommendations through the State Director.

## PRE-SELECTIONS

120. Upon receiving from the State Director Nomination Forms and any recommendations made by the Applicant Approval Committee, State Council or the Board of Management may authorise a ballot of those nominees that State Council or the Board of Management consider meet the qualifications (hereinafter referred to as a "pre-selection ballot") as follows:
- (a) As soon as possible after the decision has been made to hold a pre-selection ballot, the State Director shall advise all financial members within the relevant electorate of the decision to hold a pre-selection ballot. Only voting members reside in the relevant electorate shall be entitled to vote at pre-selection ballots. Definition – resident in electorate shall be determined by enrolment on the State/Federal electoral roll.
  - (b) In addition to the voting members described in sub-paragraph (a) of this Rule, members of the Board of Management shall be entitled to attend and vote at all pre-selection ballots provided that any one person shall be entitled to cast only one vote at a pre-selection ballot.
  - (c) State Council shall appoint a returning officer to conduct the pre-selection ballot. The State President or person nominated by the State President shall chair the pre-selection ballot and, in the event of an equality of votes, may exercise a casting vote.
  - (d) The exhaustive system of voting and counting shall be used in the conduct of the pre-selection ballot.
  - (e) Each person present and entitled to vote at a pre-selection ballot shall be entitled to cast one vote and votes must be made in person and must be exercised free from any interference or obligation. Voting at the direction of a branch or otherwise is prohibited. No person attending a pre-selection ballot shall hold a proxy vote for any other person entitled to attend and to vote at a pre-selection ballot.
  - (f) Each nominee shall be notified at the time when votes are to be counted, and may appoint a scrutineer to represent them at the count if they so desire.

- (g) The returning officer having ascertained that the scrutineers have acknowledged in writing their acceptance of the accuracy of the count, will destroy the ballot papers immediately thereafter. The returning officer shall then declare the result of the ballot and report the pre-selection ballot result to the State Director. The State Director shall present the result of the pre-selection ballot to State Council or the Board of Management.
  - (h) In the event of any dispute as to the validity of a vote or votes cast or any other matter at a pre-selection ballot, the decision of the returning officer shall be final and binding subject only to State Council determining otherwise. Should State Council overrule the decision of the returning officer, then State Council shall also determine the action to be taken consequently thereto.
  - (i) The use of paid media advertising by nominees prior to the pre-selection meeting is prohibited without the prior written authorization of State Council. A nominee found by State Council to be in breach of this prohibition shall be disqualified from the pre-selection ballot.
  - (j) State Council shall have the power from time to time to make regulations for the conduct of pre-selection ballots.
  - (k) At any meeting of State Council, the Board of Management, an Electorate Council or any Branch, that involves or pertains to a pre-selection or endorsement, any person who is a nominee for pre-selection or endorsement shall not be present at such meeting whilst issues relating to such pre-selection or endorsement are being considered save that this provision shall not prohibit nominees from being in attendance during the pre-selection ballot nor shall it prohibit nominees or candidates from attending any meeting called for the specific purpose of allowing all the nominees or candidates, as the case may be, to address the meeting.
  - l) State Council, in special circumstances, in consultation with relevant AEDC & FEDC, shall have the power to:
    - i. Conduct a community pre-selection for a House of Representatives or Legislative Assembly seat under rules agreed by State Council.
    - ii. To enable non-members of the party that are on the electoral roll in a seat where State Council have agreed to hold a community pre-selection to vote at that pre-selection.
121. In an electorate where there are less than one hundred voting members at the time the decision is made by State Council to contest an election or by-election, State Council may, preselect and endorse a candidate without calling a pre-selection ballot.
122. Financial or other assistance shall be rendered by the Party only to endorsed candidates.
123. Pre-selection of Senate Candidates for normal or casual vacancies shall be determined by members of State Council and two (2) delegates from each Assembly Electorate District Council and Federal Divisional Council who shall have been elected at the AGMs of the relevant Assembly Electorate District Councils or

Federal Divisional Councils. The ballot for Senate candidates shall, if required, be by exhaustive voting.

124. The pre-selection of candidates for the legislative Council will be undertaken in the following manner:
- (a) Candidates will be preselected from the 11 Divisions that make up a Region.
  - (b) Each constitutional AEDC (no later than 21 days before the pre-selection meeting) will elect two delegates for the purposes of voting at a Pre-selection.
  - (c) Each Member of the Board of Management will be eligible to vote at the pre-selection.
  - (d) Each State Councillor who resides within the Region will be eligible to vote at the pre-selection.
  - (e) Each sitting Member of the Legislative Assembly and Legislative Council from within the Region will be eligible to vote at the pre-selection.
  - (f) People eligible to vote shall only exercise one vote.
  - (g) The Board of Management will decide prior to the pre-selection the number of candidates to be elected on the ticket.
  - (h) Separate exhaustive ballots will be undertaken until the required number of candidates for the ticket are remaining, as prescribed by the Board of Management.
  - (i) The Applicant Approval Committee will determine the order of the candidates on the ticket for the Region. The Applicant Approval Committee, in accordance with Rule 119 (e) {ii} consists of:
    - State Leader or nominee;
    - State President or nominee;
    - Senior Vice President;
    - Federal Victorian Parliamentary representative nominated by the Federal Leader; and
    - AEDC representative elected by AEDC Presidents within the relevant Region.

## ENDORSEMENT

125. The State Director shall present to State Council or the Board of Management the results of pre-selection ballots. The Board of Management shall consider the question of endorsement of the preselected candidate(s) and shall have the right to endorse or refuse endorsement of any pre-selected candidate(s).
126. In the event that State Council or the Board of Management refuses to endorse a pre-selected candidate the following provisions shall apply:
- (a) If State Council or the Board of Management states that its refusal to endorse is based upon it being satisfied that there may have been some procedural irregularities with the pre-selection procedure, then the pre-selected candidate may contest any subsequent pre-selection ballot.

- (b) In the absence of State Council or the Board of Management issuing a statement in accordance with the immediately preceding sub-rule, then the pre-selected candidate shall not be entitled to contest any subsequent pre-selection ballot for the same electorate, province or seat during the same election or by-election.
  - (c) Nothing in this Rule shall limit State Council's discretion to exercise powers under Rule 90 (f) and Rule 114.
127. All endorsed candidates for Federal or State elections shall be bound by National Party Rules and shall receive the loyal support of State Council, the Electorate Councils and the branches within the relevant electorates.
128. No candidate, once endorsed, shall withdraw from an election without the consent of State Council.
129. State Council may, by a majority of sixty-six per centum (66%) of those State Councillors in attendance and entitled to vote, dis-endorse any endorsed candidate prior to an election or by election or may dis-endorse any sitting member without being required to provide any reasons for that decision. The vote of State Council shall be by way of secret ballot. Before State Council takes any vote under this Rule, the person or persons who may be affected thereby must be afforded rights of procedural fairness including, but not limited to, reasonable written notice of the meeting of State Council, written advice as to the nature of allegations made and the right to address in person the meeting of State Council. State Council shall determine the procedures for such meeting including, but not limited to, the question whether the endorsed candidate or sitting member shall be entitled to legal representation. Once an endorsed candidate or sitting member has been dis-endorsed, State Council may take such further steps as it considers to be in the best interests of the Party, including, not limited to, the calling of a further pre-selection ballot and determining whether the dis-endorsed candidate or sitting member may contest such further pre-selection ballot.

## **ELECTION CAMPAIGNS**

130. The election campaign in each electorate shall be under the control of a State Electorate or Federal Divisional Council as the case may be, or its Executive or its Campaign Committee duly appointed for that purpose, or State Council if there is no Electorate or Divisional Council.
131. A duly appointed Campaign Committee shall consist of at least a President, a Secretary, a Treasurer and at least 2 (two) other financial members of the Party.
132. The Electorate or Divisional Council, its Executive, or its duly appointed Campaign Committee who undertakes an election campaign shall be accountable for all expenditure incurred.
133. Any candidate or person incurring expense without such authority from the Electorate or Divisional Council, its Executive, or its duly appointed Campaign



Committee undertaking an election campaign shall be liable for such expenditure by that Committee.

134. All Electorate and Divisional Councils and Campaign Committees shall keep a proper record of campaign expenditure. As soon as possible after paying accounts and within three months of the day on which an election takes place an Electorate or Divisional Council shall supply the State Director with a statement setting out receipts and all items of expenditure incurred during the campaign.

## STATE COALITION AGREEMENTS

135. (a) At a joint meeting of the State Parliamentary Party and State Council which may be called at any time by State Council, and with the approval of sixty six per cent of all of the persons entitled to attend and vote at such Joint Meeting (which number constitutes the quorum of such Joint Meeting), a resolution may be passed stating that the Joint Meeting considers that the prospects of the Party winning or maintaining Government are enhanced by it forming a coalition or alliance with another Parliamentary Political Party, either in Government or Opposition.
- (b) In the event that the resolution is passed in accordance with the immediately preceding clause, the State Parliamentary Party, on a decision of a simple majority, shall agree to the terms and conditions of, or alterations to such coalition or alliance provided that State Council shall be consulted before the terms and conditions of, or alterations to such coalition or alliance are formally agreed to by the Party and State Council may, on a decision of a simple majority, reject the terms and conditions or alterations and refer such matters back to the Parliamentary Party for reconsideration.
- (c) In the event of the Party having formed a coalition or alliance with another Parliamentary Political Party, candidates shall contest State elections on policies formulated consequent upon the formation of such coalition or alliance, either in Government or opposition. Save for the above, at all State Elections, National Party candidates must contest such elections on National Party policies only, and not as ministerial candidates, and no pact or alliance shall be formed with any other party for any election.
- (d) In the event of the Party having formed a coalition or alliance with another Parliamentary Political Party, a member of the State Parliamentary Party may accept a portfolio in a coalition government. Save as aforesaid, before any member of the Parliamentary Party shall accept a portfolio in any other than a solely National Party Government, the approval of sixty six per cent of all members of State Council entitled to vote according to Rule 66 must be obtained.
136. In the event of the Party having formed a coalition or an alliance with another Parliamentary Political Party pursuant to Rule 135, either in Government or Opposition, State Council shall have power to convene a joint meeting of the State Parliamentary Party and State Council and with the approval of sixty six per cent of all the members entitled to attend and vote at such Joint meeting (which number shall constitute the quorum for Joint Meeting), shall have the authority to terminate

the participation of the Party in any coalition or alliance and in such circumstances the resolution passed in accordance with Rule 135(a) shall be deemed to have been revoked.

## PREFERENCE VOTING

137. The direction of preference flows shall be determined by the State President and State Director in conjunction with the Electorate Campaign Director.

## PLATFORM

138. The platform of the Party shall be that as agreed upon by Conference, with such additions as State Council from time to time shall consider urgent provided that additions made by State Council shall not be inconsistent with decisions of annual conference and that they shall be submitted for ratification at the next Conference.
139. Any member of the State or Federal Parliament who is not a member of the Party at the time of his or her election desiring to become a member of the Party shall submit to State Council an application in writing and give the undertaking as provided in Schedule 140.

## SCHEDULE 140

140. I.....  
of..... by occupation.....  
and at present representing the ..... electorate, and not at present a member of the National Party, hereby submit my name for membership in the..... branch of the Party. If accepted by State Council I shall forthwith identify myself with the members of the Party in Parliament, and during the life of the present Parliament will advance the constitution and rules, platform and policy of the Party, a copy of which, signed by me, is attached hereto. Should I desire again to contest the seat I now hold, or any other seat, at the end of the term of the present Parliament, and State Council shall call for nominations, I shall sign and submit my nomination and undertaking to State Council in the same manner as any other candidate. I further undertake in all respects to comply with the rules of the Party. If accepted I undertake not to accept any joint Ministerial responsibility with any other Party or Parties unless same is sanctioned by State Council in conformity with the rules of the Party.
- Signature.....  
Address.....  
Date.....

141. State Council shall have power to accept or reject any application made under Rule 140. Upon acceptance of the application by State Council and receipt of the membership fee the applicant shall become a member of the Party and shall during the life of the Parliament of which the applicant is a member at the time of acceptance loyally support the constitution and rules, platform and policy of the Party. Should such applicant desire to contest the seat then held by the applicant, or any other seat, at the end of the life of

the then Parliament, the applicant shall, if State Council calls nominations, sign and submit his or her nomination and undertaking in the same manner as any other candidate.

## CALLING FOR NOMINATIONS

### 142. FORM OF ADVERTISEMENT

NATIONAL PARTY OF AUSTRALIA - VICTORIA

..... Electorate

Applications are invited from persons eligible to contest the..... electorate in the interests of the National Party. All information and forms of nominations can be obtained on application to the State Director.

## WOMEN'S NATIONAL PARTY

143. Women's branches of the Party shall be established under the Constitution and rules of the National Party.

## PARLIAMENTARY PARTY

144. The members of the Party in Parliament shall be called the National Party of Australia - Victoria.

145. After each election the State Parliamentary Party shall declare all offices vacant and proceed to elect a leader, deputy leader and Parliamentary Party Secretary.

146. (1) Whenever a National Party Ministry is being formed:

- (a) The leader of the Parliamentary Party shall be Premier - all other Ministers shall be elected by the Parliamentary Party by a secret exhaustive ballot after each election and from time to time as required.
- (b) The Premier, in consultation with the deputy leader, shall allocate portfolios, provided that should any dispute arise as to any particular allocation the matter shall be referred to the Parliamentary Party which decision shall be final.
- (c) No Minister shall be called upon to resign except by a simple majority of the Parliamentary Party.

146. (2) Whenever a Ministry is being formed by a coalition or alliance of Parliamentary Political Parties including the National Party:

- (a) The Leader of the State Parliamentary Party in consultation with the Deputy Leader, shall allocate portfolios in accord with the terms and conditions of the coalition or alliance. If any dispute should arise as to any particular allocation the matter shall be referred to the Parliamentary Party which decision shall be final.
- (b) Subject to the terms of the coalition or alliance, no Minister shall be called upon to resign except by a simple majority of the State Parliamentary Party.

147. At all meetings of the Parliamentary Party, Ministers shall deliberate and vote as members of the National Party and not as Ministers of the Crown. Any decision of the Cabinet shall not be binding on such Ministers at Parliamentary Party meetings.
148. Subject to the terms and conditions of any coalition or alliance that may be entered into between the National Party and any other Parliamentary Political Party or Parties, National Party Members of Parliament shall upon meeting decide all Parliamentary questions, and shall on all occasions be bound by majority decisions unless on any particular matter exemption is granted by a special resolution of the Party.
149. Each state and federal Member of Parliament must attend a State Council meeting at least once each year.
150. Joint meetings should be held before Legislative Assembly or Council election.

## **YOUNG NATIONAL PARTY**

151. A financial member of the National Party of Australia - Victoria may, subject to his/her being eligible and acceptable, elect to additionally be a member of the Young National Party of Australia – Victoria, without any additional subscription. Once the membership fee of \$50 is paid they have the same privileges and rights as all other senior party members.
152. The Young National Party shall be subject to the guidance and control of The National Party – Victoria State Council.
153. The Secretary of The Young National Party shall supply the State Director with a list of officers of its Executive (President, Immediate Past President, Vice President, Secretary and Treasurer), together with resolutions for the consideration of Annual Conference, to reach Head Office no later than 5.00 pm February 21 but if February 21 shall in any year fall on a Saturday or Sunday by 5.00 pm on the following Monday. Annual General Meetings shall be held no later than 21st February, each year. An executive shall be elected from the financial members present at the AGM, and shall hold office to the termination of the following annual meeting. A quorum of a meeting for the Young Nationals shall be fixed by the members at each annual meeting. The conduct of business shall be as prescribed in Rules 20 and 26. The chairman shall have a deliberative and a casting vote. The Young National Party at their AGM shall elect State Councillors as per Rule 66 and alternate State Councillors. The Young National Party at their AGM shall elect two delegates for Federal Council and two delegates for Federal Conference.
154. Young National Party of Australia – Victoria branches shall be established under the Constitution and rules of the National Party – Victoria and follow the same rules as senior party branches. Young National Party branches shall report to the Young

National Party, in the same way a senior party branch reports to its Electorate Council.

155. Members shall hold their own separate meetings, shall also have the privilege of attending meetings of the senior Party and contribute to discussions; members of the Young National Party shall have equal voting and office holder rights with National Party members at Electorate Council meetings. Members of the Young National Party whom do not have a local Young Nationals branch shall have equal voting and office holder rights with senior party members at their local senior party branch.
156. The Young National Party secretary shall supply the State Director, to reach Head Office no later than 5.00 pm September 30 following the end of the financial year, with a listing of all receipts and expenditure reconciled to bank statements for the financial year ending June 30, an authorization (provided by Head Office) signed by both the President and Secretary that the listing and reconciliation are an accurate record of the branches, financial transactions, and a detailed list of any donations or income received that is more than the Australian Electoral Commissions disclosure threshold.

## **NEW RULES AND ALTERATION TO RULES**

157. These rules may be added to, repealed, or amended by resolution of conference, provided that notice of every such resolution shall be included on the conference agenda paper forwarded to the branches.
158. State Council shall have power to rearrange and make consequential alterations to the rules and platform as the result of the alterations which have been or may be made by conference.
159. A Rules Revision Committee of five shall be appointed by State Council, whose duty it shall be to advise State Council for submission to conference of any amendments of a substantial nature.

## RULES OF DEBATE

- The Chairman shall at all times be in control of the meeting and the Chairman's ruling shall be final and binding upon the meeting unless disagreed with by a majority of those present.
- No members may speak more than once to a question, except in explanation or reply and then by the permission of the Chair.
- Any member desiring to speak shall stand up and on the Chairman's call shall address the Chairman respectfully.
- Before speaking on the subject before Conference a member shall move to the microphone, announce their name and the Branch they represent.
- Debate shall proceed only by way of members speaking for or against motions put one at a time to the Chairman of the meeting.
- No speaker shall digress from the subject under discussion, and imputations of improper motives, and all personal reflections on members and the use of offensive or unbecoming words, shall be deemed disorderly.
- No member shall interrupt another while speaking, except on a point of order.
- Whenever the Chairman rises during debate, the member then speaking shall sit down.
- All motions and amendments shall be duly proposed and seconded and once accepted by the Chair may be amended or withdrawn only with the consent of the mover and seconder and by leave of the meeting.
- Unless the meeting resolves otherwise, motions shall lapse if there is no person present and prepared to move such motion at the time it is reached.
- The mover of a motion shall not occupy more than three nor any other speaker more than two minutes. The meeting may by resolution without debate, grant extension of time to any speaker.
- A reply shall be allowed only to the member who has moved the original motion.
- The mover of a motion who does not speak to the motion when moving it shall be deemed to have spoken.
- A member who formally seconds a motion or amendment without making a speech may speak in support at a subsequent stage of the debate.
- Resolutions shall be decided by voice, or upon show of hands. In the case of an equality of votes, the Chairman shall have a casting vote.
- Any objection as to the validity of any vote must be made before the next business is proceeded with.
- An amendment may be moved on any original motion. The Chairman shall put the amendment to the meeting first, and if carried, it shall be declared to embody the decision of the meeting, superseding the motion. When an amendment has been decided a further amendment may be moved, which, if carried, shall in turn supersede the motion. If there is no amendment, the original motion shall be put after the mover has replied.
- Such amendment shall be seconded and if not seconded shall lapse.
- The Chairman shall refuse to receive any amendment which is a direct negative or which does not preserve the substance of the original motion.
- Any member, including the mover of the original motion, may speak to any amendment.

- Amendments shall not be moved unless written notice has been given to the Chair on the form provided prior to the mover exercising the right of reply.
- When any amendment is before the Chair no further amendments shall be decided until such first amendment has been disposed of by the meeting.
- Debate on all amendments shall take place during the discussion on the original motion and before the mover of a motion replies. The mover of an amendment shall not have a right to reply.
- A delegate, other than the mover of the original motion, who has spoken to the original motion before the introduction of the amendment may be given permission to speak only on the effect of the amendment provided they speak only on the effect of the amendment on the motion. At the conclusion of the debate on the motion and the first amendment, the mover of the original motion may exercise their only right of reply without closing the debate. The mover of the original motion is entitled to speak to any subsequent amendment but they have no special status.
- An amendment to a motion shall become part of the motion or become the motion without being put to the vote where both the mover and seconder of the motion indicate their acceptance of the amendment and "leave of the meeting" is granted for the amendment to be so incorporated in the motion.
- When a motion or amendment is before the Chair no further speech in support of such motion or amendment shall be heard until after someone shall have spoken in opposition. Speakers shall speak alternately for and against a motion. The Chairman before calling the mover of the motion to reply in closure of the debate may permit at his discretion further speakers for or against the motion.
- Three consecutive speakers in the affirmative or in the negative shall close the debate.
- Any member during the debate may raise a point of order. The member then speaking shall sit down until the point of order has been decided. The member rising to the point of order shall state concisely the point of order and the Chairman, without further discussion, shall give his ruling.
- It shall be competent for any member to move a motion of dissent from the Chairman's ruling. The mover of the motion of dissent shall concisely state his point. The seconder and the Chairman only may speak to the motion.
- It shall be competent for any member to move a motion of dissent from the Chairman's ruling. The mover of such a motion shall concisely state their point. The motion must be seconded without debate. The Chairman will vacate the chair. The mover of the motion and the Chairman are the only persons who may speak to the motion. The question before the meeting shall be "that the Chairman's ruling be agreed to".
- A member may move the adjournment of the debate. If the motion be resolved in the negative, the mover shall not be allowed to speak again on the question under debate. If the motion be resolved in the affirmative the mover shall have the right of resuming the debate of the ensuing meeting. No member shall move the adjournment at the end of his speech.
- At any time during the debate, any member who has not moved, seconded, or spoken to the motion or any amendment of it, may without notice move -"That the question be now put", and on such motion being duly seconded, the question before the chair shall be immediately put without debate, UNLESS the Chairman considers that there has been insufficient debate. If such motion is carried, the question before the chair shall be put to the vote; if lost, debate on the question before the chair shall proceed.

- In submitting the motion or amendment before the Chair to the meeting the Chairman shall state the motion in clear and audible tones. The motion shall be decided by voice or on a show of hands.
- In the case of an equality of votes, the Chairman shall have a casting vote.
- No motion considered at a meeting shall be again debated at the same meeting.
- Any member may at any time move the adjournment of meeting. Such motion shall thereupon supersede the business before the Chair and shall immediately be put to the meeting. If carried the meeting shall stand adjourned subject to a time and place to be first decided at the meeting. If the motion is lost the meeting shall continue with the business before the Chair at the time when the motion for adjournment was proposed.

## **WOMEN'S EXECUTIVE**

### **BYLAWS FOR THE ELECTION OF CHAIRMAN**

- Any member of the Women's Executive is eligible to nominate for the position of chairman.
- A nomination form will be sent by Head Office to each Women's Zone State Councillor.
- Any member of the women's Executive who wishes to nominate must return the form to Head Office at least thirty days prior to the start of Conference.
- If an election is necessary it will be conducted by postal vote with the State Director as Returning Officer.
- Candidates may appoint a scrutineer.
- The Chairman must be elected annually, if there is more than one nomination, with a maximum of three years.
- The Womens Executive shall be comprised of the Womens Zone Councillors.