

# The Liberal Party of Australia Federal Constitution

As adopted by the Federal Council of The Liberal Party of Australia  
in 2017 and amended in 2026





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### 1. NAME

The name of the organisation is THE LIBERAL PARTY OF AUSTRALIA (the **Party**), which name shall be adopted by the Divisions in the States and the Australian Capital Territory. The Queensland Division shall be known as the Liberal National Party.

### 2. OBJECTIVES

The objectives of the Party are to have an Australian nation:

- (a) dedicated to political liberty and the freedom and dignity of man;
- (b) safe from external aggression and living in the closest communion with fellow members of the Commonwealth, playing its part in a world security order which maintains the necessary force to defend peace;
- (c) in which national defence is a matter of universal duty, and in which the spirit of patriotism is fostered and all Australians united in the common service of their country;
- (d) in which an intelligent, free and liberal Australian democracy is maintained by:
  - (i) a Parliament controlling the Executive and the Law controlling all;
  - (ii) independence of the Judiciary;
  - (iii) freedom of speech, religion and association;
  - (iv) freedom of citizens to choose their own way of living and of life, subject to the rights of others;
  - (v) protecting the people against exploitation;
  - (vi) looking primarily to the encouragement of individual initiative and enterprise as the dynamic force of progress;
  - (vii) developing to the fullest extent a national spirit in Australia;
- (e) in which men and women who have been members of the fighting services and their dependants enjoy honour and security and where preference and generous repatriation benefits are recognised;
- (f) in which primary, secondary and tertiary industries are promoted, new and adequate markets developed, the lot of country people improved, rural amenities increased, and decentralisation of industries encouraged;
- (g) in which there is no nationalisation of any Australian industry without the approval of the people;
- (h) in which constant employment at good wages is available to all willing and able to work;
- (i) 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;
- (j) in which social provision is made for the aged, the invalid, the widowed, the sick, the unemployed and their children;
- (k) in which adequate medical services are within the reach of all;
- (l) 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 is a determining factor;
- (m) 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; and
- (n) in which family life is seen as fundamental to the well-being of society, and in which every family is enabled to live in and preferably to own a comfortable home at reasonable cost, and with adequate community amenities.

### 3. INTERPRETATION

#### 3.1 Dictionary

In this Federal Constitution, unless the context requires otherwise:

**Advisory Committee on Federal Policy** means the committee established under clause 15.3.

**Audit and Governance Committee** means the committee established under clause 18.8.

**Candidate Review Committee** has the meaning given in clause 12.1(b).

**Divisional Constitution** in respect of a Division means the constitution, standing orders, rules and procedures for the management and control of the affairs of the Division contemplated under clause 5.2.

**Executive** in respect of a Division means the state executive, administrative committee or equivalent body of the Division concerned;

**Federal Constitution** means this Constitution;

**Federal Executive** means the committee established under clause 11.1.

**Federal Finance Committee** means the committee established under clause 18.2.

**Federal Regional and Rural Committee** means the committee established under clause 20.1.

**Federal Women's Committee** means the committee established under clause 19.1.

**Intervention Grounds** has the meaning given in clause 12.1(a).

**Party** has the meaning given in clause 1.

**State Council** in respect of a Division means the state council or equivalent body of the Division concerned, and, in the case of the Queensland Division, means the Convention.

**Urgent Circumstances** has the meaning given in clause 12.1(c).

### 3.2 Rules of Interpretation

In this Federal Constitution, unless the context requires otherwise, a reference to:

- (a) a document (including this Federal Constitution) includes the document as amended, varied or replaced;
- (b) the singular includes the plural and vice versa and a gender includes all genders;
- (c) the words “includes”, “including” or “such as” are not words of limitation, and, when introducing an example, do not limit the meaning of the words to which the example relates to examples of a similar kind; and
- (d) writing includes any mode of representing or reproducing words in tangible and permanently visible form, and includes facsimile transmissions and emails.

## 4. POWERS AND RESTRICTIONS

### 4.1 Powers

The Party has the following powers:

- (a) to establish in any place within Australia branches of the Party, and Divisions in the States and the Australian Capital Territory;
- (b) to provide, maintain and manage and carry on Headquarters, Clubs, Social Centres and places of meeting or recreation or instruction within Australia as may be required, and to furnish, equip and provide supplies therefore;
- (c) to purchase, take on, lease or in exchange, hire or otherwise acquire any real and personal estate which may be deemed necessary or convenient for any of the purposes of the Party;

- (d) to construct, maintain and alter any building or works necessary or convenient for 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 purposes of procuring contributions to the funds of the Party in the shape of donations, annual subscriptions or otherwise;
- (f) to invest any moneys of the Party not immediately required for any of its objects, in such a manner as may from time to time be determined;
- (g) to enter into any arrangement for amalgamation, joint working or co-operation with any other party, association, society or body of persons whether incorporated or not carrying on work or having objects similar to the work and objectives of the Party and to assist and support by pecuniary contributions or otherwise the operations of any such other 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 and publish and to distribute such books, newspapers, pamphlets, periodicals and other literature as may seem calculated to promote the objectives of the Party;
- (i) to receive and accept donations, subscriptions and endowments or money or of any form of property;
- (j) (i) to borrow money with or without security for the purpose of carrying out any of the objectives or exercising any of the powers of the Party;
- (ii) to draw, make, accept, indorse and discount bills of exchange and similar instruments for the purpose of or in conjunction with the exercise of the powers of the Party under paragraph (j)(i);
- (k) to improve, manage, develop, sell, exchange, lease, mortgage or otherwise deal with or turn to account (but subject to any such consent or approval as may by law be required) all or any of the property of the Party;
- (l) to engage and dismiss all paid officers and servants of the Party and fix their remuneration and terms of employment;

- (m) to grant and pay such pensions, salaries, gratuities or other sums in recognition of service to any person as may from time to time be approved by the Federal Executive or the Executive of a Division of the Party;
- (n) to appoint a trustee or trustees personal or corporate to receive and hold any property on behalf of the Party and to allow any such property to remain outstanding in the trustee or trustees;
- (o) to do all such acts and things as are or may be incidental or conducive to the attainment or furtherance of any of the objectives or the exercise of any of the powers of the Party;
- (p) notwithstanding the provisions of the previous paragraphs, the Party is not empowered to encumber the Party's Federal Headquarters building in any way whatsoever.

#### 4.2 Income to be applied to achieving objectives

- (a) The Party is formed to carry out its objectives and not for the purpose of trading or securing pecuniary profit to the members from its transactions.
- (b) The income and property of the Party must be applied solely towards the promotion of the objectives of the Party as set out in this Federal Constitution and no portion is to be paid or transferred directly or indirectly by way of profit to the members of the Party.
- (c) This clause does not prevent the payment in good faith of remuneration whether by way of salary or honoraria or otherwise in return for any service actually rendered to or on behalf of the Party, to any officers or employees of the Party or to any member of the Party or other person.

#### 4.3 Winding up

If upon winding up or dissolution of the Party there remains after satisfaction of all its debts and liabilities any property, then that property shall not be paid or distributed amongst the members of the Party but shall be given or transferred to some company, association, society, party or other body which:

- (a) has objectives similar or in part similar to the objectives of the Party;
- (b) prohibits the distribution of its or their income and property among its or their members to an extent at least as great as is imposed on the Party under or by virtue of this Federal Constitution; and

- (c) is determined by the Federal Council of the Party at or before the time of dissolution (or failing that a Judge of the Supreme Court as may have or acquire jurisdiction in the matter).

## 5. STRUCTURE OF THE PARTY

### 5.1 The Party consists of:

- (a) the Federal Council, the Federal Executive and the other committees and bodies established by or under this Federal Constitution; and
- (b) the Divisions constituted under this Federal Constitution.

### 5.2 Each Division is empowered to adopt and from time to time amend a constitution, standing orders, rules and procedures for the management and control of the affairs of the Division and in particular the following parts of this Federal Constitution (which shall only apply to a Division which resolves to adopt the part or parts):-

Clause 6                      Membership

Clause 7                      Branches

Clauses 8.5 to 8.8      Executives and Officers of the Divisions

## 6. MEMBERSHIP

- 6.1 Any person who is a resident of Australia or its Territories or who has a vote at the Federal or State election or an election for the Australian Capital Territory Legislative Assembly is eligible for enrolment as a member.
- 6.2 Rules relating to qualifications and applications for membership and their acceptance, expulsion of members, membership fees and rights and obligations of members will be provided for in the Divisional Constitution of each Division.
- 6.3 Any person who resigns his or her membership or who has been expelled or had his or her membership suspended according to the provisions of the Divisional Constitution of his or her Division is not entitled to membership of the Federal Parliamentary Party or to participate in the meetings of that body.

## 7. BRANCHES

- 7.1** Branches of the Party may be formed in accordance with the provisions of the Divisional Constitution of the relevant Division.
- 7.2** Branches of the Party may, with the consent of the Federal Executive and upon such terms and conditions as it thinks fit, be formed in the Northern Territory.
- 7.3** The functions of a branch are:
- (a) to promote the objectives, policy and platform of the Party;
  - (b) to work for the election to Parliament of the selected and endorsed candidate of the Party, and for that purpose to co-operate with all the other branches within the electorate and with committees in organising the electorate to that end;
  - (c) to enlist supporters of the Party as members of the branch;
  - (d) to raise funds for the purpose of the Party and for furtherance of its objectives;
  - (e) to secure the enrolment of every person eligible as an elector and the removal from the Electoral Roll of the names of all unqualified persons;
  - (f) to encourage within the branch and the Party all educational work of a political, social and economic character; and
  - (g) to adopt resolutions for submission to the State Council of the Division or to such other committees in the Divisions as may be provided for in the Divisional Constitution of the Division.
- 7.4** A branch may not affiliate with any outside body without the consent of the relevant Divisional authority.
- 7.5** Each branch shall elect annually or biennially a Committee consisting of a President, Secretary, Treasurer and such other office bearers, delegates or committees as may be required by the Divisional Constitution of the Division.
- 7.6** Subject to this Federal Constitution and to the right of the relevant Divisional authority from time to time to prescribe by-laws to be observed and binding on branches generally, each branch shall have the conduct and management of its own affairs.
- 7.7** Where, in the opinion of the relevant Divisional authority, it is impractical to form a branch in an electorate, it may approve of the formation of a contact group or groups, and may from time to time prescribe by-laws for their control and management.

- 7.8** In this clause 7, the relevant Divisional authority means the State Council of the Division, the Executive of the Division or such other body which, under the existing Divisional Constitution of the Division concerned, is vested with the requisite power. If the Divisional Constitution is silent as to which body shall exercise the power, then the relevant Divisional authority shall be the Executive of the Division.

## 8. DIVISIONS

- 8.1** There shall be a Division of the Party in each State and the Australian Capital Territory consisting of the members of the Party resident in that State or Territory.
- 8.2** Subject to this Federal Constitution, the management and control of the affairs of a Division is vested in the State Council of the Division.
- 8.3** The State Council of a Division has in addition power -
- (a) to exercise all or any of the powers of the Party within the boundaries of its Division;
  - (b) to delegate all or any of its powers to the Executive of the Division or such other committee or committees as it may consider expedient, with the exception of any power or duty which is expressly reserved to it; and
  - (c) to make rules or regulations for the conduct of its own business and that of the Division.
- 8.4** There shall be elected annually or biennially as determined by that Division a President, an Executive and such other office bearers and committees for the Division as may be provided for in the Divisional Constitution of the relevant Division.

### Executives and Officers of the Divisions

- 8.5** Subject to this Federal Constitution and to the control of the State Council of the Division, the management of the affairs of the Party in each Division is vested in the Executive of the Division.
- 8.6** The Executive of a Division shall exercise such powers and functions as are expressly conferred upon it by the Divisional Constitution of the Division and in addition such powers and functions as may be conferred upon it by the State Council of the Division.

- 8.7** The Federal President and the Federal Parliamentary Leader of the Party are Members ex-officio of the Executive of each Division.
- 8.8** The Executive of a Division or such other body as may be authorised to that end under the Divisional Constitution may from time to time engage upon such terms as it thinks fit a Chief Executive Officer and such other officers as it considers necessary.

### **Compliance with requirements of the Commonwealth Electoral Act**

- 8.9** Each Division must take all reasonable steps to ensure compliance by the Party and the Division with the *Commonwealth Electoral Act 1918* (Cth) and any regulations made under that Act, to the extent those requirements apply.
- 8.10** Without limiting paragraph 8.9, a Division must comply with any requirement made by the Federal Director for the production of documents, records or information (including electronic records) reasonably required for the purposes of compliance with the *Commonwealth Electoral Act 1918* (Cth).

A Division must ensure that its office-bearers, employees and contractors provide all reasonable assistance to enable compliance with any requirement made under this clause.

For the avoidance of doubt, a Division must not adopt or maintain any policy or practice that prevents or frustrates compliance with this clause.

## **9. FEDERAL COUNCIL**

### **9.1 Establishment and Composition**

There shall be a Federal Council consisting of:

- (a) the President of each Division or, where the President is otherwise a member of Federal Council by virtue of paragraph (h) or (j)(i), (ii) or (iii), a Delegate who is not a member of Parliament or a member of Federal Council by virtue of another paragraph of this clause, and who is chosen by that Division;
- (b) the President of the Women's Section in each Division or, in the event that she is concurrently the President of the Federal Women's Committee, her nominee;
- (c) the President of the Young Liberal Movement in each Division or, in the event that he or she is concurrently the Federal President or Federal Vice-President of the Young Liberal Movement of Australia, his or her nominee;

- (d) each State and Territory Parliamentary Leader;
- (e) ten other delegates chosen annually or biennially by each Division as determined by that Division, the majority of whom shall not be Members of Parliament; provided that no person who is already a member of Federal Council by virtue of another paragraph of this clause may be chosen as a delegate under this provision;
- (f) the Federal Parliamentary Leader and Deputy Leader, and the Leader and Deputy Leader of the Parliamentary Party in the Senate;
- (g) the Federal President and Federal Vice-President of the Young Liberal Movement of Australia;
- (h) the Immediate Past Federal President;
- (i) the President of the Federal Women's Committee;
- (j) subject to clause 9.4:
  - (i) the Federal President;
  - (ii) the Federal Vice-Presidents;
  - (iii) the Honorary Federal Treasurer;
  - (iv) the successor to the Federal President;
  - (v) the successor to the Honorary Federal Treasurer; and
- (k) the Chairman of the Federal Regional and Rural Committee.

### **9.2 Powers**

Save as expressly provided in this Federal Constitution, and without limiting the powers of each Division, the management and control of the federal affairs of the Party is vested in the Federal Council and, in addition to any powers and duties herein given and vested in the Federal Council, the Federal Council has power:

- (a) to exercise all or any of the powers of the Party;
- (b) to make such by-laws, regulations and standing orders as may be required for carrying out any of its powers; and
- (c) to delegate all or any of its powers to the Federal Executive or such other committee or committees as it may deem expedient, with the exception of any power or duty which is expressly reserved to the Federal Council.

### 9.3 Duties

Without limiting the generality of clause 9.2, the duties of the Council are:

- (a) to do everything in its power to stimulate the progress of Liberalism in Australia;
- (b) to express the views of the Party on current political questions as they arise;
- (c) to raise, administer and invest funds for the performance of its duties and those of the Federal Executive and the Federal Secretariat;
- (d) to maintain the Federal Secretariat;
- (e) to co-ordinate the activities of the various Divisions in relation to federal matters;
- (f) from time to time determine, alter or amend the platform of the Party in accordance with clause 15.1.

### 9.4 Federal Council Elections

- (a) The Federal Council shall elect annually the following federal officebearers:
  - (i) a President;
  - (ii) four Vice-Presidents (of whom at least one shall be a woman and one a man); and
  - (iii) an Honorary Federal Treasurer.
- (b) No more than two of the Vice-Presidents shall be from any one Division.
- (c) The Federal Council shall adopt the following procedure in conducting the election of the Vice-Presidents: the Federal Council shall separately elect one female Vice-President and one male Vice-President and shall then elect, separately, two further Vice-Presidents.
- (d) The Federal Council may in its discretion elect to the office of President, Vice-President or Honorary Federal Treasurer any person who at the time of election is a financial member of a Division of the Party whether or not the person is also a member of Federal Council.
- (da) A person is not eligible to be elected or to hold the office of President, Vice-President or Honorary Federal Treasurer if the person is:
  - (i) a Member of Parliament of the Commonwealth or of a State or Territory; or
  - (ii) a person preselected or endorsed as a candidate for election to any such Parliament; or

- (iii) listed on a lobbying register maintained under a law of the Commonwealth or of a State or Territory; or
- (iv) is employed by, or engaged under a contract for services to, a member of the Federal Executive or to the Liberal Party or one of its Divisions.

- (db) A person is not eligible to be elected or to hold the office of Federal President or Honorary Federal Treasurer unless the person is eligible to act as a director of a company within the meaning of the *Corporations Act 2001* (Cth).
- (e) The President, Vice-Presidents and Honorary Federal Treasurer assume their respective offices at the conclusion of the meeting of Federal Council at which they are elected and hold office until the conclusion of the meeting of the Council at which their successors are elected.
- (f) A person elected to the office of President, Vice-President or Honorary Federal Treasurer becomes a member of Federal Council ex officio from the time the person assumes office. If the person is not a member of Council at the time of election, then the person becomes a member of Council ex officio immediately the result of the election is declared notwithstanding that the person does not assume the office to which the person has been elected until the conclusion of the meeting of the Council at which the person is elected.
- (g) All other members of the Federal Council and members of all Committees continue to hold their respective offices until their successors are appointed.

### 9.5 Meetings of Federal Council

- (a) There must be an ordinary meeting of Federal Council each calendar year unless the Federal Executive otherwise determines, provided that in no case shall there be more than two years between ordinary meetings of Council.
- (b) Special meetings of Federal Council may be held on such occasions as Federal Executive shall determine.
- (c) Unless in case of urgency or as the Federal Executive otherwise determines, at least 28 days notice must be given to members of the Federal Council of the date and place of any meeting of the Council and at least 14 days notice of the business to be transacted. Any proposal to amend this Federal Constitution requires 60 days notice.

- (d) At all meetings of the Federal Council a quorum consists of one third of the members eligible to attend and vote at the Federal Council provided that a majority of the Divisions are represented by members present in person or by proxy.
- (e) The Federal President shall preside at all meetings of the Federal Council at which the Federal President is present. In the absence of the Federal President, the chair will be taken by a Federal Vice-President, or, in the absence of all the Federal Vice-Presidents, by some person elected by the Council for that meeting of the Council.
- (f) At the first meeting of the Federal Council after each 30 June, the Federal Director shall present a written Annual Report reporting on the conduct of the affairs of the Party on the most recently completed year. The Annual Report shall include a statement by the Federal President and the Federal Director as to compliance by the Party with the Federal Constitution.

#### 9.6 Committees

- (a) The Federal Council may appoint such committees as from time to time it considers necessary. It shall fix their numbers and determine the scope of their authority. All such committees are subject to the authority of the Council and must report to the Council whenever it meets.
- (b) The Federal President, the Immediate Past Federal President and the Federal Parliamentary Leader of the Party are members ex officio of all Federal committees.

#### 9.7 Casual Vacancies and Proxies

- (a) Casual vacancies on the Council among the delegates referred to in clause 9.1(e) shall be filled by the Division concerned.
- (b) If a member of the Council be unable to attend any meeting the member (or failing appointment by the member, the President of the relevant Division), may, by writing addressed to the Federal Director, appoint some other person being a member of the member's Division who may vote on the member's behalf accordingly. Where a member of Federal Council holds their office under section 9.1 (f-k), they may appoint some other person being a member of the Party who may vote on the member's behalf accordingly.

## 10. NATIONAL CONVENTION

### 10.1 Convening

Unless the Federal Executive determines otherwise, the Federal Executive may convene a National Convention of the Party so far as is practicable, at least once in every three years.

### 10.2 Attendance

The following members may register to attend and may attend any Federal Convention:

- (a) as voting members:
  - (i) members of the Federal Council;
  - (ii) two representatives of each Federal Electorate Council or Conference;
  - (iii) members of the Federal, State and Territory Parliaments and Assemblies (as the case may be), endorsed candidates for any such Parliament or Assembly and other public officials, who are Party members;
- (b) as an observer, any other person who has been a member of the Party for thirteen months or more. (Observers shall not be entitled to propose or second motions, speak or vote at the Federal Convention.)

### 10.3 Powers

The Federal Convention may consider and vote upon policy matters but shall not consider or vote upon any matter concerning the Federal Constitution nor upon any Party administrative matter.

## 11. FEDERAL EXECUTIVE

### 11.1 Establishment and Composition

There shall be a Federal Executive consisting of:

- (a) the Federal President;
- (b) the Federal Vice-Presidents;
- (c) the Federal Parliamentary Leader;
- (d) the Deputy Federal Parliamentary Leader;
- (e) the Leader of the Parliamentary Party in the Senate;
- (f) the Deputy Leader of the Parliamentary Party in the Senate;
- (g) the Honorary Federal Treasurer;
- (h) the Presidents of the Divisions or their nominees;
- (i) the President of the Federal Women's Committee;

- (j) the Federal President of the Young Liberal Movement of Australia;
- (k) the Federal Vice-President of the Young Liberal Movement of Australia;
- (l) the Immediate Past Federal President;
- (m) the Chairman of the Federal Regional and Rural Committee.

### 11.2 Powers

Subject to this Federal Constitution and to the control of the Federal Council, the management of the affairs of the Council are vested in the Federal Executive, and in addition to any powers and duties given and vested in the Federal Executive under this Federal Constitution it shall:

- (a) exercise the powers and functions of the Council between meetings other than the power to amend this Federal Constitution;
- (b) do all things necessary and essential to the efficient management of the affairs of the Council;
- (c) appoint a Federal Director and fix his or her remuneration and terms of employment; and
- (d) report to each meeting of the Federal Council its activities since the previous meeting of the Council; and
- (e) make and enforce policies (including but not limited to policies relating to Conflicts of Interest, gifts and benefits, disclosure, publicity and recusal) binding on members of the Federal Executive, Federal Committees and the Federal Secretariat.

### 11.3 Duties of Members

Each member of Federal Executive has a duty to act in the interests of the Party as a whole.

### 11.4 Delegation

- (a) The Federal Executive may delegate any of its powers to sub-committees consisting of members of the Executive or of the Party.
- (b) Every sub-committee shall in the exercise of delegated powers comply with any regulations which may from time to time be imposed upon it by the Federal Executive and shall hold office for such period as the Executive shall determine.
- (c) The Federal Executive may empower any sub-committee appointed under this clause to make final decisions upon any question and take action thereon.

### 11.5 Meetings

- (a) The Federal Executive may meet for the dispatch of business and adjourn and otherwise regulate its meetings and proceedings as and when it thinks fit, save that in regard to determination of matters under clause 12.3(a) a minimum notice period of fourteen (14) days shall apply.
- (b) A member may participate and vote in Federal Executive meetings by tele-conference or video conference if they so request.
- (c) At all meetings of the Federal Executive a quorum shall consist of eight persons provided that a majority of the Divisions are represented by members present in person or by proxy.
- (d) At all meetings of the Federal Executive the Federal President or his or her nominee shall preside and the person presiding has a casting as well as a deliberative vote.

### 11.6 Casual Vacancies and Proxies

- (a) Any casual vacancy in the office of any member of the Federal Executive is filled as follows:
  - (i) In the case of the Federal President, one or more Federal Vice-Presidents or the Honorary Federal Treasurer: by the Federal Executive subject to the confirmation of the next meeting of the Federal Council. The vacancy must be notified to members of Federal Executive and State Directors and nominations must remain open for a minimum of seven days. The Federal Executive shall appoint the person to fill any such casual vacancy by a simple majority of its members present and voting;
  - (ii) In the case of a President of a Division: in accordance with the Divisional Constitution of the Division concerned or, in the absence of such an appointment, by the Executive (or equivalent body) of the Division concerned;

- (iii) In the case of the representatives of the Federal Women's Committee, the Young Liberal Movement of Australia or the Federal Regional and Rural Committee: in accordance with the constitution of the entity concerned or, failing such an appointment by the ruling body of the entity concerned; and
- (iv) In the case of any representative of the Parliamentary Party: representatives of the Parliamentary Party hold office on an ex officio basis and, accordingly, any casual vacancy on the Federal Executive will be filled by the election of a Parliamentary Party office-bearer by the Parliamentary Party.
- (b) The person appointed to fill any casual vacancy holds office from the date determined by the appointing body or, failing such a determination, from the later of the date of the vacancy occurring or the date of the appointment by the appointing body.
- (c) Subject to any decision to the contrary of the relevant body referred to in paragraphs (a)(ii), (iii) and (iv), a person elected or appointed to fill a casual vacancy of the relevant office of the body concerned, is entitled to be the Federal Executive member representing that body so long as the acting appointment applies.
- (d) Should any member of the Executive be unable to attend any meeting the member may by writing addressed to the Federal President appoint some other person being a member of the Federal Council to act as the member's proxy, and the proxy may vote on the member's behalf accordingly.

## 12. INTERVENTION

### 12.1 Concepts

- (a) For the purposes of this clause, the following constitute **Intervention Grounds** in respect of a Division:
  - (i) insolvency, a substantial risk of insolvency or serious financial mismanagement or irregularity in respect of the Division or any of its associated entities;
  - (ii) substantial non-compliance with the Party's Federal Constitution or with conditions imposed on a Division by the Federal Executive; or
  - (iii) the existence of circumstances that, in the opinion of the Federal Executive, substantially prejudice the ability of the Party to effectively contest or win a federal election.
- (b) The Candidate Review Committee for the purposes of clause 12.5 or clause 12.6 consists of the Federal President, the Federal Vice-Presidents, the President of the relevant Division and two Vice Presidents of the relevant Division chosen by the Division (or in the event that the relevant Division has only one Vice President an additional member of the Division's Executive chosen by that Division).
- (c) For the purposes of this clause, Urgent Circumstances exist when one or more members (including any endorsed candidate but not including any sitting Member of Parliament) have, in the past, made statements or taken actions of which the Party becomes aware or makes statements or takes actions that are or could be prejudicial to the electoral interests of the Party or which could substantially lessen the Party's prospects of election to Government or of winning any one or more seats in the Commonwealth Parliament.

### 12.2 Conditions Imposed on a Division

- (a) Where the Federal Executive believes that one or more Intervention Grounds exist in relation to a Division, the Federal Executive has the power to impose one or more conditions set out in writing and binding upon a State or Territory Division and requiring compliance within a reasonable period stated in the notice.

- (b) A notice under paragraph (a) requires a vote of not less than 75% of the members of the Federal Executive present and voting, including a simple majority of the Division Presidents or their proxies present and voting.

### 12.3 Intervention in the Management of a Division

- (a) Where the Federal Executive believes that one or more of the Intervention Grounds exist in relation to a Division, the Federal Executive may resolve to take over the management of that Division in accordance with this clause.
- (b) For the purposes of paragraph (a), the Federal Executive may:
  - (i) appoint an administrator or committee to take over the management of that Division which administrator or committee has the powers specified by the Federal Executive and must comply with the terms of reference specified by the Federal Executive;
  - (ii) rescind or amend any decision made by the relevant Division's Executive or governing or other body of that Division; and
  - (iii) terminate the taking over of the management of the relevant Division, provided that neither the Federal Executive nor the administrator or committee shall have power to amend the Divisional Constitution of the Division concerned.
- (c) Where the Federal Executive resolves to take over the management of a Division pursuant to paragraph (a) the Federal Executive must specify the following:
  - (i) the ground or grounds upon which such resolution is based;
  - (ii) the period of such taking over which is not to exceed two years;
  - (iii) the term of appointment of any such administrator or committee which is not to exceed two years;
  - (iv) the purpose of the taking over;
  - (v) the powers and terms of reference of any administrator or committee;
  - (vi) the frequency of reports from any administrator or committee to the Federal Executive which must be not less than each three months after the taking over; and

- (vii) confirmation that in the opinion of the Federal Executive the taking over the management of the Division concerned is in the interests of the Party as a whole;

- (d) Every resolution under this clause must be passed by an affirmative vote of not less than 75% of the Federal Executive members present and voting, including a simple majority of the Division Presidents or their proxies present and voting.

### 12.4 Machinery Provisions

- (a) The Federal Executive shall be convened on not less than 14 days notice to consider any matter raised under clause 12.2 or 12.3.
- (b) Before taking action under clause 12.2(a) or 12.3(a), the Federal Executive must have communicated in writing to the Division concerned the following:
  - (i) the Intervention Ground that it believes to be applicable;
  - (ii) a request that the Division rectify the circumstances giving rise to that ground;
  - (iii) the time by which such rectification shall occur which must be a period that, in the circumstances, is reasonable;

and the Division concerned must have failed to comply with the request of the Federal Executive.
- (c) For the purposes of clause 12.2 or 12.3, the Federal Executive may conduct a financial enquiry into and/or appoint any person to investigate the affairs (financial or otherwise) of any Division and to report. For this purpose every employee, member or office-bearer of the relevant Division must provide such information or assistance as is required by written notice from the Federal Director or such other person as is appointed by the Federal Executive pursuant to this paragraph.

### 12.5 Review of Preselected Federal Candidates

The Federal Executive has the following power, in relation to candidates chosen for the Senate and the House of Representatives:

- (a) where the Federal Executive, on the reference of the relevant Division or the advice of the Candidate Review Committee, is of the view that following the preselection or endorsement of a candidate there are matters or potential public controversy with regard to the personal circumstances of that candidate which were not taken sufficiently into account in the preselection process and which are likely to jeopardise the Party's prospects of electoral success, it may request the relevant Division to review the preselection or endorsement of that candidate in accordance with the appropriate procedures of that Division and report back to the Federal Executive within a reasonable time on the outcome of its review;
- (b) following receipt of the Division's review under paragraph (a), and after hearing the candidate, if the Federal Executive is not satisfied with the review and considers that the selected candidate is not the most suitable candidate, it may by an affirmative vote of at least 2/3 of its members present and voting and including 2/3 of all Divisional Presidents revoke the selection of the candidate for the Senate or Federal electorate in question and require the Division to take such steps as are necessary to select or appoint a new candidate who shall become the selected candidate for the Party.

### 12.6 Detrimental Actions or Statements of MPs or Candidates

- (a) Where the Federal Executive on the advice of the relevant Division or the advice of a Candidate Review Committee is of the view that the public actions or statements of a Federal candidate or Member of Parliament are not in the best interests of the Party, it may request the relevant Division to take whatever action that Division considers necessary (including to express concern, censure, reprimand, dis-endorse or expel).

- (b) Following the advice on the Division's action, if the Federal Executive is not satisfied with the procedures adopted in accordance with paragraph (a), it may by an affirmative vote of at least 2/3 of its members present and voting and including 2/3 of all Divisional Presidents take whatever action it considers necessary (including to express concern, censure, reprimand, dis-endorse or recommend expulsion to the relevant Division or body), but before such power is exercised any candidate or Member who is likely to be affected by such action has the right to be heard.
- (c) Where the Federal Executive resolves to dis-endorse a candidate it shall require the Division in question to take such steps as are necessary to select or appoint a new candidate who shall become the selected candidate for the Party.

### 12.7 Urgent Circumstances During Elections

- (a) Where between the announcement of the calling of a federal general election or one or more federal by-elections and the closing of the polls at the election concerned:
  - (i) whether by formal resolution or otherwise, a Division in respect of which Urgent Circumstances exist may request that the Urgent Circumstances be dealt with by the Party office-bearers pursuant to this clause and thereupon a quorum of the Party office-bearers shall have the disciplinary powers provided by paragraph (b);
  - (ii) where no request has been made by a Division as provided in paragraph (i) and a Division is unable or unwilling to deal with Urgent Circumstances, a quorum of the Party office-bearers has the disciplinary powers provided by paragraph (b) to deal with those Urgent Circumstances.
- (b) The powers referred to in paragraphs (a)(i) and (ii) above are powers to take disciplinary action in respect of the member or members concerned and, without limiting the generality of the foregoing, to impose a penalty, to suspend the member from membership of the Party, to withdraw endorsement of any candidate or to expel a member from the Party, provided that these powers do not apply to a Member of the House of Representatives or Senator who is a candidate and who was a sitting Member or Senator immediately before the calling of the election or by-election concerned.

- (c) For the purpose of this clause:
- Federal office-bearers** means the Federal President, the Federal Vice-Presidents, the Honorary Federal Treasurer and the Federal Director.
- Party office-bearers** means the Federal office-bearers and the President of the Division concerned and no more than two Vice-Presidents of the Division concerned;
- Quorum** means at least three of the Federal office-bearers and at least one of the office-bearers of the Division concerned; provided that, if any of the situations set out in paragraph (d)(iii) apply, a quorum shall be constituted by any four Federal office-bearers;
- (d) The disciplinary powers provided by this clause may be exercised as follows:
- (i) where the Federal Director forms the view that Urgent Circumstances exist or might exist he or she shall advise the Federal President and the Leader of the Federal Parliamentary Party accordingly as soon as practicable;
  - (ii) the Federal Director shall then contact the relevant Division to ascertain whether the Division is able or willing to deal with the Urgent Circumstances or desires to make a request under paragraph (a)(i);
  - (iii) if, within a time that is reasonable in the circumstances:
    - (A) the Division's office-bearers cannot be contacted or do not respond to the Federal Director;
    - (B) the Division makes a request under paragraph (a)(i) but does not make the Division's office-bearers available for a meeting in relation to the Urgent Circumstances;
    - (C) the Division is unable or unwilling to deal with the Urgent Circumstances; or
    - (D) the Division's office-bearers do not make themselves available for a meeting in relation to the Urgent Circumstances,
 then a quorum of not less than four of the Federal office-bearers may deal with the Urgent Circumstances and exercise the disciplinary powers provided by this clause;
  - (iv) in conformity with paragraph (d)(iii), the Federal Director shall contact the Federal office-bearers and the Division's office-bearers and give them written notice of a meeting which notice shall be reasonable in the circumstances involved but no action taken by a quorum of the Party office-bearers pursuant to this clause shall be invalid by reason of the fact that the Federal Director, after having made reasonable efforts to contact all of the Federal office-bearers and the Division's office-bearers and give them written notice of the meeting, is unable to contact or has not contacted all of the Federal office-bearers and/or the Division's office-bearers;
  - (v) the Party office-bearers, or not less than a quorum of them, may meet in person or in any other manner that allows communication between them to decide whether to exercise the disciplinary powers provided by this clause and to exercise such powers as they see fit, in order to deal with the Urgent Circumstances; and
  - (vi) the meeting referred to in paragraph (d)(v) may exercise any disciplinary power in paragraph (b);
- (e) Each member of the Party is deemed to have irrevocably agreed to the terms and application of this clause and no action taken under this clause shall be challenged on any basis.

## 13. FEDERAL SECRETARIAT

### 13.1 Establishment

There shall be a Federal Secretariat established at such place and under such conditions as the Federal Executive may from time to time determine.

### 13.2 Composition

- (a) The Secretariat shall be composed of a Director and other such officers as the Director may appoint.
- (b) The Director shall appoint officers of the Federal Secretariat and fix their remuneration and the terms of their employment.

### 13.3 Functions and Powers

The power and functions of the Federal Secretariat are:

- (a) to undertake federal election campaigns in conjunction with Divisions and to coordinate and direct campaign preparation and delivery for federal elections;
- (b) to co-ordinate the activities of the Divisions on a Federal basis;
- (c) to record and give effect to decisions of the Federal Council and Executive and to report progress to Divisions on all resolutions submitted to Federal Council;
- (d) to provide means for economic and political research and study;
- (e) to establish efficient contact between the Party organisation and the Federal Parliamentary Party and the public by all such means as may be available;
- (f) to maintain constant contact with Divisions and office-bearers of the Divisions; and
- (g) generally to attend to such matters as may be referred to it by the Federal Council or Executive.

### 13.4 Publicity

Publicity for Federal purposes shall be controlled and organised by the Federal Secretariat, under the general control of the Federal Council, and in co-operation with any publicity section or committee which may be established by each Division.

## 14. PARLIAMENTARY PARTY

### 14.1 Composition

The Parliamentary section of the Party consists of the members of the Party elected to Federal Parliament and maintaining membership of the Party and it is known as the Federal Parliamentary Party.

### 14.2 Role

The Federal Parliamentary Party:

- (a) appoints its Leader, who thereupon becomes the Parliamentary Leader of the Party;
- (b) is responsible for the work and duties of Members of Parliament and for the organisation of that work.

### 14.3 Leader may Appoint a Nominee

Where the Federal Parliamentary Leader is a member of any committee or other body of the Federal Party or of any Division or of any other body of the Party, the Federal Parliamentary Leader may appoint any other member of the Federal Parliamentary Party to attend in the Leader's stead as the nominee of the Federal Parliamentary Leader and, subject to this Federal Constitution and the constitution, if any, of the body concerned, at meetings of the body concerned, such nominee shall be entitled to do anything that the Federal Parliamentary Leader would be entitled to do.

## 15. FEDERAL PLATFORM AND POLICIES

### 15.1 Federal Platform

- (a) The Federal Platform states the Party's philosophical position on the policy framework required to meet the objectives of the Party and sets out the principles against which policy shall be formulated.
- (b) As between the Party organisation and the Federal Parliamentary Party, the Party organisation has ultimate responsibility for determining and from time to time revising the Federal Platform.
- (c) The Federal Council carries the primary responsibility for the determination and, from time to time, the revision, of the Federal Platform on behalf of the Party organisation. It is the responsibility of the Federal Executive to communicate the Federal Platform and any changes to it from time to time to the Federal Parliamentary Party, through the Federal Parliamentary Leader.

- (d) The Federal Parliamentary Party may, through the Federal Parliamentary Leader, from time to time ask for a review of the Federal Platform or any part of it. Upon receipt of any such request, the Federal Secretariat shall refer it to the Federal Council, which may (subject to paragraph (f)):
- (i) adopt it or refer it back to the Federal Parliamentary Party for further consideration; and
  - (ii) in the case of matters affecting the implementation of the Federal Platform, advise the Federal Parliamentary Party.
- (e) Any Division may, from time to time, ask for a review of the Federal Platform or any part of it. Any such request may only be made upon a resolution to that effect by the Executive of the relevant Division and shall be forwarded to the Federal Secretariat. Upon receipt of any such request, the Federal Secretariat shall refer it to the Federal Council, which (subject to paragraph (f) below):
- (i) may adopt it or refer it back to the State Council of the relevant Division for further consideration; and
  - (ii) in the case of matters affecting the implementation of the Federal Platform, advise the Federal Parliamentary Party.
- (f) In determining the Federal Platform and considering any revision of it, the Federal Council must consult with the Advisory Committee on Federal Policy in such manner as the Council determines.
- (g) The Federal Parliamentary Party is bound by the Federal Platform, except in so far as the Federal Platform purports to determine Federal policy matters which are properly the province of the Federal Parliamentary Party under clause 15.2.
- (b) As between the Party organisation and the Federal Parliamentary Party, the Federal Parliamentary Party has ultimate responsibility for the determination and, from time to time, the revision of Federal Policy.
- (c) The Federal Ministers, Shadow Ministers or spokespersons carry the primary responsibility for policy formulation on behalf of the Federal Parliamentary Party. In the preparation of policy, Ministers, Shadow Ministers and Parliamentary spokespersons shall consult with people and groups of people within the Party (including, but not limited to, Divisions, the Parliamentary Policy Committee, relevant Backbench Committees and Ministry or Shadow Ministry Management Groups and, where appropriate, the standing committees of the Party such as the Federal Women's Committee and the Young Liberal Movement of Australia). After formulating in this way a draft policy, the Ministers, Shadow Ministers or Parliamentary spokespersons shall confer and consult with the Advisory Committee on Federal Policy prior to the adoption of the policy by the Parliamentary Party.
- (d) Without limiting the scope of paragraph (c), when the Federal Parliamentary Party is in Opposition, it shall, prior to the adoption of any major election policies or policy directions, refer them to the Federal Executive for comment. Similarly, when the Federal Parliamentary Party is in government, it may refer proposed new policies or policy directions to the Federal Executive for comment. On any such referral and in any other case, the Federal Executive may resolve to make policy recommendations to the Federal Parliamentary Party, but such policy recommendations are not binding on the Federal Parliamentary Party. Any policy recommendations shall be dealt with as follows:

### 15.2 Federal Policy

- (a) Federal Policy consists of a statement of the detailed means and programs by which the objectives of the Federal Platform are proposed to be met and achieved by the Federal Parliamentary Party, whether in government or in opposition.

- (i) resolutions passed by the Federal Council relating to Federal Policy matters shall be forwarded to the Leader of the Federal Parliamentary Party for submission to a Federal Parliamentary Party meeting, and copies of such resolutions shall be forwarded to the appropriate Liberal Ministers, Shadow Ministers or Parliamentary spokespersons;
- (ii) the Federal Parliamentary Party shall consider policy resolutions of the Federal Council forwarded to it and shall communicate its decisions in respect of such resolutions and the reasons for those decisions to the Federal Executive within a reasonable time of receiving them;
- (iii) the Federal President shall present to each meeting of Federal Council a report on the Federal Parliamentary Party's decisions in respect to resolutions passed by the previous Federal Council and the reasons for those decisions; and
- (iv) the Leader of the Federal Parliamentary Party shall report to the Federal Executive on the implementation of policy recommended by the Party organisation.
- (vii) seven non parliamentary members, one from each Division to be nominated by the President of that Division.

(b) While the Federal Parliamentary Party is in Opposition, the Shadow Ministers shall keep the Advisory Committee on Federal Policy informed from time to time on the development of policies prior to elections.

(c) At the first meeting of the Advisory Committee on Federal Policy after a meeting of the Federal Council at which federal office-bearers were elected, the Advisory Committee on Federal Policy shall elect from amongst its members a Chairman who shall hold office until another Chairman is elected. The Chairman shall not be a Member of Parliament or a Senator.

(d) Meetings of the Advisory Committee on Federal Policy are to be chaired by the Chairman so elected.

(e) The Advisory Committee on Federal Policy shall, from time to time, provide such assistance to the Federal Parliamentary Party in the formulation of Federal Policy as may be requested of it by the Federal Parliamentary Party. To that end, the Advisory Committee on Federal Policy shall meet at least three (3) times in each year, at such times as may be determined by the Chairman of the Advisory Committee on Federal Policy.

(f) In addition to the matters set out above, the functions of the Advisory Committee on Federal Policy are to give consideration to such matters of policy as the committee itself may from time to time determine, or as may be referred to it by any Division or Branch (subject, in the case of any Branch, to the relevant Federal Electorate Committee or Conference or its equivalent approving of the referral). The Advisory Committee on Federal Policy shall, either of its own motion or by request of the Federal Executive, be permitted to ask the Federal Parliamentary Party or any Minister, Shadow Minister or spokesman to consider new or revised policy proposals which have the support of the Advisory Committee on Federal Policy.

### 15.3 Advisory Committee on Federal Policy

- (a) There shall be an Advisory Committee on Federal Policy consisting of:
  - (i) the Federal Parliamentary Leader and the Deputy Federal Parliamentary Leader, and the Leader and the Deputy Leader of the Federal Parliamentary Party in the Senate;
  - (ii) the Federal President;
  - (iii) the Immediate Past Federal President, the Federal Vice-Presidents and the Honorary Federal Treasurer;
  - (iv) the President of the Federal Women's Committee;
  - (v) the Federal President of the Young Liberal Movement of Australia;
  - (vi) the Chairman of the Federal Regional and Rural Committee;

- (g) Should any member of the Advisory Committee on Federal Policy be unable to attend any meeting the member may (or failing appointment by the member the President of the relevant Division or Young Liberal Movement, Federal Women's Committee or Chairman of the Federal Regional and Rural Committee, in the case of a non-parliamentary member, and the Federal Parliamentary Leader in the case of a parliamentary member, may), by notice in writing addressed to the Chairman, appoint some other member of the Party (in the former case) or a member of the Federal Parliamentary Party (in the latter case) to act as his or her proxy.

#### 15.4 Joint Standing Committee on State Policy

- (a) There shall be a Joint Standing Committee on State Policy in each State Division consisting of representatives of the Parliamentary Parties and non-Parliamentary members of the Party.
- (b) The powers and functions of a Joint Standing Committee on State Policy and the method of its election and operation shall be determined by the Divisional Constitution of the relevant Division.
- (c) The State Parliamentary Leader shall from time to time, after consultation with such a committee, announce the policy of the Party for his or her State.

## 16. FEDERAL CAMPAIGN COMMITTEE

### 16.1 Establishment

Within each Parliamentary term, the Federal President shall, no later than 6 months after a federal election, establish a Federal Campaign Committee.

### 16.2 Composition

The Federal Campaign Committee consists of:

- (a) the Federal President (Chair);
- (b) one of the Federal Vice-Presidents (appointed by the Federal Executive);
- (c) the Honorary Federal Treasurer;
- (d) the Federal Director;
- (e) the Federal Parliamentary Leader (or his or her nominee);
- (f) the Federal Deputy Leader (or his or her nominee);
- (g) the Leader of the Liberal Party in the Senate (or his or her nominee); and

- (h) any other person agreed by the Federal President and the Federal Parliamentary Leader.

Other people may attend on an ex-officio basis at the discretion of the Federal Director.

### 16.3 Role

- (a) The Federal Campaign Committee is the primary organ for ensuring maximum co-ordination of the campaign activities of the Party Organisation and the Federal Parliamentary Party.
- (b) The role of the Federal Campaign Committee is to provide overall direction and co-ordination of the federal campaign.

### 16.4 Meetings

The Federal Campaign Committee must meet at least quarterly, and monthly in the twelve (12) months prior to the scheduled expiry of the House of Representatives.

### 16.5 Reporting

The Federal Campaign Committee must report regularly to:

- (a) the Federal Executive; and
  - (b) the Federal Parliamentary Party,
- on campaign preparation, readiness, and implementation.

## 17. STAFF PLANNING COMMITTEE

### 17.1 Establishment

There shall be a Staff Planning Committee.

### 17.2 Composition

The Staff Planning Committee shall consist of:

- (a) the Federal Director (Chair);
- (b) the State Director of each Division; and
- (c) Any other persons as determined by the Federal Director.

### 17.3 Role

The Staff Planning Committee is responsible for:

- (a) The coordination of operational activities between the Federal Secretariat and Divisions;
- (b) The coordination of campaign preparation for federal elections between the Federal Secretariat and Divisions; and
- (c) Any other matters referred to the Committee by the Federal Executive.

#### 17.4 Meetings

The Committee will be convened by the Federal Director.

#### 17.5 Reports

The Staff Planning Committee may report to the Federal Executive, to the Federal Campaign Committee or the Audit and Governance Committee as required.

## 18. FINANCE

### 18.1 Divisional Finance Committees

- (a) Each Division shall appoint a Finance Committee.
- (b) The Divisional Constitution of each Division shall prescribe the method of election of the Divisional Finance Committee, the appointment of Trustees, the method of collection, investment and disbursement of donations, bequests and other funds, the delegation of such powers and functions and such other requirements deemed necessary for the financing of the operations of the Division.
- (c) Save as provided in this clause, the Divisions shall raise and control the funds necessary for carrying out their powers and duties.

### 18.2 Federal Finance Committee

- (a) There shall be a Federal Finance Committee consisting of the Honorary Federal Treasurer (as Chairman), the Presidents of the Divisions and one representative from each Divisional Finance Committee nominated by the respective Divisions.
- (b) If any of the nominated members cease to be a member of his or her Divisional Finance Committee he or she automatically ceases to be a member of the Federal Finance Committee. The Division concerned may then nominate another member of its Divisional Finance Committee in his or her place.
- (c) Notwithstanding any other provisions of this Federal Constitution, a Member of Parliament must not be a member of the Federal Finance Committee.
- (d) Should any member of the Federal Finance Committee nominated by a Division be unable to attend any meeting the member may, or failing appointment by him the President of the relevant Division may, by writing addressed to the Honorary Federal Treasurer, appoint some other person being a member of the relevant Divisional Finance Committee to act as his or her proxy.

### 18.3 Role of Federal Finance Committee

The functions of the Federal Finance Committee are:

- (a) to provide for the financing of the Federal Council, Federal Executive and Federal Secretariat, subject to the authority of the Federal Council; and
- (b) to receive from each Division a budget and financial statement at the beginning of each financial year and as and when required thereafter.

### 18.4 Meetings of Federal Finance Committee

At all meetings of the Federal Finance Committee the Honorary Federal Treasurer or his or her nominee shall preside and the person so presiding has a casting as well as a deliberative vote.

### 18.5 Trustee

The Federal Executive may appoint a Trustee for any purpose for which it thinks the appointment of a Trustee desirable. A Trustee holds office until removed by resolution of the Federal Executive.

### 18.6 Auditor

The Federal Executive shall appoint annually an auditor for an audit to be conducted in line with the requirements of the Australian Accounting Standards.

### 18.7 Financial Year

Unless otherwise determined, the financial year of the Party begins on the 1st July in each year.

### 18.8 Audit and Governance Committee

- (a) There shall be an Audit and Governance Committee.
- (b) The Audit and Governance Committee consists of:
  - (i) the Federal President;
  - (ii) the Honorary Federal Treasurer; and
  - (iii) three members of Federal Executive who are not Members of Parliament including at least one Federal Vice President nominated to Federal Executive by the Federal President and subject to the approval of Federal Executive.
- (c) The Federal Director and Federal Finance Manager are ex officio non-voting members of the Audit and Governance Committee.

- (d) The Audit and Governance Committee is responsible for:
  - (i) oversight of the financial affairs of the Party (including all federal entities and controlled bodies);
  - (ii) receiving regular reports on fundraising and a financial summary of receipts and payments;
  - (iii) oversight of budgeting, fundraising performance and financial risk;
  - (iv) presenting the Party's financial statements for audit by the Party's auditor in accordance with relevant accounting standards;
  - (v) ensuring compliance with all relevant laws, accounting standards and constitutional requirements in the conduct of the Party's financial affairs and governance of the Party; and
  - (vi) providing an informative report to the Federal Executive on compliance.
- (e) Unless otherwise determined by Federal Executive, Federal Executive must not consider or approve any material financial commitment unless the Audit and Governance Committee has first reviewed the proposal.
- (f) The Audit and Governance Committee may delegate its powers, with the exception of its audit powers, to a sub-committee or to the Federal Director on such terms and conditions as it determines, provided that any delegation is recorded in the minutes.
- (b) to advise on policy matters;
- (c) to act as the coordinating body of women's work and activity in the Divisions;
- (d) to receive and distribute information on the work and activities of women in the respective Divisions; and
- (e) to report to each meeting of the Federal Executive.

### 19.3 Meetings

- (a) A meeting of the Committee must be held within seven (7) days before the commencement of each ordinary meeting of Federal Council and there shall be such other meetings of the Committee as the President of the Federal Women's Committee may from time to time designate.

### 19.4 Office-bearers

- (a) Unless otherwise determined by Federal Executive, the Federal Women's Committee shall hold a meeting in the first quarter of every calendar year, at which the Committee shall elect its own President and other office bearers who hold office until their successors are elected.
- (b) A person holding the office of Woman Federal Vice-President whilst holding that office is not eligible to be elected to the office of President of the Federal Women's Committee.
- (c) A casual vacancy in the office of President of the Federal Women's Committee shall be filled by the Federal Women's Committee.

### 19.5 Proxies

Should any member of the Federal Women's Committee be unable to attend any meeting she may, or failing appointment by her the President of the Division concerned may, by writing under her hand addressed to the Federal President, appoint some other woman member of the Division to act as her proxy.

## 19. FEDERAL WOMEN'S COMMITTEE

### 19.1 Establishment and Composition

There shall be a Federal Women's Committee consisting of:

- (a) the President of the Women's Section in each Division;
- (b) the Woman Federal Vice-President;
- (c) the Immediate Past President of the Federal Women's Committee;
- (d) the President for the time being of the Federal Women's Committee.

### 19.2 Role

The functions of the Federal Women's Committee are:

- (a) to actively encourage and promote participation by women in both the Parliamentary Party and Party organisation;

## 20. FEDERAL REGIONAL AND RURAL COMMITTEE

### 20.1 Establishment and Composition

There shall be a Federal Regional and Rural Committee consisting of:

- (a) a representative from each Division, as determined by that Division;
- (b) a Federal Parliamentarian, nominated by the Leader of the Federal Parliamentary Party;
- (c) the immediate past Chairman of Federal Regional and Rural Committee; and
- (d) the Chairman for the time being of the Federal Regional and Rural Committee.

### 20.2 Role

The functions of the Federal Regional and Rural Committee are:

- (a) to receive and distribute information on issues relating to regional and rural Australia;
- (b) to discuss and advise on policy issues relating to regional and rural Australia;
- (c) to regularly meet with regional and rural groups, and generally raise the Liberal presence in regional and rural Australia;
- (d) to act as a coordinating body for regional and rural activities across the Divisions; and
- (e) to report to each meeting of the Federal Executive on matters relevant to the activities of the Committee.

### 20.3 Meetings

Unless otherwise determined by Federal Executive, the Federal Regional and Rural Committee shall hold an Annual General Meeting in the first quarter of every year and shall hold such other meetings as the Chairman of the Committee shall determine from time-to-time.

### 20.4 Office-bearers

- (a) At each Annual General Meeting of the Federal Regional and Rural Committee, the Committee shall elect its own Chairman and Deputy Chairman from among the members of the Committee.
- (b) A Member of Parliament must not be Chairman of the Federal Regional and Rural Committee.
- (c) A person holding the office of Federal Vice-President whilst holding that office is not eligible to be elected to the office of Chairman of the Federal Regional and Rural Committee.

- (d) A casual vacancy in the office of Chairman of the Federal Regional and Rural Committee shall be filled by the Federal Regional and Rural Committee.

### 20.5 Proxies

Should any member of this Committee be unable to attend any meeting they may, or failing appointment by them the President of the Division concerned may appoint some other member of the Division to act as their proxy.

## 21. YOUNG LIBERAL MOVEMENT

### 21.1 Establishment

As an integrated part of the Party there shall be a Young Liberal Movement of Australia, open to persons between the ages of 16 and 30 years. The Movement shall be organised in Divisions. A Division of the Movement may be established within each Division of the Party. In addition, the Federal Council of the Young Liberal Movement may, by resolution, establish a Division of the Movement in a Territory, at such time and on such conditions as it sees fit.

### 21.2 Role

The objectives of the Young Liberal Movement are:

- (a) to promote the objectives, policy and platform of the Party amongst young people;
- (b) to promote full citizenship with emphasis of a well-balanced personality;
- (c) to give young people the opportunity to come together in a congenial atmosphere and learn by co-operation through combined activities; and
- (d) to give an early opportunity of learning and practising a Liberal way of life.

### 21.3 Management

The management of the affairs of the Movement in any Division, including the organisation of clubs and branches, the operation of Councils and other regional bodies, and the representation of the Movement and its members on all or any of the controlling bodies of the Division shall be provided for by the Divisional Constitution of each Division.

### 21.4 YLM National Convention

- (a) There shall be a National Convention of the Young Liberal Movement of Australia consisting of such members of the Movement as elect to attend.

- (b) The National Convention of the Young Liberal Movement of Australia is the supreme body for the expression of national policy of the Movement.

**21.5 YLM Federal Council**

There shall be a Federal Council of the Young Liberal Movement of Australia consisting of:

- (a) the Federal President of the Movement;
- (b) the Federal Vice-President of the Movement;
- (c) six representatives from each Division of the Movement.

The Federal Council of the Young Liberal Movement shall meet annually at or about the same time as the National Convention of the Young Liberal Movement of Australia.

**21.6 YLM Federal Executive**

- (a) There shall be a Federal Executive of the Young Liberal Movement of Australia consisting of:
  - (i) a Federal President who shall be elected annually by the Federal Council of the Young Liberal Movement from persons who are still Young Liberals and who:
    - (A) are current or former Divisional Young Liberal Presidents; or
    - (B) have served on the Federal Young Liberal Executive for a period of at least one year;
  - (ii) a Federal Vice-President who shall be elected annually by the Federal Council of the Young Liberal Movement from persons who are still Young Liberals and who:
    - (A) are current or former Divisional Young Liberal Presidents; or
    - (B) have served on Divisional Young Liberal Executive(s) for a period of at least two (2) years and have been a member of the Federal Young Liberal Policy Committee for a period of at least one (1) year and have attended at least two (2) meetings of that Committee;
  - (iii) the President or his or her nominee of each Division of the Movement.

- (b) The functions of the Federal Executive of the Young Liberal Movement of Australia include:
  - (i) managing the national affairs of the Movement;
  - (ii) convening the National Convention of the Young Liberal Movement;
  - (iii) receiving and distributing information on the work and activities of Young Liberals in the respective Divisions;
  - (iv) coordinating Young Liberal work and activity in the Divisions;
  - (v) filling casual vacancies in the offices of Federal President and Federal Vice-President by election from persons qualified under clause 21.6(a) (i) and (ii) (as applicable);
  - (vi) appointing such other federal officers of the Movement as it deems necessary.

**21.7 YLM Federal Policy Committee**

- (a) There shall be a Federal Policy Committee of the Young Liberal Movement of Australia consisting of the Federal Executive of the Young Liberal Movement of Australia, one (1) additional representative from each Division of the Movement and such representation from the Territories as the Federal Council of the Young Liberal Movement shall determine provided that no member of a represented Territory may be a representative from any Division of the Movement.
- (b) The functions of the Federal Policy Committee of the Young Liberal Movement of Australia include:
  - (i) advising the Federal Executive of the Young Liberal Movement on the agenda for National Convention;
  - (ii) advising on policy matters, especially those affecting young people, having regard to the decisions of National Convention; and
  - (iii) formulating and expressing the National Policy of the Young Liberal Movement between National Conventions.

### 21.8 Reports

The Federal President of the Young Liberal Movement of Australia shall report in writing to each meeting of the Federal Council, Federal Executive and Federal Policy Committee of the Movement not less than seven (7) days prior to the commencement of such meeting.

### 21.9 Regulations

Subject to this Federal Constitution and with the approval of the Federal Executive of the Liberal Party of Australia, the Federal Council of the Young Liberal Movement of Australia may make Federal Young Liberal Regulations for the guidance and control of the Movement's National Convention, Federal Executive and Federal Policy Committee and all their activities.

## 22. INTELLECTUAL PROPERTY OF THE PARTY

**22.1** The Federal Executive has responsibility to protect and manage the Party's name, logo, brand and other intellectual property of the Party and is hereby empowered to take all action necessary to do so.

**22.2** The Federal Executive may by notice in writing remove the right of a State or Territory Division or other associated body of the party to use the Party's name, logo, brand and other intellectual property, and may establish, constitute or reconstitute a Division in a State or Territory. The exercise of this power shall require a resolution passed by a vote of not less than 75% of the members of Federal Executive, including a simple majority of the Division Presidents or their proxies present and voting.

**22.3** A State or Territory Division or other associated body of the party may do any of the following things only with the prior approval of the Federal Executive (such approval to be by a resolution approved by a simple majority of the Federal Executive members voting on a resolution to grant approval) and any relevant action taken without such approval shall be invalid and of no effect:

(a) wind-up, discontinue, disband or otherwise terminate the existence of the Division or dispose of substantially the whole of its assets (nothing in this provision shall affect the right of a Division to acquire or dispose of assets in the normal course of the Division's operations);

(b) enter into any arrangement for joint working or co-operation with any other party, association, society or body of persons whether incorporated or not (the following are not subject to this provision: the formation of a Parliamentary Coalition or other Parliamentary working arrangement and the acquisition of goods and services by the Division in the normal course of its operations).

The Federal Executive may delegate to the Federal Director the power to approve any such arrangement and the Federal Director shall report such approval to the Federal Executive within a reasonable time. Where the Federal Director considers that an arrangement should not be approved, he shall refer the matter to the Federal Executive and the matter shall be determined by the Federal Executive;

(c) merge or amalgamate with any other party, association, society or body of persons whether incorporated or not;

(d) use the name "Liberal" (whether alone or in conjunction with other words) or the Party's logo;

(e) authorise or purport to authorise the use of the Party's logo or the name "Liberal" (whether alone or in conjunction with other words) by any other party, association, society or body of persons whether incorporated or not. This paragraph does not apply to authorisations granted by a Division or other associated body of the party prior to 14 April 2009.

(f) otherwise deal with the "brand" of the Party in respect of or in association with any other party or entity.

## 23. SELECTION OF CANDIDATES BY DIVISIONS

- 23.1** The Divisional Constitution of each State Division shall provide for selection of candidates for the Senate and for Federal and State electorates within that Division, but subject always to the powers reserved to the Federal Council and the Federal Executive by this Federal Constitution. If the Divisional Constitution of the Division provides that the selection of such candidates is conducted by some body of the Division other than the State Council, any such selection shall be reviewable by the relevant State Party forum provided for in the Divisional Constitution of the State Division and shall provide that upon such review the relevant Divisional forum shall have the power to revoke the selection of any candidate for the Senate or any Federal electorate within the Division and select any candidate in place of any person whose candidature has been so revoked.
- 23.2** The Constitution of the Australian Capital Territory Division shall provide for the selection of candidates for the Senate and for Federal and Legislative Assembly electorates within the Australian Capital Territory Division, but subject always to the powers reserved to the Federal Council and the Federal Executive by this Federal Constitution. If the Divisional Constitution of the Australian Capital Territory Division provides that the selection of such candidates is conducted by some body of the Division other than the Council, any such selection shall be reviewable by the relevant Territory Party forum provided for in the Divisional Constitution of the Division and shall provide that upon such review the relevant Divisional forum shall have the power to revoke the selection of any candidate for the Senate or any Federal electorate within the Division and select any candidate in place of any person whose candidature has been so revoked.
- 23.3** As far as it is practicable, candidates should be selected at least twelve (12) months before the normal time of the next election.
- 23.4** The method of selection of candidates for electorates not covered by any Division shall be prescribed from time to time by Federal Council or, in the case of urgency, by the Federal Executive.

## 24. AMENDMENT OF THE FEDERAL CONSTITUTION

This Federal Constitution may be repealed or added to or amended by a two thirds majority of those present in person or by proxy at any meeting of the Federal Council at which due notice of any repeal, addition or amendment has been given in accordance with clause 9.5(c), provided that a majority of the delegates from each of 4 Divisions vote for the amendment. An amendment shall come into effect immediately, unless the amending resolution provides otherwise.



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