CHRISTIAN DEMOCRATIC PARTY
(FRED NILE GROUP) INCORPORATED

(New South Wales State Branch)

New South Wales State Branch
Constitution and Rules
Adopted 26 August 2017
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THE CONSTITUTION

Clause 1 - Status of this Document

This document is known as the “NSW State Branch Constitution and Rules”.

The New South Wales State Branch Constitution and Rules shall be the model Constitution and Rules for all CDP State Branches.

Clause 2 - The Name of the Organisation

The Organisational name shall be: “Christian Democratic Party (Fred Nile Group) Incorporated” with the registered Party name of: “Christian Democratic Party (Fred Nile Group)”, which both the Australian Electoral Commission and the State Electoral Commission require by law for printing on Ballot Papers next to Candidates’ names. The abbreviation registered with the Electoral Commissioner will be “Christian Democratic Party” for the State of New South Wales and appropriately for each other State or Territory of the Commonwealth. The Parliamentary Party name shall be: “The Christian Democratic Party Group”. The legal abbreviation is “Christian Democratic Party”. Hereinafter in this document the Christian Democratic Party shall be known as “the CDP”.

2.1 Definitions

The following definitions shall apply to this Constitution:

2.1a) AEC means Australian Electoral Commission
2.1b) Board means the Board of Directors
2.1c) CDP means Christian Democratic Party
2.1d) All Biblical verses as quoted are from the New King James version
2.1e) “The Party” means the Christian Democratic Party NSW as constituted by this Constitution

Clause 3 - Aims and Objectives

The aims and objectives for which the organisation exists are stated in the National Charter which we endorse as follows:-

3a) to advance the glory of God through the institution of Parliament and through all aspects of Federal, State, and Local Government;
3b) to advance Australia as “A Christian Commonwealth” as it was originally described in 1901 when the “Commonwealth of Australia” was formed;
3c) to promote the true welfare of the people of Australia through all legislation being brought into conformity with the will of God revealed in the Holy Bible, with a special emphasis on the MINISTRY OF RECONCILIATION (2 Cor. 5:18);
3d) to support and promote recognition of our Christian heritage by uplifting the Judeo/Christian Ethic, with pro-family, pro-child, pro-moral, pro-life, and pro-
Australian policies;

3e) to endorse, nominate and support the election of Christian candidates into Local,
State, and Federal Government, in both the Upper and Lower Houses of Parliament,
and Legislative Assemblies in all states and territories of Australia, as applicable.

3f) to uphold our Christian Constitutional Monarchy and Christian Westminster System
of government through the policies of CDP as a Christian Democratic Political
Movement, respecting the sovereignty of Australia.

Clause 4 – Definitions - Office Bearers, Committees, Working Groups

(a) The Office Bearer positions for the NSW State Branch and all functional Committees
and Working Groups within the CDP are defined herein. Eligibility of CDP members
to serve as Office-Bearers of the New South Wales State Branch or as members of
functional Committees and Working Groups within the CDP depends upon the
member being a current financial member of the CDP, and having signed the
Affirmation of Faith and Practice, and having signed an agreement of Terms of
Appointment.

(b) Ideally all Office Bearers to be elected on a unanimous basis after prayer – “...They
were all of one accord.” (Acts 1:14; 2:46). All Office Bearer positions must be
endorsed by at least 75% of the members at the Annual State Council.

4.1 State President

4.1.1 Appointment
The State President is nominated by the NSW State Board. This appointment for two
(2) years must be endorsed as per Clause 4(b).

4.1.2 Role
The State President will serve the Organisation as State Party Leader of the CDP for a
two (2) year renewable period with the overall responsibility for the function and co-
ordination of the CDP State Branch. If elected to the NSW State Parliament the State
President will also serve as the Leader of the Parliamentary Party in the Legislative
Council. A Deputy State President may be appointed to lead the Members of the CDP
in the Legislative Assembly. The State President will normally act in association with
the State Council and the Board.

4.1.3 Responsibilities
The primary function of the State President is to provide spiritual and moral
leadership to the Organisation. The State President is to have a clear vision of the
aims, objectives and directions of the CDP in accordance with those aims, objectives
and directions as set out in the National Charter and is to regularly assess the overall
effectiveness of the Party in fulfilling its aims.

The State President is a member of the State Executive, the State Council, and the
State Board and will preside at the meetings of the State Executive, the State Council
and the State Board. The State President will ensure the implementation of the CDP
Aims and Objectives in accordance with the CDP National Charter at all levels of the Party.

4.2 Deputy State President/s

4.2.1 Appointment

The Deputy State President/s is/are nominated by the State Board serve for two (2) years. The appointment must be endorsed as per Clause 4(b).

When more than one Deputy State President is to be elected, separate nominations must be called for the position of Senior Deputy State President and for the position of Junior Deputy State President.

4.2.2 Role

The Deputy State President/s will serve for a two (2) year renewable period to assist the State President, and act on the President's behalf when absent, and may have shared or delegated duties to assist the State President. The Senior Deputy State President if elected to the NSW State Parliament may also serve as the Deputy Leader of the Parliamentary Party in the Legislative Council. One Deputy State President may lead the Members of the CDP in the Legislative Assembly.

4.2.3 Responsibilities

The primary function of the Deputy State President/s is to assist the State President to provide spiritual and moral leadership to the Organisation. The Deputy State President/s are members of the State Executive, the State Board, and the State Council, and regularly assess the overall effectiveness of the Party in fulfilling its aims and objectives in accordance with the CDP National Charter at all levels of the Party.

The Deputy State President/s may meet with the State President and State Manager to consult on urgent matters, important developments, and/or for strategic planning purposes. The Deputy State President/s will normally act in consultation with the State President, the State Board and the State Council.

4.3 State Secretary

4.3.1 Appointment

The State Secretary is nominated by the State Board for a one (1) year renewable appointment must be endorsed as per Clause 4(b).

4.3.2 Role

The State Secretary serves as the Secretary to the CDP Party State Branch Organisation and has responsibility for preparation of Statutory and regulatory recording of minutes and Board papers and will therefore work in close cooperation with the State Board, the State Council, and the State Manager. The State Secretary is a member of the State Executive. The State Secretary is directly responsible to the Board. An Assistant State Secretary may be appointed to support the State Secretary in carrying out Secretarial duties - see Section 4.8.

4.3.3 Responsibilities

The State Secretary is directly responsible for the efficient administration of all matters of business, activity, communication and function of the State Board and the
State Council, particularly the monthly State Board meetings, State Council meetings, and any special meetings which may be called from time to time.

4.4 State Treasurer

4.4.1 Appointment

The position of State Treasurer will require a person with training and/or experience in accountancy or senior book-keeping, financial management and control, budgeting, and reporting. The State Treasurer is nominated by the State Board and this (1) year renewable appointment must be endorsed as per Clause 4(b).

4.4.2 Role

The State Treasurer serves as the Treasurer of the CDP State Branch Organisation and will therefore work in close cooperation with the State Board, the State Council, and the State Manager. The State Treasurer is a member of the State Executive. The State Treasurer is directly responsible to the State Board, and an Assistant Treasurer may be appointed to support the State Treasurer in the carrying out of Treasurer duties - see Section 4.9.

4.4.3 Responsibilities

The State Treasurer co-ordinates and is responsible for the management and accountability of the finances of the CDP NSW State Branch. The State Treasurer will ensure that appropriate and accurate records of all income, expenditure, investment and financial activity of the State Branch are kept, and has the responsibility to produce monthly statutory and regulatory mandatory Financial Statements and current balances of the Organisation for presentation to the State Board and State Council meetings.

4.5 State Executive

4.5.1 Composition

The State Executive shall comprise the State President, the Deputy State President/s, the State Secretary, State Manager, and the State Treasurer. The State Manager serves as a voting attendee to the State Executive.

4.5.2 Appointment

The State Executive is automatically constituted according to the elected positions of the State President, the Deputy State President/s, the State Secretary, and the State Treasurer. The appointments come through the election of these Office Bearers at the Annual State Council.

4.5.3 Role and Responsibilities

The State Executive will be responsible for senior level discussions on significant matters needing immediate attention or high level decisions referred by the State President, the Deputy State President/s, the State Manager, or the State Board. All decisions made or actions taken by the State Executive are to be reported to the next State Board meeting and are subject to ratification by the State Board.
4.6  State Council

4.6.1  Composition

The State Council shall comprise the nominated and approved representatives, one from each State Electorate as appointed by the Electorate Branch, or if necessary as appointed by the State President and the State Manager in co-operation with the State Board.

4.6.2  Purpose and Powers

To facilitate democratic and member focus functionality. To formally receive and hear motions from representatives of Electorate Branches to discuss, consider, and resolve issues of concern to all State CDP members and supporters, including changes to the CDP State Constitution, Policies, Political Alliances, and Organisational Structural Reforms.

4.6.3  Function

The State Council shall meet monthly or as determined by the central policy-making body for the CDP State Board. The State Council will make policy decisions to be referred to the State Board for implementation. The policy decisions must be in accord with the aims and directions of the CDP National Charter and should be resolved by at least 66% of Members present, or if less than 66% carried then deferred for further prayer and consideration – “they were all of one accord” – as we seek the mind of Christ (Philippians 2) on the issue/s.

The State Council is responsible to ensure the efficient operation of the State Policy Advisory Working Groups. The State Council operates upon a quorum of the State Council Membership. If there is insufficient numbers for a quorum, State Council committee members may be nominated as voting representatives, and such nominees shall be in number only up to what is required to constitute a quorum.

4.6.4  Quorum and Voting

The minimum representation is one voting representative from each Branch, with a quorum being 50% plus one representatives. For Branch voting representatives not able to attend due to ill health, geographical distance or other reason, that Branch vote may be submitted by proxy, in the form of postal or electronic.

A Full Branch has two voting delegates to State Council. A Sub Branch has one voting delegate to State Council.

4.6.5  Status

The positions on the State Council are completely voluntary and no payment will be made to representatives although reimbursement of fares can be considered by the State Board for those travelling a significant distance.

4.7  State Board

4.7.1  Composition

The State Board will comprise a total of 13 persons, and may be composed of the registered Office Bearers of the State CDP Organisation, i.e. the State President, Deputy State President/s, State Secretary, State Treasurer, State Publicity Officer, State Policy Officer, State Fund-raising Officer, State Prayer Convener, State
Membership Officer, State Chaplain, two (2) Regional Country Representatives, and members as may be nominated by the State Board for specific skill sets and endorsed by the Annual State Council or, when necessary, by the next State Council meeting. The State Manager is an ex-officio member of the Board. Other employees may attend by invitation for specific reports but are non-voting attendees at the State Board meetings. The State Board may co-opt Advisors to assist in the management functions of the CDP, e.g. Accountant, Legal Advisor, Auditor etc.

4.7.2 Function
The State Board will meet at least four (4) times per year and is responsible for the overall vision and direction, finances, conduct, and function of the CDP New South Wales State branch, seeking to achieve CDP goals, objectives and strategies in accordance with the principles of the CDP National Charter and the policies of the CDP. The State Board is ultimately responsible for statutory and regulatory mandatory governance and the outcome of overall aims and objectives of statement of purpose.

The State Board is responsible for developing, in consultation with the State Manager, operational policies for implementation by the State Manager and strategic policies for referral to the State Council for endorsement. The State Board makes recommendations to the State Council for approval in regard to budgets, candidates, and any other matters as appropriate or necessary. The State Board will also ensure the efficient operation of the State Standing Committees.

4.7.3 Performance Agreement and Duties
New and current Board members shall sign an agreement and understanding of duties and term of office.

4.8 Assistant State Secretary

4.8.1 Appointment
The position of Assistant State Secretary may be appointed when required to assist the State Secretary. The Assistant State Secretary is nominated by the State Board and this one (1) year renewable appointment must be endorsed as per Clause 4(b).

4.8.2 Role
The Assistant State Secretary will assist the State Secretary with their duties as requested and directed by the State Secretary. The Assistant State Secretary is directly responsible to the State Secretary. The Assistant State Secretary is a co-opted member of the State Board.

4.9 Assistant State Treasurer

4.9.1 Appointment
The position of Assistant State Treasurer may be appointed when required to assist the State Treasurer. The Assistant State Treasurer is nominated by the State Board and this one (1) year renewable appointment must be endorsed as per Clause 4(b).

4.9.2 Role
The Assistant State Treasurer will assist the State Treasurer as requested and directed by the State Treasurer. The Assistant State Treasurer is directly responsible to the State Treasurer. The Assistant State Treasurer is a co-opted member of the State Board.

4.10 State Prayer Convenor
Responsible for the monthly Prayer Bulletin and convenes the State Prayer and Renewal Standing Committee. (See Standing Committee 4.19.1)

4.11 State Publicity Officer
Responsible in consultation with the State Manager assisting with CDP publicity and advertising; convenes the State Communications Standing Committee and assists with coordination of local Branch publicity campaigns. (See Standing Committee 4.19.5)

4.12 State Membership Officer
Responsible in consultation with the State Manager for all Membership Applications; convenes the State Membership Standing Committee and assists with local Branch membership drives. (See Standing Committee 4.19.8)

4.13 State Fund-Raising Officer
Responsible in consultation with the State Manager for all fund-raising projects and activities of the State Branch. The State Fund-Raising Officer is a member of the State Finance Standing Committee and assists with local Branch fund-raising projects and activities. (See Standing Committee 4.19.3)

4.14 State Chaplain
4.14.1 Appointment
The State Chaplain is recommended by the State President and nominated by the State Board. The appointment must be endorsed as per Clause 4(b). The minimum term of appointment would be for one year, but is usually for a two (2) year term, and is renewable.

4.14.2 Role
The State Chaplain will provide Godly spiritual leadership and example, pastoral care and support to the Members of the CDP, in particular the CDP Electorate Chaplains, CDP Office Bearers, Coordinators, Candidates, Helpers, and Workers. The State Chaplain is the coordinator for the CDP Chaplains in each Electorate.

4.14.3 Responsibilities
4.14.3.1 Provide spiritual and/or emotional support, encouragement, or counselling as required by the State President and other State Executive members, the State Board and State Council, State Manager, Regional Organisers and Electorate Coordinators.

4.14.3.2 Perform duties such as prayer and practical support for Members who are suffering hardship and/or grief due to fatigue; loss of a loved one; loss of job; personal difficulties in life, marriage, occupation; spiritual difficulty; difficulties in coping with working for CDP etc.

4.14.3.3 The State Chaplain would have to be accessible to CDP Members and Workers at reasonable times and at reasonable notice.

4.14.3.4 The State Chaplain may be an independent arbitrator in helping to resolve any differences of opinion, or where advice or counsel is required.

4.14.4 Status

4.14.4.1 The State Chaplain would ideally be a Christian Minister with recognised qualifications from an accredited College of Ministry.

4.14.4.2 To cater for the geographical diversity and the multi-denominational nature of the Organisation, it may be necessary to appoint a number of Chaplains to meet the needs of those involved in CDP.

4.14.4.3 The State Chaplain may or may not be concurrently employed e.g. may be retired.

4.14.4.4 Because the State Chaplain would be in contact either by phone or in person, it may be necessary for re-imbursement of such expenses incurred.

4.15 Regional Organiser

4.15.1 Appointment

The Regional Organiser will be nominated by the State Manager and endorsed by the State Board. The Regional Organiser would normally be nominated from the other successful Electorate Coordinators.

4.15.2 Role

The Regional Organiser is responsible under the supervision of the State Manager for the oversight of a grouping of Electorates with the intention of encouragement and assisted coordination of the activities and functions of those Electorates.

The grouping of Electorates may be determined by geographical proximity or other features determined by the local Electorates in association with the Electorate Manager and the State Board.

4.15.3 Responsibilities

4.15.3.1 Arrange, in cooperation with the appropriate Committee, training and educational seminars in the Electorates for which the Regional Organiser is responsible.

4.15.3.2 Encourage Coordinators personally at least each month by phone call, personal visit, email etc.
4.15.3.3 A Regional Organiser should be capable of training people using the material produced by the Communications Standing Committee and other relevant CDP material.

4.15.3.4 Regional Organisers may have their expenses met by the Branches within the region, or may raise their own funds.

4.16 Electorate Coordinator

4.16.1 Role

The Electorate Coordinator serves as the Coordinator of one State Electorate and is responsible to the State Board through the State Electorate Manager. The Electorate Coordinator is involved in coordinating the activities of the local Electorate, recruiting members for the CDP, and is normally elected by the local CDP Branch.

4.16.2 Responsibilities

4.16.2.1 Set a Godly and efficient example in all CDP work in their Electorate area.

4.16.2.2 Support the aims, objectives and policies as outlined in “The Branch Operations Manual” in their State Electorate area.

4.16.2.3 Organise and support the work of the CDP in their Electorate in cooperation with the local Branch.

4.16.2.4 Support and assist the candidate during campaigns.

4.17 State Policy Advisory Working Groups

These Working Groups will be set up based on the State and Federal Cabinet Portfolios. Convenors of these Working Groups will be nominated by the State Manager and confirmed by the State Board on an annual basis. The Advisory Working Groups area as follows:-

4.17.1 ECONOMY: Treasurer, Taxation, and Finance
4.17.2 HOUSING
4.17.3 SENIOR CITIZENS: Aged Care, Pensioners
4.17.4 DEFENCE AND VETERANS' AFFAIRS
4.17.5 IMMIGRATION AND ETHNIC AFFAIRS: Multicultural Affairs
4.17.6 FOREIGN AFFAIRS AND TRADE: Territories and Home Affairs
4.17.7 FAMILY AND COMMUNITY SERVICES: Women’s Affairs, Social Security
4.17.8 LAW AND ORDER: Attorney General, Prostitution, Justice
4.17.9 POLICE AND EMERGENCY SERVICES: Federal Police; State Police
4.17.10 CORRECTIVE SERVICES: Prisons
4.17.11 ENVIRONMENT AND PLANNING: Local Government
4.17.12 EDUCATION AND TRAINING: Youth Affairs
4.17.13 MINING, ENERGY AND LANDS: Natural Resources, Primary Industries
4.17.14 AGRICULTURAL AND RURAL AFFAIRS: Primary Industries
4.17.15 HEALTH
4.17.16 TRANSPORT AND COMMUNICATIONS
4.17.17 BUSINESS/CONSUMER AFFAIRS: Small Business, Industry Technology, and Commerce
4.17.18 SCIENCE AND TECHNOLOGY
4.17.19 INDUSTRIAL RELATIONS AND EMPLOYMENT: Unemployment
4.17.20 PUBLIC WORKS AND DEVELOPMENT: Administrative Services, State Development
4.17.21 CULTURE AND THE ARTS
4.17.22 TOURISM
4.17.23 SPORT, RECREATION AND RACING
4.17.24 OVERALL GOVERNMENT FUNCTIONING: Premier’s Department, Prime Minister’s Department, Chief Secretary, and socio-moral issues that affect family life such as prostitution, alcohol, pornography, gambling etc.
4.17.25 ABORIGINAL AFFAIRS: Education, Training, Employment, Housing, Health, Land Rights, Heritage etc.
4.17.26 BASIC PRINCIPLES FOR DEVELOPMENT OF POLICY POSITIONS
4.17.26.1 Policy on moral, religious, social welfare, justice, family, and freedom issues to be developed on the basis of Biblical principles and justified thereby from the Scriptures.
4.17.26.2 On other than moral, religious, social welfare, justice, family, and freedom issues, the CDP would normally support the Government in power on the basis that it has been elected by the people of the State to govern and that it should be allowed to govern in accordance with that mandate, where there is no conflict with the CDP National Charter.
4.17.26.3 Any departure from the second principle to be taken only after debate and decision by the Members of the CDP in accordance with the appropriate provisions of the Rules.
4.17.26.4 CDP policy on other issues to be based on rational consideration of the issues involved, where possible justified by Scripture warrant, to result in credible, justifiable, and workable policy statements that can be supported with reference to principles of moral, religious, justice, social welfare, family, freedom, and economic rationality.

4.18 Voting, Ballots and Technology
4.18.1 Ballots may be conducted for any issue or proposal as decided by the Board or Committee. Ballots may be either Postal or electronic, but such electronic or postal ballots are not permitted if an actual general meeting is being conducted.
4.18.2 Technology of General Meetings.
General meetings can be held at 2 (two) or more venues using any technology that the Committee approves. Whatever technology is used, the Board must give each association member a reasonable opportunity to participate. Members participating at a general meeting using such technology have the same rights as members who are present at the meeting, including voting rights.

4.19 Standing Committees, as required, consist of:

4.19.1 PRAYER AND RENEWAL STANDING COMMITTEE.

Is to focus on the spiritual perspective of the CDP; to mobilise prayer support for the ongoing ministry of CDP; to pray daily for the Office-Bearers and work of the CDP; to inspire many people to pray daily for CDP; to ensure that prayer is an integral part of all CDP functions, meetings, and conferences; to arrange days of prayer and fasting for the nation and the CDP; and to organise occasions to pray for specific circumstances.

A monthly Prayer Bulletin to inspire people to pray effectively for the CDP is to be issued by the Convenor of this Standing Committee who will be the CDP Prayer Convenor.

4.19.2 CAMPAIGN STANDING COMMITTEE.

For organising and coordinating details and arrangements for Federal, State and Local Government Elections or By-Elections at any level. The Convenor will be the State President or his nominee.

(For details of Committee Functions see Section 4.20.1)

4.19.3 FINANCE STANDING COMMITTEE.

Consists of the State Treasurer (Chairperson), the Fund-Raising Officer; Assistant State Treasurer (co-opted), and nominated members to be involved in spearheading fund-raising and other activities relating to the finance of the CDP. The Convenor will be the State Treasurer.

(For details of Committee Functions see Section 4.20.2)

4.19.4 POLICY STANDING COMMITTEE.

Having oversight of the various Policy Advisory Working Groups with its membership comprising the Convenors of the Policy Advisory Working Groups. The Convenor of this Standing Committee will be the State President or his nominee.

(For details of Committee Functions see Section 4.20.3)

4.19.5 PUBLICITY AND PROMOTION STANDING COMMITTEE.

For the dissemination of information and the promotion of the Organisation to those beyond the membership of the CDP, e.g. media, churches, general public. The Convenor will be the State Manager. (For details of Committee Functions see Section 4.20.4)

4.19.6 COMMUNICATIONS STANDING COMMITTEE.

For the dissemination of information to the members and supporters of the CDP, e.g. the quarterly Parliamentary Report, news bulletins, and Family World News. The
Convenor will be the State Manager. *(For details of Committee Functions see Section 4.20.5)*

4.19.7 CANDIDATES STANDING COMMITTEE.

For the consideration of nominations on the approved Candidate’s Application Form for Candidature in Federal, State, and Local Government Elections and subsequent recommendations to the State Board. The Convenor will be the State Manager. *(For details of Committee Functions see Section 4.20.6)*

4.19.8 MEMBERSHIP STANDING COMMITTEE.

For the consideration of Applications for Membership and recommendations to the State Board, and ensuring relevant information is sent to prospective or new members. The Convenor will be the State Membership Officer. *(For details of Committee Functions see Section 4.20.7)*

4.19.9 NOTE.

All STANDING COMMITTEES will submit monthly written reports to the State Board together with recommendations for further action. All Convenors of Standing Committees are to be nominated by the State President in consultation with the State Manager on an annual basis through the State Board for confirmation by the Annual State Council.

4.20 Standing Committee Functions

4.20.1 Campaign Standing Committee

(a) Work towards the election of Candidates standing for Local, State, and Federal elections.

(b) Be familiar with all legal provisions controlling Elections.

(c) Interview potential Candidates prior to nomination.

(d) Recommend Candidates to the State Board for all Elections.

(e) Inspire CDP workers to help in election campaigns.

(f) Supply material of Education and Communications Standing Committee on how to campaign effectively and the qualities needed in a Candidate.

(g) Liaise with the Australian Electoral Commission and the State Electoral Commission to ensure the ongoing registration of the Christian Democratic Party.

(h) Be part of the Candidates Standing Committee.

4.20.2 Finance Standing Committee

(a) Organise fund-raising to meet budget requirements for the year.

(b) Produce budget statements each quarter for the State Executive and the State Council.

(c) Monitor spending of the CDP to ensure that it is within budget.

(d) Provide opportunities for members and supporters to make additional contributions.

(e) Provide ideas and motivation for effective fund-raising.
(f) Whenever possible, the CDP is to operate free from all debt, except where a property acquisition is determined favourable by State Board.

4.20.3 Policy Standing Committee
(a) The Policy Standing Committee will have the general oversight and coordination of the various Policy Committees.
(b) The Policy Standing Committee will comprise membership from each of the Policy Committees, one member from each Committee.

4.20.4 Publicity and Promotion Standing Committee
(a) Prepare and supervise CDP Financial Appeal in consultation with the Finance Standing Committee and Communications Standing Committee for final approval by the State Board.
(b) Monitor the media.
(c) Draft media releases.
(d) Select people in the media to promote CDP initiatives and policy in a favourable light.
(e) Inform churches and the general public about CDP initiatives.
(f) Monitor public opinion of the CDP.
(g) Supply information to the Education and Communications Standing Committee on how to effectively deal with and use the media.

4.20.5 Communications Standing Committee
(a) Prepare a regular Parliamentary Report and general CDP Report for dissemination to all interested people.
(b) Liaise with Regional Organisers.

4.20.6 Candidates Standing Committee
(a) The Candidates Standing Committee is initially responsible for the consideration of nominations on the approved Candidates Application Form.
(b) After consideration of the written Application, references are to be sought from :-
   i) The local Electorate Coordinator
   ii) A local Minister, Pastor, or Priest
(c) Distinction must be clearly made between candidates for the local Electorate or the Senate/Upper House positions.
(d) The candidate will need to be interviewed by the Candidates Standing Committee or a nominated local Committee, of whom the Electorate Coordinator will be the Chairperson.
(e) Following recommendations, the State Board will consider the Applications and make further recommendations for the State Council for their notification.
The Upper House Candidates will be selected in cooperation with the State Council to determine an acceptable team with a minimum of sixteen (16) Candidates to meet current legal requirement of fifteen (15) Candidates.

Selections take place when a seat becomes vacant after a CDP member resigns or when there is an approaching State or Federal Election.

If there is an approaching Election then the selection must be made if possible one (1) year prior to the estimated day the Election can take place.

If possible, all nominations will be ratified by the State Convention.

4.20.7 Membership Standing Committee

(a) Membership administration applications are process by Head Office under directions of State Manager. The State Manager may refer particular applications to the Standing Committee if the application has broader implications, such as prior or current membership issues, etc.

(b) To consider and recommend the acceptance or rejection of all Membership Applications of all categories to the State Board for endorsement. All Membership Applications to be finalised within four (4) weeks and, if received directly and not through a Branch, to be processed as above and referred to the Branch for their records.

(c) To consider other policy relating to membership.

(d) To consider programs and budget for the Annual Membership Drive.

Clause 5 - Employment Positions

5.1 State Manager

5.1.1 Employment Procedure

The State Manager is employed by the State Board through a normal employment application/interview process. Selection criteria for the position shall be determined by the State Board who shall appoint a Selection Sub-Committee to assess applications and conduct job interviews. The Selection Sub-Committee will report to the State Board and submit a list of recommended candidates, from which the State Board will select the most suitable candidate for the position. The employment shall be on a fixed term contract the details of which have been determined by the State Board and/or negotiated with the candidate, having regard for flexibility appropriate to the executive nature of the position, and to attract the best candidate.

5.1.2 Role

The State Manager serves as the Chief Officer of the CDP State Organisation. The State Manager is directly responsible to the State Board.

5.1.3 Duties

The State Manager is responsible for the overall operation, promotion, expansion and maintenance of the CDP, and the implementation of strategic and operational policy decisions of the State Board. The State Manager will work in close co-operation with
the State Secretary, State Treasurer, elected politicians, and all other CDP Office
Bearers. The State Manager is also responsible for co-operation with other State and
Territory Branches. The State Manager will present a monthly report to the State
Board and State Council meetings. Any actions taken, after consultation with the
State Executive on behalf of the Board, or in a matter requiring urgent action are to be
reported to the next State Board meeting for endorsement. The State Manager serves
as a voting member to the State Executive and a non-voting ex-officio attendee to the
State Board.

5.1.4 Performance Review

A Performance Review will be conducted at least annually with an option of a six-
monthly review. The review will be conducted by a sub-committee – which may be
the selection sub-committee – appointed by the State Board. The sub-committee will
submit its report to the State Board for their review and feedback.

5.2 Other Staff Positions

Other staff positions may be appointed from time to time at the request and by the
State Manager and/or the Office Manager upon recommendation in accordance with
administrative needs of Head Office.

The employment of staff positions, Employment Procedure, Role, and Duties for each
position are to be by the State Manager and may be reported to the State Board.

Clause 6 – CDP Electorate Branches

6.1 The CDP operates Member Branches in accordance with a Membership focus and
Democratic structure of the CDP.

6.1a The CDP Members, approved Polling Booth Workers and other co-opted and
approved Supporters will comprise the Electorate Branch in each of the State Electorates.
Any accredited Branch must have at least ten (10) financially current CDP members. A
Branch with five (5) to nine (9) members will be recognised as a Sub-Branch, less than
five (5) is a Provisional Branch.

6.1b All three Branch levels – Accredited Branch, Sub-Branch, and Provisional Branch –
must have the three statutory positions of President, Secretary, and Treasurer.

6.2 All Electorate Branches and Sub-Branches must be officially recognised and
credentialled by the State Board and finally approved by the State Council. Branches
are established and facilitated under the direction of the State Manager, and delegated
authority of the Electorate Manager reporting directly to the State Manager, all such
Branches being recommended by the State Manager to the State Board. The Branch
President will be ex-officio Chairperson of the Electorate Branch. Other Branch
Officers and Convenors will be appointed as nominated by the Branch President in
consultation with the Branch Members.

6.3 All Electorate Branches operate under and via the CDP Branch Policies and
Guidelines manual as supplied and updated from time to time.
Clause 7 - State Divisions

Various State Divisions will be formed and/or affiliated to expand the impact of the CDP in special interest areas. Confirmation of 66% of the State Council is required. The State Divisions shall be:-

7.1 Youth - “Young CDP” abbreviated to “YCDP”.
7.2 Women
7.3 Men
7.4 Indigenous
7.5 Ethnic Cultural Groups - Liaison Representatives to be appointed to represent the various ethnic groups.
7.6 Denominational Groups - Each denomination to be represented by a Liaison Officer.

Clause 8 - Young CDP

- Young CDP is the Youth Division of the CDP in accordance with Clause 7.1.
- The age range for membership of the Young CDP is from 16 years to 29 years.
- The purpose of Young CDP is to attract young people to the CDP, to represent young Christians to the leaders of our nation in State and Federal Parliament, and to ensure that the voice of young Christians State-wide within a non-denominational environment is considered during the process of relevant policy development.
- The aims of Young CDP are to :-
  a) Inform and educate its members about the CDP principles, policies, and purpose to uphold Godly principles in government and society.
  b) Take programmes of information and education about government and the CDP to universities, schools, youth forums, youth groups etc.
  c) To educate young Christians on the importance of voting in line with Christian moral principles.
  d) To nurture its members by fostering friendship, fellowship, and co-operation in a non-denominational culture within its membership.
  e) To engage its members in volunteering and supporting the CDP during election campaigns by all available and appropriate means such as manning polling booths, assisting with promotional activities, assisting with the preparation and distribution of election material etc.
  f) To identify, train and develop Godly leaders who can fulfill future Christian parliamentary and party leadership roles, such young people to participate in a leadership development programme.
  g) To encourage and equip its members and provide and facilitate a natural transition into CDP membership when they reach the age at which they exit the Young CDP.
• The Young CDP is subject to the CDP National Charter and Constitution and Rules.

• The position of Co-ordinator of the Young CDP is an employment position appointed by the State Manager. The position is appointed by the normal employment process of application and interview, or by a recommendation/interview process. The State Manager will appoint a sub-committee to undertake any interviews and to make recommendation to the Board. The terms and conditions of employment are to be determined by the State Manager.

• Any Young CDP reports will be submitted to the Board via the State Manager report.

• Office Bearers in Young CDP are to sign the Affirmation of Faith and Practice.

• The annual Membership Fee for Young CDP will be reviewed and determined by each Annual State Council.

• Young CDP is not financially independent of the CDP and does not hold its own bank account, but is required to develop an annual budget of income and expenditure for inclusion in the CDP NSW State Branch financial records.

• No expenditure is to be made by the Young CDP Coordinator or on behalf of Young CDP except as listed by the State Treasurer in the monthly expenditure listing which the Treasurer tables at each monthly State Board meeting for scrutiny and authorisation for payment, or as otherwise may be approved by the State Manager.

Clause 9 - Annual State Convention

9.1 Composition

The Annual State Convention will be comprised of all State Office Bearers, the State Board and State Council, Electorate Coordinators and Regional Organisers, delegates from each CDP Electorate Branch, Convenors of the State Policy Advisory Working Groups, together with Branch Executives, CDP Members, Supporters and Volunteers, Prayer Partners and Donors.

9.2 Purpose

The Annual State Convention is to provide an opportunity to all CDP members, supporters and workers to meet together for fellowship, inspiration, and discussion.

9.3 Date and Location

The Annual State Convention will normally be held in August or when decided by the Annual State Council on the recommendation of the State Board, and will be held, where possible, in a residential Conference Centre.

9.4 Composition of Annual State Council

The Annual State Council will be comprised of two elected delegates from each CDP Electorate Branch and all State Electorate Coordinators. Approved observers may attend.
Clause 10 – Policies

10.1 Fund-Raising Policy: As the CDP is opposed to all forms of gambling, no gambling methods such as raffles, chocolate wheels, bingo, lotteries, poker machines, sweeps, horse racing etc. which may offend other CDP members will be used for any CDP fund-raising activities.

10.2 Alcohol Policy: As the CDP is opposed to the promotion and advertising of alcohol, no alcohol will be provided, served, or allowed at any CDP dinner, function etc., including all forms of alcoholic beverages, beer, spirits, etc. which may offend other CDP members. Non-alcoholic wines, juices etc. will be provided.

10.3 Cigarette Smoking Policy: As the CDP is opposed to the promotion and advertising of all forms of tobacco, CDP functions will normally be held in non-smoking venues.

10.4 Illegal Drugs Policy: The CDP is totally opposed to all illegal drugs such as marijuana, heroin, cocaine etc. Obviously, as the CDP is totally opposed to all illegal drugs, this is not a matter for individual conscience. Persons so indulging will be immediately expelled from the CDP.

10.5 Venues Policy: As CDP is opposed to gambling, smoking, drinking, the CDP venues need to be non-club or venues where these activities are not the primary focus, e.g.: residential hotels may be utilised but publican hotels may not.

Clause 11 – Membership

11.1 Membership of the CDP is subject to acceptance of, and adherence to, the CDP National Charter and the Constitution and Rules. Members of the CDP will be either Financial or Honorary according to the various categories listed below:-

- Foundation Member: Financial
- Life Member: Honorary
- Full Membership: Financial
- Concession Membership: Financial
- Youth Member: Financial
- Corporate Member: Financial

11.2 CDP has supporters with financial and non-financial status.

11.2a A non-financial status member cannot vote at State Council or Annual State Convention.

11.3 APPLICATION for Membership is to be made on the official Membership Application Form and accompanied by the appropriate Membership fee where applicable. Such application is to be duly processed by the State Office, the Electorate Branch, or through the Branch Membership Secretary.

11.4 ACCEPTANCE – membership applications will be processed by the State Manager and the Branch Membership Secretary may consult with Branch Members and shall
consult with the Branch Executive if a Membership Application is deemed to need further assessment, but processing must be complete within 14 days.

11.5 REJECTION of a Membership Application is at the discretion of the Membership Standing Committee in consultation with the local Branch but should be only in exceptional circumstances.

11.6 APPROVAL – All Membership Applications, whether accepted or rejected, must be forwarded to the CDP State Office for ratification by the Membership Standing Committee. When a Membership Application is received directly by the State Office and not through an Electorate Branch, the Application, if approved, must be advised immediately to the Electorate Branch to which the membership applies.

11.7 REVERSAL - If for any reason the Membership Standing Committee disagrees with the decision of a Branch, the situation will be resolved by discussion and, if necessary, arbitration by the State Manager for recommendation to the State Board for confirmation.

11.8 Discipline Clause

In the event of behaviour and/or attitude being practiced by a member of the NSW CDP State Branch which is contrary to the undertaking given by the member upon their application for membership, and therefore damaging to the existence and work of the CDP, every effort shall be made to reach reconciliation and restore the member according to the mandatory Statutory Regulations and Biblical principles set out as follows:

Galatians 6:1 – “Brethren, if a man is overtaken in any trespass, you who are spiritual restore such a one in a spirit of gentleness, considering yourself lest you also be tempted.” (NKJV)

Matthew 18:15-17 - the 3-step meeting process making every endeavour to address the issue and achieve reconciliation.

If such efforts are unsuccessful, the following disciplinary procedures may then be followed:-

11.8.1 Expulsion of Members of the CDP

11.8.1.1 If the State Board considers that a member should be expelled from membership of the NSW CDP State Branch because his or her conduct is detrimental to the interests of the CDP, the State Board shall communicate, either orally or in writing, to that member:

(a) Notice of the proposed expulsion and of the time, date and place of the State Board meeting at which the question of the expulsion shall be decided; and

(b) Particulars of that conduct, not less than 30 days before the date of the State Board meeting referred to in (a).

11.8.1.2 At the State Board meeting referred to in a notice communicated under sub-rule (11.8.1.1), the Board may, having afforded the member a reasonable opportunity to be heard by, or to make representations in writing to the Board, expel or decline to expel that member from membership of the CDP and shall, forthwith after deciding

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whether or not so to expel that member, communicate that decision in writing to that member.

11.8.1.2a The member activity is suspended until any appeal or dismissal is decided.

11.8.1.3 The State Board shall, upon reaching its decision according to the requirements of sub-rule (11.8.1.2), immediately advise the State Council of the decision which has been made. The decision of the State Board either to expel, or to decline to expel, a member of NSW CDP State Branch shall be ratified by the State Council.

11.8.1.4 Subject to sub-rule (11.8.1.6), a member who is expelled under sub-rule (11.8.1.3) from membership of the CDP ceases to be a member fourteen (14) days after the day on which the decision so to expel the member is communicated to the member under sub-rule (11.8.1.2).

11.8.1.5 A member who is expelled under sub-rule (11.8.1.2) from membership of the CDP shall, if the member wishes to appeal against that expulsion, give notice to the State Secretary of their intention to do so within the period of fourteen (14) days referred to in sub-rule (11.8.1.4). Upon receipt of a notice to appeal the State Secretary will notify the NSW State Council of such notice.

11.8.1.6 When notice is given under sub-rule (11.8.1.5):-

(a) The NSW State Council may, after having afforded the member who gave the notice of appeal a reasonable opportunity to make representations in writing, and/or to attend a special State Council meeting called for the purpose of conducting a Right of Appeal, confirm or set aside the decision of the State Board to expel that member; and

(b) The member who gave the notice of appeal does not cease to be a member unless and until the decision of the NSW State Council to expel the member is confirmed under sub-rule (11.8.1.6(a))

Clause 12 - Removal of an Officer-Bearer of CDP

12.1 A request to remove an Officer-Bearer of the NSW CDP shall be signed by one member of the State Board and delivered to all members of the Board prior to the commencement of the next Board meeting.

12.2 The members of the State Board signing the request in sub-rule (12.1) shall move at a properly constituted Board meeting that the Officer-Bearer concerned be stood down from their functions. In the event that no seconder is found for the motion, the Officer-Bearer will remain in their position until the term of the appointment is completed or a casual vacancy occurs for their position.

12.3 A decision by the State Board to remove an Office-Bearer from their position shall be referred to the State Council for ratification.

12.4 An Office-Bearer removed under this rule may nevertheless remain a member of the NSW CDP unless the Office-Bearer is expelled under rule (11.1).

Clause 13 – Affirmation of Faith and Practice

13.1 STATE OFFICE-BEARERS AND STATE COMMITTEE CONVENORS
All persons nominated as State Office-Bearers or State Committee Convenors must sign an Affirmation of Faith and Practice with their nomination form.

13.2 CDP CANDIDATES
All persons applying to be a CDP Candidate for Local, State, or Federal Elections must sign an Affirmation of Faith and Practice with their application form.

13.3 LOCAL BRANCH OFFICE BEARERS
All persons nominated as local Branch Office Bearers must sign an Affirmation of Faith and Practice.

13.4 MEMBERS
All persons applying to be Members of the CDP must, as part of their Membership Application, sign a Members Affirmation of Faith and Practice.

13.5 SUPPORTERS AND PLEDGE PARTNERS
All persons wishing to be Supporters/Pledge Partners of the CDP must, as part of their Application, sign a Supporters Affirmation of Faith and Practice with their application form.

Clause 14 - Powers of the Organisation

14.1 To establish Branches of the Organisation in any place within New South Wales.

14.2 To provide, maintain, manage, and carry on Headquarters, Recreational groups or clubs, Social Centres, and places of meeting or recreation or instruction within Australia as may be required, and to furnish, equip, and provide supplies.

14.3 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 Organisation.

14.4 Subject to (14.3), to construct, maintain and alter any houses, buildings or works necessary or convenient for the purposes of the Organisation.

14.5 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 Organisation in the shape of donations, annual subscriptions, or otherwise.

14.6 To invest any funds of the Organisation not immediately required for any of its objects, in such a Manner as may from time to time be determined.

14.7 To enter into any arrangement for amalgamation, joint working or cooperation with any Party, Association, Society, or Body of Persons whether incorporated or not, carrying on work or having objects similar to the works and objects of the Organisation and to assist and support by pecuniary contributions or otherwise the operations of any such Party, Association, Society, or Body, and to take over upon any terms all or any of the property undertakings and liabilities of any such Party, Association, Society, or Body.

14.8 To produce and publish and to distribute gratuitously or otherwise such books, newspapers, pamphlets, periodicals and other literature as may seem calculated to promote the objects of the Organisation.
14.9 To receive and accept donations, subscriptions and endowments of money or any form of property.

14.10 To borrow with or without security for the purpose of carrying out and exercising any of the objects or powers of the Organisation.

14.11 To improve, manage, develop, sell, exchange, lease, mortgage or otherwise deal with or turn to account (but subject to such consent or approval as may by law be required) all or any of the property of the Organisation.

14.12 To engage all paid Officers and servants of the Organisation and to fix their remuneration and terms of employment.

14.13 To terminate the employment of all paid Officers and servants of the organisation.

14.14 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 a State Executive Committee of the Organisation.

14.15 To appoint three (3) Trustees, personal or corporate, to receive and hold any property on behalf of the Organisation and to allow any such property to remain vested in such Trustee or Trustees. (See Clause 16)

14.16 To do all such acts and things as are or may be incidental or conducive to the attainment or furtherance of any of the objects or the exercise of any of the powers of the Organisation.

Clause 15 – Non-Profit Organisation

15.1 As a non-profit Organisation, the income and property of the CDP Organisation whensoever derived shall be applied solely towards the promotion of its objectives as set forth in the Constitution and no portion thereof shall be paid or transferred directly or indirectly by way of dividend bonus or otherwise howsoever to its Members, provided that nothing herein shall prevent the payment in good faith of remuneration to any Officer or servant of the Organisation for services actively rendered to the Organisation.

Clause 16 – Trustees

16.1 Three (3) Trustees who are financial members of the CDP shall be appointed by the CDP State Board to exercise the relevant powers of the Organisation, subject to Clause 14.

16.2 To purchase, take on, lease or in exchange, hire or otherwise acquire any real (or) personal estate which may be deemed necessary or convenient for any of the purposes of the Organisation.

16.3 To invest on behalf of the Organisation.

Clause 17 – Resignation from Parliament Due to Ill Health or Death

When an elected CDP Member of Parliament is forced to resign from Parliament due to ill health or if a CDP Member of Parliament dies whilst in office, the vacancy will be filled by this procedure :-
(a) The State Board will receive nominations and decide by vote the successor to the State Council. The State Council will endorse the nomination of one accord with a minimum of 66% of the State Council members present.

(b) The State President and the State Secretary will sign a written nomination of the CDP successor for the CDP vacancy and forward this written advice to the relevant presiding Officer, e.g. President of the Legislative Council, Speaker of the Legislative Assembly, the relevant State Governor, Senate President, and/or the Governor-General of Australia.

Clause 18 – Financial Auditing

A certified Auditor will be nominated by the State Treasurer and appointed by the State Board to conduct an annual audit of all CDP Financial Statements, records, receipts, payments etc., and to audit all CDP Election Returns and Administration Claims to the Electoral Commission.

Clause 19 – Financial Accountability

The State Board will ensure efficient accounting and management of the financial affairs of the NSW State Branch including all funds, donations, expenditure, and investments, and will make every effort to maintain a Branch balance.

All cheques and financial instruments requiring signature will be signed by any two (2) of the six (6) Authorised Officers, these authorised Officers being the President, Treasurer, Assistant Treasurer, Office Manager, State Secretary, State Manager. At least one of the signatories must be either the Treasurer or Assistant Treasurer.

All cash, offerings at rallies, fund-raising efforts is to be counted by at least two (2) authorised persons.

Payments by electronic means are to be approved by the State Treasurer and the State Manager or another delegated CDP Executive Member.

Persons authorised to operate on all NSW CDP State Branch electronic and on-line banking be the State Treasurer, Assistant State Treasurer, Administration Manager, State Manager and State Secretary only.

Clause 20 - Indemnity

The CDP State Branch will indemnify State Branch Office Bearers and employees through the relevant insurance as appropriate for reasonable acts carried out in good faith in their authorised duties according to the State Constitution and authorised agreements.

Clause 21 - Amendment of CDP NSW State Branch Constitution

This CDP NSW State Branch Constitution may be amended by:-

21.1 Constitutional Convention, which may be convened by the NSW State Board at any time by Special Resolution, or within a year after receiving a requisition from 20% of the registered Delegates at a NSW State Council meeting;
21.2 Subject to sections 21.3 and 21.4 hereof, 75% of the Delegates at the NSW Annual State Council meeting, Subject to sections 21.3 and 21.4 delegates' entitlement, notice requirements and the procedure for the election of Delegates in respect of a Constitutional Convention shall be the same as for the NSW Annual State Council meeting.

21.3 Before convening a Constitutional Convention, the NSW State Board shall appoint a Constitution Review Committee which shall examine the Constitution, call for submissions from all members and Branches of the Party and submit proposed amendments of the Constitution to the State Board. The State Board shall submit proposed amendments to the Constitutional Convention for its consideration. The agenda and proposed amendments to be circulated to delegates at least fourteen (14) days prior to the Convention.

21.4 Any proposed amendment to the Constitution must be submitted to the Constitution Review Committee not less than sixty (60) days prior to the Constitutional Convention and reported upon by the Constitution Review Committee whose report must be circulated to delegates with the proposed amendments.

21.5 Any proposed amendments to this Constitution must be passed by at least a 75% majority at the Constitutional Convention.

Clause 22 – Winding Up Procedures

22.1 When and if the State Board and the Annual State Council agree by at least 75% of Members present to wind up the State Branch, all funds and records will be forwarded to the National CDP Secretary. If the National Administration Committee and all State Boards and State Councils vote by at least 75% of members present at duly advertised meetings (30 days before the meeting date) to wind up the CDP Organisation then all assets, cash/bank accounts, records, etc. will be forwarded to an Organisation with Similar Aims.

22.2 The Organisation with Similar Aims will be chosen from 3 nominated by the Board and voted on by 75% of members at a State Council.

22.3 If wind up occurs due to involuntary causes then the process must be referred to external insolvency professionals.

22.4 Any surplus property of the association is to be transferred to another organisation with similar objects and which is not carried on for the profit or gain of its individual members.

Clause 23 – State Advisory Council

Members of the State Advisory Council, comprising invited church and community leaders, may provide relevant advice to the State Board as and when requested.

Members comprising the State Advisory Council shall be nominated by the State Board and endorsed by the State Council.

Clause 24 – Conflict of Interest
24.1 It shall be obligatory on any Member of the State Council, the State Board, or the Standing Committees to declare any financial or direct personal interest in any matter under discussion or for decision. Failure by any Member obliged to declare their interest may make any decision invalid or open to challenge and reconsideration by the relevant Committee.

24.2 Any declared Conflict of Interest, the individual so declared shall follow Government Regulation Duty 4: Guidelines as follows:

1. The person should not be present in the meeting while the matter is being discussed.
2. Must not be present for or vote on the matter, and
3. Should ensure that the minutes record that the Conflict of Interest was declared, the time the person left and returned to the meeting, and that they did not take part in the discussion.