

LIBERAL DEMOCRATIC PARTY

Delegated Authority

VICTORIA BRANCH

As provided by Clause 5.2 of the party's constitution, the National Executive of the Liberal Democratic Party (LDP) hereby grants the following powers and responsibilities to the Victorian branch as an authorised subordinate body of the Party.

Membership

All Party members residing in the state of Victoria may be regarded as members of the Victorian branch.

Governance

Financial members of the branch shall elect a State Committee of at least two and up to six members, with half elected each year and each member serving for two years.

The State Committee shall have authority to:

- Promote the party's Principles
- Improve public perceptions of the Party
- Select candidates for Victorian State and Local Government elections including by-elections
- Undertake fund-raising activities
- Recruit members into the LDP
- Maintain a bank account for the purpose of holding funds raised (other than membership fees, or donations specifically earmarked by the donor for use in federal elections or purposes outside Victoria, both of which shall be deposited into the Party's bank account, managed by the National Executive)
- Develop policies relevant to state or local government issues that are consistent with the Party's principles and for which there is no existing policy at a federal level
- Form such committees as may from time to time be required
- Organise and conduct an annual State conference, with notice given to branch members not less than four weeks prior to the date of the conference.
- Recommend to the National Executive the appointment of a Registered Officer for Victoria, and the nomination of candidates for Victorian seats at federal elections.

The State Committee shall appoint from among its members a State President and State Treasurer. Other office-bearers may be appointed as it chooses.

The responsibilities of the State President shall be:

- Act as the head of the Victorian Branch.
- Keep the National Executive fully informed of Branch activities.
- Ensure that the details of persons recruited to the Party are forwarded to the National Executive without delay.

The responsibilities of the State Treasurer shall be:

- Have overall responsibility for the care of Branch finances.
- Ensure that all monies collected are promptly paid into a bank account approved by the State Committee.
- Ensure that all payments authorised by the State Committee are made.
- Ensure that correct accounts are kept showing the financial affairs of the Division, including full details of receipts and expenditure.
- Ensure the maintenance of an accurate and current register of Branch assets.
- Present to each meeting of the State Committee a statement of income and expenditure for the period since the prior meeting.
- Provide a monthly financial report to the National Treasurer comprising bank balance and movements in and out of the account since the previous report.
- Provide or contribute to any financial reports required by electoral authorities.
- Cooperate in providing the Branch's accounts for auditing, if required.

Not less than two (2) days notice shall be given for a meeting of the State Committee.

All matters before the State Committee shall be decided by a simple majority of those present. Where a vote is tied the Chairman shall have a casting vote, with the exception of votes to remove State Committee members.

Election of State Committee

The State Committee shall be elected at a State conference.

Only Victorian branch financial members present at a State conference, who have held financial status for at least four continuous weeks immediately prior to the conference and are eligible to vote, shall be permitted to vote. Financial members present that reside in other states are not permitted to vote. There shall be no proxy votes.

Attendance (being 'present') at a State conference can be in-person or, if authorised by the State Committee, via two-way audio and video communication link, that is active for the duration of the meeting. Brief disconnections where the link is quickly re-established are tolerated. If the State Committee authorises attendance via such a communication link it must be reasonably accessible to members who wish to attend by this method.

To ensure no confusion, the previous paragraph is intended to provision for State conferences to be held entirely through an online platform such as Zoom, or to have some attendees present via a platform such as Zoom with the meeting proceedings being clearly broadcast to them.

A casual vacancy on the State Committee may be filled by the State Committee until the next State Conference when it shall be filled by election. The term of any member so elected shall be the remainder of the term of the member whose departure created the casual vacancy.

To stand for election to the State Committee a member must have held financial status for at least four continuous months immediately prior to the conference, unless exempted from this limitation by the State Committee.

Members standing for election to the State Committee may nominate themselves but may not be nominated without their consent. Nominations must be submitted to the State President not less than two weeks prior to the State conference.

Unless the number of nominations equals the number of vacancies, voting for the State Committee shall be optional preferential, conducted by secret ballot. If one or more casual vacancies with less than full terms remaining are being filled, voting must occur and selection of term length shall be offered to elected candidates in the order of which they were elected.

A Returning Officer shall be appointed to conduct the election, who shall not be entitled to vote.

Voting for the State Committee shall be conducted using either, or a conjunction of, a web-based solution provided and authorised by the National Executive and paper ballots, as required by the method used by attendees to be present.

When the web-based system is in use for vote collection, vote counting shall also be performed by the authorised web-based solution. The Returning Officer shall utilise the web-based solution to obtain votes for counting in either of these two methods as required:

1. Obtaining votes digitally using the built-in online voting system.
2. Entering the paper ballot votes into the system.

The web-based solution provided and authorised by the National Executive must:

1. Provide for anonymous voting.
2. Have the source code available for inspection by party members.
3. Provide an anonymised audit trail.
4. Produce a report demonstrating the process of the vote count.

A member of the State Committee may be removed by a majority vote of all other members of the State Committee on two occasions not less than two or more than four months apart. In the instance of removing a committee member, the meeting Chairman shall not have a casting vote and a tie shall be a defeat of the motion.

This authorisation is valid until varied in writing by the National Executive. The National Executive has the right to vary or withdraw it in whole or part at any time.

October 2020