



PROPOSED DRAFT

CHRISTIAN DEMOCRATIC PARTY

(New South Wales State Branch)

To Be Adopted 20 August 2016

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(To Be Added after Constitutional Convention)

DRAFT

THE CONSTITUTION

Clause 1 - Status of this Document

This document is known as the 'NSW State Branch Constitution and Rules'. It is intended that this Constitution and Rules and everything related to or implied within them, or any agreement or transaction entered into on the basis of this Constitution and Rules shall not give rise to any legal relationship or any consequence which will be legally enforceable or be the subject of litigation. All arrangements, agreements and transactions are binding on the basis of trust only.

Above all, my brothers and sisters, do not swear—not by heaven or by earth or by anything else. All you need to say is a simple “Yes” or “No.” Otherwise you will be condemned. (James 5:12. NIV)

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

Clause 2 - The Name of the Organisation

2.1 Organisation

The Organisational name shall be : “**Christian Democratic Party (Fred Nile Group)**” 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 (CDP NSW)**” 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”.

2.2 Definitions

The following definitions shall apply to this Constitution:

- (a) “The Party” means the Christian Democratic Party NSW as constituted by this Constitution
- (b) CDP means Christian Democratic Party
- (c) AEC means Australian Electoral Commission
- (d) NIV means Biblical versus from New International Version
- (e) Board means the Board of Directors
- (f) The word ‘his’ can also refer to ‘her’ in this document

Clause 3 - Aims and Objectives

The aims and objectives for which the organisation exists are stated in the National Charter.

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

- 4. (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 agreed to the National Charter.

4. (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). In the absence of a unanimous vote a simple majority rule will apply if agreed to by a majority of those present at the meeting... All Office Bearer positions must be endorsed by at least 51% of the members present at the Annual State Convention.
4. (c) Nominations for Office Bearers are to be submitted in writing to the Secretary fourteen (14) days prior to the Annual General Meeting of the State Council. All nominations must be proposed and seconded by financial members at the time of nomination and signed by the nominee.
4. (d) Casual vacancies occurring for any of the Office Bearers may be filled by the CDP Board and ratified at the next State Council meeting. Such positions will hold valid until the next Annual State Convention.

4.1 State President

4.1.1 Appointment

- 4.1.1 (a) The State President is nominated by the Board. The appointment is for two (2) years and must be endorsed as per Clause 4 (b).
- 4.1.1 (b) The immediate successor to the State President will normally come by nomination by the State President with such nomination requiring endorsement by the Board and ratification by the Annual State Council.
- 4.1.1 (c) The maximum period for the role of State President is not to exceed six years (three terms). The State President, after a six year term, is eligible for re-nomination and appointment after one year has lapsed.

4.1.2 Role

- 4.1.2 (a) The State President will serve the Organisation as State Party Leader of the CDP for a two (2) year renewable period subject to clause 4.1.1 (c) with the overall responsibility for overseeing the corporate governance of the CDP State Branch.
- 4.1.2 (b) If elected to the NSW State Parliament, or Federal Parliament, he/she will also serve as the Leader of the Parliamentary Party in the Upper or Lower House as applicable.
- 4.1.2 (c) The State President will normally act in consultation with the State Council and the Board.

4.1.3 Responsibilities

- 4.1.3 (a) The primary function of the State President is to provide governance, spiritual, moral, and wise leadership to the Organisation. He/she 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.
- 4.1.3 (b) The State President is a member of the State Executive, the State Council, and the Board and will preside at the meetings of the State Executive, the State Council and the 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.

- 4.1.3 (c) In the absence of the President, the Chair will be taken by the Deputy President, or, in the absence of the Deputy President, by some person elected by the Board or Council for that meeting of the Board or Council.

4.2 Deputy State President

4.2.1 Appointment

- 4.2.1 (a) The Deputy State President is nominated by the Board to serve for two (2) years. The appointment must be endorsed as per Clause 4(b).

4.2.2 Role

- 4.2.2 (a) The Deputy State President will serve for a two (2) year renewable period, subject to Clause 4(b), to assist the State President. The Deputy State President will act on the President's behalf when he/she is absent, and may have shared or delegated duties to assist in corporate governance matters of the Party.
- 4.2.2 (b) The Deputy State President if elected to the NSW State Parliament may also serve as the Deputy Leader of the Parliamentary Party in the Upper or Lower House.
- 4.2.2 (c) The maximum period for the role of Deputy State President is not to exceed six years (three terms). The Deputy State President, after a six year term, is eligible for re-nomination and appointment after one year has lapsed.

4.2.3 Responsibilities

- 4.2.3 (a) The primary function of the Deputy State President is to assist the State President to provide governance, spiritual, moral, and wise leadership to the Organisation. The Deputy State President is a member of the State Executive, the 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.
- 4.2.3 (b) The Deputy State President may meet with the State President and State Director to consult on urgent matters, important developments, and /or for strategic planning purposes. The Deputy State President will normally act in consultation with the State President, the Board, and the State Director.

4.3 State Secretary

4.3.1 Appointment

The State Secretary is nominated by the Executive and his/her three (3) year renewable appointment must be endorsed by the Board. The role of State Secretary may be combined with the role of State Director at the discretion of the Board.

4.3.2 Role

The State Secretary serves as the Secretary to the CDP Party State Branch Organisation and will therefore work in close cooperation with the Board, the State Council. The State Secretary is a member of the State Executive. The State Secretary is directly responsible to the Board through the NSW State President.

4.3.3 Responsibilities

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

4.4 State Executive

4.4.1 Composition

The State Executive shall comprise the State President, the Deputy State President, State Secretary (if not combined with State Director), State Director, Immediate Past President, and one NSW State and one NSW Federal parliamentarian.

4.4.2 Appointment

The State Executive is automatically constituted by virtue of position and according to the elected positions of the State President, the Deputy State President, State Secretary and the appointment of the State Director. The positions come through the election of the Office Bearers at the Annual State Council and includes the two elected parliamentary representatives in the said State.

4.4.3 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, the State Secretary, or the Board. All decisions made or actions taken by the State Executive are to be reported to the next Board meeting and are subject to ratification by the Board. The Executive shall meet at least four times a year with one of those meeting being held at the Annual Convention.

4.5 State Council

4.5.1 Composition

The voting members of State Council shall comprise the Board, the Board nominated and approved representatives being one from each State Electorate as appointed by the Electorate Branch, or if necessary as appointed by the State President and/or the State Director in conjunction with the Board. Ordinary members may attend as non-voting observers.

4.5.2 Purpose and Powers

To formally endorse, discuss, consider, and resolve issues of concern from State CDP members and supporters, relating to changes to the CDP State Constitution, Policies, Political Alliances, and Candidates as recommended by the Board.

4.5.3 Function

The State Council shall meet at least quarterly or as determined by the Board as the central policy endorsing body for the CDP State Branch including the endorsement of CDP Members for NSW Federal and State Parliament and Local Government. The State Council may also recommend policy decisions to be referred to the Board for adoption and 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 51% of Members present, or 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. In the absence of a unanimous vote a simple majority rule will apply if agreed to by a majority of those present. The State Council is responsible to ensure the efficient operation, when active, of the State Policy Advisory Working Groups. The State Council cannot operate unless there is a quorum of ten (10) of the State Council Membership (or one-third) whichever is lower

4.5.4 Status

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

4.6 Board (of Management)

4.6.1 Composition

- 4.6.1 (a) The Board will comprise a total of ten (10) persons, being composed of the registered Office Bearers of the State CDP NSW Organisation, including the Immediate Past State President, State President, Deputy State President, State Director, State Secretary (if not combined with State Director), State Membership Officer, State Chaplain-Prayer Convenor, two (2) Regional Country Representatives, and up to two (2) elected parliamentarians plus such other co-opted non-voting members as may be nominated by the Board and ratified by the Annual State Council or, where necessary, by the next State Council meeting.
- 4.6.1 (b) The Board may co-opt specialist skills based 'Advisors' to assist the Board in the management functions of the CDP, e.g. Legal Advisor, Auditor etc. (These co-opted appointments are indemnified against legal action that may be proposed against the CDP). These appointments are non-voting positions.

4.6.2 Function

- 4.6.2 (a) The Board will meet at least six (6) times a year, with one of those meetings being held at the Annual Convention, and is responsible for the overall corporate governance of the State Branch.
- 4.6.2 (b) The Board will ensure that CDP achieves its goals, objectives and strategies in accordance with the principles of the CDP National Charter and the adopted policies of the CDP. The Board is ultimately responsible for the outcome of all functions which are delegated by it to any and all Office Bearers and the State Director.
- 4.6.2 (c) The Board is responsible for overseeing the development, of operational and strategic policies for implementation by the State Director for referral to the State Council for notation. The Board makes recommendations to the State Council for ratification in regard to candidates, and any other matters as appropriate or necessary. The Board will also ensure the efficient operation of the State Standing Committees.

4.7 State Membership Officer

The Membership Officer is responsible, in consultation with the State Director, for all Membership Applications; convenes the State Membership Standing Committee and oversees the coordination of all local Branch membership drives. The minimum term of appointment will be for a two (2) year term, and is renewable.

- 4.7.1 The maximum period for the role of Membership Officer is not to exceed four (4) years (two terms). The Membership Officer, after a four (4) year term, is eligible for re-nomination and appointment after one (1) year has lapsed.
- 4.7.2 The Membership Officer is a voting member of the Board.

4.8 State Chaplain/Prayer Convenor

4.8.1 Appointment

The State Chaplain/Prayer Convenor is recommended by the State President and nominated by the Board. The appointment must be endorsed as per Clause 4(b). The minimum term of appointment will be for a two (2) year term, and is renewable.

4.8.2 Role

The State Chaplain/Prayer Convenor 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 Volunteers. The State Chaplain/Prayer Convenor is, where relevant, the coordinator for the CDP Chaplains in each Electorate.

4.8.3 Responsibilities

- 4.8.3 (a) Provide spiritual and/or emotional support, encouragement, or counselling as required by the State President and other State Executive members, the Board and State Council, State Director, and Electorate Coordinators.
- 4.8.3 (b) 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.
- 4.8.3 (c) The State Chaplain/Prayer Convenor would be accessible to CDP Members and Workers at reasonable times and at reasonable notice.
- 4.8.3 (d) The State Chaplain/Prayer Convenor may be an independent arbitrator in helping to resolve any differences of opinion, or where advice or counsel is required. The State Chaplain/Prayer Convenor has delegated authority to resolve issues of a personal nature where appropriate.

4.9.4 Status

- 4.9.4 (a) The State Chaplain/Prayer Convenor would ideally be a Christian Minister with recognised qualifications from an accredited College of Ministry.
- 4.9.4 (b) 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 assist the State Chaplain/Prayer Convenor.
- 4.9.4 (c) The State Chaplain/Prayer Convenor may or may not be concurrently employed e.g. may be a retired pastor.
- 4.9.4 (d) The State Chaplain/Prayer Convenor may be reimbursed for out of pocket expenses.

4.10 Electorate Coordinator

4.10.1 Role

The Electorate Coordinator serves as the Coordinator of one State Electorate and is responsible to the State Director through the State Field Officer. 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. The Electorate Coordinator also acts as the interim branch coordinator where no branches exist.

4.10.2 Responsibilities

- 4.10.2 (a) Set a Godly and efficient example in all CDP work in their Electorate area.
- 4.10.2 (b) Support the aims, objectives and policies as outlined in 'The Branch Operations Manual' in their State Electorate area.
- 4.10.2 (c) Organise and support the work of the CDP in their Electorate in cooperation with the local Branch.
- 4.10.2 (d) Be aware of issues, seek potential candidates and workers, and undertake fundraising with other CDP workers in the local Electorate area.

- 4.10.2 (e) Prepare an Electorate profile. Establish a Branch in their Electorate, or if a Branch already exists, support the functions of the Branch. Where a Branch exists in the Electorate, the Electorate Coordinator is a member of the Branch Executive. In an Electorate where there is no Branch yet established the Electorate Coordinator is to establish contact with the State Office and will be the organisational contact between the local area and local people and the CDP State Office.
- 4.10.2 (f) Utilise fully the Branch Operations Manual, CDP publications, and CDP electronic formats in the equipping of members in their work for the CDP.
- 4.10.2 (g) In each Electorate a data entry officer may be appointed on a voluntary basis for maintaining up-to-date database records
- 4.10.2 (h) Role between Election Periods. Foster interest in and support for the work of the CDP in the Local, State and National areas principally through:
- Christians, lay and clergy
 - Other appropriate people in the local area
 - The wider general public
- This will be achieved by distribution of appropriate literature to the above-mentioned groups, the local media, local organisations, Christian organisations, and influential groups in the community, as well as by holding such functions and meetings as are deemed appropriate for the Electorate to advance the work of the CDP.
- 4.10.2 (i) Role during Election Periods. In consultation with, and with the support of the State Director, organise and coordinate the election campaign in their Electorate with the Branch if one exists; or, if a Branch does not exist, in cooperation with such Electorate workers as are available on an Election Committee basis.
- 4.10.2 (j) The role of Electorate Coordinator may be supplemented by a monthly reimbursement at the discretion of the State Director.

4.11 Legal Advisor

A Legal Advisor may be appointed at the discretion of the Board. The Legal Advisor will be nominated by the State Director and on a three (3) year renewable appointment basis. The Legal Advisor is fee for service appointment.

4.12 State and Federal Policy Advisory Working Groups

These Working Groups may be set up to mirror the State and Federal Cabinet Portfolios. Convenors of these Working Groups will be nominated by the State Director and confirmed by the Board on an annual basis.

4.13 Basic Principles for Development of Policy Positions

- 4.13.1 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.
- 4.13.2 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.
- 4.13.3 Any departure from the second principle to be taken only after discussion and decision by the Board of the 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.

4.14 Standing Committees

4.14.1 Prayer and Renewal Standing Committee.

This 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 quarterly Prayer Bulletin to inspire people to pray effectively for the CDP.

Convenor of this Standing Committee will be the State Chaplain/Prayer Convenor.

4.14.2 Campaign Standing Committee.

For organising and coordinating details and arrangements for Federal, State, and Local Government Elections or By-Elections in NSW.

The Convenor will be the State Director or his nominee and includes the CDP Party Agent.

4.14.3 Finance Standing Committee.

Consists of the State Director and any nominated Board members to be involved in spearheading fundraising and other activities relating to the finance of the CDP including Budget review, financial and statutory obligations.

The Convenor will be the State Director or his nominee.

4.14.4 Policy Standing Committee.

Having oversight of the various Policy Advisory Working Groups comprising the Convenors of the Policy Advisory Working Groups for Local, State, and Federal.

The Convenor of this Standing Committee will be the State President or his nominee.

4.14.5 Candidates Standing Committee.

For the consideration of nominations on the Board approved Candidate's Application Form for Candidature in NSW Federal, State, and Local Government Elections and subsequent recommendations to the Board.

The Convenor will be the State Director.

4.14.6 Membership Standing Committee.

For the consideration of Applications for Membership and recommendations to the Board, and ensuring relevant information is sent to prospective or new members and branches.

The Convenor will be the State Membership Officer and includes the State Director or his nominee.

4.14.7 Standing Committee Reports.

All Standing Committees are to submit monthly written reports to the Board together with any recommendations for further action. All Convenors of Standing Committees are to be nominated by the State President in consultation with the State Director on an annual basis through the Board.

4.15 Standing Committee Functions

4.15.1 Campaign Standing Committee

- (a) Work towards the election of Candidates standing for Local, State, and Federal elections in NSW.
- (b) Be familiar with all statutory provisions regulating Elections.
- (c) Interview potential Candidates prior to nomination.
- (d) Recommend Candidates to the Board.
- (e) Inspire CDP workers to help in election campaigns.
- (f) Supply material on how to campaign effectively and the qualities needed in a Candidate.
- (g) Liaise with the Australian Electoral Commission and the State Electoral Commission/s to ensure the ongoing registration of the Christian Democratic Party.
- (h) Be part of the Candidates Standing Committee.

4.15.2 Finance Standing Committee

- (a) Organise fundraising to meet budget requirements for the year.
- (b) Produce budget statements each quarter for the State Executive.
- (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 fundraising.
- (f) Reports to the Board through the State Director.
- (g) The Finance Standing Committee comprises the State Director, the President or his nominee, and the CDP Accountant/Financial Controller.

NOTE: Whenever possible, the CDP is to operate free from all debt.

4.15.3 Policy Standing Committee

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

4.15.4 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:
 - a. The local Electorate Coordinator or Branch
 - b. A local Minister, Pastor, Priest or someone of similar standing
- c) Distinction must be clearly made between candidates for the Lower House or the Senate/Upper House positions.
- d) The candidate may 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 Board will consider the Application/s and make further recommendations for the State Council for their notification.
- f) The NSW Upper House Candidates will be selected in cooperation with the State Council to determine an acceptable team with the minimum number of Candidates to meet legal requirement.
- g) Selections take place when a seat becomes vacant after a CDP member resigns or when there is an approaching State or Federal Election.
- h) If there is an approaching Election then the selection must be made one (1) year prior to the estimated day the Election can take place.
- i) If possible, all nominations will be ratified by the State Convention.

4.15.5 Membership Standing Committee

- a) To consider and recommend the acceptance or rejection of all Membership Applications of all categories to the Board for endorsement. All Membership Applications to be finalised within two (2) to four (4) weeks and, if received directly and not through a Branch, to be recommended to the Branch for their recommendation.
- b) To monitor the efficient, up-to-date and accurate maintenance of all Membership Records.
- c) To oversee and monitor the Annual Membership Drive.

Clause 5 - Employment Positions

5.1 State Director

5.1.1 Employment Procedure

The State Director is employed by the Board through a normal employment application/interview process. Selection criteria for the position shall be determined by the Executive who shall appoint a Selection Sub-Committee to assess applications and conduct job interviews. The Selection Sub-Committee will report to the Board and submit a list of recommended candidates, from which the Board will select the most suitable candidate for the position. The employment shall be on a three year fixed term contract the details of which will be determined by the Executive Committee.

5.1.2 Role

The State Director serves as the chief officer of the CDP State Organisation. The State Director is directly responsible to the Board through the State President and may be combined with the role of State Secretary at the recommendation of the Board.

5.1.3 Duties

The State Director is responsible for the overall operation, promotion, expansion and maintenance of the CDP office, appointment of staff, and the implementation of strategic and operational policy decisions of the Board. The State Director will work in close co-operation with the State President and all other CDP Office Bearers. The State Director is also responsible for co-operation with other State and Territory Branches. The State Director will present a monthly report to the 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 Board meeting for endorsement. The State Director serves as a voting attendee to the State Executive.

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 either the State Executive or the selection sub-committee – appointed by the Board. The sub-committee will submit its report to the Board for their review and feed-back.

5.2 State Secretariat

The State Director is responsible for the management of the day-to-day activities of the organisation.

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

5.2.2 The State Secretariat shall be composed of a Director and other such officers as the Director may appoint. The Director shall appoint and/or dismiss officers of the State Secretariat and fix their remuneration as per the budget and their terms of employment.

5.2.3 The power and functions of the State Secretariat shall be:

- a) to co-ordinate the activities of the State Branch;
- b) to record and give effect to decisions of the Board, State Council and Executive; and to report progress to State Branches on all resolutions submitted to State Council;
- c) to provide means for economic and political research and study;
- d) to establish efficient contact between the Organisation and the State or Federal Parliamentary Party and the public by all such means as may be available;
- e) to maintain constant contact with State Branches and office-bearers;
- f) to attend to such matters as may be referred to it by the Board, State Council or Executive;
- g) to undertake Federal, State or Local Government election campaigns in NSW in conjunction with Branches.

5.3 State Field Officer(s)

5.3.1 Appointment

Two State Field Officers may be appointed by the State Director. The appointment is a non-management position and may be full-time or part-time. One appointment is for south of Sydney and one for the north of Sydney.

5.3.2 Role

The State Field Officer is to serve as a facilitator and supporter at local functions at which the CDP will be represented with the intent of assisting in the development of the local support constituency.

5.3.3 Responsibilities

The State Field Officer works with Electorate Coordinators in conducting and coordinating seminars, meetings, rallies, and services in the various Electorates throughout the State. The State Field Officer reports to the State Director.

Clause 6 – CDP Electorate Branches

- 6.1 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 five (5) financially current CDP members. A Branch with less than five (5) CDP members will be recognised as a Provisional Branch.
- 6.2 All Electorate Branches and Sub-Branchees must be officially recognised and credentialed by the Board and finally endorsed by the State Council. 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.

Clause 7 – State Divisions

Various State Divisions may be formed and/or affiliated to expand the impact of the CDP in special interest areas. The State Divisions may be formed by the Board. The State Divisions may be:

- 7.1 Youth - “Young CDP”
- 7.2 Women
- 7.3 Aborigines
- 7.4 Ethnic Groups - Liaison Representatives to be appointed to represent various ethnic groups.
- 7.5 Denominational Groups - Each denomination to be represented by a Liaison Officer.

Clause 8 - Young CDP

- 8.1 The Young CDP is the Youth Division of the CDP. The age range for membership of the Young CDP is from 18 years to 29 years.

- 8.2 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 is considered during the process of relevant policy development.
- 8.3 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 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 within its membership.
 - e) To engage its members in 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 fulfil future Christian parliamentary and party leadership roles, such young people to participate in a leadership development programme.
 - g) The Young CDP is subject to the CDP National Charter and Constitution and Rules.
 - h) The position of Co-ordinator of the Young CDP is a voluntary position endorsed by the Board at the recommendation of the State Director.
 - i) A representative of the Young CDP is to provide a written report to the Board and State Council.
 - j) Office Bearers in Young CDP are to agree to the National Charter.
 - k) The annual Membership Fee for Young CDP will be reviewed and determined Membership Committee.
 - l) 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.
 - m) No expenditure is to be made by or on behalf of Young CDP except as approved by the State Director.

Clause 9 - Annual State Convention

9.1 Composition

The Annual State Convention will be comprised of all CDP Members, Supporters, 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 instruction.

9.3 Date and Location

The Annual State Convention will normally be held in August or when decided by State Director, 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 **Fundraising 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, should be used for any CDP fundraising activities.

- 10.2 **Alcohol Policy:** As the CDP is opposed to the promotion and advertising of alcohol, no alcohol will be CDP provided, served, or encouraged 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. Exemptions may be provided on a case by case basis where requests have been made prior to a function.
- 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

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 as per the Membership Form which may be amended from time to time.
- 11.2 Members of the CDP will be either Financial or Honorary according to the various categories listed below:
- Foundation Member Financial (Ceased 2009)
 - Life Member Honorary (Paid membership ceased 2016)
 - Full Membership Financial
 - Concession Membership Financial
 - Young Member Financial (18 years to 29)
 - Corporate Member Financial (non-voting)
- 11.3 CDP has supporters with financial and non-financial status.
- 11.4 APPLICATION for Membership is to be made on the official Board approved Membership Application Form and accompanied by the appropriate Membership fee where applicable. Such application is to be duly processed by the State Office in conjunction with the Electorate Branch, and/or through the Branch Membership Secretary.
- 11.5 ACCEPTANCE – for Branch lodged applications the Branch Membership Secretary may consult with Branch Members and shall consult with the Branch Executive before accepting a Membership Application, but processing must be complete within 30 days.
- 11.6 REJECTION of a Membership Application is at the discretion of the Membership Standing Committee in consultation with the local Branch but should only be rejected in exceptional circumstances.
- 11.7 APPROVAL – All Membership Applications, whether accepted or rejected, must be approved by the Board after 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.
- 11.8 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 Director for recommendation to the Board for confirmation.
- 11.9 **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 Biblical principles set out as follows:

Galatians 6:1 – Brothers and sisters, if someone is caught in a sin, you who live by the Spirit should restore that person gently. But watch yourselves, or you also may be tempted. (NIV) 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:-

- 11.10 **Expulsion of Members of the CDP.** If the 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 or brings CDP into disrepute, the Board shall communicate, either orally or in writing, to that member as follows:
- a) Notice of the proposed expulsion and of the time, date and place of the 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 Board meeting referred to in (a)
 - c) Member does not abide by the CDP Charter and/or Constitution.
- 11.11 At the Board meeting referred to in a notice communicated under clause 11.10, 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 whether or not so to expel that member, communicate that decision in writing to that member.
- 11.12 The Board shall, upon reaching its decision according to the requirements of clause 11.9, immediately advise the State Council of the decision which has been made. The decision of the Board either to expel, or to decline to expel, a member of NSW CDP State Branch shall be ratified by the State Council.
- 11.13 Subject to clause 11.10, a member who is expelled under clause 11.10 from membership of the CDP ceases to be a member fourteen (14) days after the day on which the decision so to expel him or her is communicated to him or her under clause 11.11.
- 11.14 A member who is expelled under clause 11.11 from membership of the CDP shall, if he or she wishes to appeal against that expulsion, give notice to the State Secretary of his or her intention to do so within the period of fourteen (14) days referred to in clause 11.11. Upon receipt of a notice to appeal the State Secretary will notify the NSW State Council of such notice.

Clause 12 - Removal of an Officer Bearer of CDP

- 12.1 A request to remove an Office Bearer of the NSW CDP shall be signed by one member of the Board and delivered to all members of the Board prior to the commencement of the next Board meeting.
- 12.2 The members of the Board signing the request in 12.1 shall move at a properly constituted Board meeting that the Office Bearer concerned be stood down from his or her functions on a unanimous basis. In the event that no seconder is found for the motion, the Office Bearer will remain in his or her position until the term of the appointment is completed or a casual vacancy occurs for his/her position.
- 12.3 A decision by the Board to remove an Office Bearer from his or her 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 he or she is expelled under clause 11.10.

Clause 13 – Affirmation of Faith and Practice

13.1 Candidates

- (a) All persons applying to be a CDP Candidate for Local, State, or Federal Elections must be Members at the time of nomination and thereby agree to the CDP Charter.

13.2 Local Branch Office Bearers

All persons nominated as local Branch Office Bearers must agree to the National Charter.

13.3 Members

All persons applying to be Members of the CDP must, as part of their Membership Application, agree to the National Charter.

13.4 Supporters and Pledge Partners

All persons wishing to be Supporters/Pledge Partners of the CDP should review and become familiar with the CDP Charter.

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, 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 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 the State Director and agree to the remuneration and terms of employment.
- 14.13 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 State Executive Committee of the Organisation.
- 14.14 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)
- 14.15 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.
- 15.2 It shall be obligatory on any Member of the State Council, the 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 his/her interest shall not make any decision invalid but open to challenge and reconsideration by the relevant Committee or Board.

Clause 16 – Trustees

- 16.1 Three (3) Trustees who are financial members of the CDP may be appointed by the CDP Board to oversee the relevant powers of the Organisation, subject to Clause 14. The Executive will make recommendations to the Board based on skills, experience, and Christian involvement.
- 16.2 To recommend to the Board the purchase, taking 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 recommend investments on behalf of the Organisation to the Board.

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 Board will nominate the successor to the State Council. The State Council will endorse the nomination with 51% 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 – President of the Legislative Council, Speaker of the Legislative Assembly – and the Governor-General of Australia.

Clause 18 – Financial Auditing

A certified Auditor will be nominated by the State Director in consultation with the State President and appointed by the Board to conduct an annual audit of all CDP Financial Statements, records, receipts, payments etc. and to audit all CDP Election Returns to the Electoral Funding Authority.

Clause 19 – Financial Accountability

The 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 three (3) Authorised Officers being the President, State Director, and the authorised CDP Accountant. At least one of the signatories must be either the State Director or President.

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

Payments by electronic means are to be approved by the State Director or another delegated CDP Executive or Staff Member.

Persons authorised to operate on all NSW CDP State Branch electronic and on-line banking must be the State Director, and the authorised Accountant 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 Board at any time, 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, 51% 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 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 Board. The 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 thirty (30) 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 51% majority at the Constitutional Convention.

Clause 22 – Winding-Up Procedures

When and if the Board and the Annual State Council agree by at least 51% of Members present to wind up the State Branch, all funds and records will be forwarded to the Federal CDP. If the Federal Board and all State Branch Councils vote by at least 51% 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.

Clause 23 – State Advisory Council

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

- 23.1 Members comprising the State Advisory Council shall be nominated by the Board and endorsed by the State Council.
- 23.2 The members of the State Advisory Council is to be appointed at the first Board meeting following the Annual Convention.

Adopted - 20 August 2016

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