

KATTER'S AUSTRALIAN PARTY

(THE AUSTRALIAN PARTY)

CONSTITUTION

For the State of Queensland

NAME

1. The name of the Party is *Katter's Australian Party* (Queensland Division).

OBJECTS

2. The objects of the Party are as follows:
 - a) The promotion of the election to the Legislative Assembly of Queensland of a candidate or candidates endorsed by it or by a body or organisation of which it forms a part.
 - b) The promotion of the election to a Local Government in Queensland of a candidate or candidates endorsed by it or by a body or organisation of which it forms a part.
3. Every Member of the Party, including Members of Parliament, will, in making decisions, vote in the interests of their electorate, consistent with their conscience and in accordance with the following values and principles.

Principles

4. Modern Australia was founded on Christian values a responsibility to ones fellow man. This heritage belongs to all Australians and defines the culture of the nation. The ideals for Australian society and government should be based upon these principles.

Ethos

5. Governments are accountable to the Australian people for the management of outcomes that protect and enhance both the social and economic fabric of the Australian people and the sovereignty and independence of the Australian nation.
6. Governments should develop and promote policies which maintain and advance a modern mixed economic system that will ensure economic growth, full employment, equitable distribution of income, rising living standards, prosperity, opportunity and equality of access to such opportunity for all Australians, to ensure:
 - a. freedom of speech and expression which should not be abused by intimidation, malice, violence or wilful intolerance,
 - b. equality of opportunity,
 - c. equality before the law,
 - d. social cohesion,
 - e. acceptance of personal responsibility and accountability,
 - f. support for those in genuine need while that need exists,
 - g. encouragement and nurturing of individual initiative, and the development of every person's, and especially children's, talents and skills to the maximum

- h. responsibility to contribute; and
- i. respect for all talents, skills and occupations, regardless of the level of formal education required to acquire them.

Sovereignty

7. Australia's sovereignty and independence as a nation requires Australia to:
 - a. have a sufficient Defence Force to deter invasion and to prevent any territorial intrusion or threat,
 - b. maintain strategic defence industry capabilities to ensure Australia is self-sufficient in the manufacture of strategic Defence requirements,
 - c. establish and nurture relationships and alliances to secure support and assistance in times of peril,
 - d. exercise appropriate stewardship and development of our resources,
 - e. have a strong economy which is as self-sufficient as is practicable,
 - f. be self-sufficient in the production of food and to ensure security of food supply,
 - g. ensure that Australia's food is produced in a disease-free environment and that the importing of diseases which threaten our food supply does not occur,
 - h. ensure security of strategic resources, including minerals,
 - i. have a sufficient population and for that population to be so distributed as to demonstrate occupation, control and utilisation of our land, water and other resources, and
 - j. put Australia's interests first in respect to ownership of agricultural land, corporations, utilities, resources, and the means of production and ensure that foreign ownership or control of resources and agricultural production only occurs when it is in the national interest and does not undermine or threaten Australia's independence and sovereignty.

Workplace and Production

8. Governments must ensure that every Australian is, and in particular employees, farmers and franchisees are, able to bargain collectively to protect and promote their economic interests and that all, wherever practicable, have access to compulsory arbitration.
9. In principle non-government monopoly power should not be allowed and limits should be placed where possible on the proportion of the market any entity controls.
10. Governments must ensure that a concentration of market power does not occur whether such concentration is monopolistic, oligopolistic or just unfairly out of balance.

Essential Services

11. Governments should provide essential services such as airports, water, electricity, gas, health services, road networks, public transport and communications. Where such services are not provided by government, government should ensure that the services are affordable for all and of a reasonable standard.

Recreation and Freedoms

12. Australians must have the freedom to pursue outdoor recreational activities of their choice including hunting, shooting, fishing, boating, camping, 4-wheel driving, horse riding, rock climbing, and bushwalking without unnecessary limitations and restrictions.
13. Vacant land such as State Forest and some unallocated lands and seas now designated as “off-limits” are to be owned and accessed by the people. They are not the exclusive domain of the “Crown”.

Resources

14. Resources should be developed and utilised whilst at the same time fulfilling our obligation to future generations that such utilisation does not needlessly or irresponsibly result in the degradation of those resources.

Home Ownership

15. Homes are to be safe and exclusive havens for all those who reside within them.
16. Home ownership is critical to people’s sense of freedom, independence and personal security and to facilitating the raising and nurturing of children. All Australians (including our First Australians) must have the ability to own their homes and governments must implement policies to make home ownership attainable for all Australians.
17. Government interference in people’s lives must finish at the family fence or property boundary. Legislation overriding all other laws must provide that intrusion and interference upon that household can only occur where human health and life is in serious and immediate jeopardy.
18. Property owners may do what is reasonably required to ensure the security of their family, their property and themselves as well as to ensure its quiet and safe enjoyment.
19. Where governments diminish the value of a person’s property, the government must compensate that person by paying just compensation.

Family

20. Because it is in the economic and social interests of the community, laws in their enactment and application must support and uphold marriage. Marriage is the union of a man and a woman, ideally for life. It is in the best of interests of children that they are nurtured by their father and their mother and laws concerning children should be based on the best interests of children.

Finance

21. It is the duty of government to:
- a. ensure that bank lending provides real wealth creation in terms of improvements to the quality of life of the average Australian,
 - b. prevent the flow of credit creation into speculation and predatory activity, and
 - c. ensure that the wealth creators and risk takers are not subject to a one-sided and unrestrained banking foreclosure policy.
22. Governments must ensure that all Australians have access to necessary finance at affordable prices and that financial institutions do not abuse their financial powers. If necessary, governments should intervene in markets to ensure that these principles are achieved and that government be involved in the process of the provision of finance and credit to provide *inter alia* a bench-marking.

Population

23. Australia needs to increase its population to achieve acceptable levels of economic, scientific, strategic and personal development. Government must develop immigration and birth rate policies consistent with these principles. In addition, the population growth needs to be distributed widely throughout Australia and especially into northern Australia.

QUEENSLAND DIVISION MEMBERSHIP

24. The Federal Management Committee shall determine the various categories of Queensland Division Membership and the fees and entitlements for each such category from time to time. Annual Membership fees are to be paid at a level and in a manner prescribed by the Federal Management Committee.

Eligibility

25. Any person who subscribes to the objects of the Party as contained in the Constitution may be admitted to Membership at the discretion of the Federal Management Committee.

26. A person is prohibited from becoming a Member of the Party if that person has been convicted of a disqualifying electoral offence within ten (10) years before the person applies to become a Member

Application

27. A person desiring to become a Member must complete an application form as prescribed by the Federal Management Committee and must lodge that form together with the applicable fee to the Federal Secretary.
28. An applicant for Membership does not automatically become a Member upon receipt by the Federal Secretary of the prescribed form and fee. An applicant who has lodged the prescribed form and fee becomes a Member of the Party at the conclusion of the subsequent Federal Management Committee meeting during which the application for Membership is considered and accepted for Membership.
29. Upon acceptance as a Member of the Party the Member automatically becomes a Member of the State or Territory Division incorporating the electorate in which the Member is enrolled to vote or otherwise resides.

Ending of Membership

30. A person is prohibited from continuing as a Member of the Party, if the person is convicted of a disqualifying electoral offence.
31. The Federal Management Committee may terminate or suspend the Membership of a Member who undermines or acts in a way which is contrary to the objects of the Party.
32. A person's Queensland Division Membership may lapse if the Queensland Division Membership fee is in arrears by more than ninety (90) days at the discretion of the Federal Management Committee.
33. A person can end Membership of the Party by notice in writing to the Federal Secretary.
34. A Member whose Membership of the Party has ended by any means will simultaneously cease to be a Member of the Queensland Division of the Party.

PARTY STRUCTURE

Divisions

35. The Queensland Divisions is formed on written approval of the Federal Management Committee.
36. The Queensland Division is the Queensland State arm of *Katter's Australian Party*.
37. The Queensland Division adopts By-Laws from to time for the stewardship of the Queensland Division of the Party in accordance with the objects as set out in the *Katter's Australian Party* Constitution for the Commonwealth and replicated herein.

Federal Management Committee

38. The Federal Management Committee is the supreme governing body of the Party.

State Management Committee

39. The State Management Committee is responsible for the management and stewardship of the Queensland Division of Party. The State Management Committee shall consist of Members of the Party and shall include the following positions:

- Bob Katter as Foundation Patron,
- State President,
- State Senior Vice President
- State Vice Presidents - such number to be determined by resolution of the Federal Management Committee from time to time,
- State Secretary / Treasurer ('the Secretary'),
- Federal Parliamentary Leader or nominee,
- State Parliamentary Leader or nominee,
- Three (3) General Queensland Division Members elected at an Annual General Meeting and
- Three (3) Members appointed by the Federal Management Committee

40. At the commencement of the Party there will be a Foundation State Management Committee, exercising all powers of the State Management Committee as set out in this Constitution.

41. The Members of the Foundation State Management Committee as appointed upon registration shall remain in office until the fourth annual general meeting of the Party.

42. If the Foundation State Management Committee creates a vice-presidency, the Committee may appoint that vice-president/s who will be deemed to be a Member of the Foundation State Management Committee.

43. If the Foundation State Management Committee appoints a General Member to the Committee, that Member will be deemed to be a Member of the Foundation State Management Committee.

44. At each Annual General Meeting commencing from the fourth annual general meeting of the Party three elected (3) State Management Committee positions are to be vacated. Election to those vacated positions is by a simple majority of those present for a term expiring at the fourth annual general meeting held subsequent to the annual general meeting at which the Member was elected to the State Management Committee.

45. Not more than one General Member shall vacate their position at any annual general meeting.

46. Members appointed as Members of the State Management Committee hold office for a term expiring at the fourth annual general meeting held subsequent to their appointment.
47. Subsequent to the fourth annual general meeting not more one Member appointed by the State Management Committee shall retire in any year.
48. The State Management Committee shall appoint a Public Officer at each annual general meeting to file such returns and notices as required by law.
49. A Member may resign from the State Management Committee by notice in writing delivered to the Secretary.
50. The resignation becomes effective upon receipt by the State Secretary.
51. The State Management Committee may fill a casual vacancy on the State Management Committee.
52. A person filling a casual vacancy holds office for the balance of the term of the office vacated. Should a vacancy arise on the interim State Management Committee the person filling the vacancy will remain in office until the fourth annual general meeting of the Party.

Powers of the State Management Committee

53. The State Management Committee has the general control and management of the administration of affairs, property and funds of the Queensland Division of the Party. The powers of the State Management Committee include the following:
 - a. to appoint sub-committees, the Membership of which may include Members of the Party other than State Management Committee Members, for such purposes as the State Management Committee may determine.
 - b. to engage and dismiss paid servants,
 - c. to delegate powers of the State Management Committee to sub-committees, paid servants or other persons as the State Management Committee may require.
 - d. to endorse or reject nominations for preselection as a candidate for election to the Legislative Assembly of Queensland or a Local Government in Queensland,
 - e. to disendorse candidates for election to the Legislative Assembly of Queensland or a Local Government in Queensland,
 - f. to nominate candidates for election to the Legislative Assembly of Queensland or a Local Government in Queensland,
 - g. to borrow, raise or secure the payment of amounts in any way the Members of the State Management Committee decide,

- h. to secure the amounts mentioned in paragraph (e) or the payment or performance of any debt, liability, contract, guarantee or other engagement incurred or to be entered into by the Party in any way, including by the issue of debentures (perpetual or otherwise) charged upon the whole or part of the property of the State Division of the Party, both present and future,
- i. to purchase, redeem or pay off any securities issued,
- j. to borrow amounts from Members and pay interest on the amounts borrowed,
- k. to purchase property,
- l. to mortgage or charge the whole or part of the property of the State Division of the Party,
- m. to issue debentures and other securities, whether outright or as security for any debt, liability or obligation of the State Division of the Party, and to provide and pay off any securities issued,
- n. to invest any funds of the State Division of the Party in a way the Members of the State Management Committee may from time to time decide, and
- o. to do such other things as are necessary to fulfil the objects of the Party.

Meetings of the State Management Committee

- 54. The State Management Committee must meet at least four (4) times per year and at least once every three (3) calendar months.
- 55. A quorum for a meeting of the State Management Committee is five (5) Members.
- 56. Meetings of the State Management Committee may be held by contemporaneously linking together by telephone, internet link technology or other means of instantaneous communication.
- 57. Resolutions of the State Management Committee are passed by a simple majority vote, the method of voting and the issues for resolution are to be determined by the State President.
- 58. The State Management Committee may pass a resolution if a majority of the State Management Committee Members either sign a document containing the terms of the resolution (including signing a document in counterparts), or send an electronic message originating from their e-mail address indicating approval for a resolution, the terms of which are attached to the electronic message.

State Executive and Finance Committee

- 59. The State Executive and Finance Committee shall consist of the Federal Parliamentary Leader, State Parliamentary Leader, State President, the State Secretary, the State Treasurer, as well as any Vice President nominated by the State Management Committee from time to time.

60. The State Executive and Finance Committee must meet at least once per calendar month.
61. Meetings of the State Executive and Finance Committee may be held by contemporaneously linking together by telephone, internet link technology or other means of instantaneous communication.
62. The State Executive and Finance Committee shall exercise the powers of the State Management Committee and manage the day to day affairs of the Party between meetings of the State Management Committee.
63. The Chairman of the State Executive and Finance Committee will be elected by the Management Committee and will hold the position for the balance of his or her term as a member of the State Management Committee.

Branches

64. There may be branches formed on written approval of the Federal Management Committee, the composition, roles and duties of any such branches to be determined by the Federal Management Committee.

ANNUAL GENERAL MEETINGS OF THE PARTY

65. The first annual general meeting must be held within 6 months after the end date of the Party's first reportable financial year.
66. The annual general meetings of the Party are to be held between July and December each calendar year.
67. The Secretary must give not less than thirty-five (35) calendar days' notice of annual general meetings.
68. The notice must include details of the positions which become vacant at the annual general meeting and invite nominations to fill those vacant positions.
69. Nominations for positions must be received by the Returning Officer at least fourteen (14) calendar days before the meeting.
70. The business transacted at every annual general meeting must include:
 - a. receipt of the President's annual report,
 - b. receipt of the financial report for the Party,
 - c. receipt and adoption of the auditor's report,
 - d. election of Members of the State Management Committee if required,
 - e. appointment of a Returning Officer,
 - f. appointment of an auditor,
 - g. other business in respect of which fourteen (14) days' notice has been given.

SPECIAL GENERAL MEETINGS

71. The State Management Committee may call a special general meeting (or one hundred (100) Queensland Division Members) may request a special general meeting for the purposes as determined by the State Management Committee or as set out in the requisition.
72. The State Secretary must convene a special general meeting within thirty-five (35) days of the date of the decision of the State Management Committee to convene a special general meeting or within thirty-five days of the date of receipt of the requisition from one-hundred (100) Queensland Division Members.
73. The State Secretary must give Queensland Division Members at least twenty-eight (28) days' notice of the meeting and the notice must specify the business to be dealt with at the meeting.

QUORUM

74. The quorum for an annual general meeting or a special general meeting is 50 Queensland Division Members.
75. If a quorum is not present thirty minutes after the scheduled time for the commencement of a meeting, the meeting stands adjourned to a date not less than twenty-eight (28) and not more than thirty-five (35) calendar days hence as determined by the Secretary.
76. If the adjourned meeting fails to obtain a quorum, the State Management Committee will exercise the powers of the Annual General Meeting by:
 - a. electing Members to fill vacancies on the State Management Committee,
 - b. appointing a returning officer and an auditor,
 - c. adopting the auditor's report, and
 - d. doing such other things as an annual general meeting is required by law to do.

VOTING

77. At annual general meetings and special general meetings, each question, matter or resolution must be decided by a majority of votes of the Queensland Division Members present and voting except where a special resolution is required by this constitution.
78. Each Queensland Division Member present and eligible to vote is entitled to 1 vote only and, if the votes are equal, the President has a casting vote as well as a primary vote.
79. A Member is not entitled to vote at a general meeting if the Member's annual subscription is in arrears at the date of the meeting.
80. The method of voting is to be decided by the State Management Committee.
81. Where a special resolution is required at least seventy-five (75) per cent of the Queensland Division Members must vote in favour of the resolution for that resolution to be carried.

SELECTION OF CANDIDATES

82. Candidates will be selected by the State Management Committee upon consultation with the local Party membership.
83. The State Management Committee may choose to select a candidate through a pre-selection process involving the local Party membership.
84. A selection ballot conducted by the Queensland Division of the Party must accord with the following principles:
- a. only Queensland Division Members of the Party who are electors may vote,
 - b. only Queensland Division Members of the Party who are eligible to vote in the ballot under the Party's constitution may vote,
 - c. each Queensland Division Member has only 1 vote,
 - d. voting must be done by secret ballot,
 - e. a Queensland Division Member must not be improperly influenced in voting,
 - f. a Queensland Division Member's ballot paper must be counted if the Queensland Division Member's intention is clear,
 - g. Queensland Division Members' votes must be accurately counted,
 - h. each person who is seeking selection may be present personally, or may be represented by another person, at the ballot and for the scrutiny, and counting, of votes.

Electoral Committees

85. An Electoral Committee, consisting of the State Management Committee and twenty Queensland Division Members enrolled in the electorate in which preselection is sought, is to be established for each electorate in which preselection of a candidate is sought.
86. The twenty Queensland Division Members from the electorate will be elected by the Queensland Division Members of that electorate.
87. The State Management Committee decides the method of voting to elect the twenty Queensland Division Members to each Electoral Committee.
88. An Electoral Committee determines which nominations for preselection are accepted based upon considerations contained within the By-Laws of the Party.

Returning Officer

89. The Returning Officer is responsible for the conduct of nomination and preselection ballot process for the Party. The Returning Officer for the Party's preselection ballot is eligible to vote in a preselection ballot.

Calling for nominations

90. The State Management Committee shall determine the electorates in which the Party is to endorse a candidate.
91. The Returning Officer for the Party must call for nominations of candidates in writing by publication in the Party newsletter, journal, website, electronic mail or by direct written notice to Queensland Division Members.
92. The State Management Committee may choose not to hold a pre-selection ballot and to select a candidate for an electorate if it believes it is in the best interests of the Party so to do.

Matters to be stated in call for nominations

93. A call for nominations of candidates for the Party must state the following:
 - a. any criteria regarding who may nominate as a candidate as determined by the State Management Committee.
 - b. when nominations open,
 - c. when nominations close,
 - d. the address at which any nomination must be received,
 - e. that a nomination must
 - i. be in writing, and
 - ii. state the nominee's surname and given names as they appear on the electoral roll on which the nominee is enrolled, and
 - iii. if the nominee would prefer names by which the nominee is commonly known to appear on any ballot paper instead of the nominee's given names as appearing on the electoral roll—the preferred names, and
 - iv. be signed by the nominee, and
 - v. be received at the address for receipt of nominations by the closing time for nominations,
 - f. that, if the preselection ballot is necessary:
 - i. how the preselection ballot will be held, and
 - ii. when the Queensland Division Membership roll for the preselection ballot will close, and
 - iii. any criteria about who is eligible to vote in the preselection ballot, and when and where the roll of eligible preselection voters for the preselection ballot will be available for inspection, and if the preselection ballot includes attendance voting, when and where a person will be able to vote, and
 - iv. if the preselection ballot includes postal voting, the address at which, and the time by which, postal votes must be received, and when the preselection ballot will close,

Nominations

94. The nomination of a candidate for a preselection ballot must:

- a. be in writing, and state the nominee's surname and given names as they appear on the electoral roll on which the nominee is enrolled, and if the nominee would prefer names by which the nominee is commonly known to appear on any ballot paper instead of the nominee's given names as appearing on the electoral roll—the preferred names,
- b. state the candidate's adherence to and commitment to support the objects of the Party, and
- c. be signed by the nominee, and
- d. be received at the address for receipt of nominations under section as stated in the call for nominations by the closing time for nominations as determined by the Returning Officer,

Withdrawal of nomination

95. A nominee for a preselection ballot may withdraw his or her nomination by giving written notice of the withdrawal which must be received at the address for receipt of nominations.
96. If the nomination is withdrawn the candidate's nomination is taken never to have been made.

Acceptance of nominations

97. As soon as possible after the closing time for nominations for a preselection ballot, the Electoral Committee must decide, in relation to each nomination, whether that nomination should be accepted.
98. The preselection Returning Officer may only accept a nomination if the nomination complies with the nomination process set out in this Constitution.
99. If a nomination is not accepted, the nomination is taken never to have been made.

Closing time for Queensland Division Membership roll

100. For the Party's Queensland Division preselection ballot, the Queensland Division Membership roll for the section of the Party for which the preselection ballot is being held, must close at least 7 days before the closing time for nominations.

Preselection Ballot

101. This division applies only if a preselection ballot is necessary because the number of nominations accepted is greater than the number of candidates required to be selected in the preselection ballot.
102. As soon as possible after the closing time for nominations, the Returning Officer must give written notice to each of the candidates for the preselection ballot whose nomination is accepted.
103. The exhaustive preferential system of voting will be used in a preselection ballot.
104. In the event of a tied result, the Returning Officer must decide by exercising a casting vote which of the tied candidates is or are the successful candidate or candidates.

Matters to be stated in notice to candidates

105. The notice to candidates for the Party's preselection ballot must state the following:
- a. how the preselection ballot will be held,
 - b. when and where a person will be able to vote,
 - c. that a candidate for the preselection ballot or a Party Member may inspect the preselection roll
 - i. free of charge, and
 - ii. at the address stated, and
 - iii. at the times stated and during the period that starts the day after the closing time for nominations and ends 30 days after the closing time for the preselection ballot,
 - d. that a candidate may appoint a scrutineer to act for the candidate,
106. The information in the notice, including, for example, when and where a person will be able to vote, must be consistent with the information in the call for nominations.

Preselection roll

107. The Returning Officer for the Party's preselection ballot must prepare a roll of eligible preselection voters from the Queensland Division Membership roll, for the section of the Party for which the preselection ballot is being held, as at the closing time for the Queensland Division Membership roll.
108. The name of a Party Member who is on the Queensland Division Membership roll as at the closing time for the Queensland Division Membership roll who is ineligible to vote in the preselection ballot must be crossed off the roll of eligible preselection voters.
109. A note must be made against the name of a Party Member crossed off the roll of eligible preselection voters to indicate the reason for the Party Member's ineligibility.
110. The roll of eligible preselection voters must contain, for each eligible preselection voter, the person's name and address as shown in the Party's records.
111. A person who is not on the Queensland Division Membership roll as at the closing time for the Queensland Division Membership roll is ineligible to vote in the preselection ballot. The Party's Returning Officer must certify that the persons on the roll of eligible preselection voters,
- a. were on the Queensland Division Membership roll as at the closing time for the Queensland Division Membership roll, and
 - b. are eligible to vote in the preselection ballot under the Party's constitution.

Inspection of preselection roll

112. The Returning Officer must make the preselection roll available for inspection by a candidate for the preselection ballot or a Party Member,
 - a. free of charge, and
 - b. at the address stated in the call for nominations, and
 - c. at the times stated in the call for nominations during the period that starts the day after the closing time for nominations and ends 30 days after the closing time for the preselection ballot.
113. If a candidate for the preselection ballot or a Party Member requests a copy of the roll, or part of the roll, the Returning Officer must give the candidate or Party Member a copy of the roll, or part of the roll, free of charge.

Preselection ballot papers

114. The Returning Officer for the Party's preselection ballot must, as soon as possible after the closing time for nominations, prepare the ballot papers for the preselection ballot.
115. The ballot papers must,
 - a. state the nominee's surname and given names as they appear on the electoral roll, and
 - b. describe how a voter is to mark the ballot paper so that the voter's intention is clear.
116. However, if a nomination stated names that the nominee would prefer to appear on any ballot paper instead of the nominee's given names as appearing on the electoral roll, the ballot papers must state the nominee's surname, as it appears on the electoral roll, and the preferred names.
117. The Returning Officer must decide by lot the order of names of candidates on the ballot paper.

Preselection Voting

118. Voting in a preselection ballot must be done by secret ballot.
119. An eligible preselection voter has only 1 vote in a preselection ballot.
120. A vote in a preselection ballot of the Party is informal only if,
 - a. the ballot paper is marked in a way that allows a voter to be identified, or
 - b. the voter's intention is not clear from the ballot paper.

Preselection ballot box

121. The Returning Officer must,
 - a. use 1 or more appropriate ballot boxes for the
 - b. preselection ballot, and
 - c. seal a ballot box for the preselection ballot in a way
 - d. that,

- i. allows ballot papers and any other voting material to be inserted into the ballot box until the closing time for the preselection ballot, and
- ii. prevents ballot papers and any other voting material from being removed from the ballot box until the votes are to be counted, and
- e. keep a ballot box for the preselection ballot in a secure location.

Issuing ballot papers

122. For a preselection ballot, the Returning Officer or an issuing officer must initial a ballot paper before it is given to an eligible preselection voter.
123. The Returning Officer must,
- a. before giving a person a ballot paper, ensure that he or she is satisfied as to the person's identity and that the person is on the preselection roll, and
 - b. mark the preselection roll beside the person's name as a record that the person has been issued with a ballot paper for an attendance vote.
124. The Returning Officer must ensure,
- a. upon completion of a ballot paper issued to a person, the person places the ballot paper into a sealed ballot box, and
 - b. any ballot paper spoiled after being issued to a person for an attendance vote and for which a replacement ballot paper is issued to the person is retained in safe keeping by the Returning Officer.

Voting assistance

125. This section applies if an eligible preselection voter is unable to vote without the help of another person.
126. A person may assist the voter if the person does not attempt to improperly influence the voter in voting.

Counting votes for a preselection ballot

127. Votes for a preselection ballot may not be counted until after the closing time for the preselection ballot.
128. The Returning Officer must
- a. admit the formal votes and reject the informal votes, and
 - b. count the formal votes and record the number for each candidate for the preselection ballot, and
 - c. count the number of informal votes.

Scrutineers for a preselection ballot

129. A scrutineer for a preselection ballot may be present on any of the following occasions,
- a. for an attendance ballot, when a ballot paper is given to the eligible preselection voter,
 - b. for a postal vote, when the return envelope is opened and the declaration envelope is scrutinised,

- c. when a ballot box is opened,
 - d. when votes are scrutinised and counted.
130. For each person officiating on an occasion mentioned in subsection (1), there may be only 1 scrutineer present for each candidate.
131. A scrutineer for a preselection ballot may be,
- a. a candidate, or
 - b. a person appointed by a candidate to act as a scrutineer for the candidate.
132. A person appointed as scrutineer by a candidate must be
- a. in writing, and
 - b. signed by the candidate, and
 - c. given to the Returning Officer before the person acts as scrutineer.

Certification of result and preselection ballot report

133. The Returning Officer for the Party's preselection ballot must,
- a. certify the result of the preselection ballot, and
 - b. prepare a report for the Party on the conduct of the preselection ballot.
134. The report on the conduct of the preselection ballot must,
- a. include a reconciliation of the ballot papers as at the closing time for the preselection ballot, and
 - b. be included in the minutes of the next meeting of the Party, or the section of the Party for which the preselection ballot was held, after the Returning Officer makes the report.
135. For the purposes of the preselection process, **reconciliation**, of the ballot papers, means a reconciliation showing the aggregate of,
- a. the number of ballot papers issued (including duplicate ballot papers issued at the request of eligible postal voters and replacement ballot papers issued at the request of attendance voters when previously issued ballot papers are spoiled), and
 - b. the number of ballot papers unused,
 - c. equals the number of ballot papers printed.

Documents to be retained

136. The Returning Officer for the Party's preselection ballot must retain all of the following documents,
- a. a copy of a document evidencing the appointment of the Returning Officer,
 - b. a copy of the call for nominations and a record of how nominations were called for,
 - c. all nominations of candidates for the preselection ballot, including nominations that were withdrawn or not accepted,
 - d. any withdrawal of a nomination,

- e. a copy of the Queensland Division Membership roll, for the section of the Party for which the preselection ballot is being held, as at the closing time for the Queensland Division Membership roll, and
 - f. a copy of the notice to candidates, and
 - g. the preselection roll, and
 - h. all ballot papers,
 - i. any returned declaration envelopes received at the address for receipt of postal votes, and
 - j. for each scrutineer for the preselection ballot appointed to act for a candidate, a copy of the appointment given to the Returning Officer, and
 - k. a document indicating the total number of formal votes and the number recorded for each candidate and the total number of informal votes, and
 - l. the certification and report of the Returning Officer, and
 - m. a copy of the any minutes taken being relevant to the preselection process.
137. The Returning Officer must retain the documents,
- a. for a preselection ballot for an election, until the day the writ is issued for the next general election after that election, or
 - b. for a preselection ballot for an election for a local government, until the cut off day for the voter's roll for the next quadrennial election of the local government after that election.
138. The ***cut off day for the voter's roll***, for a quadrennial election of a local government, means 31 January in the year of the quadrennial election.

DISPUTE RESOLUTION

139. The State Management Committee shall appoint a State Disputes Panel following every fourth annual general meeting.
140. The State Disputes Panel will comprise three Queensland Division Queensland Division Members of the State Management Committee and three Queensland Division Members who are not Members of the State Management Committee.
141. The State Disputes Panel hears and determines in accordance with By-Laws as promulgated in writing from time to time by the State Management Committee the following matters:
- a. Complaints referred to the State Disputes Panel from the State Management Committee.
 - b. any other inquiry, complaint or dispute referred from the State Management Committee
142. The State Disputes Panel shall hear and determine complaints and disputes in accordance with the principles of natural justice.
143. Any Queensland Division Member or Queensland Division Members of the Party may lodge a written complaint to the State Management Committee regarding any matter relevant to the affairs of the Queensland Division Party.

144. A complaint made against a Queensland Division Member or Queensland Division Members of the Party must be made in writing to the State Management Committee.
145. The State Management Committee may at its discretion hear and determine a complaint or refer the complaint to the State Disputes Panel.
146. The State Management Committee may make By-Laws setting out procedures by which State Disputes Panel operates and penalties available to the State Disputes Panel.
147. Decisions of the State Disputes Panel are binding on all Queensland Division Members of the Party.
148. A Queensland Division Member or Queensland Division Members may appeal any decision of the State Disputes Panel to the National Dispute Panel.

DISPOSAL OF PROPERTY

149. The Party may be wound up by a special resolution of the State Management Committee.
150. The surplus funds and property of the Party, after the payment of all debts and expenses, is to be distributed as the meeting directs to an organisation or organisations having objects similar to the objects of the Party as determined by the State Management Committee.

AMENDMENT OF CONSTITUTION

151. This Constitution may be amended by a special resolution (75% of Queensland Division Members of the Queensland Division) Queensland Division Members present at an annual general meeting or a special general meeting or by a decision of at least NINETY (90) PER CENT of the Members of both the Federal and State Management Committees provided that TWENTY-EIGHT (28) days' notice of the intention to move the resolution has been given.

BY-LAWS AND STANDING ORDERS

152. The State Management Committee may make, amend or repeal by-laws, not inconsistent with these rules, for the internal management of the Queensland Division of the Party.
153. A By-Law may be set aside by a special resolution (75% of Queensland Division Members of the Queensland Division) or by a decision of at least NINETY (90) PER CENT of the Members of both the Federal and State Management Committees provided that TWENTY-EIGHT (28) days' notice of the intention to move the resolution has been given.