

Constitution of the NT Greens Inc.

Part I - Preliminary

1. Introduction

- 1.1. The name of the Association shall be the NT Greens Inc. (hereinafter called "the Party").
- 1.2. The Party operates as a member body of the Australian Greens (hereinafter "The Greens"), the national confederation of State and Territory Greens parties.
- 1.3. This Constitution identifies the principles and rules governing the conduct of the Party's affairs and defines the powers and roles of its constituent bodies and office- bearers.
- 1.4. All other Party documents are subordinate to this Constitution with the exception of the Charter of the Australian Greens and the national constitution of the Australian Greens.

2. Objects and purposes of the Party

Charter and principles

- 2.1. To promote the principles of the Australian Greens. These principles are defined in the Charter of The Australian Greens, and are understood to be built upon the following four pillars :
 - 2.1.1. Ecological sustainability
 - 2.1.1.1. To ensure that human activity respects the integrity of ecosystems and does not impair biodiversity and ecological resilience of life-supporting systems.
 - 2.1.1.2. To encourage the development of a consciousness that respects the value of all life.
 - 2.1.2. Democracy
 - 2.1.2.1. To increase opportunities for public participation in political, social and economic decision-making.
 - 2.1.2.2. To break down inequalities of wealth and power which inhibit participatory democracy.
 - 2.1.3. Social and economic justice
 - 2.1.3.1. To eradicate poverty by developing initiatives that address the

causes as well as the symptoms of poverty.

2.1.3.2. To provide affirmative action to eliminate discrimination based on gender, age, race, ethnicity, class, religion, disability, sexuality, or membership of a minority group.

2.1.3.3. To introduce measures that redress the imbalance of wealth between rich and poor.

2.1.4. Peace, disarmament and non-violence

2.1.4.1. To adopt and promote the non-violent resolution of conflict.

2.1.4.2. To develop an independent, non-aligned foreign policy and a non-nuclear, defensive, self-reliant defence policy.

2.2. To promote, develop and strive to implement policies, including:

2.2.1. the international policies of the Global Greens;

2.2.2. the national policies of the Australian Greens;

2.2.3. at a local and Territory level, policies based on the Charter of The Australian Greens and consistent with the national policies of the Australian Greens.

Electoral objectives

2.3. The Party is to act as a registered political party pursuant to the Commonwealth and NT Electoral Acts. The Party does so with the intention to stand candidates for election to the House of Representatives and Senate of the Commonwealth of Australia, and the Legislative Assembly and local governments in the Northern Territory.

2.4. The Party seeks the election or appointment to public office of people who are committed to The Greens' Charter, principles, policies and objectives.

2.5. The Party encourages other political parties to adopt our objectives by electoral strategies and direction of voting preferences.

2.6. The Party supports and assists members of the Federal Parliament, the NT Legislative Assembly and local government who are members of The Greens.

Other objectives

2.7. The Party aims for changes that will empower all people and allow them to act in greater harmony with each other and the rest of nature. Including by:

2.7.1. cooperating with and promoting the development of the international Green political movement.

2.7.2. promoting and assisting other individuals, organisations and community networks in working for the objectives of the Greens.

2.7.3. educating ourselves and the wider community to raise awareness of

the issues and concerns covered by the Charter and policies of the Green

- 2.7.4. participating in non-violent resistance to oppressive and destructive practices.
- 2.8. In addition to the basic objects of the Party, the objects and purposes of the Party shall be deemed to include:
- 2.8.1. the purchase, taking on lease or in exchange, and the hiring or otherwise acquiring of any real or personal property that may be deemed necessary or convenient for any of the objects or purposes of the Party;
 - 2.8.2. the buying, selling, and supplying of, and dealing in, goods of all kinds;
 - 2.8.3. the accepting of any gifts, whether subject to a special trust or not, for any one or more of the objects or purposes of the Party;
 - 2.8.4. the taking of such steps from time to time as the Management Committee or the members in general meeting may deem expedient for the purposes of procuring contributions to the funds of the Party, whether by way of donation, subscriptions, or otherwise;
 - 2.8.5. the printing and publishing of such newspapers, periodicals, books, leaflets, or other documents as the committee or the members in general meeting may think desirable for the promotion of the objects and purposes of the Party;
 - 2.8.6. subject to the Associations Act, the borrowing and raising of money in such manner and on such terms as the Management Committee may think fit or as may be approved or directed by resolution passed at a general meeting; and securing the repayment of money so raised or borrowed or the payment of a debt or liability of the Party by giving mortgages, charges or securities upon or over all or any of the real or personal property of the Party;
 - 2.8.7. the establishment and support or aiding in the establishment or support, of any other association formed for any of the basic objects of the Party;
- 2.9. The Party may do all things permitted by law and by this Constitution which may be necessary or desirable to pursue the objectives of the Party.

3. Definitions

- 3.1. In these rules, unless the contrary intention appears "General Meeting" means a general meeting of members convened in accordance with rule 13.
- 3.2. "special resolution" means a resolution, notice of which is given under section 16 and passed at a General Meeting in accordance with section 37 of the Act.
- 3.3. Words or expressions contained in these rules shall be interpreted in accordance with the provisions of the Northern Territory *Interpretation Act 1978* and the Northern Territory *Associations Act 2003* as in force on the date on which the Party adopts these rules.

Part II - Membership of the Party

4. Membership

- 4.1. The Party must have at least five (5) members.
- 4.2. Individuals shall be welcomed as members provided they meet the following conditions:
 - 4.2.1. they agree to the Charter of the Australian Greens and agree to abide by this Constitution;
 - 4.2.2. they are not members of a proscribed organisation and refrain from joining a proscribed organisation whilst a member of the Party ;
 - 4.2.3. their application for membership is not objectionable to the existing members of the Party.

Proscribed organisations

- 4.3. Proscribed organisations include all other political parties and all their subordinate bodies, except those parties which have related party status with the Australian Greens.
- 4.4. A decision to declare an organisation a proscribed organisation shall only be made by a Special Resolution at a General Meeting.

5. Membership Entitlements

- 5.1. All members have the following rights:
 - 5.1.1. to nominate to be an office-bearer;
 - 5.1.2. to participate in discussion, debate and decision-making in any ordinary Party meetings;
 - 5.1.3. to have access to the Charter of the Australian Greens and this Constitution;
 - 5.1.4. to receive the newsletters of the Party;
 - 5.1.5. to communicate with the entire membership of the Party through the Party's newsletter, within reasonable space, cost and time limitations;
 - 5.1.6. to participate in policy formation;
 - 5.1.7. to participate in the preselection process for endorsed Party candidate for Public Office, and to nominate for preselection, subject to the Preselection By-law;
 - 5.1.8. to receive, upon request, a copy of the audited accounts of the Party for the previous year;
 - 5.1.9. to inspect the books and records of the Party; and

5.1.10. to participate in the activities of the Australian Greens.

5.2. A right, privilege, or obligation of a person by virtue of their membership of the Party-

5.2.1. is not capable of being transferred or transmitted to another person; and

5.2.2. terminates upon the cessation of their membership, whether by death, resignation, expulsion or otherwise.

5.3. Members are not liable to contribute towards payment of liabilities of the Party on a winding up.

6. *Applying For Membership*

6.1. Any individual may apply for membership by completing a membership form and, if applicable, paying the specified membership fee.

6.2. The application for membership must be forwarded to the Membership Coordinator who shall announce the name of the applicant to the next Management Committee Meeting.

6.3. If there are no objections to the application by any member before or at the subsequent Management Committee meeting, the application is thereby accepted. This requirement can be waived by a Management Committee meeting, or General Meeting.

6.4. If an objection to the application is raised by a member before the membership application is accepted by a Management Committee meeting, the application must be approved by a majority vote at a General Meeting before it shall be accepted.

7. *Membership Fees*

7.1. The rate of the membership fee for Members shall be determined at the Annual General Meeting.

7.2. Membership fees fall due every 12 months, to be calculated from the date of application for membership

7.3. In the event that the membership fee of any member is not paid by the due date, the membership remains valid for three months, known as a grace period, after which membership shall lapse.

7.4. Membership fees are not refundable after an application for membership is accepted.

8. *The Party Register*

8.1. A Party Register shall be maintained by the Membership Secretary which shall include:

a) Members of the Party.

- b) Associates of the Party;
- c) A record of persons endorsed and supported for public office.

8.2. Membership details shall not be passed on to any outside organisations without the written permission of the member except as required by law.

9. Resignation

9.1. A person may resign from the Party by notifying the Secretary in writing. The notice shall be presented to the next Management Committee meeting.

9.2. Upon receipt of a notice under 10.1, the Membership Secretary shall remove the name of the member by whom the notice was given from the register of members, whereupon that member ceases to be a member of the Party.

10. Expulsion

10.1. The Party may expel any member or associate if their conduct is considered to be inconsistent with the Charter, Constitution, policies or decisions of the Party.

10.2. A false declaration as to membership of a proscribed organisation shall be sufficient grounds for expulsion.

10.3. An expulsion may be proposed by any member but the agreement of the Management Committee is required before an expulsion action is initiated.

10.4. Notice of a proposed expulsion must:

10.4.1. be put forward as a Special Resolution;

10.4.2. be communicated to the person in writing, setting out the full particulars of the conduct in question;

10.4.3. advise the time, date, and place of the General Meeting which shall consider the matter;

10.5. The person in question shall be given notice of the expulsion not less than 21 days prior to the General Meeting at which the matter is to be considered.

10.6. The General Meeting at which the expulsion is considered shall afford the person concerned a reasonable opportunity to be heard and shall consider any representations in writing on the matter.

10.7. Members present shall vote by secret ballot on the question whether the expulsion should be lifted or confirmed.

10.8. If at the General Meeting a majority of the members present vote in favour of the lifting of the expulsion, the expulsion shall be deemed to have been lifted and the expelled member is entitled to continue their membership of the Party.

10.9. If at the General Meeting a majority of the members present vote in favour of the confirmation of expulsion, the expulsion takes effect, and the expelled member ceases to be a member of the Party.

Part III - Party Structure

11. Composition Of The NT Greens

11.1. The Party shall operate within the following forums:

11.1.1. General Meeting;

11.1.2. Special General Meeting

11.1.3. Annual General Meeting;

11.1.4. Management Committee;

11.1.5. Executive Committee and subcommittees

11.2. The Party may hold other non-decision-making meetings as required for such purposes as discussion of issues and public outreach.

12. General Meeting

12.1. A General Meeting may be called by a General Meeting or the Management Committee.

12.2. Members shall be given at least seven days notice of a General Meeting. The notice shall include details of the business to be conducted at the General Meeting.

12.3. A quorum for a General Meeting shall consist of whichever is the lesser of 10% of the membership of the Party or 6 members.

12.4. The General Meeting is empowered to:

12.4.1. make decisions regarding the strategies and activities of the Party within the bounds of this Constitution, the Charter of the Australian Greens, and the Party's policies;

12.4.2. ratify or overturn any decisions made by the Management Committee;

12.4.3. call a Special General Meeting and delegate specific decision-making powers to this meeting;

12.4.4. create temporary offices that are not already defined in this Constitution and elect an office bearer;

12.4.5. approve expenditure of Party funds either to meet specific costs or as a budget for a particular project, purpose or period;

12.4.6. invite people to address the Meeting who are not members of the Greens;

12.4.7. adopt and amend by-laws for the Party; and

- 12.4.8. give Office-Bearers additional duties to those set out in this Constitution.
- 12.5. General Meetings of the Party shall be facilitated by at least one person agreed to by those members present at the meeting, failing agreement by the Convenor. Any member may be a facilitator.
- 12.6. A General Meeting may decide on further rules for the conduct of meetings.
- 12.7. General Meetings may be conducted in person, virtually, or in a hybrid of the two. Efforts shall be made to ensure broad geographic participation is possible across the Territory.

Adjournment of General Meetings

- 12.8. The facilitator of a General Meeting at which a quorum is present may, with the consent of the meeting, adjourn the meeting from time to time and place to place.
- 12.9. When a meeting is adjourned, the facilitator shall specify whether business shall be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.
- 12.10. Where a meeting is adjourned for thirty days or less, it is not necessary to give any notice of an adjourned meeting.
- 12.11. Where a meeting is adjourned for more than thirty days the like notice of the adjourned meeting shall be given as in the case of the original meeting.

13. Special General Meeting

- 13.1. A Special General Meeting may be called for in either of the following ways:
 - 13.1.1. a resolution agreed to by a General Meeting or Management Committee meeting
 - 13.1.2. a petition addressed to the Management Committee and signed by the lesser of 12 members or 20% of the membership.
 - 13.1.2.1. A petition for a Special General Meeting shall state the objects of the meeting and shall be signed by the petitioner and delivered to the Secretary and may consist of several documents in the like form, each signed by one or more of the petitioners.
 - 13.1.2.2. A Special General Meeting requested by petition under clause 14.1.2 must be convened within 30 days of receipt of the petition, and must meet for the purpose specified in the petition.
 - 13.1.2.3. The Party must meet any reasonable expenses of convening and holding a Special General Meeting called under clause 14.1.2.
- 13.2. At least 21 days notice of the meeting shall be given to members. The notice shall include details of the business to be discussed at the Meeting and any decisions that need to be made at the Meeting.
- 13.3. In addition to the powers of a General Meeting, the Special General Meeting is empowered to:

- 13.3.1. adopt policies of the Party;
 - 13.3.2. ratify or overturn any decision made by a General Meeting;
 - 13.3.3. expel members in accordance with section 11;
- 13.4. decide on any matters referred to it by the Meeting or petitioners who called the Special General Meeting;

14. Annual General Meeting

- 14.1. An Annual General Meeting shall be held not more than five months after the close of the financial year, on such day as the Management Committee may determine.
- 14.2. At least 21 days notice of the meeting shall be given to members.
- 14.2.1. The notice shall specify the meeting as an AGM
 - 14.2.2. The notice shall include details of the business to be discussed at the Meeting and any decisions that need to be made at the Meeting. Notice may be via post or email where a member provides such details.
- 14.3. In addition to the powers of a General Meeting, the Annual General Meeting is empowered to:
- 14.3.1. receive the Annual Report by the Convenor;
 - 14.3.2. receive the audited financial statements for the previous year by the Treasurer;
 - 14.3.3. appoint an Auditor for the following 12 months;
 - 14.3.4. receive any other annual reports from other Office-Bearers;
 - 14.3.5. elect Office-Bearers for the following 12 months;
 - 14.3.6. elect the Registered Officer for the following 12 months;
 - 14.3.7. elect the Public Officer for the following 12 months;
 - 14.3.8. determine the schedule of membership fees;
 - 14.3.9. determine the minimum donation amount that requires acceptance by a General Meeting;
 - 14.3.10. determine the minimum donation amount that may be publicly disclosed;
 - 14.3.11. Confirm the minutes of the last Annual General Meeting and any previous General Meeting held since that meeting.
- 14.4. Notwithstanding clause 15.1, if a quorum is not present at the Annual General Meeting as called, the Meeting shall be adjourned by one month.

15. Special Resolutions

- 15.1.** A special resolution may be moved at any General Meeting of the Association. This includes both the Annual General Meeting or a Special General Meeting.
- 15.2.** All members must be provided not less than 21 days notice of the meeting at which a special resolution is to be proposed unless otherwise provided in the constitution or the Act.
- 15.3.** The notice must include the resolution to be proposed and the intention to propose the resolution as a special resolution.
- 15.4.** A Special Resolution is required to:
 - 15.4.1.** make changes to this constitution;
 - 15.4.2.** adopt or amend by-laws for the Party;
 - 15.4.3.** adopt or amend policies of the Party;
 - 15.4.4.** join a coalition of parties and/or independents to contest an election;
 - 15.4.5.** suspend office-bearers and appoint interim office-bearers until the next Annual General Meeting;
 - 15.4.6.** ratify or overturn any decision made by a General Meeting;
 - 15.4.7.** expel members in accordance with section 11;
 - 15.4.8.** declare an organisation a proscribed organisation;
 - 15.4.9.** decide on any matters referred to it by the Meeting or petitioners who called the Special General Meeting;

16. Committees

16.1. The Management Committee

- 16.1.1.** The Management Committee may exercise all the powers of the Association except those matters that the Act or this Constitution requires the Association to determine through a general meeting of members.
 - 16.1.2.** The Management Committee may appoint and remove staff.
- 16.2.** The Management Committee shall consist of:
- 16.2.1.** the office-bearers: Convenor, Deputy Convenor, Secretary, Membership Secretary, and Treasurer;
 - 16.2.2.** elected representatives, or their appointed delegate;
 - 16.2.3.** the Registered Officer;
 - 16.2.4.** the Delegate to the National Council of the Australian Greens; and
 - 16.2.5.** the Policy Coordinator;
 - 16.2.6.** three general members.

- 16.3. The Management Committee shall be as far as possible representative of the membership in gender, cultural background, age and geography.
- 16.4. Any other members may be elected to the Management Committee by consensus at a general meeting.

Election of Members of Management Committee and Delegates to National Council and other Bodies of the Greens

- 16.5. Nomination of candidates for election as an office-bearer, an ordinary Management Committee member, the Public Officer, the Policy Coordinator, or as a delegate to National Council, National Conference, or other bodies of the NT Greens:
 - 16.5.1. shall be made in writing signed by two members of the Party and accompanied by the written consent of the candidate (which may be endorsed on the form of nomination); and
 - 16.5.2. shall be delivered to the Public Officer of the Party at least two days before the date fixed for the holding of the Annual General Meeting.
- 16.6. If insufficient nominations are received to fill a vacancy, further nominations shall be received at the Annual General Meeting.
- 16.7. If the number of nominations received for any position is equal to the number of vacancies to be filled, the person(s) nominated shall be deemed to be elected, unless an objection is raised in which case a ballot shall be held with “seek further candidate” as one option and otherwise in accordance with section 18 or where this is not possible in such usual and proper manner as the Management Committee may direct.
- 16.8. If the number of nominations for any position exceeds the number of vacancies to be filled, a ballot shall be held that includes the option to ‘Seek Further Candidates’.
- 16.9. The ballot shall be conducted at the Annual General Meeting in accordance with section 18 or where this is not possible in such usual and proper manner as the Management Committee may direct.

Vacation of Office

- 16.10. For the purposes of these rules, the office of an officer of the Party or of an ordinary Management Committee person becomes vacant if the officer or Management Committee person -
 - (a) dies;
 - (b) becomes bankrupt or applies to take or takes advantage of any law relating to bankrupt or insolvent debtors or compounds with their creditors;
 - (c) becomes of unsound mind;
 - (d) resigns their office by writing under their hand addressed to the Management Committee;
 - (e) for Office-Bearers and the Public Officer, ceases to be resident in the Northern Territory;

(f) fails, without leave granted by the Management Committee, to attend three consecutive meetings of the Management Committee;

(g) ceases to be a member of the Party; or

(h) fails to pay all arrears of subscription due by them within fourteen days after they have received a notice in writing signed by the public officer stating that they have ceased to be a financial member of the Party.

Meetings of the Management Committee and Sub-Committees

- 16.11.** The Management Committee shall meet at least once every three months at such places and at such times as the Management Committee may determine. The provisions of Clause 13.8 apply except “Management Committee” replaces “General”.
- 16.12.** The Convenor or any three Management Committee members may convene special meetings of the Management Committee.
- 16.13.** Notice of each Management Committee meeting shall be given to members of the Management Committee with at least one week’s notice.
- 16.14.** Five members of the Management Committee constitute a quorum for the transaction of the business of a meeting of the Management Committee.
- 16.15.** No business shall be transacted unless a quorum is present. If within an hour of the time appointed for the meeting a quorum is not present, the meeting shall stand adjourned unless the meeting was a special meeting, in which case it lapses.
- 16.16.** At meetings of the Management Committee either of the Convenor, or in their absence the Deputy Convenor, such one of the remaining members of the Management Committee as may be chosen by the members present shall preside.
- 16.17.** Questions arising at meetings of the Management Committee or of any sub- committee appointed by the Management Committee shall be determined by consensus. If this method fails, determination is on a show of hands or, if demanded by a member, by a poll taken in such a manner as the person presiding at the meeting may determine. Each member present at a meeting of the Management Committee or of any sub-committee appointed by the Management Committee (including the person presiding at the meeting) is entitled to one vote. In the event of an equality of votes of any question, the person presiding may exercise a second or casting vote.
- 16.18.** Notice of each Management Committee meeting shall be served on each member of the Management Committee by delivering to them at a reasonable time before the meeting by post, email or telephone.

Sub-Committees and Executive Committee

- 16.19.** The Management Committee may at any time appoint a sub-committee from the Management Committee as it may deem fit and shall prescribe the powers and functions thereof.

- 16.20. The Management Committee may co-opt persons into a sub-committee as it deems fit, whether or not those persons are members of the Party.
- 16.21. Three appointed members of a sub-committee constitute a quorum at a meeting of the sub-committee.
- 16.22. An Executive Committee consisting of the Convenor, the Treasurer and the Secretary may issue instructions to the Public Officer and the agents of the Party in matters of urgency connected with the management of the affairs of the Party during the intervals between meetings of the Management Committee. Where any such instructions are issued the Executive Committee shall report thereon to the next meeting of the Management Committee.

Office Bearers

17. Election of Office-Bearers

- 17.1. The Office-Bearers of the Party shall be the Convenor, Deputy Convenor, Secretary, Membership Secretary and Treasurer.
- 17.2. Office-Bearers shall be elected at the Annual General Meeting by consensus, or failing consensus, be elected by secret ballot using the optional preferential voting system.
- 17.3. If approved by an Annual General Meeting, Office-Bearers may hold up to two offices.
- 17.4. Members nominated to be Office-Bearers must have consented in writing or in person at a General Meeting to stand.
- 17.5. From time to time other Office-Bearers may be appointed by a General Meeting to fill temporary offices. The need for such offices shall be reviewed at the Annual General Meeting and, if still necessary, the Annual General Meeting shall elect new Office-Bearers.
- 17.6. Office-Bearers may be suspended by a Special Resolution if they are unable or refuse to fulfil their designated responsibilities.
- 17.7. Office-Bearers shall keep records of all written material relevant to their office and transfer all records to the incoming Office-Bearer when a change of Office occurs.
- 17.8. A General Meeting may decide to give Office-Bearers additional duties to those set out in this Constitution.
- 17.9. Office bearers shall hold Office until the Annual General Meeting next after the date of their election. They shall then be eligible for re-election.
- 17.10. In the event of a casual vacancy in any office, the Committee may appoint a member of the party to the vacant office. The member so appointed may continue in office up to and including the conclusion of the Annual General Meeting next following the date of their appointment.

18. Convenor

18.1. The duties of the Convenor comprise:

- 18.1.1.** the overall coordination of the activities of the Party;
- 18.1.2.** ensuring that items of business that need to be addressed by a meeting are placed on its agenda;
- 18.1.3.** ensuring that the decisions of these meetings are acted upon;
- 18.1.4.** reporting on quick decisions that are made by the Executive Committee;
- 18.1.5.** presenting an annual report to the Annual General Meeting.
- 18.1.6.** acting as spokesperson on party organisational matters
- 18.1.7.** liaison with other state Green parties and the Australian Greens
- 18.1.8.** hearing complaints and coordinating the mediation process in the case of disputes except where the dispute involves the Convenor
- 18.1.9.** ensuring compliance with legislative requirements under electoral and other relevant laws;
- 18.1.10.** supervising any staff of the NT Greens, or delegating this responsibility; and
- 18.1.11.** presiding as facilitator at each General Meeting, or delegating this responsibility.

19. Deputy Convenor

19.1. The duties of the Deputy Convenor are to assist the Convenor in their duties and to act for the Convenor or other office bearers during temporary absences. If the Convenor resigns from the office or is suspended, the Deputy Convenor shall act as Convenor until a new Convenor is elected.

19.2. In the case of complaints or disputes involving the Convenor, the Deputy Convenor has the responsibility of coordinating the mediation process.

19.3.

20. Secretary

20.1. The duties of the Secretary comprise:

- 20.1.1.** preparing notices of all General meetings of the Party for distribution in good time to all members;
- 20.1.2.** coordinating the correspondence of the Party and tabling correspondence at meetings as necessary;
- 20.1.3.** keeping a register of by-laws made under this Constitution;
- 20.1.4.** keeping a record of the agenda of General and Management Committee meetings, keeping minutes of the proceedings of these

meetings, and recording the attendance of all persons present;

20.1.5. maintaining the constitution, rules and decisions of the Management Committee;

20.1.6. managing correspondence;

20.1.7. maintaining records of Annual General Meeting and Management Committee appointments, including a register of Office-Bearers and other office holders.

21. Membership Secretary

21.1. The duty of the Membership Secretary is to maintain Party registers of

21.1.1. members;

21.1.2. nominated candidates; and

21.1.3. electoral officers.

21.2. These registers shall be made available by the Membership Secretary for inspection by any member, free of charge, at any reasonable time.

21.3. The Membership Secretary shall :

21.3.1. coordinate use of membership systems, including membership acceptance;

21.3.2. receive all membership related correspondence; and

21.4. coordinate membership promotions.

22. Treasurer

22.1. The duties of the Treasurer comprise:

22.1.1. receiving and banking monies paid to the Party

22.1.2. issuing receipts and depositing monies in accounts as determined from time to time by the Management Committee;

22.1.3. ensuring that all money paid out by the Party accords with decisions taken by the Party and this Constitution;

22.1.4. ensuring that all payments are approved by two authorised members of the Party;

22.1.5. maintaining records of accounts and financial books;

22.1.6. reporting regularly to the Management Committee on the financial affairs of the Party;

22.1.7. preparing accounts for external auditing when required by the Management Committee;

22.1.8. submitting to the Annual General Meeting a report and an audited

financial statement;

- 22.1.9.** submitting those particulars to the Management Committee, General Meeting and Auditor when requested;
- 22.1.10.** assisting the Party Agent in the performance of their duties and adhering to recording and reporting procedures as required under the Commonwealth and NT Electoral Acts;
- 22.1.11.** maintaining the Financial Policy by-law;
- 22.1.12.** maintaining payments to the Australian Greens as decided by the Party; and
- 22.1.13.** coordinating donation acceptance and disclosure in line with Australian Greens requirements, Territory and federal Electoral Acts and other legislative and regulatory obligations, and Party decisions and by-laws.

23. Electoral Positions

23.1. Registered Officer

- 23.1.1.** The duty of the Registered Officer is to nominate to the NT Electoral Commission the names of the Party candidates for NT Legislative Assembly elections, and to the Australian Electoral Commission the names of the Party candidates for Federal elections. The Registered Officer may be an Office-Bearer.
- 23.1.2.** The Registered Officer shall also hold the position and powers of a Deputy Registered Officer at the national level within the Australian Greens. The Registered Officer shall be accountable to the Party and Australian Greens to carry out all such duties as set out in the relevant legislation.
- 23.1.3.** A General Meeting may decide to appoint a Deputy Registered Officer who shall execute the duties of the Registered Officer if the Registered Officer is unable to execute those duties.

23.2. Party Agent

- 23.2.1.** An Agent for the Party shall be appointed at the Annual General Meeting.
- 23.3.** The Agent will perform the duty of Agent under the Commonwealth Electoral Act, Reporting Agent under the Territory Electoral Act, and equivalent duties under and local government Electoral Acts.

23.4. Candidates

- 23.4.1.** The following sub-clauses apply unless the timing of an upcoming election demands a shorter process, in which case "Management Committee" shall replace the words "General" or "Special General".

- 23.4.2.** A General Meeting shall elect a Returning Officer for the purposes of receiving nominations for candidacy, and, if necessary, conducting a ballot to select candidates from acceptable nominations.
- 23.4.3.** The Management Committee or a General Meeting shall decide on a closing date for nominations for candidates. All members shall be given notice of the call for nominations at least 21 days before the close of nominations, unless the timing of an upcoming election demands shorter notification time.
- 23.4.4.** Only members of the Party shall be endorsed as candidates.
- 23.4.5.** A member shall not be endorsed as a candidate if that member has already served two consecutive terms in public office, unless there is a decision to waive this provision by a Special General Meeting before the endorsement of candidates for what could be the member's further candidature.
- 23.4.6.** A General Meeting held after the close of nominations shall decide whether to accept each of the nominations received for candidates, and should seek to follow the recommendation of any preselection sub-committee which may have interviewed the candidate.
- 23.4.7.** At an election where more candidates are deemed to be acceptable than are to be endorsed, the candidates may be chosen by consensus at a Special General Meeting. If consensus cannot be reached the Returning Officer shall conduct a ballot of all members using an optional preferential voting system that includes the option to 'Seek Further Candidates'.
- 23.4.8.** For elections where more than one Party candidate is to be listed on the ballot paper, the running order of the accepted candidates may be decided by consensus at a Special General Meeting. If consensus cannot be reached the Returning Officer will determine the running order by a ballot of all members using the optional preferential system that includes the option to 'Seek Further Candidates'.
- 23.4.9.** Where an upcoming election does not allow time for ballots, those ballots may be held at a Special General Meeting.
- 23.4.10.** A General Meeting may decide on by-laws to regulate the selection of candidates in addition to the provisions of this Constitution and any guidelines set by National Council of the Greens.
- 23.4.11.** The allocation of preferences shall be made by the voting members of the Management Committee in consultation with Candidates and other members where appropriate. During federal elections, the

Management Committee will also take part in any Australian Greens preference decision-making processes.

23.5. Elected Representatives

- 23.5.1.** Elected representatives are expected to conduct themselves at all times in line with the Charter of the Australian Greens.
- 23.5.2.** Elected representatives will be supported by the Party to achieve change in line with our values and policies. This support will include campaign support, public support, and assistance with policy, media and strategy issues.
- 23.5.3.** Elected representatives may be required to tithe a portion of their income to the Party upon election.

Other Positions

24. Spokespersons

- 24.1.** The following persons shall have general authority to make public statements to the media on behalf of the Party:
 - 24.1.1.** endorsed candidates;
 - 24.1.2.** the Convenor;
 - 24.1.3.** elected Greens members; and
 - 24.1.4.** staff, as delegated by the terms of their employment.
- 24.2.** Spokespersons may also be appointed by the Management Committee to make media statements on specific issues as directed by the Management Committee.
- 24.3.** Public statements shall be consistent with Party policies and decisions. Spokespersons must refer to Greens policy before making public statements.
- 24.4.** Where no Party policy or decision exists on an issue, then the Management Committee shall be consulted for direction on the stance to be taken.
- 24.5.** If spokespersons make public statements on behalf of the Party without prior consultation they must report on their statement to the Management Committee or a General Meeting at the first opportunity.

25. Delegates To National Council Or Other National Bodies Of The Australian Greens

- 25.1.** Delegates to National Council or other National Bodies of the Greens shall be appointed at the Annual General Meeting in accordance with the process set out in clause 17.3 unless appointments by the Management Committee are required prior to the next Annual General Meeting due to resignation or the formation of new bodies.
- 25.2.** Delegates' duties are to

- 25.2.1. represent the views of the Party in national bodies; and
- 25.2.2. report back to the Party on the deliberations of the national bodies.
- 25.3. Delegates shall seek instruction from the Management Committee regarding positions to be taken on issues to be decided by a National body.
- 25.4. If Delegates are unable to participate in a meeting of the national body of which they are a member, the Management Committee may appoint a substitute delegate for that meeting.

26. Public Officer

- 26.1. The duty of the Public Officer is to exercise the relevant responsibilities specified in the Associations Act.
- 26.2. The Public Officer may be an office-bearer.
- 26.3. The Public Officer shall be elected by the Annual General Meeting.
- 26.4. If a Public Officer resigns or is removed from this office, the Management Committee shall appoint a new Public Officer for the period until the next Annual General Meeting.

27. Policy Coordinator

- 27.1. The Policy Coordinator is responsible for:
 - (a) the coordination of the development of NT Greens policies in accordance with section 31; and
- 27.2. Attending the Australian Greens Policy Committee meetings.

Decision Making

28. General Decision Making

- 28.1. Decisions at meetings shall be made by cooperative decision-making processes, which include the options of consensus and voting.

Consensus Decision Making

- 28.2. Consensus shall be attempted to make all decisions before any form of voting is proposed. Consensus is achieved when all members present at a meeting agree with a proposed course of action or, where some members disagree with the proposal and these members decide not to oppose the rest of the members' agreement. Consensus is blocked if any member decides to oppose the rest of the members' agreement to a proposal.
- 28.3. In attempting to reach consensus, sufficient time shall be allowed for discussion of different views on a proposal and to make amendments to a proposal, including provision for non-decision-making meetings where time allows. Informal or straw voting may be held to gauge a meeting's opinion about a proposal, but such votes are not binding.

28.4. Where consensus is not reached about a proposal at a meeting, the matter shall be deferred to a future meeting, except where clause 27.5 applies.

28.5. Urgency motion

28.5.1. Any member present at a meeting may propose an urgency motion that a particular proposal must be decided at the meeting and not be deferred.

28.5.2. To be successfully carried, an urgency motion requires the consensus of the meeting or, where consensus is blocked, a vote of those members present with two-thirds in favour of the motion.

28.5.3. If an urgency motion is passed regarding a proposal and consensus on the proposal is not achieved at the meeting, a vote on the proposal shall be held before the end of the meeting. To be successful a vote requires a two-thirds majority of those members present, unless other rules apply as provided for elsewhere in this Constitution.

28.6. Voting

28.6.1. Voting shall be conducted by a show of hands except in the case of contested elections to be determined by secret ballot. Unless otherwise stated, a two-thirds majority of votes will decide the question.

28.6.2. Upon any question arising at a general meeting of the Party, a member has one vote only.

28.6.3. All votes shall be given in person. Voting by proxy shall not be allowed.

28.6.4. In the case of a tied vote, the facilitator of the meeting is entitled to exercise a second or casting vote.

28.6.5. The facilitator shall direct the manner of voting to be taken on any question at that meeting. The result of the poll shall be deemed to be the resolution of the meeting on that question.

28.6.6. Where a poll is demanded to elect a facilitator, or on a question of adjournment, it shall be taken forthwith.

28.6.7. Where a poll is demanded on any other question, it shall be taken at such time before the close of the meeting as the facilitator may direct.

28.6.8. Provision shall be made for important or contentious issues to be resolved by all members.

28.6.9. A ballot of all members may be convened if initiated by a General Meeting or a petition signed by at least 20% of the membership.

28.6.10. The text of the motion to be put to the ballot must have the endorsement of all those calling the ballot.

28.6.11. For the ballot to be successful, a minimum of 20% of the membership must vote on the motion.

28.7.

29. Urgent Matters

- 29.1. The Executive Committee shall make decisions for the Party on urgent matters to be resolved before the next scheduled meeting of the Management Committee or a General Meeting.
- 29.2. Decisions made by the Executive Committee shall be consistent with the Charter and the policies, decisions and practices of the Party.
- 29.3. The Executive Committee shall comprise the Convenor, the Secretary and the Treasurer. A Convenor shall contact any relevant spokespersons regarding a quick decision that needs to be made.
- 29.4. The Executive Committee shall meet only as often as essential.
- 29.5. In matters relating to particular issues, the Executive Committee shall consult where possible with members or bodies who may have a direct interest in the decision.
- 29.6. Decisions of the Executive Committee shall follow the rules in section 27.
- 29.7. The Convenor shall report on any urgent matters to the next meeting of the Management Committee or a General Meeting. The meeting may then decide to ratify the decision, take further actions or issue guidelines for future decision making.

30. *Formulation And Adoption Of NT Greens' Policies*

- 30.1. NT Greens' policies on matters only relevant to the NT shall be decided in accordance with this Section.
- 30.2. Policies of the Party on national issues shall be decided in accordance with the policies of the Australian Greens.
- 30.3. Party policies shall be formulated with the maximum participation of members.
- 30.4. Decisions to approve or amend policies shall only be made by a Special Resolution at a General Meeting.
- 30.5. Where consensus cannot be reached at a Special General Meeting about a policy proposal and no urgency motion has been passed, a decision on the policy proposal shall be made by ballot.
- 30.6. For a ballot to be successful, a minimum of 20% of the membership must vote on the motion and at least two thirds of the total number of votes must favour the motion.
- 30.7. The Management Committee may make emergency policy decisions. These decisions shall be submitted to a General Meeting as a Special Resolution as soon as possible. The Management Committee shall not make any emergency policy decision contradicting any policy already approved by the Party.
- 30.8. Policy shall be reviewed when proposed by a petition supported by the signatures of not less than 10% of the members.
- 30.9. Copies of all policies adopted by the Party shall be forwarded immediately to the National Secretary.

Formal Matters

31. Finances

- 31.1.** The financial year of the Party is the period beginning on 1st July in each year and ending on the 30th June the following year.
- 31.2.** The funds of the Party shall be gathered from membership fees, donations and fund-raising activities. The Party shall not pursue any form of fund-raising or income generation, or accept any donations or gifts with or without conditions, which are or might be in conflict with the Charter or policies of the Party.
- 31.3.** The funds and assets of the Party shall be applied solely towards achieving the objectives of the Party.
- 31.4.** The minimum donation amount requiring approval shall be decided by a General Meeting.
 - 31.4.1.** Before they are accepted, the Management Committee shall approve donations to the Party in terms of money, goods or services over and above this minimum.
 - 31.4.2.** The minimum donation amount requiring disclosure to the public shall be decided by a General Meeting.
 - 31.4.3.** The details of such substantial donations to the Party or candidates over this minimum amount shall be open to public inspection.
 - 31.4.4.** This amount may be the same or different to the minimum donation amount requiring approval.
 - 31.4.5.** The disclosure of these donations is independent of and additional to any disclosures required by legislation.
- 31.5.** Expenditure of Party funds shall be approved by a General Meeting either to meet specific costs or as a budget for a particular project, purpose or period approved by the General Meeting.
- 31.6.** Two members of the Management Committee shall approve cheques and other financial transactions involving the expenditure of party funds.
- 31.7.** Membership fees shall be collected and recorded by the Treasurer and distributed between the Greens and the Party on a basis and in proportions determined by the National Council of the Greens.

32. Notices

- 32.1.** Notice of General Meetings and Special Resolutions must be given to all members in the manner and time prescribed by this Constitution.

33. Disputes

- 33.1.** Serious disputes between members and the Party or disputes among members (in their capacity as members of the Party) will be referred to mediation.

- 33.2. The mediator shall be appointed as agreed between the parties. If the parties are unable to agree then the office bearers of the Greens shall appoint a mediator.
- 33.3. At least 7 days before a mediation session is to commence, the parties are to exchange statements of the issues that are in dispute between them and supply copies to the mediator.
- 33.4. Further details may be set out in a Dispute Resolution by-law.

34. *Alteration of the Constitution*

- 34.1. A General Meeting shall interpret the Constitution should a dispute arise over the meaning of any provision.
- 34.2. This Constitution may be amended by Special Resolution passed by a three-quarters majority of members voting at a General Meeting.
- 34.3. Notice of the proposed amendment shall be included in the notice calling the General Meeting.
- 34.4. An amendment to the objects and purposes of the Party shall not be effective until approved by the Commissioner.
- 34.5. An alteration of the objects, purposes or rules is of no effect until a copy of the alteration is lodged with the Registrar of Associations in the Northern Territory.

35. *Liability and Indemnity*

- 35.1. Individual members of the Party are not liable in any way for the acts and defaults of any other members of the Party.
- 35.2. The liability of a member to contribute towards the payment of debts and liabilities of the Party or the costs, charges and expenses of winding up the Party is limited to the amount, if any, unpaid by the member in respect of membership of the Party.
- 35.3. The Party may incur debts but will remain responsible for these debts.
- 35.4. Members of the Party who act on behalf of the Party with any written authority of the Management Committee in accepting or incurring any personal pecuniary liability shall be held indemnified against that personal liability in respect of such action.

36. *Seal of the Party*

- 36.1. The seal of the Party shall be in the form of a rubber stamp, inscribed with the name of the Party encircling the word "Seal".
- 36.2. The seal of the Party shall not be affixed to any instrument except by the authority of the Management Committee and the affixing thereof shall be attested by the signatures of two members of the Management Committee, and that attestation is sufficient proof for all purposes that the seal was affixed by authority of the Management Committee.
- 36.3. The seal shall remain in the custody of the Secretary.

36.4. The Secretary will record each use of the seal.

37. *Income and Property of Association*

37.1. The income and property of the Party, however derived, shall be applied solely towards the promotion of the objects and purposes of the Party and no portion thereof shall be paid or transferred, directly or indirectly, by dividend, bonus, or otherwise to any member of the Party.

37.2. the Party shall not appoint a person who is a member of the Management Committee to any office to the holder of which there is payable any remuneration by way of salary, fees, or allowances or pay to any such person any remuneration or other benefit in money or money's worth (other than the repayment of out-of-pocket expenses).

37.3. Nothing in the foregoing provisions of this rule prevents the payment in good faith to a servant or member of the Party of -

37.3.1. remuneration in return for services actually rendered to the Party by the servant or member or for goods supplied to the Party by the servant or member in the ordinary course of business;

37.3.2. interest at current bank overdraft rate on money lent; or

37.3.3. a reasonable and proper sum by way of rent for premises let to the Party by the servant or member.

38. *Accounts of receipts, expenditure etc*

38.1. True accounts shall be kept -

38.1.1. of all sums of money received and expended by the Party and the matter in respect of which the receipt or expenditure takes place, and

38.1.2. of the property, credits, and liabilities of the Party.

38.2. Subject to any reasonable restrictions as to time and manner of inspecting them that may be imposed by the Party for the time being, these accounts shall be open to the inspection of the members of the Party.

38.3. The Treasurer of the Party shall faithfully keep all general records, accounting books, and records of receipt and expenditure connected with the operations and business of the Party in such form and manner as the Management Committee may direct.

38.4. The Accounts, books, and records referred to in this clause shall be kept at the Party's office or at such other place as the Management Committee may decide.

39. *Banking and Finance*

39.1. The Treasurer of the Party shall, on behalf of the Party, receive all monies paid to the Party.

39.2. The Management Committee shall cause to be opened with such bank, building

society or credit union as the Management Committee selects an account in the name of the Party into which all moneys received shall be paid by the Treasurer as soon as possible after receipt thereof.

- 39.3.** The Management Committee may receive from the Party's bank, credit union or building society for the time being the cheque drawn by the Party on any of its accounts with the bank, credit union or building society and may release and indemnify the bank, credit union or building society from and against all claims, actions, suits, or demands that may be brought against the bank or bankers arising directly or indirectly out of those cheques or the surrender thereof to the Party.
- 39.4.** No cheques shall be drawn on the Party's account except for the payment of expenditure that has been authorised by the Management Committee.
- 39.5.** All cheques, drafts, bills of exchange, promissory notes, and other negotiable instruments shall be signed by the Treasurer and one other member of the Management Committee or, in the absence of the Treasurer, by two members of the Management Committee nominated for that purpose.

40. Auditor

- 40.1.** At each Annual General Meeting, the Party must appoint an Auditor for the following 12 months.
- 40.2.** If a casual vacancy occurs in the Office of Auditor during the course of a financial year of the Party, the Management Committee may appoint a new Auditor until the next succeeding Annual General Meeting.
- 40.3.** Once at least in each financial year of the Party, the Auditor shall examine the accounts of the Party.
- 40.4.** The Auditor shall certify as to the correctness of the accounts of the Party and shall report thereon to the members present at the Annual General Meeting.
- 40.5.** In their report, and in certifying to the accounts, the Auditor shall state -
 - 40.5.1.** whether they have obtained the information required by them;
 - 40.5.2.** whether, in their opinion, the accounts are properly drawn up so as to exhibit a true and correct view of the financial position of the Party according to the information at their disposal and the explanations given to them and as shown by the books of the Party; and
 - 40.5.3.** whether the rules relating to the administration of the funds of the Party have been observed.
- 40.6.** The Public Officer of the Party shall cause to be delivered to the Auditor a list of all the accounts, books and records of the Party.
- 40.7.** The Auditor has a right of access to the accounts, books, records, vouchers and documents of the Party.
- 40.8.** The Auditor may require from the servants of the Party such information and explanations as may be necessary for the performance of their duties as auditor.

- 40.9.** The Auditor may employ persons to assist them in investigating the accounts of the Party:
- 40.10.** The Auditor may, in relation to the accounts of the Party, examine any member of the Management Committee or any agent of the Party.

41. *Disclosure of Interest in Contracts etc*

- 41.1.** A member of the Management Committee who is interested in any contract or arrangement made or proposed to be made with the Party shall disclose their interest at the first meeting of the Management Committee at which the contract or arrangement is first taken into consideration, if their interest then exists, or, in any other case, at the first meeting of the Management Committee after the acquisition of their interest.
- 41.2.** If a member of the Management Committee becomes interested in a contract or arrangement after it is made or entered into they shall disclose their interest at the first meeting of the Management Committee after they become so interested.
- 41.3.** No member of the Management Committee shall vote, as a member of the Management Committee, in respect of any contract or arrangement in which they are interested and if they do so, their vote shall not count.
- 41.4.** Where contracts or arrangements are considered at other meetings the clauses 41.1-41.3 apply except the words "Management Committee" are replaced with "the Party".

42. *Dissolution of Association*

- 42.1.** The Party may be wound-up by a special resolution of the members passed at a General Meeting called for that purpose. Not less than six weeks notice shall be given of this meeting. A special resolution must be passed by 75% of the members present and eligible to vote and no proxy or postal votes are allowed. The dissolution of the Party shall be effective within 30 days after the result of the vote, or on whichever day is stipulated by the motion.
- 42.2.** If, when winding up the Party, any property of the Party remains after satisfaction of the debts and liabilities of the Party and the costs, charges and expenses of winding up, the property of the Party will be distributed to the Australian Greens.

43. *By-laws*

- 43.1.** The Management Committee shall make, alter or revoke by-laws in accordance with this Constitution.
- 43.2.** The by-laws shall be effective on publication by notice to all members.
- 43.3.** The Management Committee shall keep a register of all by-laws.