

# POLICY STANDING COMMITTEE BY-LAWS



**As at July 2024**

## **UNDERSTANDING THIS BY-LAW**

1. These By-Laws may be referred to as the Policy Standing Committee By-Laws.
2. The Policy Standard applies to all Policy Committees and comprises the following criteria –
  - (a) at least two meetings in each calendar half year, with at least one meeting in each quarter,
  - (b) draft minutes of each meeting are provided to the Party Secretary promptly after the meeting,
  - (c) if the minutes as subsequently adopted differ from the draft, a copy of the final minutes is provided to the Party Secretary promptly after adoption,
  - (d) the Chair or Deputy Chair attends each Policy Standing Committee meeting except where the Policy Standing Committee has given leave,
  - (e) the Chair or a member of the Policy Committee appointed under clause K.17(d) of the Constitution attends each meeting of State Council and Annual State Convention,
  - (f) the Committee substantially meets its obligations under clauses M.18 and M.28 of the Constitution,
  - (g) the Committee engages with reasonable frequency with its corresponding Minister or Shadow Minister,
  - (h) the Committee makes a significant contribution to policy development, which may be in the form of one or more of the production of a draft Party policy document, research, discussion papers, E News (or equivalent current publications), and the formulation of motions for consideration by the Policy Standing Committee for submission to State Council or State Convention, and
  - (i) the Committee supports and educates other Party Units in the formulation of Party policy.
3. A Policy Committee is only considered an Active Policy Committee if it meets the requirements in By-Law 2(a) above.

## **ELECTION OF CHAIR OF THE POLICY STANDING COMMITTEE AND CHAIRS OF POLICY COMMITTEES**

4. The Party Secretary must call for nominations for the Chair of the Policy Standing Committee and for a Chair of each Policy Committee in the notice of the meeting of State Council to be held in conjunction with each State Convention.
5. The notice must provide for nominations to close no later than 30 days before the commencement of the State Convention.

6. Each nomination must be –
  - (a) in such form as the Party Secretary may prescribe,
  - (b) accompanied by a curriculum vitae for the nominee and references from at least two Members, and
  - (c) accompanied by such other documents and information as may be stipulated in the nomination form or by the Party Secretary.
7. After consulting with the relevant Minister or Shadow Minister, and after having given the nominee an opportunity to be heard, State Executive may make such decision in relation to the nomination as it considers is in the best interests of the Party, including that the nomination will not be allowed to proceed.
8. Subject to By-Law 7, if there is only one nomination for a chair, at the meeting of State Council at which the elections are to be conducted, the President or Vice-President as the case may be will declare the nominee duly elected.
9. If there are no nominations for a chair, nominations will be called from the floor at the State Council meeting.