



Department of the  
Legislative Assembly  
Parliament of New South Wales



# Annual Report 2016/17



## 16 About this report

This annual report reviews our performance over the 2016/2017 reporting year against the targets published in our previous annual report, and in our plans which document our key outcomes and outputs.

This report is available on the Parliament's website at [www.parliament.nsw.gov.au](http://www.parliament.nsw.gov.au) and financial statements are appended in a separate document at the same location.

## Contents

- Speaker's foreword p. 3
- Clerk's review p. 4
- Our organisation p. 6-7
- Highlights pp. 8-9
- The year ahead p. 10
- Members and Members' services p. 11-27
- Public Interface - promotion and education pp. 28-33
- A progressive Legislative Assembly through innovation pp. 34-36
- Corporate governance pp. 37-41
- Financial summary - Legislative Assembly pp. 42-45
- Appendix A - Contact details for Electorate Offices pp. 47-48
- Appendix B - Parliamentary supported travel p. 49
- Appendix C - Official visitors p. 50
- Appendix D - Parliamentary Friendship Groups p. 51
- Appendix E - Members' entitlements pp. 52-82
- Appendix F - Work Health & Safety & Injury Management Report p. 83
- Appendix G - Supplementary financial information p. 84
- Appendix H - Governance and Risk p. 85
- Appendix I - Bills introduced 2016/17 pp. 86-87

# TRADITION DEMOCRACY INNOVATION ACCOUNTABILITY



Department of the  
Legislative Assembly

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## Letter of Transmittal

The Hon Shelley Hancock MP  
Speaker of the Legislative Assembly  
Parliament House  
Macquarie Street  
Sydney NSW 2000

Dear Madam Speaker

I am pleased to submit to you for tabling the annual report for the Department of the Legislative Assembly for the reporting year ended 30 June 2017.

While the Legislative Assembly is not legislatively required to table an annual report, I welcome the opportunity to provide information on the performance of the Department.

The content of the report incorporates the requirements of the *Annual Reports (Departments) Act 1985* and the *Public Finance and Audit Act 1983*, especially in regard to the Department's operations and financial performance.

The full financial statements for the Legislative Assembly have been published as a supplement to this annual report, and can be located on the Parliament's website at: [www.parliament.nsw.gov.au](http://www.parliament.nsw.gov.au).

I commend this report to you and thank you on behalf of your staff for your ongoing support.

Yours sincerely

Helen Minnican  
Clerk of the Legislative Assembly



Members' electorate offices are at the core of their representative role as a place to facilitate their service to local communities. Electorate offices are just one fundamental point of difference with our colleagues in the Legislative Council. Accordingly, electorate offices and their resourcing is a primary focus of the administration of the Legislative Assembly. With 98 offices across the state, our administration team is often met with challenges and are expected to act swiftly and professionally. One example of the professionalism shown by the Assembly's Electorate Office Services is their action in response to the flooding of the Lismore electorate office following Cyclone Debbie on 28 March 2017. Emergency repairs were able to be completed within three weeks to enable the Member and his staff to re-open the electorate office and serve his constituents with a functioning office, whilst the more substantial refurbishment works were completed.

Two personal highlights for me were the opening of a Parents' Room and the women in Parliament exhibition 'A Fit Place for Women - NSW Parliament'. Many Members and staff have young children. To provide supplementary support to their regular level of child care a new Parents' Room was commissioned. It was opened on 11 May 2017 and has a range of facilities for use by both Members and staff and is one of the many initiatives of the Parliament to encourage the entry of more female Members.

To commemorate a century of the involvement of women in New South Wales politics as campaigners, protestors, voters, parliamentary officers, Members, Ministers and Premiers the Parliament held an exhibition celebrating women in Parliament. At its centre was Millicent Preston Stanley, being the first female member of the Legislative Assembly. As part of the commemorations the Legislative Assembly Chamber played host to a re-enactment of the introduction of Millicent's Guardianship of Infants Bill debated on 2 November 1926. Two publications have also been produced to acknowledge the development of female representation in our State, and a new space within the Parliament has been dedicated in honour of Millicent.

The sittings of the Assembly and the work of parliamentary committees are key functions, as they are for all Parliaments. The Assembly conducted lengthy and important debates on a number of significant bills, commemorative motions and other topics. Assembly Committees continue to conduct inquiries into important and topical issues. In 2016/17 these included the point-to-point transport industry and short-term holiday lettings. As a part of the Assembly's digital strategy, in May 2017, Committee Chairs commenced a trial of announcing committee inquiries on the Parliament's YouTube channel.

I also wish to draw the attention of Members to the ongoing work of the Legislative Assembly's Standing Committee on Parliamentary Privilege and Ethics. It has been given a remit to review the Members' Code of Conduct and Register of Pecuniary Interests. The committee is continuing its work by consulting widely with key stakeholders and has taken a considered approach to identifying all the issues and to undertake a thorough analysis of those issues.

Six by-elections were conducted during 2016/17. One of those was under heart-breaking circumstances. Kathy Smith, the former Member for Gosford, resigned her seat on 14 February 2017 due to illness. Tragically, Kathy lost her battle with cancer on 31 May 2017. All Members and staff were saddened by her death and on behalf of the Legislative Assembly I extend our thoughts to her family.

Finally, in February, I was very pleased to announce the appointment of Helen Minnican as Clerk of the Legislative Assembly. Since her appointment, Helen constantly gives an exceptional level of dedication to her role, providing wise and impartial counsel to Members, administering the Department of the Legislative Assembly and overseeing the proceedings of the House. I was also pleased to appoint Leslie Gonye as Deputy Clerk. Les's credentials are not only recognised by all Members but by his peers with his election to the position of Vice President of the Australia New Zealand Association of Clerks-at-the-Table.

The Hon. Shelley Hancock MP  
Speaker



This report reflects the dedication and professionalism shown by my colleagues in meeting the demands of the parliamentary timetable and the needs of the Legislative Assembly. The challenges for the 2016/17 reporting period were considerable.

It was a time of significant change for the Legislative Assembly. Within the Department those changes occurred in all operational areas and impacted upon the leadership of the organisation, and the management of each business unit.

With the retirement of the former Clerk, Ronda Miller, on 23 September 2016 the Department began the transition to a new leadership team. Recruitment action to select and appoint a new Clerk was finalised in February 2017, with the Speaker's recommendation of my appointment as Clerk and the appointment of Les Gonye as Deputy Clerk.

The vacant Clerk-Assistant (Table) position is being used for training and development opportunities over the remainder of the Parliament, during which time each Director will have six months acting in this role. The Chamber training program is ongoing for staff at Director level and individuals in key procedural roles, such as the Manager, Procedure and Research.

A key part of the transition to a new management team has involved strengthening internal governance through the Assembly's Executive group (LA Ex) - a group which brings together the Clerk, Deputy Clerk, Clerks-Assistant and Directors. The Department also has continued to benefit from the previous realignments of roles and business systems in both Corporate and Procedure, Research and Protocol.

In terms of business systems, migrating the Department's data holdings from a Lotus Notes to SharePoint software platform was evaluated as the highest risk to operations. As the publisher of the Assembly's record of public proceedings, the Department has vast data holdings and the work involved in migrating and testing data in SharePoint requires discipline and accuracy, and the commitment of substantial resources.

I commend the officers from the Department of the Legislative Assembly who have contributed to this important project, working closely with their colleagues in the Legislative Council and the Department of Parliamentary Services.

To this point, certain gains from the project have yet to be realised although the stages completed indicate SharePoint's full potential. The Department looks forward to being able to progress projects such as the Ministerial portal, which will deliver an 'end to end' digital process for the submission of ministerial responses to questions on notice, petitions and committee reports.

The ability to deliver a customised, tailored experience for regular users of parliamentary information generated by the Assembly, particularly members and departmental staff, is high among the Department's strategic priorities and holds the promise of real efficiencies and improvements to parliamentary processes.

My thanks again to the senior management team and to all of the Departmental staff for their commitment to the Assembly and its members. I also would like to thank the Members and their electorate office staff for all their support and cooperation throughout the year.

Helen Minnican  
Clerk of the Legislative Assembly



## An inclusive Assembly

The inaugural speeches given by Ms Cotsis, in February 2017, and Ms Tesch, in May 2017, were important procedurally as for the first time an AUSLAN interpreter was permitted on the floor of the House to translate each member's speech.

Standing Orders have been suspended on previous occasions to permit visitors to address the House from the floor of the Chamber, but this was the first occasion that an AUSLAN interpreter was permitted to stand on the floor of the Chamber beside a speaking Member.

Achieving an inclusive, representative Legislative Assembly involves balancing the constraints in an historic precinct, including a nineteenth century debating Chamber, with the needs of a contemporary House of Parliament.

Ms Tesch's election to the Legislative Assembly led to discussions on the extent to which earlier measures had made the House and the Parliament accessible to individuals with limited mobility.

New accessibility modifications to the Chamber included the addition of an access ramp from the Wentworth room into the Chamber, while at the Table a new lower profile lectern and new extendable stems on all four microphones allow Members to deliver speeches from the Table while seated. Several further initiatives to improve accessibility and the experience of Parliament are being considered.

Another important measure realised this year was the opening on 11 May 2017 of a Parents' Room on level 12 of Parliament House. An initiative of the Speaker, supported by both Presiding Officers, the room gives members and staff, and their children, access to facilities that enable them to continue their work in the House while balancing their parental responsibilities.

# A year in the House 2016/17

## Membership changes

During the reporting period there were six by-elections conducted, a change in Premier and a new ministry. The membership changes are given in detail on page 12 of this report.

## Former Members

The deaths of a number of former Assembly members were reported to the House, including: Ian Robinson, former Member for Casino, on 23 March 2017; Maxwell Dunbier, former Member for Campbelltown, on 14 September 2016; and Kathy Smith, former Member for Gosford, who lost her battle with cancer on 31 May 2017.

## Joint sittings

Members also attended the Legislative Council to participate in Joint Sittings of both Houses on 24 August and 12 October 2016, and 22 February and 3 May 2017, in order to elect new members to fill vacant seats in the Council.

## Commemorations and significant events

The Speaker's statements commemorating the centenary of WWI continued each week and the House passed a resolution on the centenary of ANZAC.

Significant events impacting on Members' electorates and the wider community, were raised in the House including:

14 February 2017 – Statements made by the Premier and Leader of the Opposition on the catastrophic bushfire conditions on 11 February and the days that followed, in which an unprecedented number of fires stretching across the State resulted in extensive property damage and livestock losses.

28 March 2017 – The Speaker made a statement on the terrorist attack against the United Kingdom Houses of Parliament, which occurred on 22 March 2017; she made further statements on 20 June in relation to terrorist attacks in Manchester late in May and again in London on 4 and 19 June 2017.

4 April 2017 – Motion passed by the House concerning the most devastating floods in NSW for over 40 years in which six people died; further motion passed on 6 April congratulating the State Emergency Service volunteers, and all other volunteers and emergency services personnel for their efforts.

4 May 2017 – Premier's motion recognising and acknowledging the impact wrought by the Granville train disaster 40 years ago and offering an apology to those whose lives were irrevocably changed; a further motion by the Minister for Transport on 25 May 2017 noting the efforts of first-responders is still before the House.

25 May 2017 – Speaker's statement on the twentieth anniversary of the 'Bringing them Home' report concerning the intergenerational impact of forcibly removing the Stolen Generation; members discussed the report as a matter of public importance later in the sitting.

## Legislation

Some of the Bills introduced in the Legislative Assembly during the reporting period included:

22 June 2016 - Local Government Amendment (Governance and Planning) Bill introduced and passed both Houses on 25 August 2016; commenced in part.

11 August 2016 - The Greyhound Racing Prohibition Bill (originated in the Legislative Council), introduced and passed without amendment on 24 August after an all-night sitting concluding after 3.00am. Related Opposition Bills - Greyhound Racing Amendment (Greyhound Racing Integrity Commission), introduced August 2016 (lapsed 10 February 2017); and the Greyhound Racing (Repeal of Ban) Bill – introduced November 2016 (lapsed 19 April 2017).

15 November 2016 - introduction and passage through all stages at one sitting, of the Independent Commission Against Corruption Amendment Bill; passed both Houses without amendment on 16 November 2016.

28 March 2017 - Greyhound Racing Bill introduced to repeal the Greyhound Racing Prohibition Bill; passed by both Houses on 5 April 2017.

23 May 2017 - Parliamentary Contributory Superannuation Amendment (Criminal Charges and Convictions) Bill introduced; passed by both Houses on 1 June 2017, having been amended in the Council.

20 June 2017 - The Appropriation Bill and cognate bills, including the Emergency Services Levy Bill, introduced; passed by both Houses without amendment on 22 June 2017.

A complete list of all of the Bills introduced into the Legislative Assembly during the 2016/17 reporting period is contained in Appendix I.

## Members' statements

Members continued to utilise the opportunities provided in the House, such as Private Members' Statements and Community Recognition Statements, to publicly recognise the efforts of individual constituents and community leaders making contributions in their local electorates.

## Petition discussion

Subjects discussed in relation to petitions with over 10,000 signatories were: the greyhound racing industry, fisheries, coal and gas mining, the M4 Motorway tolling, palliative care services, local women's services, the Safe Schools Program, educational services in Correctional Centres, a National Art School and Wyong Public Hospital.

## Citizens' reply procedures

On 13 September 2016 the Speaker tabled two reports of the Standing Orders and Procedure Committee giving the Eastern Suburbs Football Association, the governing body for football in Sydney's Eastern Suburbs, and Champion Homes, a residential building company, a reply in response to certain comments made by Members in the House.

## Our Vision

*The NSW Legislative Assembly will be valued as a central democratic institution for NSW: effective in holding the NSW government to account, scrutinising legislation, and representing the diverse views of the people of NSW.*

*Members of the NSW Legislative Assembly will have the information, advice, support and technology they need to be effective in their work and closely engage with their constituents.*

*Legislative Assembly staff will have the respect of the Members of the Legislative Assembly, key stakeholders and of the public for our independence, integrity and professionalism, and for our commitment to making the Legislative Assembly work ever more effectively.*

## Our Strategic Plan

- 1 A digital Legislative Assembly - *Mobility, Accessibility and Availability* - utilising technology to improve systems and better equip Members to participate in deliberations and decision-making in the House and on Committees;
- 2 Supporting Members in their representative role – targeted initiatives aimed at supporting Members in exercising their roles as elected representatives engaging with their constituents and local communities;
- 3 Increased organisational capacity – better aligning the Department’s structure, staff and resources with core functions, and investing in succession planning and knowledge building to ensure procedural knowledge, leadership capability and operational strength across all levels and business areas;
- 4 Raising awareness of the Legislative Assembly’s role – increasing awareness and understanding of the role and functions of the Legislative Assembly and the activities of its Members, to reinforce the significance of the Assembly within the parliamentary system of government in NSW and the links between Members, their communities and the Parliament.

The [Legislative Assembly Strategic Plan 2015-2019](#) is available on the Parliament’s website.



## Strategic Plan for the NSW Parliamentary Departments

The *NSW Parliament Strategic Plan 2015-2019* details the six strategic objectives on which the departments of the Legislative Assembly, Legislative Council and Parliamentary Services will collaborate:

- Respond to the evolving role of members and the parliamentary institution
- Increase involvement and awareness of NSW citizens about the Parliament and the parliamentary process
- Better engagement with stakeholders
- Promote strong stewardship and robust organisational resilience
- Optimise the Parliament’s physical infrastructure
- Development of inter-parliamentary relationships and education

# Our organisation

## Role of Members

Since 1856, Members of the NSW Legislative Assembly have served the people of NSW as their elected representatives, championing the local and statewide concerns of the citizens who elect them. While in Parliament Members consider and vote on legislation in the Chamber, participate in Committee inquiries and reviews. They also perform a wide range of duties in their electorates across the state.

Members of the NSW Legislative Assembly, in conjunction with Members of the NSW Legislative Council, provide a government for NSW as well as an Opposition. In addition to making and passing legislation, they scrutinise the activities of government and hold it to account, develop policy for consideration by government and debate issues of importance to the people of NSW.

## Role of the Department

The Department of the Legislative Assembly provides Members with services, infrastructure and advice to support them in carrying out their work both within Parliament and in their electorates. This includes producing the House publications (in print and online) for each sitting in the Chamber and providing advice on parliamentary procedure as well as leasing, fit-outs and maintenance of Electorate Offices.

## Support in Chamber

The Chamber is where Members come together to discuss issues concerning NSW, receive official documents tabled by government departments and agencies, and debate and vote on proposed new laws. All of these activities are presided over by the Speaker of the House.

The Department produces the publications required for each sitting in the Chamber, provides advice on parliamentary procedure, and is the custodian of the public record of proceedings and the decisions made by the Assembly.

## Committees

Members of both the Legislative Assembly and the Legislative Council conduct in-depth studies of issues of State significance. They examine and provide comment on aspects of proposed legislation, examine government spending, conduct inquiries, and receive input from government agencies, subject experts and other stakeholders.

The Department of the Legislative Assembly coordinates meetings, inquiries (including regional hearings) and prepares notices, agendas, minutes, briefing papers and draft reports for all Legislative Assembly and Joint Committees. Committee staff provide procedural, research and executive support to committees of the Assembly and all of the joint statutory committees.

## Electorates

The Department also supports Members' electorate work and community engagement through the provision of electorate offices. Electorate offices serve as an access point for the community to raise issues of local concern and seek assistance in accessing state programs and services. The Department, through the Electorate Offices Services Unit, leases, fit-outs and maintains 98 shopfront electorate offices around the state and provides support and training to electorate office staff.

## Parliamentary Partnership

The Department of the Legislative Assembly, in conjunction with the other two Parliamentary Departments, the Department of the Legislative Council and the Department of Parliamentary Services, works collaboratively to improve the efficiency and effectiveness of services to Members of Parliament and other key stakeholders.



The Chamber

**77** Bills introduced in the Legislative Assembly.

**57** days of sitting during 2016/17.



**480** hours of sitting during 2016/17.



**77** Bills introduced and passed during 2016/17.



Refer to page 14

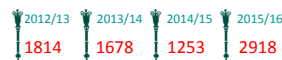
Table Services

**1051** General Notices of Motions (General) given in the Legislative Assembly.

**2568** Written Questions on Notice in 2016/17.



**2466** Answers to Written Questions on Notice during 2016/17.



**571** oral questions in 2016/17.



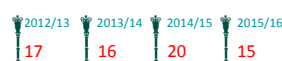
**407** petitions received in 2016/17.



**32** petitions received with more than 500 signatures in 2016/17.



**17** petitions received with more than 10,000 signatures in 2016/17.



Refer to page 14

Electorate Offices

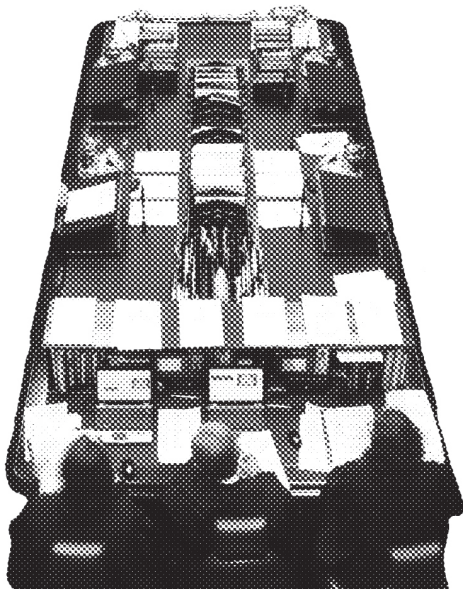
**753** maintenance and service jobs completed for Electorate Offices.

**9** electorate offices relocated or refurbished.

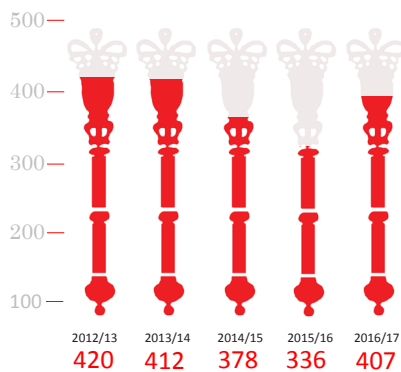
**299** electorate officers employed across NSW, supporting the Legislative Assembly Members in their electorates.

**80** electorate office staff received formal training.

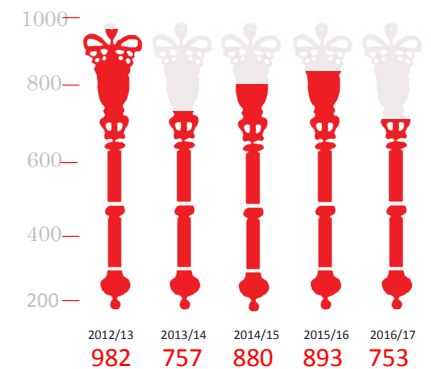
Refer to page 16



Petitions lodged



Maintenance jobs completed





Committees

**30** reports tabled in the House.

**16** Committees administered.

**15** inquiries undertaken.

**20** hearings conducted.

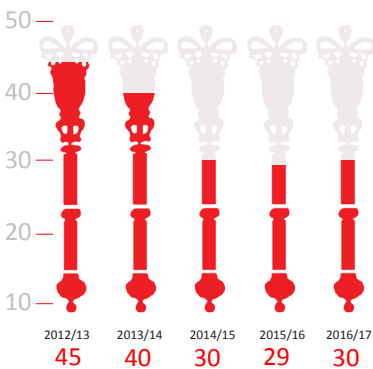
**108** meetings and deliberatives held.

**205** witnesses appeared.

**247** submissions received to inquiries.

Refer to page 18

Committee reports tabled



Procedure

**11** Procedural Digests published.

**14** procedural drop-in sessions held.

**4** public sector seminars held.

**13** post-sitting briefing sessions held.

**30** delegations hosted.

Refer to page 15

Public engagement

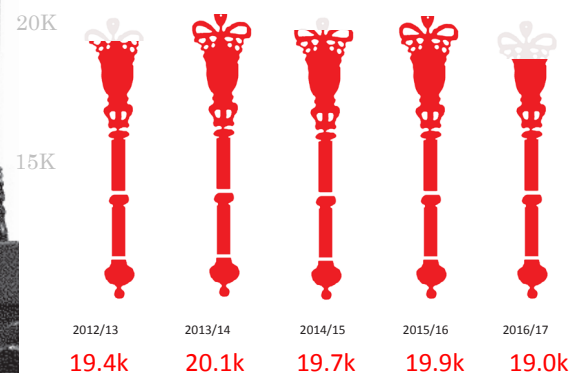
**19,023** people attended tours of the Legislative Assembly.

**590** public groups attended tours of the Legislative Assembly.

**32** average number of people within each group that attended tours of the Legislative Assembly.

Refer to page 32

Tours conducted



## The Legislative Assembly will be driven by its Strategic Plan in 2017/18.

### The Strategic Plan

As outlined in our Strategic Plan, we will continue to work towards a digital Legislative Assembly. We will continue to support Members in exercising their roles as elected representatives engaging with their constituents and local communities.

We will work towards an increased organisational capacity across all business areas. We will continue to raise awareness of the Legislative Assembly's role, promoting a better understanding of the role and functions of the Legislative Assembly and the activities of its Members.

### Corporate Governance

In 2017/18, corporate governance will remain a key focus of the Department, with the implementation of new business plans. With a particular focus on risk and audit, the Department will ensure best practice financial management and reporting, fraud control and business risk monitoring. We will continue our strong participation in Parliament-wide steering committees and project boards.

### Key Performance Indicators

#### The Chamber

We will continue to revise the *Decisions from the Chair* resource in our ongoing support of the Speaker, Deputy Speaker and Assistant Speakers.

We will also contribute to and benefit from a major joint project to improve the broadcasting capabilities in both Chambers. Working to ensure accessibility of high-quality streaming of our proceedings will be a key piece of work. Procedural training will continue to be an ongoing focus, working collaboratively with the Procedural Research and Protocol Unit to enhance the current procedure drop-in sessions.

#### Ethics

We will provide support and advice to the Standing Committee on Parliamentary Privilege and Ethics in its review of the Members' Code of Conduct and the

pecuniary interest disclosure framework. All our staff will perform their duties effectively, efficiently and fairly in accordance with ICAC ethical guidelines.

#### Table Services

We will be building on the data preparatory work from last year to transition the Table Office business systems to the new SharePoint platform. This includes improved and consistent management interfaces for bills and Members, and a shared tabled papers database will result in improved quality and better access to data. The interfaces will lead to the development of enhanced business processes to complement the new systems as well as moving to digital processes where possible.

#### Electorate Office Services

We will tender for and install new folding and inserting machines in each electorate office. We will undertake an audit of asbestos across all our leaseholds and update our registers accordingly.

We will continue to review our electorate office accommodation in light of the Parliamentary Remuneration Tribunal decision to provide a third staffer in each office. Together with IT Services we will prepare for a new telephony system in electorate offices.

#### Procedure

We will complete the project to produce procedural guides for the panel of Temporary Speakers.

We will commence work on an *Annotated Standing Orders* which shows how the rules of the House have evolved over time.

The Procedure database of precedents, rulings and considered rulings will continue to be developed. We will conduct procedural inductions for all new Members elected to the Legislative Assembly during 2017/18.

#### Committees

We will further enhance our reporting mechanisms to ensure that Committees provide a valuable contribution to the overall work of the Parliament.

We will implement targeted social media strategies to support better engagement of the community with Committee inquiries.

We will continue our project to capture and digitise all Committee Reports prior to 1997 for uploading on Parliament's website.

#### Public Engagement

We will maintain our focus on developing strategies to engage with the public to ensure that the Parliament is accessible to all members of the community.

We will continue and refine our program of Public Sector Seminars and school tours.

We will continue to build on our social media and other communication strategies.

#### Official engagements

In July 2017 we will co-host the 48th Annual conference of Presiding Officers and Clerks of Australian and Pacific Region Parliaments.

We will also co-host the Australian and Pacific Regional Branches of the Commonwealth Parliamentary Association in October 2017.

#### Staff Development

In line with the Department's *Succession Planning Policy*, we will continue to train and develop our staff in relation to parliamentary procedure and provide interactive skills sessions around the responsibilities of Clerks-at-the-Table.

We will also continue succession planning at all levels and grades of the Department. We will further realign the Department's organisational structure to ensure we meet our strategic objectives into the future.

We will focus on ensuring that staff of the Department continue to use electronic records management consistently and effectively through training and user audits.



# Members and Members' Services



The Department of the Legislative Assembly supports the Legislative Assembly, Committees and Members to fulfil their parliamentary responsibilities – both within Parliament and in their electorates.

### Supporting Members in their representative role –

Targeted initiatives aimed at supporting Members in exercising their roles as elected representatives engaging with their constituents and local communities (with recognition of the duality of the representative role – in the community and the Chamber)



## Role of members

### Representation in the Legislative Assembly – 56th Parliament

Each Member of the Legislative Assembly represents one of the State's 93 electorates. The Department of the Legislative Assembly supports Members both in their work in their electorates and their work at Parliament House where they attend sittings of Parliament. In Parliament, Members consider and debate proposed legislation and various forms of Private Members' (or General) Business; participate in debates, votes and Question Time; make Private Members' Statements and present petitions. Members may also have additional responsibilities as a Minister, hold parliamentary or party office and participate in party meetings and decision making.

At the end of the reporting period the Liberal Party/Nationals Coalition Government, led by the Premier, the Hon. Gladys Berejiklian MP, held 53 of the 93 seats in the Legislative Assembly. The Australian Labor Party, led by Mr Luke Foley MP, held 34 seats, Independent Members held two seats, The Greens held three seats and the Shooters, Fishers and Farmers Party held one seat.

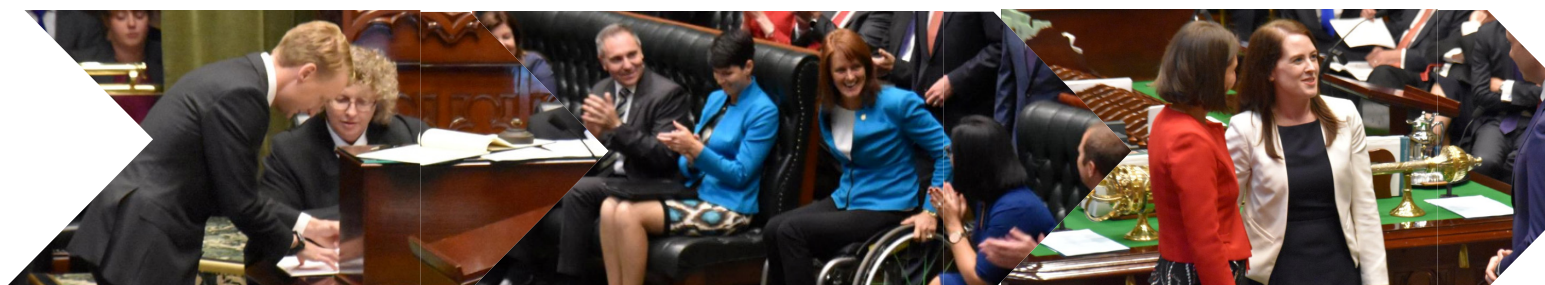
### Resignations

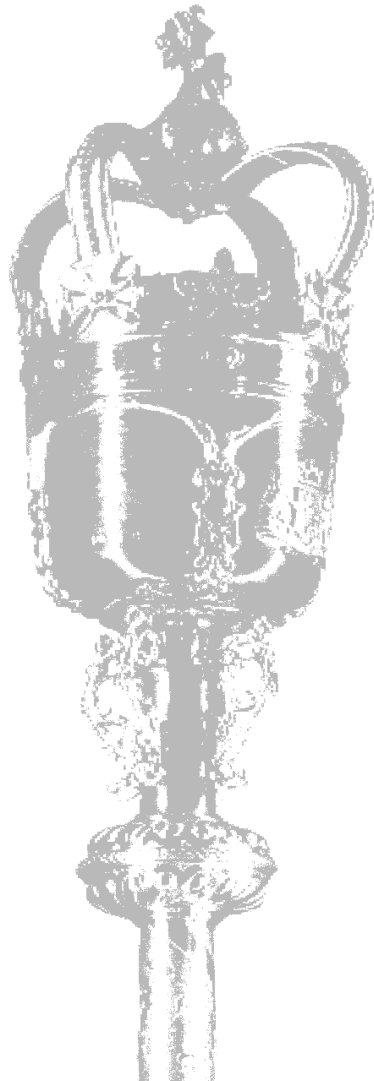
The Hon. Linda Burney (Canterbury) and Mr Andrew Gee (Orange) resigned in May 2016. Ms Noreen Hay (Wollongong) resigned in August 2016, and by-elections for all three seats were held on 12 November 2016. The Orange by-election resulted in the election of Mr Philip Donato, the first member to represent the Shooters, Fishers and Farmers Party in the Legislative Assembly. Ms Sophie Cotsis, ALP, (Canterbury) and Mr Paul Scully, ALP, (Wollongong) were also elected.

In January 2017 the then Premier, the Hon. Mike Baird (Manly), resigned, followed by the Hon. Jillian Skinner (North Shore) and Ms Kathy Smith (Gosford) in February. By-elections for all three seats were held on 8 April 2017. Mr James Griffin, Lib, (Manly), Ms Felicity Wilson, Lib, (North Shore) and Ms Liesl Tesch, ALP, (Gosford) were elected. The three new members were sworn in on Tuesday 2 May 2017.

### Temporary Speakers

During the reporting period the Temporary Speakers were: Mr Greg Aplin, Mr Adam Crouch, Mr Lee Evans, the Hon. Adam Marshall, Mr Bruce Notley-Smith, Ms Anna Watson and the Hon. Melinda Pavey. Mr Aplin, Mr Crouch and the Hon. Melinda Pavey were given separate inductions to prepare them for their roles.





## ■ Office of the Clerk

Officers of the House support and maintain the operation of the Assembly in accordance with the constitutional and legal framework of the State. The Clerk provides timely and accurate support to Members through the provision of procedural and other advice, and the acquittal of her duties as the Chief Executive Officer of the Legislative Assembly. The Clerk is also the Registrar for declaration of Members' interests under the *Constitution Act (NSW) 1902*.

## ■ Table Office

The Table Office directly supports sittings of the House through preparation of the House Papers (Votes and Proceedings, the Business Paper, the Question and Answer Paper, and the Statutory Instruments Paper). It also provides advice to Members of all parties to ensure the House operates within the Standing Orders, as well as parliamentary practice and procedure. The Table Office includes Chamber Support Services, who support Members in the House and is the front of house for the Legislative Assembly.

The Table Office plays an important role in helping to manage the by-election process for the Legislative Assembly, working alongside the Speaker's Office, Office of the Clerk, and Electorate Office and Corporate Services to ensure that key milestones are met and that all the correct documents are issued and announcements made in the House. The Table Office team also updates the Members' database and website to ensure that the public are kept informed of the latest information.

### Supporting the sittings of the House

The Legislative Assembly sat for 57 sitting days involving 480 sitting hours, during which period 77 Bills were introduced and 64 Bills passed.

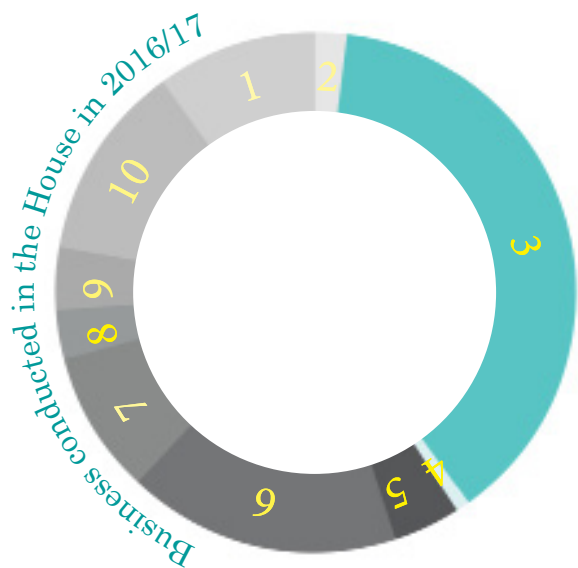
The Department of the Legislative Assembly facilitated 2568 written questions, 2466 answers and 571 oral questions.



Sittings of the House Sitting days 2016-2017	Number of days
2 - 25 August 2016	9
13 - 22 September 2016	6
11 - 20 October 2016	6
8 - 17 November 2016	6
14 - 23 February 2017	6
7 March - 6 April 2017	9
2 - 31 May 2017	11
1 - 22 June 2017	4
<b>TOTAL</b>	<b>57</b>

General Business	2014/15	2015/16	2016/17
General Notices of Motions (General Notices)	417	948	1051
General Notices of Motions for Bills	10	19	14
General Notices of Motions debated	36	26	52
General Notices of Motions lapsed, undebated	381	469	888

## Sittings of the House



\*Business of the House here includes types of business not otherwise referenced, including tabling of papers, personal explanations, condolence motions and Joint Sittings.

- 1  General Business 12%
- 2  Discussion on petitions with 10,000 signatures 1%
- 3  Government Business 35%
- 4  Committee Reports Take Note Debates 1%
- 5  Motions Accorded Priority 4%
- 6  Private Members' Statements 17%
- 7  Business of the House 10%
- 8  Community Recognition Statements 4%
- 9  Matter of Public Importance 3%
- 10  Oral Questions 13%

Activity	2012/13	2013/14	2014/15	2015/16	2016/17
Sitting days	57	55	43	57	57
Hours of sitting	502.77	487.55	371.27	476.58	480.9
Average hours per sitting	8.8	8.9	8.6	8.36	8.4
Bills introduced	117	117	75	104	77
Bills passed	106	105	67	88	64
Bills lapsed/disposed of	7	11	17	9	16
Entries in Votes and Proceedings	1606	1523	1213	1421	1399
Written Questions on Notice (QON)	1755	1604	1560	2791	2568
Answers to Written QON	1814	1678	1253	2918	2466
Oral Questions	574	542	400	574	571
Petitions	420	412	378	336	407
Petitions (500+)	60	48	54	64	32
Petitions (10,000+)	17	16	20	15	17
Tabled papers registered and archived	1738	1731	1573	1534	1445
Committees	19	21	21/18	18	16

During 2016/17 we supported 57 sitting days, which is consistent with previous non-election years. There were 77 bills introduced this reporting year.

The number of written questions has continued to be significant, with 2568 questions asked and 2466 answers provided. The number of oral questions (Question Time) has remained consistent at 571. Overall, petitions numbers have also been steady. There has been an increase in the number of general notices given, as well as those general notices being debated and those that have lapsed.

During the year, the Table Office has devoted significant resources to the SharePoint (PIMS) project, in particular preparing the requirements specifications and mock-ups for the bills user interface (UI) and the tabled papers UI. Both of these projects have been completed in close collaboration with the Legislative Council and have resulted in the development of joint databases.

The Table Office and Chamber Support played a key role in developing and implementing a new room booking system called 'Asure Space' Meeting Room Manager. This system was due to be launched in July 2017.

## Organisational Highlight

### Procedure drop-in sessions

Every Wednesday during sitting weeks in 2017, the LA Table Office and the Procedural Research and Protocol Unit offered short briefings for Members and staff about how things are done in the House. Each session began with a short topical overview, followed by a general procedure question and answer session. We reached peak attendance on Wednesday, 10 May 2017 with 20 attendees across two sessions about opportunities for private members business in the House.



## ■ Procedural Research and Protocol

The Procedural Research and Protocol Unit provides high level procedural research, procedural training and development, and knowledge management services.

An organisational change during the reporting year saw the position of Deputy Serjeant-at-Arms transferred to the unit, and the unit became responsible for the management of protocol services for the Legislative Assembly. Hence the renaming of the Unit, which was formerly called Procedural Research and Training.

### Information and advice for Members and staff

The unit assisted in introducing new members to the practice and procedure of the Legislative Assembly via briefings, explanation and procedure publications. Following the swearing on of Ms Gladys Berejiklian as Premier in 23 January 2017 there was a ministerial reshuffle. The unit, in conjunction with the Table Office, conducted a briefing session for new ministerial staff on procedure, the Standing Orders and administrative arrangements.

### Capturing procedural events

Throughout the reporting year, the unit continued to capture and collate those procedural events which collectively shape the practice of the House. This information is then used to answer inquiries or may be published in the form of a procedural guide.



A revised version of *Decisions from the Chair, Considered Rulings up to and including 17 November 2016* was completed. This guide identifies the key rulings made by the Speaker. It enables those who are interested in parliamentary procedure to see how the rules are interpreted and applied, and how practices may develop and evolve across parliaments.

### Contribution to parliamentary publications

The unit coordinates submissions to parliamentary publications on behalf of the NSW Parliament, in collaboration with the Legislative Council. This gives the Parliament a forum to share recent procedural and administrative developments in our jurisdiction.

The unit contributed to the production of: two submissions to *Parliament Matters*, the half yearly bulletin of the Australia and New Zealand Association of Clerks-at-the-Table (ANZACATT); the annual submission to *The Table*, the journal of the Society of Clerks-at-the-Table in Commonwealth Parliaments; and the Parliament of NSW Jurisdictional Report, which was presented by the Presiding Officers at the 48th Presiding Officers and Clerks Conference in Sydney, 3-7 July 2017.

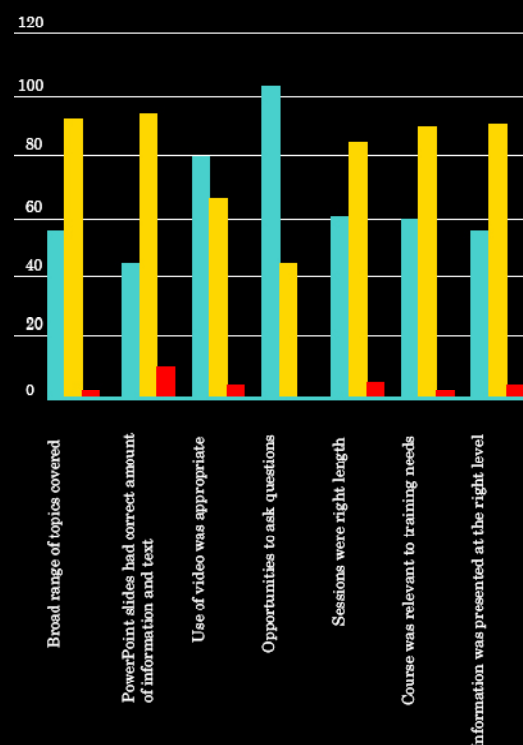
## ► Public Sector Seminar celebrates five years

The Legislative Assembly's highly successful public sector seminar program celebrated its fifth year in 2017. This full-day seminar provides public sector officials with an introduction to the role and functions of the Legislative Assembly.

Sixteen seminars over the five years have welcomed 782 participants from 71 agencies. Due to the demand for places, the seminar moved to a larger room in 2017. Seminars are conducted on Parliamentary sitting days to enable participants to hear from Members and observe the Parliament at work. This gives the seminars a practical and theoretical component.

Procedural Research and Protocol thanks all presenters for their support, especially The Speaker, The Hon. Shelley Hancock MP, Mr Chris Patterson MP, Mr Nick Lalich MP, Mr Greg Aplin MP, Ms Jenny Leong MP, Mr Jamie Parker MP and Mr Clive Mathieson.

Attendees provide overwhelmingly positive feedback about their day, in particular the broad range of topics, the opportunity to ask questions, and the clear presentation of relevant information.



#### Procedural Research and Training activities at a glance:

Activity	2012/13	2013/14	2014/15	2015/16	2016/17
Procedural training sessions held	22	10	10	15	14
Public Sector Seminars held	-	4	1	4	4
Substantive responses to enquiries from other Parliaments	26	23	12	25	24
Procedural Digests published	-	10	7	9	11

## ■ Corporate Services, incorporating Electorate Office Services

The Corporate Services Unit of the Legislative Assembly works closely with the Department of Parliamentary Services to provide support to Members both in the Parliament and in their electorates. Corporate Services is also responsible for providing services within the Parliament, including contributing to records management, corporate communications, and workplace health and safety. An important component of this work is ensuring that relevant policies and guidelines are in place and are consistent across the Parliament.

The Electorate Office Services Unit is an integral part of Corporate Services and is responsible for the leasing, maintenance and ongoing management of the 98 electorate offices across NSW. The EO Services Unit also works with Members to locate new premises and manage the fitout of those premises to the standard required and within the allocated budget. Four electorate offices were relocated and five were refurbished in 2016/17.

A significant part of the work of the EO Services Unit is regularly maintaining these 98 electorate offices around the State in line with WHS and other requirements. EO Services completed 753 maintenance jobs over the course of 2016/17.

### Electorate Office staff support

Corporate Services manages the induction of new electorate office staff, and other training, as well as ongoing communication with the electorate offices to ensure they are supported as they undertake their roles. Liaison with the Department of Parliamentary Services - through the Members' Entitlements, Finance, Information and Technology Services, and Human Services sections - ensures Members and their staff are supported to effectively fulfil their public duties.

There are 299 electorate officers employed across NSW, supporting Members in their electorates. Electorate officers are employed by their Members under the *Members of Parliament Staff Act 2013 (NSW)*, and together the Department of the Legislative Assembly and the Department of Parliamentary Services provide administrative support for Members and electorate office staff in the performance of their roles. In 2016/17 a total of 45 staff received induction training across four sessions.

Work in electorate offices involves direct public engagement and this can be demanding and challenging. In addition to the Employee Assistance Program available to all staff, the Legislative Assembly offers a 'Thriving in Your Role' two-day course tailored for electorate office staff to assist with managing the demands of the role, the expectations of the public and the internal dynamics of a small office. In 2016/17 a total of 35 staff attended four sessions of this course.

### Security

Electorate offices have a range of security features. Security screens are installed in the reception area for the safety of staff behind the counter. Over the past year EO Services undertook a project to install security screens at the six remaining offices which did not have them. All electorate offices also have duress alarms installed at several points throughout the premises. These provide a way for staff to immediately contact Parliament Security as well as the local police if they find themselves in a threatening situation. EO Services reviews and responds to all electorate office security incident reports, liaises with staff to make sure they are aware of security procedures and provides a point of contact for staff wellbeing.

### Electorate Officer Reference Group

The Electorate Officer Reference Group (EORG) comprises representatives from electorate offices across NSW. It meets quarterly and acts as a liaison and consultancy group between Parliament and the electorate offices. In 2016/17 the EORG met four times, with the participation of 18 regular EORG members.

The overall cost of the 98 electorate offices in 2016/17 was as follows:

Maintenance and repairs etc	
Rent:	\$5,670,859.21
Cleaning contracts:	\$645,849.23
Maintenance:	\$373,661.60
Electricity and Gas:	\$302,341.28
Telephones:	\$251,412.07
Waste disposal:	\$51,527.94
Furniture:	\$115,491.03
Fit-outs:	\$686,895.00
Refurbishments:	\$297,469.00
Security:	\$42,927.38
Valuations & Legal fees:	\$48,579.01
<b>TOTAL</b>	<b>\$8,487,012.75</b>
Computer costs (Not included in total as within Department of Parliamentary Services' IT budget).	\$1,070,019.00
<b>Total refurbishments and fitouts (new offices)</b>	<b>\$984,364.00</b>

During the course of the year, Electorate Office Services:

- Refurbished five, and relocated four, electorate offices using best practice project management to deliver cost-effective and quality outcomes for Members.
- Provided advice and support to Members in relation to the recruitment of electorate office staff, in collaboration with DPS Human Services.
- Conducted regular visits to electorate offices to inspect premises and organise upgrades and maintenance.
- Negotiated renewal of 25 existing or new leases for electorate offices, liaising with lessors, the Crown Solicitors Office and Members.
- Delivered eight induction and other training programs for new electorate office staff.
- Met electorate office Work Health and Safety obligations and concerns.
- Produced electronic *EO Weekly* newsletters and information sheets for electorate office staff.



# Members and Members' services

## Organisational Highlight

### ProcurePoint

Following an audit of procurement and contract management activities undertaken by NSW Parliament, recommendations were made to formalise the manner in which the Parliament undertakes these activities and to streamline them in accordance with NSW Government best practice.

Procurement activities undertaken by Electorate Office Services include the obtaining of office leasing valuations, fitout and building works, and the management of building projects.

NSW Parliament now offers works that are available for tender through the ProcurePoint portal. The portal also uses Preferred Supplier Panels, which invites prequalified suppliers to participate in a selective tender process. This promotes confidence in the knowledge that those tendering for projects comply with relevant Government and legislative requirements.

All Electorate Office Services staff attended training with NSW Procurement to assist them in the navigation and utilisation of the Government portal.

## Lismore floods

On Friday 28 March 2017 the Lismore electorate office was seriously damaged by flooding, with a substantial volume of water and mud entering the office. The Electorate Office staff and the Member for Lismore, the Hon. Thomas George, assessed the damage the next day and took the initial step of engaging an electrical contractor to check the power supply. They confirmed the site was safe for staff and contractors, who started the clean-up.

Electorate Office Services visited the office on Thursday 7 April to inspect the extent of the damage firsthand. A scope of works was created and local contractors were engaged.

The damage to the office was extensive and necessitated the replacement of workstations, loose office furniture, carpet, joinery (cabinetry and the front reception counter) and large electrical appliances (the fridge and the multi-function device). The suspended ceiling also had to be repaired.

EO staff followed a request for quote process with local contractors for the building, joinery and electrical works. Workstations, loose furniture and carpet were replaced under the NSW Procurement approved contractor schemes. Electorate Office staff worked with local tradespeople, often going into the office early or staying back late to facilitate the work of contractors.

"Immediately after the flood we had a few days closed to get things sorted to be able to function again, as reopening quickly to be available to our constituents was important. One good thing to come out of the devastating flood was the opportunity for many businesses to update and rejuvenate their premises, our Electorate Office included. We love our new office," said Lismore Senior Electorate Officer Bronwyn Mitchell.

The refurbishment took approximately nine weeks, although the partially-repaired office re-opened three weeks after the floods on 19 April with staff working out of the office intermittently around the refurbishment works.



### Electorate Office Services activities at a glance:

Activity	2012/13	2013/14	2014/15	2015/16	2016/17
Maintenance and service jobs completed	982	757	880	893	753
Electorate offices moved	6	1	3	12	4
Electorate offices refurbished	3	1	9	10	5
Electorate office leases reviewed or negotiated	32	26	19	58	25

Note: The majority of lease reviews have been timed to reflect the four-year electoral cycle and the redistribution provisions of the *Parliamentary Electorates and Elections Act 1912*.

## Committee Office

The 2016/17 financial year was a period of high activity for the committees administered by the Legislative Assembly.

Seven committees have a legislative mandate to oversight the work of independent statutory bodies. These committees review the annual and other reports of those bodies, and have regular hearings with the relevant statutory officeholder. This forms part of the committees' broader focus on ensuring transparency and accountability for bodies such as the Independent Commission Against Corruption (ICAC) and the Committee on the Ombudsman, Law Enforcement Conduct Commission and the Crime Commission (Ombo/LECC).

The Committee on the Ombo/LECC continued its statutory review of the *Public Interest Disclosures Act 1994* ('whistle-blowing' inquiry) and similarly, the Committee on the ICAC commenced an inquiry into protections for people who make voluntary disclosures to the ICAC. These inquiries combined form part of the role of committees in developing policy and recommending legislative change where appropriate. The work of these committees is designed to ensure that there are appropriate protections for disclosures of corruption, maladministration or financial mismanagement that are made in good faith and in the public interest.

The Committee on the ICAC also provided its landmark report on the review of the ICAC that preceded changes to the commission's powers, procedures and structure. The Government supported all of the recommendations in principle and implemented many of them, resulting in legislation to provide for changes to the structure, composition and governance arrangements of the ICAC.

The Public Accounts Committee has continued to review the Government's use of public resources and the financial operations of state agencies. It also commenced a significant inquiry into the Management of Health Care Delivery in NSW.

The Legislation Review Committee continued to publish its digests each sitting week. The Committee considers each bill introduced into Parliament and makes comment with respect to possible impacts on personal rights and liberties, administrative law principles and parliamentary propriety.

The Legislation Review Committee also commenced a review into the powers to review bills under the *Legislation Review Act 1987* ('the Act') – the first review of its kind since significant amendments were made to the Act 15 years ago.

The Joint Standing Committee on Electoral Matters completed its review of the 2015 State Election. This is the fourth instalment of that Committee's review of the operation of each preceding State election. The report contained a number of recommendations relating to the financing and administration of political parties, disclosure requirements and campaign regulations.

There are also standing portfolio committees with responsibilities for established portfolios or policy areas. The committees continued to inquire into and report on a diverse range of new and emerging issues. In the 2016/17 year, the committees reported on matters relating to driverless vehicles, workplace arrangements in the point-to-point transport industry, and regulations in the short-term holiday letting industry. They also commenced inquiries into start-ups in regional areas, and matters concerning land release and housing supply.

Committees are engaging in new approaches to community outreach, both through social media and YouTube, with video content produced in-house and posted online to promote new inquiries. The office has tailored its media strategy to both better target potential stakeholders and reach a wider audience.

Committees have also been involved in the back-capture and digitisation of historic committee records. This activity forms part of the Department's broader record-keeping and archiving goals to preserve historic records with a view to publishing them for public access.

Committees continue to receive delegations, both interstate and international. For example, the Committee on Electoral Matters held a joint meeting with its New Zealand counterpart. The Committees office has also sent delegations to attend key conferences, including the Australia - New Zealand Scrutiny of Legislation Conference, the Australasian Committee on Public Accounts Committees biennial conference, and the National Integrity Conference.



## Individual Committees A-Z

### Children and Young People

#### Membership

Ms Melanie Gibbons MP (Chair)  
 Mr Damien Tudehope MP (Deputy Chair)  
 The Hon. Catherine Cusack MLC (from 29 March 2017)  
 The Hon. Greg Donnelly MLC  
 The Hon. Ben Franklin MLC (from 14 September 2016 until 29 March 2017)  
 The Hon. Paul Green MLC  
 Ms Jodie Harrison MP  
 Mr Michael Johnsen MP  
 The Hon. Bronnie Taylor MLC (until 25 August 2016)

#### Highlights

The Committee continued its inquiry into the sexualisation of children and young people and tabled its report, on 16 November 2016, in which it made 10 recommendations.

The Committee recommended that the Advocate for Children and Young People explore opportunities for further research, with a view to reducing exposure of youth to pornography.

The Committee recommended that the Attorney General amend relevant criminal legislation with respect to the dissemination of sexual images without consent, with appropriate exceptions.

The Committee also commenced its 2017 review of the annual reports of the Advocate for Children and Young People and the Children's Guardian, including a hearing with the officeholders on 3 April 2017.

Meetings	7
Hearings	1
Witnesses	5
Submissions	0
Inquiries undertaken	1
Reports	1
Government responses	1

### Community Services

#### Membership

Mr Kevin Conolly MP (Chair from 5 April 2017) (Deputy Chair until 5 April 2017)  
 Mr Chris Gulaptis MP (Chair from 13 October 2016 until 29 March 2017)  
 Mr Adam Marshall MP (Chair until 11 October 2016)  
 Mr Bruce Notley-Smith MP (Deputy Chair from 5 April 2017)  
 Mr Greg Aplin MP (from 29 March 2017 until 1 June 2017)  
 Ms Trish Doyle MP  
 Mr Alex Greenwich MP  
 Mr David Harris MP  
 The Hon. Katrina Hodgkinson MP (from 29 March 2017)  
 Ms Eleni Petinos MP (until 29 March 2017)  
 Ms Felicity Wilson MP (from 1 June 2017)

#### Highlights

The Committee held two hearings in September 2016 for the inquiry into access to transport for seniors and disadvantaged people in rural and regional NSW. Six members of the Committee travelled to Armidale, Uralla and Walcha in September 2016 as part of the inquiry. Members met with a variety of stakeholders.

The Committee tabled its report on 19 December 2016. The report contained 19 recommendations that focused on improving the coordination and planning of rural and regional transport services, and providing more flexible transport options and accessible infrastructure.

The Committee also recommended measures to increase support for remote and Aboriginal communities and improve existing subsidies that aim to make transport more affordable for seniors and disadvantaged people.

In its response to the report, the Government indicated that 11 of the Committee's 19 recommendations were supported, six were supported in principle, and two were noted.

Meetings	8
Hearings	2
Witnesses	22
Submissions	77
Inquiries undertaken	1
Reports	1
Government responses	1

# Members and Members' services

## Individual Committees A-Z

### Electoral Matters

#### Membership

The Hon. Dr Peter Phelps MLC (Chair from 10 May 2017)

Mr Jai Rowell MP (Chair until 29 March 2017)

The Hon. Robert Borsak MLC (Deputy Chair)

Mr Adam Crouch MP

The Hon. Ben Franklin MLC

Mr Andrew Fraser MP (from 29 March 2017)

The Hon. Courtney Houssos MLC

The Hon. Melinda Pavey MP (until 29 March 2017)

Mr Mark Taylor MP

Ms Anna Watson MP

#### Highlights

The Committee held two public hearings in August 2016 as part of its inquiry into the administration of the 2015 State Election and related matters, taking evidence from 25 witnesses across two days. The report for the inquiry was tabled on 17 November 2016 and contained 34 recommendations.

On 17 May 2017, the Committee received a Government response to the report which accepted, or accepted in principle, 22 of the Committee's recommendations. The Government stated that it would consider 11 of the recommendations as part of other ongoing legislative review. One of the recommendations was not accepted.

Meetings	6
Hearings	2
Witnesses	25
Submissions	0
Inquiries undertaken	1
Reports	1
Government responses	2

On 2 December 2016, the Committee also received a Government response to its report on the recommendations made in the Final Report of the Expert Panel – Political Donations relating to the *Election Funding, Expenditure and Disclosures Act 1981 (NSW)*. The Government accepted, or accepted in principle, all 14 of the Committee's recommendations.

On 30 March 2017, the Committee met with a visiting delegation from the New Zealand Justice and Electoral Matters Committee at Parliament House. The members of both Committees discussed electoral funding, electronic voting, and the differences in New Zealand and NSW electoral systems.

### Environment and Planning

#### Membership

Mr Jai Rowell MP (Chair from 30 March 2017)

Mr Mark Coure MP (Chair until 29 March 2017)

Mr Geoff Provest MP (Deputy Chair)

Mr Anoulack Chanthivong MP

Mr Jamie Parker MP

Mr Mark Taylor MP

#### Highlights

The Committee completed its inquiry into the adequacy of the regulation of short-term holiday letting when it tabled its report to Parliament on 19 October 2016.

The Committee made 12 recommendations and seven findings relating to the status of short-term rental accommodation under state planning laws.

The Government responded to the Committee's recommendations on 19 April 2016. The Government gave support or qualified support to all of the Committee's recommendations, and foreshadowed the release of an options paper for further community consultation outlining approaches to implement a whole-of-government framework.

The Committee commenced its inquiry into land release and housing supply on 22 June 2017 following referral of the issue by the Hon. Anthony Roberts MP, Minister for Planning, Minister for Housing and Special Minister of State.

The inquiry will examine the resources and mechanisms required to deliver housing and coordinate enabling infrastructure, the complementary roles of state and local authorities and utilities, and the different characteristics of metropolitan and non-metropolitan development. The inquiry was ongoing at the end of the financial year.

Meetings	8
Hearings	0
Witnesses	0
Submissions	0
Inquiries undertaken	2
Reports	1
Government responses	1

# Members and Members' services

## Individual Committees A-Z

### Health Care Complaints

#### Membership

Mr Adam Crouch MP (Chair from 6 April 2017) (Deputy Chair until 6 April 2017)

The Hon. Melinda Pavey MP (Chair until 30 January 2017)

Mr Mark Taylor MP (Deputy Chair from 6 April 2017)

The Hon. Lou Amato MLC

Ms Jan Barham (until 13 February 2017)

The Hon. Katrina Hodgkinson MP (from 29 March 2017)

Ms Eleni Petinos MP

The Hon. Walter Secord MLC

Ms Kate Washington MP

#### Highlights

The Committee commenced its review of the Health Care Complaints Commission's 2015/16 annual report. It held a public hearing on 8 May 2017 where it heard evidence from the Commissioner and senior staff. The Committee's review was ongoing at the end of the financial year.

Meetings	2
Hearings	1
Witnesses	4
Submissions	0
Inquiries undertaken	1
Reports	0
Government responses	0

### Independent Commission Against Corruption

#### Membership

Mr Damien Tudehope MP (Chair)

Mr Adam Marshall MP (Deputy Chair until 15 September 2016)

Mr Geoff Provest (Deputy Chair until 15 September 2016)

Mr Ron Hoenig MP

The Hon. Kevin Humphries MP

The Hon. Trevor Khan MLC

Mr Paul Lynch MP (from 25 August 2016)

Ms Tania Mihailuk MP

Reverend the Hon. Fred Nile MLC

Mr Chris Patterson MP

Ms Kathy Smith MP (until 25 August 2016)

Mr Mark Taylor MP

The Hon. Lynda Voltz MLC

#### Highlights

The Committee received 35 written submissions to its review of the ICAC Inspector's report to the Premier. It held two public hearings in September 2016, taking evidence from 20 witnesses. The Committee decided to report on this inquiry and its review of the ICAC Inspector's report regarding Operation Hale together in one report. The report was tabled on 27 October 2016 and contained 35 recommendations and two findings.

The Government tabled its response to the report on 15 November 2016, supporting all of the Committee's recommendations in principle. A number of the recommendations were progressed immediately through the Independent Commission Against Corruption Amendment Bill 2016, which passed Parliament on 16 November 2016.

On 8 September 2016, the Government also tabled its response to the Committee's report, Review of the 2013-14 Annual Reports of the ICAC and the Inspector of the ICAC. The Government supported both of the report's recommendations - one about the resourcing of the ICAC Inspectorate and the other about assisting the Inspector to obtain the necessary information to exercise his or her powers of audit.

On 23 February 2017, the Committee commenced a review of the ICAC Inspector's 2014/15 and 2015/16 annual reports, conducting a hearing in March 2017. On 22 March 2017, the Committee commenced an inquiry into protections for people who make voluntary disclosures to the ICAC, receiving 21 written submissions. Both inquiries were ongoing at the end of the reporting period.

In March 2017, the Chair and a member of the Committee attended Transparency International Australia's National Integrity Conference in Brisbane, participating in workshops and hearing from a number of speakers about strengthening Australia's systems of integrity, accountability and anti-corruption.

Meetings	11
Hearings	3
Witnesses	22
Submissions	56
Inquiries undertaken	2
Reports	1
Government responses	2

# Members and Members' services

## Individual Committees A-Z

### Investment, Industry and Regional Development

#### Membership

The Hon. Katrina Hodgkinson MP (Chair from 5 April 2017)

The Hon. Melinda Pavey MP (Chair until 5 April 2017)

Mr Greg Aplin MP (Deputy Chair)

Mr Clayton Barr MP

Mr Adam Crouch MP (from 29 March 2017)

Mr David Harris MP (from 10 November 2016)

Ms Noreen Hay MP (until 31 August 2016)

Mr Alister Henskens SC MP (until 29 March 2017)

Mr Jai Rowell MP

Ms Tamara Smith MP

#### Highlights

The Government responded to the Committee's recommendations on the management of sharks in NSW on 23 December 2016. The Government gave support or qualified support to all 13 of the Committee's recommendations.

The response outlined the scientific research being undertaken to better understand shark behaviour and to investigate the effectiveness of shark deterrent technologies. The Government also advised about the work being done to improve public awareness and mitigate the risk of shark interactions.

The Committee commenced its inquiry into support for start-ups in regional NSW on 31 May 2017. The inquiry is looking into ways to strengthen the budding entrepreneurial ecosystem of start-ups in regional areas.

The inquiry will examine the effectiveness of State Government policies and programs aimed at supporting start-ups, and new initiatives to reduce barriers to entry for start-up businesses. The inquiry was ongoing at the end of the financial year. The Committee's inquiry into zonal taxation was also ongoing at the end of the financial year.

Meetings	4
Hearings	0
Witnesses	0
Submissions	0
Inquiries undertaken	2
Reports	0
Government responses	1

### Law and Safety

#### Membership

Mr Geoff Provost MP (Chair)

Mr Jai Rowell MP (Deputy Chair)

Mr Edmond Atalla MP

Ms Jenny Leong MP

Mr Damien Tudehope MP

#### Highlights

During the reporting period, the Committee progressed its inquiry into violence against emergency services personnel. It is examining current measures to protect emergency services personnel from violence, including internal policies and procedures, training and public education campaigns.

The Committee is also considering whether current sentencing options for people who assault or murder emergency services personnel are effective.

The Committee received 35 submissions to its inquiry. In November 2016 it conducted public hearings over two days, taking evidence from 25 witnesses. The Committee conducted a further public hearing in February 2017, at which six witnesses appeared.

To further inform itself about legal issues of relevance to the inquiry, the Committee also conducted private briefings with experts. From November 2016 to May 2017 it met with judicial officers of the Supreme, District and Local Courts of NSW. In addition, the Committee conducted site visits to the Downing Centre Local Court, Sydney in November 2016; and to the District Court of NSW, Sydney CBD in May 2017.

The Committee met with the Judicial Commission of NSW and the NSW Sentencing Council in November 2016, and it met again with the Judicial Commission in February 2017. The inquiry was ongoing at the end of the reporting period.

Meetings	9
Hearings	3
Witnesses	31
Submissions	35
Inquiries undertaken	0
Reports	0
Government responses	0

# Members and Members' services

## Individual Committees A-Z

### Ombudsman, the Law Enforcement Conduct Commission and the Crime Commission

#### Membership

Mr Lee Evans MP (Chair)

Mr Stephen Bromhead (Deputy Chair from 29 March 2017)

Ms Eleni Petinos MP (Deputy Chair until 29 March 2017)

The Hon. Lou Amato (from 6 April 2017)

The Hon. Scott Farlow MLC (until 1 February 2017)

The Hon. Trevor Khan MLC

The Hon. Paul Lynch MP

Dr Hugh McDermott MP

Four Committee members attended the inaugural National Integrity Conference held in March 2017 in Brisbane. The conference addressed a range of issues relating to identifying, preventing and responding to public and private sector corruption and misconduct, and promoting public and private sector accountability.

In May 2017 members of the Committee met with the Australian Capital Territory (ACT) Legislative Assembly's select committee on an Independent Integrity Commission. The Select Committee is examining the feasibility of establishing an independent integrity commission in the ACT. Members discussed parliamentary oversight of integrity bodies and the role of oversight committees.

The Committee began its 2017 review of oversight bodies' annual reports with two public hearings in May and June 2017. The Committee heard from the NSW Ombudsman, the Information and Privacy Commissioners, the Crime Commissioner and the Inspector of Custodial Services

Meetings	10
Hearings	3
Witnesses	24
Submissions	12
Inquiries undertaken	2
Reports	0
Government responses	0

#### Highlights

The Committee continued its review of the *Public Interest Disclosures Act 1994*, holding a hearing in September 2016. Witnesses included the NSW Ombudsman, the NSW Audit Office, the Information and Privacy Commissioners, the Council for Civil Liberties, and Dr AJ Brown.

## Legislation Review

#### Membership

Mr Michael Johnsen MP (Chair)

Mr Lee Evans MP (Deputy Chair)

Mr Greg Aplin MP (from 29 March 2017 until 1 June 2017)

Ms Melanie Gibbons MP

Mr James Griffin MP (from 1 June 2017)

Mr Alister Henskens SC MP

Mr David Mehan MP

The Hon. Shaoquett Moselmane MLC

The Hon. Gregory Pearce MLC

Mr David Shoebridge MLC

#### Highlights

The Committee tabled 19 *Legislation Review Digests* during the reporting year, one for each sitting week. The Committee considered and reported on 79 Bills and 19 Regulations. The Committee also resolved to conduct an inquiry into the operation of the *Legislation Review Act 1987* which will examine the Committee's scope to scrutinise legislation with respect to personal rights and liberties, administrative law principles and parliamentary propriety. This will be the first comprehensive review of the Committee's powers since the Committee's jurisdiction was extended to examine legislation – in addition to regulations – nearly 15 years ago.

The Committee sent a delegation to the Australia-New Zealand Scrutiny of Legislation Conference in Perth in July 2016. The Committee also met with the NSW Government's Regulatory Policy Review Secretariat and discussed its functions as part of the Independent Review of the NSW Regulatory Policy Framework.

Meetings	19
Digests	19
Bills reviewed	79
Regulations reviewed	19

# Members and Members' services

## Individual Committees A-Z

### Office of the Valuer General

#### Membership

Mr Geoff Provest MP (Chair)

The Hon. Kevin Humphries MP (Deputy Chair)

Mr Stephen Kamper MP

The Hon. Gregory Pearce MLC

The Hon. Ernest Wong MLC

#### Highlights

During the reporting period, the Committee tabled a report on the Tenth General Meeting with the Valuer General, which covered the operations of the Valuer General's office from 2013 to 2015.

The examination of the combined Annual Reports of the Valuer General for 2013/14 and 2014/15 was due to the general election held on 28 March 2015, which prevented the then Committee from reviewing the Valuer General's Annual Report for 2013/14 in the previous Parliament.

The intervening period also saw the departure of the former Valuer General Mr Phillip Western, and the permanent appointment of Mr Simon Gilkes to the position.

In general terms, the Committee was satisfied that the Valuer General is engaged in strengthening the accountability of the valuation process with a series of initiatives designed to boost public confidence in the system. This includes the publication of policies documenting the valuation methodologies applying to various types of land.

Meetings	2
Hearings	0
Witnesses	0
Submissions	0
Inquiries undertaken	1
Reports	1
Government responses	1

The Committee also noted that the Valuer General has taken steps to improve the quality and consistency of complex land valuations, has thoroughly revised previous practices, and has implemented new policies and procedures relating to the determination of compensation in the case of compulsory acquisitions.

In its response to the report, the Government fully supported eight of the Committee's nine recommendations and partially supported a recommendation to capture website user profiles as part of improving digital service delivery to all stakeholders.

### Public Accounts

#### Membership

Mr Bruce Notley-Smith MP (Chair)

Mr Mark Taylor MP (Deputy Chair)

Mr Stephen Bromhead MP

Mr Michael Daley MP

Mr Lee Evans MP

Mr Greg Piper MP

#### Highlights

During the reporting period, the Committee progressed its consideration of performance audits conducted by the Audit Office by reporting on a series of 10 such audits covering a diverse range of Government agency programs. The Committee made six recommendations in relation to: project management and governance processes for the Learning Management and Business Reform Program; security safeguard assurances for critical IT infrastructure; and improvements to the efficiency and effectiveness of tax collection by the Office of State Revenue.

The Committee also conducted public hearings into a further nine performance audits, taking evidence from 16 witnesses representing various Government agencies.

In addition to its examination of performance audits, the Committee initiated a separate inquiry into the Management of Health Care Delivery. The inquiry is looking at the current performance reporting framework for monitoring the effectiveness and efficiency of health care service delivery, with particular reference to data collection, the provision of performance information to stakeholders and measurable health care improvements as a result of ongoing monitoring and reporting. In response to a request from the Minister for Mental Health, the Committee will also bring greater emphasis to mental health as part of its inquiry.

As a member of the Australasian Council of Public Accounts Committees, the Chair and Committee Manager represented the Committee by participating in the 14th biennial conference held in Brisbane in April 2017. The Chair presented a jurisdiction report detailing the work of the Committee since the previous conference in Adelaide in 2015.

Pursuant to its obligations under the *Public Finance and Audit Act 1983*, the Committee has commenced preliminary work to review the Audit Office of NSW. The quadrennial review will examine the current auditing practices and standards and compliance with those practices and standards in the carrying out of the Auditor-General's functions under the Act. The review will be carried out by an external auditing firm contracted by the Committee following a tender process.

Meetings	13
Hearings	2
Witnesses	39
Submissions	56
Inquiries undertaken	3
Reports	2
Government responses	2



# Members and Members' services

## Individual Committees A-Z

### Road Safety (Staysafe)

#### Membership

Mr Greg Aplin MP (Chair)

The Hon. Scott Farlow MLC (Deputy Chair from 11 August 2017)

Mr Scot MacDonald MLC (Deputy Chair until 11 August 2017)

Mr Adam Crouch MP

Dr Mehreen Faruqi MLC

The Hon. Thomas George MP (from 29 March 2017)

Mr Chris Gulaptis (from 11 October 2016 until 29 March 2017)

Mr Nick Lalich MP

Mr Adam Marshall MP (until 11 October 2016)

The Hon. Daniel Mookhey MLC

Ms Eleni Petinos MP

#### Highlights

The Committee completed its inquiry into driverless vehicles and road safety when it tabled its report to Parliament on 22 September 2016. The Committee made three recommendations and nine findings concerning the regulation and facilitation of driverless technology to best ensure road safety benefits.

The Government responded to the Committee's recommendations on 21 March 2017. It supported the Committee's recommendations, outlining how it was working with other jurisdictions to achieve a nationally consistent framework for the deployment of the technology, including updating the regulations governing driving and vehicle use to accommodate driverless operation.

The Committee commenced an inquiry into driver education, training and road safety on 9 November 2016. The Committee received 78 submissions to its inquiry and held two public hearings in May 2017 where it heard evidence from 38 witnesses. The inquiry was ongoing at the end of the financial year.

Meetings	8
Hearings	2
Witnesses	38
Submissions	78
Inquiries undertaken	2
Reports	1
Government responses	1

A Government response to the report was received on 19 April 2017 which supported two of the recommendations and accepted the third for future consideration.

The report on the procurement of Government infrastructure projects was tabled on 23 February 2017. The Committee made eight recommendations, including the establishment of a centre of procurement excellence in NSW, and to improve innovation, efficiency and fairness in procurement.

In April 2017, Ms Eleni Petinos was elected as the Chair of the Committee, and on 22 June 2017 the Committee commenced an inquiry into commuter car parking in NSW. The inquiry was self-referred and was ongoing at the end of the reporting period.

Meetings	7
Hearings	1
Witnesses	17
Submissions	9
Inquiries undertaken	3
Reports	2
Government responses	1

### Transport and Infrastructure

#### Membership

Ms Eleni Petinos MP (Chair from 4 April 2017)

Mr Alister Henskens SC MP (Chair until 29 March 2017)

The Hon. Katrina Hodgkinson MP (from 29 March 2017)

Mr Bruce Notley-Smith MP (Deputy Chair)

Ms Jodi McKay MP

Mr Ryan Park MP

The Hon. Melinda Pavey MP (until 29 March 2017)

#### Highlights

The Committee completed two inquiries during the reporting year – the inquiry into workplace arrangements for the point to point transport industry and the inquiry into the procurement of Government infrastructure projects.

Following a public hearing in July 2016, where the Committee heard from 17 witnesses, the report on workplace arrangements in the point-to-point transport industry was tabled on 19 October 2016. The report made three recommendations to encourage competition between different sectors in the market and ensure an even playing field for all competitors.

# Members and Members' services

## Individual Committees A-Z

### Standing Orders and Procedure Committee

#### Membership

The Hon. Shelley Hancock MP (Chair)  
Mr Stephen Bromhead MP  
Mr Mark Coure MP (until 29 March 2017)  
Mr Michael Daley MP  
Mr Andrew Fraser MP  
The Hon. Thomas George MP  
Ms Melanie Gibbons MP (from 29 March 2017)  
Ms Noreen Hay MP (until 10 November 2016)  
Mr Nick Lalich MP  
Mr Paul Lynch MP (from 10 November 2016)  
Mr Chris Patterson MP  
Mr Greg Piper MP  
The Hon. Anthony Roberts MP

#### Highlights

The Standing Orders and Procedure Committee conducts inquiries and reports on any matter relating to the Standing Orders or the procedures of the House and its committees.

The Committee adopted the following reports:

- *Citizen's Right of Reply - Eastern Suburbs Football Association*
- *Citizen's Right of Reply - Champion Homes*

The Citizen's Right of Reply procedure enables persons or corporations that are referred to in the Assembly by name (or in a way that they can be readily identified) to write to the Speaker if they consider that they have been adversely affected by what has been said.

The "Right of Reply" is not an automatic right, but rather an avenue for individuals or corporations to request a response. It is a decision for the Legislative Assembly Standing Orders and Procedure Committee as to whether or not a response is given.

Meetings	2
Hearings	0
Witnesses	0
Submissions	0
Inquiries undertaken	2
Reports	2

### Standing Committee on Parliamentary Privilege and Ethics

#### Membership

Mr Mark Taylor MP (from 29 March 2017 – Chair from 5 April 2017)  
Mr Michael Johnsen MP (from 29 March 2017 - Deputy Chair from 5 April 2017)  
Mr Greg Aplin MP  
Mr Kevin Conolly MP  
Mr Mark Coure MP (Chair until 29 March 2017)  
Mr Chris Gulaptis (from 11 October 2016 until 29 March 2017)  
Mr Ron Hoenig MP  
Mr Adam Marshall MP (until 11 October 2016)  
Mr Jai Rowell MP (Deputy Chair until 29 March 2017)  
Mr Damien Tudehope MP (from 29 March 2017)

#### Highlights

The Standing Committee on Parliamentary Privilege and Ethics considers and reports upon any matters relating to privilege which may be referred to it under Standing Order 92 or by resolution of the House.

The Committee also has functions under Part 7A of the *Independent Commission Against Corruption Act 1988* relating to Parliamentary ethical standards, including reviewing the Members' Code of Conduct.

Meetings	9
Hearings	0
Witnesses	0
Submissions	0
Inquiries undertaken	0
Reports	0

During the reporting year the Committee has:

- continued its review of the Members' Code of Conduct and the Constitution (Disclosures by Members Regulation 1983) which establishes a regime for the disclosure of Members' interests;
- Met with the Parliamentary Ethics Adviser, Mr John Evans PSM, to review his 2015/16 Annual Report which was tabled in the Legislative Assembly in February 2017; and
- Provided a submission to the Standing Committee of Privileges of the Australian Senate on its inquiry into the adequacy of parliamentary material against the use of intrusive powers by law enforcement and intelligence agencies.

# Members and Members' services

## Committees Overview of committee activity

Activity	2012/13	2013/14	2014/15	2015/2016	2016/2017
Meetings and deliberatives (number)	173	167	82	126	119
Meetings and deliberatives (duration in hours)	130:04	102:42	34:43	68:51	46:91
Hearings	37	32	7	30	20
Hearings (duration in hours)	170:20	136:25	27:52	113:10	75:53
Submissions	492	475	531	1017	247
Witnesses	345	314	69	328	205
Reports	45	40	30	29	32

### Organisational Highlights

#### Committee on the Ombudsman, the Law Enforcement Conduct Commission and the Crime Commission in NSW

The Committee on the Ombudsman, the Law Enforcement Conduct Commission and the Crime Commission has responsibility to oversight seven different independent statutory bodies and two independent inspectors. Legislation was enacted to create a new body – the Law Enforcement Conduct Commission (LECC).

Establishing the LECC necessitated the appointment of a new Chief Commissioner and two other Commissioners, and is the only body the Committee oversees with three positions subject to veto.

As part of its statutory function, the relevant Minister is required to refer to the Committee a proposal to appoint or reappoint each person as a statutory officeholder, and the Committee is empowered to veto the proposed appointment. It is usual practice for the Committee to meet with and hear from proposed appointees.

The Joint Committee has 14 days after the proposed appointment is referred to it to veto the proposal, with a possible extension of 30 days. Discussion of the deliberations remains strictly confidential to the Committee. The Committee has the power to veto appointments of 10 different statutory officeholders.

#### Staysafe Committee Inquiry into Driverless Vehicles and Road Safety in NSW

The Joint Standing Committee on Road Safety (Staysafe) reported on its inquiry into driverless vehicles and road safety in NSW.

This inquiry examined ways to maximise road safety benefits and minimise the risks as the road safety landscape adapts to accommodate the deployment of driverless vehicles.

The Committee made nine findings and three important recommendations, principally around developing a national regulatory framework and measures to identify the economic and social impacts of the new technology.

As part of the inquiry, the Committee travelled to the Volvo Australia headquarters where they had the opportunity to test automated vehicles in a controlled environment.





# Public Interface — promotion & education

Raising awareness of the  
Legislative Assembly's role



**R**aising awareness of the Legislative Assembly's role – increasing awareness and understanding of the role and functions of the Legislative Assembly and the activities of its Members, to reinforce the significance of the Assembly within the parliamentary system of government in NSW and the links between Members, their communities and the Parliament.

● **Interactive Sitting Day schedule**

The ongoing development of this resource will build the framework and the information contained in the pages, including the addition of videos, links to Hansard and extracts from the Chamber. Updates were completed to the entries on the website; however more work will need to be done in the next financial year to enrich this resource to make it the main framework on which additional procedural resources will be added.

● **Video resources**

Committees trialled Committee announcements via video as well as traditional means. The first of the Committee's videos, produced by Mr Chris Herbert, featured Mr Greg Aplin, MP announcing public hearings for Staysafe Inquiry into Driver Education, Training and Road Safety in May 2017. This was followed by an introduction to the role of the Committee on the Health Care Complaints Commission, with Mr Adam Crouch, MP.

The Hon. Katrina Hodgkinson MP, Chair of the Legislative Assembly Committee on Investment, Industry and Regional Development, featured in a video to announce the inquiry into support for start-ups in regional NSW posted in June 2017.

The videos 'An Introduction to the Parliament of NSW' and 'Representation, Renovation and Rum' were updated to reflect the change in Premier.

● **Visitors**

The Department hosted 19,023 visitors from 590 groups, providing tours and information about the Parliament and the Legislative Assembly. Thirty one official visitor delegations were co-hosted from around the world, including Kenya, Argentina, India, the Philippines and Finland.

● **Visitor Management**

Chamber Support staff worked closely with Parliamentary Facilities, Parliamentary Catering and the Legislative Council in managing the large number of visitors to Parliament House, and, in particular, managing the demands for meeting and function rooms during periods of intensive building work and increased security requirements.

In March 2017 three new function rooms commenced operation: the Preston Stanley, McKell and Reid rooms. Up until 30 June 2017 these rooms have hosted 50 events, 30 events and 14 events respectively. The addition of the new meeting rooms has given DPS Catering increased flexibility to accommodate more meetings with less disruption to the Strangers Dining area. The Staysafe Committee was the first committee to hold a public hearing in the McKell Room, on 29 May.

● **Visitor Experience Group**

The Visitor Experience Group, consisting of key staff across the three departments of the Parliament, was established in early 2012 under the auspices of the Presiding Officers to take up initiatives under one of the Parliament's strategic objectives to: 'increase involvement and awareness of NSW citizens about the Parliament and the parliamentary process'.

The group met six times during the year. Initiatives and projects completed include: a lecture from Professor Larissa Behrendt to mark the 50th anniversary of 1967 referendum and an exhibition installed in the Legislative Assembly foyer on the same theme, Family Fun Day, NAIDOC week event, the Plein Air Art Prize and the Head On Landscape Photography Prize.

● **Parliamentary Friendship Groups**

Parliamentary Friendship Groups are groups formally recognised by the Presiding Officers. Parliamentary Friendship Groups are renewed each Parliament. As at 30 June there were 31 approved Friendship Groups (see Appendix D). Of these, 15 continued from the previous Parliament and 16 were newly established in the current Parliament.

● **Use of the Building After Hours**

In line with the objective of opening up the Parliament to community access, Parliament House was open on a number of occasions to community users and the public after hours and on weekends. This included Sydney Open, in November 2016, and the Rotary International District Model United Nations Assembly, in May 2017, with approximately 150 students, teachers and parents.

● **Australia Day**

Parliament House was also open to the public on Australia Day and hosted 1,200 visitors. Several staff from the Legislative Assembly conducted tours and welcomed visitors. There was also a special opening of the exhibition 'A Fit Place for Women - NSW Parliament'.

● **Public Sector Seminars**

Four seminars were held during the reporting period, in August, October, April and June. This one-day seminar provides public sector officers with an understanding of the role and function of the Legislative Assembly (see page 15 for further information).



## Organisational Highlight

### Procedure drop-in sessions

Procedural Research and Protocol, in collaboration with the Table Office, conducted 14 procedure drop-in sessions for Members, Members' and Ministerial staff, and parliamentary staff on sitting Wednesdays.

The sessions began with a concise overview of the week's topic, followed by an informal question and answer session giving participants an opportunity to discuss the topic and any other procedural matters with staff familiar with the procedures of the Assembly.

The topics covered were:

- Routine of Business for Thursdays
- General Business notices of motions
- Petitions
- Opportunities for private Members
- Bills and the passage of legislation
- The Budget process

### Practicing in the Public Interest PIAC program

During the reporting year staff gave two presentations, in July 2016 and January 2017, on 'Using Parliamentary Processes for Campaigning'. The presentations, given in collaboration with colleagues from the Legislative Council, formed part of the Practicing in the Public Interest elective for law students run by the Public Interest Advocacy Centre.

### Parliament and Democracy course University of Sydney

In the second half of 2016 the Procedural Research and Protocol Unit collaborated with the University of Sydney and colleagues from the Legislative Council to deliver a unit of study for second and third year undergraduate students, entitled Parliament and Democracy. The subject has been designed to not only situate parliaments within democratic theory but also expose students to the realities of parliamentary practice.

Four of the 13 lecture sessions were delivered at Parliament House between August and October and were led by parliamentary staff and current and former Members. These were: an overview of the business of Parliament; dealing with legislation; the relationship between Government, Opposition and the Crossbench; and the role of parliamentary committees. Feedback on the sessions was very positive and the course will be run again in the second semester of 2017.

### Make a Difference Day

Staff of the Department facilitated group workshops as part of the Make a Difference Day program in July 2016 and June 2017. The program, now in its third year, is administered by the Parliamentary Education Section. It provides students outside of the traditional leadership group with an opportunity to explore how Australian democracy works and how they can engage as informed and active citizens in their schools and communities. LA staff also presented to the NSW Schools State Constitutional Convention (November 2016) and the Aspire Foundation UNSW Workplace Program (June 2017).

### Communications Team

In May 2017 a cross business unit communications team was formed with members from Corporate Services, Committees, the Table Office, Procedural Research and Protocol, and the Office of the Clerk. The team meets weekly to coordinate content for our social media accounts (Twitter, Facebook and YouTube), internet/intranet news sliders and newsletters. The team is updating social media guidelines to outline our social media approach.

### Social media presence

Our Twitter and Facebook channels continue to engage and inform Members, the media and the public about what is happening in the Legislative Assembly; to promote the role of the Legislative Assembly and its Committees; and to educate the public about the Legislative Assembly. In May the Legislative Assembly Twitter account, @NSWParLA, celebrated reaching its first 1,000 followers, with 1,043 followers by the end of the reporting period.

During the year the Committee secretariat utilised the Parliament's Facebook page to call for submissions, announce public hearings, and publicise tabled reports and Government responses.

### YouTube

The Parliament's YouTube channel continues to make the video resources produced by the Legislative Assembly easily accessible. The channel will be utilised as the location for all videos, which will then be embedded into our website. A number of Legislative Assembly videos were produced and updated, including the Speaker's welcome, 'An Introduction to the Parliament of NSW', and 'Representation, Renovation and Rum'. During the reporting period other ad hoc videos capturing events in the Chamber such as the Treasurer's Budget speech and the Leader of the Opposition's reply were also hosted on this channel.

### Procedural publications

At the end of each sitting period the Procedural Research and Protocol Unit publishes the *Procedural Digest* on the Parliament's website. It lists significant procedural events of the Legislative Assembly. Where applicable, the relevant Standing Orders are noted and explanations given of the practice and procedure.

The *Procedural Digest* aims to not only inform Members, staff and the public of what is going on in the House but also provide a better general understanding of House practice and procedure.

The unit also completed revisions of the publications *A Short Guide to the Procedures of the Legislative Assembly* and *A Chair's Guide to Dealing with Disorder in the House*, which were published in June 2017 and March 2017 respectively. The revisions reflected administrative changes to the Department of the Legislative Assembly and refined the publications' existing content.



## Inter-Parliamentary Relations

### ● Australia and New Zealand Association of Clerks-at-the-Table (ANZACATT)

The Australia and New Zealand Association of Clerks-at-the-Table (ANZACATT) comprises Parliamentary officers from each House of Parliament in Australia and New Zealand. The Association creates development opportunities for Clerks as well as opportunities to network with colleagues from around Australia and New Zealand through the like associations of the British Commonwealth, Canada and the USA. ANZACATT professional development seminars, attended by nominated staff of the Legislative Assembly, offer a unique opportunity to expand knowledge of the foundations and practices of parliamentary systems and parliamentary procedure in Australia and New Zealand as well as the administrative practices essential to the effective operation of Parliament. The Legislative Assembly currently has three ANZACATT officeholders:

- Leslie Gonye, Vice President;
- Helen Minnican, Chair of the Case Law Committee;
- Elaine Schofield, Public Officer and Returning Officer.

### ● Commonwealth Parliamentary Association (CPA) NSW

The Commonwealth Parliamentary Association (NSW Branch) supports initiatives including the Commonwealth Women Parliamentarians and twinning relationships with Pacific Parliaments as well as conducting conferences, seminars, symposia, workshops, study tours and inter-parliamentary visits.

### ● Australasian Study of Parliament Group (ASPG)

The Department of the Legislative Assembly continued to support the activities of the NSW Chapter of the Australasian Study of Parliament Group (ASPG), with Ben Foxe in the role of the Chapter's Secretary/Treasurer and Rohan Tyler assisting with coordination of the Chapter's activities.

Events held by the NSW ASPG Chapter during the financial year included a presentation from Professor Steffen Ganghof (visiting from the University of Potsdam, Germany) on comparisons between European and Australian Parliamentary systems. A delegation from the Parliament of the United Kingdom also presented at an ASPG forum regarding the political landscape of the United Kingdom and Europe.

### ● Commonwealth Women Parliamentarians (CWP)

In 2016/17, with the support of Departmental staff, the NSW Branch of Commonwealth Women Parliamentarians contributed to the 'A Fit Place for Women - NSW Parliament' exhibition and lobbied for the creation of the Parent's Room on Level 12 in Parliament House. NSW Branch Representative Jenny Aitchison was elected Deputy Chair and attended steering committee meetings in the United Kingdom and Melbourne.

## Organisational Highlights

### ● Apology for Granville Rail Disaster

On 4 May 2017 the Premier moved a motion noting the Granville Train Disaster, which occurred on 18 January 1977 and resulted in 83 people dying and 213 people being injured.

The motion acknowledged the profound and lasting effect that the disaster had on victims, their loved ones and the broader community, and offered a deep and sincere apology. The Leader of the Opposition, the Minister for Transport and Infrastructure, and the Member for Granville also spoke. Special mention was made of the first responders. The motion was passed unanimously, with Members and Officers of the House standing as a mark of respect.

The galleries were filled with people impacted by Australia's worst rail disaster, including members of the Granville Train Disaster Association, which thanked the Premier for her words of compassion.

### ● Millicent Preston Stanley

In March the Legislative Assembly Chamber hosted a re-enactment of the motion moved by Millicent Preston Stanley on 2 November 1926 to bring in the Guardianship of Infants Bill 1926. Millicent was



the first female Member of the Legislative Assembly. Staff of the department participated in the re-enactment, with the script developed by Parliamentary Education inspired by the Hansard record of proceedings. After the performance a talk was given by Dr Wendy Michaels. Dr Michaels is writing a biography of Millicent, with the Deputy Clerk providing advice on the parliamentary chapters of the book.



# Public Interface promotion education

## ‘A Fit Place for Women - NSW Parliament’ exhibition

Officially opened on International Womens Day, ‘A Fit Place for Women - NSW Parliament’ celebrated the role, history and achievements of women in State politics through a display of artefacts, artworks, photographs, rare documents, newsreels and more, giving an unparalleled insight into women in politics.

Legislative Assembly staff were involved in preparing the exhibition, in particular the digital component of the display.

The exhibition included stories of the NSW Womanhood Suffrage League and the campaign for the vote; the stories of historic and contemporary trailblazers such as Millicent Preston Stanley, Catherine Green, Janice Crosio, Kerry Chikarovksi and Kristina Keneally; stories of legislative review and reform driven by women; and stories of groups such as the Commonwealth Women Parliamentarians working to encourage more women into Australian politics.

## Use of AUSLAN interpreters.

AUSLAN interpreters were used for the first time in the Legislative Assembly. They translated the inaugural speeches of two Members: the Member for Canterbury, Ms Sophie Cotsis, in February 2017, and the Member for Gosford, Ms Liesl Tesch, in May 2017. This was provided for by resolution of the House.

Standing Orders have been suspended on previous occasions to permit visitors to address the House from the floor of the Chamber, but this was the first occasion

that an AUSLAN interpreter was permitted to stand on the floor of the Chamber beside a speaking Member.

## Tours and Education Programs

### Public Tours

The Legislative Assembly Chamber welcomed 19,023 visitors from 590 different groups in the year to 30 June 2017.

The Department provided tours and information about the Parliament and the Legislative Assembly. These included educational institutions, regular monthly lunchtime tour groups and international students learning about the history and the role of Parliament.

The NSW Parliament educational tours program, which features interactive tours for primary and secondary students, hosted 217 groups with a total of 9,069 school students. Students took on the roles of Members of Parliament to debate and then vote on a bill.

The regular public tours program, with time set aside for tours for unbooked members of the public, will continue at 1:30 pm on Mondays and Fridays, and every weekday during school holidays.

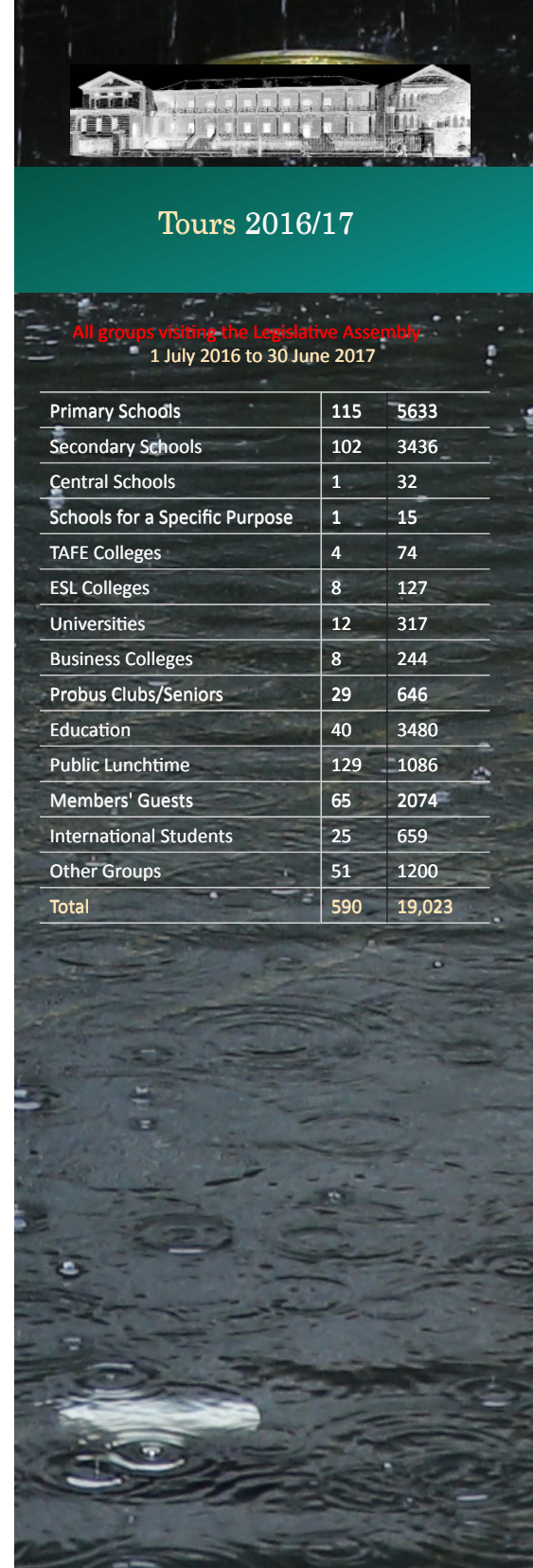
The program has proven popular, with 129 tours conducted with 1,086 visitors, and will continue in the next financial year.



## Tours 2016/17

All groups visiting the Legislative Assembly  
1 July 2016 to 30 June 2017

Primary Schools	115	5633
Secondary Schools	102	3436
Central Schools	1	32
Schools for a Specific Purpose	1	15
TAFE Colleges	4	74
ESL Colleges	8	127
Universities	12	317
Business Colleges	8	244
Probus Clubs/Seniors	29	646
Education	40	3480
Public Lunchtime	129	1086
Members' Guests	65	2074
International Students	25	659
Other Groups	51	1200
<b>Total</b>	<b>590</b>	<b>19,023</b>







## Twinning

The NSW Parliament has a partnership arrangement with the parliaments of the Autonomous Region of Bougainville (the Bougainville House of Representatives) and the Solomon Islands (the National Parliament of Solomon Islands). The partnership arrangements are part of the Commonwealth Parliamentary Association's twinning program, established in June 2007.

### Formation of the Twinning Steering Committee

The NSW Parliament established a Twinning Steering Committee in March 2017 to continue to progress our longstanding twinning relationships with Bougainville and the Solomon Islands. The committee consists of representatives from each department of the NSW Parliament. Steering committee members may be contacted via email on [Twinning@parliament.nsw.gov.au](mailto:Twinning@parliament.nsw.gov.au).



### Twinning activities

During the reporting period the Legislative Assembly contributed to the following twinning activities:

- October and November 2016 — The former President of the NSW Legislative Council, the Hon. Don Harwin MLC, led two member delegations to our twinned parliaments, with a view to strengthening member to member links. Both visits were funded by the CPA NSW Branch. The first delegation, to the National Parliament of Solomon Islands, took place on 27 and 28 October 2016 and included the Hon. Lynda Voltz, MLC, Mr Daryl Maguire, Member for Wagga Wagga, and Mr David Blunt, Clerk of the Parliaments.
- The second leg of the visit was to the Bougainville House of Representatives, from 29 October to 5 November 2016. The delegates included Mr Guy Zangari, Member for Fairfield, Ms Eleni Petinos, Member for Miranda, and Mr Leslie Gonye, Deputy Clerk of the Legislative Assembly.

- May 2017 — Twenty four female staff of the National Parliament of Solomon Islands met with their NSW counterparts in the NSW Parliament to exchange ideas and share information. The delegation met with officers from the Committee Office, Building Services, Hansard, Parliamentary Education and Financial Services.
- June 2017 – The Twinning Steering Committee commenced work on a booklet, photographic exhibition and video to celebrate the 10th anniversary of the twinning relationship. Funded by the CPA NSW Branch, the anniversary projects will be completed in time for the CPA joint regional conference in October 2017.



## The Speaker's Chair

In June the Speaker's Chair had some repair work done after many years of continuous service. The Chair was moved out of the Chamber for the first time in many years and temporarily replaced by a chair originally designed for use in chairing committees.

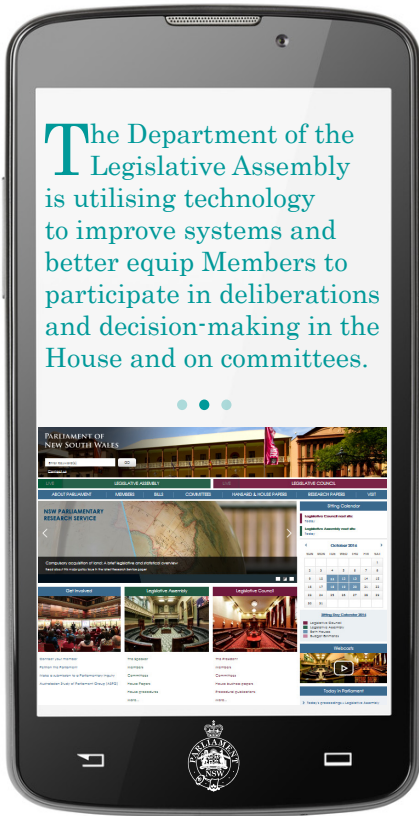
The Speaker's Chair is unique in that it was hand carved in 1886 by then sitting Member of the House Mr Ninian Melville, a cabinet maker and one time undertaker.





# A progressive Legislative Assembly through innovation

Innovation  
Innovation



The Department of the Legislative Assembly is utilising technology to improve systems and better equip Members to participate in deliberations and decision-making in the House and on committees.

## ■ PIMS project

This financial year saw some changes to the SharePoint project. Under the management of a new project manager, there was the selection of a new vendor, Novaworks, and a relaunch under the new name of Parliamentary Information Management System (PIMS) project.

This name is more descriptive, as well as encompassing the overarching aim of the project. A new project plan was drawn up and the priorities for the project were re-evaluated.

Work undertaken as part of the project included:

- A joint Legislative Assembly and Legislative Council Tabled Papers database is in development. This database will be a new shared system, and both Houses worked collaboratively to produce the requirements and final mock-ups
- A joint Legislative Assembly and Legislative Council bills database is in User Acceptance Testing – go-live is projected for the end of October 2017. Staff have done a lot of work on this database, working on the requirements, mock-ups and testing. This also includes a bills reports element that will enable staff to generate reports from the system.

- A technical website review was completed, which provided a number of recommendations to make the website work more efficiently. As a consequence of the review, additional metadata is now being added to documents within the SharePoint libraries in preparation for future implementation of an advanced search.
- Extensive work has been done on checking and validating the data in each of the systems being migrated. This has involved data mapping, reviewing all data that is contained within the existing Lotus Notes databases and undergoing a full data audit. Corrections have been completed prior to migration to ensure that the data is clean and correct when the migration into the new system is complete.
- The committee application is being redesigned after a detailed review of the existing application. Mock-ups are currently being finalised.

The year ahead will see the results of the extensive data validation, mapping, audits and migrations put into place with the finalisation of a number of the User Interfaces (UI). The project schedule will look to complete the work on a new bills database and interface, a critical system for the Legislative Assembly. Another important resource that will be moved into the new environment will be the Members' database. This contains records of the activities of all our Members back to 1856.

The project will then look at the production of our papers, the Business Paper (specifically the replacement of the Notices database) and the Question and Answer Paper. With all of these building blocks in place, next year will also see the commencement of the Ministerial Portal project. This exciting project will enable Ministers to track business before the House and respond directly to questions on notice, petitions and committee reports from a single portal.

## 'Precedents', 'Rulings from the Chair' and 'Considered Rulings' databases

The 'Precedents', 'Rulings from the Chair' and 'Considered Rulings' databases are updated after each sitting day. A key repository of the Legislative Assembly's practice and procedures, they record procedural and other events in the House and rulings of occupants of the Chair which demonstrate House practice, interpret the Standing Orders or are otherwise noteworthy. Additionally, the Procedural Research and Protocol Unit published *Decisions from the Chair, Considered Rulings up to and including 17 November 2016*.

## Increasing Organisation Capacity

### Senior Management staff arrangements

- On 23 September 2016 Ronda Miller retired as Clerk of the Legislative Assembly. As a consequence Helen Minnican was appointed Acting Clerk of the Legislative Assembly and Leslie Gonye was appointed Acting Deputy Clerk.
- Following a recruitment process, Helen Minnican and Leslie Gonye were appointed substantively to those positions in February 2017.
- In accordance with the Department's Succession and Retention Strategy, the Legislative Assembly is also providing development opportunities for grade 11/12 officers by rotating them across a number of positions, including the Clerk-Assistant, Table position. Accordingly:
- In December 2016 Elaine Schofield was appointed Acting Clerk-Assistant, Table and Assistant Serjeant-at-Arms (until June 2017);
- In June 2017 Jonathan Elliott was appointed Acting Clerk-Assistant, Table and Assistant Serjeant-at-Arms.

# A progressive Legislative Assembly through innovation

## Staff recruitment and development

One of the Department's strategic objectives is 'Increased organisational capacity' to better align the Department's structure, staff and resources with core functions. The Department is investing in succession planning and knowledge building to ensure procedural knowledge, leadership capability, and operational strength across all levels and business areas.

Succession plan strategies include regular sessions to develop procedural knowledge of staff acting as Clerks-at-the-Table and the implementation of a Staff Assignment Policy that allows for the use of short-term temporary appointments within the Department to ensure staff are exposed to the full range of positions and are given the opportunity to develop the skills required to fulfil those positions.

Staff were also provided with a range of formal professional development and internal training opportunities, in areas including:

- Procedure
  - ANZACATT professional development seminars and the PLPP unit of tertiary study, offered through the University of Tasmania
- Training and managing:
  - Certificate IV in Training and Assessment
  - Essentials for new managers, dealing with difficult situations and behaviours, having difficult conversations
- Resilience, dealing with difficult situations and managing stress (tailored 'Thriving in your role' course)
- Writing (plain English report writing, grammar and punctuation)
- Policy development
- Records management
  - HPRM advanced training, HPRM introduction,
- Website and SharePoint training
  - SharePoint training, advanced website search workshop, SharePoint news slider training
- Publishing and presentation software
  - InDesign, Visio
- First aid
  - CPR training, defibrillator demonstration and training
- Safety at work
  - Safework NSW Construction Industry White card induction training for building site safe access.
  - WHS training
- Internal systems (room booking software)

The series of post Legislative Assembly sitting week colloquia for those officers who serve at the Chamber Table continued.

Their aim is to strengthen procedural knowledge and improve practical skills by reviewing and analysing procedural events and exploring the principles behind them.

Twelve sessions were held during the reporting period, with three sessions involving practical exercises. The sessions aim to simulate situations likely to be faced in the Chamber.

Committee staff delivered and received in-house training to build capacity in researching and drafting terms of reference, facilitating hearings and publishing transcripts, and plain English report writing.

Table Office staff and Procedural Research and Protocol staff delivered training on procedure, practice and the business of the House.





# Corporate Governance

Management structure, management systems and management standards come together to provide corporate governance.

## Management Structure

The Clerk has overall responsibility to the Speaker for procedural advice, the administration of the House and the management of the Department of the Legislative Assembly as its Chief Executive Officer.

## Parliament Executive Group

The Parliament Executive Group is comprised of the Presiding Officers, the Clerk of the Parliaments, the Clerk of the Legislative Assembly and the Executive Manager, Department of Parliamentary Services. This is the Parliament's most senior management body, focussing on governance and issues applicable to the Parliament as a whole.

The Parliament Executive Group met on five occasions in 2016/17.

## Senior Management Group

The Senior Management Group is comprised of the Clerk of the Parliaments, the Clerk of the Legislative Assembly and the Executive Manager, Department of Parliamentary Services. Reporting to the Parliament Executive Group, the Senior Management Group is a key management forum ensuring the Parliament meets its strategic objectives.

The Senior Management Group met on eight occasions in 2016/17.

## Legislation

The principal Act governing the Legislative Assembly is the *Constitution Act 1902*. The *Defamation Act 2005*, the *Parliamentary Electorates and Elections Act 1912*, the *Parliamentary Evidence Act 1901*, the *Parliamentary Papers (Supplementary Provisions) Act 1975*, the *Parliamentary Precincts Act 1997*, the *Parliamentary Remuneration Act 1989*, and the *Members of Parliament Staff Act 2013* also apply.

The Legislative Assembly is also subject to various other pieces of key legislation such as the *Independent Commission Against Corruption Act 1988*, the *Public Interest Disclosures Act 1994*, and the *Work Health and Safety Act 2011*.

## Parliament-wide committees

The Clerk or her delegate participates in the following interdepartmental groups that work across the Parliament:

- Audit and Risk;
- Business Continuity Governance Group;
- Community Access and Engagement Projects Committee (formerly the Visitor Experience Group);
- Internet/ICT Steering Committee;
- Joint Consultative Committee (with the Public Service Association);
- Masterplan Project Coordination Group;
- Policy Steering Committee;
- Records, Archives and Digitisation Committee;
- SAP Steering Committee
- Security;
- Sharepoint/PIMS Project Board;
- Twinning Steering Committee;
- Workplace Health and Safety Committee.

These steering committees and project boards are collaborative bodies which provide strategic direction and coordination of major projects, issues and activities across the Parliament. The Legislative Assembly contributes significantly to these through senior staff membership.

All steering committees and project boards prepare and distribute formal agendas and minutes as well as an annual report to the Senior Management Group.

During 2016/17 the following steering committees and project boards were in operation:

## Audit and Risk

The Parliament's Audit and Risk Committee and its Charter were established in accordance with *Treasury Policy Paper (TPP 09-05)* and meets bi-monthly.

Internal audit plays an important role in the Parliament's governance by reviewing the compliance, efficiency and effectiveness of some of its functions, processes and operations.

During 2016/17 the Department underwent internal audits in four key areas: GST and FBT; procurement and contracts; projects and programs; and Members' Entitlements.

The current Chair and Members of the Audit and Risk Committee (the Committee) are Ms Carol Holley, Chair; Mr Alex Smith, Member; and Mr David Antaw, Member. All members are independent and were appointed with effect from 1 June 2015. The Clerks and Executive Manager are invited to committee meetings.

## Business Continuity Governance Group

This group met monthly to oversee the implementation and maintenance of the approved Business Continuity Plan.

## Community Access and Engagement Projects Committee

This committee, formerly known as the Visitor Experience Group, met six times during the reporting year to provide overall strategic direction and coordination for community access and engagement projects across the Parliament, including open days, public tours, special exhibitions, art prizes and other initiatives.

# Legislative Assembly Corporate Governance

## Internet/ICT Steering Committee

This committee met monthly to provide ongoing governance of all aspects of information and communications technology, including intranet, website, digitisation and other digital initiatives, and to ensure that ICT strategies align with wider Parliament directions and policy priorities, as well as the Parliament's Masterplan.

## Joint Consultative Committee

This committee met quarterly and functioned as a forum for the departments and the Public Service Association (PSA) Parliament House workplace group to discuss matters raised by the PSA.

## Masterplan Project Coordination Group

This group met fortnightly to oversight and coordinate the development of the Parliament's Masterplan, which aims to identify what is required for the operation of NSW Parliament over the next 10 years including assets, technology, services, people and business systems.

## Policy Steering Committee

This committee met monthly to oversight the policy review program and provide a vehicle for consultation and review of parliamentary policies and guidelines.

## Records, Archives and Digitisation Committee

This committee met monthly to provide overall strategic direction and coordination to the management of records through the records continuum across the Parliament. The committee also oversaw the digitisation of the Legislative Assembly and Legislative Council pre-1900 records.

## SAP Steering Committee

This committee met monthly to provide overall strategic direction and management of the SAP financial system.

## Security

The security committee met 10 times during the reporting period to review security and emergency response policies and procedure; to review security incidents within the precincts; and to enhance the security of Parliament House, its occupants and visitors.

## Sharepoint/PIMS Project Board

This committee met fortnightly to oversee the implementation of Sharepoint as the platform to replace Lotus Notes.

## Twinning Steering Committee

This group met monthly to coordinate activities designed to strengthen the capacity of the National Parliament of Solomon Islands and the Bougainville House of Representatives to fulfil their legislative, representative and oversight functions.

## Workplace Health and Safety Committee

This committee met quarterly to provide advice to management and as a consultative forum for WHS matters as well as promoting health and safety in the workplace.

## Steering Committees review

In late 2016 the Clerks and Executive Manager commenced a review of the existing governance arrangements for Parliament's inter-departmental committees with membership drawn from all three Parliamentary departments. The deputies from DPS and the House departments were charged with completing this task.

These inter-departmental committees ensure close collaboration between the three departments on important corporate work for the Parliament.

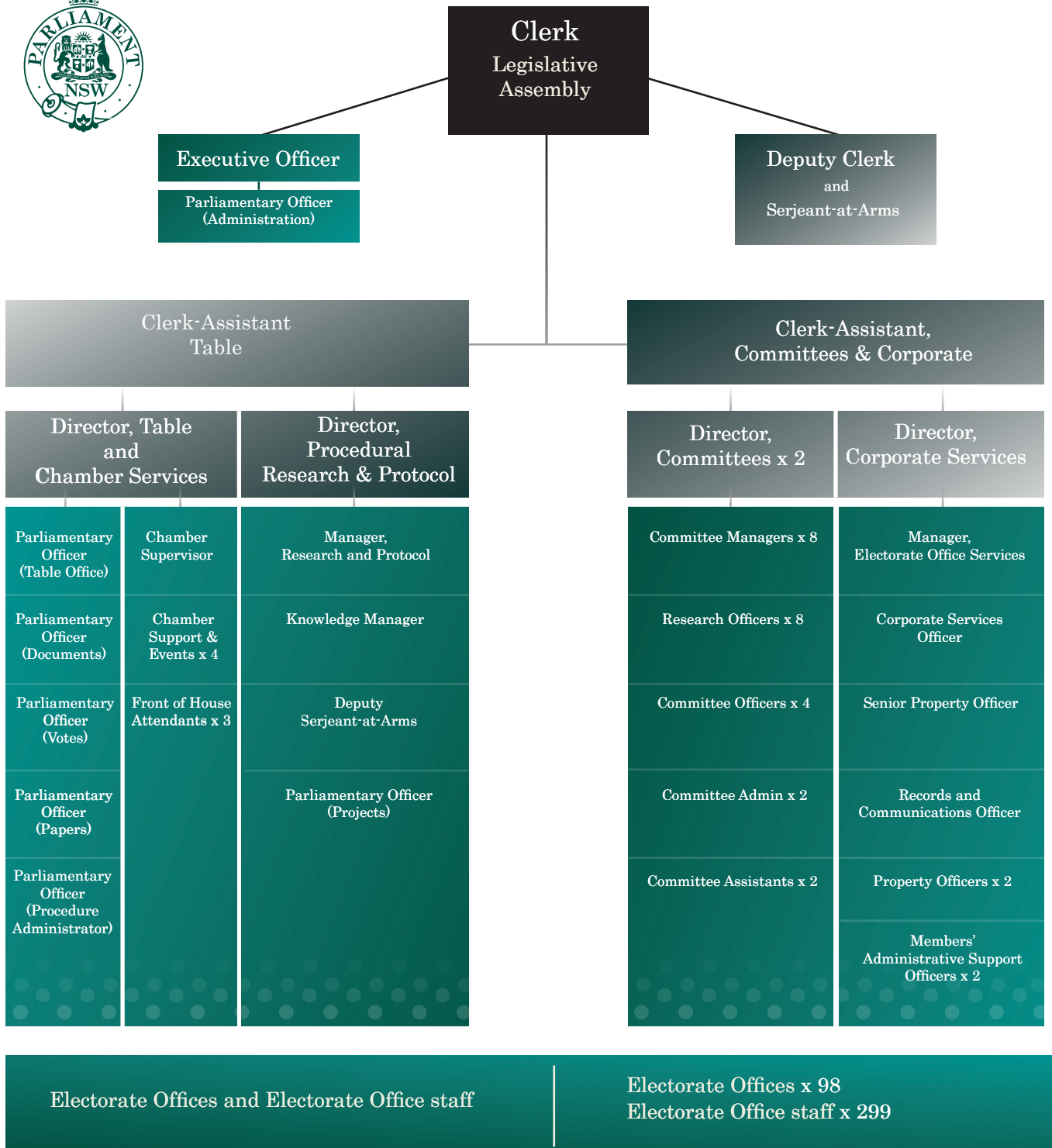
The terms of reference for each committee and group were refreshed to outline the remit and membership of each. Their operations have been formalised to provide structure for each group to a report back to the Clerks and Executive Manager.

The new committees will be operational from September 2017. Each department also took the opportunity to review the membership of their own staff on each group, balancing the individuals' areas of functionality, skills and development needs.



# Department of the Legislative Assembly

Organisation Chart 2016/17





## Management committees

### Executive Committee

The Executive (Clerk, Deputy Clerk and Clerks-Assistant) met regularly during 2016/17 in relation to matters of the House, finance, personnel and other matters including training, IT support and development, and corporate business.

### LA Ex

The Executive also met with the Directors on a formal basis through the Legislative Assembly Senior Managers Group (LA Ex), reviewing matters of finance, staffing - especially allocation of resources - and strategic projects. In the 2016/17 financial year, the LA Ex met on 16 occasions.

### All Legislative Assembly Staff Meetings

The Clerk met with all staff through an annual joint staff meeting during the year.

### Clerks-Assistant and Directors

Clerks-Assistant met with their Directors on a weekly basis.

### Unit Staff Meetings

Directors met regularly with their units.

## Management Systems

### Planning and evaluation

The *NSW Parliament's Strategic Plan 2015-2019* informs the *Department of the Legislative Assembly's Strategic Plan 2015-2019*. This outlines the focus of the Department's resources over the next four years, with the strategic directions including:

- A digital Legislative Assembly
- Supporting Members in their representative role
- Increased organisational capacity and
- Raising awareness of the Legislative Assembly's role.

The Department's Strategic Plan is available on the Parliament's [website](#).

### External accountability mechanisms

The Annual Report provides the Department with an opportunity to report to the Speaker, the Members and the public on its achievements against the Strategic Plan and provide the financial report of the Department. The Annual Report is published on the Parliament's website. The Department, and Parliament as a whole, is subject to external audit and reporting by the Audit Office of NSW.

## Management Standards

Of paramount importance in the management of the Legislative Assembly is the fostering of an environment that encourages ethical behaviour, integrity, accountability and personal development. This is reflected in the *Codes of Conduct* for both Members' Staff and Parliamentary Staff and the annual Performance Development Plans for departmental staff.

### Ethical standards

The framework for the ethical conduct of staff within the Department is provided by the *Code of Conduct for Parliamentary Staff* and the *Code of Conduct for Members' Staff*. This forms an integral part of staff induction.

### Employee performance planning and review

Legislative Assembly staff are subject to annual performance review, development and planning processes.

### Public Interest Disclosures

The Department falls within the mandatory 'whistle-blowing' reporting regulatory scheme.

During the financial year there were no protected disclosures received.

### Work Health and Safety (WH&S)

During the financial year there were 11 reported incidents. The Department has two representatives on the Parliament's WH&S committee.





# Financial Summary

## Legislative Assembly

## Financial summary

The net cost of services of the Legislative Assembly, including Members' programs, was \$79.731 million reflecting a favourable variance against budget of \$71,000 or 0.1%.

The main components of this variation include:

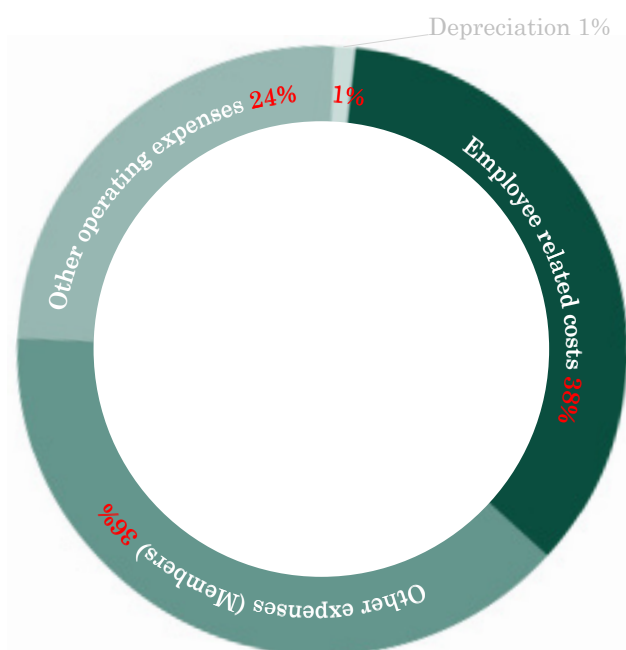
- Employee related costs being lower than budget by \$685,000;
- Other operating expenses being lower than budget by \$175,000; offset by
- Members remuneration being higher than budget by \$755,000.

Net cost of services was \$1.268 million higher than the previous year and represents 56.3% of the Parliament's total for the 2016-17 financial year.

The net cost of services for the Department is broken down as follows:

- Parliamentary Representation \$72.400 million or 90.8%;
- Operations \$7.023 million or 8.8%; and
- Special Projects \$308,000 or 0.4%.

## Legislative Assembly Expenses



Grants and subsidies	0%	129
Employee related costs	38%	30,910
Other operating costs	24%	19,676
Depreciation	1%	570
Other expenses (Members)	36%	29,260
	<b>100%</b>	<b>79,085</b>

## Start of unaudited financial statements Legislative Assembly Total Income Statement for the year ended 30 June 2017

	Actual 2017 \$'000	Budget 2017 \$'000	Actual 2016 \$'000
<b>Expenses excluding losses</b>			
Operating expenses			
Employee related	30,910	31,595	31,120
Other operating expenses	19,676	19,851	19,585
Depreciation and amortisation	570	585	994
Grants and subsidies	129	-	203
Other expenses - Members' remuneration	29,260	28,505	27,386
<b>Total Expenses excluding losses</b>	<b>80,545</b>	<b>80,536</b>	<b>79,288</b>
<b>Revenue</b>			
Sale of goods and services	665	647	639
Grants and contributions	-	-	1
Other revenue	149	87	185
<b>Total Revenue</b>	<b>814</b>	<b>734</b>	<b>825</b>
<b>Net Cost of Services</b>	<b>79,731</b>	<b>79,802</b>	<b>78,463</b>

# ■ Legislative Assembly Financial Summary

## Legislative Assembly Operations

### Income Statement for the year ended 30 June 2017

	Actual 2017 \$'000	Budget 2017 \$'000	Actual 2016 \$'000
<b>Expenses excluding losses</b>			
Operating expenses			
Employee related	6,518	6,676	6,949
Other operating expenses	552	758	522
Depreciation and amortisation	4	4	9
<b>Total Expenses excluding losses</b>	<b>7,074</b>	<b>7,438</b>	<b>7,480</b>
<b>Revenue</b>			
Grants and contributions	-	-	1
Other revenue	51	39	88
<b>Total Revenue</b>	<b>51</b>	<b>39</b>	<b>89</b>
<b>Net Cost of Services</b>	<b>7,023</b>	<b>7,399</b>	<b>7,391</b>

## Legislative Assembly Parliamentary Representation

### Income Statement for the year ended 30 June 2017

	Actual 2017 \$'000	Budget 2017 \$'000	Actual 2016 \$'000
<b>Expenses excluding losses</b>			
Operating expenses			
Employee related	24,392	24,919	24,171
Other operating expenses	18,945	18,903	18,957
Depreciation and amortisation	566	581	985
Other expenses - Members' remuneration	29,260	28,505	27,386
<b>Total Expenses excluding losses</b>	<b>73,163</b>	<b>72,908</b>	<b>71,499</b>
<b>Revenue</b>			
Sale of goods and services	665	647	639
Other revenue	98	48	97
<b>Total Revenue</b>	<b>763</b>	<b>695</b>	<b>736</b>
<b>Net Cost of Services</b>	<b>72,400</b>	<b>72,213</b>	<b>70,763</b>

## Legislative Assembly Special Projects

### Income Statement for the year ended 30 June 2017

	Actual 2017 \$'000	Budget 2017 \$'000	Actual 2016 \$'000
<b>Expenses excluding losses</b>			
Operating expenses			
Other operating expenses	179	190	106
Grants and subsidies	129	-	203
<b>Total Expenses excluding losses</b>	<b>308</b>	<b>190</b>	<b>309</b>
<b>Net Cost of Services</b>	<b>308</b>	<b>190</b>	<b>309</b>

End of unaudited financial statements

# Legislative Assembly Financial Summary

## Credit card certification

The Parliament has a Corporate Credit Card Policy and supporting procedures, to define the requirements for the allocation and use of credit cards by parliamentary employees and ensure compliance with NSW Treasurer's Directions. The policy is available on the Parliament's intranet.

Cardholders are required to observe the policy and complete monthly reconciliations for review by the Parliament's Financial Services Branch.

The Department has 22 credit cards issued with individual limits ranging from \$5,000 up to \$20,000 and a total combined limit of \$139,000. Any expenditure must be authorised by a financial delegate. Any expenditure by the Clerk is authorised by the Executive Manager, Parliamentary Services or the Clerk of the Legislative Council.

## Consultants

There are no consultancies to report.

## Legislative Assembly Asset Acquisitions - 2015/16

Description	Initial Budget 2015/16 \$000s	Actuals 2015/16 \$000s	Budget 2016/17 \$000s
<i>Major works completed:</i>			
Establishment of 6 new EOs	\$829	\$948	\$0
Legislative Assembly Air Conditioning system	\$934	\$591	\$0
<i>Major New Works 2016-2017</i>			
Folding Inserting machines for electorate offices	\$0	\$0	\$938
<i>Works in progress 2016-17</i>			
EO Fitouts & refurbishments	\$1,511	\$1,486	\$975
Managed Print Services for Electorate Offices	\$1,030	\$751	\$130
Online processing of Members' Claims Entitlement (SAP)	\$706	\$267	\$1,030
	<b>\$5,010</b>	<b>\$4,043</b>	<b>\$3,073</b>

## Legislative Assembly Asset Acquisitions - 2016/17

Description	Budget 2016/17 \$000	Actuals 2016/17 \$000	Budget 2017/18 \$000
<i>Works in progress 16/17</i>			
Electorate Office Fitouts & refurbishments	975	984	800
Managed Print Services for Electorate Offices	130	-	-
Online processing of Members' Claims Entitlement (SAP)	1,030	1,183	310
Folding Inserting Machines for Electorate Offices	938	-	1,876
	<b>3,073</b>	<b>2,167</b>	<b>2,986</b>



# Appendices

# Appendix A

## Contact Details for Electorate Offices

Electorate	Member	Address	Suburb	Phone
Albury	Greg Aplin	612 Dean Street, Albury 2640	Albury	6021 3042
Auburn	Luke Foley	Shop 1-131, Lidcombe Centre, 92 Parramatta Road, Lidcombe 2141	Lidcombe	9737 8822
Ballina	Tamara Smith	Shop 1, 7 Moon Street, Ballina 2478	Ballina	6686 7522
Balmain	Jamie Parker	112A Glebe Point Road, Glebe 2037	Glebe	9660 7586
Bankstown	Tania Mihailuk	Suite 1, 3rd Floor, 402-410 Chapel Road, Bankstown 2200	Bankstown	9708 3838
Barwon	Kevin Humphries	11 Barton Street, Cobar 2835	Cobar	6836 3722
Barwon	Kevin Humphries	Suite 1, Ground Floor, 60 Maitland Street, Narrabri 2390	Narrabri	6792 1422
Barwon	Kevin Humphries	1/142 Argent Street, Broken Hill 2880	Broken Hill	(08) 8087 3315
Bathurst	Paul Toole	Suites 1 and 2, 229 Howick Street, Bathurst 2795	Bathurst	6332 1300
Baulkham Hills	David Elliott	Suite 1, 25-33 Old Northern Road, Baulkham Hills 2153	Baulkham Hills	9686 3110
Bega	Andrew Constance	122 Carp Street, Bega 2550	Bega	6492 2056
Blacktown	John Robertson	Shop 3063, Westpoint Shopping Centre, Flushcombe Road, Blacktown 2148	Blacktown	9671 5222
Blue Mountains	Trish Doyle	132 Macquarie Road, Springwood 2777	Springwood	4751 3298
Cabramatta	Nick Lalich	Suite 10, Level 1, 5 Arthur Street, Cabramatta 2166	Cabramatta	9724 3381
Camden	Chris Patterson	66 John Street, Camden 2570	Camden	4655 3333
Campbelltown	Greg Warren	Shop 3, 72 Queen Street, Campbelltown 2560	Campbelltown	4625 3344
Canterbury	Sophie Cotsis	Suites 201 & 202, Level 2, 308-312 Beamish Street, Campsie 2194	Campsie	9718 1234
Castle Hill	Ray Williams	Suite 202, Rouse Hill Town Centre, 10-14 Market Lane, Rouse Hill 2155	Rouse Hill	8882 9555
Cessnock	Clayton Barr	118 Vincent Street, Cessnock 2325 PO Box 242, Cessnock 2325	Cessnock	4991 1466
Charlestown	Jodie Harrison	Unit 3, 313 Charlestown Road, Charlestown 2290	Charlestown	4942 1242
Clarence	Chris Gulaptis	11 Prince Street, Grafton 2460	Grafton	6643 1244
Coffs Harbour	Andrew Fraser	1/9 Park Avenue, Coffs Harbour 2450	Coffs Harbour	6652 6500
Coogee	Bruce Notley-Smith	15/53-55B Frenchmans Road, Randwick 2031	Randwick	9398 1822
Cootamundra	Katrina Hodgkinson	140 Boorowa Street, Young 2594	Young	6382 2399
Cootamundra	Katrina Hodgkinson	25 Seignior Street, Junee 2663	Junee	6924 2533
Cronulla	Mark Speakman	Suite 203, 30 Kingsway, Cronulla 2230	Cronulla	9527 1477
Davidson	Jonathon O'Dea	Suite 8A, 12 Tryon Road, Lindfield 2070	Lindfield	9880 7400
Drummoyne	John Sidoti	128 Great North Road, Five Dock 2046	Five Dock	9713 2999
Dubbo	Troy Grant	Shop 1, 18 Talbragar Street, Dubbo 2830	Dubbo	6882 3577
East Hills	Glenn Brookes	20 Revesby Place, Revesby 2212	Revesby	9772 2774
Epping	Damien Tudehope	Suite 303, Level 3, 51 Rawson Street, Epping 2121	Epping	9877 0266
Fairfield	Guy Zangari	55A Smart Street, Fairfield 2165	Fairfield	9726 9323
Gosford	Liesl Tesch	20 Blackwall Road, Woy Woy 2256	Woy Woy	4342 4122
Goulburn	Pru Goward	Shops 1 and 2, 167-173 Auburn Street, Goulburn 2580 PO Box 168, Goulburn 2580	Goulburn	4822 6444
Granville	Julia Finn	160 Merrylands Road, Merrylands 2160	Merrylands	9637 1656
Hawkesbury	Dominic Perrottet	Western Sydney University, Building R4, College Drive, Richmond 2753 PO Box 505, Richmond 2753	Richmond	4578 0300
Heathcote	Lee Evans	Shops 1 & 2, 17-23 Station Street, Engadine 2233	Engadine	9548 0144
Heffron	Ron Hoenig	Shop 117, 747 Botany Road, Rosebery 2018	Rosebery	9699 8166
Holsworthy	Melanie Gibbons	60 Walder Road, Hammondville 2170	Hammondville	9825 3653
Hornsby	Matt Kean	Suite 5, The Madison, 25-29 Hunter Street, Hornsby 2077	Hornsby	9476 3411
Keira	Ryan Park	Shops 2 and 3, 247 Princes Highway, Corrimal 2518	Corrimal	4285 1588
Kiama	Gareth Ward	102 Terralong Street, Kiama 2533	Kiama	4232 1082
Kogarah	Chris Minns	Suite 1, Ground Floor, 22-24 Regent Street, Kogarah 2217	Kogarah	9587 9684
Ku-ring-gai	Alister Henskens	27 Redleaf Avenue, Wahroonga 2076	Wahroonga	9487 8588
Lake Macquarie	Greg Piper	92 Victory Parade, Toronto 2283	Toronto	4959 3200
Lakemba	Jihad Dib	Shop SP319, Roselands Shopping Centre, Roselands Drive, Roselands 2196 PO Box 5, Roselands 2196	Roselands	9759 5000
Lane Cove	Anthony Roberts	Level 3, Suite 302, 230 Victoria Road, Gladesville 2111	Gladesville	9817 4757
Lismore	Thomas George	55 Carrington Street, Lismore 2480 PO Box 52, Lismore 2480	Lismore	6621 3624
Liverpool	Paul Lynch	100 Moore Street, Liverpool 2170	Liverpool	9602 0040
Londonderry	Prue Car	154 Queen Street, St Marys 2760	St Marys	9833 1122
Macquarie Fields	Anoulack Chanthivong	Shop 3, Ground Floor, 2-6 Oxford Street, Ingleburn 2565	Ingleburn	9618 2077

# Appendix A

## Contact Details for Electorate Offices

Electorate	Member	Address	Suburb	Phone
Maitland	Jenny Aitchison	34 Church Street, Maitland 2320	Maitland	4933 1617
Manly	James Griffin	Shop 2, 2 Wentworth Street, Manly 2095	Manly	9976 2773
Maroubra	Michael Daley	Level 5, 806 Anzac Parade, Maroubra 2035 PO Box 535, Maroubra 2035	Maroubra	9349 6440
Miranda	Eleni Petinos	577 Kingsway, Miranda 2228 PO Box 510, Miranda 1490	Miranda	9525 6378
Monaro	John Barilaro	213 Crawford Street, Queanbeyan 2620	Queanbeyan	6299 4899
Mount Druitt	Edmond Atalla	Office Suite 201, Westfield Shoppingtown, Mount Druitt 2770	Mount Druitt	9625 6770
Mulgoa	Tanya Davies	Shop 43, St Clair Shopping Centre, 155 Bennett Road, St Clair 2759	St Marys	9834 2966
Murray	Adrian Piccoli	228 Cressy Street, Deniliquin 2710	Deniliquin	(03) 5881 7034
Murray	Adrian Piccoli	State Office Block, 104-110 Banna Avenue, Griffith 2680	Griffith	6962 6644
Myall Lakes	Stephen Bromhead	Suite F4/F5, Level 1, 1-9 Manning Street, Tuncurry 2428	Tuncurry	6555 4099
Newcastle	Tim Crakanthorp	Ground Floor, 414 Hunter Street, Newcastle 2300	Newcastle	4926 1126
Newtown	Jenny Leong	383 King Street, Newtown 2042	Newtown	9517 2800
North Shore	Felicity Wilson	Suite 3, 40 Yeo Street, Neutral Bay 2089	Neutral Bay	9909 2594
Northern Tablelands	Adam Marshall	Suite 1, Ground Floor, 175 Rusden Street, Armidale 2350	Armidale	6772 5552
Northern Tablelands	Adam Marshall	Suites 2-6, 161 Ballo Street, Moree 2400	Moree	6752 5002
Oatley	Mark Coure	24 Pitt Street, Mortdale 2223	Mortdale	9580 9349
Orange	Phil Donato	123 Byng Street, Orange 2800	Orange	6362 5199
Oxley	Melinda Pavey	37 Elbow Street, West Kempsey 2440	West Kempsey	6562 6190
Parramatta	Geoff Lee	Ground Floor, 60 Macquarie Street, Parramatta 2150	Parramatta	9891 4722
Penrith	Stuart Ayres	Shop 23, Ground Floor, Penrith Centre, 510-534 High Street, Penrith 2750	Penrith	4722 8660
Pittwater	Rob Stokes	1725 Pittwater Road, Mona Vale 2103	Mona Vale	9999 3599
Port Macquarie	Leslie Williams	Suite 6, 27 Grant Street, Port Macquarie 2444	Port Macquarie	6584 0977
Port Stephens	Kate Washington	1/82 Port Stephens Street, Raymond Terrace 2324	Raymond Terrace	4987 4455
Prospect	Hugh McDermott	2/679 The Horsley Drive, Smithfield 2164	Smithfield	9756 4766
Riverstone	Kevin Conolly	Shop 20, Stanhope Village, 2 Sentry Drive, Stanhope Gardens 2768	Stanhope Gardens	8883 3499
Rockdale	Stephen Kamper	478 Princes Highway, Rockdale 2216	Rockdale	9597 1414
Ryde	Victor Dominello	Suite 202, Ground Floor, 5-9 Devlin Street, Ryde 2112	Ryde	9808 3288
Seven Hills	Mark Taylor	166 Best Road, Seven Hills 2147	Seven Hills	9831 8022
Shellharbour	Anna Watson	Shop 3, 10 College Avenue, Shellharbour City Centre, Shellharbour 2529	Shellharbour	4297 3111
South Coast	Shelley Hancock	1/57 Plunkett Street, Nowra 2541	Nowra	4421 0222
Strathfield	Jodi McKay	Shop 2, 36-38 Victoria Street, Burwood 2134	Burwood	9747 1711
Summer Hill	Jo Haylen	299-301 Marrickville Road, Marrickville 2204	Marrickville	9572 5900
Swansea	Yasmin Catley	Shop 1, 204-206 Pacific Highway, Swansea 2281	Swansea	4972 1133
Sydney	Alex Greenwich	Ground Floor, 21 Oxford Street, Darlinghurst 2010	Darlinghurst	9267 5999
Tamworth	Kevin Anderson	Ground Floor, 13 Fitzroy Street, Tamworth 2340	Tamworth	6766 1422
Terrigal	Adam Crouch	Shop 3, Fountain Plaza, 148-158 The Entrance Road, Erina 2250	Erina	4365 1906
The Entrance	David Mehan	24 The Entrance Road, The Entrance 2261	The Entrance	4334 1012
Tweed	Geoff Provest	103 Minjungbal Drive, Tweed Heads South 2486 PO Box 6695, Tweed Heads South 2486	Tweed Heads South	(07) 5523 4816
Upper Hunter	Michael Johnsen	20 Bridge Street, Muswellbrook 2333	Muswellbrook	6543 1065
Vaucluse	Gabrielle Upton	330 New South Head Road, Double Bay 2028	Double Bay	9326 1856
Wagga Wagga	Daryl Maguire	76 Morgan Street, Wagga Wagga 2650	Wagga Wagga	6921 1622
Wakehurst	Brad Hazzard	Shop 3, 637-641 Pittwater Road, Dee Why 2099	Dee Why	9981 1111
Wallsend	Sonia Hornery	Shop 3, 30 Dan Rees Street, Wallsend 2287	Wallsend	4950 0955
Willoughby	Gladys Berejikian	280 Willoughby Road, Naremburn 2065	Naremburn	9439 4199
Wollondilly	Jai Rowell	Shop 1, 117 Remembrance Drive, Tahmoor 2573	Tahmoor	4683 2622
Wollongong	Paul Scully	Suite 2S, Rear Ground Floor, 111 Crown Street, Wollongong 2500	Wollongong	4226 5700
Wyong	David Harris	Shop 4, 142 Pacific Highway, Wyong 2259	Wyong	4352 2711

Listing current as at 30 June 2017. Updates of this list and Members' email addresses can be found on the Internet at [www.parliament.nsw.gov.au](http://www.parliament.nsw.gov.au)

For those calling from outside New South Wales place (02) before phone & facsimile numbers unless otherwise indicated



# ■ Appendix B

## Parliamentary Supported Travel 2016/17

July 2016 - Mr Michael Johnsen MP, Mr Alister Henskens MP and Ms Jessica Falvey attended the Scrutiny of Legislation Conference in Perth, 11-14 July 2016	Total cost: \$ 14,718.19
July 2016 – Mr Stephen Bromhead MP to Singapore, Scotland, United Kingdom, France and Spain for Commonwealth Parliamentary Association study tour	Total cost: \$ 18,450.00
July 2016 – Mr Kevin Anderson MP to Canada and the United States for Commonwealth Parliamentary Association study tour	Total cost: \$ 13,280.00
July 2016 – Ms Ronda Miller to Hobart to participate in the Clerk's Panel at the Australia and New Zealand Association of Clerks-at-the-Table Parliamentary Law, Practice and Procedure Course, conducted by the University of Tasmania	Total cost: \$ 313.91
July 2016 – Ms Manuela Sudic and Ms Elspeth Dyer to Hobart for professional development purposes attended the Australia and New Zealand Association of Clerks-at-the-Table Parliamentary Law, Practice and Procedure Course, conducted by the University of Tasmania	Total cost: \$ 2,271.55
July 2016 – The Hon. Shelley Hancock MP, Mr Sean O'Connor and Ms Ronda Miller to Tonga to attend the 47th Annual Presiding Officers and Clerks Conference	Total cost: \$ 2,715.93
August 2016 – Mr Leslie Gonye to Canberra, representing the Clerk of the Legislative Assembly, for the opening of the 45th Parliament of the Commonwealth of Australia.	Total cost: \$ 665.50
September 2016- The Community Services Committee (the Hon. Adam Marshall MP, Ms Eleni Petinos MP, Mr Alex Greenwich MP, Ms Trish Doyle MP, Mr Bruce Notley-Smith MP, Mr Kevin Conolly MP), Ms Dora Oravec and Mr Kieran Lewis went on a site visit to Armidale, Walcha and Uralla.	Total cost: \$ 4,243.96
October 2016 – Mrs Pauline Painter to New Zealand for the Australian and New Zealand Parliamentary Information Technology Forum	Total cost: \$ 1,587.01
October 2016 – Mr Ben Foxe, Mr Leslie Gonye and Ms Tanja Zech to Adelaide to attend the Australasian Study of Parliament Group Annual Conference	Total cost: \$ \$1,971.83
October 2016 – Mr Daryl Maguire MP to the Solomon Islands to participate in meetings and activities with Members and staff of the National Parliament of the Solomon Islands under the Twinning program	Total cost: \$ \$2,527.04
October 2016 – Mr Leslie Gonye, Ms Eleni Petinos MP and Mr Guy Zangari MP, as part of a delegation led by the Hon. Don Harwin, MLC, to Papua New Guinea to meet with representatives of the National Parliament of Papua New Guinea, and Bougainville to participate in meetings and activities with Members and staff of the House of Representatives of the Autonomous Region of Bougainville under the Twinning program	Total cost: \$ 14,400.56
November 2016 – Mr Jonathan Elliott, the Hon. Thomas George MP and Ms Sonia Hornery MP to the Cook Islands for the 35th Commonwealth Parliamentary Association Australia & Pacific Regional Conference	Total cost: \$ 10,000.06
December 2016 – Mr Geoff Lee MP to Singapore, United Kingdom and Denmark for Commonwealth Parliamentary Association study tour	Total cost: \$ 17,100.00
December 2016 – Ms Jenny Aitchison MP, as Australian Region Commonwealth Women Parliamentarians representative and Ms Helen Minnican to the United Kingdom for the 52nd General Meeting of the Society of Clerks-at-the-Table in Commonwealth Parliaments	Total cost: \$ 15,488.60
January 2017 – Mr Jason Arditi, Mr Jonathan Elliott, Ms Carly Maxwell, Ms Helen Minnican, Mr Simon Johnston, Ms Elaine Schofield, Ms Rachel Simpson and Ms Catherine Watson to Brisbane to attend the 2017 ANZACATT professional development seminar	Total cost: \$ 5,923.20
January 2017 – Mr Leslie Gonye to Brisbane to attend the 2017 ANZACATT Executive meeting	Total cost: \$ 460.29
February 2017 – Ms Jenny Aitchison, as Deputy Chair and NSW Delegate to the Australian Commonwealth Women Parliamentarians Steering Group, to the United Kingdom to attend Commonwealth Women Parliamentarians working group meeting	Total cost: \$ 8,304.22
March 2017 – Ms Sonia Hornery MP and Mr Damien Tudehope MP to United Kingdom representing the NSW branch of the Commonwealth Parliamentary Association at the International CPA Conference on Security and Cybersecurity	Total cost: \$ 22,175.91
March 2017 - Mr Damien Tudehope MP, Mr Bruce Notley-Smith MP, the Hon. Trevor Khan MLC, Mr Lee Evans MP, Mr Hugh McDermott MP, the Hon. Adam Searle MP and Ms Jacqueline Linnane attended Transparency International Australia's National Integrity Conference in Brisbane, 15-17 March 2017	Total cost: \$ 11,664.91
April 2017 - Mr Bruce Notley-Smith MP and Mr Bjarne Nordin attended the Australasian Council of Public Accounts Committee meeting in Brisbane, 19-21 April 2017	Total cost: \$ 1,961.56
May 2017 – Mr Alister Henskens MP to South Africa to attend the Commonwealth Parliamentary Association Fundamentals Programme on Parliamentary Practice and Procedure	Total cost: \$ 10,654.00
June 2017 - The Hon. Katrina Hodgkinson MP to New Zealand for a Commonwealth Parliamentary Association study tour	Total cost: \$ 1,800.00

# Appendix C

## Official Visitors 2016/17

Mr Mark Shelton, Deputy Speaker of the House of Assembly, Tasmania and his wife	Tasmania
National Conference of State Legislators (NCSL), United States of America, led by the President, Mr Curtis Bramble	United States of America
Mr James Gallagher, a Legislative Counsel from the House of Representatives, Parliament of New Zealand	New Zealand
Delegation from the People's Procuratorate of Shandong Province, China, led by Ms Song Wenjuan, Vice Procurator-General	China
Delegation from the Swedish Parliament (Riksdag)	Sweden
24th Australian Political Exchange Council from the People's Republic of China	China
His Excellency Mr Gu Xiajie, Consul General of China, Mr Yu Guijun, Deputy Consul and Ms Tian Lin, Consul	China
Delegation from the Beijing Municipal People's Congress	China
Delegation from the Kenyan National Assembly	Kenya
Transport for NSW Parliamentary Services Team	New South Wales
Delegation from the Chinese People's Political Consultative Conference Shanghai Committee	China
Delegation from the Beijing Municipal People's Congress, led by the Vice Chairman of the Standing Committee	China
Delegation of Government officials from Bangladesh Ministry of Public Administration	Bangladesh
Study tour by Speaker and Deputy Speakers from the Republic of Kenya, comprising of three Senators and two Officers	Kenya
Vice-President of the Argentine Republic	Argentina
Parliamentary Delegation from the United Kingdom	United Kingdom
Delegation of Senators from the House of Representatives of the Republic of Indonesia	Indonesia
33rd Australian Political Exchange Council Delegation of political leaders from the United States of America	United States of America
Mr Jefri Rahman, Assistant Managing Director, Brunei Investment Agency	Brunei
Parliament of New Zealand Justice and Electoral Committee	New Zealand
Western Australian Legislative Assembly Committee Office	Western Australia
Delegation from Maharashtra Legislature, India	India
ACT Legislative Assembly Select Committee on an Independent Integrity Commission	Australian Capital Territory
Australia Vietnam Young Leadership delegation	Vietnam
Indian Bollywood Delegation	India
Delegation from the Parliament of Malaysia	Malaysia
Staff of the National Parliament of Solomon Islands	Solomon Islands
Delegation from the DPRD Provinsi Bali	Indonesia
His Excellency Mr Lars Backström, Ambassador of Finland and Mrs Brigitta Backström	Finland
11th Australian Political Exchange Council Delegation of political leaders from the Philippines	Philippines
Hon. Mano Ganesan, Sri Lankan Minister for National Co-Existence, Dialogue and Official Languages	Sri Lanka

# Appendix D

## Parliamentary Friendship Groups 2016/17

As at 30 June 2017 there were 31 approved Friendship Groups. Of these, 15 Friendship Groups continued from the previous Parliament and 16 were newly established in the current Parliament.

Name of Group	Legislative Assembly Chair
Armenia-Australia Parliamentary Friendship Group	Jonathan O’Dea, MP
Asia Pacific Friendship Group	Daryl Maguire, MP
Australasian Study of Parliament Group	Ben Foxe, Secretary/Treasurer
LGBTIQ*	Bruce Notley-Smith, MP
NSW Parliamentary Diabetes Support Group	Mark Coure, MP
NSW Parliamentary Taiwan Friendship Group	Anthony Roberts, MP
Parliamentary Friends of the Assyrians	Tanya Davies, MP
Parliamentary Friends of an Australian Head of State*	Matt Kean, MP
Parliamentary Friends of Cricket*	Chris Patterson, MP
Parliamentary Friends of Dementia*	Leslie Williams, MP
Parliamentary Friends of the European Union	Gareth Ward, MP
Parliamentary Friends of Golf*	Andrew Fraser, MP
Parliamentary Friends of Israel	Bruce Notley-Smith, MP
Parliamentary Friends of Italy*	John Sidoti, MP
Parliamentary Friends of Landcare*	Katrina Hodgkinson, MP
Parliamentary Friends of Lebanon	Thomas George, MP
Parliamentary Friends of Rugby League	Geoff Lee, MP
Parliamentary Friends of Rugby Union Group	Stephen Bromhead, MP
Parliamentary Friends of Scotland*	Stephen Bromhead, MP
Parliamentary Friends of Surf Lifesaving	Melinda Pavey, MP
Parliamentary Friends of the Sydney Swans*	Damien Tudehope, MP
Parliamentary Friends of the Western Sydney Wanderers	Geoff Lee, MP

Name of Group	Legislative Council Chair
Friends of the United States of America*	Natasha Maclaren-Jones
NSW Parliamentary Friends of Duke of Edinburgh’s Award*	Natasha Maclaren-Jones, MLC
NSW Parliamentary Friends of Mental Health*	Scott Farlow, MLC
Parliamentary Friends of Defence*	Greg Pearce, MLC
Parliamentary Friends of Music*	John Graham, MLC
Parliamentary Friends for the Prevention of Domestic Violence and Sexual Assault*	Natasha Maclaren-Jones, MLC
Parliamentary Friends of Palestine	Julia Finn, MP and David Shoebridge, MLC
Parliamentary Friends of Reconciliation*	Trevor Khan, MLC
Parliamentary Friends of Turkey	Trevor Khan, MLC

Name of Group	Joint Legislative Assembly & Legislative Council Chair
Parliamentary Friends of Palestine	Julia Finn, MP and David Shoebridge, MLC

	Chaired by Legislative Assembly Member	Chaired by Legislative Council Member	Jointly chaired
<b>Current as at 30 June 2017</b>	22	8	1
<b>Newly Established in the 56th Parliament</b>	9	7	
<b>Number of Groups that submitted an application to continue within 90 days of the commencement of the 56th Parliament</b>	8	1	1
<b>Number of Groups that submitted an application to continue after 90 days of the commencement of the 56th Parliament</b>	5	0	

\* Parliamentary Friendship Groups established in the 56th Parliament

## ■ Appendix E

# Members' Entitlements 2016/17

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The entitlements for Members of Parliament are determined by the Parliamentary Remuneration Tribunal pursuant to the Parliamentary Remuneration Act 1989. The entitlements reported upon are generally those made in the 2016 Determination of the Parliamentary Remuneration Tribunal effective from 1 July 2016.

The full determination is available at

<http://www.remtribunals.nsw.gov.au/parliamentary/all-prt-determinations>

### Notes

1. The figures reported are as at the closing date for the 2016/17 financial accounts. The Parliament's financial accounts are prepared on an accrual accounting basis. Under this method of accounting, the date the goods or services are supplied or provided determines the accounting period/year in which the transaction is recorded. Orders placed in 2016/17 but not delivered until after 30 June 2017 will be debited against the 2017/2018 financial year entitlements. Entitlement claims submitted after 30 June 2017 for the 2016/17 period are accrued and included in these figures subject to Parliament having received prior notification of the expenditure.

2. The Electorate to Sydney Travel Entitlement is provided to Members whose principal place of residence is a minimum distance of 70kms by road from Parliament House. The base entitlement is for up to 104 single trips between the Members' electorate and Sydney. The entitlement can be used for the Members' attendance on sitting days and for attendance at Committee meetings and hearings, or for undertaking other parliamentary duties. The expenditure reported is determined by the number of trips and the cost of each trip.

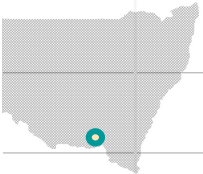
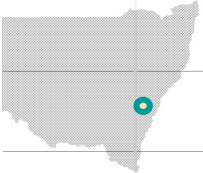
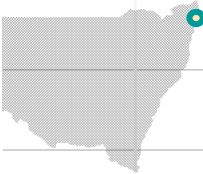
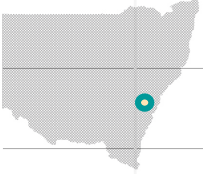
3. The Sydney Allowance is provided to Members who reside in non-metropolitan electorates to compensate for the additional costs associated with staying in Sydney to attend sittings of the House, meetings of Parliamentary Committees or other parliamentary business.

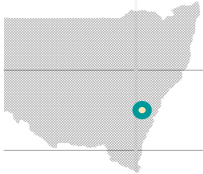
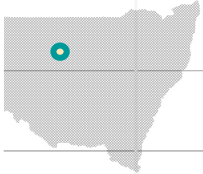
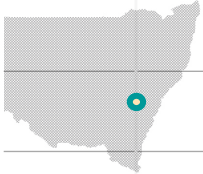
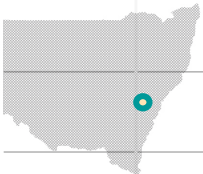
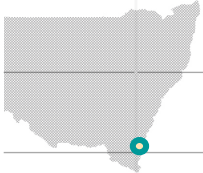
4. If there is a negative amount shown for the Communications Allowance, General Travel Allowance or Additional Temporary Staff (ATS), the Member will be invoiced for the additional expenditure.

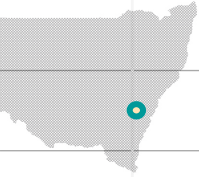
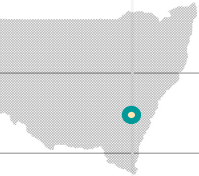
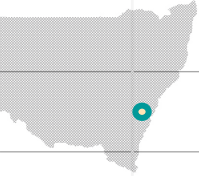
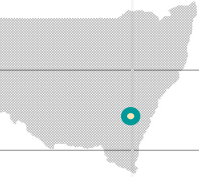

# Appendix E

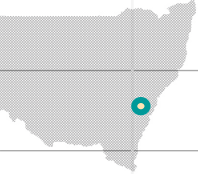
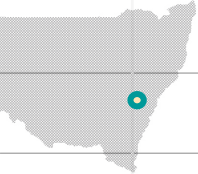
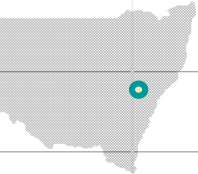
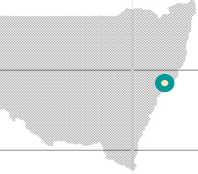
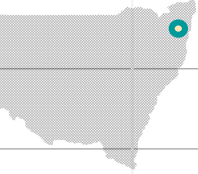
## 2016/17 Annual Report Data for the Members of the Legislative Assembly

### 56th Parliament - 1 July 2016 to 30 June 2017

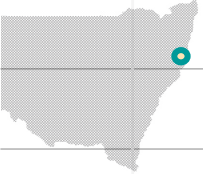
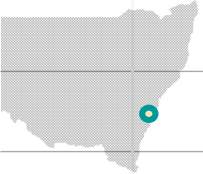
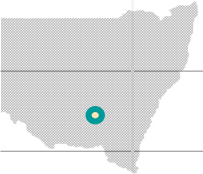

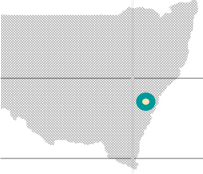
ELECTORATE	MEMBER	DESCRIPTION	COMMUNICATION ALLOWANCE	MEMBERS' ELECTORATE TO SYDNEY TRAVEL	GTA MEMBERS' TRAVEL (1)	GTA SPOUSE/APPROVED RELATIVE TRAVEL (2)	GTA STAFF TRAVEL (3)	GTA STAFF ACCOM & MEALS SYDNEY (4)	GTA TOTAL (1+2+3+4)	ADDITIONAL TEMPORARY STAFF	
	Albury	Greg Aplin	Allocation for 2016/17	100,051.00					11,690.00	24,495.10	
			C/Forward from 2015/16	3,508.20					3,508.20	n/a	
			Total available 2016/17	103,559.20					15,198.20	24,495.10	
			Expended claimed	77,421.88	17,230.08	6,806.73	628.33	290.40	23.15	7,748.61	24,420.44
				26,137.32						7,449.59	74.66
	Auburn	Luke Foley	Allocation for 2016/17	122,993.00					6,978.00	24,495.10	
			C/Forward from 2015/16	37,201.10					n/a	n/a	
			Total available 2016/17	160,194.10					6,978.00	24,495.10	
			Expended claimed	152,163.87					n/a	24,216.51	
				8,030.23						6,978.00	278.59
	Ballina	Tamara Smith	Allocation for 2016/17	101,600.00					11,690.00		
			C/Forward from 2015/16	5,703.48					11,071.47		
			Total available 2016/17	107,303.48					22,761.47		
			Expended claimed	79,099.31	8,855.23	5037.73		1020.86	265.45	6,324.04	n/a
				28,204.17						16,437.37	
	Balmain	Jamie Parker	Allocation for 2016/17	100,459.00					5,815.00		
			C/Forward from 2015/16	9,415.82					n/a		
			Total available 2016/17	109,874.82					5,815.00		
			Expended claimed	96,077.88					n/a		
				13,796.94						5,815.00	

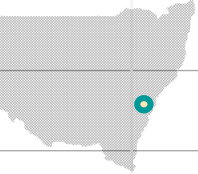
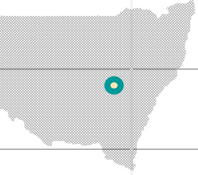
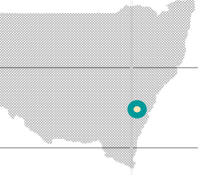
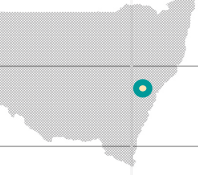

ELECTORATE	MEMBER	DESCRIPTION	COMMUNICATION ALLOWANCE	MEMBERS' ELECTORATE TO SYDNEY TRAVEL	GTA MEMBERS' TRAVEL (1)	GTA SPOUSE/APPROVED RELATIVE TRAVEL (2)	GTA STAFF TRAVEL (3)	GTA STAFF ACCOM & MEALS SYDNEY (4)	GTA TOTAL (1+2+3+4)	ADDITIONAL TEMPORARY STAFF
<b>Bankstown</b>	Tania Mihailuk	Allocation for 2016/17	97,237.00					5,815.00	24,495.10	
		C/Forward from 2015/16	247.82					n/a	n/a	
		Total available 2016/17	97,484.82					5815.00	24,495.10	
		Expended claimed	86,008.15		5,026.53	253.05	254.68	5534.26	14,429.52	
			11,476.67					280.74	10,065.58	
<b>Barwon</b>	Kevin Humphries	Allocation for 2016/17	101,593.00					92,600.00	24,495.10	
		C/Forward from 2015/16	12,978.73					12,978.72	n/a	
		Total available 2016/17	114,571.73					105,578.73	24,495.10	
		Expended claimed	73,594.43	16,370.67	59,184.28	12,276.51	2,301.63	1,473.57	75,235.99	12,908.23
			40,977.30					30,342.74	11,586.87	
<b>Bathurst</b>	Paul Toole	Allocation for 2016/17	99,653.00					11,690.00	24,495.10	
		C/Forward from 2015/16	8,536.97					n/a	n/a	
		Total available 2016/17	108,189.97					11,690.00	24,495.10	
		Expended claimed	78,720.45	4,029.43	10.57		2,212.58	3,295.32	5,518.47	24,440.34
			29,469.52			8,536.97		6,171.53	54.76	
<b>Baulkham Hills</b>	David Elliott	Allocation for 2016/17	99,088.00					5,815.00	24,495.10	
		C/Forward from 2015/16	1,272.03					n/a	n/a	
		Total available 2016/17	100,360.03					5,815.00	24,495.10	
		Expended claimed	100,360.03	n/a				n/a	5,552.17	
			0.00					5,815.00	18,942.93	
<b>Bega</b>	Andrew Constance	Allocation for 2016/17	100,298.00					11,690.00	24,495.10	
		C/Forward from 2015/16	27,050.16					n/a	n/a	
		Total available 2015/16	127,348.16					11,690.00	24,495.10	
		Expended claimed	87,498.91	17,627.86	253.59		2,756.34	983.44	3,993.37	20,270.85
			39,849.25					7,696.63	4,224.25	

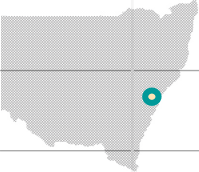
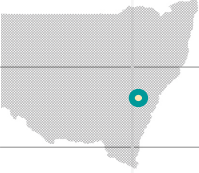
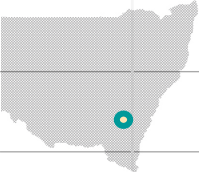
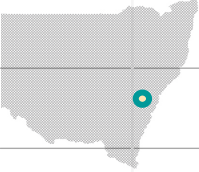

ELECTORATE	MEMBER	DESCRIPTION	COMMUNICATION ALLOWANCE	MEMBERS' ELECTORATE TO SYDNEY TRAVEL	GTA MEMBERS' TRAVEL (1)	GTA SPOUSE/APPROVED RELATIVE TRAVEL (2)	GTA STAFF TRAVEL (3)	GTA STAFF ACCOM & MEALS SYDNEY (4)	GTA TOTAL (1+2+3+4)	ADDITIONAL TEMPORARY STAFF
<b>Blacktown</b>	John Robertson	Allocation for 2016/17	100,007.00					5,815.00	24,495.10	
		C/Forward from 2015/16	27,213.55					n/a	n/a	
		Total available 2016/17	127,220.55					5,815.00	24,495.10	
		Expended claimed	63,949.33					n/a	22,250.06	
			63,271.22					5,815.00	2,245.04	
<b>Blue Mountains</b>	Trish Doyle	Allocation for 2016/17	98,122.00					8,740.00	24,495.10	
		C/Forward from 2015/16	22,883.46					n/a	n/a	
		Total available 2016/17	121,005.46					8,740.00	24,495.10	
		Expended claimed	71,814.24			727.40		727.40	21,667.94	
			49,191.22					8,012.60	2,827.16	
<b>Cabramatta</b>	Nick Lalich	Allocation for 2016/17	100,543.00					5,815.00	24,495.10	
		C/Forward from 2015/16	6,805.17					n/a	n/a	
		Total available 2016/17	107,348.17					5,815.00	24,495.10	
		Expended claimed	83,857.29					n/a	15,979.46	
			23,490.88					5,815.00	8,515.64	
<b>Camden</b>	Chris Patterson	Allocation for 2016/17	102,860.00					5,815.00	24,495.10	
		C/Forward from 2015/16	n/a					2,164.03	n/a	
		Total available 2016/17	102,860.00					7,979.03	24,495.10	
		Expended claimed	57,355.76		4,700.08			4,700.08	13,956.18	
			45,504.24					3,278.95	10,538.92	
<b>Campbelltown</b>	Greg Warren	Allocation for 2016/17	97,309.00					5,815.00	24,495.10	
		C/Forward from 2015/16	49.22					n/a	n/a	
		Total available 2016/17	97,358.22					5,815.00	24,495.10	
		Expended claimed	81,604.72		3,133.52	732.37		3,865.89	24,442.10	
			15,753.50					1,949.11	53.00	

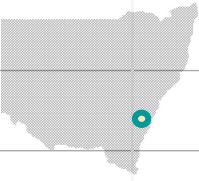
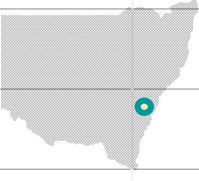
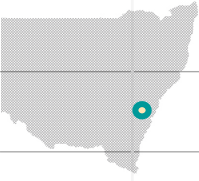
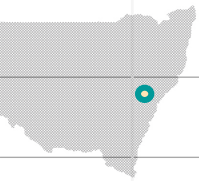
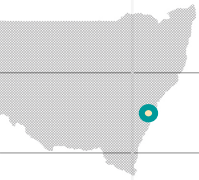
ELECTORATE	MEMBER	DESCRIPTION	COMMUNICATION ALLOWANCE	MEMBERS' ELECTORATE TO SYDNEY TRAVEL	GTA MEMBERS' TRAVEL (1)	GTA SPOUSE/APPROVED RELATIVE TRAVEL (2)	GTA STAFF TRAVEL (3)	GTA STAFF ACCOM & MEALS SYDNEY (4)	GTA TOTAL (1+2+3+4)	ADDITIONAL TEMPORARY STAFF
Canterbury	Sophie Cotsis	Allocation for 2016/17	64,391.41					3,680.18	15,502.38	
		C/Forward from 2015/16	n/a					n/a	n/a	
		Total available 2016/17	64,391.41					3,680.18	15,502.38	
		Expended claimed	57,219.72					n/a	15,472.30	
			7,171.69					3,680.18	30.08	
Castle Hill	Ray Williams	Allocation for 2016/17	98,260.00					5,815.00	24,495.10	
		C/Forward from 2015/16	3,366.22					n/a	n/a	
		Total available 2016/17	101,626.22					5,815.00	24,495.10	
		Expended claimed	84,675.13					139.92	18,338.89	
			16,951.09					5,675.08	6,156.21	
Cessnock	Clayton Barr	Allocation for 2016/17	98,375.00					11,690.00	24,495.10	
		C/Forward from 2015/16	15,091.65					1,676.85	n/a	
		Total available 2016/17	113,466.65					13,366.85	24,495.10	
		Expended claimed	96,876.63	8,727.84	1,811.76		33.27	2,775.05	4,620.08	24,225.50
			16,590.02					8,746.77	269.60	
Charlestown	Jodie Harrison	Allocation for 2016/17	99,787.00					8,740.00	24,495.10	
		C/Forward from 2015/16	27,931.68					n/a	n/a	
		Total available 2016/17	127,718.68					8,740.00	24,495.10	
		Expended claimed	88,819.08	3,303.06	8.49		814.26	605.69	1,428.44	24,369.80
			38,899.60					7,311.56	125.30	
Clarence	Chris Gulaptis	Allocation for 2016/17	99,848.00					11,690.00	24,495.10	
		C/Forward from 2015/16	21,061.70					n/a	n/a	
		Total available 2016/17	120,909.70					11,690.00	24,495.10	
		Expended claimed	110,199.60	9,335.04	2,977.25	648.10	1,109.37	286.44	5,021.16	24,469.94
			10,710.10					6,668.84	25.16	

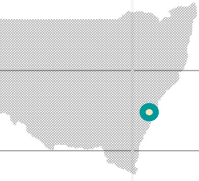
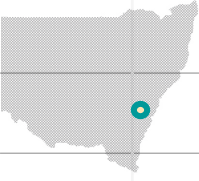
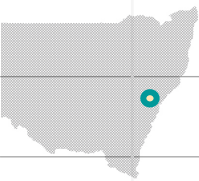
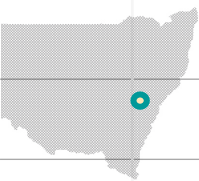
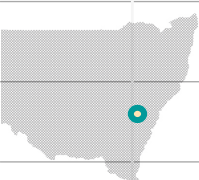


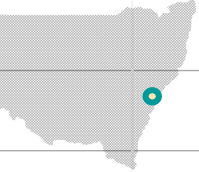
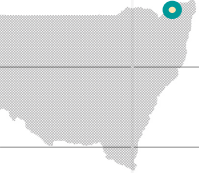



ELECTORATE	MEMBER	DESCRIPTION	COMMUNICATION ALLOWANCE	MEMBERS' ELECTORATE TO SYDNEY TRAVEL	GTA MEMBERS' TRAVEL (1)	GTA SPOUSE/APPROVED RELATIVE TRAVEL (2)	GTA STAFF TRAVEL (3)	GTA STAFF ACCOM & MEALS SYDNEY (4)	GTA TOTAL (1+2+3+4)	ADDITIONAL TEMPORARY STAFF
<b>Coffs Harbour</b>	Andrew Fraser	Allocation for 2016/17	97,649.00					11,690.00	24,495.10	
		C/Forward from 2015/16	n/a					19,512.22	n/a	
		Total available 2016/17	97,649.00					31,202.22	24,495.10	
		Expended claimed	63,154.12	19,010.85	8,703.38	6,462.81		15,166.19	n/a	
			34,495.88					16,036.03	24,495.10	
<b>Coogee</b>	Bruce Notley-Smith	Allocation for 2016/17	99,883.00					5,815.00	24,495.10	
		C/Forward from 2015/16	1,542.74					n/a	n/a	
		Total available 2016/17	101,425.74					5,815.00	24,495.10	
		Expended claimed	99,624.70		1,276.17	18.52		1,294.69	21,490.72	
			1,801.04					4,520.31	3,004.38	
<b>Cootamundra</b>	Katrina Hodgkinson	Allocation for 2016/17	96,734.00					21,545.00	24,495.10	
		C/Forward from 2015/16	n/a					5.45	n/a	
		Total available 2016/17	96,734.00					21,550.45	24,495.10	
		Expended claimed	77,683.80	3,935.71	17,959.63	1,666.19	799.23	20,425.05	24,183.66	
			19,050.20					1,125.40	311.44	
<b>Cronulla</b>	Mark Speakman	Allocation for 2016/17	102,109.00					5,815.00	24,495.10	
		C/Forward from 2015/16	22,800.47					n/a	n/a	
		Total available 2016/17	124,909.47					5,815.00	24,495.10	
		Expended claimed	105,490.57		326.70			326.70	21,253.70	
			19,418.90					5,488.30	3,241.40	
<b>Davidson</b>	Jonathan O'Dea	Allocation for 2016/17	99,533.00					5,815.00	24,495.10	
		C/Forward from 2015/16	n/a					n/a	n/a	
		Total available 2016/17	99,533.00					5,815.00	24,495.10	
		Expended claimed	82,542.46		3,376.43		238.92	3,615.35	19,005.23	
			16,990.54					2,199.65	5,489.87	

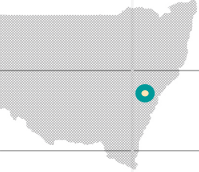
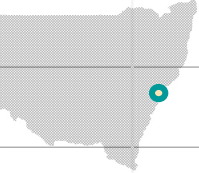
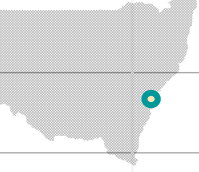


ELECTORATE	MEMBER	DESCRIPTION	COMMUNICATION ALLOWANCE	MEMBERS' ELECTORATE TO SYDNEY TRAVEL	GTA MEMBERS' TRAVEL (1)	GTA SPOUSE/APPROVED RELATIVE TRAVEL (2)	GTA STAFF TRAVEL (3)	GTA STAFF ACCOM & MEALS SYDNEY (4)	GTA TOTAL (1+2+3+4)	ADDITIONAL TEMPORARY STAFF
Drummoyne	John Sidoti	Allocation for 2016/17	97,318.00					5,815.00	24,495.10	
		C/Forward from 2015/16	23,932.45					n/a	n/a	
		Total available 2016/17	121,250.45					5,815.00	24,495.10	
		Expended claimed	108,969.22					n/a	21,029.68	
			12,281.23					5,815.00	3,465.42	
Dubbo	Troy Grant	Allocation for 2016/17	97,960.00					12,348.16	24,495.10	
		C/Forward from 2015/16	n/a					6,475.38	n/a	
		Total available 2016/17	97,960.00					18,823.54	24,495.10	
		Expended claimed	72,635.23	21,711.13	424.51		7,563.42	2,991.19	10,979.12	24,483.91
			25,324.77					7,844.42	11.19	
East Hills	Glenn Brookes	Allocation for 2016/17	98,795.00					5,815.00	24,495.10	
		C/Forward from 2015/16	14,189.51					n/a	n/a	
		Total available 2016/17	112,984.51					5,815.00	24,495.10	
		Expended claimed	27,387.36					n/a	19,322.80	
			85,597.15					5,815.00	5,172.30	
Epping	Damien Tudehope	Allocation for 2016/17	99,397.00					5,815.00	24,495.10	
		C/Forward from 2015/16	1,656.24					n/a	n/a	
		Total available 2016/17	101,053.24					5,815.00	24,495.10	
		Expended claimed	98,808.77		1,385.14		645.19		2,030.33	22,614.34
			2,244.47					3,784.67	1,880.76	
Fairfield	Guy Zangari	Allocation for 2016/17	99,538.00					5,815.00	24,495.10	
		C/Forward from 2015/16	10,028.00					4,095.94	n/a	
		Total available 2016/17	109,566.00					9,910.94	24,495.10	
		Expended claimed	48,089.54		8,513.98				8,513.98	18,481.54
			61,476.46					1,396.96	6,013.56	

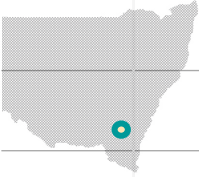
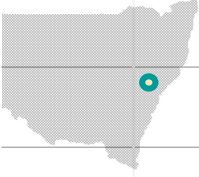
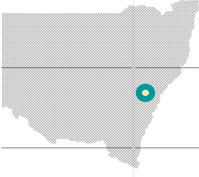
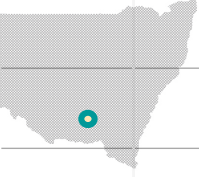
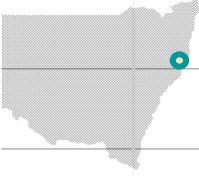
ELECTORATE	MEMBER	DESCRIPTION	COMMUNICATION ALLOWANCE	MEMBERS' ELECTORATE TO SYDNEY TRAVEL	GTA MEMBERS' TRAVEL (1)	GTA SPOUSE/APPROVED RELATIVE TRAVEL (2)	GTA STAFF TRAVEL (3)	GTA STAFF ACCOM & MEALS SYDNEY (4)	GTA TOTAL (1+2+3+4)	ADDITIONAL TEMPORARY STAFF
Gosford	Kathy Smith	Allocation for 2016/17	100,864.00					8,740.00	24,495.10	
		C/Forward from 2015/16	26,957.56					n/a	n/a	
		Total available 2016/17	127,821.56					8,740.00	24,495.10	
		Expended claimed	67,144.17					n/a	n/a	
			60,677.39					8,740.00	24,495.10	
Gosford	Liesl Tesch	Allocation for 2016/17	23,212.54					2,011.40	5,637.23	
		C/Foward from 2015/16	n/a					n/a	n/a	
		Total available 2016/17	23,212.54					2,011.40	5,637.23	
		Expended claimed	540.12	785.40	334.68			334.68	4,643.24	
			22,672.42					1,676.72	993.99	
Goulburn	Pru Goward	Allocation for 2016/17	99,703.00					11,690.00	24,495.10	
		C/Forward from 2015/16	11,637.32					1,894.45	n/a	
		Total available 2016/17	111,340.32					13,584.45	24,495.10	
		Expended claimed	77,568.11		300.80	447.47		748.27	20,350.05	
			33,772.21					12,836.18	4,145.05	
Granville	Julia Finn	Allocation for 2016/17	97,324.00					5,815.00	24,495.10	
		C/Forward from 2015/16	1,173.68					n/a	n/a	
		Total available 2016/17	98,497.68					5,815.00	24,495.10	
		Expended claimed	98,350.25					n/a	24,042.90	
			147.43					5,815.00	452.20	
Hawkesbury	Dominic Perrottet	Allocation for 2016/17	98,777.00					8,740.00	24,495.10	
		C/Forward from 2015/16	1,604.01					n/a	n/a	
		Total available 2016/17	100,381.01					8,740.00	24,495.10	
		Expended claimed	85,826.19					n/a	24,658.20	
			14,554.82					8,740.00	-163.10	

ELECTORATE	MEMBER	DESCRIPTION	COMMUNICATION ALLOWANCE	MEMBERS' ELECTORATE TO SYDNEY TRAVEL	GTA MEMBERS' TRAVEL (1)	GTA SPOUSE/APPROVED RELATIVE TRAVEL (2)	GTA STAFF TRAVEL (3)	GTA STAFF ACCOM & MEALS SYDNEY (4)	GTA TOTAL (1+2+3+4)	ADDITIONAL TEMPORARY STAFF
Heathcote	Lee Evans	Allocation for 2016/17	101,723.00					8,740.00	24,495.10	
		C/Forward from 2015/16	9,887.94					n/a	n/a	
		Total available 2016/17	111,610.94					8,740.00	24,495.10	
		Expended claimed	96,790.30					n/a	23,259.67	
			14,820.64					8,740.00	1,235.43	
Heffron	Ron Hoenig	Allocation for 2016/17	103,288.00					5,815.00	24,495.10	
		C/Forward from 2015/16	15,541.74					n/a	n/a	
		Total available 2016/17	118,829.74					5,815.00	24,495.10	
		Expended claimed	104,017.63	1,858.23		79.11		1,937.34	24,468.05	
			14,812.11					3,877.66	27.05	
Holsworthy	Melanie Gibbons	Allocation for 2016/17	100,139.00					5,815.00	24,495.10	
		C/Forward from 2015/16	14,383.15					n/a	n/a	
		Total available 2016/17	114,522.15					5,815.00	24,495.10	
		Expended claimed	98,970.56	1,747.20				1,747.20	23,699.21	
			15,551.59					4,067.80	795.89	
Hornsby	Matt Kean	Allocation for 2016/17	99,622.00					5,815.00	24,495.10	
		C/Forward from 2015/16	5,659.43					n/a	n/a	
		Total available 2016/17	105,281.43					5,815.00	24,495.10	
		Expended claimed	83,487.25					n/a	23,347.57	
			21,794.18					5,815.00	1,147.53	
Keira	Ryan Park	Allocation for 2016/17	103,766.00					8,740.00	24,495.10	
		C/Forward from 2015/16	n/a					1,588.37	n/a	
		Total available 2016/17	103,766.00					10,328.37	24,495.10	
		Expended claimed	101,965.80	5,286.60	2,186.65		2,971.37	5,158.02	24,209.39	
			1,800.20					5,170.35	285.71	

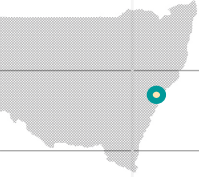
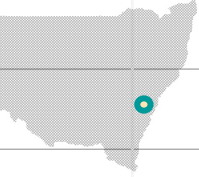
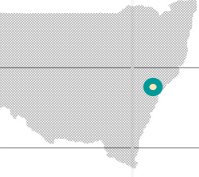
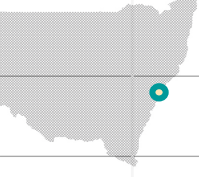
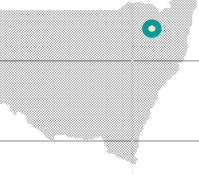
ELECTORATE	MEMBER	DESCRIPTION	COMMUNICATION ALLOWANCE	MEMBERS' ELECTORATE TO SYDNEY TRAVEL	GTA MEMBERS' TRAVEL (1)	GTA SPOUSE/APPROVED RELATIVE TRAVEL (2)	GTA STAFF TRAVEL (3)	GTA STAFF ACCOM & MEALS SYDNEY (4)	GTA TOTAL (1+2+3+4)	ADDITIONAL TEMPORARY STAFF
Kiama	Gareth Ward	Allocation for 2016/17	98,161.00					11,690.00	24,495.10	
		C/Forward from 2015/16	3,885.26					n/a	n/a	
		Total available 2016/17	102,046.26					11,690.00	24,495.10	
		Expended claimed	95,451.75	5,029.20	3,052.13		2,021.50	1,351.51	6,425.14	24,038.14
			6,594.51					5,264.86	456.96	
Kogarah	Chris Minns	Allocation for 2016/17	98,318.00					5,815.00	24,495.10	
		C/Forward from 2015/16	20,575.41					n/a	n/a	
		Total available 2016/17	118,893.41					5,815.00	24,495.10	
		Expended claimed	87,663.24		207.84			207.84	17,649.73	
			31,230.17					5,607.16	6,845.37	
Ku-ring-gai	Alister Henskens	Allocation for 2016/17	97,898.00					5,815.00	24,495.10	
		C/Forward from 2015/16	1,076.14					4,000	n/a	
		Total available 2016/17	98,974.14					9,815.00	24,495.10	
		Expended claimed	82,910.72		4,283.31			4,283.31	24,175.45	
			16,063.42					5,531.69	319.65	
Lake Macquarie	Greg Piper	Allocation for 2016/17	99,706.00					8,740.00	n/a	
		C/Forward from 2015/16	14,030.49					10,000	n/a	
		Total available 2016/17	113,736.49					18,740.00	n/a	
		Expended claimed	69,297.24	4,290.00			1,304.16	8,038.34	9,342.50	n/a
			44,439.25					9,397.50		
Lakemba	Jihad Dib	Allocation for 2016/17	99,715.00					5,185.00	24,495.10	
		C/Forward from 2015/16	5,371.40					9,975.47	n/a	
		Total available 2016/17	105,086.40					15,790.47	24,495.10	
		Expended claimed	56,042.92		3,529.42	211.38	30.26	3,771.06	23,634.90	
			49,043.48					12,019.41	860.20	

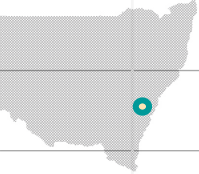
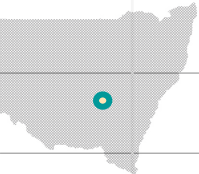
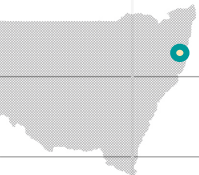
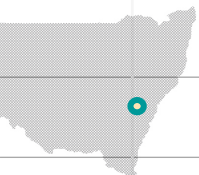

ELECTORATE	MEMBER	DESCRIPTION	COMMUNICATION ALLOWANCE	MEMBERS' ELECTORATE TO SYDNEY TRAVEL	GTA MEMBERS' TRAVEL (1)	GTA SPOUSE/APPROVED RELATIVE TRAVEL (2)	GTA STAFF TRAVEL (3)	GTA STAFF ACCOM & MEALS SYDNEY (4)	GTA TOTAL (1+2+3+4)	ADDITIONAL TEMPORARY STAFF
Lane Cove	Anthony Roberts	Allocation for 2016/17	100,067.00					5,815.00	24,495.10	
		C/Forward from 2015/16	2,173.90					n/a	n/a	
		Total available 2016/17	102,240.90					5,815.00	24,495.10	
		Expended claimed	81,136.49					n/a	24,175.76	
			21,104.41					5,815.00	319.34	
Lismore	Thomas George	Allocation for 2016/17	98,914.00					11,690.00	24,495.10	
		C/Forward from 2015/16	n/a					3,271.43	n/a	
		Total available 2016/17	98,914.00					14,961.43	24,495.10	
		Expended claimed	64,260.36	12,180.28	6,193.38	2,164.31	1,059.65	584.10	10,001.44	15,286.89
			34,653.64					4,959.99	9,208.21	
Liverpool	Paul Lynch	Allocation for 2016/17	100,937.00					5,815.00	24,495.10	
		C/Forward from 2015/16	18,956.93					n/a	n/a	
		Total available 2016/17	119,893.93					5,815.00	24,495.10	
		Expended claimed	92,457.23					n/a	10,282.65	
			27,436.70					5,815.00	14,212.45	
Londonderry	Prue Car	Allocation for 2016/17	102,679.00					5,815.00	24,495.10	
		C/Forward from 2015/16	434.52					n/a	n/a	
		Total available 2016/17	103,113.52					5,815.00	24,495.10	
		Expended claimed	101,056.40		2,732.26			2,732.26	24,401.79	
			2,057.12					3,082.74	93.31	
Macquarie Fields	Anoulack Chanthivong	Allocation for 2016/17	101,890.00					5,815.00	24,495.10	
		C/Forward from 2015/16	16,530.29					n/a	n/a	
		Total available 2016/17	118,420.29					5,815.00	24,495.10	
		Expended claimed	45,205.84		363.88	109.10		472.98	24,624.55	
			73,214.45					5,342.02	-129.45	

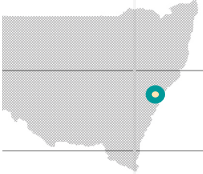

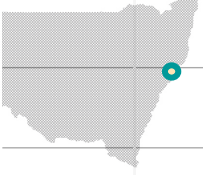

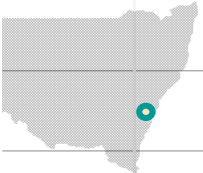
ELECTORATE	MEMBER	DESCRIPTION	COMMUNICATION ALLOWANCE	MEMBERS' ELECTORATE TO SYDNEY TRAVEL	GTA MEMBERS' TRAVEL (1)	GTA SPOUSE/APPROVED RELATIVE TRAVEL (2)	GTA STAFF TRAVEL (3)	GTA STAFF ACCOM & MEALS SYDNEY (4)	GTA TOTAL (1+2+3+4)	ADDITIONAL TEMPORARY STAFF
Maitland	Jenny Aitchison	Allocation for 2016/17	99,937.00					11,690.00	24,495.10	
		C/Forward from 2015/16	n/a					274.18	n/a	
		Total available 2016/17	99,937.00					11,964.18	24,495.10	
		Expended claimed	98,889.66	5,050.32	5,899.80		803.69	5,191.53	11,895.02	24,071.95
			1,047.34					69.16	423.15	
Manly	Mike Baird	Allocation for 2016/17	99,340.00					6,307.28	24,495.10	
		C/Forward from 2015/16	35,089.78					n/a	n/a	
		Total available 2016/17	134,429.78					6,307.28	24,495.10	
		Expended claimed	37,726.32					n/a	12,859.49	
			96,703.46					6,307.28	11,635.61	
Manly	James Griffin	Allocation for 2016/17	22,861.81					1,338.25	5,637.23	
		C/Forward from 2015/16	n/a					n/a	n/a	
		Total available 2016/16	22,861.81					1,338.25	5,637.23	
		Expended claimed	16,272.59					n/a	5,580.54	
			6,589.22					1,338.25	56.69	
Maroubra	Michael Daley	Allocation for 2016/17	98,813.00					6,396.50	24,495.10	
		C/Forward from 2015/16	n/a					8,524.34	n/a	
		Total available 2016/17	98,813.00					14,920.84	24,495.10	
		Expended claimed	96,204.09		10,361.53		449.00	10,810.53	24,489.53	
			2,608.91					4,110.31	5.57	
Miranda	Eleni Petinos	Allocation for 2016/17	99,880.00					5,815.00	24,495.10	
		C/Forward from 2015/16	9,754.87					n/a	n/a	
		Total available 2016/17	109,634.87					5,815.00	24,495.10	
		Expended claimed	104,043.26		1,350.29		8.18	1,358.47	24,495.10	
			5,591.61					4,456.53	n/a	

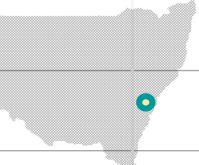
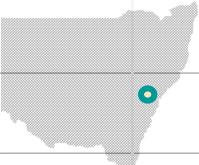
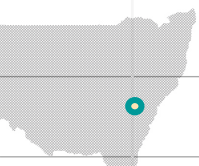
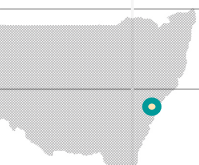
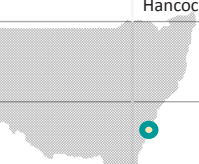
ELECTORATE	MEMBER	DESCRIPTION	COMMUNICATION ALLOWANCE	MEMBERS' ELECTORATE TO SYDNEY TRAVEL	GTA MEMBERS' TRAVEL (1)	GTA SPOUSE/APPROVED RELATIVE TRAVEL (2)	GTA STAFF TRAVEL (3)	GTA STAFF ACCOM & MEALS SYDNEY (4)	GTA TOTAL (1+2+3+4)	ADDITIONAL TEMPORARY STAFF
Monaro	John Barilaro	Allocation for 2016/17	97,531.00						22,640.34	24,495.10
		C/Forward from 2015/16	10,769.88						n/a	n/a
		Total available 2016/17	108,300.88						22,640.34	24,495.10
		Expended claimed	86,744.24	20,334.14	1,481.12	1,633.10	2,611.77	843.93	6,569.92	23,788.10
			21,556.64						16,070.42	707.00
Mount Druitt	Edmond Atalla	Allocation for 2016/17	99,257.00						5,815.00	24,495.10
		C/Forward from 2015/16	2,523.25						n/a	n/a
		Total available 2016/17	101,780.25						5,815.00	24,495.10
		Expended claimed	84,019.40		306.04				306.04	18,215.56
			17,760.85						5,508.96	6,279.54
Mulgoa	Tanya Davies	Allocation for 2016/17	101,300.00						5,815.00	24,495.10
		C/Forward from 2015/16	5,565.20						n/a	n/a
		Total available 2016/17	106,865.20						5,815.00	24,495.10
		Expended claimed	106,081.62		1,632.17		118.78		1,750.95	21,889.87
			783.58						4,064.05	2,605.23
Murray	Adrian Piccoli	Allocation for 2016/17	99,959.00						44,903.00	24,495.10
		C/Forward from 2015/16	8,609.75						8,609.75	n/a
		Total available 2016/17	108,568.75						53,512.75	24,495.10
		Expended claimed	51,858.00	22,911.70	26,309.70	1,453.20	31.82		27,794.72	1,982.59
			56,710.75						25,718.03	22,512.51
Myall Lakes	Stephen Bromhead	Allocation for 2016/17	100,900.00						11,690.00	24,495.10
		C/Forward from 2015/16	4.91						n/a	n/a
		Total available 2016/17	100,904.91						11,690.00	24,495.10
		Expended claimed	77,326.79	10,290.73	2,617.16	1,781.12		704.55	5,102.83	13,078.78
			23,578.12						6,587.17	11,416.32

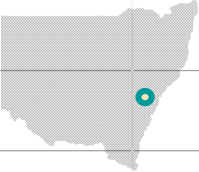
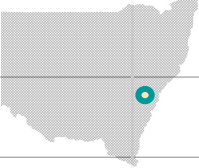

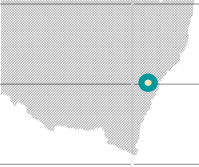
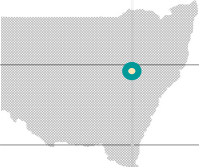


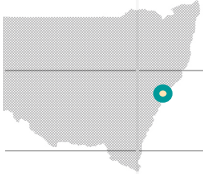
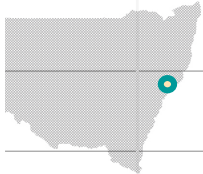
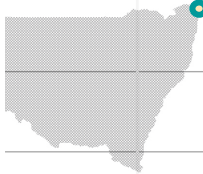
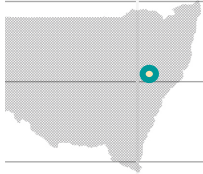
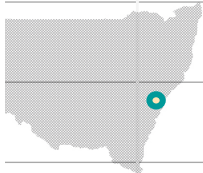
ELECTORATE	MEMBER	DESCRIPTION	COMMUNICATION ALLOWANCE	MEMBERS' ELECTORATE TO SYDNEY TRAVEL	GTA MEMBERS' TRAVEL (1)	GTA SPOUSE/APPROVED RELATIVE TRAVEL (2)	GTA STAFF TRAVEL (3)	GTA STAFF ACCOM & MEALS SYDNEY (4)	GTA TOTAL (1+2+3+4)	ADDITIONAL TEMPORARY STAFF
Newcastle	Tim Crakanthorp	Allocation for 2016/17	101,657.00					8,740.00	24,495.10	
		C/Forward from 2015/16	9,133.74					n/a	n/a	
		Total available 2016/17	110,790.74					8,740.00	24,495.10	
		Expended claimed	91,793.90	4,966.50	2,265.11		278.34	5,280.82	7,824.27	24,481.55
			18,996.84					915.73	13.55	
Newtown	Jenny Leong	Allocation for 2016/17	99,893.00					5,815.00	n/a	
		C/Forward from 2015/16	19,619.39					5,215.28	n/a	
		Total available 2016/17	119,512.39					11,030.28	n/a	
		Expended claimed	81,339.55		1,913.62		537.08	2,450.70	n/a	
			38,172.84					8,579.58	n/a	
North Shore	Jillian Skinner	Allocation for 2016/17	99,157.00					5,815.00	24,495.10	
		C/Forward from 2015/16	17,493.93					n/a	n/a	
		Total available 2016/17	116,650.93					5,815.00	24,495.10	
		Expended claimed	68,346.20					n/a	n/a	
			48,304.73					5,815.00	24,495.10	
North Shore	Felicity Wilson	Allocation for 2016/17	22,819.70					1,338.25	5,637.23	
		C/Forward from 2015/16	n/a					n/a	n/a	
		Total available 2016/17	22,819.70					1,338.25	5,637.23	
		Expended claimed	20,309.71		977.38	83.36		1,063.74	4,958.45	
			2,509.99					274.51	678.78	
Northern Tablelands	Adam Marshall	Allocation for 2016/17	100,279.00					30,690.00	24,495.10	
		C/Forward from 2015/16	n/a					216.10	n/a	
		Total available 2016/17	100,279.00					30,906.10	24,495.10	
		Expended claimed	67,922.31	24,239.44	13,918.66	4,096.78	3,233.10	994.84	22,243.38	25,342.40
			32,356.69					8,662.72	-847.30	

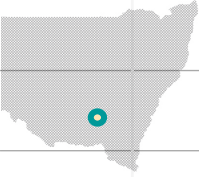
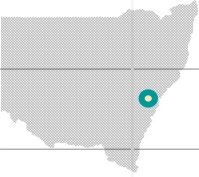
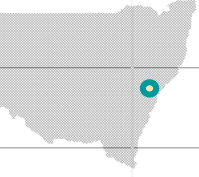
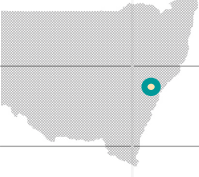
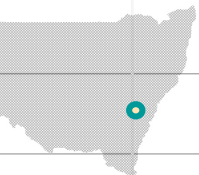
ELECTORATE	MEMBER	DESCRIPTION	COMMUNICATION ALLOWANCE	MEMBERS' ELECTORATE TO SYDNEY TRAVEL	GTA MEMBERS' TRAVEL (1)	GTA SPOUSE/APPROVED RELATIVE TRAVEL (2)	GTA STAFF TRAVEL (3)	GTA STAFF ACCOM & MEALS SYDNEY (4)	GTA TOTAL (1+2+3+4)	ADDITIONAL TEMPORARY STAFF
Oatley	Mark Coure	Allocation for 2016/17	97,940.00					5,815.00	24,495.10	
		C/Forward from 2015/16	1,627.23					n/a	n/a	
		Total available 2016/17	99,567.23					5,815.00	24,495.10	
		Expended claimed	90,949.88					n/a	25,219.32	
			8,617.35					5,815.00	-724.22	
Orange	Phil Donato	Allocation for 2016/17	63,721.19					7,398.33	n/a	
		C/Forward from 2015/16	n/a					n/a	n/a	
		Total available 2016/17	63,721.19					7,398.33	n/a	
		Expended claimed	47,835.17	4,633.20	3,973.20		56.51	3,368.62	7,398.33	n/a
			15,886.02					0:00	n/a	
Oxley	Melinda Pavey	Allocation for 2016/17	99,715.00					11,690.00	24,495.10	
		C/Forward from 2015/16	0.62					n/a	n/a	
		Total available 2016/17	99,715.62					11,690.00	24,495.10	
		Expended claimed	94,356.60	23,128.20	5,425.78	1,876.90	3,923.00	11,225.68	24,222.64	
			5,359.02					464.32	272.46	
Parramatta	Geoff Lee	Allocation for 2016/17	101,026.00					5815.00	24,495.10	
		C/Forward from 2015/16	16,939.24					n/a	n/a	
		Total available 2016/17	117,965.24					5,815.00	24,495.10	
		Expended claimed	105,546.69					n/a	18,421.48	
			12,418.55					5,815.00	6,073.62	
Penrith	Stuart Ayres	Allocation for 2016/17	99,806.00					5,815.00	24,495.10	
		C/Forward from 2015/16	6,796.66					n/a	n/a	
		Total available 2016/17	106,602.66					5,815.00	24,495.10	
		Expended claimed	104,459.23					n/a	23,585.80	
			2,143.43					5,815.00	909.30	

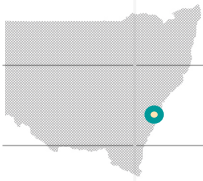
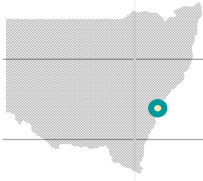
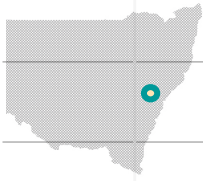
ELECTORATE	MEMBER	DESCRIPTION	COMMUNICATION ALLOWANCE	MEMBERS' ELECTORATE TO SYDNEY TRAVEL	GTA MEMBERS' TRAVEL (1)	GTA SPOUSE/APPROVED RELATIVE TRAVEL (2)	GTA STAFF TRAVEL (3)	GTA STAFF ACCOM & MEALS SYDNEY (4)	GTA TOTAL (1+2+3+4)	ADDITIONAL TEMPORARY STAFF
Pittwater	Rob Stokes	Allocation for 2016/17	99,829.00					5,815.00	24,495.10	
		C/Forward from 2015/16	18,893.87					n/a	n/a	
		Total available 2016/17	118,722.87					5,815.00	24,495.10	
		Expended claimed	106,466.50					n/a	23,670.27	
			12,256.37					5,815.00	824.83	
Port Macquarie	Leslie Williams	Allocation for 2015/16	102,334.00					21,545.00	24,495.10	
		C/Forward from 2014/15	23,612.07					n/a	n/a	
		Total available 2015/16	125,946.07					21,545.00	24,495.10	
		Expended claimed	82,753.47	14,707.18	4,541.53		2,233.66	1,463.51	8238.70	22,728.53
			43,192.60					13,306.30	1,776.57	
Port Stephens	Kate Washington	Allocation for 2016/17	97,240.00					11,690.00	24,495.10	
		C/Forward from 2015/16	8,764.86					3,756.37	n/a	
		Total available 2016/17	106,004.86					15,446.37	24,495.10	
		Expended claimed	101,024.87	1,461.24	408.07		1,521.39	5,833.25	7,762.71	23,778.28
			4,979.99					7,683.66	716.82	
Prospect	Hugh McDermott	Allocation for 2016/17	98,990.00					5815.00	24,495.10	
		C/Forward from 2015/16	496.69					n/a	n/a	
		Total available 2016/17	99,486.69					5815.00	24,495.10	
		Expended claimed	52,670.33					n/a	25,789.22	
			46,816.36					5815.00	-1,294.12	
Riverstone	Kevin Conolly	Allocation for 2016/17	98,441.00					5,815.00	24,495.10	
		C/Forward from 2015/16	5,441.63					n/a	n/a	
		Total available 2016/17	103,882.63					5,815.00	24,495.10	
		Expended claimed	93,369.67		4,921.12			4,921.12	16,908.92	
			10,512.96					893.88	7,586.18	

ELECTORATE	MEMBER	DESCRIPTION	COMMUNICATION ALLOWANCE	MEMBERS' ELECTORATE TO SYDNEY TRAVEL	GTA MEMBERS' TRAVEL (1)	GTA SPOUSE/APPROVED RELATIVE TRAVEL (2)	GTA STAFF TRAVEL (3)	GTA STAFF ACCOM & MEALS SYDNEY (4)	GTA TOTAL (1+2+3+4)	ADDITIONAL TEMPORARY STAFF
Rockdale	Steve Kamper	Allocation for 2016/17	99,973.00					5,815.00	24,495.10	
		C/Forward from 2015/16	25,524.36					2,836.04	n/a	
		Total available 2016/17	125,497.36					8,651.04	24,495.10	
		Expended claimed	96,213.97	221.67				221.67	23,044.35	
			29,283.399					8,429.37	1,450.75	
Ryde	Victor Dominello	Allocation for 2016/17	100,172.00					5815.00	24,495.10	
		C/Forward from 2015/16	18,327.82					n/a	n/a	
		Total available 2016/17	118,499.82					5815.00	24,495.10	
		Expended claimed	115,000.50					n/a	23,057.58	
			3,499.32					5815.00	1,437.52	
Seven Hills	Mark Taylor	Allocation for 2016/17	98,990.00					5815.00	24,495.10	
		C/Forward from 2015/16	12,686.05					3171.51	n/a	
		Total available 2016/17	111,676.05					8,986.51	24,495.10	
		Expended claimed	87,058.13	1,646.25	495.45			2,141.70	24,677.61	
			24,617.92					6,844.81	-182.61	
Shellharbour	Anna Watson	Allocation for 2016/17	106,514.00					8,740.00	24,495.10	
		C/Forward from 2015/16	4,458.79					4,458.79	n/a	
		Total available 2016/17	110,972.79					13,198.79	24,495.10	
		Expended claimed	86,378.60	1,943.09		857.87	2,722.24	5,523.20	24,585.48	
			24,594.19					7,675.59	-90.38	
South Coast	Shelley Hancock	Allocation for 2016/17	107,350.00					15,197.00	24,495.10	
		C/Forward from 2015/16	2,123.16					n/a	n/a	
		Total available 2016/17	109,473.16					15,197.00	24,495.10	
		Expended claimed	94,455.15					n/a	16,505.65	
			15,018.01					15,197.00	7,989.45	

ELECTORATE	MEMBER	DESCRIPTION	COMMUNICATION ALLOWANCE	MEMBERS' ELECTORATE TO SYDNEY TRAVEL	GTA MEMBERS' TRAVEL (1)	GTA SPOUSE/APPROVED RELATIVE TRAVEL (2)	GTA STAFF TRAVEL (3)	GTA STAFF ACCOM & MEALS SYDNEY (4)	GTA TOTAL (1+2+3+4)	ADDITIONAL TEMPORARY STAFF
Strathfield	Jodi McKay	Allocation for 2016/17	97,556.00					5,815.00	24,495.10	
		C/Forward from 2015/16	2,853.04					n/a	n/a	
		Total available 2016/17	100,409.04					5,815.00	24,495.10	
		Expended claimed	89,186.41		1,325.20	122.84		1,448.04	23,995.46	
			11,222.63					4,366.96	499.644	
Summer Hill	Jo Haylen	Allocation for 2016/17	99,503.00					5,815.00	24,495.10	
		C/Forward from 2015/16	2,389.99					n/a	n/a	
		Total available 2016/17	101,892.99					5,815.00	24,495.10	
		Expended claimed	95,947.67		2,413.37	163.55		2,576.92	21,867.84	
			5,945.32					3,238.08	2,627.26	
Swansea	Yasmin Catley	Allocation for 2016/17	99,791.00					8,740	24,495.10	
		C/Forward from 2015/16	2,104.83					n/a	n/a	
		Total available 2016/17	101,895.83					8,740	24,495.10	
		Expended claimed	101,083.111	6,052.86	1,108.51	405.91	5,359.15	6,873.57	24,491.19	
			812.72					1,866.43	3.91	
Sydney	Alex Greenwich	Allocation for 2016/17	98,807.00					5,815.00	n/a	
		C/Forward from 2015/16	15,823.46					3,955.86	n/a	
		Total available 2016/17	114,630.46					9,770.86	n/a	
		Expended claimed	98,367.92		5,289.12	287.16		5,576.28	n/a	
			16,262.54					4,194.58		
Tamworth	Kevin Anderson	Allocation for 2016/17	99,947.00			47,173.00		11,690.00	24,495.10	
		C/Forward from 2015/16	4,134.51			4,841.59		n/a	n/a	
		Total available 2016/17	104,081.51			52,014.59		11,690.00	24,495.10	
		Expended claimed	76,803.36	16,316.70	6,034.16	549.32	3,348.09	1,750.80	11,682.37	19,506.79
			27,278.15					7.63	4,988.31	

ELECTORATE	MEMBER	DESCRIPTION	COMMUNICATION ALLOWANCE	MEMBERS' ELECTORATE TO SYDNEY TRAVEL	GTA MEMBERS' TRAVEL (1)	GTA SPOUSE/APPROVED RELATIVE TRAVEL (2)	GTA STAFF TRAVEL (3)	GTA STAFF ACCOM & MEALS SYDNEY (4)	GTA TOTAL (1+2+3+4)	ADDITIONAL TEMPORARY STAFF
<b>Terrigal</b>	Adam Crouch	Allocation for 2016/17	101,872.00					8,740.00	24,495.10	
		C/Forward from 2015/16	3,068.65					n/a	n/a	
		Total available 2016/17	104,940.65					8,740.00	24,495.10	
		Expended claimed	80,889.28		639.88			639.88	24,086.64	
			24,051.37					8,100.12	408.46	
<b>The Entrance</b>	David Mehan	Allocation for 2016/17	100,907.00					8,740.00	24,495.10	
		C/Forward from 2015/16	32,775.60					n/a	n/a	
		Total available 2016/17	133,682.00					8,740.00	24,495.10	
		Expended claimed	107,090.85		138.34		1,080.08	1,218.42	24,737.12	
			26,591.75					7,521.58	-242.02	
<b>Tweed</b>	Geoff Provest	Allocation for 2016/17	99,266.00					11,690.00	24,495.10	
		C/Forward from 2015/16	n/a					n/a	n/a	
		Total available 2016/17	99,266.00					11,690.00	24,495.10	
		Expended claimed	42,715.81	6,605.05	4,923.84	182.69	1,406.66	282.69	6,795.88	24,322.48
			56,550.19					4,894.12	172.62	
<b>Upper Hunter</b>	Michael Johnsen	Allocation for 2016/17	98,372.00					21,545.00	24,495.10	
		C/Forward from 2015/16	13,631.31		n/a			n/a	n/a	
		Total available 2016/17	112,003.31					21,545.00	24,495.10	
		Expended claimed	89,282.97	9,872.28	6,709.76	241.82	292.53	909.10	8,153.21	24,244.22
			22,720.34					13,391.79	250.88	
<b>Vaucluse</b>	Gabrielle Upton	Allocation for 2016/17	101,839.00					5,815.00	24,495.10	
		C/Forward from 2015/16	13,671.98					n/a	n/a	
		Total available 2016/17	115,510.98					5,815.00	24,495.10	
		Expended claimed	108,464.45		253.84		407.06	660.90	22,236.76	
			7,046.53					5,154.10	2,258.34	

ELECTORATE	MEMBER	DESCRIPTION	COMMUNICATION ALLOWANCE	MEMBERS' ELECTORATE TO SYDNEY TRAVEL	GTA MEMBERS' TRAVEL (1)	GTA SPOUSE/APPROVED RELATIVE TRAVEL (2)	GTA STAFF TRAVEL (3)	GTA STAFF ACCOM & MEALS SYDNEY (4)	GTA TOTAL (1+2+3+4)	ADDITIONAL TEMPORARY STAFF
Wagga Wagga	Daryl Maguire	Allocation for 2016/17	98,219.00					11,690.00	24,495.10	
		C/Forward from 2015/16	2,039.75					2,039.75	n/a	
		Total available 2016/17	100,258.75					13,729.75	24,495.10	
		Expended claimed	61,706.89	18,869.29	8,329.69			8,329.69	10,150.50	
			38,551.86					5,400.06	14,344.60	
Wakehurst	Brad Hazzard	Allocation for 2016/17	99,845.00					5815.00	24,495.10	
		C/Forward from 2015/16	18,885.74					n/a	n/a	
		Total available 2016/17	118,730.74					5,815.00	24,495.10	
		Expended claimed	90,006.64					n/a	17,817.80	
			28,724.10					5,815.00	6,677.30	
Wallsend	Sonia Hornery	Allocation for 2016/17	102,740.00					8,740.00	24,495.10	
		C/Forward from 2015/16	10,819.15					n/a	n/a	
		Total available 2016/17	113,559.15					8,740.00	24,495.10	
		Expended claimed	82,294.16	5,747.28		621.73	4,400.26	5,021.99	24,469.80	
			31,264.99					3,718.01	25.30	
Willoughby	Gladys Berejikian	Allocation for 2016/17	98,773.00					6,194.97	24,495.10	
		C/Forward from 2015/16	21,936.57					n/a	n/a	
		Total available 2016/17	120,709.57					6,194.97	24,495.50	
		Expended claimed	116,566.28					n/a	15,397.00	
			4,143.29					6,194.97	9,098.10	
Wollondilly	Jai Rowell	Allocation for 2016/17	99,077.00					8,740.00	24,495.10	
		C/Forward from 2015/16	6,870.12					n/a	n/a	
		Total available 2016/17	105,947.12					8,740.00	24,495.10	
		Expended claimed	87,595.89			115.11		115.11	23,875.04	
			18,351.23					8,624.89	620.06	

ELECTORATE	MEMBER	DESCRIPTION	COMMUNICATION ALLOWANCE	MEMBERS' ELECTORATE TO SYDNEY TRAVEL	GTA MEMBERS' TRAVEL (1)	GTA SPOUSE/APPROVED RELATIVE TRAVEL (2)	GTA STAFF TRAVEL (3)	GTA STAFF ACCOM & MEALS SYDNEY (4)	GTA TOTAL (1+2+3+4)	ADDITIONAL TEMPORARY STAFF
Wollongong	Noreen Hay	Allocation for 2016/17	105,971.00					8,740.00	24,495.10	
		C/Forward from 2015/16	n/a					n/a	n/a	
		Total available 2016/17	105,971.00					8,740.00	24,495.10	
		Expended claimed	40,106.24					n/a	9,044.00	
			65,864.76					8,740.00	15,451.10	
Wollongong	Paul Scully	Allocation for 2016/17	67,066.58					5,531.34	15,502.38	
		C/Forward from 2015/16	n/a					n/a	n/a	
		Total available 2016/17	67,066.58					5,531.34	15,502.38	
		Expended claimed	54,945.26	2,047.32	135.30		4,960.43	5,095.73	14,174.61	
			12,121.32					435.61	1,327.77	
Wyang	David Harris	Allocation for 2016/17	98,845.00					8,740.00	24,495.10	
		C/Forward from 2015/16	9,672.41					6,448.28	n/a	
		Total available 2016/17	108,517.41					15,188.28	24,495.10	
		Expended claimed	50,325.56	5,353.92	3,641.46		793.05	4,434.51	22,664.46	
			58,191.85					10,753.77	1,830.64	



# Appendix E

## 2015/16 Sydney Allowance Data

56th Parliament - 1 July 2015 to 30 June 2016

### 2015-2016 Sydney Allowance Data for the Members of the LA 56th Parliament - 1 July 2015 to 30 June 2016

Description			
Description		Description	
Albury	Greg Aplin	Allocation for 2015/16	39,900.00
		Expended claimed	31,635.00
		Funds Remaining	8,265.00
Auburn	Luke Foley	Allocation for 2015/16	
		<i>Add:</i> Entitlement not previously allocated	
		<i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Ballina	Tamara Smith	Allocation for 2015/16	38,475.00
		<i>Add:</i> Entitlement not previously allocated	
		<i>Less:</i> Late claims/Accounts Receivable	5,700.00
			32,775.00
		Expended claimed	32,775.00
		Funds Remaining	0.00
Balmain	Jamie Parker	Allocation for 2015/16	
		<i>Add:</i> Entitlement not previously allocated	
		<i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Bankstown	Tania Mihailuk	Allocation for 2015/16	
		<i>Add:</i> Entitlement not previously allocated	
		<i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	

Barwon	Kevin Humphries	Allocation for 2015/16	34,200.00
		Add: Entitlement not previously allocated	
		Less: Late claims/Accounts Receivat	855.00
			<u>33,345.00</u>
		Expended claimed	33,345.00
		Funds Remaining	<u>0.00</u>
Bathurst	Paul Toole	Allocation for 2015/16	51,300.00
		Add: Entitlement not previously allocated	
		Less: Late claims/Accounts Receivat	21,090.00
			<u>30,210.00</u>
		Expended claimed	30,210.00
		Funds Remaining	<u>0.00</u>
Baulkman Hills	David Elliott	Allocation for 2015/16	
		Add: Entitlement not previously allocated	
		Less: Late claims/Accounts Receivable	
			<u></u>
		Expended claimed	
		Funds Remaining	<u></u>
Bega	Andrew Constance	Allocation for 2015/16	51,300.00
		Add: Entitlement not previously allocated	
		Less: Late claims/Accounts Receivat	285.00
			<u>51,015.00</u>
		Expended claimed	51,015.00
		Funds Remaining	<u>0.00</u>
Blacktown	John Robertson	Allocation for 2015/16	
		Add: Entitlement not previously allocated	
		Less: Late claims/Accounts Receivable	
			<u></u>
		Expended claimed	
		Funds Remaining	<u></u>
Blue Mountains	Trish Doyle	Allocation for 2015/16	29,925.00
		Add: Entitlement not previously allocated	
		Less: Late claims/Accounts Receivat	17,385.00
			<u>12,540.00</u>
		Expended claimed	12,540.00
		Funds Remaining	<u>0.00</u>
Cabramatta	Nick Lalich	Allocation for 2015/16	
		Add: Entitlement not previously allocated	
		Less: Late claims/Accounts Receivable	
			<u></u>
		Expended claimed	
		Funds Remaining	<u></u>
Camden	Chris Patterson	Allocation for 2015/16	
		Add: Entitlement not previously allocated	
		Less: Late claims/Accounts Receivable	
			<u></u>
		Expended claimed	
		Funds Remaining	<u></u>
Campbelltown	Greg Warren	Allocation for 2015/16	
		Add: Entitlement not previously allocated	
		Less: Late claims/Accounts Receivable	
			<u></u>
		Expended claimed	
		Funds Remaining	<u></u>
Canterbury	Linda Burney	Allocation for 2015/16	
		Add: Entitlement not previously allocated	
		Less: Late claims/Accounts Receivable	
			<u></u>
		Expended claimed	
		Funds Remaining	<u></u>

Castle Hill	Ray Williams	Allocation for 2015/16 <i>Add:</i> Entitlement not previously allocated <i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Cessnock	Clayton Barr	Allocation for 2015/16	38,813.97
		Expended claimed	30,256.97
		Funds Remaining	8,557.00
Charlestown	Jodie Harrison	Allocation for 2015/16	38,475.00
		Expended claimed	17,100.00
		Funds Remaining	21,375.00
Clarence	Chris Gulaptis	Allocation for 2015/16 <i>Add:</i> Entitlement not previously allocated <i>Less:</i> Late claims/Accounts Receivable	27,075.00
			570.00
			26,505.00
		Expended claimed	26,505.00
		Funds Remaining	0.00
Coffs Harbour	Andrew Fraser	Allocation for 2015/16 <i>Add:</i> Entitlement not previously allocated <i>Less:</i> Late claims/Accounts Receivable	39,702.50
			3,507.50
			36,195.00
		Expended claimed	36,195.00
		Funds Remaining	0.00
Coogee	Bruce Notley-Smith	Allocation for 2015/16 <i>Add:</i> Entitlement not previously allocated <i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Cootamundra	Katrina Hodgkinson	Allocation for 2015/16 <i>Add:</i> Entitlement not previously allocated <i>Less:</i> Late claims/Accounts Receivable	27,075.00
			3,990.00
			23,085.00
		Expended claimed	23,085.00
		Funds Remaining	0.00
Cronulla	Mark Speakman	Allocation for 2015/16 <i>Add:</i> Entitlement not previously allocated <i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Davidson	Jonathan O'Dea	Allocation for 2015/16 <i>Add:</i> Entitlement not previously allocated <i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Drummoyne	John Sidoti	Allocation for 2015/16 <i>Add:</i> Entitlement not previously allocated <i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	

Dubbo	Troy Grant	Allocation for 2015/16	51,300.00
		<i>Add:</i> Entitlement not previously allocated	
		<i>Less:</i> Late claims/Accounts Receivable	4,845.00
			<u>46,455.00</u>
		Expended claimed	<u>46,455.00</u>
		Funds Remaining	<u>0.00</u>
East Hills	Glenn Brookes	Allocation for 2015/16	
		<i>Add:</i> Entitlement not previously allocated	
		<i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Epping	Damien Tudehope	Allocation for 2015/16	
		<i>Add:</i> Entitlement not previously allocated	
		<i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Fairfield	Guy Zangari	Allocation for 2015/16	
		<i>Add:</i> Entitlement not previously allocated	
		<i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Gosford	Kathy Smith	Allocation for 2015/16	29,925.00
		Expended claimed	<u>13,965.00</u>
		Funds Remaining	<u>15,960.00</u>
Goulburn	Pru Goward	Allocation for 2015/16	51,300.00
		Expended claimed	<u>51,300.00</u>
		Funds Remaining	<u>0.00</u>
Granville	Julia Finn	Allocation for 2015/16	
		<i>Add:</i> Entitlement not previously allocated	
		<i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Hawkesbury	Dominic Perrottet	Allocation for 2015/16	
		<i>Add:</i> Entitlement not previously allocated	
		<i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Heathcote	Lee Evans	Allocation for 2015/16	
		<i>Add:</i> Entitlement not previously allocated	
		<i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Heffron	Ron Hoenig	Allocation for 2015/16	
		<i>Add:</i> Entitlement not previously allocated	
		<i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	

Holsworthy	Melanie Gibbons	Allocation for 2015/16 <i>Add:</i> Entitlement not previously allocated	
		<i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Hornsby	Matt Kean	Allocation for 2015/16 <i>Add:</i> Entitlement not previously allocated	
		<i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Keira	Ryan Park	Allocation for 2015/16	17,100.02
		<i>Add:</i> Entitlement not previously allocated	
		<i>Less:</i> Late claims/Accounts Receivable	
			17,100.02
		Expended claimed	17,100.02
		Funds Remaining	0.00
Kiama	Gareth Ward	Allocation for 2015/16	29,925.00
		<i>Add:</i> Entitlement not previously allocated	4,212.00
		<i>Less:</i> Late claims/Accounts Receivable	
			34,137.00
		Expended claimed	34,137.00
		Funds Remaining	0.00
Kogarah	Chris Minns	Allocation for 2015/16 <i>Add:</i> Entitlement not previously allocated	
		<i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Ku-ring-gai	Alister Henskens	Allocation for 2015/16 <i>Add:</i> Entitlement not previously allocated	
		<i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Lake Macquarie	Greg Piper	Allocation for 2015/16	29,925.00
		Expended claimed	16,530.00
		Funds Remaining	13,395.00
Lakemba	Jihad Dib	Allocation for 2015/16 <i>Add:</i> Entitlement not previously allocated	
		<i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Lane Cove	Anthony Roberts	Allocation for 2015/16 <i>Add:</i> Entitlement not previously allocated	
		<i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Lismore	Thomas George	Allocation for 2015/16	25,650.00
		<i>Add:</i> Entitlement not previously allocated	4,275.00
		<i>Less:</i> Late claims/Accounts Receivable	
			29,925.00
		Expended claimed	29,925.00
		Funds Remaining	0.00

Liverpool	Paul Lynch	Allocation for 2015/16 <i>Add:</i> Entitlement not previously allocated <i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Londonderry	Prue Car	Allocation for 2015/16 <i>Add:</i> Entitlement not previously allocated <i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Macquarie Fields	Anoulack Chanthivong	Allocation for 2015/16 <i>Add:</i> Entitlement not previously allocated <i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Maitland	Jenny Aitchison	Allocation for 2015/16	38,475.00
		Expended claimed	25,650.00
		Funds Remaining	12,825.00
Manly	Mike Baird	Allocation for 2015/16 <i>Add:</i> Entitlement not previously allocated <i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Maroubra	Michael Daley	Allocation for 2015/16 <i>Add:</i> Entitlement not previously allocated <i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Miranda	Eleni Petinos	Allocation for 2015/16	
		Expended claimed	
		Funds Remaining	
Monaro	John Barilaro	Allocation for 2015/16 <i>Add:</i> Entitlement not previously allocated <i>Less:</i> Late claims/Accounts Receivable	51,300.00
		Expended claimed	10,260.00
		Funds Remaining	41,040.00
		Expended claimed	41,040.00
		Funds Remaining	0.00
Mount Druitt	Edmond Atalla	Allocation for 2015/16 <i>Add:</i> Entitlement not previously allocated <i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Mulgoa	Tanya Davies	Allocation for 2015/16 <i>Add:</i> Entitlement not previously allocated <i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	

Murray	Adrian Piccoli	Allocation for 2015/16	51,300.00
		Expended claimed	23,926.00
		Funds Remaining	27,374.00
Myall Lakes	Stephen Bromhead	Allocation for 2015/16	39,900.00
		Add: Entitlement not previously allocated	
		Less: Late claims/Accounts Receivable	7,695.00
			32,205.00
		Expended claimed	32,205.00
		Funds Remaining	0.00
Newcastle	Tim Crakanthorp	Allocation for 2015/16	38,475.00
		Expended claimed	17,927.00
		Funds Remaining	20,548.00
Newtown	Jenny Leong	Allocation for 2015/16	
		Add: Entitlement not previously allocated	
		Less: Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
North Shore	Jillian Skinner	Allocation for 2015/16	
		Add: Entitlement not previously allocated	
		Less: Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Northern Tableland	Adam Marshall	Allocation for 2015/16	39,900.00
		Expended claimed	23,933.00
		Funds Remaining	15,967.00
Oatley	Mark Couré	Allocation for 2015/16	
		Add: Entitlement not previously allocated	
		Less: Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Orange	Andrew Gee	Allocation for 2015/16	39,615.00
		Expended claimed	21,375.00
		Funds Remaining	18,240.00
Oxley	Melinda Pavey	Allocation for 2015/16	32,775.00
		Add: Entitlement not previously allocated	
		Less: Late claims/Accounts Receivable	2,565.00
			30,210.00
		Expended claimed	30,210.00
		Funds Remaining	0.00
Parramatta	Geoffrey Lee	Allocation for 2015/16	
		Add: Entitlement not previously allocated	
		Less: Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Penrith	Stuart Ayres	Allocation for 2015/16	
		Add: Entitlement not previously allocated	
		Less: Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	

Pittwater	Rob Stokes	Allocation for 2015/16 Add: Entitlement not previously allocated Less: Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Port Macquarie	Leslie Williams	Allocation for 2015/16 Add: Entitlement not previously alloc: Less: Late claims/Accounts Receivable	28,500.00 10,830.00
		Expended claimed	39,330.00
		Funds Remaining	0.00
Port Stephens	Kate Washington	Allocation for 2015/16	38,475.00
		Expended claimed	19,651.00
		Funds Remaining	18,824.00
Prospect	Hugh McDermott	Allocation for 2015/16 Add: Entitlement not previously allocated Less: Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Riverstone	Kevin Conolly	Allocation for 2015/16 Add: Entitlement not previously allocated Less: Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Rockdale	Steve Kamper	Allocation for 2015/16 Add: Entitlement not previously allocated Less: Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Ryde	Victor Dominello	Allocation for 2015/16 Add: Entitlement not previously allocated Less: Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Seven Hills	Mark Taylor	Allocation for 2015/16 Add: Entitlement not previously allocated Less: Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Shellharbour	Anna Watson	Allocation for 2015/16	29,925.00
		Expended claimed	13,965.00
		Funds Remaining	15,960.00
South Coast	Shelley Hancock	Allocation for 2015/16	51,300.00
		Expended claimed	22,800.00
		Funds Remaining	28,500.00



Strathfield	Jodi McKay	Allocation for 2015/16 <i>Add:</i> Entitlement not previously allocated <i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Summer Hill	Jo Haylen	Allocation for 2015/16 <i>Add:</i> Entitlement not previously allocated <i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Swansea	Yasmin Catley	Allocation for 2015/16 <i>Add:</i> Entitlement not previously allocated <i>Less:</i> Late claims/Accounts Receivable	27,431.25
		Expended claimed	26,477.00
		Funds Remaining	0.00
Sydney	Alex Greenwich	Allocation for 2015/16 <i>Add:</i> Entitlement not previously allocated <i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Tamworth	Kevin Anderson	Allocation for 2015/16	39,908.32
		Expended claimed	18,248.32
		Funds Remaining	21,660.00
Terrigal	Adam Crouch	Allocation for 2015/16	29,925.00
		Expended claimed	17,385.00
		Funds Remaining	12,540.00
The Entrance	David Mehan	Allocation for 2015/16	29,925.00
		Expended claimed	15,675.00
		Funds Remaining	14,250.00
Tweed	Geoff Provost	Allocation for 2015/16 <i>Add:</i> Entitlement not previously allocated <i>Less:</i> Late claims/Accounts Receivable	22,800.00
		Expended claimed	21,375.00
		Funds Remaining	0.00
Upper Hunter	Michael Johnsen	Allocation for 2015/16	39,900.00
		Expended claimed	36,195.00
		Funds Remaining	3,705.00
Vaucluse	Gabrielle Upton	Allocation for 2015/16 <i>Add:</i> Entitlement not previously allocated <i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	

Wagga Wagga	Daryl Maguire	Allocation for 2015/16	39,900.00
		<i>Add:</i> Entitlement not previously allocated	
		<i>Less:</i> Late claims/Accounts Receivable	3,705.00
			<u>36,195.00</u>
		Expended claimed	36,195.00
		Funds Remaining	<u>0.00</u>
Wakehurst	Brad Hazzard	Allocation for 2015/16	
		<i>Add:</i> Entitlement not previously allocated	
		<i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Wallsend	Sonia Hornery	Allocation for 2015/16	38,475.00
		Expended claimed	25,935.00
		Funds Remaining	<u>12,540.00</u>
Willoughby	Gladys Berejiklian	Allocation for 2015/16	
		<i>Add:</i> Entitlement not previously allocated	
		<i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	
		Funds Remaining	
Wollondilly	Jai Rowell	Allocation for 2015/16	39,900.00
		<i>Add:</i> Entitlement not previously allocated	
		<i>Less:</i> Late claims/Accounts Receivable	
		Expended claimed	9,891.00
		Funds Remaining	<u>30,009.00</u>
Wollongong	Noreen Hay	Allocation for 2015/16	30,210.00
		Expended claimed	18,240.00
		Funds Remaining	<u>11,970.00</u>
Wyong	David Harris	Allocation for 2015/16	29,925.00
		Expended claimed	28,138.00
		Funds Remaining	<u>1,787.00</u>

## ■ Appendix F

# Work Health & Safety & Injury Management Report

The Department of the Legislative Assembly is committed to ensuring the workplace health and safety of our employees as well as that of visitors.

The Parliament has an active Work Health and Safety Committee which meets regularly and has representatives from all three Departments. Under the Parliament's Work Health & Safety (WHS) Policy, which applies within the Parliamentary Precincts and electorate offices, there are regular local inspections to ensure appropriate WHS.

The Department of the Legislative Assembly actively seeks to ensure staff within Parliament and in electorate offices are aware of WHS policies and their responsibility to ensure workplace health and safety. The Electorate Office Services Unit ensures that WHS is covered at induction courses for new staff; publishes regular WHS articles in *EO Weekly* and always has WHS on the agenda of the Electorate Officer Reference Group, which meets quarterly to discuss and consider issues of importance to electorate office staff. Additionally, electorate office staff are able to attend courses such as the 'Thriving In Your Role' course, which teaches stress management and provides practical solutions to common workplace challenges.

The Electorate Office Services Unit also responds swiftly to address WHS issues and security issues in consultation with the Department of Parliamentary Services in accordance with written procedures. EO Services conducts regular visits to electorate offices which address WHS issues, and a policy is in place to protect electorate officers who are exposed to inappropriate behaviour by issuing 'Restriction Notices' to vexatious or threatening complainants.

Department	Legislative Assembly
Number of incidents	11
Near miss/hazards	3
Strains and overuse	1
Slips, trips and falls	2
Psychological	0
Other	5
Lost time injuries	2
Claims	4

Legislative  
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# Appendix G

## Supplementary Financial Information

Refer to the accompanying document [Parliament of New South Wales Financial Performance 2016-2017](#) for the Parliament's audited financial statements.

of Audited Financial Statements

### LEGISLATURE

Statement of comprehensive income for the year ended 30 June

	Notes	Actual 2016 \$'000
Expenses excluding losses		
Operating expenses		
Employee related	2(a)	60,506
Other operating expenses	2(b)	34,876
Depreciation and amortisation	2(c)	6,588
Grants and subsidies	2(d)	203
Other expenses (Members' remuneration)	2(e)	39,282
<b>Expenses excluding losses</b>		<b>144,257</b>
Revenue		
Grant appropriation	3(a)	129,636
Other appropriation	3(a)	26,642
Goods and services	3(b)	6,463
Other revenue	3(c)	-
Other contributions	3(d)	273
Grants by the Crown Entities		
Other benefits and other financial resources	3(e)	3,031
Other resources	3(f)	800
<b>Revenue</b>		<b>165,844</b>
Financial expenses	4	(0)
<b>Result</b>		<b>21,587</b>
Other comprehensive income		
Other comprehensive income that will not be realised (to not result in a decrease / (decrease) in equity, plant and equipment)		
Other comprehensive income		-
<b>OTHER COMPREHENSIVE INCOME</b>		<b>21,587</b>

Refer to the accompanying notes for part of these financial statements.

# Appendix H

## Governance and Risk

### Audit and Risk Committee

The current Chair and members of the Audit and Risk Committee (the Committee) are Ms Carol Holley, Chair, Mr Alex Smith, member and Mr David Antaw, member. All members are independent and were appointed with effect from 1 June 2015.

The Committee meeting dates and attendance in 2016/17 were:

- 22 July 2016 (Carol Holley, Alex Smith and David Antaw)
- 16 September 2016 (Carol Holley, Alex Smith and David Antaw)
- 26 September 2016 (Carol Holley, Alex Smith and David Antaw)
- 5 December 2016 (Carol Holley, Alex Smith and David Antaw)
- 21 April 2017 (Carol Holley, Alex Smith and David Antaw)
- 16 June 2017 (Carol Holley and David Antaw).

### Internal audit

The Parliament's updated risk-weighted annual Internal Audit Plan for 2016/17 was endorsed in June 2016 by the Committee. At each meeting in 2016/17 the Committee considered progress against the internal audit plan; internal and external audit reports and the implementation of internal and external audit recommendations.

Other activities the Committee oversaw and monitored included:

- internal financial performance reports
- The Parliament's Early Close Procedures
- The Parliament's End of Year Financial Statements
- The Audit Office of NSW's Client Services Report and Management Letter
- Management's Representation Letter to the Audit Office of NSW
- business continuity planning project implementation
- business risk assessment and updated risk register

- new strategic internal audit plan for 2017/18.

During the course of 2016/17, the Committee received audit reports and management responses for the following internal audits:

- GST and FBT
- Procurement and Contracts
- Projects and Programs
- Members' Entitlements.

Four additional audits were commenced in 2016/17 and final reports will be submitted to the Audit and Risk Committee in 2017/18.

### External audit

The Committee noted the NSW Audit Office's opinion that the 2015/16 financial statements were a true and fair view of the Parliament's financial position. The Committee has worked with Parliament's management and the NSW Audit Office to advance the planning and timetable for the 2016/17 financial statements.

### Enterprise risk management

In March 2017 the Parliament conducted an annual refresh of its Strategic Risk Profile at a workshop facilitated by internal auditors BDO, which involved senior management from all three parliamentary departments. The outputs of the workshop included an updated Corporate Risk Register, and 2017/18 Internal Audit Plan both of which were endorsed by the Committee. The Corporate Risk Register is subject to formal quarterly review by management and the Committee, as is the efficacy of the approved risk mitigations.

In June 2017 the Committee endorsed the Parliament's Enterprise Risk Management Framework. Parliament has long been mindful to have the necessary suite of risk and governance related policies and procedures to meet our unique obligations for members, staff, and the people of NSW. To further these endeavours a holistic framework has now been agreed between the three parliamentary departments. The framework is the intersection of all of the Parliament's endeavours as they relate to the identification and management of risk and this is most effectively done by embedding enterprise risk management in all key business processes.

### Business continuity management

Parliament has made significant progress in implementing our Business Continuity Management System in 2016/17, highlights include:

- desktop testing of Business Recovery Plans
- testing at the Business Recovery Site
- development of emergency SMS texting
- development of Memorandum of Understanding with commercial hotels to serve as additional Business Recovery Sites
- regular meetings of the Business Continuity Governance Group.

### Insurance

The Parliament's insurance requirements are managed as part of the Treasury Managed Fund portfolio. The Parliament has been allocated GIO for all business insurance and Employers Mutual for workers' compensation insurance requirements.

Fund year contribution	2012/13	2013/14	2014/15	2015/16	2016/17
Property	260,520	244,170	205,080	192,430	179,100
Workers' Compensation	330,130	279,059	263,575	245,301	371,277
Motor	790	940	800	880	750
Liability	57,360	62,350	60,060	60,670	52,420
Miscellaneous	15,560	15,220	9,890	12,390	9,030
Total	664,360	601,739	539,405	511,671	612,577

Note: the movement in workers' compensation premiums paid between 2015/16 and 2016/17 principally reflects an increase in the cost of sourcing insurance in the market place, as well as a Parliament's recent claims history.

## Appendix I

### Bills introduced 2016/17

Security Industry Amendment (Private Investigators) Bill 2016	04/08/2016
Plastic Shopping Bags Prohibition Bill 2016 (T. Smith)	04/08/2016
Rural Fires Amendment (Fire Trails) Bill 2016	09/08/2016
Greyhound Racing Prohibition Bill 2016	11/08/2016
Greyhound Racing Amendment (Greyhound Racing Integrity Commission) Bill 2016	11/08/2016
Poppy Industry Bill 2016	24/08/2016
Scrap Metal Industry Bill 2016	24/08/2016
Criminal Procedure Amendment (Summary Proceedings for Indictable Offences) Bill 2016	25/08/2016
Fair Trading Amendment (Commercial Agents) Bill 2016	13/09/2016
Land and Property Information NSW (Authorised Transaction) Bill 2016	13/09/2016
Law Enforcement Conduct Commission Bill 2016	13/09/2016
Steel Industry Protection Bill 2016	13/09/2016
Health Legislation Amendment Bill 2016	15/09/2016
Wyong Special Area (Protection) Bill 2016	15/09/2016
Building Professionals Amendment (Information) Bill 2016	21/09/2016
Education and Teaching Legislation Amendment Bill 2016	21/09/2016
Social and Affordable Housing NSW Fund Bill 2016	21/09/2016
Crimes (Administration of Sentences) Amendment Bill 2016	11/10/2016
Industrial Relations Amendment (Industrial Court) Bill 2016	11/10/2016
Child Protection (Working with Children) and Other Child Protection Legislation Amendment Bill 2016	12/10/2016
Waste Avoidance and Resource Recovery Amendment (Container Deposit Scheme) Bill 2016	12/10/2016
Civil Remedies for Serious Invasions of Privacy Bill 2016	13/10/2016
Suitors' Fund Amendment (Costs of NCAT Appeals) Bill 2016	13/10/2016
Housing Legislation Amendment Bill 2016	18/10/2016
Justice Portfolio Legislation (Miscellaneous Amendments) Bill 2016	18/10/2016
Statute Law (Miscellaneous Provisions) Bill (No 2) 2016	18/10/2016
Climate Change Bill 2016	20/10/2016
Aboriginal Land Rights Amendment (Local Aboriginal Land Councils) Bill 2016	08/11/2016
Retail Leases Amendment (Review) Bill 2016	08/11/2016
Rock Fishing Safety Bill 2016	08/11/2016
Crown Land Management Bill 2016	09/11/2016
Fisheries Management Amendment (Shark Management Trials) Bill 2016	09/11/2016
Land Acquisition (Just Terms Compensation) Amendment Bill 2016	09/11/2016
Regulatory and Other Legislation (Amendments and Repeals) Bill 2016	09/11/2016
Greyhound Racing (Repeal of Ban) Bill 2016	10/11/2016
Independent Commission Against Corruption Amendment Bill 2016	15/11/2016
Biodiversity Conservation Bill 2016	16/11/2016
Local Land Services Amendment Bill 2016	16/11/2016
Independent Commission Against Corruption Amendment (Disclosure of Information) Bill 2016	17/11/2016
Fines Amendment Bill 2017	14/02/2017
Motor Racing Legislation Amendment (Newcastle 500) Bill 2017	14/02/2017
Transport Administration Amendment (Independent Transport Safety Regulator) Bill 2017	14/02/2017
Sporting Venues Authorities Amendment Bill 2017	16/02/2017
City of Sydney Amendment (Restoring Equal Voting Rights) Bill 2017	16/02/2017
State Revenue Legislation Amendment Bill 2017	23/02/2017
Discount Rate Reduction (Miscellaneous Acts Amendment) Bill 2017	23/02/2017
Biosecurity Amendment Bill 2017	07/03/2017

Fire and Emergency Services Levy Bill 2017	07/03/2017
Motor Accident Injuries Bill 2017	09/03/2017
Public Health (Medicinal Cannabis) Bill 2017	09/03/2017
Greyhound Racing Bill 2017	28/03/2017
Local Government Amendment (Rates—Merged Council Areas) Bill 2017	29/03/2017
Transport Administration Amendment (Transport Entities) Bill 2017	29/03/2017
Security Industry Amendment Bill 2017	30/03/2017
Tattoo Parlours Amendment Bill 2017	30/03/2017
Land and Property Information NSW (Authorised Transaction) Repeal Bill 2017	30/03/2017
Gas and Electricity (Consumer Safety) Bill 2017	06/04/2017
Securing NSW Steel Industry Bill 2017	06/04/2017
Crown Land Legislation Amendment Bill 2017	02/05/2017
Transport Administration Amendment (Closure of Railway Line Between Rosewood and Tumbarumba) Bill 2017	02/05/2017
Statute Law (Miscellaneous Provisions) Bill 2017	03/05/2017
Public Health Amendment (Registered Nurses in Nursing Homes) Bill 2016	04/05/2017
Civil Liability (Third Party Claims Against Insurers) Bill 2017	09/05/2017
Liquor Amendment (Reviews) Bill 2017	10/05/2017
Protection of the Environment Legislation Miscellaneous Amendments Bill 2017	10/05/2017
Parliamentary Contributory Superannuation Amendment (Criminal Charges and Convictions) Bill 2017	23/05/2017
Crimes Amendment (Intimate Images) Bill 2017	24/05/2017
Home Building Amendment (Compensation Reform) Bill 2017	24/05/2017
Electronic Transactions Legislation Amendment (Government Transactions) Bill 2017	30/05/2017
Firearms and Weapons Legislation Amendment Bill 2017	01/06/2017
Mining and Petroleum Legislation Amendment Bill 2017	01/06/2017
Appropriation (Parliament) Bill 2017	20/06/2017
Appropriation Bill 2017	20/06/2017
Emergency Services Levy Bill 2017	20/06/2017
State Revenue and Other Legislation Amendment (Budget Measures) Bill 2017	20/06/2017
Justice Legislation Amendment Bill 2017	21/06/2017
Terrorism Legislation Amendment (Police Powers and Parole) Bill 2017	21/06/2017









## Department of the Legislative Assembly

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