



LEGISLATIVE  
ASSEMBLY

# Annual Report

2021–2022

# Acknowledgement of Country

The Parliament of NSW acknowledges the Traditional Custodians of the lands where the parliament is located, the Gadigal people of the Eora nation. We celebrate the diversity of Aboriginal peoples and their ongoing cultures and connections to the lands and waters of NSW.

We pay our respects to Elders past and present. We acknowledge the Aboriginal and Torres Strait Islander people that contributed to the development of this annual report.

We advise this publication may contain images or names of deceased persons in photographs or written content.

📍 Barwon electorate

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# Letter of Transmittal



**LEGISLATIVE ASSEMBLY**

Office of the Clerk

The Hon. Jonathan O’Dea MP  
Speaker of the Legislative Assembly  
Parliament House  
Macquarie Street  
Sydney NSW 2000

Dear Mr 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 2022. 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.

I commend this report to you and thank you for your ongoing support.

Yours sincerely,

**Helen Minnican**

Clerk of the Legislative Assembly

# Speaker’s Foreword



## I am pleased to accept the annual report of the Department of the Legislative Assembly for the year ending 30 June 2022.

This is the fourth and final annual report to be presented during the 57th Parliament. As this Parliament draws to a close, the Department of the Legislative Assembly can look back on a period of great achievement in an increasingly complex and challenging environment. The Department’s ability to adapt has enabled it to provide valuable support to the Members of the Legislative Assembly during minority government. Its work has allowed the Chamber to operate safely and efficiently despite the ongoing effects of the COVID-19 pandemic and helped the public to continue to engage with the democratic process in times of crisis.

During the period of lockdown in the latter half of 2021, the Legislative Assembly resumed the practice of hybrid sittings in accordance with COVID-19 Health Orders. The Department applied its knowledge and experience gained from hybrid sitting sessions in previous years to support Members throughout the process and ensure the smooth operation of the Chamber. The various Committees administered by the Department also successfully pivoted to hybrid hearings and conducted the Legislative Assembly’s first fully virtual public sessions.

Following the lifting of COVID-19 Health Orders in early 2022, the Department organised and participated in a variety of in-person conferences and seminars. These events, many of which had not occurred for several years due to the effects of the pandemic, provided the Department with opportunities to connect with colleagues in other jurisdictions. Additionally, the various Committees administered by the Department conducted a number of site visits and gained valuable insights into complex issues affecting communities in NSW.

This past year has seen progress in the Department’s objective to modernise its processes to keep pace with the growing demands of a modern Parliament. In particular, the introduction of live captioning to livestreams of parliamentary proceedings represented an advance in both technological capability and the accessibility of the House’s proceedings to the people of NSW.

As we move towards the ‘post-pandemic’ era, I acknowledge the contributions made by all staff. Throughout these challenging times, the staff of the Department have consistently demonstrated a commitment to upholding the principles of our modern democracy and driving community engagement. In particular, I thank Helen Minnican, the Clerk of the Legislative Assembly, for her expertise, guidance and leadership. I congratulate the Clerk and all staff on their achievements and know that they will continue to serve NSW with professionalism and integrity.

**The Hon. Jonathan O’Dea MP**

Speaker of the Legislative Assembly

# Clerk's Review



## Parliamentary Reform

Highlights from the current reporting period demonstrate continued parliamentary modernisation in the 57th Parliament, and the capacity of the Department's staff to work flexibly and effectively in new directions. Many initiatives taken in this penultimate year of the parliamentary term will remain part of Assembly operations into the future: shaping how the members engage with parliamentary processes; strengthening Assembly scrutiny and accountability of Executive actions and decision-making; and supporting members to represent their constituents and engage with the wider community.

## House operations – Covid challenges and opportunities

Covid disrupted the Autumn 2021 sitting schedule as sittings in August and September were postponed and the November reserve week and additional Friday sittings were used to provide time for business. Measures taken in the previous year to support Assembly proceedings during Covid were extended, and some were given a statutory basis to put beyond doubt the ability of the House to operate outside of the traditional physical settings and processes.

For example, amendments made in March 2022 to the Interpretation Act 1987 made it explicit that documents could be tabled in accordance with the rules of the House in non-sitting periods. On 12 October 2021, hybrid virtual proceedings were conducted from the Chamber for the first time (although a physical quorum was maintained). Subsequently, on 31 March 2022, the Constitution Amendment (Virtual Attendance) Act passed both Houses. It provides that in the event of a public emergency, a member participating remotely in authorised proceedings, via audio or audio-visual link, would be counted as present for the purposes of a quorum and deciding a question. (The legislation will remain in force for five years.)

Research and contingency planning for business continuity during Covid confirmed there were no constitutional or practical impediments to the Assembly convening outside of the Chamber. This soon proved invaluable in other contexts, when during debate on 26 November 2021 for the Voluntary Assisted Dying Bill, technical difficulties with the Hansard and the Chamber broadcast necessitated the House temporarily relocating to another location within Parliament House. This was the first time that the Legislative Assembly had sat outside of the Chamber.

## Committee operations – scrutiny and accountability

Changes in the political composition of the Assembly promoted measures aimed at strengthening scrutiny and accountability. Recommendations made by the Standing Orders and Procedure Committee to change the rules governing Question Time were adopted: answers were to be directly relevant; the number of oral questions were increased, and additional questions were allocated to the Crossbench members. Ministerial responses to the Legislation Review Committee tripled over the last year and the Public Accounts Committee continued its detailed reviews of the Auditor General's performance and financial audit reports. Significant committee reports relating to the rights and conduct of Members concerned the proposal to establish an Independent Complaints Officer to investigate certain categories of Member misconduct, and the appropriateness of further action against a Member who had been suspended from the service of the House.

## Accessibility and engagement

The Department contributed to Parliament-wide access initiatives and reviewed its accessibility guides and language resources for committees. Accessibility to proceedings was enhanced through the introduction of live captioning for streaming of proceedings.

The Department's communications team also maintained a strong profile across social media, supporting Committee Chairs and members to engage with stakeholders, constituents and the wider community on inquiries, legislation, petitions, and other proceedings.

We also have undertaken Aboriginal cultural education training and continued to support the Indigenous Intern Program as part of our commitment to building stronger relationships with Aboriginal communities and to working with the Parliament's Aboriginal Liaison Officer. This included supporting 'After Sorry,' the 25th anniversary of the apology to the Stolen Generations on 7 June 2022.

*"Many initiatives taken in this penultimate year of the parliamentary term will remain part of Assembly operations into the future."*

## Institutional capacity building

The Department invests heavily in the development of our staff across all levels, including in the capacity of our leadership team to manage change, and to support and sustain an increasingly diverse workforce. Focus areas include recruitment and retention of staff, developing expertise and skills training, and succession. Members and staff also had the opportunity to participate in valuable professional development initiatives, including those sponsored through the Commonwealth Parliamentary Association (CPA) such as the first residential CPA Academy, which was held at the NSW Parliament.

I am proud to lead a team of professionals committed to serving the Legislative Assembly, its Members, and the institution of Parliament. The staff of the Department ably supported the Assembly and its Members, using innovative technologies and business systems, revising and developing processes, and advising on complex procedural questions. Their expertise and capacity to acquire new skills, and enthusiastically apply them, is evident in the quality of the work that they produce under pressure to meet the demands of the Assembly and the parliamentary timetable.

## Values and culture

I admire what my colleagues have contributed to the culture of the institution: they uphold the values of the Department – integrity, excellence, and respect; they sustain and support each other in the difficult times; they collaborate effectively with their colleagues in other parts of the Parliament; and we come together to celebrate our achievements and success. I particularly value what they contribute to my own experience of leadership.

## Future directions

As we look towards the next reporting period, the Department's focus will be on the transition between Parliaments and on supporting staff and the Members in that process. This work will involve finalising the public record of the 57th Parliament, inductions for new Members and their staff, supporting those Members who will leave the Parliament, reviewing our procedural authorities and customising resources, and building new working relationships with the key officeholders in the 58th Parliament.

The end of the parliamentary term will be a time to evaluate the Department's performance in delivering on the strategic goals and objectives of the last four years. The Broderick Review, commissioned in July 2021, also will report and work will begin on implementing the recommendations arising from that review.

## Conclusion

My thanks to the Speaker, Assembly officeholders, Members, and their staff, for their support and cooperation during what was a historic period for the Assembly. I also want to thank my fellow Department Heads, David Blunt, and Mark Webb, for their helpful collaboration. The assistance of colleagues in the Legislative Council and Department of Parliamentary Services has been crucial in supporting the Assembly and its work. Finally, to Team LA, thank you for another exciting and rewarding year together – it will be one to reflect on for years to come.

## Helen Minnican

Clerk of the Legislative Assembly

# About Us

## The Department

The Department of the Legislative Assembly demonstrates a strong, ongoing professional commitment to upholding parliamentary democracy and safeguarding the institution to meet the high level of trust and expectations placed on us by the Members.

## The Parliament

The Department of the Legislative Assembly is one of three departments responsible for supporting the two Houses of the Parliament and the Parliament as a whole.

## The Legislative Assembly

The Legislative Assembly is one of two Houses of the Parliament of NSW, along with the Legislative Council. The Legislative Assembly is made up of 93 Members, each representing an individual electorate in NSW. It is the party or coalition of parties, which can command the support of the majority of Members in the Legislative Assembly that forms the Government of NSW. While both Houses have the power to make laws 'for the peace, welfare, and good government' of NSW, all bills appropriating any part of the public revenue, or imposing any new rate, tax or impost must be initiated in the Legislative Assembly. The legislative powers of both Houses are set out in the *Constitution Act 1902*, which also contains general and specific provisions relating to each House.

## What we do

We diligently and apolitically serve the House, its committees and Members, provide accurate information to the public, and facilitate community engagement.

The ongoing core business of the Department of the Legislative Assembly is to:

- provide support to ensure the Assembly can perform its role and functions, and its Members can carry out their parliamentary duties
- support the sittings of the House
- support parliamentary committees
- provide advice on parliamentary law, practice and procedure
- produce, publish and maintain the records of the House and its committees
- promote and publish public information on the Legislative Assembly and parliamentary procedure
- promote the work of parliamentary committees
- engage with the community
- manage inter-parliamentary relations
- facilitate meetings and events held in the parliamentary precincts.

## Vision

To be leaders in the delivery of parliamentary democracy and community engagement.

## Purpose

Working for the people of NSW by providing:

- impartial advice, support and information to the House and its committees, and to Members so they can perform their representative and parliamentary duties
- community access to the Legislative Assembly and its proceedings so the people of NSW can fully participate in Parliament.

## Our stakeholders

Our primary stakeholders are:

- the Members and the people of NSW
- the executive and public sector agencies that are subject to scrutiny by the House and its committees
- individuals and organisations that need to engage with the Assembly and its committees, who rely on impartial advice and accurate information.

## Values

Integrity  
Excellence  
Respect

We are honest and ethical.  
We are impartial and apolitical.

We are professional and work efficiently and effectively to deliver results.  
We are always looking to add value, improve and innovate.

We are respectful to one another, to Members, and to our stakeholders.  
We respect the institution of Parliament, which we act to preserve and progress for the lasting benefit of the people of NSW.

## Our corporate objectives

Parliament's Strategic Priorities	The Department of the Legislative Assembly's Corporate Objectives	
Modernisation of the Parliament	 <b>Modernising Our Processes</b>	We are leaders in integrated, cost effective and efficient parliamentary systems. We deliver high-quality and customised services.
Strengthening engagement with the public and enhanced trust in Parliament as an institution	 <b>Strengthening Engagement</b>	The community is better informed and involved, and can easily recognise the role we play.
Support Members in their evolving role as elected representatives	 <b>Supporting Our Members</b>	Our services are valued and respected by Members.
Develop the capabilities of the Parliament's workforce	 <b>Supporting Our People</b>	Our people are seen by the community, Members and their staff as helpful experts in their field. They are motivated and inspired to achieve their best.
Safeguarding the independence of a strong Parliament	 <b>Managing Our Finances and Measuring Performance</b>	We are fiscally responsible and sustainable. We are accountable and measure our performance to ensure we are efficient and effective.

## Update on progress against Corporate Plan 2019-2023

Initiative	Action	2022 Update
<b>Modernising our Processes</b>		
1.1 Virtual Parliament and committees	Providing the means for electronic participation for Members and witnesses in House and committee proceedings	Members were successfully able to contribute to proceedings using videoconferencing facilities during the October and November 2021 COVID lockdown period.
1.2 Parliamentary Information Management System (PIMS)	Developing digital end-to-end information systems, and migrating all business systems from legacy software; Votes and Proceedings project.	All but one of our business systems have been migrated to PIMS, with plans for the final precedents and legal advices database to be migrated in 2022-23.
1.3 Parliamentary Portal	Creating a digital interface for users to track and conduct Assembly business (MyDay); ePetitions, eQuestions, eDivisions.	We continued to contribute to the development of the MyDay portal. ePetitions provide an important engagement opportunity for citizens of New South Wales and is now permanent Legislative Assembly process. The eDivisions app continues to be the default method for recording contested votes in the Assembly.
1.4 Update electronic procedural holdings and authorities	Conducting an audit of the electronic holdings, to identify and fill any gaps in the procedural holdings.	We have assessed procedural resources, with a view to significant updates being in place for the new Parliament in 2023. We have commenced a project with our colleagues from the Digital Transformation Team to develop a new and enhanced procedural resources database. We have published all of the Assembly's historical Votes and Proceedings on the Parliament's website, making them all accessible to the public for the first time. As part of Parliament's digitisation project team, we continue to work towards digitisation of the Assembly's historical tabled documents.


Initiative	Action	2022 Update
<b>Strengthening Engagement</b>		
2.1 Legislative Assembly engagement and committee outreach	Developing the Legislative Assembly identity; planning and delivering proactive and targeted engagement activities and responsive communication processes; providing opportunities for more people to have a say, be heard and actively participate in the work of the Assembly.	<p>We have re-branded our corporate communications and continued to drive engagement across key digital channels through the promotion of the business of the House and our Committees.</p> <p>Our social channels are building a wider audience and community organisations, journalists and other key stakeholders use them as a source of information about the work of the Assembly.</p> <p>We have created a series of video resources to support stakeholders' understanding of committee public hearings. Early in the next reporting year we will also have made these videos more accessible by subtitling them for culturally and linguistically diverse communities.</p>
2.2 Parliament-wide communication, education and engagement strategy	Working together with the other departments of the Parliament to ensure consistent messaging and to promote the role of the Legislative Assembly; supporting school education with the Department of Parliamentary Services' (DPS) Education Unit to meet future education needs and offer outreach activities to schools; adapting the Public Sector Seminar program to regional centres and to a broader audience.	<p>While we were impacted by COVID-19 for the first six months of the reporting period, tours and school group numbers have increased as restrictions lifted in 2022.</p> <p>We have refined and improved our Public Sector Seminar program, which now includes a pre-course online module, a participant guide and more interactive activities.</p>



Initiative	Action	2022 Update
2.3 Procedural publications	Reviewing procedural publications, including the Standing Orders, official guides, and information for the public, to create authoritative and accessible resources.	<p>We supported the Standing Orders and Procedure Committee in its ongoing modernisation of the Assembly's procedures and processes, leading to the Governor approving a set of updated Standing Orders in January 2022.</p> <p>We continued to review the Assembly's procedural publications with a view to significant new editions and versions being published and made available online for the commencement of the next Parliament in 2023.</p>
2.4 Legislative Assembly intranet and website	Reviewing resources for both internal users and external stakeholders.	We are working with representatives from across Parliament to review key resources including a major redesign of the website.
2.5 Feedback	Monitoring and obtaining feedback from external stakeholders, including independent statutory officers.	An independent survey of our stakeholders found an overall satisfaction rating of 85%. Recommendations from the survey have been incorporated into our corporate plan and were implemented in 2020/21.



Initiative	Action	2022 Update
<b>Supporting Our Members</b>		
3.1 Procedural support for Members	<p>Providing procedural support for Members and their staff, including targeted procedural information and training sessions.</p> 	<p>We provided procedural support on an ongoing basis to Members to assist them to achieve their objectives in the Chamber. The frequency of Member requests for procedural advice increased particularly in the first six months of 2022.</p> <p>We supported incoming Temporary Speakers in preparing for their new roles, and also provided training for the four new Members elected at byelections in 2022.</p> <p>During September 2021, when sittings were postponed due to COVID lockdown, we hosted online Member training sessions covering a variety of issues, including parliamentary privilege and parliamentary procedure.</p> <p>When sittings resumed in October 2021, we provided support to Members to assist them to participate in hybrid proceedings in the Chamber.</p>
3.2 Surveys and Feedback	<p>Obtaining Member and staff feedback through satisfaction surveys and focus groups.</p>	<p>Regular surveys of staff are conducted after training sessions. A major Member survey was conducted in 2021.</p> <p>We achieved a significant improvement in response rates to the People Matter Employee Survey.</p>
3.3 Business systems and programs	<p>Auditing of business systems and programs and tailoring them against Member and stakeholder feedback and needs.</p>	<p>Following a review in 2020 new governance and management platforms were launched across the Department.</p>
3.4 Inter-Parliamentary Relations	<p>Professional logistic support for Members; supporting guests attending meetings and events.</p>	<p>While COVID-19 restrictions impacted activities and events during the reporting period, we maintained online contact with our twinned parliaments to support them as much as possible.</p>

Initiative	Action	2022 Update
<b>Supporting Our People</b>		
4.1 Organisational Review (Senior Management)	<p>Reviewing senior management structure, roles and accountabilities. Developing an appropriate structure including role design and evaluation; clarifying accountabilities; and reviewing staffing arrangements for the Office of the Clerk.</p>	<p>This review was completed and implemented in the previous reporting period.</p>
4.2 Programme of Organisational Transformation	<p>Developing an optimum staffing structure and realigning the departmental structure with the department's core business and strategic priorities; developing a profession specific competency and capability framework; establishing a career development and succession planning strategy to provide better paths for career progression and succession planning; promoting organisation effectiveness.</p>	<p>A new organisational structure and corporate plan were launched. All staff roles were reviewed and capability frameworks applied. Career progression pathways are now clearer and succession planning has been undertaken. These measures have led to more transparency and a clearer articulation of opportunities and expectations.</p> 
4.3 Staff feedback	<p>Taking actions in response to issues from the 'People Matter' survey results including refreshing departmental values, reviewing internal communication strategies; addressing staff feedback from satisfaction surveys and focus groups.</p>	<p>The Department's refresh of its values, improved internal communications and increased transparency and commitment to acting on the results of the People Matter Employee Survey have led to an improvement on employee engagement to 81% (an increase of 10% since the organisational transformation project began in 2020).</p>



Initiative	Action	2022 Update
<b>Managing Our Finances and Measuring Performance</b>		
5.1 Reporting Framework	Developing and implementing a departmental monthly, quarterly and annual reporting framework against the five corporate objectives; incorporating outcome-based performance evaluation.	This has been completed and is now a core part of the regular business cycle of the Department.
5.2 Parliament's Priorities	Contributing to the outcomes for the Parliament's strategic priorities and performance measures.	Our corporate objectives are aligned to the Parliament's strategic priorities, and we participate in Parliament-wide consultation and collaboration mechanisms to meet priorities and deliver outcomes.
5.3 Performance Planning, Review and Development	Developing and implementing a system of performance, planning review and development as a part of the Legislative Assembly Organisational Review.	This has been completed and is now a core part of the regular business cycle of the Department.
5.4 Funding Model	Developing a funding model for the Department of the Legislative Assembly.	A major review was undertaken in 2021 which led to a funding model realignment that improves our capacity to deliver against our corporate objectives. We continue to review our funding requirements to account for a range of possible scenarios in the 58th Parliament.

# Our Performance



📍 South Coast electorate

# Highlights 2021/22

26

Public interest  
debates



253,634

Petition signatories

7

Petition  
debates

70

ePetitions

7

Paper  
petitions

84

Bills reviewed

123

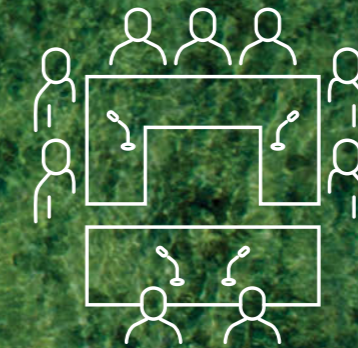
Committee  
meetings

4,534

Written  
community  
recognition  
statements

257

Tour groups



18

Committee  
Hearings

459

Regulations  
reviewed

60

Bills  
passed

7,360

Tour attendees

1,541

Submissions

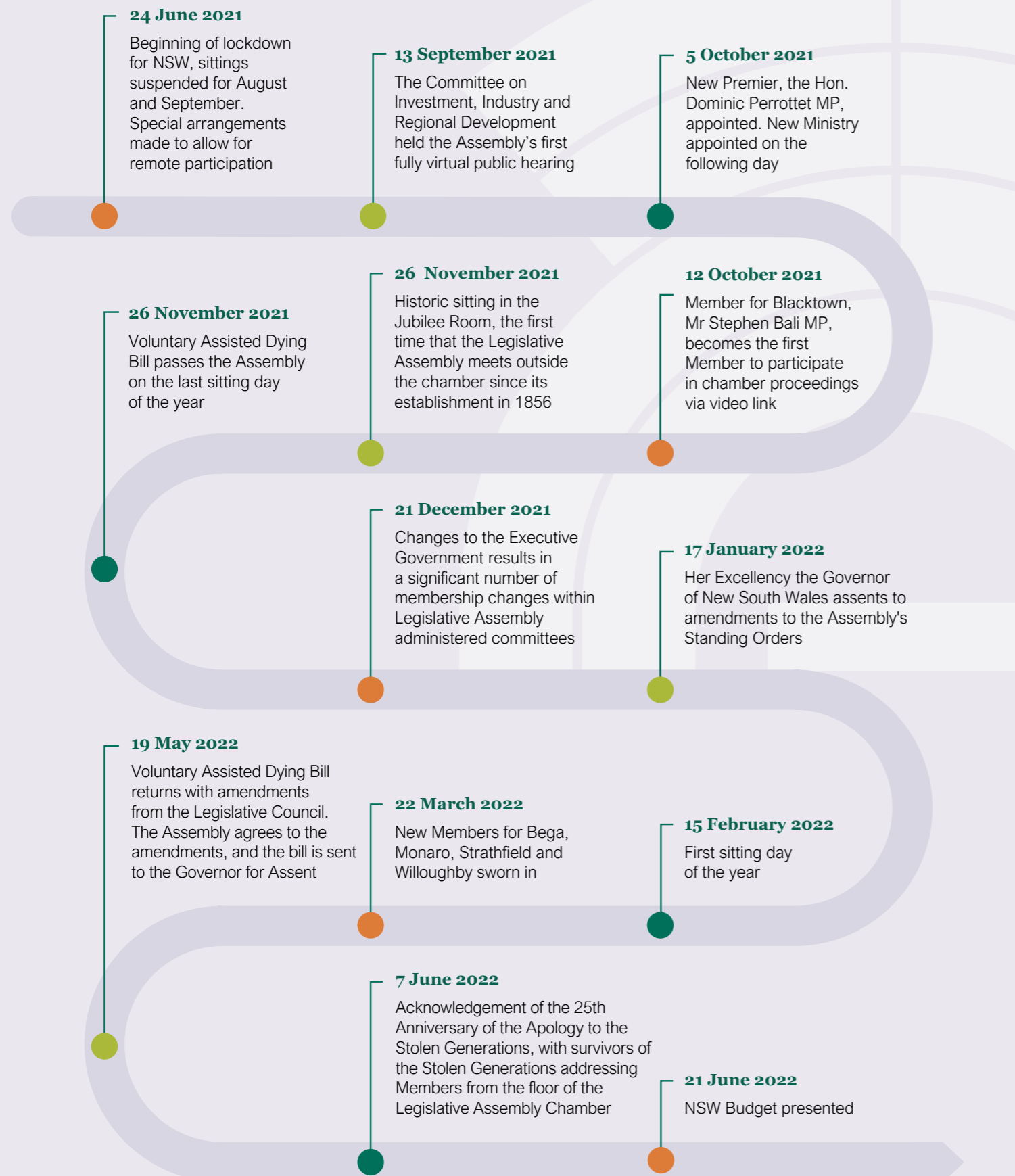
201

Witnesses

1,111

Tabled papers  
registered

## Key events

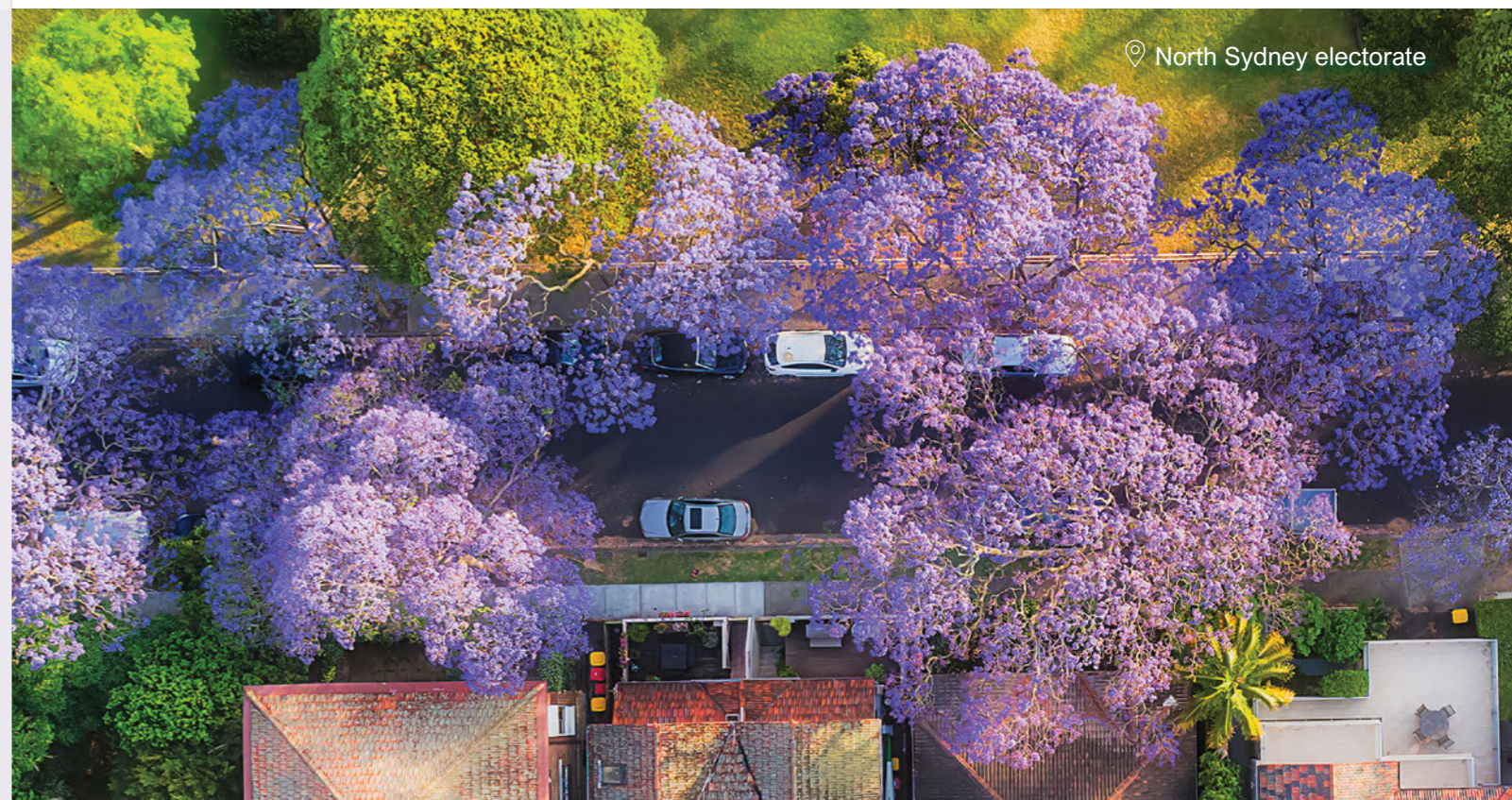


## Future challenges and opportunities

The Department is in the third year of its corporate planning cycle (2019-2023) and the leadership team has been working with staff to identify future challenges and strategic opportunities.

The Department has begun preparations for the general election in March 2023 and the transition to a new Parliament. Staff workshops highlighted the following key themes:

- Modernising our processes and improving our use of technology to create efficiencies, enable collaboration, and improve our support for Members
- Reviewing our procedural publications and allocating sufficient resources to continue to focus on this important work
- Preparing for the end of the 57th Parliament and opening of the 58th Parliament
- Enhancing staff development and the ways in which we recognise and celebrate our work.



### Projects and priorities for the year ahead

In response to these planning days the Legislative Assembly’s executive endorsed a series of initiatives which are outlined below.

Focus area and Actions	Corporate Objective Alignment
<b>Opening of the 58th Parliament</b>	
Manage and co-ordinate the official opening of Parliament	Supporting our Members
Undertake research to prepare for the committee system in the new Parliament	Supporting our Members
<b>Support the new Speaker</b>	
Evaluate current publications and guidelines on the Speaker’s role	Supporting our Members
Develop new interactive induction modules for Members presiding (Speaker and Speaker’s panel)	Supporting our Members
<b>Induction of new Members</b>	
Review and update of induction materials and program from 2019	Supporting our Members
Investigate a ‘one-stop-shop’ for support for Assembly Members	Supporting our Members
Develop an induction program for ministerial and Members’ staff	Supporting our Members
<b>Procedural resources</b>	
Develop a list of our current procedural resources and identify any gaps and determine the priorities for drafting and editing	Supporting our Members; Strengthening Engagement
<b>Corporate planning</b>	
Review strategic plan and identify priorities for 2022/23	Supporting our Members; Supporting our People; Strengthening Engagement; Measuring Performance
<b>Capacity building</b>	
Reset our involvement in cross-department projects so we have more time for our own strategic projects and research	Measuring Performance
Implement a shadowing program for LA staff for professional development	Supporting Our People
Develop a committee-specific training program	Supporting our Members; Supporting Our People
Identify technology needs, priorities and ‘pain points’ to address staff concerns.	Supporting our Members; Supporting Our People
<b>Communications and workplace</b>	
Organise a calendar of events and activities supporting inclusion and diversity	Supporting our People
Investigate options to better celebrate success and recognise achievement	Supporting our People

### An increasingly complex Parliament

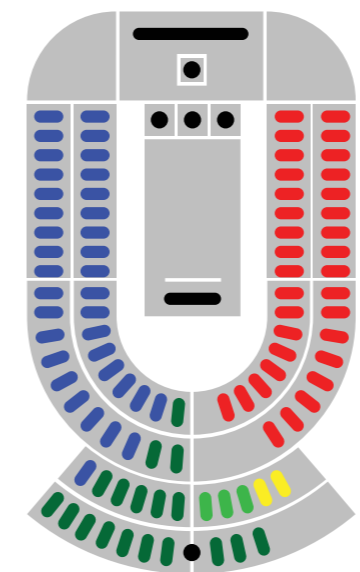
A key factor impacting on our current and future operations is the changing composition of the Legislative Assembly. An analysis of the representation in the House shows how the Membership has moved away from the dominance of the two-party system. Since the beginning of the 56th Parliament in 2016 the number of crossbenchers has more than doubled (from five to eleven). This has led to a significant increase in the number of procedural queries, both inside and outside the Chamber. It also means that it is critical that we have staff with expertise in parliamentary practice who can perform in a fast-paced and pressured environment. From a strategic point of view it also places pressure on ensuring that we have robust

planning processes in place so that we can address the challenges and pressures of this increasingly complex Parliamentary environment.

While majority government gives both House and committee activities a high degree of predictability, a minority government or a hung parliament generally has the opposite effect. This means greater demands on committee and House staff for services including procedural advice, research and report drafting.

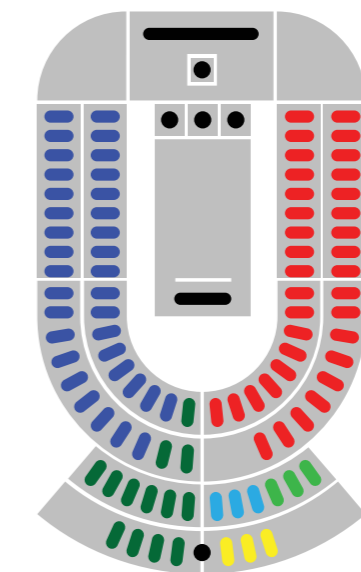
We are currently preparing to ensure that our Department’s workforce and organisational design is future-fit for whatever demands the 58th Parliament places upon us.

56th Parliament, April 2016



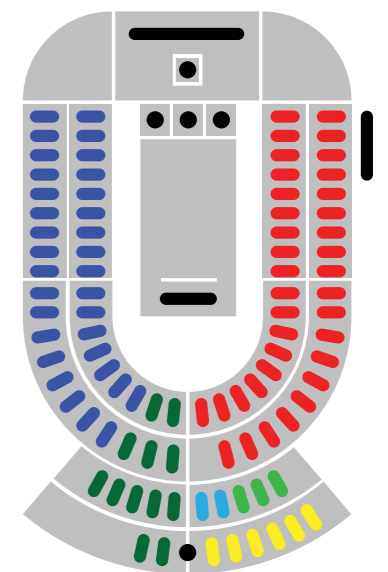
Crossbench total: 5

57th Parliament, April 2019



Crossbench total: 9

57th Parliament, June 2022



Crossbench total: 11

- Australian Labor Party
- Liberal Party of Australia
- The Nationals
- The Greens
- Shooters, Fishers and Farmers Party
- Independents

# Response to the Pandemic

## The COVID-19 pandemic continued to pose significant challenges to the operation of the NSW Parliament.

The NSW Government, along with all other State and Territory Governments in Australia, continued with strict lockdown and social distancing measures to prevent the spread of COVID-19. These extraordinary measures affected every person and every institution, including the NSW Parliament. The Legislative Assembly responded to this challenge to the continuity of democratic processes in a number of ways. Special arrangements were put in place for the operation of the Chamber and to hold committee proceedings, with agreements made between the Government, the Opposition and the crossbench.

The Department was agile in responding to the need to work remotely at various times, then transitioning back to normal operations as required. Throughout this period, the Department supported Members, their staff and people from across NSW impacted by the Public Health Orders issued and the changing landscape as lockdowns affected different parts of the State. This chapter highlights the key changes by the Department and the impact of the pandemic on the Legislative Assembly.



## Impact of the pandemic on the sittings of the Legislative Assembly

The sitting periods scheduled for August and September 2021 were postponed due to the COVID-19 pandemic. The Legislative Assembly returned to sit in October, when it sat for the first time ever in a hybrid arrangement, with some Members participating remotely via video link and others participating in the Chamber.

This hybrid arrangement allowed for COVID-safe measures to be put in place while proceedings continued in the Chamber. On 12 October, the Speaker made the following statement:

*I will briefly outline four principles I have been applying in trying to manage the difficult situation of COVID-19, which is evident across society but includes this Parliament. The first principle is to protect the health and safety of members and staff, whether they be staff in electorate offices or in this Parliament. The second is appropriate consultation and advice being sought from experts in the health field but also from colleagues across all parts of this Chamber, in particular through the Standing Orders and Procedures Committee and the Presiding Officers and Executive group. The third is a desire to see a continuation of democracy, which in part will be facilitated today through technology, with a hybrid sitting anticipated. The fourth is a flexibility of approach where we need to adapt to changing circumstances. In that context, I thank all members for their flexibility and cooperation in what have been undeniably difficult times.<sup>1</sup>*



### Hybrid sittings in October and November 2021

In the lead up to the return of sittings in October 2021, the Legislative Assembly's Standing Orders and Procedure Committee met several times to discuss procedural and practical arrangements to allow for the return of proceedings in the Chamber. When the Assembly met on 12 October 2021 after not sitting since June 2021, it resolved:

- That any Member not vaccinated against COVID-19, or who declined to disclose their vaccination status, could not enter the Chamber, except in the course of walking through to vote.
- To authorise the use of an official video facility to enable Members not physically present in the Chamber to participate in proceedings.

*The House agreed to a motion to enable the remote participation of Members.*

The House then agreed to a motion to enable Members to participate via video link and set the following conditions for remote participation:

- Members must use the official video facility from their electorate office, parliamentary office or another location following consultation with the Speaker.
- The contributions of a Member would be recorded, published and broadcast as if the Member had been in the Chamber.
- The Standing and Sessional Orders would continue to apply except by resolution of the House.
- Members could move any motion or amendment to a bill in consideration in detail.
- The Speaker would use a formal call list to allocate when Members could speak, on the advice of the Whips in consultation with the crossbench.

Members participating via video link could not vote, interject, be counted for a quorum, call for a division or quorum, or take and speak to a point of order (unless their point of order related to a question they had asked during Question Time or related to an item of business in their name on the Business Paper).

### Modification of the Chamber to support hybrid sittings

We worked closely with our colleagues from the Department of Parliamentary Services in the lead up to the October 2021 sittings to install temporary screens in the Chamber. These screens allowed Members participating remotely to be seen and heard by the Speaker and Members in the Chamber, and vice versa.

Individual training on the use of videoconferencing software was offered to Members and their staff in the lead up to the hybrid sittings. The operation of sitting days was greatly assisted by the use of speaker lists, coordinated by the Offices of the Government and Opposition Whips, which enabled the Speaker and Parliamentary staff to identify the order of Members who wished to contribute to debate, and therefore have the relevant systems ready for the correct Member to appear on screen immediately when needed.



A number of measures were put in place to protect the Members and staff who would be required to work at Parliament House during the October and November sitting periods. In the Chamber, these included:

- A limit on the number of people who could be seated in the Chamber at any one time. Rostering of Members and pairing practices were coordinated by the Offices of the Government and Opposition Whips.
- The implementation of a Chamber seating plan for Members, in line with physical distancing and room density guidance from the NSW Ministry of Health. The Chamber plan utilised the Speaker's Gallery to provide for the maximum amount of space between Members.
- The requirement that masks be worn in the Chamber, unless speaking.
- The establishment of a separate entry and exit door into the Chamber.
- The maintenance of a physically distanced staging area for those waiting to enter the Chamber.



A temperature check, Rapid Antigen Test and QR code check-in were required for entry into the Parliamentary Precinct. Staff entering the precinct were required to be fully vaccinated. At the time, fully vaccinated was defined as having received two doses of a Covid-19 vaccine at least 2 weeks prior to entry into the precinct.

A maximum of 15 media personnel were allowed to enter the precinct at any one time including support staff. The Parliamentary Precinct was otherwise closed to members of the public, including authorised visitors.

The Department of Parliamentary Services implemented a number of enhanced hygiene measures, including the establishment of hand sanitising stations, disposable hygiene covers fitted onto microphones, changes to the ventilation system in the Chamber and the implementation of a thorough, 'two stage' cleaning process throughout sitting days.

### How was the Routine of Business changed during hybrid sittings?

The House agreed to an amended Routine of Business to ensure COVID-safe arrangements. The amendments included:

- General Business Notices of Motion and Community Recognition Statements to be given only in writing rather than orally in the Chamber.
- A number of routine items were not orally reported to the House by the Speaker, but were recorded in the Votes and Proceedings.
- Adjournment at the conclusion of Private Members' Statements each day.

The House also agreed to sit on the reserve week of 23, 24 and 25 November, and to sit on three Fridays in November: 12, 19 and 26 November. The Friday sittings were dedicated primarily to Private Members' Bills to account for the lost opportunities to discuss Private Members' Bills due to the postponed August and September sitting periods.

Members were given the opportunity to submit 16 (rather than 9) questions on notice per sitting week to account for the lost opportunities to put questions to the Government in August and September.

One of the impacts of hybrid sittings was an increase in the number of written Community Recognition Statements (CRSs) permitted to be provided by Members from two to four, partly to replace the CRSs that would ordinarily be delivered in the chamber.

### Sittings in 2022

When the Assembly returned to sit in February 2022, the House decided to return to proceedings without the hybrid capacity that had been available in October and November 2021.

Compulsory rapid antigen testing for all those accessing the parliamentary precinct on sitting days continued. Informed by health advice, Members were asked to wear masks in the Chamber except when speaking, and arrangements were put in place for social distancing in the Chamber. 80 Members were allowed in the Chamber at one time during proceedings

As sittings continued in 2022, the COVID situation evolved, and so did the response to COVID in the Legislative Assembly. As public health orders changed as were restrictions were eased, the limit on the number of members present in the Chamber was removed, as were requirements for Members to wear a mask. By June 2022 proceedings had effectively returned to normal, although entry requirements including temperature clearance and Rapid Antigen Testing remained in place.



### Supporting committees during the pandemic

*From an operational point of view, the Legislative Assembly responded to the working limitations imposed by COVID with innovative solutions. These included supporting fully virtual and hybrid public hearings and deliberative meetings, as well as implementing safety measures such as mask-wearing during hearings and meetings and mandatory Rapid Antigen Testing for all committee members, staff and witnesses attending public hearings in-person.*

#### First remote public hearings

On 13 September the Committee on Investment, Industry and Regional Development (IIRD) conducted the first fully remote public hearing for a Legislative Assembly-administered committee as part of its Inquiry into the Inland Rail project and regional NSW.

Though our committees have held partially remote (hybrid) hearings before, with Members and witnesses appearing by videoconference, this was the first time all support staff also worked remotely in support of the hearing.

The IIRD Committee secretariat team planned extensively in advance of the hearing to minimise the risk of technical difficulties, including by hosting test meetings with staff and witnesses to troubleshoot worst-case scenarios. The team also prepared a detailed schedule of events and a guide to remote hearings for future use.

The remote hearing, which facilitated the taking of verbal evidence from Moree Plains Shire Council and Coonamble Shire Council, was a success with no technical or logistical issues on the day.

A second fully remote public hearing conducted by the Public Accounts Committee followed shortly after on 17 September.

The Assembly has now returned to in-person or hybrid hearings. However, having established processes that enable Members and witnesses to appear remotely has enhanced the opportunities for engagement and participation in the work of committees, particularly for stakeholders in rural and regional NSW.



# Achievements Against Corporate Objectives

## Corporate Objective 1

### Modernising Our Processes



We are leaders in integrated, cost effective and efficient parliamentary systems. We deliver high-quality and customised services.

The digital transformation of the Parliament is a key strategic priority for all three Departments and has led to significant achievements. We work in a complex, unique environment and the investment made over the past three years has proved fortuitous during the pandemic. The overall aim is to move to paperless business systems, with end-to-end digital transactions and record keeping.

Additionally, the transformation will deliver more opportunities for our teams to increase our capacity and enhance our reporting across all areas, both publicly and as part of internal governance. The modernisation of Parliament will deliver efficiencies and improved broadcasting capabilities, governance, service delivery, processes and increased opportunities for engagement with all stakeholders.

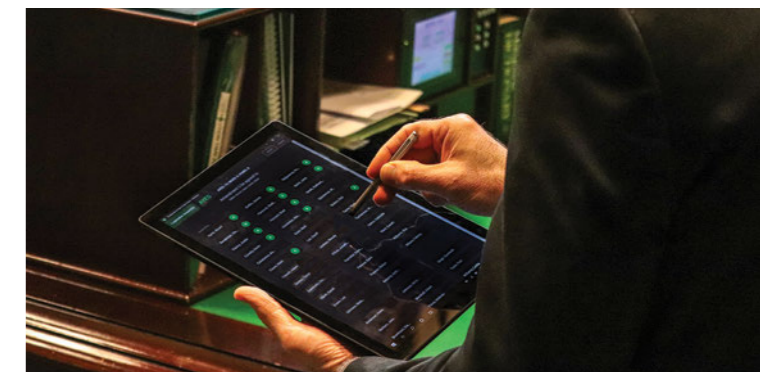
#### Counting the votes: the evolution of divisions in the Assembly

Members have cast their vote in divisions by assembling in the Chamber since proceedings first began in the Legislative Assembly in 1856. The bells would ring to alert Members to attend the Chamber and when the bells rang out, the doors to the Chamber would be locked. Members would take their seat on the benches with “ayes” seated to the right of the Chair and the “noes” to the left of the Chair. A count of every Member present would then be taken by tellers.

In March 2020 this longstanding practice for the conduct of divisions changed. The change was one of many made by the Assembly to provide for the continuity of parliamentary processes in light of the COVID-19 pandemic.

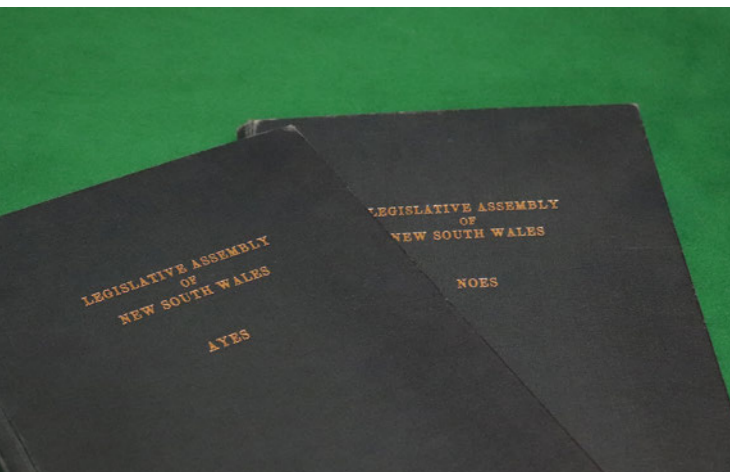
The House agreed to Sessional Order 180 which provided that, when a division had been called for, the bells would be rung for four minutes, with Members allowed to enter the Chamber for a further six minutes after that.

Members would enter the Chamber through separate entrances “Ayes” to the doorway to the right of the Chair and “Noes” to the doorway to the left of the Chair. Rather than take their seat in the Chamber, Members would register their vote with the tellers and exit via the Chamber side doors. The new division procedure allowed Members to vote while maintaining social distancing regulations.



Richmond electorate





Division folders used traditionally by the NSW Parliament

The change to the divisions procedure was made easier by the earlier introduction of the Assembly's eDivision app. The eDivision app in February 2020, the first of its kind in Australia, improved the accuracy of voting and streamlined the distribution of results.

### Updates to the Standing Orders

During the reporting period a number of changes were made to the Standing and Sessional Orders which govern the proceedings of the Legislative Assembly. In November 2021, the Legislative Assembly agreed to formalise 62 temporary Sessional Orders into permanent Standing Orders. The amendments were recommended to the House by the Standing Orders and Procedure Committee, and formalised much of the Assembly's accepted practice and procedure.

In October 2021 the Standing Orders and Procedure Committee recommended that the changed divisions procedure be adopted by the House as a permanent practice of the Assembly. The House agreed to the new Standing Order (along with the adoption of 62 other Sessional Orders into permanent Standing Orders) on 24 November 2021.

*The eDivision app, the first of its kind in Australia, improved the accuracy of voting and streamlined the distribution of results by recording votes digitally on a tablet.*

On 24 March 2022, the House agreed to amend its procedures by way of a sessional order to permit any Member, at any time after 10am and up to 1:15pm, and without leave, to move a motion to suspend Standing and Sessional Orders.

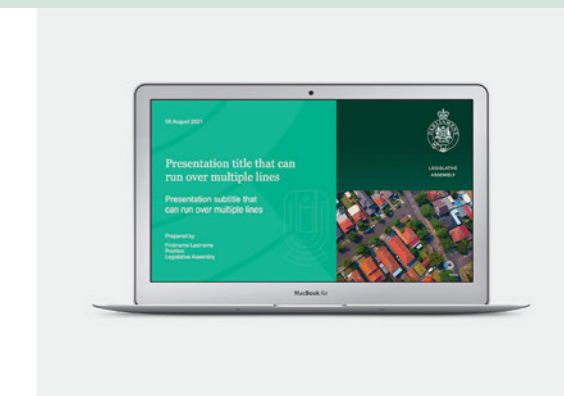
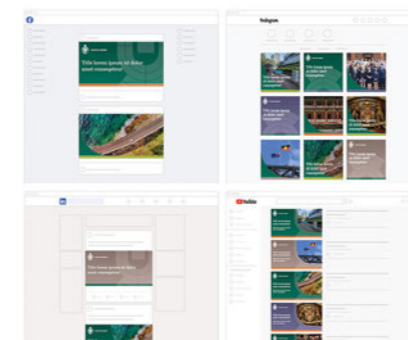
Prior to this amendment, Members who were not Ministers needed leave of the House to move such a suspension motion. Over May and June 2022, the House amended the rules concerning Question Time to:

- Require answers to questions be 'directly relevant' rather than only 'relevant'.
- Reduce the maximum time for an answer to a question from five minutes to three minutes.
- Increase the total time allowed for Question Time so that no question shall be asked after 60 minutes (previously 45 minutes) or the answering of 16 questions (previously 10 questions), whichever is the longer.
- Permit two questions from the cross-bench, at questions 7 and 15. Previously, cross-bench Members would generally be allocated one question per Question Time.
- Permit the overall timing clock to continue if a Member's speaking clock had been paused during Question Time.

### Completion of the project management and reporting tool for committees

In conjunction with the Department of Parliamentary Services, we commenced work to replace the ageing Lotus Notes inquiry management database with a fit-for-purpose tool, to enable inquiry and workforce planning and reporting on inquiry work. The project was completed during the reporting period and now all Legislative Assembly-administered committees are recording and tracking inquiry activities using the 'LA Committees' online tailored workspace. This has led to a more comprehensive and efficient reporting process as well as a more transparent way of managing the secretariat and engagement functions of the Committees.

Throughout the year the project management and reporting tool has been invaluable in enabling the Department to quickly, clearly and accurately report on key inquiry metrics to the Senior Management Group and the Office of the Speaker. To reinforce the use of the tool as an ongoing part of our work, project management training is now included in all induction programs for new Scrutiny and Engagement staff.



### Supporting the Parliamentary Information Management System

Staff continued to work throughout the reporting period to ensure that the Parliamentary Information Management System (PIMS) was well integrated into various business processes to modernise our systems.

There were a number of 'releases' during the year, which required full regression testing of the system to make sure that the new changes did not result in unintended consequences.

Additionally a new information gathering tool was developed for PIMS which will allow staff to better understand how submission makers are learning about inquiries. The reports produced using this new tool across different inquiries and time periods will be of great assistance in driving engagement with our stakeholders.

The ending of the reporting period corresponded with the end of a specific project to deliver improvements to the existing PIMS modules called PIMS+.

Over 100 enhancements were released over the course of PIMS+ which has stabilised the platform enabling staff to carry out their work more efficiently.

### Lifting our reporting standards

In 2021 a review of the Legislative's Annual Report was undertaken to ensure it met best-practice and aligned with the new strategic objectives. While the Department is not legally obligated to produce an annual report, the publication has increasingly become an important resource for researchers and stakeholders who require key statistics and legislative information, as well as being an important public accountability measure.

### Modernising our visual identity

In 2021 we reviewed our corporate communications and decided to develop a new visual identity to better reflect our purpose, vision and values. The new design reflects the history of the Department while ensuring that our digital and printed communications present us as a leader in engagement and parliamentary practice. The new templates were well received by staff and stakeholders and led to efficiencies in the creation of reports, videos and everyday documents such as presentations.

Corporate Objective 2

# Strengthening Our Engagement



The community is better informed and involved and can easily recognise the role we play.

The work of the Assembly and the Parliament of NSW affects the lives of every person in the State on a daily basis. We have a duty to engage with the public to ensure that they are aware of and understand the Assembly's role and work and, just as importantly, are encouraged to get involved and directly participate in the Assembly's work if they wish.

It is only through promoting the work of the Assembly, building awareness of parliamentary processes and providing real opportunities

for engagement, that trust and confidence in democratic processes and the Parliament of NSW can be maintained. We undertake a variety of engagement activities, including delivering public sector seminars and procedural training; conducting tours for the public, Members' guests and primary, secondary and tertiary student groups; and hosting delegations. Committees enable community engagement with, and direct participation in, inquiries involving and impacting the community and specific groups.

## Social media highlights

as at 30 June 2022



77 posts

168,621 reached

37,347 engagements



248,331 impressions

8,727 engagements

3,061 followers



171,244 impressions

30,307 engagements

**Engagements:** the number of times people interacted with organic or sponsored content, including through comments, shares, likes and clicks.  
**Reach (Facebook):** the number of people who saw our content.  
**Impressions:** the total number of times our content was seen.

📍 Kiama electorate

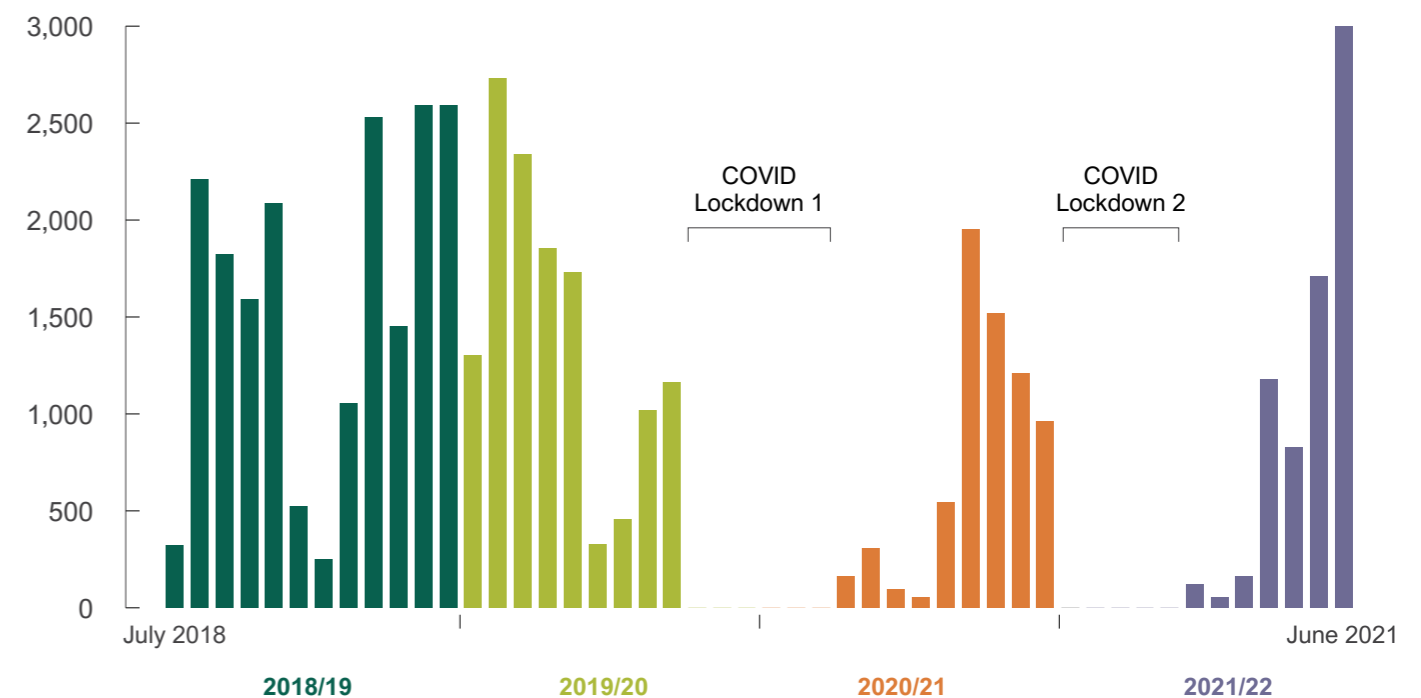
## Delivery of public and school tours

The Assembly was pleased in December 2021 to once again be able to welcome back public visitors to Parliament House after being closed to the public for a number of months due to the COVID-19 pandemic. As a result of the long closure and the capacity restrictions in the Chamber galleries, the school and public tours program was undersubscribed compared to the years prior to the pandemic.

Over the reporting period a total of 7,360 visitors (including 257 groups) were provided with tours of the precinct. In addition, the Parliament's YouTube channel continued to host virtual tours which replicated the experience of undertaking a tour of the precinct.

Group Type	No. of Tour Groups	No. of Visitors
Primary Schools	63	3,008
Secondary Schools	37	1,403
Central Schools	2	38
TAFE Colleges	1	24
ESL	0	0
Universities	1	15
Business Colleges	0	0
Probus Clubs/ Seniors Groups	25	723
Education	14	883
Public Tours	74	365
Delegations	2	67
Members' Guests	22	577
Other Groups	13	299
Unbooked Groups	3	28
<b>Total</b>	<b>257</b>	<b>7,360</b>

## Comparison tour data



## Case study

### Voluntary Assisted Dying Bill

On 19 May the NSW Parliament passed the Voluntary Assisted Dying Bill. The bill generated considerable public interest, which translated into record levels of engagement on our social media channels. A tweet announcing the bill's final passage on 19 May generated 27,000 impressions. Content was shared by Members, advocacy organisations, journalists and members of the public.



## Case study

### Inquiry into food production and supply

In November the Committee on Environment and Planning commenced an inquiry into food production and supply.

To announce the commencement of the inquiry the Engagement team filmed a short video with the Chair in the Parliament's kitchens. The video was targeted to relevant interest groups on Facebook through a paid campaign.

A subsequent site visit by the Committee to OzHarvest in June generated considerable engagement on LinkedIn and was one of the top performing posts on that channel for the reporting period, with 239 reactions and more than 11,200 impressions.



## Support for witnesses at committee hearings

During the reporting period the Department developed a series of video resources to support stakeholders' understanding of public hearings.

Five short videos were produced explaining different facets of the hearing process. The videos aimed to fully prepare witnesses to give evidence and streamline the hearing preparation process. Our staff were featured in the videos as participants in a mock committee hearing in which they acted as the Chair, committee members, witnesses and secretariat staff.

The fifth video was focused on accessibility at Parliament House and specific supports available to people living with a disability. The video aimed to ensure that stakeholders were informed that committee processes and the Parliament building itself are user-friendly and inclusive for all. You can view the videos on our Committees website page [here](#).

## Committee site visits return – OzHarvest headquarters and Charles Sturt University Wagga Wagga Campus

After having temporarily suspended committee site visits due to the COVID-19 Pandemic, on 6 June 2022 the Committee on Environment and Planning visited OzHarvest's headquarters in Alexandria as part of its inquiry into food production and supply.

Committee members joined drivers in OzHarvest's food rescue vans, before returning for a tour of the warehouse and a briefing with OzHarvest's CEO, Ronni Khan AO. The members learnt about the work of OzHarvest, the growing demand for food relief, and the benefits of the food rescue model in reducing food waste and providing food relief to charities.

A second site visit during the reporting period by the Committee on Investment, Industry and Regional Development to Wagga Wagga followed on 27 and 28 June. The site visit was part of the Committee's inquiry into technology and the agriculture and mining sectors, and enabled the Committee members to meet with researchers and stakeholders in-person and to tour the Charles Sturt University Wagga Wagga Campus.



## Translating inquiry terms of reference into community languages

In May the Committee on Community Services resolved to have the terms of reference for its inquiry into improving crisis communications to culturally and linguistically diverse (CALD) communities translated into the top 10 languages spoken in NSW, after English.

This was part of a broader strategy aimed at proactively engaging with the CALD communities that are most directly affected by the issues being examined by the Committee, and to make the inquiry more accessible to those communities.

After the terms of reference were translated, they were published on the inquiry webpage and distributed to CALD communities by Multicultural NSW through its CALD networks.

This is the first time one of our committees has made inquiry terms of reference available in languages other than English.



Top: Members of the Committee on Environment and Planning visit OzHarvest's headquarters at Alexandria. Bottom: Members of the Committee on Investment, Industry and Regional Development on their site visit to Charles Sturt University Wagga Wagga campus

### Public Sector Seminars revamped and relaunched

The Legislative Assembly Public Sector Seminar program returned in March 2022, following the cancellation of a number of scheduled seminars in late 2021 due to COVID-19. The one-day seminar introduces public sector officers to the work of the Assembly, focusing on its interaction with the Executive Government. Participants hear from a variety of Members of parliament and office holders, as well as the Clerk and parliamentary staff of the Legislative Assembly.

The 2022 program commenced with updated content and a refreshed look following an external review. The seminar now includes a 15 minute interactive eLearning module for participants to complete prior to the seminar day. As part of the module, participants are also asked to complete a short survey seeking their feedback as well as their input into where gaps in their knowledge may be. This data is shared with seminar speakers who are able to tailor their talks to the subsequent cohorts.

	2017-18	2018-19	2019-20	2020-21	2021-22
Public Sector Seminar attendees (total)	225	151	134	52	99

### Supporting the University of Sydney to deliver the Parliament and Democracy unit of study

In August, September and October 2021, the Assembly collaborated with the Legislative Council to assist Professor Rodney Smith of the University of Sydney to deliver a number of sessions for the University’s unit of study on Parliament and Democracy.

In previous years the sessions were delivered physically in Parliament House with support of the House Departments. The course was cancelled in 2020 due to the COVID pandemic.

In 2021, the Departments of the Legislative Assembly and Legislative Council supported the delivery of the unit of study in an online format for the first time. Department staff attended the online sessions facilitated by Professor Smith and coordinated the attendance of Members and former Ministers on panels to present to the students on their roles as Members of Parliament and, for the former Ministers, as part of the Executive.

Over the reporting period, the Legislative Assembly delivered three sold out seminars, with three further seminars scheduled for later in 2022. Two seminars scheduled for August and October 2021 were cancelled due to Covid-19 outbreaks in NSW. Surveys were distributed after each event and 100% of participants rated them as ‘very good’ or ‘good’. Praise from seminar participants has been consistently high, with particularly positive feedback on the candid and insightful information provided by the presenters.

*‘It was an excellent day. Very well run with knowledgeable presenters.’*

*‘Great speakers – very engaging.’*

*‘This was an amazing day and I learnt so much!’*

Department staff also presented to students on the intricacies of Question Time and on the implications of COVID-related arrangements on Chamber procedures.

Feedback from the unit of study sessions was very positive. The Department was pleased to be able to continue to support the delivery of this course in the face of COVID lockdowns which had posed significant challenges to teaching and learning.

### Celebrating Democracy

In April 2022, the doors of Parliament were opened to the public for the annual Festival of Democracy. The Festival was aimed at families and included a range of educational activities including speech making, craft making, storytelling workshops and a NSW Electoral Commission ‘how to vote’ booth. Children from across Sydney and regional NSW received a special tour of the Chamber of the Legislative Assembly and participated in a mock committee hearing. Children were able to act as the Chair, members and witnesses as they inquired into a range of topics including ‘should students have to wear school uniforms?’ and ‘should students have to do homework?’ The event aimed to promote the workings of Parliament and educate families about the and the importance of democracy. Over 300 people attended the Festival and it received positive feedback from children and parents alike.

### Making Parliament more accessible

A Parliament-wide Disability Inclusion Action Plan (DIAP) has been adopted and is available on our intranet and internet. The DIAP was developed with input from different sections of Parliament and consultation with external relevant agencies. It aims to ensure that Parliament is accessible to all members of the community. Some of the ongoing work includes making sure there are physical access ramps and adult changing rooms, as well as audio loops and appropriate signage. A consultation group of staff and members from across Parliament meets regularly to ensure that the recommendations are implemented effectively.



The Legislative Assembly is working to ensure that the work of the Assembly, particularly that of Committees, is accessible to all members of the community. This has involved the preparation of a series of videos to assist witnesses who are preparing to give evidence and the production of a video on accessibility to guide those who will be coming to Parliament in person.

Going forward our Departmental focus will continue to build stronger participation by learning from and responding to feedback and data on access and inclusion issues; as well as monitoring current initiatives.

### Building a stronger relationship with our Aboriginal communities

The position of Aboriginal Liaison Officer (ALO) was established in December 2020. The position sits within the Communications, Engagement and Education branch of the Department of Parliamentary Services and aims to foster mutual awareness, understanding and engagement between Aboriginal communities and NSW Parliament.

Pitta Pitta man Steven Collins was appointed as the inaugural ALO in January 2021. During the reporting period, the ALO has worked collaboratively with the three Departments and with Members of both Houses to increase engagement with Aboriginal communities in NSW.



### Aboriginal Cultural Education with Mirri Mirri

In February 2022, the Department’s senior leadership team joined other leaders from across Parliament to participate in a cultural learning session run by Aboriginal-owned company Mirri Mirri. Topics covered included unconscious bias, the Stolen Generations, transgenerational safety, and forms of Aboriginal kinship.

### Reading of Country

On 1 February 2022 Dr Danièle Hromek from Djinjama presented a Reading of Country which was delivered as a visual verbal essay. This Reading of Country aimed to provide a preliminary understanding of Country, the relationships and responses Aboriginal people have to Country. The Reading considered the larger cultural landscape while also reflecting the specifics of the site the session is delivered from. For example, Dr Hromek explained that the land on which the NSW Parliament sits borders a ceremonial meeting place. The Reading included deeper time narratives and more recent understandings from contemporary community members. It is a very important piece of work in helping those who work at Parliament understand Parliament as a place.

### After Sorry – 25th anniversary of the NSW Government’s Apology to the Stolen Generations

On Tuesday 7 June 2022, the House commemorated the 25th anniversary of the New South Wales Apology to Survivors of the Stolen Generations which was moved by Premier Bob Carr on 18 June 1997.

The commemoration commenced with the Speaker, the Hon. Jonathan O’Dea MP, acknowledging the presence of survivors of the Stolen Generations and community members in the Chamber, and the presence on the table of the Message Stick which had been presented to the Parliament in 2017 to commemorate the introduction of the Aboriginal Languages Bill 2017.

After this, three survivors of the Stolen Generations, Uncle James Michael ‘Widdy’ Walsh Number 36, Aunty Lorraine Peeters, and Uncle Richard Dawes addressed the House from the floor of the Chamber. It is unusual for non-Members to address the House in this way, and the survivors did so in accordance with a special resolution of the House passed on 19 May 2022.

After the address from the survivors, the Premier, the Hon. Dominic Perrottet MP, moved a motion to mark the 25th anniversary of the apology to the Aboriginal people of Australia ‘for the systemic separation of generations of Aboriginal children from their parents, families, communities and country’.

### Indigenous Intern Program

The Parliament of NSW participates in the NSW Government’s Indigenous Intern Program. The program, delivered in collaboration with non-profit organisation CareerTrackers, facilitates professional development experiences for Aboriginal and Torres Strait Islander university students at various NSW Government agencies. Aboriginal Interns complete a 12-week summer placement and a 4-week winter placement in which they work in across all three Departments. During their time with the Legislative Assembly they are given the opportunity to contribute to the important work being done by Committees, particularly those which inquire into issues relevant to Aboriginal and Torres Strait Islander communities. While the program provides a career springboard for Aboriginal students, it also allows the Legislative Assembly to incorporate a depth of Aboriginal perspectives into its work.



Aunty Lorraine Peeters addressing the House

## Parliamentary relations

### Commonwealth Parliamentary Association

The Commonwealth Parliamentary Association (CPA) is one of the oldest established organisations in the Commonwealth. Founded in 1911, it is a membership association which brings together Members, irrespective of gender, race, religion or culture, who are united by community of interest, respect for the rule of law and individual rights and freedoms, and by the pursuit of the positive ideals of parliamentary democracy. The Association is made up of over 180 legislatures (or Branches) divided up between nine geographic regions of the Commonwealth. It offers an important opportunity for Parliamentarians and parliamentary staff to collaborate on issues of mutual interest and to share good practice.

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

The administration of the NSW Branch is managed by the Honorary Secretary/Treasurer, in collaboration with the Honorary Assistant Secretary/Treasurer. In accordance with the rules of the NSW Branch, the positions of Honorary Secretary/Treasurer and Honorary Assistant Secretary/Treasurer rotate between the Clerk of the Parliaments and Clerk of the Legislative Assembly with changeover taking place every four years following the commencement of a new parliament.

Brendan Kerin, Marrawarra and Barkindji Elder, delivering a Welcome to Country to Presiding Officers participants of the CPA Parliamentary Academy



The Clerk of the Legislative Assembly, Ms Helen Minnican, was the Honorary Secretary/Treasurer for 2021/22. Administrative support for the Branch is provided by the Department, including:

- the coordination of conference attendance
- facilitation of overseas study tours
- management of the financial and other records of the branch
- meeting and event coordination
- distribution of communications
- Liaison with CPA Headquarters, the Australian Region Secretary and other jurisdictions.

The 2021 Annual General Meeting was held virtually on 18 October 2021 and the Executive Committee of the NSW Branch met to transact business on 22 June 2022.

### Virtual Commonwealth Youth Parliament

The CPA hosted a virtual Commonwealth Youth Parliament from 18 to 22 October 2021. Branches were invited to nominate up to two young people to participate and expressions of interest were sought from all NSW Branch members. Ms Leonie Nahhas, nominated by Mrs Tanya Davies MP and Ms Amy Vanderhor, nominated by the Hon. Catherine Cusack MLC, represented the NSW Branch at this event.

### 39th CPA Australia and Pacific Regional Conference

The Western Australian Branch hosted the 39th CPA Australia and Pacific Regional Conference in Perth from 1 to 4 November 2021. The conference was a hybrid in-person and virtual event and due to COVID border restrictions NSW delegates were required to attend virtually. The NSW Branch was represented by the following members at this conference: the Hon. Jonathan O’Dea MP, presenting a paper titled ‘The new Professional Development Program for Members of NSW Parliament’; the Hon. Adam Searle MLC, presenting a paper titled ‘The accountability of Government during the COVID-19 Pandemic’; and the Hon. Scott Farlow MLC.

### The Queen's Platinum Jubilee

On Monday, 7 February 2022 the Branch held its biennial event for current and former members of the NSW Parliament. The event was hosted by the Presiding Officers in their capacity as Joint Presidents of the CPA NSW Branch.

The Branch took the opportunity of this biennial event to mark the occasion of Her Majesty The Queen's Platinum Jubilee, an unprecedented milestone making Her Majesty the longest serving Monarch in British history. In attendance were Her Excellency the Governor, the Honourable Margaret Beazley AC QC and her husband, Mr Dennis Wilson.

Over 90 guests attended the event in Parliament's Strangers' Dining Room, including the Hon. Alister Henskens SC MP, representing the Premier, and Ms Jo Haylen MP, representing the Leader of the Opposition. The luncheon brought together ministers, Members from both Houses, former members and former Honorary Secretary/Treasurers of the NSW Branch, Consuls-General of Commonwealth nations and parliamentary staff.

Her Excellency the Governor greeting representatives of the military on Commonwealth Day



While a significant celebration of the 70th anniversary of the accession of Queen Elizabeth II on 6 February 1952, Her Excellency the Governor expressed in her address to the gathering that the luncheon was also an opportunity to commemorate the Commonwealth of Nations and what it stands for: parliamentary democracy, transparency, accountability, governance and freedom for all.

These values were expressed by Her Excellency in her address to the gathering:

*As the Commonwealth is comprised today, the Queen is Head of State of 15 countries, including Australia, there are 34 republics and five countries have their own monarch: Lesotho, Swaziland, Brunei Darussalam, Malaysia and Tonga. Member countries span across every Continent except South America and Antarctica and have a littoral relationship with every ocean and every major sea.*

*From Australia's immediate perspective, membership of the Commonwealth provides a common bond with these near neighbours, sharing the underlying principles of democracy and the rule of law. These principles cannot be taken for granted and for that reason, also underscore the contemporary relevance of the Commonwealth. They are the principles enshrined in the Commonwealth Charter and a prerequisite for ongoing membership.*

The luncheon was complemented by a special public exhibition of commemorative memorabilia, photographs and other items from the Parliament's collection to celebrate Her Majesty's connection with the Parliament and people of New South Wales. Parliament House was lit up in purple on the evening of 6 February 2022 to mark this unprecedented milestone.

### Twinning Program

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) under the auspices of the Commonwealth Parliamentary Association's Twinning Program.

The CPA Twinning Program links Australian State and Territory Parliaments with one or more Parliaments in the Pacific. Within the NSW Parliament, a Twinning Steering Committee comprising staff from all three Parliamentary Departments provides strategic direction and oversight of the Twinning partnership arrangements.

### Twinning activities between the NSW Parliament, the National Parliament of Solomon Islands and the Bougainville House of Representatives

The ongoing COVID-19 pandemic and consequential limitations on international travel have continued to restrict the scope of twinning activities. A delegation to Bougainville originally planned for 2020 was rescheduled to July 2022, and will be led by Deputy Speaker the Hon. Leslie Williams MP. The visit, under the auspices of the Commonwealth Parliamentary Association (NSW), will provide an opportunity to build relationships between members of both Parliaments and provide a foundation for continued information exchange and support.

In the absence of 'in person' exchanges, the Twinning Steering Committee has maintained contact with counterpart staff in the two Pacific Parliaments. The Committee staff ran a series of 'Twin Peeks' stories providing a background to the Twinning program and information about key figures in those Parliaments. The Legislative Council's blog site hosts the stories, which include profiles of the National Parliament of Solomon Islands' Speaker, the Hon. Pateson Oti, and Deputy Clerk, Mr Jefferson Halu; and the Bougainville House of Representatives' Deputy Clerk, Mr Peter Topura, and senior parliamentary procedure officer, Ms Ruby Garnean.

### Commonwealth Day

The Commonwealth Day Council held their annual Commonwealth Day event on 14 March 2022. The CPA, NSW Branch was represented at this event by the Hon. Rod Roberts MLC; the Hon Don Harwin MLC; the Hon. Penny Sharpe MLC; Ms Melinda Pavey MP; Ms Robyn Preston MP; Mr Guy Zangari MP; Mr Simon Johnston (Clerk-Assistant – House and Procedure); Mr Paul Blanch (Chief of Staff to the Speaker), Ms Marie Mirza (Deputy Chief of Staff to the President) and Mr Mark Rusev (Office of the President).





Ms Sonia Hornery MP and Stephen Twigg, Secretary General of the CPA

### 70th Westminster Seminar

The United Kingdom Branch of the CPA hosted the 70th Westminster Seminar in London from 14 to 18 March 2022. This program, designed for parliamentarians and clerks from across the Commonwealth, provided a unique platform for participants to engage and network with counterparts and explore different approaches to democracy and procedure.

This year's Seminar focused on the theme of Evolving Parliaments and was held in-person, with additional places made available for virtual participation. Following a call for expressions of interest from all members, the NSW Branch was successful in receiving an invitation for the Mr Lee Evans MP, Mr Ron Hoenig MP and Ms Carly Maxwell, Deputy Clerk of the Legislative Assembly. Mr Hoenig presented and participated in a panel on the subject of Parliamentary Privilege, Standards and Ethics and Ms Maxwell presented and participated in a panel on the subject of The Evolution of Parliamentary Scrutiny Tools, reporting on recent developments in the NSW Parliament.

*The Commonwealth Parliamentary Association provides a unique platform to explore different approaches to democracy and procedure*

### Visit by the Commonwealth Parliamentary Association Secretary General, Mr Stephen Twigg

The Department coordinated a program for Mr Stephen Twigg, Secretary-General of the CPA, to visit NSW Parliament on 19 and 20 May 2022. The Secretary-General is the CPA's Chief Executive Officer, who is responsible for interpreting and implementing its policies and enhancing its activities and international relations.

During his two-day visit to the NSW Parliament, prior to his participation in the Advanced Residency Programme the following week, Mr Twigg had the opportunity to tour the building, observe both Chambers in session, meet with members, parliamentary staff and officeholders of the CPA, NSW Branch, and visit Her Excellency the Governor at Government House.

### CPA Parliamentary Academy Advanced Residency Programme

The Department facilitated and supported the first CPA Parliamentary Academy residency program, which was hosted by the NSW Branch from 22 to 26 May 2022. The programme examined how members can improve their performance as legislators and scrutineers and provided an extension of the CPA Parliamentary Academy, a portfolio of online courses developed specifically for Parliamentarians and parliamentary officials.

The NSW Branch welcomed parliamentarians from a wide range of jurisdictions including Anguilla, Australian Capital Territory, Bangladesh, Belize, Niue, Pakistan, Saint Lucia, Selangor (Malaysia), Sri Lanka, Tanzania, Queensland, Western Australia and Western Cape (South Africa). The NSW Branch was represented by the Hon. Leslie Williams MP, Ms Felicity Wilson MP and Dr Hugh McDermott MP.

Participants were mentored throughout the programme by current and alumni Parliamentarians and Clerks from across the CPA Australia Region including the Hon. Leslie Williams MP; the Hon. John Ajaka, former member and former CPA Vice-Chairperson; Mr Russell Grove, former Clerk of the Legislative Assembly; the Hon. Kate Doust MLC, current member of the Western Australian Parliament and the Hon. Kevin Andrews, former member of the Australian Parliament.

### Commonwealth Women Parliamentarians (CWP) NSW

The Legislative Assembly provided administrative support to Ms Sonia Hornery MP in her role as the NSW Representative on the Australia Region CWP Steering Committee. In 2022, Ms Hornery hosted the following events as part of a program to engage and support women parliamentarians from both Houses and across party lines.

#### CWP NSW Branch Activities

Meetings of the CWP, NSW Branch were held on 23 March 2022 and 9 June 2022. Both meetings were well attended by Members of both Houses. At the March meeting, Ms Felicity Wilson MP was invited to share her experiences and lead group discussions on the planning process for the upcoming CWP Australia Region Conference. In June, Professor Rosalind Dixon and her co-Director Ms Elizabeth Perham were invited to speak to the group regarding the UNSW Sydney Pathways to Politics Program for Women and their recent report entitled Representing Care: Toward a More Family Friendly Parliament.

#### Meeting with Mr Stephen Twigg, Secretary-General of the CPA

On 19 May 2022, Ms Sonia Hornery MP met with the visiting CPA Secretary-General, Mr Stephen Twigg to discuss the current program of CWP events in New South Wales and its support for international initiatives to increase the numbers of women in Parliament.

#### CWP Australia

Ms Hornery attended the following meetings of the CWP Australian Region Steering Committee:

- CWP Australia Region Steering Committee special meeting held 8 July 2021 (virtual)
- CWP Australia Region Steering Committee meeting held 15 October 2021 (virtual)
- CWP Australia Region Steering Committee meeting to be held 17 December 2021 (virtual)
- CWP Australia Region Steering Committee meeting held 6 May 2022 (virtual)
- CWP Australia Region Steering Committee special meeting held 16 June 2022 (virtual)

#### CWP International

The second series of CPA UK Women's Roadshow: Communication Tools to Deal with Online Abuse was held on 22 November 2021 for The British Isles and Mediterranean Region, Australia and New Zealand. This 3 hour workshop aimed to ensure that women parliamentarians are better able to mitigate online abuse and confidently participate in parliamentary business online and in their jurisdictions. Representing the NSW Branch were Ms Sonia Hornery MP; Ms Jenny Leong MP; Ms Janelle Saffin MP; the Hon. Wendy Tuckerman MP and Ms Wendy Lindsay MP.

International Women's Day 2022 was celebrated on 7 March 2022. Parliaments and Parliamentarians across the Commonwealth celebrated women's achievements by joining the global #BreakTheBias and 'Gender equality today for a sustainable tomorrow' campaigns.

### Parliamentary Friendship Groups

Parliamentary Friendship Groups are groups of Members who meet to raise awareness of and promote particular issues or stakeholder groups. Parliamentary Friendship Groups are formally recognised by the Presiding Officers and renewed each Parliament.

The activities of these groups were once again affected by the COVID-19 pandemic, which limited the ability for existing groups to meet or for new groups to be established.

The Department supports and advises members of the Legislative Assembly seeking to establish new parliamentary friendship groups and co-ordinates the groups' annual reports.

As at 30 June there were 66 approved Friendship Groups (see Appendix D). Of these Friendship Groups three were newly established in the 2021/22 reporting period.

Corporate Objective 3

# Supporting Our Members



Support Members in their evolving role as elected representatives and ensure our services are valued and respected by Members.

### Supporting the House and Members

We directly support the sittings of the House by preparing the information needed by Members and office holders to participate in proceedings and manage the business of the House. We provide advice to Members of all parties in accordance with Parliamentary procedure, custom and practice. Our House and Procedure team produce the official records of the House, including the Votes and Proceedings and the Questions and Answers Paper, and record and maintain custody of all documents tabled in the House. During sittings Clerks-at-the-Table are on hand to support the orderly conduct of business, and to advise and assist the Speaker and other Members on matters of procedure and practice. Our Chamber Support Services staff attend to sittings in the House and provide front of house services for the Legislative Assembly.

### Register of Pecuniary and Other Interests

Members are required to declare pecuniary interests and other matters in accordance with the *Constitution (Disclosures by Members) Regulation 1983*. The Clerk of the Legislative Assembly is the Registrar of the Register of Members Pecuniary and Other Interests. This function was supported by the Office of the Clerk

with the provision of high-level advice to Members and the accurate collation and preparation of Members' Returns for tabling in the House in accordance with the Regulation. The Office of the Clerk also provided assistance to Members, staff, media and the public with access to the Register online and in-person, as well as assisting with enquiries as to the purpose and requirements of the Regulation.

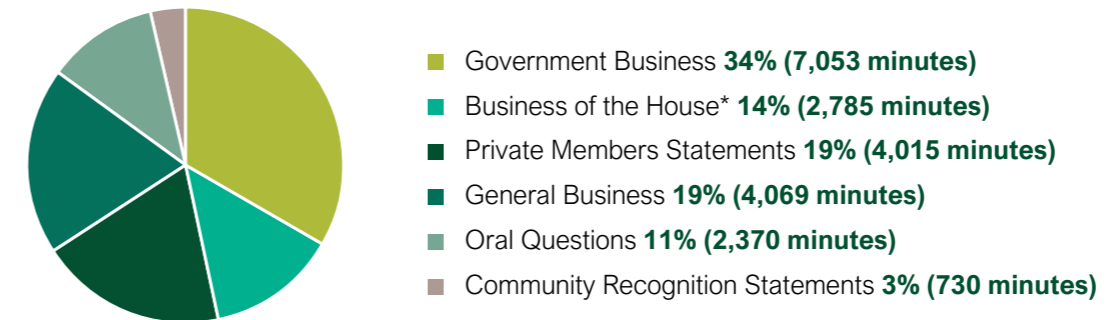
### Supporting committees

We directly support the operations of the Legislative Assembly administered committees. We provide support to enable the committees to meet their accountabilities of fiscal, legislative and policy scrutiny, and to provide oversight of independent statutory bodies. Our Scrutiny and Engagement team provides authoritative procedural and operational advice, liaising with Chairs and members, witnesses, and the media, to ensure that committees operate according to standing orders, relevant statutes, and terms of reference. We ensure the production and maintenance of committee records and information, including committee submissions, high quality reports, transcripts of evidence, correspondence and related documents. An important aspect of our role is identifying and facilitating opportunities for public participation in the inquiry process.

### Snapshot of activities

#### House activities – by type in 2020/21

##### Sittings of the House



\* Business of the House includes types of business not otherwise referenced, including Public Interest Debates, Committee Report Take Note debates, personal explanations, tabling of papers, and petition debates.

#### House activities – five year comparison

House activities	2017/18	2018/19*	2019/20	2020/21	2021/22
Sitting days	54	36	44	48	42
Hours of sitting	486.23	343.20	441.25	455.35	413
Average hours per sitting	9.0	9.5	10.0	9.5	9.8 hours
Bills introduced	96	68	59	75	79
Bills passed	79	57	37	55	60
Bills lapsed/disposed of	16	7	9	16	17
Entries in Votes and Proceedings	1,401	1,038	981	1,197	1,054
Written Questions on Notice (QON)	2,695	1,973	2,845	2,703	2,096
Answers to QON	2,726	1,415	2,690	2,838	2,114
Oral Questions	540	350	392	370	462
Paper Petitions (<500)	208	259	100	6	4
Paper Petitions (500+)	54	59	18	25	2
Paper Petitions (10,000+)	13	18	13	10	1
ePetitions (<500)				10	26
ePetitions (500+)				46	40
ePetitions (20,000+)				5	4
Tabled papers registered and archived	1,298**	1,355**	1,020	1,061	1,111
General Notices of Motions (General Notices)	1,031	663	1,027	1,169	1,172
General Notices of Motions for Bills	19**	19	18	15	11

\* Election year \*\* As a result of a review of the records database this figure varies slightly to that given in previous annual reports.



**Number of committee inquiries – five year comparison**

Activity	2017/18	2018/19*	2019/20	2020/21	2021/22
Number of LA committees	16	16	16/17*	18	41**

\* Election year

\*\* 19 of the total 41 inquiries were commenced during the reporting period.

**Committee activity – five year comparison**

Activity	2017/18	2018/19*	2019/20	2020/21	2021/22
Reports	34	24	27	16	23
Meetings	104	49	118	137	123
Hearings	26	5	21	36	18
Submissions	457	490	967	962	1541
Witnesses	301	61	250	504	201
Hearings (duration in hours)	116:08	19:58	67:09	178:28	60:26

\* Election year

**Key Legislation Review Committee statistics for the 2021/22 reporting period**

Digests tabled	Bills Reviewed	Regulations reviewed	Ministerial responses
13	84	459	38

**Procedural training sessions – five year comparison**

Activity	2017/18	2018/19*	2019/20	2020/21	2021/22
Procedural training sessions	29	4	15	**	7***

\* Election year

\*\*As a consequence of the disruption caused by the COVID-19 pandemic, procedural training was delivered on a more personalised, individual basis to Members and staff during the reporting period, often in response to significant procedural occurrences in the Chamber. Unlike previous reporting periods, lunchtime procedure drop-in sessions were not held. Department staff contributed procedural knowledge and support to the professional development training program for Members coordinated by the Office of the Speaker, using EdApp. Following the Upper Hunter by-election in May 2021, Department staff also provided new Member procedural training and support for the incoming Member for Upper Hunter.

\*\*\*As a consequence of the continued disruption caused by the pandemic, procedural training was again delivered on a more personalised, individual basis to Members and staff during the reporting period, often regarding significant procedural occurrences in the Chamber. As in the previous reporting period, lunchtime procedure drop-in sessions were not held. Following the Bega, Monaro, Strathfield and Willoughby by-elections in February 2022, staff provided new Member procedural training and support for incoming Members.

**Procedural Digests – five year comparison**

Activity	2017/18	2018/19*	2019/20	2020/21	2021/22
Procedural Digests published	11	6	10	8	6

\* Election year

Six Procedural Digests were published during the reporting period. As the scheduled sitting weeks in August and September 2021 were postponed, Digests were not published for those sitting blocks.

Procedural Digests are produced at the end of each sitting period and published on the Parliament's website as well as sent directly to a mailing list that includes Members, Members' staff, the Clerks-at-the-Table and other Chamber staff. The Digests provide a summary of significant procedural events that have taken place in the Legislative Assembly during the period covered and include 'procedural notes' which aim to explain complex or unusual procedural events. Examples of content covered in the Digests include explanations of the important and historic procedural changes made in the House to allow for hybrid sittings, and the changes to Question Time agreed to in early 2022.

**By-elections and inductions for new Members**

Four Members of the Legislative Assembly resigned their seats in December 2021. The resignations were in the seats of Bega (Mr Andrew Constance), Monaro (Mr John Barilaro), Strathfield (Ms Jodi McKay) and Willoughby (Ms Gladys Berejiklian). On Friday 21 January 2022, in accordance with the provisions of section 76 of the Electoral Act 2017, the Speaker issued writs for by-elections in the vacant seats. The by-elections were held on 12 February 2022.

To prepare the incoming Members prior to their swearing in, an induction program was arranged to assist them with their entry into the Assembly and the taking of their seats. This program included information on participation in Chamber and parliamentary committee proceedings, and on their obligations under the Members Code of Conduct, parliamentary guidelines and the Register of Pecuniary and Other Interests. The Members' induction was held on 14 March 2022, the week preceding their swearing in in the House, and was coordinated by the Assembly and the Department of Parliamentary Services.

The four new Members, Dr Michael Holland MP (Member for Bega), Mrs Nicole Overall MP (Member for Monaro), Mr Jason Yat-sen Li MP (Member for Strathfield) and Mr Tim James MP (Member for Willoughby), were sworn into the Assembly on Tuesday 22 March 2022.

**Supporting new Temporary Speakers**

Under Standing Order 19, the Speaker can nominate other Members of the Assembly as Temporary Speakers. These Temporary Speakers may exercise the powers and duties of the Speaker while in the Chamber in the absence of the Speaker, the Deputy Speaker, and Assistant Speaker.

On 15 February 2022, the Assembly elected a new Assistant Speaker, Mr Greg Piper MP, due to the resignation of the previous Assistant Speaker, the Hon. Mark Coure MP, upon his appointment as a Minister.

Mr Alex Greenwich MP and Mr Dave Layzell MP were also appointed by the Speaker as new Temporary Speakers.

The Department supports newly appointed Temporary Speakers by providing new appointees with training regarding the standing and sessional orders and the role of the Speaker in the Chamber. The Department is continuing to improve the support and resources provided to newly appointed Temporary Speakers as they take on the important role of chairing proceedings in the House. The Department also supports the regular meetings of the Speaker's Panel, where all Members who sit in the Speaker's Chair during sittings converge to discuss procedural matters.

## Case Study – Voluntary Assisted Dying Bill

The Voluntary Assisted Dying Bill was a Private Member's Bill to provide for, and regulate access to, voluntary assisted dying for persons with a terminal illness. The Bill was introduced by the Member for Sydney, Mr Alex Greenwich MP, on 14 October 2021. Government and Opposition members were afforded a conscience vote on the Bill.

### Second reading debate

The second reading debate for the Bill began during the November 2021 sittings. The House agreed to several suspensions of Standing and Sessional Orders, including the provision to sit on Fridays, to allow enough time for proceedings on the Bill to conclude before the end of the year. Debate was lengthy, and at times emotional. However, several Members commented on how respectfully it was conducted. In total, 81 of 93 Members contributed to the second reading debate.

### Historic sitting in the Jubilee Room

On the morning of Friday 19 November 2021, the sitting commenced in the Chamber as usual, with the second reading debate on the Bill being the main item of business. However, technical difficulties arose which impacted the broadcast and Hansard recording of proceedings in the Chamber. Following consultation with Members, proceedings were momentarily suspended. When the House resumed proceedings, it met in the Jubilee Room at Parliament House. Records indicate this as the first occasion that the Legislative Assembly had met outside of the Chamber since the Assembly's establishment in 1856. The Speaker took the Chair and made the following statement to the House:

*We are experiencing another historic first. To my knowledge, this is the first time, certainly in any of our lifetimes, that the Parliament of New South Wales will meet outside the Chamber. I advise that the House has been experiencing technical difficulties with the broadcast and also with the feed to Hansard. I have consulted with the Government, the Opposition, crossbench representatives and relevant officeholders, and the decision has been made to resume proceedings in the Jubilee Room of the New South Wales Parliament on the ringing of one long bell. The bell has rung, which will enable the House to proceed with debate as soon as possible with the capacity to broadcast and for Hansard.*

The authorisation of the House was then given effect by the Leader of the House, the Hon. Mark Speakman MP, moving a suspension of Standing and Sessional Orders to enable the House to conduct proceedings in the Jubilee Room until technical difficulties in the Chamber were resolved. The motion was agreed to on the voices. The House then agreed to a further motion which extended the sitting day by an hour and shortened the lunch break, providing further time for consideration of the Bill. The House resumed proceedings in the Chamber after the lunch break.

### Consideration in Detail

Consideration in Detail commenced on Thursday 25 November with 170 proposed amendments being circulated for consideration. The House agreed to a suspension of Standing and Sessional Orders which provided that, at 1.30 pm on Friday 26 November (the final sitting day for the year), all remaining questions on circulated amendments would be put forthwith without debate, and at the conclusion of consideration in detail, the third reading would be moved without further debate. This motion had the effect of establishing a time by which the House's consideration of the Bill would be finalised.

Of the 170 circulated amendments, 111 amendments were moved, with one amendment ruled out of order and 46 amendments agreed to. Consideration of the Bill was finalised shortly before the cut-off time and the House agreed to the third reading of the Bill on division. With that vote the Bill passed the Legislative Assembly and was sent to the Legislative Council for consideration.

### Bill passes the Parliament

On Thursday 19 May 2022, the Deputy Speaker, the Hon. Leslie Williams MP, reported a message from the Legislative Council returning the Bill with seven amendments, and ordered that the amendments be considered forthwith. Mr Greenwich spoke to the amendments and moved that all seven amendments be agreed to. Following a brief debate in which only Mr Greenwich spoke, the question was put and passed on the voices.

The Bill was assented to by the Governor on 27 May 2022 and will come into effect 18 months from the date of assent.



## Procedural Snapshot: Voluntary Assisted Dying Bill

# 170

Total number of  
circulated amendments

# 81\*

Total No. Speakers on  
the 2nd Reading

# 24

Total No. Divisions

# 23 hours, 46 minutes

Total Time on the bill  
(including the 2nd reading speech)

\* excluding Mr Greenwich speaking in reply for this count



### Changes to committee memberships

Due to changes to portfolios and a Cabinet reshuffle in December, many committee members were no longer eligible or no longer had the capacity to serve on committees. Several committees administered by the Legislative Assembly subsequently underwent membership changes.

By June, 14 committees had confirmed membership changes, with 13 of the 14 committees also having to elect a new Chair and/or Deputy Chair. In total, 22 elections were conducted during committee meetings to elect new office holders.

Following the finalisation of the committee memberships, Department staff provided newly elected Chairs with a thorough induction process to the work of their committees. This process involved briefing them on current committee work and inquiries. Staff also provided ongoing advice to committee members on issues of committee procedure and inquiry and hearing processes.

## Parliamentary Committees: An Overview

The information in this section provides an overview of the membership and work of all the Parliamentary Committees administered by the Legislative Assembly.

Please note this is presented in alphabetical order.

### Case Study

#### How the work of Committees impacts the final form of legislation

The Joint Standing Committee on Electoral Matters tabled the final report of its inquiry into the administration of the 2019 NSW State Election on 28 October 2020.

The Committee made 54 recommendations, 44 of which were accepted, accepted in part or accepted in principle by the Government.

A number of the Committee's recommendations were reflected in the Electoral Legislation Amendment Bill 2022, which was introduced into the Legislative Assembly on 22 June. Of particular note is the bill's implementation of the Committee's recommendations to increase the caps for electoral expenditure by third party campaigners during State election campaigns, and its changes to the definition of 'electoral expenditure' for the purposes of electoral expenditure caps.

Other recommendations that appear in the bill are the reduction of the maximum period of early voting to 7 days prior to election day, and the provision that registered party logos can be included on ballot papers for Legislative Assembly and Legislative Council elections.



📍 Lismore electorate

### Committee on Children and Young People

Meetings	6
Hearings	1
Witnesses	8
Submissions	0
Inquiries	4
Reports	2
Government Responses	1

#### Membership

- Mr Peter Sidgreaves MP (Chair from 19 May 2022)
- Ms Melanie Gibbons MP (Deputy Chair from 19 May 2022)
- Ms Abigail Boyd MLC (from 30 March 2022)
- The Hon. Greg Donnelly MLC
- Ms Jodie Harrison MP
- The Hon. Chris Rath MLC (from 30 March 2022)
- Mr Nathaniel Smith MP (from 18 May 2022)
- Mr Stephen Bromhead MP (from 31 March 2022 until 12 April 2022)
- The Hon. Catherine Cusack MLC (from 24 February until 30 March 2022)
- The Hon. Peter Poulos MLC (from 13 May 2021 until 22 December 2021)
- Ms Robyn Preston MP (until 22 December 2021)
- Mr Dugald Saunders MP (until 22 December 2021)
- Mr David Shoebridge MLC (until 30 March 2022)

#### Highlights

The Committee concluded its inquiry into support for children with imprisoned parents. The report made 40 recommendations to improve outcomes for children affected by parental imprisonment. These included: reforms to sentencing legislation that may reduce the number of parents in prison, improving the prison visiting experience for children and increasing funding to Aboriginal organisations that provide culturally appropriate diversionary programs.

The Committee completed its 2021 review of the annual reports and other matters of the Office of the Children’s Guardian (OCG) and Office of the Advocate for Children and Young People (ACYP), and made 3 recommendations in its report. The Committee also commenced its 2022 review of the annual reports of the OCG and ACYP. The Committee held a public hearing at Parliament House on 24 June, with eight witnesses appearing, including three members of the Youth Advisory Council.

The Committee continued its inquiry into the child protection and social services system, with public hearings due to be held in the next reporting period.



The Advocate for Children and Young People, Ms Zoë Robinson

### Committee on Community Services

Meetings	9
Hearings	3
Witnesses	31
Submissions	119
Inquiries	2
Reports	0
Government Responses	0

#### Membership

- The Hon. Melinda Pavey MP (Chair from 17 May 2022 and member from 31 March 2022)
- Mr Justin Clancy MP (Deputy Chair from 17 May 2022)
- Ms Trish Doyle MP
- Ms Melanie Gibbons MP
- Mr David Harris MP
- Ms Jenny Leong MP
- Mrs Nichole Overall MP (from 31 March 2022)
- Ms Wendy Lindsay MP (Chair and member until 31 March 2022)
- The Hon. Dugald Saunders MP (Deputy Chair and member until 31 March 2022)

#### Highlights

The Committee continued its inquiry into options to improve access to existing and alternate accommodation to address the social housing shortage, receiving 91 submissions.

The Committee held three public hearings at Parliament House in October, November and December. The Committee heard from 31 witnesses representing community housing providers, local councils, research bodies, community service organisations and NSW Government departments.

In March the Committee began an inquiry into improving crisis communications to culturally and linguistically diverse (CALD) communities. The inquiry is investigating ways to improve channels of communication with CALD communities, and the use of multicultural and CALD community groups and networks to distribute in-language information. The Committee will also consider addressing racism and discrimination related to crisis communications.

During the reporting period the Committee received 28 submissions to the inquiry. Both inquiries were ongoing at the end of the reporting period.



On 8 June the Committee on Community Services met with their Queensland counterparts, the Community Support and Services Committee

### Joint Standing Committee on Electoral Matters

Meetings	5
Hearings	1
Witnesses	10
Submissions	19
Inquiries	2
Reports	0
Government Responses	0

#### Membership

- Mr Lee Evans MP (Chair)
- The Hon. Robert Borsak MLC (Deputy Chair from 13 May 2022)
- The Hon. Scott Barrett MLC (from 30 March 2022)
- Mr Kevin Conolly MP (from 31 March 2022)
- Mr Christopher Gulaptis MP
- The Hon. Courtney Houssos MLC
- The Hon. Peter Primrose MLC
- The Hon. Chris Rath MLC (from 30 March 2022)
- Mr Paul Scully MP
- Mr Nathaniel Smith MP
- The Hon. Catherine Cusack MLC (until 30 March 2022)
- The Hon. Scott Farlow MLC (from 24 February 2022 until 30 March 2022)
- The Hon. Ben Franklin MLC (until 24 February 2022)
- The Hon. Gabrielle Upton MP (from 31 March 2022 until 31 March 2022)
- Ms Felicity Wilson MP (Deputy Chair and member until 31 March 2022)

#### Highlights

During the reporting period the Joint Standing Committee on Electoral Matters resolved to conduct two new inquiries. In November the Committee received a referral from the Legislative Council to examine the adequacy of the funding allocation of the NSW Electoral Commission for the 2023 General Election. The Committee received 8 submissions from interested stakeholders, including the NSW Electoral Commission, and held one public hearing to gain further information on issues raised during the inquiry.



Mr Lee Evans MP (Chair) and Mr Kevin Conolly MP

In March the Committee received a referral from the Attorney General, the Hon. Mark Speakman MP, to inquire into the caps on third-party campaigners' electoral expenditure set out in sections 29(11) and 35 of the *Electoral Funding Act 2018*. The Committee received 11 submissions from a variety of third-party campaigners, political parties and the NSW Electoral Commission. The Committee also engaged Professor Anne Twomey to prepare a background paper on the issues being considered and some of the events that led to the inquiry. This paper was of significant value to the Committee in gaining a better understanding of the topic. The Committee also resolved to make the paper public to assist other stakeholders.

Both inquiries were ongoing at the end of the reporting period and it is anticipated that they will be completed during the next reporting period.

### Committee on Environment and Planning

Meetings	7
Hearings	3
Witnesses	44
Submissions	77
Inquiries	2
Reports	1
Government Responses	1

#### Membership

- Mr Alex Greenwich MP (Chair)
- Ms Robyn Preston MP (Deputy Chair from 9 May 2022 and member from 31 March 2022)
- Mr Anoulack Chanthivong MP
- Mrs Tanya Davies MP (from 31 March 2022)
- The Hon. Adam Marshall MP (from 31 March 2022)
- The Hon. James Griffin MP (until 31 March 2022)
- Mr Nathaniel Smith MP (until 31 March 2022)
- Ms Felicity Wilson MP (Deputy Chair and member until 31 March 2022)



Mr Alex Greenwich MP (Chair)

#### Highlights

The Committee concluded its inquiry into the sustainability of energy supply and resources in NSW, and tabled its report in August. The report made 21 recommendations and 15 findings, covering support for communities, economic and employment opportunities presented by renewable energy, transmission infrastructure, energy management, and forecasts for domestic and export use of energy. The report also outlined Government initiatives and legislation introduced during the inquiry.

The Government's response to the report was received in February. Eleven of the Committee's 21 recommendations were supported, 4 were supported in principle, and 6 were noted.

In November the Committee began an inquiry into food production and supply in NSW. The inquiry is examining ways to food security, equitable access to food and reduce food waste and destruction. It is also examining technologies to bring food production into cities, and ways to preserve productive land and water resources, as well as how food production impacts the environment. The inquiry is also considering Indigenous food and land management practices, workforce challenges and skills development, developing the food industry as an export, and implications for quality control and labelling of processed/manufactured food.

The Committee received 77 submissions to the inquiry. Three public hearings were held at Parliament House in March and May with the Committee hearing from representatives of food relief organisations, local councils, health bodies, community groups, academics and research bodies, and the NSW Government.

Committee members attended a site visit in June to OzHarvest's headquarters in Alexandria. The inquiry was ongoing at the end of the reporting period.

## Committee on the Health Care Complaints Commission

Meetings	3
Hearings	1
Witnesses	2
Submissions	0
Inquiries	2
Reports	1
Government Responses	1

### Membership

Dr Joe McGirr MP (Chair from 30 March 2022 and Deputy Chair until 30 March 2022)  
 Mr Dave Layzell MP (Deputy Chair from 30 March 2022 and member from 24 February 2022)  
 The Hon. Catherine Cusack MLC (from 24 February 2022)  
 The Hon. Greg Donnelly MLC  
 Mr Tim James MP (from 31 March 2022)  
 The Hon. Mark Pearson MLC  
 Ms Kate Washington MP  
 The Hon. Lou Amato MLC (until 22 December 2021)  
 Mr Gurmeh Singh MP (Chair and member until 22 December 2021)  
 The Hon. Leslie Williams MP (until 31 March 2022)

### Highlights

The Committee's review of the Health Care Complaints Commission (HCCC) 2019-20 annual report concluded during the reporting period. The Committee's report was tabled in August and made one recommendation. While the Committee welcomed the HCCC's initiatives to increase engagement with Aboriginal and Torres Strait Islander people, it was concerned about the low volume of complaints from Aboriginal communities and health organisations. The Committee recommended that the HCCC include the outcomes of its engagement with Aboriginal communities in its annual reporting. In February the Committee received the Government response to the report. The response supported the Committee's recommendation.

In March the Committee commenced its review of the HCCC's 2020-21 annual report. A public hearing was held on 20 May, with two witnesses from the HCCC appearing in person before the Committee. The Committee's review was ongoing at the end of the reporting period.

The Committee also received a private briefing from the Commissioner of the HCCC in August. The Commissioner, who appeared via videoconference, briefed the Committee about the HCCC's workload and its response to the COVID-19 pandemic and related complaints.

The Committee also wrote to the HCCC during the reporting period to seek additional information on issues of ongoing interest to members.

## Committee on the Independent Commission Against Corruption

Meetings	7
Hearings	1
Witnesses	9
Submissions	0
Inquiries	4
Reports	2
Government Responses	3

### Membership

The Hon. Leslie Williams MP (Chair from 7 April 2022 and member from 24 February 2022)  
 Mr Ron Hoenig MP (Deputy Chair from 7 April 2022)  
 Mr Lee Evans MP (from 24 February 2022)  
 Ms Wendy Lindsay MP (from 31 March 2022)  
 Ms Tania Mihailuk MP  
 Mrs Nichole Overall MP (from 31 March 2022)  
 Mr Jamie Parker MP  
 The Hon. Chris Rath MLC (from 30 March 2022)  
 The Hon. Rod Roberts MLC  
 The Hon. Adam Searle MLC  
 Mr Ray Williams MP (from 24 February 2022)  
 Mr Justin Clancy MP (until 22 December 2021)  
 The Hon. Mark Coure MP (until 21 December 2021)  
 Mrs Tanya Davies MP (until 24 February 2022)  
 Mr Donald Harwin MLC (from 24 February 2022 until 22 March 2022)  
 The Hon. Trevor Khan MLC (until 6 January 2022)  
 Mr Dave Layzell MP (from 24 February 2022 until 31 March 2022)  
 The Hon. Dugald Saunders MP (until 21 December 2021)  
 Mr Peter Sidgreaves MP (from 24 February 2022 until 31 March 2022)  
 The Hon. Wendy Tuckerman MP (Deputy Chair and member until 21 December 2021)

### Highlights

In November the Committee tabled the report of the 'Reputational impact on an individual being adversely named in the ICAC's investigations' inquiry, which it self-referred in May 2020. The report considered whether existing safeguards and remedies are adequate, whether additional safeguards are needed, and whether an exoneration protocol should be developed, as well as relevant practices in other jurisdictions.

In the same month the Committee commenced its Review of the 2020-21 annual reports of the ICAC and the Inspector of the ICAC. This fulfills one of the functions of the joint committee, as set out in the ICAC Act, to examine each annual and other report of the Commission and of the Inspector. As part of the review, the Committee held a one-day hearing in May, in which it heard from the Commissioners, the Executive Officer and Executive Directors of the ICAC, as well as the Inspector of the ICAC.

In August the Committee tabled the report of its Review of the 2019-20 annual reports of the ICAC and the Inspector of the ICAC.

In June, the Committee commenced a new inquiry to review aspects of the *Independent Commission Against Corruption Act 1988*. This inquiry will examine time standards in place for the finalisation of reports, the existing mechanism of judicial review, and the role and powers of the Inspector of the ICAC.

## Committee on Investment, Industry and Regional Development

Meetings	7
Hearings	1
Witnesses	3
Submissions	11
Inquiries	2
Reports	1
Government Responses	2

### Membership

Mrs Nichole Overall MP (Chair from 12 April 2022 and member from 31 March 2022)

Mr Gurmeh Singh MP (Deputy Chair from 12 April 2022 and member from 31 March 2022)

Mr Clayton Barr MP

Mr Phil Donato MP

Mr David Harris MP

Ms Robyn Preston MP (from 31 March 2022)

Ms Felicity Wilson MP (from 31 March 2022)

Mr Justin Clancy MP (Chair and member until 31 March 2022)

The Hon. Steph Cooke MP (until 31 March 2022)

Mr Geoff Provest MP (until 31 March 2022)

Mr Peter Sidgreaves MP (Deputy Chair and member until 31 March 2022)

### Highlights

During the reporting period the Committee concluded its inquiry into the Inland Rail project and regional NSW. The Committee made 10 recommendations and 7 findings aimed at addressing some of the issues raised during the inquiry. Of the 10 recommendations in the Committee's report, the Government supported, or supported in principle, 6 of the recommendations, noted 3 recommendations, and did not support 1 recommendation.

During the reporting period, the Government also provided its response to the Committee's final report of its inquiry into support for drought affected communities in NSW. The final report further examined issues raised in the Committee's interim report and made 2 recommendations, both of which were supported by the Government.

The Committee commenced an inquiry into technology and the agriculture and mining sectors in November. During the reporting period the Committee received 11 submissions, held a private briefing with academics, and travelled to Wagga Wagga to meet with researchers and stakeholders at Charles Sturt University. The inquiry was ongoing at the end of the reporting period.

## Committee on Law and Safety

Meetings	4
Hearings	0
Witnesses	0
Submissions	24
Inquiries	2
Reports	1
Government Responses	1

### Membership

Mr Ray Williams MP (Chair from 6 April 2022 and member from 31 March 2022)

Mr Geoff Provest MP (Deputy Chair from 6 April 2022 and member from 31 March 2022)

Mr Edmond Atalla MP

Mr Adam Crouch MP (from 31 March 2022)

Ms Tamara Smith MP

The Hon. Steph Cooke MP (until 31 March 2022)

Mr Mark Taylor MP (Deputy Chair and member until 31 March 2022)

The Hon. Wendy Tuckerman MP (Chair and member until 31 March 2022)

### Highlights

In August the Committee on Law and Safety tabled the report of its inquiry into the physical health of police and emergency services workers in NSW. The inquiry was self-referred and looked at how the physical health of police and emergency services workers impacted the performance of their duties, physical entry requirements for police and emergency services and areas for improvements, and the impacts on workplace management for police and emergency service organisations.

The report made 10 findings and 7 recommendations, targeted at improving health and wellbeing support services for emergency service workers, appropriate entry requirements for the role, and research on occupational injury, physical fitness and overall health and wellbeing. The Government response was received in February and supported the Committee's recommendation that the government should review whether emergency service volunteers are adequately supported and volunteer allocations. The response also provided support in principle for the remaining 6 recommendations.

In April the Committee commenced an inquiry into embedded networks in NSW. This inquiry is considering the current legal framework regulating embedded networks, the effect of embedded networks on NSW residents and businesses, including any health or safety concerns, and policy and legal solutions to address these concerns. The inquiry was ongoing at the end of the reporting period.



## Legislation Review Committee

Meetings	13
Bills reviewed	84
Regulations reviewed	459
Digests	13
Ministerial responses	38

### Membership

Mr Dave Layzell MP (Chair)  
 Mr Lee Evans MP (Deputy Chair)  
 The Hon. Scott Barrett MLC (from 30 March 2022)  
 Ms Abigail Boyd MLC  
 Mr David Mehan MP  
 The Hon. Shaoquett Moselmane MLC  
 Mr Peter Sidgreaves MP (from 31 March 2022)  
 Mr Nathaniel Smith MP (from 24 February 2022)  
 The Hon. Wes Fang MLC (until 30 March 2022)  
 Ms Robyn Preston MP (until 22 December 2021)  
 The Hon. Leslie Williams MP (until 31 March 2022)

### Highlights

The Legislation Review Committee is responsible for reviewing each bill and statutory instrument tabled in Parliament, as set out in the *Legislation Review Act 1987*. During the reporting period the Committee reviewed 84 bills and a total of 459 regulations across 13 Legislation Review Digests.

While the Committee reports on every bill introduced, even if it presents no issues under the Committee's review ambit under the Act, the Committee only reports on regulations that present issues. In November the Committee resolved to publish the full list of regulations reviewed by the Committee with no comment, known as regulations without papers. This is contained at Appendix Two of each digest.

In September the Committee received a Government response to the 2018 report of its inquiry into the operation of the *Legislation Review Act 1987*. The inquiry directed three recommendations to the Government for improving the Committee's scrutiny of legislation. The Government response noted one recommendation to establish a joint committee to examine subordinate legislation. The response supported in principle the two other recommendations regarding the practice of the Minister with carriage of a bill to respond to the Committee's digest comments during debate, and that second reading speeches outline the impact on personal rights and liberties for urgent bills.

In November a Department of Premier and Cabinet (DPC) Circular was issued, which stated that agencies responsible for assisting a Minister or Government Member with carriage of a bill should support the Committee's scrutiny practice by ensuring that a bill's impacts on personal rights and liberties are, where necessary, identified and the rationale for them explained in the speeches, debate points and other material prepared by the agency. Since the publication of the DPC circular, the number of ministerial responses received by the Committee has tripled. These responses are published and can be viewed on the Committee's webpage.

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

Meetings	7
Hearings	0
Witnesses	0
Submissions	0
Inquiries	2
Reports	1
Government Responses	0

### Membership

The Hon. Wes Fang MLC (Chair from 24 March 2022 and member from 24 February 2022)  
 Mr Dave Layzell MP (Deputy Chair from 24 March 2022 and member from 24 February 2022)  
 The Hon. Catherine Cusack MLC (from 23 March 2022)  
 Mr Paul Lynch MP  
 Dr Hugh McDermott MP  
 The Hon. Adam Searle MLC  
 The Hon. Leslie Williams MP (from 24 February 2022)  
 The Hon. Lou Amato MLC (until 22 December 2021)  
 The Hon. Mark Coure MP (until 21 December 2021)  
 The Hon. Don Harwin MLC (from 24 February 2022 until 23 March 2022)  
 The Hon. Peter Poulos MLC (Deputy Chair from 27 July 2021 until 22 December 2021 and member until 22 December 2022)  
 The Hon. Dugald Saunders MP (Chair and member until 21 December 2021)

### Highlights

During the reporting period the Committee commenced its 2022 review of the reports of the Ombudsman, Law Enforcement Conduct Commission, NSW Crime Commission, Information Commissioner, Privacy Commissioner, Inspector of the Law Enforcement Conduct Commission and Inspector of Custodial Services.

In October 2021 the Committee tabled the report of its review of annual and other reports of oversight bodies. In the report the Committee noted the impact of the COVID-19 pandemic on the agencies that it oversees, and that the agencies had adapted the way they work in order to continue carrying out their statutory functions. In the report the Committee also highlighted strategic and operational issues that were experienced by the agencies during the reporting period and commented on the progress of a draft bill to amend the Public Interest Disclosures Act 1994.

In December the Committee commenced its 2022 review of annual and other reports of oversight bodies. As part of the review the Committee will hold public hearings in the second half of 2022 where it will examine each of the agencies it oversees.

Throughout the reporting period, the Committee also met to discharge its functions related to the appointments of various statutory officers.





## Standing Committee on Parliamentary Privilege and Ethics

Meetings	17
Hearings	0
Witnesses	0
Submissions	2
Inquiries	4
Reports	3
Government responses	0

### Membership

Mr Peter Sidgreaves MP (Chair)  
 Mr Adam Crouch MP (Deputy Chair)  
 Ms Melanie Gibbons MP  
 Mr Alex Greenwich MP (from 31 March 2022)  
 Mr Ron Hoenig MP  
 Mr Kevin Conolly MP (until 31 March 2022)  
 The Hon. Wendy Tuckerman MP (until 31 March 2022)

### Highlights

On 16 July the Committee tabled the report of its inquiry to review a proposed resolution for the establishment of a Parliamentary Compliance Officer. The Committee recommended the establishment of an Independent Complaints Officer to receive and investigate complaints about Members in a number of areas, including minor breaches around Member entitlements and requirements for the disclosure of pecuniary interests; and matters that involve bullying, harassment and inappropriate behaviour. The Houses have since resolved for the President to join with the Speaker to make arrangements for the establishment of an Independent Complaints Officer and Ms Rose Webb has been appointed to the position.

On 10 March the Committee also resolved to conduct a review of the Code of Conduct for Members, as required by section 72E (5) of the *Independent Commission Against Corruption Act 1988*. It has sought written submissions from targeted stakeholders and the inquiry was ongoing at the end of the reporting period.

Further, on 31 March the Legislative Assembly referred to the Committee an inquiry into options available to the Assembly regarding the withholding of remuneration and other entitlements of a Member suspended from the service of the House. This followed the 24 March suspension by the House of the Member for Kiama. The Committee obtained independent legal advice and consulted with constitutional law expert, Professor Anne Twomey AO, and tabled its report for the inquiry on 19 May. The Committee noted the constitutional limitations and requirements, and recommended against enacting legislation to withhold statutory remuneration or entitlements, or access to employment of staff, from a suspended Member. It further recommended that a suspended Member should be able to continue to represent their electorate through remaining mechanisms that do not involve their actual participation in debates or proceedings in the House or Committees (e.g. parliamentary activities like lodging questions on notice and petitions).

In addition, on 24 June the Committee tabled an interim report of its inquiry into parliamentary privilege and the use of investigatory and intrusive powers, which had been referred to it by the Assembly on 19 November 2020. The interim report outlined recent developments of significance for the inquiry; as well as the Committee's progress, immediate priorities, and the next steps it intends to take. The inquiry was ongoing at the end of the reporting period.

## Public Accounts Committee

Meetings	10
Hearings	3
Witnesses	31
Submissions	62
Inquiries	5
Reports	3
Government Responses	2

### Membership

Mr Greg Piper MP (Chair)  
 Mr Dave Layzell MP (Deputy Chair from 31 March 2022 and member from 24 February 2022)  
 Ms Melanie Gibbons MP (from 24 February 2022)  
 Mrs Nichole Overall MP (from 18 May 2022)  
 Mr Ryan Park MP  
 Mr Ray Williams MP (from 24 February 2022)  
 Mr Stephen Bromhead MP (from 31 March 2022 until 12 April 2022)  
 Mr Justin Clancy MP (until 22 December 2021)  
 Ms Tanya Davies MP (Deputy Chair and member until 22 December 2021)  
 Mr Lee Evans MP (until 31 March 2022)  
 Mr Gurmeh Singh MP (until 22 December 2021)

### Highlights

The Public Accounts Committee continued its detailed scrutiny of performance and financial audit reports tabled by the Audit Office of NSW. The Committee reported on 10 performance audits, 10 high priority recommendations in the financial audits, and its inquiry into the follow-up review of the management of NSW public housing maintenance contracts.

The Committee made two recommendations in its report following up on the implementation of performance audit recommendations across a diverse group of government agencies. These were to: obtain information on the status and expected benefits of the NSW Police's body-worn video camera project, and obtain an updated report on the improvements to journey times and the final costs and benefits realised for the light rail project in Sydney. The Committee also began another examination of a further 10 performance audits, which will be completed in the next reporting period.

The Committee concluded its detailed examination of 10 high priority and repeat recommendations from the Auditor-General's 30 June 2020 financial audit reports. The Committee identified several areas where additional action was needed and made 10 recommendations to six government agencies. These recommendations aim to improve internal controls and processes, resolve negotiations on an unresolved loan, achieve financial sustainability and improve governance and policy arrangements. The Committee resolved to conduct a second examination of the Auditor-General's financial audits for the financial year ended 30 June 2021. It has selected a variety of findings to examine in detail which are repeat findings or of particular significance. This review was ongoing at the end of the reporting period.

The Committee tabled the report of its follow-up review of the management of NSW public housing maintenance contracts. This inquiry arose from a previous inquiry completed in 2015 and examined ongoing issues in the provision of maintenance services to public housing tenants. In its report the Committee made 21 recommendations to address persistent shortcomings, including improving public housing tenant liaison and problem solving, providing more information to public housing tenants, and determining whether the separation of public housing maintenance and tenancy services is the best approach. The Committee received a Government response to this report which supported, or supported in principle, 14 of the recommendations, while also stating that four had already been implemented. The Government noted two of the recommendations and did not support one.

## Standing Orders and Procedure Committee

Meetings	11
Hearings	0
Witnesses	0
Submissions	0
Inquiries	2
Reports	4
Government responses	0

### Membership

The Hon. Jonathan O'Dea MP (Chair)  
 The Hon. Mark Coure MP  
 Mr Michael Daley MP  
 Mr Lee Evans MP  
 The Hon. Alister Henskens MP (from 24 February 2022)  
 Mr Ron Hoenig MP  
 Mr Greg Piper MP  
 Mr Gurmesh Singh MP (from 24 February 2022)  
 Mr Nathaniel Smith MP (from 24 February 2022)  
 Ms Anna Watson MP  
 The Hon. Leslie Williams MP  
 The Hon. Steph Cooke MP (until 24 February 2022)  
 Mr Adam Crouch MP (until 24 February 2022)  
 The Hon. Mark Speakman MP (until 24 February 2022)

### Highlights

During the reporting period the Committee continued its ongoing inquiry into the modernisation and reform of Legislative Assembly practices and procedures. It also played a significant role in considering the impact of COVID restrictions on the operations of the Chamber, and in developing arrangements for hybrid proceedings in the Chamber to take place in the second half of 2021.

During 2021-22 the Committee tabled two reports as part of its ongoing initiative regarding modernisation and reform of practices and procedures, a report with the outcome of a review of the operation of ePetitions since their introduction in July 2020, and a report examining the operation of a large number of the Assembly's Sessional Orders.

The tabling of both these reports, and the recommendations within them, were followed by a resolution of the House on 24 November which formalised 62 of the Assembly's Sessional Orders into Standing Orders. This action formalised much of the Assembly's established practice and procedure, which had previously been provided for by temporary Sessional Orders. This resolution also had the effect of making the House's rules and procedures regarding ePetitions permanent following the conclusion of the Committee's ePetitions review.

The Committee also completed its inquiry into a Broadcasting Resolution for the Legislative Assembly, with its report being tabled in the House on 12 October. In its report the Committee recommended that the House adopt a Broadcasting Resolution, and that it suspend the operation of Standing Order 368 regarding the filming and broadcast of proceedings. The House subsequently did proceed with adopting a Broadcast Resolution on 19 October, which was later amended on 21 June to incorporate references to the live captioning of proceedings.

The Committee also considered and reported on a request for a Citizen's Right of Reply, with the Committee's report being tabled on 12 October.

## Staysafe (Joint Standing Committee on Road Safety)

Meetings	8
Hearings	3
Witnesses	49
Submissions	1220
Inquiries	4
Reports	2
Government Responses	1

### Membership

The Hon. Lou Amato MLC (Chair)  
 Mr Nathaniel Smith MP (Deputy Chair from 13 May 2022 and member from 31 March 2022)  
 Mr Stephen Bromhead MP  
 Mr Roy Butler MP  
 Mr Christopher Gulaptis MP  
 Mrs Shelley Hancock MP (from 31 March 2022)  
 Mr Nick Lalich MP  
 The Hon. Shaoquett Moselmane MLC  
 Reverend the Hon. Fred Nile MLC  
 Ms Wendy Lindsay MP (until 31 March 2022)  
 Ms Robyn Preston MP (Deputy Chair and member until 31 March 2022)

### Highlights

In July the Committee tabled the report of its inquiry into reducing trauma on local roads in NSW. The Committee found that local councils are a vital part of efforts to improve safety on local roads. It made 22 recommendations that focussed on ensuring local councils have the resources to improve road infrastructure and promote road safety within their areas. Recommendations were also made to improve the safety of vulnerable road users, such as pedestrians, cyclists and motorcyclists, and that the process for lowering speed limits be simplified. In January the Committee received the Government response to the report. The Government supported 19 of the recommendations and 3 were supported in principle.

During the reporting period the Committee continued with its inquiry into mobile speed camera enforcement programs in NSW, and its inquiry into support for rural and regional learner drivers.

The Committee received a total of 1487 submissions for the inquiry into mobile speed cameras, some received during the previous reporting period, with a large number of these from individual members of the general public.

The Committee held two public hearings on 29 and 30 November covering both inquiries. Due to COVID-19 restrictions all witnesses for both hearings participated via videoconference.

A final hearing for the inquiry into support for rural and regional learner drivers was held on 7 December.

In May the Committee tabled the report of the inquiry into mobile speed camera enforcement programs in NSW. The report made 18 recommendations that focussed on making mobile speed camera operations more overt, as a way of encouraging safer driving and making the speed camera program fairer. They also focussed on increasing community understanding about how the program operates, including how and why mobile speed camera locations are selected.

The inquiry into support for rural and regional learner drivers was ongoing at the time of reporting.

In May the Committee resolved to conduct an inquiry into speed limits and road safety in regional NSW. The inquiry will examine the impact of speed limits and travel times on driver behaviour and safety. The impact of improved vehicle technology and road infrastructure, and the use of variable speed limits will also be considered. At the time of reporting the inquiry had received 34 submissions and was ongoing.



Staysafe Committee hearing for the inquiry into mobile speed camera enforcement programs in NSW

### Committee on Transport and Infrastructure

Meetings	6
Hearings	1
Witnesses	14
Submissions	7
Inquiries	2
Reports	1
Government responses	1

#### Membership

Mr Tim James MP (Chair from 7 April 2022 and member from 31 March 2022)  
 Mr Mark Taylor MP (Deputy Chair from 7 April 2022 and member from 31 March 2022)  
 Ms Jo Haylen MP (from 12 October 2021)  
 Dr Marjorie O'Neill MP  
 The Hon. Melinda Pavey MP (from 31 March 2022)  
 Mr Chris Minns MP (until 12 October 2021)  
 Ms Eleni Petinos MP (until 5 October 2021)  
 Ms Robyn Preston MP (Chair and member until 31 March 2022)  
 Mr Gurmeh Singh MP (until 31 March 2022)

#### Highlights

The Committee completed its inquiry into the transport technology sector in December. Public hearings were held in October, where the Committee heard evidence from 14 witnesses. The Committee's report made 14 recommendations about the ways that local research and development in the transport technology sector can deliver transport service innovations. A Government response for this inquiry was received in June, and 11 of the recommendations were supported and 3 were supported in principle.

In May the Committee self-referred an inquiry into the long-term feasibility of emission free modes of public transport. The inquiry will examine the capacity and capabilities of local manufacturers in NSW to provide emission free modes of public transport, and the associated costs and benefits to taxpayers. Preparations were underway for public hearings to be held in August and September 2022.

### Joint Standing Committee on the Office of the Valuer General

Meetings	3
Hearings	0
Witnesses	0
Submissions	0
Inquiries	2
Reports	1
Government Responses	1

#### Membership

The Hon. Scott Farlow MLC (Chair from 11 May 2022)  
 Ms Felicity Wilson MP (Deputy Chair from 11 May 2022 and member from 31 March 2022)  
 Mr Stephen Kamper MP  
 Mr Geoff Provest MP  
 The Hon. Adam Searle MLC  
 Mr Nathaniel Smith MP (Chair and Member until 31 March 2022)

#### Highlights

The Committee concluded its review of the Office of the Valuer General's (VGNSW) 2019-20 annual report during the reporting period.

The Committee tabled its final report in November, which made 15 recommendations. The Committee was satisfied with the way VGNSW had managed the variety of legislative and administrative challenges faced in the reporting period. The Government response to this report was received by the Committee in May.

In May the Committee commenced its review of VGNSW's 2020-21 annual report. A public hearing has been scheduled, and three witnesses from VGNSW are expected to appear. The Committee's review was ongoing at the end of the reporting period.

## History Corner

In 1938, Winifred Guy, an English lecturer and exhibitor of posters, chained and secured herself to the railing of the Ladies' Gallery in the Legislative Assembly with a padlock during Question Time.

"I hold the house and I ask for justice", she said interrupting proceedings. Ms Guy addressed the House with her own speech for ten minutes before she was cut free with a pair of wire snippers and escorted from the Parliament.

Winifred Guy was known as "The Poster Girl" as she lectured and exhibited posters of the Empire across the world. She was aware that her posters were being used in public schools and yet she had not been compensated for her work.



After being ignored by the Minister for Education for weeks, she decided to take further action and protested in Parliament. The image depicts Winifred Guy showing reporters the dog chain and padlock she used during the protest in the Legislative Assembly.



Tours of the Legislative Assembly are given by our Chamber staff who provide historical insights and general information about the NSW Parliament.

Corporate Objective 4

# Supporting our People



Our people are seen by the community, Members and their staff as dedicated experts in their field. They are motivated and inspired to achieve their best.

The Legislative Assembly has a positive, supportive work culture and an executive that is committed to enabling the provision of excellent advice and service to all Members of Parliament.

In 2021-22 the COVID-19 pandemic presented significant challenges. Our staff were able to work in an agile, flexible way to meet the demands of Parliamentary sitting sessions.



## Supporting our staff during the pandemic

Throughout the reporting period the Legislative Assembly put in place arrangements to continue to work effectively while prioritising the safety of staff, Members and committee stakeholders in the context of the ongoing COVID-19 Pandemic.

During the second half of 2021 staff worked from home in line with public health orders, and only entered Parliament House if strictly necessary – for example, to provide on-the-ground support for committee deliberative meetings and public hearings. Beginning from February 2022 staff gradually transitioned back to working more regularly in the office, and returned to regular working arrangements from March.

During the period in which staff were primarily working from home, business units conducted daily remote stand-up meetings, as well as regular individual team meetings. This practice enabled staff to stay connected and engaged both personally and professionally during a challenging time.

## People Matter Employment Survey results shows significant improvements

In 2021 the Department saw a significant improvement in the results from the People Matter Employment Survey (PMES). The survey had a 100% participation rate and overall employee engagement increased to 81% (up from 75%). Other key indicators also saw a positive shift including:

- Decision making and accountability – improved from 63% to 83%
- Role clarity and support – improved from 63% to 80%
- Communication and change management – improved from 63% to 82%
- Senior managers – improved from 73% to 88%.

Areas that had the greatest potential for improvement included recruitment (73%), grievance handling (65%) and feedback and performance management (75%).

Since the PMES the Department has run two staff workshops with a view to developing initiatives to help resolve concerns. Additionally a more strategic approach has been implemented to support formal and informal feedback and performance measures.

To help ensure that staff also have more opportunities to participate in the planning and overall development of our positive workplace culture, the Department also ran three Strategic Planning Workshops in May/June. These were held to facilitate discussion and generate new ideas for what initiatives to ensure we continue to build a positive and thriving workplace culture.

## Leading for Change: Commissioning an independent review of bullying, sexual harassment and sexual misconduct in NSW Parliamentary workplaces

The culture of Parliamentary workplaces has been the focus of significant attention in recent years. Accompanying the global rise of the #MeToo movement, there has been discussion of the extent to which institutions charged with leading and nurturing democracy have been safe and inclusive spaces for people of all genders. There is now a renewed expectation for Parliamentary workplaces to be exemplars of respectful behaviour, with policies, processes and cultures aligned to contemporary workplace standards.

### Parliamentary Advisory Group on Bullying, Sexual Harassment and Sexual Misconduct

In early 2021, following longstanding discussions on the importance of improving safety and inclusion, the Parliamentary Executive Group (PEG) established a Parliamentary Advisory Group on Bullying, Sexual Harassment and Sexual Misconduct (the PAG). The PAG's Terms of Reference included exploring the nature and extent of bullying, harassment and serious misconduct; establishing best practice in preventing and responding to these behaviours; examining the legal and policy framework; and determining a 'roadmap' for possible reform and action for consideration by the Presiding Officers and the Parliamentary leadership.

### The Broderick Review

The PEG commissioned Elizabeth Broderick and Co. to conduct a Review, the objective of which was to examine workplace culture and provide advice to the Parliamentary Executive Group on the nature and prevalence of harmful behaviours including bullying, sexual harassment and sexual misconduct within Parliamentary workplaces and to make recommendations for improvement.

As part of the review both qualitative and quantitative research was conducted, including surveys or interviews of over than 550 people. The findings, recommendations and progress on actions detailed in the report, now referred to as the Broderick Review, will be published in the next Annual Report of the Department.

The Legislative Assembly is committed to providing a safe workplace for staff and visitors. Commissioning the Broderick Review was an important step towards ensuring we have effective complaint handling mechanisms and procedures in place so that misconduct is dealt with promptly and effectively and individuals are well supported.

### Establishing a complaints officer

On 16 July 2021, the Legislative Assembly Committee on Parliamentary Privilege and Ethics tabled its report: *Review of the proposed resolution for the establishment of a Parliamentary Compliance Officer*. The Committee's inquiry reviewed a proposed resolution, before both Houses, for the establishment of a Parliamentary Compliance Officer.

In its report, the Committee recommended the establishment of an Independent Complaints Officer to receive and investigate complaints about Members of the Parliament of NSW in a number of areas. These areas include minor breaches around Member entitlements and the disclosure of pecuniary interests; and bullying, harassment and instances of inappropriate behaviour.

The Committee's recommendations were intended to address concerns about gaps in the regulation of certain conduct of Members, for example where an entitlements breach was not serious enough to refer to the Independent Commission Against Corruption.

Additionally, they were also intended to address a process gap with regard to complaints of bullying, harassment and inappropriate behaviour against Members, as the parliamentary administration did not at the time have the power to formally receive or investigate complaints. In its report the Committee noted that Members appeared to have a number of legislated obligations under the Work Health and Safety Act 2011 and the Anti-Discrimination Act 1977; and highlighted the importance of education for Members and staff about these legal obligations in with the goal of creating a safe, secure and respectful workplace.

## Training and capacity building of our staff

### Supporting excellence in Parliamentary Governance and Management

Carly Maxwell, the Deputy Clerk of the Legislative Assembly, completed McGill University programs in Parliamentary Governance and Parliamentary Management and was awarded valedictorian. In her valedictory speech, the Deputy Clerk spoke about the nature of parliaments in a world that is continually changing, the critical role that staff play in supporting democracy to thrive and evolve, and lastly, the importance of building professional skills and lifelong learning.

### Developing great managers

Two Legislative Assembly staff members, Jenny Whight and Matt Johnson, participated in the Great Managers Springboard Course. The course is specifically designed to train middle managers to lead their teams successfully, while building self-awareness and resilience as present and future leaders.

*Learning how to have 'critical conversations' and how to provide meaningful feedback were particularly valuable sessions. We found the program really worthwhile and came away from it with a greater understanding of self and new learnings and skills that we will draw on for years to come.*

**Jenny Whight, Senior Parliamentary Officer and Matt Johnson, Committee Manager**

### Legislative Assembly Procedural Training

Procedural Debrief sessions, presented by Assembly staff for fellow Assembly staff, were conducted at the end of each sitting period throughout 2021-22. Each session focused on explaining and sometimes demystifying events of particular interest which had taken place in the Chamber or Committees.

The presentations made extensive use of Chamber footage and proved a popular and valuable way for Assembly staff to deepen their knowledge of Parliamentary laws, practice and procedure in an informal atmosphere.

While in previous years only Directors presented at the debrief sessions, a wide range of staff presented during the reporting period, providing many with an opportunity to highlight events they had some involvement in and to develop their presentation skills.

### Procedural training for new staff

New staff are now provided with an Introduction to the Legislative Assembly e-module to complete at the commencement of their employment with the Department. The e-module provides an overview of the work of the Department and the role of the Assembly, including explanations of the key office holders and processes that the staff of the Department support. The e-module complements the in-person meetings between new staff have and senior officers from across the Department in which the work of the different Business Units are explained.

During the early 2022 during the COVID-19 lockdown, Department staff also delivered an abridged version of the Introduction to the Legislative Assembly Public Sector to the entire Department via videoconference. This was an opportunity for all staff, and staff new to the organisation, to refresh their knowledge of the work of the Assembly and to hear from the Clerk about her leadership of the Department and her experiences in the role.



### Sharing knowledge and insights

The Department produces an enewsletter to promote connections amongst staff and share knowledge about particular aspects of parliamentary practice. One of the ways we do this is with the lighthearted use of an animated mace, called 'Macey'. Each edition focuses on recent events from the Chamber or Committee meetings and allows staff to share their expertise across the organisation.

### Career Development Workshops

In response to feedback from the People Matters Survey indicating that staff wanted more support with their career development, we have initiated Career Development Workshops. All staff were given the opportunity to attend the sessions which explored career pathways, self-identity capabilities and ways to proactively manage their own careers.

### Staff development through exposure to new roles

The reporting period saw the rotation of a number of staff through key roles in the Legislative Assembly's Table Office, which provided an excellent opportunity for capacity building, new skills development, and improved knowledge management across the organisation. Key responsibilities such as the management of the bills process, the compilation of the Votes and Proceedings, administration of documents tabled in the Legislative Assembly (known as 'tabled papers') and the organisation of the Business Paper were taken on by new staff in 2021/22.

*Currently I am the Bills Officer in House and Procedure, prior to that I was the Deputy Serjeant-at-Arms, previous to that an Executive Assistant and in Scrutiny and Engagement as a Research Officer. I have really appreciated the opportunity to be exposed to so many facets of the work of the Department by working in different roles and different areas. The variety has enabled me to broaden my skills and deepen my knowledge of the Assembly as a whole. Plus, I've really enjoyed building relationships with so many different colleagues in each of the areas I've worked in.*

Jenny Whight, Senior Parliamentary Officer

*In August 2021 I took on the role of managing the final stages of transitioning the department's systems and processes to the Parliamentary Information Management System (PIMS). The role has also given me an opportunity to develop and improve my project and people managing skills, which will be invaluable for whatever role I take on next.*

*I've held a variety of positions across the department and each role has been an opportunity to learn more about parliamentary process and community engagement. The shared goal of all the teams I've been a part of, has been to provide the best service to our Members and the people they represent.*

Chris Herbert, PIMS Manager

*I have moved into a new role as Parliamentary Support Officer and have been doing communications and engagement work. I have really enjoyed learning new skills and putting them to use. Taking on this new role has given me the opportunity to learn new skills and work in a more creative role, something which I have aspired to do.*

Jordan Manning, Parliamentary Support Officer

### ANZACATT Professional Development Seminar

On 19 and 20 January Department of the Legislative Assembly staff participated remotely in the 2022 ANZACATT Professional Development Seminar, which was hosted by the Parliament of Australia and had the theme of 'Stronger Parliaments'.

The Clerk of the Legislative Assembly, Helen Minnican, presented at the seminar as part of a discussion panel of senior parliamentary leaders on the topics of managing change, promoting opportunities for staff, increasing expectations around governance, and communication.

### Australasian Study of Parliament Group (ASPG) Annual Conference

Staff participated remotely in the Australasian Study of Parliament Group (ASPG) Annual Conference, which was hosted by the Victorian Chapter of the ASPG from 26 to 29 April. The Conference, which had the theme of 'Parliamentary Transparency, Checks and Balances', featured a paper presented by the Speaker of the Legislative Assembly, on the topic of 'Political donations reform'.

Rohan Tyler, Director and former Secretary/Treasurer to the NSW Chapter of the ASPG, represented the NSW Legislative Assembly at the ASPG Executive Meeting and Annual General Meeting. These meetings were held in conjunction with the Annual Conference.

### Recognising our staff with the Parliament Service Awards

The Legislative Assembly greatly values its staff and welcomes the opportunity to recognise their service and dedication to the profession. In 2021, the following staff were recognised for their long service to the Legislative Assembly and the NSW Parliament:

- John Hatfield, Parliamentary Officer, 30 years of service
- Cheryl Samuels, Research Officer, 25 years of service
- Bjarne Nordin, Committee Manager, 15 years of service
- Kieran Lewis, Committee Manager, 10 years of service
- Christopher Herbert, Manager Digital Parliament and PIMS, 10 years of service
- Pauline Painter, Knowledge Manager, 10 years of service
- Jenny Whight, Bills Officer, 10 years of service

### Celebrating the diversity of our workplace

The Department recognises the importance of development a safe and inclusive workplace for all our staff, regardless of gender or sexuality. In the spirit of championing diversity, we held a special presentation and morning tea in March 2021 to celebrate International Woman's Day and Mardi Gras. The leadership team presented on the Department's Workforce Diversity and Inclusion Strategy, which codifies our commitment to creating a workforce that reflects the broader community. This commitment is a critical part of our vision to be leaders in the delivery of parliamentary democracy and community engagement.

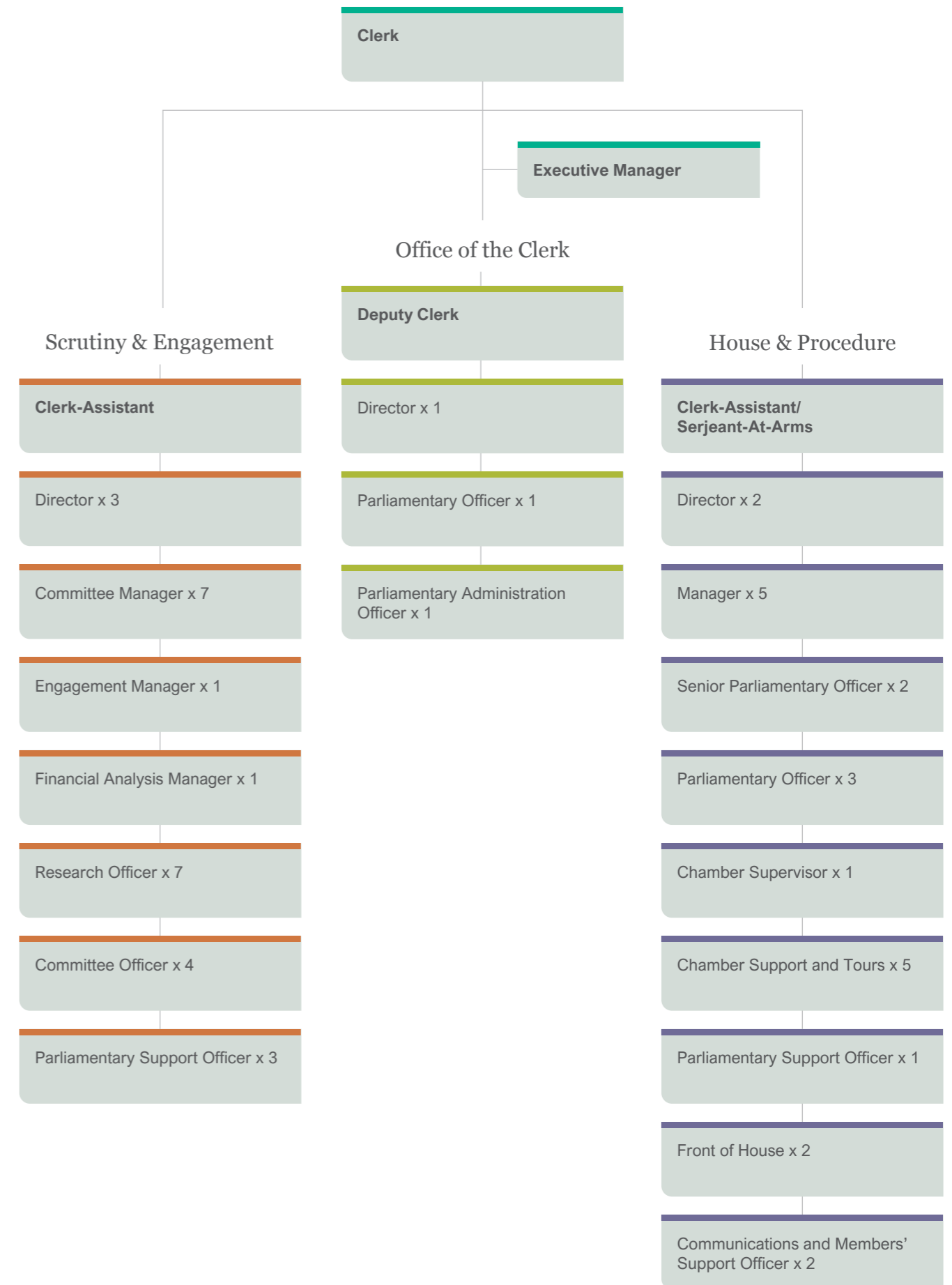
### Farewelling some of our long-serving staff members

This reporting period saw the departure of some of the Legislative Assembly's longest-serving staff members. Elaine Schofield retired from the position of Director, Scrutiny & Engagement in November 2021. In her 29 years of service with the NSW Parliament she worked in both Houses and across multiple business units, including Corporate Services, Table and Chamber Services, and the Committees Office. In April 2022 the Department also farewelled Natasha Zammit, a Parliamentary Officer working in the Table Office, and Bjarne Nordin, a Committee Manager. In their 19 and 17 years of service respectively, Natasha and Bjarne developed considerable expertise in their fields and were trusted sources of advice for their colleagues. The Legislative Assembly celebrates the achievements of Elaine, Natasha and Bjarne and wishes them all the best for the future.





**Organisation Structure** as at 30 June 2022



Corporate Objective 5

# Managing Our Finances and Measuring Performance



## Financial Summary

The net cost of services of the Legislative Assembly, including members' programs, was \$105.178 million reflecting a \$2.04 million or 1.9% favourable variance against budget.

The main components of this variation include:

- Employee related costs being unfavourable by \$949,000 against budget primarily due to salary escalation that was not included in the original budget
- Depreciation and amortisation exceeding budget by \$507,000
- Grants and subsidies being over the budget by \$139,000 arising from an unbudgeted annual grant to the Commonwealth Parliamentary Association, offset by:
  - Operating expenses being lower than budget by \$1.96 million largely owing to \$2.47 million carry-forward of members entitlements to 2022-23, offsetting by \$560,000 higher than budget non-cash expense related to accounting for leases to comply with AASB 16
- Members remuneration being \$2.043 million lower than budget from Members and Ministers salaries and allowances costs due to variation in the composition of the Ministry compared to Budget.

The Department's net cost of services of \$105.178 million represents 54.3% of the Parliament's total for the 2021-22 financial year. Members related costs for the Legislative Assembly represented 48.8% of the Parliament's total.

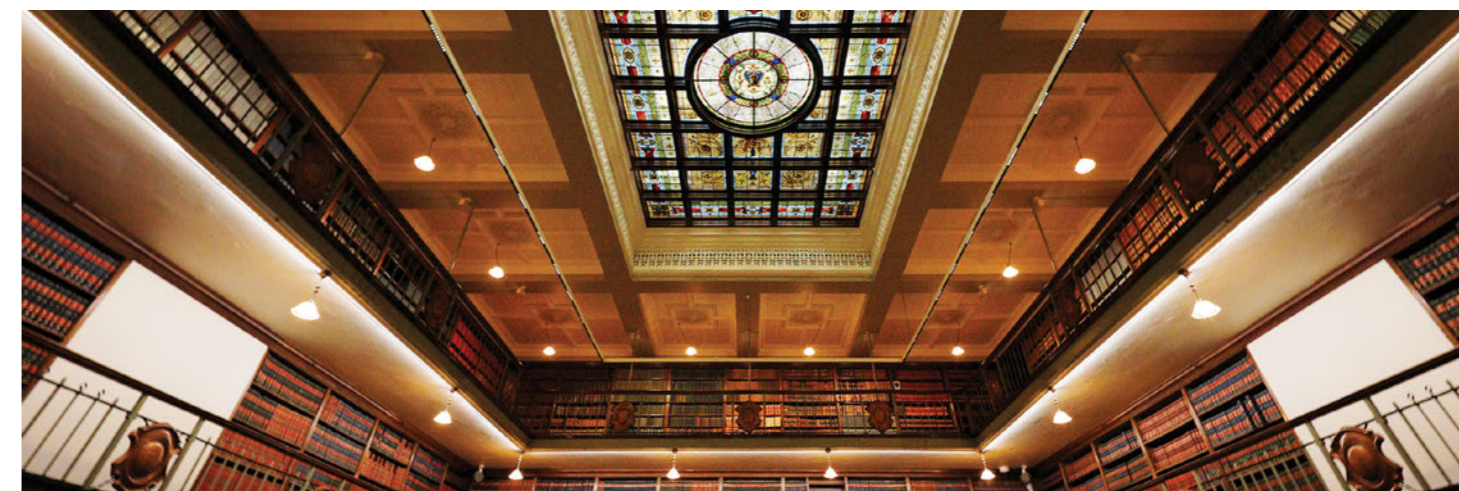
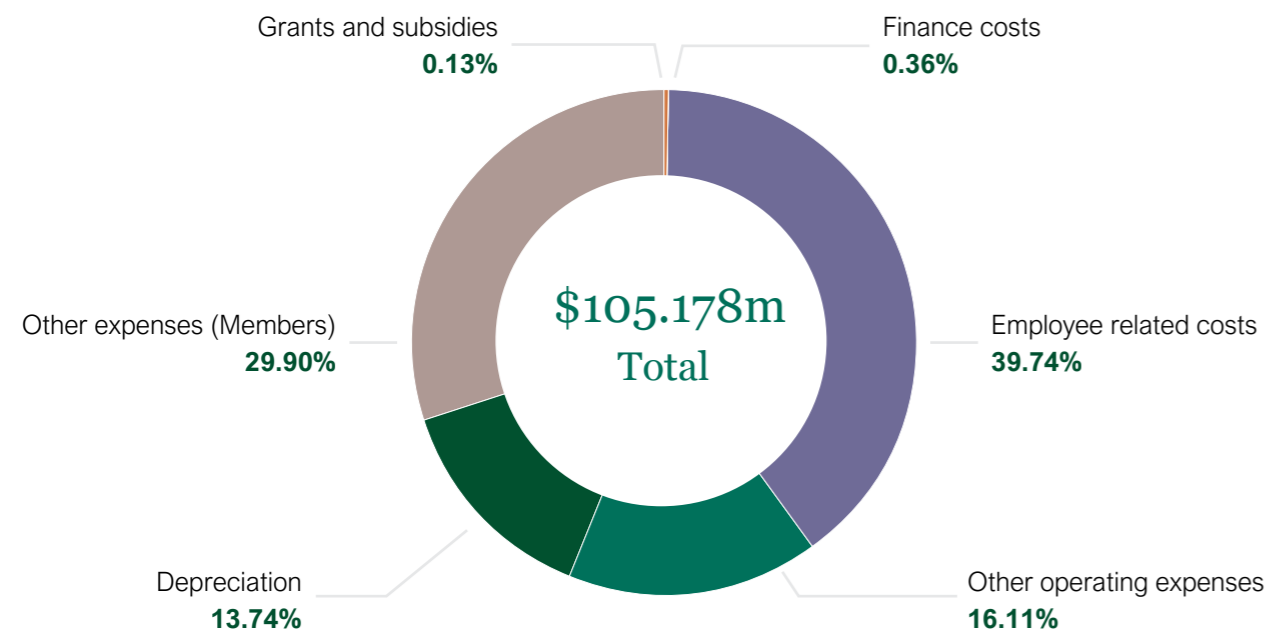
The net cost of services for the Department is broken down as follows:

- Parliamentary Representation \$94.513 million or 89.9%
- Operations \$10.665 million or 10.1%.

The costs represented in this financial report are unaudited and represent the best-known cost distribution for both cash and non-cash items attributable to the Legislative Assembly.

The Parliament of NSW financial statements are available on our website [here](#).

### Legislative Assembly Expenses





## Legislative Assembly Consolidated

### Statement of comprehensive income for the year ended 30 June 2022

	Actual 2022 \$'000	Budget 2022 \$'000	Actual 2021 \$'000
<b>Expenses excluding losses</b>			
Employee related expenses	41,961	41,337	39,590
Operating expenses	17,012	18,972	22,371
Depreciation and amortisation	14,511	14,004	13,872
Grants and subsidies	139	-	134
Finance costs	382	395	345
Other expenses - Members' remuneration	31,583	33,626	31,913
<b>Total Expenses excluding losses</b>	<b>105,588</b>	<b>108,334</b>	<b>108,225</b>
<b>Revenue</b>			
Sale of goods and services	734	734	696
Grants and other contributions	-	-	-
Other income	41	57	292
<b>Total Revenue</b>	<b>775</b>	<b>791</b>	<b>988</b>
<b>Gain / (loss) on disposal</b>	<b>(80)</b>	<b>-</b>	<b>-</b>
<b>Other Gain / (loss)</b>	<b>(285)</b>	<b>-</b>	<b>(136)</b>
<b>Net Cost of Services</b>	<b>105,178</b>	<b>107,543</b>	<b>107,373</b>

## Legislative Assembly Parliamentary Representation

### Statement of comprehensive income for the year ended 30 June 2022

	Actual 2022 \$'000	Budget 2022 \$'000	Actual 2021 \$'000
<b>Expenses excluding losses</b>			
Employee related expenses	34,932	33,725	33,266
Operating expenses	15,795	17,752	21,332
Depreciation and amortisation	12,053	11,632	11,799
Grants and subsidies	139	-	134
Finance costs	382	395	345
Other expenses - Members' remuneration	31,583	33,626	31,913
<b>Total Expenses excluding losses</b>	<b>94,884</b>	<b>97,130</b>	<b>98,789</b>
<b>Revenue</b>			
Sale of goods and services	720	720	696
Grants and other contributions	-	-	-
Other income	16	21	274
<b>Total Revenue</b>	<b>736</b>	<b>741</b>	<b>970</b>
<b>Gain / (loss) on disposal</b>	<b>(80)</b>	<b>-</b>	<b>-</b>
<b>Other Gain / (loss)</b>	<b>(285)</b>	<b>-</b>	<b>(136)</b>
<b>Net Cost of Services</b>	<b>94,513</b>	<b>96,389</b>	<b>97,955</b>

# Legislative Assembly Operations

## Statement of comprehensive income for the year ended 30 June 2021

	Actual 2022 \$'000	Budget 2022 \$'000	Actual 2021 \$'000
<b>Expenses excluding losses</b>			
Employee related expenses	7,029	7,612	6,324
Operating expenses	1,217	1,220	1,039
Depreciation and amortisation	2,458	2,372	2,073
Grants and subsidies	-	-	-
Finance costs	-	-	-
Other expenses - Members' remuneration	-	-	-
<b>Total Expenses excluding losses</b>	<b>10,704</b>	<b>11,204</b>	<b>9,436</b>
<b>Revenue</b>			
Sale of goods and services	14	14	-
Grants and other contributions	-	-	-
Other income	25	36	18
<b>Total Revenue</b>	<b>39</b>	<b>50</b>	<b>18</b>
<b>Gain / (loss) on disposal</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Other Gain / (loss)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Cost of Services</b>	<b>10,665</b>	<b>11,154</b>	<b>9,418</b>

# Corporate Governance

The Department of the Legislative Assembly works collaboratively with the Department of the Legislative Council and the Department of Parliamentary to ensure that the Parliament of New South Wales is supported by a strong governance framework.

## Governance Leadership Framework

As the Assembly's Chief Executive Officer, the Clerk has overall responsibility to the Speaker for procedural advice, Assembly operations, administration of the House and management of the Department of the Legislative Assembly.

The Parliament's governance framework comprises two cross-parliamentary groups that draw representatives from each Parliamentary department who meet regularly to discuss issues of governance and ensure that Parliament is meeting its strategic objectives. The Department also has its own internal leadership, strategy and governance group, the Legislative Assembly Executive (LA Ex).

## Parliamentary Executive Group (PEG)

Comprising the Presiding Officers, the Clerk of the Legislative Assembly, the Clerk of the Legislative Council and the Chief Executive of the Department of Parliamentary Services (DPS).

## Senior Management Group (SMG)

Comprising the Clerks and the Chief Executive of DPS.

## Legislative Assembly Executive (LA Ex)

Comprising the Clerk, Deputy Clerk, Clerk-Assistants and Directors.

## Governance Compliance Framework

Our governance framework ensures the department achieves its objectives while complying with all relevant laws, meeting community expectations and complying with standards and codes in respect to probity, accountability and transparency.

Under the Department's policy framework, we continued to review and update departmental policies and procedures to meet legislative requirements.

Our staff are required to complete a suite of mandatory governance e-learning modules on the Code of Conduct, fraud and corruption and risk management. We continue to run training and information sessions on key corporate governance functions to educate and engage staff on their ongoing responsibilities.

The Department is supported in meeting its governance obligations through cross-departmental steering committees and working groups established for areas requiring interdepartmental collaboration.



## NSW Parliament's Governance Framework



### Legislative Framework

The principal legislation that governs the operations of the Legislative Assembly are the Constitution Act 1902; Defamation Act 2005; Parliamentary Electorates and Elections Act 1912; Parliamentary Evidence Act 1901; Parliamentary Papers (Supplementary Provisions Act 1989; Members of Parliament Staff Act; Independent Commission Against Corruption Act 1988; Public Interest Disclosures Act 1994, and the Work Health and Safety Act 2011.

### Audit and Risk Committee

The Parliament's Audit and Risk Committee operates in accordance with the NSW Treasury Policy Paper 'Internal Audit and Risk Management Policy for the General Government Sector' (TPP20-08). The Committee's Charter states that the objective of the Committee is "to provide independent assistance to the Clerks and the Chief Executive by monitoring, reviewing and providing advice about the Legislature's governance processes, risk management and control frameworks, and its external accountability obligations."

During the reporting period, the Members of the Audit and Risk Committee were Mr Alex Smith (Chair), Ms Carol Holley, Mr Ian Gillespie and Ms Christine Hawkins. Ms Carol Holley served on the Committee until the conclusion of her term of appointment on 31 May 2021. All Members are independent.

The Committee met six times during 2021-22 and Committee Member attendance is detailed below.

Audit and Risk Committee Members	Number eligible to attend	Number attended
Mr Alex Smith (Chair)	6	5
Ms Carol Holley	5	4
Mr Ian Gillespie	6	6
Ms Christine Hawkins	6	6

The Committee oversaw and monitored the following activities in 2021-22:

- Risk assessments including updates to the Parliament's Corporate Risk Register;
- Endorsement of the Parliament's Strategic (three year) and Annual Internal Audit Plan;
- Progress against the Internal Audit Plan;
- Final internal audit reports;
- Status reports on the implementation of internal audit and external audit recommendations;
- Internal Audit Internal Quality Assessment;
- Draft and Final Legislature Annual Financial Statements
- Internal financial performance reports;
- The Parliament's early close procedures;
- The Audit Office of NSW's Client Services Report and Management Letter;
- Management's representation letter to the Audit Office of NSW;
- Annual attestation against the Parliament's Legislative Compliance Register;
- Updates from Department Heads on key issues;
- Reports on Work Health and Safety;
- Business Continuity Management implementation; and
- Reports on Fraud and Corruption Control.

The Parliament voluntarily complies with the Internal Audit and Risk Management Policy for the General Government Sector (TPP20-08). At its March 2021 meeting the Audit and Risk Committee that an annual internal attestation should be made to the Audit and Risk Committee. The attestation was been completed and provided to the Audit and Risk Committee at its June 2022 meeting.

The committee undertakes an annual assessment of its performance. The result as reported to the March 2022 meeting was an average performance rating of 97% across 27 pre-determined criteria.

### Internal Audits

The Parliament's Internal Audit function is an independent review activity headed by the Chief Audit Executive. The Internal Audit Function, through the Chief Audit Executive, reports functionally to the Audit and Risk Committee on the results of completed audits, and for strategic direction and accountability purposes; and reports administratively to the Clerks and Chief Executive DPS, to facilitate day to day operations.

The Chief Audit Executive manages an annual plan of risk-based audits through an outsourced service provider. The annual audit plan for 2021-22 was endorsed by the Audit and Risk Committee in June 2021. During 2021-22, the following final audit reports were presented to the Audit and Risk Committee:

- Physical Security
- Project Assurance
- Project Management Framework, PMO and Individual Project
- Procurement and Contract Management
- WHS in the Parliamentary Precinct
- Members' Entitlements FY 2020-21.

A Quality Assurance and Improvement Program is undertaken throughout the year and reported quarterly to the Committee. Audit candidate feedback is a key measure, with the average satisfaction rating being 4.88/5 in 2021-22 as reported to the June 2022 meeting.

An updated Audit Universe, Strategic (three year) internal audit program, and annual audit plan for 2022-23 was prepared in consultation with senior management and endorsed by the Audit and Risk Committee in June 2022.

## Enterprise Risk Management

The Parliament’s Enterprise Risk Management Framework incorporates all of the Parliament’s policies, processes, and methodologies for identifying and managing risk, and sets out how risk management is embedded in key business processes. The framework was reviewed and updated in 2019-20 and is due to be reviewed again in January 2024.

The Parliament maintains a Corporate Risk Register which is subject to quarterly review by the Parliament’s Senior Management Group (SMG) and the Audit and Risk Committee. Departments and Branches maintain operational risk registers which are also reviewed on a quarterly basis. Project-related risks are reviewed at least monthly.

## Business Continuity Management

The Parliament has continued to implement and maintain its Business Continuity Management System to support operations through business interruption events. The Business Continuity Governance Group met twice in 2021-22, with representation from all three Parliamentary Departments. A key item of business was to consider and recommend updates to the Business Continuity Framework to apply lessons learned during the COVID-19 pandemic. Along with these updates, tailored training was provided to key personnel including Business Continuity Officers in January and February 2022.

## Fraud and Corruption Prevention

The Parliament’s Fraud and Corruption Control Committee met once in 2021-22 to oversight activities from the Fraud and Corruption Control Plan, including completion rates for the online training module on Ethical Values and Fraud and Corruption Prevention. The 2021 Fraud Health Check Survey revealed results in the 96-100% range across fundamental areas of importance to fraud control and corruption prevention, including: awareness of the code of conduct; awareness of what to do if offered a bribe or gift; and awareness of conflicts of interest and awareness of ethical behaviour policies. Although the results were strongly positive overall, learnings from that survey informed fraud and corruption prevention activities during 2021-22.

A session on Fraud and Corruption prevention was delivered as part of the staff induction program sessions held regularly in 2021-22.

### Code of Conduct

The NSW Parliament has a strong ethical framework which includes separate Codes of Conduct for Members, Departmental staff and Members’ staff.

Each code, while different, incorporates the common principles of honesty, integrity, confidentiality and requires the appropriate use of public resources. All new members and staff are provided with copies of the relevant Code of Conduct. In addition, all staff are required to complete the online training module.

### Procurement policies

A significant amount of work was done during the year to update and improve documentation and guidelines to support staff to carry out their ongoing responsibilities across all aspects of the procurement lifecycle. Specific procedures have been created in key areas covering planning of procurement, preparing to approach the market, approaching the market, evaluations and contract negotiations, and contract management. These guides cover frequently asked questions and provide practical assistance for staff involved in the procurement process.

There continues to be an emphasis on achieving better outcomes and cost savings for all new projects and contract renewals in tandem with a stronger focus on implementing robust contract documentation, building better relationships with Vendors and improving their performance on our contracts.

### Public Interest Disclosures

As per Section 31 of the Public Interest Disclosures Act 1994, all agencies including Parliament are required to report on their Public Interest Disclosures (PIDs).

The Department has a Public Interest Disclosure Policy, which is accessible via the intranet, and ensures that staff are aware of this policy. The Human Services team delivers a session on PIDs at the induction program for new staff.

No PIDs were received and no PIDs were finalised by the Department in the reporting period.

## Legislative Assembly Risk Register

The Legislative Assembly Risk Register is updated every quarter and was last updated for the quarter ending 30 June 2022. The following table provides an overview of the initiatives undertaken to minimise risk in response to the pandemic and the challenges posed to operations across the department.

<b>Digital Transformation and audio-visual modernisation projects</b>	<ul style="list-style-type: none"> <li>These projects should address the long term risks associated with out-of-date technology. New broadcast and AV technology in place in the chamber has already improved reliability, with more work still to be done. Risks remain around providing expert staff to support the projects and the need for strong project management to ensure that project outcomes meet our requirements and deliver a modern service for our Members. There are also risks associated with the provision of support for our current systems and processes while building and implementing the new systems.</li> </ul>
<b>Workforce Planning and staff development</b>	<ul style="list-style-type: none"> <li>The re-alignment of functions and roles to support the delivery of strategic objectives, ensure operational effectiveness, and build capability to meet current and future needs has been substantially completed. Within existing budget, the Department has created a temporary Clerk-Assistant, Research and Operations role located within the Office of the Clerk, with a focus on the procedural research and publications work identified by the executive as a strategic priority for the Department.</li> </ul>
<b>Pandemic</b>	<ul style="list-style-type: none"> <li>While there has been a significant relaxation of COVID-19 restrictions, the Department still has to be prepared for another pandemic that could impact staff and operations. The Department has a Chamber specific Pandemic plan developed to mitigate risk through a planned approach to activities, communications and compliance with any relevant public health orders.</li> </ul>
<b>Sexual harassment, bullying and serious misconduct</b>	<ul style="list-style-type: none"> <li>Parliament’s move to establish an Independent Complaints Officer position and the appointment of Rose Webb to that position, in response to the resolutions of both Houses, is a significant and related development. The Department continues to have a representative on the Advisory Group and our staff provide secretariat services to the group (alongside colleagues from the Department of Parliamentary Services and the Legislative Council).</li> </ul>



### Work Health and Safety (WHS) for staff and visitors

The Department of the Legislative Assembly is committed to ensuring the workplace health and safety of our employees and visitors. A range of proactive measures are in place such as contributing to the development and review of Parliament’s WHS policies, ensuring staff are provided with the necessary training both online via Kando (the Parliament’s e-learning system) and in person e.g. First Aid/ CPR etc, participation in Parliament’s Work Health & Safety Committee, ensuring that new staff attend induction, assisting in WHS inspections of Parliament, and continuing to provide ergonomic assessments to minimise the risk of injury.

The Parliament’s COVID--19 response has been vigilant and has included control measures including temperature checks upon arrival, rapid antigen testing, provision of face masks and hand sanitiser, social distancing, flexible work arrangements, additional cleaning services, air controls and the introduction of a COVID-19 Vaccination policy to ensure all staff are fully vaccinated. Complimentary COVID-19 vaccinations have been provided in addition to our annual inhouse flu vaccination program.

#### WHS incidents

The Parliament utilises SolvSafety, an online WHS reporting system through which members and staff can report injuries, near-misses and hazards in the workplace. This system improves injury management at the Parliament and helps ensure we continue to prioritise WHS for all members, staff and visitors. The Parliament also has a Work Health and Safety Policy focused on a pro-active, and reasonably practicable risk management approach. Ongoing measures are taken to identify, assess, control, monitor and review hazards in the workplace, in compliance with the work health and safety legislation, regulations and codes of practice established by SafeWork NSW and other regulators.

During the reporting period, there was one relatively minor work-related incident resulting from a slip/trip/fall, two near miss/hazards and two worker’s compensation claims. All staff are encouraged to report incidents, hazards and near misses as soon as practicable following an incident in order to manage risks proactively and enhance work health and safety outcomes.

The following table summarises the number of reported incidents within the Legislative Assembly throughout 2021/22.

Type of Incident	No. of Incidents
Near Miss/Hazards	2
Strains and overuse	0
Slips, trips and falls	1
Psychological	0
Injury incidents	0
Claims	2
Non-work related injury	0

### Insurance

The Parliament’s insurance requirements are managed as part of the Treasury Managed Fund (TMF) portfolio. Under the TMF management arrangements, the Parliament’s business insurer is Gallagher Bassett for all insurance lines except for workers’ compensation insurance, which is provided by Employers Mutual. Deposit premiums paid to the Treasury Managed Fund for all lines of insurance over the past five years are shown in the table below.

	2021-22 (\$)	2020-21 (\$)	2019-20 (\$)	2018-19 (\$)	2017-18 (\$)
Property	412,319	320,971	229,780	203,150	173,230
Workers’ Compensation	537,801	538,455	340,804	402,790	483,882
Motor	1,028	935	540	580	750
Liability	125,145	98,735	52,990	51,090	49,740
Miscellaneous	26,269	25,455	7,060	5,230	5,930
<b>Total</b>	<b>1,102,562</b>	<b>984,542</b>	<b>631,174</b>	<b>662,840</b>	<b>713,532</b>



# Appendix A: Bills Introduced

Government Bills	Date Introduced LA
Appropriation (Parliament) Bill 2022	21/06/2022
Appropriation Bill 2022	21/06/2022
Bail Amendment Bill 2022	21/06/2022
Child Protection (Working with Children) Amendment Bill 2022*	21/06/2022
Children's Guardian Amendment Bill 2022*	21/06/2022
Coastal Management Amendment Bill 2021	13/10/2021
COVID-19 and Other Legislation Amendment (Regulatory Reforms) Bill 2022	15/02/2022
Crimes (Administration of Sentences) Amendment Bill 2021	10/11/2021
Crimes Amendment (Prohibition on Display of Nazi Symbols) Bill 2022	21/06/2022
Crimes Legislation Amendment (Loss of Foetus) Bill 2021	10/11/2021
Crimes Legislation Amendment (Sexual Consent Reforms) Bill 2021	20/10/2021
Crimes Legislation Amendment Bill 2021	21/10/2021
Customer Service Legislation Amendment Bill 2021	20/10/2021
Disability Inclusion Amendment Bill 2022*	21/06/2022
Electoral Amendment (COVID-19) Bill 2021*	24/11/2021
Electoral Legislation Amendment Bill 2022	22/06/2022
Electronic Conveyancing (Adoption of National Law) Amendment Bill 2022	15/02/2022
Electronic Transactions Amendment (Remote Witnessing) Bill 2021	10/11/2021
Energy Legislation Amendment Bill 2021	13/10/2021
Environment Legislation Amendment Bill 2021	24/11/2021
Firearms Legislation Amendment Bill 2022	11/05/2022
Gaming Machine Tax Amendment (Promotional Prizes) Bill 2021	10/11/2021
Government Sector Finance Amendment (Jobs for NSW) Bill 2022	22/06/2022
Government Telecommunications Amendment Bill 2022	11/05/2022
Greater Cities Commission Bill 2022	22/03/2022
Greater Sydney Parklands Legislation Amendment (Substratum) Bill 2021	23/11/2021
Greater Sydney Parklands Trust Bill 2021	10/11/2021
Health Legislation (Miscellaneous) Amendment Bill 2022	23/02/2022
Home Building Amendment (Medical Gas Licensing) Bill 2022	23/03/2022
ICAC and LECC Legislation Amendment Bill 2022	08/06/2022
Licensing and Registration (Uniform Procedures) Amendment Bill 2021	17/11/2021
Local Government Amendment (COVID-19—Elections Special Provisions) Bill 2021	13/10/2021
Major Events Amendment Bill 2022	22/02/2022

\*Bill originated in the Legislative Council

Government Bills	Date Introduced LA
Mining and Petroleum Legislation Amendment Bill 2022	22/03/2022
Modern Slavery Amendment Bill 2021*	17/11/2021
Motor Sports Bill 2022	22/02/2022
Museums of History NSW Bill 2022	22/06/2022
National Parks and Wildlife Amendment (Reservations) Bill 2022	21/06/2022
National Parks and Wildlife Amendment Bill 2021	17/11/2021
Ombudsman Legislation Amendment Bill 2022	21/06/2022
Payroll Tax Amendment (Payroll Tax Waiver) Bill 2021	20/10/2021
Plastic Reduction and Circular Economy Bill 2021	20/10/2021
Public Interest Disclosures Bill 2021*	22/03/2022
Public Spaces (Unattended Property) Bill 2021	10/11/2021
Racing and Gambling Legislation Amendment Bill 2022	30/03/2022
Roads and Crimes Legislation Amendment Bill 2022	30/03/2022
RSL NSW Amendment Bill 2022	10/05/2022
Service NSW (One-stop Access to Government Services) Amendment (COVID-19 Information Privacy) Bill 2021	10/11/2021
State Insurance and Care Legislation Amendment Bill 2022	30/03/2022
State Revenue and Fines Legislation Amendment (Miscellaneous) Bill 2022	23/03/2022
State Revenue Legislation Amendment Bill 2022	21/06/2022
Statute Law (Miscellaneous Provisions) Bill 2022	17/05/2022
Stronger Communities Legislation Amendment (Children) Bill 2021	17/11/2021
Tattoo Parlours Amendment (Statutory Review) Bill 2021	10/11/2021
Teacher Accreditation Amendment Bill 2021*	23/11/2021
Treasury Legislation Amendment (Miscellaneous) Bill 2022	08/06/2022
Water Industry Competition Amendment Bill 2021	13/10/2021
Work Health and Safety (Mines and Petroleum Sites) Amendment Bill 2022	30/03/2022
Workers Compensation Amendment Bill 2021	17/11/2021

\*Bill originated in the Legislative Council

Private Members Bills	Date Introduced LA
Animal Research Amendment (Right to Release) Bill 2022*	23/06/2022
Children and Young Persons (Care and Protection) Amendment (Family Is Culture Review) Bill 2021*	24/02/2022
Climate Change (Emissions Targets) Bill 2021 (Dib)	18/11/2021
Climate Change (Emissions Targets) Bill 2021 (Sharpe)*	15/02/2022
Companion Animals Amendment (Rehoming Animals) Bill 2021*	18/11/2021
Constitution Amendment (Virtual Attendance) Bill 2021*	20/10/2021
Environmental Planning and Assessment Amendment (Climate Change Response) Bill 2022	12/05/2022
Fiscal Responsibility Amendment (Privatisation Restrictions) Bill 2021*	15/02/2022
Government Grants Administration Bill 2021*	15/02/2022
ICAC and Other Independent Commissions Legislation Amendment (Independent Funding) Bill 2021 (No. 2)*	18/11/2021
Law Enforcement Conduct Commission Amendment Bill 2021*	18/11/2021
Local Government Amendment (Disqualification from Civic Office) Bill 2020*	17/11/2021
Parliamentary Budget Officer Amendment Bill 2022	08/06/2022
Public Health Amendment (Registered Nurses in Nursing Homes) Bill 2020*	17/05/2022
Residential Tenancies Amendment (Tenant Protections and Flood Response) Bill 2022	24/03/2022
Road Transport Amendment (Prohibition of U-turns and 3-point Turns in School Zones) Bill 2021	21/10/2021
Rock Fishing Safety Amendment Bill 2021*	23/06/2022
Voluntary Assisted Dying Bill 2021	14/10/2021
Water Management Amendment (Floodplain Harvesting Licences Compensation) Bill 2022	19/05/2022
Work Health and Safety Amendment (Industrial Manslaughter) Bill 2021*	26/11/2021

\*Bill originated in the Legislative Council

## Appendix B: Members' Entitlements

### 57<sup>th</sup> Parliament – 1 July 2021 to 30 June 2022

Description	Members' GTA* Travel	Spouse/ approved relative GTA travel	Members' Staff GTA Travel	Combined CA <sup>^</sup> and GTA	ROH <sup>†</sup> Commu-nications Allowance	ROH General Travel Allowance	Members' Electorate to Sydney Travel	Committee Allowance	Skills Dev-elopment Allowance (SDA)
<b>Albury Justin Clancy</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				145,857.69					3,060.00
Expended claimed	6,652.48		5,565.58	119,218.55			7,989.96		227.27
Funds Remaining				26,639.14					2,832.73
<b>Auburn Lynda Voltz</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				120,127.28					3,060.00
Expended claimed	1,622.99			103,672.83					0.00
Funds Remaining				16,454.45					3,060.00
<b>Ballina Tamara Smith</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				133,069.06					3,060.00
Expended claimed	1,709.85		8,321.10	104,427.74			3,742.75		1,184.76
Funds Remaining				28,641.32					1,875.24
<b>Balmain Jamie Parker</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				130,908.45					3,060.00
Expended claimed			14.15	102,314.30					730.22
Funds Remaining				28,594.15					2,329.78
<b>Bankstown Tania Mihailuk</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				123,831.94					3,060.00
Expended claimed	2,576.92		109.44	94,179.93					0.00
Funds Remaining				29,652.01					3,060.00
<b>Barwon Roy Butler</b>									
Allocation for 2021/22									6,120.00
C/Forward from 2020/21									n/a
Total available 2021/22				214,678.92					6,120.00
Expended claimed	35,652.44	1,247.77	42,876.41	179,471.55			8,210.40		3,454.54
Funds Remaining				35,207.37					2,665.46

\* General Travel Allowance

<sup>^</sup> Communications Allowance

<sup>†</sup> Registered Office Holder

Description	Members' GTA* Travel	Spouse/ approved relative GTA travel	Members' Staff GTA Travel	Combined CA* and GTA	ROH <sup>†</sup> Commu- nications Allowance	ROH General Travel Allowance	Members' Electorate to Sydney Travel	Committee Allowance	Skills Dev- elopment Allowance (SDA)
<b>Bathurst Paul Toole</b>									
Allocation for 2021/22						1,756.75			3,060.00
C/Forward from 2020/21						n/a			n/a
Total available 2021/22				151,714.00		1,756.75			3,060.00
Expended claimed			1,104.66	78,714.64		0.00			0.00
Funds Remaining				72,999.36		1,756.75			3,060.00
<b>Baulkham Hills David Elliott</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				137,474.00					3,060.00
Expended claimed				85,476.93					0.00
Funds Remaining				51,997.07					3,060.00
<b>Bega Andrew Constance</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				152,500.00					3,060.00
Expended claimed			30.00	1,445.97			370.00		0.00
Funds Remaining				151,054.03					3,060.00
<b>Bega Michael Holland</b>									
Allocation for 2021/22									1,165.32
C/Forward from 2020/21									n/a
Total available 2021/22				46,260.34					1,165.32
Expended claimed	4,268.38	195.49	2,703.10	32,521.90			2,627.28		0.00
Funds Remaining				13,738.44					1,165.32
<b>Blacktown Stephen Bali</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				135,059.00					3,060.00
Expended claimed				76,052.65					681.81
Funds Remaining				59,006.35					2,378.19
<b>Blue Mountains Trish Doyle</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				138,630.00					3,060.00
Expended claimed			5,054.72	41,788.09					227.27
Funds Remaining				96,841.91					2,832.73
<b>Cabramatta Nick Lalich</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				134,550.00					3,060.00
Expended claimed				68,428.77					
Funds Remaining				66,121.23					3,060.00

Description	Members' GTA* Travel	Spouse/ approved relative GTA travel	Members' Staff GTA Travel	Combined CA* and GTA	ROH <sup>†</sup> Commu- nications Allowance	ROH General Travel Allowance	Members' Electorate to Sydney Travel	Committee Allowance	Skills Dev- elopment Allowance (SDA)
<b>Camden Peter Sidgreaves</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				174,009.33					3,060.00
Expended claimed			315.36	108,691.17					227.27
Funds Remaining				65,318.16					2,832.73
<b>Campbelltown Greg Warren</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				129,348.75					3,060.00
Expended claimed	1,502.14			109,110.14					960.00
Funds Remaining				20,238.61					2,100.00
<b>Canterbury Sophie Cotsis</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				139,259.00					3,060.00
Expended claimed	3,462.66			113,419.24					1,818.19
Funds Remaining				25,839.76					1,241.81
<b>Castle Hill Ray Williams</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				148,075.00					3,060.00
Expended claimed			136.80	116,474.95					202.50
Funds Remaining				31,600.05					2,857.50
<b>Cessnock Clayton Barr</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				146,600.55					3,060.00
Expended claimed	85.36		0.00	62,203.07			2,407.68		677.27
Funds Remaining				84,397.48					2,382.73
<b>Charlestown Jodie Harrison</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				134,041.87					3,060.00
Expended claimed	31.68		2,532.24	77,481.93			1,008.72		534.10
Funds Remaining				56,559.94					2,525.90
<b>Clarence Chris Gulaptis</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				134,997.80					3,060.00
Expended claimed	4,845.98	219.96	477.47	97,538.15			4,816.23		0.00
Funds Remaining				37,459.65					3,060.00



Description	Members' GTA* Travel	Spouse/ approved relative GTA travel	Members' Staff GTA Travel	Combined CA* and GTA	ROH <sup>†</sup> Commu- nications Allowance	ROH General Travel Allowance	Members' Electorate to Sydney Travel	Committee Allowance	Skills Dev- elopment Allowance (SDA)
<b>Coffs Harbour</b> Gurmesh Singh									
Allocation for 2021/22									3,257.01
C/Forward from 2020/21									n/a
Total available 2021/22				140,374.42					3,257.01
Expended claimed	4,188.75			112,091.61			16,282.54		0.00
Funds Remaining				28,282.81					3,257.01
<b>Coogee</b> Marjorie O'Neill									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				119,356.86					3,060.00
Expended claimed			14.55	100,453.39					1,500.00
Funds Remaining				18,903.47					1,560.00
<b>Cootamundra</b> Steph Cooke									
Allocation for 2021/22									4,902.99
C/Forward from 2020/21									n/a
Total available 2021/22				155,677.00					4,902.99
Expended claimed	578.25		11,530.82	124,961.72					681.81
Funds Remaining				30,715.28					4,221.18
<b>Cronulla</b> Mark Speakman									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				139,199.00					3,060.00
Expended claimed	241.20			98,254.85					454.54
Funds Remaining				40,944.15					2,605.46
<b>Davidson</b> Jonathan O'Dea									
Allocation for 2021/22					10,353.75	1,918.50			3,060.00
C/Forward from 2020/21					n/a	n/a			n/a
Total available 2021/22				134,021.00	10,353.75	1,918.50			3,060.00
Expended claimed				91,601.07	650.00	0.00			0.00
Funds Remaining				42,419.93	9,703.75	1,918.50			3,060.00
<b>Drummoynne</b> John Sidoti									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				133,385.00					3,060.00
Expended claimed				101,950.09					0.00
Funds Remaining				31,434.91					3,060.00
<b>Dubbo</b> Dugald Saunders									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				135,104.20					3,060.00
Expended claimed	2,218.73	1,154.96	185.48	93,613.05			9,680.61		0.00
Funds Remaining				41,491.15					3,060.00

Description	Members' GTA* Travel	Spouse/ approved relative GTA travel	Members' Staff GTA Travel	Combined CA* and GTA	ROH <sup>†</sup> Commu- nications Allowance	ROH General Travel Allowance	Members' Electorate to Sydney Travel	Committee Allowance	Skills Dev- elopment Allowance (SDA)
<b>East Hills</b> Wendy Lindsay									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				126,550.24					3,060.00
Expended claimed	3,230.42			124,390.10					454.54
Funds Remaining				2,160.14					2,605.46
<b>Epping</b> Dominic Perrottet									
Allocation for 2021/22						706.95			3,060.00
C/Forward from 2020/21						n/a			n/a
Total available 2021/22				134,771.00		706.95			3,060.00
Expended claimed				29,026.02		0.00			0.00
Funds Remaining				105,744.98		706.95			3,060.00
<b>Fairfield</b> Guy Zangari									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				133,442.00					3,060.00
Expended claimed	1,447.20			72,121.75					227.27
Funds Remaining				61,320.25					2,832.73
<b>Gosford</b> Liesl Tesch									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				145,324.00					3,060.00
Expended claimed	181.82		3,357.74	97,679.69					0.00
Funds Remaining				47,644.31					3,060.00
<b>Goulburn</b> Wendy Tuckerman									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				133,426.57					3,060.00
Expended claimed	4,409.28			99,962.90			3,961.44		227.27
Funds Remaining				33,463.67					2,832.73
<b>Granville</b> Julia Finn									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				121,636.37					3,060.00
Expended claimed				120,950.88					227.27
Funds Remaining				685.49					2,832.73
<b>Hawkesbury</b> Robyn Preston									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				133,561.70					3,060.00
Expended claimed				108,887.02					681.81
Funds Remaining				24,674.68					2,378.19

Description	Members' GTA* Travel	Spouse/ approved relative GTA travel	Members' Staff GTA Travel	Combined CA* and GTA	ROH <sup>†</sup> Commu- nications Allowance	ROH General Travel Allowance	Members' Electorate to Sydney Travel	Committee Allowance	Skills Dev- elopment Allowance (SDA)
<b>Heathcote Lee Evans</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				142,815.00					3,060.00
Expended claimed			46.08	74,346.72					0.00
Funds Remaining				68,468.28					3,060.00
<b>Heffron Ron Hoenig</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				135,078.97					3,060.00
Expended claimed	1,868.75			115,225.43					454.54
Funds Remaining				19,853.54					2,605.46
<b>Holsworthy Melanie Gibbons</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				138,604.00					3,060.00
Expended claimed				101,418.60					0.00
Funds Remaining				37,185.40					3,060.00
<b>Hornsby Matt Kean</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				135,729.00					3,060.00
Expended claimed				96,875.30					0.00
Funds Remaining				38,853.70					3,060.00
<b>Keira Ryan Park</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				127,499.64					3,060.00
Expended claimed	1,923.51		1,816.91	110,903.07			5,066.64	4,985.04	1,757.27
Funds Remaining				16,596.57					1,302.73
<b>Kiama Gareth Ward</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				150,599.64					3,060.00
Expended claimed	1,703.93		1,331.34	111,223.60			2,183.76		0.00
Funds Remaining				39,376.04					3,060.00
<b>Kogarah Chris Minns</b>									
Allocation for 2021/22					26,355.00	1,279.00			3,060.00
C/Forward from 2020/21					n/a	n/a			n/a
Total available 2021/22				132,504.00	26,355.00	1,279.00			3,060.00
Expended claimed				100,843.73	21,201.88	0.00			0.00
Funds Remaining				31,660.27	5,153.12	1,279.00			3,060.00

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<b>Ku-ring-gai Alister Henskens</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				133,403.32					3,060.00
Expended claimed			495.36	104,081.53					227.27
Funds Remaining				29,321.79					2,832.73
<b>Lake Macquarie Greg Piper</b>									
Allocation for 2021/22									3,570.00
C/Forward from 2020/21									n/a
Total available 2021/22				142,636.88					3,570.00
Expended claimed			10,318.64	88,734.12			3,780.00		0.00
Funds Remaining				53,902.76					3,570.00
<b>Lakemba Jihad Dib</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				135,912.00					3,060.00
Expended claimed	4,542.10			92,313.14					1,757.27
Funds Remaining				43,598.86					1,302.73
<b>Lane Cove Anthony Roberts</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				140,597.00					3,060.00
Expended claimed				132,877.87					0.00
Funds Remaining				7,719.13					3,060.00
<b>Lismore Janelle Saffin</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				123,474.46					3,060.00
Expended claimed	2,428.26		6,913.42	92,725.15			3,857.01		227.27
Funds Remaining				30,749.31					2,832.73
<b>Liverpool Paul Lynch</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				141,061.00					3,060.00
Expended claimed				83,648.44					0.00
Funds Remaining				57,412.56					3,060.00
<b>Londonderry Prue Car</b>									
Allocation for 2021/22							639.50		3,570.00
C/Forward from 2020/21							n/a		n/a
Total available 2021/22				146,175.89			639.50		3,570.00
Expended claimed	943.92			126,041.78			0.00		0.00
Funds Remaining				20,134.11			639.50		3,570.00

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<b>Macquarie Fields</b> Anoulack Chanthivong									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				153,194.00					3,060.00
Expended claimed	415.70			70,924.82					450.00
Funds Remaining				82,269.18					2,610.00
<b>Maitland Jenny Aitchison</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				153,402.52					3,060.00
Expended claimed	1,199.17		8,080.85	123,308.54			4,955.04		454.54
Funds Remaining				30,093.98					2,605.46
<b>Manly James Griffin</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				134,309.68					3,060.00
Expended claimed	282.81			77,898.17					454.54
Funds Remaining				56,411.51					2,605.46
<b>Maroubra Michael Daley</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				129,187.39					3,060.00
Expended claimed	4,411.68	12.01		73,685.62					0.00
Funds Remaining				55,501.77					3,060.00
<b>Miranda Eleni Petinos</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				136,846.00					3,060.00
Expended claimed	310.87		56.85	108,978.80					227.27
Funds Remaining				27,867.20					2,832.73
<b>Monaro John Barilaro</b>									
Allocation for 2021/22						512.24			3,060.00
C/Forward from 2020/21						n/a			n/a
Total available 2021/22				149,666.38		512.24			3,060.00
Expended claimed	131.08			50,369.74		0.00	1,505.38		0.00
Funds Remaining				99,296.64		512.24			3,060.00
<b>Monaro Nichole Overall</b>									
Allocation for 2021/22									1,165.32
C/Forward from 2020/21									n/a
Total available 2021/22				50,043.04					1,165.32
Expended claimed	6,610.03	1,115.05		48,366.07			3,198.71		0.00
Funds Remaining				1,676.97					1,165.32

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<b>Mount Druitt Edmond Atalla</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				137,896.00					3,060.00
Expended claimed	584.68			111,809.51					0.00
Funds Remaining				26,086.49					3,060.00
<b>Mulgoa Tanya Davies</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				140,703.00					3,060.00
Expended claimed	219.20		530.64	109,853.11					227.27
Funds Remaining				30,849.89					2,832.73
<b>Murray Helen Dalton</b>									
Allocation for 2021/22									4,590.00
C/Forward from 2020/21									n/a
Total available 2021/22				179,921.21					4,590.00
Expended claimed	6,449.21	1,156.92	35,159.92	158,905.16			6,701.41		0.00
Funds Remaining				21,016.05					4,590.00
<b>Myall Lakes Stephen Bromhead</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				152,818.00					3,060.00
Expended claimed	30.61		1,560.25	88,876.17			2,219.04		454.54
Funds Remaining				63,941.83					2,605.46
<b>Newcastle Tim Crakanthorp</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				146,312.11					3,060.00
Expended claimed	3,471.79		796.69	106,743.38			6,048.00		1,757.27
Funds Remaining				39,568.73					1,302.73
<b>Newtown Jenny Leong</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				131,844.45					3,060.00
Expended claimed	1,538.42		3,309.51	105,540.05					1,530.00
Funds Remaining				26,304.40					1,530.00
<b>North Shore Felicity Wilson</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				133,753.08					3,060.00
Expended claimed	3,263.01		305.14	109,517.24					681.81
Funds Remaining				24,235.84					2,378.19

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<b>Northern Tablelands Adam Marshall</b>									
Allocation for 2021/22									4,590.00
C/Forward from 2020/21									n/a
Total available 2021/22				156,900.89					4,590.00
Expended claimed	26,493.29		4,723.36	122,927.35			13,296.39		0.00
Funds Remaining				33,973.54					4,590.00
<b>Oatley Mark Courie</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				115,002.64					3,060.00
Expended claimed	20.00			96,374.50					227.27
Funds Remaining				18,628.14					2,832.73
<b>Orange Phil Donato</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				122,580.67					3,060.00
Expended claimed			10,939.34	122,577.08					454.54
Funds Remaining				3.59					2,605.46
<b>Oxley Melinda Pavey</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				152,922.00					3,060.00
Expended claimed	2,692.24	2,162.06	995.19	117,386.30			14,831.42		0.00
Funds Remaining				35,535.70					3,060.00
<b>Parramatta Geoff Lee</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				139,294.00					3,060.00
Expended claimed				62,119.83					0.00
Funds Remaining				77,174.17					3,060.00
<b>Penrith Stuart Ayres</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				139,130.00					3,060.00
Expended claimed				94,125.33					0.00
Funds Remaining				45,004.67					3,060.00
<b>Pittwater Rob Stokes</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				136,062.00					3,060.00
Expended claimed			21.60	103,622.15					0.00
Funds Remaining				32,439.85					3,060.00

Description	Members' GTA* Travel	Spouse/ approved relative GTA travel	Members' Staff GTA Travel	Combined CA* and GTA	ROH† Commu- nications Allowance	ROH General Travel Allowance	Members' Electorate to Sydney Travel	Committee Allowance	Skills Dev- elopment Allowance (SDA)
<b>Port Macquarie Leslie Williams</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				154,920.06					3,060.00
Expended claimed	2,606.30	574.42	4,547.29	117,472.95			6,015.96		0.00
Funds Remaining				37,447.11					3,060.00
<b>Port Stephens Kate Washington</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				139,063.43					3,060.00
Expended claimed	1,416.96		10,627.94	137,628.06			1,702.80		1,800.00
Funds Remaining				1,435.37					1,260.00
<b>Prospect Hugh McDermott</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				129,686.99					3,060.00
Expended claimed	369.52			116,510.51					681.81
Funds Remaining				13,176.48					2,378.19
<b>Riverstone Kevin Conolly</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				152,156.00					3,060.00
Expended claimed	1,876.42			119,914.35					0.00
Funds Remaining				32,241.65					3,060.00
<b>Rockdale Steve Kamper</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				137,713.00					3,060.00
Expended claimed	1,665.93			100,179.61					227.27
Funds Remaining				37,533.39					2,832.73
<b>Ryde Victor Dominello</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				136,253.63					3,060.00
Expended claimed				108,498.04					454.54
Funds Remaining				27,755.59					2,605.46
<b>Seven Hills Mark Taylor</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				132,337.00					3,060.00
Expended claimed				96,772.39					0.00
Funds Remaining				35,564.61					3,060.00

Description	Members' GTA* Travel	Spouse/ approved relative GTA travel	Members' Staff GTA Travel	Combined CA* and GTA	ROH† Commu- nications Allowance	ROH General Travel Allowance	Members' Electorate to Sydney Travel	Committee Allowance	Skills Dev- elopment Allowance (SDA)
<b>Shellharbour Anna Watson</b>									
Allocation for 2021/22									3,570.00
C/Forward from 2020/21									n/a
Total available 2021/22				155,687.00					3,570.00
Expended claimed	182.54			89,431.79			1,230.48		0.00
Funds Remaining				66,255.21					3,570.00
<b>South Coast Shelley Hancock</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				146,042.04					3,060.00
Expended claimed				113,515.91					0.00
Funds Remaining				32,526.13					3,060.00
<b>Strathfield Jodi McKay</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				116,247.96					3,060.00
Expended claimed			20.16	55,288.71					0.00
Funds Remaining				60,959.25					3,060.00
<b>Strathfield Jason Li</b>									
Allocation for 2021/22									1,165.32
C/Forward from 2020/21									n/a
Total available 2021/22				41,380.87					1,165.32
Expended claimed			28.80	30,256.06					500.00
Funds Remaining				11,124.81					665.32
<b>Summer Hill Jo Haylen</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				133,480.11					3,060.00
Expended claimed	676.28			104,236.54					979.54
Funds Remaining				29,243.57					2,080.46
<b>Swansea Yasmin Catley</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				139,809.46					3,060.00
Expended claimed	1,369.10		4,446.83	129,927.08			3,702.24		1,725.27
Funds Remaining				9,882.38					1,334.73
<b>Sydney Alex Greenwich</b>									
Allocation for 2021/22									3,570.00
C/Forward from 2020/21									n/a
Total available 2021/22				118,870.25					3,570.00
Expended claimed	266.61		326.19	84,419.16					0.00
Funds Remaining				34,451.09					3,570.00

Description	Members' GTA* Travel	Spouse/ approved relative GTA travel	Members' Staff GTA Travel	Combined CA* and GTA	ROH† Commu- nications Allowance	ROH General Travel Allowance	Members' Electorate to Sydney Travel	Committee Allowance	Skills Dev- elopment Allowance (SDA)
<b>Tamworth Kevin Anderson</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				147,042.04					3,060.00
Expended claimed	1,089.10	5,465.07	1,480.97	122,648.21			19,502.27		0.00
Funds Remaining				24,393.83					3,060.00
<b>Terrigal Adam Crouch</b>									
Allocation for 2021/22									3,379.97
C/Forward from 2020/21									n/a
Total available 2021/22				137,051.00					3,379.97
Expended claimed	1,355.76		322.47	91,366.82			1,814.40		227.27
Funds Remaining				45,684.18					3,152.70
<b>The Entrance David Mehan</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				139,702.19					3,060.00
Expended claimed				125,692.65					227.27
Funds Remaining				14,009.54					2,832.73
<b>Tweed Geoff Provost</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				147,247.98					3,060.00
Expended claimed	2,770.42	4,267.72		114,828.76			4,988.08		0.00
Funds Remaining				32,419.22					3,060.00
<b>Upper Hunter Dave Layzell</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				132,124.00					3,060.00
Expended claimed	2,490.56			85,059.43			5,847.12		0.00
Funds Remaining				47,064.57					3,060.00
<b>Vaucluse Gabrielle Upton</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				116,918.16					3,060.00
Expended claimed	1,926.12		1,527.92	111,039.94					1,863.63
Funds Remaining				5,878.22					1,196.37
<b>Wagga Wagga Joseph McGirr</b>									
Allocation for 2021/22									3,570.00
C/Forward from 2020/21									n/a
Total available 2021/22				137,474.86					3,570.00
Expended claimed	4,535.50		11,731.42	132,934.06			4,491.08		1,530.00
Funds Remaining				4,540.80					2,040.00

Description	Members' GTA* Travel	Spouse/ approved relative GTA travel	Members' Staff GTA Travel	Combined CA* and GTA	ROH <sup>†</sup> Commu- nications Allowance	ROH General Travel Allowance	Members' Electorate to Sydney Travel	Committee Allowance	Skills Dev- elopment Allowance (SDA)
<b>Wakehurst Brad Hazzard</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				136,244.00					3,060.00
Expended claimed			130.50	78,846.30					0.00
Funds Remaining				57,397.70					3,060.00
<b>Wallsend Sonia Hornery</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				148,086.65					3,060.00
Expended claimed			4,093.92	87,130.66			4,548.96		0.00
Funds Remaining				60,955.99					3,060.00
<b>Willoughby Gladys Berejiklian</b>									
Allocation for 2021/22						252.30			3,060.00
C/Forward from 2020/21						n/a			n/a
Total available 2021/22				134,813.00		252.30			3,060.00
Expended claimed				4,493.80		0.00			0.00
Funds Remaining				130,319.20		252.30			3,060.00
<b>Willoughby Timothy James</b>									
Allocation for 2021/22									1,165.32
C/Forward from 2020/21									n/a
Total available 2021/22				41,931.54					1,165.32
Expended claimed	671.35			36,670.49					0.00
Funds Remaining				5,261.05					1,165.32
<b>Wollondilly Nathaniel Smith</b>									
Allocation for 2021/22									3,250.03
C/Forward from 2020/21									n/a
Total available 2021/22				142,542.50					3,250.03
Expended claimed	1,748.16		528.41	103,533.87			1,938.24		454.54
Funds Remaining				39,008.63					2,795.49
<b>Wollongong Paul Scully</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				145,782.64					3,060.00
Expended claimed	1,328.05		1,909.13	115,867.06			2,733.12		0.00
Funds Remaining				29,915.58					3,060.00
<b>Wyang David Harris</b>									
Allocation for 2021/22									3,060.00
C/Forward from 2020/21									n/a
Total available 2021/22				142,312.24					3,060.00
Expended claimed	1,075.63		4,478.10	58,203.35					227.27
Funds Remaining				84,108.89					2,832.73

Description	Members' GTA* Travel	Spouse/ approved relative GTA travel	Members' Staff GTA Travel	Combined CA* and GTA	ROH <sup>†</sup> Commu- nications Allowance	ROH General Travel Allowance	Members' Electorate to Sydney Travel	Committee Allowance	Skills Dev- elopment Allowance (SDA)
<b>LA Total</b>									
Allocation for 2021/22				0.00	36,708.75	7,065.24			300,461.28
C/Forward from 2020/21				0.00	n/a	n/a			n/a
Total available 2021/22				13,157,622.80	36,708.75	7,065.24			300,461.28
Expended claimed	179,861.10	17,571.43	217,930.76	9,316,110.60	21,851.88	0.00	187,255.16	4,985.04	37,620.79
Funds Remaining				3,841,512.20	14,856.87	7,065.24			262,840.49
<b>Check Total</b>									
Allocation for 2021/22									300,461.28
C/Forward from 2020/21									n/a
Total available 2021/22				13,157,622.80	36,708.75	7,065.24			300,461.28
Expended claimed	179,867.49	17,571.43	217,924.37	9,316,110.60	21,851.88	0.00	187,255.16	4,985.04	37,620.80
Funds Remaining				3,841,512.20	14,856.87	7,065.24			262,840.48

## Notes on Members' on entitlements (expenditure)

The entitlements for Members of Parliament are determined by the Parliamentary Remuneration Tribunal pursuant to the Parliamentary Remuneration Act 1989. The entitlements reported upon in this report are generally those made in the Determination of the Parliamentary Remuneration Tribunal. The relevant determination is available at online <http://www.remtribunals.nsw.gov.au/parliamentary/all-prt-determinations>

- The figures reported are as at the closing date for the 2021/22 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 2021-22 but not delivered until after 30 June 2022 will be debited against the 2022/2023 financial year entitlements. Entitlement claims submitted after 30 June 2022 for the 2021/22 period are accrued and included in these figures subject to Parliament having received prior notification of the expenditure.
- 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. Sydney Allowance data is reported for the previous year (i.e. 1 July 2020 to 30 June 2021) to allow for the reconciliation processes around annual claims.
- 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.
- Combined total available funds, total amount expended and funds remaining are shown in the aggregate for the Communications Allowance and General Travel Allowance, as once one of these entitlements is fully expended, Members have the flexibility to utilise remaining funds from the other. Where a negative amount is shown as remaining, the Member has been invoiced and has repaid the additional expenditure.
- The General Travel Allowance total column in the spreadsheet is a total of the General Travel allowances for Members, Spouses and Staff travel.
- The Skills Development Allowance is provided to Members and Members' staff to meet current training needs that are directly related to the role of Members and Members' staff. It may be used to meet the cost of undertaking skills-based training, including but not limited to: media skills training, public speaking, community engagement, use of graphic design software, website and social media maintenance, writing skills for reports and media releases.
- The annual report covers only entitlements or allowances paid to Members - not salary payments (as per schedule 1 of the Parliamentary Remuneration Act). Members of the Public Accounts Committee are eligible for the annual Committee Allowance (\$4,985), however Members holding two or more recognised officeholder positions concurrently are only entitled to payment of one additional officeholder salary, calculated at the highest rate applicable for the positions held.

## 2020-21 Sydney Allowance for Members of the Legislative Assembly

### 57<sup>th</sup> Parliament – 1 July 2020 – 30 June 2021\*

Description	Members' Electorate to Sydney Travel	Description	Members' Electorate to Sydney Travel
<b>Albury Justin Clancy</b>		<b>Clarence Chris Gulaptis</b>	
Allocation for 2020/21	44,100.00	Allocation for 2020/21	44,100.00
Expended claimed	16,695.00	Expended claimed	29,295.00
Funds Remaining	27,405.00	Funds Remaining	14,805.00
<b>Ballina Tamara Smith</b>		<b>Coffs Harbour Gurmesh Singh</b>	
Allocation for 2020/21	42,525.00	Allocation for 2020/21	44,100.00
Expended claimed	19,215.00	Expended claimed	29,925.00
Funds Remaining	23,310.00	Funds Remaining	14,175.00
<b>Barwon Roy Butler</b>		<b>Cootamundra Steph Cooke</b>	
Allocation for 2020/21	42,525.00	Allocation for 2020/21	44,100.00
Expended claimed	41,895.00	Expended claimed	28,035.00
Funds Remaining	630.00	Funds Remaining	16,065.00
<b>Bathurst Paul Toole</b>		<b>Dubbo Dugald Saunders</b>	
Allocation for 2020/21	56,700.00	Allocation for 2020/21	44,100.00
Expended claimed	29,925.00	Expended claimed	31,185.00
Funds Remaining	26,775.00	Funds Remaining	12,915.00
<b>Bega Andrew Constance</b>		<b>Gosford Liesl Tesch</b>	
Allocation for 2020/21	56,700.00	Allocation for 2020/21	33,075.00
Expended claimed	41,895.00	Expended claimed	15,435.00
Funds Remaining	14,805.00	Funds Remaining	17,640.00
<b>Blue Mountains Trish Doyle</b>		<b>Goulburn Wendy Tuckerman</b>	
Allocation for 2020/21	33,075.00	Allocation for 2020/21	44,100.00
Expended claimed	23,940.00	Expended claimed	17,640.00
Funds Remaining	9,135.00	Funds Remaining	26,460.00
<b>Cessnock Clayton Barr</b>		<b>Keira Ryan Park</b>	
Allocation for 2020/21	42,525.00	Allocation for 2020/21	33,075.00
Expended claimed	18,900.00	Expended claimed	10,710.00
Funds Remaining	23,625.00	Funds Remaining	22,365.00
<b>Charlestown Jodie Harrison</b>		<b>Kiama Gareth Ward</b>	
Allocation for 2020/21	42,525.00	Allocation for 2020/21	54,810.00
Expended claimed	20,160.00	Expended claimed	54,810.00
Funds Remaining	22,365.00	Funds Remaining	0.00

\*Please note this date is correct, this information is provided for the previous year.

Description	Members' Electorate to Sydney Travel
<b>Lake Macquarie</b> Greg Piper	
Allocation for 2020/21	44,100.00
Expended claimed	20,790.00
Funds Remaining	23,310.00
<b>Lismore</b> Janelle Saffin	
Allocation for 2020/21	42,525.00
Expended claimed	17,010.00
Funds Remaining	25,515.00
<b>Maitland</b> Jenny Aitchison	
Allocation for 2020/21	42,525.00
Expended claimed	35,280.00
Funds Remaining	7,245.00
<b>Monaro</b> John Barilaro	
Allocation for 2020/21	56,700.00
Expended claimed	51,660.00
Funds Remaining	5,040.00
<b>Mulgoa</b> Tanya Davies	
Allocation for 2020/21	44,100.00
Expended claimed	8,820.00
Funds Remaining	35,280.00
<b>Murray</b> Helen Dalton	
Allocation for 2020/21	42,525.00
Expended claimed	27,405.00
Funds Remaining	15,120.00
<b>Myall Lakes</b> Stephen Bromhead	
Allocation for 2020/21	44,100.00
Expended claimed	26,460.00
Funds Remaining	17,640.00
<b>Newcastle</b> Tim Crakanthorp	
Allocation for 2020/21	42,525.00
Expended claimed	16,065.00
Funds Remaining	26,460.00
<b>Northern Tablelands</b> Adam Marshall	
Allocation for 2020/21	56,700.00
Expended claimed	30,870.00
Funds Remaining	25,830.00
<b>Orange</b> Phil Donato	
Allocation for 2020/21	42,525.00
Expended claimed	16,065.00
Funds Remaining	26,460.00

Description	Members' Electorate to Sydney Travel
<b>Oxley</b> Melinda Pavey	
Allocation for 2020/21	56,700.00
Expended claimed	48,195.00
Funds Remaining	8,505.00
<b>Port Macquarie</b> Leslie Williams	
Allocation for 2020/21	44,100.00
Expended claimed	20,790.00
Funds Remaining	23,310.00
<b>Port Stephens</b> Kate Washington	
Allocation for 2020/21	42,525.00
Expended claimed	18,270.00
Funds Remaining	24,255.00
<b>Shellharbour</b> Anna Watson	
Allocation for 2020/21	44,100.00
Expended claimed	11,340.00
Funds Remaining	32,760.00
<b>South Coast</b> Shelley Hancock	
Allocation for 2020/21	56,700.00
Expended claimed	19,530.00
Funds Remaining	37,170.00
<b>Swansea</b> Yasmin Catley	
Allocation for 2020/21	54,495.00
Expended claimed	35,280.00
Funds Remaining	19,215.00
<b>Tamworth</b> Kevin Anderson	
Allocation for 2020/21	56,700.00
Expended claimed	29,610.00
Funds Remaining	27,090.00
<b>Terrigal</b> Adam Crouch	
Allocation for 2020/21	44,100.00
Expended claimed	13,230.00
Funds Remaining	30,870.00
<b>The Entrance</b> David Mehan	
Allocation for 2020/21	33,075.00
Expended claimed	16,380.00
Funds Remaining	16,695.00
<b>Tweed</b> Geoff Provest	
Allocation for 2020/21	44,100.00
Expended claimed	35,910.00
Funds Remaining	8,190.00

Description	Members' Electorate to Sydney Travel
<b>Upper Hunter</b> Michael Johnsen	
Allocation for 2020/21	44,100.00
Expended claimed	31,815.00
Funds Remaining	12,285.00
<b>Upper Hunter</b> Dave Layzell	
Allocation for 2020/21	4,410.00
Expended claimed	3,465.00
Funds Remaining	945.00
<b>Wagga Wagga</b> Joseph McGirr	
Allocation for 2020/21	42,525.00
Expended claimed	16,695.00
Funds Remaining	25,830.00
<b>Wallsend</b> Sonia Hornery	
Allocation for 2020/21	42,525.00
Expended claimed	20,475.00
Funds Remaining	22,050.00
<b>Wollondilly</b> Nathaniel Smith	
Allocation for 2020/21	44,100.00
Expended claimed	17,955.00
Funds Remaining	26,145.00
<b>Wollongong</b> Paul Scully	
Allocation for 2020/21	33,075.00
Expended claimed	15,435.00
Funds Remaining	17,640.00
<b>Wyong</b> David Harris	
Allocation for 2020/21	33,075.00
Expended claimed	30,870.00
Funds Remaining	2,205.00



## Appendix C: Parliamentary Supported Travel

In 2021, due to the COVID-19 pandemic, no CPA/CWP, conference, study tour or delegation travel was undertaken by Members and parliamentary staff of the Legislative Assembly. Alternatively Members and parliamentary staff participated in conferences held virtually, at no cost to the Legislative Assembly. Refer to the CPA/CWP section for a list of conferences attended virtually by Members and parliamentary staff (page 39).

March 2022	Mr Lee Evans MP, Mr Ron Hoenig MP and Ms Carly Maxwell to London, United Kingdom to attend the 70th Westminster Seminar (Mr David Mehan MP, Ms Helen Minnican, Mr Jonathan Elliott and Mr Ben Foxe participated virtually).	\$37,605.17
April 2022	The Hon. Jonathan O'Dea MP, Mrs Jacqueline O'Dea and Mr Simon Johnston to the United Kingdom on a Speaker's official study tour.	\$71,798.95
April 2022	Ms Felicity Wilson MP to the United Kingdom for a Commonwealth Parliamentary Association Study Tour.	\$15,187.00
June 2022	Mrs Nichole Overall MP, Mr Gurmesh Singh MP, Mr Clayton Barr MP, Mr David Harris MP, Ms Felicity Wilson MP, Ms Emma Wood, Mr Patrick Glynn and Ms Anna Tran attended a site visit to Wagga Wagga for the Committee on Investment, Industry and Regional Development's inquiry into technology and the agriculture and mining sectors.	\$6,757.54

## Appendix D: Parliamentary Friendship Groups

Name of Group	Name of Group
Armenia-Australia Parliamentary Friendship Group	Parliamentary Friends of Mining
Asia-Pacific Friendship Group	Parliamentary Friends of Music
Parliamentary Auxiliary of St John	Parliamentary Friends of Nature
Parliamentary Friends of Active Transport	Parliamentary Friends of Nuclear
Parliamentary Friends of AFL	Parliamentary Friends of Older People
Parliamentary Friends of an Australian Head of State	Parliamentary Friends of Olympic and Paralympic Movements
Parliamentary Friends of Aquatic Recreation	Parliamentary Friends of Palestine
Parliamentary Friends of Argentina	Parliamentary Friends of Palliative Medicine, Nursing and Care
Parliamentary Friends of Baseball and Softball	Parliamentary Friends of Poland
Parliamentary Friends of Basketball	Parliamentary Friends of Police and Emergency Services
Parliamentary Friends of Biosecurity*	Parliamentary Friends of Prevention of Domestic Violence and Sexual Assault
Parliamentary Friends of Brazil	Parliamentary Friends of Public Schools
Parliamentary Friends of Catholic Schools	Parliamentary Friends of Racing and Breeding
Parliamentary Friends of Co-operatives & Mutuals*	Parliamentary Friends of Reconciliation
Parliamentary Friends of Country Women's Association*	Parliamentary Friends of Religious Freedom
Parliamentary Friends of Cricket	Parliamentary Friends of Rotary International
Parliamentary Friends of Defence and Veterans	Parliamentary Friends of Rugby League
Parliamentary Friends of Dementia	Parliamentary Friends of Rugby Union
Parliamentary Friends of Duke of Edinburgh's Awards	Parliamentary Friends of Scotland
Parliamentary Friends of Egypt	Parliamentary Friends of Scouting
Parliamentary Friends of European Union	Parliamentary Friends of Seafood
Parliamentary Friends of Federal Democratic Republic of Nepal	Parliamentary Friends of Small Business
Parliamentary Friends of Forestry	Parliamentary Friends of Surf Life Saving
Parliamentary Friends of France	Parliamentary Friends of Sydney Swans
Parliamentary Friends of Greyhounds	Parliamentary Friends of the ABC
Parliamentary Friends of Hearing Health and Deafness	Parliamentary Friends of the LGBTIQ Community and Sydney World Pride 2023
Parliamentary Friends of Ireland	Parliamentary Friends of the United Kingdom
Parliamentary Friends of Israel	Parliamentary Friends of the United States of America
Parliamentary Friends of Italy	Parliamentary Friends of Turkey
Parliamentary Friends of Landcare	Parliamentary Friends of Western Sydney Wanderers
Parliamentary Friends of Lebanon	Parliamentary Friends of Women's Health
Parliamentary Friends of Local Government	Parliamentary Taiwan Friendship Group
Parliamentary Friends of Macarthur Football Club	
Parliamentary Friends of Mental Health	

\* Newly established in the 2021/22 reporting period

# Glossary

## A glossary of parliamentary terms

### A

#### **Act (of Parliament)**

A law made by Parliament. A bill which has passed all three stages in both Houses of Parliament and has received assent by the Governor.

#### **Amendment**

A proposed change to a bill or motion before the House.

#### **Appropriation Bill**

A bill which, when passed by Parliament, authorises Government expenditure.

#### **Assent**

The signing of a bill by the Governor to give it formal approval. The final stage in the process by which a bill becomes an Act.

#### **Ayes**

The collective vote of Members in the House who support a proposal.

### B

#### **Bill**

A proposal for a new law which has been presented to Parliament.

#### **By-election**

An election held to fill the vacant seat of a Member of the Legislative Assembly.

### C

#### **Clerk**

The senior permanent official of a House of a Parliament who advises on procedure and records the decisions of the House, and is the administrative head of the House Department.

#### **Community Recognition Statements**

Short statements in which Members are able to recognise or congratulate achievements of particular groups or people in the community. Community Recognition Statements may be given orally in the House or submitted in writing.

#### **Conscience vote**

A vote in Parliament in which Members are granted the right to vote according to their own judgment or belief, and not necessarily according to the guidelines, policies or decisions of their political party.

#### **Consideration in detail**

The stage in the passage of bills where amendments to bills may be proposed and considered. Other matters may also be referred by the House to be considered in detail. The House may also consider other matters, such as messages from the Legislative Council, in detail.

### D

#### **Debate**

A formal discussion in the House on a bill or other topic in which different views are put to arrive at a decision.

#### **Division (voting)**

A vote in Parliament when the votes for and against a question are counted and recorded.

### E

#### **Executive**

Those members of the governing party who are appointed Ministers and are responsible for administering laws and making policy and directing government departments.

### G

#### **General business**

Business before the Legislative Assembly which is put forward by Members who are not Ministers.

#### **Government business**

Business of the House which is introduced by a Minister.

#### **Governor**

The representative of the Monarch in New South Wales.

### H

#### **Hansard**

The official transcript of the debates in Parliament.

#### **Hearing (of a committee)**

A meeting of a parliamentary committee for the purpose of taking oral evidence.

### I

#### **Inquiry (parliamentary)**

An investigation into a specific matter by a parliamentary committee.

### J

#### **Joint Committee**

A parliamentary committee made up of Members of both Houses of Parliament.

### L

#### **Long bell**

Practice where the Speaker leaves the Chair for an unspecified time rather than adjourning the House, before again continuing with business on the ringing of one long bell.

## M

### Mace

The symbol of authority of the Speaker, the Mace rests on the table in the Legislative Assembly when the House is sitting.

### Minister

A Member who is a member of the Executive Government, and responsible for one or more government portfolios.

### Motion

A formal proposal for action or expression of an opinion by the Legislative Assembly, for consideration, debate and decision.

## N

### Noes

The collective vote of Members in the House who oppose a proposal.

## P

### Parliamentary committee

A small group of Members of Parliament, which examines, reports on, and makes recommendations about a particular subject to the House(s).

### Petition

A document presented to a House of Parliament by a person or group of people asking for action on a matter.

### Presiding Officer

A Member of Parliament elected to preside over, or be in charge of, the business, proceedings and administration of a House of Parliament. In the Legislative Assembly the Speaker is the Presiding Officer.

### Private Members' Statements

A statement of up to 5 minutes in which Members may raise matters of general concern pertaining to their electorate or local matters of concern to a constituent or constituents.

### Proclamation

An official public announcement published in the NSW Government Gazette. The commencement dates for an Act of Parliament are often announced by way of a proclamation.

### Public Interest Debates

Public Interest Debates give Members an opportunity to have issues that are important to their communities, and to the wider NSW public, debated and voted on.

## Q

### Question

1. A matter proposed in the House by the Chair, such as a motion or stage of a bill, to be debated and voted on.
2. A request for information from a Minister, either in the House during Question Time or in writing to appear on the Questions and Answers Paper.

### Questions and Answers Paper

The document issued each sitting day which lists all written questions submitted by Members to Ministers. Ministers are required to provide an answer to each question within 35 calendar days from the question being asked.

### Question Time

A daily period of time in the House in which Ministers are asked questions by other Members, without notice, in relation to their portfolio responsibilities.

## S

### Second reading

The stage of the passage of a bill through a House at which time wide-ranging discussion takes place on the principle or purpose of the bill.

### Serjeant-at-Arms

An officer of the Legislative Assembly whose traditional duties involve carrying the Mace on ceremonial occasions and carrying out the Speaker's orders during sittings of the House.

### Sessional Orders

Temporary rules governing the conduct of business in the House, which apply only for the session in which they are made (see also Standing Orders).

### Speaker

The Member who is elected by the Legislative Assembly as its Presiding Officer. In accordance with section 31 of the NSW Constitution Act the Speaker is recognised as the Assembly's independent and impartial representative.

### Standing Orders

A collection of permanent rules agreed to by the House which governs the way it conducts its business (see also Sessional Orders)

### Statutory committee

A parliamentary committee established under statute with Members appointed by either House or both Houses. The terms of reference for the committee, including its functions and powers, are set out in the statute.

### Submission (to a committee)

Suggestions or arguments, usually made in writing, to a committee.

### Suspension of Standing Orders

Where the House agrees, on motion, to allow something to occur which is not permitted by or contrary to the Standing Orders.

## T

### Table

To present a document or other item to the House.

### Terms of reference (of a committee)

The scope for activity and investigation defined for a committee by the House when a matter is referred to it for inquiry.

### Third reading

The final stage in the passage of a bill through the House.

## V

### Votes and Proceedings

The official record of the proceedings in the Legislative Assembly.

## W

### Witness (before a committee)

A person who gives oral evidence to a parliamentary committee. Witnesses are sworn in and their evidence is protected by parliamentary privilege.

### Writs (for an election)

Formal orders, issued by the Governor requiring a general election to be held. The Speaker issues the formal order calling a by-election when a vacancy occurs in the Legislative Assembly during a term of Parliament.

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This annual report summarises the results and performance of the Department of the Legislative Assembly for 2021-22. This and earlier annual reports are available on our website at [www.parliament.nsw.gov.au](http://www.parliament.nsw.gov.au)

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