

DEPARTMENT OF THE LEGISLATIVE COUNCIL

Annual Report 2017



Letter of transmittal

The Honourable John Ajaka MLC
President of the Legislative Council
Parliament House
Macquarie Street
SYDNEY NSW 2000

Dear Mr President

It is with pleasure that I submit for your information and presentation to the House the annual report for the Department of the Legislative Council for the year ended 30 June 2017.

As you are aware, the Department of the Legislative Council is not legislatively required to table an annual report. However, as has been customary over previous years, the opportunity to provide information on the performance of the Department is embraced.

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

I commend the report and hope you find it informative.

Yours sincerely



David Blunt
Clerk of the Parliaments

Contact us

Legislative Council
Parliament House
Macquarie Street
Sydney NSW 2000

Website: www.parliament.nsw.gov.au

Email: council@parliament.nsw.gov.au

Switchboard: (02) 9230 2111 between
9.00 am and 5.00 pm weekdays,
excluding public holidays

Access to the Legislative Council

The Legislative Council Chamber and public areas of Parliament House are open to members of the public from 9.00 am to 5.00 pm, every weekday (excluding public holidays). During sitting days, public access to the Chamber is restricted to the visitor's gallery, where visitors can watch the proceedings of the House. A calendar specifying sitting days is available from the Parliament's [website](#).

The year at a glance

	2016/2017	2015/2016	2014/2015	2013/2014	2012/2013	2011/2012
Department staff	37.8FTE*	37.8FTE*	39FTE	39FTE	38FTE	38FTE
Secretary Research Assistants	48.8FTE	46FTE	48FTE	47FTE	46FTE	47FTE
Sitting days	51	51	39	51	60	71
Sitting hours	375	405	305	393	460	544
Bills passed	65	89	64	97	107	102
Amendments to bills (circulated)	633	714	478	659	471	527
Amendments to bills (agreed to)	63	99	121	124	78	88
Orders for papers received	5	4	19	26	8	14
Notices of motion given	634	683	592	617	678	663
Committee inquiries	37	40	42	30	28	30
Committee reports tabled	18	16	26	18	18	20
Submissions to committees	2,299	1,121**	1202	1,882	2,362	2,153
Inquiry witnesses (hearings and forums)	988	705	471	592	547	850

* Of an allocation of 39 FTE. The Department also employs an Indigenous cadet, a position partly-funded by the Australian Government.

**Note: An additional 201 pro-forma responses were also received by the inquiry into Local Government in New South. These responses were not processed or published and are not included in this total of 1,121.

Financial summary

	2016/2017	2015/2016	2014/2015	2013/2014	2012/2013	2011/2012
Net cost of services for the Legislative Council*	\$25,821,600	\$24,968,384	\$25,562,020	\$23,366,183	\$23,005,304	\$23,634,825
Operational, Committees and other costs**	\$5,949,621	\$5,939,355	\$5,758,091	\$5,557,983	\$5,314,629	\$5,936,596



The Hon. John Ajaka MLC, President of the Legislative Council. The principal role of the President is to preside over the House. Together with the Speaker of the Legislative Assembly, the President is jointly responsible for the Parliamentary precincts.

President's foreword

I am pleased to present to the House the 2016-2017 annual report of the Department of the Legislative Council. The Department has again had a busy and productive year with the dedicated staff supporting the House, its committees and its members as well as contributing to the numerous parliament-wide projects that have been undertaken during the year.

During 2016-2017 the 56th Parliament continued its legislative program with 65 Bills passed, 633 amendments moved to the government bills and 63 agreed to. A number of important committee inquiries have also been completed.

It was a tremendous honour to have been unanimously elected President of the Legislative Council in February 2017 by all members of the House. I would particularly like to acknowledge and thank the former President, the Hon. Don Harwin for his substantial contribution to the Legislative Council, and the Parliament as a whole.

In 2016-2017 the Legislative Council also saw a number of changes to its membership and welcomed new members Justin Field (the Greens), John Graham (Labor), Dawn Walker (the Greens), and Taylor Martin (Liberal). Sophie Cotsis, Jan Barham and Michael Gallacher resigned during the period and I thank them for their valued service to the Legislative Council and the people of New South Wales.

I am particularly pleased that this report provides updates on a number of significant projects undertaken by the Department, including the Annotated Standing Orders project – which provides a complete resource detailing the operation, history, development and rationale of each of the Council's 234 standing orders. The oral history project also continued to its third published monograph focusing on the Egan cases which involved consideration of important issues regarding the relationship of the Executive with the Parliament. The monograph of the Egan cases was launched in September 2017.

The Parliament proudly hosted the 48th Presiding Officers and Clerks Conference in July 2017, as well as the Regional Commonwealth Parliamentary Association conference in November 2017. The Parliament also continued to support our engagement with the wider community with a number of events throughout the year, including the "A Fit Place for Women" exhibition, Australia Day, ANZAC Day, the Family Fun Day and Sydney Open as well as management of the Fountain Court exhibition space and school talks conducted by our Chamber Support team.

On behalf of all members I express my gratitude to the Clerk and all staff of the department for their dedication to supporting the Legislative Council throughout the year.

A handwritten signature in black ink that reads "John Ajaka". The signature is written in a cursive, flowing style.

The Honourable John Ajaka MLC
President

Contents

Clerk's review	4
At a glance	7
In the House	25
In Committees	43
Engaging with the community	59
Parliamentary relations	69
Corporate governance	77
Financial performance	95
Appendices	101
Appendix 1 Members of the Legislative Council as at 30 June 2017	102
Appendix 2 Legislative Council members' allowances and expenditure	104
Appendix 3 Committee reports and Government responses	110
Appendix 4 Committee travel expenditure	111
Appendix 5 Membership of all Legislative Council committees	115
Appendix 6 Membership of Joint Committees - Legislative Council members	119
Appendix 7 Inquiry statistics	120
Index	121



Mr David Blunt, Clerk of the Parliaments. The Clerk provides expert advice on parliamentary law, practice and procedure to the President, ministers and members of the Legislative Council. The Clerk is also responsible to the President for the efficient and effective administration of the Department of the Legislative Council.

Clerk's review

In January 2017 following a change in Premier, the President of the Legislative Council, the Hon Don Harwin, resigned in order to take up the position of Leader of the Government in the Legislative Council and Minister. Mr Harwin had served as President from 3 May 2011. I take this opportunity to thank Mr Harwin for his strong leadership of, and passionate interest in all aspects of, the Legislative Council. Together with Speaker Hancock, Mr Harwin was an extremely effective and successful advocate for the Parliament, obtaining significant funding to maintain and enhance the parliamentary precinct. Mr Harwin had a clear vision for the development of the parliamentary precinct and many of the projects commenced and managed under his leadership have now been implemented.

On 21 February 2017 the Legislative Council elected the Hon John Ajaka as its 21st President. Mr Ajaka is the first President of an Australian upper house from a Lebanese background. Mr Ajaka brings a great deal of experience to the role of President, from his management of a busy legal practice to his years as a Minister in the O'Farrell and Baird governments. Mr Ajaka has quickly established a warm rapport both with members in the chamber and with the staff of the Department of the Legislative Council.

As outlined on page 12, four new members were elected to fill casual vacancies during the reporting period. One of the departing members replaced was the former Leader of the Government and previously Leader of the Opposition, the Hon Mike Gallacher. Since the end of the reporting period, another former Leader of the Government and long serving member, the Hon Duncan Gay, has also retired. I wish to acknowledge the significant contribution over many years of these two members, who are both greatly respected by all of the staff in the Department.

This report contains a detailed account of the work of the Procedure Office in supporting the sittings of the House (pages 26 to 38), the Committees Office in supporting the work of the Legislative Council's committees (pages 44 to 57) and the Office of the Black Rod in supporting the protocol and corporate functions of the Department (pages 60 to 66). I commend all of that detailed information. I would, however, like to highlight one development in each area.

The number of orders for papers agreed to in 2016/17 continued to be unusually low. Amongst the few orders for papers was one that was particularly significant and which set an important and powerful new precedent. The resolution of what had been an ongoing dispute as to the powers of the Legislative Council to order the production of documents from a statutory body, in this case Greyhound Racing New South Wales, is outlined on pages 32 to 33. This matter was also the subject of a paper that I gave at this year's Presiding Officers and Clerks' Conference (and which is published on the parliament's website) and a paper published by Kate

Mihaljek in the Australasian Parliamentary Review. In addition to the important precedent established, this matter also saw the resolution of a complex privilege claim. That resolution, overseen by the independent legal arbiter, was ably supported by the staff in the Procedure Office who meticulously managed a vast quantity of records in very challenging circumstances. I particularly draw attention to the contributions of Liz Clarke, Jenelle Moore and Christine Thai.

The Select Committee on the Legislative Council Committee system reported, with 12 recommendations, in November 2016. This report was the culmination of a process of reflection and review that commenced with the C25 celebration in 2013. The implementation of these recommendations, including the establishment of a Selection of Bills Committee and a Regulation Committee will be a major theme of next year's annual report.

As always this annual report is a testament to the hard work, professionalism and dedicated service of the staff in the Department of the Legislative Council. In addition to their usual service to support the sittings of the House and the work of its Committees, there has been a great deal of important work undertaken by staff during the reporting period which has gone somewhat "under the radar." Some of this work will come to fruition in the next reporting period and will be featured in detail in next year's annual report. I take this opportunity to commend the work of the staff on the following amongst many such projects:

- The development of a detailed model for a Commissioner for Standards and drafting instructions for a parliamentary privilege bill and a parliamentary services bill (as outlined on pages 18 to 19). The work undertaken on these projects, led by Stephen Frappell and Steven Reynolds respectively has been of an exceptionally high quality.
- The completion of the drafting and editing of *The Annotated Standing Orders of the Legislative Council*, which will be a major new reference work on Legislative Council practice and procedure, and which will be launched early in 2018. The drafting of this book has been led by Susan Want and Jenelle Moore.
- The oral history project which has been supported by Alex Stedman and Andrew Kiejda in the office of the Black Rod and which has resulted in the publication of two new monographs on milestones in the Council's history, by Dr David Clune as outlined on page 23.
- The administration of the Commonwealth Parliamentary Association New South Wales Branch by Kate Cadell and Brett Rodgers, together with their support in preparing for the hosting, within four months of one another, of the Presiding Officers and Clerks' Conference and the CPA Australia and Pacific Joint Regional Conference, together with preparations to celebrate the tenth anniversary of Twinning, led by Beverly Duffy.

More about each of these exciting matters in next year's annual report!

In addition to those individuals singled out above, I thank all of the staff of the Department of the Legislative Council for their hard work, professionalism, commitment and contribution to the Parliament and people of New South Wales. I also thank my fellow department heads, the Clerk of the legislative Assembly, Helen Minnican, and the Executive Manager of the Department of Parliamentary Services, Mark Webb, for their collegiality and collaboration across many whole-of-parliament projects.



David Blunt
Clerk of the Parliaments





At a glance

The Legislative Council has a traditional role as the House of Review, acting as a check and balance on the Executive Government through such procedures as questions to ministers and orders for the production of documents. The Council also has an active committee system.

The Legislative Council

The Legislative Council was established in 1823 and is the oldest legislative body in Australia.

The Legislative Council is also referred to as a House of Review. This title originates from the Legislative Council's traditional role of acting as a check and balance on the Executive Government through such procedures as questions to ministers, orders for the production of documents and a robust committee system which allows members to examine public affairs, including the administration of government, in more detail.

There are 42 members of the Legislative Council, elected according to a system of proportional representation with the entire State as a single electorate. Members serve an eight-year term, with one half of the Council elected every four years at a periodic election.

Our purpose

The Department provides services to ensure:

- the effective functioning of the House and its committees
- that members of the Legislative Council are supported to fulfil their parliamentary roles
- the community has access to the Legislative Council and information about the role and function of the Council and of the Parliament as a whole.

The Department of the Legislative Council

The role of the Department of the Legislative Council is to support the sittings of the House and the activities of its committees. This includes the provision of procedural, analytical and administrative support services to enable members of the Council to effectively perform their parliamentary duties.

The three principal program areas of the Department are the Procedure Office, the Committee Office and the Office of the Black Rod. The Department has an establishment of 37.8 full time equivalent (FTE) staff.

The Department is accountable to the President of the Legislative Council, who is elected by the members of the House. The Hon John Ajaka was elected President on 21 February (following the appointment of former President Harwin to the ministry).

Our values

We take pride in serving the Parliament of New South Wales.

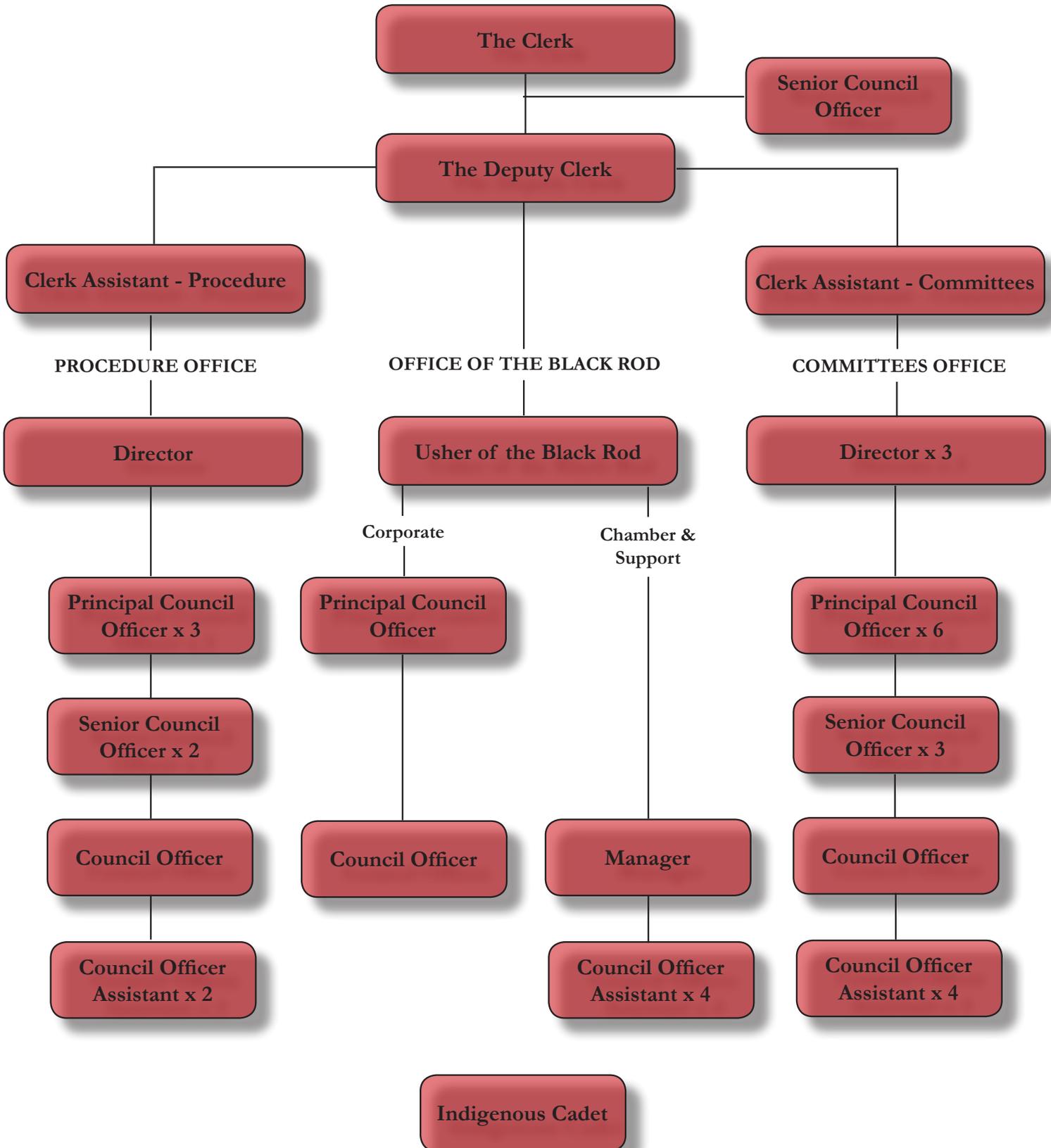
We believe in the importance of parliamentary institutions and the democratic process and we work to strengthen and foster respect for them.

We make great efforts to preserve the corporate memory and ensure institutional continuity, while continuing to innovate.

We work together to provide professional, responsive and impartial support to the members of the Legislative Council and to other stakeholders.

DEPARTMENT OF THE LEGISLATIVE COUNCIL
ORGANISATIONAL CHART
 (as at 30 June 2017)

OFFICE OF THE CLERK



Executive Team



David Blunt, M Phil, LLB (Hons)

Clerk of the Parliaments and Clerk of the Legislative Council

The Clerk of the Parliaments is the administrative head of the Department of the Legislative Council. The Clerk is responsible to the President of the Legislative Council for the efficient and effective administration of the Department. The Clerk provides expert advice on the proceedings of the Council to the President, Deputy President, ministers and members of the Council and committees on parliamentary law, practice and procedure.



Steven Reynolds, BEc, LLB, MPS

Deputy Clerk

The Deputy Clerk manages the Office of the Clerk and assists the Clerk to manage the planning, development, direction and performance of the Department of the Legislative Council to ensure its effective operation, within budgetary constraints. The Deputy Clerk supports the Clerk in the provision of expert advice to the President, Deputy President, members and committees of the Legislative Council on parliamentary law, practice and procedure.



Beverly Duffy, BSW (Hons)

Clerk Assistant - Committees

The Clerk Assistant - Committees provides strategic direction to the Committee Office to facilitate best practice in project management of inquiries and the production of high quality reports that contribute to the development of good public policy and effective scrutiny of the executive.



Steven Frappell, BEc (Soc Sci), BA (Hons), LLM

Clerk Assistant - Procedure

The Clerk Assistant - Procedure supports the President, ministers and other members through the provision of authoritative advice on Legislative Council procedure to enable them to undertake the legislative process effectively. The Clerk Assistant - Procedure provides strategic direction and procedural advice to the Procedure Office across its table, procedural research and training functions.

Leadership Team

Our Leadership Team is comprised of the members of the Executive Team, and the Directors who manage the Procedure Office, Committee Office and Office of the Black Rod.



Ms Susan Want
Usher of the Black Rod



Mr Stewart Smith
Director - Procedure Office



Ms Teresa McMichael
Director - Committees



Ms Madeleine Foley
Director - Committees



Ms Rebecca Main
Director - Committees

Changes to membership of the Legislative Council

On Tuesday 23 August 2016, the House was informed that the Governor had convened a joint sitting of the two Houses on Wednesday 24 August 2016 for the purpose of electing a member to fill the vacancy in the Legislative Council caused by the sad and untimely death of Dr John Kaye (The Greens), as reported in last year's annual report. On Wednesday 24 August 2016, members of the two Houses met at the nominated time in the Council chamber and elected **Mr Justin Field** to fill the seat previously held by the late Dr John Kaye.

Section 12 of the *Constitution Act 1902* provides that a member is not permitted to sit or vote in the House until they have taken the Pledge of Loyalty or Oath of Allegiance, and this normally is taken before the Presiding Officer in the House, however, Section 12(1) also provides that it can be taken before the Governor. On Monday 29 August 2016, the President of the Legislative Council, the Hon Don Harwin MLC, presented Mr Field to His Excellency the Governor as the Council's newly elected member. His Excellency then invited Mr Field to take the Pledge of Loyalty. Mr Field signed the Roll of the House on the next sitting day, Tuesday 13 September 2016.

On Tuesday 20 September 2016, the President reported receipt of correspondence from the Administrator of the State of New South Wales (in office in the absence of the Governor and Lieutenant-Governor) advising of the resignation of the Honourable Sophie Cotsis MLC on

16 September 2016. Ms Cotsis contested the Legislative Assembly's seat of Canterbury in Sydney's inner west in a by-election following the election of the former Member for Canterbury, the Hon Linda Burney, as the Federal Member for Barton in the Australian House of Representatives. Ms Cotsis was subsequently elected.

At a joint sitting **Mr John Graham** was elected to fill the seat vacated by Ms Cotsis. On Tuesday 18 October 2016 Mr Graham presented himself at the table, took the Pledge of Loyalty before the President and signed the Roll of the House.

On Tuesday 21 February 2017, the President reported receipt of correspondence from His Excellency the Governor advising of the resignation of Ms Jan Barham MLC as a member of the Council on 13 February 2017. At a joint sitting **Ms Dawn Walker** was elected to fill the seat vacated by Ms Barham. On Tuesday 7 March 2017 Ms Walker presented herself at the table, took the Pledge of Loyalty before the President and signed the Roll of the House.

On Tuesday 2 May 2017, the President reported receipt of correspondence from His Excellency the Governor advising of the resignation of the Hon Michel Gallacher MLC as a member of the Council on 6 April 2017. At a joint sitting **Mr Taylor Martin** was elected to fill the seat vacated by Mr Gallacher. On Tuesday 9 May 2017 Mr Martin presented himself at the table, took the Oath of Allegiance before the President and signed the Roll of the House.



Mr Justin Field MLC



Hon John Graham MLC



Ms Dawn Walker MLC

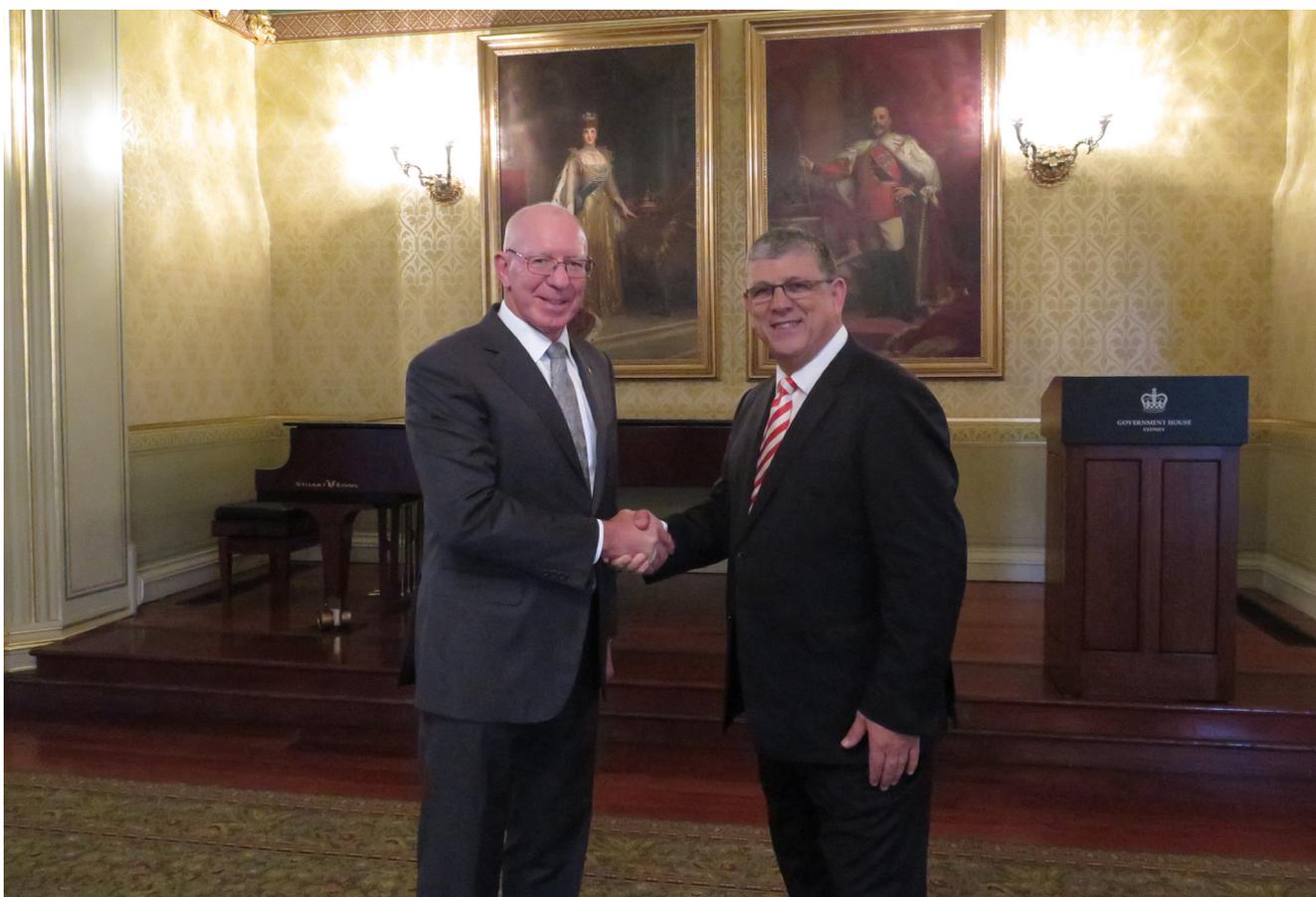


Hon Taylor Martin MLC

Election of new President and presentation of the President to the Governor

On 30 January 2017 the Hon Don Harwin MLC resigned as President in order to take up a position in the ministry. On Tuesday 21 February 2017, the Clerk informed the House that, consequent on Mr Harwin's resignation, it was necessary for the House to elect a member to be President. The House proceeded to elect the Honourable John Ajaka MLC unopposed to the position. Mr Ajaka is the 21st President of the Legislative Council since the advent of responsible government in 1856.

According to a long held tradition, following the election of their new President, members of the Legislative Council presented their President to the Governor, His Excellency General The Hon David Hurley AC DSC (Ret'd) at Government House on Tuesday 28 March 2017. The President informed His Excellency that the members of the Legislative Council had chosen him as their independent and impartial representative. Following the presentation of the President, members and senior officers of the Legislative Council were also presented to His Excellency.



His Excellency General The Honourable David Hurley AC DSC (Ret'd) and the Hon. John Ajaka MLC at Government House, following presentation of the newly elected President to His Excellency. The Hon. John Ajaka MLC is the 21st President of the Legislative Council since 1856.

Strategic planning

2015-2019 Strategic Outlook for the New South Wales Parliamentary Departments

The Parliament of New South Wales consists of two Houses, the Legislative Council and the Legislative Assembly, the members of which are directly elected by and accountable to the people of New South Wales.

The Houses and their members are supported by three departments: the Departments of the Legislative Council, and Legislative Assembly, which provide procedural, analytical and administrative support to the respective Houses and their committees; and the Department of Parliamentary Services (which has stewardship of Parliament House and provides a broad range of corporate support services to members directly and to the House departments).

The 2015-2019 Strategic Outlook for the NSW Parliamentary Departments details the strategic objectives for the administration as being to:

- respond to the evolving role of members and the parliamentary institution
- increase involvement and awareness of NSW citizens about the Parliament and the parliamentary process
- better engage with stakeholders
- promote strong stewardship and robust organisational resilience
- optimise the Parliament's physical infrastructure
- development of inter-parliamentary relationships and education.

The Strategic Outlook for the NSW Parliamentary Departments informs the strategic planning processes undertaken individually by each department.

Department of the Legislative Council Strategic Plan 2015-2019

The *Department of the Legislative Council Strategic Plan 2015/2019* reinforces the Department's commitment to the Parliament's strategic objectives. In addition, the Strategic Plan elucidates the core business of the Department as providing advisory, research and support services to the House and its committees.

The Department also undertakes a range of longer term projects with the aim of continually improving our ability to undertake our core work. Each of the key projects which are set out in the Strategic Plan are framed within the Parliament's strategic objectives. As part of planning processes, key projects are updated yearly to ensure they remain relevant to the needs of members, community, stakeholders, and the House and its committees.

During the reporting year, the Department undertook a variety of key projects, each with the aim of continually improving the Department's ability to service the House, its committees and its members. A full list of key projects for 2016-2017 follows, along with a summary of accomplishments. Additional information on these activities is provided throughout the report under relevant sections.



Key Projects

2016-2017

Respond to the evolving role of members and the parliamentary institution: by undertaking consultation and analysis of members' support requirements; providing effective infrastructure, systems and services to respond to the needs of members and the institution; improving timely information delivery to members through technology; and promoting professional development opportunities for members.

Annotated Standing Orders

The *Annotated Standing Orders of the New South Wales Legislative Council* is intended as a practical resource for a range of users, rendering each standing order comprehensible and accessible and highlighting the logic and interconnection between the standing orders. Numerous precedents and examples are used to explain developments and changes in practice and the current interpretation of the rules. The research of primary sources and procedural resources is now complete and documented in a 750 page book to be published in early 2018.

In March 2017 approval was granted to engage Federation Press to edit, index, typeset and print and publish the Annotated Standing Orders. The launch of the Annotated Standing Orders in the next reporting period will be a major feature in the 2017/18 annual report.

New South Wales Legislative Council Practice (second edition)

Chapters on Privilege, Meetings of the House, Legislative Process and Resolutions, Motions and Amendments have been allocated to staff and work is continuing. The previously written committee chapters will be reviewed for consistency with the *Annotated Standing Orders*.

Reviewing the on-line procedural training modules made available to members and their staff

This project has not progressed during the reporting period. SharePoint and other House

related projects have taken priority.

Oral history project

Work continued on the Oral History project resulting in the monograph on the 1978 Reconstitution, *Connecting with the People* being published in January 2017, and the monograph on the Egan Cases, *The Legislative Council and Responsible Government* was published and launched in September 2017. Please see detailed entry on this project at page 23.

SharePoint implementation and adoption of 'TOPS'

Migration of the Parliament's information technology to the SharePoint platform continued, and the committees user interface was refined. Work has also progressed on new bills and tabled papers interfaces. A new management team for the project and a new external provider, NovaWorks, have been engaged to assist implementation issues.

Augmenting and correcting the metadata relating to the digitised parliamentary records dated from 1824-1855.

This project is the subject of collaboration with the Parliamentary Library and the Legislative Assembly which has primary responsibility for the ongoing maintenance and rectification of the metadata relating to the digitised records. Documents from 1856-1901 scanned during the project will be progressively made available on the Parliament's website during 2017-2018.

Undertake preservation work of early bound Reports of Committee of the Whole

Preservation work undertaken in collaboration with Preservation Australia on the first 29 Volumes of the Legislative Council's reports of Committee of the Whole up to 1890 has been finalised. A further 29 volumes are currently with Preservation Australia. They are expected to be reviewed before the end of the financial year. See page 39 for further information.

Review of the content and production of the Journals, with a view to progressing the preparation of the Journals of the 55th Parliament.

The Journals contain minutes of proceedings, notices of motion, questions and answers papers and sessional returns.

Consultation has been undertaken in relation to enhanced information technology solutions for preparing the Journals. In the second half of 2017 further work will take place on this project.

Increase involvement and awareness of NSW citizens about the Parliament and the parliamentary process: by enhancing our community engagement strategy including use of social media and emerging technologies to communicate information; continuing to enhance the experience of visitors to Parliament House; enhancing outreach and education services; enhancing electronic access to parliamentary information; and fostering scholarship on the Parliament and parliamentary process.

Parliament and Democracy Course, University of Sydney

Since 2015 the Legislative Council has participated, with the Legislative Assembly, in the delivery of the Parliament and Democracy course in collaboration with Professor Rodney Smith, University of Sydney. The NSW Parliament section of the program is delivered to the students on four separate days in Parliament House and includes sessions by Parliamentary officers on the legislative process, the role of committees, interactive sessions with current members and former ministers, as well as opportunities to observe committee hearings and the Houses in session.

Developing a new course for the private sector on parliamentary privilege, in consultation with DPS and the LA

Considerable work on the development of a new course was undertaken, with consideration given to the anticipated changes to the Parliamentary ethics regime and any developments in relevant case law with a view to delivering this project in 2017-2018. Further information about this can be found on page 18.

Continuing to build the Legislative Council's Twitter account and enhancing engagement through other social media platforms and the intranet and website news sliders

One of the recommendations of the Select Committee on the Legislative Council committee system was for Legislative Council staff to undertake training in community engagement methods, including the use of social media, to enhance their ability to engage with stakeholders and the broader community. Following consultation with relevant social media experts, it was decided that the department should develop a community engagement strategy before embarking on any training initiatives. A social media workshop is scheduled to take place on 7 December 2017.

Working with the Department of the Legislative Assembly and the Department of Parliamentary Services to contribute to the Women in Parliament exhibition in 2017

A Fit Place for Women: NSW Parliament was exhibited in the Fountain Court from 16 January to 28 April 2017 and charted the challenges, experiences and achievements of women in and around the NSW Parliament over the past hundred years. The exhibition explored the social, cultural and political trends in NSW, how these influenced the participation of women in governance and how female parliamentarians in turn shaped contemporary government, society and culture.

The majority of display items were sourced from the NSW Parliament's Collection, and were supplemented by loans from the collections of the State Library of NSW, the Australian Federal Parliament, the Museum of Australian Democracy, the National Institute of Dramatic Art and the personal collections of women profiled in the exhibition.



Some of the former members featured in the Women in Parliament Exhibition: Amelia Rygate, Millicent Preston Stanley, Catherine Green and Virginia Chadwick, the first female President of the Legislative Council.

Better engagement with stakeholders: by developing targeted education programs for public sector agencies and other major stakeholders; and continuing to enhance Executive Government awareness and understanding of parliamentary proceedings.

Reviewing the current Broadcasting of Proceedings Resolution in light of developments in other jurisdictions, particularly in relation to committee hearings

This project involves ensuring the rules of the House in respect of the broadcast of proceedings reflects contemporary broadcasting and media practice, including the use of social media. Work on this project is yet to fully commence.

Continuing to run 'Legislative Council in Practice' sessions for public sector agencies

Legislative Council in Practice sessions were held on 2 March 2016, 22 March and 14 June 2017. Further information can be found on page 62.

Complete the review of committee report format

The first two stages of this project have been fully implemented, with the report template updated and in use across the Committee Office. The final stage of the project involves consultation with key stakeholders about their views on committee reports, including from committee members and policy officers from the public service and non-government organisations and will be concluded in the next reporting period.

Complete the review of the House in Review format

The *House in Review* provides regular updates of the activities of the New South Wales Legislative Council. It is published after each sitting week, and other weeks when Council committees have been particularly active. Two alternative models for presenting *House in Review*, including a blog proposal, have been developed. However the uncertain capacity of the Procedure Office to support production of a daily blog, and proposals to develop a broader community engagement and social media strategy for the Department have resulted in further consideration of this project.

Finalise the revision of the committee presentations to community organisations

Committee staff continued the very successful program of workshops run in conjunction with the Council of Social Services in NSW (NCOSS) the peak body for health and community services in NSW, aimed at improving non-government stakeholders' understanding of parliamentary inquiries and their skills in participating in them. In consultation with NCOSS the format of

committee presentations to community organisations was reviewed and updated. This included arranging new videos for the presentation, mostly of members discussing the role of committees and inquiry processes.

Promote strong stewardship and robust organisational resilience: by continuing to advocate for appropriate funding as an independent entity consistent with the separation of powers; implementing strong fiscal discipline following reductions in operational funding; continuing to examine innovative and cost effective ways to deliver services to members; and enhancing our corporate risk management and resilience in a changing environment.

Implementation of the Parliament's ethics regime

The Legislative Council's Privileges Committee and the Legislative Assembly's Standing Committee on Parliamentary Privilege and Ethics in 2014 made recommendations in relation to the ethics regime for members. In response to this and other factors Premier Baird wrote to the Presiding Officers requesting they progress these matters. Subsequently the President tasked the Department of the Legislative Council to work on the following initiatives:

- A Commissioner for Standards
- Parliamentary Privilege legislation (NSW is the only jurisdiction without such legislation)
- Modernisation of the *Parliamentary Evidence Act 1901* as it relates to the operation of committees
- Parliamentary service legislation providing a legislative basis for the employment of the staff of the three parliamentary departments.

The Legislative Assembly were tasked with reviewing the Code of the Conduct for members and a review of the pecuniary interests disclosure regime.

All six items require collaboration between both Houses and the Department of Parliamentary Services. Progress has continued on the following items:

- Development of a draft resolution of the Houses establishing a Commissioner for Standards, together with an accompanying protocol on the operation of the proposed Commissioner. These documents were drafted following comparison of the different models proposed by the Legislative Council and Legislative Assembly Privileges Committees, assessment of international models from the UK and Canada and other Australian models, and consultation with Legislative Assembly officers.
- Development of drafting instructions for a parliamentary privileges bill. The drafting instructions were prepared based on significant research on other Australian and international privileges legislation, and analysis of key issues including the meaning of 'proceedings in Parliament' in Article 9 of the Bill of Rights, the operation of section 16(3) of the *Commonwealth Parliamentary Privileges Act 1987*, the operation of contempt powers and the meaning of offences against the House in other jurisdictions, the possible transfer of contempt powers to the courts, the application of search warrants and other processes of discovery to the Parliament, and the application of the ordinary law within the precincts of the Parliament. The drafting instructions were based on a range of sources, including previous New South Wales draft privileges bills, privileges legislation in other jurisdictions, and direct consultation with the clerks in a number of other Parliaments.
- Development of drafting instructions for a parliamentary services bill. The drafting instructions were prepared based on significant research of other Australian and international parliamentary service Acts.
- An analysis of the impact of section 7A of the *Constitution Act 1902* on the potential

passage of privileges legislation, including the preparation of a summary of verbal advice on the matter provided by Mr Bret Walker SC.

By the end of the reporting period, a draft resolution for establishing a Commissioner for Standards, together with an accompanying protocol on the operation of the proposed Commissioner, and drafting instructions for a privileges bill had been completed.

Furthering secondment opportunities

In May 2017, two Legislative Council staff members completed nine-month secondments to the Royal Commission into Institutional Responses to Child Sexual Abuse. These secondments follow secondments in the previous reporting period to the Department of Premier and Cabinet, the Department of Justice and the Australian Senate. The Legislative Council also arranged with the Victorian Legislative Council for exchanges of staff for development. The Victorian staff came to NSW in early 2017 and NSW staff went to the Victorian Legislative Council in October 2017.

Optimise the Parliament's physical infrastructure: by continually assessing security risks and improving systems, infrastructure and culture to ensure a secure environment while maintaining public accessibility; effectively managing a capital works program for Parliament House and other offices to function effectively as contemporary, safe and accessible workplaces; preserving; restoring; and enhancing the heritage of Parliament House; and continuing to innovate and adopt environmentally sustainable practices.

Capital works projects within the Parliamentary Precincts

While no Legislative Council specific capital works projects were undertaken in the review period, Legislative Council staff continue to work with Department of Parliamentary Services and the Legislative Assembly to deliver on projects within the parliamentary precincts. During the period work continued on the following projects:

- Level 7 public spaces project to provide new seminar facilities and meeting rooms
- Refurbishment of toilet and shower facilities, including the provision of unisex accessible facilities



The newly created McKell Room - one of the new public seminar spaces created on level 7 at Parliament House.

- Planning and designing work for the Parliament's first purpose-built Education Centre
- Continued improvements to security infrastructure, including high-level encryption security passes
- Continued fire and smoke system replacement, including an upgrade to the fire and emergency detection system and emergency ventilation system.

Development of inter-parliamentary relationships and education: by continuing our relationship, including capacity building with the National Parliament of the Solomon Islands and the Bougainville House of Representatives, as well as sharing our experience to advance parliamentary institutions generally; and supporting sister-state relationships and NSW trade opportunities through parliamentary diplomacy.

Ongoing programs to support the Solomon Islands and Bougainville

A Twinning Steering Committee was established in April 2017, with a representative of each of the House departments and DPS. (See page 73 in Parliamentary Relations for detail of the Commonwealth Parliamentary Association's Twinning Program). The steering committee developed a proposal to mark the tenth anniversary of the NSW Parliament's twinning relationship with the Solomon Islands and Bougainville parliaments. The committee sought funding for a commemorative booklet and video presentation presented at the Regional CPA conference.

Due to a decrease in twinning funding and the subsequent cessation of the Twinning Co-ordinator role there was a reduction in activity levels for the reporting period. Nonetheless a delegation was led by the former President, the Hon. Don Harwin to Honiara (Solomon Islands), Port Moresby (Papua New Guinea) and Buka (Bougainville) from 26 October to 5 November 2016. The Usher of the Black

Rod also participated in a United Nations Development Program (UNDP) workshop for the Speaker and Clerk of the National Parliament of Solomon Islands and the Bills Committee.

Preparations for the hosting of the Presiding Officers and Clerks Conference in July 2017 and the Regional CPA Conference in November 2017

Significant work was undertaken to prepare for the 48th Presiding Officers and Clerks Conference (POCC). Presiding Officers and Clerks from nineteen Australian and international parliaments participated in the week-long conference from 3 to 7 July 2017. This included delegates from all eight Australian Parliaments, New Zealand and eight Pacific Islands nation Parliaments. The conference provided a forum in which to could discuss the roles of the Presiding Officers and Clerks in the Parliamentary institution.

The comprehensive program included the presentation of papers on topics such as parliamentary security, public engagement, parliamentary privilege and the role of the Presiding Officer in unusual circumstances.

During the reporting period preparation was also undertaken for the 2017 CPA Australian and Regional Pacific Conference from 23 to 26 October. Two parliamentary delegates from each of the 20 Australian and Pacific Islands Parliaments in the region were invited to attend the conference.

Delegation visits from sister states

Delegations were received from two sister-states during the reporting period: the Guangdong Provincial People's Congress in October 2016, and the Maharashtra Legislature in May 2017.

Planning ahead for the Department of the Legislative Council

The Department recently updated its Strategic Plan to detail key priorities for the period 2017-2018. The core business of the Department of providing advisory, research and support services remains the same. Several projects from the 2016-2017 year will be continued and further developed. Key projects to be continued or commenced are:

- Publish and launch “The Annotated Standing Orders of the Legislative Council”
- Continue to edit and review the second edition of “New South Wales Legislative Council Practice”
- Implement the recommendations of the Committee on Committees that are adopted by the House
- Review the use of on-line procedural training modules made available to members and their staff
- Publish and launch Volume 3 of the Oral History project : the monograph on the Egan Cases
- Work with other parliamentary departments in the implementation of the Parliamentary Information Management System (PIMS), particularly the user interfaces for key House procedures and documents, ministerial portal and advanced search functions
- Work with the Department of Parliamentary Services to enhance the metadata relating to the digitised parliamentary records
- Complete the preservation work on bound Reports of Committee of the Whole
- Review the content and production of the Journals, with a view to progressing the preparation of the Journals of the 55th and 56th Parliament
- Develop a social media strategy for the Department, responding to the recommendation of the Committee on Committees
- Review the current Broadcasting of Proceedings resolution in light of developments in other jurisdictions, particularly in relation to committee hearings
- Continue to support the implementation of the reforms to the Parliament’s ethics regime recommended by the Privileges Committees of the Legislative Council and Assembly, including work on the establishment of a Commissioner for Standards and privileges legislation and work on reform of the *Parliamentary Evidence Act 1901* and a proposed parliamentary services bill
- Pursue opportunities for staff development including establishing a structured secondments program, a system of performance feedback and coaching/mentoring
- Review of job descriptions
- Prepare and implement a records management plan to enhance records management within the Department
- Work with the Departments of Parliamentary Services and the Legislative Assembly in contributing to the development of a long term planning document for the Parliament
- Work with the Department of Parliamentary Services to enhance the broadcasting system used in committee rooms and the chamber to address current issues.
- Host the Regional CPA Conference in October 2017
- Plan for a President-led delegation to Bougainville and the Solomon Islands
- Pursue funding opportunities for specific Twinning projects including an attachment of Solomon Islands staff to the New South Wales Parliament
- Work on a Twinning commemorative booklet and video to mark the 10th anniversary of Twinning.

The Legislative Council’s Strategic Plan and the Parliament’s Strategic Outlook are both available on the Parliament’s website.

Legislation

Constitution Act 1902

The principal Act governing the Legislative Council is the *Constitution Act 1902*. The key sections of the Act are:

- section 3 – Definitions
- section 5 - General legislative powers of the Legislature
- section 7A - Referendum for Bills with respect to Legislative Council and certain other matters
- section 10A - Prorogation of Parliament
- section 14A - Disclosure of pecuniary interests and other matters by Members
- section 15 - Standing Rules and Orders to be laid before the Governor
- part 3, Division 2 - Special provisions relating to the Legislative Council.

Other legislation impacting on the Legislative Council includes:

Parliamentary Evidence Act 1901

Parliamentary Electorates and Elections Act 1912

Imperial Acts Application Act 1969

Parliamentary Papers (Supplementary Provisions Act) 1975

Election Funding, Expenditure and Disclosures Act 1981

Public Finance and Audit Act 1983

Interpretation Act 1987

Independent Commission Against Corruption Act 1988

Parliamentary Remuneration Act 1989

Subordinate Legislation Act 1989

Public Interest Disclosures Act 1994

Parliamentary Precincts Act 1997

Defamation Act 2005

Election Funding, Expenditure and Disclosures Amendment Act 2012

Local Government Amendment (Members of Parliament) Act 2012

Members of Parliament Staff Act 2013

The above legislation and all New South Wales acts, regulations, planning instruments and other statutory instruments are published online at www.legislation.nsw.gov.au. This site is maintained by the Parliamentary Counsel's Office.

Oral History Project

The Oral History project records and shares aspects of a number of milestones in the Legislative Council's history as told by the people who have shaped its evolution as a House of review. The first stage of the project resulted in the publication of a monograph prepared by consultant historian, Dr David Clune, entitled "Keeping the Executive Honest: The Modern Legislative Council Committee System".

In mid-2015 work commenced on the second and third stages of the Oral History Project, with the topics being the reconstitution of the Legislative Council as a directly elected body in 1978, and the Egan cases, which enabled the courts to consider a number of important issues regarding the relationship of the Executive to the Parliament.

After a total of 11 interviews, comprising 9 former members and two former Clerks, the second monograph detailing the 1978 reconstitution of this Council entitled *Connecting with the People: The 1978 reconstitution of the Legislative Council* was published in January 2017.

The third stage of the Oral History project was the completion of the monograph on the Egan cases, ahead of the 20th anniversary of the High Court's decision in *Egan v Willis* in 1998, which will be discussed further in next year's annual report. Both new monographs were authored by Dr Clune.



Presiding Officers and Clerks Conference (POCC)

In accordance with the Legislative Council's current responsibility for administration of Commonwealth Parliamentary Association (CPA) activities for the New South Wales Parliament, the Legislative Council provided significant administrative support and organisation for the Presiding Officers and Clerks Conference. Presiding Officers and Clerks from nineteen domestic and international parliaments participated in the week-long conference from 3 to 7 July 2017. Delegates from all eight Australian Parliaments, New Zealand and eight Pacific Islands nation Parliaments were present. The conference provided a forum in which delegates could discuss the roles of the Presiding Officers and Clerks in the parliamentary institution.



The official POCC delegates photo.

The comprehensive program included the presentation of papers on topics such as parliamentary security, public engagement, parliamentary privilege and the role of the Presiding Officer. The official opening ceremony included an indigenous Welcome to Country, smoking ceremony and a traditional Pacific Islands welcome. The Honourable Shelley Hancock MP was elected as Chair of the conference and the Honourable Chester Borrows MP, the New Zealand Deputy Speaker was elected as Deputy Chair.



A congratulatory video message from the Secretary-General of the Commonwealth Parliamentary Association on the 10th anniversary of twinning - a key feature of this year's POCC.

The conference coincided with the 10th Anniversary Celebration of Twinning. The twinned Parliaments from the region took the opportunity to share the successes and benefits of the twinning arrangements between the Australian states and territories and the Pacific Parliaments. The celebrations included entertainment by traditional Pacific singing and dancing by a Cook Islands performance group.

The conference was a success with staff from all three Parliamentary departments contributing.



Uncle Chicka Madden delivering the Welcome to Country at the POCC opening ceremony.

In the House

Providing support to enable the Legislative Council to fulfil its role as a representative and legislative body.

Providing services to ensure members of the Legislative Council are supported to fulfil their parliamentary duties.

Enhancing knowledge of the standing orders and procedures of the House.



Overview

The core business of the Department is to provide advisory, research and support services to the House and its committees. When the House is sitting staff from across the Department – the Office of the Clerk, the Procedure Office, the Committee Office and the Office of the Black Rod – are focused on supporting members and the House.

Clerks-at-the-Table provide expert advice on Council procedures to the President and members and record the proceedings of the House. Chamber and Support staff convey messages between Ministers and their advisers and convey messages and papers to members.

Outside of the Chamber, Procedure Office staff provide procedural advice and support services to officers and members of the House.

The Procedure Office

The Procedure Office has 10 established positions and is led by the Clerk Assistant – Procedure.

The role of the Legislative Council Procedure Office is to support the sittings of the House, provide procedural advice and support to the President, members and Clerks and to manage a number of training initiatives.

During sitting weeks some of the services provided by the Procedure Office include:

- preparing for sittings of the House through the preparation of notices of motions and other procedural scripts
- managing all bills and amendments in the House
- managing all papers tabled in the House
- managing questions, both written and taken on notice during Question Time
- preparing the official records of the House, including the Minutes of Proceedings and

- the Notice Paper, but excluding Hansard
- preparing other records of the House, including the live Running Record and weekly House in Review
- preparing and publishing statistics about the Council.

The Procedure Office also provides a range of other support services during both sitting and non-sitting weeks, including:

- providing administrative, research and procedural support to the Privileges and Procedure Committees
- maintaining the records of the House including tabled papers and the journal
- providing high level procedural advice on complex constitutional, procedural and privilege matters arising in relation to the House and committees
- coordinating the delivery of training for members and their staff, and other broader audiences
- enhancing community awareness of the role of the Legislative Council through various community access and engagement initiatives such as school outreach visits.

Underpinning the Procedure Office's work is a commitment to providing the best possible environment for members to effectively discharge their parliamentary duties and to increase public recognition and awareness of the role of members and the Council.

Sittings of the House

Each sitting day the Procedure Office prepares for sittings of the House by assisting members with notices of motions, procedural scripts for complex procedures, amendments to motions and interpretation and clarification of the standing orders.

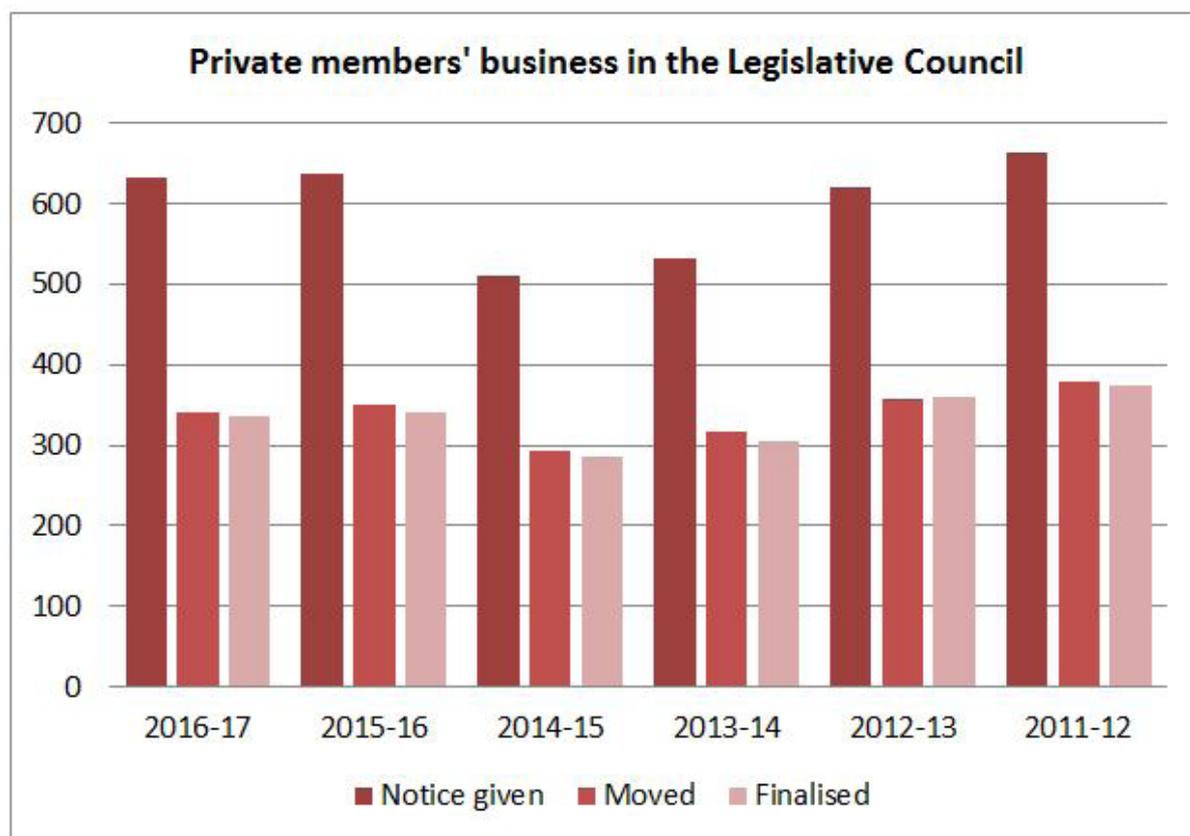
Notices of motion

The overall number of notices of motions given by government, opposition and cross bench members this year was consistent with the number given in the previous reporting period, which comprised 51 sitting days.

The majority of notices of motions given in the House are given by private members. In 2016-2017, 634 notices, representing 93 per cent of the total number of notices given during the year, were given by private members. Of those notices of motion, 341 were considered by the House and 337 were finalised. Of the 337 finalised, 297 were resolved by way of formal business, where the question is put on the motion without debate. The volume of private members' business brought before the House remains high and contributes to a heavy workload for the Procedure Office, both in the preparation of notices and in recording their consideration by the House in the Notice Paper, the Minutes of Proceedings and on the Running Record.

Private members' business in the Legislative Council

	2016/2017	2015/2016	2014/2015	2013/2014	2012/2013	2011/2012
Notices given	634	637	511	533	620	663
Moved	341	351	293	316	359	379
Finalised	337	342	285	304	360	374



Bills

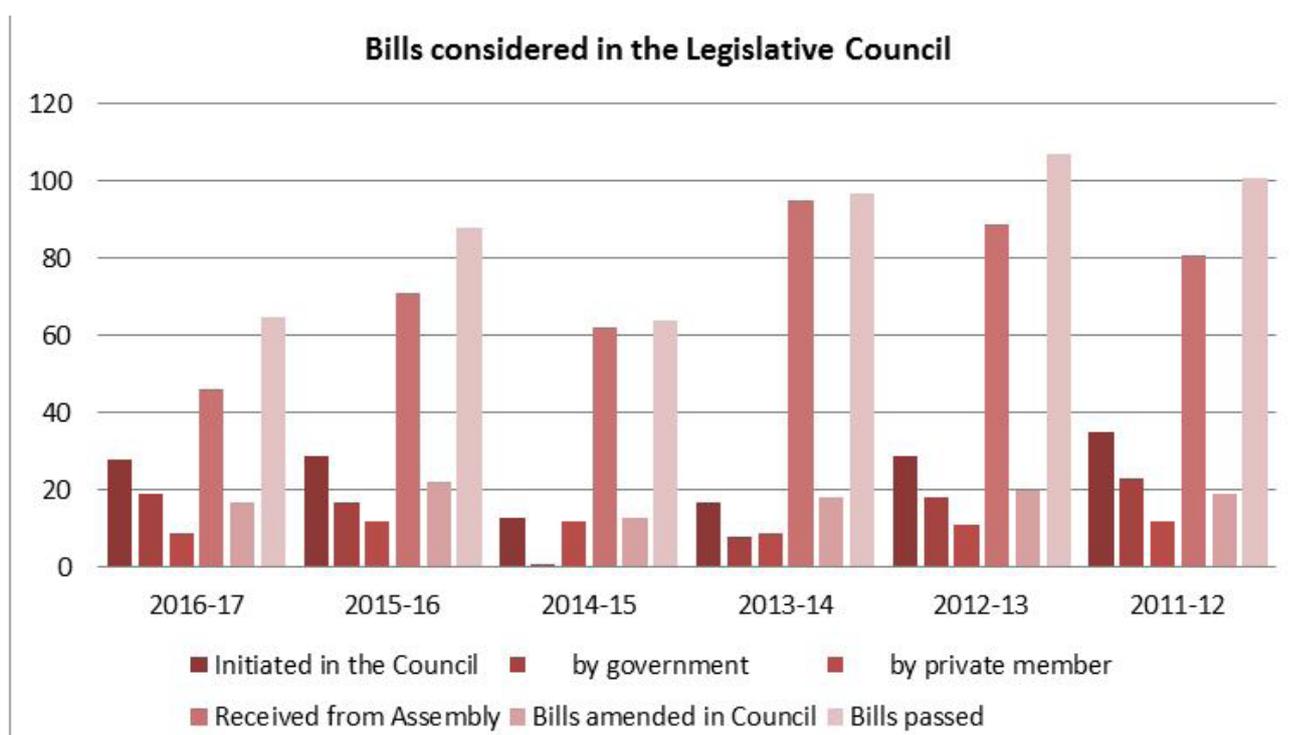
The Procedure Office assists members and their staff with the procedures for the introduction, passage and amendment of bills in the House and by preparing procedural scripts for use by members. The Procedure Office also manages the assent to and registration of bills introduced in the Council and agreed to by both Houses.

The Procedure Office, jointly with the Legislative Assembly, also maintains a bills database which is available on the Parliament's website. As a bill passes each stage, the database is updated, ensuring the most current information is available to members and the public. Amendments to bills are made available on individual bill web pages, allowing members and others to access amendments online.

During 2016-2017, 46 bills were received from the Legislative Assembly (all government bills) and 28 were introduced in the Council. Of those bills introduced in the Council, 19 were introduced by the government and 9 were introduced by private members.

Bill	2016-17	2015-16	2014-15	2013-14	2012-13	2011-12
Initiated in the Council	28	29	13	17	29	35
- by government	19	17	1	8	18	23
- by private member	9	12	12	9	11	12
Received from Assembly	46	71	62	95	89	81
Bills amended in Council	17	22	13	18	20	19
Bills passed	65	88	64	97	107	101

The Council passed 65 bills during the reporting period, three of which were private members' bills.



Amendments to bills

The Procedure Office processes all amendments to bills received from members. Procedure Office staff examine the amendments to ensure their admissibility and to support the Clerk and the Chair of Committees in the management of the committee of the whole process. Amendments are loaded on the Parliament's bills database and circulated to members. Not all amendments circulated are subsequently debated but all are processed prior to the bill being considered in committee of the whole. For more complex bills, the Procedure Office also produces running sheets of amendments to assist the Chair of Committees and members with the order of moving and debating amendments.

During 2016-2017, the House considered 37 bills in committee of the whole, to which 633 amendments were proposed and 63 agreed to by the House.

In total, 11 Legislative Assembly bills were amended by the Council:

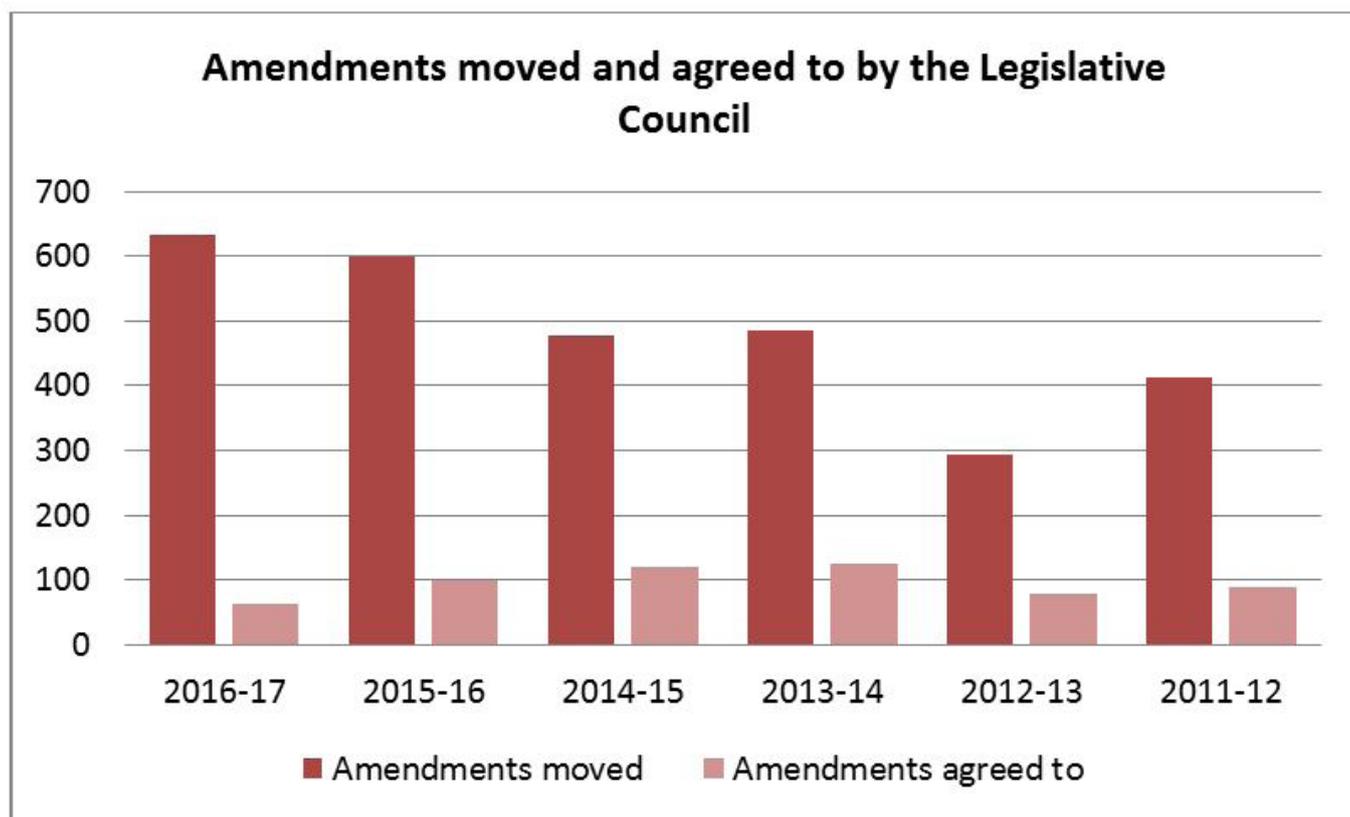
- Adoption Amendment (Institute of Open Adoption Studies) Bill 2016
- Fair Trading Amendment (Commercial Agents) Bill 2016
- Greyhound Racing Bill 2017
- Land and Property Information NSW (Authorised Transaction) Bill 2016
- Law Enforcement Conduct Commission Bill 2016
- Motor Accident Injuries Bill 2017
- Parliamentary Contributory Superannuation Amendment (Criminal Charges and Convictions) Bill 2017
- Rock Fishing Safety Bill 2016
- State Revenue and Other Legislation Amendment (Budget Measures) Bill 2017
- Statute Law (Miscellaneous Provisions) Bill 2017
- Transport Administration Amendment (Closure of Railway Line Between Rosewood and Tumbarumba) Bill 2017.

Six Council bills were amended in the Council:

- Biodiversity Conservation Bill 2016
- Crown Land Management Bill 2016
- Local Government Amendment (Amalgamation Referendums) Bill 2017
- Local Government Amendment (Rates - Merged Council Areas) Bill 2017
- Mining and Petroleum Legislation Amendment Bill 2017
- Steel Industry Protection Bill 2016.

Amendments to bills moved and agreed to by the Legislative Council

	2016-17	2015-16	2014-15	2013-14	2012-13	2011-12
Amendments moved	633	599	478	484	294	412
Amendments agreed to	63	99	121	124	78	88



Tabled documents

The Procedure Office assists ministers, members and the Clerk with the tabling of papers in the House. The Procedure Office also ensures that the details of each document are entered in the Minutes of Proceedings and in the tabled papers database. The database forms part of a tabled papers series which contains all documents presented to the House since 1856.

During 2016-2017, 1050 documents were tabled in the Legislative Council, the majority of which were annual reports of government departments and agencies, and statutory instruments. Other types of papers tabled in the House included returns to orders for the production of State papers, petitions, reports from parliamentary committees and messages from the Governor of New South Wales and the Legislative Assembly.

Orders for papers

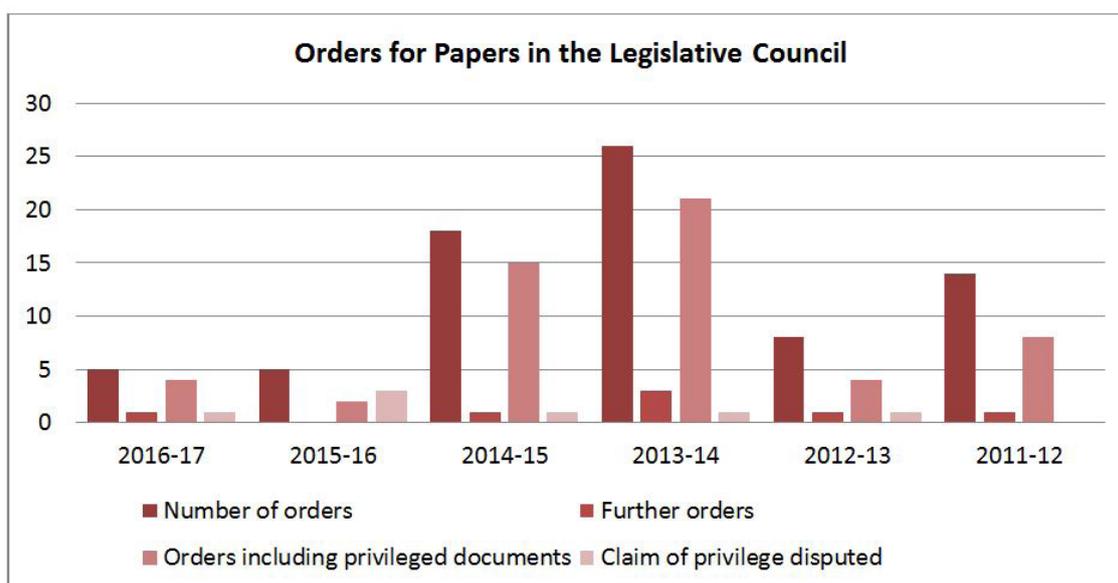
In 2016-2017 five orders for the production of papers were agreed to by the House. This number is low in comparison with the previous years, with the the number agreed to during the past five years of the Coalition Government peaking at 26 in 2013-2014. Of the five orders agreed to, one was initiated by The Greens and four by the Opposition. Four of the orders were agreed to as formal business, without debate, and one was agreed to after debate.

The orders related to the following issues:

- Government's advertising campaign relating to the greyhound racing industry
- Greyhound welfare – further order
- Indoor sports stadium near Wentworth Park sporting complex trust
- Budget finances for 2017-2018
- the 2017-2018 Budget.

During the reporting period 222 boxes of papers were returned and processed by the Procedure Office, 123 of which contained documents for which privilege was claimed and which were only available to be viewed by members of the Legislative Council. Standing order 52 makes provision for members to dispute the validity of a claim of privilege made over documents received. One dispute was received by the Clerk during the 2016-2017 reporting period, and 24 boxes of privileged documents were made public by the House following an evaluation by an independent legal arbiter.

Orders for Papers	2016-17	2015-16	2014-15	2013-14	2012-13	2011-12
Number of orders	5	5	18	26	8	14
Further orders	1	0	1	3	1	1
Orders including privileged documents	4	2	15	21	4	8
Claim of privilege disputed	1	3	1	1	1	0



Orders for papers from statutory bodies – Greyhound Racing NSW

In late 2015, the Legislative Council ordered the production of documents from Greyhound Racing NSW (GRNSW) regarding greyhound welfare. In response, the Government advised that as GRNSW was an independent statutory body and was not subject to direction or control of the Government, the Government was not required to return the documents.

Legal advice subsequently obtained from Mr Bret Walker, SC concluded that ‘independent’ entities, groups or persons with public functions, such as GRNSW, are amenable to orders for papers addressed to them by the Council. Mr Walker noted that it then follows that GRNSW is compelled to comply with the order ‘on pain of its responsible officers being in contempt of the House.’

On 14 September 2016, the Council passed a further order for the production of documents on the same matter. The Council asserted that GRNSW was ‘obliged’ to provide the requested papers within 28 days and noted the requirement under Section 27 of the Greyhound Racing Prohibition Act 2016 (since repealed) for GRNSW to provide documents to the Minister. On 12 October 2016, GRNSW delivered 48 boxes of public documents and 118 boxes of privileged documents. On 10 November 2016, at the request of the Administrator of GRNSW, the Council agreed to treat the index returned on 12 October as privileged and available for inspection by members of the Legislative Council only. Subsequently an index with confidential information redacted was then made public by order of the House.

The compliance with the order for papers from a statutory body was a significant development for the Council, as previous such orders had not been complied with.



Ms Liz Clark, Council Officer in the Procedure Office, provided administrative support to the independent legal arbiter the Hon. Keith Mason AC QC as he evaluated the claim of privilege over approximately 1700 documents.

In November 2016 the Clerk received a written dispute from Dr Faruqi of The Greens as to the validity of the claim of privilege over approximately 1,700 documents contained in the return. According to standing order, the Honourable Keith Mason AC QC was appointed as an independent legal arbiter to evaluate and report on the validity of the claim.

While in the process of writing his report, Mr Mason requested that the Clerk provide Dr Faruqi and GRNSW with a memorandum setting out his initial determination, particularly in relation to the documents containing confidential personal information. Subsequent to reviewing the memorandum, the Clerk arranged a meeting with Dr Faruqi and GRNSW to consider the possibility that the documents may contain information that could put informants at risk of harm, and to facilitate an agreement between Dr Faruqi and GRNSW regarding the style and limit of any necessary redaction to be carried out by GRNSW.

In February 2017 the initial report of the independent arbiter was made available to members and then tabled in the House according to order. The House resolved that those documents determined by the arbiter to not warrant a claim of privilege be tabled and made available to the public. Those documents were tabled the next day.

The House further resolved that according to the arbiter's recommendation, GRNSW should be provided with the opportunity to redact from the remaining documents any information that could put informants at risk of harm, or information about individuals who had been the subject of spurious complaints.

Council staff worked with GRNSW to complete this process and the remainder of the disputed documents were tabled on 28 March 2017. This enabled the documents to be made public and referred to during debate on amendments to the Greyhound Racing Bill 2017 that same month.

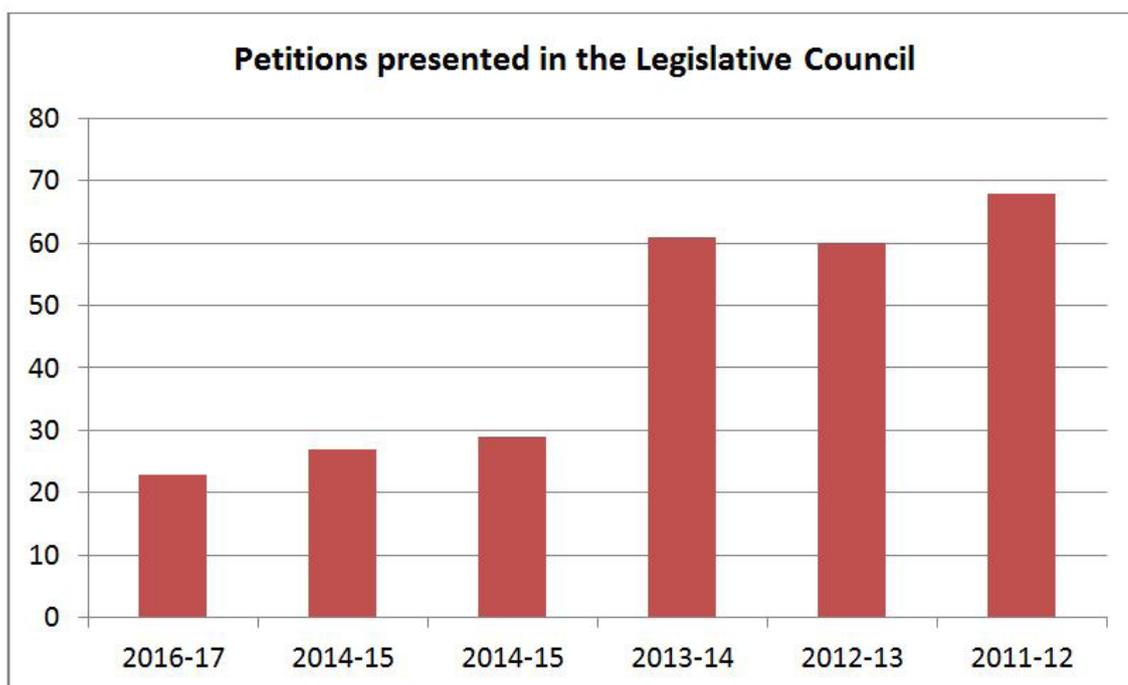


Following the independent legal arbiter's report and the redaction of some information as ordered by the House most of the documents in dispute were made public and were subsequently made available for inspection, and use by members for debate in the House.

Petitions

During 2016-2017, 23 petitions were presented to the House relating to 13 different issues. Six petitions were presented on more than one occasion. The petitions comprised over 92,000 signatures.

	2016-17	2014-15	2014-15	2013-14	2012-13	2011-12
Petitions presented	23	27	29	61	60	68



As in previous years the petitions received by the House varied substantially in subject matter, frequency and the number of signatories. In previous reporting periods the presentation of petitions supported by a greater number of signatories was noted. Despite the reduction in the overall number of petitions presented, the trend towards petitions supported by a greater number of people being presented continued in 2016-2017. Ten petitions were presented with more than 1,000 signatures, one with over 10,000 and one with over 56,000.

As reported in the previous financial year, the Procedure Committee had tabled a report recommending that the House amend standing order 68 to require a minister to table a response to petitions presented to the House with 500 or more signatories and a sessional order was subsequently adopted. Responses were received to the 17 petitions presented during the reporting period that met this requirement.

A full list of petitions presented in the 56th Parliament and information regarding the preparation and presentation of petitions is available on the Legislative Council's website. Information regarding petitions requiring responses, the due dates for responses and links to published responses are published on the Parliament's website.

Recording the proceedings of the LC

In 2016-2017, the Procedure Office continued to ensure that draft editions of the House business papers – the Minutes of Proceedings, the Notice Paper and the Questions and Answers Paper – were completed within a short time after the adjournment of the House each sitting day and made available on the Parliament’s website.

Final versions of the business papers were also produced following thorough proof reading and verification of relevant material.

Questions and Answers

During 2016-2017, a total of 1565 questions to Ministers were asked by members of the Legislative Council.

A total of 650 questions on notice were lodged during the reporting period, continuing the trend towards fewer questions on notice over the past few years.

A total of 915 questions without notice were asked in Question Time during the reporting period, which is consistent with the number of questions asked in the previous reporting period.



Question time in the Legislative Council, November 2016.

Current and historical statistical data on the business of the House

Statistics of the Legislative Council

The Statistics of the Legislative Council page on the Parliament's website contains recent and selected historical data relating to the business of the Legislative Council.

Figures relating to the business of the Legislative Council for the last three sitting weeks and the calendar year to date.

Historical trends

Information is available on the following categories:

Party composition of the Legislative Council since 1978

Legislative Council election results since 1978

Legislative Council sitting days per calendar year since 1995

Government bills passed by the Legislative Council per calendar year since 1999

Government bills considered in committee-of-the-whole per calendar year since 1999

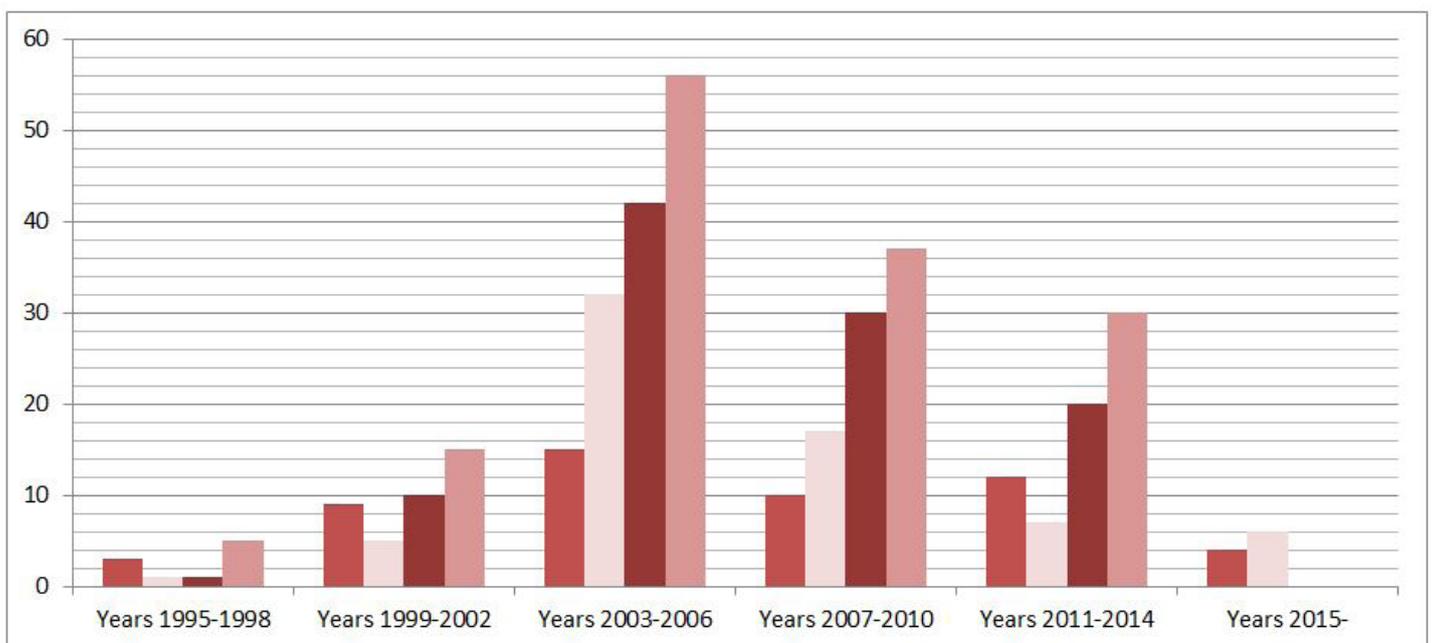
Private Members' bills introduced in the Legislative Council per calendar year since 1999

Orders for papers made in the Legislative Council per calendar year since 1995

Questions on notice lodged and Questions without notice asked in the Legislative Council per calendar year since 2003

Motions to disallow statutory rules and regulations in the Legislative Council per calendar year since 1995

Legislative Council: Orders for papers made per calendar year since 1995



Total orders for papers made in 51st Parliament (1995-1998): 10

Total orders for papers made in 52nd Parliament (1999-2002): 39

Total orders for papers made in 53rd Parliament (2003-2006): 145

Total orders for papers made in 54th Parliament (2007-2010): 94

Total orders for papers made in 55th Parliament (2011-2014): 69

Providing research and support on procedural matters

In 2016-2017, the Procedure Office continued to provide high level procedural research and advice, both during sitting weeks and in non-sitting weeks.

Of note, the Office was centrally involved in research and advice in relation to a new Commissioner for Standards model and a possible privileges bill, described separately below.

The Procedure Office also coordinated various submissions and correspondence to other Parliaments including:

- A submission from the President to the Queensland Parliament's Committee of the Legislative Assembly concerning the powers, rights and immunities of members against coercive processes by external agencies.
- A submission from the President to the Senate Standing Committee of Privileges concerning the adequacy of parliamentary privilege as a protection against intrusive powers by law enforcement and intelligence agencies.
- Correspondence to the Clerk of the Overseas Office in the House of Commons concerning procedural guidance provided to members.
- A response to a request for information from the Commonwealth Parliamentary Association concerning no confidence motions and secret voting.
- A response to a request for information from the Commonwealth Parliamentary Association concerning parliamentary codes of ethics.

The Office also continued to support the President, members, committees and the Office of the Clerk in the provision of detailed research and advice, including material produced on:

- New procedures that the House adopted with respect to debating documents tabled in the House and to the giving of first or valedictory speeches.
- The application of the rule of anticipation in the House.
- Procedures to be followed in the House in relation to moving a motion to take note of a report.
- Censure and no confidence motions in the House.
- Origins of the title 'the Honourable' for members of the Legislative Council.
- The timing of resignation of Council members to contest seats in the Assembly, and the implications for superannuation.
- Matters of privilege arising in the courts.
- The arrangements for the enrolment of Acts, following the discontinuation of the previous arrangement for enrolling acts with Land and Property Information.

- The disclosure of members' pecuniary interests, including the availability of interest disclosure forms online.
- The expulsion of members.
- The application of parliamentary privilege to caucus proceedings.

In 2016-2017, the Procedure Office produced a new publication entitled 'The Selected Rulings of the Chair', dated July 2016, containing selected rulings of the Chair of Committees in Committee of the whole. The Procedure Office also released an updated version of 'A Practical Guide for Occupants of the Chair', dated February 2017.

The Procedure Office also worked closely with the Committee Office in the drafting of sessional orders implementing the recommendations of the Committee on Committees, which will be addressed in next year's annual report.

The Procedure Office also continued to contribute to and coordinate the Council's entry in the ANZACATT journal, *Parliament Matters*, and the journal of the Society of Clerks-at-the-Table in Commonwealth Parliaments, *The Table*. It also continued to assist with responding to inquiries from other Parliament on the ANZACATT list server and in preparing budget estimates briefings.



Steven Reynolds, Deputy Clerk of the Legislative Council speaking in the Chamber to the participants in one of our Legislative Council in Practice seminars.

The Annotated Standing Orders of the NSW Legislative Council

The *Annotated Standing Orders* is intended as a practical resource for a range of users, rendering each standing order comprehensible and accessible and highlighting the logic and interconnection between the standing orders. Numerous precedents and examples are used to explain developments and changes in practice and the current interpretation of the rules. The research of primary sources and procedural resources is now complete and documented in a 750 page book. The book has now been proofread a number of times, and references checked and verified.

In March 2017 approval was granted to engage Federation Press to edit, index, typeset and print and publish the *Annotated Standing Orders*. This important book will be launched in the next reporting period.

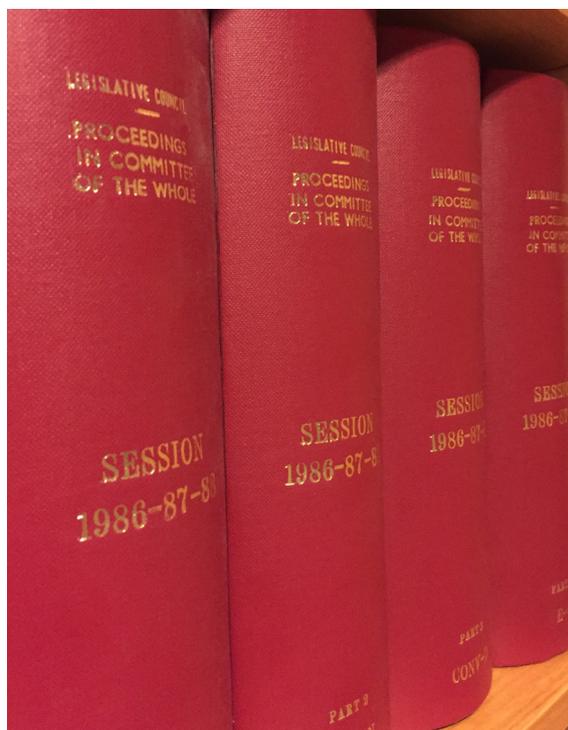
Preservation of the bound volumes of Committee bills

The bound Legislative Council Reports of Committee of the Whole contain the only record of proceedings in committee of the whole for the years 1856 to 2016 (after which point the proceedings were incorporated into the Minutes of Proceedings of the House). Of particular value are the volumes that record proceedings prior to 1880, as these volumes pre-date even Hansard records of proceedings in the House.

With the passage of time, many of the volumes, particularly the earlier volumes, had deteriorated in condition. Accordingly, during the reporting period, the Procedure Office undertook a significant project to preserve the bound Legislative Council Reports of Committee of the Whole.

In August 2016, the Department engaged Preservation Australia to undertake an assessment of the condition of the bound volumes, and to make recommendations for their long term preservation. The only stipulation was that they should remain on premises in the direct control of the Legislative Council. Preservation Australia came back with a number of recommendations, including preservation work for the pages, covers and spines of the volumes, and long term storage in tyvek (a special plastic wrap used for conservation of aged documents) and storing in custom-made archival boxes.

Following receipt of these recommendations, the recommended conservation work was undertaken by Preservation Australia over two stages to the bound volumes from 1856 through to 1917. As a result of this work, the bound Legislative Council Reports of Committee of the Whole can be expected to remain in good condition for many years to come.



Procedural Training and School Outreach

During the reporting period, the Procedure Office was heavily involved in the preparation and delivery of induction training for members and staff, as well as debrief sessions each sitting week for members, their staff, and staff of the Legislative Council. The sessions focused on procedural matters arising in the House during that week.

Targeted training for members and staff

During this reporting period, induction programs were offered to a number of new members of the Legislative Council on chamber operation and general parliamentary practice and procedure. In March 2017, targeted training was provided to a new Temporary Chair to assist her when taking the Chair either in the House or in Committee.

School outreach presentations

The School Outreach Program involves staff from the Procedure Office accompanying parliamentary committees conducting regional hearings to provide information sessions to local high school students. The sessions last approximately an hour and a half.

School outreach sessions were held on 28 February 2017 and 1 March 2017 to 64 Year 11 Legal Studies and Commerce students from Deniliquin High School and Marian Catholic College, Griffith. Further information about this can be found on page 64.

Privileges Committee and Procedure Committee

The Procedure Office provides administrative, research and procedural support to the Privileges Committee and the Procedure Committee.

Privileges Committee

The Privileges Committee considers matters relating to parliamentary privilege referred to it by the House or the President. The Committee also considers requests for a right of reply to statements made in the House by members and undertakes functions relating to members' ethical standards under Part 7A of the *Independent Commission Against Corruption Act 1988*.

Members

The Hon. Matthew Mason-Cox (Chair)
The Hon. Peter Primrose (Deputy Chair)
The Hon. Greg Donnelly
Dr Mehreen Faruqi
The Hon. Trevor Khan
The Hon. Natasha Maclaren-Jones
Reverend the Hon. Fred Nile
The Hon. Dr Peter Phelps

Inquiries undertaken

The Privileges Committee can only consider matters referred to it by the House or the President, and consider requests for a right of reply. During the reporting period, no referrals were made to the Committee, and no requests were received for a right of reply.

Under paragraph 10 of the resolution appointing the Parliamentary Ethics Advisor, the Privileges

Committee is required to meet with the Advisor (Mr John Evans) annually. The Committee met with Mr Evans on 9 March 2017.

Further information on the Privileges Committee is available on the website.

Privileges Committee activities overview

	2016-17	2015-16	2014-15	2013-14	2012-13	2011-12
Meetings	2	1	8	12	16	9
Inquiries	0	0	5	2	7	2
Submissions	0	0	3	28	10	0
Reports	0	0	4	2	7	6

Procedure Committee

The Procedure Committee is required by standing order to consider any amendments to the standing orders, propose changes in practice and procedures of the House and consider any matters relating to procedures referred to it by the House or the President.

Members

The Hon. John Ajaka, President and Chair
 The Hon. Trevor Khan, Deputy President
 Revd the Hon. Fred Nile, Assistant President
 The Hon. Don Harwin, Leader of the Government
 The Hon. Niall Blair, Deputy Leader of the Government
 The Hon. Adam Searle, Leader of the Opposition
 The Hon. Walt Secord, Deputy Leader of the Opposition
 The Hon. Natasha Maclaren-Jones, Government Whip
 The Hon. Shaoquett Moselmane, Opposition Whip
 The Hon. Robert Borsak
 Dr Mehreen Faruqi
 The Hon. Ben Franklin.

The appointment of a new Ministry in January 2017 and subsequent events caused a number of changes in ex officio members of the committee. Prior to these events, the Hon John Ajaka and the Hon Don Harwin were members by virtue of being the Deputy Leader of the Government, and the President and Chair of the committee respectively. Following the appointment of the new Ministry, the new President, the Hon John Ajaka became Chair of the committee, while the Hon Don Harwin continued as a member of the committee as Leader of the Government in the House. The Hon Duncan Gay, previously Leader of the Government in the House, ceased to be a member and the Hon Niall Blair became a member of the committee.

Inquiries undertaken

In 2016-2017, the Procedure Committee finalised its inquiry into whether the standing orders should be amended to allow a member to bring a child under four into any part of the House reserved for members while the House is sitting, and whether there were alternative mechanisms for recording the votes of members in divisions to better accommodate the needs of members caring for young children.

The committee tabled its report on Thursday 20 October 2016. Having reviewed the current

practice of both the Council and other parliamentary jurisdictions, the committee recommended that the House adopt a sessional order to be trialed for the remainder of the current Parliament to provide the President with the discretion to have the vote of a member caring for a child and seated in the President's gallery counted in a division. The House adopted the sessional order on 9 November 2016.

In November 2016 the House referred to the committee two concurrent terms of reference to inquire into a number of proposed variations to the rules applying to notices of motions and to the rules for Questions.

In February 2017, the House referred to the Committee a further reference to inquire into the merits of introducing e-petitions and the mechanisms by which they could be introduced in the Legislative Council.

At the close of the reporting period, all three inquiries were on-going.

Further information on the Procedure Committee is available on the [website](#).

Procedure Committee activities overview

	2016-17	2015-16	2014-15	2013-14	2012-13	2011-12
Meetings	4	3	0	3	0	4
Inquiries	4	1	2	0	2	2
Submissions	37	16	0	0	0	4
Reports	1	0	0	1	0	2

Looking ahead

The Procedure Office will be working towards achieving a number of priorities in 2017-2018, including those that have been identified as key projects in the Department's 2015-2019 Strategic Plan.

The following activities will be priorities during 2017-2018:

- Publication of the *Annotated Standing Orders of the New South Wales Legislative Council*.
- Working with the department of Parliamentary Services on the re-named PIMS (Parliamentary Information Management System) project, with a view to the discontinuation of LotusNotes entirely by the end of 2018-2019.
- Progressing the major project initiated by the Presiding Officers in 2016 for a revised Commissioner for Standards model and associated privileges legislation.

- Reviewing the engagement of the House with the public through social media, including reviewing options for promoting access to current and past editions of House in Review through digital technology.
- Progressing work on a new mechanism for creating the Minutes and Index to the Minute of Proceedings, together with finalising the journals of the Legislative Council for the 55th and 56th Parliaments.

Officers of the Procedure Office will also continue to contribute to the Parliament's training and development activities with the National Parliament of Solomon Islands and the Bougainville House of Representatives. This work seeks to support and develop parliamentary democracy within the Asia-Pacific region.

In Committees

Supporting members' participation in committee work.

Increasing public awareness and debate on issues under consideration by the Parliament.



Overview

Upper House committees are one of the Council's key mechanisms to scrutinise executive activity and to examine issues in the public interest. This is achieved by undertaking inquiries.

Committee inquiries enable members to obtain expert opinions and advice on complex policy matters, and to examine an issue in more detail than if the matter was considered by the House as a whole. Importantly, inquiries allow members of the public and interested groups to participate in the parliamentary process.

Most members of the Council (excluding ministers) are members of one or more of its committees. Members may also be on joint committees administered by the Legislative Assembly.

Upper House committees operate under the authority of the House and share its privileges. In addition, committees are regulated by the provisions of several Acts, such as the Parliamentary Evidence Act 1901.

During 2016-2017 there were 14 Legislative Council committees in operation, comprised of three standing committees, six portfolio committees and three select committees. These committees were supported by the Legislative Council Committee Office.

Two standing committees, the Privileges Committee and the Procedure Committee, were supported by the Procedure Office. The activities of these committees are discussed on pages 40 to 42 of this report.

The Committee Office

The Committee Office, which currently has 16 staff, provides secretariat support to committees. This involves liaising with stakeholders, organising hearings, preparing the Chair's draft report and providing procedural advice to members.

The Clerk Assistant Committees is responsible for the Committee Office, supported by three Directors who oversee all of the inquiries. Each inquiry is managed by one of six Principal Council Officers, assisted by one of three Senior Council Officers who provide research support to committees. Each inquiry is administered by one of three Council Officer Assistants and the Council Officer.

During 2016-2017 the Committee Office managed 94 hearings and public forums involving 988 witnesses, and prepared 18 committee reports for consideration by the chairs and committee members.

Secondments to the Royal Commission into Institutional Responses to Child Sexual Abuse

During 2016-2017, Madeleine Foley, Director in the Committee Office and Alex Stedman, Principal Council Officer, Deputy Usher of the Black Rod, were seconded to the Royal Commission into Institutional Responses to Child Sexual Abuse for eleven and nine months respectively.



Madeleine and Alex worked in the Royal Commission's Policy and Research Division to provide assistance in writing the Commission's final report.

Both officers learnt a great deal from their secondments and brought back valuable ideas and reflections that they have shared with departmental staff and their contribution was very much valued by the Commission.

Reparations for Stolen Generations survivors

Following last year's inquiry into Reparations for the Stolen Generations in New South Wales, by Portfolio Committee No. 3, in December 2016 the Government announced a \$73.8 million package to provide redress to

members of the Stolen Generations, including a financial reparation scheme and funding for healing initiatives. The government's response acknowledged the profound impact forcible removals have had on Stolen Generation survivors, descendants and their families.

Legislative Council strategic projects for 2016-2017

A number of committee staff worked on several strategic projects during the reporting period, including the Annotated Standing Orders project, the review of the committee report template and furthering secondment opportunities. These strategic projects are outlined in full in the At a Glance chapter from page 14 to 21.

Overview of committee activity (excluding activities undertaken by the Privileges and Procedure Committees)

Activity	2016-17	2015-16	2014-15	2013-14	2012-13
Meetings	153	165	139	135	98
Inquiries	37	40	42	30	28
Submissions	2,299	1,121*	1,202	1,882**	2,362***
Hearings and Public Forums	94	75	56	71	63
Witnesses (hearings and public forums)	988	705	471	592	547
Duration of hearings (hours)	408	279	250	261	276
Reports tabled	18	16	26	18	18

* An additional 201 pro-forma responses were also received by the inquiry into Local Government in New South Wales. These responses were not processed or published and are not included in this total of 1,121.

** An additional 1,529 pro forma responses were also received by the inquiry into Greyhound racing in New South Wales. These responses were not processed or published and are not included in this total of 1,882.

*** This number does not include an additional 5,224 responses received by the inquiry into same-sex marriage. These additional responses were not processed or published because it was beyond the capacity of the committee to do so within the timeframe for the inquiry.

Detailed information regarding committee report numbers, membership and travel is provided in Appendices 3 to 7.

Committee activity

Name change for General Purpose Standing Committees to Portfolio Committees

On 7 March 2017, the House agreed to rename the six general purpose standing committees (or ‘GPSCs’), as ‘portfolio committees’ followed by a brief description of the key portfolios within that committee’s remit. This followed a recommendation by the Select Committee on the Legislative Council Committee System. The new names are:

- Portfolio Committee No. 1 – Premier and Finance
- Portfolio Committee No. 2 – Health and Community Services
- Portfolio Committee No. 3 – Education
- Portfolio Committee No. 4 – Legal Affairs
- Portfolio Committee No. 5 – Industry and Transport
- Portfolio Committee No. 6 – Planning and Environment

Subject standing committees

The Legislative Council has three subject standing committees: the standing committees on Law and Justice, Social Issues and State Development. The membership of these committees is listed in Appendix 5.

Standing Committee on Law and Justice

Scope

The Standing Committee on Law and Justice conducts inquiries into legal and constitutional issues including law reform, parliamentary matters, criminal and administrative law and the criminal justice system, police, corrective services and juvenile justice, industrial

relations, emergency services and fair trading. The committee also has responsibility under section 27 of the *State Insurance and Care Governance Act 2015* to supervise the operation of the insurance and compensation schemes established under New South Wales workers compensation and motor accidents legislation.

Inquiries undertaken

The committee conducted four oversight reviews of the state’s insurance and compensation schemes during the reporting period. The committee has played a role in overseeing these schemes for many years, however, due to significant legislative reforms to the operation and regulation of the schemes in 2015, each of the reviews conducted in this financial year have been titled the ‘first review’ of each scheme.

In April 2016 the committee commenced its first review of the Compulsory Third Party insurance scheme since the 2015 legislative reforms. The scheme provides compensation for people injured in motor vehicle accidents in New South Wales that are the fault of another vehicle owner or driver. The committee has had an oversight role in regard to the Compulsory Third Party scheme since 1999. The committee last considered the scheme as part of the 2014 review of the Motor Accidents Authority.

The committee received 12 submissions and held one public hearing. The committee reported on 19 August 2016. The report noted a significant increase in fraud, exaggeration and claims harvesting, the challenges to the scheme from ride sharing operations, and the impact of changes from the 2012 review of the workers compensation scheme. The committee made eight recommendations.

In August 2016 the committee commenced its first review of the New South Wales workers compensation scheme since the legislative reforms of 2015. The scheme provides entitlements to injured workers in New South Wales. The committee previously considered the scheme as part of the Review of the WorkCover Authority in 2014.

The committee received 84 submissions and held two public hearings. The committee reported on 9 March 2017 and made 26 recommendations. Key recommendations included establishing a single jurisdiction that can determine all workers compensation disputes, and opportunities to improve the conduct of scheme agents.

In 2017, the committee commenced its first review of the Lifetime Care and Support scheme since the 2015 reforms. The scheme provides support for people severely injured in a motor vehicle accident in New South Wales, regardless of who was at fault. The committee has been monitoring and reviewing the scheme since 2007. The scheme was last reviewed in 2014 as part of the Fifth review of the exercise of the functions of the Lifetime Care and Support Authority. The committee received 11 submissions, held two hearings, and tabled its report on 24 August 2017.

The committee concurrently conducted its first review of the Dust Diseases scheme since the reforms. The scheme is a no-fault workers compensation scheme for people who have developed a compensable dust disease from occupational exposure to dust as a worker in New South Wales, and their dependants. The committee previously monitored and reviewed the scheme as part of its 2014 Review of the exercise of the functions of the Workers' Compensation (Dust Diseases) Board. The committee received six submissions and held two hearings. It tabled the report on 24 August 2017.

Standing Committee on Social Issues

Scope

The Standing Committee on Social Issues conducts inquiries into matters concerned with the social development of the people of New South Wales, including health, education, housing, ageing, disability, children's and community services provided by the government and non-government sector,

citizenship, social relations, cultural diversity, recreation, gaming, racing and sporting matters.

Inquiries undertaken

In June 2016, the committee commenced an inquiry into **childhood overweight and obesity**. The committee received 42 submissions and conducted two hearings. Committee members also visited Annandale Public School. The committee tabled its report on 15 December 2016 and made 26 recommendations. Key recommendations included strengthening the existing work of the Government and its collaboration with the non-government sector to support children and families to be healthy and active, training for primary school teachers in physical education, and funding for a school kitchen garden pilot program.

Standing Committee on State Development

Scope

The Standing Committee on State Development conducts inquiries into matters concerned with state, local and regional development, planning, infrastructure, finance, industry, the environment, primary industry, natural resources, science, local government, emergency services and public administration.

Inquiries undertaken

The committee commenced an inquiry into **economic development in Aboriginal communities** in August 2015. The committee received 36 submissions and three supplementary submissions, and held four public hearings: one at Parliament House in Sydney, and three in regional locations: Dubbo; Tamworth; and Narooma. The committee also conducted six site visits to the Central Coast, Dubbo, Brewarrina, Tamworth, Guyra and the Far South Coast.

In July 2016, the committee released a discussion paper that drew on the evidence to date and sought further submissions

on what specific actions could be taken to develop strong, self-sustainable Aboriginal communities. The committee received 13 discussion paper responses, and held a public roundtable with inquiry participants in August 2016. The committee tabled its final report in Parliament in September 2016. The report made 39 recommendations including moving the Aboriginal Affairs portfolio to the Department of Premier and Cabinet, providing additional funding for capacity development programs for Aboriginal organisations and individuals, reforming the land claims system and the local Aboriginal land boards system, and enhancing procurement from Aboriginal businesses. Additional recommendations included supporting a mechanism for planning to recognise Aboriginal land use and recognition of Aboriginal connection with water.

The committee also completed an inquiry into **regional planning processes in New South Wales**, tabling its report in November 2016. The inquiry considered how regional planning processes could stimulate regional development and improve the lives of regional communities. The committee received 51 submissions and held seven public hearings, including regional hearings in Dubbo, Tamworth, Narooma, Albury and Ballina.

The committee made 23 recommendations, calling on the government to improve the strategic planning process through more effective consultation and measuring the success of regional plans. The report also

called on the government to simplify or clarify various planning processes for the benefit of regional communities and introduce regional specific planning instruments.

In April 2017, the committee commenced an inquiry into **regional development and a global Sydney** which was referred to the committee by the Minister for Planning. The inquiry will examine how Sydney's growing prominence as a global city enhances regional development in New South Wales. The committee has received 36 submissions and has conducted hearings in Sydney, Nowra and Orange. Additional hearings in regional New South Wales are planned for the latter half of 2017, with a view to reporting by 28 April 2018.

The committee also commenced an inquiry into the **defence industry in New South Wales** in May 2017 to examine opportunities to incentivise and grow the defence industry in the state to generate economic development.

The committee has received over 30 submissions and has conducted three public hearings in Sydney, Nowra and Orange. The committee has also undertaken regional site visits to the Illawarra and Shoalhaven to experience firsthand how these areas have encouraged defence innovation and workforce development. Further public hearings and regional visits are scheduled to take place over the coming months and the committee is expected to report in June 2018.



The Standing Committee on State Development conducted a roundtable as part of the inquiry into economic development in Aboriginal communities.

Portfolio Committees

The Legislative Council currently has six portfolio committees, with each committee allocated responsibility for overseeing the expenditure, performance or effectiveness of any government department, statutory body or corporation relevant to their portfolios.

The annual budget estimates inquiry is undertaken by the portfolio committees. Further information about budget estimates is provided on page 56.

The membership of these committees as at 30 June 2017 is listed in Appendix 5.

Portfolio Committee No. 1 – Premier and Finance

Scope

Premier, Treasury, Industrial Relations, Finance, Services and Property, Innovation and Better Regulation, and The Legislature.

Inquiries undertaken

With the exception of Budget Estimates, no inquiries were undertaken in the reporting period.

Portfolio Committee No. 2 – Health and Community Services

Scope

Health, Mental Health, Medical Research, Women, Prevention of Domestic Violence and Sexual Assault, Family and Community Services, Social Housing, Disability Services, Ageing, and Multiculturalism.

Inquiries undertaken

The **child protection** inquiry was self-referred by the committee in May 2016. It inquired into matters relating to the delivery of child protection services in New South Wales and handed down its report in March 2017.

The committee received 139 submissions and heard from over 40 witnesses at three public hearings. The committee also undertook a regional site visit to the Central Coast Multi Agency Response Centre in Wyong and a consultation with Indigenous community members as part of a joint initiative with the Law Society of New South Wales.

The committee's 28 recommendations included the allocation of additional funding for evidence based, early intervention services, as well as additional measures to support children and young people residing in, and leaving out of home care.

The **road tolling** inquiry was self-referred in December 2016 to examine matters relating to the road tolling arrangements in New South Wales. The inquiry is seeking to identify opportunities that provide the public with additional assurances that road tolling arrangements represent the fairest possible outcomes.

The committee received 115 submissions and heard from over 30 witnesses at three public hearings held in Sydney and Penrith. The committee is currently drafting its report which is scheduled to be tabled in October 2017.

Portfolio Committee No. 3 - Education

Scope

Education, Early Childhood Education, Aboriginal Affairs, Skills, Regional NSW, Small Business, and Tourism and Major Events.

Inquiries undertaken

In August 2016, the committee commenced an inquiry into **inner city public primary school enrolment capacity and redevelopment of Ultimo Public School**. The inquiry examined whether the public primary education system can meet the needs of growing populations in inner city areas, the redevelopment of Ultimo Public School, and the impact of the Bays

Precinct development on future enrolment capacity in the inner city. The committee received 68 submissions and conducted a public hearing at Parliament House. On 25 November 2016, the committee visited: the Department of Education offices at Ultimo; Ultimo Public School; the Fig and Wattle site at Ultimo (previously proposed as an alternative site for Ultimo Public School); and Anzac Park Public School, Cammeray.

The committee tabled its report on 13 February 2017 and made seven recommendations, several of which aimed to improve decision-making processes at the Department of Education, including formalising coordination between the department and state planning bodies, strengthening whole of government oversight in future land negotiations for schools, and auditing public land in areas of significant population growth.

In August 2016, the committee commenced a self-referred inquiry into **the education of students with a disability or special needs in government and non-government schools in New South Wales**. The committee

is considering access to education and resources for students with disabilities across the state, including mechanisms for complaint and review within school systems, and the impact of reform and policy development in this area since a corresponding Upper House inquiry was conducted in 2010. The committee received over 400 submissions and held six hearings during the reporting period, including three regional hearings in Newcastle, Shellharbour and Lismore. It is anticipated that the committee will report by the end of 2017.



Portfolio Committee No. 3 - Education conducted a site visit to Wilson Park School in Lismore as part of the inquiry into the education of students with a disability or special needs.

Portfolio Committee No. 4 – Legal Affairs

Scope

Attorney General, Police, Corrections, Emergency Services, Veterans Affairs, and Counter Terrorism.

Inquiries undertaken

In June 2016, the committee commenced a self-referred inquiry into **museums and galleries in New South Wales**. The committee is considering state government policy, funding and support for museums and galleries, the proposed sale of the Powerhouse Museum site in Ultimo and relocation to Parramatta, and access to museum collections.

The committee received over 170 submissions, held seven public hearings and conducted site visits to the Powerhouse Museum in Ultimo and cultural institutions in Lithgow and the Blue Mountains. It is anticipated that the committee will report by March 2018.

The committee commenced an inquiry into **bullying in emergency services agencies** in May 2017 as a self-reference. A key focus of the inquiry will be the prevalence of bullying, harassment and discrimination within emergency services agencies, as well as the effectiveness of the protocols and procedures in place to manage and resolve such complaints. The agencies to be examined are the NSW Rural Fire Service, Fire and Rescue NSW, the NSW Police Force, Ambulance NSW and the NSW State Emergency Service. The committee had received 121 submissions as at August 2017 and anticipates conducting a number of hearings in late 2017.

The committee is also conducting an inquiry into **the funding of the fire and emergency services levy**. The committee resolved to adopt the terms of reference in June 2017 and will examine the policy process and financial modelling underlying the provisions of the Fire and Emergency Services Levy Act 2017, the policy and financial implications of repealing that Act, and alternative models

for funding fire and emergency services. Submissions to the inquiry close in November 2017 and further inquiry activity will then be determined.

Portfolio Committee No. 5 – Industry and Transport

Scope

Primary Industries, Regional Water, Trade and Industry, Lands and Forestry, Racing, Transport and Infrastructure, Roads, Maritime and Freight, Western Sydney, WestConnex, and Sport.

Inquiries undertaken

The committee continued its inquiry into **the augmentation of water supply for rural and regional New South Wales**. This in-depth inquiry is examining the suitability of existing water storages and technologies to mitigate flood damage, as well as considering water issues for specific regions. The committee has so far received 116 submissions and held nine public hearings, including regional hearings in Broken Hill, Deniliquin, Griffith, Moree, Tamworth and Orange. The committee is due to report by 30 March 2018.

In June 2016, the committee commenced an inquiry to examine whether the **NSW Office of Environment and Heritage (OEH) had given false evidence to the committee's original inquiry into the Wambelong fire, finalised in February 2015**. The inquiry into the Wambelong fire inquiry evidence was established as a result of allegations made by a former resident of Coonabarabran (and participant in the original inquiry) regarding alleged inaccuracies in OEH's answers to supplementary questions. Under the Parliamentary Evidence Act 1901, there are severe penalties for persons found to have deliberately misled a committee.

The committee was ultimately not persuaded that it had been purposefully misled by OEH. However, in its report tabled on 21 October 2016, the committee found that the agency's approach to the original inquiry

was insufficiently attentive. This lack of attentiveness manifested itself in the fact that the answers to supplementary questions were inaccurate in several respects, and varied from evidence given in a concurrent Coroner's inquiry. The committee recommended that the Premier's guidelines for public servants participating in parliamentary inquiries be updated, to emphasise their obligation to tell the truth under the *Parliamentary Evidence Act 1901*. This occurred in April 2017.

The inquiry into **commercial fishing in New South Wales** was self-referred by the committee in November 2016 in response to the implementation of reforms to the commercial fishing industry.

The committee received 170 submissions, the majority of which were from the state's commercial fishers, who by and large, expressed concern about the government's proposals for reform and the manner in which they had been implemented to date. The committee tabled its report in February 2017, identifying a series of measures to enhance the integrity and transparency of the reform process and provide additional support for

fishers transitioning to the new arrangements. The government response was received in March 2017.

In June 2017 the committee initiated a further inquiry into the commercial fishing report recommendations so as to maintain a watching brief on the implementation of the government's commercial fishing reform process.



Portfolio Committee No. 5 - Industry and Transport held a site visit in Broken Hill for the inquiry into water augmentation.

Portfolio Committee No. 6 – Planning and Environment

Scope

Planning, Resources, Energy and Utilities, Environment, Heritage, Arts, Local Government, and Housing.

Inquiries undertaken

The committee completed an inquiry into **the management and use of Crown land in New South Wales**. The inquiry was conducted in a short time frame, prior to the government introducing new Crown land legislation in October 2016. The committee received 354 submissions and held seven public hearings, including hearings in the Shoalhaven, Dubbo, Ballina, Newcastle and Gosford.

The committee reported on 13 October 2016 and made a range of recommendations to protect Crown land for the benefit of the public, improve the process for Aboriginal land claims and improving the management of Crown land by the department.

The Crown Land Management Bill 2016 was introduced five days after the committee tabled its report and was passed in November. The bill included provisions recommended by the committee including the appointment of a Crown Land Commissioner and compensation for local councils for owning and managing

Crown land as local land. The government response was received on 13 April 2017.

In April 2017, the committee commenced an inquiry into **‘energy from waste’ technology**. The terms of reference consider the waste disposal industry in New South Wales including relevant legislative and policy provisions, the impact of waste levies and the capacity of the industry to meet future demand. The terms of reference also consider the need to identify and manage the risk of monopolisation in waste disposal markets, the role of ‘energy from waste’ technology in addressing the state’s waste disposal needs, and opportunities to encourage a circular economy within the industry.

The terms of reference for the inquiry were extended in August 2017 to include the prevalence and scale of illegal dumping across New South Wales, the transportation of waste outside of the state, and the sustainability of the current waste and landfill regime. The committee invited further submissions that specifically addressed the updated terms of reference.

The committee has received over 380 submissions, and has held four hearings and a site visit. It is anticipated that the committee will conduct a further site visit and hearing later in the year. The committee intends to report towards the end of 2017.



Portfolio Committee No. 6 - Planning and Environment Budget Estimates Hearing.

Select Committees

Select committees are appointed by the House to examine specific matters. Once a select committee has presented its final report to the House it ceases to exist. The membership of these committees is listed in appendix 5.

Select Committee on the Legislative Council Committee System

The select committee was established in June 2015 to ensure that the Legislative Council committee system continues to enable the Council to effectively fulfil its role as a House of Review. The inquiry followed the commemoration in September 2013 of 25 years of the modern Legislative Council committee system.

The committee received 20 submissions, conducted one public hearing and held two private roundtable meetings with the President of the Legislative Council and the Clerk of the Parliaments. The committee released its report on 28 November 2016 and recommended the establishment of a Selection of Bills Committee and a Regulation Committee to enhance the scrutiny of bills and legislation. The committee also recommended that more time be allocated for Budget Estimates, various changes be made to the government response process, that a further inquiry into protections for witnesses be conducted by the Privileges Committee and that general purpose standing committees be renamed as portfolio committees. This last recommendation was implemented in March 2017.

The implementation of these recommendations will be dealt with in detail in next year's annual report.



Mr Rafael Gonzalez-Montero, Deputy and Senior Manager of Select Committees, New Zealand House of Representatives providing evidence via Skype to the Select Committee on the Legislative Council Committee system.

Select Committee on human trafficking in New South Wales

The select committee was established in November 2016 to examine the role and effectiveness of New South Wales law enforcement agencies in responding to human trafficking. The committee has received 28 submissions and held four hearings and reported in October 2017.

Select Committee on the Off-protocol Prescribing of Chemotherapy

The select committee was established in August 2016. The committee received over 115 submissions and held five hearings at Parliament House and one hearing in Orange. The committee tabled its report on 18 May 2017 and made 11 recommendations that seek to build transparency and trust in the New South Wales cancer care system.

CASE STUDY – Inquiry into off-protocol prescribing of chemotherapy

In mid-2015 concerns were formally raised with management of St Vincent's Hospital Sydney that Senior Medical Oncologist, Dr John Grygiel, was prescribing a chemotherapy drug, carboplatin, to head and neck cancer patients at a flat dose of 100 mg. Dr Grygiel's prescribing practice was not in line with published treatment protocols for that drug. Concerns were also raised that the prescribing practice may have resulted in a potential increase in cancer recurrence.

St Vincent's Hospital initiated an internal investigation in August 2015, and an external review commenced in November 2015, concluding in February 2016. However, the affected patients and their families were not informed that their doses of chemotherapy were off-protocol. Most affected patients first learnt of the matter through a story broadcast on the ABC television current affairs program, 7.30, on 18 February 2016. St Vincent's Hospital began informing patients the following day.

The Secretary for Health launched an inquiry into the matter under section 122 of the *Health Services Act 1997* headed by the Chief Cancer Officer for NSW, Professor David Currow. Dr Grygiel was also found to have prescribed off-protocol in his practice as a 'fly-in fly-out' medical specialist at Orange and Bathurst Hospitals in the Western NSW Local Health District, and as an oncologist at Macquarie University Hospital, a private health facility. The matter was also referred to the NSW Health Care Complaints Commission and the Medical Council of New South Wales for investigation.

Members of the Legislative Council considered that there needed to be a fully independent inquiry, and the Select Committee on Off-Protocol Prescribing of Chemotherapy in New South Wales was established by resolution of the Council on 11 August 2016. The inquiry commenced after the first two reports of the section 122 inquiry were handed down.

The committee received a total of 115 submissions and ten supplementary submissions from a range of stakeholders, including numerous patients of Dr Grygiel and/or their family members. The committee held five hearings at Parliament House and one in Orange. While the committee took evidence from Dr Grygiel and a number of his patients and colleagues, the primary focus of the evidence was on St Vincent's Hospital's handling of the matter, on the section 122 inquiry itself and on improving safeguards in the broader health system.

The select committee tabled its report on 18 May 2017. It found that St Vincent's Hospital Sydney failed to prevent and respond effectively to the off-protocol prescribing that occurred there, but that it has since taken responsibility for these failures and was addressing them appropriately. The hospital's key failures were that it did not escalate numerous concerns raised by staff in a reasonable timeframe; it did not understand the seriousness of the issue; it failed to grasp the imperative to act quickly; it failed to communicate with patients effectively, and to support them appropriately.

Four key themes ran throughout the report's chapters on St Vincent's Hospital, the other hospitals where Dr Grygiel practiced and on the broader health system: organisational culture; multidisciplinary teams; informed consent; and incident reporting and management. The committee made a number of recommendations to NSW Health and the Cancer Institute NSW aimed at safeguarding against future off-protocol prescribing of chemotherapy, and helping to build quality, holistic care across the health system. In conducting this accountability focused inquiry, committee members considered that the public interest was well served by shining a light on what went wrong and providing a considered way forward.

Joint Standing, Statutory and Select Committees

Members of the Legislative Council also serve on several joint standing and statutory committees, which are administered by the Legislative Assembly. These joint committees are the:

- Committee on Children and Young People (Joint Statutory)
- Committee on Electoral Matters (Joint Standing)
- Committee on Health Care Complaints Commission (Joint Statutory)
- Committee on the Independent Commission Against Corruption (Joint Statutory)
- Legislation Review Committee (Joint Statutory)
- Committee on the Ombudsman, the Law Enforcement Conduct Commission and the Crime Commission (Joint Statutory)
- Staysafe Committee, also known as the Road Safety Committee (Joint Standing)
- Committee on the Office of the Valuer-General (Joint Standing).

Appendix 6 contains a table of the membership of joint committees by Legislative Council members as at 30 June 2017.

Information on the inquiries undertaken by the joint committees can be found in the annual report of the Legislative Assembly and on the New South Wales Parliament's website.

Budget Estimates 2016-2017

The Budget Estimates hearings occur following the passage of the Appropriation bills and are conducted by the Portfolio Committees according to their portfolio responsibilities, with the initial round of hearings attended

by the relevant ministers and accompanying departmental officials.

The Legislative Council referred the 2016-2017 Budget Estimates inquiry to the general purpose standing committees (now Portfolio Committees) on 1 June 2016.

The initial round of hearings were held in the week commencing 29 August 2016. Four days were allocated in October 2016 for supplementary hearings.

Twenty-three hearings were held during the initial round of hearings, involving 166 witnesses. Four supplementary hearings were held in October 2016.

In 2016-2017 all six committees resolved that government members would not ask questions at any of the hearings.

There were 4,769 questions on notice compared with 5,452 questions in 2015-2016.

The Budget Estimates inquiry for 2017-2018 was referred to the portfolio committees on 21 June 2017. Initial hearings were held from 31 August to 8 September 2016. Supplementary hearings were held in October 2017.

Working in the Legislative Council program

The Working in the Legislative Council program is a 12-week, professional development initiative offered to departmental officers who want to gain first-hand experience of the operations of Parliament, including Legislative Council committees and the annual budget estimates process. The program runs from August to November each year.

Mr Hormoz Eshaya from Roads and Maritime Services and Ms Belinda King from the Department of Education took part in the 2016 program. Both participants provided very positive feedback about their experience in the program.

Looking ahead

The Committee Office will be working towards achieving a number of priorities in 2017-2018, including the following projects that have been identified as key projects in the department's 2015-2019 Strategic Plan:

- developing a social media strategy for the Legislative Council and training for staff
- implementing recommendations of the 2016 Select Committee on the Legislative Council Committee System, including an inquiry into procedural fairness for inquiry participants and possibly the establishment of a Selection of Bills Committee and Regulation Committee
- exploring opportunities to enhance staff training and development via secondments, coaching and 360 degree feedback.

Work will also continue on twinning activities, with staff to continue supporting training and development project activities with the National Parliament of Solomon Islands and the Bougainville House of Representatives.



Hearings of the Select Committee on the Off-protocol Prescribing of Chemotherapy attracted large audiences and extensive media coverage.



Engaging with the community

Strengthening our links with the community and our stakeholders and ensuring access to the Legislative Council.

Providing education and outreach programs that are informative, creating awareness of the role and functions of the Legislative Council and encouraging participation in the parliamentary process.



Overview

The Department of the Legislative Council is committed to strengthening our engagement with members of the community and other stakeholders. The Department aims to provide education and outreach programs that are informative and encourage participation in the parliamentary process.

The Department continues to enhance the access of the community and stakeholders to its services, facilities and resources through staff participation in Parliament-wide events and activities, as well as our own initiatives.

Office of the Black Rod

The Office of the Black Rod is responsible for the delivery of a range of protocol, community, ceremonial and corporate activities, and the provision of chamber support services. The Office consists of the Usher of the Black Rod, a Principal Council Officer and a Council Officer. Chamber and Support consists of a Council Officer and four Council Officer Assistants.

When the House is in session, the Usher's main responsibility in the Chamber is assisting the President to maintain order in the House. The Usher's other duties include recording proceedings and providing procedural advice and support to members. The Usher also manages Chamber and Support Services.

The Usher of the Black Rod is the senior protocol officer in the Council. The Usher has ceremonial responsibility in relation to visits by the Governor and other dignitaries. The Usher of the Black Rod is a member of the Parliament's Security Committee and with the Serjeant-at-Arms and the Department of Parliamentary Services manages the use of the public areas at Parliament House. The Usher also manages a range of corporate projects

and contributes to strategic planning and corporate governance.

During the year the Office of the Black Rod's projects included: progress reporting against the Department's Strategic Plan; coordinating the performance development program; managing Fountain Court exhibitions, drafting the annual report; and administering the oral history project which is discussed in detail at page 23. The Office was also responsible for representing the Department on the Policy Review Steering Committee, and participating in the Community Access and Engagement Projects Committee (further details of which can be found on page 61) records management, Work Health and Safety and participated in Parliament-wide working groups such as the Policy Review Steering Committee. During the reporting period an appraisal was undertaken of the department's records management system and processes. The Office of the Black Rod also managed the Council's participation in the Women in Parliament Exhibition held in the first half of 2017 (further information about which can be found on page 16).

Chamber and Support Services

Legislative Council Chamber and Support staff provide a wide variety of support services to members, members' staff and the Clerk of the Parliaments. During sittings of the House, Chamber and Support prepare the chamber each day, provide administrative assistance in the Chamber and manage the public gallery. The Chamber Support team also assists in protocol and ceremonial occasions, receive official guests and dignitaries, manage committee rooms, and provide support services during Budget Estimates and other committee hearings.

Chamber and Support staff deliver talks on the functions and history of the Legislative Council to primary and secondary schools and conduct role plays with groups including

special interest groups and visiting dignitaries. During the reporting year, approximately 574 schools and other groups visited the Parliament and 17,265 participants undertook tours delivered by Chamber and Support staff. Chamber and Support staff also manage meeting rooms and provide administrative support to the Department.



Mike Jarret, Maurice Rebecchi, John Ferguson, Mark Muntz and Richard Weber, The Chamber and Support team.

Looking ahead

The Office of the Black Rod will be working towards a number of key projects identified in the Department's 2015-2019 Strategic Plan, including:

- publish and launch “The Annotated Standing Orders of the Legislative Council”
- continue to edit and review the second edition of “New South Wales Legislative Council Practice”
- work with the Department of Parliamentary Services to enhance the metadata relating to the digitised parliamentary records
- develop a Social Media strategy for the Department, responding to the recommendation of the Committee on Committees
- prepare and implement a records management plan to enhance records management within the Department
- work with the Departments of Parliamentary Services and the Legislative

Assembly in contributing to the development of a long term planning document for the Parliament.

Community Access and Engagement Projects Committee (formerly Visitor Experience Group)

With construction having commenced in 1811, the Rum Hospital is arguably the oldest public building in Australia in continuous use. The old hospital's northern wing is now the core of Parliament House. The Parliamentary precinct also neighbours a number of Sydney's biggest attractions, such as the State Library, the Mint, Hyde Park Barracks and the Art Gallery of New South Wales. With over 160,000 visitors a year to this historic precinct, we have a responsibility to contribute to their experience, both with regard to the building's historic and cultural significance and its central role in politics in New South Wales.

The Visitor Experience Group was established by the Presiding Officers in early 2012. In 2017 the committee was renamed as the “Community Access and Engagement Projects Committee”, with representation from all three departments of the Parliament of New South Wales. The Committee has a mandate to provide strategic direction and co-ordination of community access and engagement projects across the Parliament, including open days, public tours, special exhibitions, art prizes and other initiatives, to monitor progress on projects, including visitor numbers and audience reach, to oversight use of social media and other media and marketing strategies undertaken by the three departments and to identify new and existing projects for consideration by the Senior Management Group (SMG) and the Presiding Officers.

Projects have continued over the past 12 months and have been designed to: enhance the visitor experience to the Parliament; create new and interesting reasons for the community

to visit the Parliament; better inform and educate visitors about the history and role of the Parliament; and enhance the Parliament's general service delivery to the people of NSW.

Some of the major events coordinated during 2016-2017 included:

- Delivery of the parliamentary art prizes – the Plein Air Painting Prize and the Landscape Photography Prize, held in association with the Head On Photo Festival.
- The Women in Parliament exhibition.
- Marketing and coordination of the monthly Fountain Court Exhibition space and the Reconciliation Wall exhibition space.

Community engagement activities

Throughout the reporting period the Department participated in a wide variety of community engagement activities, some of which are described below.

Young Women's Leadership Seminar

The Young Women's Leadership Seminar, organised by Parliamentary Education, gives female Year 11 students the opportunity to engage with a variety of women in leadership roles and discuss the issues that they face. It exposes students to role models to inspire them and encourage confidence to participate in public life.

Three programs were held during the reporting period – 19 October 2016, 9 March 2017 and 22 June attracting approximately 319 students.

Legislative Council in Practice seminars

The Legislative Council in Practice seminar is delivered to public sector employees who wish to develop their knowledge and understanding of the functions of the House. The seminar provides practical information on how the Council performs its legislative, representative and scrutiny functions. Seminar sessions focus on the interactions between the Executive Government and the Legislative Council including the ways in which the Council holds the Government accountable and the effects from that process on government departments and other organisations.

The seminars are presented by department heads and senior officers including the Clerk and Deputy Clerk of the Legislative Council and are introduced by the President of the Legislative Council. A highlight for many participants is the visit to the Council chamber and the interactive members' panel where Legislative Council members discuss their backgrounds and roles in the Parliament and answer participants' questions.

Seminar participants are drawn from a diverse range of government agencies and their departments. Feedback is always very good and has resulted in the seminars always being fully booked. During the reporting period, three seminars were held.

Further seminars are scheduled for the next reporting period.

Effective participation in parliamentary inquiries

Committee staff continued the very successful program of workshops run in conjunction with the Council of Social Service of NSW (NCOSS) aimed at improving non-government stakeholders' understanding of parliamentary inquiries and their skills in participating in them.

Four workshops were conducted during the reporting period. In total, 69 people from the community sector took part. The feedback received from all sessions was positive.

In addition to the NCOSS workshops 11 committee staff delivered 19 presentations to a range of external stakeholders on the role and functions of Legislative Council committees. The audiences included public servants, university and TAFE students, non-government organisations and official delegations visiting from overseas.

Papers delivered by Legislative Council staff during the year

Staff of the Legislative Council are encouraged to research, prepare and deliver conference papers, presentations and journal articles on parliamentary issues. This is both for their own professional development and to make

publicly available information and research on the work of the Legislative Council.

This year such papers included articles published in the *Australasian Parliamentary Review* by David Blunt and Alex Stedman (Oral History Project) and Steven Reynolds (Parliament's impact on policy), an article published in the *Public Law Review* by Beverly Duffy and Sharon Ohnesorge (Parliamentary Evidence Act), conference papers delivered by Susan Want (role of clerks in providing advice) and Shu- Fang Wei (innovative approaches to legislative review) to the ANZACATT 2017 conference and a paper to the LegalWise CLE seminar by Steven Reynolds (parliamentary privilege). David Blunt and the Hon. Don Harwin MLC presented a joint paper at the Presiding Officers and Clerks Conference in Tonga in July 2016 on history related projects.

These and earlier papers are publicly available on the Parliament's website.



Stewart Smith, Director in the Procedure Office, presenting at the Legislative Council in Practice Seminar. 161 public servants participated in the seminar during the reporting period.

Kate Mihaljek, Principal Council Officer also received a high distinction in her Parliamentary Law, Practice and Procedure course and a paper prepared for that course “Fifty Shades of Grey(hounds)” was published in the *Australasian Parliamentary Review* Autumn/Winter 2017.

School Outreach Program

The School Outreach Program involves staff from the Procedure Office accompanying parliamentary committees conducting regional hearings to provide information sessions to local high school students. The sessions last approximately an hour and a half and include:

- an overview of the role and functions of the Parliament and the Legislative Council
- a discussion of the purpose and operation of Legislative Council committee inquiries
- a short address by one or more of the committee members
- observation of proceedings of the committee during the public hearing.

School outreach sessions were held on 28 February 2017 and 1 March 2017 to 64 Year 11 Legal Studies and Commerce students from Deniliquin High School and Marian Catholic College, Griffith. Students participated in a mock hearing and had a lively debate on issues relating to school hours. Students also observed the committee’s hearings as part of the inquiry into water augmentation, and met with members of the committee, which was a particular highlight of the day for both groups of students.

After the regional visit, the students from Marian Catholic College also requested and participated in a follow up session via teleconference, facilitated by the Parliamentary Education team. The Education staff along with Procedure Office staff presented a case study to provide more detail about the role committees play in the legislative process and answered questions from the students about the progress of the inquiry into water augmentation.

University of Sydney ‘Parliament and Democracy’ course

In the second half of 2016, the University of Sydney and the two Houses again collaborated in the delivery of a second semester unit of study for second and third year undergraduate students entitled ‘GOVT3997 Parliament and Democracy’. The unit is designed to place parliament within democratic theories, but also to expose students to the realities of parliamentary practice.

As part of the course, four of the 13 lectures in the unit were delivered at the Parliament over August and October 2016, and were led by parliamentary staff and current and former Members. The sessions covered:

- an overview of the business of Parliament (including observation of Question Time in both chambers)
- parliamentary committee processes (including observation of a Budget Estimates hearing)
- dealing with legislation, progress of bills into law and the roles of Whips (including a panel of Government and Opposition Whips)
- the Executive and the NSW Parliament (including a panel of ex-Ministers).

Twenty-five students enrolled in the the unit and the feedback on the sessions held at the Parliament was overwhelmingly positive.

Professor Rodney Smith from the University, with the assistance of the Parliament, will be offering the course again in the second semester of 2017.

Fountain Court Exhibitions

The Fountain Court is a venue for free monthly art exhibitions which are relevant to New South Wales and hosted by a member of

Parliament. The exhibitions are coordinated through the Office of the Black Rod. Information about holding an exhibition, including the application form is available on the Parliament's website.

The following exhibitions were displayed throughout the year in the Fountain Court exhibition space:

- Mid June-July, 2016 National Indigenous Art Exhibition sponsored by the Hon Leslie Williams MP
- August, Fragility and Friendship sponsored by the Hon Troy Grant MP
- September, Hungary 1956 sponsored by the Hon Anthony Roberts MP
- October, Plein Air Art Prize sponsored by the Presiding Officers
- November - December, Wilmotte Williams Centenary Retrospective sponsored by Mr Alex Greenwich MP
- January – April 2017, 'A Fit Place for Women' Women in Parliament exhibition sponsored by the Presiding Officers
- May, Head on Landscape Photography Prize 2017 sponsored by the Presiding Officers
- June, 'Through Korean Eyes' sponsored by the Hon Gladys Berejiklian MP.

Women in Parliament Exhibition

Held in the Fountain Court from January to April 2017, "A Fit Place for Women: NSW Parliament" chronicled the history

of women in politics in New South Wales. The exhibition charted the challenges, experiences and achievements of women in the New South Wales Parliament over the past hundred years. The exhibition explored social, cultural and political trends in New South Wales, and how these have influenced the participation of women in governance, and how female parliamentarians have in turn shaped contemporary government, society and culture.

YMCA Youth and Junior Parliaments

Each year the Parliament's Legislative Chambers are handed over to the YMCA for its annual NSW Youth and Junior Parliaments. The 14th edition of the Youth Parliament was held from 11 to 15 July, 2016 with approximately 100 participants in each session in the Legislative Chambers. The Junior Parliament was held in the Chambers on the 28th and 29th September with 80 -100 participants each day. The NSW Youth Parliament is primarily coordinated through the Parliamentary Education Office in the Department of Parliamentary Services with staff of the Legislative Council assisting with logistical arrangements.

Family Fun Day

Each year, Parliamentary Education organises an open day at the Parliament during the October school holidays. The program for the day includes tours of the Chambers, Presiding



Paintings from the 'Through Korean Eyes' Exhibition presented by the Association of Korean Visual Artists, one of the community exhibitions displayed in the Fountain Court during 2016/17.

Officers' Dining Rooms, and the Press Gallery, children's craft and trail, and a barbeque in the Speakers Garden. Each year an historical event relevant to the Parliament is the focus of the day. In 2016, the signing of the Magna Carta was re-enacted to celebrate 800 years since the first signing by King John at Runnymede. The short performance was preceded by storytelling in the Jubilee Room to assist children to understand the significance of the Magna Carta. As in previous years Legislative Council staff participated in the activities.

Australia Day

The Parliament was again open to the public on Australia Day this year from the hours of 10.00 am to 4.00 pm. Numbers were down by one third of our usual visitation – we received around 1200 visitors compared to nearly 3,000 in earlier years. This was due to the second year without the vintage car display in Macquarie Street which has previously drawn larger crowds, and also coincided with ongoing major building works within the Sydney CBD.

The Legislative Assembly and Legislative Council Chambers as well as the Parkes, Wentworth and Jubilee rooms were all open to the public. Legislative Council staff helped prepare these spaces for the day and visitors enjoyed the opportunity to view these heritage parts of the building and also to view the exhibition in the Fountain Court titled "A Fit Place for Women" which charts the journey of women in New South Wales as campaigners, voters, protestors, advocates and parliamentarians.

Sydney Open

Parliament House opened its doors on Sunday 5 November 2017 between 10.00 am and 4.00 pm for the Sydney Living Museums Sydney Open. The Public café was opened to cater for visitors and staff from the three departments were on duty to guide and answer questions

from people who visited Parliament House. Over 1000 ticket holders took advantage of the opportunity to visit the historic building, the Parliament's Fountain Court and the unique chance to sit on the Legislative Council and Legislative Assembly benches.

Australasian Study of Parliament Group (ASPG) forums

The Australasian Study of Parliament Group (ASPG) is a politically non-partisan body which was established in 1979 to encourage and stimulate research, writing, teaching and discussion about parliamentary institutions, particularly those in Australasia and the South Pacific. The ASPG has Chapters in all States and Territories of Australia and in New Zealand. Its membership consists of parliamentarians, parliamentary officers, academics, teachers, journalists, students and other interested individuals. Ben Foxe, of the Legislative Assembly was the Secretary/Treasurer of the ASPG NSW Chapter from 2015 until Legislative Council officer Alex Stedman was appointed to the role in November 2017.

A number of ASPG forums/seminars were held throughout the year which included the following:

On 25 August 2016—A forum took place during the visit by a delegation from the National Conference of State Legislatures. The forum included a presentation by the Honourable Curtis Bramble, Senate President, Pro Tempore, Utah, the delegation leader, followed by questions from the floor.

Thursday 23 March 2017—A forum was held with a visiting delegation from the Parliament of the United Kingdom. The delegation consisted of a number of Members and peers from Westminster who were in Sydney as part of a Commonwealth Parliamentary

Association visit to Australia. The members of the delegation were:

- Mr Ian Liddell-Grainger MP, Member for Bridgwater and West Somerset
- Dr Roberta Blackman-Woods MP, Member for the City of Durham
- Ms Yvonne Fovargue MP, Member for Makerfield
- The Rt Hon. Sir Alan Haselhurst MP, Member for Saffron Walden
- The Rt Hon. the Baroness Taylor of Bolton
- The Lord Balfe of Dulwich.

Topics discussed during the forum included the United Kingdom's relationship with the European Union, the question of Scottish independence, and devolution of power to local authorities in the United Kingdom. The event was well attended by Members and staff, and all participants enjoyed the unique insight

provided by the visiting Parliamentarians at such an important time in British history.

5 May 2017—A seminar took place on 'Tradition v Innovation: Managing the Tension'. The seminar consisted of presentations from and discussion with New South Wales Parliamentary staff who presented at the 2017 ANZACATT conference on 'Tradition v Innovation'. Presentations were given on matters including 'identifying best practice within parliamentary procedure' and 'Parliament and the people – innovation in engagement'. Ms Susan Want, Usher of the Black Rod and Ms Shu-Fang Wei, Senior Council Officer – Procedure, both presented at the seminar.



Vising member of the UK Parliament led by Ian-Lidell Grainger MP and Dr Roberta Blackman-Woods MP presenting at an Australasian Study of Parliament Group forum. This forum, dominated by Brexit and related issues, was well attended by NSW members and parliamentary staff.

Social Media Initiatives

Twitter Account



Since 2013 the Department has managed the Legislative Council Twitter account which as at June 2017 had over 2000 followers. The Twitter account is used to inform members, the media and the public about Council activity.

Facebook Account



Parliamentary Education in the Department of Parliamentary Services maintains the Parliament's Facebook page, with content being provided by the Legislative Council to update important developments, particularly in relation to the work of Committees.



Susan Want, Usher of the Black Rod speaking to participants in the Legislative Council in Practice seminar.



Parliamentary relations

Working to strengthen and foster respect for parliamentary institutions and the democratic process.

Welcoming visitors, dignitaries, officials and delegations from around the world.

Supporting the Twinning Project and our colleagues in the parliaments of the Autonomous Region of Bougainville and the Solomon Islands.

Overview

The Legislative Council, through the Office of the Clerk and the Office of the Black Rod, takes an active approach to engaging with parliamentary visitors. The Parliament welcomes official visitors, foreign dignitaries and delegations from around the world, as well as parliamentary colleagues from around the country, embracing opportunities to share knowledge and exchange ideas.

The Legislative Council is also represented on several inter-parliamentary groups and associations. As part of the NSW Parliament, the Legislative Council is a committed participant in the Commonwealth Parliamentary Association's Twinning Program.

Hospitality and Visitors

The following visits and delegations occurred during the reporting period.

Delegations and official visits

Delegation from National Conference of State Legislatures

23 to 25 August 2016 – Delegation of Officers from the National Conference of State Legislatures, led by the Honorable Curtis Bramble, NCSL President, Senate President Pro Tempore, Utah Legislature.

Delegation from Guangdong Provincial People's Congress

26 October 2016 – Delegation of members from the Standing Committee of the Guangdong Provincial People's Congress, led by Mr Ou Zhenzhi, Director General of the Committee on Agricultural & Rural Affairs.

Delegation from Beijing Municipal People's Congress

14 November 2016 – Delegation of members from the Beijing Municipal People's Congress, led by Mr Huang Shisong, Deputy Secretary – General of the Standing Committee of the BMPC and Director of the Research Office of the Standing Committee of the BMPC.

Delegation from the Parliament of Kenya

15 to 17 November 2016 – Delegation from the Parliamentary Service Commission of the Parliament of Kenya, led by Ms. Eunice Gichangi, Senior Deputy Clerk of the Senate.

Delegation from the Parliament of Kenya

16 to 19 January 2017 – Delegation of members from the Senate of the Parliament of Kenya, led by Senator David Ekwee Ethuro, Speaker of the Senate.

Visit by the Vice-President of the Argentine Republic

20 March 2017 – Visit by the Vice-President of the Argentine Republic in her role as President of the Argentine Senate, Ms Marta Gabriela Michetti, arranged through the International and Parliamentary Relations Office, Parliament of Australia.

Visit by members of the United Kingdom Parliament

23 March 2017 – Visit by a delegation from the Parliament of the United Kingdom, led by Mr Ian Liddell-Grainger MP, Member for Bridgwater and West Somerset, who came to Australia to deliver training to parliamentarians and parliamentary staff from throughout the Pacific regions.

Delegation from United States of America

29 March 2017 – The Australian Political Exchange Council hosted a visit to the NSW Parliament by its 33rd delegation of political leaders from the United States of America.

Delegation from New Zealand Justice and Electoral Committee

30 March 2017 – Visit by seven members from the New Zealand Parliament's Justice

and Electoral Committee, led by its Chair, Sara Dowie MP and Deputy Chair, Jono Naylor MP.

Parliament of Malaysia

23 May 2017—Visit by two members of the Parliament of Malaysia.

Delegation from the Philippines

22 June 2017 – The Australian Political Exchange Council hosted a visit to the NSW Parliament by its 11th delegation of political leaders from the Philippines.

Parliament of Sri Lanka

22 June 2017 – Visit by the Honourable Mano Ganesan, Minister for National Co-Existence,

Dialogue and Official Languages, Sri Lanka, together with members of Parliament.

Parliament of Iraq

23 June 2017 – Visit by Her Excellency Dr Farah Al-Sihraj PhD, Member of Iraqi Parliament and Parliamentary Legal Committee.

Maharashtra Legislature

4 May 2017 – Visit by a delegation from the Maharashtra Legislature, led by the Honourable Shri Ramraje Naik-Nimbalkar, Chairman, Maharashtra Legislative Council and the Honourable Shri Haribhau Bagade, Speaker, Maharashtra Legislative Assembly

Signing of Parliamentary Partnership Agreement

Following an invitation from the Presiding Officers, a delegation from the Maharashtra Legislature, led by the Honourable Shri Ramraje Naik-Nimbalkar, Chairman, Maharashtra Legislative Council and the Honourable Shri Haribhau Bagade, Speaker, Maharashtra Legislative Assembly, made an official visit to the NSW Parliament on Thursday 4 May 2017. A Parliamentary Partnership Agreement between the Maharashtra Legislature and the Parliament of New South Wales was signed under the Sister-State relationship between New South Wales and Maharashtra. The agreement aims to promote collaboration, co-operation and understanding between the Legislature of Maharashtra and the Parliament of New South Wales for the mutual benefit of both Legislatures.

During the visit, the delegation observed the Legislative Council in session and the President invited the Chairman, the Honourable Shri Ramraje Naik-Nimbalkar, to take a seat on the dais.



Signing of the Parliamentary Partnership Agreement with the Maharashtra Legislature. The agreement aims to strengthen the relationship between the two legislatures.

Official visits

Official calls are made to the President of the Legislative Council by diplomats of ambassadorial status. A list of official calls made during 2016-17 appears below:

- Consul-General of the People's Republic of China
- Ambassador of the People's Republic of China
- Ambassador of Czech Republic
- Ambassador of the Philippines
- Ambassador of Kuwait
- Consul-General of Japan
- Consul-General of Portugal
- Ambassador of Turkey
- Ambassador of Brazil
- Ambassador of Egypt
- Consul-General of Japan
- Consul-General of France
- Consul-General of the United States of America
- High Commissioner of Botswana
- Consul-General of Turkey.

Vice Regal visits

His Excellency General The Honourable David Hurley AC DSC (Retd), Governor of New South Wales, visited the Parliament on one occasion in his capacity as patron or guest of honour.

Commonwealth Parliamentary Association

The Commonwealth Parliamentary Association (CPA) is made up of parliamentarians united by a community of interest, respect for the rule of law and the rights and freedom of individual citizens, and the pursuit of positive ideals of parliamentary democracy. The Association's mission is to promote the advancement of parliamentary democracy by enhancing knowledge and understanding of democratic governance. This mission is achieved through a range of

programs and activities for parliamentarians and parliamentary staff.

37 Members of the Legislative Council and 90 Members of the Legislative Assembly are members of the NSW Branch of the CPA. (146 former members are also associate members of the Branch.) Membership of the NSW Branch provides members with access to a range of professional development opportunities.

Primary administrative support is provided to the NSW Branch by the Honorary Secretary/Treasurer, with the Clerk of the Parliaments currently in that role. The Clerk of the Legislative Assembly, Ms Helen Minnican, is the Honorary Assistant Secretary/Treasurer. Following the first annual general meeting in the 57th Parliament, primary administrative responsibility for the NSW Branch will return to the Department of the Legislative Assembly, with the Clerk of the Legislative Assembly taking on the role of Honorary Secretary/Treasurer.

CPA Regional Representation

At the CPA General Assembly held in London in December 2016, the NSW Branch was to provide one of the three Australian Regional Representatives on the International Executive Committee. The Hon. Don Harwin was elected as that Regional Representative at the London assembly. However, following his appointment to the ministry, the Hon. Don Harwin submitted his resignation to the Joint Presidents as a Regional Representative.

At the CPA NSW Branch Executive Committee meeting held in March, the Hon. John Ajaka was endorsed as the Acting Regional Representative until such time as he is formally elected at the 2017 General Assembly of the CPA scheduled to take place in Dhaka, Bangladesh in November 2017.

As the Acting Regional Representative, Mr Ajaka attended the Commonwealth Parliamentary Association mid-year meeting

of the International Executive Committee held at Parliament House in Darwin, Northern Territory, from 25 to 27 April 2017.

CPA Twinning Program

The NSW Parliament remains committed to the twinning relationship with the National Parliament of Solomon Islands and the Bougainville House of Representatives.

The NSW Parliament established a Twinning Steering Committee in March 2017 to continue to progress our long standing twinning relationships with Bougainville and the Solomon Islands.

The Committee is comprised of Ms Beverly Duffy, Clerk Assistant – Committees, Legislative Council; Mr Jonathan Elliott, A/Clerk-Assistant, Table, Legislative Assembly and Ms Renita Lee, General Manager Capital Works, Department of Parliamentary Services. One of the committee's first tasks was to identify appropriate ways to mark the 10th anniversary of the twinning relationship between our parliaments. Following consultation with our twinning partners, it was agreed that a commemorative booklet and video would be prepared with funding from the CPA NSW Branch to celebrate this milestone. The video and booklet will be launched at the CPA regional conference in October 2017.

The committee also liaised with the UNDP in relation to the attachment to the NSW Parliament in October 2017 of Jean Sahu, an officer from the National Parliament of the Solomon Islands Table Office.

Procedural training at the National Parliament of Solomon Islands

30 September 2016 to 6 October 2016:

Following a request from the Pacific Office of the United Nations Development Program, Ms Susan Want, Usher of the Black Rod, assisted with procedural refresher training for the Speaker and the Clerk of the National Parliament of Solomon Islands. Given Ms

Want's procedural knowledge and experience and previous participation in Twinning programs and training of officers from both the National Parliament of Solomon Islands and the House of Representatives of the Autonomous Region of Bougainville, she was well qualified for the role. Arrangements were made by the UNDP and costs were borne by that organisation for Ms Want to participate in the project and travel to Honiara.

27 March 2017 to 2 April 2017:

Following a further request from the Pacific Office of the United Nations Development Program, Ms Susan Want again travelled to Honiara to participate in a UNDP training program at the National Parliament of Solomon Islands. Arrangements were made and costs borne by the UNDP.

Official visit to Honiara, Port Moresby and Buka

26 October to 5 November 2016:

In October and November a program of activities with the National Parliament of the Solomon Islands and the House of Representatives of the Autonomous Region of Bougainville took place. The then President, the Hon. Don Harwin MLC, led a delegation which included for the Solomon Islands leg the Hon. Lynda Voltz MLC, Mr Daryl Maguire MP and for the Bougainville leg Ms Eleni Petinos MP and Mr Guy Zangari MP. The Clerk of the Parliaments, Mr David Blunt, accompanied the delegation for the Solomon Islands leg. The A/Deputy Clerk of the Legislative Assembly, Mr Les Gonye, accompanied the delegation for the Bougainville leg. The President's advisor, Mr Mark Jones, accompanied the delegation throughout. The program focused on:

- a mentoring program with presiding officers
- the conclusion of the recent PLPP training program for parliamentary staff
- capacity-building with members, including ministers, committee chairs, and independent and opposition members
- supporting female members and identifying practical assistance to help

foster more women candidates in the future

- consultations on how the NSW Parliament can best support members, staff and the Bougainville House of Representatives leading up to the independence referendum, and
- an updated needs assessment on how the NSW Parliament can best support its twinned parliaments.



Mr Guy Zangari MP, Ms Eleni Petinos MP, the Hon. Don Harwin MLC and representatives of the Bougainville Parliament.

The program was sponsored by the CPA NSW Branch from its inter-parliamentary account which supports twinning arrangements between the NSW Parliament with the National Parliament of Solomon Islands and the House of Representatives of the Autonomous Region of Bougainville instituted under the auspices of the Australian and Pacific Regions of the CPA. The costs for the trip were funded by DFAT and the UNDP.

Meeting of the Pacific Parliamentary Development Practitioners

On Friday 11 November 2016 a meeting of Pacific Parliamentary Development Practitioners was held at the Australian Parliament. Mr David Blunt, Clerk of the Parliaments attended the meeting which brought together representatives from the United Nations Development Program (UNDP) and Australian state and federal parliaments to share information about parliamentary strengthening initiatives.

Visit by female staff from National Parliament on Solomon Islands

On 24 May 2017 24 staff from the National Parliament of Solomon Islands visited the Parliament of New South Wales for a full day's program. Members of the group work in a range of positions in the National Parliament including committee, finance, housekeeping and Hansard positions. The visitors self-funded their trip by raising funds so they could have the opportunity for professional development as well as a cultural exchange.



Delegation from the Parliament of Solomon Islands. The 24 staff personally raised the funds for their visit.

Looking ahead

The Twinning project will be coordinated through the Steering Committee. Requests from the Pacific parliaments will be considered and action recommended by the Steering Committee to be taken by the Parliament's Senior Management Group (SMG), which will draw on the experience and recommendations of staff of the parliament who have previously been involved in Twinning activities. Administrative support will be provided by the House departments as required. The intensive project coordination between 2010-2015 has established strong relationships that should ensure continued effective collaboration into the future.

Efforts will continue to secure new sources of ongoing funding to enable the continuation of institution building programs into the future. This will be accompanied in future years by

furthering the development of links between members of the three twinned parliaments through initiatives such as delegation visits.

CPA sponsored events

A number of notable events sponsored by the CPA NSW Branch from its inter-parliamentary account took place during the year. The CPA NSW Branch Biennial dinner for members and associate members took place on 19 September 2016. The Branch also provided financial support to the Parliament's exhibition *A Fit Place for Women: NSW Parliament* and its launch to which members and former members were invited. Associated with the exhibition was the staging of a short re-enactment in the Legislative Assembly Chamber of Millicent Preston-Stanley's motion to bring in a Private Member's Bill, on 2 November 1926. Members and former members also attended a gathering after this event.

Commonwealth Day

Commonwealth Day is commemorated on the second Monday in March each year. The Commonwealth Day Council held their annual luncheon on Wednesday, 15 March 2017 at Parliament House. School students participated in activities prior to and during the luncheon. Approximately 50 students from Scots College Pipes and Drums formed an honour guard and played the Vice-Regal Salute. The official party moved through a flag display in the Fountain Court before moving to the Strangers' Dining Room for lunch. General The Honourable David Hurley AC DSC (Ret'd), Governor of New South Wales, as Patron of the Commonwealth Day Council of New South Wales Inc, was represented at the luncheon by Colonel Michael Miller RFD, Official Secretary to the Governor. The Official Secretary delivered Her Majesty's Commonwealth Day Message: 'A Peace Building Commonwealth'. The guest speaker at the luncheon was Her Excellency Menna Rawlings CMG, British High Commissioner to Australia.



Colonel Michael Miller RFD, Official Secretary to the Governor, the Hon. John Ajaka MLC, the Hon. Shelley Hancock MP and members of the official party for the celebration of Commonwealth Day on 15 March 2017.

Commonwealth Women Parliamentarians Australia

The Australian Region of the Commonwealth Parliamentary Association's Commonwealth Women Parliamentarians Steering Committee (CWP Australia) comprises one female parliamentarian from each region branch. The committee plans the work of CWP Australia in the region.

Ms Jenny Aitchison MP is Chair of the CWP NSW Branch. Administrative support has been provided to the CWP Australia as well as the NSW Branch of the CWP by the Department of the Legislative Assembly and details of CWP activities may be found in the Department of the Legislative Assembly annual report.

Parliamentary Friendship Groups

Parliamentary Friendship Groups are established by members of Parliament to provide a forum for a shared cause or interest, or to arrange events and assist delegations associated with countries and regions.

A Parliamentary Friendship Group Policy was first adopted in May 2011 to regulate the establishment and operation of Parliamentary Friendship Groups. In early 2015 a revised policy was adopted following a review which examined best practice models in other jurisdictions, including the Australian Federal Parliament, the Victorian Parliament and in the United Kingdom Parliament.

At the time of reporting 32 Parliamentary Friendship Groups were in operation. The Office of the Black Rod processes applications from members of the Legislative Council to form a new group and coordinates the annual reports from Parliamentary Friendship Groups which are required by 31 March each year.

The following Parliamentary Friendship Groups were in operation during the reporting period:

- Armenia-Australia Parliamentary Friendship Group
- Parliamentary Friends of Duke of Edinburgh's Award
- Parliamentary Friends of Israel
- Parliamentary Friends of LGBTIQ
- Parliamentary Friends of Rugby Union Group
- Parliamentary Friends of Turkey
- Parliamentary Friends of Landcare
- Asia Pacific Friendship Group
- Parliamentary Friends of the European Union
- Parliamentary Friends of Dementia
- Parliamentary Friends of Palestine Group
- Parliamentary Friends of the Assyrians
- Parliamentary Friends of Rugby League
- Parliamentary Friends of Surf Lifesaving
- NSW Parliamentary Taiwan Friendship Group
- Australasian Study of Parliament Group (NSW Chapter)
- NSW Parliamentary Friends of Cricket
- NSW Parliamentary Friends of Mental Health
- Parliamentary Friends of an Australian Head of State
- Parliamentary Friends of Reconciliation
- Parliamentary Friends of the United States of America
- Parliamentary Friends for the Prevention of Domestic Violence and Sexual Assault
- NSW Parliamentary Diabetes Support Group
- Parliamentary Friends of Defence
- Parliamentary Friends of the United Kingdom
- Parliamentary Friends of Music
- Parliamentary Friends of the Sydney Swans
- Parliamentary Friends of Lebanon
- Parliamentary Friends of Golf
- Parliamentary Friends of Western Sydney Wanderers
- Parliamentary Friends of Scotland

Corporate governance

Committed to continuous organisational capacity building.



Judy Cornish
Council of Governors 1978
1978-1980
1980-1982



Overview

The Department of the Legislative Council works collaboratively with the Department of the Legislative Assembly and the Department of Parliamentary Services to ensure that the Parliament of New South Wales is supported by a strong governance framework. The Departments each contribute to the provision of support and services to members and work together to ensure the institution of the Parliament is advanced.

The three Departments have developed a Strategic Outlook for the NSW Parliamentary Departments 2015-2019 that defines a shared purpose, values and strategic objectives. Following from this, the Legislative Council developed its Department of the Legislative Council Strategic Plan 2015-2019 which encompasses the strategic objectives of the Parliament and defines the key projects the Department will be involved in during this period. The key projects are updated each reporting year.

The Department has an establishment of 39 full time equivalent (FTE) staff. There are also 48.8 FTE staff employed directly by members of the Legislative Council as Secretary/Research Assistants.

Parliamentary Inter-departmental Governance Committees

Parliament's has a suite of inter-departmental committees whose membership is drawn from all three parliamentary departments. The inter-departmental committees include committees on WHS, policy, security, community access and engagement, information services, records and archives management and so forth and ensure close collaboration between the three departments on important corporate work for the Parliament. In late 2016 the Clerks and Executive Manager commenced a process to

review the existing governance arrangements for these committees. The terms of reference for each committee and group were refreshed to outline the remit and membership of each. Their operations have been formalised to provide structure for each group to report back to the Clerks and Executive Manager. The new committees were operational from September 2017.

A Master Plan for Parliament

The Parliament is currently undertaking a project to develop a rolling 10-year Master Plan involving all three Parliamentary departments. The Master Plan will provide a strategic outlook for the Parliament and determine what will be needed to support the Legislature, its members, staff and the community over the 10-year period from 2018–19 to 2027–28. It is an aspirational document, which recognises the Parliament's unique historical context in NSW. The Master Plan is informed by the NSW Parliament Strategic Plan 2015-2019 and the broader strategic objectives of the three departments who provide services to the Parliament.

The first iteration of the Master Plan will be completed by the end of 2017. It is hoped the Master Plan will assist in supporting funding submission to NSW Treasury.

Management groups

There are two principal management groups:

- The Executive Group comprised of the Presiding Officers, the Clerks and the Executive Manager
- The Senior Management Group, comprised of the Clerks and the Executive Manager.

The two groups meet on a regular basis to discuss governance and other issues applicable to the Parliament as a whole. Other committees and their activities are described in the following pages.

Audit and Risk Committee

The Parliament's Audit and Risk Committee and Committee Charter was established in accordance with Treasury Policy Paper (TPP09-05), Internal Audit and Risk Management Policy for the NSW Public Sector. The Committee's Charter sets out the objective of the Committee as follows: "to provide independent assurance to the Clerk of the Parliaments, the Clerk of the Legislative Assembly and the Executive Manager Parliamentary Services by overseeing and monitoring Legislatures governance, risk and control frameworks and its external accountability requirements".

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

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

22 July 2016 (Carol Holley, Alex Smith and David Antaw).

16 September 2016 (Carol Holley, Alex Smith and David Antaw).

26 September 2016 (Carol Holley, Alex Smith and David Antaw).

5 December 2016 (Carol Holley, Alex Smith and David Antaw).

21 April 2017 (Carol Holley, Alex Smith and David Antaw).

16 June 2017 (Carol Holley and David Antaw).

Internal audit

The Parliament's updated risk weighted annual Internal Audit Plan for 2016-17 was endorsed in June 2016 by the Committee. At each meeting in 2016-17 the Committee

considered progress against the internal audit plan; internal and external audit reports and the implementation of internal and external audit recommendations.

Other activities the Committee oversaw and monitored included:

- Internal financial performance reports;
- The Parliament's Early Close Procedures;
- The Parliament's End of Year Financial Statements;
- The Audit Office of NSW's Client Services Report and Management Letter;
- Management's Representation Letter to the Audit Office of NSW;
- Business continuity planning project implementation;
- Business risk assessment and updated risk register; and
- New strategic internal audit plan for 2017-18.

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

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

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

External audit

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

Enterprise Risk Management

In March 2017 the Parliament conducted an annual refresh of its Strategic Risk Profile, at a workshop facilitated by internal auditors BDO, which involved senior management

from all three parliamentary departments. The outputs of the workshop included an updated Corporate Risk Register, and 2017-18 Internal Audit Plan both of which were endorsed by the Committee. The Corporate Risk Register is subject to formal quarterly review by management and the Committee, as is the efficacy of the approved risk mitigations. In June 2017 the Committee endorsed the Parliament's Enterprise Risk Management Framework. Parliament has long been mindful to have the necessary suite of risk and governance related policies and procedures to meet its unique obligations for Members, staff, and the people of NSW.

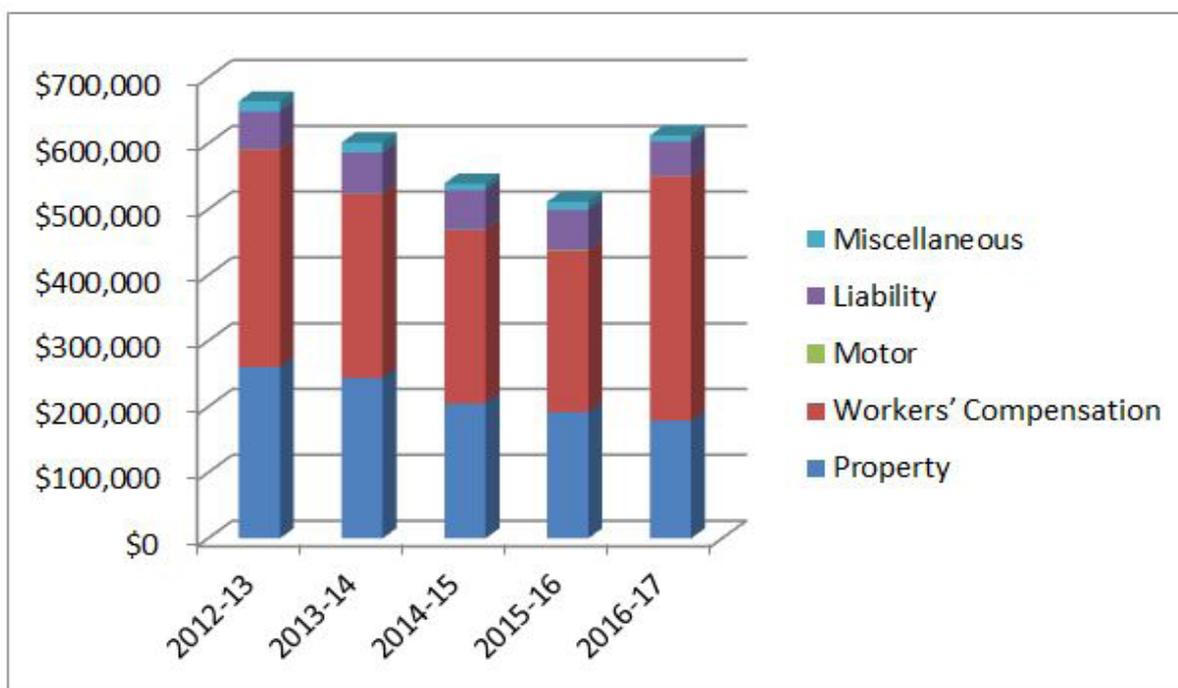
To further these endeavours a holistic Framework has now been agreed between the three parliamentary departments. The Framework is the intersection of all of the Parliament's endeavours as they relate to the identification and management of risk and this is most effectively done by embedding enterprise risk management in all key business processes.

Insurance

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

Deposit Premiums paid to the Treasury Managed Fund over the last 5 years

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



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

Employers Mutual for workers compensation insurance requirements.

Business Continuity Management

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

- Desktop testing of Business Recovery Plans;
- Legislative Council off-site exercise;
- Testing at the Business Recovery Site;
- Development of Emergency SMS texting;
- Development of Memorandum of Understanding with commercial hotels to serve as additional Business Recovery Sites; and
- Regular meetings of the Business Continuity Governance Group.

Policy Review Steering Committee

The Policy Review Steering Committee, comprised of representatives from all three Departments, was established in 2012 to review the Parliament's corporate policies, guidelines and forms. There are well in excess of 200 documents to be analysed, amended, reformatted and finalised.

Reviews of a number of major policies were commenced during the year, including the management of underperformance and misconduct. A new first aid policy and guidelines for first aid officers, as well as a review of the room and venue use policy and assistance animals on the precincts were finalised during the reporting year.

The department of Legislative Council representatives on the Committee are Ms Susan Want, Usher of the Black Rod, and Mr Andrew Kiejda, Principal Council Officer, Deputy Usher of the Black Rod.

Security Committee

The Security Committee consists of the Serjeant-at-Arms, the Usher of the Black Rod, the Director Facilities Branch and the Security Manager Facilities Branch. During the reporting period the committee met 5 times. The committee reviews security and emergency response policies and procedure; reviews security incidents within the precincts; and works towards enhancing the security of the Parliament House, its occupants and its visitors.

Records management committee

In 2015-2016 an internal audit of Records Management in the Parliament was conducted by BDO Australia to review the effectiveness and completeness of records management policies and procedures, the application of State Records legislation, the orderly disposal of records, and the adequacy of protective measures for physical records.

The report of the audit, delivered in November 2015, was generally positive, noting that the Parliament's records management and archives policies were appropriate for their purpose, that processes for the sentencing and disposal of records under the Parliament's disposal authority were effective and that considerable work had been undertaken in managing the physical storage of records and the transition from paper based to digitised records management. The report also identified opportunities for the improvement of the current controls and management of records. Following the review additional training was provided to staff in the requirements of the records and archives policies and in the use of Parliament's electronic records management system – RM8; implementation of scheduled audits of records; and improvements made in internal workflow of memoranda and records.

Parliament-wide IT projects

As well as undertaking the key projects set out in the Strategic Plan for the 2015-2016 year Legislative Council staff also contributed to the major project managed by the Information Services branch, Department of Parliamentary Services for the decommissioning of the ageing LotusNotes technology platform which did not have the capacity to service the needs of a modern parliament, and was unable to support browsing on mobile devices and the development of the new Microsoft SharePoint platform. The project provided the opportunity to improve the way information is accessed and shared by members, staff and the public and includes new Members, Committee, Hansard and House Papers webpages.

New Parliamentary information technology platform

As part of the project the Parliament's new look website was launched in March 2016 with several new features to help make it a more dynamic and user-friendly source of parliamentary information. The site is now fully accessible from mobile devices, a news slider on the homepage helps point people in the direction of key news and events, new 'Live' links appear on the menu bar on sitting days providing direct access to webcasts, and links to 'Get Involved', 'Committees' and 'For Students' featured on the homepage highlight commonly sought information.

During the reporting period, Legislative Council staff, particularly Procedure Office and Committees staff continued to devote significant staff resources to the whole-of-parliament information technology platform project. This project involves the migration of data and management systems for both Houses, Hansard, members, and committees

from the previous Lotus Domino databases to a modern, supported SharePoint framework.

Staff worked very closely with the other two departments to progress new databases and management systems for bills and tabled papers, with implementation anticipated early in the 2017-2018 financial year. The Council is also working towards a new system for tracking of questions without notice, and, longer term, a new ministerial portal for lodging and tracking of information between the Houses and ministerial offices.

In addition, in the second half of 2016, following the implementation of an updated website, the Procedure Office consulted with members and their staff, Hansard and the other departments in addressing implementation issues that arose with Hansard records on the website. These issues were subsequently successfully addressed. Parliament now has a very reliable and contemporary platform where Hansard records are published within 3 hours of the spoken word in each House.

New room booking system

A new Parliament House room booking system was also development which operates more effectively alongside the Parliament's new web and mobile platforms and has several enhancements that increase the usability of the system.

Briefings on building works

Throughout the year briefing sessions were conducted by Building Facilities to update the Presiding Officers and staff of the House Departments on the planning, logistics and progress of the many building works that impacted on occupants of the building, for example, the availability of meeting rooms

and to minimise the inconvenience for House and committee operations.

In 2016 - 17 Parliamentary Facilities branch of the Department of Parliamentary Services oversaw the refit of the Tower Block offices, including the offices of Legislative Council members and their staff to replace 1980s furniture, fittings and equipment, which were no longer serviceable and did not meet work health and safety requirements. New engagement spaces were also finalised including meeting and function rooms on Level 7, such as the Preston-Stanley room – named after Millicent Preston-Stanley, first female member of the Legislative Assembly.



Industrial Matters

Staffing

Legislative Council staff provide advisory, research and support services to the House and its committees and to members individually, through the principal program areas of the Office of the Clerk, the Procedure Office, the Committee Office and the Office of the Black Rod.

The Department of the Legislative Council has an establishment of 39 full time equivalent (FTE) staff members. At the time of reporting the Department recorded 33 full-time and four part-time staff members. The Department also employs an Indigenous cadet.

Staffing changes

The Department welcomed two new temporary staff in the reporting period, Ms Monica Loftus was temporarily appointed as an Council Officer Assistant, Committees and Mr Andrew Kiejda was seconded from the Department of Parliamentary Services to the Principal Council Officer (Deputy Usher of the Black Rod) role.

Salary movements

The Crown Employees (Public Sector – Salaries 2008) Award was varied in July 2017 to provide a 2.5 per cent salary increase for the next 12 months which applies to the *Crown Employees (Parliament House Conditions of Employment) Award 2010*. The Parliament House Award contains the pay rates for parliamentary department staff.

An identical increase was also applied to members' staff via an increase to salaries contained in the *Members' Staff Conditions of Employment – Determination of the Presiding Officers*.

The *Statutory and Other Officers Remuneration Tribunal Determination* of 29 August 2017 also increased the salaries of the Clerks, Executive Manager, DPS and Deputy Clerks by 2.5 per cent effective from 1 July 2017 to 30 June 2018.

Public Interest Disclosures

Under section 31 of the *Public Interest Disclosures Act 1994*, all public authorities must report on any public interest disclosures made by public officials. The Parliament encourages the disclosure, in the public interest, of corrupt conduct and maladministration. The Department's Public Interest Disclosure Policy 2011 is accessible on the intranet and the Department ensures that all staff are aware of the policy. In addition, the Human Services team of the Department of Parliamentary Services delivers a session on Public Interest Disclosures at the Induction Program for new staff.

During the reporting period, no public official made a disclosure under the Act to the Department of the Legislative Council.

People Matter Survey

As in previous years all parliamentary staff, including those in the Department of the Legislative Council were invited to participate in the People Matter Employee Survey 2016. This survey is conducted biannually and seeks the views of approximately 400,000 NSW public sector employees. The survey provides an opportunity for staff to have their say on matters relating to the administration and working environment of the Department.

The Department uses the valuable insights given by staff to enhance governance and ways in which the department engages with its staff.

In the most recent survey the Department of the Legislative Council scored highly in

areas of employee engagement, engagement with work, senior managers, communication, high performance, espousing public sector values, and for diversity and inclusion. In each of these categories, the Department scored higher than the whole of Parliament scores, which in turn were all higher than public sector averages. Areas identified for further work and analysis across the department are collaboration, managing change and managing poor performance.

Equal Employment Opportunity

The Department of the Legislative Council is committed to providing a workplace that provides equal employment opportunity (EEO) for potential and existing employees. The Department's commitment is evidenced by:

- Merit selection – the Department's recruitment processes are underpinned by the principles of merit selection, including fairness, equity, and open competition
- Flexible work practices – the Department provides employees with access to a range of flexible work practices to assist staff to achieve a balance between their professional and personal life. Many of our staff have returned from maternity leave on a part-time basis. Other flexible work practices and family friendly conditions of employment used by staff from time to time include working from home arrangements, variations to working hours, family and community service leave and flex time
- Fair work practices and procedures – the Department has a range of policies in place that provide for a harassment free workplace, grievance mechanisms, performance development and workplace diversity. The implementation of these policies has been supported through training for staff and managers.

In addition to the above, the Parliament



Steven Reynolds, David Blunt, Susan Want, Jodi Rahme, Kate Cadell, Christine Thai and the Hon. Don Harwin MLC at the 2016 Parliamentary Service Awards ceremony.

supports women returning to work following maternity leave who are breastfeeding. Our employees are provided with a clean, private room with appropriate facilities and are able to use lactation breaks to express breast milk or feed their babies. Women are well represented in the Department and occupy five of the nine management or supervisory positions the Department has in its establishment.

The Department contributes EEO data for the Department of Premier and Cabinet's Workforce Profile, which measures performance in meeting NSW Government employment benchmarks for employees from EEO minority groups. The Department's EEO trends are outlined in the table below.

Parliamentary Service Awards

Since 1986 the Presiding Officers have presented Parliamentary Service Awards to staff who have reached significant milestones of service to the Parliament. At a function held in the Macquarie Room on Thursday 10 November 2016, the Presiding Officers and

Joint Clerks presented awards. The recipients of awards from the Department of the Legislative Council on this occasion were:

- Susan Want, LC Black Rod's Office, 20 years
- Kate Cadell, LC Office of the Clerk, 20 years
- Christine Thai, LC Procedure, 10 years
- Jodi Rahme, LC Committees, 10 years.

Indigenous cadetship program

The Department's latest Indigenous cadet, Ron Perkins, commenced in January 2016. Ron is currently undertaking a Bachelor of Laws at the University of Newcastle. While at university Ron will spend 12 weeks per year working the Department. During his cadetship Ron will undertake rotations to each of the Department's principal program areas: Committee Office, Procedure Office and Office of the Black Rod.

Two highlights for Ron in his first stint

Trends in the representation of EEO Groups in the Legislative Council at 30 June 2017

Representation	Benchmark / Target	2017	2016	2015
Women	50 %	62.5 %	67.4 %	66 %
Aboriginal or Torres Strait Islanders	2.6 %	4.17 %	7.0 %	4.3 %
People whose language first spoken as a child was not English	19 %	6.25 %	2.3 %	6.4 %
People with a disability	N/A	4.17 %	2.3 %	2.1 %
People with a disability requiring work-related adjustments	1.5 %	0 %	0 %	0 %

In previous annual reports the Department has reported on trends in the distribution of the EEO or Workforce Diversity Groups. These details are not included in this report as the Workforce Profile does not calculate the distribution index where Workforce Diversity group or non-Workforce Diversity group numbers are less than 20. All EEO groups in the Legislative Council, except Women, have fewer than 20 in number.

included helping draft a script to be used in the delivery of public tours of the Parliament, and his work supporting the secretariat managing the Standing Committee on State Development inquiry into Economic development in Aboriginal communities.

Parliament House Internship Program

The Parliament House Internship Program provides an opportunity for tertiary students to undertake work placements with members, committees and other functional areas within the Parliament that can provide relevant work. The placements are promoted through partnerships with universities as part of their program of study. During the reporting year, thirteen students were placed within the Legislative Council (with members or with the Department), undertaking a range of projects, research and other related work.

Work Health and Safety

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

The Parliament has a Work Health and Safety (WHS) Committee which meets regularly. The Department of Legislative Council is represented by Ms Susan Want, Usher of the Black Rod and a staff representative elected every 3 years. New elections for staff representatives were held in the third quarter of 2017.

In July 2016 the Parliament implemented a new WHS reporting system. The system provides a means through which members and staff can report injuries, near-misses and hazards in the workplace. The aim of the new system is to improve injury management at the Parliament and ensure we continue to prioritise WHS for all members, staff and visitors. It builds on the Parliament-wide Work Health and Safety Policy, which was adopted in December 2014, with the objective of providing for a pro-active, reasonably practicable risk management approach to identify, assess, control, monitor and review hazards in the workplace, in compliance with work health and safety legislation, regulation and codes of practice established by WorkCover NSW.

The following table indicates that in 2016/2017 while there was an increase in reported incidents compared to the previous year, there

Summary of workplace health and safety incidents

	2016-17	2015-16	2014-15
No. of incidents	6	3	3
Near miss/hazards	1	0	1
Strains & overuse	2	1	1
Slip trips & falls	0	0	1
Other (not categorised)	3	2	0
Lost time injuries	0	1	1
Claims	0	2	1
New Claims cost	\$0.00	\$1567.25	\$2,339.95

were no lost-time injuries or new claims cost incurred. With the rollout of the new WHS reporting system all staff were encouraged to report incidents, hazards and near-misses as a way to enhance work health and safety outcomes for the Parliament. The Department will continue to work with the Department of Parliamentary Services to offer a number of measures, including ergonomic assessments to maintain as safe a workplace as possible.

Employee Assistance Program

In conjunction with the Legislative Assembly and the Department of Parliamentary Services, the Department of the Legislative Council engages the services of Davidson Trahaire Corpsych to provide counselling and support for staff who are experiencing personal or work related problems. The service is completely confidential and voluntary.

Performance Development Program

The Department's Performance Development Program administered by the Office of the Black Rod, provides an opportunity for managers and their staff members to work together to identify performance and career goals and acquire the skills necessary to achieve them.

This year's program is a continuation of a new program implemented last year. A formal 12 month review must be conducted for each employee with the option of an informal six month review.

All staff participated in the Performance Development Program this year.

In summarising the responses received, staff indicated that they would like: to engage in on the job training or experience working in other areas of the Legislative Council, a mentoring arrangement be implemented along with attending Committee writing workshops, financial management training, more time in the House, and specific training in other software programs such as SharePoint.

Professional development and training

The Department of the Legislative Council is committed to cultivating a workplace that is professionally and personally rewarding for staff. The Department provides opportunities for development through internal and external training programs. During the reporting year, the Department spent \$13,874 on staff training and development which included InDesign essentials training, first aid courses, writing training and attendance at professional development conferences and courses.

Travel expenses relating to attending development and training opportunities are not included in the above figure, please see travel expenses in this section.

ANZACATT

The Australia and New Zealand Clerks-at-the-Table (ANZACATT) is the association which has the purpose of promoting the professional development of parliamentary officers throughout Australia and New Zealand. Mr Steven Reynolds, Deputy Clerk, took on the role of Chair of the Education Committee, and David Blunt, Clerk of the Parliaments, subsequently relinquished his long running membership of the committee. The Education Committee plays the vital role of organising the annual Parliamentary Law, Practice and Procedure (PLPP) course at the University of Tasmania.

Mr Reynolds was a member of the taskforce which conducted a review of the Parliamentary Law, Practice and Procedure (PLPP) course, with a final report presented at the biennial clerks meeting in January 2017. As a result of the review a tender process is currently being conducted open to all Australian and New Zealand universities which will result in a contract being awarded to run the PLPP course in a new form for a four year period.

At the ANZACATT AGM in January 2017 Mr Reynolds was elected to the Executive Committee of ANZACATT as Treasurer/Secretary. Mr Les Gonye, Deputy Clerk in the NSW Legislative Assembly, was also elected to the position of Vice President.

Parliamentary Law, Practice and Procedure Program (PLPP)

One of the initiatives of ANZACATT is the Parliamentary Law, Practice and Procedure (PLPP) course, which for the last seven years has been delivered by the University of Tasmania under contract. The program is a university accredited professional development opportunity for parliamentary staff from around Australia and New Zealand that develops participants' understanding of the fundamental principles of parliamentary law, practice and procedure. In addition to a sound theoretical grounding, the program provides an opportunity to learn from the practical experiences of officers from the different parliaments.

The course is open to Australian and New Zealand Houses parliamentary staff who have a university degree at Bachelor level or higher. In July Ms Kate Mihaljek, Senior Council Officer – Committees, Mr Samuel Griffith, Principal Council Officer – Committees, and Mr Andrew Kiejda, Principal Council Officer – Office of the Black Rod attended the course. Final course results from the University of Tasmania were as follows:

- Kate Mihaljek – High distinction
- Samuel Griffith – Distinction
- Andrew Kiejda – Distinction.

Ms Mihaljek's paper was published in the Autumn/Winter 2017 edition of *Australasian Parliamentary Review*.



David Blunt and Steven Reynolds presenting Andrew Kiejda, Kate Mihaljek and Samuel Griffith with certificates for the completion of the Parliamentary Law Practice and Procedure program. Kate received a High Distinction, and Andrew and Sam, Distinctions.

Australasian Study of Parliament Group (ASPG) Annual Conference 2016

The ASPG is a politically non-partisan body which was established in 1979 to encourage and stimulate research, writing, teaching and discussion about parliamentary institutions, particularly those in Australasia and the South Pacific. The ASPG has Chapters in all States and Territories of Australia and in New Zealand. Its membership consists of parliamentarians, parliamentary officers, academics, teachers, journalists, students and other interested individuals.

The ASPG annual conference was held in Adelaide from 5-7 October 2016 and had the theme: The Restoration and Enhancement of Parliaments' Reputation. The conference was attended by the President the Hon Don Harwin and the Deputy Clerk, Steven Reynolds. Speakers at the conference included former Liberal party leader John Hewson, Professor

George Williams and former Federal Minister Amanda Vanstone and a panel of local media personalities. Steven Reynolds presented the paper 'Making Honey in the Bearpit: Parliament and its impact on Policymaking', which was subsequently published in the Spring/Summer 2016 edition of *Australasian Parliamentary Review*.

Parliamentary Ethics Advisor

Under the contract with Mr John Evans PSM, Parliamentary Ethics Advisor, the sum of \$20,000 per annum is paid in quarterly instalments on receipt of invoices. This honorarium covers attending meetings at Parliament, telephone advice, telephone charges and travel expenses and costs are shared equally between the Houses.

Multicultural policies and services

The Department respects the cultural diversity of our staff, members and visitors. It participates in the Community Relations Commission's Community Language Allowance Scheme and has two staff members who receive this allowance because of their ability to speak a second language and willingness to use their language skills in the workplace to assist clients and visitors. The two staff members are Maurice Rebecchi, who has Italian language skills, and Shu-Fang Wei, who has Mandarin language skills.

An information brochure about the Parliament is available in a range of languages including Greek, Japanese, Korean, Italian, Indonesian, Arabic, Chinese, French, Hindi and Dinka.

The Department will continue to develop initiatives that will provide the greatest opportunity for all individuals to participate in the activities and programs of the Parliament and will make provision for the culture, language and religion of individuals where necessary.

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.

Travel expenditure

Overseas travel

No Department funds were expended on overseas travel during the reporting year.

During the reporting year, the Clerk of the Parliaments attended the Presiding Officers and Clerks conference in Tonga in July 2016 with the costs allocated from an annual financial allocation, separate from the Department budget which enables the Clerk and President to attend such conferences.

In addition, staff members of the Department travelled to Honiara in the Solomon Islands for Twinning related activity. These costs were covered by either the grant provided by DFAT for Twinning related activities or by the UNDP or the CPA NSW Branch inter-parliamentary account, as outlined below.

Domestic travel

The Department expended approximately \$39,892 on domestic travel by staff during the reporting year.

- July 2016—Mr Steven Reynolds, Deputy Clerk and Chair of the ANZACATT Education Committee, Mr Samuel Griffith, Principal Council Officer, and Ms Kate Mihaljek, Senior Council Officer, travelled to Hobart for the Australia and New Zealand Association of Clerks-at-the-Table Parliamentary Law, Practice and Procedure course. Total cost (inclusive of course fees): \$9,415
- July 2016—Ms Teresa McMichael, Director, and Ms Sharon Ohnesorge - Principal Council Officer, travelled to Perth for the Australia – New Zealand Scrutiny of Legislation Conference. Total cost: \$3,899
- August 2016—Ms Susan Want, Usher of

the Black Rod, travelled to Canberra for the Opening of the 45th Parliament at the Parliament of Australia. Total cost: \$789

- October 2016—Mr Steven Reynolds, Deputy Clerk, attended the 2016 ASPG Conference at Parliament House, Adelaide and presented a paper. Total cost: \$1,623
- October 2016—Mr Steven Reynolds, Deputy Clerk, travelled to Melbourne for interviews as an independent panel member for the position of Assistant Clerk Committees of the Legislative Council of the Parliament of Victoria. Total cost: \$1,242
- January 2017—Seven staff attended the ANZACATT 2017 Professional Development Seminar in Brisbane, including Ms Beverly Duffy, Clerk Assistant, Ms Susan Want - Usher of the Black Rod, Ms Sharon Ohnesorge, Director, Mr Stewart Smith, Director, Ms Stephanie Galbraith, Principal Council Officer, Ms Shu-Fang Wei, Senior Council Officer and Ms Emma Rogerson, A/Senior Council Officer. Total cost: \$12,618
- January 2017—Mr David Blunt, Clerk of the Parliaments, travelled to Brisbane to attend the Biennial Clerks' meeting. Total cost: \$888.
- January 2017—Mr Steven Reynolds, Deputy Clerk, travelled to Brisbane to attend the ANZACATT Annual General Meeting for his appointment to the position of Treasurer/Secretary of ANZACATT. Total cost: \$1,069
- June 2017—The President, accompanied by his Adviser, Mr Tom Anderson, and Mr Steven Reynolds, Deputy Clerk, visited the Australian Parliament and the ACT Legislative Assembly for meetings regarding the President's role and issues under consideration by the Procedure Committee. Total cost: \$4,932.
- June 2017—Ms Shu-Fang Wei, Senior Council Officer, travelled to Hobart for the Australia and New Zealand Association of Clerks-at-the-Table Parliamentary Law, Practice and Procedure course. Total cost: \$3,417 (inclusive of course fees).

CPA - parliamentary supported travel

During the 2016/2017 financial year, the following undertook Commonwealth Parliamentary Association (CPA) travel:

- July 2016—The Hon. Natasha Maclaren-Jones MLC attended the Asia-Pacific Regional Workshop for Parliamentarians on Cybersecurity and Cybercrime held in Brisbane, Queensland. Total cost: \$754.72
- August 2016—The Hon. Robert Borsak MLC travelled to the United Kingdom, France, The Netherlands, Belgium and Poland for a CPA study tour. Total cost: \$17,300
- November 2016—The Hon. Scott Farlow MLC attended the 65th Westminster Seminar on Parliamentary Practice and Procedure in London, United Kingdom. Total cost: \$10,141.03
- November 2016—The Hon. Don Harwin MLC, as Regional Representative on the CPA Executive Committee, attended the CPA Australia & Pacific Regional Conference in Rarotonga, Cook Islands. Total cost: \$3,246.80
- November/December 2016—Mr Mark Jones, staff member in the office of the President of the Legislative Council travelled to London, United Kingdom, as a volunteer to assist with the preparation of the delivery of the 62nd Commonwealth Parliamentary Conference. Total cost: \$950.23
- December 2016—The Hon. Don Harwin MLC, as Regional Representative on the CPA Executive Committee and the Hon. Natasha Maclaren-Jones as Branch Delegate, attended the 62nd Commonwealth Parliamentary Conference in London, United Kingdom. Total cost: \$25,944.96. Ms Maclaren-Jones also undertook a further study tour in the United Kingdom before this trip. Additional cost: \$2,700. Note: The travel for Mrs Maclaren-Jones study tour was included in the travel costs for her

attendance at the 62nd Commonwealth Parliamentary Conference.

- December 2016—Mr Scot MacDonald MLC travelled to the United States of America and Canada for a CPA study tour. Total cost: \$13,707
- March 2017—The Hon. Greg Pearce MLC attended the International Parliamentary Conference on Cyber Security and the Cybersecurity Day in London, United Kingdom. Total cost: \$10,895.13
- April 2017—The Hon. Paul Green MLC travelled to the United States of America and Canada for a CPA study tour. Total cost: \$18,000

47th Presiding Officers and Clerks' conference

The Presiding Officers and Clerks of Australian and Pacific parliaments meet at a conference each year. In alternate years the conference is held in either an Australian or Pacific jurisdiction, on rotation. In July 2016 the 47th conference was held in Tonga. The Legislative Council was represented by The Hon. Don Harwin MLC, President, and Mr David Blunt, Clerk, who presented a joint paper on the NSW Parliament's recent history related projects, accessible on the Parliament's website. Total cost: \$7,083.97

Communications

The Department of the Legislative Council is committed to strong communication throughout the department and the Parliament as a whole. A number of strategies are utilised to ensure that staff are kept abreast of information and developments relevant to their roles including regular staff meetings and contributions to the Parliament's active news feed on the Intranet.

General staff meetings

General staff meetings are held on a regular basis. The meetings are conducted by the Clerk of the Parliaments and allow staff from within the department to come together to hear and exchange information about what is occurring in the Legislative Council and the Parliament. Stand up meetings are held on the first Tuesday of a sitting period. Procedural debriefs are held every Friday of a sitting week.

Use of consultants, contractors and legal services

The Department expended \$72,616.97 on consultancy, contractor and legal services. Detail on the largest items is provided below. This amount compares with \$49,956.25 for the 2015/2016 financial year. The increase in the 2016/2017 financial year was due to \$7,800 incurred during the 2015/2016 financial year being billed in the 2016/2017 financial year, as well as the engagement of Keith Mason AC QC, for advice on claims of privilege on documents relating to the Return to Order - Greyhound Welfare.

Chamber coverage and other filming services

Camera operator services for the chamber have been delivered by Corporate Technology Services Pty Ltd since the Parliament entered a contract in October 2015, following a competitive tender process. Consultancy costs paid by the Department for Corporate Technology Services Pty Ltd were \$52,660.00 in 2016/2017.

This compares with a total cost for the 2015/2016 year of \$37,785 (which had fewer sitting days due to the 2015 general election) and costs in 2014/15 of \$56,029.34.

Legal services

The Department sought a legal opinion from Mr Bret Walker SC on the publication and printing of tabled papers. In November 2016 Mr Walker provided his advice incurring expenditure of \$7,500.

The Department engaged the Honourable Keith Mason AC QC, as an independent legal arbiter to evaluate and report on claims of privilege on documents relating to the Greyhound Welfare further order. On 14 February 2017 Mr Mason provided his advice incurring expenditure of \$9,524.

Advices obtained from the Crown Solicitor

During the financial year advice was also obtained from the Crown Solicitor's office on two Parliamentary matters, however, as these were classified as core legal work there was no cost to the Department of the Legislative Council.

The Department also engaged the Crown Solicitor for advice on an industrial matter for a total cost of \$3,015 (non-core legal work).

Shared expenditure

The Department contributes to the cost of services delivered across the Parliament, including:

- the Employee Assistance Program (\$7,333.33)
- Flu vaccine program (\$517.14)
- professional fees charged by the independent members of the Parliament's Audit and Risk Committee (\$1,173.61)

In addition, some consultancy or contractor

fees are charged to the Members Representation funds set aside in Parliament's budget, as they relate to LC members without being directly related to the Department's responsibilities. Examples of these costs are:

- Mr John Evans PSM, provision of services as Parliamentary Ethics Advisor (\$10,000),
- Audit Office of NSW, compliance review of Additional Entitlements for Members of the Parliament of NSW for the financial year end 30 June 2017 (\$8,452.88).

Credit card certification

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

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

The Department has 15 credit cards issued with individual limits ranging from \$5,000 up to \$20,000 and a total combined limit of \$95,000. Any expenditure must be authorised by an officer with a financial delegation. Any expenditure by the Clerk is authorised by the Executive Manager, Parliamentary Services or the Clerk of the Legislative Assembly.

Sustainability

The Parliament through its 'Environmental Sustainability Policy' has for a number of years worked towards achieving sustainability and efficiency outcomes. The Department of Parliamentary Services' Facilities Branch has principal responsibility for promoting sustainability outcomes.

Over the past 12 months, the following milestones were reached, achieving a significant increase on the figures from the previous financial year:

- 13.02 tonnes of cardboard, 39.4 tonnes of paper and 12.48 tonnes of aluminium, plastic and glass were recycled
- the solar panels on the roof delivered approximately 29,000kWh of energy.

The Parliament's ongoing capital works program has also ensured sustainability is incorporated into projects so as to promote

the use of recycled products wherever possible, and achieve further savings in water, energy and ventilation.

Annual report

This report is available on the New South Wales Parliament website, www.parliament.nsw.gov.au. The production of this 2016-2017 annual report was completed in-house.





Financial performance

Department of the Legislative Council

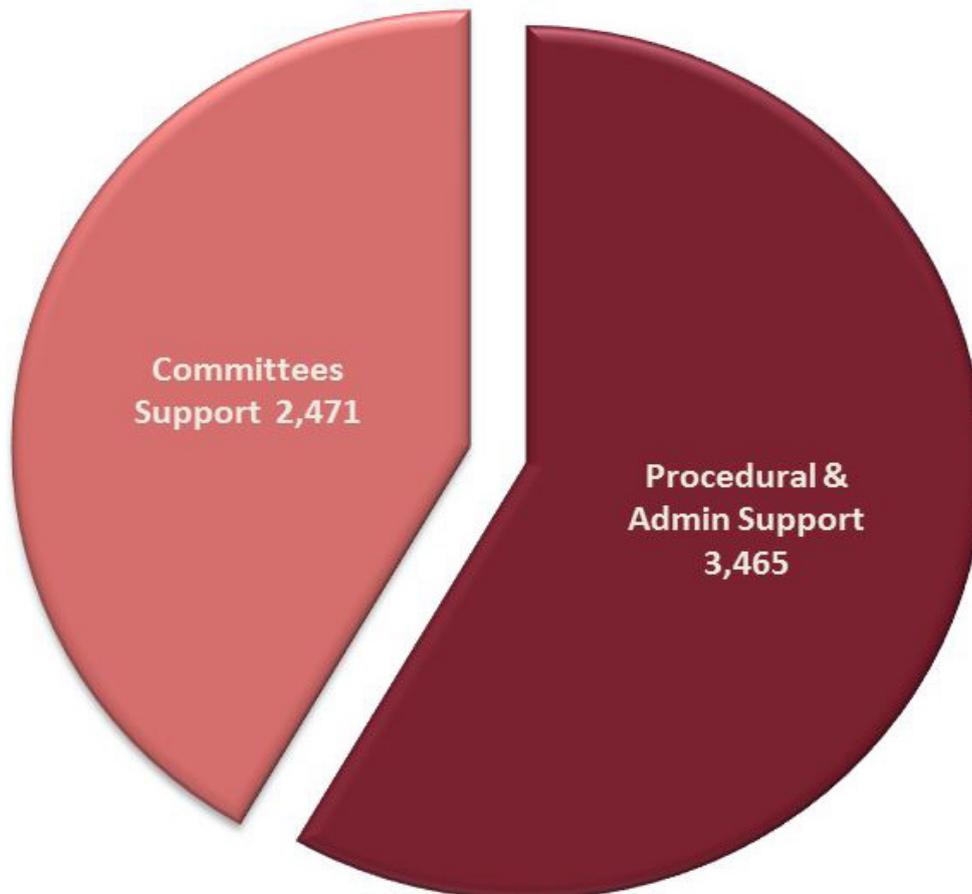
The net cost of services of the Legislative Council, including members' programs was \$25.835 million, representing 18.3% of the total net cost of services of the Parliament for the 2016-17 financial year. This compares to a budget of \$25.375 million reflecting an unfavourable variance against budget of \$460,000 or 1.8%.

The main components of this variation include:

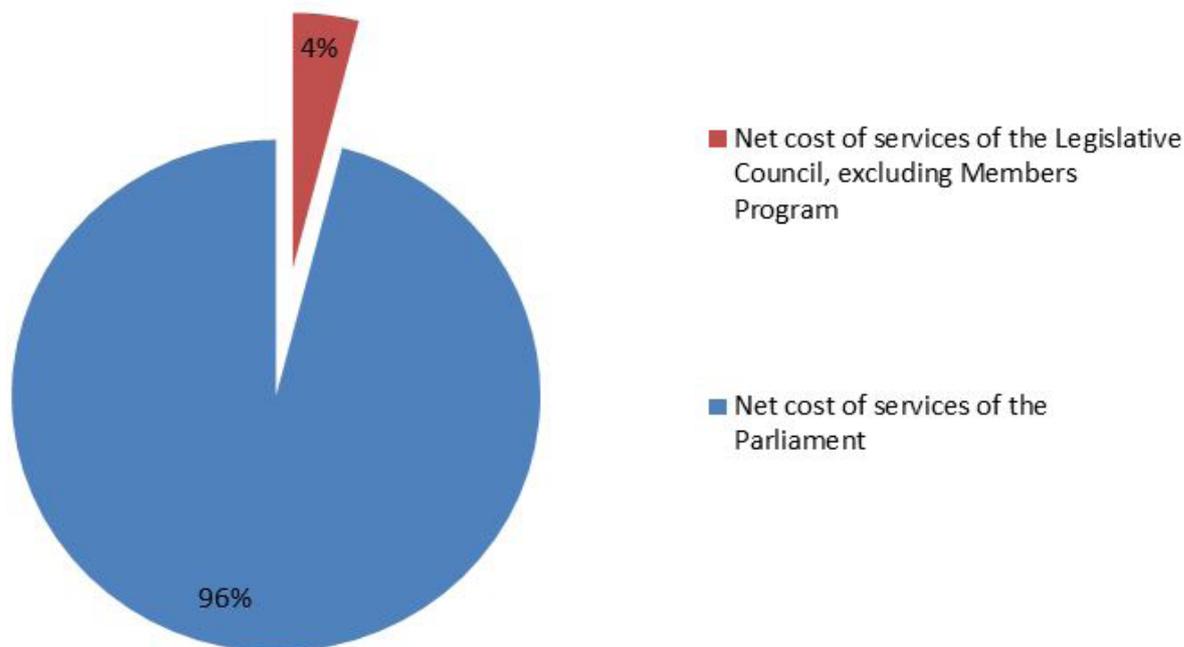
- Other operating expenses being higher than budget by \$205,000; and
- Members remuneration being higher than budget by \$245,000.

The net cost of services for the Council, excluding expenditure on the Members' program, was \$5.936 million which equates to 4.2% of the total net cost of service for the Parliament and 23% of the Legislative Council's total net cost of service. The two main operational activities within the Council are Procedural and Administrative Support and Committee Support.

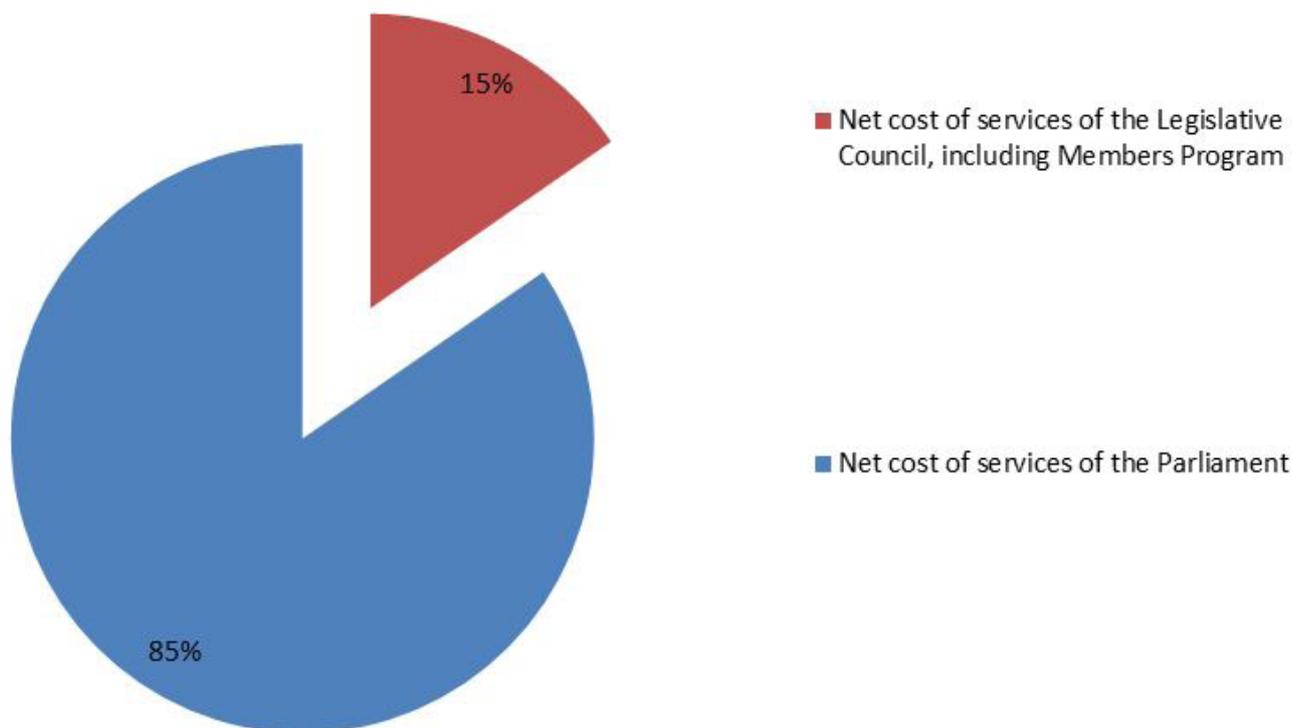
Legislative Council Operations \$'000



Net cost of services of the Legislative Council, excluding Members Program, as a proportion of total cost of services of Parliament



Net cost of services of the Legislative Council, including Members Program as a proportion of total cost of services of Parliament



Start of unaudited financial statements

Legislative Council Supplementary Financial Information

Legislative Council Total (including members' program and the Department)

Statement of comprehensive income for the year ended 30 June 2017

	Actual 2017 \$'000	Budget 2017 \$'000	Actual 2016 \$'000
Expenses excluding losses			
Operating expenses			
Employee related	11,536	11,472	11,419
Other operating expenses	2,039	1,834	2,497
Depreciation and amortisation	39	39	40
Other expenses - Members' remuneration	12,970	12,725	11,896
Total Expenses excluding losses	26,584	26,070	25,852
Revenue			
Sale of goods and services	665	635	639
Grants and contributions	-	-	144
Other revenue	84	60	89
Total Revenue	749	695	871
Net Cost of Services	25,835	25,375	24,981

Legislative Council - Parliamentary Representation (members' program only)

Statement of comprehensive income for the year ended 30 June 2017

	Actual 2017 \$'000	Budget 2017 \$'000	Actual 2016 \$'000
Expenses excluding losses			
Operating expenses			
Employee related	6,252	6,253	6,048
Other operating expenses	1,330	1,253	1,735
Depreciation and amortisation	8	8	9
Other expenses - Members' remuneration	12,970	12,725	11,896
Total Expenses excluding losses	20,560	20,239	19,688
Revenue			
Sale of goods and services	665	635	639
Other revenue	10	-	13
Total Revenue	675	635	652
Net Cost of Services	19,885	19,604	19,036

Legislative Council - Operations (the Department only)
Statement of comprehensive income for the year ended 30 June 2017

	Actual	Budget	Actual
	2017	2017	2016
	\$'000	\$'000	\$'000
Expenses excluding losses			
Operating expenses			
Employee related	5,284	5,219	5,362
Other operating expenses	673	557	619
Depreciation and amortisation	31	31	31
Total Expenses excluding losses	5,988	5,807	6,012
Revenue			
Grants and contributions	-	-	144
Other revenue	52	60	76
Total Revenue	52	60	220
Net Cost of Services	5,936	5,747	5,792

Legislative Council - Special Projects
Statement of comprehensive income for the year ended 30 June 2017

	Actual	Budget	Actual
	2017	2017	2016
	\$'000	\$'000	\$'000
Expenses excluding losses			
Operating expenses			
Employee related	-	-	9
Other operating expenses	36	25	143
Total Expenses excluding losses	36	25	152
Revenue			
Grants and contributions	22	-	-
Total Revenue	22	-	-
Net Cost of Services	14	25	152

End of unaudited financial statements



Appendices



Appendix 1

Members of the Legislative Council as at 30 June 2017

Ajaka, The Honourable John George <i>President</i>	LIB	Houssos, The Honourable Courtney	ALP
Amato, The Honourable Lou	LIB	Khan, The Honourable Trevor John B Juris LLB (UNSW) <i>Deputy President and Chair of Committees</i>	NAT
Blair, The Honourable Niall Mark <i>Minister for Primary Industries, Minister for Regional Water and Minister for Trade and Industry</i>	NAT	MacDonald, Mr Scot <i>Parliamentary Secretary</i>	LIB
Borsak, The Honourable Robert B Bus FCPA JP	SFF	Maclaren-Jones, The Honourable Natasha BN, MHSM <i>Government Whip</i>	LIB
Brown, The Honourable Robert Leslie	SFF	Mallard, The Honourable Shayne <i>Temporary Chair of Committees</i>	LIB
Buckingham, Mr Jeremy	G	Martin, The Honourable Taylor Mitchell B Com (UoN)	LIB
Clarke, The Honourable David <i>Parliamentary Secretary</i>	LIB	Mason-Cox, The Honourable Matthew Ryan	LIB
Colless, The Honourable Richard Hargrave HD App Sci(Agric) <i>Parliamentary Secretary</i>	NAT	Mitchell, The Honourable Sarah <i>Minister for Early Childhood Education, Minister for Aboriginal Affairs and Assistant Minister for Education</i>	NAT
Cusack, The Honourable Catherine Eileen BEc(SocSc)	LIB	Mookhey, The Honourable Daniel	ALP
Donnelly, The Honourable Gregory John BEc MIR <i>Deputy Opposition Whip</i>	ALP	Moselmane, The Honourable Shaoquett Chaher <i>Opposition Whip</i>	ALP
* Fang, The Honourable Wes	NAT	Nile, The Reverend the Honourable Frederick John Ed LTh <i>Assistant President</i>	CDP
Farlow, The Honourable Scott <i>Parliamentary Secretary to the Premier (Leader of the House) in the Legislative Council</i>	LIB	Pearce, The Honourable Gregory Stephen BA LLB	LIB
Faruqi, Dr Mehreen PhD MEngSc BE <i>Temporary Chair of Committees</i>	G	Pearson, The Honourable Mark	AJP
Field, Mr Justin	G	Phelps, The Honourable Dr Peter	LIB
Franklin, The Honourable Ben <i>Deputy Government Whip Parliamentary Secretary</i>	NAT	Primrose, The Honourable Peter Thomas B SocStud(Syd)	ALP
Graham, The Honourable John	ALP	Searle, The Honourable Adam <i>Leader of the Opposition</i>	ALP
Green, The Honourable Paul BNursing <i>Temporary Chair of Committees</i>	CDP	Secord, The Honourable Walt <i>Deputy Leader of the Opposition</i>	ALP
Harwin, The Honourable Donald Thomas BEc(Hons) <i>Minister for Resources, Minister for Energy and Utilities, Minister for the Arts and Vice President of the Executive Council</i>	LIB	Sharpe, The Honourable Penelope Gail	ALP

Shoebridge, Mr David	G	Walker, Ms Dawn	G
Taylor, The Honourable Bronnie <i>Parliamentary Secretary</i>	NAT	Wong, The Honourable Ernest <i>Temporary Chair of Committees</i>	ALP
Veitch, The Honourable Michael Stanley	ALP		
Voltz, The Honourable Lynda Jane	ALP		

* Denotes a member that has been elected to the house after the reporting period

QUORUM — 8 MEMBERS (in addition to the PRESIDENT or other MEMBER presiding)

PARTY REPRESENTATION: HOUSE OF 42 MEMBERS

AJP-Animal Justice Party	1
ALP-Australian Labor Party	12
CDP-Christian Democratic Party (Fred Nile Group)	2
G-The Greens	5
LIB-Liberal Party of Australia (NSW Division)	13
NAT-The Nationals	7
SFP-Shooters, Fishers and Farmers Party	2
Total	42

OFFICERS OF THE LEGISLATIVE COUNCIL

President

The Honourable John Ajaka MLC

Deputy President and Chair of Committees

The Honourable Trevor John Khan MLC

Assistant President

The Reverend the Honourable Frederick John Nile MLC

Clerk of the Parliaments

David Michael Blunt M Phil LLB (Hons)

Deputy Clerk

Steven Reynolds BEc LLB MPS

Clerk Assistant - Procedure

Stephen Frappell BEc (Soc Sci) BA(Hons) LLM

Clerk Assistant - Committees

Beverly Duffy BSW (Hons)

Usher of the Black Rod

Susan Want B (Soc Sci) MPS

Appendix 2

2016-2017 Legislative Council members' allowances and expenditure (56th Parliament)

Note: The figures reported are accurate as at the closing date for the 2016 - 2017 financial accounts. Any adjustments to data by subsequent reconciliation processes will be reported in the following year's annual report.

This table includes information about members serving in the Legislative Council in this financial year and excludes adjustments that may have taken place this year for individuals who ceased to be members in the last financial year.

Member	Description	Communications Allowance	Committee Allowance	Members' Home to Sydney Travel	General Travel Allowance (GTA)	Members' GTA Travel	Spouse/ approved relative GTA travel	Members' Staff GTA Travel
John Ajaka	Allocation for 2016/17	7,077.53			6,945.34			
	C/Forward from 2015/16	35,157.57			0.00			
	Total available 2016/17	42,235.10			6,945.34			
	Expended claimed	34,927.52			0.00			
	Funds Remaining	7,307.58			6,945.34			
Lou Amato	Allocation for 2016/17	4,360.00			5,815.00			
	C/Forward from 2015/16	15,620.76			15,620.76			
	Total available 2016/17	19,980.76			21,435.76			
	Expended claimed	14,176.85			0.00			
	Funds Remaining	5,803.91			21,435.76			
Jan Barham	Allocation for 2016/17	4,360.00			14,545.00			
	C/Forward from 2015/16	11,645.33			11,645.33			
	Total available 2016/17	16,005.33			26,190.33			
	Expended claimed	5,414.73		2,015.39	1,332.49	1,332.49		
	Funds Remaining	10,590.60			24,857.84			
Niall Blair	Allocation for 2016/17	4,360.00			14,545.00			
	C/Forward from 2015/16	14,676.98			34,246.28			
	Total available 2016/17	19,036.98			48,791.28			
	Expended claimed	0.00			1,702.50	1,702.50		
	Funds Remaining	19,036.98			47,088.78			
Robert Borsak	Allocation for 2016/17	4,360.00			5,815.00			
	C/Forward from 2015/16	0.00			19,348.04			
	Total available 2016/17	4,360.00			25,163.04			
	Expended claimed	1,264.88			3,339.27	3,339.27		
	Funds Remaining	3,095.12			21,823.77			
Robert Brown	Allocation for 2016/17	4,360.00			5,815.00			
	C/Forward from 2015/16	0.00			3.30			
	Total available 2016/17	4,360.00			5,818.30			
	Expended claimed	2,294.11			5,772.10	4,869.82	902.28	
	Funds Remaining	2,065.89			46.20			
Jeremy Buckingham	Allocation for 2016/17	4,360.00			14,545.00			
	C/Forward from 2015/16	204.69			0.00			
	Total available 2016/17	4,564.69			14,545.00			
	Expended claimed	3,962.28		17,954.75	9,849.27	8,856.80		992.47
	Funds Remaining	602.41			4,695.73			
David Clarke	Allocation for 2016/17	4,360.00			5,815.00			
	C/Forward from 2015/16	0.00			353.91			
	Total available 2016/17	4,360.00			6,168.91			
	Expended claimed	3,284.13			5,814.99	5,814.99		
	Funds Remaining	1,075.87			353.92			
Rick Colless	Allocation for 2016/17	4,360.00			14,545.00			
	C/Forward from 2015/16	0.00			10,448.99			
	Total available 2016/17	4,360.00			24,993.99			
	Expended claimed	570.09		8,492.22	20,121.29	17,829.01	2,292.28	
	Funds Remaining	3,789.91			4,872.70			

Member	Description	Communications Allowance	Committee Allowance	Members' Home to Sydney Travel	General Travel Allowance (GTA)	Members' GTA Travel	Spouse/ approved relative GTA travel	Members' Staff GTA Travel
Sophie Cotsis	Allocation for 2016/17 C/Forward from 2015/16 Total available 2016/17 Expended claimed Funds Remaining	4,360.00 0.00 4,360.00 2,677.17 1,682.83			5,815.00 0.00 5,815.00 0.00 5,815.00			
Catherine Cusack	Allocation for 2016/17 C/Forward from 2015/16 Total available 2016/17 Expended claimed Funds Remaining	4,360.00 0.00 4,360.00 3,429.64 930.36		12,592.02	14,545.00 6,736.29 21,281.29 16,335.87 4,945.42	10,200.88	6,134.99	
Greg Donnelly	Allocation for 2016/17 C/Forward from 2015/16 Total available 2016/17 Expended claimed Funds Remaining	4,360.00 7,934.11 12,294.11 9,477.98 2,816.13			5,815.00 0.00 5,815.00 1,282.58 4,532.42	1,282.58		
Scott Farlow	Allocation for 2016/17 C/Forward from 2015/16 Total available 2016/17 Expended claimed Funds Remaining	4,360.00 1,791.94 6,151.94 5,845.10 306.84	585.00		5,815.00 7,167.76 12,982.76 6,744.84 6,237.92	6,720.40		24.44
Mehreen Faruqi	Allocation for 2016/17 C/Forward from 2015/16 Total available 2016/17 Expended claimed Funds Remaining	4,360.00 0.00 4,360.00 4,608.60 -248.60			5,815.00 0.00 5,815.00 5,761.71 53.29	5,571.66		190.05
Justin Field	Allocation for 2016/17 C/Forward from 2015/16 Total available 2016/17 Expended claimed Funds Remaining	3,714.96 0.00 3,714.96 760.02 2,954.94		2,637.36	11,675.61 0.00 11,675.61 3,084.33 8,591.28	3,084.33		
Ben Franklin	Allocation for 2016/17 C/Forward from 2015/16 Total available 2016/17 Expended claimed Funds Remaining	4,360.00 2,928.28 7,288.28 4,400.62 2,887.66		16,774.31	14,545.00 11,969.26 26,514.26 21,329.40 5,184.86	19,118.09		2,211.31
Michael Gallacher	Allocation for 2016/17 C/Forward from 2015/16 Total available 2016/17 Expended claimed Funds Remaining	4,360.00 12,606.33 16,966.33 308.39 16,657.94			5,815.00 12,606.33 18,421.33 0.00 18,421.33			
Duncan Gay	Allocation for 2016/17 C/Forward from 2015/16 Total available 2016/17 Expended claimed Funds Remaining	4,360.00 6,446.01 10,806.01 9,059.58 1,746.43		4,260.39	14,545.00 31,334.00 45,879.00 5,935.06 39,943.94	4,446.27	1,488.79	
John Graham	Allocation for 2016/17 C/Forward from 2015/16 Total available 2016/17 Expended claimed Funds Remaining	3,129.64 0.00 3,129.64 1,204.03 1,925.61			4,174.05 0.00 4,174.05 1,550.08 2,623.97	1,361.58	188.50	
Paul Green	Allocation for 2016/17 C/Forward from 2015/16 Total available 2016/17 Expended claimed Funds Remaining	4,360.00 3,686.92 8,046.92 3,761.91 4,285.01		11,361.90	14,545.00 0.00 14,545.00 10,832.60 3,712.40	8,635.28	323.62	1,873.70
Don Harwin	Allocation for 2016/17 C/Forward from 2015/16 Total available 2016/17 Expended claimed Funds Remaining	8,812.58 31,852.51 40,665.09 36,773.62 3,891.47			17,999.94 0.00 17,999.94 2,333.44 15,666.50	2,292.96		40.48

Member	Description	Communications Allowance	Committee Allowance	Members' Home to Sydney Travel	General Travel Allowance (GTA)	Members' GTA Travel	Spouse/ approved relative GTA travel	Members' Staff GTA Travel
Courtney Houssos	Allocation for 2016/17	4,360.00			5,815.00			
	C/Forward from 2015/16	2,558.98			2,558.98			
	Total available 2016/17	6,918.98			8,373.98			
	Expended claimed	5,157.69			4,565.15	3,956.26	608.89	
	Funds Remaining	1,761.29			3,808.83			
Trevor Khan	Allocation for 2016/17	4,360.00			14,545.00			
	C/Forward from 2015/16	876.88			13,800.61			
	Total available 2016/17	5,236.88			28,345.61			
	Expended claimed	926.55		19,872.09	10,453.18	6,384.31	4,517.76	-448.89
	Funds Remaining	4,310.33			17,892.43			
Scot Macdonald	Allocation for 2016/17	4,360.00			14,545.00			
	C/Forward from 2015/16	1,871.01			2,806.51			
	Total available 2016/17	6,231.01			17,351.51			
	Expended claimed	4,837.77		22,920.40	16,981.51	13,715.14	3,266.37	
	Funds Remaining	1,393.24			370.00			
Natasha Maclaren-Jones	Allocation for 2016/17	5,014.00			14,545.00			
	C/Forward from 2015/16	1,000.00			3,872.24			
	Total available 2016/17	6,014.00			18,417.24			
	Expended claimed	4,999.53		7,091.70	16,802.08	16,802.08		
	Funds Remaining	1,014.47			1,615.16			
Shayne Mallard	Allocation for 2016/17	4,360.00			5,815.00			
	C/Forward from 2015/16	3,029.28			3,029.28			
	Total available 2016/17	7,389.28			8,844.28			
	Expended claimed	763.65			160.66	160.66		
	Funds Remaining	6,625.63			8,683.62			
Taylor Martin	Allocation for 2016/17	704.77			939.96			
	C/Forward from 2015/16	0.00			0.00			
	Total available 2016/17	704.77			939.96			
	Expended claimed	117.09		469.92	0.00			
	Funds Remaining	587.68			939.96			
Matthew Mason-Cox	Allocation for 2016/17	4,360.00			14,545.00			
	C/Forward from 2015/16	20,405.78			0.00			
	Total available 2016/17	24,765.78			14,545.00			
	Expended claimed	326.36		15,174.40	2,676.86	2,676.86		
	Funds Remaining	24,439.42			11,868.14			
Sarah Mitchell	Allocation for 2016/17	4,360.00			14,545.00			
	C/Forward from 2015/16	4,874.43			14,623.29			
	Total available 2016/17	9,234.43			29,168.29			
	Expended claimed	370.53		19,903.15	11,166.41	8,014.38	2,393.40	758.63
	Funds Remaining	8,863.90			18,001.88			
Daniel Mookhey	Allocation for 2016/17	4,360.00			5,815.00			
	C/Forward from 2015/16	7,422.13			4,378.81			
	Total available 2016/17	11,782.13			10,193.81			
	Expended claimed	7,235.42			5,634.75	4,597.22		1,037.53
	Funds Remaining	4,546.71			4,559.06			
Shaoquett Moselmane	Allocation for 2016/17	5,014.00			5,815.00			
	C/Forward from 2015/16	11,525.66			3,841.89			
	Total available 2016/17	16,539.66			9,656.89			
	Expended claimed	13,216.12			1,694.74	1,694.74		
	Funds Remaining	3,323.54			7,962.15			
Fred Nile	Allocation for 2016/17	4,360.00			5,815.00			
	C/Forward from 2015/16	23,934.22			0.00			
	Total available 2016/17	28,294.22			5,815.00			
	Expended claimed	15,655.73			0.00			
	Funds Remaining	12,638.49			5,815.00			
Gregory Pearce	Allocation for 2016/17	4,360.00			5,815.00			
	C/Forward from 2015/16	0.00			7,236.82			
	Total available 2016/17	4,360.00			13,051.82			
	Expended claimed	4,418.60			12,779.13	7,857.62	4,921.51	
	Funds Remaining	-58.60			272.69			

Member	Description	Communications Allowance	Committee Allowance	Members' Home to Sydney Travel	General Travel Allowance (GTA)	Members' GTA Travel	Spouse/ approved relative GTA travel	Members' Staff GTA Travel
Mark Pearson	Allocation for 2016/17	4,360.00			5,815.00			
	C/Forward from 2015/16	0.00			3,053.45			
	Total available 2016/17	4,360.00			8,868.45			
	Expended claimed	849.82		135.60	8,721.75	5,789.42		2,932.33
	Funds Remaining	3,510.18			146.70			
Peter Phelps	Allocation for 2016/17	4,360.00			14,545.00			
	C/Forward from 2015/16	15,796.40			15,796.40			
	Total available 2016/17	20,156.40			30,341.40			
	Expended claimed	14,411.20		27,011.42	6,467.39	6,467.39		
	Funds Remaining	5,745.20			23,874.01			
Peter Primrose	Allocation for 2016/17	4,360.00			5,815.00			
	C/Forward from 2015/16	724.21			6,517.88			
	Total available 2016/17	5,084.21			12,332.88			
	Expended claimed	1,513.86			11,904.87	7,539.79		4,365.08
	Funds Remaining	3,570.35			428.01			
Adam Searle	Allocation for 2016/17	11,990.00			5,815.00			
	C/Forward from 2015/16	12,984.02			10,815.00			
	Total available 2016/17	24,974.02			16,630.00			
	Expended claimed	19,843.40			6,067.81	6,067.81		
	Funds Remaining	5,130.62			10,562.19			
Walt Secord	Allocation for 2016/17	5,014.00			6,396.50			
	C/Forward from 2015/16	0.00			4,763.69			
	Total available 2016/17	5,014.00			11,160.19			
	Expended claimed	1,072.38			10,991.58	8,801.19	2,124.76	65.63
	Funds Remaining	3,941.62			168.61			
Penny Sharpe	Allocation for 2016/17	4,360.00			5,815.00			
	C/Forward from 2015/16	3,347.35			0.00			
	Total available 2016/17	7,707.35			5,815.00			
	Expended claimed	7,738.32			1,776.91	1,776.91		
	Funds Remaining	-30.97			4,038.09			
David Shoebridge	Allocation for 2016/17	4,360.00			5,815.00			
	C/Forward from 2015/16	0.00			113.83			
	Total available 2016/17	4,360.00			5,928.83			
	Expended claimed	4,045.14			5,743.80	5,580.03		163.77
	Funds Remaining	314.86			185.03			
Bronnie Taylor	Allocation for 2016/17	4,360.00			14,545.00			
	C/Forward from 2015/16	0.00			16,229.73			
	Total available 2016/17	4,360.00			30,774.73			
	Expended claimed	1,878.74		22,659.42	18,657.31	15,433.79	1,726.03	1,497.49
	Funds Remaining	2,481.26			12,117.42			
Michael Veitch	Allocation for 2016/17	4,360.00			14,545.00			
	C/Forward from 2015/16	6,547.22			6,547.22			
	Total available 2016/17	10,907.22			21,092.22			
	Expended claimed	6,365.06		12,689.96	8,424.21	8,424.21		
	Funds Remaining	4,542.16			12,668.01			
Lynda Voltz	Allocation for 2016/17	4,360.00			5,815.00			
	C/Forward from 2015/16	68.64			0.00			
	Total available 2016/17	4,428.64			5,815.00			
	Expended claimed	4,971.53			6,082.07	6,082.07		
	Funds Remaining	-542.89			-267.07			
Dawn Walker	Allocation for 2016/17	1,540.93			5,140.56			
	C/Forward from 2015/16	0.00			0.00			
	Total available 2016/17	1,540.93			5,140.56			
	Expended claimed	227.92		2,692.48	2,914.65	2,748.44	156.78	9.43
	Funds Remaining	1,313.01			2,225.91			
Ernest Wong	Allocation for 2016/17	4,360.00			5,815.00			
	C/Forward from 2015/16	2,367.70			0.00			
	Total available 2016/17	6,727.70			5,815.00			
	Expended claimed	2,900.45			130.39	130.39		
	Funds Remaining	3,827.25			5,684.61			

2015/2016 Sydney Allowance for Members of the Legislative Council (56th Parliament)

Note: The Sydney Allowance is reported on retrospectively to capture reconciliation processes and ensure the figures accurately reflect final expenditure. Consequently, the following data is representative of the 2015-2016 financial year.

56th Parliament - 1 July 2015 to 30 June 2016

Member	Description	Sydney Allowance 2015/2016 (may include actual expenses claimed)
Lou Amato	Allocation for 2015/16 (Daily) Add: Entitlement not previously allocated Less: Late claims/Accounts Receivable Expended claimed Funds Remaining	29,925.00 11,970.00 17,955.00
Jan Barham	Allocation for 2015/16 (Daily) Add: Entitlement not previously allocated Less: Late claims/Accounts Receivable Expended claimed Funds Remaining	39,900.00 39,725.00 175.00
Niall Blair	Allocation for 2015/16 (Daily) Add: Entitlement not previously allocated Less: Late claims/Accounts Receivable Expended claimed Funds Remaining	51,300.00 34,200.00 17,100.00
Jeremy Buckingham	Allocation for 2015/16 (Daily) Add: Entitlement not previously allocated Less: Late claims/Accounts Receivable Expended claimed Funds Remaining	33,915.00 5,700.00 28,215.00 0.00
Richard Colless	Allocation for 2015/16 (Daily) Add: Entitlement not previously allocated Less: Late claims/Accounts Receivable Expended claimed Funds Remaining	31,350.00 8,550.00 39,900.00 0.00
Catherine Cusack	Allocation for 2015/16 (Daily) Add: Entitlement not previously allocated Less: Late claims/Accounts Receivable Expended claimed Funds Remaining	39,900.00 39,900.00 0.00
Ben Franklin	Allocation for 2015/16 (Daily) Add: Entitlement not previously allocated Less: Late claims/Accounts Receivable Expended claimed Funds Remaining	39,900.00 39,900.00 0.00
Michael Gallacher	Allocation for 2015/16 (Daily) Add: Entitlement not previously allocated Less: Late claims/Accounts Receivable Expended claimed Funds Remaining	29,925.00 29,869.00 56.00
Duncan Gay	Allocation for 2015/16 (Daily) Add: Entitlement not previously allocated Less: Late claims/Accounts Receivable Expended claimed Funds Remaining	51,300.00 51,300.00 0.00
Paul Green	Allocation for 2015/16 (Daily) Add: Entitlement not previously allocated Less: Late claims/Accounts Receivable Expended claimed Funds Remaining	29,070.01 284.99 29,355.00 0.00

Member	Description	Sydney Allowance 2015/2016 (may include actual expenses claimed)
Don Harwin	Allocation for 2015/16 (Daily) Add: Entitlement not previously allocated Less: Late claims/Accounts Receivable Expended claimed Funds Remaining	51,300.00 51,300.00 0.00
Trevor Khan	Allocation for 2015/16 (Daily) Add: Entitlement not previously allocated Less: Late claims/Accounts Receivable Expended claimed Funds Remaining	39,900.00 39,900.00 0.00
Scot MacDonald	Allocation for 2015/16 (Daily) Add: Entitlement not previously allocated Less: Late claims/Accounts Receivable Expended claimed Funds Remaining	39,900.00 39,900.00 0.00
Natasha Maclaren-Jones	Allocation for 2015/16 (Daily) Add: Entitlement not previously allocated Less: Late claims/Accounts Receivable Expended claimed Funds Remaining	39,900.00 39,900.00 0.00
Matthew Mason-Cox	Allocation for 2015/16 (Daily) Add: Entitlement not previously allocated Less: Late claims/Accounts Receivable Expended claimed Funds Remaining	39,900.00 20,172.00 19,728.00
Sarah Mitchell	Allocation for 2015/16 (Daily) Add: Entitlement not previously allocated Less: Late claims/Accounts Receivable Expended claimed Funds Remaining	39,900.00 25,650.00 14,250.00
Mark Pearson	Allocation for 2015/16 (Daily) Add: Entitlement not previously allocated Less: Late claims/Accounts Receivable Expended claimed Funds Remaining	38,475.00 32,719.00 5,756.00
Peter Phelps	Allocation for 2015/16 (Daily) Add: Entitlement not previously allocated Less: Late claims/Accounts Receivable Expended claimed Funds Remaining	39,330.00 22,515.00 16,815.00
Adam Searle	Allocation for 2015/16 (Daily) Add: Entitlement not previously allocated Less: Late claims/Accounts Receivable Expended claimed Funds Remaining	24,225.00 4,845.00 29,070.00 0.00
Bronnie Taylor	Allocation for 2015/16 (Daily) Add: Entitlement not previously allocated Less: Late claims/Accounts Receivable Expended claimed Funds Remaining	39,900.00 36,195.00 3,705.00
Michael Veitch	Allocation for 2015/16 (Daily) Add: Entitlement not previously allocated Less: Late claims/Accounts Receivable Expended claimed Funds Remaining	38,475.00 38,475.00 0.00

Appendix 3

Committee reports and Government responses

Committee	Report no.	Report name	Report Date	Government response due	Government response received
PC1	44	Budget Estimates 2016/17	25/11/2016	N/A	N/A
PC2	44	Elder abuse in New South Wales	24/06/2016	09/01/2017	09/01/2017
	45	Budget Estimates 2016/17	02/12/2016	N/A	N/A
	46	Child protection	16/03/2017	18/09/2016	18/09/2017
PC3	34	Reparations for the Stolen Generations in New South Wales	23/06/2016	23/12/2016	02/12/2016
	35	Budget Estimates 2016/17	02/12/2016	N/A	N/A
	36	Enrolment capacity in inner city public primary schools	13/02/2017	14/08/2017	14/08/2017
PC4	33	Budget Estimates 2016/17	18/11/2016	N/A	N/A
PC5	43	Wambelong fire inquiry evidence	21/10/2016	21/04/2017	06/04/2017
	44	Budget Estimates 2016/17	25/11/2016	N/A	N/A
	45	Commercial fishing in New South Wales	24/02/2017	24/08/2017	24/03/2017
PC6	4	Crown land in New South Wales	13/10/2016	13/04/2017	13/04/2017
	5	Budget Estimates 2016/17	25/11/2016	NA	NA
Law and Justice	57	Remedies for the serious invasion of privacy in New South Wales	3/03/2016	5/09/2016	5/09/2016
	58	Security classification and management of inmates sentenced to life imprisonment	4/04/2016	4/10/2016	20/09/2016
	59	First review of CTP	19/08/2017	11/09/2017	21/02/2017
	60	First review of the workers compensation scheme	09/03/2017	11/09/2017	03/10/2017
	40	Economic development in Aboriginal communities	30/09/2016	30/03/2017	01/05/2017
State Development	41	Regional planning processes	28/11/2016	29/05/2017	30/05/2017
	51	Childhood overweight and obesity	15/12/2016	15/06/2017	13/06/2017
Social Issues					
Select Committee	1	Legislative Council Committee System	28/11/2016	28/05/2017	26/05/2017
Select Committee	1	Off-protocol prescribing of chemotherapy	18/05/2017	20/11/2017	Pending

Note – In most of the cases of a delayed response correspondence has been received from the Government noting its reasons for not providing a response or for the response being delayed.

Appendix 4

Committee travel expenses 2016/2017

Standing Committee on State Development

Date	Inquiry	Destination	Activity	In attendance	Expenses
5 – 6 Sep 2016	Regional planning processes in New South Wales	Canberra	Australian Regional Development Conference	Veitch	\$1,885.68
12 Sep 2016	Regional planning processes in New South Wales	Albury	Public hearing	Pearce, Veitch, Colless, Green, Wong, Secretariat (3), Hansard (2)	\$4,674.35
19 Sep 2016	Regional planning processes in NSW	Ballina	Public hearing	Pearce, Colless, Green, Maclaren-Jones, Wong, Secretariat (3), Hansard (2)	\$8,450.75
29 – 30 Sep 2016	Defence industry in New South Wales	Shoalhaven and Wollongong	Public hearing and three site visits	Pearce, Veitch, Graham, Green, Maclaren-Jones, Secretariat (3), Hansard (2)	\$4,375.55
29 Sep 2016	Regional development and a global Sydney	Shoalhaven	Public hearing	Pearce, Veitch, Graham, Green, Maclaren-Jones, Secretariat (3), Hansard (2)	\$2,365.55
TOTAL:					\$21,751.88

Standing Committee on Social Issues

Date	Inquiry	Destination	Activity	In attendance	Expenses
21 Oct 2016	Childhood overweight and obesity	Annandale	Site visit	Farlow, Phelps, Mallard, Secretariat (3)	Nil
TOTAL:					Nil

Portfolio Committee No. 2 - Health and Community Services

Date	Inquiry	Destination	Activity	In attendance	Expenses
9 Sep 2016	Child protection	Wyong	Site visit	Donnelly, Green, Mookhey, Phelps, Taylor, Secretariat (3)	\$950.00
12 Apr 2017	Road tolling	Penrith	Public hearing	Donnelly, Faruqi, Graham, Khan, Phelps, Graham, Hansard (2), Chamber & Support (1), Secretariat (4)	\$3,153.30
TOTAL:					\$4,103.30

Portfolio Committee No. 3 - Education

Date	Inquiry	Destination	Activity	In attendance	Expenses
11 Nov 2016	Inner City public primary school enrolment capacity and redevelopment of Ultimo Public School	Ultimo and Cammeray	Site visit	Maclaren-Jones, Graham, Houssos, Mitchell, Shoebridge, Secretariat (3)	\$675.00
8 May 2017	Provision of education to students with a disability or special needs in NSW schools	Newcastle	Public hearing	Maclaren-Jones, Gay, Mookhey, Shoebridge, Secretariat (4) Hansard (2)	\$5,334.50
19 May 2017	Provision of education to students with a disability or special needs in NSW schools	Shellharbour	Public hearing	Amato, Graham, Maclaren-Jones, Shoebridge, Secretariat (4) Hansard (2)	\$2,944.00
8 Jun 2017	Provision of education to students with a disability or special needs in NSW schools	Lismore	Public hearing and site visit	Amato, Gay, Graham, Maclaren-Jones, Shoebridge, Secretariat (4), Hansard (2)	\$8,797.60
TOTAL:					\$17,751.10

Portfolio Committee No. 4 - Legal Affairs

Date	Inquiry	Destination	Activity	In attendance	Expenses
5 Sep 2016	Museums and galleries	Pymont	Site visit	Borsak, Shoebridge, Farlow, Franklin, Mallard, Moselmane, Secord, Secretariat (4)	\$110.80
22 – 23 Sep 2016	Museums and galleries	Blue Mountains/ Lithgow	Public hearing and site visit	Borsak, Shoebridge, Farlow, Franklin, Mallard, Moselmane, Secord, Secretariat (4), Hansard (2)	\$3,882.20
TOTAL:					\$3,993.00

Portfolio Committee No. 5 - Industry and Transport

Date	Inquiry	Destination	Activity	In attendance	Expenses
25 – 26 Oct 2016	Water augmentation	Broken Hill	Public hearing and site visit	Brown, Veitch, Colless, Buckingham, Green, MacDonald, Mason-Cox, Mookhey, Sharpe, Secretariat (4) Hansard (2)	\$33,561.23
27 Feb - 1 Mar 2017	Water augmentation	Deniliquin and Griffith	Public hearings and site visit	Veitch, Colless, Green, MacDonald, Mason-Cox, Sharpe, Secretariat (4), Hansard (2)	\$26,435.95*
15 – 17 Mar 2017	Water augmentation	Moree, Tamworth and Orange	Public hearing and site visit	Brown, Veitch, Colless, Green, MacDonald, Sharpe, Secretariat (3) Hansard (2)	\$34,369.97*
TOTAL:					\$94,367.15

* Note – Includes charter flights.

Portfolio Committee No. 6 - Planning and Environment

Date	Inquiry	Destination	Activity	In attendance	Expenses
1 Aug 2016	Crown land	Shoalhaven	Public hearing	Green, Amato, Farlow, Primrose, Shoebridge, Veitch, Secretariat (4), Hansard (2)	\$2,915.01
2 – 3 Aug 2016	Crown land	Dubbo and Ballina	Public hearings	Green, Amato, Cusack, Farlow, Shoebridge, Veitch Secretariat (4), Hansard (2)	\$26,787.25*
8 Aug 2016	Crown land	Newcastle and Gosford	Public hearings	Amato, Cusack, Farlow, Primrose, Shoebridge, Veitch Secretariat (4), Hansard (2)	\$5,282.80
27 Jun 2017	Energy from waste	Rooty Hill	Public hearing	Green, Amato, Mallard, Sharpe, Faruqi, Graham, Hansard (2), Chamber & Support (1), Secretariat (4)	\$3,019.00
TOTAL:					\$38,004.06

* Note – Includes charter flights.

Select Committee on the off-protocol prescribing of chemotherapy

Date	Inquiry	Destination	Activity	In attendance	Expenses
2 Nov 2016	Off-protocol prescribing of chemotherapy	Orange	Public hearing	Green, Taylor, Buckingham, Houssos, Khan, Maclaren-Jones, Secord, Secretariat (4), Hansard (2)	\$11,706.10
TOTAL:					\$11,706.10

Appendix 5

Membership of all Legislative Council committees

Standing Committee membership - 56th Parliament

Member	Party	Social Issues Committee	State Development Committee	Law and Justice Committee
Clarke, David	LIB			Member
Colless, Richard	NAT		Member	
Cusack, Catherine	LIB	Chair ¹		
Donnelly, Gregory	ALP	Deputy Chair		
Graham, John	ALP		Member ²	
Green, Paul	CDP		Member	
Khan, Trevor	NAT			Member ³
Maclaren-Jones, Natasha	LIB		Member	
Mallard, Shayne	LIB	Member		Chair
Mookhey, Daniel	ALP			Member
Nile, Fred	CDP	Member		
Pearce, Gregory	LIB		Chair	
Phelps, Peter	LIB	Member		
Sharpe, Penny	ALP	Member		
Shoebridge, David	G			Member
Veitch, Michael	ALP		Deputy Chair	
Voltz, Lynda	ALP			Deputy Chair

1. Ms Cusack became Chair of the Standing Committee on Social Issues on 28 March 2017.
2. Mr Graham replaced Mr Wong as a member on the Standing Committee on State Development on 8 November 2016.
3. Mr Khan replaced Mrs Taylor as a member of the Standing Committee on Law and Justice on 13 September 2016.

AJP Animal Justice Party

N The Nationals

ALP Australian Labor Party

SFFP Shooters, Fishers and Farmers Party

CDP Christian Democratic Party

LIB Liberal Party

G The Greens

General Purpose Standing Committee (now Portfolio Committee) membership - 56th Parliament

Member	Party	GPSC1	GPSC2	GPSC3	GPSC4	GPSC5	GPSC6
Amato, Lou	LIB			Chair ⁴			Deputy Chair
Barham, Jan ⁵	G						
Borsak, Robert	SFF				Chair		
Brown, Robert	SFF					Chair	
Buckingham, Jeremy	G						Member ⁶
Clarke, David	LIB				Member		
Colless, Richard	NAT					Member	
Cusack, Catherine	LIB				Member ⁷		
Donnelly, Gregory	ALP		Chair				
Farlow, Scott	LIB	Member					
Faruqi, Mehreen	G					Member ⁸	
Field, Justin	G	Member ⁹		Member ¹⁰			
Franklin, Ben	NAT	Deputy Chair					
Gallacher, Mike ¹¹	LIB						
Gay, Duncan ¹²	NAT						
Graham, John	ALP		Member				
Green, Paul	CDP		Deputy Chair				Chair
Houssos, Courtney	ALP			Member			
Khan, Trevor	NAT				Member ¹³		

4. Mr Amato replaced Mr Gallagher as a member of Portfolio Committee No. 3 on 3 May 2017. Mr Gallagher replaced Mr Franklin as a member of Portfolio Committee No. 3 on 17 November 2016.
5. Ms Barham was Chair of Portfolio Committee No. 3 until 15 November 2017.
6. Mr Buckingham replaced Mr Shoebriidge as a member of Portfolio Committee No. 6 on 9 March 2017.
7. Ms Cusack replaced Mr Mallard as a member of Portfolio Committee No. 4 on 28 March 2017.
8. Dr Faruqi replaced Mr Buckingham as a member of Portfolio Committee No. 5 on 9 March 2017.
9. Mr Field replaced Mr Buckingham as a member of Portfolio Committee No. 1 on 22 September 2016.
10. Mr Field replaced Ms Barham as a member of Portfolio Committee No. 3 on 16 November 2016.
11. Mr Gallacher was a member of Portfolio Committee No. 3 until his retirement on 6 April 2017.
12. Mr Gay was a member of Portfolio Committee No. 3 until 22 June 2017.
13. Mr Khan replaced Mrs Taylor as a member of Portfolio Committee No. 4 on 13 September 2016.
14. Mr MacDonald replaced Mr Mason-Cox as a member of Portfolio Committee No. 2 on 22 June 2017.

MacDonald, Scot	LIB		Member ¹⁴			Member	
Member	Party	GPSC1	GPSC2	GPSC3	GPSC4	GPSC5	GPSC6
Maclaren-Jones, Natasha	LIB			Deputy Chair			
Mallard, Shayne	LIB						Member ¹⁵
Martin, Taylor	LIB	Member ¹⁶		Member ¹⁷			
Mason-Cox, Matthew	LIB						Member ¹⁸
Mookhey, Daniel	ALP						Member
Moselmane, Shaoquett	ALP				Member		
Nile, Fred	CDP	Chair		Member			
Pearce, Gregory	LIB					Member	
Phelps, Peter	LIB		Member				
Primrose, Peter	ALP	Member					
Searle, Adam	ALP	Member					
Secord, Walt	ALP			Member			
Sharpe, Penny	ALP					Member	
Shoebridge, David	G				Deputy Chair		
Taylor, Bronnie	NAT		Member				
Veitch, Michael	ALP					Deputy Chair	
Voltz, Lynda	ALP				Member		
Walker, Dawn	G		Member ¹⁹				
Wong, Ernest	ALP						Member

15. Mr Mallard replaced Mrs Taylor as a member of Portfolio Committee No. 6 on 28 March 2017.

16. Mr Martin replaced Mr Khan as a member of Portfolio Committee No. 1 on 22 June 2017.

17. Mr Martin replaced Mr Gay as a member of Portfolio Committee No. 3 on 22 June 2017. Mr Gay replaced Mrs Mitchell as a member of Portfolio Committee No. 3 on 28 March 2017.

18. Mr Mason-Cox replaced Ms Cusack as a member of Portfolio Committee No. 6 on 28 March 2017.

19. Ms Walker replaced Dr Faruqi as a member on Portfolio Committee No. 2 on 9 March 2017.

Select Committee Membership - 56th Parliament

Member	Party	Legislative Council Committee System	Off-protocol prescribing of chemotherapy	Human trafficking in NSW
Buckingham, Jeremy	G		Member	
Donnelly, Gregory	ALP	Member		Member
Farlow, Scott	LIB	Chair		
Faruqi, Mehreen	G			Member
Green, Paul	CDP		Chair	Chair
Khan, Trevor	NAT	Member	Member	Member
Maclaren-Jones, Natasha	LIB		Member	Deputy Chair
Mason-Cox, Matthew	LIB			Member
Mookhey, Daniel	ALP		Member ²⁰	
Nile, Fred	CDP	Member		
Pearce, Gregory	LIB	Member		
Phelps, Peter	LIB	Member		
Secord, Walt	ALP		Member	
Shoebridge, David	G	Member		
Taylor, Bronnie	NAT		Deputy Chair	
Veitch, Mick	ALP	Deputy Chair		
Wong, Ernest	ALP			Member

20. *Mr Mookhey replaced Mrs Houssos as a member of the Select Committee on Off-protocol prescribing of chemotherapy on 9 February 2017.*

Procedure Committee and Privileges Committee Membership - 56th Parliament

Member	Party	Procedure Committee	Privileges Committee
Ajaka, John	LIB	Chair	
Blair, Niall	NAT	Member	
Borsak, Robert	SFF	Member	
Donnelly, Greg	ALP		Member
Faruqi, Mehreen	G	Member	Member
Franklin, Ben	NAT	Member	
Harwin, Don	LIB	Member	
Khan, Trevor	NAT	Deputy Chair	Member
Maclaren-Jones, Natasha	LIB	Member	Member
Mason-Cox, Matthew			Chair
Moselmane, Shaoquett	ALP	Member	
Nile, Fred	CDP	Member	Member
Phelps, Peter	LIB		Member
Primrose, Peter	ALP		Deputy Chair
Searle, Adam	ALP	Member	
Secord, Walt	ALP	Member	

Appendix 6

Legislative Council membership of Joint Committees (as at 30 June 2017) - 56th Parliament

Member	Party	Children and Young People	Electoral Matters	Health Care Complaints	ICAC	Legislation Review	Office of the Ombudsman and PIC	Road Safety (Staysafe)	Office of the Valuer-General
Amato, Lou	LP			Member			Member		
Barham, Jan	G			Member*					
Borsak, Robert	SFF		Deputy Chair						
Donnelly, Greg	ALP	Member							
Cusack, Catherine	LIB	Member							
Farlow, Scott	LP							Deputy Chair	
Faruqi, Mehreen	G							Member	
Franklin, Benjamin	N		Member						
Green, Paul	CDP	Member							
Houssos, Courtney	ALP		Member						
Khan Trevor	N				Member		Member		
Mookhey, Daniel	ALP							Member	
Moselmane, Shaoquett	ALP					Member			
Nile, Fred	CDP				Member				
Pearce, Gregory	LP					Member			Member
Phelps, Peter	LP		Chair						
Primrose, Peter	ALP		Member						
Searle, Adam	ALP						Member		
Secord, Walt	ALP			Member					
Shoebridge, David	G					Member			
Voltz, Lynda	ALP				Member				
Wong, Ernest	ALP								Member

Note: The joint committees are administered by the Legislative Assembly.

ALP Australian Labor Party CDP Christian Democratic Party LP Liberal Party SF Shooters, Fishers and Farmers Party
 AJP Animal Justice Party G The Greens N The Nationals

* Ms Barham was a member of the Committee on the Health Care Complaints Commission until her retirement on 13 February 2017.

Appendix 7

Inquiry statistics as at 30 June 2017

Inquiry Name	Submissions received	No. of hearings	Witnesses	Reports
Portfolio Committee No. 1 - Premier and Finance				
Budget Estimates 2016/17	0	3	13	1
Budget Estimates 2017/18*	0	0	0	0
Portfolio Committee No. 2 - Health and Community Services				
Budget Estimates 2016/17	0	5	34	1
Child protection	103	3	46	1
Road Tolling	115	3	35	0
Portfolio Committee No. 3 - Education				
Budget Estimates 2016/17	0	5	30	1
Enrolment capacity in inner city public primary schools	68	1	19	1
Students with a disability or special needs in New South Wales	424	6	110	0
Portfolio Committee No. 4 - Legal Affairs				
Budget Estimates 2016/17	0	6	43	1
Museums and galleries in New South Wales	171	7	55	0
Emergency services agencies	28	0	0	0
Emergency services levy	0	0	0	0
Portfolio Committee No. 5 - Industry and Transport				
Budget Estimates 2016/17	0	4	23	1
Water augmentation	115	9	102	0
Wambelong fire inquiry evidence	2	1	3	1
Commercial fishing in New South Wales	170	3	43	1
Review of the commercial fishing inquiry recommendations	0	0	0	0
Portfolio Committee No.6 - Planning and Environment				
Budget Estimates 2016/17	0	4	21	1
Crown land in New South Wales	355	7	98	1
Energy from waster technology	383	2	31	0
Law and Justice				
First review of the CTP insurance scheme**	N/A	N/A	N/A	1
First review of the workers compensation scheme	84	2	51	1
First review of the Lifetime Care and Support scheme	11	2	17	0
First review of the Dust and Diseases scheme	6	2	12	0
Social Issues				
Childhood overweight and obesity	42	2	47	1
State Development				
Regional planning processes in New South Wales	2	3	25	1
Economic development in aboriginal communities	15	1	21	1
Regional development and a global Sydney	34	2	24	0
Defence industry in New South Wales	28	1	10	0
Select Committees				
Legislative Council committee system	N/A	N/A	N/A	1
Off-protocol prescribing of chemotherapy	115	6	44	1
Human trafficking in New South Wales	28	4	29	0
TOTAL	2,299	94	988	19

* The 2017/18 Budget Estimates inquiries were referred to the portfolio committees from the Legislative Council on 21 June 2017.

** The Standing Committee on Law and Justice has previously reviewed these schemes as part of earlier inquiries. See page 46 for further details.

Index

A		L	
Annotated Standing Orders project	39	Leadership team	11
Appendices	91	Legislation	22
At a glance	7	Legislative Council in Practice Seminars	62
ANZACATT	88	M	
Audit and Risk Committee	79	Management groups	78
Australia Day	66	Membership of all Legislative Council Committees	105
Australasian Study of Parliament Group	66	Members of the Legislative Council	92
		Members' allowances and expenditure	94
B		N	
Bills	28	Notices of motions	27
Broadcasting of Proceedings	17	O	
Budget Estimates 2016-2017	56	Off protocol prescribing of chemotherapy	55
Building Works	82	Office of the Black Rod	60
		Official visits	70
C		Oral History Project	23
Clerk's review	4	Orders for papers	31
Chamber and Support Services	60	Organisational structure	9
Committee Office	44	P	
In Committees	43	Parliamentary Friendship Groups	76
Committee inquiry statistics	110	Parliamentary relations	69
Committee reports and Government responses	100	Parliamentary Service Awards	85
Commonwealth Day	75	People matter survey	84
Commonwealth Parliamentary Association	72	Petitions	34
Commonwealth Women Parliamentarians	76	Policy Review Steering Committee	81
Community Engagement Activities	62	Portfolio Committees	49
Corporate governance	77	Presiding Officers and Clerks Conference	24
		Privileges Committee	40
D		Procedure Committee	40
Delegations	70	Procedure Office	26
		Procedural training	40
E		Public Interest Disclosures	84
Engaging with the Community	59	Q	
Equal employment opportunities	84	Questions and answers	35
Exhibitions, Fountain Court	64	R	
Executive team	10	Records management	81
		Research	37
F		S	
Family Fun Day	65	School Outreach Program	64
Financial performance	85	Secondments	44
Financial summary	86	Select Committees	54
		Social media initiatives	68
G		Strategic planning	14
Greyhounds (Orders for Papers)	32	Sydney Open 2016	66
		T	
H		Tabled documents	30
Hospitality and visitors	70	Training for members and staff	87
Human Trafficking in NSW (Select Committee)	54	Travel expenditure	90
		Twining Program	73
I		W	
Indigenous cadetship	85	Women in Parliament Exhibition	65
Industrial matters	83	Y	
In the House	25	Year at a glance	1
IT projects	82		
J			
Joint Standing, Statutory and Select Committees	56		
K			
Key projects 2016-2017	15		



LEGISLATIVE

COUNCIL

798
LEGISLATIVE COUNCIL



Legislative Council
Parliament House
Macquarie Street
SYDNEY NSW 2000

www.parliament.nsw.gov.au
Ph (02) 9230 2111