

Annual Report 1997/98



PARLIAMENT OF NEW SOUTH WALES



Year ended 30 June 1998

Department of the Legislative Council

Mission

To service and enhance the operations of the New South Wales Parliament by providing an apolitical, innovative and integrated support service to support Members both within and outside Parliament House and relevant services to the people of New South Wales.

Corporate Goals

Goal 1

Provide the procedural support, advice and research necessary for the effective functioning of the House

Goal 2

Provide services which support members in their electoral and constituency duties

Goal 3

Provide effective and professional administrative support and services to Members and to other client groups and maintain appropriate reporting mechanisms

Goal 4

Provide a safe and healthy working environment, in which Members and staff can reach their maximum productivity

Goal 5

Promote public awareness of the purpose, functions and work of the Parliament.

Goal 6

Maintain and enhance an appropriate physical environment for the conduct of Parliamentary business while preserving the heritage value of Parliament House.

Access to Services

Located at: Parliament House
Macquarie Street
SYDNEY NSW 2000

Contact telephone & facsimile numbers

	Telephone	Facsimile
Switchboard	9230 2111	
Members - Legislative Council	9230 2111	
Clerk's Office	9230 2346	9230 2761
Procedure Office	9230 2331	9230 2876
Committee Office	9230 2641	9230 2812
Administration Office	9230 2824	9230 2876
Attendant's Reception Desk	9230 2319	9230 2876

E-mail address:

Council@parliament.nsw.gov.au

Legislative Council's Home Page on the Internet:

<http://www.parliament.nsw.gov.au/lc>

Office operating hours

The Legislative Council office is open weekdays, excluding public holidays, between 9.00 am and 5.00 pm on non-sitting days, and from 9.00 am until the rising of the House on sitting days.

The Legislative Council normally meets at 2.30 pm on Tuesday and 11.00 am on Wednesday and Thursday. Visitors may attend the sittings at any time and observe proceedings from the public gallery.

Visits by the public

The Legislative Council Chamber and public areas at Parliament House are open for inspection by the public from 9.30 am to 4.00 pm, Monday to Friday, except public holidays. Attendants are on hand to answer questions and provide information.

Organised tours for school and community groups can be booked by telephoning 9230 2440, or the Legislative Council reception desk. Wheelchair access to the building is available.

ACKNOWLEDGMENT

This report was compiled by: Ms Judy Bartlett, Parliamentary Officer - Administration (Projects), Mr Tim Growden, Parliamentary Officer - Administration (Personnel & Training) and Ms Sandra Hoy, Senior Policy & Projects Officer.

ISSN:1324-1974

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LEGISLATIVE COUNCIL

I am pleased to present to the Legislative Council the annual report prepared by the Clerk of the Parliaments on the operations of the Department of the Legislative Council for the year ending 30 June 1998.

Virginia Chadwick BA, Dip Ed.
President of the Legislative Council

LEGISLATIVE COUNCIL
NEW SOUTH WALES

OFFICE OF THE CLERK



PARLIAMENT HOUSE
SYDNEY N.S.W. 2000
PH. (02) 9230 2321
FAX (02) 9230 2361
email: cevwro@parliament.nsw.gov.au

The Honourable Virginia Chadwick
President of the Legislative Council
Parliament House
Macquarie Street
Sydney NSW 2000

Dear Madam President

I am pleased to submit for your information and presentation to the House the Annual Report of the Department of the Legislative Council for the year ended 30 June 1998.

While there is no statutory requirement to table an Annual Report, I have arranged publication of this report in the spirit of the Acts which apply to Government Departments, namely the Annual Reports (Departments) Act 1985 and the Public Finance and Audit Act 1983.

Yours sincerely

John Evans
Clerk of the Parliaments

Charter

The first Legislative Council was established in 1824 by an Act of the British Parliament, Act 4 Geo IV Cap. 96. Under the New Constitution Act of 1853, Act 17 Vic. No. 41, this Council was replaced by a bicameral Parliament consisting of a nominated Legislative Council and an elected Legislative Assembly. The bicameral Parliament first met in 1856.

Since its establishment, the Legislative Council has undergone many changes in line with developments in the system of Government in New South Wales. Today, the Legislative Council comprises 42 Members, elected by the people of New South Wales on a state-wide adult franchise under a system of proportional representation. One half of the Members are elected at simultaneous elections with the Legislative Assembly each 4 years. The Council's powers with respect to the passage of Bills are set out in the Constitution Act 1902.

The Department of the Legislative Council provides procedural, administrative and support services to assist the Members of the Legislative Council in performing their parliamentary duties. These services include research and advice on parliamentary practice and procedure, the preparation of documents for use in the House, and the provision of staff and equipment to Members of the Legislative Council. In addition, the Department is responsible, together with the Legislative Assembly, for the corporate management of all other Departments and Sections within the Parliament which provide services to Members of both Houses of the Parliament.

The Department is accountable to the President of the Legislative Council, who is elected by the Members of the Legislative Council. The Department of the Legislative Council is independent of the New South Wales public service, although many public sector policies and practices are adapted or followed by the Department.

Charter of Values

People are our Priority

We will respond quickly to customer demands.

We will provide a service that is unfailing in satisfying customers' expectations.

Positive Attitude

We focus on getting the job done in a timely and efficient manner.

We ask about your needs and we will work with you to achieve solutions.

Professional Performance

We will build and maintain a reputation for absolute impartiality and trustworthiness.

We pride ourselves on being competent and cost-effective in the eyes of customers.

In our organisation, excellence in performance wins rewards.

We encourage innovation and initiative.

Role of the Clerk

The primary objective of the Clerk of the Parliaments is to provide expert and authoritative advice and counsel to the President, Ministers and Members of the Legislative Council on parliamentary law, practice and procedure relating to Parliament's role in making laws, scrutiny of the Executive Government, and debate and investigation of matters of public interest.

The Clerk, as Chief Executive Officer, has management responsibilities relating to the planning, development, direction and control, and managing performance of the operations of the Legislative Council and, jointly with the Clerk of the Legislative Assembly, the joint services of the Parliament, to ensure effective operation and within budgetary constraints.

Role and Functions of the Department

The Department of the Legislative Council provides services to the Members of the Legislative Council to enable them to perform their parliamentary duties. Four standing committees of the Council are also supported. The three principal program areas of the Department are:-

- Advisory and procedural services include advice to Members on parliamentary practice and procedure, preparation of documentation for use in the House and production of the records of proceedings of the House and its Committees.
- Administrative and support services provide Members with support staff and equipment, administer Members' salaries, allowances and entitlements, and ensure effective delivery of other services available to Members both within and outside Parliament House. Advice and staff are also provided to Committees enabling them to carry out research and prepare reports.
- Corporate management involves corporate/strategic planning, budget development, monitoring and reporting (especially finance), personnel and training, industrial/employee relations, and the provision of consultancy services relating to all these functions to Joint Services Departments.

The Legislative Council has administrative responsibility for the major Departments of Building Services, Food and Beverage Services and the Information Technology Services Section.

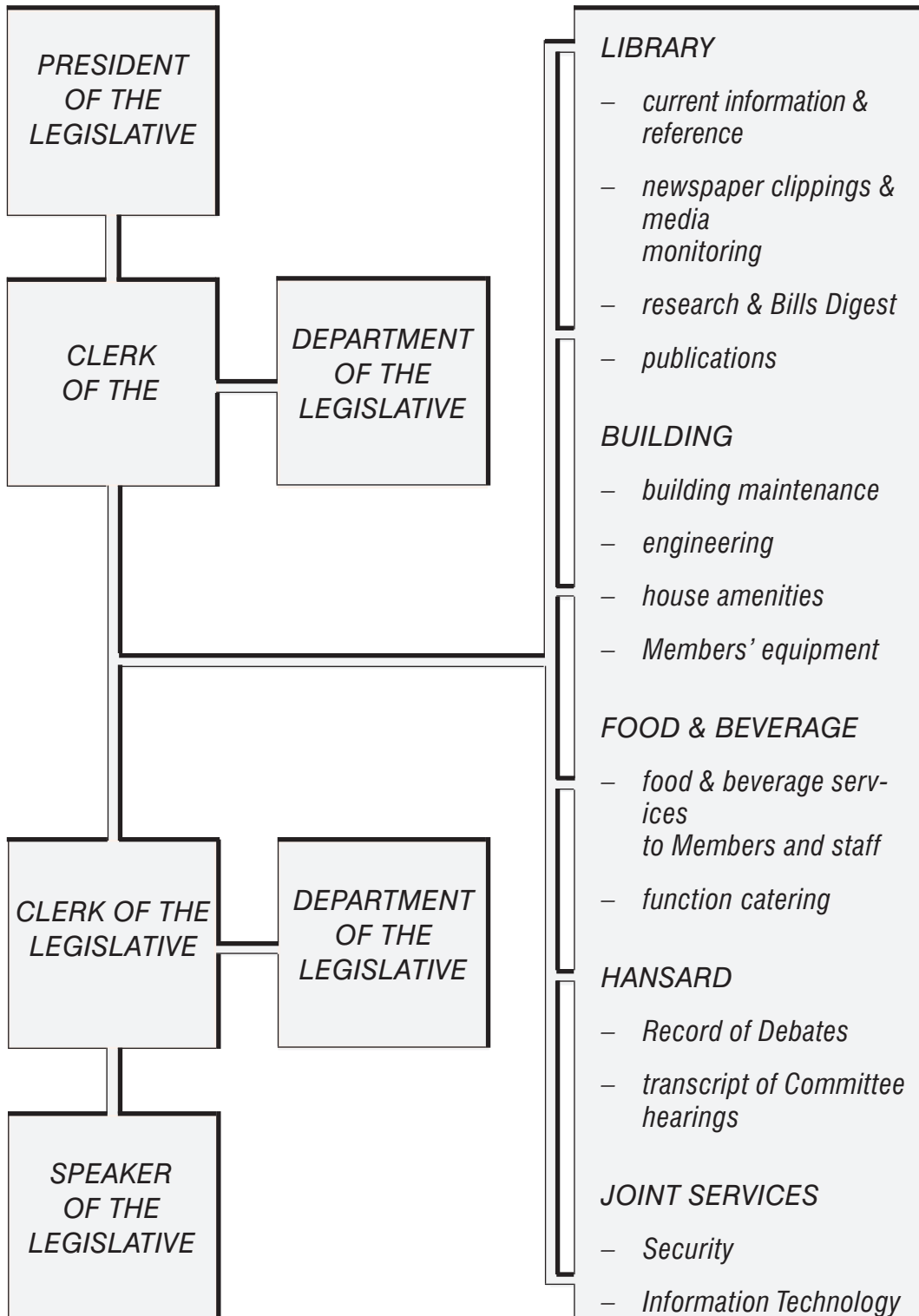
Significant Events

- On Tuesday, 16 September 1997, the Parliament received the Governor of New South Wales, His Excellency the Hon. Gordon Samuels AC, to officially open the Third Session of the Fifty-First Parliament of New South Wales. This was followed by the official reception hosted by the Presiding Officers for the Governor and 900 guests of the Parliament.
- The Hon Max Willis, MLC resigned from the position of President of the Legislative Council with effect from 29 June 1998. The Hon Virginia Chadwick, MLC was elected President by the Members of the Legislative Council on 29 June 1998.
- The Legislative Council was nominated for the 1997 Prime Minister's employer of the Year Awards. These annual awards recognise the contribution made by small and large employers, Australia wide, in providing work opportunities to people with disabilities.
- The Special Commissions of Inquiry Amendment Act 1997 was passed in response to certain claims made in the House by the Hon. Franca Arena MLC. The Act varied the operation of parliamentary privilege to enable an independent inquiry to be established to investigate matters relating to proceedings in Parliament. A Special Commission of Inquiry was established under the Act to investigate the truth of Mrs Arena's claims. Mrs Arena unsuccessfully challenged the validity of the Act in the Supreme Court of NSW (*Arena v Nader* (1997) 42 NSWLR 427 (CA)), and was refused special leave to appeal against that decision to the High Court of Australia (*Arena v Nader* (1997) 71 ALJR 1604).
- An inquiry concerning the conduct of the Hon. Franca Arena MLC in making certain claims during a speech in the House was referred to the Standing Committee on Parliamentary Privilege and Ethics for inquiry and report. In its Report dated June 1998, the Committee found that the conduct of Mrs Arena in the matter fell below the standards the House is entitled to expect from its Members and brought the House into disrepute. The Committee recommended that Mrs Arena be suspended from the service of the House until she submitted an apology and a withdrawal of certain imputations contained in her speech.
- In March 1998, the NSW Government released a proposed draft code of conduct for the Members of both Houses. The Legislative Council referred this code of conduct to the Standing Committee on Parliamentary Privilege and Ethics for inquiry and report. In June 1998 the Committee issued its report which recommended that the code of conduct be adopted by the House for the purposes of section 9 of the Independent Commission Against Corruption Act 1988, with an additional savings and transitional provision recommended by the Committee.
- On Tuesday, 16 June 1998, Justice Vince Bruce of the Supreme Court, was admitted to the Bar of the House to address the House in relation to the matters set out in the 'Report of the Conduct Division of the Judicial Commission', dated 15 May 1998 and for him to show cause why he should not be removed from office. On Thursday, 25 June 1998, the House voted against seeking the removal from office of Justice Bruce.
- The long-term problem of providing suitable accommodation for Members and staff of the Legislative Council was addressed during this period. The project involved the relocation of all Legislative Council Members and their staff to offices on level 11 of Parliament House.

- The Legislative Council Standing Committee on Law and Justice and all Legislative Assembly Committees took up accommodation in FAI House on Macquarie Street opposite Parliament House.
- The Legislative Council co-ordinated the official program for the inaugural visit of State Senators from California, USA to the Parliament of New South Wales from 2-11 October 1997. The delegation consisting of 5 Members and 1 Officer was led by Senator Diane Watson of the California State Senate. The visit was part of the official sister-state agreement established with the State of California USA, by joint resolution of the Legislative Council and Legislative Assembly and by concurrent resolution of the California Senate.
- The Legislative Council co-ordinated arrangements for the 12th Anniversary visit by a delegation from the Tokyo Metropolitan Assembly from 19-25 November 1997. The delegation consisting of 14 Members and Officers was led by Mr Nobujiro MAEJIMA, Vice President of the Tokyo Metropolitan Assembly. The aim of the visit was to reinforced our friendship ties with the Tokyo Metropolitan Assembly.
- The Legislative Council assisted in arranging a program for a visit by Clerk-Assistants from the National Assembly of Kenya, led by Mr James Mwangi, Senior Clerk Assistant, from 18-22 May 1998. The delegates acquired knowledge concerning procedural, committees, members services and protocol matters during their time with the Legislative Council.

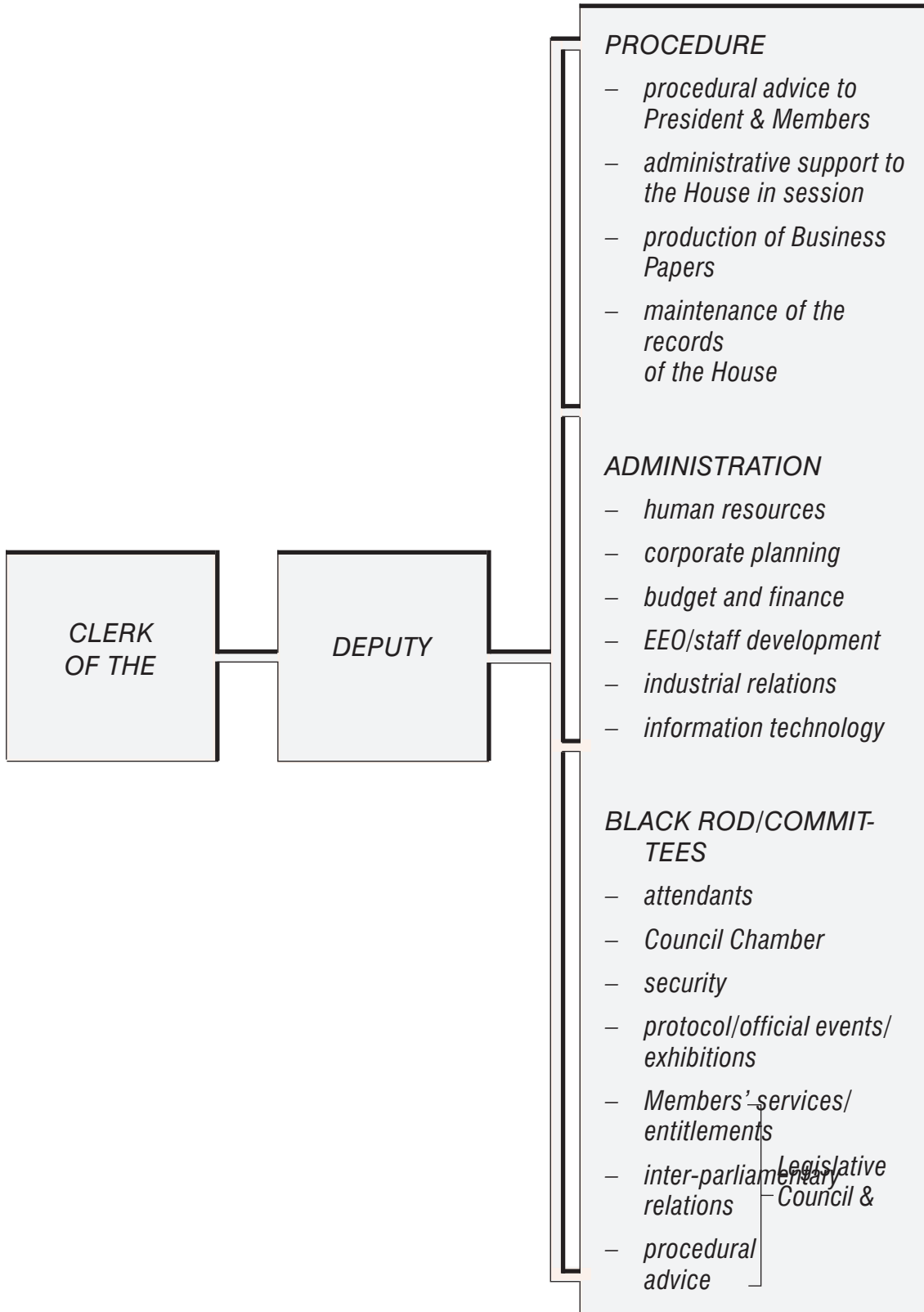


Organisation Chart Parliament House



Organisation Chart

Department of the Legislative Council



Clerk's Overview

The Honourable Virginia Chadwick, MLC was elected President of the Legislative Council on 29 June 1998 following the resignation of the Honourable Max Willis, MLC as President.

The Standing Committee on Law and Justice moved to Level 7 of FAI House in Macquarie Street opposite Parliament House. This move enabled the dispute regarding the lack of suitable accommodation for Members and their staff to be addressed. The relocation of Members and their staff to Level 11 commenced in June 1998.

A series of seminars on Parliamentary procedure were again presented by Council staff during the reporting period. These seminars were well attended by Members staff, as well as representatives from various government departments and Ministers' Offices. The topics this year were modified to reflect the specific interests of the attendees. In addition, two personal development courses were developed and presented by Council staff and were made available to staff throughout Parliament House.

The Members Entitlements Computer System, implemented during the previous reporting period, underwent further development and refinement this year. The system has noticeably improved the administration of Members entitlements. The Members Guide was also continually updated during the year, to ensure that any changes in entitlements were notified to Members in a timely manner.

The Legislative Council introduced a Home Page on Lotus Notes which provided Members and staff with access to the Business Papers, Hansard and other procedural and corporate documents.

Two procedural briefing notes were compiled this year. These notes are in addition to the twenty procedural briefing notes prepared in the last reporting period and are important and interesting items of procedure that have occurred in the House. Three procedural advisory notes were also prepared for the use of Table Officers to assist them in giving expert advice to Members on specific topics that may come up in the House.

Committee activity

The level of Committee activity increased in the past year, partly due to five General Purpose Standing Committees being appointed on 7 May 1997. There were 16 inquiries under way at the end of June compared with 14 at the end of the last financial year. A total of 13 reports were tabled by the four Legislative Standing Committees and 6 reports were tabled by the five General Purpose Standing Committees during the reporting period.

Code of Conduct for Members

A draft code of conduct for the Members of both Houses, released by the Government, was referred by the Legislative Council to the Standing Committee on Parliamentary Privilege and Ethics for inquiry and report. This report was issued in June 1998 which recommended that the code of conduct be adopted by the House.

Amendments

The Legislative Council was again active in fulfilling its role as a House of Review. Out of 202 Bills passed during the reporting period, the Council amended 62 of these bills, which equates to 31%.

Disallowance

The Council was once again active in its scrutiny of subordinate legislation proclaimed by the Government with part of one statutory instrument being disallowed.

This reporting period once again proved to be a challenging year for the Council, with many improvements made to manual and computerised systems to assist Managers and staff in providing information and advice to Members and staff. There were several staff changes in the Legislative Council during the year and I wish to commend all staff on their commitment and dedication to the Council. Everyone is to be congratulated for the continued level of high performance. The coming year will no doubt provide us all with new challenges along with the routine matters that need to be accomplished. Working together as a team will ensure that our goals are achieved and that the work environment is a happy and successful one.



Key Plans 1998-1999

In terms of the Legislative Council Corporate Goals, a number of activities have been planned for the coming year, to improve services to Members and promote efficiency within the Council, these include:

- Review, consolidate and streamline the areas of the:
 - reference library
 - procedural processes including “paper practices with a view to potential application of IT developments”
 - record keeping
 - tabled documents
- Continued development of Lotus Notes for procedural information
- Implement a program of seminars for new Members and staff
- Compile, Revise and publish manuals/rulings for:
 - Committees
 - President
 - Procedural Manuals for Parliament
- Research and write papers on a many areas including the Role of the Legislative Council and legislation in the House
- Compile and publish the Journals for the 3rd session of the 51st Parliament
- Prepare and publish Procedural Highlights
- Compile and publish Consolidated Index to Journals for the period 1843-1855
- Provide advice for President’s & Clerk’s use in Estimates Committees hearings
- Continued development and implementation of computerised systems and management plan for Assets and Records
- Manage the Members’ computer equipment upgrade project
- Develop and review staff inductions and awards
- Organise Australia Day and Commonwealth Day celebrations
- Review and enhance public information about the role and functions of the Legislative Council
- Develop project plan for celebration of 175th Anniversary of the first Legislative Council on 25 August 1999
- Develop project plan for media quality broadcast facility of proceedings in the Council Chamber
- Develop project plan for video recording of evidence of Standing and Select Committees

Progress Report on Year 2000 Millennium Bug Projects

The scope and status of the Year 2000 project

The Year 2000 project was commenced in December 1997 to identify the impact of the Year 2000 on New South Wales Parliament's operations due to the potential incompatibility of computer hardware and software resources to handle dates at the end of the century and beyond.

The project is based on the methodology documented in the "Year 2000 Business Risk Analysis handbook" developed and issued by the former NSW Department of Public Works & Services. Each of the steps of the methodology has been considered and only those applicable to the Parliament adopted.

Questionnaires were sent out to all stakeholders and their responses were collated to obtain an inventory of all computer hardware and software. From the analysis of the information provided, the impact of the Year 2000 in Parliament was identified and estimate of costs for rectification determined.

An application to Treasury for funding for Year 2000 projects was made and Parliament has received funding for 1998/99 and has been assured of funding for 1999/2000 to complete all year 2000 rectification projects. Currently, four of the five major year 2000 rectification projects have commenced. Three of the projects will be completed by December 1998. The fourth, which is the replacement of Parliament's Accounting System with an Integrated Financial Information System is due for completion by June 1999.

Another major project is to replace WordPerfect by MS-Word as the Parliament's word processing platform. This will commence in July 1999 and is expected to be completed by December 1999, funding for which will be available as part of the 1999/2000 year 2000 project funding.

Any proposal to develop contingency plans to ensure the continued operation of the critical business functions

Parliament will be developing contingency plans in line with Premiers Memorandum No 98 - 14.

Any proposal to obtain independent verification of the Year 2000 compliance strategies

Work to obtain independent verification of the Year 2000 compliance strategies is to commence soon.

The estimated total cost of the Year 2000 activities

Total estimate for Year 2000 rectification is a capital cost of \$3,148,000 with a recurrent cost of \$225,000. It is estimated that cost of producing an independent verification of Year 2000 compliance strategies and the contingency plan will be \$25,000.

Procedural Advice and Support

GOAL 1

Provide the procedural support, advice and research necessary for the effective functioning of the House.

The primary goal of the Department of the Legislative Council is to provide services which directly support the functioning of the House and of several Parliamentary Committees.

The Legislative Council comprises 42 Members directly elected by every voter in New South Wales. The method of voting is known as optional preferential proportional representation. In order to be elected candidates need to obtain a quota which is about 4.5% of the total formal vote. Members are elected for a period of eight years. One half of the Legislative Council is elected at the same time an election for the Legislative Assembly occurs. The Government remains in a minority which has been the case since the March 1995 election with seven of the 42 Members from minor parties, groups or independents. As a result the Legislative Council plays an important role in the review of legislation and the parliamentary committee process.

The parties represented in the Council are: Australian Labor Party [16], Liberal Party of Australia (NSW Division) [11], National Party of Australia (NSW) [6], Christian Democratic Party [2], Australian Democrats [1], A Better Future for our Children [1], The Greens [1], Shooters Party [1] and Independents [3].

The political makeup of the House changed during the period, with the Government holding 16 seats (17 in previous year), the Opposition holding 17 seats (18 in previous year), and the election of a new President. The resignation of the Honourable Franca Arena from the Australian Labor Party and the resignation of the Honourable Helen Sham-Ho from the Liberal Party (both became Independents), resulted in nine cross-bench Members now sitting in the House. The number of political parties in the House continues to produce a greater

complexity and volume of procedural advice required from the Clerk of the Parliaments and other senior officers.

PROCEDURAL ADVICE

The Clerks-at-the-Table must ensure that proceedings in the House conform to requirements of the Standing and Sessional Orders, the Constitution Act, and other laws as they relate to Parliament. Parliamentary practice and procedure must also be followed to ensure bills pass through all the required stages of the legislative process.

Significant issues arising during the reporting period

Egan v Willis & Cahill

Last year it was mentioned that the High Court had granted leave to appeal against the decision of the New South Wales Court of Appeal in *Egan v Willis & Cahill* (1996) 40 NSWLR 650. The appeal was heard in the High Court on 16, 17 and 18 June 1998.

Review of Bills

The Legislative Council was active in fulfilling its role of reviewing bills initiated in the Legislative Assembly. Out of 202 Bills passed during the reporting period, the Council amended 62 of these bills, which equates to 31%.

Bar of the House – Justice Vince Bruce

In May 1998, a Report of the Conduct Division of the Judicial Commission, dated 15 May 1998, recommended parliamentary

consideration of the removal of the Honourable Justice Vince Bruce of the Supreme Court, on grounds of incapacity, primarily due to issues concerning delays in delivering judgements. In order for Judge Bruce to be given an opportunity to defend himself, the House agreed to a motion to hear the Judge at the Bar of the House. On Tuesday, 16 June 1998, Justice Bruce was admitted to the Bar of the House to address the House in relation to the matters set out in the Report and for him to show cause why he should not be removed from office.

The Constitution Act 1902 provides that a holder of judicial office can only be removed by the Governor, on an address from both Houses of Parliament seeking removal on the ground of proved misbehaviour or incapacity. This was a historic occasion as it was the first time the House was required to decide whether a Judge of the Supreme Court of New South Wales should be removed from office.

On Thursday, 25 June 1998, the Honourable Jeff Shaw (Attorney General) moved a motion to adopt and present an address to the Governor seeking the removal from office of the Honourable Justice Vince Bruce. Government and Opposition Members of the House were granted a free vote on the motion, being a vote regardless of party affiliation. After lengthy and considered debate, the House voted (16:24) against seeking the removal from office of Justice Bruce.

Citizen's Right of Reply

On 13 November 1997, the Council adopted a citizen's right of reply procedure in the House. The Motion followed a report by the Standing Orders Committee which recommended adopting the procedure based on its successful use in other Parliaments. The Standing Orders Committee was required to investigate the procedure in response to controversial allegations made by a Member in relation to the Royal Commission into the New South Wales Police Service (Inquiry into Paedophilia).

Disallowance of Statutory Rules

During the reporting period, only part of one statutory instrument was disallowed. Schedule 1 [3] of the Fisheries Management (General) Amendment (Review Panel) Regulation 1998 was disallowed on a division of the House.

Opening of Parliament by Governor

The Governor, His Excellency the Honourable Gordon Samuels, issued a Proclamation convening Parliament on 16 September 1997, following its prorogation on 30 July 1997. A full ceremonial opening of Parliament was held in the presence of over 200 hundred invited guests, prominent community leaders and dignitaries. Mrs Samuels accompanied the Governor as part of the official party. There were also several hundred spectators crowded around the Parliament in Macquarie Street to view the event on a large trailer mounted screen. Following a military procession and other fanfare, the House met at 2.10 p.m. and Governor Samuels gave his address outlining the Government's legislative and policy proposals for the third session of the Fifty-first Parliament. This was the first official opening of Parliament by the Governor since he took office in January 1996.

Allegations made by a Member

The Special Commissions of Inquiry Amendment Act 1997 was passed in response to certain claims made in the House by the Hon. Franca Arena MLC. The Act varied the operation of parliamentary privilege to enable an independent inquiry to be established to investigate matters relating to proceedings in Parliament. A Special Commission of Inquiry was established under the Act to investigate the truth of Mrs Arena's claims. Mrs Arena unsuccessfully challenged the validity of the Act in the Supreme Court of NSW (Arena v Nader (1997) 42 NSWLR 427 (CA)), and was refused special leave to appeal against that decision to the High Court of Australia (Arena v Nader (1997) 71 ALJR 1604).

An inquiry concerning the conduct of the Hon. Franca Arena MLC in making certain claims during a speech in the House was referred to the Standing Committee on Parliamentary Privilege and Ethics for inquiry and report. In its Report dated June 1998, the Committee found that the conduct of Mrs Arena in the matter fell below the standards the House is entitled to expect from its Members and brought the House into disrepute. The Committee recommended that Mrs Arena be suspended from the service of the House until she submitted an apology and a withdrawal of certain imputations contained in her speech. For

further information refer to section on Standing Committee on Parliamentary Privilege and Ethics.

Key projects to improve effectiveness

Procedural Briefing Notes

To add to the 20 procedural briefing notes prepared in the last reporting period, the following have been completed. Future briefing notes will be written as the occasion demands.

- No. 21 - Reference to Proceedings in Committee
- No. 22 - Contempt

Procedural Advisory Notes

These have been prepared for the use of Table Officers to give expert advice to Members on specific topics that may come up in the House.

- No. 1 - Appointment of a Premier from the Upper House
- No. 2 - Time Limits of Speeches
- No. 3 - Disclosure of *In Camera* Evidence

Procedure Manual for the Commission Opening of Parliament

In conjunction with the preparations for the Budget session and the Commission Opening of the Second session of the Fifty-first Parliament, a Procedure Manual for a Commission Opening of Parliament was completed. The manual will assist new staff, and will also facilitate a new integrated approach to the many procedural and administrative requirements associated with the opening of a new session by Commissioners.

Sessional Rulings of the President

The business and practices of the House are governed by standing orders, sessional orders and precedents. The Clerk and Deputy Clerk regularly compile rulings given by the Chair, based on those orders and precedents. The rulings are published for use by the President, Chairman of Committees and Temporary Chairs, to ensure that occupants of the Chair are aware of recent rulings. This allows for greater uniformity and consistency in directions given in the House. The Sessional Rulings are published

at the end of each session and incorporated, where appropriate, into the Principal Rulings of the Chair, which date from 1895. The rulings provide a valuable educational tool for Members newly appointed to these positions.

Manual on filling a casual vacancy in the Legislative Council and the Senate

Since the commencement of the third session of the 51st Parliament there have been three joint sittings of the Parliament to fill vacancies in the Legislative Council and one joint sitting to fill a vacancy in the Senate. In order to assist staff a manual was prepared describing the procedural and administrative requirements for a joint sitting. This manual will be used as an internal document for the Procedure Office.

Journals

At the conclusion of each session of Parliament all the daily Business Papers of the House are bound and published as the Journals of the Legislative Council. The Journals are the official records of the House which include: the indexed Minutes of Proceedings; Notices of Motions; Questions and Answers; register showing the history of progress of bills, a report of the Divisions in Committee, a Register of Addresses and Orders of the House for Papers; Sessional, Standing, Joint and Select Committees appointed; abstracts of petitions presented; a return showing the attendance of Members; proclamations and reports of the Printing Committee. The 1996/97 Journals covering the third session of the 51st Parliament were completed in June.

Home Page on Lotus Notes

The Legislative Council introduced a Home Page on Lotus Notes, to provide Members and staff with access to the Business Papers, Hansard and other procedural and corporate documents.

Seminars on Parliamentary Practice and Procedure

The Legislative Council held a series of seminars in March and April on the practices and procedures of the Legislative Council. These seminars, which are held annually, were well attended by Members' staff, as well as representatives from various government offices and Ministers' Offices.

The seminar topics this year were modified to reflect the specific interests of the attendees. These seminars included:

- Day in the life of the House
- Standing and Sessional Orders
- Understanding the Notice Paper
- Passage of Legislation and Procedures in Committee of the Whole.

PARLIAMENTARY COMMITTEES

Legislative Council Members are appointed to serve on a number of Parliamentary Committees which report to the House on various issues referred to them by the Legislative Council, a Minister or, if it is a Joint Committee, either House.

Committees of the House may be Standing, Sessional or Select and may be joint with the Legislative Assembly. Details of membership of Legislative Council Members on Committees are outlined in the Appendices as follows:

- Appendix 2 Joint Committees
- Appendix 3 Legislative Council Standing Committees
- Appendix 4 Legislative Council Select Committees
- Appendix 5 Legislative Council Sessional Committees

Legislative Council Committees

• Standing Committees

The Legislative Council now has nine Standing Committees. The Standing Committees on Law and Justice, Social Issues and State Development are each supported by a permanent secretariat and Privilege and Ethics is staffed by officers from the Legislative Council. In addition, 5 General Purpose Standing Committees were appointed on 7 May 1997 reflecting Government Ministers' portfolio responsibilities. These Committees are also staffed by officers from the Legislative Council.

• Select Committees

Select Committees are usually appointed for short periods to consider topical

matters, although their inquiries may extend beyond one session. Once a Select Committee reports to the House, or to both Houses in the case of a Joint Select Committee, it ceases to exist.

• Sessional Committees

Sessional Committees are referred to as domestic Committees and concern themselves solely with operational matters relating the House or the Parliament.

• Statutory Committees

Statutory Committees are established by Acts of Parliament.

Standing Committee on Law and Justice

The Standing Committee on Law and Justice was first established by resolution of the House 24 May 1995.

The functions of the Law and Justice Committee are to inquire into and report to the Legislative Council on:

- matters concerned with legal and constitutional issues including law reform, family law, parliamentary matters, criminal law and administrative law
- issues arising in connection with the NSW criminal justice system, including matters concerned with the Attorney General, justice, police and corrective services and
- state emergency services.

During the reporting period the Committee worked on three references from the Legislative Council, and one reference from the Attorney General.

Motor Accidents Scheme

In December 1995 the Committee received a reference from the House to inquire into and report on the Motor Accidents Scheme (compulsory third party insurance). The first Interim Report on this inquiry was tabled in December 1996. That report identified three issues requiring further investigation: long term care of very seriously injured motor accident victims; medical evidence; and legal costs. The Committee received supplementary submissions in relation to these matters during 1997 and conducted further hearings in September 1997. A delegation conducted

a study tour to the United States, Canada and the United Kingdom examining the use of structured settlements and legal costs. The Second Interim Report was tabled in December 1997 and contained the Committee's concluded views on long term care and medical evidence, together with a detailed discussion of the benefits of structured settlements. Due to delays in the completion of empirical research being conducted by the Justice Research Centre into legal costs, the Committee will not be able to complete the final part of this inquiry until October 1998.

Workplace Safety

In June 1996 the Committee received a reference from the House to inquire into and report upon workplace safety. In July 1997 the Committee undertook visits to a range of workplaces and conducted public hearings in regional NSW and the Sydney area. The Committee tabled an Interim Report in December 1997, which contained 32 recommendations for reform. In February 1998 the Committee tabled an Issues paper which set out the framework for the remainder of this inquiry to be completed in November 1998.

Family Impact Commission Bill

In April 1997 the Committee received a reference to inquire into and report upon the Family Impact Commission Bill. The Committee tabled its report on this Bill in November 1997.

Crime prevention through Social Support

In May 1998, the Committee received a reference from the Attorney General to inquire into and report upon the relationship between crime and the level and types of social support afforded to families and communities.

Standing Committee on Parliamentary Privilege and Ethics

The Committee was first established as the Standing Committee Upon Parliamentary Privilege by resolution of the House on 9 November 1988 and re-established in 1991. On 24 May 1995 at the commencement of the 51st Parliament, the Committee was reconstituted as the Standing Committee on Parliamentary Privilege and Ethics.

The functions of the Privilege and Ethics Committee are to inquire into and report to the Legislative Council on:

- any matters relating to parliamentary privilege which may be referred to it by the House or the President; and
- to carry out certain functions relating to ethical standards of the Legislative Council under Part 7A of the *Independent Commission Against Corruption Act 1988* (NSW).

During the reporting period the Committee conducted 38 meetings, and tabled two Reports:

Parliamentary privilege

- Inquiry into the conduct of the Hon Franca Arena MLC

On 17 September 1997 a Member of the Legislative Council, the Hon. Franca Arena, made a speech in the House which suggested that certain prominent persons had been involved in meetings or agreements concerning an alleged "cover-up" of names of high-profile paedophiles. In response to these claims, the Parliament passed the *Special Commissions of Inquiry Amendment Act 1997* which enabled either House to authorise the establishment of a "Special Commission of Inquiry" into such matters relating to parliamentary proceedings within the House or a committee as the House resolved. As permitted by the Act, the Legislative Council authorised the establishment of a "Special Commission of Inquiry" to investigate Mrs Arena's claims and the basis on which she had made them. The Special Commission was duly established and Mrs Arena was called to attend and give evidence before it.

Mrs Arena brought proceedings in the Supreme Court of NSW and the Court of Appeal challenging the validity of the Act, claiming, *inter alia*, that it infringed the parliamentary privilege of free speech as provided by Article 9 of the Bill of Rights 1688. However, these challenges failed, as did a subsequent application for special leave to appeal to the High Court of Australia.

On 21 October 1997 Mrs Arena tabled in the House four volumes of material relating to her claims and other matters

concerning paedophilia. The House resolved that the documents be retained in the custody of the Clerk of the House and that the Clerk be given leave to provide a copy of the documents to the Special Commission of Inquiry and to the Commissioner of Police. The Commissioner of Police was required to make an assessment of the documents and report to the House as soon as practicable.

In its Report dated 7 November 1997, the Special Commission of Inquiry concluded that Mrs Arena's claims were false and that she had no evidence to support them. On the basis of these findings, the Attorney General moved a motion in the Legislative Council proposing that Mrs Arena be adjudged guilty of "conduct unworthy of a Member of the Legislative Council" and be expelled from the House. However, the motion was subsequently amended in a manner which, instead of the proposed expulsion, referred an inquiry to the Standing Committee on Parliamentary Privilege and Ethics on what sanctions should be enforced in relation to Mrs Arena's conduct in this matter. The motion as amended was passed by the House on 12 November 1997. In addition to referring the matter to the Committee, the resolution also stated that a copy of the Commissioner of Police's assessment of the documents tabled by Mrs Arena be referred to the Committee for consideration, and that members of the Committee be permitted to inspect those documents.

Shortly after the reference to the Committee, a resolution was passed by the House appointing two additional Members to the Committee: a cross-bench Member, Revd Mr Nile; and a Government Member, Mr Primrose. This brought the membership of the Committee to nine.

The investigation of Mrs Arena's conduct raised issues of a complex and sensitive nature, taking over 102 hours of Committee time. The Committee's task was further complicated by the fact that in some cases the evidence received could not be publicly released given the potential impact on police investigations or damage to the reputations of persons named. For this reason, all hearings were conducted *in camera*, and procedures

were implemented to maintain security and confidentiality where sensitive information was involved. Because of the possible serious consequences which could flow to Mrs Arena if an adverse finding were made, the Committee also took great care to ensure that procedural fairness was observed at all stages of the inquiry. The Committee sought and obtained advice from legal counsel to assist it with this task. Mrs Arena also had the benefit of legal advice during the inquiry, as did the persons who had been the subject of the principal claims made by Mrs Arena.

Having investigated the matter in considerable detail, the Committee issued its report on 29 June 1998. In summary, the Committee found that Mrs Arena's conduct fell below the standard the House is entitled to expect of a Member, and brought the House into disrepute. The Committee recommended that the House adopt a resolution calling on Mrs Arena to apologise to the House, in terms set out in the proposed resolution, within 5 sitting days after the passing of the resolution, and that the House call on Mrs Arena to withdraw certain imputations, the details of which were also specified in the proposed resolution. The Committee also recommended that, if the apology and withdrawal were not provided, Mrs Arena be suspended from the service of the House until they were supplied.

The conduct of Mrs Arena had not been dealt with by the House by the close of the reporting period.

- Office of profit

Towards the end of the previous financial year the Committee received a reference in relation to the suitability and contemporary relevance of sections 13 and 13B of the *Constitution Act 1902* concerning the disqualification of Members of Parliament who hold contracts or agreements with the public service or an "office of profit under the Crown". In this reporting year the Committee made some progress in relation to this matter but due to two major inquiries with reporting requirements in June 1998 was not able to finalise this particular reference.

The Committee advertised for submissions and received 18 responses. It obtained and considered information from a range of

other parliaments concerning provisions in force in other jurisdictions, and prepared a detailed issues paper in relation to the subject of the inquiry. It is proposed to finalise this inquiry early in the next financial year.

- Possible contempt of General Purpose Standing Committee No. 2

On 29 April 1998 the Legislative Council referred to the Committee for inquiry and report the Special Report of General Purpose Standing Committee No. 2 concerning whether there had been any breach of parliamentary privilege by the Honourable Andrew Refshauge, MP, Minister for Health, in attempting to deter Mr Anthony John Dennison from giving evidence to General Purpose Standing Committee No.2 on Thursday, 5 March 1998. The Committee is required to report to the House on this matter by 13 October 1998.

Ethics

Under the *Independent Commission Against Corruption Act 1988*, the Committee has the following functions in relation to Members' ethics:

- prepare for consideration by the Legislative Council draft codes of conduct for members of the Legislative Council and draft amendments to codes of conduct already adopted
- carry out educative work relating to ethical standards applying to members of the Legislative Council
- give advice in relation to such ethical standards in response to requests for advice by the Legislative Council, but not in relation to actual or alleged conduct of any particular person.

During the reporting period the Committee tabled its second report on code of conduct for Members.

- Second report on code of conduct for Members

The first inquiry undertaken by the Committee during the 51st Parliament concerned the development of a draft code of conduct for Members of the Legislative Council. This inquiry was undertaken

pursuant to amendments to the *Independent Commission Against Corruption Act 1988 (ICAC Act)* passed in 1994. In that inquiry, after months of detailed consideration, the Committee formulated a draft code of conduct which it felt would provide clear guidance for Members and respond to community concerns. However, the Committee's counterpart in the Legislative Assembly developed a different draft code for the Members of that House, and the Council Committee felt that a single code for both Houses was the most sensible outcome. Accordingly, when the Committee reported in October 1996, it recommended that a Free Conference of Managers from both Houses be convened with a view to resolving the differences between the codes.

No further steps were taken towards the adoption of a code of conduct until March 1998, when the Premier released a proposed code of conduct for the Members of both Houses, arguing that the draft codes prepared by the two Committees were too wide and uncertain in scope to operate successfully in the context of the *ICAC Act*. On 8 April 1998 the Legislative Council requested the Standing Committee on Parliamentary Privilege and Ethics to consider the Government's code and the codes proposed in the Committee's 1996 Report and to report to the House.

In its Report tabled on 4 June 1998, the Committee expressed the view that, given the ramifications of adopting a code of conduct for the purposes of the *ICAC Act*, a simple, concisely-worded code which is limited to issues of corruption should be adopted in the first instance. On this basis, the Committee recommended that the code of conduct proposed by the Government be adopted for the purposes of s. 9 of the *ICAC Act*, but that the Committee develop the guidelines and rules which are referred to in that code but not specified. The Committee also recommended, among other things, that the code proposed in its 1996 report be adopted by the Council as a general guide to Members in carrying out their duties as elected representatives. The Committee's recommendations had not been considered by the Council by the close of the reporting year.

Standing Committee on Social Issues

The Standing Committee on Social Issues was first established by resolution on 9 June 1988 and re-established under the 50th Parliament on 2 July 1991 and the 51st Parliament on 24 May 1995.

The functions of the Social Issues Committee are to inquire into, consider and report to the Legislative Council on:

- any proposal, matter or thing concerned with the social development of the people in all areas of New South Wales
- the equality of access to the services and benefits including health, education, housing and disability services provided by the government and non-government sector to the people in all areas of New South Wales
- recreation, gaming and sporting matters
- the role of government in promoting community services and the welfare of the people in all areas of New South Wales.

During the reporting period, the Committee tabled three reports:

- (a) *A Report into Children of Imprisoned Parents*
- (b) *Clinical Trials and Guardianship*
- (c) *Maximising the Safeguards and Caring for the Aged: An Inquiry into Aged Care and Nursing Homes in New South Wales.*

Children of Imprisoned Parents

The Children of Imprisoned Parents Inquiry, which was referred to the Committee in August 1995 by the Minister of Corrective Services, the Hon Bob Debus, MP, was completed during the reporting period and the final report was tabled in July 1997. The Report contains 97 recommendations. During the course of this inquiry, the Committee took evidence from 39 witnesses and received submissions from 38 individuals and agencies. The Committee undertook a series of site visits to speak with staff and inmates at Mulawa Correctional Centre, Emu Plains Correctional Centre, Long Bay Correctional Complex, Junee Correctional Centre, the Parramatta Transitional Centre, Mt Penang, Kariang and Yasmar Juvenile Justice Centres. The Committee also visited prisons in South Australia and Queensland where meetings were held with inmates, correctional and welfare staff. The Committee Chair and Senior Project Officer undertook a

study tour to England, Sweden, Denmark and the United States to examine international models relevant to children of prisoners. Briefings were held with relevant experts and site visits undertaken to prisons which contained family units.

Guardianship

In May 1997 the *Guardianship Amendment Bill* was introduced into the Legislative Council. During debate of the Bill, the Council voted that the clause concerning clinical trials be deleted from the Bill to allow further public debate on the issue. On 2 June 1997 the Hon Ron Dyer, Minister for Community Services referred an Inquiry into Clinical Trials to the Standing Committee. During the course of this 13 week inquiry, the Committee received 58 submissions and took formal evidence from 19 witnesses. Those appearing before the Committee were drawn from a diverse cross-section including clinicians, professors of medicine, family members, ethicists, relevant non-government organisations and government agencies.

The Committee tabled its report on 1 September 1997.

Aged Care and Nursing Homes

In October 1996 the Committee received a reference from the House to inquire into the state of nursing homes, in NSW. During the course of the inquiry, the Committee received 91 submissions, heard formal evidence from 28 witnesses and held briefings with 12 people. In addition to hearing evidence at Parliament House, Committee Members made site visits to residential aged care facilities in Sydney's eastern suburbs (Waverley) and inner west (Summer Hill) in addition to five rural towns (Cessnock, Baradine, Trangie, Walgett and Warren). This allowed the Committee to gain an understanding of the operations of nursing homes, hostels and Multi-Purpose Services and to talk to residents, relatives, staff and management.

The Committee tabled an interim report on 30 June 1997 and its final report on 30 September 1997.

The Committee currently has before it four references: Aboriginal Representation in Parliament, Hepatitis C, Parent Education and Support Programs and Adoption Practices.

Aboriginal Representation in Parliament

The Inquiry into Aboriginal Representation in NSW Parliament has been under consideration since September 1995. During the year, the Committee produced an informational brochure entitled *Dedicated Seats for Aboriginal People in the NSW Parliament?* to assist in the inquiry process. The brochure outlines the main arguments for and against dedicated seats, how it could work and other options to increase Aboriginal representation in the political process. In addition, the Committee commenced holding a series of community consultations across the state and met at Redfern, Parramatta, Armidale, Moree and Lismore.

Community consultations are a new approach for the Social Issues Committee. The Committee was committed to involving both indigenous and non-indigenous communities in this inquiry and such an approach seemed to be most appropriate. Each consultation provides an opportunity for all participants to contribute during the three workshops. The subsequent report back plenary sessions enable everyone to hear what was discussed in the various group sessions. The Committee has received positive feedback from participants who have appreciated the opportunity to be involved in a Parliamentary inquiry without having to travel to Sydney. Four additional community consultations are anticipated to be held in the next financial year. The Committee plans to table its final report in by December 1998.

Hepatitis C

In May 1997 the Minister for Health asked the Committee to inquire into Hepatitis C. The Terms of Reference are very broad. The Committee has been asked to comment on the social and economic impact of the disease; the extent and epidemiology of the virus; the adequacy of policies relating to diagnosis, treatment and prevention and specific "at risk" groups including health care workers. During the year the Committee took evidence from 50 witnesses including some of the nation's most eminent Hepatitis C specialists in addition to experts in drug and alcohol, epidemiology, virology and public health. Evidence was also taken from agencies providing a range of services to those with Hepatitis C along with people who had the disease. Submissions were received

from over 120 individuals and relevant agencies. A very wide range of people made submissions including current and past injecting drug users, prisoners and recipients of Hepatitis C infected blood/blood products. The Committee plans to table its final report by November 1998.

Parent Education and Support Programs

The issue of parent education and support programs was referred to the Committee by the House in December 1997. While the Terms of Reference referred to children aged 0 to 12 years, the Committee chose to give particular emphasis on programs for children 0 to 5 years. During the course of the Inquiry, the Committee received a total of 104 submissions and took evidence from 57 witnesses. The Committee also held seven briefings during a visit to Melbourne and conducted a video-conference linkup to Perth. The Committee made visits to two centres (one in the outer western suburbs of Melbourne and one in Redfern) from which parent education and support was offered to local communities. The Inquiry's final report will be tabled in September 1998.

Adoption Practices

In April 1998 the Minister for Community Services, the Hon Faye Lo Po', MP asked the Committee to inquire into and report on professional practices in the administration and delivery of adoptions and related services offered to birth parents and their children from 1950 and whether these practices involved unethical and unlawful practices. Advertisements calling for written submissions were placed in the major newspapers in mid-June. Public hearings are scheduled to commence in August 1998. The issue is proving to be one of considerable public interest with numerous enquiries being received from across the state, interstate, New Zealand and England.

Standing Committee on State Development

The Standing Committee on State Development was first established by resolution of the House on 9 June 1988 and re-established under the 50th Parliament on 2 July 1991 and the 51st Parliament on 24 May 1995.

The functions of the State Development Committee are to inquire into and report to the Legislative Council on:

- options for future policy directions and emerging issues to ensure that opportunities for sound growth and wise development for the benefit of the people in all areas of New South Wales are pursued
- any proposal, matter or thing concerned with economics and finances, resources and energy, transportation, tourism, public administration, local government, the Olympics, primary industry, industrial and technological developments and environmental issues in New South Wales
- employment practices, issues and conditions
- any proposal, matter or thing concerned with the problems or disadvantages uniquely or predominantly experienced in country areas, including the viability of cities and towns in those areas.

During the reporting period, the Committee tabled three reports and two discussion papers:

- (a) Report on the *Fisheries Management Amendment (Advisory Bodies) Act 1996*
- (b) Discussion Paper on Future Employment and Business Opportunities in the Hunter Region
- (c) Report on Fisheries Management and Resource Allocation in New South Wales (tabled November 1997)
- (d) Report on Operations of the *Sydney Market Authority (Dissolution) Bill* from Commencement until 31 December 1997
- (e) Discussion Paper on the International Competitiveness of Agriculture in New South Wales (tabled May 1998).

The Committee also expended considerable effort between December 1997 and June 1998 on its inquiry into Future Employment and Business Opportunities in the Hunter Region. This report will be tabled in 1 July 1998.

The Committee conducted 24 deliberative meetings, 16 public hearings and 28 site visits during the 1997/98 financial year.

The Committee had four outstanding inquiries as at 30 June 1998:

Future employment and business opportunities in the Hunter region

A discussion paper was released in October

1997 and a call for written submissions was made at that time. A total of 44 submissions were received. Public hearings were held between November 1997 and March 1998 with 80 persons giving evidence. Intra and interstate site inspections and meetings were also held during this period. The Committee will table its report July 1998.

Role of Government in facilitating international competitiveness agriculture in New South Wales

A discussion paper was released in May 1998 and a call for written submissions was made at that time. A total of 13 submissions had been received by 30 June 1998. Public hearings commenced in Orange and Wellington in June 1998. Further hearings are scheduled during the second half of 1998. It is anticipated that the Committee will table an interim report the end of 1998.

Provision and operation of rural and regional air services in New South Wales

A call for written submissions was made in June 1998. Hearings are scheduled throughout the second half of 1998. It is anticipated that the Standing Committee will table an interim report on this inquiry in the House by the end of 1998.

The impact of long-term caravan park residents on the goods and services provided by local government

The Standing Committee is unlikely to commence work on this inquiry during the 1998 Spring Session of Parliament.

General Purpose Standing Committees

Five General Purpose Standing Committees were appointed on 7 May 1997, reflecting Government Ministers' portfolio responsibilities.

Each Committee consists of 5 Members, comprising two Government Members nominated by the Leader of the Government; two Opposition Members nominated by the Leader of the Opposition; and one Cross Bench Member nominated by agreement between Cross Bench Members. In the absence of any agreement the representation on the Committee is to be determined by the House.

The Committees may inquire into and report on:

- any matters referred to them by the House
- the expenditure, performance or effectiveness of any department of government, statutory body or corporation
- any matter in any annual report of a department of government, statutory body or corporation.

Budget Estimates

On 4 June 1998, the House resolved that the Budget Estimates and related documents presenting the amounts to be appropriated from the Consolidated Fund be referred, according to Portfolio, to the General Purpose Standing Committees for inquiry and report. Each Committee examined the Budget Estimates for their relevant portfolio in a series of hearings held during the period 18-23 June.

The Reports of the General Purpose Standing Committees on the Budget Estimates were tabled on 26 June 1998.

General Purpose Standing Committee No. 1

Land Tax

On 3 March 1998, the Committee, which has portfolio responsibility for Treasury, convened under sections 3 and 4 of the resolution establishing the Committee to inquire into and report on changes in Land Tax in New South Wales. In particular, the Committee resolved to investigate changes applicable to a land owner's principal place of residence, increases in land tax rates and the impact of such changes on residents and investors in New South Wales.

A call for public submissions, published shortly afterwards, generated a great deal of public and media interest. In response to this, the Committee resolved to report to the House as quickly as possible and to obtain evidence from a wide range of witnesses. The Committee received 414 written submissions and subsequently held three public hearings in the Legislative Council Chamber. Evidence was taken from experts, peak bodies, public and private organisations and members of the public.

The Committee expects to table the report in July 1998.

General Purpose Standing Committee No. 2

Area Health Services

On 17 September 1997, the Committee, which has portfolio responsibility for Health, convened to inquire into and report on the budgetary processes of the NSW Health Department by examining 10 rural and regional health services. The inquiry is intended as a follow up to its inquiry into the 1997/98 Budget Estimates for the NSW Health Department.

On 14 November 1997, a departmental briefing was provided to the Committee by Mr Michael Reid, Director-General of the NSW Health Department (the Department). A call for public submissions was published shortly afterwards in major city and rural newspapers.

Initial Committee hearings were held in November and December 1997 at Parliament House. The Chief Executive Officer of each rural and regional Health Service relevant to the inquiry appeared before the Committee. The Director-General of the Department also provided evidence to the Committee at this time.

Following this, the Committee conducted numerous public hearings at Parliament House and in rural and regional centres to obtain evidence from health workers, community leaders and members of the community. Public hearings have so far been held in Albury, Armidale, Bathurst, Griffith, Kempsey, Lismore and Wagga Wagga.

During a Committee hearing in Armidale on 5 March 1998, evidence was received from Mr Anthony Dennison, a member of the Board of the New England Health Service, alleging the Minister for Health, the Honourable Dr Andrew Refshauge MP, attempted to deter Mr Dennison from giving evidence before the Committee.

At a deliberative meeting on 27 March 1998, the Committee resolved that a Special Report be presented to the House in order that the House may decide whether the Standing Committee on Parliamentary Privilege and Ethics be requested to inquire into and report on whether there has been any breach of Parliamentary privilege by Dr Refshauge. The Special Report was subsequently tabled in the House on 28 April 1998. On 29 April

1998, the House resolved to refer the matter to the Standing Committee on Parliamentary Privilege and Ethics for consideration.

The Committee expects to table an interim report on the Area Health Services Inquiry in July 1998.

Select Committees

On 25 September 1997 a Select Committee of the Legislative Council was established to

inquire into and report on the proposed plan to redevelop the Sydney Conservatorium of Music. The Committee tabled its report on 22 October 1997.

On 24 September 1997 a Select Committee of the Legislative Council was established to inquire into and report on the Waterways Advisory Panel's report on the Sydney Water proposal for duplication of the North Head Sewerage Tunnel and continued sewage outfall to the Pacific Ocean. The Committee tabled its report on 5 December 1997.

Parliamentary Committees on which Members of the Legislative Council serve

LEGISLATIVE COUNCIL COMMITTEES	JOINT COMMITTEES
Standing Committees	Joint Standing Committee
General Purpose No.s 1 to 5	Staysafe
Law and Justice	Small Business
Parliamentary Privilege and Ethics	
Social Issues	Joint Statutory Committees
State Development	Health Care Complaints Commission
	Independent Commission Against Corruption
Sessional Committees	Ombudsman and Police Integrity Commission
House	Regulation Review
Library	
Printing	Joint Select Committees
Standing Orders	Victims Compensation
Select Committee	
Sydney Conservatorium of Music	
Proposed Duplication of the North Head Sewerage Tunnel	

Summary of Activities of the House

1 July 1995 – 30 June 1998

	1995-96	1996-97	1997-98
Sittings			
sitting days	64	58	53
hours of sitting	516.8	475.12	448.16
average(hours) length of sitting days	8.07	11	8.27
sittings after midnight	7	4	6
Bills			
initiated in Council			
- by Government	22	33	35
- by private Member	8	6	4
received from Assembly	133	128	145
bills amended in Council	16	11	62
bills passed	128	159	202
Documents tabled			
- petitions presented	140	70	28
- reports	482	376	456
- statutory instruments	566	417	517
Questions asked			
- without notice	1298	1851	1135
- on notice	399	443	324
Divisions			
- in House	93	98	50
- in Committee	92	136	62
Private Members' business			
- notice given	74	56	81
- moved	39	43	31
- resolved	20	21	21
- withdrawn/discharged	4	4	2
- adjourned/interrupted	22	9	8
- motions under SO 13 to discuss an urgent matter of public importance	1	3	1
- matters of public interest	4	5	—
- replies to adjournment matters	—	—	—
Ministerial Statements	8	9	7
Disallowance of Statutory Rules and Instruments			
- notice given	11	8	7
- moved	11	5	4
- agreed to	1	4	1
- negatived	8	—	3
- withdrawn	2	2	3
Hansard (Pages of debate)	3446	3655	3387

SERVICES TO MEMBERS

GOAL 2

Provide services which support members in their electoral and constituency duties.

These services are: recruitment and personnel administration of Members' staff, provision and administration of office facilities and equipment, and administration of Members' entitlements. The Legislative Council's Parliamentary Attendants also focus on assisting Members, Members' staff and visitors in Parliament House.

MEMBERS' STAFF

The Legislative Council consists of 42 Members elected on a state wide franchise. Because Members are actively involved in parliamentary, constituency and Committee duties they place heavy demands on their staff. The Council employs a Secretary/Research Assistant on behalf of each Member, with an additional staff member being provided for seven of the cross bench members, and provides recruitment, training and employment administration support in relation to those staff.

MEMBERS' EQUIPMENT

The Council continued to provide and replace Member's office equipment to assist in their parliamentary and electoral duties. During 1997/98, the replacement of old equipment occurred on an ongoing basis. Specifically, a computer replacement program was undertaken which upgraded the desk top computers used by Members and their staff, which facilitated the migration to a new operating platform, Windows 95, making tools such as the Internet generally available.

MEMBERS' ALLOWANCES AND ENTITLEMENTS

The Members Entitlements Computer System, implemented during the previous reporting period, underwent further development and refinement. The system has noticeably improved the administration of Members Entitlements. The Members Guide was also continually updated during the year, to ensure that any changes in entitlements were notified to Members in a timely manner.

LEGISLATIVE COUNCIL ATTENDANTS

Legislative Council Attendants provide a wide variety of support services to Members, Member's staff and staff of the Legislative Council. They also assist on ceremonial occasions and receive official guests and dignitaries. The Attendants also give talks in the Chamber to organised groups and answer public enquiries. The Attendants organise and staff the Chamber during sittings of the House and control the Public Gallery. The Attendant staff, led by Mr Ian Pringle, Principal Attendant, continues to focus on improving services to Members, staff and the public and adapting to an increasingly more specialised and demanding role.

CORPORATE MANAGEMENT

GOAL 3

Provide effective and professional administrative support and services to Members and to other client groups and maintain appropriate reporting mechanisms.

SYSTEMS DEVELOPMENT

Trim Records Management System

The implementation of an upgraded Trim records system was delayed due to software problems. After extensive research by Legislative Council Administration staff the supplier has now corrected the problem. The Records module of the package was implemented in early April 1998. Further testing is being carried out on the Workflow (*mail management*) module and it is envisaged that it will be fully functional by early 1999.

Lotus Notes

The Lotus Notes database is now being used widely within the Legislative Council and throughout Parliament to enable staff to access current information on corporate and procedural matters. In the corporate area, the most recent corporate plan, annual reports, Legislative Council Newsletters and various personnel and administration policies have been loaded to the database.

The Legislative Council Procedural menu on Lotus Notes contains a large array of Procedural information which includes: Procedural Briefing Notes, Resolutions, Fact

sheets, Sessional Orders and Standing Orders. This information enables Members and staff to access procedural information without needing to leave their office or pick up their phone. The Committee's Menu provides staff access to the latest and most up to date information about Committee's, including their Membership, current references and most recently the full text of Committee reports.

Committee Reports are also being added to the Parliament House Internet Site.

A very new feature of our Lotus Notes Database is a Legislation Menu which allows Members and staff to look up the up-to-date copies of Acts and Regulations. It also includes powerful features that enable the user to cross-link related Acts as well as cross-linking Acts and Regulations.

CORPORATE MANAGEMENT

The Legislative Council continued to provide assistance to the joint services areas. During 1997/98 this took the form of recruitment assistance; industrial instruments; job analysis and job evaluation of positions; advice to Members and Departmental Managers on staffing, performance and rehabilitation issues.



A SAFE WORKING ENVIRONMENT

GOAL 4

Provide a safe and healthy working environment, in which Members and staff can reach their maximum productivity.

This goal addresses Occupational Health and Safety issues, human resource and employee relations issues.

OCCUPATIONAL HEALTH AND SAFETY

Occupational Health and Safety Committee

The Committee membership as at 30 June 1998 was:

Management Representatives

Stafford Bennett, Parliamentary Building Services
Lyndall Davis, Legislative Assembly
Sandra Hoy, Legislative Council
Joseph Rokoqo, Parliamentary Food & Beverage

Employee Representatives

Christine Lamerton, Parliamentary Library
Gary O'Rourke, Legislative Assembly (Chair)
Dan O'Sullivan, Legislative Council
Rob Stefanic, Legislative Council Services

- Safety Audit

Ms Lyndall Davis was nominated by the Committee to participate in a National Safety Audit Certification course. The Clerks agreed for the National Safety Council of Australia Ltd (NSCA) to conduct the course at Parliament House. The course participants were all occupational health and safety professionals from diverse backgrounds including the telecommunications, engineering, transport, environmental, construction and petroleum industries, as well as the public sector.

The audit focussed on the Parliamentary Food & Beverage Services kitchens on Levels 6 and 7 and the Parliamentary Building Services Plant Room and Workshop, as these areas were identified as the two areas of highest risk within Parliament House. The results have been sent to the relevant managers for review.

In the coming year, the Committee will develop a program to address the recommendations of the audit.

As occupational health and safety management systems are driven by policy, this area was also targeted. The key areas of the NSCA 5-Star Safety Audit System were applied covering aspects of:

1. Policy, Organisation & Program Management
2. Management of Health & Safety Risks
3. Control of Specific Work Risk
4. Working Environment
5. Emergency Preparedness & Management

- Inspection Program

A regular inspection program was undertaken throughout the year within Parliament House, with the majority of sections having only minor housekeeping concerns. As a result of the temporary relocation of the Legislative Council Standing Committee on Law & Justice and Legislative Assembly Committees to FAI House in Macquarie Street, the Committee conducted a series of inspections at various stages of the move to ensure any risks were identified and rectified promptly.

Health Education Programs

The Committee continued a program in Manual Handling Training to raise the awareness of staff Occupation, Health and Safety issues. HealthQuest was selected as the training provider and all courses were conducted on site at Parliament House. The courses were tailored to target specific issues

pertaining to different work groups and environments with duration ranging up to a maximum of 3 ½ hours.

Courses held during the 1997/98 financial year included:

- Manual Handling for Supervisors and Managers (16 participants)
- Healthy Back Program for Employees (22 participants)
- Ergonomics for Parliamentary Reporting Staff (20 participants)
- Ergonomic Information Session for VDU users (48 participants)
- Ergonomics for Parliamentary Information Technology Services (14 participants)

During the next reporting period, the Committee plans to continue a program of Manual Handling and Ergonomics training and also arrange sessions on General Kitchen Safety for Parliamentary Food and Beverage Services staff.

Emergency Services Plan

As part of the Parliament's Emergency Services Plan, Emergency Control Organisation training was conducted in February 1998 for all Wardens. In March, 1998 an evacuation exercise was successfully completed to remove all persons from Parliament House.

Further training was conducted by the NSW Fire Brigades in the use of fire extinguishers and fire blankets in various situations.

Accommodation for Members and their staff

The long-term problem of providing suitable accommodation for Members and staff of the Legislative Council was addressed during this period. The project involved the relocation of all Legislative Council Members and their staff to offices on level 11 of Parliament House.

The Legislative Council Standing Committee on Law and Justice and all Legislative Assembly Committees took up accommodation in FAI House on Macquarie Street opposite Parliament House. With this move complete and with the relocation within Parliament House of Parliamentary Building Services and Parliamentary Security

Services, construction commenced in April 1998. Office moves began in June 1998 and will be completed by September 1998.

Unlike the previous offices on level 12, the new offices are designed with ante-rooms for Members' staff. This will provide a more effective and efficient work environment for Members and their staff as well as addressing the occupational health and safety concerns raised in relation to the previous accommodation.

EMPLOYEE RELATIONS

Salary Increases

Following on from salary increases received in the previous reporting period under the Framework Document (a joint publication between the Public Employment Office, Public Service Association and Professional Officers Association) Parliament House staff, which includes Legislative Council staff received further salary increases as follows:

- Effective from 11 July 1997 - 3% increase
- Effective from 9 January 1998 - 2% increase

In the next financial year additional increases will be as follows:

- Effective 10 July 1998 - 3% increase plus a further *2% increase
- Effective from 14 January 1999 - 3% increase plus a further *2% increase

* These increases are subject to savings being identified and implemented by agreed measures across Government to achieve real identifiable savings through the Corporate Services Review and other reviews by the Council for the Cost of Government. If these savings are not sufficient, further savings are to be achieved at the organisation level.

Enterprise Agreements

Legislative Council Administration staff provided specialist assistance and support to Parliamentary Building Services management, by researching and preparing a draft industrial instrument for review by the relevant parties. The Parliamentary Building Services Engineering Staff Enterprise Agreement 1998 was approved by the Industrial Commission on 30 March 1998 between the Public Service Association and Professional Officers' Associated Amalgamated Union of New South Wales and the Electrical Trades Union of Australia,

NSW Branch on one hand and the Presiding Officers of the Parliament of New South Wales on the other. The agreement provides for career development and progression for trades based staff. Legislative Council staff participated throughout the process in the negotiation of conditions of employment with Management and staff of Building Services and the relevant unions who were involved.

Grievances

A number of informal and formal grievances from staff in Joint Service Departments were brought to the attention of the Parliament's grievance receivers. Some of the matters required consultation and negotiation with union representatives. The majority of cases were resolved to the satisfaction of the employees concerned.

STAFF DEVELOPMENT

Training and Development

Training and development for staff was again a high priority throughout the year. Most of the training and development is provided in-house. Training aims to assist staff members carry out their current duties; training required for future duties, or personal development. In-house training provided throughout the year was developed from analysing the training needs survey undertaken for Members' Secretary/Research Assistants in the previous year and performance management training and development plans for staff.

The Legislative Council once again conducted a number of in-house procedural training seminars for Members and their staff on practice and procedure, with the program including sessions on: Day in the life of the House; Standing Orders; How the Notice Paper works; and Passage of legislation and Amendments to Bills in Committees.

A 'Career and Development Workshop' was held in-house in August 1997. In addition, two courses, 'Writing a Job Application & Resume' and 'Interview Skills' were developed and presented by Legislative Council staff on 27 August 1997 and 3 September 1997 respectively and were made available to staff throughout Parliament House.

The Legislative Council in conjunction with the Legislative Assembly jointly sponsored a series of lunchtime forums held in September and October 1997. Forum topics were as follows: The Power of Positive Thinking; getting a Good Night's Sleep; coping with Stress through Relaxation (3 sessions); Work, Family and You - Finding the Balance; Managing Worry; and Survival Skills for Single Parents.

Other training courses offered in-house by external providers included 'Advance Writing at Work' held in October 1997 and 'Essential English Grammar at Work' held in November 1997.

A number of new employees were provided with training in WordPerfect and GroupWise, arranged through the Parliamentary Information Technology Services, to enable them to undertake the duties of their positions.

In addition, a number of staff took advantage of external training courses in order to increase skill levels and job knowledge. These included attendance at approved tertiary courses and various other seminars and training courses.

Staff Rotation Policy

The Legislative Council Office's staff rotation program has been trialed over the past twelve months. The program was designed to expand and develop the skills base of Council staff through rotation of staff into different positions. Following a number of modifications to the program the Legislative Council Office adopted the rotation program as part of its overall training policy. The main features of the program include:

- the rotation program is now available to all Council Office staff
- the program is offered twice yearly
- the length of rotation can apply for any period of up to 12 months.

In this reporting period, three employees from the Standing Committees, Office of the Clerk and the Procedure Office were involved in the rotation program. In addition, an employee from the Administration Section was attached to a Standing Committee for a period of one month to gain exposure and experience in the operation of a Standing Committee as well as developing analytical, research and report writing skills.

Financial Study Assistance

The Study Assistance Policy allows staff to claim reimbursement of compulsory tertiary fees up to a maximum of \$3,000. This policy was introduced to assist employees in obtaining qualifications that would benefit them in undertaking their duties with the Legislative Council. Once proof is provided of successful completion of a subject or course, staff may seek reimbursement where the study will assist them in performing their duties and will assist the Council in the delivery of services.

During the year, 15 employees staff received study assistance, totalling \$19,240.50. A sample of the courses employees undertook included: Bachelor of Business; Certificate in Public Relations; Bachelor of Laws; Diploma in Management; Bachelor of Arts; and Graduate Diploma of Commerce.

This policy is due for review in the forthcoming year.

HUMAN RESOURCES

Performance Management

Our performance management system aims to ensure that all staff are aware of their key tasks and supervisor expectations in the overall context of the Department's corporate directions. The scheme is designed to provide constructive feedback to staff on their performance in a position, and identifies poor, satisfactory and outstanding performances. Appropriate action takes place in each case and can include further training and development in identified areas, increased focus and assistance 'on the job' with problem areas, and may also include job rotation to broaden experience. The majority of staff have agreed and prepared work plans and discussed training requirements with their direct supervisors or Managers. These work plans are reviewed and updated on a regular basis to assist staff and managers control work flows and meet deadlines. The Legislative Council aims to review and maybe modify this process in the forthcoming year.

Employee Assistance Program

The Employee Assistance Program (EAP) currently provided by Davidson Trahaire, is an independent confidential counselling service funded by the Parliament. The

program has been running for 2 ½ years and a recent report from Davidson Trahaire shows a slight decline in the usage from previous years which is normal for newly introduced programs.

Problems such as marriage and family issues, grief and bereavement, health concerns and career issues can all be addressed by the counsellors. The Parliament has made a commitment to continue providing these services to staff.

A survey was undertaken throughout Parliament in November 1997 to assess employees use of and support of the Employee Assistance Program. The majority of employees were supportive of the scheme and 11% of employees indicated that they had used the service.

Equal Employment Opportunity

At 30 June 1998, the Department employed 64 women or 63% of a total of 102 staff. At the middle and senior management level (equal to or above \$43,367 per annum) women hold 70% of positions. Below this level women hold approximately 54% of positions. This reflects the regrading in July 1997 of Secretary/Research Assistants to Members, who are predominantly female which placed them in the middle to senior management level in this reporting period. A detailed description of EEO statistics for the Legislative Council are provided in two tables at Appendix 6.

- Aboriginal or Torres Strait Islander Cadetship

As part of the Legislative Council's commitment to the principles of equal employment opportunity a summer cadetship for an Aboriginal or Torres Strait Islander University student in the fields of law, social sciences or humanities was offered. The cadetship was promoted through the relevant Koori/EEO Units of nine universities and through the Council's own Newsletter. A student was employed with the Legislative Council for three months from December 1997 to February 1998 inclusive and spent a month each with the Standing Committee on State Development, Standing Committee on Law and Justice and the Standing Committee on Social Issues. The type of work undertaken included: researching areas relevant to any Committee inquiries; identifying agencies/groups relevant to

Committee inquiries; writing up results of research; summarising submissions received by Committees in relation to an inquiry; and reviewing annual reports of government agencies.

- **Disability Employment Program**

A position within the Administration section was redesigned in June 1997 and identified as one providing an excellent entry into the workplace and an excellent training opportunity in administration, particularly personnel and records management. On this basis the Legislative Council pursued the employment of a person with a disability through available training programs.

A person with a disability due to cerebral palsy was identified through the Western Sydney Employment Development Services and was initially employed under a Commonwealth Rehabilitation Service training program for a period of one month. After this initial period the Legislative Council became responsible for the person's employment. A detailed work plan together with a training and development plan was developed and implemented. Its aim was to integrate the employee into the workplace. The employee was provided with intensive training by Legislative Council staff, as well as, receiving constant support from the Western Sydney Employment Development Services.

As a result of this program the Legislative Council was nominated for the 1997 Prime Minister's employer of the Year Awards. These annual awards recognise the contribution made by small and large employers, Australia wide, in providing work opportunities to people with disabilities.

Security

As part of the ongoing review of security measures at Parliament House, the Parliament installed an additional X-ray machine at the Hospital Road entrance. Other improvements included the security access area adjacent to the lift lobby on level 7. These changes ensure that all visitors pass the appropriate security checks in order to attend Members' offices and Committee meetings.

Enhanced technology in the form of a new photo ID system will be introduced over the next 12 months. This will replace the existing photo pass access and security system with a digitised system which will print an image directly on to a plastic card and record it electronically for use when security passes have been lost, misplaced or forgotten. This card also has the potential to be used as a digitised swipe card to access certain parts of the building.

Sick Leave

Based on the available data, staff took an average of 3.65 days sick leave in 1997/98. This compares to an average of 2.8 in 1996/97. The figures are based on an average of 1.27 days for Members' staff, 7.45 days for procedural and administrative staff and 3.8 days per year for Committee staff. The total average sick leave taken has increased by 0.85 days per person during the reporting period. The Legislative Council continues to monitor absenteeism due to sick leave. In accordance with Public Employment Office Circular 97-6 the Legislative Council introduced Personal/Carer's Leave. Under the Personal/Carer's Leave provisions, paid sick leave and time off in lieu of payment for overtime may be granted for the purpose of caring for a family member who is ill.

PARLIAMENTARY SERVICE AWARDS

The following Legislative Council staff were presented with awards on 18 December 1996, by the Presiding Officers in recognition of their service to the Parliament:

15 Years of Service

Ian Pringle, Principal Attendant

10 Years of Service

Lynn Lovelock, Deputy Clerk

Warren Cahill, Clerk - Assistant Committees and Usher of the Black Rod

George Moutsos, Relieving Chamber Attendant

Katrina Hadjimichael, Secretary/Research Assistant

PROMOTING PUBLIC AWARENESS OF PARLIAMENT

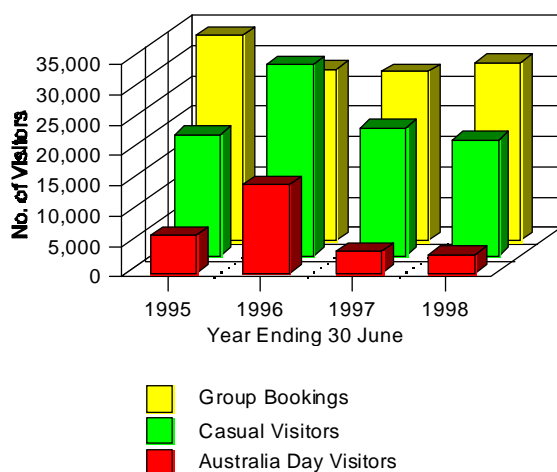
GOAL 5

Promote public awareness of the purpose, functions and work of the Parliament.

An important role of the Department of the Legislative Council is promoting public awareness of the functions and work of the Parliament and its Committees. The Council continued to provide an effective enquiry service for the public, education programs for visitors to Parliament House, as well as a variety of publications.

VISITS BY THE PUBLIC

The Legislative Council Attendants are available to show visitors around the historic Council Chamber and other areas of the Parliament, and to give talks on the Council's role and history. The Education & Community Relations Joint Section recently developed speaking notes for tours of the Legislative Council. The Attendants also assist members of the public who wish to view proceedings in the House from the gallery. During the year, these services were used by 29,268 people through group bookings, and by 19,188 casual visitors.



The Attendants provide information and conduct tours for numerous casual visitors to Parliament House. In addition a large number of people visited the Legislative Council for various special occasions during

the year, the most notable being Australia Day, 26 January 1998, when Parliament House was open to the public as part of the Sydney Eastside celebrations. The Legislative Council and Legislative Assembly Chambers, Jubilee Room and the Fountain Court were open to the public and the Parliamentary Attendants and staff were on duty to answer questions. A total of 3,100 people passed through Parliament House on this day.

In May 1998, the 12th Annual Schools in Parliament session took place in the Legislative Council Chamber. Fifty-nine Year 11 students from forty-two schools across NSW conducted a parliamentary session debating a mock Law Week Bill "That NSW should secede from the Commonwealth".

Two Government Familiarisation Programs for Business were run during the year which raised \$17,500 to cover the Parliament's contribution to Law Week - Schools in Parliament as well as supporting other educational activities.

The Schools in Parliament program is an excellent educational tool, providing students with "hands on" experience on the functioning of Parliament. The event was co-ordinated by the Law Week Committee, with support provided by the Parliamentary Education and Community Relations Joint Department.

Regional Schools Constitutional Conventions are held for Year 11 students across NSW. This is a joint program sponsored by the

Constitutional Centenary Foundation, Department of Education, Board of Studies, Catholic Education Commission, Independent Schools Association and the Parliament. This year, the Parliament contributed to the organisation of the metropolitan regional convention and hosted the State Convention, which was held in both the Legislative Council and Legislative Assembly Chambers and opened by His Excellency the Governor of NSW, the Honourable Gordon Samuels, A.C.. One hundred and one students from ninety-two schools participated in the Convention.

PROTOCOL

The Legislative Council arranges programs for official delegations from other Parliaments and associated organisations. These visits play an important role in promoting the Parliament's regional and international relations, and in facilitating the exchange of ideas on parliamentary issues. The Clerk Assistant - Committees and Usher of the Black Rod is responsible for planning and co-ordinating all such visits. Four official visits by His Excellency the Governor; 15 visits by delegations from foreign countries; 16 official visits by Ambassadors and Consul Generals of Foreign Missions; and 15 other visits including Heads of State, were hosted during the year.

During the year the President continued to make available the President's Dining Room for hospitality to visiting delegations from foreign countries. The Dining Room was also available for use by Members of both Houses to host functions for community organisations and Members' constituents.

Highlights:

- On Tuesday, 16 September 1997, the Parliament received the Governor of New South Wales, His Excellency the Hon. Gordon Samuels AC, to officially open the Third Session of the Fifty-First Parliament of New South Wales. This was followed by the official reception hosted by the Presiding Officers for the Governor and 900 guests of the Parliament.

- The Legislative Council co-ordinated the official program for the inaugural visit of State Senators from California, USA to the Parliament of New South Wales from 2-11 October 1997. The delegation consisting of 5 Members and 1 Officer was led by Senator Diane Watson of the California State Senate. The visit was part of the official sister-state agreement established with the State of California USA, by joint resolution of the Legislative Council and Legislative Assembly and by concurrent resolution of the California Senate.
- An official program was produced by the Legislative Council for the 12th Anniversary visit by a delegation from the Tokyo Metropolitan Assembly from 19-25 November 1997. The delegation consisting of 14 Members and Officers was led by Mr Nobujiro MAEJIMA, Vice President of the Tokyo Metropolitan Assembly. The aim of the visit was to reinforced our friendship ties with the Tokyo Metropolitan Assembly.
- The Parliament once again opened its doors to the public on Sunday 26 January 1998, in participation with this years Australia Day activities. The day proved to be a tremendous success creating a positive atmosphere, which reflects greatly on the Parliament.
- The 18th CAIRNS Group Ministerial Meeting was held in Sydney, April 1998. As part of the official program the Legislative Council assisted the Department of Foreign Affairs and Trade co-ordinate arrangements for a working dinner held at Parliament House, hosted by the Deputy Prime Minister, Mr Tim Fischer, MP. The meeting enabled the group to develop approaches to the 1998 and 1999 World Trade Organisation negotiations on agriculture and encouraged the group to exchange views on a range of issues affecting the multilateral agricultural trade policy environment.
- The Legislative Council assisted in arranging a program for a visit by Clerk-Assistants from the National Assembly of Kenya, led by Mr James Mwangi, Senior Clerk Assistant, from 18-22 May 1998. The delegates acquired knowledge concerning procedural, committees, members services and protocol matters during their time with the Legislative Council.

EXHIBITIONS

Arrangements for the staging of exhibitions in the Parliament House Fountain Court are co-ordinated through the Legislative Council. Ministers and Members may sponsor exhibits to promote their Departments' or constituents' programs. A total of 15 exhibitions were held in the reporting period.

Significant exhibits during the year included:

- The Hon. Bob Debus, MP, Minister for Energy, Minister for Tourism, Minister for Corrective Services, Minister for Emergency Services, and Minister Assisting the Premier for the Arts sponsored an indigenous inmate art exhibition. The works came from a variety of minimum and maximum Correctional Centres around NSW.
- The University of Western Sydney in conjunction with the Evatt Foundation displayed works by students who were competing for the annual Mary Alice Evatt Art Prize.
- The Minister for Education, The Hon. John Aquilina launched an art exhibition called "Celebrating Diversity by Learning and Living Together". The exhibition comprised of a selection of works by 30 students from schools throughout NSW, to promote the diversity of our multicultural society.
- The Hon. Pam Allan, Minister for the Environment, sponsored the exhibition of the "Dinosaur Tree", this being the newly discovered Wollemi Pine. This coincided with another exhibition relating to the release of information regarding the new regional parks the Government is establishing in the Sydney region.
- A photographic exhibition called "Laos - Heart of the Mekong", was co-ordinated by Aidwatch and sponsored by The Hon. Ann Symonds, MLC. The black and white photographs depicted the achievements and progress in relation to the people and the environment Australian Aid has made in developing third world countries.
- "Speaking Through Flowers", created by photographer Mr Nick Baldas was an exhibition aimed at educating and reinforcing awareness of HIV transmission. The exhibition sponsored by The Hon. Jan Burnswoods, MLC, was a range of black

and white photographs representing the human form through the use of flowers encompassing the issue of HIV transmission.

- On 31 March 1998, the Parliament dedicated the western wall of the fountain court to a permanent display of Aboriginal art, with a rotation period of 3 months for each piece. The exhibition co-ordinated by the Boomalli Aboriginal Artists Co-operative and the Parliament will display art by a number of Aboriginal artists throughout NSW.
- The Hon. Franca Arena, MLC, sponsored an exhibition of a selection of hand crafted Italian jewellery featuring Australian opals from Coober Pedy, pearls from the Northern Territory and diamonds from the Argyle Mines. The display valued in excess of 1 million dollars was a truly magnificent array of craftsmanship.

PARLIAMENTARY INTERNET SITE

The Parliament's internet site is <http://www.parliament.nsw.gov.au/>. As at 30 June 1998, the Internet site contained more than 3,000 files.

The Legislative Council Home page contains information on the history of the Council, its roles and functions, biographical details of Members and Chamber Officers, and Committee membership and current activities.

WORK EXPERIENCE PROGRAM

This year the Legislative Council played host to six University students who wished to gain experience in the Parliament. The students came from various Universities for either a Learning Experience, Field Placement or Internship and were placed in the area of the Legislative Council which most suited their area of study. These placements were for extended periods ranging from one week to three months.

Six secondary school students were accepted on a work experience program, which provided a valuable opportunity for students to participate in a work environment. Students are usually placed in a number of

different work environments over the period of a week, giving them an opportunity to experience how different work places operate. A typical work experience student's week would involve viewing the proceedings of the House, spending time in a Member's office, working in the Library, viewing a Committee in action and spending time in the Procedure Office.

At the end of the period the student is required to fill in a short questionnaire. Feedback from the questionnaire indicates that the program is successful, with nearly all students finding their time with the Parliament a rewarding and enjoyable experience.

In addition, the Council has an ongoing Executive Shadow scheme with Asquith Girls' High School and St. George Girls' High School. The scheme has been running for a number of years and aims to provide female students with an opportunity to "shadow" Ms Lynn Lovelock, Deputy Clerk for three to five days, enabling them to gain an insight into a career in management at a high level. This scheme is slightly different to work experience, where the student is actually doing work in their anticipated vocational area. The emphasis of the scheme is on the provision of positive role models as a means of encouraging young women to aspire to higher levels of achievement in their future careers.

Public and Official Visits to the Legislative Council

Visitors to Parliament House	1995/96	1996/97	1997/98
Casual Visitors	31,535	21,181	19,188
Bookings	28,016	27,632	29,268
Australia Day	14,575	3,777	3,100
Total	74,126	52,590	51,566
Official Visits by His Excellency the Governor of New South Wales to Parliament House	5	5	4
Visits by delegations from foreign countries	10	16	15
Official visits by Ambassadors and Consuls General of Foreign Missions	23	18	16
Other visits, including Heads of State	23	22	15

PHYSICAL ENVIRONMENT

GOAL 6

Maintain and enhance an appropriate physical environment for the conduct of parliamentary business while preserving the heritage value of Parliament House.

Parliamentary Building Services is administratively attached to the Legislative Council and is responsible for the maintenance of Parliament House. This is an important and challenging task as the heritage building, which is a landmark on Macquarie Street, is of immense historical value to the people of New South Wales. The building must be preserved and maintained in excellent original condition while remaining in daily use and providing a functional home for modern political life in New South Wales.

Parliamentary Building Services recently installed the Legislative Council debate timing system. This system was developed to be a double concurrent timer capable of

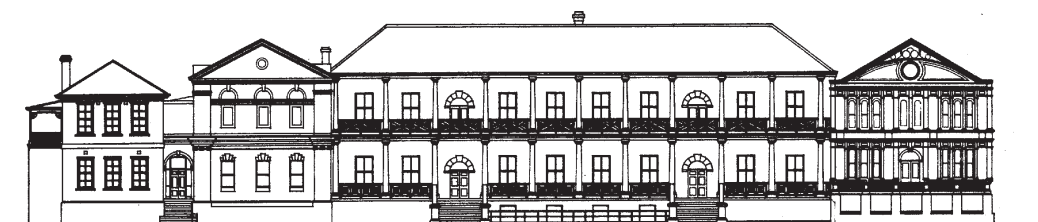
timing both the total debate and individual speakers. It also has a reversing timer feature which allows exact address in reply times to be recorded.

Timing display units were strategically placed throughout the building for the benefit of the Members including: level 11; outside the Chamber in the fountain court; the East and West ends of the Chamber and one unit was mounted on each microphone stand on the Chamber table.

The new system has enhanced the Chambers functional capabilities, without impacting on the heritage aspects of the building.



Financial Statements



Year ended 30 June 1998

Commencement of Audited Accounts of the Legislature

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BOX 12 GPO
SYDNEY NSW 2001

INDEPENDENT AUDIT REPORT

THE LEGISLATURE

To Members of the New South Wales Parliament, Clerk of the Legislative Assembly and Clerk of the Parliaments

Scope

I have audited the accounts of The Legislature for the year ended 30 June 1998. The Clerk of the Legislative Assembly and the Clerk of the Parliaments are responsible for the financial report consisting of the accompanying statement of financial position, operating statement, statement of cash flows, program statement - expenses and revenues, and summary of compliance with financial directives, together with the notes thereto, and the information contained therein. My responsibility is to express an opinion on the financial report to Members of the New South Wales Parliament, the Clerk of the Legislative Assembly and the Clerk of the Parliaments. My responsibility does not extend here to an assessment of the assumptions used in formulating budget figures disclosed in the financial report.

My audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial report is free of material misstatement. My procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial report, and the evaluation of accounting policies and significant accounting estimates.

In addition, other legislative requirements which could have an impact on The Legislature's financial report have been reviewed on a cyclical basis. For this year, the requirements examined comprise compliance with Treasurer's Directions in respect of usage of fuel cards, credit cards and cash advances.

These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial report is presented fairly in accordance with Accounting Standards and other mandatory professional reporting requirements so as to present a view which is consistent with my understanding of The Legislature's financial position, the results of its operations and its cash flows.

The audit opinion expressed in this report has been formed on the above basis.

Audit Opinion

In my opinion, the financial report of The Legislature presents fairly in accordance with applicable Accounting Standards and other mandatory professional reporting requirements the financial position of The Legislature as at 30 June 1998 and the results of its operations and its cash flows for the year then ended.

A handwritten signature in black ink, appearing to read 'A. C. Harris'.

A. C. HARRIS

SYDNEY
3 December 1998

THE LEGISLATURE

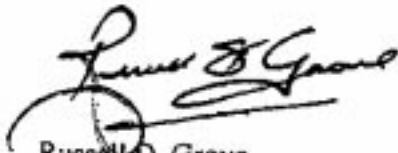
FINANCIAL STATEMENTS FOR THE YEAR ENDED

30 JUNE 1998

Statement by Department Heads

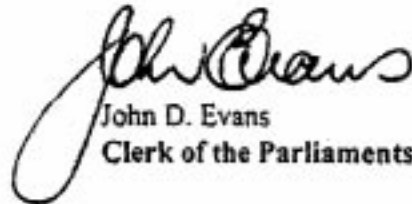
We state that:

- (a) the accompanying financial statements have been prepared on an accrual basis in accordance with applicable Australian Accounting Standards, the Urgent Issues Group Consensus Views and the Financial Reporting Directions published in the Financial Reporting Code for Budget Dependent Agencies.
- (b) the statements exhibit a true and fair view of the financial position and transactions of the Legislature, and
- (c) there are no circumstances which would render any particulars included in the financial statements to be misleading or inaccurate.



Russell D. Grove
Clerk of the Legislative Assembly

03 December 1998



John D. Evans
Clerk of the Parliaments

THE LEGISLATURE**Operating Statement for the Year Ended 30 June 1998**

	Notes	Actual 1998 \$000	Budget 1998 \$000	Actual 1997 \$000
Expenses				
Operating expenses				
Employee related	2(a)	32,163	31,798	30,591
Other operating expenses	2(b)	13,457	12,493	14,188
Maintenance	2(c)	1,059	625	517
Depreciation and amortisation	2(d)	2,520	2,433	2,346
Other expenses	2(e)	<u>28,016</u>	<u>29,111</u>	<u>27,880</u>
Total Expenses		<u>77,215</u>	<u>76,460</u>	<u>75,522</u>
Less:				
Retained Revenue				
Sale of goods and services	3(a)	1,255	940	1,252
Investment income	3(b)	62	100	167
Grants and contributions	3(c)	1,178	500	685
Other revenue	3(d)	<u>418</u>	<u>210</u>	<u>729</u>
Total Retained Revenue		<u>2,913</u>	<u>1,750</u>	<u>2,833</u>
Gain / (loss) on sale of non-current assets	4	<u>(46)</u>	<u>-</u>	<u>(12)</u>
NET COST OF SERVICES	17	<u>74,348</u>	<u>74,710</u>	<u>72,701</u>
Government Contributions				
Recurrent appropriation		61,989	60,651	60,262
Capital appropriation		1,989	1,376	1,916
Acceptance by the Crown Transactions Entity of employee entitlements and other liabilities	7	<u>9,120</u>	<u>10,656</u>	<u>8,946</u>
Total Government Contributions		<u>73,098</u>	<u>72,683</u>	<u>71,124</u>
DEFICIT FOR THE YEAR		<u>(1,250)</u>	<u>(2,027)</u>	<u>(1,577)</u>

THE LEGISLATURE**Statement of Financial Position as at 30 June 1998**

	Notes	Actual 1998 \$000	Budget 1998 \$000	Actual 1997 \$000
ASSETS				
Current Assets				
Cash	18,20	254	-	140
Receivables	9,20	566	1,040	1,040
Inventories	10	<u>80</u>	<u>87</u>	<u>87</u>
Total Current Assets		<u>900</u>	<u>1,127</u>	<u>1,267</u>
Non-Current Assets				
Land and Buildings	11(a)	110,309	110,211	109,908
Plant and Equipment	11(b)	20,426	20,306	21,666
Other	11(c)	<u>3,349</u>	<u>3,328</u>	<u>3,328</u>
Total Non-Current Assets		<u>134,084</u>	<u>133,845</u>	<u>134,902</u>
Total Assets		<u>134,984</u>	<u>134,972</u>	<u>136,169</u>
LIABILITIES				
Current Liabilities				
Bank Overdraft		-	660	-
Accounts payable	12,20	1,022	1,420	1,420
Employee entitlements	13(a)	<u>2,964</u>	<u>2,707</u>	<u>2,537</u>
Total Current Liabilities		<u>3,986</u>	<u>4,787</u>	<u>3,957</u>
Non-Current Liabilities				
Employee entitlements	13(b)	157	121	121
Total Liabilities		<u>4,143</u>	<u>4,908</u>	<u>4,078</u>
Net Assets		<u>130,841</u>	<u>130,064</u>	<u>132,091</u>
EQUITY				
Accumulated Funds		<u>130,841</u>	<u>130,064</u>	<u>132,091</u>
Total Equity	14	<u>130,841</u>	<u>130,064</u>	<u>132,091</u>

THE LEGISLATURE**Cash Flow Statement for the Year Ended 30 June 1998**

	Notes	Actual	Budget	Actual
		\$000	\$000	\$000
		1998	1998	1997
CASH FLOWS FROM OPERATING ACTIVITIES				
Payments				
Employee related		(29,279)	(28,008)	(28,504)
Other		<u>(35,882)</u>	<u>(36,027)</u>	<u>(36,022)</u>
Total Payments		<u>(65,161)</u>	<u>(64,035)</u>	<u>(64,526)</u>
Receipts				
Sale of goods and services		1,248	940	1,253
Other		942	710	853
Investment income		<u>122</u>	<u>100</u>	<u>220</u>
Total Receipts		<u>2,312</u>	<u>1,750</u>	<u>2,326</u>
Cash Flows From Government				
Recurrent appropriation		61,989	60,651	60,262
Capital appropriation		1,989	1,376	1,916
Cash reimbursements from the Crown				
Transactions Entity		<u>859</u>	<u>834</u>	<u>731</u>
Net Cash Flows From Government		<u>64,837</u>	<u>62,861</u>	<u>62,909</u>
NET CASH FLOWS FROM OPERATING ACTIVITIES	19	<u>1,988</u>	<u>576</u>	<u>709</u>
CASH FLOWS FROM INVESTING ACTIVITIES				
Proceeds from sale of property, plant and equipment		-		184
Purchases of property, plant and equipment		<u>(1,874)</u>	<u>(1,376)</u>	<u>(2,698)</u>
NET CASH FLOW FROM INVESTING ACTIVITIES		<u>(1,874)</u>	<u>(1,376)</u>	<u>(2,514)</u>
NET INCREASE / (DECREASE) IN CASH		114	(800)	(1,805)
Opening cash and cash equivalents		<u>140</u>	<u>140</u>	<u>1,945</u>
CLOSING CASH AND CASH EQUIVALENTS	18	<u>254</u>	<u>(660)</u>	<u>140</u>

THE LEGISLATURE

Program Statement – Expenses and Revenues (please refer to note 8 for program details)

THE LEGISLATURE												
Program Statement - Expenses and Revenues (please refer to note 8 for program details)												
	Program 1.1.1		Program 1.1.2		Program 1.1.3		Program 1.1.4		Program 1.1.5		Program 1.1.6	
	1997	1998	1997	1998	1997	1998	1997	1998	1997	1998	1997	1998
	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000
Expenses												
Operating expenses	2,606	2,385	1,859	1,831	11,114	10,597	2,447	2,338	-	-	2,459	2,079
Employee related	1,194	1,415	456	521	7,069	7,827	529	582	50	51	1,513	1,230
Other operating expenses	5	21	8	6	178	147	1	2	-	-	4	1
Maintenance	119	94	64	57	590	481	105	98	-	-	46	37
Depreciation and amortisation	7,442	7,319	-	-	18,013	15,960	-	-	4,217	4,093	-	-
Other expenses	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenses	11,366	11,234	2,387	2,409	34,964	34,822	3,082	3,020	4,287	4,144	4,322	3,347
Retained Revenue												
Sale of goods and services	-	-	34	1	-	-	34	1	-	-	132	114
Investment income	-	-	-	-	-	-	-	-	-	-	-	-
Grants and contributions	-	-	-	-	-	-	-	-	-	-	-	-
Other revenue	46	23	8	5	165	105	12	10	5	4	19	32
Other revenue	46	23	42	6	165	105	46	11	5	4	151	146
Total Retained Revenue	(7)	-	-	-	(8)	(8)	(8)	(8)	-	-	-	-
Gain / (loss) on sale of non-current assets	-	-	-	-	-	-	-	-	-	-	-	-
NET COST OF SERVICES	11,327	11,211	2,345	2,403	34,799	34,717	3,044	3,009	4,262	4,140	4,171	3,201
Government contributions	11,182	10,871	2,313	2,219	34,544	33,692	2,866	2,948	4,305	4,131	4,174	3,761
SURPLUS / (DEFICIT) FOR THE YEAR	(175)	(340)	(32)	(184)	(255)	(1,025)	(178)	(81)	43	(8)	3	560
Program 1.2												
	Program 1.2.1		Program 1.2.2		Program 1.2.3		Program 1.2.4		Program 1.2.5		Total	
	1997	1998	1997	1998	1997	1998	1997	1998	1997	1998	1997	1998
	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000	\$000
Expenses												
Operating expenses	2,102	1,989	1,960	1,944	2,446	2,314	1,941	1,862	3,229	3,232	32,163	30,591
Employee related	437	500	168	179	802	928	364	421	575	734	13,457	14,188
Other operating expenses	1	8	-	-	859	337	-	-	3	1	1,059	517
Maintenance	136	108	28	24	980	962	89	60	383	415	2,520	2,346
Depreciation and amortisation	-	-	-	-	-	-	-	-	344	508	28,016	27,860
Other expenses	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenses	2,578	2,605	2,156	2,147	5,087	4,541	2,364	2,363	4,544	4,890	77,215	75,522
Retained Revenue												
Sale of goods and services	-	-	104	117	396	481	446	372	119	166	1,285	1,262
Investment income	-	-	-	-	-	-	-	-	62	187	82	167
Grants and contributions	-	-	-	-	678	186	500	500	-	-	1,178	685
Other revenue	31	21	4	3	48	488	11	6	69	30	418	729
Other revenue	31	21	108	120	1,112	1,154	957	860	250	363	2,913	2,833
Total Retained Revenue	(10)	(10)	(40)	(6)	(791)	(1)	(129)	(385)	(31)	(46)	(46)	(12)
Gain / (loss) on sale of non-current assets	-	-	-	-	-	-	-	-	-	-	-	-
NET COST OF SERVICES	2,645	2,584	2,048	2,027	3,875	3,388	1,407	1,484	4,325	4,527	74,348	72,701
Government contributions	2,495	2,409	2,008	2,021	3,184	3,383	1,278	1,096	4,779	4,583	73,098	71,124
SURPLUS / (DEFICIT) FOR THE YEAR	(150)	(185)	(40)	(6)	(791)	5	(129)	(385)	451	56	(1,250)	(1,577)

THE LEGISLATURE

Summary of Compliance with Financial Directives for the Year Ended 30 June 1998

	Actual Appropriations			Estimated Expenditure	Actual Appropriations			Estimated Expenditure
	Original 1998 \$000	Revised 1998 \$000	1998 \$000		Original 1997 \$000	Revised 1997 \$000	1997 \$000	
Recurrent appropriations								
Program 1.1.1	9,103	9,137	9,137	8,546	8,894	8,894	8,894	
Program 1.1.2	1,924	2,098	2,098	2,027	2,025	2,025	2,025	
Program 1.1.3	28,875	28,889	28,889	27,044	27,633	27,633	27,633	
Program 1.1.4	2,538	2,567	2,567	2,683	2,682	2,682	2,682	
Program 1.1.5	4,361	4,305	4,305	4,260	4,131	4,131	4,131	
Program 1.1.6	3,132	3,864	3,864	3,353	3,545	3,545	3,545	
Program 1.2.1	2,067	2,241	2,241	2,182	2,181	2,181	2,181	
Program 1.2.2	1,699	1,761	1,761	1,797	1,796	1,796	1,796	
Program 1.2.3	2,549	2,694	2,694	2,729	2,734	2,734	2,734	
Program 1.2.4	934	1,124	1,124	950	951	951	951	
Program 1.2.5	3,469	3,509	3,509	3,691	3,690	3,690	3,690	
	60,651	61,989	61,989	59,262	60,262	60,262	60,262	
Capital appropriations								
Program 1.1.1	230	36	36	16	16	16	16	
Program 1.1.2	-	26	26	-	-	-	-	
Program 1.1.3	886	625	625	970	917	917	917	
Program 1.1.4	16	29	29	-	-	-	-	
Program 1.1.6	-	75	75	-	-	-	-	
Program 1.2.1	5	3	3	250	175	175	175	
Program 1.2.2	33	8	8	-	-	-	-	
Program 1.2.3	-	215	215	405	405	405	405	
Program 1.2.5	206	972	972	690	403	403	403	
	1,376	1,989	1,989	2,331	1,916	1,916	1,916	
Total appropriations	62,027	63,978	63,978	61,593	62,178	62,178	62,178	

THE LEGISLATURE

Notes to and Forming Part of the Financial Statements

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

(a) Reporting Entity

The Legislature as a reporting entity comprises all of the operating activities of the Parliament of New South Wales under the joint direction and control of the President of the Legislative Council and the Speaker of the Legislative Assembly. It includes all of the functions of parliamentary representation undertaken by the Council and the Assembly, and their various supporting Departments and Sections.

(b) Basis of Accounting

The Legislature's financial statements are a general purpose financial report which has been prepared on an accrual basis and in accordance with applicable Australian Accounting Standards, other mandatory professional accounting requirements and the Financial Reporting Directions published in the Financial Reporting Code for Budget Dependent Agencies.

Statements of Accounting Concepts are used as guidance in the absence of applicable Accounting Standards, Urgent Issues Group Consensus Views and legislative requirements.

The statements are prepared in accordance with the historical cost convention apart from Land, Buildings, Antique and Artworks Collections and certain items of plant and equipment which are recorded at valuation. All amounts shown in the statements are rounded to the nearest one thousand dollars and are expressed in Australian currency.

The accounting policies adopted are consistent with those of the previous year.

(c) Change in Accounting Classification

To facilitate comparison of recurrent and capital appropriation contributions from government, the 1997 figures have been reclassified from those published in the 1997 Financial Statements. The changes involve decreasing the recurrent appropriation from \$60,821,000 to \$60,262,000 and increasing the capital appropriation figure from \$1,391,000 to \$1,916,000. This net reclassification of \$559,000 reverses the transfer of capital funded computer expenditure to recurrent in the 1997 financial year which related to the Parliament's policy of expensing equipment purchases with a cost of less than \$5,000. These amended 1997 appropriation figures now reflect those shown in the Treasury Budget Papers.

(d) Parliamentary Appropriations and Contributions from Other Bodies

Parliamentary Appropriations and contributions from other bodies (including grants and donations) are recognised as revenues when The Legislature obtains control over the assets comprising the contributions. Control over appropriations and contributions is normally obtained upon the receipt of cash.

Maintenance work on Parliament House undertaken and paid for by the Department of Public Works and Services has been recognised as revenue with the corresponding expenditure reflected in maintenance costs. (Refer notes 2(c) and 3(c)).

(e) Employee Entitlements

(i) Wages and Salaries, Annual Leave, Sick Leave and On-costs

Liabilities for wages and salaries and annual leave are recognised and measured as the amount unpaid at the reporting date at current pay rates in respect of employees' services up to that date.

Sick leave entitlements for The Legislature's employees is non-vesting. Unused non-vesting sick leave does not give rise to a liability as it is not considered probable that sick leave taken in the future will be greater than the entitlements accrued in the future.

The outstanding amounts of payroll tax, workers' compensation insurance premiums and fringe benefits tax, which are consequential to employment, are recognised as liabilities and expenses where the employee entitlements to which they relate have been recognised.

(ii) Long Service Leave and Superannuation

The Legislature's liabilities for long service leave and superannuation are assumed by the Crown Transactions Entity. The Legislature accounts for the liability as having been extinguished resulting in the amount assumed being shown as part of the non-monetary revenue item described as "Acceptance by the Crown Transactions Entity of Employee Entitlements and other Liabilities".

Long service leave is measured on a nominal basis. The nominal method is based on the remuneration rates at year end for all employees with five or more years of service. It is considered that this measurement technique produces results not materially different from the estimate determined by using the present value basis of measurement.

The superannuation expense for the financial year is determined by using the formulae specified in the Treasurer's Directions. The expense for certain superannuation schemes (ie Basic Benefit and First State Super) is calculated as a percentage of employees' salaries. For other superannuation schemes (ie State Superannuation Scheme and State Authorities Superannuation Scheme), the expense is calculated as a multiple of the employees' superannuation contributions.

(f) Insurance

The Legislature's insurance activities are conducted through the NSW Treasury Managed Fund Scheme of self insurance for Government agencies. The expense (premium) is determined by the Fund Manager based on past experience.

(g) Acquisition of Assets

The cost method of accounting is used for the initial recording of all acquisitions of assets controlled by The Legislature. Cost is determined as the fair value of the assets given as consideration plus the costs incidental to the acquisition.

Assets acquired at no cost, or for nominal consideration, are initially recognised as assets and revenues at their fair value at the date of acquisition.

Fair value means the amount for which an asset could be exchanged between a knowledgeable willing buyer and a knowledgeable willing seller in an arm's length transaction.

(h) Property, Plant and Equipment

The following valuation policies have been adopted by The Legislature in accordance with Treasury's Guidelines for the Valuation of Land and Heritage Assets in the NSW Public Sector dated May 1995.

Land and Buildings

The land on which the Parliamentary building is sited in Macquarie Street has been valued by the State Valuation Office in July 1993, at \$42,000,000 based on existing use.

The value of the Parliament House Building has been included in the Financial Statements for the year ended 30 June 1998, at \$67,523,000. This represents the estimated written down replacement cost of an appropriate facility having a similar functional potential excluding the unique heritage features.

The State Valuation Office provided a building valuation of \$86,500,000 in July 1993, and advised in June 1995, that the valuation was generally current in terms of the new valuation guidelines, which specifies current replacement cost excluding depreciation. Separately identifiable plant and machinery components of the building included in the State Valuation Office's valuation, with an economic life of less than 100 years have been capitalised at valuation by the Public Works Department (\$19,494,000) and depreciated on a straight line basis over the remainder of their economic life. These components are currently valued at \$20,765,000 following acquisitions and disposals since 1993 and have been shown under Plant and Equipment in the Financial Statements. This has resulted in the value of the Building being shown as \$67,523,000 which includes the cost of building additions (\$517,000) since the date of valuation.

The leasehold expense of Members' Electorate Offices is valued at cost and amortised over the term of the lease for the relevant electorate office.

Plant and Equipment

The capitalisation of other property, plant and equipment, including office equipment and furnishings and computer equipment is subject to a minimum value of \$5,000 per item.

The valuation of assets has been undertaken by Legislature officers with assistance from Public Works Department Engineers in respect to Plant and Machinery (Building Technical Services) assets based on the written down value at July 1993. Assets acquired since this date have been included at cost and subject to depreciation over their useful life.

Other Assets (Artworks and Antiques)

The Legislature utilised the services of the NSW Art Gallery in June 1995, to provide a valuation of the Artworks Collection. The valuation methodology used by the Art Gallery involves the use of mean market values within the following ranges:

\$1 - \$999	Mean value \$500
\$1,000 - \$9,999	Mean value \$5,000
\$10,000 - \$24,999	Mean value \$17,500
\$25,000 - \$49,999	Mean value \$37,500
\$50,000 - \$74,999	Mean value \$62,500
\$75,000 - upwards	Use actual valuation

Based on the above methodology the Artworks Collection has been valued at \$1,217,000 (\$1,214,000 96/97) after bringing to account in 1997/98 further prints acquired free of charge valued at \$3,000 by Ms T. Cleary an antique and artworks collections expert.

The antique and period furniture collection was valued by Ms T. Cleary in June 1995. Further items acquired free of charge were added to the collection during 1997/98 and have been valued by Ms Cleary at \$18,000 bringing the collection's value to \$2,132,000 at 30 June 1998 (\$2,114,000 96/97). These new acquisitions together with the \$3,000 artworks acquired have been brought to account as income through the Operating Statement.

(i) Revaluation of Physical Non-Current Assets

Buildings and improvements, plant and equipment and infrastructure assets (excluding land) are valued based on the estimated written down replacement cost of the most appropriate modern equivalent replacement facility having a similar service potential to the existing asset. Land is valued on an existing use basis.

Assets will be revalued on a progressive basis over a five year period commencing in the 1998/99 financial year.

(j) Assets Not Able to be Reliably Measured

The Legislature holds Archive and Library collections which are not included in the financial statements as they cannot be measured reliably at this time. This is due to the need to establish a data base of all items in the collections prior to considering valuation. This will then be followed by clarification from valuation experts as to whether the collections can be reliably valued. Once it is established that a valuation can be reliably made it is necessary to agree on a consistent methodology with other Public Sector organisations with similar collections and obtain funding for the cost of undertaking the valuation from Treasury.

It is anticipated that the abovementioned issues will be resolved by 30 June, 1999.

Further details of these collections are provided in note 11 (d) - Non Current Assets Property, Plant and Equipment.

(k) Depreciation and Amortisation

Depreciation or amortisation is provided for on a straight line basis against all depreciable or amortisable assets except land so as to write off the depreciable amount of the asset as it is consumed over its useful life.

The Legislature's Artworks and Antique collections have not been depreciated as the value is expected to appreciate.

(l) Leased Assets

All leases to which the Legislature is a party are operating leases with payments being charged to the Operating Statement in the periods in which they are incurred.

(m) Inventories

Inventories are stated at the lower of cost and net realisable value. The cost is calculated using the average cost method. Current inventory consists of 4,009 (1996/97, 4320) copies of a book entitled 'Australia's First Parliament'.

(n) Year 2000 Millennium Issue and Compliance Cost

The Legislature has investigated to what extent the date change from 1999 to 2000 may effect its activities. To ensure that all significant operations are year 2000 compliant, a program has been established to overcome the impact of the transition to the year 2000 on the Legislature and its clients. On completion of this program the Legislature does not expect its activities to be significantly impacted by the date change.

All expenditure incurred concerning the upgrading or replacement of computer systems in order to make them year 2000 compliant is expensed as it occurs in line with the mandatory requirement. All external consulting and other external costs are included, except those of a capital nature. Please refer to Note 15 (a) for year 2000 expenditure commitments.

2. EXPENSES**(a) Employee Related Expenses**

	1998	1997
	\$000	\$000
Salaries and Wages (including recreation leave)	26,431	24,939
Superannuation Entitlements - staff	2,148	2,019
Long service leave	733	750
Workers Compensation Insurance	264	228
Payroll tax and fringe benefits tax	2,168	2,254
Other	419	401
	32,163	30,591

Salaries and Wages costs of \$22,000 have been included in the recurrent acquisition cost of computer related equipment which was purchased with capital funding.

(b) Other Operating Expenses

	1998	1997
	\$000	\$000
Telephone and facsimile charges	2,425	1,760
Rental expense relating to operating leases	2,199	2,000
Travel expenses	1,851	2,106
Printing and stationery	1,368	1,420
Postage and State Mail charges	1,158	1,159
Gas and Electricity charges	815	876
Computer costs	631	2,087
Cleaning and laundry	482	471
Legal expenses	359	107
Contract and other fees	332	386
Stores	318	506
Insurance	244	254
Consultancy fees	88	31
Auditor's remuneration	33	32
Miscellaneous	1,154	993
	13,457	14,188

The Independent Commission Against Corruption and the Council on the Cost of Government are in the process of reviewing the parliamentary travel system. It is possible that recommendations for improvements to the operation of the system will be forthcoming.

(c) Maintenance

	1998	1997
	\$000	\$000
Maintenance undertaken by Department of Public Works and Services (note 3 (c))	678	-
Repairs and routine maintenance	203	381
Maintenance on Legislative Assembly offices	178	136
	1,059	517

Maintenance on the Parliament House building undertaken and funded by the Department of Public works and Services (PWD) has been included in the Operating Statement for the first time this year. This work was part of the program for the essential maintenance of State assets. In 1996/97 the amount expended of \$754,000 was shown by way of a note.

(d) Depreciation and Amortisation

	1998	1997
	\$000	\$000
Depreciation on plant and equipment	2,243	2,106
Amortisation of Leasehold Costs	277	240
	2,520	2,346

(e) Other expenses

	1998	1997
	\$000	\$000
Salaries and Allowances of Members of Parliament	19,764	19,545
Superannuation Entitlements - Members	5,701	5,651
Payroll tax & Fringe Benefits Tax - Members Entitlements	1,816	1,789
Payroll tax liability - Members Superannuation	391	387
Special Projects	344	508
	28,016	27,880

3. REVENUES**(a) Sale of goods and services**

	1998	1997
	\$000	\$000
Sale of Publications	172	120
Energy Recoup from Sydney Hospital and State Library	377	468
Dining Room Functions	446	372
Parliamentary Committee Seminars	133	114
Miscellaneous	127	178
	1,255	1,252

(b) Investment Income

	1998	1997
	\$000	\$000
Interest on operating account	62	167
	62	167

(c) Grants and Contributions

	1998	1997
	\$000	\$000
Public Works & Services Maintenance Work	678	-
Contribution from House Committee	500	500
Contribution from Sydney Hospital and AGL Towards plant and equipment-	-	185
	1,178	685

The Department of Public Works and Services met the cost of essential maintenance work undertaken on the Parliament House Building as part of an ongoing arrangement. In prior financial years disclosure was by way of a note to the Financial Statements (refer notes 1 (d) and 2 (c)).

(d) Other revenue

	1998	1997
	\$000	\$000
Assets acquired free of cost refer Note 1(h)	21	463
Telstra rebate	227	181
Miscellaneous	170	85
	418	729

4. GAIN/(LOSS) ON SALE OF NON-CURRENT ASSETS

	1998	1997
	\$000	\$000
Gain / (loss) on disposal of plant and equipment		
Proceeds from sale	-	7
Written down value of assets sold	46	19
Net gain/(loss) on disposal of plant and equipment	(46)	(12)

5. CONDITIONS OF CONTRIBUTION

There were no conditions attached to the contribution received from The Legislature House Committee towards the cost of providing catering services referred to in note 3 (c).

6. APPROPRIATIONS

	1998	1997
	\$000	\$000
Total recurrent appropriations as per summary of Compliance & Operating Statement	61,989	60,262
Total capital appropriations as per Summary of Compliance & Operating Statement	1,989	1,916

In New South Wales, agencies are not required to separately record cash expenditures which are financed by the Consolidated Fund as distinct from cash expenditures financed by their own user chargers. As a result, they are not able to determine accurately the exact amount of the expenditures that are related to the Consolidated Fund. However, the amount revised appropriation should approximate the actual cash expenditure of the Consolidated fund monies by agencies.

7. ACCEPTANCE BY THE CROWN TRANSACTIONS ENTITY OF EMPLOYEE ENTITLEMENTS AND OTHER LIABILITIES

	1998	1997
	\$000	\$000
Employees		
Superannuation	2,148	2,019
Long service leave	733	750
Payroll Tax on Superannuation	147	139
	<hr/> 3,028	<hr/> 2,908
Members		
Superannuation	5,701	5,651
Payroll tax on superannuation	391	387
	<hr/> 6,092	<hr/> 6,038
	<hr/> 9,120	<hr/> 8,946

8. PROGRAMS/ACTIVITIES OF THE LEGISLATURE

- (a) Program 1.1.1 Parliamentary Representation - Legislative Council
Objective: To represent the electorate at large.
- (b) Program 1.1.2 Operation of the Legislative Council
Objective: To assist Members of the Legislative Council in the performance of their parliamentary duties.
- (c) Program 1.1.3 Parliamentary Representation - Legislative Assembly
Objective: To represent the local electorate.
- (d) Program 1.1.4 Operation of the Legislative Assembly
Objective: To assist Members of the Legislative Assembly in the performance of their parliamentary duties.
- (e) Program 1.1.5 Executive Government
Objective: To exercise Ministerial control and responsibility in the administration of government agencies within allocated portfolios.
- (f) Program 1.1.6 Parliamentary Committees
Objective: To operate standing, select and statutory committees of the Legislative Council and the Legislative Assembly.

- (g) Program 1.2.1 Parliamentary Library
Objective: To assist parliamentarians in the performance of their duties by making available a full range of current information resources and information and research services.
- (h) Program 1.2.2 Hansard
Objective: To produce a permanent record of the parliamentary debates and to prepare transcripts of evidence given to parliamentary committees and of proceedings at ministerial conferences
- (i) Program 1.2.3 Building Services
Objective: To maintain building services at Parliament House.
- (j) Program 1.2.4 Catering Services
Objective: To provide Members, staff and other authorised users with food and beverage services. To cater for State Government and ministerial functions held at Parliament House.
- (k) Program 1.2.5 Special Services
Objective: To provide administrative, accounting, computer and support services for Members of both Houses of Parliament.

9. CURRENT ASSETS - RECEIVABLES

	1998	1997
	\$000	\$000
Sale of goods and services	152	145
Investment income	23	82
Other debtors/prepayments	394	813
	<u>569</u>	<u>1,040</u>
Less: Provision for Doubtful Debts	3	0
	<u>566</u>	<u>1,040</u>

No bad debts were written off during the year (\$480 in 1996/97).

10. CURRENT ASSETS - INVENTORIES

(a)	1998	1997
	\$000	\$000
Finished Goods - Books	80	87
	<u>80</u>	<u>87</u>

- (b) The Legislature's inventory comprises 4,009 copies of a second edition of Australia's First Parliament publication which was originally purchased in the 1995/96 financial year. These books have been included at the lower of cost and net realisable value.

11. NON-CURRENT ASSETS**(a) Land and Buildings**

	Land	Buildings	Leasehold	Capital Works In Progress	Total
	\$000	\$000	\$000	\$000	\$000
Balance at 1 July 1997					
At Valuation	42,000	67,006	-	-	109,006
At Cost	-	347	1,708	122	2,177
Additions at cost	-	170	351	157	678
Transfers at cost	-	-	122	(122)	-
Disposals at cost	-	-	(101)	-	(101)
Balance 30 June 1998					
At valuation	42,000	67,006	-	-	109,006
At cost	-	517	2,080	157	2,754
Total	42,000	67,523	2,080	157	111,760

Accumulated Depreciation**Balance 1 July 1997**

At valuation					
At cost	-	-	1,275	-	1,275
Depreciation for the year					
Amortisation for the year	-	-	277	-	277
Writebacks on Disposal	-	-	(101)	-	(101)
Balance 30 June 1998					
At valuation	-	-	-	-	-
At cost	-	-	1,451	-	1,451
Total	-	-	1,451	-	1,451

Carrying Value

At 30 June 1998	42,000	67,353	629	157	110,309
At 30 June 1997	42,000	67,523	433	122	109,908

Fully Depreciated Assets

At cost or Valuation	-	-	-	-	-
Quantity (individual items)	-	-	-	-	-
At cost or Valuation	-	-	1,013	-	1,013
Quantity (individual items)	-	-	42	-	42

Leasehold costs for the Legislative Assembly electorate offices are amortised over the term of the original lease. Leases on 42 of these officers have now expired and subsequently been renewed for a further term. While the lease costs have been fully amortised on these officers the Legislature still derives service potential and an economic benefit from these leasehold costs.

(b) Plant and Equipment

	Plant & Machinery \$000	Office Equip. & Furnishing \$000	Computer Equip. \$000	Capital Works In Progress \$000	Total \$000
Balance at 1 July 1997					
At Valuation	19,322	1,179	295	-	20,796
At Cost	1,488	3,120	3,534	787	8,929
Additions at cost	110	168	691	89	1,058
Transfers at cost	218	-	562	(780)	-
Disposals at valuation	-	(13)	(57)	-	(70)
Disposals at cost	-	(34)	(115)	(5)	(154)
Balance 30 June 1998					
At valuation	19,322	1,166	238	-	20,726
At cost	1,816	3,254	4,672	91	9,833
Total	21,000	4,420	4,910	91	30,559
Accumulated Depreciation					
Balance 1 July 1997					
At valuation	4,423	772	241	-	5,436
At cost	181	1,077	1,365	-	2,623
Depreciation for the year	974	587	682	-	2,243
Writebacks on Disposal	-	(30)	(139)	-	(169)
Balance 30 June 1998					
At valuation	5,339	880	198	-	6,417
At cost	239	1,526	1,951	-	3,716
Total	5,578	2,40	2,149	-	10,133
Carrying Value					
At 30 June 1998	15,560	2,014	2,761	91	20,426
At 1 July 1998	16,206	2,450	2,223	787	21,666
Fully Depreciated Assets					
At cost or Valuation	18	226	128	-	372
Quantity (individual items)	3	8	10	-	21
At cost or Valuation	-	-	221	-	221
Quantity (individual items)	-	-	13	-	13

Plant and Equipment assets listed above that are fully depreciated are still providing service potential and economic benefit to the Legislature.

(c) Other (Antiques and Artworks)

	Antiques \$000	Artworks \$000	Total \$000
Balance at 1 July 1997			
At Valuation	2,114	1,214	3,328
Additions from Revenue at cost	18	3	21
Transfers	-	-	-
Disposals	-	-	-
Balance 30 June 1998			
At valuation	2,114	1,214	3,328
At cost	18	3	21
Total	2,132	1,217	3,349
Balance at 1 July 1997			
At Valuation	-	-	-
At cost	-	-	-
Depreciation for the year	-	-	-
Writebacks on disposal	-	-	-
Balance 30 June 1998			
At valuation	-	-	-
At cost	-	-	-
Total	-	-	-
Carrying Value			
At 30 June 1998	2,132	1,217	3,349
At 1 July 1997	2,114	1,214	3,328

(d) Archive and Library Collections

The Archives collection comprises the archival records of the Parliament of NSW which have been retained permanently for their legal, evidential, administrative, institutional, historical and cultural values. The current collection comprises 800 shelf metres of paper files, volumes, maps, plans, photographs, videos, films, audio tapes and computer disks which range in condition from excellent to a deteriorated state. The annual preservation cost in 1997/98 for this collection was \$44,000 (1996/97 \$48,000).

The Library collection consists of a combination of books periodicals, journals, publications, audio, video and computer media material totalling approximately 140,000 titles or 250,000 volumes with approximately 10,000 classified as rare books. The preservation of the overall collection has principally been restricted to binding work at a cost of \$50,000 (\$70,000 1996/97). The condition of the collection ranges between excellent and a deteriorated state.

12. CURRENT LIABILITIES - ACCOUNTS PAYABLE

	1998 \$000	1997 \$000
Accrued Charges	518	364
Trade Creditors	504	1,056
	1,022	1,420

13. CURRENT AND NON-CURRENT LIABILITIES - EMPLOYEE ENTITLEMENTS**(a) Current**

	1998	1997
	\$000	\$000
Recreation leave	2,098	1,971
Accrued salaries and wages	840	550
On-cost on long service leave entitlements	26	16
Aggregate employee entitlements	2,964	2,537

(b) Non-Current

	1998	1997
	\$000	\$000
On-cost on long service leave entitlements	157	121
Aggregate employee entitlements	157	121

14. CHANGES IN EQUITY

	1998	1997
	\$000	\$000
Accumulated surplus at beginning of year	132,091	133,668
Current Year (Deficit)	(1,250)	(1,577)
Total Equity	130,841	132,091

15. COMMITMENTS FOR EXPENDITURE**(a) Capital Commitments**

Aggregate capital expenditure contracted for at balance date but not provided for and Year 2000 Computer system rectifications:

	1998	1997
	\$000	\$000
Not later than one year	1,518	65
Later than one year but not later than 2 years	1,400	-
Total Capital Commitments	2,918	65

(b) Operating Lease Commitments

Commitments in relation to non-cancellable operating leases are payable as follows:

	1998	1997
	\$000	\$000
Not later than one year	1,811	1,556
Later than one year but not later than 2 years	1,123	1,363
Later than two years but not later than 5 years	691	773
Total Lease Commitments	3,625	3,692

Legislative Assembly Electorate Offices included in the above figures represent the following commitments:

	1998	1997
	\$000	\$000
Not later than one year	1,777	1,535
Later than one year but not later than 2 years	1,107	1,348
Later than two years but not later than 5 years	690	773
Total Non-cancellable	3,574	3,656
Electorate Office Lease Commitments	3,574	3,656

These operating lease commitments are not recognised in the financial statements as liabilities.

(c) Other expenditure commitments

Aggregate other expenditure contracted for at balance date and not provided for:

	1998	1997
	\$000	\$000
Not later than one year	10	41
	10	41

16. CONTINGENT LIABILITIES

The Legislature is currently involved in legal proceedings involving the Legislative Council versus the Treasurer. There is no application by either party for damages to be awarded and all legal costs incurred to date have been brought to account. The matter is currently before the High Court which will involve further hearings. The Legal Counsel representing the Legislative Council is unable to provide an estimate of further costs at this time.

17. BUDGET REVIEW**Net Cost of Services**

Net Cost of Services for the year was \$362,000 higher than budget due to increased employee related expenditure and other operating expenses. These over expenditures were partially offset by savings in maintenance expenditure and other expenses together with revenue exceeding budget projections.

Government Contributions

Government Contributions exceeded the budget appropriation for both recurrent and capital services. Net additional recurrent supplementation of \$1,338,000 was provided for employee related costs and relocation of Parliamentary Committees to alternative accommodation. Capital supplementation of \$613,000 was also provided to upgrade security services and relocate Parliamentary Committees.

Assets and Liabilities

Current Assets were lower than budget by \$227,000 due to reductions in receivables.

Non - Current Assets were higher than budget by \$239,000 due to additional capital works being undertaken during the year which had not been budgeted for.

Current Liabilities were lower than budget by \$801,000 due to elimination of the bank overdraft and reduction in Accounts Payable including accrued capital works.

Non Current Liabilities exceeded budget by \$36,000 due to an increase in employee entitlements resulting from higher than anticipated salary increases.

Cash Flows

Net cash flows from operating activities were higher than budget by \$1,412,000 due to additional employee related expenses.

Net cash flows from investing activities was \$498,000 over budget due to additional capital works being undertaken during the year.

18. CASH AND CASH EQUIVALENTS

	1998	1997
	\$000	\$000
Cash	254	140
	254	140

Cash as shown in the Statement of Financial Position and the Cash Flow Statement is represented by cash at bank and on hand.

19. RECONCILIATION OF NET COST OF SERVICES TO NET CASH FLOWS FROM OPERATING ACTIVITIES

	1998 Actual \$000	1997 Actual \$000
Net cash used on operating activities	1,998	709
Depreciation and Amortisation	(2,520)	(2,346)
Provision for doubtful debts	(3)	-
Increase/decrease in provisions	(174)	(477)
Decrease/(increase) in prepayments and other assets	(477)	209
Increase in creditors	(38)	(123)
Net loss on sale of plant and equipment	(46)	(12)
Assets brought to account not previously capitalised	21	463
Long Service Leave	(733)	(750)
Superannuation	(6,990)	(6,940)
Payroll tax on superannuation	(538)	(525)
Less Cash flows from Government		
Capital Allocation	(1,989)	(1,916)
Recurrent Allocation	(61,989)	(60,262)
Cash reimbursements from the Crown Transactions Entity	(859)	(731)
Net Cost of Services	(74,347)	(72,701)

20. FINANCIAL INSTRUMENTS

Financial instruments give rise to positions that are a financial asset of the Legislature and a financial liability (or equity instrument) of the other party. They include cash at bank, receivables and creditors. All classes of financial instruments, including revenue, expenses or other cash flows arising from instruments, are recognised at cost on an accrual basis.

In accordance with Australian Accounting Standard AAS 33 "Presentation and Disclosure of Financial Instruments" information is disclosed regarding interest rate risk and credit risk of financial instruments. Unless otherwise stated, such amounts are carried in the accounts at net fair value which is considered to equate with the carrying amount as per the balance sheet.

Interest rate risk affects cash at bank where the value of these instruments is subject to fluctuation due to changes in market interest rates.

The Legislature's exposure to interest rate risk and the effective interest rates of financial instruments at year end are:

Cash	\$254,000	4.04 percent
Receivables	\$566,000	All non-interest bearing
Creditors	\$1,022,000	All non-interest bearing

Credit rate risk affects receivables where there is a risk of a trade debtor of the company failing to meet their obligations as and when they fall due. As at balance date, the greatest risk was represented by receivables which had been outstanding more than 90 days, totalling \$42,000.

21. FRINGE BENEFITS TAX LIABILITY

The New South Wales Treasury is in the process of reviewing current Fringe Benefits Tax (FBT) compliance which for NSW government agencies includes Members and Former Members travel passes. In the event that an FBT liability arises as a result of this review this liability will be assumed by the Crown Transactions Entity and will have no effect on the Net Cost of Services or Net Assets of the Legislature.

End of Audited Financial Statements

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Appendices



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APPENDIX 1

LIST OF MEMBERS

MEMBERS OF THE LEGISLATIVE COUNCIL AS AT 30 JUNE 1998

Fifty-First Parliament of New South Wales

Arena , The Honourable Franca, A.M.	IND	Kaldis , The Honourable James	ALP
Bull , The Honourable Richard Thomas Marshall <i>Deputy Leader of the Opposition</i>	NP	Kelly , The Honourable Anthony Bernard, A.L.G.A.	ALP
Burgmann , The Honourable Doctor Meredith Anne, M.A.(Syd.), Ph.D.(Macq.)	ALP	Kersten , The Honourable Mark Raymond	NP
Burnswoods , The Honourable Janice Carolyn, B.A.(Hons), Dip.Ed.	ALP	Lynn , The Honourable Charlie John Stuart, p.s.c.	LIB
Chadwick , The Honourable Virginia Anne, B.A., Dip. Ed. <i>President</i>	LIB	Macdonald , The Honourable Ian Michael, B.A.(Hons)	ALP
Chesterfield-Evans , The Honourable Doctor Arthur, M.B., B.S., F.R.C.S.(Eng.), M.Appl.Sci.(OHS)	AD	Manson , The Honourable Andrew Bruce <i>Deputy Government Whip</i>	ALP
Cohen , The Honourable Ian, B.A., Dip.Ed.	GRN	Moppett , The Honourable Douglas Frederick, B.Sc.Agr. <i>Deputy Opposition Whip</i>	NP
Corbett , The Honourable Alan Gordon, B.A., Dip. Ed., Dip T.E.F.L., M.A.	BFC	Nile , The Honourable Elaine Blanche	CDP
Dyer , The Honourable Ronald David, Dip.Law, Dip. Crim. <i>Minister for Public Works and Services</i>	ALP	Nile , The Reverend the Honourable Frederick John, E.D., L.Th. <i>Temporary Chairman of Committees</i>	CDP
Egan , The Honourable Michael Rueben, B.A. <i>Treasurer, Minister for State Development, and Vice-President of the Executive Council.</i>	ALP	Obeid , The Honourable Edward Moses, O.A.M.	ALP
Forsythe , The Honourable Patricia, B.A., Dip.Ed.	LIB	Pezzutti , The Honourable Doctor Brian Patrick Victor, R.F.D., M.B., B.S.(Syd.), F.F.A.R.A.C.S., F.A.N.Z.C.A.	LIB
Gallacher , The Honourable Michael Joseph B.Prof. St.	LIB	Primrose , The Honourable Peter Thomas, B.Soc.Stud.(Syd.)	ALP
Gardiner , The Honourable Jennifer Ann, B.Bus. <i>Temporary Chairman of Committees</i>	NP	Ryan , The Honourable John Francis, B.A.(Hons), Dip.Ed.	LIB
Gay , The Honourable Duncan John <i>Chairman of Committees</i>	NP	Saffin , The Honourable Janelle Anne	ALP
Goldsmith , The Honourable Doctor Marlene Mary Herbert, B.A., M.Ed.(Hons), Ph.D.(Minn.) <i>Temporary Chairman of Committees</i>	LIB	Samios , The Honourable James Miltiadis, M.B.E., B.A., LL.B. <i>Deputy Leader of the Liberal Party</i>	LIB
Hannaford , The Honourable John Planta, LL.B. <i>Leader of the Opposition</i>	LIB	Sham-Ho , The Honourable Helen Wai-Har, B.A., Dip.Soc.Wk, B.Leg.S. <i>Temporary Chairman of Committees</i>	LIB
Isaksen , The Honourable Dorothy May <i>Government Whip</i>	ALP	Shaw , The Honourable Jeffrey William, Q.C., B.A., LL.B. <i>Attorney General, and Minister for Industrial Relations and Minister for Fair Trading</i>	ALP
Jobling , The Honourable John Hughes, Ph.C., M.P.S. <i>Opposition Whip</i>	LIB	Smith , The Honourable Robert Baron Rowland	NP
Johnson , The Honourable John Richard <i>Temporary Chairman of Committees</i>	ALP	Tebbutt , The Honourable Carmel Mary, B.Ec.	ALP
Jones , The Honourable Richard Stanley Leigh	IND	Tingle , The Honourable John Saxon	SP
		Vaughan , The Honourable Bryan Henry, LL.B.	ALP
		Willis , The Honourable Max Frederick, R.F.D., E.D., LL.B.	LIB

AD—Australian Democrats (1)
ALP—Australian Labor Party (16)
BFC—A Better Future for our Children (1)
CDP—Christian Democratic Party (Fred Nile Group) (2)
GRN—The Greens (1)
IND—Independent (3)
LIB—Liberal Party of Australia (NSW Division) (11)
NP—National Party of Australia (NSW Division) (6)
SP—Shooters Party (1)

NEW SOUTH WALES LEGISLATIVE COUNCIL
LIST OF MEMBERS SHOWING TERMS OF SERVICE
 1 July 1991 – Reconstituted

**ELECTED MEMBERS WHOSE TERM OF SERVICE EXPIRES ON
 DISSOLUTION OR EXPIRY OF 51ST PARLIAMENT**

- | | |
|---|--|
| * ARENA , The Honourable Franca, A.M. | * KERSTEN , The Honourable Mark Raymond
(19.9.95) |
| * BURGMANN , The Honourable Doctor
Meredith Anne, M.A.(Syd.), Ph.D.(Macq.) | * LYNN , The Honourable Charlie John Stuart,
p.s.c. (19.10.95) |
| * BURNSWOODS , The Honourable Janice
Carolyn, B.A.(Hons), Dip.Ed. | + MACDONALD , The Honourable Ian Michael,
B.A.(Hons) |
| + CHADWICK , The Honourable Virginia Anne,
B.A., Dip.Ed. | * MOPPETT , The Honourable Douglas Frederick,
B.Sc.Agr. |
| * CHESTERFIELD-EVANS , The Honourable
Arthur, M.B., B.S., F.R.C.S.(Eng.),
M.Appl.Sci.(OHS). 25.6.98) | * NILE , The Reverend the Honourable Frederick John,
E.D., L.Th. |
| * FORSYTHE , The Honourable Patricia, B.A.,
Dip.Ed. | * OBEID , The Honourable Edward Moses,
O.A.M. (12.9.91) |
| * GARDINER , The Honourable Jennifer Ann,
B.Bus. | * RYAN , The Honourable John Francis, B.A.(Hons),
Dip.Ed. |
| + GOLDSMITH , The Honourable Doctor
Marlene Mary Herbert, B.A., M.Ed.(Hons),
Ph.D.(Minn.) | * SHAW , The Honourable Jeffrey William, Q.C., B.A.,
LL.B. |
| + ISAKSEN , The Honourable Dorothy May
(4.7.90) | + SMITH , The Honourable Robert Baron Rowland |
| + KALDIS , The Honourable James | * VAUGHAN , The Honourable Bryan Henry, LL.B. |
| | * WILLIS , The Honourable Max Frederick, R.F.D.,
E.D., LL.B. |

+Long term continuing Member vide Constitution Act 1902 Section 22B (5) (b).
 Elected Fourth Periodic Election (19 March 1988).

* Elected Members Fifth Periodic Election (25 May 1991).

**ELECTED MEMBERS WHOSE TERM OF SERVICE EXPIRES ON
 DISSOLUTION OR EXPIRY OF 52ND PARLIAMENT**

- | | |
|---|---|
| BULL , The Honourable Richard Thomas
Marshall | * KELLY , The Honourable Anthony Bernard,
A.L.G.A. |
| COHEN , The Honourable Ian, B.A., Dip.Ed. | MANSON , The Honourable Andrew Bruce |
| CORBETT , The Honourable Alan Gordon,
B.A., Dip.Ed., Dip T.E.F.L., M.A. | NILE , The Honourable Elaine Blanche |
| DYER , The Honourable Ronald David,
Dip.Law., Dip.Crim. | PEZZUTTI , The Honourable Doctor Brian Patrick
Victor,
R.F.D., M.B., B.S.(Syd.), F.F.A.R.A.C.S.,
F.A.N.Z.C.A. |
| EGAN , The Honourable Michael Rueben, B.A. | * PRIMROSE , The Honourable Peter Thomas,
B.Soc.Stud.(Syd.) |
| * GALLACHER , The Honourable Michael
Joseph | SAFFIN , The Honourable Janelle Anne |
| GAY , The Honourable Duncan John | SAMIOS , The Honourable James Miltiadis,
M.B.E., B.A., LL.B. |
| HANNAFORD , The Honourable John
Planta, LL.B. | SHAM-HO , The Honourable Helen Wai-Har, B.A.,
Dip.Soc.Wk., B.Leg.S. |
| JOBLING , The Honourable John Hughes,
Ph.C., M.P.S. | * TEBBUTT , The Honourable Carmel Mary, B.Ec. |
| JOHNSON , The Honourable John Richard | TINGLE , The Honourable John Saxon |
| JONES , The Honourable Richard Stanley Leigh | |

**Elected Member vide Section 22B (2).
 Sixth Periodic Election (25 March 1995).**

1. Elected (4 July 1990) to vacancy caused by the resignation of the Hon. D.M. Grusovin
2. Elected (12 September 1991) to vacancy caused by the resignation of the Hon. J.R. Hallam
3. Elected (19 September 1995) to vacancy caused by the resignation of the Hon. R.J. Webster
4. Elected (19 October 1995) to vacancy caused by the resignation of the Hon. E.P. Pickering
5. Elected (17 April 1996) to vacancy caused by the resignation of the Hon. P.F. O'Grady
6. Elected (17 April 1996) to vacancy caused by the resignation of the Hon. S.B. Mutch
7. Elected (17 September 1997) to vacancy caused by the resignation of the Hon P.J. Staunton
8. Elected (30 April 1998) to vacancy caused by the resignation of the Hon. E.A. Symonds
9. Elected (25 June 1998) to vacancy caused by the resignation of the Hon. E. Kirkby

APPENDIX 2

JOINT COMMITTEES

JOINT COMMITTEES OF THE LEGISLATIVE COUNCIL AND LEGISLATIVE ASSEMBLY

Name of Committee	LC Members on Committee	Reports Tabled	Date Tabled
Joint Standing Committee On Road Safety (Staysafe)	Mr Jobling Mr Manson Mr Tingle	(1) "Staysafe: Driver licensing in New South Wales—First entry into the driver licensing system", together with transcripts of evidence, submissions and documents received in evidence, dated June 1997.	17/9/97
		(2) Report No. 38 of the Joint Standing Committee on Road Safety entitled "Staysafe 38: Report of the Second Meeting of Australasian Parliamentary road safety committees and Ministerial nominees", dated September 1997.	14/10/97
		(3) Report No. 39 of the Joint Standing Committee on Road Safety entitled "Staysafe 39: Young Drivers", dated September 1997.	15/10/97
		(4) "Staysafe 40 (1997), A 50 k./h General Urban Speed Limit for New South Wales: Progress report and edited minutes of evidence", dated September 1997.	11/11/97
		(5) Report No. 41 of the Joint Standing Committee on Road Safety, entitled "Staysafe 41: Review of the road safety situation in New South Wales in 1995".	3/6/98
		(6) Report No. 42 of the Joint Standing Committee on Road Safety, entitled "Staysafe 42: Review of the road safety situation in New South Wales in 1996".	3/6/98
Joint Standing Committee upon Small Business	Mr Obeid (Chairperson) Mr Jones Mr Kersten	The Illawarra Experiment—Report on the NRMA'S Quality Repair System", dated May 1998.	19/5/98
Committee on the Health Care Complaints Commission	Ms Kirkby ¹ Mr Johnson Dr Pezzutti	(1) Report entitled "Report of the Second Meeting on the Annual Report of the Health Care Complaints Commission", dated August 1997, together with transcripts of evidence.	17/4/97
		(2) Report entitled "Report on Localised Complaint Resolution Procedures", dated August 1997, together with transcripts of evidence.	17/9/97
		(3) Report entitled "Report on Coopers & Lybrand: Management Review of the Health Care Complaints Commission", dated August 1997, together with transcripts of evidence.	17/9/97
		(4) Report entitled "Report on the Study Tour to Canada and the USA, May-June 1997", dated May 1998.	17/9/97
		(5) Report entitled "Third meeting on the Annual Report of the Health Care Complaints Commission", dated May 1998.	7/5/98

¹ Resigned from the Legislative Council on 25 June 1998.

Name of Committee	LC Members on Committee	Reports Tabled	Date Tabled
Committee on the Independent Commission Against Corruption	Mr Gay Mr Macdonald Mr Vaughan	(1) Report entitled "Study Tour of Organisations and Oversight Bodies Comparable to the ICAC: London, Berlin, New York and Washington—February 1997", dated December 1997. (2) Collation of Evidence of the Commissioner of the ICAC, the Hon. B. S. J. O'Keefe, A.M., Q.C., on General Aspects of the Commission's Operations, taken before the Committee on Friday 28 November 1997.	31/3/98 29/4/98
Committee on the Office of the Ombudsman and the Police Integrity Commission	Mr Gallacher Mr Kelly Mrs Nile	(1) "Key Issues Arising from the Fourth General Meeting with the NSW Ombudsman", dated October 1997. (2) "First General Meeting with the Police Integrity Commissioner", dated October 1997. (3) "Review of Schedule 1 of the Ombudsman Act 1974", dated November 1997. (4) "Second General Meeting with the Inspector of the Police Integrity Commission", dated May 1998. (5) "Sixth General Meeting with the New South Wales Ombudsman", dated May 1998.	14/10/97 15/10/97 18/11/97 5/5/98 5/5/98
Regulation Review Committee	Mr Ryan Ms Saffin	(1) Report No. 11/51 of the Regulation Review Committee entitled "Report upon Regulations", dated October 1997. (2) Report 12/51 of the Regulation Review Committee entitled "Report upon Principal Statutory Rules in Stages 11 and 12 of the Staged Repeal Programme under the Subordinate Legislation Act, 1989", dated November 1997. (3) "Report upon the Animal Research Regulations 1995 13/51" dated November 1997 together with transcripts of proceedings and submissions. (4) "Some aspects of International Regulatory Programs and Practice 14/51" dated May 1998.	22/10/97 25/11/97 26/11/97 7/5/98
Joint Select Committee on Victims Compensation	Ms Burnswoods Mr Gallacher Mr Jones Mr Vaughan	(1) "Survey of Victims Compensation Cost Saving Measures in other Jurisdictions", dated October 1997. (2) "Study Tour of Interstate & Overseas Jurisdictions", dated October 1997. (3) "Second Interim Report – The Long Term Financial Viability of the Victims Compensation Fund", dated December 1997. (4) "The Collection of Restitution from Convicted Offenders—A Discussion Paper", dated June 1998. (5) "Third Interim Report: Complaint by the Walsh Family concerning Rakus Solicitors", dated June 1998.	23/10/97 23/10/97 31/3/98 25/6/98 26/6/98

Name of Committee	LC Members on Committee	Reports Tabled	Date Tabled
Joint Select Committee into Injecting Rooms	Ms Staunton (Chair) Mr Cohen Mr Jobling Mrs Symonds	Report on the Establishment or Trial of Safe Injecting Rooms”, dated February 1998.	31/3/98
Joint Select Committee upon the Threatened Species Act 1995	Ms Burnswoods Mr Jones Mr Ryan	Report of the Joint Select Committee on the Threatened Species Conservation Act 1995, dated December 1997, together with the Minutes and evidence taken before the Committee.	31/3/98

APPENDIX 3
LEGISLATIVE COUNCIL STANDING COMMITTEES

Standing Committee on Law and Justice

Members of the Committee

Mr Vaughan (Chairman)
Mrs Sham-Ho (Deputy Chairperson)
Ms Burnswoods
Revd Mr Nile
Mr Primrose
Mr Ryan
Ms Saffin

Director of Committee:

David Blunt

Senior Project Officer:

Vicki Mullen

Committee Officer

Phillipa Gately

Reports tabled between 1 July 1997 and 30 June 1998:

- Report No. 6 entitled “Report on the Inquiry into the Family Impact Commission Bill”, dated November 1997, together with Minutes of Proceedings and submissions (Tabled 25 November 1997).
- Report No. 7 entitled “Motor Accidents Scheme – Second Interim Report”, dated December 1997 (Tabled 31 March 1998).
- Report No. 8 entitled “Workplace Safety – Interim Report”, dated December 1997 (Tabled 31 March 1998).
- Issues Paper No. 1 entitled “Issues Paper on Workplace Safety”, dated February 1998 (Tabled 31 March 1998).

Standing Committee on Parliamentary Privilege and Ethics

Members of the Committee

Dr Burgmann (Chair)
Miss Gardiner
Mr Johnson
Mr Jones
Mr Kelly (replaced Mr Vaughan 13/11/97)
Mr Lynn
Mr Manson
Revd Mr Nile
Mr Primrose

Committee Clerk:

Lynn Lovelock

Senior Project Officer:

Velia Mignacca

Committee Officer :

Daniel Noll

Reports tabled between 1 July 1997 and 30 June 1998:

- Report No. 5 of the Standing Committee on Parliamentary Privilege and Ethics entitled “Second Report on Code of Conduct”, dated June 1998 (Tabled 4 June 1998).
- Report No. 6 of the Standing Committee on Parliamentary Privilege and Ethics entitled “Report on Inquiry into the Conduct of the Honourable Franca Arena MLC”, dated June 1998 (Tabled 29 June 1998).

Standing Committee on Social Issues

Members of the Committee

Ms Burnswoods (Chairperson) (replaced Ms Symonds 6/5/98)
 Dr Goldsmith (Deputy Chairman)
 Ms Tebbutt (replaced Mrs Isaksen 6/5/98)
 Mr Kaldis
 Mr Moppett
 Mr Primrose
 vacancy (Ms Kirkby resigned 25/6/98)

Director of Committee:

Jennifer Knight
Senior Project Officers:
 Anita Tang
 Beverly Duffy
 Julie Langsworth
Committee Officer:
 Heather Crichton

Reports tabled between 1 July 1997 and 30 June 1998:

- Report No. 11 entitled “Caring for the Aged: An Interim Report of the Inquiry into Aged Care and Nursing Homes in New South Wales”, dated June 1997 (Tabled 17 September 1997).
- Report No. 12 entitled “A Report into Children of Imprisoned Parents”, dated July 1997, together with relevant Minutes of Proceedings, transcripts of evidence and written submissions (Tabled 17 September 1997).
- Report No. 13 entitled “Clinical Trials and Guardianship: Maximising the Safeguards”, dated September 1997, together with relevant Minutes of Proceedings, transcripts of evidence and written submissions (Tabled 17 September 1997).
- Report No. 14 of the Standing Committee on Social Issues entitled “Caring for the Aged: Inquiry into Aged Care and Nursing Homes in New South Wales”, dated September 1997, together with relevant Minutes of proceedings, transcripts of evidence and written submissions (Tabled 14 October 1997).

Standing Committee on State Development

Members of the Committee

Mr Kelly (Chairman) replaced Ms Staunton 24/9/97
 Dr Pezzutti (Deputy Chairman)
 Mr Cohen
 Miss Gardiner
 Mr Johnson
 Mr Macdonald
 Mr Obeid

Director of Committee:

Anna McNicol

Senior Project Officer:

Anna George
 Steven Carr

Committee Officer:

Matthew Scott

Reports tabled between 1 July 1997 and 30 June 1998:

- Report No. 16 of the Standing Committee on State Development entitled “Report on the Fisheries Management Amendment (Advisory Bodies) Act 1996, dated July 1997, together with relevant Minutes of Proceedings, transcripts of evidence and written submissions (Tabled 17 September 1997).
- Report No. 17 of the Standing Committee on State Development entitled “Report on Fisheries Management and Resource Allocation in New South Wales”, dated November 1997, together with Minutes of Proceedings, submissions and certain transcripts of evidence (Tabled 19 November 1997).
- Report No. 18 of the Standing Committee on State Development entitled “Report on Operations of the Sydney Market Authority (Dissolution) Bill from commencement until 31 December 1997”, dated March 1998 (Tabled 31 March 1998).

General Purpose Standing Committee No. 1

Members of the Committee:

Revd Mr Nile (Chairman)

Mr Johnson (Deputy Chairman) (replaced Mrs Arena 23/2/98)

Mr Gallacher (replaced Mrs Chadwick 30/6/98)

Mr Moppett (replaced Mrs Sham-Ho 30/6/98)

Mr Primrose

Reports Tabled between 1 July 1997 and 30 June 1998:

- Report on Budget Estimates for 1998/99, dated June 1998 (Tabled 26 June 1998).

General Purpose Standing Committee No. 2

Members of the Committee:

Miss Gardiner (Chair)

Mr Kelly

Dr Pezzutti

Ms Saffin (replaced Mrs Symonds 23/10/97)

vacancy (Ms Kirkby resigned 25/6/98)

Reports Tabled between 1 July 1997 and 30 June 1998:

- Special Report on possible contempt of the Committee, dated 27 March 1998 (Tabled 28 April 1998).
- Report on Budget Estimates for 1998/99, dated June 1998 (Tabled 26 June 1998).

General Purpose Standing Committee No. 3

Members of the Committee:

Mr Vaughan (Chairman)

Dr Burgmann

Mr Gallacher

Mr Lynn

Mrs Nile

Reports Tabled between 1 July 1997 and 30 June 1998:

- Report on Budget Estimates for 1998/99, dated June 1998 (Tabled 26 June 1998).

General Purpose Standing Committee No. 4

Members of the Committee:

Mr Macdonald (Chairman)

Mr Cohen (Deputy Chairman)

Dr Goldsmith

Mr Obeid

Mr Smith

Reports Tabled between 1 July 1997 and 30 June 1998:

- Report on Budget Estimates for 1998/99, dated June 1998 (Tabled 26 June 1998).

General Purpose Standing Committee No. 5

Members of the Committee:

Mr Jones (Chairman)

Ms Burnswoods

Mr Kersten

Mr Ryan

Ms Tebbutt (replaced Ms Saffin 9/6/98)

Reports Tabled between 1 July 1997 and 30 June 1998:

- Report on Budget Estimates for 1998/99, dated June 1998 (Tabled 26 June 1998).

APPENDIX 4
LEGISLATIVE COUNCIL SELECT COMMITTEES

Select Committee on the Sydney Conservatorium of Music

Members of the Committee
Revd Mr Nile (Chairperson)
Dr Burgmann
Mr Samios

Clerk to the Committee
Lynn Lovelock

Terms of reference of Committee:

1. That this House agrees with the need to redevelop the Conservatorium of Music and notes the Government's decision to locate the redevelopment on the Greenway site.
2. That, in order to ensure that the planning and development work associated with the project is not delayed and that provision of world standard facilities for the Conservatorium of Music and Conservatorium High School are provided on schedule by the year 2000, a Select Committee be appointed to:
 - (a) request of the Sydney Conservatorium of Music Project Team the reasons for the redevelopment being located on the Greenway site rather than proceeding with the relocation of the Conservatorium to Rozelle as planned and announced in early 1995
 - (b) consult with the Sydney Conservatorium of Music Project Team on proposals for the development of the Conservatorium of Music and Conservatorium High School on the Greenway site
 - (c) be advised of developments in relation to the proposals and
 - (d) provide advice to the Project Team.

Reports tabled between 1 July 1997 and 30 June 1998:

- Report of the Select Committee on the Conservatorium of Music entitled "Proposed Redevelopment of the Sydney Conservatorium of Music and Conservatorium High School", dated October 1997 (Tabled 22 October 1997).

Select Committee on the Proposed Duplication of the North Head Sewerage Tunnel

Members of the Committee
Mr Ryan (Chair)
Ms Burnswoods
Mr Cohen
Mr Jones
Mr Lynn
Mr Manson

Clerk to the Committee
Warren Cahill

Senior Project Officer
Steven Carr

Terms of reference of Committee:

To inquire into and report on the Waterways Advisory Panel's report on the Sydney Water proposal for duplication of the North Head Sewerage Tunnel and continued sewage outfall to the Pacific Ocean, and in particular:

- (a) to determine to what extent did the waterways advisory panel's terms of reference (including the year 2000 deadline) preclude proper consideration of the most environmentally appropriate methods of achieving a cleaner Sydney Harbour

- (b) to determine to what extent will duplication of the tunnel improve water quality in Darling Harbour, Homebush Bay, Parramatta River and the majority of Sydney Harbour
- (c) to determine whether or not a better environmental outcome could be achieved for Sydney's waterways by expenditure of \$375 million in a more appropriate manner
- (d) to determine to what extent have alternative technologies been considered by the waterways advisory panel and Sydney Water in reaching their decision
- (e) to determine if Sydney Water failed to provide access to vital environmental and sewage data to the proponents of alternative solutions and to determine the extent to which such solutions were hindered by any such actions by Sydney Water
- (f) to review how long the statutory aim of Sydney Water to end dry weather sewage discharges into the Pacific Ocean will be setback by construction of a second tunnel
- (g) to review the contract process and any reasons given for not going to public tender
- (h) to assess if the cost to the community would be reduced if the private sector is allowed to build, own and operate the sewerage tunnel
- (i) to investigate and determine any other matters the Committee deems relevant.

Reports tabled between 1 July 1997 and 30 June 1998:

- Report of the Select Committee on the Proposed Duplication of North Head Sewerage Tunnel, dated December 1997, together with Minutes of Proceedings, submissions and certain transcripts of evidence.

APPENDIX 5
LEGISLATIVE COUNCIL SESSIONAL COMMITTEES

Name of Committee	LC Members on Committee	Reports Tabled	Date Tabled
House	The President (Chairman) Dr Burgmann Mrs Isaksen Mr Jobling Mr Johnson Mr Jones Mr Macdonald Mr Moppett Mr Obeid Mr Primrose	Nil	N/A
Library	The President (Chairman) Ms Burnswoods Mr Gallacher Mr Johnson Mr Jones Mr Kelly Mr Kersten Ms Saffin Ms Tebbutt Mr Vaughan	Nil	N/A
Printing	Mr Manson (Chairman) Mrs Forsythe Mr Gallacher Mr Kaldis Mr Obeid Mr Primrose Ms Saffin Mr Smith	Report No. 3 Report No. 1	17/9/97 3/12/97
Standing Orders	The President (Chairman) Mr Bull Mr Dyer Mr Egan Mr Hannaford Mrs Isaksen Mr Johnson Mr Manson Revd Mr Nile Ms Saffin Mrs Sham-Ho Mr Shaw	Citizen's Right of Reply	11/11/97

APPENDIX 6 STATISTICS

HUMAN RESOURCES STATISTICS

NUMBER OF CES/SES POSITIONS

The Department of the Legislative Council is not part of the executive Government. Accordingly, there are no CES or SES positions.

ESTABLISHMENT LIST

Legislative Council Staff Establishment for Four Years

	30/6/95	30/6/96	30/6/97	30/6/98
Chamber Officers				
Clerk	1	1	1	1
Deputy Clerk	1	1	1	1
Clerk Assistant – Procedure	1	1	1	–
Clerk Assistant – Committees	1	–	–	–
Usher of the Black Rod	1	–	–	–
Clerk Assistant – Committees and Usher of the Black Rod	–	1	1	1
Clerk Assistant – Procedure and Administration	–	–	–	1
Total	5	4	4	4
Office of the Clerk				
Executive Secretary, Office of the Clerk	1	1	1	1
Secretary, Office of the Clerk	1	1	–	–
Project Officer	1	1	1	1
Senior Project Officer	–	1	1	1
Administrative Assistant – Projects	–	–	1	1
Total	3	4	4	4
Procedure Office				
Manager, Procedure Office and Deputy Usher of the Black Rod	–	1	1	1
Parliamentary Officer – Table	1	–	–	–
Parliamentary Officer – Bills	1	1	1	1
Parliamentary Officer – Papers & Printing	1	–	–	–
Parliamentary Officer – Procedure Support	1	–	–	–
Parliamentary Clerical Officer	1	1	1	1
Parliamentary Officer – Papers and Procedure	–	1	1	1
Total	5	4	4	4
Office of the Usher of the Black Rod				
Parliamentary Relations Officer	1	–	–	–
Parliamentary Officer – Members Services	1	1	1	1
Parliamentary Officer – Members & Committees	–	1	1	1
Parliamentary Officer – Protocol	–	1	1	1
Parliamentary Clerical Officer	1	1	1	1
Total	3	4	4	4

	30/6/95	30/6/96	30/6/97	30/6/98
Administration Office				
Clerk Assistant – Administration	1	1	1	–
Corporate Development Officer	1	–	–	–
Deputy Manager – Administration	1	–	–	–
Parliamentary Officer – Administration (Policy and Projects)	–	1	1	1
Parliamentary Officer – Administration (Projects)	–	1	1	1
Parliamentary Officer – Administration (Projects) (Part time)	–	0.5	0.5	0.5
Parliamentary Officer – Administration (Personnel and Training)	1	1	1	1
Parliamentary Officer – Administration (Finance)	1	1	1	1
Parliamentary Officer – Administration (Records)	1	1	1	1
Parliamentary Clerical Officer	1	1	–	–
Parliamentary Officer – Administrative Assistant	–	–	1	1
Total	7	7.5	7.5	6.5
President's Staff				
Executive Officer	1	1	1	1
Secretary to President	1	1	1	1
Assistant Secretary	1	1	–	–
General Assistant	1	1	1	–
Secretary\Research Assistant	–	–	1	1
Assistant	–	–	–	1
Total	4	4	4	4
Attendants				
Principal Attendant	1	1	1	1
Deputy Principal Attendant	1	1	1	1
Senior Chamber Attendant	1	1	1	1
Chamber Attendant	1	1	1	1
Relieving Chamber Attendant	3	3	3	3
Attendant	3	3	3	3
Total	10	10	10	10
Members' Staff				
Secretary/Research Assistants	45	45	45	45
Total	45	45	45	45
Committees Staff				
Directors	3	3	3	3
Senior Project Officer	4	4	4	4
Secretary to Chair	0.5	0.5	0.6	0.75
Committee Officer	2	3	3	3
Assistant Committee Officer	3	3	3	3
Total	12.5	13.5	13.6	13.75
Total Staff Employed by the Legislative Council	94.5	96.0	96.1	95.25

Note: The figures used in this table and graph represent the equivalent full-time number of staff employed.

EQUAL EMPLOYMENT OPPORTUNITY STATISTICAL REPORT

Table 1 Percent of Total Staff by Level

LEVEL	Total Staff (Number)	Subgroup as Percent of Total Staff at each level			Subgroup as Estimated Percent of Total Staff at each level				
		Respondents	Men	Women	Aboriginal People & Torres Strait Islanders	People from Racial, Ethnic, Ethno-Religious Minority Groups	People whose Language First Spoken as a Child was not English	People with a Disability	People with a Disability Requiring Adjustment at Work
<\$23,339	0								
\$23,339 – \$34,269	15	87%	60%	40%	0%	30%	7%	7%	6.7%
\$34,270 – \$43,366	33	70%	39%	61%	0%	17%	9%	0%	0.0%
\$43,367 – \$56,080	44	84%	27%	73%	0%	32%	27%	0%	0.0%
> \$56,080 (non SES)	10	100%	40%	60%	0%	20%	0%	10%	10.0%
SES	0								
TOTAL	102	81%	37%	63%	0%	26%	15%	2%	2.0%
Estimated Subgroup Totals		83	38	64	0	27	16	2	2

Table 2 Percent of Total Staff by Employment Basis

EMPLOYMENT BASIS	Total Staff (Number)	Subgroup as Percent of Total Staff in each category			Subgroup as Estimated Percent of Total Staff in each Employment Category				
		Respondents	Men	Women	Aboriginal People & Torres Strait Islanders	People from Racial, Ethnic, Ethno-Religious Minority Groups	People whose Language First Spoken as a Child was not English	People with a Disability	People with a Disability Requiring Adjustment at Work
Permanent Full-Time	76	89%	41%	59%	0%	22%	13%	1%	1.5%
Permanent Part-Time	10	60%	20%	80%	0%	50%	33%	0%	0%
Temporary Full-Time	12	67%	25%	75%	0%	50%	25%	13%	12.5%
Temporary Part-Time	4	25%	50%	50%	0%	0%	0%	0%	0%
Contract SES	0								
Contract Non SES	0								
Casual	0								
TOTAL	102	81%	37%	63%	0%	27%	16%	3%	2.6%
Estimated Subgroup Totals		83	38	64	0	28	16	3	3

APPENDIX 7 PUBLICATIONS

Various publications dealing with the functions and activities of the Department were available to the public in 1997/98. This material was of two types: publications relating directly to the functioning of the House and its Committees; and material intended primarily for the information of the public.

Material relating to the functioning of the House and Parliamentary Committees

- *Alphabetical List of Acts.* A record of all acts passed by the Legislative Council since 1856, and whether they have been repealed, reprinted or are still in force.
- *A Precis of Business and Procedures*
- *Guide to Occupants of the Chair*
- *Journal of the Legislative Council.* The Department produces on a sessional basis bound volumes of the Minutes of Proceedings together with an index and other information related to proceedings in the House.
- *List of Members*
- *Manual for Estimates Committees*
- *Manual on Practices and Procedures for Committee Members*
- *Minutes of the Proceedings.* These are the records of the decisions and proceedings of the House.
- *Notices of Motions and Orders of the Day paper*
- *Parliamentary Handbook.* Contains personal details of Members, details of parliamentary, community and party service, and photographs of Members.
- *Parliamentary Record.* Contains details of Members from 1824 including date of election, ministerial portfolios held, date and manner of ceasing to be a Member. Also contains information concerning the duration of Parliaments and composition of Ministries.
- *Procedural Advisory Notes*
 - No. 1 Appointment of a Premier from the Upper House
 - No. 2 Time Limits on Speeches
 - No. 3 Disclosure of *In Camera* Evidence
- *Procedural Briefing Notes*
 - No. 1 Allegations against Members in debate
 - No. 2 Subjudice convention – President’s Ruling
 - No. 3 Debate on the motion for adjournment
 - No. 4 The use of offensive words in debate
 - No. 5 Constitution Act 1902 – Section 5B. Procedure for referendum on Bills rejected by the Legislative Council.
 - No. 6 Constitution Act 1902 – Section 5B. Timeframe for referendum on Bills taken to have failed to pass the Legislative Council.
 - No. 7 Constitution Act 1902 – Entrenched provisions
 - No. 8 Committee reports – Dissenting statements

- No. 9 Committees taking evidence – In camera v In private
- No. 10 Same question rule – Standing order 113
- No. 11 Swearing in of Members
- No. 12 Election of the President of the Legislative Council
- No. 13 Closure (“GAG”) – Standing order 102
- No. 14 Procedure on Council Bills amended by the Legislative Assembly
- No. 15 Private Bills
- No. 16 Delaying and defeating Bills
- No. 17 Motions of censure/No confidence
- No. 18 Non-Committee Members attending Committee hearings
- No. 19 Reflections on Judges in debate
- No. 20 Incorporation of material in Hansard
- No. 21 Reference to Proceedings in Committee
- No. 22 Contempt

- *Procedural Highlights*
- *Questions and Answers paper*
- *Register of Members’ Interests*. Scheme of Disclosure of Pecuniary and other interests of Members of Parliament (Explanatory Notes)
- *Sessional Orders*
- *Sessional Resolutions*
- *Sessional Rulings of the President*
- *Standing Committee and Select Committee Reports*
- *Standing Orders*
- *Statutory Rules and Instruments paper*. Contains details of statutory rules or regulations which appear in the Government Gazette.
- *The Notice Paper: How it works* – manual

Material for the information of the public

- *Australia’s First Parliament (2nd Edition)*
- *Booklet commemorating the 50th anniversary of the end of World War II*
- *Booklet on the Legislative Council*
- *Booklet on Black Rod*
- “*Fact sheets*”. Information sheets dealing with aspects of the history and functions of the Legislative Council and procedures followed in the House.
- Pamphlets – *Witnesses appearing before Committees*
Making a submission before a Committee
Role of a Member of the Legislative Council
- *Parlidex*. An interactive computer program on the NSW Parliament, government and the judiciary is available for public visitors to the Legislative Council and is available for sale through the Government Information Service.
- *Photographic publication of the Members and officers of the Legislative Council*
- *Presiding Officers of the Legislative Council*

APPENDIX 8

GUARANTEE OF SERVICE

OUR ROLE

The Legislative Council comprises 42 Members, elected by the people of New South Wales on a State-wide adult franchise.

The principal role of the Department of the Legislative Council is to provide procedural, administrative and support services to assist the Members in performing their parliamentary duties. This includes: researching and advising on parliamentary procedure; preparing documents for use in and publishing the records of the House and its Committees; and providing staff and equipment to Members. The Department is also responsible, together with the Legislative Assembly, for the corporate management of all other Departments and Sections within the Parliament.

In addition, provision of information to the public about the business before the House, the Parliament, the Legislative Council and its Committees is an important role for the Department.

OUR CLIENTS

The main clients of the Department of the Legislative Council are the Members who are elected to represent the people of New South Wales. Other client groups include:

- Ministerial and Members' staff
- Internal Parliament House staff
- Parliamentary Counsel
- The Governor and Government House
- Public sector agencies
- Educational institutions
- Community and special interest groups
- Visitors to Parliament
- The public

HOW WE WORK WITH OUR CLIENTS

As the Upper House of the New South Wales Parliament, the Legislative Council performs an important role as a House of Review in the law making process. The Department of the Legislative Council liaises with Ministerial staff, the Parliamentary Counsel and other government agencies in relation to Bills and motions before the House, and provides access for the public and other client groups in a range of areas including sittings of the House, committee hearings, exhibitions, and tours of the Chamber and other historic areas.

STANDARD OF SERVICE

The key attributes of our standards of service are:

- timeliness
- accuracy
- competency
- cost effectiveness

The staff of the Legislative Council have the following values when dealing with our Members and customers:

- honesty
- integrity
- impartiality
- professionalism
- loyalty to the interests of Members
- fairness
- conscientiousness
- compassion
- trustworthiness

SUGGESTIONS AND COMPLAINTS

The Department of the Legislative Council welcomes suggestions for improving our services and the opportunity to address complaints. Persons wishing to make suggestions or lodge complaints should contact Mr John Evans, Clerk of the Parliaments and Clerk of the Legislative Council.

OUR SERVICES

Practice and Procedure

- providing impartial advice on the practices and procedures of the Legislative Council
- providing advice and assistance concerning and facilitating the passage of legislation and other business before the Legislative Council
- drafting motions, questions and amendments
- researching parliamentary practice and procedure
- supporting the operations of the committees of the Legislative Council, including researching matters under inquiry and preparing reports

Publication of Records

- preparing and publishing a complete record of the proceedings of the Legislative Council and its committees
- providing up-to-date information on the activities of the Legislative Council and its committees
- preparing and publishing information on the history, role and operations of the Legislative Council

Administrative Support

- providing support staff and equipment to Members
- administering Members' salaries, allowances and entitlements

Protocol and Community Relations

- hosting visiting delegations and officials from other parliaments and governments from Australia and overseas
- providing tours of inspection for members of the public, school students and specific interest groups
- facilitating exhibitions in public areas
- promoting awareness and understanding of the role and functions of Parliament

APPENDIX 9

RISK MANAGEMENT AND INSURANCE

The Parliament is a member of the NSW Treasury Managed Fund which provides self insurance to inner budget sector government agencies for workers' compensation, liability, motor vehicle, property and miscellaneous (including air travel and personal accident cover for Members) insurance categories.

Consistent with previous years, workers' compensation insurance cover is the largest component of the Parliament's insurance costs. For the reporting year the premium represented 51% of the total insurance costs and increased by \$54,797 (20.8%) compared with the 1996/97 premium.

While the number of worker's compensation claims lodged during the year increased from 37 in 1996/97 to 40, the average cost per claim reduced from \$10,335 to \$5,638. Notwithstanding this improvement, this cost per claim still exceeds the Treasury Fund average of \$5,408 and further action is required to reduce claim costs. This will involve improvements to claim management procedures, use of specialist service providers where practical and the development of early injury management programmes consistent with the recently proclaimed Workers' Compensation Amendment Act.

From the Legislative Council perspective, five claims were lodged during the reporting year at an average cost of \$1,513 which compares favourably with both the overall Parliamentary and Treasury Managed Fund average claims costs.

Legislative Council motor vehicles were involved in three accidents during the reporting year incurring an average cost per claim of \$801. These claims were all of a minor nature and are not expected to impact on subsequent motor vehicle insurance premiums.

Claims for loss or theft of portable equipment, particularly mobile telephones, continues to be of concern with 22 claims lodged by the Parliament at an average cost of \$940 per claim. Legislative Council members and staff were responsible for three of these claims.

No claims were lodged for liability and miscellaneous categories of insurance involving the Legislative Council in the 1997/98 reporting year.

APPENDIX 10

MISCELLANEOUS REPORTING

AMOUNT OF RECREATION/LONG SERVICE LEAVE

The Legislative Council Recreation Leave Liability as at 30 June 1998 was \$372,975. The Long Service Leave Liability is not recorded in the Financial Statements of the Legislature as under existing Government Accounting Arrangements Long Service costs are reflected in “The Crown Transactions Entity” which is administered by Treasury. The value of the Legislative Council’s Long Service Leave included in the Crown Transactions Entity as at 30 June 1998 was \$572,733. This includes Legislative Council Members staff, Administrative and Committee staff.

ANNUAL REPORT INFORMATION

300 copies of the Annual Report were printed at an estimated average cost of \$10.00 per copy. In addition, 500 copies of a short form version of the Annual Report were printed at an estimated average cost of 50 cents per copy.

CODE OF CONDUCT

There were no amendments to the Department’s code of conduct for staff.

CONSUMER RESPONSE

Formal statistics are not kept due to lack of financial, and consequently human resources.

CONSULTANTS

Consultants exceeding \$30,000 - No consultants exceeding \$30,000 were engaged by the Legislative Council during the year.

Consultants less than \$30,000 - Two consultants were engaged on two separate occasions at a total cost of \$888.

FREEDOM OF INFORMATION

The Legislative Council is not subject to the provisions of the Freedom of Information Act 1989 (NSW).

FUNDS GRANTED TO NON-GOVERNMENT COMMUNITY ORGANISATIONS

No funds were granted to non-Government community organisations.

LAND DISPOSAL AND MAJOR WORKS

No land or properties were disposed of and no major works were in progress during 1997/98.

LEGAL CHANGE

There were no legislative changes or judicial decisions which affected the operations of the Legislative Council during the year.

MAJOR ASSETS

The Legislative Council made no acquisitions of a major asset (defined as assets valued at \$20,000 and above).

OVERSEAS VISITS

A delegation from the NSW Parliament travelled to Guangdong Province, China departing on 31 October 1997 and returning on 10 November 1997. The purpose of the visit was to attend the People's Congress of Guangdong as part of our Sister State Relationship. The visit was led by the Hon. Duncan Gay MLC, with other Legislative Council representatives being the Hon. Janelle Saffin MLC and Ms Lynn Lovelock, Deputy Clerk as Secretary to the delegation.

The President departed for Thailand on 24 April 1998 to attend the Commemoration Ceremony of the Hellfire Pass Museum (the Bridge over the River Kwai) held on Anzac Day 25 April 1998. The President returned on 27 April 1998.

RECYCLING ACTIVITIES

Waste paper, bottles, aluminium cans, and corks (from the Department of Food and Beverages) are collected for recycling.

APPENDIX 11

LEGISLATIVE COUNCIL STAFF

AS AT 30 JUNE 1998

Chamber Officers

Clerk of the Parliaments and Clerk of the Legislative Council	Mr John Evans
Deputy Clerk	Ms Lynn Lovelock
Clerk Assistant – Procedure & Administration	Mr Mike Wilkinson
Clerk Assistant – Committees and Usher of the Black Rod	Mr Warren Cahill

Office of the Clerk

Senior Project Officer	Ms Velia Mignacca
Project Officer	Ms Roza Lozusic
Executive Secretary, Office of the Clerk	Ms Jovy Cano
Administrative Assistant – Projects	Mr Daniel Noll

Procedure Office

Manager, Procedure Office and Deputy Usher of the Black Rod	Mr Robert Stefanic
Parliamentary Officer – Bills	Mr Malvyne Jong Wah
Parliamentary Officer – Papers and Procedure	Ms Fiona Pacey
Parliamentary Clerical Officer	Ms Veronica Cosic

Administration Office

Parliamentary Officer – Policy and Projects	Ms Sandra Hoy
Parliamentary Officer – Administration (Personnel and Training)	Mr Tim Growden
Parliamentary Officer – Administration (Finance)	Ms Anne Livingston
Parliamentary Officer – Administration (Records)	Ms Annie Marshall
Parliamentary Officer – Administration (Projects)	vacant
Parliamentary Officer – Administration (Projects)	Ms Judy Bartlett (Part-Time)
Parliamentary Officer – Administrative Assistant	Ms Jacqueline Mead

Office of the Usher of the Black Rod

Parliamentary Officer – Members and Committees	Mr Stuart Lowe
Parliamentary Relations Officer	Ms Helen Garry
Parliamentary Officer – Members' Services	Mr Adrian Sanders
Parliamentary Clerical Officer	Ms Janet Williams

Parliamentary Attendants

Principal Attendant	Mr Ian Pringle
Deputy Principal Attendant	Mr Maurice Rebecchi
Senior Chamber Attendant	Mr Michael Santiago
Chamber Attendant	Mr Michael Jarret
Relieving Chamber Attendants	Mr George Moutsos
	Mr Charles Barden
	Mr Mark Muscat
Parliamentary Attendants	Mr Robert Proud
	Ms Lucy McNeil
	Ms Lisa Aridah

Committee Staff*Standing Committee on State Development*

Director	Ms Anna McNicol
Senior Project Officer	Ms Anna George
Temporary Senior Project Officer	Mr Stephen Carr
Committee Officer	Mr Matthew Scott
Assistant Committee Officer	Vacant
Secretary to Chairman (Part time)	Ms Nichole Hertogs

Standing Committee on Social Issues

Director	Dr Jennifer Knight
Senior Project Officer	Ms Alexandra Shehadie (on leave)
Senior Project Officer	Mr Glen Baird (on leave)
Temporary Senior Project Officer	Anita Tang
Temporary Senior Project Officer (Part-time)	Ms Beverley Duffy
Committee Officer	Ms Heather Crichton
Assistant Committee Officer	Vacant
Secretary to Chairman (Part time)	Ms Julie Langsworth

Standing Committee on Law and Justice

Director	Mr David Blunt
Senior Project Officer	Ms Vicki Mullen
Committee Officer	Ms Phillipa Gately
Assistant Committee Officer	Vacant

Standing Committee on Privilege & Ethics

Secretary to the Chairman (Part-Time)	Mr Andrew Beattie
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President's Office

Executive Officer	Mr Jason Collins
Secretary	Ms Donna Hesford
Secretary/Research Assistant	Mr Charles Butcher
Assistant	Mr Ralf Hobeck

Secretary/Research Assistants to Honourable Members

Ms Penelope Andrews	Ms Sheila Fairhurst	Ms Adriana Sammartano
Ms Yvette Andrews	Ms Lee Findlay	Mr Stephen Senise
Ms Tanya Baini	Ms Suzanne Fosbery	Ms Jacqueline Silsbey
Ms Linda Barach	Ms Sally Girgis	Ms Maria Sipka (Part-time)
Ms Jan Barham (Part-time)	Ms Anita Gylseth	Mr Jeff Sorrell
Ms Jules Bastable	Ms Katrina Hadjimichael	Ms Karen Stapeleton
Mr Marcus Bleachmore	Ms Joanne Hassan	Ms Susan Tracey
Ms Lila Borjesson	Mr Andrew Head	Ms Katherine Wood
Ms Violeta Brdaroska	Ms Nichole Hertogs (Part-time)	Ms Melissa Nalder
Ms Vanessa Broad	Mr Cameron Horn (Part-time)	Mr Clinton O'Connor
Ms Fiona Cameron	Ms Gloria Klyne	Mr Daniel O'Sullivan
Ms Monica Cuthbert	Ms Leellen Lewis	Ms Edwina Pearce
Mr Owen Davies (Part-time)	Ms Judith Mannering	Ms Rita Perivolarys (Part-time)
Mr Simon Disney	Ms Rebecca Melkman (Part-time)	Mr Guy Ellicott
Mr David Miles	Mr Keith Perkins (Part-time)	Ms Kathryn Ridge (Part-time)
Ms Lisa Emanuel (Part-time)	Ms Emma Murphy	Ms Judith Russell
Ms Jenni Emblem	Mr Stephen Murray	

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Senior Officers

Clerk of the Parliaments and Clerk of the Legislative Council

John Evans B.Leg.S.

John was appointed Clerk of the Parliaments and Clerk of the Legislative Council in August 1989. He has served the Department of the Legislative Council for 25 years and has held various positions including Usher of the Black Rod, Clerk Assistant and Deputy Clerk. John has accumulated a wealth of knowledge and experience in the management of the Parliament, and in parliamentary practice and procedure which he brings to his roles as chief executive of the Department and principal advisor to the President, Ministers and Members on the proceedings and practices of the House.

Deputy Clerk

Lynn Lovelock B.A.(Hons), Dip.Ed.

Lynn joined the Department of the Legislative Council in 1987, having been previously employed in the Commonwealth Public Service and later, as a high school teacher. Prior to her appointment as Deputy Clerk in December 1990, she held the positions of Administration Officer, Usher of the Black Rod, and Clerk Assistant. Her background in research and in the development of public sector policy provides a sound basis for her roles as a researcher, an advisor to Members on parliamentary practice and procedure, and in the management of the Parliament. Lynn also serves as Clerk to the Standing Committee on Parliamentary Privilege and Ethics.

Clerk Assistant - Procedure & Administration

Michael Wilkinson B.A.(Hons)

Michael joined the Department of the Legislative Council in 1991 as the Clerk Assistant - Committees after 17 years in the Commonwealth Public Service. He has worked in the Departments of Defence, Special Minister of State, and Attorney General and brings to the Legislative Council experience in public sector policy and organisation development. In November 1995 he was appointed to the position of Clerk Assistant - Procedure. In April 1998 Michael was appointed to the combined position of Clerk Assistant - Procedure and Administration.

Clerk Assistant - Committees and Usher of the Black Rod

Warren Cahill Dip.T., B.Ed.St., Grad.Dip.I.M.-Lib.

Warren was appointed Usher of the Black Rod in June 1991, having been a senior officer in the Research Services section of the Parliamentary Library for four years. Prior to his parliamentary career Warren worked as a tutor/researcher at the University of Queensland and spent several years working in the private sector in England and Japan. In February 1996 he was appointed to the combined position of Clerk Assistant - Committees and Usher of the Black Rod.

Committee Directors

Director, Standing Committee on Law and Justice

David Blunt B.A.(Hons), M.Phil

David was appointed to the position of Director, Standing Committee on Law and Justice in November 1995, after working for a number of Legislative Assembly and Joint Parliamentary Committees since January 1990. David brings considerable committee experience to the Legislative Council, having previously had experience as both a Project Officer and Senior Project Officer for various committees.

Director, Standing Committee on Social Issues

Dr Jennifer Knight B.A.(Hons), Dip Ed. M.P.H., Ph.D.

Jenny was appointed Director of the Standing Committee on Social Issues in April 1993. Previously, she worked as a Senior Project Officer for the State Development Committee and then moved on to become the Policy Advisor (Health) for the Minister for Health & Community Services. She stayed with the Minister when he became Minister for Industrial Relations & Attorney General.

Director, Standing Committee on State Development

Anna McNicol B.Sc.

Anna was appointed as Director Standing Committee on State Development, in March 1998 after performing a similar role in the South Australian Legislative Council. Anna has also worked for the South Australian Cabinet Office and Department of Treasury in both policy and operational areas.

