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PARLIAMENT OF TASMANIA

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**HOUSE OF ASSEMBLY  
TWENTY-NINTH ANNUAL REPORT  
2017-2018**

Incorporating the House of Assembly Digest for 2017

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*Presented to both Houses of Parliament pursuant to the provisions of the  
Financial Management and Audit Act 1990*

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## Part One: Introduction

The Parliament of Tasmania, comprised of the House of Assembly, Legislative Council and Her Excellency the Governor together, is responsible for considering and enacting State legislation, and authorising the raising of revenue and expenditure. This Annual Report for the House of Assembly, details its role in the abovementioned responsibilities for 2017-2018.

### Mission and Corporate Goals

The House of Assembly Mission Statement, from which the five corporate goals are derived, is detailed below. Together, these underpin the workings of the Office of the Clerk of the House of Assembly.

The Mission Statement of the House of Assembly is as follows:

*To provide the House of Assembly, its committees, the Speaker of the House and Members with advisory, procedural, research and administrative support services of a high standard to assist them to effectively undertake their constitutional and Parliamentary duties.*

The corporate goals that the House of Assembly works towards, drawn from the Mission Statement, are listed below:

1. To support the House in its constitutional role;
2. To provide the highest levels of advice and procedural research and administrative services necessary for the effective functioning of the House, its Committees and Members;
3. To promote public awareness of the purpose, functions and work of the House and encourage and facilitate visits by the widest possible range of citizens;
4. To perform all of its functions at the highest attainable levels of professional competence and efficiency; and
5. To be a fair and responsible employer, maximising the potential of all its staff through effective human resource practices.

In meeting these goals, the House of Assembly pursues excellence in professional standards, management standards, skills development, internal and external communication, leadership, and resource allocation.

The corporate goals form the basis of the performance measures implemented. This report summarises the achievements of the Office of the Clerk of the House of Assembly over the financial year 2017-2018. The following chapters provide

detailed information on the goals of the House individually and on how efforts are made to meet and exceed these goals.

## Part Two: Corporate Goal One

The first corporate goal of the House of Assembly is to support the House in its constitutional role. This is achieved by implementing and operating under State and Commonwealth legislation; offering procedural support to Members both formally and informally; and the production of printed documents; all of which while maintaining a strict political impartiality.

A general overview of the work of the House of Assembly may be found in this section of the report. Further information on how the office supports the House in its parliamentary role may also be found in Part Three, which deals with corporate goal two: to provide the highest levels of advice and procedural research and administrative services necessary for the effective functioning of the House, its Committees and Members.

Members receive procedural advice from the staff of the House of Assembly both formally and informally. Advice is dispensed formally in the *Standing and Sessional Orders and Rules*, agreed to by the House and published and provided by the House of Assembly staff for each parliamentary session. Informal support is provided within the Chamber, offering procedural information and assisting the Speaker or the Chair of Committees, taking minutes of the proceedings and handling the tabled documents and Bills.

### Documents and Publications Produced

The major documents produced by the House are first and foremost documents that support the House in its Constitutional role as part of the Tasmanian Parliament. These include the *Standing and Sessional Orders*, the Votes and Proceedings, the Notice Paper, and the Daily Order of Business. As well as these, the House of Assembly produces documents to assist in the promotion of public awareness of the work of the House, such as the Annual Report and Committee Reports. A comprehensive list of such documents produced in the last financial year is provided below.

**Annual Report 2016-2017** - The annual report on the operations of the House of Assembly (incorporating the House of Assembly Digest for 2016), compiled and presented to the House pursuant to the *Financial Management and Audit Act 1990*.

**Committee Reports** - Reports presented by Parliamentary Committees are published as Parliamentary Papers, of which details may be found in the *Index to the Votes and Proceedings*, cited below. Reports may also be accessed according to the Committee who presented it, from the website,

<http://www.parliament.tas.gov.au/ctee/comminte.htm>. For further information on the Committees of the House of Assembly, see Part Three of this report.

**Member's Handbook** - A guide for Members published following a General Election for Members of the House of Assembly.

**List of Members** - Lists Members alphabetically by name, showing Parliamentary or Ministerial Office, electorate, party, address, phone and fax numbers. The list is continually updated. It is available in a printed copy from the front desk of Parliament House and electronically at <http://www.parliament.tas.gov.au/HA/HALists.pdf>

49<sup>th</sup> Parliament, House of Assembly, List of Members, 21 June 2018.

**Notices of Motion and Orders of the Day** (published for each sitting day except the first sitting day of a session) - An official list of all business before the House, setting out the order of business to be followed.

48<sup>th</sup> Parliament, 1<sup>st</sup> session 2014-2017, Nos. 150-171

49<sup>th</sup> Parliament, 1<sup>st</sup> session 2018, Nos. 1-11

**Notices of Question** (published for each sitting week except the first sitting week of the session) - An official list of all Questions asked on notice.

48<sup>th</sup> Parliament, 1<sup>st</sup> session 2014-2017, Nos. 39-46

49<sup>th</sup> Parliament, 1<sup>st</sup> session 2018, Nos. 1-4

**Order of Business** (published for each sitting day) - A guide for Members showing those items of business which the House is expected to consider on that day.

**Votes and Proceedings** (published for each sitting) - An official record of the proceedings of the House of Assembly.

48<sup>th</sup> Parliament, 1<sup>st</sup> session 2014-17, Nos. 127-171

### **Committee Support**

The House of Assembly also supports the Tasmanian Parliament in its Constitutional role through Committee work. This support is administrative: organising meetings, hearings and site inspections, keeping a record of proceedings and compiling reports. Further information on Committees of the Parliament is available in Part Three.

## **Legislation Administered by the House of Assembly**

The legislation that the Office of the Clerk of the House operates under and administers provides some insight into how the office provides support for the House and its Members. The Department operates under the provisions of the *Constitution Act 1934*, the *Electoral Act 2004*, the *Parliamentary Privilege Act 1858*, 1885, 1898, 1957 and 1979, and the *Parliament House Act 1962*. As part of its parliamentary function the House of Assembly also administers the *Parliamentary Salaries, Superannuation and Allowances Act 2012*, the *Public Works Committee Act 1914*, the *Public Accounts Committee Act 1970*, the *Subordinate Legislation Committee Act 1969*, the *Parliamentary (Disclosure of Interests) Act 1996* and the *Integrity Commission Act 2009*.

## **Support for Local Business**

The House of Assembly ensures that Tasmanian businesses are given every opportunity to compete for departmental business. It is the policy of the House of Assembly to support Tasmanian businesses whenever they offer best value for money for the public monies expended.

No tenders were called with a value greater than \$50,000 during the financial year ended 30 June 2018 through the House of Assembly. However, a contract was awarded to local firm M2 Architecture to replace furniture in the four Ministerial sitting day offices located in Parliament House, without going to tender.

When the 10 Murray Street building was closed, a number of Members' sitting day offices were moved to the new Parliament Square building. The new sitting day offices were fitted out with contemporary office furniture with consistent furniture across all offices. However, the furniture in the sitting day offices in Parliament House was not consistent with that provided to Members located in Salamanca Square, with much of the furniture dating back to the 1970s. To ensure equity and consistency in Members' sitting day offices, an upgrade was undertaken of the furniture in the sitting offices located in Parliament House.

An exemption was granted by the Department of Treasury and Finance to the House of Assembly, exempting it from the requirement to receive multiple quotes for this upgrade. This exemption was granted as a tender had already been undertaken by the Department of Treasury and Finance for the fit out the offices in Salamanca Square and there was a need for consistent furniture across all Ministerial Offices. The value of this contract was \$182,000, and funding for this contract was provided to the House of Assembly by the Department of Treasury and Finance.

## Part Three: Corporate Goal Two

The House of Assembly aims to provide the highest levels of advice, procedural research and administrative services necessary for the effective functioning of the House, its Committees and Members, as its second corporate goal. In order to achieve this, advice is dispensed as required both formally and informally, through the provision and maintenance of the *Standing and Sessional Orders* and the *Members' Handbook*, as well as through answers to questions as they occur in the Chamber or in Committee. Induction sessions are also held for newly elected Members, advising them about Parliamentary procedure and services available in the House.

Outputs pertaining to this second corporate goal are the support of the lawful operation of the House and support of the lawful operation of the Committees of the House of Assembly and Joint Committees. These are briefly mentioned also in Part Two. Information on these outputs and the related performance measures may be found in Tables One and Two, below.

<b>Agency:</b>	HOUSE OF ASSEMBLY
<b>Output Grouping</b>	1 HOUSE OF ASSEMBLY SUPPORT SERVICES
<b>Output No.:</b>	1.1
<b>Output:</b>	HOUSE OF ASSEMBLY SUPPORT SERVICES
<b>Output Description:</b>	Procedural and administrative support of the House of Assembly and its Members.
<b>Output Objective:</b>	Support of the lawful operation of the House and fulfilment of Statutory requirements.
<b>Production System:</b>	Produced by the Office of the Clerk of the House.
<b>User:</b>	Members of the House of Assembly, Local Government authorities, Public Sector organisations, general public.
<b>Performance Measures:</b>	<p>Performance measures relative to this output are:-</p> <ul style="list-style-type: none"> <li>• the extent to which requests for procedural and related advice are answered; Output: Procedural and related advice has been provided as requested. The Clerk has received no complaints in 2017-2018 as to the dispensation of advice.</li> <li>• the extent to which requests for advice relating to drafting of Private Members' Bills and amendments to Government Bills is provided; Output: Advice relating to Private Members' Bills and Government Bills has been provided as requested.</li> <li>• the extent to which the documents necessary for each meeting of the House, such as the Notice Paper, the daily program and procedural 'scripts' for the use of participants in proceedings are produced and supplied in an acceptable form and in time for each sitting day; Output: Documents necessary for each meeting of the House have consistently been provided at the appointed times throughout 2017-2018. On no occasion have such procedural and Chamber documents been late or inappropriately provided.</li> </ul>

Table One: Support of the Lawful Operation of the House and fulfilment of Statutory Requirements



The Committees Secretariat is a vital aspect to the achievement of this goal, as it provides research and advice to Members in Committees.

<b>Agency:</b>	HOUSE OF ASSEMBLY
<b>Output Grouping</b>	1 HOUSE OF ASSEMBLY SUPPORT SERVICES
<b>Output:</b>	SELECT COMMITTEE SUPPORT SERVICES
<b>Output Description:</b>	Procedural and administrative support for Select Committees of the House and Joint Committees.
<b>Output Objective:</b>	Lawful operation of Committees of the House of Assembly and Joint Committees
<b>Production System:</b>	Produced by the Office of the Clerk of the House through the provision of both written and oral advice and the provision of Committee secretariats.
<b>User:</b>	Committees of the House of Assembly and Joint Committees
<b>Units of Output:</b>	This output provides the machinery for the elected Members of the House to produce the relevant outcome, an assessment of 'units produced' therefore is not possible.
<b>Performance Measures:</b>	<p>Performance measures relative to this output are:-</p> <ul style="list-style-type: none"> <li>• the extent to which requests for procedural and related advice are answered; Output: Procedural and related advice has been provided as requested. The Clerk has received no complaints in 2017-2018 as to the dispensation of advice.</li> <li>• the extent to which support for Parliamentary Committees is provided; Output: All forms of support for Parliamentary Committees has been provided as required in a timely, sensitive and informed manner.</li> <li>• the extent to which the documents necessary for meetings of Committees, such as Agendas, submissions and procedural 'scripts' for the use of participants in proceedings were produced and supplied in an acceptable form and in time for such meetings Output: Agendas, submissions and procedural 'scripts' and other such documents were provided for all Committee meetings as required. The first priority in all provision of these documents was allowing Members and participants adequate time for preparation and revision of Committee related documents.</li> </ul>

Table Two: Support of the Lawful Operation of Committees of the House of Assembly

### **House of Assembly Committees Secretariat**

The House of Assembly Committees Secretariat supports Joint Standing Committees of the Parliament and Standing and Select Committees of the House of Assembly in fulfilling their role as scrutineers of public policy issues and Government legislation. The Secretariat provides procedural advice, researches and analyses issues relating to committee inquiries, drafts committee reports, and provides administrative support.

At 30 June 2018, the staff of the Secretariat was:

- Stephanie Hesford, Clerk-Assistant/Committee Secretary;
- Todd Buttsworth, Second Clerk-Assistant/Committee Secretary
- Scott Hennessy, Parliamentary Officer/Committee Secretary.

During the 2017 - 2018 financial year, the Secretariat provided support services to the following Committees:

- Budget Estimates Committees.
- Government Businesses Scrutiny Committees.
- Joint Standing Committee on Integrity.
- Parliamentary Standing Committee on Public Works.
- Standing Committee on Community Development.

A summary of the Committee work supported by the Secretariat is set out below:

### **Joint Standing Committee on Integrity**

Function: The functions of the Committee are set out in section 24 of the *Integrity Commission Act 2009*, which provides as follows:

#### 24. Functions and powers of Joint Committee

- (1) The Joint Committee has the following functions:
  - (a) to monitor and review the performance of the functions of an integrity entity;
  - (b) to report to both Houses of Parliament, as it considers appropriate, on the following matters:
    - (i) matters relevant to an integrity entity;
    - (ii) matters relevant to the performance of an integrity entity's functions or the exercise of an integrity entity's powers;
  - (c) to examine the annual reports of an integrity entity and any other report of an integrity entity and report to both Houses of Parliament on any matter appearing in or arising out of such reports;
  - (d) to report to the Legislative Council or House of Assembly on any matter relevant to an integrity entity's functions that is referred to it by the Legislative Council or House of Assembly;
  - (e) to review the functions, powers and operations of the Integrity Commission at the expiration of the period of 3 years commencing on the commencement of this section and to table in both Houses of Parliament a report regarding any action that should be taken in relation to this Act or the functions, powers and operations of the Integrity Commission;

(f) to provide guidance and advice relating to the functions of an integrity entity under this Act;  
(g) to refer any matter to the Integrity Commission for investigation or advice;  
(h) to comment on proposed appointments to be made under section 14(1)(e), (f) or (g), section 15 and section 27.

- (2) Nothing in this Part authorises the Joint Committee –
- (a) to investigate any matter relating to a complaint that is being dealt with by the Integrity Commission;
  - or
  - (b) to review a decision of the Integrity Commission to investigate, not investigate or discontinue an investigation or inquire into or not inquire into a particular complaint; or
  - (c) to make findings, recommendations, determinations or decisions in relation to a particular investigation or inquiry of a complaint that is being or has been dealt with by the Integrity Commission.

Members: As at 30 June 2018:  
Hon. Ivan Dean MLC; Hon. Mike Gaffney MLC; Mr Rene Hidding MP (Chair); Ms Jennifer Houston MP; Mr Mark Shelton MP; and Hon. Rob Valentine MLC (Deputy Chair).

Staff: Secretary: Mr Todd Buttsworth

Reports: Joint Standing Committee on Integrity Annual Report 2017.

A Code of Conduct for Members of the Parliament of Tasmania  
Report No. 2

Meetings: During the reporting period the Committee met on 7 occasions.

### **Parliamentary Standing Committee on Public Works**

Function: The Public Works Committee is established pursuant to the provisions of the *Public Works Committee Act* (No. 32 of 1914). The Committee considers and reports upon every proposed public work the cost of which is estimated cost of completing the work exceeds \$5 000 000.

The Committee has regard to: the stated purpose of the works; the necessity or advisability of carrying it out; the amount of revenue which it may reasonably be expected to produce; and the present and prospective public value of the work.

Members: At 30 June 2018:  
Mr Adam Brooks MP (Chair); Ms Jenna Butler MP, Hon. Tania Rattray MLC; Mr Mark Shelton MP; and Hon Rob Valentine MLC (Deputy Chair).

Staff: Secretary: Mr Scott Hennessy

Reports: Apsley River Bridge.

Cradle Mountain Gateway Precinct and Visitor Centre.

Highland Lakes Road Upgrade.

Hobart Airport Roundabout.

Kingston Health Centre Development.

Launceston General Hospital – Paediatric and Mental Health Paediatric Inpatient Unit (Ward 4K).

Major Redevelopment of St Marys District School.

Midland Highway Safety Upgrade – Perth Link Roads.

Midland Highway Safety Upgrade – Spring Hill.

Midland Highway Safety Upgrade – St Peters Pass to South of Tunbridge and Midland Highway Safety Upgrade – York Plains to St Peters Pass.

Midland Highway Safety Upgrades – Mangalore to Bagdad Stage 2.

Repatriation Centre Redevelopment Program.

Meetings: During the reporting period, the Committee met on 15 occasions, such meetings being held in Bicheno, Cradle

Mountain, Hobart, Kempton, Launceston, Mangalore, Miena, Perth, and St Mary's.

### **Standing Committee on Community Development**

**Function:** The role of the Committee is to inquire into and report upon any issues and legislative proposals arising within the scope of the following areas:

- (i) aboriginal affairs;
- (ii) arts;
- (iii) corrections;
- (iv) health;
- (v) human services;
- (vi) justice;
- (vii) police and emergency management;
- (viii) racing;
- (ix) sport and recreation; and
- (x) women.

**Membership:** As at the dissolution of the House of Assembly on 28 January 2017:  
Mrs Joan Rylah MP (Chair); Mr Roger Jaensch MP (Deputy Chair); Mr Adam Brooks MP; Ms Andrea Dawkins MP; and Ms Rebecca White MP.

**Staff:** Secretary: Mr Todd Buttsworth

**Reports:** Inquiry into Donor Conception Practices in Tasmania.

**Meetings:** During the reporting period, the Committee met on 10 occasions.

## Part Four: Corporate Goal Three

The Parliament and so the House of Assembly can only fulfil its constitutional role when guided by and accountable to the citizens it represents. The third corporate goal of the Office of the Clerk of the House of Assembly is to promote public awareness of the purpose, functions and work of the House and encourage and facilitate visits by the widest possible range of citizens.

The House of Assembly has a dedicated Education Office which aims to educate Tasmanian students and community groups about the Parliament, through education programs, tours, role plays and observing Parliament in action. The House of Assembly is also the base for several programs designed to educate the public about the parliamentary process, including the Youth Parliament and the Adult Education program, Corridors of Power. In addition, public awareness of current parliamentary business is raised through media releases and maintaining the contact list through which citizens are able to communicate with Members.

At the end of this chapter, the contact details for the House are listed. These contact details may also be found on the Parliament internet site and are available from the entrance foyer of Parliament House. Output information relevant to this section may be found in Table Three.

<b>Agency:</b>	HOUSE OF ASSEMBLY
<b>Output Grouping:</b>	1 HOUSE OF ASSEMBLY SUPPORT SERVICES
<b>Output Number:</b>	1.1
<b>Output:</b>	HOUSE OF ASSEMBLY SUPPORT SERVICES
<b>Output description:</b>	Promoting public involvement in the working of Parliament.
<b>Output objective:</b>	Lawful operation of the House, fulfilment of Statutory requirements and the promotion of the role of Parliament.
<b>Production System:</b>	Produced by the Office of the Clerk of the House.
<b>User:</b>	Members of the House of Assembly, Local Government authorities, general public.
<b>Performance Measures:</b>	<p>Performance measures relative to this output are:-</p> <ul style="list-style-type: none"> <li>• the level of availability of information on the role and operations of the House and the Parliament through the media of:- <ol style="list-style-type: none"> <li>1. informal briefings;</li> <li>2. publications of the House; or</li> <li>3. electronically through the website.</li> </ol> </li> </ul> <p>Output: Informal briefings on the role and operations of the House are provided as requested and where appropriate. Publications of the House are both informative and available. The Parliament website is continuously updated as changes occur. It also provides a substantial amount of information on the history and operations of Parliament and the Tasmanian electoral system.</p> <ul style="list-style-type: none"> <li>• the extent to which inquiries about the House and related matters were</li> </ul>

	<p>responded to;</p> <p>Output: Inquiries about the House and related matters have been responded to as required.</p> <ul style="list-style-type: none"> <li>• the extent of support to organisations interested in the role of the House and the Parliament.</li> </ul> <p>Output: Support for such agencies has been provided as appropriate.</p>
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Table Three: Promotion of public involvement in the working of the Parliament

The Office of the Clerk of the House of Assembly also assists in maintaining the Parliament website, from which citizens can inform themselves on the work of the House of Assembly and the Parliament as a whole. Web casts of proceedings for both the House of Assembly and the Legislative Council are available at all sitting times for those interested but unable to attend. Full transcripts of the business of both Houses are available through the Hansard database. Additionally, members of the public can view current Bills before Parliament and follow their progress through both Houses from the Passage of Bills database also available on the website. Information on Committees, including details of current and archived inquiries, reports and transcripts, as well as information on appearing as a witness before a Committee and providing submissions can also be found. The website also provides information on the history of the Tasmanian Parliament and electoral system and a virtual tour of the building.

The House of Assembly fulfils the third corporate goal by supporting educational programs for all ages. The following information provides more detail on the ways through which it has promoted public awareness of the purpose, functions and work of the House and encouraged and facilitated visits by the widest possible range of citizens in 2017-2018.

### **Education Office**

The 2017-2018 Financial Year marked the third year of operation of the House of Assembly Education Office. The Education Office was established to deliver Civics and Citizenship Education to primary, secondary and tertiary students across Tasmania. The Education Office also delivers programmes to community organisations and the general public. Programmes include tours, role-plays, observing parliament sessions, and question and answer sessions with Members of Parliament or a combination of these programmes.

During this financial year, the Education Office expanded the staffing to two Education Officers. They are assisted by the Parliamentary Officer – Community Engagement and Parliamentary Attendants. The office is under the supervision of the Second Clerk-Assistant.

During 2017-2018 the House of Assembly Education Office hosted a total of 3599 students with 755 students participating in a Parliament House tour, 137 students participating in a role-play and 2707 students participating in a Parliament House tour with a House of Assembly role-play.

In addition, 509 students and teachers observed Parliament from the House of Assembly Public Gallery. 212 of these students and teachers also participated in a modified tour of Parliament House.

The Education Office is continuing to develop a suite of education resources such as: facts sheets, learning tasks, certificates and posters to supplement the education programmes and support classroom teachers.

### **School Outreach Programme**

In 2018, the Education Office trialled the first House of Assembly School Outreach Programme. The goal of this programme is to take the learning experiences offered within the House of Assembly to students in regional Tasmania. The first trial was held in February 2018 in Smithton (Braddon) and the second trial in Scottsdale during March 2018 (Bass). The two programmes hosted nine schools with 269 participants.

### **Youth Parliament**

The YMCA Youth Parliament is an annual event conducted using the facilities of Parliament House. In particular, the House of Assembly and Legislative Council Chambers, Reception Room and Committee Rooms.

Youth Parliament 2017 was held between 10 and 14 July. Thirteen Bills were introduced and debated by approximately fifty Year 10-12 students from schools across the state, with one Bill debated in both Houses. Bill topics included: Education Reform, Renewable Energy and Adoption.

Members of Parliament from the House of Assembly and the Legislative Council assisted with procedure by taking on the role of Presiding Officer during debates. Participants were also assisted by two Parliamentary Officers, the Education Officer and a Taskforce of past participants in Youth Parliament.



## **Corridors of Power**

The Corridors of Power program, operated in conjunction with Adult Education, again provided another opportunity for members of the public to learn more about the parliamentary process. As in previous years the Speaker participated in the program, with the course conducted on the 14 September. Participants were treated to a tour of the Long Room and House of Assembly by the Speaker, who also spoke about some of the history and the role of the Speaker. The Participants were then able to view Question Time in the House of Assembly from the Speaker's Gallery, after which the Speaker and the Clerk of the House hosted a morning tea and informal discussion.

## **Group Tours and Visitors**

Visitors are welcome to visit the Parliament at all times during normal business hours or when either the House of Assembly or Legislative Council is sitting.

Group bookings for tours during the year included numerous Primary and Secondary school classes, Public Service training and induction, seniors and service groups and official delegations.

When either House of Parliament is in session visitors may watch and listen to the proceedings at any time in the public galleries. Many student groups choose to visit when Parliament is in session so that students can observe Question Time.

Tours of the Parliament are available to casual visitors, community groups and school parties on non-sitting days of the Parliament. Tours are generally not available when Parliament is sitting. The numbers for the visits to the Parliament are shown in the table below.

Members of Parliament also personally conduct tours for constituent guests and community groups. Numbers for these visits are not available.

## **Community Groups**

In the 2017-2018 Financial Year, approximately 20 community groups visited the Parliament of Tasmania for a guided tour. This was 404 visitors, which represents almost half of the total number of public visitors.

To encourage community groups to visit Parliament House, the Education Office sends invitations each month to various organisations across the state. Each

invitation offers groups a non-sitting day guided tour of Parliament House and/or a sitting day visit to observe Parliament. The Education Office uses the invitation process to increase the awareness in the community that the Parliament of Tasmania is open to the people of Tasmania.

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**TOUR FIGURES**  
JULY 2017 TO JUNE 2018

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<b>Month</b>	<b>Students</b>		<b>Public</b>		<b>Total</b>	
	No/s	Groups	No/s	Groups	No/s	Groups
July <b>2017</b>	204	8	117	14	321	22
August	474	18	10	5	484	23
September	218	8	100	11	318	19
October	129	6	90	10	219	16
November	463	18	55	16	518	34
December	159	7	69	19	228	26
January <b>2018</b>	-	-	92	28	92	28
February	153	5	64	28	202	32
March	696	23	120	26	816	49
April	504	19	37	14	541	33
May	429	15	18	5	447	20
June	170	8	75	8	245	16
<b>Totals:</b>	<b>3599</b>	<b>135</b>	<b>847</b>	<b>184</b>	<b>4431</b>	<b>318</b>

\* Student groups and members of the public who attended Question Time not included

\* Tours personally conducted privately by a Member of Parliament not included.

## Contact Points and Officers

### Postal Address:

House of Assembly  
Parliament House  
HOBART TAS 7000

### Internet Address:

<http://www.parliament.tas.gov.au/>

### Enquiries:

General	Ph: (03) 6212 2200 Fax: (03) 6212 2267
Papers Office	Ph: (03) 6212 2381 Fax: (03) 6223 3523
Principal Attendant	Ph: (03) 6212 2200
Mail Room Attendants	Ph: (03) 6212 2382

### Office Holders:

Speaker	Hon. Susanne L. Hickey MP
Hobart	Ph: (03) 6212 2186 Fax: (03) 6212 2369
Sandy Bay	Ph: (03) 6212 2356
Deputy Speaker and Chairman of Committees	Mark D. Shelton MP
Hobart	Ph: (03) 6212 2183 Fax: (03) 6212 2369
Longford	Ph: (03) 6324 2080 Fax: (03) 6324 2085

Executive Officers at 30 June 2018

Clerk of the House

Shane Donnelly  
Ph: (03) 6212 2374  
Fax: (03) 6212 2369

Deputy Clerk

Laura Ross  
Ph: (03) 6212 2366  
Fax: (03) 6212 2369

Clerk-Assistant and  
Sergeant-at-Arms

Stephanie Hesford  
Ph: (03) 6212 2211  
Fax: (03) 6212 2369

Second Clerk-Assistant

Todd Buttsworth  
Ph: (03) 6212 2220  
Fax: (03) 6212 2369

## **Part Five: Corporate Goal Four**

The fourth of the corporate goals of the Office of the Clerk of the House of Assembly is to perform all of its functions at the highest attainable levels of professional competence and efficiency. In order to maximise staff proficiency and attain the best possible outputs, the following two strategies are employed. Firstly, the House provides excellent human resource management and so maintains an optimum performance level from all staff members. In addition, the Office of the Clerk of the House remains accountable to the general public and the legal system within which it operates. Both these approaches are vital for the continuing best possible operation of the House.

### **Training**

Staff development and training is integral to the successful functioning of the Office of the Clerk of the House of Assembly. Such tuition assists staff to conduct their business more efficiently. The subjects covered by training courses that were undertaken by staff members in 2017-2018 included: parliamentary procedure and history, information technology, software applications, emergency and security awareness and control, first aid and taxation matters. The training courses available are designed to maintain and improve the levels of staff competency and awareness, both in the workplace and as individuals.

### **Equal Employment Opportunity**

The House of Assembly is an equal opportunity employer. Representation of House of Assembly staff in equal employment opportunity target groups can be summarised as follows:-

- (i) 56.25% of staff are women;
- (ii) 0% of staff are Aboriginal or of Torres Strait Islander descent; and
- (iii) 0% of staff are disabled.

### **Industrial Democracy**


The House has a co-operative approach to decision making. Because of the small number of employees in the Office of the Clerk of the House of Assembly, direct and immediate consultation between staff and executive officers is readily available and encouraged. Formal channels of conflict resolution are also accessible by staff of the House.

## **Occupational Health and Safety**

Occupational health and safety is a principal management consideration of the House. The provision of equipment, facilities and programs, such as eye testing for users of screen-based equipment, is designed to ensure the safety and well-being of staff.

## **Superannuation Declaration**

I, Shane Gerard Donnelly, hereby certify that the House of Assembly has met its obligations under the *Superannuation Guarantee (Administration) Act 1992* of the Commonwealth in respect of any employee who is a member of a complying superannuation scheme to which the House of Assembly contributes.



Shane Donnelly  
**Clerk of the House of Assembly**

The second means by which the Office of the Clerk of the House of Assembly meets its corporate goal of performing all of its functions at the highest attainable levels of professional competence and efficiency is through remaining open and accountable to the community it serves. The following are the ways through which the Office of the Clerk of the House maintains its external scrutiny.

### **Reports by the Auditor-General**

The report of the Auditor-General, dated 25 September 2018, on the financial statements, notes and supplementary information for the House of Assembly for the year ended 30 June 2018 is appended hereto.

This Report found that the financial statements complied with statutory requirements and met applicable accounting standards. The Audit Report on the financial statements was unqualified.

### **Decisions of Courts and Administrative Tribunals**

The House of Assembly is not aware of any judicial decisions, or decisions of administrative tribunals, handed down during the year which have significantly affected, or could significantly affect, the operation of the Department.

### **Client Comments**

The major client group of the House of Assembly is the Members of the House. The relationship between the client group and the staff of the House is direct and immediate and the House has not yet had the need for structured and formal arrangements to handle complaints should they arise.

### **Public Interest Disclosures**

The House of Assembly operates under the provisions of the *Public Interest Disclosure Act 2002*. The House of Assembly supports the aims and objectives of this Act and does not tolerate improper conduct by Members of the House, its employees or officers, or the taking of detrimental action against those who come forward to disclose such conduct.

Pursuant to Section Part 7 of the Act, the House of Assembly has procedures that establish a system for reporting disclosures of improper conduct or detrimental action by the House of Assembly or, officers or employees of the House of Assembly, or Members of the House of Assembly. The procedures are also



intended to assist officers and employees to understand the way in which the Act operates and needs to be administered. The procedures established by the House of Assembly are available on the Parliament of Tasmania website at: <http://www.parliament.tas.gov.au/ha/Public%20Interest%20Disclosures%20Act%20Procedures.pdf>

The following table provides the information required to be published by the House of Assembly in the Annual Report under Section 86 of the *Public Interest Disclosures Act 2002*:

The number and types of disclosures made to the House of Assembly	Total number of disclosures made - 0
The number of disclosures determined to be public interest disclosures	0
The number of disclosures investigated	0
The number and types of disclosed matters referred to the House of Assembly by the Ombudsman	0
The number and types of disclosed matters referred by the House of Assembly to the Ombudsman to investigate	0
The number and types of investigations of disclosed matters taken over by the Ombudsman from the House of Assembly	0
The number and types of disclosed matters that the House of Assembly has decided not to investigate	0
The number and types of disclosed matters that were substantiated upon investigation and the action taken on completion of the investigation	0
Any recommendations under the Act made by the Ombudsman that relate to the House of Assembly	0

## Part Six: Corporate Goal Five

The fifth and final corporate goal of the Office of the Clerk of the House of Assembly is to be a fair and responsible employer, maximising the potential of all members of staff through effective human resource practices. Much of the information relating to this corporate goal is provided in Part Five, amongst the details on staff training, development and security. However, further to the information supplied in the previous chapter, the following section provides details on the organisational structure of the Office of the Clerk of the House, as well as staffing information, and asset and risk management. Output table four, also included in this section, advises on the remuneration of employees. The Financial Statements chapter of this report offers further information on this area.

### Staff Information

Members of staff of the House of Assembly are employed pursuant to the provisions of the Parliamentary Privilege Act 1898. The total number of employees of the Office of the Clerk of the House for 2017-18 was 16, with the employment level being 15.2 full time equivalents. During the last financial year, the Office of the Clerk of the House of Assembly spent \$2.026m on employee benefits. During the course of the year, there were no staffing separations with an increase in 1 FTE being an Education Officer.

### Staff Dissection

	FTEs
Clerks at-the-Table	4
Clerk of Papers	1
Manager - Finance	1
Parliamentary Officer	0.8
Parliamentary Attendants	2.8
Parliamentary Assistant	1
Committee Secretary	1
Personal Assistants	2
Education Officer	1.6
<b>TOTAL</b>	<b>15.2</b>

<b>Agency:</b>	HOUSE OF ASSEMBLY
<b>Output Grouping (No &amp; name):</b>	2 PAYMENTS ADMINISTERED BY THE HOUSE OF ASSEMBLY
<b>Output No.:</b>	2.1
<b>Output:</b>	PAYMENTS ADMINISTERED BY THE HOUSE OF ASSEMBLY
<b>Output Description:</b>	Payment of salary and allowances as prescribed by the <i>Parliamentary Salaries, Superannuation and Allowances Act 2012</i> .
<b>Output objective:</b>	Disbursement of prescribed payments.
<b>Production System:</b>	Office of the Clerk of the House
<b>User:</b>	Members of the House of Assembly.
<b>Units of output:</b>	Not Applicable
<b>Performance Measures:</b>	<p>Performance measures relative to this output are:-</p> <ul style="list-style-type: none"> <li>• the extent to which payments of salaries and allowances to Members are prepared with due regard to accuracy and timeliness; Output: Throughout the 2017-2018 financial year, payments of salaries and allowances have consistently been provided in an accurate and timely manner.</li> <li>• the extent of verification of travel allowance claims to ensure their correctness Output: Travel allowance and such claims are regularly verified to ensure accuracy.</li> <li>• the extent of maintaining effective control over the expenditure of the Office to ensure that all payments are properly authorised and timely in processing and that the total expenditure of the Office is within budget parameters. Output: The management of the expenditure of the Office has at all times throughout the financial year 2017-2018 remained properly authorised and within budget parameters.</li> </ul>

Table Four: Payments Administered by the House of Assembly

The organisational structure of the Office of the Clerk of the House is illustrated on the following page, offering additional information on the above.

### **Asset Management**

The House of Assembly Accounting Manual prescribes the management processes to be followed in relation to the Inventory and Asset Register.

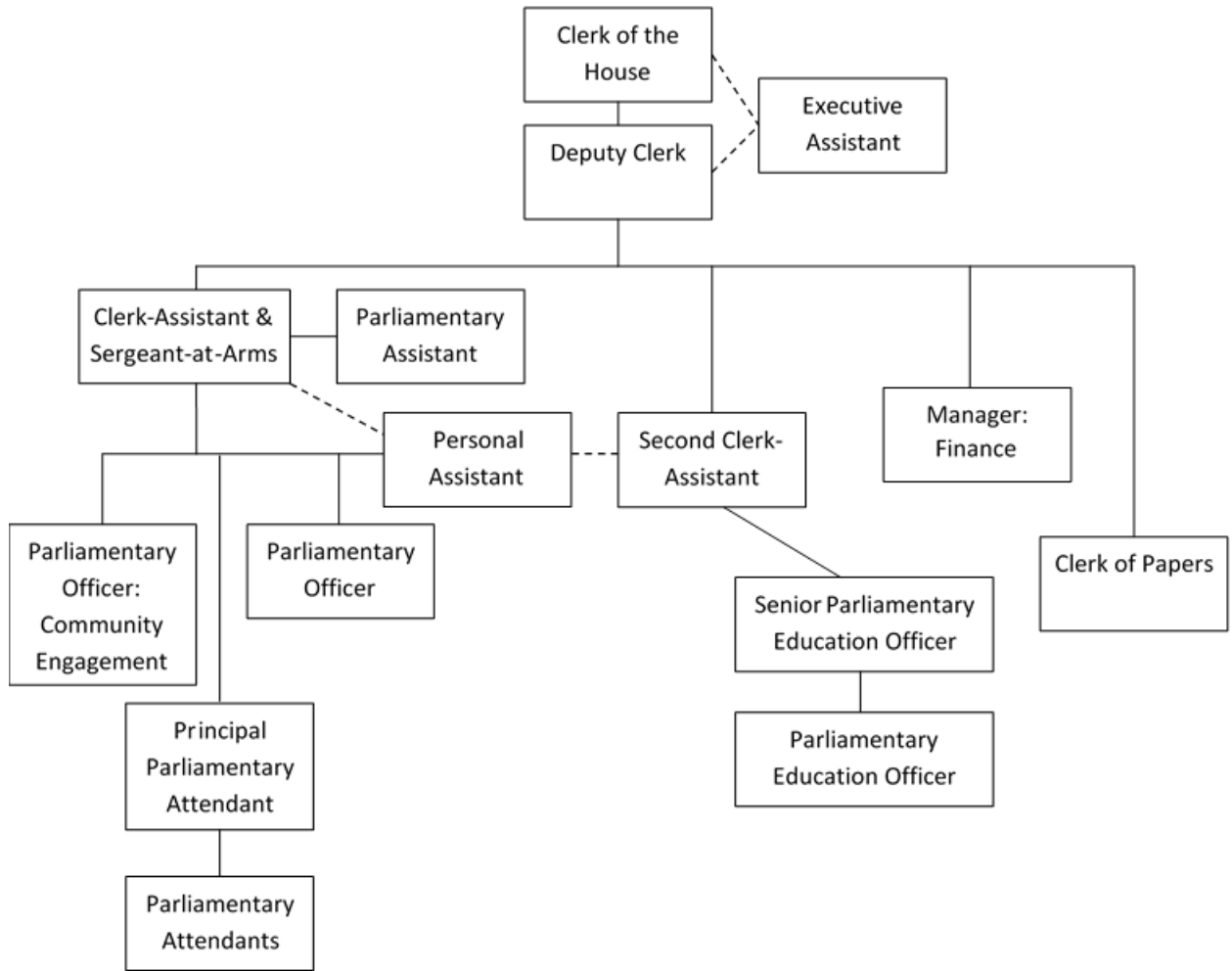
### **Risk Management**

The House of Assembly Accounting Manual prescribes the administrative procedures and practices of the House of Assembly in relation to risk management.

### **Corporate/Program Structure**

The corporate and program structure of the House are one and the same.

# Organisation Chart



## Other Matters

### COMPLIANCE INDEX TO DISCLOSURE REQUIREMENTS

This index has been prepared to facilitate identification of compliance with statutory disclosure requirements: Financial Management and Audit Act 1990 (FMAA) and Treasurer's Instructions (TI), Public Interest Disclosures Act 2002 (PIDA), the Tasmanian State Service Act 1984 (TSS) including Statutory Rule No. 123 of 1990 Tasmanian State Service (Agency Reporting) Regulations (TSS(AR)R), the Public Sector Superannuation Reform Act 1999 (PSSRA) and other contemporary reporting practices.

REFERENCE	DESCRIPTION	LOCATION
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#### AIDS TO ACCESS

	Table of Contents.	2
	Alphabetical Index (for annual reports greater than 50 pages).	N/I
	Glossary of abbreviations and acronyms.	N/I

#### OVERVIEW

TSS(AR)R3(a)(i)	Overall mission and objectives of department including its strategic plan and related programs.	3-4
FMAA s.27(1)(a) TSS s.33AB(1)(a)	A report on the performance of the functions and powers of the Head of Agency under any written law.	N/A
FMAA s.27(1)(b) subject to S.27(2) TSS s.33AB(1)(B)	A report by any statutory office holder employed in or attached to the department except where required to report under any other Act.	N/A
TSS(AR)(R)3(a)(v)	Major initiatives taken to develop and give effect to Government policy.	N/A
T1 201(1)(b) TSS(AR)R 3(a)(iv)	Details of major changes affecting programs, objectives or organisational structure.	N/A

#### STATUTORY/NON-STATUTORY BODIES AND COMPANIES

A list of statutory and non-statutory bodies.  
A list of names of companies

N/A

#### LEGISLATION ADMINISTERED AND MAJOR DOCUMENTS PRODUCED

TSS(AR)R 3(e)	A list of legislation administered by the Department.	7
TSS(AR)R 3(d)(i)	A list of major documents or publications produced.	5-6

#### ORGANISATIONAL STRUCTURE

TSS(AR)R 3(a)(ii)	Organisation Chart as at the end of the reporting year.	28
TSS(AR)R 3(a)(iii)	Details of relationship between corporate and program structure	27

REFERENCE	DESCRIPTION	LOCATION
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#### PERFORMANCE INFORMATION

TI 201 (1)(a) & (e)	A summary of the outputs of the department, showing their objectives and functions, together with significant outcomes and performance measures.	8,9, 14-15, 27
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#### HUMAN RESOURCE MANAGEMENT

TSS(AR)R 3(c)(i)	Staffing information as at 30th June. (Refer to Public Sector Management Office guidelines).	26
TSS(AR)R 3(c)(ii)	Eligible training courses and staff development activities.	22
TSS(AR)R 3(c)(iii)	Equal Employment Opportunity.	22
TSS(AR)R 3(c)(iv) TSS(AR)R 3(d)(iii)	Industrial democracy plans with outline of process available for appeals against decisions by department.	22
TSS(AR)R 3(c)(v)	Occupational health and safety strategies.	23
PSSRA s.13	Statement regarding contributions to non-RBF superannuation funds, including a report that the Department has met its obligations under the <i>Superannuation Guarantee (Administration) Act 1992</i> .	23

#### ASSET MANAGEMENT AND RISK POLICIES

TI 201 (1)(d)(i) & (ii)	Major capital projects	N/A
TI 201 (1)(g)	Asset management policies, strategies and initiatives.	27
TI 201 (1)(c)	Pricing policies of goods and services.	N/A
TI 201 (1)(f)	Risk management policies, activities or initiatives.	27
TI 201 (1)(h)	Support for local business	7

#### EXTERNAL/INTERNAL SCRUTINY

Consultants engaged during the period. 7

A list of titles and publishing dates of reports by any internal or external body. (These may include quality assurance reviews, internal audit activities, Ombudsman enquiries, Auditor-General enquiries, enquiries by Parliamentary committees). 24

REFERENCE	DESCRIPTION	LOCATION
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**PUBLIC ACCESS AND AWARENESS OF SERVICES PROVIDED**

TSS(AR)R 3(d)(ii)	A list of contact officers and points of public access	20-21
TSS(AR)R 3(d)(i)	Activities undertaken to develop community awareness of the services the department provides.	14-18
	Freedom of Information details.	N/A

**PUBLIC INTEREST DISCLOSURES**

PIDA 86 (a)-(i)	Statistics required to be provided in Annual Report relating to disclosures.	25
PIDA Part 7 Division 1	Procedures established to comply with guidelines and standards referred to in PIDA 38 (1)(c).	24-25

**ANY OTHER MATTERS**

TI 201(1)(j)	Any other matters considered relevant for inclusion	29-31
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**FINANCIAL STATEMENTS**

TI 201(1)(l) & (m) FMAA s.27(2)&(3) FMAA s.27(1)(c)	Financial statements of the department including statements of any public body not required to report under any other Act, together with the audit opinion on those statements.	32
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Shane Donnelly  
**CLERK OF THE HOUSE**

**18<sup>th</sup> October 2018**



**PARLIAMENT OF TASMANIA**

**HOUSE OF ASSEMBLY  
FINANCIAL STATEMENTS**

**FOR 2017 – 2018**



**Independent Auditor's Report**

**To the Members of Parliament**

**House of Assembly**

**Report on the Audit of the Financial Statements**

**Opinion**

I have audited the financial statements of the House of Assembly (the House), which comprise the statement of financial position as at 30 June 2018 and statements of comprehensive income, changes in equity and cash flows for the year then ended, notes to the financial statements, including a summary of significant accounting policies, other explanatory notes and the statement of certification by the Clerk of the House (the Clerk).

In my opinion, the accompanying financial statements:

- (a) present fairly, in all material respects, the House's financial position as at 30 June 2018 and its financial performance and its cash flows for the year then ended
- (b) are in accordance with the *Financial Management and Audit Act 1990* and Australian Accounting Standards.

**Basis for Opinion**

I conducted the audit in accordance with Australian Auditing Standards. My responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of my report. I am independent of the House in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 *Code of Ethics for Professional Accountants* (the Code) that are relevant to my audit of the financial statements in Australia. I have also fulfilled my other ethical responsibilities in accordance with the Code.

The *Audit Act 2008* further promotes the independence of the Auditor-General. The Auditor-General is the auditor of all Tasmanian public sector entities and can only be removed by Parliament. The Auditor-General may conduct an audit in any way considered appropriate and is not subject to direction by any person about the way in which audit powers are to be exercised. The Auditor-General has for the purposes of conducting an audit, access to all documents and property and can report to Parliament matters which in the Auditor-General's opinion are significant.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

...1 of 3

My audit is not designed to provide assurance on the accuracy and appropriateness of the budget information in the House's financial statements.

### **Responsibilities of the Clerk for the Financial Statements**

The Clerk is responsible for the preparation and fair presentation of the financial statements in accordance with Australian Accounting Standards, and the financial reporting requirements of Section 27 (1) of the *Financial Management and Audit Act 1990*. This responsibility includes such internal control as determined necessary to enable the preparation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Clerk is responsible for assessing the House's ability to continue as a going concern unless the House's operations will cease as a result of an administrative restructure. The assessment must disclose, as applicable, matters related to going concern and the appropriateness of using the going concern basis of accounting.

### **Auditor's Responsibilities for the Audit of the Financial Statements**

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the House's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Clerk.
- Conclude on the appropriateness of the Clerk's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the House's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusion is based on the audit

...2 of 3

To provide independent assurance to the Parliament and Community on the performance and accountability of the Tasmanian Public sector.  
Professionalism | Respect | Camaraderie | Continuous Improvement | Customer Focus

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evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the House to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the Clerk regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.



Stephen Morrison  
**Assistant Auditor-General**  
**Delegate of the Auditor-General**

**Tasmanian Audit Office**

25 September 2018  
Hobart

...3 of 3

To provide independent assurance to the Parliament and Community on the performance and accountability of the Tasmanian Public sector.  
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## Statement of Certification

The accompanying Financial Statements of the House of Assembly are in agreement with the relevant accounts and records and have been prepared in compliance with the Treasurer's Instructions issued under the provisions of the *Financial Management and Audit Act 1990* to present fairly the financial transactions for the year ended 30 June 2018 and the financial position as at the end of the year.

At the date of signing, I am not aware of any circumstances which would render the particulars included in the financial statements misleading or inaccurate.



Shane Donnelly  
Clerk of the House  
14th August 2018

## House of Assembly

### Statement of Comprehensive Income for the year ended 30 June 2018

	Note	2018 \$'000 Budget	2018 \$'000 Actual	2017 \$'000 Actual
<b>Continuing operations</b>				
<b>Revenue and other income from transactions</b>				
Appropriation revenue - recurrent	3.1	8,285	9,107	7,920
Other Revenue	3.2	0	198	...
<b>Total revenue and other income from transactions</b>		<b>8,285</b>	<b>9,305</b>	<b>7,920</b>
<b>Expenses from transactions</b>				
Employee and Member benefits	4.1	7,795	8,509	7,218
Depreciation	4.2	37	50	43
Supplies and consumables	4.3	479	523	415
<b>Total expenses from transactions</b>		<b>8,311</b>	<b>9,082</b>	<b>7,676</b>
<b>Net result from transactions (net operating balance)</b>		<b>(26)</b>	<b>223</b>	<b>244</b>
<b>Comprehensive Result</b>		<b>(26)</b>	<b>223</b>	<b>244</b>

This Statement of Comprehensive Income should be read in conjunction with the accompanying notes. Budget information refers to original estimates and has not been subject to audit. Explanations of budget variances are provided in Note 12.1 of accompanying notes.

## House of Assembly

### Statement of Financial Position as at 30 June 2018

	Note	2018 \$'000 Budget	2018 \$'000 Actual	2017 \$'000 Actual
<b>ASSETS</b>				
<b>Financial Assets</b>				
Cash and deposits	9.1	4	4	4
Receivables	6.1	2	...	...
<b>Non-financial Assets</b>				
Prepaid expenses		14	46	36
Plant and equipment	6.2	2,157	2,576	2,267
<b>TOTAL ASSETS</b>		<b>2,177</b>	<b>2,626</b>	<b>2,307</b>
<b>LIABILITIES</b>				
Payables	7.2	39	43	39
Employee benefits	7.1	623	541	448
<b>TOTAL LIABILITIES</b>		<b>662</b>	<b>584</b>	<b>487</b>
<b>NET ASSETS</b>		<b>1,515</b>	<b>2,042</b>	<b>1,820</b>
<b>EQUITY</b>				
Accumulated funds		403	930	708
Asset revaluation reserve	8	1,112	1,112	1,112
<b>TOTAL EQUITY</b>		<b>1,515</b>	<b>2,042</b>	<b>1,820</b>

This Statement of Financial Position should be read in conjunction with the accompanying notes. Budget information refers to original estimates and has not been subject to audit. Explanations of variances are provided in Note 12.2 of accompanying notes.

## House of Assembly

### Statement of Cash Flows for the year ended 30 June 2018

	Note	2018 \$'000 Budget	2018 \$'000 Actual	2017 \$'000 Actual
<b>Cash flows from operating activities</b>				
<b>Cash inflows</b>				
Appropriation revenue - recurrent		8,285	9,107	7,920
Other Cash Receipts		0	198	...
GST receipts		94	134	89
<b>Total cash inflows</b>		<b>8,379</b>	<b>9,439</b>	<b>8,009</b>
<b>Cash outflows</b>				
Employee and Member benefits		(7,766)	(8,417)	(7,324)
Supplies and consumables		(479)	(528)	(436)
GST payments		(94)	(134)	(89)
<b>Total cash outflows</b>		<b>(8,339)</b>	<b>(9,079)</b>	<b>(7,849)</b>
<b>Net cash from (used by) operating activities</b>	9.2	<b>40</b>	<b>360</b>	<b>160</b>
<b>Cash flows from investing activities</b>				
<b>Cash Outflows</b>				
Payments for acquisition of assets		(40)	(360)	(160)
<b>Total cash outflows</b>		<b>(40)</b>	<b>(360)</b>	<b>(160)</b>
<b>Net cash from (used by) investing activities</b>		<b>(40)</b>	<b>(360)</b>	<b>(160)</b>
Net increase (decrease) in cash held		0	0	0
Cash at the beginning of the reporting period		4	4	4
<b>Cash at the end of the reporting period</b>	9.1	<b>4</b>	<b>4</b>	<b>4</b>

This Statement of Cash Flows should be read in conjunction with the accompanying notes. Budget information refers to original estimates and has not been subject to audit. Explanations of variances between budget and actual outcomes are provided in Note 12.3 of accompanying notes.

## House of Assembly

### Statement of Changes in Equity for the year ended 30 June 2018

	Reserves	Accumulated Funds	Total equity
	\$'000	\$'000	\$'000
<b>Balance as at 1 July 2017</b>	<b>1,112</b>	<b>708</b>	<b>1,820</b>
Total comprehensive result	0	223	223
<b>Balance as at 30 June 2018</b>	<b>1,112</b>	<b>930</b>	<b>2,042</b>

	Reserves	Accumulated Funds	Total equity
	\$'000	\$'000	\$'000
<b>Balance as at 1 July 2016</b>	<b>1,112</b>	<b>464</b>	<b>1,576</b>
Total comprehensive result	0	244	244
<b>Balance as at 30 June 2017</b>	<b>1,112</b>	<b>708</b>	<b>1,820</b>

Note that accumulated surplus/deficit includes both contributed capital on formation of the House and accumulated surpluses or deficits in subsequent years.  
This Statement of Changes in Equity should be read in conjunction with the accompanying notes.



# House of Assembly

## Notes to and forming part of the financial statements for the year ended 30 June 2018

### Note 1 Significant Accounting Policies

#### 1.1 Objectives and funding

The House of Assembly (the House), together with the Legislative Council and Her Excellency the Governor, constitute the Parliament of Tasmania, which has the responsibility to consider legislation and to authorise the expenditure of State monies.

The office of the Clerk of the House of Assembly provides the House, its Committees, the Speaker of the House and Members with advisory, procedural, research and administrative support services to assist them to effectively undertake their constitutional and Parliamentary duties.

The objectives of the office of the Clerk of the House are:-

- to support the House in its constitutional role
- to provide the highest levels of advice and procedural research and administrative services necessary for the effective functioning of the House, its committees and Members
- to promote public awareness of the purpose, functions and work of the House and encourage and facilitate visits by the widest possible range of citizens
- to perform all of its functions at the highest attainable levels of professional competence and efficiency
- to be a fair and responsive employer, maximising the potential of all its staff through effective human resource practices.

The House is funded by Parliamentary appropriations and 'Reserved-by-Law' appropriations for the above services and for the administration of the payment of salaries and allowances as prescribed by the *Parliamentary Salaries, Superannuation and Allowances Act 2012*.

The financial report encompasses all funds by which the House carries out its functions.

#### 1.2 Basis of Accounting

The financial statements are a general purpose financial report and have been prepared in accordance with:

- Australian Accounting Standards issued by the Australian Accounting Standards Board and Interpretations; and
- The Treasurer's Instructions issued under the provisions of the *Financial Management and Audit Act 1990*.

Compliance with the Australian Accounting Standards (AASBs and AASs) may not result in compliance with International Financial Reporting Standards (IFRS), as the AASBs and AASs include requirements and options available to not-for-profit organisations that are inconsistent with IFRS. The House is considered to be not-for-profit and has adopted some accounting policies under AASBs and AASs that do not comply with IFRS.

The Financial Statements have been prepared on an accrual basis and, except where stated, are in accordance with the historical cost convention. The accounting policies are generally consistent with the previous year except for those changes outlined in note 1.5.

The Financial Statements have been prepared as a going concern.

The financial statements were signed by the Clerk of the House on 14th August 2018.

### **1.3 Reporting Entity**

The financial statements include all the controlled activities of the House. The financial statements consolidate material transactions and balances of the House and transactions included in its output groups.

### **1.4 Functional and Presentation Currency**

These financial statements are presented in Australian dollars, which is the House's functional currency.

### **1.5 Changes in Accounting Policies**

#### *(a) Impact of new and revised Accounting Standards*

In the current year, the House has adopted all of the new and revised Standards and Interpretations issued by the Australian Accounting Standards Board that are relevant to its operations and effective for the current annual reporting period. These include:

- 2016 2 Amendments to Australian Accounting Standards – Disclosure Initiative: Amendments to AASB 107 – The objective of this Standard is to amend AASB 107 Statement of Cash Flows to require entities preparing statements in accordance with Tier 1 reporting requirements to provide disclosures that enable users of financial statements to evaluate changes in liabilities arising from financing activities, including both changes arising from cash flows and non-cash changes. This Standard applies to annual periods beginning on or after 1 January 2017. The impact is increased disclosure of financial activities in relation to cash flows and non-cash changes as shown at Note 14.5. There is no financial impact.
- 2016-4 Amendments to Australian Accounting Standards - Recoverable Amount of Non-Cash-Generating Specialised Assets of Not-for-Profit Entities - The objective of this Standard is to amend AASB 136 Impairment of Assets to remove references to depreciated replacement cost as a measure of value in use for not-for-profit entities and to clarify that the recoverable amount of primarily non-cash-generating assets of not-for-profit entities, which are typically specialised in nature and held for continuing use of their service capacity, is expected to be materially the same as fair value determined under AASB 13 Fair Value Measurement, with the consequence that AASB 136 does not apply to such assets that are regularly revalued to fair value under the revaluation model in AASB 116 Property, Plant and Equipment and AASB 138 Intangible Assets, and AASB 136 applies to such assets accounted for under the cost model in AASB 116 and AASB 138. This Standard applies to annual reporting periods beginning on or after 1 January 2017. The impact is enhanced disclosure in relation to non-cash-generating-specialised assets of not-for-profit entities. There is no financial impact.

#### *(b) Impact of new and revised Accounting Standards yet to be applied*

The following applicable Standards have been issued by the AASB and are yet to be applied:

- AASB 9 Financial Instruments and 2014-7 Amendments to Australian Accounting Standards arising from AASB 9 (December 2014) - the objective of these standards is to establish principles for the financial reporting of financial assets and financial liabilities that will present relevant information to users of financial statements for their assessment of the amounts, timing, uncertainty of an entity's future cash flows, and to make amendments to various accounting standards as a consequence of

the issuance of AASB 9. These standards apply to annual reporting periods beginning on or after 1 January 2018. There is not expected to be any financial impact

- AASB 15 Revenue from Contracts with Customers – The objective of this Standard is to establish the principles that an entity shall apply to report useful information to users of financial statements about the nature, amount, timing, an uncertainty of revenue and cash flows arising from a contract with a customer. In accordance with 2017-8 Amendments to Australian Accounting Standards - Effective Date of AAS 15, this Standard applies to annual reporting periods beginning on or after 1 January 2018. Where an entity applies the Standard to an earlier annual reporting period, it shall disclose that fact. There is not expected to be any financial impact.
- 2014-5 Amendments to Australian Accounting Standards arising from AASB 15 – The objective of this Standard is to make amendments to Australian Accounting Standards and Interpretations arising from the issuance of AASB 15 Revenue from Contracts with Customers. This Standard applies when AASB 15 is applied, except that the amendments to AASB 9 (December 2009) and AASB 9 (December 2010) apply to annual reporting periods beginning on or after 1 January 2018. This Standard shall be applied when AASB 15 is applied. There is not expected to be any financial impact.
- 2016-3 Amendments to Australian Accounting Standards - Clarifications to AASB 15 - The objective of this Standard is to clarify the requirements on identifying performance obligations, principal versus agent considerations and the timing of recognising revenue from granting a licence. This Standard applies to annual periods beginning on or after 1 January 2018. The impact is enhanced disclosure in relation to revenue. There is not expected to be any financial impact.
- AASB 16 Leases – The objective of this Standard is to introduce a single lessee accounting model and require a lessee to recognise assets and liabilities. This Standard applies to annual reporting periods beginning on or after 1 January 2019. The standard will result in most of the House's operating leases being brought onto the Statement of Financial Position and additional note disclosures. The calculation of the lease liability will take into account appropriate discount rates, assumptions about the lease term, and required lease payments. A corresponding right to use assets will be recognised, which will be amortised over the term of the lease. There are limited exceptions relating to low-value assets and short-term leases with a term at commencement of less than 12 months. Operating lease costs will no longer be shown. The Statement of Comprehensive Income impact of the leases will be through amortisation and interest charges. In the Statement of Cash Flows lease payments will be shown as cash flows from financing activities instead of operating activities. Further information on the House's current operating lease position can be found at notes 11. The financial impact is estimated to increase offsetting Assets and Liabilities by approximately the amounts outlined in the commitments note.
- AASB 1058 Income of Not-for-Profit Entities - The objective of this Standard is to establish principles for not-for-profit entities that apply to transactions where the consideration to acquire an asset is significantly less than fair value principally to enable a not-for-profit entity to further its objectives, and the receipt of volunteer services. This Standard applies to annual reporting periods beginning on or after 1 January 2019. The impact is enhanced disclosure in relation to income of not-for-profit entities. There is not expected to be any financial impact.
- AASB 1059 Service Concession Arrangements: Grantors – The objective of this Standard is to prescribe the accounting for a service concession arrangement by a grantor that is a public sector entity. This Standard applies on or after 1 January 2019. The impact of this standard is enhanced disclosure in relation to service concession arrangements for grantors that are public sector entities. There is not expected to be any financial impact.

The only financial impact of these future changes to financial statement is expected to occur from the changes to AASB 16 which will increase offsetting Assets and Liabilities.

## **1.6 Judgements and Assumptions**

In the application of Australian Accounting Standards, the House is required to make judgments, estimates and assumptions about carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances, the results of which form the basis of making the judgments. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period or in the period of the revision and future periods if the revision affects both current and future periods.

Judgments made by the House that have significant effects on the financial statements are, where relevant, disclosed in the notes to the financial statements.

Judgements made by the House that have significant effect on the Financial Statements are discussed below

- Revaluation (Refer Notes 6.2(i), 6.2(iii) and 6)
- Employee Benefits (refer Notes 7.1).

The House has made no assumptions concerning the future that may cause a material adjustment to the carrying amounts of assets and liabilities within the next reporting period.

## **1.7 Comparative Figures**

Comparative figures have been adjusted to conform to changes in presentation in these financial statements where required and permitted by accounting standards.

## **1.8 Budget Information**

Budget information refers to original estimates as disclosed in the 2017-16 Budget Papers and is not subject to audit.

## **1.9 Rounding**

All amounts in the Financial Statements have been rounded to the nearest thousand dollars, unless otherwise stated. As a consequence, rounded figures may not add to totals. Amounts less than \$500 are rounded to zero and are indicated by the symbol "...".

## **1.10 Taxation**

The House is exempt from all forms of taxation except Fringe Benefits Tax (FBT) and the Goods and Services Tax (GST).

## **1.11 Goods and Services Tax**

Revenue, expenses and assets are recognised net of the amount of Goods and Services Tax, except where the GST incurred is not recoverable from the Australian Taxation Office. Receivables and payables are stated inclusive of GST. The net amount recoverable, or payable, to the ATO is recognised as an asset or liability within the Statement of Financial Position.

In the Cash Flow Statement, the GST component of cash flows arising from operating, investing or financing activities which is recoverable from, or payable to, the Australian Taxation Office is, in accordance with the Australian Accounting Standards, classified as operating cash flows.

## **Note 2 Events Occurring after Balance Date**

There have been no events subsequent to balance date which would have a material effect of the House's financial statements as at 30 June 2018.

### Note 3 Income

Income is recognised in the Statement of Comprehensive Income when an increase in future economic benefits related to an increase in an asset or a decrease of a liability has arisen that can be measured reliably.

#### 3.1 Appropriation Revenue

Appropriations, whether recurrent or capital are recognised as revenues in the period in which the House gains control of the appropriated funds.

Revenue from Government includes revenue from appropriations, including appropriations carried forward under section 8A of the *Public Account Act 1986*, and from items Reserved by Law.

	<b>2018 Original Budget \$'000</b>	<b>2018 Actual \$'000</b>	<b>2017 Actual \$'000</b>
<b>Recurrent Appropriation</b>			
House of Assembly Support Services	2,642	2,639	2,456
Payments Administered by the House of Assembly	658	483	490
<b>Items Reserved by Law</b>			
R003 Parliamentary Salaries and Allowances ( <i>Parliamentary Salaries, Superannuation and Allowances Act 2012</i> )	4,846	5,882	4,831
R004 Travelling Allowances ( <i>Parliamentary Salaries, Superannuation and Allowances Act 2012</i> )	108	99	127
R005 Members' Committee Fees and Allowances ( <i>Parliamentary Salaries, Superannuation and Allowances Act 2012</i> )	31	4	16
<b>Total Revenue From Government</b>	<b>8,285</b>	<b>9,107</b>	<b>7,920</b>

#### 3.2 Other Income

This is a payment of \$198,000 from Treasury to fund the upgrade of sitting day offices.

#### Note 4 Expenses

Expenses are recognised in the Statement of Comprehensive Income when a decrease in future economic benefits related to a decrease in asset or an increase of a liability has arisen that can be measured reliably.

##### 4.1a Employee and Member Benefits

Employee benefits include entitlements of staff to wages, salaries and allowances, annual leave, sick leave, long service leave, superannuation and other post-employment benefits and Member entitlements as prescribed by the *Parliamentary Salaries, Superannuation and Allowances Act 2012*.

	<b>2018</b> <b>\$'000</b>	<b>2017</b> <b>\$'000</b>
Wages and salaries (including fringe benefits and non-monetary components)	7,693	6,585
Annual leave	167	93
Long service leave	47	(16)
Superannuation	602	556
	<b>8,509</b>	<b>7,218</b>

Superannuation expenses relating to defined benefits schemes relate to payments to Finance-General Division of the Department of Treasury and Finance. The amount of the payment is based on an employer contribution rate determined by the Treasurer, on the advice of the State Actuary. The current employer contribution is 12.95 percent of salary (2017: 12.85 percent).

Superannuation expenses relating to accumulation schemes are paid directly to nominated superannuation funds at a rate of 9.50 percent of salary (2017: 9.50 percent). In addition, the House is required to pay a "gap" payment equivalent to 3.45 percent of salary (2017: 3.35 percent) in respect of employees who are members of accumulation schemes.

#### 4.1b. Key Management Personnel compensation

Key management personnel are those persons having authority and responsibility for planning, directing and controlling the activities of the House, directly or indirectly.

##### Executive Remuneration

The following tables disclose the remuneration details for each person that acted as a senior executive during the current and previous financial years.

**2018**

Executive Remuneration	Salary <sup>1</sup>	Termination benefits <sup>2</sup>	Superannuation <sup>3</sup>	Vehicles <sup>4</sup>	Other non-monetary benefits <sup>5</sup>	Total 2018
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Mr S Donnelly - Clerk of the House	250	-	32	19	20	321
Ms L Ross* - Deputy Clerk of the House	199	-	26	21	12	258
Ms S Hesford - Clerk Assistant & Sergeant at Arms	166	-	21	19	5	211
<b>Total</b>	<b>615</b>	<b>-</b>	<b>79</b>	<b>59</b>	<b>37</b>	<b>790</b>

\* This salary figure is higher than last year due to half pay Maternity leave taken by the Deputy Clerk last year

<sup>1</sup> Gross Salary includes all forms of consideration paid and payable for services rendered, compensated absences during the period.

<sup>2</sup> Termination benefits include all forms of benefit paid or accrued as a consequence of termination.

<sup>3</sup> Superannuation means the contribution to the superannuation fund of the individual.

<sup>4</sup> Includes total cost of providing and maintaining vehicles provided for private use, including registration, insurance, fuel and other consumables.

<sup>5</sup> Other non-monetary benefits include annual and long service leave movements.

No key management personnel appointed during the period received a payment as part of his or her consideration for agreeing to hold the position.

**2017**

Executive Remuneration	Salary <sup>1</sup>	Termination benefits <sup>2</sup>	Superannuation <sup>3</sup>	Vehicles <sup>4</sup>	Other non-monetary benefits <sup>5</sup>	Total 2017
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Mr S Donnelly* - Clerk of the House	282	-	31	19	(28)	304
Ms L Ross - Deputy Clerk of the House	120	-	15	23	(17)	141
Ms S Hesford - Clerk Assistant & Sergeant at Arms	180	-	23	19	1	223
<b>Total</b>	<b>582</b>	<b>-</b>	<b>69</b>	<b>61</b>	<b>(44)</b>	<b>668</b>

\* This salary figure includes a one-off payment of \$37k made pursuant to section 10 of the Long Service Leave Act 1976, paid in lieu of 40 Days accrued Long Service Leave entitlement (refer also to Note 7.1 - Liabilities Employee Benefits).

<sup>1</sup> Gross Salary includes all forms of consideration paid and payable for services rendered, compensated absences during the period.

<sup>2</sup> Termination benefits include all forms of benefit paid or accrued as a consequence of termination.

<sup>3</sup> Superannuation means the contribution to the superannuation fund of the individual.

<sup>4</sup> Includes total cost of providing and maintaining vehicles provided for private use, including registration, insurance, fuel and other consumables.

<sup>5</sup> Other non-monetary benefits include annual and long service leave movements.

No key management personnel appointed during the period received a payment as part of his or her consideration for agreeing to hold the position.

**4.1c Related Party Disclosures**

There are no related party transactions requiring disclosure.



## 4.2 Depreciation

With the exception of antique furniture and artworks and artefacts, which are not depreciated on the basis that they have an unlimited useful life, all non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of their service potential.

Depreciation is provided for on a straight line basis, using rates which are reviewed annually. Major depreciation periods are:

Computer Equipment	3 years
Furniture and Fittings	10 years
Plant and Equipment	10 years

	<b>2018</b>	<b>2017</b>
	<b>\$'000</b>	<b>\$'000</b>
Computer equipment	31	35
Furniture and fittings	12	1
Plant and Equipment	7	7
<b>Total</b>	<b>50</b>	<b>43</b>

## 4.3 Supplies and Consumables

	<b>2018</b>	<b>2017</b>
	<b>\$'000</b>	<b>\$'000</b>
Audit expenses	18	18
Supplies and consumables	50	14
Equipment costs	65	38
Communications	59	62
Travel	72	78
Information Technology	110	63
Entertainment	30	50
Conference	25	0
Consultancy Special projects	12	15
Other	82	77
<b>Total</b>	<b>523</b>	<b>415</b>

## Note 5 House Output Schedules

### 5.1 Output Group Information

Information about the House's outputs and the expenses and revenues which are reliably attributable to those outputs, is set out in note 5.3.

### 5.2 Output Summary

Output Group 1 - House of Assembly Support Services

This output provides procedural and administrative support to the House, its Committees and Members.

The objectives of this output group are the lawful operation of the House and its Committees, the fulfillment of Statutory requirements and the promotion of the role of the Parliament. This output group is produced internally by the office of the Clerk of the House.

Output Group 2 - Payments administered by the House of Assembly

This output group relates to the payment of Members salary packaged items that are not prescribed by the *Parliamentary Salaries, Superannuation and Allowances Act 2012*. This includes such things as a fully maintained private plated vehicle. This output group is produced internally by the office of the Clerk of the House. This item was previously included in Reserve By Law.

Reserve By Law - Payments administered by the House of Assembly

This output group relates to the payment of salaries and allowances as prescribed by the *Parliamentary Salaries, Superannuation and Allowances Act 2012*. This output group is produced internally by the office of the Clerk of the House.

### 5.3 Statement of Outputs

Note: the following information has been prepared on an accrual accounting basis.

<b>Output Group 1 - House of Assembly Support Services</b>			
	<b>2018</b>	<b>2018</b>	<b>2017</b>
	<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>
<i>Continuing operations</i>	<b>Budget</b>	<b>Actual</b>	<b>Actual</b>
<b>Revenue and other income from transactions</b>			
Revenue from appropriation	2,457	2,639	2,456
Other Revenue	0	198	...
<b>Total revenue and other income from transactions</b>	<b>2,457</b>	<b>2,837</b>	<b>2,456</b>
<b>Expenses from transactions</b>			
Employee benefits	2,028	2,026	1,754
Depreciation and amortisation	37	50	43
Communications	100	59	62
Travel	100	72	78
Information technology	41	108	63
Other expenses	186	284	212
<b>Total expenses from transactions</b>	<b>2,492</b>	<b>2,599</b>	<b>2,212</b>
<b>Net result from transactions (net operating balance)</b>	<b>( 35)</b>	<b>238</b>	<b>244</b>
<b>Expense by output</b>			
House of Assembly Support Services	2,550	2,483	2,096
Select Committee Support Services	6	4	6
Investigatory Committee Support Services	112	112	110
<b>Total</b>	<b>2,492</b>	<b>2,212</b>	<b>2,212</b>
<b>Net Assets</b>			
Total assets deployed for House of Assembly Support services		2,626	2,307
Total liabilities incurred for House of Assembly Support services		(544)	(462)
<b>Net assets deployed for House of Assembly Support services</b>		<b>2,082</b>	<b>1,845</b>

**Output Group 2 - Payments Administered by the House of Assembly**

	<b>2018</b>	<b>2018</b>	<b>2017</b>
	<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>
<i>Continuing operations</i>	<b>Budget</b>	<b>Actual</b>	<b>Actual</b>
<b>Revenue from transactions</b>			
Revenue from appropriations	658	483	490
<b>Total revenue from transactions</b>	<b>658</b>	<b>483</b>	<b>490</b>
<b>Expenses from transactions</b>			
Parliamentary allowances	658	482	491
<b>Total expenses from transactions</b>	<b>658</b>	<b>482</b>	<b>491</b>
<b>Net result</b>	<b>0</b>	<b>1</b>	<b>(1)</b>
<b>Expense by output</b>			
Payments administered by House of Assembly	658	482	491
<b>Total</b>	<b>658</b>	<b>482</b>	<b>491</b>
<b>Net Assets</b>			
Total assets deployed for Payments administered by House of Assembly		0	0
Total liabilities incurred for Payments administered by House of Assembly		(21)	(22)
<b>Net assets deployed for Payments administered by House of Assembly</b>		<b>(21)</b>	<b>(22)</b>

**Reserve By Law - Payments Administered by the House of Assembly**

	<b>2018</b>	<b>2018</b>	<b>2017</b>
	<b>\$'000</b>	<b>\$'000</b>	<b>\$'000</b>
<i>Continuing operations</i>	<b>Budget</b>	<b>Actual</b>	<b>Actual</b>
<b>Revenue from transactions</b>			
Revenue from appropriations	4,985	5,985	4,974
<b>Total revenue from transactions</b>	<b>4,985</b>	<b>5,985</b>	<b>4,974</b>
<b>Expenses from transactions</b>			
Parliamentary salaries and allowances	4,846	5,884	4,831
Parliamentary travelling allowances	108	113	127
Parliamentary Committee fees and allowances	31	4	15
<b>Total expenses from transactions</b>	<b>4,985</b>	<b>6,001</b>	<b>4,973</b>
<b>Net result</b>	<b>0</b>	<b>(16)</b>	<b>1</b>
<b>Expense by output</b>			
Payments administered by House of Assembly	4,985	6,001	4,973
<b>Total</b>	<b>4,985</b>	<b>6,001</b>	<b>4,973</b>
<b>Net Assets</b>			
Total assets deployed for Payments administered by House of Assembly		0	0
Total liabilities incurred for Payments administered by House of Assembly		<u>(19)</u>	<u>(3)</u>
<b>Net assets deployed for Payments administered by House of Assembly</b>		<b><u>(19)</u></b>	<b><u>(3)</u></b>

**Reconciliation of Total Output Groups comprehensive result to Statement of comprehensive income**

	2018 Budget \$'000	2018 Actual \$'000	2017 Actual \$'000
<b>Total comprehensive result of Output Groups</b>	(26)	223	244
<b>Reconciliation to comprehensive result</b>			
Change in asset revaluation reserve	-	-	-
<b>Comprehensive result</b>	<b>(26)</b>	<b>223</b>	<b>244</b>

**Reconciliation of Total Output Groups Net Assets to Statement of financial position**

	2018 Actual \$'000	2017 Actual \$'000
<b>Total net assets deployed for Output Groups</b>	<b>2,042</b>	<b>1,820</b>
<b>Reconciliation to net assets</b>		
Assets unallocated to Output Groups	-	-
Liabilities unallocated to Output Groups	-	-
<b>Net assets</b>	<b>2,042</b>	<b>1,820</b>

**Note 6 Assets**

Assets are recognised in the Statement of Financial Position when it is probable that the future economic benefits embodied in the asset will eventuate and the asset possesses a cost or other value that can be measured reliably.

**6.1 Receivables**

Receivables are recognised at the amounts receivable as they are due for settlement. Collectability of receivables is reviewed on an ongoing basis. Debts which are known to be uncollectible, are written off. A provision for doubtful debts is raised where some doubts exist as to collection.

	2018 \$'000	2017 \$'000
Other receivables	...	...
Less: Provision for impairment	-	-
	...	...
Settled within 12 months	...	...
<b>Total</b>	<b>...</b>	<b>...</b>

## 6.2 Plant and Equipment

### (i) Valuation basis

Heritage assets are valued on the fair value basis. Equipment and other non-current assets are recorded at historical cost. Fair Value is 'the amount for which an asset could be exchanged, or a liability settled between knowledgeable willing parties in an arms length transaction'. Fair value is based on the highest and best use of the asset. Unless there is an explicit Government policy to the contrary, the highest and best use of an asset is the current purpose for which the asset is being used.

### (ii) Asset recognition threshold

With the exception of antique furniture and artworks and artefacts the asset capitalisation threshold adopted by the House is \$5,000. Assets valued at less than \$5,000 are charged to the Statement of Comprehensive Income in the year of purchase (other than where they form part of a group of similar items which are significant in total). Antique furniture and artworks and artefacts are treated as discrete groups of assets and all items in these groups are recorded as non current assets.

### (iii) Revaluations

The House has adopted a revaluation threshold of \$5,000 above which assets are revalued on a fair value basis at 5 yearly intervals.

Assets are grouped on the basis of having a similar nature or function in the operations of the House.

	<b>2018</b>	<b>2017</b>
	<b>\$'000</b>	<b>\$'000</b>
<b>Antique Furniture</b>		
At fair value * (13 August 2015)	976	976
<b>Total Antique Furniture</b>	<u>976</u>	<u>976</u>
<b>Artworks and Artefacts</b>		
At fair value** (June 2015)	1,047	1,047
At cost	22	22
<b>Total Artworks and Artefacts</b>	<u>1,069</u>	<u>1,069</u>
<b>Plant and Equipment</b>		
At cost	81	200
Less: accumulated depreciation	(48)	(171)
<b>Total Plant and Equipment</b>	<u>33</u>	<u>29</u>
<b>Furniture and Fittings</b>		
At cost	549	322
Less: accumulated depreciation	(250)	(238)
<b>Total Furniture and Fittings</b>	<u>299</u>	<u>84</u>
<b>Computer Equipment</b>		
At cost	343	234
Less: accumulated depreciation	(143)	(125)
<b>Total Computer Equipment</b>	<u>200</u>	<u>109</u>
<b>Total furniture, fittings and computer equipment</b>	<u>2,576</u>	<u>2,267</u>

\* The latest revaluations as at 13 August 2015 were independently conducted. The valuer was Mr A F Colman (Approved government valuer). The revaluation was based on replacement value.

\*\* The latest revaluations as at June 2015 were independently conducted. Artworks were valued in June 2015 by Mr W N Hurst (Director, Masterpiece Gallery). Revaluations were based on replacement value.

### 6.3 Reconciliation of movements

Reconciliations of the carrying amounts of each class of property, plant and equipment at the beginning and end of the current and previous financial year are set out below.

	Antique Furniture Level 3 \$'000	Artworks and Artefacts Level 3 \$'000	Furniture and Fittings \$'000	Plant and Equipment \$'000	Computer Equipment \$'000	Total \$'000
<b>2018</b>						
<b>Carrying value at 1 July</b>	976	1,069	84	29	109	2,267
Additions	-	-	227	11	122	360
Depreciation/amortisation expense	-	-	(12)	(7)	(31)	(50)
<b>Carrying value at 30 June</b>	976	1,069	299	33	200	2,576

	Antique Furniture Level 3 \$'000	Artworks and Artefacts Level 3 \$'000	Furniture and Fittings \$'000	Plant and Equipment \$'000	Computer Equipment \$'000	Total \$'000
<b>2017</b>						
<b>Carrying value at 1 July</b>	976	1,069	0	36	70	2,151
Additions	-	-	85	-	75	160
Depreciation/amortisation expense	-	-	(1)	(7)	(35)	(43)
<b>Carrying value at 30 June</b>	976	1,069	84	29	109	2,267

#### Level 3 significant valuation inputs and relationship to fair value

Description	Fair value at 30 June \$'000	Significant unobservable inputs used in valuation	Possible alternative values for level 3 inputs	Sensitivity of fair value to changes in level 3 inputs
Antique Furniture	976	A – Rarity of asset B – Age of asset C – Condition of asset	Valuing antique furniture is an inexact science and it is not likely, that alternative values, applying other inputs would result in materially different values.	Not applicable
Artwork and Artefacts	1,069	A – Rarity of asset B – Age of asset C – Condition of asset	Valuing artwork and artefacts is an inexact science and it is not likely, that alternative values, applying other inputs would result in materially different values.	Not applicable

## Note 7 Liabilities

Liabilities are recognised in the Statement of Financial Position when it is probable that the future sacrifice of economic benefits will be required and the amount of the liability can be measured reliably.

### 7.1 Employee Benefits

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

A liability for long service leave is recognised, and is measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date.

No superannuation liability is recognised for the accruing superannuation benefits of House members and employees. This liability is held centrally and recognised within the Finance-General Division of the Department of Treasury and Finance.

During the reporting period, the House paid 12.45% of salary in respect of contributory members of the Retirement Benefits Fund into the Superannuation Provision Account within the Special Deposits and Trust Fund. The House paid the appropriate Superannuation Guarantee Charge into the nominated superannuation fund in respect of non-contributors.

	<b>2018</b>	<b>2017</b>
	<b>\$'000</b>	<b>\$'000</b>
Accrued salaries	38	16
Annual leave	249	218
Long service leave	254	214
<b>Total</b>	<b>541</b>	<b>448</b>
Due within 12 months	238	208
Due in more than 12 months	303	240
<b>Total</b>	<b>541</b>	<b>448</b>

### 7.2 Payables

Payables, including goods received and services incurred but not yet invoiced, are recognised when the House becomes obliged to make future payments as a result of a purchase of assets or services.

Creditors	43	39
<b>Total</b>	<b>43</b>	<b>39</b>
Due within 12 months	43	39
<b>Total</b>	<b>43</b>	<b>39</b>



## Note 8 Asset Revaluation Reserve

The Asset Revaluation Reserve is used to record increments and decrements on the revaluation of Non-financial assets, as described in Note 6.2.

2018	Antique Furniture \$'000	Artworks and Artefacts \$'000	Total \$'000
------	--------------------------------	--	-----------------

### Asset revaluation reserve

Balance at the beginning of financial year 382 729 1,112

**Balance at end of financial year 382 729 1,112**

2017	Antique Furniture \$'000	Artworks and Artefacts \$'000	Total \$'000
------	--------------------------------	--	-----------------

### Asset revaluation reserve

Balance at the beginning of financial year 382 729 1,112

**Balance at end of financial year 382 729 1,112**

## Note 9 Cash Flow Reconciliation

### 9.1 Cash and deposits

Cash and deposits includes the balance of the Special Deposits and Trust Fund Account held by the House, and other cash held, excluding those accounts which are administered or held in a trustee capacity or agency arrangement.

	2018 \$'000	2017 \$'000
<b>Special Deposits and Trust Fund balance</b>		
House of Assembly operating account	4	4
<b>Total</b>	<b>4</b>	<b>4</b>
<b>Other cash held</b>		
Cash on hand	...	...
<b>Total</b>	<b>4</b>	<b>4</b>

2018  
\$'000

2017  
\$'000

## 9.2 Reconciliation of net result to net cash from operating activities:

Net result	223	244
Depreciation and amortisation	50	43
Decrease (increase) in receivables	0	2
Decrease (increase) in prepayments	(10)	(22)
Increase (decrease) in employee benefits	93	(108)
Increase (decrease) in payables and other liabilities	4	...
<b>Net cash from (used by) operating activities</b>	<b>360</b>	<b>60</b>

## Note 10 Financial Instruments

### 10.1 Risk exposures

#### (a) Risk management policies

The House has exposure to the following risks from its use of financial instruments:

- credit risk;
- liquidity risk; and
- market risk.

The Clerk of the House has overall responsibility for the establishment and oversight of the House's risk management framework. Risk management policies are established to identify and analyse risks faced by the House, to set appropriate risk limits and controls, and to monitor risks and adherence to limits.

#### (b) Credit risk exposures

Credit risk is the risk of financial loss to the House if a customer or counterparty to a financial instrument fails to meet its contractual obligations.

The carrying amount of financial assets recorded in the financial statements, net of any allowances for losses, represents the House's maximum exposure to credit risk. The House does not hold any collateral or other security over its receivables.

The Credit risk exposure for the House of Assembly is immaterial.

#### (c) Liquidity risk

Liquidity risk is the risk that the House will not be able to meet its financial obligations as they fall due. The House's approach to managing liquidity is to ensure that it will always have sufficient liquidity to meet its liabilities when they fall due.

The Liquidity risk exposure for the House of Assembly is immaterial.

#### (d) Market risk

Market risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in market prices. The House is not exposed to interest rate risk.

## 10.2 Categories of Financial Assets and Liabilities

---

	2018 \$'000	2017 \$'000
<b>Financial assets</b>		
Cash and cash equivalents	4	4
Receivables	...	...
<b>Total</b>	<u>4</u>	<u>4</u>
<b>Financial liabilities</b>		
Payables	43	39
<b>Total</b>	<u>43</u>	<u>39</u>

There has been no change, during the period and cumulatively, in the fair value of any receivables or financial liabilities that is attributable to changes in the credit risk of that asset or liability.

### 10.3 Net Fair Values of Financial Assets and Liabilities

The House does not have any financial assets or financial liabilities carried at fair value.

### Note 11 Commitments and Contingencies

The House has entered into a number of operating lease agreements for vehicles and office equipment, where the lessors effectively retain all the risks and benefits incidental to ownership of the items leased. Equal instalments of lease payments are charged to the Statement of Comprehensive Income over the lease term, as this is representative of the pattern of benefits to be derived from the leased property.

The House is prohibited by Treasurer's Instruction 502 *Leases* from holding finance leases.

### Schedule of Commitments

	2018 \$'000	2017 \$'000
<b>By Type</b>		
<i>Lease Commitments</i>		
Operating lease (photocopier)	3	5
Operating lease (vehicles)	129	245
Operating Lease (Postage Meter)	1	3
<b>Total lease commitments</b>	<u>133</u>	<u>253</u>
<b>By Maturity</b>		
<i>Operating lease commitments</i>		
One year or less	100	176
From one to five years	33	77
More than five years	-	-
<b>Total operating lease commitments</b>	<u>133</u>	<u>253</u>

### Note 12 Explanations of Material Variances between Budget and Actual Outcomes

The following are brief explanations of material variances between budget estimates and actual outcomes. Variances are considered material where the variance exceeds 10 per cent of budget estimate and \$100,000.

### **12.1 Statement of Comprehensive Income**

Appropriation Revenue is \$822k (9.9%) above budget due to the transfer of \$930k for Ministers allowances from Department of Premier and Cabinet to House of Assembly.  
Other Revenue is \$198k more than budgeted due to a payment by the department of Treasury and Finance to House of Assembly to upgrade the sitting day offices of Ministers.  
Employee and Member Benefits were \$714k (9.2%) above budget primarily due to the payment of Ministers Allowance that was not included in the original budget.

### **12.2 Statement of Financial Position**

Budget estimates for the 2017-18 Statement of Financial Position were compiled prior to the completion of the actual outcomes for 2016-17. As a result, the actual variance from the Original Budget estimate will be impacted by the difference between estimated and actual opening balances for 2017-18. The following variance analysis therefore includes major movements between the 30 June 2017 and 30 June 2018 actual balances.

Plant and Equipment increased \$309k (13.6%) primarily due to \$209k of capitalised expenditure made in upgrading Ministers sitting day offices

### **12.3 Statement of Cash Flows**

Appropriation Revenue is \$822k (9.9%) above budget due to the transfer of \$930k for Ministers allowances from Department of Premier and Cabinet to House of Assembly.  
Other Revenue is \$198k more than budgeted due to a payment by the department of Treasury and Finance to House of Assembly to upgrade the sitting day offices of Ministers.  
Employee and Member Benefits were \$651k (8.4%) above budget primarily due to the payment of Ministers Allowance that was not included in the original budget.

Payments for acquisition of assets are \$320k over budget due to \$209k of capitalised expenditure made in upgrading Ministers sitting day offices and \$120k worth of IT related capital expenditure.



**PARLIAMENT OF TASMANIA**

**HOUSE OF ASSEMBLY  
DIGEST**

**2017**



# HOUSE OF ASSEMBLY DIGEST

For the Period 1 January to 31 December 2017

First Session of the Forty-Ninth Parliament

**Sessional Summary No. 34**

Compiled in the Office of the Clerk of the House of Assembly

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Acts of Parliament are accessible on the Internet at the following address: <http://www.thelaw.tas.gov.au/>  
Bills and Printed Papers are available from the Clerk of Paper's Office, House of Assembly, Parliament House,  
Hobart, 7000.

General enquiries regarding the Digest can be made by contacting the Clerk-Assistant and Sergeant-at-Arms (03)  
6212 2211.

The Internet address of the Parliament of Tasmania is: <http://www.parliament.tas.gov.au/>

**FIRST SESSION OF THE FORTY-NINTH PARLIAMENT  
AS AT 31 DECEMBER 2017  
PRESIDING OFFICERS**

The Speaker  
The Honourable Mark Shelton, MP

Chair of Committees  
Joan Flora Rylah, MP

Deputy Chair of Committees  
Adam Richard Brooks, MP

The Governor  
Professor The Honourable Kate Warner, AC

The Lieutenant-Governor  
The Honourable Justice Alan Blow OAM

**THE MINISTRY AND OFFICE BEARERS**

Premier

The Honourable William Edward Felix Hodgman MP, Premier, Attorney-General, Minister for Tourism, Hospitality and Events, Minister for Sport and Recreation and Minister for Aboriginal Affairs.

Deputy Premier

The Honourable Jeremy Page Rockliff MP, Deputy Premier, Minister for Education and Training, Minister for Primary Industries and Water and Minister for Racing.

Ministry

The Honourable Elise Nicole Archer, Minister for Justice, Minister for Corrections, Minister for Environment and Parks and Minister for the Arts

The Honourable Guy Barnett, Minister for Energy, Minister for Resources and Minister for Building and Construction.

The Honourable Michael Darrel Joseph Ferguson, Minister for Health and Minister for Information Technology and Innovation.

The Honourable Peter Carl Gutwein MP, Treasurer, Minister for State Growth and Minister for Planning and Local Government.

The Honourable Marinus Theodoor Hidding MP, Minister for Police, Fire and Emergency Management and Minister for Infrastructure.

The Honourable Jacqueline Anne Petrusma MP, Minister for Human Services and Minister for Women.

Leader of the Opposition

The Honourable Rebecca White MP.

Deputy Leader of the Opposition  
Ms Michelle Anne O'Byrne MP.

Whips

Government: Mrs Joan Flora Rylah MP.

Opposition: Ms Madeleine Ruth Ogilvie MP.



**ALPHABETICAL LIST OF MEMBERS  
AS AT 31 DECEMBER 2017**

ARCHER, The Honourable Elise Nicole, LLB	Denison	LP
BACON, Scott	Denison	ALP
BARNETT, Guy LLM	Lyons	LP
BROAD, Dr Shane Thomas BAgrSc PhD	Braddon	ALP
BROOKS, Adam Richard	Braddon	LP
COURTNEY, Sarah B.Com, BE (Hons), MWine Tec.	Bass	LP
DAWKINS, Andrea Elizabeth	Bass	TG
FERGUSON, The Honourable Michael Darrel Joseph, B. App. Sci, B. Ed, TTC	Bass	LP
GIDDINGS, Larissa Tahireh ( <u>Lara</u> )	Franklin	ALP
GROOM, The Honourable Matthew Guy BA LLB LLM	Dension	LP
GUTWEIN, The Honourable Peter Carl	Bass	LP
HIDDING, The Honourable Marinus Theodoor ( <u>Rene</u> )	Lyons	LP
HODGMAN, The Honourable William Edward Felix ( <u>Will</u> ), LLB, BA	Franklin	LP
JAENSCH, Roger Charles B.Sc (Hons)	Braddon	ALP
LLEWELLYN, The Honourable David Edward AM	Lyons	ALP
O'BYRNE, Michelle Anne, BA	Bass	ALP
O'CONNOR, Cassandra Stanwell ( <u>Cassy</u> )	Denison	TG
OGILVIE, Madeleine Ruth BA, LLB	Denison	ALP
PETRUSMA, The Honourable Jacqueline Anne ( <u>Jacquie</u> )	Franklin	LP
ROCKLIFF, The Honourable Jeremy Page, Dip. Farm Mgmt	Braddon	LP
RYLAH, Joan Flora Dip.FP, Dip.Tech (ELE)	Braddon	LP
SHELTON, Mark David	Lyons	LP
STREET, Nicholas Adam ( <u>Nic</u> )	Franklin	LP
WHITE, Rebecca, BA, BComm	Lyons	ALP
WOODRUFF, Dr Rosalie BA, MPH, PhD	Franklin	TG

# FIRST SESSION OF THE FORTY-EIGHTH PARLIAMENT

AS AT 31 DECEMBER 2017

## OFFICERS OF THE HOUSE OF ASSEMBLY

Clerk of the House of Assembly	Shane Gerard Donnelly, BA
Deputy Clerk	Laura Elizabeth Ross, BA, LLB.
Clerk-Assistant and Sergeant-at-Arms	Stephanie Kate Hesford, B.Soc.Sci (Honours).
Second Clerk-Assistant	Todd Trentan Buttsworth, B.Media, MLLP.
Clerk of Papers	Barry Roberts

## OFFICERS OF THE PARLIAMENT

Editor of Debates	Helen Allmich
Parliamentary Librarian	Marijana Bacic

## JOINT COMMITTEES OF THE PARLIAMENT

	House of Assembly	Legislative Council
<b>Standing Committee on Public Works</b>	Mrs J.F. Rylah (Chair) Hon. D.E. Llewellyn Mr M.D. Shelton	Hon. C.M. Farrell Hon R.H.F Valentine
Secretary - Mr S.W. Hennessy		
<b>Standing Committee of Public Accounts</b>	Mr S. Bacon Ms S. Courtney Mrs J.F. Rylah	Hon I. N. Dean (Chair) Hon M.V. Gaffney Hon R. J. Forrest
Secretary - Ms G. Woods		
<b>Standing Committee on Subordinate Legislation</b>	Mr R. Jaensch Ms M.R. Ogilvie Mr N.A. Street	Hon T. V. Rattray (Chair) Hon R.H.F. Valentine Hon C.M. Farrell
Secretary - Mr S. Wright		
<b>House Committee</b>	The Speaker (Chair) Hon E.N. Archer Hon D.E. Llewellyn	The President Hon L.A. Hiscutt Hon G.R. Hall
Secretary - Mr S. Wright		
<b>Library Committee</b>	The Speaker Mr S. Bacon Mr R. Jaensch Hon. J.A. Petrusma Mr N.A. Street Ms R. White	The President (Chair) Hon. C.M. Farrell Hon. K. Finch Hon R. J. Forrest Hon T. V. Rattray Hon R.H.F. Valentine
Secretary - Mr S.G. Donnelly		

**Integrity**

Ms L.T. Giddings  
Mr M.D. Shelton  
Dr R. Woodruff

Hon I. N. Dean (Chair)  
Hon M.V. Gaffney  
Hon T. Mulder

Secretary – Mr T.T. Buttsworth

**COMMITTEES OF THE HOUSE OF ASSEMBLY****Privileges**

The Speaker (Chair)  
The Chair of Committees  
Hon. M.D.J Ferguson  
Ms L.T. Giddings  
Hon D.E. Llewellyn

Secretary - Mr S.G. Donnelly

**Standing Orders**

The Speaker (Chair)  
The Chair of Committees  
Hon. M.D.J Ferguson  
Ms R. White  
Hon D.E. Llewellyn

Secretary - Mr S.G. Donnelly

**Printing**

The Speaker (Chair)  
The Chair of Committees  
Ms M.R. Ogilvie  
Mr N.A. Street  
Ms R. White

Secretary - Mr S.G. Donnelly

**Community  
Development**

Mrs J.F. Rylah (Chair)  
Mr A.R. Brooks  
Ms A.E. Dawkins  
Mr R. Jaensch  
Ms R. White

Secretary - Mr T.T. Buttsworth

## THE BUSINESS OF THE HOUSE DURING 2017

### GENERAL SUMMARY

Number of Sitting Days of the House.....	45
Number of Sitting Days - Budget Estimates, and Government Businesses	
Scrutiny Committees .....	6
Total Hours sat from Meeting to Adjournment (excluding Committees) .....	405 hrs 9 mins
Average length of each Day's Sitting.....	9 hrs 0 mins
Total number of Questions placed on Notice .....	1
Total number of Questions asked without Notice .....	609
Total number of Ministerial Statements .....	3
Matters of Public Importance raised .....	42
Want of Confidence Motions .....	3

### BILLS SUMMARY

Bills Introduced into House of Assembly .....	63
Resumed from previous session.....	0
Received from Legislative Council.....	1
Referred to Select Committee.....	0
Second Reading	
Agreed to and read Second time .....	67
Negatived upon Second Reading .....	4
Committal to Committee of the whole House Negatived .....	0
Third Reading .....	59
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Agreed to by Council with amendment .....	12
Bills amended by Council and agreed to by House.....	12
Agreed to by both Houses.....	60
Received Royal Assent.....	57
Miscellaneous	
Bills Withdrawn .....	0
Bills Declared Urgent.....	1
Bills debated under suspension of standing orders .....	0
Lapsed due to Prorogation .....	1
Bills ruled out of Order .....	0
Total Number of Private Members Bills.....	5

## **RESOLUTIONS**

Barnard, the Late Eric Walter, 2 May.

## **MINISTERIAL STATEMENTS**

Energy, 16 August.

Salmon Industry, 10 August.

Water and Sewerage Management, 8 March.

## **PETITIONS PRESENTED TO THE HOUSE OF ASSEMBLY**

Bellerive Community: That the House call upon the Premier and Liberal government to respect the wishes of, and stop the transfer of community land to Chambroad Chemicals and adhering to the building height approved in the Kangaroo Bay Development Plan, 21 September.

Boat Launching Facilities: That the House work with Clarence City Council to rebuild or replace them the at Roches Beach end of the Lauderdale canal, 17 August.

Campbell Town District High School and the Campbell Town Recreation Grounds: That the House moves to ensure that the Minister for Infrastructure considers a formal crossing point between, 30 November.

Child and Family Centre in Sorell: That the House support the Sorell Community and calls on the Hodgman Liberal Government to commit to build a Child and Family Centre in Sorell during this term of Government, 12 April.

East Launceston Recreation Ground: That the House request the Department of Education to withdraw from consideration the use of the East Launceston Recreation Ground for construction of school buildings, 31 May (2).

Health Care System: That the House calls upon Hon. Will Hodgman MP and the Liberal Government to stop cuts to, and properly fund the New Norfolk Hospital, 28 November.

Hunter Developments Hotel and Hospitality Training School: That the House urge Hunter Developments to consult with the local community and reduce the size and impact of the Hotel and Hospitality Training School, 15 March.

Illawarra Road: That the House moves to ensure the Minister for Infrastructure allows the service road (Illawarra Road) between Longford and Perth to be maintained, 13 September.

New Norfolk Police Station: That the House moves to ensure the Minister for Police and Emergency management considers reintroducing permanent staff at, 30 November.

Poker Machines: That the House calls upon the Liberal and Labor parties to respect the wishes of the community and remove them from Pembroke's pubs and clubs, 2 November.

Salmonid Farming: That the House act on behalf of the Citizens Against Salmond Farming to strike the Hunter Group of Islands, Stanley and Rocky Cape from the list of preferred sites for, 19 October.

Tasmania's Health Crisis: That the House immediately establish a Parliamentary inquiry into Tasmania's Health Crisis, 15 June.

## PAPERS TABLED AND ORDERED TO BE PRINTED

1. Auditor-General: Report No. 9 of 2016-17 – Funding the Forest Agreements, March 2017.
2. Auditor-General: Report No. 10 of 2016-17 - Follow up of selected Auditor-General reports: September 2011 to June 2014.
3. Auditor-General: Report No. 11 of 2016-17 – Use of Fuel Cards, April 2017.
10. Auditor-General: Report No. 12 of 2016-17 – Financial Statements of State Entities, Vol. 4.
11. Auditor-General: Report No. 13 of 2016-17 – Gambling Revenue and Managing Harm from Gambling, June 2017.
17. Auditor-General: Report No. 1 of 2017-18- Investigation into procurement of goods and services from CT Management Group Pty Ltd by Glenorchy City Council.
26. Auditor-General: Report No. 4 of 2017-18: Use of Credit Cards by Councils’ General Managers and Elected Members.
28. Auditor-General: Report No. 2 of 2017-18: Water and sewerage in Tasmania: Assessing the outcomes of industry reform.
35. Auditor-General: Report No. 3 of 2017-18: Appointment of Tasmanian State Service Senior Executive Officers, General Stream Bands 9 and 10 and Professional Stream Band 6 Positions.
36. Auditor-General: Report No. 5 of 2017-18: Financial Statements of State entities Volume 2 Government Business and Tasmanian Water and Sewerage Corporation Pty Ltd 2016-17.
37. Auditor-General: Report No. 6 of 2017-18: Financial Statements of State entities Volume 3 Local Government Authorities 2016-17.
38. Auditor-General: Report No. 7 of 2017-18: Treasurer’s Annual Financial Report and Results of the General Government Sector Entities 2016-17, Vol. 1.
33. (L.C.) Child and Family Centres in Tasmania, Legislative Council Select Committee on: Final Report.
8. Community Development, House of Assembly Standing Committee on: Inquiry into Palliative Care.
48. Community Development, House of Assembly Standing Committee on: Inquiry into Donor Conception Practices in Tasmania.
18. Future Gaming Markets, Joint Select Committee on: Final Report.
9. (L.C.) Government Administration Committee “A”, Legislative Council: Report on Wild Fallow Deer.
30. (L.C.) Government Administration Committee “A”, Legislative Council: Report on King Island Freight Services.
45. (L.C.) Government Administration Committee “A”, Legislative Council: Interim Report on Acute Health Services in Tasmania.
46. (L.C.) Government Business Scrutiny Committee “A” 2017, Legislative Council: Report with Minutes of Proceedings.
47. (L.C.) Government Business Scrutiny Committee “B” 2017, Legislative Council: Report with Minutes of Proceedings.
41. Integrity, Joint Standing Committee on: Annual Report 2017.
42. Integrity, Joint Standing Committee on: A Code of Conduct for Members of Parliament of Tasmania, No.2.
22. Privileges, Parliamentary Standing Committee of: Report on Matters Pertaining to an Application for a Citizen’s Right of Reply by Mr Miles Hampton.
4. Public Accounts, Parliamentary Standing Committee of: Special Report - Unauthorised Disclosure of Committee Deliberations.
5. Public Accounts, Parliamentary Standing Committee of: Special Report - Failure to Comply With Summons.
16. Public Accounts, Parliamentary Standing Committee of: Report on the Financial Position and Performance of Government Owned Energy Entities.
34. Public Accounts, Parliamentary Standing Committee of: Report on the Review of the Public Accounts Committee Act 1970.
6. Public Works, Parliamentary Standing Committee on: Midland Highway Safety Upgrade Package – Epping Forest to Powranna.
7. Public Works, Parliamentary Standing Committee on: Major Redevelopment of Austins Ferry Primary School and Major Redevelopment of Windermere Primary School.
12. Public Works, Parliamentary Standing Committee on: St Helens District Hospital Development.
14. Public Works, Parliamentary Standing Committee on: Midland Highway Safety Upgrades - St Peters Pass to South of Tunbridge and York Plains to St Peters Pass.
15. Public Works, Parliamentary Standing Committee on: Midland Highway Safety Upgrades – Mangalore to Bagdad Stage 2.
19. Public Works, Parliamentary Standing Committee on: Major Redevelopment of St Marys District School.
20. Public Works, Parliamentary Standing Committee on: Midland Highway Safety Upgrade – Perth Link Roads.
21. Public Works, Parliamentary Standing Committee on: Repatriation Centre Redevelopment Program.
23. Public Works, Parliamentary Standing Committee on: Midland Highway Safety Upgrade – Spring Hill.
24. Public Works, Parliamentary Standing Committee on: Launceston General Hospital Paediatric and Mental Health Paediatric Inpatient Unit (Ward 4K).
25. Public Works, Parliamentary Standing Committee on: Apsley River Bridge.
27. Public Works, Parliamentary Standing Committee on: Highland Lakes Road Upgrade.
31. Public Works, Parliamentary Standing Committee on: Kingston Health Centre Development.
43. Public Works, Parliamentary Standing Committee on: Hobart Airport Roundabout.
44. Public Works, Parliamentary Standing Committee on: Cradle Mountain Gateway Precinct and Visitors Centre.
13. Standing Orders, House of Assembly Standing Committee on: Proposed Revision of the House of Assembly Standing Orders and Rules.
40. Subordinate Legislation, Parliamentary Standing Committee on: Report on Firearms Amendment Regulations 2017 (S.R. No. 51).
32. (L.C.) Tasmanian Dairy Industry, Legislative Council Select Committee on: Final Report.
39. (L.C.) Taswater Ownership, Legislative Council Select Committee on: Final Report.

## BILLS 2017

No.	Year	Bill Name	Introduced by	1st	2RM	2R	Comm	Reported	Amend	3rd	Agree	Both Agree	Royal assent	Act Number	HA Negative
1	2017	Financial Management (Consequential and Transitional Provisions) Bill 2017	Treasurer	3/07/2017	14/03/2017	14/03/2017				14/03/2017			28/04/2017	4 of 2017	
2	2017	Vehicle and Traffic Amendment (Offensive Advertising) Bill 2017	Infrastructure	3/09/2017	15/03/2017	15/03/2017				15/03/2017			28/04/2017	5 of 2017	
4	2017	Government House Land Amendment Bill	Environment, Parks and Heritage	16/03/2017	4/11/2017	4/11/2017				4/11/2017			13/06/2017	14 of 2017	
5	2017	Vehicle and Traffic Amendment (Probationary Licences) Bill 2017	Infrastructure	16/03/2017	5/03/2017	5/03/2017				5/03/2017			19/09/2017	33 of 2017	
6	2017	Forestry (Unlocking Production Forests) Bill 2017	Resources	14/03/2017	16/03/2017	16/03/2017	16/03/2017	17/03/2017		17/03/2017					
7	2017	Local Government Amendment (Rates) Bill 2017	Planning and local government	14/03/2017	4/04/2017	4/04/2017	4/04/2017	4/04/2017		4/04/2017			23/06/2017	19 of 2017	
8	2017	Neighbourhood Disputes About Plants Bill 2017	Police, Fire and Emergency Management	14/03/2017	4/04/2017	4/04/2017	4/04/2017	4/04/2017		4/04/2017	17/08/2017		19/09/2017	32 of 2017	
9	2017	Court Security Bill 2017	Building and Construction	15/03/2017	5/03/2017	23/05/2017	23/05/2017			6/01/2017			19/09/2017	34 of 2017	
10	2017	Aboriginal Relics Amendment Bill 2017	Environment and Parks	15/03/2017	4/05/2017	4/06/2017				4/06/2017			21/06/2017	18 of 2017	
11	2017	Aboriginal Relics (Consequential Amendments) Bill 2017	Environment, Parks and Heritage	15/03/2017	4/05/2017	4/06/2017				4/06/2017			21/06/2017	17 of 2017	

12	2017	Taxation and Related Legislation (Miscellaneous Amendments) Bill 2017	Treasurer	4/04/2017	4/06/2017	4/06/2017				4/06/2017			5/08/2017	10 of 2017	
13	2017	Consolidated Fund Appropriation (Supplementary Appropriation for 2016-17) Bill 2017	Treasurer	4/04/2017	4/06/2017	4/06/2017				4/06/2017			5/08/2017	11 of 2017	
14	2017	Living Marine Resources Amendment Bill 2017	Primary Industries and Water	4/04/2017	4/11/2017	4/11/2017	4/11/2017	4/11/2017		4/11/2017			13/06/2017	12 of 2017	
15	2017	Poisons (Miscellaneous Amendments) Bill 2017	Health	4/05/2017	5/02/2017	5/02/2017				5/02/2017			13/06/2017	15 of 2017	
16	2017	Removal of Fortifications Bill 2017	Police, Fire and Emergency Management	4/05/2017	4/11/2017	4/11/2017				4/11/2017			9/05/2017	31 of 2017	
17	2017	Expungement of Historical Offences	Acting Attorney-General	4/06/2017	13/04/2017	13/04/2017	13/04/2017	5/02/2017		5/02/2017	18/10/2017		21/11/2017	45 of 2017	
18	2017	Tasmanian Museum and Art Gallery Bill 2017	Premier	4/06/2017	23/05/2017	23/05/2017	23/05/2017	23/05/2017		23/05/2017	21/09/2017		16/10/2017	40 of 2017	
19	2017	Legislative Council Electoral Boundaries Amendment Bill (No.2) 2017	Mr Hall	4/06/2017	4/11/2017	4/11/2017	4/11/2017	4/11/2017		4/11/2017		4/11/2017	28/04/2017	8 of 2017	
20	2017	Police Powers and Related Legislation (Evasion) Bill 2017	Police, Fire and Emergency Management	13/04/2017	5/02/2017	5/02/2017	5/02/2017	5/02/2017		5/02/2017	13/06/2017		30/06/2017	20 of 2017	
21	2017	Cultural and Creative Industries Bill 2017	Premier	5/04/2017	18/10/2017	18/10/2017	18/10/2017	18/10/2017	1	18/10/2017			20/12/2017	53 of 2017	
22	2017	Criminal Code Amendment (Sexual Assault) Bill 2017	Acting Attorney General	13/04/2017	5/03/2017	5/03/2017				5/03/2017			14/07/2017	26 of 2017	
24	2017	Children, Young Persons and Their Families Amendment Bill 2017	Human Services	5/04/2017											
26	2017	Electricity Supply Industry Amendment (Pricing) Bill 2017	Treasurer	5/02/2017	5/04/2017	5/04/2017	5/04/2017	5/04/2017		5/04/2017	25/05/2017		6/02/2017	16 of 2017	



27	2017	Sentencing Amendment (Mandatory Sentencing for Serious Sexual Offences Against Children) Bill 2017	Acting Attorney General	5/03/2017	23/05/2017	23/05/2017				23/05/2017					
28	2017	Integrity Commission Amendment Bill 2017	Attorney General	5/02/2017	5/04/2017	5/04/2017				5/04/2017			13/06/2017	13 of 2017	
29	2017	Road Safety (Alcohol and Drugs) Amendment Bill 2017	Police and Emergency Management	13/06/2017	8/10/2017	8/10/2017				8/10/2017			16/10/2017	38 of 2017	
30	2017	Parliamentary (Disclosure of Interests) Amendment Bill 2017	Premier	25/05/2017	8/08/2017	8/08/2017				8/08/2017	21/09/2017		16/10/2017	41 of 2017	
31	2017	Consolidated Fund Appropriation Bill (No. 1)	Treasurer	25/05/2017	25/05/2017	6/01/2017	13/06/2017	15/06/2017		15/06/2017			30/06/2017	21 of 2017	
32	2017	Consolidated Fund Appropriation Bill (No. 2)	Treasurer	25/05/2017	6/01/2017	6/01/2017	13/06/2017	15/06/2017		15/06/2017			30/06/2017	22 of 2017	
33	2017	Payroll Tax rebate (Apprentices, Trainees and Youth Employees) Bill 2017	Treasurer	30/05/2017	6/01/2017	6/01/2017				6/01/2017			30/06/2017	23 of 2017	
34	2017	Tasmanian Public Finance Corporation Amendment (Mersey Community Hospital) Bill 2017	Treasurer	30/05/2017	6/01/2017								30/06/2017	25 of 2017	
35	2017	Public Health Amendment (Healthy Tasmania) Bill 2017	Health	30/05/2017	15/06/2017	8/08/2017	8/08/2017	8/08/2017		8/08/2017	21/09/2017		16/10/2017	42 of 2017	
36	2017	Taxation and Grants Legislation (Housing Construction Amendments) Bill 2017	Treasurer	30/05/2017	6/01/2017	6/01/2017				6/01/2017			30/06/2017	24 of 2017	

37	2017	Fire Service (Extension of Regulations) Bill 2017	Police and Emergency Management	13/06/2017	15/06/2017	15/06/2017				15/06/2017			14/07/2017	27 of 2017	
38	2017	Mineral Resources Development Amendment Bill 2017	Resources	15/06/2017	8/08/2017	13/09/2017	13/09/2017	19/09/2017		19/09/2017			21/11/2017	44 of 2017	
39	2017	Statutory Appointments (Miscellaneous Amendments) Bill 2017	Justice	15/06/2017	8/08/2017	8/08/2017				8/08/2017			19/09/2017	36 of 2017	
40	2017	Land Use Planning and Approvals Amendment (Transitional Provisions) Bill 2017	Planning and Local Government	13/06/2017	15/06/2017	15/06/2017				15/06/2017			9/05/2017	28 of 2017	
41	2017	Water and Sewerage Tasmania Bill 2017	Treasurer	8/08/2017	15/08/2017	17/08/2017	17/08/2017	9/12/2017		9/12/2017					
42	2017	Water and Sewerage Tasmania (Consequential and Transitional Provisions) Bill 2017	Treasurer	8/08/2017	9/12/2017	9/12/2017				9/12/2017					
43	2017	Criminal Code Amendment (Dangerous Driving) Bill 2017	Justice	8/08/2017	8/10/2017	8/10/2017				8/10/2017			19/09/2017	35 of 2017	
44	2017	Australian Crime Commission Legislation (Miscellaneous Amendments) Bill 2017	Police and Emergency Management	8/09/2017	28/11/2017	28/11/2017				28/11/2017					
45	2017	Evidence and Related Legislation Amendment Bill 2017	Justice	8/09/2017	17/10/2017	18/10/2017				18/10/2017			12/12/2017	49 of 2017	
46	2017	Education Amendment Bill 2017	Education and Training	15/08/2017	15/08/2017	17/08/2017	17/08/2017	17/08/2017		17/08/2017			19/09/2017	37 of 2017	
47	2017	Finfish Farming Environmental Regulation Bill 2017	Primary Industries and Water	17/08/2017	14/09/2017	19/09/2017	19/09/2017	20/09/2017		20/09/2017	19/10/2017		12/04/2017	46 of 2017	

48	2017	Natural Resources Management Amendment Bill 2017	Primary Industries and Water	17/08/2017											
49	2017	Local Government Amendment (Targeted Review) Bill 2017	Treasurer	14/09/2017	21/09/2017	21/09/2017	21/09/2017	21/09/2017		21/09/2017			22/11/2017	47 of 2017	
50	2017	Cable Car (kunanyi/Mount Wellington) Facilitation Bill 2017	State Growth	9/12/2017	14/09/2017	14/09/2017	14/09/2017						16/10/2017	43 of 2017	
51	2017	Family Violence Amendment Bill 2017	Justice	19/09/2017	17/10/2017	17/10/2017				17/10/2017			12/12/2017	50 of 2017	
52	2017	Pulp Mill Assessment Repeal Bill 2017	Ms Dawkins	13/09/2017	11/01/2017										11/01/2017
53	2017	Sentencing Amendment (Assaults on Off-duty Police) Bill 2017	Police, Fire and Emergency Management	17/10/2017	31/10/2017	31/10/2017	31/10/2017	31/10/2017		31/10/2017					
54	2017	Sentencing Amendment (Sentences of Imprisonment) Bill 2017	Justice	19/10/2017	28/11/2017	28/11/2017	28/11/2017	28/11/2017	1	28/11/2017			20/12/2017	56 of 2017	
55	2017	Sentencing Amendment (Phasing Out of Suspended Sentences) Bill 2017	Justice	19/09/2017	19/10/2017	19/10/2017	19/10/2017			31/10/2017	29/11/2017		20/12/2017	51 of 2017	
56	2017	Health and Related Legislation (Miscellaneous Amendments) Bill 2017	Health	20/09/2017											
57	2017	Limitation Amendment Bill 2017	Justice	17/10/2017	11/01/2017	11/01/2017				11/01/2017			20/12/2017	52 of 2017	
58	2017	Land Tax Amendment Bill 2017	Treasurer	18/10/2017	11/01/2017	11/02/2017				11/02/2017			20/12/2017	54 of 2017	
60	2017	Dog Control Amendment Bill 2017	Planning and Local Government	11/02/2017	28/11/2017	28/11/2017				28/11/2017			20/12/2017	55 of 2017	
61	2017	Glenorchy City Council (Dismissal of Councillors) Bill 2017	Treasurer	18/10/2017	31/10/2017	31/10/2017	31/10/2017	31/10/2017		31/10/2017			22/11/2017	48 of 2017	

62	2017	Civil Digital Communications Bill 2017	Ms Ogilvie	18/10/2017											
63	2017	Corrections Amendment (Prisoner Remission) Bill 2017	Justice	31/10/2017	11/02/2017	11/02/2017	11/02/2017	11/02/2017		11/02/2017					
64	2017	Workers Rehabilitation and Compensation Amendment (Presumption of Cause of Disease) Bill 2017	Police, Fire and Emergency Management	31/10/2017	11/02/2017	11/02/2017	11/02/2017	11/02/2017		11/02/2017	30/11/2017		20/12/2017	57 of 2017	
65	2017	Okchampton Bay Finfish Removal Bill 2017	Dr Woodruff	11/02/2017	29/11/2017										29/11/2017
67	2017	Threatened Species Protection Amendment Bill 2017	Environment and Parks	28/11/2017	30/11/2017	30/11/2017				30/11/2017					
28	2016	Right to Information Amendment Bill 2016	Ms O'Connor	24/05/2016	15/03/2017										15/03/2017
58	2016	Justice and Related Legislation (Miscellaneous Amendments) Bill 2016	Building and Construction	10/11/2016	4/11/2017	4/11/2017	4/11/2017	4/11/2017		4/11/2017			9/05/2017	29 of 2017	
66	2016	Workers Rehabilitation and Compensation Amendment Bill	Building and Construction	26/10/2016	4/12/2017	13/04/2017	13/04/2017	5/02/2017		5/02/2017			16/10/2017	39 of 2017	
68	2016	National Trust Preservation Fund (Winding-Up) Bill 2016	Environment, Parks and Heritage	27/10/2016	15/03/2017	4/11/2017				4/11/2017			9/05/2017	30 of 2017	
69	2016	Valuation of Land Amendment Bill 2016	Primary Industries and Water	26/10/2016	15/03/2017	15/03/2017				15/03/2017			28/04/2017	7 of 2017	
72	2016	Family Violence Reforms Bill 2016	Premier	15/11/2016	14/03/2017	14/03/2017				14/03/2017			28/04/2017	6 of 2017	

## MEMBERS OF THE HOUSE OF ASSEMBLY

### MEMBERS RECORD OF SERVICE AS AT 31 DECEMBER 2017

MEMBER	ELECTED	RE-ELECTED	DEFEATED
<i>ARCHER, Elise Nicole</i> Opposition Whip 4.5.10 -6.5.14 Speaker 6.5.14 – 28.9.17 Minister 2.10.17 -	20.3.10	15.3.14	
<i>BACON, Scott</i> Minister 13.5.11 -31.3.14	20.3.10	15.3.14	
<i>BARNETT, Guy</i> Minister 18.7.16 –	15.3.14		
<i>BROAD, Shane Thomas</i>	5.4.17 (on recount replacing B.A.Green)		
<i>BROOKS, Adam Richard</i> Minister 18.2.16 – 13.6.16	20.3.10	15.3.14	
<i>COURTNEY, Sarah</i>	15.3.14		
<i>DAWKINS, Andrea Elizabeth</i>	9.6.15 (on recount replacing K.D Booth)		
<i>FERGUSON, Michael Darrel Joseph</i> Minister 31.3.14 -	20.3.10	15.3.14	
<i>GIDDINGS, Larissa Tahireh</i> Government Whip 6.8.02 – 15.3.04 Minster 7.4.04 – 31.3.14 Deputy Premier 26.5.08 – 24.1.11 Premier 24.1.11 – 31.3.14	24.2.96	20.7.02 18.3.06 20.3.10 15.3.14	29.8.98

MEMBER	ELECTED	RE-ELECTED	DEFEATED
<b>GROOM, Matthew Guy</b> Minister 31.3.14 – 2.10.17	20.3.10	15.3.14	
<b>GUTWEIN, Peter Carl</b> Minister 31.3.14 –	20.7.02	18.3.06 20.3.10 15.3.14	
<b>HIDDING, Marinus Theodoor</b> Opposition Whip 14.9.98 – 2.7.99 Deputy Leader of the Opposition 2.7.99 – 20.8.01 Leader of the Opposition 6.8.02 – 30.3.06 Minister 31.3.14 –	24.2.96	29.8.98 20.7.02 18.3.06 20.3.10 15.3.14	
<b>HODGMAN, William Edward Felix</b> Deputy Leader of the Opposition 6.8.02 – 30.3.06 Leader of the Opposition 30.3.06 – 31.3.14 Premier 31.3.14 – Minister 31.3.14 –	20.7.02	18.3.06 20.3.10 15.3.14	
<b>JAENSCH, Roger Charles</b> Government Whip 6.5.14 – 18.7.16	15.3.14		
<b>LLEWELLYN, David Edward</b> Opposition Whip 14.12.88 – 1.2.89 Minister 3.7.89 – 17.2.92 Minister 18.9.98 – 20.3.10 Deputy Premier 22.3.04 – 5.4.06	8.2.86	13.5.89 1.2.92 24.2.96 29.8.98 20.7.02 18.03.06 15.3.14	20.3.10
<b>O'BYRNE, Michelle Anne</b> Minister 27.10.06 – 31.3.14 Deputy Leader of the Opposition 31.3.14 –	18.3.06	20.3.10 15.3.14	

MEMBER	ELECTED	RE-ELECTED	DEFEATED
<b>O'CONNOR, Cassandra Stanwell</b> Minister 6.12.10 - 17.1.14	22.7.08 (on recount replacing M.A Putt)	20.3.10 15.3.14	
<b>OGILVIE, Madeleine Ruth</b> Opposition Whip 6.5.14 -	15.3.14		
<b>PETRUSMA, Jacqueline Anne</b> Minister 31.3.14 -	20.3.10	15.3.14	
<b>ROCKLIFF, Jeremy Page</b> Opposition Whip 6.8.02 - 30.3.06 Deputy Leader of the Opposition 30.3.06 -31.3.14 Minister 31.3.14 -	20.7.02	18.03.06 20.3.10 15.3.14	
<b>RYLAH, Joan Flora</b> Government Whip 18.7.16 - 17.10.17 Chair of Committees 17.10.17 -	15.3.14		
<b>SHELTON, Mark David</b> Chair of Committees 6.5.14 - 17.10.17 Speaker 17.10.17 -	20.3.10	15.3.14	
<b>STREET, Nicholas Adam</b>	2.3.16 (on recount replacing A.P Harriss)		
<b>WHITE, Rebecca</b> Government Whip 6.12.10 - 31.3.14 Minister 17.1.14 - 31.3.14 Leader of the Opposition 17.3.17 -	20.3.10	15.3.14	
<b>WOODRUFF, Rosalie</b>	20.8.15 (on recount replacing N.J McKim)		

## MEMBERS ACCUMULATED SERVICE AS AT 31 DECEMBER 2017

Years of Service	No. of Members
Less than one year	1
One and less than two years	1
Two and less than three years	2
Three and less than four years	5
Seven and less than eight years	8
Nine and less than ten years	1
Eleven and less than twelve years	1
Fifteen and less than sixteen years	3
Seventeen and less than eighteen years	1
Twenty one and less than twenty two years	1
Twenty seven and less than twenty eight years	1
<b>TOTAL</b>	<hr/> <b>25</b>



