



2015

Parliament of Tasmania

LEGISLATIVE COUNCIL



– Twenty-sixth Annual Report to 30 June 2015 –

Presented to both Houses of Parliament pursuant to section 30 of the
Financial Management and Audit Act 1990

ACCESS TO SERVICES

Office Holders

President:

The Honourable Jim Wilkinson MLC
Telephone: [03] 6212 2322
Facsimile: [03] 6212 2345
Email: jim.wilkinson@parliament.tas.gov.au

Deputy President and Chair of Committees:

The Honourable Greg Hall MLC
Telephone: [03] 6212 2347
Facsimile: [03] 6212 2345
Email: greg.hall@parliament.tas.gov.au

Executive Officers

Clerk of the Council:

Mr David T. Pearce
Telephone: [03] 6212 2331
Email: david.pearce@parliament.tas.gov.au

Deputy Clerk:

Mrs Sue E. McLeod
Telephone: [03] 6212 2333
Email: sue.mcleod@parliament.tas.gov.au

**Clerk-Assistant & Usher of the Black Rod
And Secretary Subordinate Legislation Committee:**

Mr Stuart M. Wright
Telephone: [03] 6212 2250
Email: stuart.wright@parliament.tas.gov.au

Enquiries

General:

Telephone : [03] 6212 2300
Facsimile: [03] 6212 2345

Papers Office:

Telephone: [03] 6212 2310

Parliament's Website:

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

Postal Address: Legislative Council, Parliament House, Hobart, Tas 7000

PUBLIC AWARENESS

THE CHAMBER

During the year a variety of groups and individuals are introduced to the Parliament and in particular the Legislative Council through conducted tours. The majority of the groups conducted through the Parliament during the year consisted of secondary and primary school groups. For further detail relating to school group visits see Appendix K of this Report.

The majority of groups and other visitors who visited the Parliament did so when the Houses were in session giving them a valuable insight into the debating activity that occurs on the floor of both Houses. The public gallery in the Council is available at all times for this purpose.

Visitors to the Legislative Council during non-sitting times have been and will continue to be personally conducted through the Parliament by Department staff. During times when the Council is in session personal tours are more difficult with staff being required to perform other duties, however, at these times visitors may view proceedings in the Chamber.

OFFICE HOURS

The Legislative Council is open weekdays, excluding public holidays, between 8.30 am and 5.00 pm on non-sitting days, and from 8.30 am until the adjournment of the House on sitting days.

SITTING DAYS

The Legislative Council normally meets at 2.30 pm on Tuesday and 11.00 am on Wednesday and Thursday.

Visitors may attend the sittings at any time and observe proceedings from the public gallery.

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A HOUSE OF REVIEW

BACKGROUND

The Legislative Council of Tasmania was established in 1825 as a unicameral legislature following the separation of Van Diemen's Land from New South Wales.

On 3 December of that year, Governor Darling of New South Wales proclaimed Van Diemen's Land as a separate colony, and simultaneously the first Legislative Council was created consisting of six nominee Members and the Lieut.-Governor, Colonel George Arthur.

The continuing prosperity and population growth of the colony were reflected by the increase in membership of the Council. In 1828, as a result of an Imperial Act, the Council was increased to 15 nominee Members (6 official and 8 unofficial) with the Governor as Presiding Officer.

In 1851, the Legislative Council Membership was further increased to a total of 24 Members. 16 Members were elected by restricted franchise and 8 Members were nominated by the Governor, who ceased to be a Member. From 1850 until 1856 the Presiding Officer in the Council was known as the Speaker. The Members elected Sir Richard Dry as the first incumbent of that position. In 1856 the title of the Presiding Officer changed from that of Speaker to President.

During the 1840s the British Colonial Office argued that the penal transportation system should continue. The colonists argued against any further influx of convicts and believed that their interests would be better served by a form of representative government for the colony. Although the Governor temporarily resolved this crisis, agitation for a more representative style of government grew stronger. The efforts of the colonists were rewarded with the proclamation of an act to permit the introduction of a bicameral, representative Parliament on 24 October 1856. The first elections were held in 1856 and the first Session of the new Parliament was opened on 2 December in that year.

When a bicameral Parliamentary system was discussed in the 1850s a Select Committee of the Council was appointed in 1853 to draw up proposals. The Committee, charged with producing a constitution for the State of Tasmania, stated in the explanatory introduction to their report - *"A Legislative Upper Chamber is recommended to guard against hasty and ill-considered legislation by ensuring due deliberation previous to the adoption of any measure. This necessarily imparts a very different character to the Legislative Council from that which the Assembly will possess. The instincts of the Assembly will be movement - progress - innovation; generally of a useful character, but subject to the defects incidental even to improvement when suddenly introduced. The instincts of the more conservative Council will be caution - deliberation - resistance to change if not fully proved to be beneficial"*.

Throughout the life of the Legislative Council, Tasmanian electors have to a very large extent, preserved the independent nature of their Upper House. The Legislative Council is neither a rubber stamp for decisions of the Government in the Lower House, nor an alternative Opposition.

Both Houses of the Parliament had adjournment periods cut short during the 1998 sitting year by a Proclamation issued by the Lieutenant-Governor on the recommendation of the then Premier, the Honourable Tony Rundle MHA, in order that the House of Assembly and the Legislative Council assemble primarily for the purpose of considering a Bill entitled the *Parliamentary Reform Bill 1998* (subsequently Act No. 31 of 1998). Both Houses resumed sitting on Wednesday, 22 July 1998.

Reduction in
Numbers

Prior to the introduction of this Bill there had been introduced and debated in the Parliament, during the preceding few years, several Bills relating to the structure and operation of the Tasmanian Parliament. Provisions debated included changes to Legislative Council boundaries, the Council's powers in relation to Budget and Supply Bills; the numbers of Members in both Houses including a proposal to conduct a referendum on the future structure of the Parliament.

However, prior to the introduction of the *Parliamentary Reform Bill 1998* only legislative provisions relating to changes to Legislative Council boundaries including some validating legislation had successfully passed both Houses.

New 40
Member
Parliament

Having been introduced into the House of Assembly by the then Leader of the Opposition, the Honourable Jim Bacon MHA (subsequently Premier as a result of Labor's victory in the State election held on 29 August 1998), the Parliamentary Reform Bill which provided for the reduction in the number of Members in both Houses of the Parliament passed the House of Assembly on 22 July 1998.

The Bill was read the First time in the Legislative Council on that same day and passed through all stages by the morning of 23 July 1998. The Bill received the Royal Assent on 27 July 1998. As soon as the Royal Assent had been given the Premier sought, and was granted, a General Election for the House of Assembly. The Assembly was dissolved and the subsequent election held on 29 August 1998 returned 25 Members to that House.

The amending provisions of the Legislation affected principally the *Constitution Act 1934*, the *Electoral Act 1985* and the *Legislative Council Electoral Boundaries Act 1995*, with respect to the constitution of both the Assembly and the Council and the process by which a Redistribution Tribunal would determine the transitional arrangements to implement the redistribution of the State in respect of the Legislative Council, by providing for a reduction in the number of Members from 19 to 15.

Transition
Determination

The transition determination of the Redistribution Tribunal appointed in accordance with provisions contained in the *Legislative Council Electoral Boundaries Act 1995* was made on 26 May 1999.

The determination cited as the *Legislative Council (Transition Arrangements) Determination 1999 inter alia* allocated Members to the fifteen new Council electoral divisions which were determined by a redistribution of the State Legislative Council boundaries on 6 February 1999 and established a new periodical election cycle. An allocated Member was taken to have been elected for and to represent the Council division to which they were allocated.

The term of the four unallocated Members of the Council was reduced so that those Members ceased to be Members of the Council on 1 July 1999.

From that time the Legislative Council has consisted of 15 elected Members.

A CONSTITUENT PART OF THE PARLIAMENT

The Legislative Council, together with the House of Assembly and His Excellency the Governor constitute the Parliament of Tasmania.

The Legislative Council as the Upper House of the Parliament of Tasmania can be described as democratic with an independent character. The role of the Council is three-fold:

- (i) to authorize the raising of revenue and the expenditure of State monies;
- (ii) to examine the merits of legislation; and
- (iii) to provide a Parliamentary check on the Government of the day. In modern times the role of the Legislative Council has expanded from the base of being a purely legislative body to a House that involves itself in the examination and analysis of actions, decisions and workings of the Executive Government.

The Department of the Legislative Council provides procedural, administrative and support services to assist the Members of the Legislative Council in performing their parliamentary duties. These services include research and advice on parliamentary practice and procedure, the preparation of documents for use in the House and the provision of staff and equipment. The Department's principal outcome is a functioning House of Parliament in which Members of the Legislative Council are able to discharge their constitutional duties in respect of the consideration of legislation and other parliamentary business. In addition the Clerk of the Legislative Council is responsible, together with the Clerk of the House of Assembly for ensuring the effective operation of the joint services of the Parliament.

COUNCIL ELECTIONS

For Legislative Council elections the State is divided into 15 single-Member electoral divisions. Each Member holds office for six years and periodical elections are held for two or three divisions every year. As it cannot be dissolved, there are never any general elections for the Council.

The method of counting votes is identical with that used in House of Representatives elections. It is a preferential system which can be described as election by absolute majority through use of the alternative vote. If any candidate secures first preference votes exceeding half the total of first preferences, he or she is elected. If no candidate satisfies this condition, the candidate with the fewest votes is excluded and the second preferences shown on his or her voting papers are transferred to other candidates, the transfer value of each such second preference being equal to one. If no candidate then has the required majority, the process of exclusion is repeated until such time as one candidate secures the majority.

The Constitution Act has been amended to alter the provision relating to the Council's election day moving it from the last Saturday in May to the first Saturday in that month. This amendment was necessary to allow the Government to introduce its Budget into the Parliament during the May-June period in each year.

DISCLOSURE OF INTERESTS

The Parliamentary (Disclosure of Interests) Act (No. 22 of 1996) received the Royal Assent on 15 October 1996. This Act established a register of interests in each House containing information on the pecuniary and other interests of Members which have the potential to lead to a conflict with their official duties. The Council's register is open to public scrutiny. Returns are lodged with the Clerk and Tabled annually after 1 October each year. New Members are required to lodge a 'Primary Return' within three months of having taken the Oath.

The Act requires that Members disclose details of —

- ◆ each source of income greater than \$500 received by a Member, including income from trusts;
- ◆ all real estate interests of a Member except where the interest is as executor or administrator of a deceased estate of which the Member is not a beneficiary or as a trustee related to the Member's non-parliamentary occupation;
- ◆ any interests or any position, whether remunerated or not, that a Member may hold in a corporation, except where the corporation is set up as a non-profit organisation for community purposes. This includes shareholdings;
- ◆ any position, whether remunerated or not, held by a Member in a trade union, professional or business association;
- ◆ all debts owed by the Member exceeding \$500, except where the money is owed to a relative, a normal lender of money such as a bank or building society or arises from the supply of goods or services as part of a Member's occupation outside of Parliament;
- ◆ gifts of value greater than \$500, except where received from a relative;
- ◆ disposition of property by a Member where there is an arrangement for the Member to retain the use or benefit of the property or a right to acquire the property at a later date;
- ◆ contributions to travel undertaken by a Member of value greater than \$250. Travel contributions would not need to be disclosed where provided by the Government, a relative or where made in the normal course of a Member's occupation outside Parliament. Contributions made by a Member's political party for travel on party business are also exempted.

As a result of work undertaken by the Integrity Commission and the Department of Premier and Cabinet modified disclosure forms were utilised for the 2013-14 ordinary return period. The modified forms aim to provide a greater level of clarity for Members of both Houses when completing the disclosure returns and continue to be used.

THE DEPARTMENT OF THE LEGISLATIVE COUNCIL

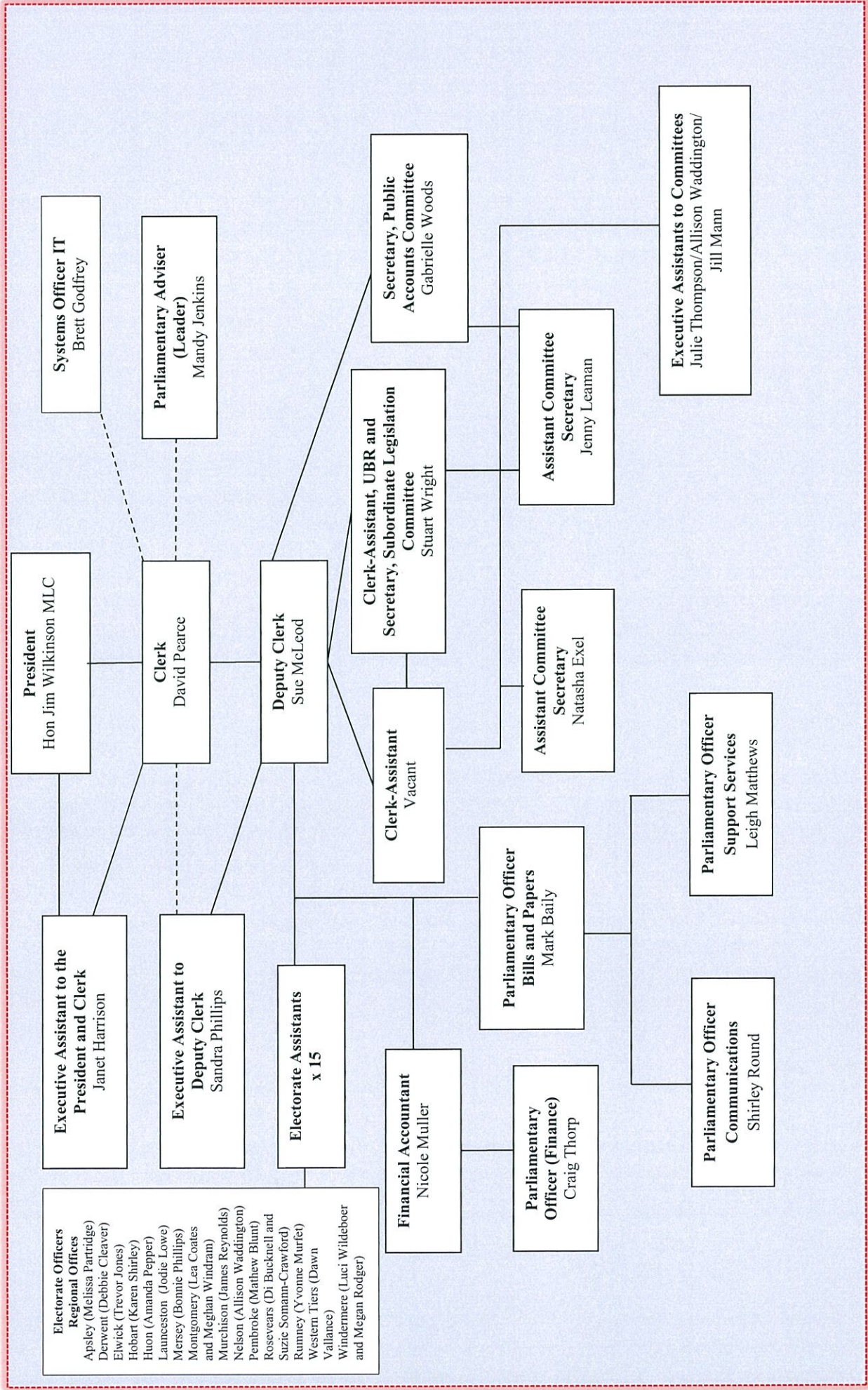
VISION

To be an efficient and responsive House administration.

GOALS

- ◆ *Service*
To ensure a consistently high level of satisfaction with all services and support provided to elected Members and Department clients by the House administration.
- ◆ *Our People*
To attract and retain a highly skilled and motivated team, to recognise the contribution of our employees and to encourage them to develop and perform to their fullest capabilities.
- ◆ *Information*
To ensure that information on all aspects of the Parliamentary process in the House is made available to Members and the public in the most timely, efficient and cost-effective manner.
- ◆ *Communication*
To ensure effective communication both within the Parliamentary environment and to the broader community.
- ◆ *Education and Community Relations*
To improve community perception and understanding of the Parliament generally and the Legislative Council specifically.
- ◆ *Technology*
To support the provision of innovative and practical technological solutions for the improvement of parliamentary operations and services generally.
- ◆ *Finance and Resource Management*
To ensure optimal use of our human, financial and physical resources.
- ◆ *Continuous Improvement*
To continue to seek innovative and better methods of servicing the House, its Members and those others who necessarily have a connection to the House.

Department of the Legislative Council at 30 June 2015



PURPOSE

To provide apolitical, professional, innovative and integrated support services and information to the Legislative Council and its elected Members in the interests of the people of Tasmania.

The permanent officers of the Legislative Council, under the direction of the Clerk are charged with the responsibility of providing the Legislative Council, its committees, the President of the Council and all Honourable Members with advisory, procedural, research and administrative support services of the highest possible standard to assist them in undertaking effectively their constitutional and parliamentary duties and responsibilities. The activity of the Department is to a very considerable extent demand driven by the Government of the day, the House itself, Committees and Members' electoral and associated responsibilities. The Department has no control over the number of Bills introduced, Committee inquiries held or any other decision or Resolution agreed in the House.

There are three principal program areas of the Department.

Advisory and procedural services

These include:

- ◆ authoritative professional advice to Members on all aspects of parliamentary law, practice and procedure;
- ◆ preparation of documentation for use in the House;
- ◆ production of the records of proceedings of the House and its committees.

Administrative and support services

- ◆ provision of support staff and equipment for Members;
- ◆ administration of Members' salaries, allowances and entitlements;
- ◆ effective delivery of other services available to Members both within and outside Parliament House;
- ◆ provision of advice and staff to committees, enabling them to carry out research and prepare reports.

Corporate management

- ◆ corporate and strategic planning;
- ◆ budget development, monitoring and reporting;
- ◆ personnel training;
- ◆ industrial and associated employee relations.

OBJECTIVES

The major objectives and responsibilities are to:—

- ◆ support the Legislative Council in its constitutional role;
- ◆ provide an accurate retrieval and assessment system of precedent, law, history and Parliamentary method necessary for the effective functioning of the Legislative Council, its committees and Members;
- ◆ provide effective apolitical support, including administrative, research, policy and procedural support and advice to the President of the Legislative Council and other elected Honourable Members;
- ◆ ensure the effective custody of documents including Journals, Records and Papers of the Legislative Council, which responsibility in accordance with Standing Orders, is vested in the Clerk of the Legislative Council;
- ◆ ensure the effective functioning of Standing, Sessional and Select Committees including the provision of adequate and appropriate resources;
- ◆ accurately and efficiently prepare and present legislation, once passed through both Houses, to His Excellency the Governor for the Royal Assent;
- ◆ maintain appropriate standards of integrity and conduct and concern for the public interest;
- ◆ promote public awareness of the purpose, functions and work of the Legislative Council;
- ◆ be a fair and responsible employer, maximising the potential of all staff through effective human resource management practices; and
- ◆ effectively and efficiently manage resources, both financial and human.

PURSUIT OF OBJECTIVES

In meeting the objectives the Department must continue to pursue excellence in:—

- ◆ professional standards
- ◆ management standards
- ◆ skills development
- ◆ internal and external communication
- ◆ resource allocation and utilization

MAJOR DOCUMENTS

- ◆ **Annual Report** - The annual report on the operations of the Legislative Council is compiled and presented to the both Houses of Parliament pursuant to the Financial Management and Audit Act 1990.
- ◆ **Committee Reports** - Reports presented by committees and published as parliamentary papers.
- ◆ **Votes and Proceedings** - An official record of the proceedings of the Legislative Council being the Journals of the House. The Votes and Proceedings are produced 'in-house' and are published for each day's sitting.
- ◆ **Notices of Question, Motion and Orders of the Day** - An official list of all business before the Council in the order in which it is proposed to be dealt with. The 'Notice Paper' is produced 'in-house' and is published for each day's sitting.
- ◆ **Index to the Votes and Proceedings** - This index is also incorporated and printed in final form in the bound volumes of the Votes and Proceedings.
- ◆ **The Legislative Council Brochure** - An information and souvenir booklet providing a brief history and other relevant procedural information for visitors to the Council.
- ◆ **The Black Rod** – A souvenir fold-out pamphlet outlining the history of the Black Rod and the position of Usher of the Black Rod.
- ◆ **Standing Orders of the Legislative Council** - The standing rules and orders of procedure for the operation of the Council and its committees. New and revised Standing Orders were agreed by His Excellency the Governor on 6 January 2005. Further minor changes to the Standing Orders were approved by His Excellency the Governor on 23 June 2008 and 29 November 2010 respectively. It is expected that another full review of the Standing Orders will be completed during the 2015-2016 finance year.
- ◆ **Rulings and Opinions of Presiding Officers of the Legislative Council 1856-2003** - A comprehensive index, by individual headings, of rulings and opinions of Legislative Council Presiding Officers.
- ◆ **Legislative Council Members Guide** - A guide on procedures and entitlements prepared by the Clerk of the Council, for use by Members and their staff.
- ◆ **Parliament of Tasmania: A Brief Guide for Visitors** - prepared by the Joint Presiding Officers for the information of visitors to both Houses.
- ◆ **Guidelines for Select and Standing Committees** - Guidelines on the powers, functions and procedures of Legislative Council Select and Standing Committees.
- ◆ **Leaflet** – Making a Submission to a Parliamentary Committee.
- ◆ **Committee Hearings** – Information for Witnesses.
- ◆ **Estimates Committees** – Committee Manual.
- ◆ **Briefing Notes on the Budget Estimates** - a budgetary document which presents detail of the Council's principal expenditure areas. Budget briefing notes are utilised by the Premier when required during the consideration of the Council's expenditure estimates by budget estimate committees of both Houses.

STATUTES AFFECTING LEGISLATIVE COUNCIL STANDING ORDER PROVISIONS

The following Statute provisions impact upon the Legislative Council's Standing Order provisions:—

- Constitution Act 1934
- Electoral Act 2004
- Parliamentary Privilege Act 1858, 1885, 1898, 1957
- Parliament House Act 1962
- Defamation Act 2005
- Evidence Act 2001
- Legislation Publication Act 1996
- Acts Enumeration Act 1947
- Acts Interpretation Act 1931
- Subordinate Legislation Committee Act 1969
- Public Works Committee Act 1914
- Public Accounts Committee Act 1970
- Promissory Oaths Act 2015

ASSET MANAGEMENT

The Department maintains the following inventory and asset register records:—

- ◆ Members Equipment Register
- ◆ General Inventory
 - Legislative Council [furniture and general items]
 - Henty House, Launceston [furniture and general items]
- ◆ Antiques and Works of Art Inventory

DELIVERY OF SERVICES

Accurate forecasting of the volume of work and rate of activity required to be undertaken by staff is difficult to determine due to the nature of the Legislative Council's operations. Indicators that affect workload, for example, the number of Legislative Council sitting days and establishment and activity of committees are dependent upon Resolutions and decisions made by the House itself or by individual committees. A qualitative assessment of the Legislative Council's effectiveness in meeting its predetermined objectives is undertaken on an on-going basis by the President and Clerk. This examination is undertaken to ensure that necessary service and support is being provided by the staff to Honourable Members.

Members of the Legislative Council are entitled to receive the highest possible standard of service and support.

Throughout the year the Department's major objectives have again been pursued with dedication and commitment resulting in the achievement of desired standards and results.

The Department's principal focus continues to be the maintenance and development of the Legislative Council as an effective and relevant parliamentary institution.

PERFORMANCE INFORMATION

The focus has been to ensure that appropriate levels of support and service are provided to the President and elected Members to enable the effective discharge of their constitutional, Parliamentary and electoral responsibilities.

Legislative Council Support Services has three measurable generic activities. These activities are:—

- ◆ chamber and related committee activity;
- ◆ procedural advice and support; and
- ◆ service delivery and compliance.

Measurement of Chamber and related committee activity is based on the number of sitting days; Legislation debated and presented for the Royal Assent; and committee related Resolutions.

Procedural advice and support is measured by the degree of satisfaction of Members based on the criteria of quality, quantity and timeliness of the advice and support provided.

Service delivery and compliance is measured again by the degree of satisfaction of Members and those other agencies, groups and individuals who necessarily have a connection to the Legislative Council.

Procedural Support and Advice

During the reporting year the Clerk and staff of the Legislative Council provided procedural and related advice to the President, Chair of Committees, the Leader of the Government together with the respective Chairs of Select, Standing and Sessional Committees and to other elected Members.

Advice provided focused principally on areas of Parliamentary precedent, law and method.

Personal Assistant Support to Members

It is the Clerk's responsibility to ensure that adequate levels of assistant support are provided to all Members of the Council. It is considered essential that Members have access to high quality secretarial and personal support to enable them to adequately discharge their responsibilities. Personal assistant support continues to be assessed on an ongoing basis by the President and Clerk. Funding is available to enable all Members to engage personal assistant support up to one full-time equivalent (FTE).

Financial Activity

According to law, the Clerk is responsible for the overall effective, efficient and economical financial management of the House.

The Clerk must ensure that expenditure is in accordance with the law and that effective accounting and financial management information systems are maintained.

In accordance with the provisions of the *Financial Management and Audit Act 1990*, associated Treasurer's Instructions and other statutory provisions, the Clerk of the Council, in respect of the financial year ending on 30 June 2014 presented to the Parliament the Council's Annual Report. As required by law that Report contained the Council's duly audited Financial Statements to 30 June 2014.

The Financial Statements and accompanying Audit Report for the financial year ending on 30 June 2015 form part of this Annual Report.

SUMMARY OF FINANCIAL OUTCOMES

The total expenditure by the Legislative Council from the Consolidated Fund for the year ending 30 June 2015 was within the budget approved by the Parliament with additional funding of \$146,000 (RAF) being approved from the Treasurer's Reserve. Additional costs related to electorate office establishment costs for the newly elected Member for Huon, a termination payment for a long serving staff member and reversal of government budget savings strategy relating to a wage pause.

The additional Reserved-by-Law funding approved by the Treasurer totalled \$90,000 to cover increases connected with costs associated with Members' motor vehicles and associated taxes. Financial activities were conducted both in accordance with statutory provisions and in terms of compliance with mandatory reporting requirements of the Department of Treasury and Finance.

SUPPORT FOR LOCAL BUSINESS

The Legislative Council ensures that Tasmanian businesses are given every opportunity to compete for the Council's business. It is the Council's practice to support Tasmanian businesses whenever they offer best value for money for the public funds expended.

No tenders were called, or contracts awarded, with a value greater than \$50,000 during the financial year ending on 30 June 2015.

There were no consultancies undertaken for the Council with a value greater than \$50,000 during the financial year ending on 30 June 2015.

There were no contracts awarded as a result of direct/limited submission sourcing and no contract extensions were approved in accordance with the Treasurer's Instructions during the financial year.

RISK MANAGEMENT

The Parliament's Strategic Asset Management Plan identifies the overall risk management strategy together with other Occupational Health and Safety issues.

Risks relating to the building complex are progressively identified.

Risks of damage to buildings or injury to staff or clients through failure of plant, services or equipment are addressed through maintenance strategies. Scheduled maintenance continues to be undertaken by a single contractor responsible for all building elements in the complex which has greatly improved control and simplifies audit.

Risks flowing from security both from the point of view of buildings and the occupants has been a focus during the reporting period. As a result of events overseas the security arrangements have been tightened and further capital work is expected to be completed in the first half of 2016 to further address security at Parliament House.

Other security related measures have been put in place which see a strengthened security process within the Parliament building.

In terms of the computer network throughout the building there is in place a Disaster Recovery Plan. This Plan, which has been put in place by the Computer and Electronic Services Manager, deals with matters such as data backup; off-site server facility; off-site software; web server recovery; file server recovery and network recovery. A Policy Statement in respect of computer and internet usage is published on the Parliament Intranet site.

Risk management in relation to finances is controlled by a series of checks and balances. The segregation of duties within the finance operating area combined with, at all times, a minimum two tier authorisation and certification of all transactions is maintained to provide the necessary management controls.

Personal risk in Regional Offices has been improved with the trial and introduction of personal security devices for staff to activate if necessary. These devices complement the fixed placement duress alarm system.

Installation of reception security barriers and the matter of access and egress in Regional Offices are matters which receive appropriate consideration.

INTERNAL AUDIT

During the reporting period the Legislative Council continued to have two of its senior Parliamentary Officers on the Parliament's Audit and Risk Management Committee. Those officers hold the positions of Deputy Clerk and Clerk-Assistant and Usher of the Black Rod respectively.

The Annual Internal Audit Plan for 2014-2015 agreed between Deloitte's and the Audit and Risk Management Committee for the Parliament had its focus on two strategy areas —

- (1) Core finance – compliance, IT and systems projects; and
- (2) Special risk based and value-based projects.

Core finance involved the evaluation of key controls in place with respect to the accounts payable function, including the policies and procedures; supplier master file processes; purchase orders; bank and cash management; segregation of duties; and authorisation of payments.

The special risk strategy involved Deloitte's providing input and advice on the design and implementation of a risk management framework and risk reporting documentation aided by the facilitation of a risk workshop.

The Internal Auditors identified five issues and two opportunities in their report back to the Audit and Risk Management Committee with regard key financial controls relating to accounts payable. Risk was identified as medium to low level.

Responses to the respective findings were made and changes will be implemented wherever possible. It is expected that a Report on the examination of procedures and policies relating to asset management will be provided by the Internal Auditors during the last half of the 2015 calendar year.

DEPARTMENT OUTPUTS

Summary and Description

OUTPUT SUMMARY

Output Group 1:

LEGISLATIVE COUNCIL SUPPORT SERVICES

- 1.1 - Procedural, administrative and research support and advice to the President and Members.
- 1.2 - Committee Support Services.

OUTPUT DESCRIPTION

Output Group 1:

LEGISLATIVE COUNCIL SUPPORT SERVICES

Description: Services provided under this Output Group include —

- procedural, administrative and research support and advice to the President and Members of the Legislative Council;
- assistance to Members of the Legislative Council in order that they are able to execute their duties and responsibilities as elected representatives of the people of Tasmania;
- tabling of Legislative Council Sessional, Standing, Select and Parliamentary Joint Select Committee reports on a variety of subject specific matters agreed to by Resolution of the Council;
- the continuing statutory obligations of the four Joint Parliamentary Standing Committees; and
- the administration of travel and research and equipment support allowances to Members.

Outcomes to be achieved from this Output Group are as follows:—

- the continuing lawful and constitutional operation of the Legislative Council;
- the provision of quality and timely advice on Parliamentary practice and procedure to the President and Members;
- the provision of a full range of services to directly support the functioning of the Council during ordinary sittings and to support its Sessional, Standing and Select Committees;
- the provision of quality and timely research and information to Members;
- the provision of accommodation and office services to Members so as to enable the efficient and effective discharge of their Parliamentary and representational responsibilities; and
- the effective financial management of the Council in accordance with statutory requirements and other instructions.

OUTPUT SUMMARY

Output Group 2:

PAYMENTS ADMINISTERED BY THE LEGISLATIVE COUNCIL

2.1 - Salaries, allowances and entitlements of elected Members of the Legislative Council.

OUTPUT DESCRIPTION

Output Group 2:

DESCRIPTION

This Output Group specifically provides for the Parliamentary Salaries and Allowances of Members of the Legislative Council as prescribed in the *Parliamentary Salaries, Superannuation and Allowances Act 2012*.

Description: Activities undertaken as part of this Output Group include —

- the consideration of legislative and other measures presented to the Legislative Council; and
- the passage of statute law in Tasmania.

The Legislative Council's outputs are largely demand driven by the Government's legislative program, the Council itself in its Resolutions, Committees and Members.

The Legislative Council's services are delivered in accordance with certain general standards.

These standards seek to ensure that:—

- procedural advice conforms to Standing Order provisions, President's rulings and practices of the Council and its Committees;
- procedural advice is provided to meet the priorities of the Council and its Committees and within time frames agreed with Members;
- the preparation necessary for the Council and its Committees to meet and carry out their programmed business is undertaken enabling them to meet as scheduled, with the necessary papers and undertake their activities having regard to the Standing Orders and established Council practices as they relate specifically to House and Committee activity;
- all documents, papers and other House records are held in safekeeping by the Clerk of the Council and his office;
- information provided to other Agencies and those individuals and groups who have a connection with the Council is provided in a timely manner and is accurate;
- the administration of Members' entitlements is carried out efficiently and in accordance with prescribed legislation and other relevant determinations as varied from time to time;
- adequate levels of personal staff support with appropriate skills are provided to Members in order to assist them to efficiently and effectively discharge their range of duties and responsibilities as elected Members of Parliament.

Each Member of the Legislative Council who does not hold a Parliamentary office has personal staff support funded to the level of one full-time equivalent employee.

HOUSE AND RELATED MATTERS

LEGISLATIVE COUNCIL ELECTIONS

The boundaries of the current 15 electoral divisions were determined by the Legislative Council Redistribution Tribunal during 2007/08. Under the *Legislative Council Electoral Boundaries Act 1995* the enrolment of each Legislative Council division is determined as at the last day of January, April, July and October of each year and are published in the Gazette and in the three daily newspapers circulating generally in the State. Elections are conducted on a six year periodic cycle. Elections for three Members are held in May in one year, with elections for two Members held in May the following year and so on. Voting in Legislative Council elections is compulsory.

Legislative Council elections for three divisions, Derwent, Mersey and Rosevears were held on Saturday, 2 May 2015.

Two candidates contested the Derwent election. The incumbent Member the Honourable Craig Farrell was returned with just over sixty four per cent of formal votes cast. Mr Farrell was first elected in May 2011.

Again two candidates contested the Mersey election and again the incumbent Member the Honourable Mike Gaffney was returned with a strong vote of just over seventy-five per cent of the formal votes cast. Mr Gaffney was first elected in May 2009.

The Windermere election saw four candidates contest the seat. After the distribution of preferences the sitting Member the Honourable Ivan Dean was returned with almost fifty-six per cent of the formal votes cast. Mr Dean was first elected to the Legislative Council in May 2003 and was subsequently returned in May 2009.

The three returned Members were duly sworn before taking their seats.

PUBLIC WORKS COMMITTEE ACT: WITHDRAWAL OF PROJECT FROM OPERATIONS OF THE ACT

On 4 September 2014 the Legislative Council agreed to a Resolution communicated to it by the House of Assembly pursuant to Section 15(1) of the *Public Works Committee Act 1914* withdrawing all capital works projects falling within the municipal boundaries of the West Coast Council from the operations of the said Act for a period of two years.

Included in those projects is the Murchison Highway Stage 2 Upgrade Project.

The support of the Resolution follows the Government's commitment to supporting the West Coast through challenging economic circumstances prompted by the closure of the Mount Lyall Mine. It was considered to be a sensible and practical measure in assisting with the reduction of process time for infrastructure works in the West Coast region. The Public Works Committee is ordinarily required to consider and approve any public work with a cost of more than \$5 million, a process which can take many months to conclude. The exemption allowed work to proceed on the next stage of the Murchison Highway Upgrade Project.

VISIT BY MEMBERS OF THE SAMOAN PARLIAMENT

Tasmania has a very close relationship with Samoa – its Parliament and its people. The Tasmanian Parliament and the Samoan Parliament have strengthened ties through a twinning arrangement which has been in place for some time now.

The Speaker and several Members of the Samoan Parliament together with parliamentary staff visited the Tasmanian Parliament during late September 2014 as part of a three day delegation visit. The program included visits to both Chambers together with discussions with the Presiding Officers of the Tasmanian Parliament, Members across both Houses and other senior parliamentary officers. The visit was most successful and the Tasmanian Parliament looks very much forward to being able to continue to assist and support the Parliament of Samoa, its Members and its Parliamentary staff.

WORKPLACES (PROTECTION FROM PROTESTERS) BILL 2014 AND FIREARMS (MISCELLANEOUS AMENDMENTS) BILL 2015

During the reporting period two particular pieces of legislation passed the Legislative Council after considerable scrutiny resulting in a significant number of amendments being made which were subsequently agreed to by the House of Assembly.

The Workplaces (Protection from Protesters) Bill 2014 received the Royal Assent on 17 December 2014. The legislation was designed to implement the Tasmanian Government's election policy commitment to introduce new laws to address illegal protest action in Tasmanian workplaces. The Government's Bill sought to regulate inappropriate protest activity that impeded the ability of businesses to lawfully generate wealth and create jobs.

There was considerable commentary and opinion from a range of sources concerning the provisions of the Bill with the Legislative Council being briefed by interested parties. As a result of those briefings and the provision of additional information the Legislative Council amended the Bill extensively during the Committee stage consideration of the Bill. The House of Assembly agreed to all fifty amendments on 25 November 2014.

The Firearms (Miscellaneous Amendments) Bill 2015 was passed by the Legislative Council on 30 April 2015 with amendments. The Bill contained a range of provisions amending the Firearms Act of 1996. The provisions of the Bill had been developed over a long period of time and had undergone considerable consultation across a broad range of shareholders, including the public from about 2010 under the previous Government. Over one hundred written submissions were received during that public consultation period. The Legislative Council considered the Bill in Committee on 23, 28 and 29 April 2015 and agreed to thirty-nine Amendments. These Amendments were all agreed by the House of Assembly on 30 April 2015. The Bill received the Royal Assent on 29 May 2015.

PARLIAMENTARY SALARIES, SUPERANNUATION AND ALLOWANCES AMENDMENT BILL 2015

The Parliamentary Salaries, Superannuation and Allowances Amendment Bill passed the Legislative Council without Amendment on Wednesday, 24 June 2015.

The Bill amended *Parliamentary Salaries, Superannuation and Allowances Act 2012* and the *Industrial Relations Act 1984*.

The Bill provided that for the financial year commencing on 1 July 2015 the basic salary for a Member of Parliament (MP) to be set at \$120,835 pa which is 2 per cent above the current salary of \$118,466 pa.

A 2 per cent increase was also applied to the Motor Vehicle Allowance and the Electorate Allowances, as would have applied under the provisions of the existing Act. The increase in the basic salary also automatically increased Committee Sitting Fees and the Entertainment Allowances by 2 per cent as they are linked to the basic salary.

In addition the Bill established that a full bench of the Tasmanian Industrial Commission (the Commission) must periodically inquire into, report on and make determinations about the salaries and allowances to which MPs are entitled.

Any future increases in the basic salary of MPs after 30 June 2016 will be determined by the Commission.

The Bill also provided for the Commission to:

- (i) review and determine the amounts of any additional salary payable to the Premier, Deputy Premier, Ministers of the Crown, Secretary to Cabinet and Certain Officers of the Parliament provided for in Part 2 of Schedule 1 of the Act and any other offices that the Commission may decide to include for this purpose;
- (ii) review and determine the amounts of allowances and benefits provided for in Schedule 2 of the Act; and
- (iii) consider whether the entitlement of, and benefits provided to, MPs (other than the basic salary, additional salary, or superannuation) provided for in Schedule 2 of the Act remain appropriate to the needs of such Members (this allows new allowances to be considered or existing allowances to be stopped).

In making a determination the Commission has to specify a due date for the next determination to be made. The period of a determination may extend beyond one year (but not be for a lesser period).

If the Commission is inquiring into matters to make a determination the Premier may require that some related matters be considered by the Commission as part of its inquiry. The Commission must inquire into these related matters. The request from the Premier must be Tabled in Parliament.

The Bill provided that a determination of the Commission will be implemented automatically unless within 10 sitting days of the determination being Tabled (or within a longer period if a House so resolves), both Houses pass a resolution requesting that the determination be disallowed (and so not be implemented).

If a determination is not disallowed, the Commission is required to gazette a notice setting out the determination and specify the amounts of the basic salary, additional salary payable to the Premier, Deputy Premier, Ministers of the Crown, Secretary to Cabinet and Certain Officers of the Parliament, and the allowances and benefits to which MPs are entitled.

If a determination does not come into effect when it is due to, because it has not been made, or the disallowance period has not expired, or it has been disallowed, the basic salary, additional salary, and the allowances and benefits to which MPs are entitled immediately before the determination was due to take effect continue until a new determination is made.

If a determination is disallowed the Commission has 12 months from the date of disallowance to make a new determination.

The first determination of the Commission is due to be tabled by 1 March 2016. It will revisit the recommendations made by the tribunal set up in 2013 to consider the basic salary and allowances, which were not implemented when that tribunal reported. The report of that tribunal was tabled on 3 June 2014. Unless it is disallowed, the new determination will take effect from 1 July 2016 and specify when the next determination will be made.

PECUNIARY INTEREST – CROWN EMPLOYEES SALARIES BILL 2014

The Crown Employees (Salaries) Bill 2014 (No. 22 of 2014) was considered by the Legislative Council during late September 2014. The Bill proposed to introduce a pause related to salary increases and salary progression increments for Crown employees, followed by specified indexation for future salary and related allowances. The Bill was a central Budget measure for the 2014/15 Tasmanian Budget. The Bill also provided for the use of Regulations to provide for future increases in salaries effectively overriding the Industrial Relations Act.

Given the nature of the Bill questions of pecuniary interest in relation to certain Members of the Legislative Council was a necessary consideration prior to the second reading debate. Advice was provided by the Clerk of the Legislative Council to certain individual Members based on their own specific relationships and circumstances.

In addition the Parliamentary Standards Commissioner, the Reverend Professor Michael Tate AO was asked to provide his advice. The President read the advice and supplemental note from the Parliamentary Standards Commissioner into the Hansard record as follows:—

“Dear Mr President,

You have sought my advice concerning the possible impact of Legislative Council Standing Order 103 on the participation of an Honourable Member in a vote on the Crown Employees (Salaries) Bill 2014.

I give this advice in my capacity as outlined in S.28(1)(d) of the Integrity Commission Act 2009. I have had the advantage of receiving a copy of the Memorandum you sent to all Honourable Members on 17 September 2014.

Legislative Council Standing Order 103 Pecuniary Interest reads as follows:

- (1) A Member having a pecuniary interest in any question (such interest being direct and personal and not merely of a general or remote character), shall declare, or another Member may draw attention to such interest prior to the vote on a question and the Council shall decide, on Motion, whether the Member may vote upon the question.

I understand that the Bill seeks to ‘freeze’ the salaries of Crown employees for one year, and to cap increases in salary in subsequent years.

The question has arisen whether a declarable pecuniary interest arises where the spouse of an Honourable Member is a teacher employed by the State. I understand that the Clerk has given oral advice that a pecuniary interest does arise.

I agree with that advice. In fact, it may be that an Honourable Member’s pecuniary interest is engaged in a personal and direct manner where any person who is a salaried employee of the State Government ordinarily contributes

income to jointly fund the Member's domestic arrangements, including running costs and the servicing of liabilities.

The range of such persons would not be confined to the rather comprehensive interpretation of the term 'relative' in the *Parliamentary (Disclosure of Interests) Act 1996*.

The range of circumstances which could give rise to the question may not be confined to domestic arrangements. For example, if an Honourable Member has made a private loan to a non-dependent adult child, (or indeed to any person) where ability to repay may be affected by the measure in the Bill, then that Member may also have a direct and personal pecuniary interest which should be declared.

In your Memorandum to Honourable Members you observe that 'Conflicts of interest can be actual, perceived or potential...'

I take it that an Honourable Member could make a declaration without disclosing whether in fact such a pecuniary interest exists. It would be enough that such a perception would be reasonably open to an elector concerned with the transparency of our democratic parliamentary procedures.

The consequences flowing from a failure to declare such an interest are so dire (LCSO No. 103(2)(3)) as to suggest a precautionary, preventative decision to declare in an otherwise arguable case.

This advice has not been sought on a confidential basis, as provided for under S.28(2) of the *Integrity Commission Act 2009*, and I presume it may be published in such manner as you see it.

Hoping this may be of assistance.

Yours sincerely
Rev. Prof. Michael TATE AO"

Further to that, the President read a supplemental note from Rev. Prof. Michael Tate AO as a result of conversations that were had as follows:—

"Dear Mr President

Of course, it is entirely for the Legislative Council, on Motion, to decide whether an Honourable Member who has declared a pecuniary interest may vote upon a question related to the Crown Employees (Salaries) Bill.

But perhaps I may be indulged an observation. To deprive an elected Member of the Parliament of a vote on the passage of a Bill is a most serious matter, effectively disenfranchising the electors of his or her constituency.

That being the case, it may be relevant to consider a couple of factors. I take as an example the paradigm case of the teacher-spouse.

First, whereas the Bill is intended to, and will, have a real impact on the income of such a Crown employee, the quantum of pecuniary interest of an Honourable Member is like to be relatively modest in relation to all personal and household sources of income.

Secondly, the spouse in such a case would be one of many thousands of Crown employees to be affected by passage of the Bill.

One may contrast this with a situation where the Honourable Member's spouse is a property developer and where a Planning Bill may propose substantial changes to zoning criteria which could advantage or disadvantage a relatively small number of developers.

No doubt other considerations may weigh with Honourable Members required to make a decision in accordance with LCSO No. 103(1), but I mention these in the hope that they may be of assistance in making that decision.

Yours sincerely

Reverend Professor Michael Tate AO"

The President went on to say —

"I thought it important to read that into Hansard prior to the debate because it sets out very well the matters that were raised and also sets out very well the answers given by Mr Tate and which will greatly assist members in considering whether they have a pecuniary interest or not, and also all members, if it is to be voted upon, to decide whether those members should be able to vote or otherwise."

The Honourable Member for Mersey, Mr Gaffney and the Honourable Member for Hobart, Mr Valentine both declared a pecuniary interest in the Bill and the Council on Motion resolved that both Members be allowed to vote on all Questions relating to the passage of the Bill. The Debate on the Second Reading of the Bill was however adjourned in the Legislative Council on Thursday, 25 September 2014 and the Bill was not brought back on for debate.

GOVERNMENT BRIEFINGS

Although not unique to the Parliament of Tasmania, briefings of Members arranged by the Leader's Office have become one of the methods by which Members of the Council may inform themselves of various matters being promoted by the Government. The device, although not formally part of the Standing Orders, has developed due to two factors: the political composition of the Legislative Council, which has always had a majority of Independent Members; and the increased complexity of legislation. Due to the absence of any official caucusing by Independents, there is often no consensus view developed prior to the debate in the Chamber. As a result, through the 1990s Government briefings developed into an accepted mechanism to deal with complex or contentious issues.

Members are briefed by the various parties involved or interested in the issue; generally this will include Government departments, lobby groups and sometimes even private individuals. By this method Members can obtain information and clarification more quickly than could normally occur in the Chamber. Though briefings have their advantages in usually speeding up the process of legislating, there are two aspects of the briefings process which should be noted. Firstly, it could be argued that a briefing may not be viewed as a proceeding in Parliament and may not therefore be protected by parliamentary privilege. Secondly, they are conducted outside of the Chamber and as a rule are not minuted or recorded. This requires Members to be vigilant in ensuring any undertakings or explanations of the effect of clauses in legislation are reaffirmed in the public debate in the Chamber.

The sittings of the Council are often suspended, on motion by the Leader, to enable a briefing on a Bill or other matter to be undertaken prior to, or even during, consideration of a Bill or matter.

Briefings can take up a significant portion of a sitting day. Briefings, although not compulsory, are well attended by Members. See Appendix F of this Report for briefing time statistics.

Briefing time is not included in the official statistics for a sitting day. The trend in the use of briefings is unlikely to abate, though a more formal structure with provision in the Standing Orders for this procedure would provide the protection of absolute privilege afforded to a proceeding in parliament.

As was noted in the previous Annual Report the Legislative Council resolved on Tuesday, 24 June 2014 to have certain briefing sessions on the Forestry (Rebuilding the Forest Industry) Bill 2014 recorded and a transcript produced and provided to all Members by the Parliamentary Reporting Service. By a further Resolution of the Legislative Council additional briefing sessions on the same Bill held on 28 July and 20 August 2014 were similarly recorded and transcribed. This is not a common practice and is reflective of the complex nature of forestry legislation and the number of interested parties.

Detail of briefings conducted are as follows:—

	Briefing	Date
1	Forestry (Rebuilding the Forest Industry) Bill 2014 (No. 6)	19 August 2014
2	Forestry (Rebuilding the Forest Industry) Bill 2014 (No. 6)	20 August 2014
3	Criminal Code Amendment (Interference with War Memorials) Bill 2014 (No. 10)	21 August 2014
4	Forestry (Rebuilding the Forest Industry) Bill 2014 (No. 6)	26 August 2014
5	Police Offences Amendment Bill 2014 (No. 16)	4 September 2014
6	Crown Employees (Salaries) Bill 2014 (No. 22)	24 September 2014
7	Workplaces (Protection from Protesters) Bill 2014 (No. 15)	28 October 2014
8	Workplaces (Protection from Protesters) Bill 2014 (No. 15)	29 October 2014
9	Education Amendment Bill 2014 (No. 31)	5 November 2014
10	Land Use Planning and Approvals Amendment (Streamlining of Process) Bill 2014 (No. 36)	6 November 2014
11	Land Use Planning and Approvals Amendment (Streamlining of Process) Bill 2014 (No. 36)	18 November 2014
12	Education Amendment Bill 2014 (No. 31)	19 November 2014
13	Forensic Procedures Amendment Bill 2014 (No. 35)	20 November 2014
14	Sentencing Amendment (Assaults on Police Officers) Bill 2014 (No. 17)	26 November 2014
15	Public Health Amendment (Tobacco Free Generation) Bill 2014 (No. 40)	17 March 2015
16	Fracking	18 March 2015
17	Metro Tasmania	19 March 2015
18	Public Health (Miscellaneous Amendments) Bill 2015 (No. 6)	19 March 2015
19	Firearms (Miscellaneous Amendments) Bill 2015 (No. 3)	25 March 2015
20	Tasmanian Qualifications Authority Amendment Bill 2015 (No. 12)	25 March 2015
21	Prison Issues	21 April 2015
22	Firearms (Miscellaneous Amendments) Bill 2015 (No. 3)	22 April 2015
23	Promissory Oaths Bill 2015 (No. 18)	28 April 2015
24	Tasmanian Qualifications Authority Amendment Bill 2015 (No. 12)	29 April 2015

25	Penalty Units and Other Penalties Amendment Bill 2015 (No. 20)	30 April 2015
26	Recognition Referendum	26 May 2015
27	Anti-Discrimination Amendment Bill 2015 (No. 8)	26 May 2015
28	Animal Welfare Amendment Bill 2014 (No. 42 of 2014)	27 May 2015
29	Parliamentary Salaries, Superannuation and Allowances Amendment Bill 2015 (No. 24)	23 June 2015
30	Local Government Amendment (Code of Conduct) Bill 2015 (No. 15)	24 June 2015
31	Local Government Amendment (Code of Conduct) Bill 2015 (No. 15)	25 June 2015

FAMILY MEMBERS PROVIDING SUPPORT IN MEMBERS' OFFICES

In accordance with the Legislative Council's policy relating to the paid engagement of family members to provide electorate office support effective from 1 January 2008 it is a requirement that such approvals, if any, by the President, be reported in the Annual Report.

During the reporting period there were no approvals for the engagement of family members.

ELECTORATE FAMILIARISATION TOUR

An electorate tour of the Launceston Electorate was undertaken during the reporting year. Nine Members of the Legislative Council undertook the tour between 23 and 24 February 2015. The program included the following —

- ◆ Tour of Country Club Tasmania
- ◆ Joseph Chromy Winery
- ◆ Tour of Chalmers Church
- ◆ Silo Hotel Development Site
- ◆ Tour of Relbia Vineyard
- ◆ Tour of Penny Royal Complex
- ◆ Tour of Boags Brewery
- ◆ Tamar River Odyssey

DEPARTMENT STAFF

INDUSTRIAL AGREEMENT

The current Legislative Council Staff Industrial Agreement was agreed between the parties and filed with the Tasmanian Industrial Commission in March 2009.

The Agreement applies to all relevant persons employed under the *Parliamentary Privilege Act 1898* in the Legislative Council.

In accordance with the provisions of the *Industrial Relations Act 1984*, *Industrial Relations Regulations 1984*, and the *Parliamentary Privilege Act 1898* as subsequently amended, the President of the Legislative Council, as Controlling Authority of the Legislative Council and the CPSU agree *inter alia* that —

As minimum conditions of service the President shall observe, as though bound by, the terms and conditions of employment of the following Awards and Agreements of the Tasmanian Industrial Commission —

- (i) the *Tasmanian State Service Award (S085)*; and
- (ii) includes the Tasmanian State Service Union Agreement 2008 and any previous or successor agreements however titled.

The Agreement known as the Legislative Council Staff Agreement 2009, has been operative from the first full pay period on or after 5 March 2009 and remains in force until varied between the parties to the Agreement.

Orders of the Commission have provided for Award variations of 2 per cent in December 2013 and 2014. A further 2 per cent variation will flow in December 2015.

PARLIAMENTARY SERVICE AWARDS

From a staff perspective one of the more significant functions held once again during the reporting year was the presentation by the President and Speaker of Parliamentary Service Awards.

The Awards recognise those employees across both Houses and the Joint Services areas who have served the Parliament of Tasmania for a period of 15 years or more. Permanent, part-time and casual staff are all eligible to receive awards under the scheme. Certificates of Service were presented along with a gift voucher to each eligible member of staff. Service awards are presented each year at a function held during the month of December.

Service of 15 years has been determined as the base for an award with additional service to be recognized in five-year increments thereafter.

The decision by the Joint Presiding Officers and Clerks to continue to support a Parliamentary Service Award Scheme is seen as a fitting way to recognise and reward officers of the Parliament who had served for long periods with dedication, enthusiasm and loyalty.

One of the Parliament's goals is to attract and retain a highly skilled and motivated team, to recognise the contribution of its employees and to encourage them to develop and perform to their fullest capabilities. The fact that many staff have long years of service and have made a career working in the Parliament and progressing to senior positions within the Parliamentary system, demonstrates that this goal has been achieved.

The awards presentation function was extremely well attended and feedback from those who attended continues to be extremely positive. The award concept continues to be well received by all employees.

The Tasmanian Parliament follows other Australian parliamentary jurisdictions who have in place similar award schemes.

The certificates of service which were presented were enthusiastically received as they represented a permanent record of service to the Parliament and an acknowledgement of the high regard which the Presiding Officers have for those award recipients.

The Tasmanian Parliament looks very much forward to the next Parliamentary Service Award ceremony which is scheduled for December 2015.

MEETING OF LEGISLATIVE COUNCIL ELECTORATE OFFICERS AND STAFF

The annual meeting of Electorate Officers and other Legislative Council Staff was held in Hobart on Thursday, 18 December 2014.

The meeting of Legislative Council Electorate Officers and Executive Assistants provides an opportunity for staff from regional offices around the State to meet with colleagues based at Parliament House to discuss a range of matters associated with their work in supporting the elected Members of the Legislative Council and the work of the Legislative Council generally as a constituent part of the Parliament. The meeting was well attended.

Topics –

Peter Hancox, Manager - Parliamentary Computer and Electronic Services, and Systems Officer, Chris Machin presented an overview of the Video Conference Facilities available on iPads, iPhones, office phones and computers, and general IT issues.

The Clerk, David Pearce and Deputy Clerk, Sue McLeod gave an overview of the Legislative Council regional offices data collection process. It was agreed that each Legislative Council Electorate Officer would provide to the Deputy Clerk a summary of the activities/contacts for the first quarter of 2015.

Staff attended training sessions on the use of Publisher 2010, and social media, conducted by Quill Consultancy at their offices in Macquarie Street, Hobart.

The next meeting will be held in Launceston.

HOUSE COMMITTEE SECRETARY

In the Tasmanian Parliament the position of Secretary of the Joint House Committee is held on a 12 monthly rotational basis by a Table Officer from each House. The position of Secretary involves being generally responsible for the effective and efficient management of the joint services area of the Parliament, as well as supporting the Joint House Committee which consists of three Members from each House. The Council's Standing Orders provide for the House Committee's establishment at the commencement of every session.

Rotation of the position to an officer in the Legislative Council took place from January 2015.

During the 2014 calendar year a Table Officer in the House of Assembly held the position of Secretary.

The responsibility for the day to day management of the Legislature-General [Joint House] Department will remain with the Legislative Council until December 2015 at which time the House of Assembly will assume day to day oversight and directional responsibility.

Standing Order No. 218 *inter alia* provides —

At the commencement of every Session the Council shall appoint the following Committee —

A Committee of three Members, one of whom shall be the President, to serve on a Joint Committee to be known as the House Committee to control Parliament House and the grounds appurtenant thereto, with power to regulate and control all matters relating to —

- (i) Catering for Parliament.
- (ii) Allotment of rooms, subject to the approval of the President or Speaker, as the case may be.
- (iii) Repairs, renewals, and alterations to Parliament House.
- (iv) Maintenance and upkeep of the gardens and roadways of the Parliament Reserve.
- (v) Any other matters referred to the Committee by a joint Resolution of both Houses.

Any expenditure incurred by the House Committee in the exercise of any of its functions shall be defrayed out of moneys to be provided by Parliament for the purposes of the Committee.

The Committee shall have power to sit and act during any recess of Parliament.

A majority of Members shall form a quorum of the said Committee, provided that the quorum of the Committee shall not consist exclusively of Members of one House only.

The Committee shall meet within one month after the commencement of every Session when summoned by its Secretary.

SUPERANNUATION SCHEMES

The Table below provides detail of the level of superannuation fund choice being exercised by staff of the Legislative Council —

Superannuation Schemes	Number of employees for whom employer superannuation contributions are made (as at 30 June 2015)
RBF defined benefit scheme	9
Tasmanian Accumulation Scheme (TAS)	19
Other complying superannuation schemes	11
Total	39

As indicated in the Table there were eleven Legislative Council employees who were members of an alternative complying superannuation scheme during the period up to 30 June 2015.

DEVELOPMENT AND TRAINING

The benefits available to staff through attendance at specialised courses is recognised and every encouragement is made to allow selected staff the opportunity to attend appropriate courses. Development of both new and existing skills ensures a continued high standard in the delivery of service to Members and other clients of the Legislative Council.

The Council's Clerks-at-the-Table are members of the Australian and New Zealand Association of Clerks-at-the-Table (ANZACATT). That Association conducts annual professional development seminars in various parliamentary jurisdictions throughout Australia and New Zealand. The Legislative Council is represented at these seminars whenever possible.

The Legislative Council is also able to nominate officers to undertake the Parliamentary Law, Practice and Procedure Program (PLPPP) which was for the first time conducted in July 2009 by the University of Tasmania who were successful in their tender bid. From its inception in 2004 through to 2008 the course was delivered by the Queensland University of Technology. The course is conducted with the agreement of ANZACATT. This program provides an overview of the constitutional and legal frameworks underpinning Australia and New Zealand's parliamentary systems.

The Legislative Council was represented at the 2014 course by Mr Stuart Wright, Clerk-Assistant and Secretary to the Subordinate Legislation Committee.

Other courses of training were attended by selected staff during the reporting period. In addition the eighth annual meeting of Electorate Officers, Executive Assistants and other Legislative Council officers was held in Hobart in December 2014.

In-house induction programs are conducted and training for new members of staff appointed both at Parliament House and in the Regional Electorate Offices is undertaken through an orientation session. The Legislative Council's Financial Accountant, Mrs Nicole Muller, undertakes ongoing professional development as a Registered Member of the Institute of Chartered Accountants. Mrs Muller is also currently undertaking an MBA in Human Resource Management through the University of Tasmania. Mr Craig Thorp, Parliamentary Officer-Finance, is continuing an accounting related certificate course at TAFE.

PERFORMANCE DEVELOPMENT AND REVIEW

A Performance Development and Review System has been developed for staff of the Legislative Council located at Parliament House and the first stage of implementation was completed prior to Christmas in 2014.

This first stage required supervisors to meet with their staff to establish job expectations and to identify performance objectives for the next twelve months. These objectives were ascertained in accordance with the staff member's Statement of Duties.

Supervisors and staff have responded favourably to this new system as it provides both with an opportunity to discuss roles and responsibilities and to address any issues arising.

INDUSTRIAL DEMOCRACY

The Legislative Council administration continues to pursue a cooperative approach to decision making. The small numerical staff size of the Legislative Council allows for direct and immediate consultation between executive officers and staff. Should they be required, more formal channels are available to resolve disputes. These channels are accessible by all staff and are clearly prescribed in the Legislative Council Staff Industrial Agreement.

OCCUPATIONAL HEALTH AND SAFETY

Occupational health and safety is a principal management consideration. Appropriate equipment, facilities and programs are provided to ensure the ongoing safety and well-being of staff.

Elements of Occupational Health and Safety have been addressed through —

- ◆ the maintenance of plant and equipment through a single maintenance contract; and
- ◆ the progressive removal and upgrading of engineering services throughout the building complex as part of the continuing works program on site.

Additional Occupational Health and Safety issues such as work practices and the provision of ergonomically designed facilities remain a focus.

ELECTORATE OFFICES

The Legislative Council is responsible for the electorate offices of Members. The offices are located in various areas of the State and are staffed by electorate officers appointed by the President in accordance with the provisions of the *Parliamentary Privilege Act 1898*. Electorate Officers play a vital role in the support of Members of the Legislative Council and the constituents who they represent across the fifteen electoral divisions.

In terms of electorate office staff, the 15 Legislative Council Members have funding available equivalent to the cost of one full-time equivalent (FTE) employee at Band 4 of the Tasmanian State Service Award – General Stream.

The Leader of the Government, Hon Vanessa Goodwin MLC, has her staff support in her Parliamentary Office provided by a full time permanent staff member of the Legislative Council. She is also supported by a full time permanent staff member of the Legislative Council in the Pembroke regional office in Bellerive.

The main electorate office overhead costs continue to be funded from provisions made available in the budget of Legislature-General.

The Legislative Council's budget is required to meet other electorate office costs. These include communications, equipment for staff, the provision of other office equipment, stationery and other sundry items and the need for temporary staff to operate the office during times when staff members are on leave.

The Members for Hobart and Nelson currently have electorate offices based at Parliament House.

The Members for Launceston, Windermere and Rosevears are all located on the 4th Floor of the Henty House building in Launceston. The remaining ten Member of the Legislative Council have individual offices located in their electorates. Offices are located in Deloraine, Devonport, Wynyard, Scottsdale, Glenorchy, New Norfolk, Bellerive, Huonville, Ulverstone and Sorell.

Electorate offices continue to operate very successfully in the Legislative Council. The electorate offices have increased the profile of Members and awareness of the role of the Legislative Council. Constituents have expressed appreciation that their elected representatives in the Legislative Council are located within the electorate and are accessible.

Constituents are becoming increasingly aware of the service and support being provided by Legislative Council electorate officers. Our electorate officers have treated all constituents and others entering the offices with the utmost respect and courtesy. It is expected that the activity level and resource requirements will not reduce.

Judgments will continue to be made into the future by Members in relation to staff hours and presence in the electorate offices. Decisions are made in light of available funding and Members' decisions with regard their mix of staff and other external research providers.

The Legislative Council's electorate officers are a highly skilled and professional group of parliamentary employees who not only support elected Members in the discharge of their constitutional and parliamentary responsibilities but also provide important and valuable assistance to many constituents.

The reporting year saw an increase in contact with constituents namely through increasing awareness of the electorate offices, social media and the website. The issues and areas of interest and concern throughout the reporting year have been many and varied.

Common themes and issues identified by Electorate Officers were as follow:—

- Sponsorships/Grants
- Local Government
- Roads and Transport
- Policing
- Housing
- Taswater
- Public Sector Wages
- Health Services
- Forestry
- Greyhound Racing
- Fracking
- NBN

- Environmental matters
- Legislation – Firearms, Tobacco Free Generation, Tasmanian Qualifications Authority, Forestry, and Workplaces (Protection from Protesters)

As the present Government's legislative reform program continues to be rolled out it is expected that the presence of electorate offices and our staff who support our elected Upper House representatives will continue to be valuable.

PARLIAMENTARY STANDING COMMITTEES: STATUTORY IN NATURE

PUBLIC ACCOUNTS

The Public Accounts Committee is a joint standing committee of the Tasmanian Parliament established under the *Public Accounts Committee Act 1970* (the Act).

The Committee consists of six Members of Parliament, three are Members of the Legislative Council and three Members of the House of Assembly.

Functions of the Committee

In accordance with section 6 of the Act, the Committee:

- must inquire into, consider and report to the Parliament on any matter referred to the Committee by either House relating to:
 - ◆ the management, administration or use of public sector finances; or
 - ◆ the accounts of any public authority or other organisation controlled by the State or in which the State has an interest;
- may inquire into, consider and report to the Parliament on:
 - ◆ any matter arising in connection with public sector finances that the Committee considers appropriate; and
 - ◆ any matter referred to the Committee by the Auditor-General.

Under the *Audit Act 2008* the Committee also has responsibilities with regard to the appointment of the Auditor-General, the development of the Auditor-General's Annual Plan and the periodic review of the Tasmanian Audit Office.

Committee Activity

Committee operations combine self-initiated inquiries and referred inquiries. The Committee receives submissions and conducts briefings and hearings on such matters as required. Results of inquiries are presented in reports that are Tabled in both Houses of Parliament. The reports are available to the public and published on the Committee website <http://www.parliament.tas.gov.au/ctee/joint/pacc.htm>.

The Committee met on seventeen occasions during 2014-15.

The following Committee Reports were tabled in both Houses during the year:

- No. 7 of 2015: Infrastructure Projects: Road Works was tabled on 23 April 2015;
- No. 8 of 2015: Community Support Levy was tabled 28 May 2015; and
- No. 13 of 2015: Follow-up of Auditor-General's Special Reports No. 82 Head of Agency Contract Renewal and No. 84 Funding the Tasmanian Education Foundation was tabled 17 May 2015 (House of Assembly) and 19 May 2015 (Legislative Council).

The following work is currently being undertaken by the Committee and is at various stages of progress:

- ◆ Follow-up of Auditor-General's Special Report No. 95 of 2011: Fraud Control;
- ◆ Follow-up of Auditor-General's Report 10 of 2013-14: Government Radio Communications; and
- ◆ Inquiry into the funding to AFL Tasmania provided by the Tasmanian Government.

The Committee continues to meet periodically with the Auditor-General and in accordance with section 11 of the *Audit Act 2008* has reviewed and approved the Auditor-General's Annual Plan of Work 2015-16.

Committee Membership – Forty-Eighth Parliament

Legislative Council

Mr Ivan Dean (Chair)
Ms Ruth Forrest
Mrs Adriana Taylor

House of Assembly

Mr Scott Bacon
Ms Sarah Courtney (Deputy Chair)
Ms Joan Rylah

The Committee was assisted by the following Secretariat:

Committee Secretary:	Ms Gabrielle Woods
Assistant Committee Secretary:	Ms Jenny Leaman
Research Officer:	Dr Bryan Stait

PUBLIC WORKS

The Public Works Committee is also established by Statute. It comprises three Members from the House of Assembly and two Members from the Legislative Council; the Secretary is a Table Officer in the House of Assembly and it is therefore administered by that House.

The function of the Committee is to report on every proposed public works which is estimated to cost at least \$5 million. The Committee is provided with plans, specifications and other related material from the relevant Department, and may also summon witnesses. It then reports back to the Parliament the results of its enquiries.

SUBORDINATE LEGISLATION

The Subordinate Legislation Committee was established in 1969 by Statute. The Committee is comprised of three Members each from the Legislative Council and the House of Assembly. Ministers and Presiding Officers may not be members. Although it is a Joint Standing Committee the Secretary to the Committee has traditionally been a Table Officer in the Legislative Council, and therefore the Council is responsible for administering the Committee.

The Committee's charter is to examine every Regulation, By-Law and Rule. Regulations comprise all subordinate legislation made by the Governor-in-Council but do not include Orders, Proclamations or Rules of the Supreme Court. By-Laws are those made by municipal councils, marine boards and other semi-government authorities. The Committee is also responsible for ensuring the *Subordinate Legislation Act 1992* is

complied with, and the examination of other Instruments referred to it under the authority of an Act.

The Government Printer sends the Committee copies of all regulations as soon as they have been gazetted. Each municipality is required under the *Local Government Act 1993* to provide the Committee with a copy of any new or amended By-Laws.

Statistical Information for the Financial Year

	Total
Meetings	9
Instruments	96
Briefings	19
Public Hearings	-
Reports Tabled	-

During the reporting year, the Committee held a total of nine (9) meetings. The Committee examined ninety six (96) instruments of subordinate legislation that had been published in the Government Gazette.

As part of the examination of these instruments, the Committee requested information from Ministers in writing, in relation to regulations imposing significant increases in fees, explanation of some provisions and other issues of concern. The majority of queries were resolved to the Committee's satisfaction using this mechanism to obtain further information.

During the year the Committee also received briefings from Departmental officers in relation to the following instruments –

- ◆ Resource Management and Planning Appeal Tribunal Regulations 2014 (S.R. 2014, No. 134)
- ◆ Ambulance Service (Fees) Amendment Regulations 2014 (S.R. 2014, No. 143)
- ◆ Work Health and Safety Amendment Regulations 2014 (S.R. 2014, No. 147)
- ◆ Work Health and Safety (Transitional) Amendment Regulations 2014 (S.R. 2014, No. 148)
- ◆ Police Offences Regulations 2014 (S.R. 2014, No. 133)
- ◆ Surveyors Regulations 2014 (S.R. 2014, No. 135)
- ◆ Heavy Vehicle National Law (Tasmania) Amendment Regulations 2014 (S.R. 2014, No. 125)
- ◆ Vehicle and Traffic (Vehicle Operations) Regulations 2014 (S.R. 2014, No. 69)
- ◆ Vehicle and Traffic (Vehicle Standards) Regulations 2014 (S.R. 2014, No. 70)

- ◆ Vehicle and Traffic (Driver Licensing and Vehicle Registration) Amendment Regulations 2014 (S.R. 2014, No. 71)
- ◆ Vehicle and Traffic (Driver Licensing and Vehicle Registration) Amendment (Vehicle Standards) Regulations 2014 (S.R. 2014, No. 72)
- ◆ Vehicle and Traffic (Review of Decisions) Amendment (Vehicle Operations) Regulations 2014 (S.R. 2014, No. 73)
- ◆ Burnie City Council Highways By-Law 2013 (No. 3 of 2013)
- ◆ Police Service Regulations 2013 (S.R. 2013, No. 116)
- ◆ Race Field Information Fee Variation Notice 2014 (S.R. 2014, No. 43)
- ◆ Fisheries (Rock Lobster) Amendment Rules 2014 (S.R. 2014, No. 3)
- ◆ Marine and Safety (General) Regulations 2014 (S.R. 2014, No. 100)
- ◆ Building Amendment Regulations 2014 (S.R. 2014, No. 54)
- ◆ Building Regulations 2014 (S.R. 2014, No. 57)

The briefings provided Members with further details and clarification of specific issues.

Committee Membership – Forty-Eighth Parliament

Legislative Council

Ms Ruth Forrest
 Mrs Leonie Hiscutt (Deputy Chair)
 Ms Tania Rattray (Chair)

House of Assembly

Mr Guy Barnett
 Mr Roger Jaensch
 Ms Madeleine Ogilvie

INTEGRITY

The *Integrity Commission Act 2009* received the Royal Assent on 17 December 2009. The Act by Proclamation of His Excellency the Governor, acting with the advice of the Executive Council, commenced from 1 December 2010.

Division 2 of Part 3 of the Act provides for the establishment of the Joint Parliamentary Standing Committee on Integrity consisting of six Members of Parliament of whom three are to be Members of the Legislative Council.

Section 24 of the *Integrity Commission Act 2009* prescribes the functions and powers of the Joint Committee. By agreement between the Joint Presiding Officers and Clerks, the Joint Committee is administered by the House of Assembly. The Committee is, in accordance with the Act, to provide a Report of its proceedings and cause a copy of the Report to be laid before both Houses of Parliament.

The Joint Integrity 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 of the *Integrity Commission Act 2009*.

The Joint Committee is not authorised to:

- (a) investigate any matter relating to a complaint that is being dealt with by the Integrity Commission; or
- (b) 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) 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.

On Wednesday, 26 November 2014 the Honourable Member for Windermere, Ivan Dean MLC presented two Reports of the Committee namely —

- ◆ Annual Report 2014
- ◆ Three Year Review - Progress Report

On Wednesday, 24 June 2015 the Honourable Member for Windermere, Ivan Dean MLC presented a Report of the Committee namely —

- ◆ Three Year Review

COMMITTEES

OVERVIEW

The Legislative Council has the power to appoint Members to form Committees for the purpose of investigating specific matters and reporting their findings to the House. With the need for expert technical advice, and the importance of giving all groups and individuals direct access to the Parliament, committees perform an increasingly important function. The main types of committees are:

- (a) Statutory (Standing) Committees of both Houses;
- (b) Sessional Committees of both Houses;
- (c) Joint Select and Standing Committees of both Houses; and
- (d) Select and Sessional Committees of one House.

There are at present four Standing Committees of both Houses established by Statute. They are: the Public Works Committee, which investigates all major Government construction works; the Subordinate Legislation Committee, which examines all Government Regulations and local government by-laws; the Public Accounts Committee, which examines the manner in which public funds are spent and the Integrity Committee.

The two Joint Sessional Committees are: the House Committee, which manages and controls the building of the Parliament, the Dining Room and the grounds of Parliament House; and the Library Committee, which supervises the activities of the Parliamentary Library. Although these Committees operate almost continuously, they must, unlike Standing Committees, be reappointed at the commencement of each new session.

Two Legislative Council Sessional Committees, first appointed on 12 October 2010, were re-established on 27 May 2014, following the dissolution of the House of Assembly and the prorogation of the Parliament for the purposes of the State Election in March 2014, to inquire into and report on any matter relating to –

- (a) Any Bill or other matter referred to it by the Council;
- (b) The administration, processes, practices and conduct of any department, agency, Government Business Enterprise or State-owned Company; and
- (c) The administration, processes, practices and conduct of any other entity including those entities in which local government has an interest.

SELECT COMMITTEES – AN INVESTIGATORY FUNCTION

Notwithstanding the establishment of two Sessional Committees previously detailed, an important function of the Legislative Council has been the work carried out over time by its Select Committees. The Council's Standing Orders prescribe the way in which Select Committees operate. A Select Committee is formed by the Council agreeing to a motion moved by a Member for its establishment. A Select Committee can inquire into a Bill which is before the House or a matter which the House considers requires further investigation.

A Select Committee has a number of powers. It is able to summon witnesses to appear before it and call for such papers and records as it may require. All submissions, written or verbal, become the property of the Committee and in most instances cannot be made public until the Committee has reported to Parliament and Tabled the associated documents.

Witnesses are usually heard with open doors enabling the media and interested members of the public to attend but not participate in the proceedings. A Committee may however, when it considers necessary, meet behind closed doors and hear evidence in private.

Expenses associated with the activities of all Select Committees are met through funds appropriated from the Consolidated Fund and approved by the Parliament.

Joint Select Committee on Preventative Health Care

On Tuesday 26 August 2014 and 29 October 2014 respectively, the House of Assembly and the Legislative Council resolved that a Joint Select Committee into Preventative Health be appointed. Hon Ruth Forrest MLC was appointed as the Inquiry Chair and Rebecca White MP was appointed as Deputy Chair.

The Committee called for submissions in Tasmania's three daily papers on Saturday, 6 December 2014. Thirty two written submissions were received by the Committee. Forty-three submissions were received in 2013 by the Committee of the previous Parliament which were also accepted into evidence. During the reporting period the Committee held 10 meetings in relation to this inquiry, including six days of public hearings. At these hearings 31 groups or individuals presented verbal evidence to the Committee.

This Inquiry is ongoing. The final report of the Committee is due in March 2016.

Committee Membership:

<i>Legislative Council</i>	<i>House of Assembly</i>
Ms Ruth Forrest (Chair)	Mr Guy Barnett
Mr Mike Gaffney	Mr Roger Jaensch
Mrs Adriana Taylor	Ms Cassy O'Connor
Mr Rob Valentine	Ms Rebecca White (Deputy Chair)

Growing Tasmania's Economy

On Tuesday 24 March 2015 the Legislative Council resolved that a Select Committee into Growing Tasmania's Economy be appointed. The Honourable Greg Hall MLC was appointed as the Inquiry Chair and the Honourable Tania Rattray MLC was appointed as Deputy Chair.

The Committee called for submissions in Tasmania's three daily papers on Wednesday, 1 April 2015. Thirty two submissions and/or expressions of interest to appear were received.

The Committee held seven meetings in relation to this inquiry, including four days of public hearings. At these hearings twenty five groups or individuals presented verbal evidence to the Committee.

The Inquiry was ongoing at the close of 2014-15. The final report of the Committee will be tabled in August 2015.

Committee Membership:

Ms Rosemary Armitage
Mr Ivan Dean
Mr Greg Hall (Chair)
Mr Craig Farrell
Ms Tania Rattray (Deputy Chair)
Ms Adriana Taylor

ESTIMATES COMMITTEES

As a result of the decision by the newly-elected Tasmanian Government to defer the handing down of the State Budget until 28 August 2014, the Legislative Council did not establish Estimates Committees in the reporting period 2013-14 therefore resulting in two establishments of Estimates Committees in the 2014-15 year.

2013-14 State Budget

The Legislative Council again agreed to the establishment of Estimates Committees which could not vote on, but could examine and report upon the proposed expenditures contained in the *Consolidated Fund Appropriation Bills (Nos 1 and 2) of 2014*, with such expenditures being considered on an output by output basis, including Grants, Subsidies and Loans and the Capital Investment Program.

The Resolution adopted by the Legislative Council on 26 August 2014 contained the following provisions:-

Appointment and Membership

That the Legislative Council establish two Estimates Committees and that Committee A shall consist of 7 members and Committee B shall consist of 6 members.

And that –

Mr *Armstrong*
Mr *Farrell*
Ms *Forrest*

Mr *Gaffney*
Mr *Hall*
Mrs *Hiscutt; and*
Mr *Mulder*
be of Committee A

and

Mrs *Armitage*
Mr *Dean*
Mr *Finch*
Ms *Rattray*
Mrs *Taylor, and*
Mr *Valentine*
be of Committee B

**Reporting
Date**

That the Estimates Committees report upon the proposed expenditures contained in the Consolidated Fund Appropriation Bills (No. 1 and No. 2) and budget papers by no later than 23 September 2014.

**Committee
Timetable**

And that the schedule emailed to Members on 22 August 2014 be adopted as the Estimates Committee timetable.

2014-15 State Budget

The Legislative Council again agreed to the establishment of Estimates Committees which could not vote on, but could examine and report upon the proposed expenditures contained in the *Consolidated Fund Appropriation Bills (Nos 1 and 2) of 2015*, with such expenditures being considered on an output by output basis, including Grants, Subsidies and Loans and the Capital Investment Program.

The Resolution adopted by the Legislative Council on 26 May 2015 contained the following provisions:-

**Appointment and
Membership**

That the Legislative Council establish two Estimates Committees and that Committee A shall consist of 7 members and Committee B shall consist of 6 members.

And that -

Mr *Armstrong*
Mr *Farrell*
Ms *Forrest*
Mr *Gaffney*
Mr *Hall*
Mrs *Hiscutt; and*
Mr *Mulder*
be of Committee A

and

Mrs Armitage
Mr Dean
Mr Finch
Ms Rattray
Mrs Taylor, and
Mr Valentine
be of Committee B

Reporting Date *That the Estimates Committees report upon the proposed expenditures contained in the Consolidated Fund Appropriation Bills (No. 1 and No. 2) and budget papers by no later than 19 June 2015.*

Committee Timetable And that the schedule emailed to Members on 26 May 2015 be adopted as the Estimates Committee timetable.

GOVERNMENT BUSINESSES SCRUTINY COMMITTEES

On 29 October 2014 the Legislative Council again established two Government Businesses Scrutiny Committees to inquire into Government Businesses on 2 and 3 December 2014.

Appointment and Membership That the Legislative Council establish two Government Business Scrutiny Committees:

And that –

Mr Armstrong
Mr Farrell
Ms Forrest
Mr Gaffney
Mr Hall
Mrs Hiscutt; and
Mr Mulder
be of Committee A

and

Mrs Armitage
Mr Dean
Mr Finch
Ms Rattray
Mrs Taylor, and
Mr Valentine
be of Committee B

The following businesses were scrutinised —

- *Aurora Energy Pty Ltd*
- *Metro Tasmania Pty Ltd*
- *Motor Accidents Insurance Board*
- *Port Arthur Historic Site Management Authority*
- *Tasmanian Irrigation Pty Ltd*

- *Tasmanian Public Finance Corporation*
- *TasRail Pty Ltd*
- *Tasmanian Water and Sewerage Corporation Pty Ltd*
- *Tasracing Pty Ltd*

Committee A met on five occasions and Committee B on four occasions.

SESSIONAL COMMITTEES

Government Administration Committee A

This Committee held its first meeting of the year on 1 July 2014 with the Honourable Craig Farrell MLC as Chair and the Honourable Tony Mulder MLC as Deputy Chair.

Committee Membership

Mr Robert Armstrong
 Mr Craig Farrell (Chair)
 Ms Ruth Forrest
 Mr Mike Gaffney
 Mrs Leonie Hiscutt
 Mr Tony Mulder (Deputy Chair)

The Committee met a total of 20 times to 30 June 2015, including meetings and hearings related to the inquiries into Legalised Medicinal Cannabis, the Public Health Amendment (Tobacco Free Generation) Bill 2014 and the Financial Sustainability of TasRail.

Inquiries

The Committee initiated two inquiries during the reporting period, and one inquiry was referred by motion of the Legislative Council to the Committee for inquiry and report during the reporting period.

The details of these inquiries for the current financial year are listed below:—

Legalised Medicinal Cannabis

This inquiry was commenced by resolution of the Committee's own motion on 4 July 2014. The Honourable Ruth Forrest MLC was appointed as the Inquiry Chair. A Deputy Chair was not appointed.

The Committee called for submissions in Tasmania's three daily papers on Saturday, 12 July 2014. Seventy-seven written submissions were received by the Committee.

During the reporting period the Committee held 12 meetings in relation to this inquiry, including three days of public hearings. At these hearings 23 groups or individuals presented verbal evidence to the Committee.

The Committee presented an Interim Report on 7 November 2014 and its Final Report in relation to this Inquiry on 24 March 2015.

Tobacco Free Generation

On 24 March 2015, the Public Health Amendment (Tobacco Free Generation) Bill 2014 (No. 40) was referred by motion of the Legislative Council to Government Administration Committee A for further consideration and report. The Honourable Craig Farrell MLC was appointed as the Inquiry Chair. Hon Rob Valentine MLC was appointed as a Substitute Member for the Honourable Mike Gaffney MLC for the duration of the inquiry.

The Committee called for submissions in Tasmania's three daily papers on Saturday, 9 May 2015. Written submissions were due by close of business on Tuesday 9 June 2015.

During the reporting period the Committee held one meeting (establishment meeting) in relation to this inquiry.

This Inquiry is ongoing.

Financial Sustainability of TasRail

This inquiry was commenced by resolution of the Committee's own motion on 26 May 2015. The Honourable Tony Mulder MLC was appointed as the Inquiry Chair and the Honourable Craig Farrell MLC was appointed Deputy Chair.

During the reporting period the Committee held one meeting (establishment meeting) in relation to this inquiry.

The Committee did not receive any submissions or hold any hearings in the 2014-15 financial year.

This Inquiry is ongoing.

Government Administration Committee B

The Committee held its first meeting of the year on 14 July 2014 with the Honourable Tania Rattray MLC as Committee Chair and the Honourable Kerry Finch MLC as Deputy Chair.

Committee Membership

Mr Rosemary Armitage
Mr Ivan Dean
Mr Kerry Finch (Deputy Chair)
Mr Greg Hall
Ms Tania Rattray (Chair)
Mrs Adriana Taylor
Mr Rob Valentine

The Committee met a total of fourteen times from 1 July 2014 to 30 June 2015.

Inquiries

The Committee had no ongoing inquiries from the previous financial year.

The Committee established two new inquiries in during the reporting period.

Tasmanian Electoral Commission

This inquiry was commenced by resolution of the Committee's own motion on 6 November 2014 to inquire into and report upon the operations of the Tasmanian Electoral Commission. The Honourable Rosemary Armitage MLC was elected Chair of the inquiry and the Honourable Ivan Dean MLC was elected Deputy Chair.

During the reporting period 2014-15 the Committee held seven meetings in relation to the inquiry and held three days of public hearings at which twelve witnesses presented verbal evidence. Thirty-three submissions were received. The Inquiry is ongoing.

Built Heritage Tourism in Tasmania

This inquiry was commenced by resolution of the Committee's own motion on 6 November 2015 and a Sub-Committee was formed to inquire into the tourism value and potential of Tasmania's built heritage. The Honourable Rob Valentine MLC was elected Inquiry Chair and the Honourable Ivan Dean MLC was elected Deputy Chair. The other Members of the Sub-Committee were the Honourable Kerry Finch MLC and the Honourable Adriana Taylor MLC.

During the reporting period 2014-15, the Sub-Committee held seventeen meetings in relation to the inquiry and seven days of public hearings at which 84 witnesses presented verbal evidence. Fifty-eight submissions were received. The Sub-Committee also conducted fourteen visits to heritage sites around Tasmania during the reporting period. The Inquiry is ongoing.

COMMITTEE SECRETARIAT SUMMARY

Select Committee Inquiries Commenced and Ongoing

Name of Committee	No. Meetings	Hearing Days	No. Submissions	No. Witnesses
Growing Tasmania's Economy	7	4	32	25

Committee Inquiries Concluded

Name of Committee	No. Meetings	Hearing Days	No. Submissions	No. Witnesses
Government Businesses Scrutiny Committee A <i>(established 29/10/2014 and Report presented 16/12/2014)</i>	5	1	-	13
Government Businesses Scrutiny Committee B <i>(established 29/10/2014 and Report presented 18/12/2014)</i>	4	1	-	19
Government Administration Committee A - Legalised Medicinal Cannabis <i>(Established on 4/7/2014, Report presented 24/3/2015)</i>	11	3	79	22

Joint Select Committee Inquiry Commenced - Staffed by the Legislative Council

Name of Committee	No. Meetings	Hearing Days	No. Submissions	No. Witnesses
Preventative Health Care (<i>Established 29/10/2014</i>)	7	6	32	31

Sessional Committee Inquiries Commenced and Ongoing

Name of Committee	No. Meetings	Hearing Days	No. Submissions	No. Witnesses
Government Administration Committee A - Public Health Amendment (Tobacco Free Generation) Bill 2014 (<i>established 24/03/2015</i>)	1	-	-	-
Financial Sustainability of TasRail (<i>established 26/05/2015</i>)	1	-	-	-
Government Administration Committee B Tasmanian Electoral Commission (<i>Established 6/11/2014</i>)	7	3	33	12
Built Heritage Tourism in Tasmania (<i>Established 6/11/2014</i>)	17	5	58	38

Statistics for Committees 2014-2015

Name of Committee	No. Meetings	Hearing Days	No. Submissions	No. Witnesses
Government Administration Committee A (<i>including Legalised Medicinal Cannabis, Tobacco Free Generation, Financial Sustainability of Tasrail</i>)	9	-	-	-
Government Administration Committee B (<i>including Tasmanian Electoral Commission, Built Heritage Tourism in Tasmania</i>)	24	8	91	50
Government Businesses Scrutiny Committee A	5	1	-	13
Government Businesses Scrutiny Committee B	4	1	-	19
Preventative Health Care	7	6	32	23
Growing Tasmania's Economy	7	4	32	25

APPENDIX A
MEMBERS OF THE LEGISLATIVE COUNCIL
(as at 30 June 2015)

MEMBER	ELECTORATE DIVISION	PARTY
Armitage , Rosemary Lois <i>Third Deputy Chair of Committees</i>	Launceston	Ind.
Armstrong , Robert Henry	Huon	Ind.
Dean , Ivan Noel	Windermere	Ind.
Farrell , Craig Maxwell	Derwent	ALP
Finch , Kerry	Rosevears	Ind.
Forrest , Ruth Jane <i>Second Deputy Chair of Committees</i>	Murchison	Ind.
Gaffney , Michael Victor	Mersey	Ind.
Goodwin , Vanessa <i>Leader of the Government</i> <i>Attorney-General</i> <i>Minister for Justice</i> <i>Minister for Corrections</i> <i>Minister for the Arts</i>	Pembroke	Lib.
Hall , Gregory Raymond <i>Deputy President</i> <i>Chair of Committees</i>	Western Tiers	Ind.
Hiscutt , Leonie Ann	Montgomery	Lib.
Mulder , Tony	Rumney	Ind.
Rattray , Tania Verene	Apsley	Ind.
Taylor , Adriana Johanna <i>Deputy Chair of Committees</i>	Elwick	Ind.
Valentine , Robert Henry Francis	Hobart	Ind.
Wilkinson , James Scott <i>President</i>	Nelson	Ind.

APPENDIX B
STAFF OF THE LEGISLATIVE COUNCIL
(as at 30 June 2015)

Clerk of the Council	- Mr David Pearce
Deputy Clerk	- Mrs Sue McLeod
Clerk-Assistant and Usher of the Black Rod	- Mr Stuart Wright
Financial Accountant	- Mrs Nicole Muller
Secretary - Public Accounts Committee (Joint)	- Ms Gabrielle Woods
Assistant – Committee Secretaries	- Mrs Natasha Exel - Ms Jennifer Leaman
Parliamentary Officer: Bills and Papers	- Mr Mark Bailly
Parliamentary Officer: Finance	- Mr Craig Thorp
Executive Assistant to the President and Clerk	- Mrs Janet Harrison/ - Mrs Sandra Phillips
Executive Assistant to the Deputy Clerk	- Mrs Sandra Phillips
Executive Assistants	- Mrs Jill Mann - Miss Julie Thompson - Ms Allison Waddington
Parliamentary Adviser to the Leader of the Government	- Miss Mandy Jenkins
Electorate Officers	- Ms Debbie Cleaver - Ms Allison Waddington - Ms Luci Wildeboer - Mr James Reynolds - Mr Trevor Jones - Ms Dawn Vallance - Mrs Bonnie Phillips - Ms Di Bucknell - Ms Melissa Partridge - Mr Mathew Blunt - Ms Yvonne Murfet - Miss Karen Shirley - Mrs Lea Coates - Ms Amanda Pepper - Ms Megan Rodger - Ms Jodie Lowe - Ms Suzie Somann-Crawford - Ms Meghan Windram
Computer Services Officer	- Mr Brett Godfrey
Parliamentary Officer – Support Services (Casual)	- Mr Leigh Matthews
Communications Officer	- Ms Shirley Round

Full-Time Equivalent Employees as at 30/6/2015 – 28

APPENDIX C

SUMMARY OF ACTIVITIES OF THE COUNCIL

	Forty-Seventh Parliament First Session 4 May 2010 up to 30 June 2010	Forty-Seventh Parliament First Session continued 1 July 2010 to 30 June 2011	Forty-Seventh Parliament First Session continued 1 July 2011 to 30 June 2012	Forty-Seventh Parliament First Session 1 July 2012 to 30 June 2013	Forty-Seventh Parliament First Session continued 1 July 2013 to 12 February 2014	Forty-Eighth Parliament First Session 6 May 2014 to 30 June 2014	Forty-Eighth Parliament First Session 1 July 2014 to 30 June 2015
Sitting Days	10	41	54	50	30	11	44 ¹
Hours of Sitting	36	169	235	229	160	24	197
Bills Amended	1	11	15	13	13	0	10
Bills Passed	7	61	69	52	47	5	45
Questions on Notice	4	40	82	31	16	13	38
Petitions	1	4	7	12	4	0	9
Substantive Motions	1	35	38	36	13	14	41
Matters of Public Importance	1	1	1	2	0	0	0
Divisions	1	11	13	17	23	3	36
Ministerial Statements	1	1	1	0	0	2	0
Motions for the Disallowance of Regulations	0	0	0	0	0	0	0

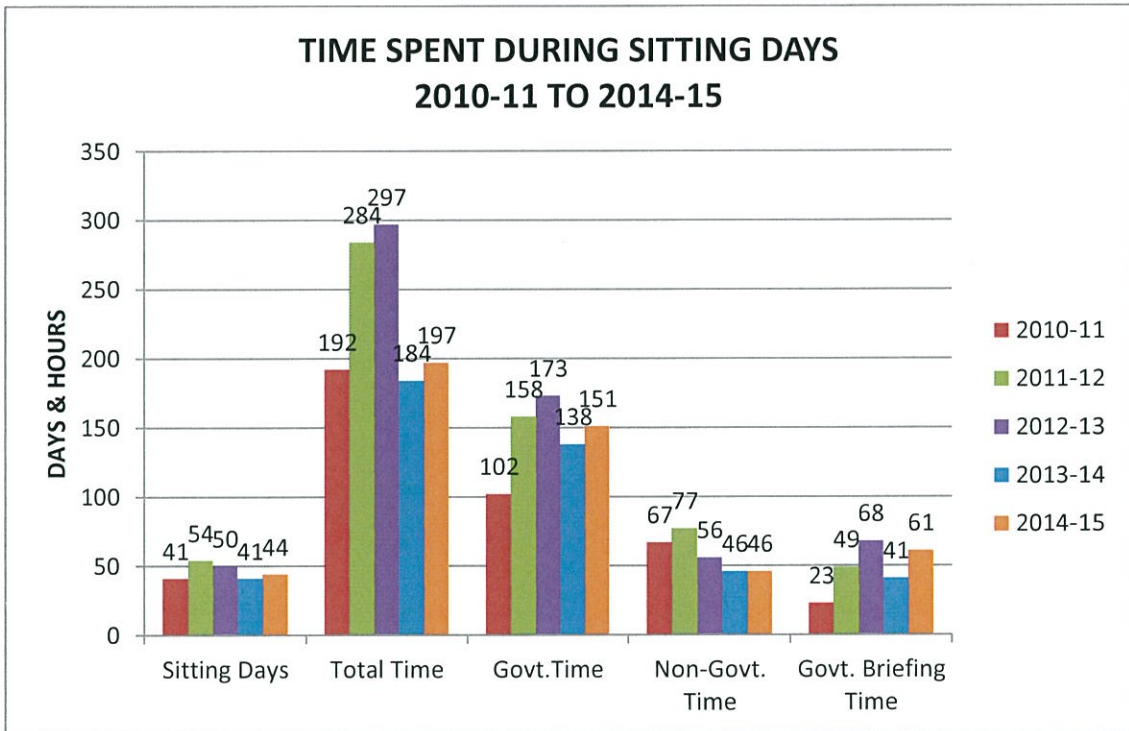
¹ Does not include Estimates Committees meeting days

APPENDIX D

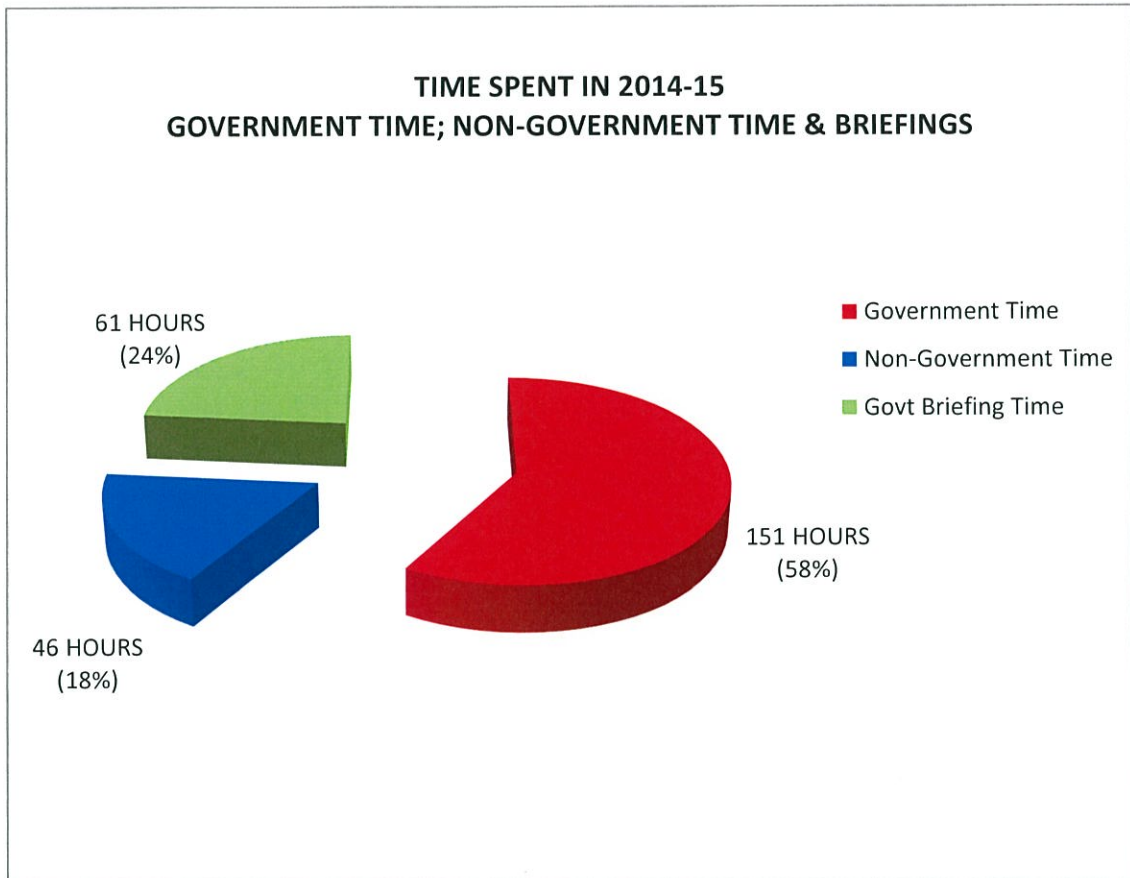
PASSAGE OF BILLS

Bills	1 July 2009 to 19 November 2009	4 May 2010 to 30 June 2010	1 July 2010 to 30 June 2011	1 July 2011 to 30 June 2012	1 July 2012 to 30 June 2013	1 July 2013 to 12 February 2014	6 May 2014 to 30 June 2014	1 July 2014 to 30 June 2015
Introduced	57	12	70	67	63	48	10	46
Lapsed	3	-	-	-	-	20	-	-
Negatived at Second Reading	1	-	-	1	1	2	-	1
Passed	55	7	61	69	52	47	5	45
Without Amendment	39	6	50	54	39	34	5	35
With Amendment	16	1	11	15	13	13	-	10
Number of Amendments	110	2	44	39	126	139	-	139

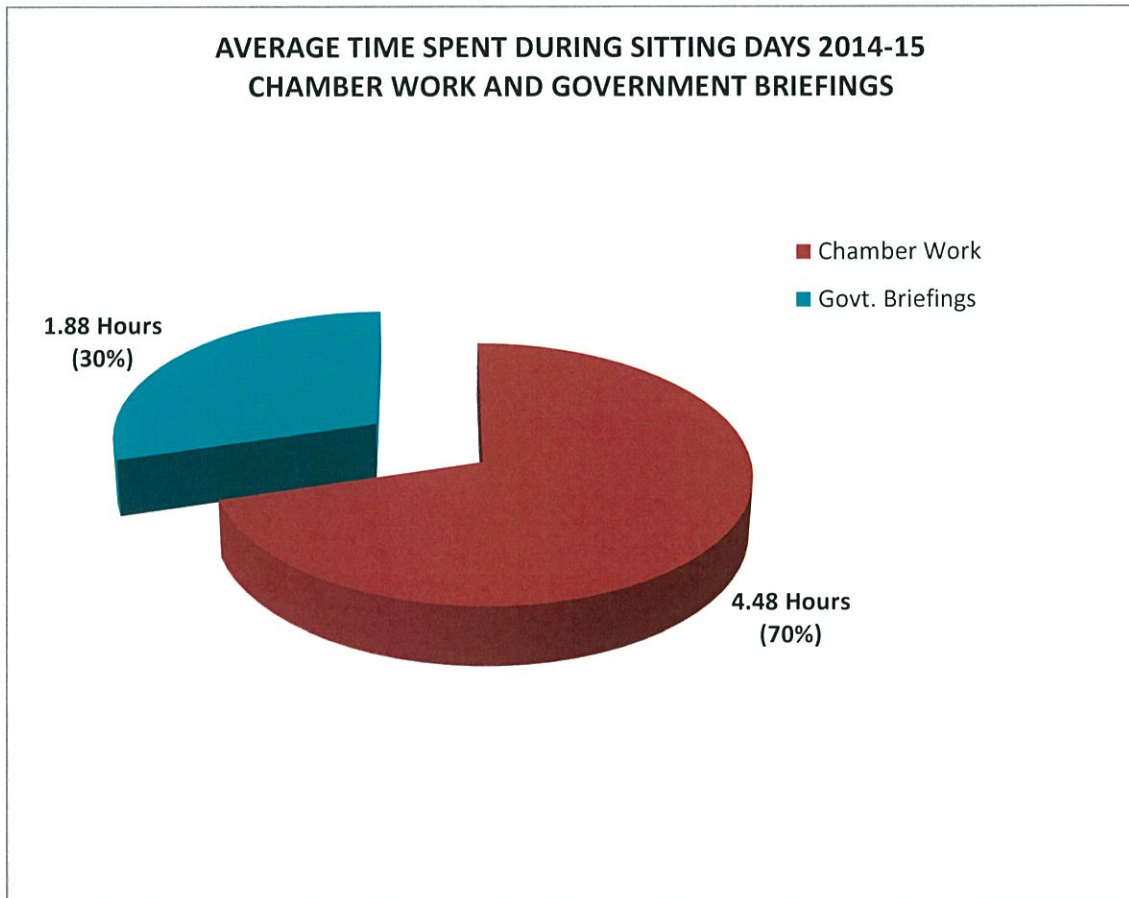
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GOVERNMENT TIME AND NON-GOVERNMENT TIME



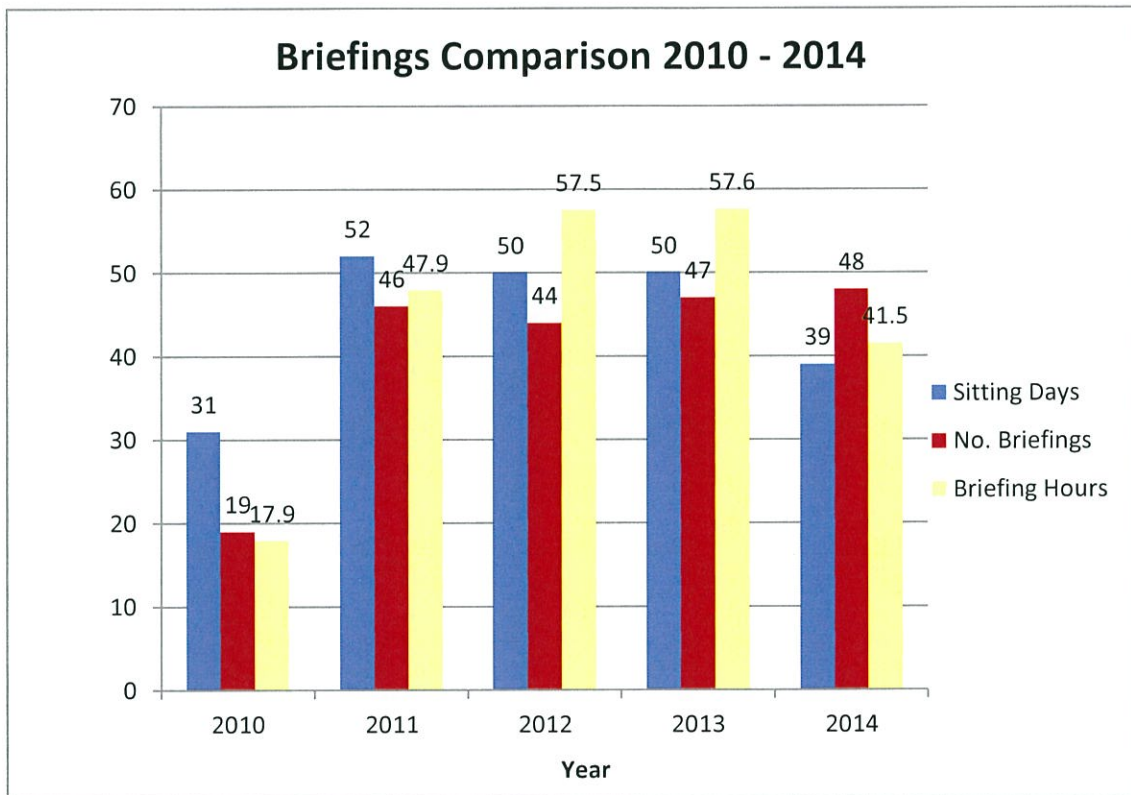
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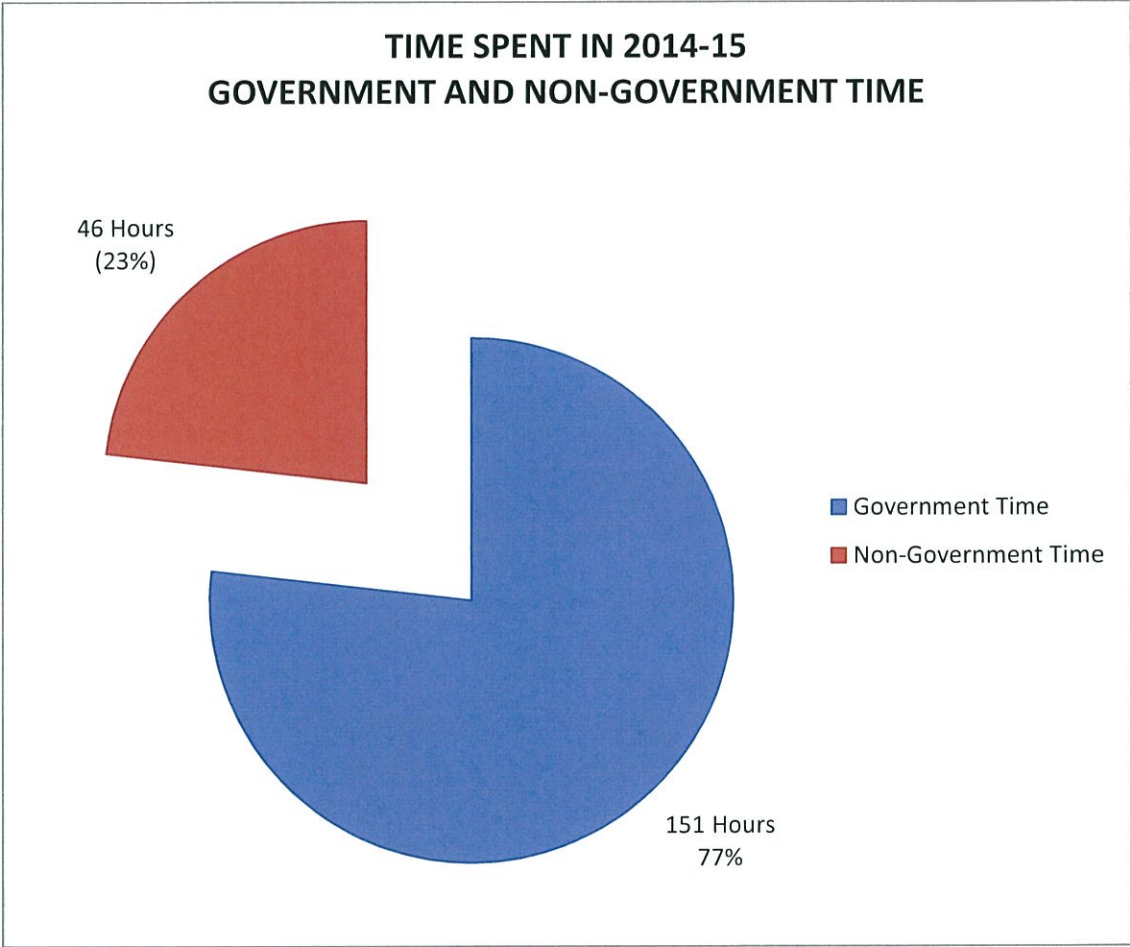
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GOVERNMENT TIME AND NON-GOVERNMENT TIME
EXCLUDING BRIEFINGS



APPENDIX J

OFFICIAL VISITORS TO THE LEGISLATIVE COUNCIL

Ambassador of Finland
His Excellency Mr Pasi Patokallio

17 March 2015

Ambassador of Austria
His Excellency Dr Helmut Boeck

13 April 2015

Ambassador of Czech Republic
His Excellency Mr Martin Pohl

25 May 2015

APPENDIX K

SCHOOL VISITS TO THE LEGISLATIVE COUNCIL

Date Visited	School Name	Nos.	Date Visited	School Name	Nos.
July 2014	Charles Sturt University	13	Dec 2014	Marist College	38
July 2014	Girls Schools Alliance	81	Dec 2014	Margate Primary	25
Aug 2014	Roseberry District High	20	Feb 2015	Hobart College	26
Sept 2014	Leighland Christian	6	Mar 2015	Friends School	75
Sept 2014	Scotch Oakburn	9	Mar 2015	Burnie Primary	48
Sept 2014	Rosny College	40	Mar 2015	Scotch Oakburn	125
Sept 2014	Invermay Primary	44	Mar 2015	St Virgils College	12
Sept 2014	Margate Primary	29	Mar 2015	Circular Head Christian	40
Sept 2014	Cosgrove High	30	Mar 2015	Claremont College	12
Sept 2014	Lenah Valley Primary	15	Mar 2015	St Marys College	10
Sept 2014	Windermere Primary	45	Mar 2015	Herdsmans Cove	48
Sept 2014	Calvin Christian	45	Apr 2015	Adult Education	20
Oct 2014	Oakwood School	14	Apr 2015	Presbyterian Covenant School	5
Oct 2014	John Paul II	46	Apr 2015	Elizabeth College	25
Oct 2014	Howrah Primary	60	Apr 2015	Rosny College	50
Nov 2014	Tas TAFE	30	May 2015	John Calvin	26
Nov 2014	Howrah Primary	32	May 2015	Bruny Island	21
Nov 2014	Larmenier School	27	May 2015	Guilford Young	20
Nov 2014	Spreyton Primary	90	June 2015	Elizabeth College	80
Nov 2014	Natone Primary	21	June 2015	St Brendan Shaw	90
Nov 2014	Scotch Oakburn	27	June 2015	Rosny College	26
Nov 2014	Margate Primary	25	June 2015	St Peter Chanel	26
Nov 2014	Sacred Heart Ulv.	80	June 2015	Emmanuel Christian	12

◆ Table does not show scheduled 10.00 am and 2.00 pm tours on non-sitting days for members of the public.

APPENDIX L

FINANCIAL STATEMENTS

Financial Report of the Legislative Council for the period ending on 30 June 2015 including the Independent Audit Report.



Tasmanian Audit Office

Independent Auditor's Report

To Members of the Tasmanian Parliament

Legislative Council

Financial Statements for the Year Ended 30 June 2015

Report on the Financial Statements

have audited the accompanying financial statements of the Legislative Council, which comprise the statement of financial position as at 30 June 2015 and the statements of comprehensive income, changes in equity and cash flows for the year ended on that date, a summary of significant accounting policies, other explanatory notes and the statement by the Clerk of the Legislative Council.

Auditor's Opinion

In my opinion the Legislative Council's financial statements:

- (a) present fairly, in all material respects, its financial position as at 30 June 2015 and its financial performance, cash flows and changes in equity for the year then ended
- (b) are in accordance with the *Financial Management and Audit Act 1990* and Australian Accounting Standards.

The Responsibility of the Clerk for the Financial Statements

The Clerk of the Legislative Council is responsible for the preparation and fair presentation of the financial statements in accordance with Australian Accounting Standards and Section 27 (1) of the *Financial Management and Audit Act 1990*. This responsibility includes establishing and maintaining internal controls relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

Auditor's Responsibility

My responsibility is to express an opinion on the financial statements based upon my audit. My audit was conducted in accordance with Australian Auditing Standards. These Auditing Standards require that I comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance as to whether the financial statements are free of material misstatement.

...1 of 2

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

Strive | Lead | Excel | To Make a Difference

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on my judgement, including the assessment of risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, I considered internal control relevant to the Clerk's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate to the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Legislative Council's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the Clerk, as well as evaluating the overall presentation of the financial statements.

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

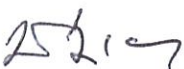
My audit is not designed to provide assurance on the accuracy and appropriateness of the budget information in the Legislative Council's financial statements.

Independence

In conducting this audit, I have complied with the independence requirements of Australian Auditing Standards and other relevant ethical requirements. The *Audit Act 2008* further promotes independence by:

- providing that only Parliament, and not the executive government, can remove an Auditor-General
- mandating the Auditor-General as auditor of State Entities but precluding the provision of non-audit services, thus ensuring the Auditor-General and the Tasmanian Audit Office are not compromised in their role by the possibility of losing clients or income.

Tasmanian Audit Office



H M Blake
Auditor-General

Hobart
31 August 2015

...2 of 2

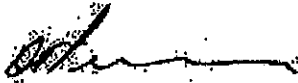
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Statement of Certification

The accompanying Financial Statements of the Legislative Council 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 2015 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.



David Pearce

Clerk

13 August 2015

Statement of Comprehensive Income for the year ended 30 June 2015

	Notes	2015 Budget \$'000	2015 Actual \$'000	2014 Actual \$'000
Continuing operations				
Revenue and other income from transactions				
Revenue from Government				
Appropriation revenue - recurrent	1.6(a), 5.1	6,437	6,705	6,529
Total revenue and other income from transactions		6,437	6,705	6,529
Expenses from transactions				
Employee benefits	1.7(a), 6.1	5,878	6,044	5,782
Depreciation and amortisation	1.7(b), 6.2	12	19	16
Supplies and consumables	6.3	571	611	646
Total expenses from transactions		6,461	6,674	6,444
Net result from transactions (net operating balance)		(24)	31	85
Net result		(24)	31	85
Other Comprehensive Income				
Change in Asset Revaluation Reserve	10.1	-	107	-
Comprehensive Result		(24)	138	85

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 material variances between budget and actual outcomes are provided in Note 3 of the accompanying notes.

Statement of Financial Position as at 30 June 2015

	Notes	2015 Budget \$'000	2015 Actual \$'000	2014 Actual \$'000
Assets				
<i>Financial assets</i>				
Cash and deposits	1.8(a), 11.1	-	-	-
Receivables	1.8(b), 7.1	9	5	15
<i>Non-financial assets</i>				
Plant and equipment	1.8(c), 7.2	1,598	1,732	1,644
Total assets		1,607	1,737	1,659
Liabilities				
Payables	1.9(a), 8.1	112	48	60
Employee benefits	1.9(b), 8.2	804	725	773
Total liabilities		916	773	833
Net assets (liabilities)		691	964	826
Equity				
Reserves	10.1	690	797	690
Accumulated funds		1	167	136
Total equity		691	964	826

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 material variances between budget and actual outcomes are provided in Note 3 of the accompanying notes.

Statement of Cash Flows for the year ended 30 June 2015

	Notes	2015 Budget \$'000	2015 Actual \$'000	2014 Actual \$'000
Cash flows from operating activities		Inflows (Outflows)	Inflows (Outflows)	Inflows (Outflows)
Cash inflows				
Appropriation receipts - recurrent		6,437	6,705	6,529
GST receipts		70	63	102
Total cash inflows		6,507	6,768	6,631
Cash outflows				
Employee benefits		(5,866)	(6,089)	(5,846)
GST Payments		(70)	(62)	(106)
Supplies and consumables		(571)	(617)	(644)
Total cash outflows		(6,507)	(6,768)	(6,596)
Net cash from (used by) operating activities	11.2	-	-	35
Cash outflows				
Payments for acquisition of non-financial assets		-	-	(35)
Total cash outflows		-	-	(35)
Net cash from (used by) investing activities		-	-	(35)
Net increase (decrease in cash and cash equivalents held		-	-	-
Cash and deposits at the beginning of the reporting period		-	-	-
Cash and deposits at the end of the reporting period	11.1	-	-	-

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 material variances between budget and actual outcomes are provided in Note 3 of the accompanying notes.

Statement of Changes in Equity for the year ended 30 June 2015

	Notes	Reserves \$'000	Accumulated Funds \$'000	Total Equity \$'000
Balance as at 1 July 2014		690	136	826
Total comprehensive result		107	31	138
Balance as at 30 June 2015		797	167	964

	Notes	Reserves \$'000	Accumulated Funds \$'000	Total Equity \$'000
Balance as at 1 July 2013		690	51	741
Total comprehensive result		-	85	85
Balance as at 30 June 2014		690	136	826

This Statement of Changes in Equity should be read in conjunction with the accompanying notes.

Notes to and forming part of the Financial Statements for the year ended 30 June 2015

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Note 1 Significant Accounting Policies

1.1 Objectives and Funding

The Legislative Council is the Upper House of the Parliament and functions as a House of Review.

The role of the Members of the Legislative Council is twofold:

- To examine the merits of legislation from alternative perspectives and to authorise expenditure of State monies; and
- To provide a parliamentary check on the Government of the day. In modern time, the Legislative Council has expanded from the base of being a purely legislative body to a House that involves itself with the examination and analysis of actions, decisions and workings of the Executive Government.

The overall objectives of the Legislative Council remain constant over time. Services may increase with parliamentary evolution, but are invariant in the medium term. The major objectives and responsibilities of the Clerk of the Legislative Council are to:

- Support the Legislative Council in its constitutional role;
- To provide an accurate retrieval and assessment system of precedent, law, history and parliamentary method necessary for the effective functioning of the Legislative Council and its Committees;
- Provide effective apolitical support including administrative, research, policy and procedural support and advice to the President of the Legislative Council and other elected Members;
- Ensure the effective custody of documents including journals, records and papers of the Legislative Council, the responsibility of which, in accordance with Standing Orders, is vested in the Clerk of the Legislative Council;
- Ensure the effective functions of Standing, Sessional and Select Committees including the provision of adequate and appropriate resources;
- Accurately prepare and present legislation, once passed through both Houses, to His Excellency the Governor for the Royal Assent;
- Promote public awareness of the purpose, functions and work of the Legislative Council;
- Maximise the potential of all staff through effective human resource practices; and
- Efficiently manage resources, both financial and human.

The Council is funded by Parliamentary appropriations and Reserved-by Law allocations. The financial statements encompass all funds through which the Council controls resources to carry on 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 and Interpretations issued by the Australian Accounting Standards Board; and
- The Treasurer's Instructions issued under the provisions of the *Financial Management and Audit Act 1990*.

The Financial Statements were signed by the Clerk on 13 August 2015.

Compliance with the Australian Accounting Standards may not result in compliance with International Financial Reporting Standards, as the AAS include requirements and options available to not-for-profit organisations that are inconsistent with IFRS. The Department is considered to be not-for-profit and has adopted some accounting policies under the AAS 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 consistent with the previous year except for those changes outlined in Note 1.5.

1.3 Reporting Entity

The Financial Statements include all the controlled activities of the Council.

1.4 Functional and Presentation Currency

These Financial Statements are presented in Australian dollars, which is the Council's functional currency.

1.5 Changes in Accounting Policies

(a) Impact of new and revised Accounting Standards

In the current year, the Council 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:

- AASB 1055 *Budgetary Reporting* - The objective of this Standard is to specify budgetary disclosure requirements for the whole of government, General Government Sector (GGS) and not-for-profit entities within the GGS of each government. Disclosures made in accordance with this Standard provide users with information relevant to assessing performance of an entity, including accountability for resources entrusted to it. There is no financial impact.
- 2013-9 Amendments to Australian Accounting Standards – Conceptual Framework, Materiality and Financial Instruments [Operative dates: Part A Conceptual Framework – 20 December 2013; Part B Materiality – 1 January 2014; Part C Financial Instruments – 1 January 2015] - The objective of this Standard is to make amendments to the Standards and Interpretations listed in the Appendix:
 - (a) as a consequence of the issue of Accounting Framework AASB CF 2013-1 *Amendments to the Australian Conceptual Framework*, and editorial corrections, as set out in Part A of this Standard;
 - (b) to delete references to AASB 1031 *Materiality* in other Australian Accounting Standards, and to make editorial corrections, as set out in Part B of this Standard; and
 - (c) as a consequence of the issuance of IFRS 9 *Financial Instruments – Hedge Accounting* and amendments to IFRS 9, IFRS 7 and IAS 39 by the IASB in November 2013, as set out in Part C of this Standard.

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 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. This Standard applies to annual reporting periods beginning on or after 1 January 2017. Where an entity applies the Standard to an earlier annual reporting period, it shall disclose that fact. The potential financial impact of the Standard has not yet been determined however it is unlikely to have a material impact.
- AASB 2015-6 Amendments to Australian Accounting Standards – Extending Related Party Disclosures to not-for-profit public sector entities. The objective of this Standard is to extend the scope of AASB 124 Related Party Disclosures to include not-for profit public sector entities. This Standard also makes related amendments to AASB 10 Consolidated Financial Statements and AASB 1049 Whole of Government and General Government Sector Financial Reporting, and an editorial correction to AASB 124. This Standard applies to annual reporting periods beginning on or after 1 July 2016. It is anticipated that there will not be any material financial impact.

- 2010-7, 2014-7 and 2014-8 *Amendments to Australian Accounting Standards arising from AASB 9* – The objective of these Standards is to make amendments to various standards as a consequence of the issuance of AASB 9 Financial Instruments in December 2010. It is not anticipated that there will be any financial impact.
- 2014-4 *Amendments to Australian Accounting Standards – Clarification of Acceptable Methods of Depreciation and Amortisation [AASB 116 & AASB 138]* – The objective of this Standard is to make amendments to:

- (a) AASB 116 Property, Plant and Equipment; and
- (b) AASB 138 Intangible Assets;

as a consequence of the issuance of International Financial Reporting Standard *Clarification of Acceptable Methods of Depreciation and Amortisation* (Amendments to IAS 16 and IAS 38) by the International Accounting Standards Board in May 2014. It is not anticipated that there will be any financial impact.

- 2014-8 *Amendments to Australian Accounting Standards arising from AASB 9 (December 2014) – Application of AASB 9 (December 2009) and AASB 9 (December 2010) [AASB 9 (2009 & 2010)]* – The objective of this Standard The objective of this Standard is to make amendments to:
 - (a) AASB 9 *Financial Instruments* (December 2009); and
 - (b) AASB 9 *Financial Instruments* (December 2010);

as a consequence of the issuance of AASB 9 *Financial Instruments* in December 2014. It is not anticipated that there will be any financial impact.

- 2015-2 *Amendments to Australian Accounting Standards – Disclosure Initiative: Amendments to AASB 101 [AASB 7, AASB 101, AASB 134 & AASB 1049]* – The objective of this Standard is to make amendments to various standards (as noted) as a consequence of the issuance of International Financial Reporting Standard Disclosure Initiative (Amendments to IAS 1) by the International Accounting Standards Board in December 2014, and to make an editorial correction. It is not anticipated that there will be any financial impact.
- 2015-3 *Amendments to Australian Accounting Standards arising from the Withdrawal of AASB 1031 Materiality* - The objective of this Standard is to effect the withdrawal of AASB 1031 *Materiality* and to delete references to AASB 1031 in the Australian Accounting Standards, as set out in paragraph 13 of this Standard.

1.6 Income from Transactions

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.

(a) Revenue from Government

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

(b) Other revenue

Revenue from other sources is recognised when they are controlled by the Council.

1.7 Expenses from Transactions

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.

(a) Employee benefits

Employee benefits include, where applicable, entitlements to wages and salaries, annual leave, sick leave, long service leave, superannuation and any other post-employment benefits.

(b) Depreciation and amortisation

All applicable Non-financial 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
Office equipment	10 years

1.8 Assets

Assets are recognised in the Statement of Financial Position when it is probable that the future economic benefits will flow to the Council and the asset has a cost or value that can be measured reliably.

(a) Cash and deposits

Cash means notes, coins, any deposits held at call with a bank or financial institution, as well as funds held in the Special Deposits and Trust Fund. Deposits are recognised at amortised cost, being their face value.

(b) Receivables

Receivables are recognised at amortised cost, less any impairment losses, however, due to the short settlement period, receivables are not discounted back to their present value.

(c) Plant and equipment

(i) Valuation basis

Heritage assets comprising antique furniture, artworks and artefacts are recorded at fair value. All other Non-current physical assets, including work in progress, are recorded at historic cost less accumulated depreciation and accumulated impairment losses.

Cost includes expenditure that is directly attributable to the acquisition of the asset. Purchased software that is integral to the functionality of the related equipment is capitalised as part of that equipment.

When parts of an item of plant and equipment have different useful lives, they are accounted for as separate items (major components) of plant and equipment.

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 or build occupied.

(ii) Asset recognition threshold

The asset capitalisation threshold adopted by the Council 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 material 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 Council has adopted a revaluation threshold of \$5,000.

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

Assets are revalued with sufficient regularity to ensure they reflect fair value at balance date.

1.9 Liabilities

Liabilities are recognised in the Statement of Financial Position when it is probable that an outflow of resources embodying economic benefits will result from the settlement of a present obligation and the amount at which the settlement will take place can be measured reliably.

(a) Payables

Payables, including goods received and services incurred but not yet invoiced, are recognised at amortised cost, which due to the short settlement period, equates to face value, when the Council becomes obliged to make future payments as a result of a purchase of assets or services.

(b) Employee benefits

Liabilities for wages and salaries and annual leave are recognised when an employee becomes entitled to receive a benefit. Those liabilities expected to be realised within 12 months are measured as the amount expected to be paid. Other employee entitlements are measured as the present value of the benefit at 30 June, where the impact of discounting is material, and at the amount expected to be paid if discounting is not material.

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.

(c) Superannuation

The Council does not recognise a liability for the accruing superannuation benefits to Council employees. This liability is held centrally and is recognised with the Finance-General Division of the Department of Treasury and Finance.

1.10 Judgements and Assumptions

In the application of Australian Accounting Standards, the Council is required to make judgements, 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 judgements. 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.

Judgements made by the Council that have significant effects on the Financial Statements are disclosed below:

- Revaluation (refer notes 1.8 c (i), 1.8 c (iii), 7.2)
- Employee benefits (refer notes 1.9 (b))

The Council 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.

1.11 Comparative Figures

Comparative figures have been adjusted to reflect any changes in accounting policy or the adoption of new standards.

1.12 Budget Information

Budget information refers to original estimates as disclosed in the 2014-15 Budget Papers and is not subject to audit.

1.13 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 "...".

1.14 Taxation

The Council is exempt from all forms of taxation except Fringe Benefits Tax and Goods and Services Tax.

1.15 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 Australian Taxation Office is recognised as an asset or liability within the Statement of Financial Position.

In the Statement of Cash Flows, 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 Council Output Schedules

2.1 Output Group Information

Comparative information has not been restated for external administrative restructures.

Budget information refers to original estimates and has not been subject to audit.

Output Group 1 – Legislative Council Support Services

	2015 Budget \$'000	2015 Actual \$'000	2014 Actual \$'000
Continuing operations			
Revenue and other income from transactions			
Revenue from appropriation	3,392	3,533	3,433
Total revenue and other income from transactions	3,392	3,533	3,433
Expenses from transactions			
Employee benefits	2,833	2,872	2,701
Depreciation and amortisation	12	19	16
Communications	-	115	134
Travel	-	73	62
Information technology	-	19	45
Other expenses	571	404	405
Total expenses from transactions	3,416	3,502	3,363
Net result from transactions (net operating balance)	(24)	31	70
Expense by output			
Output group 1	3,416	3,502	3,363
Total	3,416	3,502	3,363
Net Assets			
Total assets deployed for Output Group 1		1,737	1,659
Total liabilities incurred for Output Group 1		(773)	(833)
Net assets deployed for Output group 1		964	826

Output Group 2 – Payments administered by the Legislative Council

	2015 Budget \$'000	2015 Actual \$'000	2014 Actual \$'000
Continuing operations			
Revenue and other income from transactions			
Revenue from appropriation	3,045	3,172	3,096
Total revenue and other income from transactions	3,045	3,172	3,096
Expenses from transactions			
Parliamentary salaries and allowances	2,724	2,868	2,783
Parliamentary travelling allowances	281	253	261
Parliamentary Committee fees and allowances	40	51	37
Total expenses from transactions	3,045	3,172	3,081
Net result from transactions (net operating balance)	-	-	15
Expense by output			
Output group 2	3,045	3,172	3,081
Total	3,045	3,172	3,081
Net Assets			
Total assets deployed for Output Group 1		-	-
Total liabilities incurred for Output Group 1		-	-
Net assets deployed for Output group 1		-	-

2.2 Reconciliation of Total Output Groups Comprehensive Result to Statement of Comprehensive Income

	2015 Budget \$'000	2015 Actual \$'000	2014 Actual \$'000
Total comprehensive result of Output Groups	(24)	31	85
Change in Asset Revaluation Reserve	-	107	-
Comprehensive result	(24)	138	85

2.3 Reconciliation of Total Output Groups Net Assets to Statement of Financial Position

	2015 Actual \$'000	2014 Actual \$'000
Total net assets deployed for Output Groups	965	826
Reconciliation to net assets		
Assets unallocated to Output Groups	1,737	1,659
Liabilities unallocated to Output Groups	(773)	(833)
Net assets	964	826

Note 3 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.

3.1 Statement of Financial Position

Budget estimates for the 2014-15 Statement of Financial Position were compiled prior to the completion of the actual outcomes for 2014-15. As a result, the actual variance from the Original Budget estimate will be impacted by the difference between estimated and actual opening balances for 2014-15. The following variance analysis therefore includes major movements between the 30 June 2014 and 30 June 2015 actual balances.

	Note	Budget \$'000	2015 Actual \$'000	2014 Actual \$'000	Budget Variance \$'000	Actual Variance \$'000
Receivables	(a)	9	5	15	(4)	(10)
Payables	(b)	112	48	60	64	12

Notes to Statement of Financial Position variances

(a) The decrease in receivables is due to amounts owing to the Council at the 30 June 2014 following the resignation of a Member and the subsequent purchase of Council equipment.

(b) The decrease in payables is due steps taken to make payments prior to 30 June 2015.

Note 4 Events Occurring After Balance Date

There have been no events subsequent to balance date which would have a material effect on the Council's financial statements as at 30 June 2015.

Note 5 Income from Transactions

5.1 Revenue from Government

Revenue from Government includes revenue from appropriations, appropriations carried forward under section 8A(2) of the *Public Account Act 1986* and Items Reserved by Law.

The Budget information is based on original estimates and has not been subject to audit.

	2015 Budget \$'000	2015 Actual \$'000	2014 Actual \$'000
Appropriation revenue – recurrent			
Current year	3,392	3,538	3,433
Items Reserved by Law			
R003 Parliamentary Salaries and Allowances (<i>Parliamentary Salaries, Superannuation and Allowances Act 2012 (No. 18 of 2012)</i>)	2,724	2,625	2,587
R004 Travelling Allowances (<i>Parliamentary Salaries, Superannuation and Allowances Act 2012 (No. 18 of 2012)</i>)	281	498	473
R005 Members' Committee Fees and Allowances (<i>Parliamentary Salaries, Superannuation and Allowances Act 2012 (No. 18 of 2012)</i>)	40	44	36
Total	6,437	6,705	6,529

Note 6 Expenses from Transactions

6.1 Employee benefits

(a) Employee expenses

	2015	2014
	\$'000	\$'000
Wages and salaries	5,196	4,964
Annual leave	237	228
Long service leave	29	63
Fringe benefits tax	149	139
Superannuation	433	388
Total	6,044	5,782

Superannuation expenses relating to defined benefit schemes relate to payments into the Consolidated Fund. 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 12.75 per cent (2014: 12.5 per cent) of salary.

Superannuation expenses relating to defined contribution schemes are paid directly to superannuation funds at a rate of 9.5 per cent (2014: 9.25 per cent) of salary. In addition, departments are also required to pay into the Consolidated Fund a "gap" payment equivalent to 3.25 per cent (2014: 3.5 per cent) of salary in respect of employees who are members of contribution schemes.

(b) Remuneration of Key management personnel

2015	Short-term benefits		Long-term benefits				Total
	Salary	Other Benefits	Superannuation	Post-Employment Benefits	Termination Benefits	Other Benefits & Long-Service Leave	
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
<i>Key management personnel</i>							
David Pearce, Clerk	227	21	29	-	-	6	283
Sue McLeod, Deputy Clerk	187	16	24	-	-	5	232
Thomas Wise, Clerk Assistant and Usher of the Black Rod (31 March 2014 to 11 March 2015)	89	9	14	-	24	2	138
Stuart Wright, Clerk Assistant and Usher of the Black Rod (11 March 2015)	36	2	5	-	-	1	44
Total	539	48	72	-	24	14	697

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

Remuneration during 2014-15 for key personnel is set by the *Parliamentary Privileges Act 1898*. Remuneration and other terms of employment are specified in employment contracts. Remuneration includes salary, motor vehicle and other non monetary benefits. Long-term employee expenses include long service leave, superannuation obligations and termination payments.

6.2 Depreciation and amortisation

(a) Depreciation

	2015 \$'000	2014 \$'000
Furniture and fittings	5	5
Computer equipment	12	9
Office equipment	1	1
Total	18	15

(b) Amortisation

	2015 \$'000	2014 \$'000
Leasehold improvements	1	1
Total	1	1
Total depreciation and amortisation	19	16

6.3 Supplies and consumables

	2015 \$'000	2014 \$'000
Audit fees – financial audit	15	15
Resource support	66	73
Communications	115	134
Information technology	18	45
Travel and transport	72	62
Regional office support	75	67
Committee expenses	15	6
Consultancy	61	63
Conference	6	-
Meal allowance	19	19
Maintenance	27	42
Uniforms	10	24
Amenities	6	5
Replacements	43	32
Stationery	3	1
Other supplies and consumables	60	58
Total	611	646

Note 7 Assets

7.1 Receivables

	2015 \$'000	2014 \$'000
Receivables	5	15
Total	5	15
Settled within 12 months	5	15
Total	5	15

7.2 Plant and equipment

(a) Carrying amount

	2015 \$'000	2014 \$'000
Antique furniture		
At fair value (9 August 2010)	1,164	1,164
Total	1,164	1,164
Artworks and Artefacts		
At fair value (15 July 2015)	488	381
Total	488	381
Leasehold improvements		
At cost	21	21
Less: Accumulated amortisation	(17)	(16)
Total	4	5
Leasehold improvements – Work in progress		
At cost	25	25
Total	25	25
Furniture and Fittings		
At cost	124	124
Less: Accumulated depreciation	(87)	(82)
Total	37	42
Computer equipment		
At cost	76	76
Less: Accumulated depreciation	(62)	(50)
Total	14	26
Office equipment		
At cost	7	7
Less: Accumulated depreciation	(7)	(6)
Total	-	1
Total property, plant and equipment	1,732	1,644

Antique Furniture was independently re-valued on 9 August 2010 by Mr A F Colman, Approved Government Valuer. Artworks and Artefacts were independently re-valued at 15 July 2015 by Mr W N Hurst, Fine Art Consultant. Valuations were based on a replacement value. The revaluation surplus was credited to an asset revaluation reserve in equity.

(b) 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. Carrying value means the net amount after deducting accumulated depreciation and accumulated impairment losses.

2015	Antique Furniture Level 3	Artwork and Artefacts Level 3	Leasehold improvements	Leasehold improvements WIP	Furniture and Fittings	Computer Equipment	Office equipment	Total
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Carrying value at 1 July	1,164	381	5	25	42	26	1	1,644
Gains/losses recognised in other comprehensive income	-	107	-	-	-	-	-	107
Revaluation increments (decrements)	-	-	(1)	-	(5)	(12)	(1)	(19)
Depreciation and amortisation	-	-	-	-	-	-	-	-
Carrying value at 30 June	1,164	488	4	25	37	14	-	1,732

2014	Antique Furniture Level 3	Artwork and Artefacts Level 3	Leasehold improvements	Leasehold improvements WIP	Furniture and Fittings	Computer Equipment	Office equipment	Total
	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000	\$'000
Carrying value at 1 July	1,164	381	6	25	20	26	2	1,624
Additions	-	-	-	-	26	10	-	36
Depreciation and amortisation	-	-	(1)	-	(5)	(9)	(1)	(16)
Carrying value at 30 June	1,164	381	5	25	41	27	1	1,644

(c) Level 3 significant valuation inputs and relationship to fair value

Description	Fair value at 30 June	Significant unobservable inputs used in valuation	Possible alternative values for level 3 inputs	Sensitivity of fair value to changes in level 3 inputs
	\$'000			
Antique Furniture	1,164	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	488	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 8 Liabilities

8.1 Payables

	2015 \$'000	2014 \$'000
Creditors	48	48
Accrued expenses	-	12
Total	48	60
Settled within 12 months	48	60
Total	48	60

8.2 Employee benefits

	2015 \$'000	2014 \$'000
Accrued salaries	111	93
Annual leave	235	231
Long service leave	379	449
Total	725	773
Expected to settle wholly within 12 months	426	381
Expected to settle wholly after 12 months	299	392
Total	725	773

Note 9 Commitments and Contingencies

9.1 Schedule of Commitments

	2015 \$'000	2014 \$'000
By maturity		
<i>Operating lease commitments</i>		
One year or less	121	159
From one to five years	32	69
Total	153	228

Motor vehicle lease payments are made monthly with lease periods of either 12, 18 or 24 months. Lease payments for photo copy machines are made quarterly with lease periods of either 48 or 60 months.

Note 10 Reserves

10.1 Reserves

	2015	2014
Asset revaluation reserve		
Balance at the beginning of financial year	690	690
Revaluation increments	107	-
Balance at end of financial year	797	690

Note 11 Cash Flow Reconciliation

11.1 Cash and deposits

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

	2015 \$'000	2014 \$'000
Special Deposits and Trust Fund balance		
Legislative Council operating account – 037001 268331	-	-
Total	-	-
Total cash and deposits	-	-

11.2 Reconciliation of Net Result to Net Cash from Operating Activities

	2015 \$'000	2014 \$'000
Net result	31	85
Depreciation and amortisation	19	16
(Increase) decrease in Receivables	10	-
(Gain) loss from sale of non-financial assets	-	(6)
Increase (decrease) in Employee entitlements	(48)	(8)
Increase (decrease) in Payables	(12)	(52)
Net cash from (used by) operating activities	-	35

Note 12 Financial Instruments

12.1 Risk Exposures

(a) Risk management policies

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

- credit risk; and
- liquidity risk.

The Clerk has overall responsibility for the establishment and oversight of the Council's risk management framework. Risk management policies are established to identify and analyse risks faced by the Council, 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 Council 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 Council's maximum exposure to credit risk without taking into account of any collateral or other security.

(c) Liquidity risk

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

The following tables detail the undiscounted cash flows payable by the Council by remaining contractual maturity for its financial liabilities. It should be noted that as these are undiscounted, totals may not reconcile to the carrying amounts presented in the Statement of Financial Position:

2015	Maturity analysis for financial liabilities							Undiscou nted Total \$'000	Carrying Amount \$'000
	1 Year \$'000	2 Years \$'000	3 Years \$'000	4 Years \$'000	5 Years \$'000	More than 5 Years \$'000			
Financial liabilities									
Payables	48	-	-	-	-	-	-	48	
Total	48	-	-	-	-	-	-	48	

2014	Maturity analysis for financial liabilities							Undiscou nted Total \$'000	Carrying Amount \$'000
	1 Year \$'000	2 Years \$'000	3 Years \$'000	4 Years \$'000	5 Years \$'000	More than 5 Years \$'000			
Financial liabilities									
Payables	60	-	-	-	-	-	-	60	
Total	60	-	-	-	-	-	-	60	

12.2 Categories of Financial Assets and Liabilities

	2015	2014
	\$'000	\$'000
Financial assets		
Receivables	5	15
Total	5	15
Financial Liabilities		
Trade Creditors	48	60
Total	48	60