



**PARLIAMENT OF
NEW SOUTH WALES**

Legislative Assembly

Standing Rules and Orders

**Approved by the Governor, 12 December 1994
Amendments approved, 14 October 1996**

STANDING RULES AND ORDERS
OF THE
LEGISLATIVE ASSEMBLY

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STANDING RULES AND ORDERS
OF THE
NEW SOUTH WALES
LEGISLATIVE ASSEMBLY
AS AT
12 December 1994
AND
Amended, 14 October 1996

	<p>CHAPTER 1</p> <p>GENERAL CONDUCT OF BUSINESS</p> <p>1. All previous Standing Rules and Orders are repealed.</p>	
	<p>2. In all cases not provided by the Standing Orders, sessional or other orders or practice of the House, the current practice of the Commons House of the Parliament of the United Kingdom of Great Britain and Northern Ireland, shall be followed as far as it can be applied.</p>	

The symbol ⌚ means that a time limit is specified in the Standing Order. See also Standing Order 95.


<p>Procedure for first day.</p>	<p style="text-align: center;">CHAPTER 2</p> <p style="text-align: center;">PROCEEDINGS ON THE MEETING OF PARLIAMENT</p> <p style="text-align: center;">Meeting of new Parliament</p> <p>3. On the first day of a new Parliament the proceedings shall be as follows:</p> <ol style="list-style-type: none"> (1) Members shall assemble at the time and place specified in the Governor's proclamation calling Parliament together and the Clerk shall read the Proclamation and announce the receipt of Writs of Election and the List of Members elected. (2) The House shall await a message from the Commissioner or Commissioners appointed by the Governor for the Opening of Parliament. (3) The House shall attend at the place named in the message to hear the Commission read. The House shall then return to its own Chamber. (4) The Commissioner or Commissioners appointed by the Governor for swearing Members shall be announced, and the Commission read by the Clerk. (5) Members shall take the oath or make the affirmation as prescribed by law and sign the roll. A Member not present shall do so at any subsequent sitting of the House. (6) The writ of election of each Member, with the return endorsed, shall be produced by the Clerk on the oath or affirmation being administered to such Member. (7) The House shall then elect a Speaker (see Constitution Act 1902, section 31B) (8) Until a Speaker is elected, the Clerk shall preside and in any debate shall decide which Member is entitled to address the House. (9) A Minister may then inform the House when the Governor will summon the House for the hearing the Governor's reasons for calling the Parliament together. The House may then adjourn to that hour. 	
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<p>Governor's speech.</p>	<p style="text-align: center;">Meeting for new session</p> <p>4. On the first sitting day of a new session the proceedings shall be as follows:</p> <p>(1) Members shall assemble at the time and place specified in the Governor's proclamation and the Clerk shall read the Proclamation.</p> <p>(2) The Speaker shall read the prayer and the House shall await a message from the Governor summoning the House to hear the Governor's Speech opening the session.</p> <p>(3) On receipt of the message the House shall attend at the place appointed.</p> <p>(4) After hearing the Speech the Speaker and Members shall return to the House and the Speaker shall report and table the Speech.</p> <p>(5) Before the Speech is reported the House shall in assertion of its rights transact some business of a formal nature without notice.</p>	
<p>Address in Reply moved.</p>	<p style="text-align: center;">Address in Reply</p> <p>5. An Address in Reply to the Governor's speech may be moved and seconded immediately after the speech is reported.</p>	
<p>Precedence.</p>	<p>6. The debate on the Address in Reply to the Governor's Opening Speech shall take precedence of government and general business.</p>	
<p>Adoption.</p>	<p>7. The Address in Reply may be adopted by the House with or without amendment.</p>	
<p>Presentation.</p>	<p>8. The Address in Reply shall be presented to the Governor by the Speaker accompanied by the mover and seconder and other Members of the House at the time communicated to the Speaker by the Governor.</p>	

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<p>Business before adoption.</p>	<p>9. The only business able to be conducted prior to the adoption of the Address is:</p> <ul style="list-style-type: none"> (1) Sitting days and hours of sitting. (2) Formal business. (3) Adoption of sessional orders. (4) Appointment of Temporary Chairmen of Committees. (5) Election of Chairman of Committees. (6) Consideration of urgent motions. (7) Disallowance of statutory rules. (8) Dissent from Speaker's ruling. (9) Suspension of standing orders. 	
<p>Opening of Parliament.</p>	<p style="text-align: center;">Presence of the Sovereign</p> <p>10. When the Sovereign attends a session, references to the Governor shall be read and construed as references to the Sovereign.</p>	

	<p>CHAPTER 3</p> <p>SPEAKER, DEPUTY SPEAKER AND CHAIRMAN, TEMPORARY CHAIRMEN AND OFFICERS</p> <p>Election of Speaker</p>	
When Speaker elected.	<p>11. The Speaker shall be elected on the first sitting day of a new Parliament or whenever the Office becomes vacant.</p>	
Constitution Act 1902.	<p>12. The procedure for the election of Speaker shall be in accordance with section 31B of the Constitution Act 1902.</p>	
Procedure after election of Speaker.	<p>13. After election:</p> <ol style="list-style-type: none"> (1) The elected Member shall be conducted to the Speaker's rostrum by the nominator and seconder. (2) Having been so conducted the Member elected makes acknowledgment to the House for the honour conferred and takes the Chair as Speaker. The Mace having lain under the Table shall be laid upon the Table. (3) After the House congratulates the Speaker a Minister shall inform the House at what time the Governor will receive the House for the purpose of presenting the Speaker. (4) At the stated time the sitting may be adjourned or suspended and the House shall proceed, with any Members then present, to Government House. (5) At such presentation the Speaker shall, in the name and on behalf of the House, lay claim to its undoubted rights and privileges, and pray that the most favourable construction may be put upon its proceedings. (6) On return the Speaker shall report the making of the claim. (7) A new Speaker filling a vacancy occurring during the currency of a Parliament does not lay claim to the privileges of the House. 	
When Chairman elected.	<p>Election of Chairman of Committees of the Whole House</p> <p>14. The Chairman of Committees of the Whole House shall be elected on the first sitting day of a new Parliament or whenever the Office becomes vacant.</p>	

<p>Procedure for election of Chairman.</p>	<p>15. The procedure for the election of the Chairman shall be as follows:</p> <ol style="list-style-type: none"> (1) A motion shall be moved and seconded, without notice, that a Member be appointed Chairman of Committees of the Whole House. (2) The Speaker shall then ask if there is any further nomination, and if there is not, shall say that the time for motions has expired. (3) The Speaker shall, without question put, declare the Member named in the motion to have been appointed Chairman of Committees. (4) If more than one motion for appointment is moved and seconded, the Speaker shall, after each subsequent motion, ask if there is any further motion, and if there is not, shall say that the time for motions has expired. (5) When there are no further motions debate may ensue. (6) No Member may speak for more than 10 minutes. (7) The closure may be moved on this question. (8) Before putting the question on the closure the Speaker shall ask whether there are any further motions, such motions will be received, no debate being allowed. (9) If the question on the closure is carried the necessary questions shall be put in the order in which they have been moved. 	
<p>Absence of the Speaker.</p>	<p>Absence of or vacancy in the Offices of Speaker and Chairman of Committees</p> <p>16. In the absence of the Speaker on a day when the House is sitting the Clerk shall inform the House and the Chairman shall perform the duties of the Speaker.</p>	
<p>Prolonged absence of Speaker.</p>	<p>17. If the Speaker is absent for more than 3 consecutive sitting days the House, on being informed by the Clerk, may proceed to elect another Member as Acting Speaker.</p>	
<p>Vacancy in Speakership.</p>	<p>18. If a vacancy occurs in the Office of the Speaker:</p> <ol style="list-style-type: none"> (1) When the House is sitting the Clerk shall inform the House and the Chairman shall perform the duties of the Speaker until the election of a new Speaker which shall take precedence of all other business on the next sitting day. (2) When the House is not sitting a new Speaker shall be elected on the first sitting day after and such election shall take precedence of all other business. 	

<p>Absence of the Chairman.</p>	<p>19. If the Chairman of Committees is absent for more than 3 consecutive sitting days or has been elected as Acting Speaker the House, on being informed by the Clerk, may proceed to elect another Member as Acting Chairman of Committees.</p>	
<p>Vacancy in the Chairman.</p>	<p>20. If a vacancy occurs in the Office of Chairman of Committees the House, on being informed by the Clerk, shall proceed to the election of a new Chairman of Committees.</p>	
<p>Absence of both Speaker and Chairman during session.</p>	<p>21. If the Speaker and the Chairman of Committees are both absent when the House is sitting the Clerk shall inform the House which shall, before any further business is conducted, proceed to the election of an Acting Speaker and:</p> <ol style="list-style-type: none"> (1) The Clerk shall preside for the election of an Acting Speaker. (2) The Members present, if a quorum, may elect an Acting Speaker who shall perform the Speaker's duties. (3) If the House does not proceed to an election it shall stand adjourned until the next sitting day when the election of an Acting Speaker, if still necessary, shall take precedence of all other business. 	
<p>Nomination by Speaker.</p>	<p style="text-align: center;">Temporary Chairmen of Committees</p> <p>22. The Speaker shall nominate at the commencement of each Parliament not more than five Members as Temporary Chairmen who, in the absence of the Chairman, may exercise the powers of the Chairman.</p>	
<p>Revocation of nomination.</p>	<p>23. The Speaker may at any time revoke the nomination of a Member as a Temporary Chairman and nominate another Member.</p>	
<p>Takes Chair when requested.</p>	<p>24. The Chairman or a Temporary Chairman shall take or vacate the Chair of the House whenever requested to do so by the Speaker during a sitting. A Temporary Chairman shall take or vacate the Chair in Committee when requested to do so by the Chairman.</p> <p>When the Chairman takes the Chair the Chairman shall be referred to as the Deputy Speaker. When a Temporary Chairman takes the Chair the Temporary Chairman shall be referred to as the Acting Speaker.</p>	

Absence of, and vacancy in Office of, Clerk		
Clerk's absence or vacancy.	25. In the absence of or in the event of a vacancy in the Office of the Clerk, the Clerk's powers and functions shall be exercised by the officer next in seniority.	

CHAPTER 4 SWEARING OF MEMBERS, ROLL, LEAVE OF ABSENCE	
Take oath after first day.	<p>26. (1) A Member not present on the first day of a new Parliament may at any subsequent sitting take the oath or make an affirmation as prescribed by law and sign the roll.</p> <p>(2) A Member returned at a by-election may be introduced by a Member and shall take the oath or make an affirmation and sign the roll.</p>
Roll of Members.	<p>27. The Clerk shall keep a roll which shall show the names of Members, their dates of election, the dates of signing the roll and the dates of cessation of service and the reasons.</p>
Register of Members.	<p>28. At the commencement of each session or on taking a seat and within 14 days of any change, Members shall notify the Clerk of their residential and official address which shall be kept in a register by the Clerk.</p>
Front bench for Ministers.	<p>29. The front bench to the right of the Speaker shall be reserved for Ministers during question time.</p>
Attendance of Members.	<p>30. Every Member is bound to attend the service of the House unless granted leave of absence by the House or any committee to which they are appointed.</p>
Leave of absence.	<p>31. A motion may be moved at any time, without notice, amendment or debate, for a Member to be granted leave of absence. Such motion shall state the cause and the period, not exceeding the remainder of the current session.</p>
Leave of absence forfeited.	<p>32. Leave of absence shall be forfeited if the Member attends the service of the House or any committee before the expiry of the period of leave.</p>

CHAPTER 5 OFFICIAL RECORDS OF THE HOUSE		
Record of Votes and Proceedings.	33. The Clerk shall record all votes, division lists and proceedings in the House which shall constitute the Votes and Proceedings. Unless objection is taken within 3 sitting days the Votes and Proceedings shall be signed by the Speaker and the Clerk.	
Daily publication of House papers.	34. The Clerk shall, after each sitting day, publish and circulate the: <ol style="list-style-type: none"> (1) Votes and Proceedings. (2) Business Paper containing Notices of Motions and Orders of Day. (3) Questions and Answers Paper. 	
Weekly publication of House papers.	35. The Clerk shall publish weekly: <ol style="list-style-type: none"> (1) A report of statutory rules listing the date gazetted, when laid upon the Table and the latest sitting day upon which a notice of disallowance may be given. (2) Lists of Divisions in Committee of the Whole House. 	
Custody of records.	36. The Clerk shall have custody of all official records of the House and all papers tabled. Such papers shall not be taken from the Department of the Legislative Assembly without the permission of the Speaker.	

	<p>CHAPTER 6</p> <p>SITTING AND ADJOURNMENT OF THE HOUSE</p> <p>Days and hours of meeting</p>	
Days and times of meeting.	<p>37. At the commencement of each Session the House shall appoint on the motion of a Minister, without notice, the days and the times of meeting and adjournment. Notice of such a motion is required at any other time.</p>	
Warning bells.	<p>38. Warning bells shall be rung 15 minutes prior to the time fixed for meeting.</p>	
Speaker takes the Chair.	<p>39. The Speaker shall take the Chair at the time appointed on every day fixed for meeting.</p>	
	<p>Quorum at time of meeting</p>	
Quorum.	<p>40. The quorum necessary to constitute a meeting of the Assembly shall be at least 20 Members exclusive of the Speaker (section 32, Constitution Act 1902).</p>	
Absence of quorum.	<p>41. When a quorum is not present at the commencement of the sitting:</p> <p>(1) The bells shall be rung for 4 minutes.</p> <p>(2) If a quorum is not present after 4 minutes the Speaker shall adjourn the House until the next sitting day and the names of those Members present shall be entered in the Votes and Proceedings.</p>	
	<p>Prayer</p>	
Prayer.	<p>42. The Speaker shall read the following prayer after taking the Chair each day:</p> <p style="padding-left: 40px;">"Almighty God, we humbly beseech Thee to vouchsafe Thy blessing upon this Parliament. Direct and prosper our deliberations to the advancement of Thy glory, and the true welfare of the people of our State and Australia. Amen!"</p>	

	Quorum during sitting	
Resumption of sitting without quorum.	43. If during a sitting the Speaker leaves the Chair until an appointed time or until the ringing of one long bell the House may recommence its business at that time even if there is not a quorum present.	
Absence of quorum.	44. If a Member states that a quorum is not present in the House: <ol style="list-style-type: none"> (1) The Speaker shall count the House. (2) If a quorum is not present the bells shall be rung for 4 minutes. (3) If after that time a quorum has not been formed the Speaker shall set down the business before the House as an Order of the Day for tomorrow and adjourn the House until the next sitting day. (4) If the next sitting day is a public holiday the House shall stand adjourned to the next succeeding day. 	
Chair's discretion on further quorum.	45. The Speaker and the Chairman have a discretion to proceed with business or order that the bells be rung on any second or subsequent quorum call.	
No quorum in division.	46. If the tellers of a division in the House report there is no quorum, the Speaker shall adjourn the House until the next sitting day.	
No quorum in Committee.	47. If the Speaker is informed by the Chairman of Committees by a report that a quorum has not been able to have formed in Committee, the Speaker shall order the bells rung for 4 minutes and thereafter: <ol style="list-style-type: none"> (1) If a quorum is present, the Speaker shall leave the Chair and the Committee shall resume where interrupted. (2) If a quorum is not present, the Speaker shall set down the business before the House as an Order of the Day for tomorrow and adjourn the House until the next sitting day. (3) If the next sitting day is a public holiday the House shall stand adjourned to the next succeeding day. 	

<p>Disorder on call of quorum.</p>	<p>48. It is disorderly for any Member:</p> <p>(1) To call attention to the absence of a quorum when a quorum is present.</p> <p>(2) To leave the Chamber after attention has been called to the absence of a quorum.</p>	
<p>Names recorded on count-out.</p>	<p>49. When a quorum is not formed at a sitting the names of the Members present shall be recorded in the Votes and Proceedings.</p>	
<p>Proceedings restored after counts-out.</p>	<p>50. Proceedings interrupted by want of a quorum may be restored to the Business Paper at the interrupted point by motion on notice.</p>	
<p>Restrictions on quorum calls.</p>	<p>51. [<i>Rescinded, 14 October 1996.</i>]</p>	
<p>Adjournment of House by Minister.</p>	<p style="text-align: center;">Adjournment and next meeting</p> <p>52. The House shall be adjourned on motion of a Minister. The question is decided without amendment or debate. The only exceptions are for counts-out or if the House otherwise resolves.</p>	
<p>Recall of House by Government.</p>	<p>53. The Government, in the public interest, may in writing to the Speaker, or in the absence of the Speaker the Chairman of Committees, request the House meet at an earlier time than set down on adjournment. If satisfied, the Speaker shall:</p> <p>(1) Fix a day and time and</p> <p>(2) Communicate the day and time to all Members.</p>	
<p>Recall of House by majority of Members.</p>	<p>54. An absolute majority of Members may in writing to the Speaker, or in the absence of the Speaker the Chairman of Committees, request the House meet at an earlier time than set down on adjournment. The Speaker shall:</p> <p>(1) Fix a day and time within 10 days of the receipt of the request.</p> <p>(2) Communicate the day and time to all Members.</p> <p>(3) Accept an advice from the Leader of a recognised Party as a request on behalf of all its Members.</p>	

	<p>CHAPTER 7</p> <p>RULES OF DEBATE AND PRIVILEGE</p> <p>Order</p>	
Speaker maintains order.	55. The Speaker shall maintain order in the House.	
Chairman maintains order.	56. The Chairman of Committees shall maintain order in Committee of the Whole and, unless otherwise provided, a reference to the Speaker shall also be construed as a reference to the Chairman.	
Members silent when Speaker rises.	57. When the Speaker rises Members shall sit down and be silent.	
Members silent when question put.	58. When the Speaker is putting a question Members shall be silent and shall not leave or cross the Chamber.	
No noise or interruption of debate.	59. When a Member is speaking other Members shall not converse or make any noise or disturbance.	
Obeisance to Chair.	60. Members shall make obeisance to the Chair when passing in front of the Chair or entering or leaving the Chamber.	
No Member to pass between Chair.	61. Members shall not pass between the Chair and the Table or between the Chair and the Member speaking.	
Members not to wear headdress and to be seated.	62. Members must not wear headdress in the Chamber except by leave of the Speaker and shall be seated unless entering, leaving or moving to any other part of the Chamber during debate and shall not stand in any of the passages.	
Member seeking call.	<p>Manner and right of speech</p> <p>63. A Member wishing to speak will not be recognised by the Speaker unless the Member rises and seeks the call. After being recognised the Member may then speak at the Table or from their seat.</p>	

<p>Illness or disability.</p>	<p>64. A Member unable to stand because of illness or disability may speak while seated with the leave of the Speaker.</p>	
<p>Motion "That Member be now heard".</p>	<p>65. A Member may move without notice that a Member who has risen but not received the call "That the Honourable Member for be now heard". The question shall be decided without debate or amendment.</p>	
<p>Motion "That Member be not further heard".</p>	<p>66. A Member may move without notice that a Member who is speaking "That the Honourable Member for be not further heard". The question shall be decided without debate or amendment.</p>	
<p>Irrelevance or tedious repetition.</p>	<p>67. The Speaker may direct a Member to cease speaking if the Member persists in irrelevance or tedious repetition.</p>	
<p>Motion "That Member be further heard".</p>	<p>68. A Member, having been called to cease speaking, or any other Member may require the Speaker to put the question, "That the Honourable Member for be further heard". The question shall be decided without debate or amendment.</p>	
<p>Member may speak.</p>	<p>69. A Member may only speak:</p> <ol style="list-style-type: none"> (1) To a question before the Chair which is open to debate. (2) When moving a motion. (3) When moving an amendment. (4) When rising to a point of order or privilege. (5) To make a personal explanation. (6) In explanation. 	
<p>Personal explanation.</p>	<p>70. A Member may, when there is no question before the Chair and with the leave of the Speaker, explain a matter of a personal nature. A personal explanation shall not be debated.</p>	
<p>Member to speak once.</p>	<p>71. In the House a Member may only speak once to a question, except:</p> <ol style="list-style-type: none"> (1) The Member in charge of the Order of the Day when the order is read. (2) In explanation. (3) In reply. 	

Seconder may speak at later time.	72. A Member seconding a motion or amendment before the House without speaking to it may speak at a later time in the debate.	
Member briefly heard in explanation.	73. A Member, having concluded a speech, may be briefly heard again to explain a material part of their speech which has been misquoted or misunderstood but cannot: (1) Interrupt another Member who is speaking. (2) Introduce any new matter. (3) Debate the matter. (4) Be heard after the determination of the question before the Chair.	
Reply.	Reply 74. A Member who has moved a substantive motion or the second or third reading of a bill may speak in reply.	
Subject of reply.	75. The subject matter of a reply is confined to matters raised during the debate.	
Reply closes debate.	76. The reply of the mover of the original motion closes the debate.	
No Member to speak after question put.	77. A Member may not speak to a question after the Speaker has put the question and voices have been given in the affirmative and/or negative.	
Quotation from Hansard or newspapers.	78. A Member may only refer to or quote from a debate or proceeding of the current session in either House or newspaper report of such debate or proceeding if the reference or quotation is brief and: (1) Relevant to the matter under discussion or (2) The subject of a personal explanation.	
Reflection on vote of the House.	79. A Member shall not reflect on a previous decision of the House unless debating the rescission of such vote.	

<p>Use of the Sovereign or Governor's name.</p>	<p>80. A Member shall not use the name of the Sovereign or the Governor:</p> <p>(1) Disrespectfully.</p> <p>(2) To influence the House in its deliberations.</p>	
<p>Offensive words not to be used.</p>	<p>81. A Member shall not use offensive words against:</p> <p>(1) Either House or its Members.</p> <p>(2) A member of the judiciary.</p> <p>(3) A statute unless moving for its repeal.</p>	
<p>Reflection on Members by substantive motion only.</p>	<p>82. Imputations of improper motives and personal reflections on Members of either House are disorderly other than by substantive motion.</p>	
<p>Quarrels not permitted.</p>	<p>83. The Speaker shall intervene:</p> <p>(1) When offensive or disorderly words are used by a Member addressing the Chair.</p> <p>(2) To prevent a quarrel between Members arising out of debates or proceedings in the House or in Committee of the Whole.</p>	
<p>No Member to be referred to by name.</p>	<p>84. A Member shall refer to other Members by their title of office or by the name of their electorate.</p>	
<p>Relevancy.</p>	<p>85. A Member speaking shall be relevant to the subject matter of the debate.</p>	
<p>Anticipation.</p>	<p>86. A Member shall not anticipate discussion of any matter which is on the Business Paper. In determining whether discussion anticipates debate the Speaker shall have regard to the probability of the matter being debated by the House within a reasonable period and the most effective means for it to be raised.</p>	
<p>Request for question to be stated.</p>	<p>87. A Member may require the question to be stated by the Speaker during the debate without interrupting the Member speaking.</p>	

<p>Interruptions not allowed—exceptions.</p>	<p>88. A Member may only interrupt another Member to:</p> <ol style="list-style-type: none"> (1) Raise a matter of privilege suddenly arising. (2) Call attention to a point of order. (3) Call attention to the want of a quorum. (4) Call attention to the presence of strangers. (5) Move a closure motion. (6) Move "That the Member for be now heard". (7) Move "That the Member for be not further heard". 	
<p>Matters not open for debate nor amendment.</p>	<p style="text-align: center;">Matters not open to debate</p> <p>89. The following matters are not open to debate nor amendment:</p> <ol style="list-style-type: none"> (1) Adjournment of debate. (2) Adjournment of the House. (3) Business dealt with as formal. (4) Extension of time. (5) Leave of the House or Committee. (6) Motion that a Member be suspended. (7) Motion that a Message be sent to the Legislative Council. (8) Motion that leave of absence be granted. (9) Motion that the Chairman leave the Chair to report a bill. (10) Motion that the Chairman leave the Chair to report progress and seek leave to sit again at a future time. (11) Motion to withdraw or postpone a notice of motion or order of the day. (12) Objection to decision of Chairman. (13) Personal explanation. (14) "That inspection of the paper be restricted to Members only and that no copies or extracts thereof be permitted." (15) "That strangers be ordered to withdraw." (16) "That the bill be declared urgent". (17) "That the bill be withdrawn." (18) "That the Committee report be printed." (19) "That the Member for be further heard". (20) "That the Member for be not further heard". (21) "That the Member for be now heard". (22) "That the Order of the Day be discharged." (23) "That the Petition not be received." (24) "That the question be divided". (25) "That the question be now put". 	


<p>Abuse of forms of House.</p>	<p>90. The Speaker shall not receive a second time in a sitting any question which is not open to debate or amendment if in the Speaker's opinion it would amount to an abuse of the orders or forms of the House, or is moved for the purpose of obstructing business.</p>	
<p>Adjournment of debate.</p>	<p>Adjournment of debate</p> <p>91. A motion for the adjournment of a debate may only be moved by a Member who has not spoken to the question.</p>	
<p>Resumption of adjourned debate.</p>	<p>92. The resumption of the adjourned debate may be set down for a later hour of the same day, tomorrow or a future day by the Member having carriage of the matter.</p>	
<p>Member moving adjournment entitled to precedence.</p>	<p>93. The resumption of the debate may be set down for a later hour of the same day, tomorrow or a future day by the Speaker, on request of the Member having carriage of the “matter”. In the absence of the Member having carriage of the matter, the Member adjourning the debate or speaking at the interruption of the debate shall request the Speaker to set down the resumption of the debate as an Order of the Day for tomorrow.</p>	
<p>Mover of adjournment, if negatived, held to have spoken.</p>	<p>94. A Member whose motion for the adjournment of a debate is negatived cannot speak later in that debate.</p>	

	Time limits for debates and speeches																																													
Time limits.	<p data-bbox="397 293 1238 360">95. The following maximum time limits shall apply for debates and speeches:</p> <p data-bbox="397 405 612 439"><u>Address in Reply</u></p> <table data-bbox="489 472 1125 651"> <tr> <td>Premier</td> <td>- unspecified</td> </tr> <tr> <td>Leader of the Opposition</td> <td>- unspecified</td> </tr> <tr> <td>Mover</td> <td>- 20 minutes*</td> </tr> <tr> <td>Any other Member</td> <td>- 20 minutes*</td> </tr> <tr> <td>Reply</td> <td>- 20 minutes*</td> </tr> </table> <p data-bbox="397 689 683 723"><u>Adjournment - Special</u></p> <table data-bbox="489 763 1110 898"> <tr> <td>Mover</td> <td>- 30 minutes</td> </tr> <tr> <td>Member next speaking</td> <td>- 30 minutes</td> </tr> <tr> <td>Any other Member</td> <td>- 10 minutes</td> </tr> <tr> <td>Reply</td> <td>- 10 minutes</td> </tr> </table> <p data-bbox="397 943 448 976"><u>Bills</u></p> <p data-bbox="397 1010 586 1043">Second Reading:</p> <p data-bbox="397 1077 756 1111">(i) Introduced by a Minister</p> <table data-bbox="489 1155 1118 1368"> <tr> <td>Mover</td> <td>- unspecified</td> </tr> <tr> <td>Leader of the Opposition or one Member deputed by him, next speaking</td> <td>- unspecified</td> </tr> <tr> <td>Any other Member</td> <td>- 15 minutes†</td> </tr> <tr> <td>Reply</td> <td>- unspecified</td> </tr> </table> <p data-bbox="397 1402 679 1435">(ii) Appropriation Bill</p> <table data-bbox="489 1469 1118 1615"> <tr> <td>Mover</td> <td>- unspecified</td> </tr> <tr> <td>Party Leaders</td> <td>- unspecified</td> </tr> <tr> <td>Any other Member</td> <td>- 20 minutes*</td> </tr> <tr> <td>Reply</td> <td>- unspecified</td> </tr> </table> <p data-bbox="397 1648 863 1682">(iii) Introduced by a Private Member</p> <table data-bbox="489 1715 1118 1973"> <tr> <td>Mover</td> <td>- unspecified</td> </tr> <tr> <td>Premier or one Minister deputed by him</td> <td>- unspecified</td> </tr> <tr> <td>Leader of the Opposition or one Member deputed by him</td> <td>- unspecified</td> </tr> <tr> <td>Any other Member</td> <td>- 15 minutes†</td> </tr> <tr> <td>Reply</td> <td>- unspecified</td> </tr> </table>	Premier	- unspecified	Leader of the Opposition	- unspecified	Mover	- 20 minutes*	Any other Member	- 20 minutes*	Reply	- 20 minutes*	Mover	- 30 minutes	Member next speaking	- 30 minutes	Any other Member	- 10 minutes	Reply	- 10 minutes	Mover	- unspecified	Leader of the Opposition or one Member deputed by him, next speaking	- unspecified	Any other Member	- 15 minutes†	Reply	- unspecified	Mover	- unspecified	Party Leaders	- unspecified	Any other Member	- 20 minutes*	Reply	- unspecified	Mover	- unspecified	Premier or one Minister deputed by him	- unspecified	Leader of the Opposition or one Member deputed by him	- unspecified	Any other Member	- 15 minutes†	Reply	- unspecified	
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	<p><u>Censure of a Member</u></p> <p>Mover - 15 minutes Member named - 15 minutes Four other Members - 5 minutes Response by Member - 10 minutes Reply - 10 minutes</p> <p><u>Chairman of Committees, objection to decision</u></p> <p>The Member may speak for 5 minutes.</p> <p><u>Committee of the Whole</u></p> <p>Minister - Unspecified number of periods limited to 20 minutes each.</p> <p>Leader of the Opposition or one Member deputed - Unspecified number of periods limited to 20 minutes each.</p> <p>Any other Member:</p> <p>Three periods each on any one question not exceeding—</p> <p>(a) first occasion - 15 minutes (b) subsequent occasions - 10 minutes then 5 minutes</p> <p><u>Committees, reports from - take note debate</u></p> <p>Chairman or Member tabling the Report - 10 minutes Any other Member - 5 minutes</p> <p>(Question being put after 30 minutes)</p> <p><u>Consideration of Urgent Motions</u></p> <p>Mover - 10 minutes Member next speaking - 10 minutes Other Members (limited to three) - 5 minutes Reply - 5 minutes</p>	
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<u>Debates not otherwise provided for</u>	
All Members	- 20 minutes*
<u>Expulsion of a Member</u>	
Mover	- 30 minutes*
Member next speaking	- 30 minutes*
Any other Member	- 20 minutes*
Member in response	- 20 minutes*
Reply	- 20 minutes*
<u>Matters of Public Importance</u>	
Mover	- 15 minutes
Member next speaking	- 15 minutes
Other Members (limited to four)	- 5 minutes
Reply	- 10 minutes
After Consideration of Urgent Motions:	
Mover	- 10 minutes
Member next speaking	- 10 minutes
One other Member	- 5 minutes
Reply	- 5 minutes
<u>No confidence in the Government</u>	
Mover	- unspecified
Party leader	- unspecified
Any other Member	- 30 minutes
Premier in response	- 45 minutes
Reply	- 45 minutes
<u>No confidence in a Minister</u>	
Mover	- unspecified
Minister named	- unspecified
Any other Member	- 20 minutes
Response by Minister	- 30 minutes
Reply	- 30 minutes
<u>No confidence in Speaker</u>	
Mover	- unspecified
Member leading debate in opposition to the motion	- unspecified
Any other Member	- 20 minutes
Response by Member leading debate in opposition to the motion	- 30 minutes
Mover in reply	- 30 minutes

<p><u>Censure of Member</u></p> <p>Mover - 15 minutes Member named - 15 minutes Four other Members - 5 minutes Response by Member - 10 minutes Mover in reply - 10 minutes</p> <p><u>Censure of Speaker</u></p> <p>Mover - 15 minutes Member leading debate in opposition to the motion - 15 minutes Four other Members - 10 minutes Response by Member leading debate in opposition to the motion - 10 minutes Mover in reply - 10 minutes</p> <p><u>Papers, printing of</u></p> <p>All Members, including reply - 3 minutes</p> <p>(The Speaker may call the Minister in reply if debate exceeds 30 minutes)</p> <p><u>Press, accommodation</u></p> <p>All Members - 10 minutes</p> <p>(The Speaker shall be entitled to put the question after 30 minutes of debate)</p> <p><u>Private Members' Statements</u></p> <p>Ten Members - 5 minutes Replies by Ministers - 2 minutes</p> <p><u>Privilege</u></p> <p>The Member may speak for 10 minutes to establish a prima facie case.</p> <p><u>Speaker, Chairman of Committees, election of</u></p> <p>All Members - 10 minutes</p> <p><u>Speaker's ruling, dissent</u></p> <p>All Members - 10 minutes</p> <p>(The Speaker shall be entitled to put the question after 30 minutes of debate)</p>	
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	<p><u>Standing Orders, suspension</u></p> <p>Mover - 5 minutes One other Member - 5 minutes</p> <p><u>Standing Orders, suspension - Public Bill introduced by Private Member</u></p> <p>Mover - Member in charge of the Bill - 3 minutes One other Member - 3 minutes</p> <p><u>Statutory Rules, disallowance</u></p> <p>All Members; including reply - 10 minutes</p> <p>(The Speaker shall be entitled to put the question after 60 minutes of debate)</p> <p>* A Member may request and the Speaker shall put, without debate or amendment, a question that the Member be allowed to continue that speech for a further period of up to 10 minutes.</p> <p>† A Member may request and the Speaker shall put, without debate or amendment, a question that the Member be allowed to continue that speech for a further period of up to 5 minutes.</p>	
<p>Motion "That the question be put".</p>	<p style="text-align: center;">Closure</p> <p>96. A motion may be made by any Member, either in the House or in Committee, "That the question be now put". Such motion:</p> <p>(1) May be moved whilst another Member is addressing the House;</p> <p>(2) Shall be put forthwith and decided without amendment or debate; and</p> <p>(3) Must be carried by at least 30 Members in the affirmative.</p>	
<p>Closure— Right of reply.</p>	<p>97. Whenever the closure is carried on a motion and the mover of the original motion, if entitled to a reply, shall be permitted to speak for up to 30 minutes or a lesser time if specified.</p>	
<p>Limitation of application.</p>	<p>98. The carrying of the closure only affects the last question submitted to the House or Committee.</p>	

<p>Closure— Consequential Divisions.</p>	<p>99. When the House or the Committee has carried the question "That the question be now put":</p> <p>The Speaker or the Chairman may, with the leave of the House or Committee, order the bells to be rung to deal with any divisions on any questions that are consequential on the closure motion.</p>	
<p>Closure— Allocation of time for discussion.</p>	<p style="text-align: center;">Allocation of time for debate (guillotine)</p> <p>100. The Premier, or a Minister acting on the Premier's behalf, may at any time state in the House the intention of the Government to deal with any business to a certain stage at a specified time at the next or a subsequent sitting.</p> <p>Written notification must subsequently be given to the Speaker, the Chairman of Committees, and the Party Leaders and the notice shall be published in the Business Paper.</p> <p>To give effect to the notification a Member shall move at the specified time on the date given or at a later time at the same sitting the motion "That the question be now put".</p> <p>The carrying of this question is an instruction to the Speaker or the Chairman of Committees to put to the vote every question necessary to give effect to the notification. No further debate, amendment or reply is permitted.</p> <p>After the carrying of the closure, the Speaker or Chairman shall put to the vote any amendments proposed by a Minister provided that the amendments were lodged with the Clerk, printed and circulated by the Clerk at least 2 hours before the specified time.</p> <p>The closure may not be moved on any question contained in a notification of allocation of time under this standing order.</p> <p>If the closure under this Standing Order is agreed to at the second reading stage and there have been no Minister's amendments circulated, the Speaker shall forthwith put to the vote the third reading of the Bill.</p>	


<p>Speaking to privilege.</p>	<p style="text-align: center;">Privilege</p> <p>101. A Member may rise to declare that a contempt or breach of privilege has been committed. In order to move a substantive motion immediately or to request the Speaker to have a notice placed on the Business Paper with precedence, the Member must satisfy the Speaker (in a statement limited to 10 minutes) that:</p> <ol style="list-style-type: none"> (1) The matter is one suddenly arising and should be dealt with at the earliest opportunity; (2) There is a prima facie case; and (3) The Member has a prepared notice of motion and the matter should proceed forthwith or have precedence for the next sitting day. 	
<p>Privilege raised in Committee.</p>	<p>102. If a matter of privilege is raised in Committee of the Whole, the Chairman shall leave the Chair and inform the Speaker but make no further report. After being dealt with in the House proceedings in Committee of the Whole shall resume where they were interrupted.</p>	
<p>Privilege matter without precedence.</p>	<p>103. A notice of motion of a privilege matter may be given but shall not take precedence of all other business.</p>	
<p>Point of order.</p>	<p style="text-align: center;">Point of order</p> <p>104. A Member may at any time raise a point of order relating to a breach of the standing orders or the practice of the House which shall, until disposed of, suspend the consideration and decision of every other question.</p>	
<p>Consideration of point of order.</p>	<p>105. When a Member rises on a point of order:</p> <ol style="list-style-type: none"> (1) The Member who was speaking shall be seated. (2) The question only of order shall be stated to the Speaker. (3) The Speaker shall give a decision or hear further argument. 	
<p>Point of order in division.</p>	<p>106. Members seeking to raise a point of order during a division shall cover their head and remain seated.</p>	


<p>Dissent from Speaker's ruling.</p>	<p style="text-align: center;">Dissent from Speaker's ruling</p> <p>107. The procedure for dissenting from a ruling or decision of the Speaker is as follows:</p> <ol style="list-style-type: none"> (1) The Member must give notice of a motion at the time for notices stating the grounds of the dissent. (2) The notice must be given within 3 clear sitting days after the sitting day at which the ruling was given. (3) The motion shall take precedence of all other business on the day appointed. (4) The Speaker shall be entitled to put the question on any such motion after debate has exceeded 30 minutes. (5) The notice lapses if not moved or postponed on the appointed day. (6) Any Member and the mover in reply shall each be entitled to speak up to 10 minutes. 	
<p>Objection to Chairman's decision.</p>	<p style="text-align: center;">Objection to Chairman's decision</p> <p>108. The procedure for objecting to a decision of the Chairman is as follows:</p> <ol style="list-style-type: none"> (1) The objection must be taken at once and handed to the Chair in writing. (2) A 5 minute statement by the Member making the objection may be made. (3) A motion shall be moved that the Chairman leave the Chair to report the objection. (4) In the House the matter shall be determined by the Speaker as a ruling on a point of order. (5) Proceedings in Committee shall then resume where they were interrupted. 	
<p>Leave.</p>	<p style="text-align: center;">Leave of the House or Committee of the Whole</p> <p>109. When the leave of the House or of a Committee of the Whole is required it must be granted without dissent. A request for leave shall not be debated.</p>	


Routine of business.	<p>CHAPTER 8</p> <p>BUSINESS</p> <p>Routine of Business</p> <p>110. The House shall conduct its business in the following routine:</p> <p><u>Tuesdays</u></p> <ol style="list-style-type: none"> 1. At 2.15 p.m. (Speaker takes Chair) 2. Ministerial Statements 3. Notices of Motions 4. Papers (if the first sitting day of the week) 5. Petitions 6. Placing or Disposal of Business 7. Formal Business 8. Committee Reports - tabling 9. Call for Notices of Urgent Motions 10. Announcement of Matters of Public Importance 11. Questions <i>without Notice</i> 12. Ministerial Statements 13. Motions for Urgent Consideration 14. Matters of Public Importance 15. Business with Precedence 16. Government Business <p><u>Sitting days other than the last sitting day of the week</u></p> <ol style="list-style-type: none"> 1. At 9.00 a.m. (Speaker takes Chair) 2. Government Business 3. At 2.15 p.m. (Speaker resumes Chair) 4. Ministerial Statements 5. Notices of Motions 6. Papers (if the first sitting day of each week) 7. Petitions 8. Placing or Disposal of Business (including the re-ordering of General Business Orders of the Day (for Bills) and General Business Notices of Motions) 9. Formal Business 10. Committee Reports - tabling 11. Call for Notices of Urgent Motions 12. Announcement of Matters of Public Importance 13. Questions <i>without Notice</i> 14. Ministerial Statements 15. Motions for Urgent Consideration 16. Matters of Public Importance 17. Business with Precedence 18. Government Business 	


	<p><u>Last sitting day of the week</u></p> <ol style="list-style-type: none"> 1. General Business Notices of Motions for Bills (concluding not later than 9.30 a.m.) 2. General Business Orders of the Day for Bills (concluding not later than 11.30 a.m.) 3. General Business Notices of Motions or Orders of the Day (not being for Bills) concluding at 1.00 p.m. Any item of business not concluded shall be set down as an Order of the Day for tomorrow with precedence of other General Business (not for Bills). 4. 1.00 p.m. to 2.00 p.m. consideration of Committee Reports presented (Speaker leaves Chair) 5. At 2.15 p.m. (Speaker resumes Chair) 6. Ministerial Statements 7. Notices of Motions 8. Petitions 9. Placing or Disposal of Business 10. Formal Business 11. Committee Reports - tabling 12. Call for Notices of Urgent Motions 13. Announcement of Matters of Public Importance 14. Questions 15. Ministerial Statements 16. Motions for Urgent Consideration 17. Matters of Public Importance 18. Business with Precedence 19. Government Business 	
<p>Notices take precedence.</p>	<p style="text-align: center;">Placing or Disposal of Business</p> <p>111. Notices of motions shall take precedence of orders of the day, and if called upon must be moved, withdrawn, or postponed in the order in which they appear on the Business Paper or lapse.</p>	


<p>Placing or disposal of business.</p>	<p>112. The procedure for the placing or disposal of business is:</p> <ol style="list-style-type: none"> (1) Before notices of motions or orders of the day are called on the Speaker will call over each category on the Business Paper for that day. (2) A Member may, without debate, withdraw or postpone any notice of motion standing in their name on the Business Paper for that day. (3) A Member may, without debate, withdraw, postpone or discharge an Order of the Day standing in their name on the Business Paper for that day. (4) An Order of the Day for a bill may be discharged on motion, without debate or amendment, and a motion moved forthwith, without debate or amendment "That the Bill be withdrawn". 	
<p>Procedure for Formal Business.</p>	<p style="text-align: center;">Formal Business</p> <p>113. The procedure for formal business is as follows:</p> <ol style="list-style-type: none"> (1) Before notices of motions or orders of the day are called on the Speaker will inquire for each notice and each Order of the Day for the third reading of a bill on the Business Paper whether any Member objects to it being taken formally. (2) If there is no objection the motion may be moved by the Member having carriage of the business and the question shall be decided without amendment or debate. (3) The House may proceed to a division on the motion or order. (4) Motions for the appointment of a select or standing committee (except on a private bill) or for the adoption of the report from a select or standing committee cannot be dealt with formally. 	
<p>Ministers may arrange.</p>	<p style="text-align: center;">Government Business</p> <p>114. Ministers may arrange Government Business in any order.</p>	
<p>Times for Ministerial Statements.</p>	<p style="text-align: center;">Ministerial Statements</p> <p>115. Ministerial statements may be made at the times indicated in the routine of business or at other times by leave of the House.</p>	


<p>Duration of Ministerial Statements.</p>	<p>116. Ministerial statements are of unlimited duration and the Leader of the Opposition or any Member deputed may respond for the same period of time.</p>									
<p>Precedence of General Business.</p>	<p style="text-align: center;">General Business</p> <p>117. General business notices of motions and orders of the day shall retain their relative places on the Business Paper and be considered in the order in which they are given or set down.</p>									
<p>Re-ordering and routine of business.</p>	<p>118. (1) At the Placing or Disposal of Business on the second last sitting day of each week:</p> <ul style="list-style-type: none"> (a) Any two private members may move to re-order the Order of the Day for the resumption of debate on that Member's bill to be granted precedence on the following sitting day. (b) Any two private members may move to re-order the Member's General Business Notice of Motion to be granted precedence on the following sitting day. (c) The carrying of one motion in (a) or (b) above prevents another Member moving a subsequent motion. (d) On a motion for re-ordering, the Member in charge of the bill or Notice of Motion shall be permitted to make a statement of up to 3 minutes and one other member may reply for up to 3 minutes. <p>On the last sitting day of each week:</p> <ul style="list-style-type: none"> (2) From 9.00 a.m. Notice of Motions (for Bills) shall be dealt with. (3) At 11.30 a.m. any General Business Order of the Day for Bills under discussion shall be interrupted and set down as an Order of the Day for tomorrow. (4) No later than 11.30 a.m. the House shall consider General Notices of Motions or Orders of the Day (not being for bills) as follows: <ul style="list-style-type: none"> (a) No debate shall exceed 45 minutes. (b) In each debate the following time limits shall apply: <table style="margin-left: 20px;"> <tr> <td>Mover</td> <td style="text-align: right;">- 10 minutes</td> </tr> <tr> <td>Member next speaking</td> <td style="text-align: right;">- 10 minutes</td> </tr> <tr> <td>Four Members</td> <td style="text-align: right;">- 5 minutes each</td> </tr> <tr> <td>Reply</td> <td style="text-align: right;">- 5 minutes</td> </tr> </table> 	Mover	- 10 minutes	Member next speaking	- 10 minutes	Four Members	- 5 minutes each	Reply	- 5 minutes	
Mover	- 10 minutes									
Member next speaking	- 10 minutes									
Four Members	- 5 minutes each									
Reply	- 5 minutes									


<p>Procedure for private members' statements.</p>	<p style="text-align: center;">Private Members' Statements</p> <p>119. The procedure for Private Members' Statements is as follows:</p> <ol style="list-style-type: none"> (1) At 5.15 p.m. on Tuesdays and at 5.50 p.m. on and other sitting day the business before the House shall be interrupted for the noting of Private Members' Statements. (2) The interrupted business shall become an Order of the Day for a later hour of the day. (3) If at the time of interruption: <ol style="list-style-type: none"> (a) The House is in Committee - the Chairman shall leave the Chair and report progress and the resumption of the proceedings shall become an Order of the Day for a later hour. (b) A division is in progress - it shall be completed and the result announced. (c) Proceedings under the "guillotine" are in progress, the proceedings shall be completed. (4) The Speaker shall propose the question "That Private Members' Statements be noted". (5) Debate on the question shall not exceed 70 minutes, with 10 private Members being able to speak for up to 5 minutes each and replies by Ministers being limited to 2 minutes each. (6) Private Members' Statements may be taken between items of business with the leave of the House for a period as notified by the Minister in charge of the House at that time. (7) A division on any question or call for the want of a quorum shall not be permitted during Private Members' Statements. 	
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<p>Consideration of Urgent Motions.</p>	<p>Consideration of Urgent Motions</p> <p>120. The procedure for consideration of urgent motions shall be as follows:</p> <p>(1) Prior to calling on Questions without Notice the Speaker shall ask for written notices of motions for urgent consideration.</p> <p>(2) No more than two notices shall be accepted at any one sitting of the House.</p> <p>(3) The notices shall be set down for consideration immediately after Questions without Notice with precedence of all other business.</p> <p>(4) (a) The Members giving the notices shall each be permitted to make statements of up to 5 minutes so the House may establish the priority of such matters.</p> <p>(b) At the conclusion of the 5 minute statements the Speaker shall put the question on the first notice "That the motion for urgent consideration of the Honourable Member for be proceeded with".</p> <p>(c) If this motion is carried the Member may proceed.</p> <p>(d) If the motion is not carried the question "That the motion for urgent consideration of the Honourable Member for be proceeded with" is then put on the next motion.</p> <p>(5) When the motion for urgent consideration is determined and the motion is moved, the following time limits shall apply:</p> <p style="padding-left: 40px;">Mover - 10 minutes</p> <p style="padding-left: 40px;">Member next speaking - 10 minutes</p> <p style="padding-left: 40px;">Other Members (limited to three) - 5 minutes</p> <p style="padding-left: 40px;">Reply - 5 minutes</p>	
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<p>Matters of Public Importance.</p>	<p>Matters of Public Importance</p> <p>121. The procedure for matters of public importance is as follows:</p> <p>(1) The matter, which must be definite, shall be handed in writing to the Speaker no later than 1.00 p.m. on any sitting day and immediately published.</p> <p>(2) The Speaker, in the event that more than one matter is submitted, shall determine which matter is of the greatest public importance.</p> <p>(3) At least 30 minutes prior to the time for Questions without Notice -</p> <p style="padding-left: 2em;">(a) the Premier, the Leader of the Government, the Leader of the Opposition, the responsible Minister in the House, Members submitting matters and the Independent Members shall be informed in writing by the Speaker of the matter determined by the Speaker to be discussed.</p> <p style="padding-left: 2em;">(b) the Speaker, by placing a notice on notice boards, shall inform Members of the matter.</p> <p>(4) If the Speaker decides that any matter proposed is in order it shall be announced to the House by the Speaker before the calling of Questions.</p> <p>(5) As provided in the routine of business the Speaker shall call the Member concerned to proceed with the matter. The matter cannot be amended.</p> <p>(6) The following time limit shall apply:</p> <table style="margin-left: 4em; border: none;"> <tr> <td>Member submitting matter</td> <td style="text-align: right;">- 15 minutes</td> </tr> <tr> <td>Member next speaking</td> <td style="text-align: right;">- 15 minutes</td> </tr> <tr> <td>Four other Members</td> <td style="text-align: right;">- 5 minutes</td> </tr> <tr> <td>Member concluding the discussion</td> <td style="text-align: right;">- 10 minutes</td> </tr> </table> <p>(7) Where an urgent motion has been considered by the House then any Matter of Public Importance listed for discussion that day shall be limited in duration to the following speaking times:</p> <table style="margin-left: 4em; border: none;"> <tr> <td>Mover</td> <td style="text-align: right;">- 10 minutes</td> </tr> <tr> <td>Member next speaking</td> <td style="text-align: right;">- 10 minutes</td> </tr> <tr> <td>One other Member</td> <td style="text-align: right;">- 5 minutes</td> </tr> <tr> <td>Reply</td> <td style="text-align: right;">- 5 minutes</td> </tr> </table> <p>(8) At the conclusion of the discussion no question shall be put.</p> <p>(9) There shall be no dissent from the ruling of the Speaker in relation to the operation of this Standing Order.</p>	Member submitting matter	- 15 minutes	Member next speaking	- 15 minutes	Four other Members	- 5 minutes	Member concluding the discussion	- 10 minutes	Mover	- 10 minutes	Member next speaking	- 10 minutes	One other Member	- 5 minutes	Reply	- 5 minutes	
Member submitting matter	- 15 minutes																	
Member next speaking	- 15 minutes																	
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Member concluding the discussion	- 10 minutes																	
Mover	- 10 minutes																	
Member next speaking	- 10 minutes																	
One other Member	- 5 minutes																	
Reply	- 5 minutes																	

No confidence in Government												
No confidence in the Government.	<p>122. The procedure for a motion of no confidence in the Government is:</p> <p>(1) A notice of motion must be given.</p> <p>(2) The motion shall take precedence of all other business on the sitting day that is 3 clear days after the notice is given.</p> <p>(3) The motion may not be postponed or amended.</p> <p>(4) The motion may be withdrawn with the leave of the House.</p> <p>(5) Debate on such motion shall not be adjourned and the sitting of the House shall continue until the question is determined.</p> <p>(6) Debate will be as follows:</p> <table style="margin-left: 40px; border: none;"> <tr> <td>(a) Mover</td> <td style="text-align: right;">- unspecified</td> </tr> <tr> <td>(b) Party leader</td> <td style="text-align: right;">- unspecified</td> </tr> <tr> <td>(c) Any other Member</td> <td style="text-align: right;">- 30 minutes</td> </tr> <tr> <td>(d) Premier in response</td> <td style="text-align: right;">- 45 minutes</td> </tr> <tr> <td>(e) Mover in reply</td> <td style="text-align: right;">- 45 minutes</td> </tr> </table> <p>(7) The following motions cannot be moved: That the Member be now heard. That the Member be not further heard. That the question be now put (closure). That that question be now put (previous question).</p> <p>(8) During the currency of the debate the Speaker shall leave the Chair at 10.30 p.m. each day and the sitting shall resume at 9.00 a.m. on each successive sitting day until the matter is determined.</p> <p>(9) When the question is determined the Speaker shall adjourn the House without question put until the next sitting day.</p>	(a) Mover	- unspecified	(b) Party leader	- unspecified	(c) Any other Member	- 30 minutes	(d) Premier in response	- 45 minutes	(e) Mover in reply	- 45 minutes	
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(c) Any other Member	- 30 minutes											
(d) Premier in response	- 45 minutes											
(e) Mover in reply	- 45 minutes											

	No confidence in Minister	
No confidence in a Minister.	<p>123. The procedure for a motion of no confidence in a Minister is as follows:</p> <ol style="list-style-type: none"> (1) A notice of motion must be given. (2) Such notice shall take the place of and be called upon at the time for consideration of Matters of Public Importance at the next sitting of the House after the notice was given. (3) On any day when such notices are set down, the House cannot consider notices of Matters of Public Importance. (4) The motion may not be postponed or amended. (5) The motion may be withdrawn with the leave of the House. (6) Debate will be as follows: <ol style="list-style-type: none"> (a) Mover - unspecified (b) Minister named - unspecified (c) Any other Member - 20 minutes (d) Response by Minister - 30 minutes (e) Mover in reply - 30 minutes (7) The following motions cannot be moved: <ul style="list-style-type: none"> That the Member be now heard. That the Member be not further heard. That the question be now put (closure). That that question be now put (previous question). 	

<p>No confidence in Speaker.</p>	<p style="text-align: center;">No Confidence in Speaker</p> <p>123A. The procedure for a no confidence motion in the Speaker is as follows:</p> <ol style="list-style-type: none"> (1) A notice must be given. (2) Such notice shall take the place of and be called upon at the time for consideration of Matters of Public Importance at the next sitting of the House after the notice was given. (3) On any day when such notices are set down, the House cannot consider notices of Matters of Public Importance. (4) The motion cannot be postponed or amended. (5) The motion may be withdrawn with the leave of the House. (6) Debate will be as follows: <ol style="list-style-type: none"> (a) Mover - unspecified (b) Member leading the debate in opposition to the motion - unspecified (c) Any other Member - 20 minutes (d) Response by Member leading the debate in opposition to the motion - 30 minutes (e) Mover in reply - 30 minutes (7) The following motions cannot be moved: <ul style="list-style-type: none"> That the Member be now heard. That the Member be not further heard. That the question be now put (closure). That that question be now put (previous question). <p style="text-align: right;"><i>[Approved, 14 October 1996]</i></p>	
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<p>Censure of a Member.</p>	<p style="text-align: center;">Censure of Member</p> <p>124. The procedure for a motion of censure of a Member is as follows:</p> <p>(1) A notice of motion must be given.</p> <p>(2) Such notice shall take the place of and be called upon at the time for consideration of Matters of Public Importance on the sitting day at which the notice was given.</p> <p>(3) Debate will be as follows:</p> <table style="width: 100%; border: none;"> <tr> <td style="padding-left: 20px;">(a) Mover</td> <td style="text-align: right;">- 15 minutes</td> </tr> <tr> <td style="padding-left: 20px;">(b) Member named</td> <td style="text-align: right;">- 15 minutes</td> </tr> <tr> <td style="padding-left: 20px;">(c) Four other Members</td> <td style="text-align: right;">- 5 minutes</td> </tr> <tr> <td style="padding-left: 20px;">(d) Response by Member</td> <td style="text-align: right;">- 10 minutes</td> </tr> <tr> <td style="padding-left: 20px;">(e) Mover in reply</td> <td style="text-align: right;">- 10 minutes</td> </tr> </table> <p>(4) The following motions cannot be moved:</p> <p style="padding-left: 40px;">That the Member be now heard.</p> <p style="padding-left: 40px;">That the Member be not further heard.</p> <p style="padding-left: 40px;">That the question be now put (closure).</p> <p style="padding-left: 40px;">That that question be now put (previous question).</p>	(a) Mover	- 15 minutes	(b) Member named	- 15 minutes	(c) Four other Members	- 5 minutes	(d) Response by Member	- 10 minutes	(e) Mover in reply	- 10 minutes	
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(c) Four other Members	- 5 minutes											
(d) Response by Member	- 10 minutes											
(e) Mover in reply	- 10 minutes											
<p>Censure of Speaker.</p>	<p style="text-align: center;">Censure of Speaker</p> <p>124A. The procedure for a motion of censure of the Speaker is as follows:</p> <p>(1) A notice must be given.</p> <p>(2) Such notice shall take the place of and be called upon at the time for consideration of Matters of Public Importance at that sitting.</p> <p>(3) Debate will be as follows:</p> <table style="width: 100%; border: none;"> <tr> <td style="padding-left: 20px;">(a) Mover</td> <td style="text-align: right;">- 15 minutes</td> </tr> <tr> <td style="padding-left: 20px;">(b) Member leading the debate in opposition to the motion</td> <td style="text-align: right;">- 15 minutes</td> </tr> <tr> <td style="padding-left: 20px;">(c) Four other Members</td> <td style="text-align: right;">- 10 minutes</td> </tr> <tr> <td style="padding-left: 20px;">(d) Response by Member leading the debate in opposition to the motion</td> <td style="text-align: right;">- 10 minutes</td> </tr> <tr> <td style="padding-left: 20px;">(e) Mover in reply</td> <td style="text-align: right;">- 10 minutes</td> </tr> </table> <p>(4) The following motions cannot be moved:</p> <p style="padding-left: 40px;">That the Member be now heard.</p> <p style="padding-left: 40px;">That the Member be not further heard.</p> <p style="padding-left: 40px;">That the question be now put (closure).</p> <p style="padding-left: 40px;">That that question be now put (previous question).</p> <p style="text-align: right;"><i>[Approved, 14 October 1996]</i></p>	(a) Mover	- 15 minutes	(b) Member leading the debate in opposition to the motion	- 15 minutes	(c) Four other Members	- 10 minutes	(d) Response by Member leading the debate in opposition to the motion	- 10 minutes	(e) Mover in reply	- 10 minutes	
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(e) Mover in reply	- 10 minutes											

<p>Disallowance of statutory rules.</p>	<p style="text-align: center;">Disallowance of Statutory Rules.</p> <p>125. The procedure for a motion to disallow a statutory rule or instrument is as follows:</p> <ol style="list-style-type: none"> (1) The notice, if given within 15 sitting days after tabling, shall be set down on the Business Paper for the next sitting day with precedence. (2) Such motions shall have priority in the order given. (3) The Speaker may put the question when debate has exceeded 60 minutes. (4) Members and the mover in reply may speak for up to 10 minutes. 	
<p>Unproclaimed Legislation.</p>	<p style="text-align: center;">Unproclaimed Legislation</p> <p>126. On the second sitting day of each Session and then every 15th sitting day thereafter, the Speaker shall table a list of legislation remaining unproclaimed 90 days after assent.</p>	
<p>Precedence of Business.</p>	<p style="text-align: center;">Business with Precedence</p> <p>127. The following matters shall take precedence of all other business on the sitting day on which they are set down for consideration in the following order:</p> <ol style="list-style-type: none"> (1) Dissent from Speaker's ruling. (2) No confidence in the Government. (3) Privilege - prima facie case. (4) Expulsion of a Member. (5) Arrangement of business of the House. (6) Days and hours of sitting. (7) Disallowance of statutory rules. (8) Business accorded precedence by the House. (9) Votes of thanks or condolence. (10) Printing of Papers. 	

CHAPTER 9		
PETITIONS		
Lodgement of petitions.	128. A petition must be lodged with the Clerk by 12 noon on the day it is to be reported to the House.	
Clerk's certificate.	129. A petition must bear the Clerk's certification that it is in conformity with the standing orders.	
Contents of petition.	<p>130. A petition must:</p> <ol style="list-style-type: none"> (1) Be legible and contain no alterations. (2) Be in English or be accompanied by a translation certified to be correct by the lodging Member. (3) Contain the petitioners request. (4) Contain the names and addresses of the petitioners and their own signatures on sheets containing the petition or the request and they must not be pasted on or otherwise transferred to the petition. A petitioner unable to write may affix their mark in the presence of a witness who shall list their own name and address as well as the name and address of the petitioner. (5) Contain at least one signature on the same sheet as the request. (6) Be respectful, decorous, and temperate in its language, and not contain irrelevant statements. (7) If from a corporation, be made under its common seal. (8) Be received only as the petition of the parties signing the same. 	
Petitions must not contain.	<p>131. A petition must not:</p> <ol style="list-style-type: none"> (1) Have letters, affidavits, or other documents attached to it, except if it is a petition for a private bill. (2) Make reference to any debate in Parliament. (3) Be lodged by a Member who has signed the petition as a petitioner. (4) Contain language disrespectful to the Legislature. 	

<p>Procedure for lodgement and presentation.</p>	<p>132. The procedure for the lodging and presentation of a petition is as follows:</p> <ol style="list-style-type: none"> (1) The Member must be acquainted with the contents of the petition. (2) The Member must ensure that the petition is in conformity with the standing orders. (3) The Member must sign the front sheet. (4) The petition is lodged for presentation with the Clerk. (5) The Clerk shall announce the petition in the House indicating the Member who lodged it and the identity and the subject matter of the petition. (6) The terms of the petition presented shall be printed in Hansard. (7) No discussion upon the subject matter of a petition shall be allowed. 	
<p>Petitions deemed to have been received.</p>	<p>133. Petitions shall be deemed to be received by the House unless a motion, moved forthwith is agreed to, without debate or amendment, that a petition be not received.</p>	
<p>Referral to Minister.</p>	<p>134. A copy of every petition lodged with the Clerk and received by the House shall be referred by the Clerk to the Minister responsible for the administration of the matter which is the subject of the petition.</p>	

CHAPTER 10	
QUESTIONS SEEKING INFORMATION	
Question to Ministers.	<p>135. A Minister may be asked a question which relates to:</p> <ol style="list-style-type: none"> (1) Public affairs or (2) Proceedings pending in the House for which the Minister has carriage.
Question to Chairman.	<p>136. A Member, being the Chairman of a committee, may be asked a question relating to the affairs of the committee.</p>
Rules for questions.	<p>137. The following general rules apply to questions:</p> <ol style="list-style-type: none"> (1) Questions cannot be debated. (2) Questions should not contain— <ol style="list-style-type: none"> (a) statements of facts or names of persons unless they are strictly necessary to render the question intelligible and can be authenticated (b) argument (c) inference (d) imputation (e) epithets (f) ironical expression (g) expression of opinion, or (h) hypothetical matter. (3) Questions should not ask for— <ol style="list-style-type: none"> (a) an expression of opinion (b) legal opinion (c) an announcement of government policy, or (d) confirmation of rumour or media reports. (4) Questions should not refer to— <ol style="list-style-type: none"> (a) debates in the current session, or (b) proceedings in Committee of the Whole not reported to the House. (5) Questions cannot anticipate discussion upon an Order of the Day or other matter.
Answer relevant.	<p>138. An answer shall be relevant to the question asked.</p>

<p>Answer not to debate.</p>	<p>139. In answering a Member shall not debate the matter to which the question relates.</p>	
<p>Questions without Notice.</p>	<p style="text-align: center;">Questions without Notice</p> <p>140. The procedure for Questions without Notice is as follows:</p> <ol style="list-style-type: none"> (1) Questions may be read and are subject to the same rules as questions on notice but shall not be recorded in the Questions and Answers Paper. (2) No question shall be asked after 45 minutes from the Speaker calling on questions or the answering of 10 questions whichever is the later. (3) One supplementary question, may be asked immediately by the Member asking the original question, the answer shall count as one of the 10 answers. (4) The Leader of the Opposition is entitled to be called first by the Speaker at the commencement of the period for questions. (5) Ministers seeking to provide additional information to questions already answered at the current or a previous sitting shall do so at the conclusion of the question period. 	

	Questions on Notice	
Time for lodging questions.	<p>141. The procedure for lodging Questions on Notice is as follows:</p> <ol style="list-style-type: none"> (1) Questions for the next sitting day shall be handed to one of the Clerks at the Table before the commencement of formal business. (2) Members shall be permitted to lodge all questions remaining unanswered as at the prorogation of the previous session of the same Parliament without affecting any limit. (3) The number of questions able to be lodged accumulative over one sitting week are: <ol style="list-style-type: none"> (a) Members - three questions per sitting day (b) The Leader of the Opposition - four questions per sitting day (4) Ministers shall lodge answers to Questions on Notice within 35 calendar days after the question is first published and the answers shall be published. (5) If an answer to a Question on Notice is not received within 35 calendar days the Speaker, at the next sitting day after the expiry date, shall forthwith inform the House and the Minister shall immediately explain to the House the reason for non-compliance. (6) If the Minister, after explanation in the House, has not submitted an answer within 3 sitting days the Speaker shall again inform the House and the Minister shall again be called to explain with such procedure continuing until a written answer is submitted. 	

CHAPTER 11 NOTICES OF MOTIONS	
<p>Notice given verbally.</p>	<p>142. A notice of motion must be given verbally at the time prescribed and show the date for moving the motion.</p>
<p>Copy handed to Clerk.</p>	<p>143. At the time of giving notice the original signed notice must be handed to a Clerk at the Table.</p>
<p>Notice by another Member.</p>	<p>144. A Member by written request may give a notice of motion for another Member. The other Member's name must appear on the notice with the signature of the Member giving the notice.</p>
<p>Order on Business Paper.</p>	<p>145. Notices of motions are set down on the Business Paper in the order in which they are given.</p>
<p>Argument or unbecoming expressions.</p>	<p>146. A notice containing argument, unbecoming expressions or otherwise not conforming with the practice of the House may:</p> <ol style="list-style-type: none"> (1) Be ordered not to be printed by the Speaker or (2) The House may order it expunged from the Business Paper.
<p>Giving more than one notice.</p>	<p>147. Members (except Ministers) may not give more than one notice consecutively, except in the case of notices for disallowance of statutory rules.</p>
<p>Alterations of notice.</p>	<p>148. To alter a notice of motion already given, the Member must hand in before the motion is moved, an amended notice which must not exceed the scope of the terms of the original notice.</p>
<p>Precedence of motions.</p>	<p>149. Notices of motions, called on by the Clerk, shall have precedence of each other in accordance with the order in which they appear on the Business Paper or are postponed.</p>
<p>Postponement.</p>	<p>150. A notice of motion may be postponed or withdrawn by the Member who gave the notice or by another Member with the written authority of that Member during the placing or disposal of business or when called on.</p>

CHAPTER 12		
MOTIONS, QUESTIONS, VOTES AND RESOLUTIONS		
Moving motions.	<p>151. A Member may not move a motion unless:</p> <p>(1) Pursuant to a notice of motion appearing on the Business Paper or</p> <p>(2) By leave or</p> <p>(3) Pursuant to standing orders or sessional orders or</p> <p>(4) By resolution of the House.</p>	
Speaker proposes question.	152. After a motion has been moved and seconded the Speaker shall propose a question on the motion.	
Withdrawal of motion.	153. After a motion has been proposed by the Speaker it is in possession of the House and cannot be withdrawn except by leave of the House.	
Withdrawal of motion Member absent.	154. A Member cannot seek leave of the House to withdraw the motion or amendment of a Member who is absent except with the written authority of that Member.	
Amendment proposed.	155. When an amendment is proposed to a motion the original motion cannot be withdrawn until the amendment is withdrawn or negatived.	
May be brought on again.	156. A motion which has been superseded or withdrawn may be moved again during the same session.	
Parts to be put as separate questions.	157. When a motion consists of one or more distinct parts a Member may, before the question is put, require the Speaker to put the motion as separate questions.	
Previous question.	158. Any question may be superseded by a motion "That that question be now put". This motion may not be moved in Committee of the Whole.	

<p>Form of previous question.</p>	<p>159. If the motion for the previous question is resolved:</p> <p>(1) In the affirmative - the original question shall be put forthwith without amendment or debate.</p> <p>(2) In the negative - the House shall proceed to the next item of business on the Business Paper.</p>	
<p>Previous question on series of resolutions.</p>	<p>160. If the previous question is moved on the first of a series of separate questions to be put seriatim the decision on the first question shall be conclusive as regards the other questions.</p>	
<p>Question put.</p>	<p>161. The Speaker shall put the question as soon as debate is concluded.</p>	
<p>Question determined by the voices.</p>	<p>162. A question being put shall be resolved in the affirmative or negative by the majority of voices "Aye" or "No" upon which the Speaker shall declare an opinion.</p>	
<p>Separation of complicated question.</p>	<p>163. When a complicated question has been proposed a Member may move "That the question be divided". The question shall be decided without debate or amendment.</p>	
<p>Same question not to be put.</p>	<p>164. The Speaker and the Chairman may disallow any motion or amendment which is the same in substance as any question already determined in the affirmative or in the negative in the same session.</p> <p>Nothing in this standing order shall preclude the operation of section 5B of the Constitution Act 1902.</p>	
<p>Rescission.</p>	<p>165. A vote of the House may be rescinded during the same session after 7 clear days notice.</p>	
<p>Corrections.</p>	<p>166. A vote or proceeding of the House containing irregularities or mistakes may be corrected at once by leave of the House or by notice of motion.</p>	

CHAPTER 13		
AMENDMENTS		
Forms of amendments.	<p>167. After a question has been proposed by the Speaker, it may be amended by:</p> <p>(1) the omission of words: "That the words proposed to be left out stand part of the question".</p> <p>(2) the omission of words in order to insert or add other words: "That the words proposed to be left out stand part of the question".</p> <ul style="list-style-type: none"> • If resolved in the affirmative the amendment is disposed of. • If negatived the question proposed is "That the words to be inserted (or added) be so inserted (or added)". <p>(3) the insertion or addition of words: "That the words proposed to be inserted (or added) be so inserted (or added)."</p>	
Question in form "That the amendment be agreed to".	168. The Speaker may put a question in the form "That the amendment be agreed to".	
Amendments to be written and signed.	169. Amendments must be in writing and signed by the mover.	
Relevant.	170. Amendments must be relevant to the question which it is proposed to amend.	
Not considered.	<p>171. Amendments shall not be considered if:</p> <p>(1) Not seconded.</p> <p>(2) Inconsistent with a previous decision on the question.</p> <p>(3) A later part has been amended.</p> <p>(4) A question has been proposed on an amendment to a later part unless the proposed amendment has been withdrawn by leave of the House.</p> <p>(5) It is to words already resolved should stand part of the question or which have been inserted or added, unless it is an addition to those words.</p>	

Amendment dealt with in order moved.	172. An amendment which is moved must be dealt with before a second amendment to the original question can be moved.	
Withdrawal of amendment.	173. An amendment which has been moved may be withdrawn only by leave of the House.	
Amendment to amendment.	174. An amendment may be moved to an amendment as if that amendment were the original question.	
Form of question.	175. When an amendment is moved to omit words with a view to inserting or adding others, no amendment to the words proposed to be inserted or added can be considered until the question "That the words proposed to be left out stand part of the question" is agreed to.	
Original question amended.	176. When amendments have been agreed to, the original question as amended shall be put.	

CHAPTER 14		
ORDERS OF THE DAY		
Setting down business.	177. Where the business before the House is adjourned or is to be further considered the Speaker shall set it down as an Order of the Day for a future time.	
Precedence.	178. Orders of the Day shall have precedence according to the order in which they appear on the Business Paper.	
No notice— Order of the Day.	179. Where there is no notice to be called on the Speaker may direct the Clerk to read the Order of the Day.	
Postponement or discharge.	180. When the Order of the Day is read it may, by the Member in charge of the Order, or with written authority by another Member on that Member's behalf, be: <ul style="list-style-type: none"> (1) Postponed or (2) Discharged, on motion without debate or amendment 	
Precedence for member in charge.	181. The Member in charge of the Order of the Day shall be entitled to speak first when the Order is read without closing the debate.	
Restoration of lapsed order.	182. After Orders of the Day have commenced, a motion for restoring a lapsed Order may be moved without notice when there is no other business before the House.	

CHAPTER 15 DIVISIONS	
Call for division.	183. To challenge the opinion of the Speaker a Member shall call for a division before the question is declared.
Procedure for division.	184. The procedure for calling a division is as follows: <ol style="list-style-type: none"> (1) The Speaker must first state an opinion, after putting a question, as to whether the Ayes or the Noes have it and if unchallenged declare the question accordingly. (2) If there has been a voice for both the Ayes and the Noes, a division may then be called for. (3) To call a division a Member must have called against the Speaker's determination.
Must vote as called.	185. A Member having called for one side cannot vote on the other and if the Speaker is satisfied that this has occurred the vote shall be recorded accordingly.
Pecuniary interest.	186. A Member cannot vote on any question in which the Member has a direct pecuniary interest not held in common with other citizens of the State.
Determining pecuniary interest.	187. A Member's vote may be disallowed, by way of substantive motion moved without notice after the division is completed, on the grounds of a pecuniary interest.
Entitlement to vote.	188. A Member shall only be entitled to vote in a division if present in the House after the doors are locked.
Vote disallowed on motion.	189. A Member's vote may be disallowed, by way of substantive motion moved without notice after the division is completed, on the grounds that the Member was not present in the House after the doors were locked.

Procedure for division.	<p>190. When a division has been called for:</p> <ol style="list-style-type: none"> (1) The Speaker shall order the division bells to be rung for 4 minutes. (2) Members present shall be seated - Ayes to the right and Noes to the left of the Chair. (3) After the time has expired the Speaker shall order the doors to be locked. (4) The Speaker shall put the question. (5) The Speaker shall appoint two tellers for each side. (6) Tellers may not decline to be appointed unless excused by the Speaker (7) In the event of the tellers not agreeing other tellers shall be appointed until there is agreement. (8) After counting the votes the tellers shall hand up the lists, signed by them, to the Speaker who shall declare the result of the division. (9) No Member shall enter or leave the Chamber until after the doors are unlocked. 	
Five Members or fewer, names recorded.	<p>191. If there are five or fewer Members on a side on a division, without completing the division, the Speaker shall declare the question resolved and the number in the minority and their names shall be recorded.</p>	
Error in tally.	<p>192. Unless corrected, another division shall be called if there is confusion or error in the numbers reported.</p>	
Correction of records.	<p>193. A complaint that a division has been inaccurately reported in the Votes and Proceedings and Hansard must be raised as a point of order in the House and the Speaker, if satisfied, may cause the record to be corrected.</p>	
Speaker's casting vote.	<p>194. In the event of an equality of votes, the Speaker shall give a casting vote and any reasons given may be recorded in the Votes and Proceedings.</p>	
Successive Divisions.	<p>195. If a second division is called for and the bells rung following limited or no intervening debate after an earlier division and sufficient time has elapsed after the division bell has been rung, the Speaker or Chairman may, with the leave of the House or Committee, order the doors to be locked and the vote taken.</p>	

<p>Pairs.</p>	<p>196. Members pairing on any division shall be recorded on the tellers' lists and printed in the Votes and Proceedings, Hansard and in the Weekly Report of Divisions in Committee of the Whole.</p>	
<p>Restriction on Divisions and Quorums.</p>	<p style="text-align: center;">Restriction on Divisions and Quorums</p> <p>197. [<i>Rescinded, 14 October 1996</i>].</p>	

<p>Procedure for public bills.</p>	<p>CHAPTER 16</p> <p>PUBLIC BILLS</p> <p>Preparation, Introduction</p> <p>198. The procedure for introducing and passage of a public bill up to the mover's second reading speech is as follows:</p> <ol style="list-style-type: none"> (1) Every bill shall be prepared pursuant to the long title, which shall set out the main purposes of the bill. It shall not be necessary to specify in the long title every Act which it is proposed to amend. (2) A notice of motion for leave to introduce is given, it being sufficient for the mover to read the short title. (3) The motion that leave be given to bring in the bill shall include the long title. (4) The question "That leave be given to bring in the bill" shall be put without debate or amendment. (5) The bill as introduced shall correspond with the order of leave. (6) 3 copies of the bill shall be handed to the Clerk and the bill shall be read a first time without question put. (7) At each reading the Clerk shall read the short title of the bill. (8) The bill shall be printed, with an explanatory note, without question put. (9) The second reading of the bill may be moved forthwith or set down for a future time. (10) Immediately following the mover's second reading speech the debate shall be adjourned. (11) The mover shall ask the Speaker to fix the resumption of the debate as an Order of the Day for a future day which shall be at least five clear days ahead. (12) On the reading of the Order of the Day, a motion may be moved "That this bill be now read a second time", or that the order be postponed or, on motion without notice, that the order be discharged. A further motion may be moved that the bill be withdrawn. 	
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<p>Procedure for urgent bills.</p>	<p>199. The procedure for the consideration of a bill as an urgent bill is as follows:</p> <ol style="list-style-type: none"> (1) Sufficient copies being available to Members a Minister, after making a second reading speech, may declare a bill to be an urgent bill. (2) The question "That the bill be considered an urgent bill" is put forthwith, no debate or amendment being allowed. (3) If agreed to the second reading debate and other stages may be proceeded with forthwith or at any time during that or any future sitting of the House. 	
<p>Financial measures.</p>	<p>200. The following provisions shall apply to bills for Supply, Loan or Appropriation:</p> <ol style="list-style-type: none"> (1) Initiation may be by motion without notice. (2) Leave to introduce shall be decided without debate or amendment. (3) The second reading may be moved forthwith and then adjourned to a future day. 	
<p>Governor's Message required.</p>	<p>201. The House shall not proceed upon any bill for the appropriation of any part of the Consolidated Fund, or for any other tax or impost for any purpose which has not been first recommended by message of the Governor during the Session in which such bill shall be passed. This provision does not apply to a bill introduced by a Minister or to a vote or resolution proposed by a Minister.</p>	
<p>Private Member may introduce public bill.</p>	<p>202. A public bill may be introduced by a private Member.</p>	
<p>Certain bills deemed public.</p>	<p>203. A bill for the improvement of a council area and promoted by that council shall be deemed and taken to be a public bill.</p>	
<p>Public Works bills.</p>	<p>204. The House, under the provisions of the Public Works Act, having declared works to be expedient, the Minister may forthwith give a notice of motion for leave to bring in a bill to carry out such works.</p>	

Cognate Bills		
Procedure for cognate bills.	<p>205. The procedure for two or more bills to be dealt with as cognate bills is as follows:</p> <p>(1) The notice of motion for the bills shall state that the bills are cognate.</p> <p>(2) One motion may be moved and one question put in regard to, respectively, leave to introduce, the second reading, the Committee's report stage and the third reading of the bills together.</p> <p>(3) The bills may be considered in one Committee of the Whole.</p>	
2nd and 3rd reading of cognate bills.	<p>206. An amendment may be moved to a question on the second or third reading of cognate bills to leave out one or more of the bills from the question.</p>	
Separate questions.	<p>207. A Member may require the Speaker to put the second or third reading of cognate bills as separate questions.</p>	
Consideration of Council amendments.	<p>208. Council amendments in cognate bills may be considered in one Committee of the Whole.</p>	
Presentation to Governor.	<p>209. Cognate bills shall not be presented to the Governor for assent until all bills have been passed or otherwise disposed of.</p>	
Second reading		
Amendment—referral to committee.	<p>210. Amendments may be moved to the question for the second reading by leaving out all words after the word "That" and adding "this bill be referred to a committee".</p>	
Disposal of bill.	<p>211. An amendment may be moved to the question for the second reading by leaving out after "That" and adding "this bill be disposed of". No amendment may be moved to this amendment.</p>	
Amendment—deferral of question.	<p>212. An amendment may be moved to the question for the second reading by leaving out the word "now" and adding a future time.</p>	
Report from Committee.	<p>213. The report of a committee on a bill, having been tabled shall be set down for consideration with the bill as an Order of the Day for a future time.</p>	

<p>Discharge of order and introduction of second bill.</p>	<p>214. An Order of the Day for the second reading or any subsequent stage of a bill having been discharged and the bill ordered to be withdrawn, the House may direct on motion the order for the introduction of the bill to be read and another bill brought in on such order.</p>	
<p>3rd reading forthwith.</p>	<p style="text-align: center;">Committal and consideration in Committee</p> <p>215. After the second reading the bill may be read a third time forthwith on leave being granted or if not granted the House shall proceed to Committee without question being put.</p>	
<p>Committal.</p>	<p>216. If leave is not sought for the third reading to be moved forthwith or for the bill to be committed pro forma, the Speaker shall leave the Chair without question put for the consideration of the bill in Committee of the Whole unless the Speaker is requested to set down consideration of the bill in Committee of the Whole as an Order of the Day for a future time.</p>	
<p>Pro forma committal.</p>	<p>217. The procedure for dealing with a pro forma committal is as follows:</p> <ol style="list-style-type: none"> (1) After the second reading the Member in charge of the bill shall move "That the Speaker do now leave the Chair, and the House resolve itself into a Committee of the Whole to consider the bill pro forma". This question shall be put without amendment or debate. (2) The proposed amendments, which must have been previously printed, shall be put in one question, without amendment or debate, "That the amendments as printed be inserted in the bill". (3) If the motion is agreed to, the Chairman shall report the bill with amendments. (4) Upon the adoption of the report, no debate being allowed, a future time shall be fixed for its recommittal. (5) The bill shall be reprinted in its amended form, and on recommittal be considered as if committed for the first time. (6) If the question for the pro forma committal, or for the inclusion of the amendments is negatived, the bill shall be proceeded with in committee by clauses and schedules. 	
<p>Further consideration in Committee.</p>	<p>218. The Order of the Day having been read for the further consideration of a bill in Committee, the Speaker shall leave the Chair without question put.</p>	

Preamble postponed.	219. A preamble in a bill shall not be considered until after all the clauses and schedules and a question shall be proposed "That the preamble as read be the preamble of the bill".	
Words of enactment not put.	220. The words of enactment in the bill shall not be considered.	
How clause read.	221. The Chairman shall refer to the clauses/schedules by number.	
Clauses read and put.	222. On each clause/schedule the Chairman shall propose a question "That the clause/schedule, as read, stand part of the bill".	
Order of consideration.	<p>223. Clauses, schedules and amendments shall be considered in Committee and if recommitted in the following order:</p> <ol style="list-style-type: none"> 1. Clauses/schedules as printed together with proposed new clauses/schedules, in their numerical order. 2. Clauses/schedules may be considered separately or by leave in groups. 3. Postponed clauses/schedules in their numerical order. 4. Preamble (if any). 5. Long title (if any). 	
Amendments relevant.	224. Amendments may be moved to any part of the bill provided they are within the order of leave of the bill or relevant to the subject matter of the bill and are otherwise in conformity with the standing orders and practice.	
Long title amended.	225. If an amendment has been made in the bill, necessitating an amendment of the long title a question shall be proposed, "That the long title, as amended, be the long title of the bill". The amendment of the title shall be specifically reported to the House.	
Clauses put as amended.	226. If a clause/schedule is amended, a further question shall be proposed, "That the clause/schedule, as amended, stand part of the bill".	
Clauses postponed.	227. A clause/schedule, or a clause/schedule which has been amended, may be postponed and shall be considered at the end of the bill or as otherwise ordered.	

<p>Relevancy.</p>	<p>228. In Committee a Member speaking shall be relevant to the matter of the clause, schedule or amendment before the Committee.</p>	
<p>Committee proceedings not noticed.</p>	<p>229. There shall be no reference to the proceedings of a Committee or of a committee on a bill until such proceedings have been reported to the House.</p>	
<p>Recommittal.</p>	<p>230. A clause/schedule that has been passed with or without amendment cannot be reconsidered and amended except by recommittal.</p>	
<p>Report.</p>	<p style="text-align: center;">Report, recommittal and adoption</p> <p>231. The Committee having concluded its consideration of the bill, the Chairman shall leave the Chair without question put and report the bill, with or without amendment to the Speaker who shall immediately communicate the report to the House.</p>	
<p>Adoption of report.</p>	<p>232. A motion for the adoption of the report may be moved immediately or set down as an Order of the Day.</p>	
<p>Referral to Committee before report.</p>	<p>233. A motion to refer a bill to a committee cannot be moved after the bill has been reported from Committee of the Whole and the report adopted.</p>	
<p>Recommittal in whole or part.</p>	<p>234. A bill may be recommitted in whole or in part by amendment to the motions for the adoption of the report and for the third reading.</p>	
<p>Procedure for 3rd reading.</p>	<p style="text-align: center;">Third reading, passing, etc.</p> <p>235. A report having been adopted the Member in charge of the bill may:</p> <ol style="list-style-type: none"> (1) Seek leave of the Speaker for the third reading to be taken forthwith or (2) Request the third reading be set down for a future time. 	
<p>Order of the Day for 3rd reading.</p>	<p>236. On the reading of the Order of the Day a motion may be moved "That this bill be now read a third time".</p>	

Amendment— deferral of question.	237. An amendment may be moved to the question for the third reading by leaving out the word "now" and adding a future time.	
Disposal of bill.	238. An amendment may be moved to the question for the third reading by leaving out all words after "That" and inserting instead "this bill be disposed of". No amendment may be moved to this amendment.	
Chairman's certificate.	239. Before any bill is read a third time the Chairman of Committees shall certify in writing that the bill is the same as the bill as agreed to in Committee and reported and the Speaker shall announce receipt of the certificate.	
Bill passes.	240. After the third reading no further question shall be put, and the bill shall have passed the House.	
Corrections.	241. Amendments of a clerical, typographical, or formal nature and other obvious errors may be corrected in any part of the bill by the Clerk.	
Clerk's certificate.	242. A bill having been read a third time, the Clerk shall certify, at the top of the first page "That this public [or private] bill originated in the Legislative Assembly, and, having this day passed, is now ready for presentation to the Council for its concurrence."	
Message to Council.	Transmission to Council	
	243. A bill having been certified by the Clerk shall be sent to the Council with a message signed by the Speaker desiring the concurrence of that House.	
Return of bill with amendments.	Council's amendments to Assembly bills	
	244. An Assembly bill returned from the Council with amendments shall be reported and a future time fixed by the Speaker for the consideration of the amendments.	
Consideration of Council amendments.	245. The Order of the Day having been read consideration of all amendments made by the Council in Assembly bills shall be in Committee of the Whole.	

<p>Forms of question on Council amendments.</p>	<p>246. Amendments made by the Council to an Assembly bill shall be either:</p> <ol style="list-style-type: none"> (1) Agreed to; (2) Agreed to with an amendment or amendments; (3) Disagreed to; (4) Postponed as an Order of the Day or (5) The bill ordered to be laid aside. <p>As to (1): A message shall be sent informing the Council that the amendments have been agreed to.</p> <p>As to (2): The bill shall be returned with a schedule of the amendments to the Council amendments, certified by the Clerk, in a message desiring the concurrence of the Council.</p> <p>As to (3): A message giving reasons for the disagreement shall be sent; the Member in charge of the bill drawing up reasons.</p> <p>As to (4): Postponed by the Member in charge as an Order of the Day.</p> <p>As to (5): A message shall be sent informing the Council that the bill has been laid aside.</p>	
<p>Amendments to Council amendments.</p>	<p>247. An amendment to a Council amendment must be:</p> <ol style="list-style-type: none"> (1) Relevant to the matter of the Council amendment and (2) Consequential to the agreement or disagreement of an amendment of the Council. 	

<p>Council response to amendments made on its amendments.</p>	<p>248. If the Council returns an Assembly bill with a message:</p> <ol style="list-style-type: none"> (1) Insisting on the original amendments to which the Assembly has disagreed or (2) Disagreeing to amendments made by the Assembly on the original amendments of the Council or (3) Agreeing to amendments made by the Assembly on the original amendments of the Council, with further amendments: <p>The Assembly may:</p> <p>As to (1):</p> <ul style="list-style-type: none"> ● Agree to the amendments to which it had previously disagreed; ● Insist on its disagreement to such amendments and lay the bill aside; ● Request a conference. <p>As to (2):</p> <ul style="list-style-type: none"> ● Withdraw its amendments and agree to the original amendments of the Council; ● Insist on its amendments to which the Council has disagreed and lay the bill aside; ● Request a conference. <p>As to (3):</p> <ul style="list-style-type: none"> ● Agree to such further amendments of the Council; ● Disagree and insist on its own amendments which the Council has amended and lay the bill aside; ● Request a conference. <p>Nothing in this standing order shall affect the right of the Assembly to proceed in accordance with the provisions of section 5B of the Constitution Act 1902.</p>	
<p>Messages on Council amendments.</p>	<p>249. A message shall be sent to the Council if:</p> <ol style="list-style-type: none"> (1) The Council's amendments to the Assembly bill are agreed to. (2) A conference is desired. (3) The bill has been laid aside . (4) The bill is finally passed by the Assembly. 	

<p>Privileges not insisted upon.</p>	<p>250. Subject to section 5 of the Constitution Act 1902, the House will not object to legislation initiated in the Legislative Council on the ground that it contains provisions:</p> <ul style="list-style-type: none"> (a) Imposing or otherwise dealing with pecuniary fines or penalties; or (b) Requiring payment of or otherwise dealing with pecuniary fees for services or for licences or similar authorities. 	
<p>Consideration of Council bills.</p>	<p style="text-align: center;">Procedure in the Assembly for Council bills</p> <p>251. (1) When the message from the Council forwarding a public bill for concurrence is reported, the bill shall be read a first time without question put.</p> <p>(2) The second reading may be moved forthwith or made an Order of the Day for a future time.</p> <p>(3) Immediately following the mover's second reading speech, the debate shall be adjourned.</p> <p>(4) The resumption of the debate shall be set down as an Order of the Day for tomorrow.</p> <p>(5) The bill shall then be proceeded with in the same manner as a bill originating in the Assembly.</p>	
<p>Return of Council bill.</p>	<p>252. When a Council bill has been passed by the Assembly it shall be returned to the Council by message, with the Clerk's certificate on the bill "That the Assembly has this day agreed to this bill with [or without] amendment".</p>	
<p>Amendment of Council bill.</p>	<p>253. A Council bill which has been amended shall be returned by message, together with a schedule of the amendments, requesting the concurrence of the Council in the amendments.</p>	
<p>Schedule of amendments.</p>	<p>254. The schedule of amendments to a Council bill shall:</p> <ul style="list-style-type: none"> (1) Contain reference to the page, line, clause or schedule of the bill where the words are to be inserted or omitted. (2) List the amendments proposed and (3) Be certified by the Clerk. 	

<p>Consideration of disagreements in Council bills.</p>	<p>255. If the Council returns a Council bill with a message:</p> <p>(1) Disagreeing to any amendments made by the Assembly; or</p> <p>(2) Agreeing to amendments made by the Assembly with amendments.</p> <p>The Assembly may by message:</p> <p>As to (1):</p> <ul style="list-style-type: none"> ● Insist or not insist on its amendments or ● Make further amendments to the bill consequent upon the disagreement of its amendments or ● Order the bill to be laid aside. <p>As to (2):</p> <ul style="list-style-type: none"> ● Agree to the Council's amendments on its own amendments, with or without amendment or ● Disagree to the Council amendments and insist on its own amendments which the Council has amended or ● Order the bill to be laid aside. <p>On any further return of the bill from the Council with any of the requirements of the Assembly still disagreed to, the Assembly may order the bill to be laid aside.</p>	
	<p>256. If the amendments made by the Council on the Assembly's amendments to a Council bill are:</p> <p>(1) Agreed to without further amendment, or disagreed to, and the original amendments made by the Assembly insisted on, a message shall be sent to the Council.</p> <p>(2) Agreed to with further amendments, a message shall be sent desiring the concurrence of the Council.</p>	
<p>Message to contain written reasons for disagreeing to proposed Council amendments of Assembly amendment.</p>	<p>257. When any of the amendments made by the Council on the Assembly's amendments to a Council bill are disagreed to the message shall contain written reasons and the reasons shall be drawn up by the Member in charge of the bill.</p>	

	<p>258. When further amendments have been made by the Assembly on the Council's amendments on the Assembly's original amendments in a Council bill:</p> <ol style="list-style-type: none"> (1) A schedule of such further amendments shall be prepared, containing reference to each amendment of the Council which has been amended by the Assembly and describing the further amendment proposed and (2) The schedule shall accompany the message and be certified by the Clerk. 	
<p>Bills lapsed due to prorogation.</p>	<p style="text-align: center;">Lapsed bills</p> <p>259. A bill which has lapsed because of a prorogation before it has been passed may be proceeded with in a later session from the point of interruption in a previous session of the same Parliament, as follows:</p> <ol style="list-style-type: none"> (1) An Assembly bill in the possession of the Assembly, including consideration of Council amendments, may be proceeded with by motion on notice by the Member in charge of the bill restoring it to the Business Paper. (2) A Council bill in the possession of the Assembly, may be proceeded with by motion on notice by the Member in charge of the bill restoring it to the Business Paper after receipt of a message from the Council requesting the same. (3) If an Assembly bill is in possession of the Council, a message may be sent to the Council requesting that the bill be restored to the Council's business paper. (4) Any bill restored to the Business Paper shall be proceeded with as if its passage had not been interrupted by a prorogation. (5) If the motion for restoration is not agreed to by the House in which the bill originated, the bill may be re-introduced as a new bill. 	

<p>Procedure after bills passed.</p>	<p style="text-align: center;">Presentation for assent</p> <p>260. Every bill originating in the Assembly which has passed both Houses, or which is to be presented to the Governor in accordance with the provisions of section 5A or section 5B of the Constitution Act, 1902, shall be:</p> <p>(1) Printed in its final form.</p> <p>(2) Certified by the Chairman of Committees, as follows:</p> <p style="padding-left: 40px;">"I have examined this Bill, and find it to correspond in all respects with the Bill as finally passed by both Houses".</p> <p style="padding-left: 40px;">The Clerk shall also certify as follows:</p> <p style="padding-left: 40px;">"I certify that the Public Bill, which originated in the Legislative Assembly, has finally passed the Legislative Council and the Legislative Assembly of New South Wales."</p> <p>(3) Where a bill is to be presented in accordance with section 5A of the Constitution Act 1902, the Chairman of Committees shall certify accordingly.</p> <p>(4) Where a bill is to be presented in accordance with section 5B of the Constitution Act 1902, the Chairman of Committees shall certify accordingly.</p> <p>(5) The bill shall be presented to the Governor for assent.</p> <p>(6) After the assent message is received the Clerk shall arrange for Assembly Acts to be numbered then enrolled.</p>	
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<p>CHAPTER 17</p> <p>COMMITTEE OF THE WHOLE HOUSE</p>	
Quorum.	261. In Committee the same quorum requirements apply as in the House.
Rules of debate.	262. Except where otherwise specified the same rules apply to debates, proceedings and the resolution of questions in Committee as in the House.
Authority of Chairman.	263. Other than the suspension of a Member, the Chairman is invested with the same authority as the Speaker for the preservation of order. The Chairman may name a Member in Committee and report immediately to the House.
Powers of temporary chairman.	264. The Chairman may appoint a temporary chairman to take the Chair, or if none present then any other Member, to take the Chair and such Member shall have the same power as the Chairman.
Casting vote recorded.	265. In the event of an equality of votes, the Chairman shall give a casting vote and any reasons given may be recorded in the Weekly Report of Divisions in Committee.
Motion.	266. A Committee of the Whole, other than for a bill, shall be appointed on motion without notice or debate "That this House resolve itself into a Committee of the Whole".
Formation of committee.	267. When an Order of the Day is read which requires the House to form itself into a Committee of the Whole, the Speaker shall leave the Chair and the Chairman shall take the Chair in Committee.
Considers only matters referred.	268. A Committee shall only consider matters referred to it by the House.
Seconder not required.	269. A motion made in Committee need not be seconded.
Greater or lesser sum, longer or shorter time.	270. A question between a greater and lesser sum or a longer or shorter time shall be decided by putting the least sum and the longest time first.

Previous question.	271. The previous question cannot be moved in Committee.	
May speak more than once.	272. Members in Committee may speak more than once to the same question.	
Objections to Chairman's decision.	273. Objections to a decision of the Chairman shall be dealt with in the House in accordance with Standing Order 108.	
Sudden disorder.	274. If sudden disorder arises the Speaker may resume the Chair without a question being put and after dealing with the matter leave the Chair to allow Committee proceedings to resume.	
Member notes lack of quorum.	<p>275. If a Member takes notice that a quorum is not present:</p> <ol style="list-style-type: none"> (1) The Chairman shall count the Committee and if there is not a quorum, order the bells to be rung. (2) If there is not a quorum present within 4 minutes the Chairman shall leave the Chair without question put and inform the Speaker and make no further report. (3) The Speaker shall count the House and if there is not a quorum order the bells to be rung. If there is a quorum present within 4 minutes the Committee shall proceed with the business where interrupted. (4) If on the count of the House a quorum is still not present the resumption of the Committee proceedings shall be set down by the Speaker as an Order of the Day for tomorrow and the House shall adjourn until the next sitting day. (5) If the next sitting day is a public holiday the House shall stand adjourned to the next succeeding day. 	
Lack of quorum in division.	<p>276. If from a division a quorum is not present:</p> <ol style="list-style-type: none"> (1) The Chairman shall leave the Chair without question put and inform the Speaker and make no further report. (2) The Speaker shall count the House and if there is not a quorum order the bells to be rung. If there is a quorum present within 4 minutes the Committee shall proceed with the business where interrupted. (3) If on the count of the House a quorum is still not present the resumption of the Committee proceedings shall be set down by the Speaker as an Order of the Day for tomorrow and the House shall adjourn until the next sitting day. (4) If the next sitting day is a public holiday the House shall stand adjourned to the next succeeding day. (5) No decision shall have been arrived at by such division. 	

<p>Progress reported.</p>	<p>277. A motion may be moved at any time, without debate or amendment, "That the Chairman leave the Chair, report progress and ask leave to sit again at a future time".</p>	
<p>Report.</p>	<p>278. When all matters referred to a Committee have been decided, the Chairman shall report to the House without question put.</p>	
<p>Motion— "That Chairman leave the Chair".</p>	<p>279. A motion may be moved at any time "That the Chairman do now leave the Chair".</p> <p>Such question shall be put forthwith and decided without debate or amendment.</p> <p>The question shall not be put if the Chairman rules that such motion is obstructive or not consistent with the regular and orderly conduct of business.</p> <p>The effect of the carrying of such motion is that Committee proceedings are superseded.</p>	
<p>Resolutions from Committee.</p>	<p>280. Resolutions reported from a Committee may be considered by the House forthwith, recommitted to the Committee or postponed.</p> <p>The House may agree with the resolution, agree with amendments or disagree.</p>	

CHAPTER 18		
FINANCIAL PROCEDURES		
Message from Governor.	281. The House shall not pass any vote, resolution or bill for the appropriation of any part of the Consolidated Fund, or for any other tax or impost to any purpose which has not been first recommended by message of the Governor during the Session in which such vote, resolution or bill shall be passed. This provision does not apply to a bill introduced by a Minister or to a vote or resolution proposed by a Minister.	
Message accompanying Estimates.	282. Messages from the Governor, together with the accompanying Estimates and Statements, recommending bills for Loan or Appropriation shall be referred to the Committee of the Whole and the Estimates shall be deemed to form part of the bill for the purposes of debate.	
Consideration of Appropriation Bill in Committee.	<p>283. The procedure for consideration in Committee of the Whole of a bill for Loan or Appropriation, other than Bills referred to an Estimates Committee, is:</p> <ol style="list-style-type: none"> (1) When a clause is under discussion the debate shall be confined to the estimate of expenditure relevant to that clause. (2) When a motion is made to omit or reduce any vote or item of a vote, a question shall be proposed from the Chair for omitting or reducing that vote or item and until it is disposed of Members shall only speak to that question. (3) After a question for omitting or reducing any vote or item has been disposed of, no motion shall be made or debate allowed upon any preceding vote or item. (4) Where it has been proposed to omit or reduce a vote or items in a vote, the question will then be put on the original vote, or upon the reduced vote, as the case may be, without amendment. (5) After a question has been put for a reduction of the whole vote, no motion shall be made for omitting or reducing any part of such vote. (6) When a general reduction of the amount of the vote comprising many items is proposed, the question shall be put for the reduction of such vote or item. If such a motion is negatived it shall not be in order to then propose a reduction by a greater sum. (7) In all other respects the rules for debate in Committee of the Whole shall apply. 	

Estimates Committees

284. (1) During the second reading debate on the Appropriation Bill on motion of a Minister, the House may appoint Estimates Committees.

(2) The Estimates Committees shall examine and report on proposed expenditures from the Consolidated Fund for each organisational unit for each Minister listed in the tabled Estimates, and the corresponding clauses and schedules of the Appropriation Bill and the Parliamentary Appropriation Bill which shall stand referred to the appropriate Committee.

(3) The Report of each Estimates Committee shall state whether the Votes of each organisational unit in the Estimates and the corresponding clauses and schedules in the Appropriation Bill are recommended or otherwise.

The failure of an Estimates Committee to report on any part of the votes shall be deemed to be a report recommending the proposed expenditure.

(4) The Chairman of each Committee or a Member deputed by the Chairman shall, after the committee has concluded its deliberations and after the question on the second reading of the Appropriation Bill and the Parliamentary Appropriation Bill has been agreed to, present the Committee's Report to the Speaker in the House.

The Speaker shall set down consideration of the Reports in Committee of the Whole on the Appropriation Bill and the Parliamentary Appropriation Bill respectively.


(5) Consideration of a Report in the Committee of the Whole House shall be deemed to be consideration of those clauses and schedules of the Appropriation Bill and the Parliamentary Appropriation Bill referred to that Estimates Committee.


(6) In the Committee of the Whole:

- (a) The Chairman shall put the question in respect of each Committee Report, "That the Report of the (name of the Committee) be adopted".
- (b) A Member may speak for a maximum of 5 minutes and the Minister in reply may speak for a maximum of 15 minutes on each of the questions.
- (c) Those clauses and schedules of the Appropriation Bill and the Parliamentary Appropriation Bill not referred to an Estimates Committee shall be considered as one question, "That the remaining clauses and schedules of the Bill be agreed to".
- (d) At the conclusion of proceedings in Committee the Chairman shall report to the Speaker that the Committee has or has not adopted the Reports from the Estimates Committees.





CHAPTER 19		
MESSAGES FROM THE GOVERNOR		
Speaker to report.	285. The Speaker may report messages from the Governor at any time.	
When in Committee.	286. If the House is in Committee the Speaker, after informing the Chairman, may resume the Chair without question put to report a message from the Governor and after the message is dealt with Committee proceedings shall resume.	
Action on report.	<p>287. A message from the Governor shall be reported and the House shall:</p> <ol style="list-style-type: none"> (1) Take no action or (2) Consider it forthwith or (3) Set down without debate, its consideration as an Order of the Day for a future time. 	

<p>Member repeatedly called to order.</p>	<p style="text-align: center;">CHAPTER 20</p> <p style="text-align: center;">DISORDER</p> <p style="text-align: center;">Member Called to Order</p> <p>288. If a Member's conduct is such that it is necessary for the Speaker or Chairman of Committees to call the Member to order more than three times in any one sitting for any gross breach of the rules, the Speaker or Chairman may direct the removal of the Member from the Chamber by the Serjeant-at-Arms until the adjournment of that sitting.</p>	
<p>Member named for disorderly conduct.</p>	<p style="text-align: center;">Member Named</p> <p>289. A Member may be named by the Speaker, or by the Chairman for:</p> <ol style="list-style-type: none"> (1) Persistently and wilfully obstructing the business of the House. (2) Being guilty of disorderly conduct. (3) Using offensive words, and refusing to withdraw them. (4) Persistently and wilfully refusing to conform to any standing order. (5) Persistently and wilfully disregarding the authority of the Chair. 	
<p>Procedure after naming.</p>	<p>290. If the Member has been named in the House:</p> <ol style="list-style-type: none"> (1) A Minister shall forthwith move "That the Member be suspended from the service of the House" no amendment, adjournment or debate being allowed. (2) The Member named may make an explanation limited to 5 minutes. (3) The Speaker shall put the question" That the Honourable Member for be suspended from the service of the House". 	

<p>Named in Committee.</p>	<p>291. If the Member has been named in Committee:</p> <ol style="list-style-type: none"> (1) The Chairman shall forthwith suspend the proceedings of the Committee and report the circumstances to the House. (2) The same procedure shall be adopted as if the naming had been in the House. (3) The matter having been disposed of, the proceedings in Committee shall be resumed. 	
<p>Duration of suspension.</p>	<p>292. If a Member is suspended during the session:</p> <ol style="list-style-type: none"> (1) For a first time, the suspension shall be for 2 sitting days. (2) For a second time, the suspension shall be for 4 sitting days. (3) On any subsequent occasion, the suspension shall be for 8 sitting days. <p>In this standing order "sitting days" means days the House actually sits, and the uncompleted portion of the sitting during which the Member was suspended shall count as one sitting day.</p>	
<p>Consequences of suspension.</p>	<p>293. A Member who is suspended from the service of the House or removed from the House shall be excluded from rooms set aside for the use of Members until the expiration of the suspension period including all intervening non-sitting days.</p>	
<p>Expulsion.</p>	<p style="text-align: center;">Expulsion</p> <p>294. A Member adjudged by the House guilty of conduct unworthy of a Member of Parliament may be expelled by vote of the House, and the seat declared vacant.</p>	
<p>Criminal trial pending.</p>	<p>295. If the House decides not to proceed on a matter which has been initiated in the House concerning the alleged misconduct of a Member on the grounds that the Member may be prejudiced in a criminal trial then pending on charges founded on the misconduct, the House may suspend the Member from its service until the verdict of the jury has been returned or until it is further ordered.</p>	
<p>Rules apply in Committee.</p>	<p>296. The same rules of disorder apply in Committee as in the House except that disorder in Committee can only be censured by the House receiving a report. The Speaker may resume the Chair in cases of sudden disorder.</p>	

CHAPTER 21 STRANGERS		
Admission behind Chair.	297. The Speaker only may admit strangers to the area behind the Speaker's Chair.	
Admission to galleries.	298. The Speaker may delegate authority to the Serjeant-at-Arms to admit strangers to the public galleries and every Member shall have the privilege of admitting by order two strangers to those galleries.	
Notice of strangers taken.	299. If at any sitting a Member takes notice that strangers are present the Speaker shall forthwith put the question "That strangers be ordered to withdraw", no debate or amendment allowed.	
Chair may order withdrawal.	300. The Speaker may at any time order the withdrawal of strangers from any part of the House. The Parliamentary Reporting Staff shall not be deemed to be strangers unless the Speaker directs.	
Removal of strangers.	301. A person not being a Member who interrupts the orderly conduct of the business of the House, obstructs the approaches to the House, or causes a disturbance within the precincts of the House, may, by direction of the Speaker, be removed by the Serjeant-at-Arms.	
Only admitted to public areas.	302. A Member shall not bring a stranger into any part of the building exclusively set aside for the use of Members.	
Not admitted to in camera proceedings.	303. Strangers shall not be admitted to any in camera proceedings.	

Media.	304. The representatives of registered media organisations shall be admitted to the Press Gallery. The Speaker shall have control of the Gallery and rooms set aside for use of such representatives. The House may, from time to time, direct by resolution that any representative or representatives be admitted to or excluded from such Gallery or rooms. This privilege does not, except with the permission of the Speaker, extend to the use of any visual or audio recording device within the Chamber or the precincts of the House.	
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CHAPTER 22 PAPERS AND DOCUMENTS		
<p>Tabled papers.</p>	<p>305. Papers may be laid upon the Table by:</p> <ol style="list-style-type: none"> (1) The Speaker. (2) Ministers. (3) Chairmen of Committees. (4) The Clerk. (5) Statutory provision. (6) Resolution of the House. (7) Command of the Governor. 	
<p>Speaker tables papers.</p>	<p>306. The Speaker may table papers and direct the papers be printed.</p>	
<p>Printing of papers.</p>	<p>307. The following procedure shall apply for the tabling and printing of papers:</p> <ol style="list-style-type: none"> (1) Ministers shall table papers at the time provided in the routine of business on the first sitting day of each week or at other times only by leave of the House. (2) The Leader of the House, on the next sitting day, shall give a notice of motion regarding the printing of papers tabled. Consideration of this motion shall have precedence as Business of the House. (3) The question on the motion is open to amendment and debate. (4) Any Member may speak on the motion for up to 3 minutes, including the Minister in reply. (5) The Speaker may call the Minister in reply if the debate exceeds 30 minutes. 	
<p>Restricted inspection.</p>	<p>308. A Minister presenting a paper may move forthwith, "That inspection of the paper be restricted to Members only and that no copies or extracts thereof be permitted." Such question shall be put forthwith and decided without amendment or debate.</p>	

Address for papers.	<p>309. An address to the Governor must be agreed to for the following papers to be tabled:</p> <ol style="list-style-type: none"> (1) Papers concerning the Royal Prerogative. (2) Despatches or other correspondence addressed to the Governor. (3) Information emanating from the Governor. (4) Documents having reference to the administration of justice. 	
Papers ordered.	<p>310. The House may order Ministers to lay papers on the Table. The order shall be communicated in writing to the Premier by the Clerk.</p>	
Distribution.	<p>311. Each Member, upon request, shall be entitled to receive one copy of each paper tabled and ordered to be printed.</p>	
Incorporation of material into Hansard.	<p>312. The incorporation of material into Hansard shall be by leave of the Speaker.</p>	

	<p>CHAPTER 23</p> <p>COMMITTEES</p> <p>General Provisions</p> <p>313. The following rules shall apply for the appointment and conduct of all committees, unless otherwise ordered or provided by statute.</p>	
Number of members.	314. A Committee shall consist of between five and ten members.	
Appointment or discharge.	315. Members are appointed and discharged from committees by motion on notice.	
Speaker and Chairman exempt.	316. The Speaker and Chairman of Committees shall not be chosen to serve on committees except with their consent.	
Personal interest.	317. A Member shall not sit on a committee if personally interested in the inquiry before the committee.	
Notice of appointment.	318. The notice of motion for the appointment of every committee may contain the names of the Members the mover intends to serve on the committee.	
Ballot.	319. Any member may call for a ballot for the selection of committee Members.	
First meeting.	320. The date and time of the first meeting shall be set by the mover if a member of the committee, otherwise the Clerk shall call the meeting.	
Quorum.	321. A quorum for committees is three Members.	
Quorum not present at first meeting.	322. If a quorum is not present within 15 minutes of the time set for a meeting, the meeting shall lapse and the Chairman, if appointed, or the Clerk shall issue notices for the next meeting.	
Election of Chairman.	323. At the first meeting of a committee a Chairman shall be elected.	

Casting vote only.	324. The Chairman of a committee shall only have a casting vote, except upon a private bill.	
Absence of Chairman.	325. In the absence of the Chairman of a committee members present from day to day may elect an Acting Chairman.	
Minutes.	326. The minutes of committee meetings shall record: <ul style="list-style-type: none"> (1) Members present and apologies received. (2) Every motion and amendment moved and the name to the mover. (3) Every proceeding and decision not the subject of a resolution. (4) The names of Members voting in a division and whether for or against the motion. 	
Quorum not present during meeting.	327. If during a sitting of a committee attention is drawn to the absence of a quorum the Chairman shall suspend the sitting until a quorum is formed or adjourn the committee to a later time.	
Times of sitting.	328. A committee may adjourn from time to time and from place to place and may sit during any sittings or adjournment of the House.	
Persons, papers, records and exhibits.	329. A committee shall have power to send for persons, papers, records and exhibits.	
Witnesses.	330. Summonses to witnesses shall be signed by the Chairman of the committee.	
Counsel.	331. A committee may resolve to hear counsel.	
Examination of witnesses.	332. Witnesses shall be examined on oath or affirmation as follows: <ul style="list-style-type: none"> (1) The Chairman may first question the witness uninterrupted upon the subject matter of the inquiry. (2) Other Members may then ask questions. 	
Recording of evidence.	333. The questions and the evidence of witnesses shall be reported by Hansard unless otherwise ordered by the committee.	

<p>Correction of evidence.</p>	<p>334. Witnesses may correct their evidence. Corrections shall be confined to verbal inaccuracies. Evidence can only be altered in substance by re-examination.</p>	
<p>Admission to hearings.</p>	<p>335. At a hearing any person may be admitted but may be excluded at the discretion of the Chairman or at the request of any committee member.</p>	
<p>Deliberative meetings closed.</p>	<p>336. At a deliberative meeting only committee members and committee officers shall be present.</p>	
<p>In camera evidence.</p>	<p>337. All persons other than committee officers shall be excluded when the committee is meeting in camera.</p>	
<p>No disclosure unless authorised.</p>	<p>338. A Member or any other person shall not disclose evidence, submissions or other documents presented to the committee which have not been reported to the House unless such disclosure is first authorised by the House or the committee.</p>	
<p>Serious allegations to be reported immediately.</p>	<p>339. Serious allegations made before any committee about a Member of the House shall be reported to the House at once without further investigation and may only be considered by a substantive motion in the House.</p>	
<p>Report.</p>	<p>340. A committee may report upon its deliberations and present its minutes, evidence or other documents from time to time.</p>	
<p>Draft report.</p>	<p>341. The Chairman shall prepare the draft report for consideration by the committee and may circulate it on a confidential basis to committee Members only.</p>	
<p>Consideration of draft report.</p>	<p>342. The draft report shall be considered as follows:</p> <ol style="list-style-type: none"> (1) Unless previously circulated, the Chairman shall read the report. (2) The committee may order it to be circulated and a subsequent day named for its consideration. (3) The report shall be considered paragraph by paragraph - the question being proposed "That the paragraph as read stand part of the report". (4) A Member may move an amendment to the paragraph at the time it is under consideration. (5) After consideration, the committee may adopt the report with or without amendment. 	

Chairman to sign.	343. The report shall be signed by the Chairman or another Member appointed by the committee in the event of the Chairman's refusal.	
Report tabled.	344. The report together with the minutes, evidence and other documents shall be tabled by the Chairman, another Member signing the report or other member of the committee on that Member's behalf.	
Order to print.	345. The report may without debate be ordered to be printed.	
Tabling with the Clerk.	<p>346. Should the House stand adjourned and a committee agree to any report before the House resumes sitting:</p> <p>(1) The committee shall have leave to send any such report, minutes and evidence taken before it to the Clerk.</p> <p>(2) The documents shall be printed and published and the Clerk shall forthwith take such action as is necessary to give effect to the order of the House and</p> <p>(3) The documents shall be laid upon the Table of the House at its next sitting.</p>	
Tabling in House and debate.	<p>347. (1) The Report and associated documents of any committee (not being a legislation committee) shall be presented at the time provided in the routine of business, or at any other time with the leave of the House.</p> <p>(2) The Member presenting the Report may move "That the document be printed". This question shall be decided without debate or amendment.</p> <p>(3) Reports from committees shall be set down by the Speaker for consideration in the order in which they are presented (or reported by the Clerk when received during an adjournment) as Orders of the Day "That the House take note of the Report".</p> <p>(4) Such Orders of the Day shall have precedence between 1.00 p.m. and 2.00 p.m. on the last sitting day of each week.</p> <p>(5) The Member tabling the Report may speak for up to 10 minutes and any other Member may speak for up to 5 minutes to the question "That the House take note of the Report" with the question being put after 30 minutes. No reply is permitted.</p>	
Action on report.	348. If any measure or proceeding be necessary upon a committee report it shall be considered by the House by motion on notice.	

<p>Payment of witnesses.</p>	<p>349. A witness, at the discretion of the committee and recorded in the minutes, may be paid for attendance at the rate of a witness before the Supreme Court. The Chairman shall certify such payment.</p>	
<p>Committee lists.</p>	<p>350. Lists of all committees shall be fixed on notice boards.</p>	
<p>Conference with Council committee.</p>	<p style="text-align: center;">Communications between Committees</p> <p>351. No committee of the House may confer with a committee of the Council without leave of the House.</p>	
<p>Conference desired by message.</p>	<p>352. When any such order has been made it shall be communicated by message to the Council with a request that leave may be given to the committee of the Council to confer with the committee of the House.</p>	
<p>Committees communicate by word of mouth.</p>	<p>353. Every committee of the House directed to confer with any committee of the Council may confer freely by word of mouth, unless the House otherwise orders.</p>	
<p>Committee of House to report proceedings at a conference.</p>	<p>354. The proceedings of every conference between a committee of the House and a committee of the Council shall be reported in writing to the House by its own committee.</p>	
<p>Appointment.</p>	<p style="text-align: center;">Standing Committees</p> <p>355. The House may from time to time appoint standing committees on notice of motion to meet and report on specified subjects during the term of the Parliament in which they are appointed.</p>	
<p>Rules.</p>	<p>356. The general provisions for committees shall apply to standing committees.</p>	
<p>Standing Committees.</p>	<p>357. The Standing Orders and Procedure Committee, the Library Committee and the House Committee shall be standing committees.</p>	
<p>Speaker ex-officio Member.</p>	<p>358. The Speaker shall be ex-officio a Member of the Standing Orders and Procedure Committee, the Library Committee and the House Committee.</p>	

Joint Committees		
Names stated.	359. If the House proposes a joint committee, the message shall state the names of the Members to be appointed.	
First meeting.	360. The House originating the message for the appointment of a joint committee shall not nominate the time and place for the first meeting.	
Quorum.	361. At least three Members of the House must be present at every meeting of a joint committee.	
Report.	362. The House shall receive a report of any joint committee proceedings from one of its Members on that committee.	

<p>Legislation Committees.</p>	<p style="text-align: center;">Legislation Committees</p> <p>363. (1) Immediately after a motion for the second reading of a bill has been agreed to, any Member may move without notice "That the (name of the bill) be referred to a legislation committee for consideration and report."</p> <p>(2) A legislation committee shall consider and report to the House on amendments to the clauses and schedules of the bill which it considers could be proposed to the Committee of the Whole on the bill, together with a schedule of amendments which should be proposed.</p> <p>(3) A committee shall have a maximum of six members - three shall be Members representing the Government and three shall be non-Government Members.</p> <p>(4) The chairman shall be elected by the committee and shall be a Government Member.</p> <p>(5) A quorum shall be four Members.</p> <p>(6) The chairman shall exercise a deliberative vote and, in the event of an equality of votes, a casting vote.</p> <p>(7) A committee may meet during the sittings or any adjournment of the House and shall have power to take evidence and call for persons, papers and exhibits and to report from time to time.</p> <p>(8) In all other respects a committee shall be conducted in accordance with the General Provisions relating to Committees.</p> <p>(9) A committee shall not travel.</p> <p>(10) The Minister having portfolio responsibility for the bill shall provide the committee with such drafting and support services as requested by the committee.</p> <p>(11) A committee shall table its final report no later than 6 months from the date of the committee's establishment.</p> <p>(12) When the chairman tables the final Report of a committee, the Speaker shall set down its consideration in the Committee of the Whole on the bill as an Order of the Day with the bill.</p> <p>(13) If the House is not sitting at the time of report the chairman shall forward such Report to the Clerk for report at the next sitting of the House.</p>	
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CHAPTER 24		
WITNESSES		
Summons.	364. The Clerk shall summons witnesses, not being Members, to attend before the House or a Committee of the Whole.	
Attendance of Member directed.	365. The House may direct the attendance of one of its Members for examination and the Speaker shall issue such order.	
Attendance requested.	366. The chairman of a committee may request in writing a Member or officer of the House to attend a hearing as a witness. If the Member or officer refuses, the Committee shall take no action other than to report the refusal to the House.	
Request for Council attendance.	367. If the House or a Committee, upon a report wishes to examine a Member or officer of the Council, a message shall be sent requesting the Council to grant leave.	
Council request for Assembly attendance.	368. If the Council or one of its committees wishes to examine a Member or officer of the Assembly, the House may authorise the Member to attend if the Member agrees. The House may order an officer to attend. An officer means a member of staff employed solely by the Speaker.	
Introduced by Serjeant-at-Arms.	369. A witness before the House or a Committee of the Whole shall be introduced by the Serjeant-at-Arms and be examined at the Bar.	
Member examined in place.	370. A Member shall be examined in the Member's place.	
Speaker puts questions.	371. A witness appearing before the House shall be examined by Members putting questions through the Speaker.	
Members may question.	372. A witness appearing before a Committee of the Whole may be questioned directly by Members.	
Objection to question.	373. If any question is objected to by a witness or a Member, the witness shall withdraw while the House considers the matter.	

<p>Officers not to give evidence without leave.</p>	<p>374. An officer of the House or a Member of the reporting staff may not give evidence elsewhere in respect of any proceedings of the House or a Committee except with the leave of the House.</p>	
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CHAPTER 25		
MESSAGES BETWEEN THE HOUSE AND THE LEGISLATIVE COUNCIL		
Communication by message.	375. The House may communicate with the Council by message.	
Message conveying resolution.	376. A Member may move at any time without notice that a resolution of the House be communicated by message to the Council. The question shall be decided without debate or amendment.	
Speaker to sign.	377. Messages from the Assembly shall be signed by the Speaker and delivered by the Clerk.	
Receipt of messages.	378. Messages from the Council shall be received by a Clerk at the Table at the Bar of the House if the House is sitting. If the House is not sitting messages shall be received by the Clerk.	
Report of messages.	379. Messages from the Council shall be handed to the Speaker for report when other business is not before the House.	
Consideration of messages.	380. Messages from the Council may be considered: <ul style="list-style-type: none"> (1) Forthwith or (2) At a later hour or (3) Tomorrow or (4) On a future day. 	

CHAPTER 26 CONFERENCES BETWEEN THE HOUSE AND THE LEGISLATIVE COUNCIL		
Communication by conference.	381. The House may communicate with the Council by ordinary or free conference.	
Rules of ordinary conference.	382. At an ordinary conference: <ol style="list-style-type: none"> (1) The minimum number of Assembly managers shall be five. (2) All communication between the managers shall be in writing. (3) The duty of the Assembly managers is confined to reading and delivering the reasons or resolutions to the Council managers or hearing and receiving reasons or resolutions from the Council managers. 	
Rules of free conference.	383. At a free conference: <ol style="list-style-type: none"> (1) The minimum number of Assembly managers shall be ten. (2) The managers may confer verbally and without restriction with the Council managers. 	
Motion.	384. A motion requesting a conference shall contain: <ol style="list-style-type: none"> (1) The names of the Members proposed to be the managers for the Assembly. (2) A statement of the general objects of the conference. 	
Message.	385. The message requesting a conference shall state: <ol style="list-style-type: none"> (1) The general objects of the conference. (2) The number of Members the Assembly will appoint. 	


<p>Restriction on request for conference.</p>	<p>386. The House may not request a conference in respect of a subject matter in possession of the Council.</p> <p>This standing order does not preclude a demand being made for a free conference in any case where the Council has rejected a bill transmitted by the Assembly to the Council, or has failed within the meaning of section 5B of the Constitution Act 1902, to pass it, or has passed it with any amendment to which the Assembly does not agree.</p>	
<p>Ballot.</p>	<p>387. A ballot may be required if a Member declines to serve as a manager.</p>	
<p>House agreeing to conference not to appoint meeting.</p>	<p>388. The House requesting the conference shall not appoint the time and place for the conference and agreement or otherwise shall be communicated by message.</p>	
<p>Business suspended during conference.</p>	<p>389. During any conference the business of the House shall be suspended until the ringing of one long bell.</p>	
<p>Report.</p>	<p>390. Any report from the managers from a conference shall be reported forthwith.</p>	

<p>CHAPTER 27</p> <p>BALLOTING</p>		
<p>Bells rung prior to ballot.</p>	<p>391. Before the House proceeds to any ballot, the bells shall be rung as in a division. No other business shall be conducted during the balloting period.</p>	
<p>Procedure.</p>	<p>392. Unless otherwise provided, every ballot shall be conducted as follows:</p> <ol style="list-style-type: none"> (1) Each Member in the House shall give the Clerk a list indicating the names of the Members of their choice not exceeding or less than the number to be elected. (2) Lists indicating more or less than the number required shall be void and rejected. (3) The Clerk shall collect the lists and report to the Speaker the names of the Members with the most votes and shall keep a record of the conduct of the ballot. (4) The Speaker shall declare such Members to be elected. (5) In the event of an equality of votes the Speaker shall decide the Member or Members to serve. 	
<p>Closure of ballot.</p>	<p>393. The ballot shall be closed 30 minutes after the ringing of the bells.</p>	

CHAPTER 28		
ADDRESSES TO THE SOVEREIGN AND TO THE GOVERNOR		
Address to Governor.	394. All Addresses to the Governor shall be presented by the Speaker unless otherwise ordered.	
Presentation of address.	395. When Addresses are presented to the Governor: (1) Members of the House may be present. (2) The Address shall be read by the Speaker. (3) The mover and seconder of the Address shall stand to the left of the Speaker.	
Address to the Sovereign.	396. In the case of an Address to the Sovereign the Speaker shall forward it to the Governor for presentation.	
Report of answer.	397. The Governor's answer to any Address presented shall be reported to the House by the Speaker.	

<p>Procedure.</p>	<p style="text-align: center;">CHAPTER 29</p> <p style="text-align: center;">PRIVATE BILLS</p> <p>398. The procedure for the passage of a private bill on petition is as follows:</p> <ol style="list-style-type: none"> (1) At least 3 months prior to presentation of the petition, a notice of intention to introduce a bill containing a true statement of the general objects of the bill shall be published once a week for 4 consecutive weeks in the Government Gazette, in at least one major newspaper published in Sydney and in the district affected by the bill of the intention to petition the House to introduce a private bill. (2) The petition, with a printed copy of the proposed bill attached and signed by one or more of the parties applying for the bill shall be presented and received by the House. (3) The petition must contain: <ol style="list-style-type: none"> (a) Proof of the publication of the notice in the Government Gazette and the newspapers. (b) A true statement of the general objects of the bill. (c) A request for leave to bring in the bill. (4) When the petition has been received, notice of motion for leave to bring in the bill shall be given, and such bill shall be brought in within 30 days. (5) The motion for leave to bring in a private bill shall be formal with no objection being allowed. (6) Before being read a first time, the bill shall be printed and sufficient copies shall be delivered to the Clerk. (7) Before being read a first time, and from time to time thereafter, the Clerk shall be entitled to claim such expenses from the promoters of the bill as the Clerk deems reasonable. (8) After the first reading, the bill by motion on notice shall be referred to a select committee. 	
<p>General provisions apply.</p>	<p>399. Unless otherwise ordered the general provisions relating to committees shall apply to select committees on private bills.</p>	

Special rules.	<p>400. In the select committee:</p> <p>(1) The committee shall require proof of the allegations contained in the preamble.</p> <p>(2) The Chairman shall have a deliberative and a casting vote.</p> <p>(3) Every petition in reference to the bill shall be deemed to be referred to the committee.</p> <p>(4) After taking evidence a question shall be put from the Chair - "That the preamble stand part of the bill!"</p> <p>(a) If the question passes in the negative, the committee shall not proceed further with the bill and report accordingly.</p> <p>(b) If the question is resolved in the affirmative the committee shall consider the clauses of the bill and any amendments may be proposed.</p> <p>(5) The committee having reported in favour of the bill, it shall be proceeded with as in the case of public bills, and a later time set down for the second reading.</p>	
From Council.	<p>401. A private bill coming to the Assembly from the Council if accompanied by printed copies of the reports and proceedings of its select committee shall be proceeded with as a public bill.</p>	
Not numbered.	<p>402. Private bills shall not be numbered after assent.</p>	
Lapsed Bill.	<p>403. (1) A private bill introduced in the Assembly which has lapsed because of prorogation may be proceed with if a petition is lodged by the promoters within 10 clear sitting days of the new session of the same Parliament.</p> <p>(2) If the petition is received a motion may be moved without notice that the House proceed with the same bill, with any alterations which may have been made in the previous session.</p> <p>(3) The bill shall proceed from the point of interruption it had reached in the previous session if the bill is in the Assembly.</p> <p>(4) If the bill was in the Council at prorogation, a message may be sent to the Council requesting that the bill be restored to the Council's business paper.</p> <p>(5) If already examined by a select committee, it shall not be necessary for another select committee to examine the bill.</p> <p>(6) If the bill had been referred to but not reported upon by a select committee in the previous session it shall be referred to another committee comprising as nearly as possible the same Members.</p> <p>(7) The committee shall be referred all the minutes, papers and petitions in possession of the previous committee and previous requirements shall be deemed to have been satisfied.</p>	

<p>Sessional Orders— adoption.</p>	<p style="text-align: center;">CHAPTER 30</p> <p style="text-align: center;">STANDING AND SESSIONAL ORDERS</p> <p style="text-align: center;">Sessional Orders</p> <p>404. The House may from time to time adopt Sessional Orders which shall have effect for the duration of the session, unless otherwise ordered.</p>	
<p>Suspension by leave.</p>	<p style="text-align: center;">Suspension</p> <p>405. (1) A Member may, at any time, seek the leave of the House to move a motion to suspend standing or sessional orders.</p> <p>(2) If leave is granted, the mover and one other Member shall be entitled to speak to the motion for up to 5 minutes each.</p> <p>(3) When the mover is a Member not supporting the Government, the response shall be by a Minister and, when the mover is a Member supporting the Government the response shall be by the Leader of the Opposition or a member deputed.</p> <p>(4) Such motions shall not be entertained during the period set aside for questions without notice.</p> <p>(5) The closure shall not apply.</p>	

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