

Tabling government responses

| | |
|--|---|
| Using this guide..... | 1 |
| Types of committees | 1 |
| Joint committees | 1 |
| Assembly committees..... | 2 |
| Council committees | 2 |
| General information | 2 |
| Arranging for your response to be tabled | 2 |
| Minister to table the report — responses to Council committees | 2 |
| Timing | 2 |
| Tabling on a non-sitting day | 3 |
| Contact us | 3 |

Using this guide

When a parliamentary committee report makes recommendations to the Government, a minister must table a government response addressing those recommendations.

This guide sets out how to table the government response in Parliament. What you need to do depends on what type of committee it is.

First work out [what kind of committee](#) made the recommendations — that will tell you whether to table your response in the Council, the Assembly or both. Then look at the [general tabling information](#) for how to table the response.

Types of committees

Working out what kind of committee made the recommendations can be difficult. For example, the Assembly and Council both have an Economy and Infrastructure Committee. Check the report to see which committee made the recommendations you are responding to. Use the [tabled documents database](#).

Joint committees

These committees are set up by the [Parliamentary Committees Act 2003](#). They include:

- Electoral Matters
- Integrity and Oversight
- Public Accounts and Estimates
- Scrutiny of Acts and Regulations
- Dispute Resolution

Table your response in the Assembly AND Council.

Assembly committees

These committees are set up by Assembly Standing Orders [201](#) and [202](#). They include:

- Economy and Infrastructure
- Environment and Planning
- Legal and Social Issues
- Privileges
- Standing Orders

Table your response in the Assembly ONLY.

Council committees

These committees are set up by Council Standing Orders [SO 23.01](#) and [SO 23.08](#). They include:

- Economy and Infrastructure
- Environment and Planning
- Legal and Social Issues
- Privileges
- Procedure

Table your response in the Council ONLY.

General information

Arranging for your response to be tabled

To table a response you need to provide us with:

- a tabling letter — only send a tabling letter to House(s) you are tabling in
- 2 hard copies if your document is more than 250 pages (delivered to the Assembly Procedure Office even if you are only tabling in the Council)
- pdf copy — email to tabling@parliament.vic.gov.au

Use the [tabling of reports](#) guide for more information including a sample tabling letter.

Minister to table the report — responses to Council committees

For responses to **Council committees**, the responsible minister in the Council must be in the Chamber to table the response. You need to make sure they know and are in the Chamber. Use the [tabling of reports](#) guide for information about when tabling occurs.

Responses to **joint and Assembly committees** are tabled by the clerks. The minister does not need to be in the Chamber.

Timing

You must table the response within six months of Committee tabling its report.

Tabling on a non-sitting day

You can [table a government response on a non-sitting day](#).

How this works depends of what type of committee it is.

- Responses to **joint committees** can only be tabled on a non-sitting day if that day is exactly six months after the committee tabled its report.
- Responses to **Council and Assembly committees** can be tabled on any non-sitting day.

Contact us

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You can email pdf copies to tabling@parliament.vic.gov.au