

Parliament of Victoria

Department of the Legislative Council

Annual Report 2021-22



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Front cover photo by Nico Photography.

Department of the
Legislative Council
Annual Report 2021–22



Contents

Clerk's overview	1	Appendices	21
Our year at a glance	3	A Role of the Legislative Council staff	23
Strategic plan and Department goals	5	B Staff listing as at 30 June 2022	25
Our purpose	5	C Comparative workforce data as at 30 June 2022	26
Department goals and planning	5	D Members of the Legislative Council—59th Parliament as at 30 June 2022	27
Parliament's strategic priorities 2019–2022	6	E Selected statistics relating to sittings of the Legislative Council, 2017–18 to 2021–22	29
Corporate governance and our people	7	F Legislative Council expenditure statements, 2021–2022	30
Ensuring workplace health and safety is a priority	7	G Legislative Council major outputs and performance measures as at 30 June 2022	31
Supporting professional development	7	H Joint investigatory committees expenditure statement as at 30 June 2022	32
Encouraging a more equitable and diverse workplace	8	I Joint investigatory committees major outputs and performance measures as at 30 June 2022	33
Servicing our members	10	J Statistics relating to committees administered by the Legislative Council as at 30 June 2022	34
Our chamber	10	K Parliamentary committee inquiries administered by the Legislative Council as at 30 June 2022	35
Supporting the house of review	10	L Disclosures made under the <i>Public Interest Disclosures Act 2012</i>	36
Enabling the community to have a say	11	M Overseas travel undertaken by the President	37
Changes to the rules and practices of the House	12		
New member	12		
Reporting on Members' Interests	12		
Victorian Independent Remuneration Tribunal	13		
Assisting government departments	13		
Our community	14		
Community engagement	14		
Engaging with Victoria's First Peoples	17		
Youth Parliament	17		
International parliamentary relations	17		
Committees	19		
Shaping law and policy through committees	19		
Key public policy issues investigated	19		
Taking a variety of evidence	19		
Significant inquiries	20		
Achieving outcomes from recommendations	20		
Connecting with the community	20		

Clerk's overview

I have pleasure in presenting my report on the operations of the Department of the Legislative Council for 2021–22.

The primary role of the department is to provide highly professional and apolitical support to the President and members to carry out their functions in the chamber and committees. This report also informs members of the range of whole-of-parliament, community of parliaments, community engagement, governance and compliance activities of the department.

Much of the reporting period was dominated by the effects of the COVID-19 pandemic. The department continued to meet its responsibility to support the President and members, in an environment marked by the tension between Parliament continuing to conduct its constitutional role in the public interest and the public health concerns and restrictions on such activity.

Members and staff were presented with a range of unprecedented challenges to both work processes and the constitutional role of the House.

Temporary Orders permitting remote participation of Members in proceedings of the House

A resolution of 7 September 2021 required the President and the Procedure Committee to plan for hybrid sittings of the House. Following highly effective procedural and technical planning by staff in both the Council and Department of Parliamentary Services temporary orders providing for hybrid sittings were resolved by the House on 15 September, coming into effect on 16 September and remaining in place until December.

Public Health and Wellbeing (Pandemic Management) Bill 2021 (Pandemic bill)

The Pandemic bill was introduced into the Council on 28 October 2021 after passing the Legislative Assembly. The bill was amended by the Council and following agreement from the Assembly was finally passed on 2 December.

In recent decades there have been some contentious bills that have resulted in various security, resilience and technical challenges, but the Pandemic bill was perhaps the most significant in this regard. The passage of the bill included all night sittings; significant security tensions around the building and elsewhere and various procedural and legal complexities with the legislation itself.

Mandatory proof of vaccination resolution of the Council

The House resolved on 14 October 2021 that Members had to submit proof of vaccination or a relevant medical exemption to the Clerk, or else be suspended from the precinct, including sittings of the House. Four Members were suspended as a result of not submitting proof of vaccination to the Clerk as required by the resolution.

All four Members subsequently satisfied the terms of the resolution and their suspensions ceased. While the House has the power to regulate its own affairs as a matter of exclusive cognisance, the resolution and suspensions placed this power in the spotlight like very few issues ever have.

Cross bench (parties and independents not in Government or Opposition)

The cross bench grew from 12 to 14 Members during the reporting period, having commenced the Parliament numbering 11 Members. By the end of the reporting period the ALP (party in Government) numbered 16 Members; the Liberal/Nationals Coalition 10 Members; and the cross bench numbering 14 Members, but no cross bench party numbering more than two Members.

While the overall number of 40 Members of the Legislative Council does not change from one Parliament (4 year term) to the next, the dynamic of no party having a majority and an increasing cross bench adds to the volume and complexity of support required from the department.

Parliamentary committees

The standing and joint investigatory committees supported by the department continued to experience increased activity, which was achieved by a highly adaptable approach by staff and Members to resourcing and process, including hybrid/remote meetings and public hearings.

Council standing committees covering portfolio areas, along with Privileges and Procedure completed or continued a range of complex inquiries throughout the reporting period.

Committees with a focus on parliamentary integrity and oversight of external integrity agencies were presented with challenging and sensitive inquiries and processes. It is a noticeable trend that such committees are absorbing increased expectations and workload from both House referrals and statutory obligations, with a commensurate pressure on resources.

Clerk's overview

In my capacity as Clerk of the Parliaments, I also acknowledge the support of executive and staff from all three departments who assist me to meet various statutory and other commitments which involve support to law-making, Member reporting, professional development of Members and engagement and support of developing parliaments overseas.

It is a credit to many staff across the Parliament that we were able to continue our strong support of and collaboration with twinned and developing Parliaments in the Pacific throughout the reporting period.

I express my thanks to Mr Elasmarr for his commitment to the office of President, both in and out of the chamber and for his strong support for the staff of the department and the members of the House.

Andrew Young
Clerk of the Legislative Council

Our year at a glance



Resignation and return of a member

Mr David Limbrick resigned as a member of the Legislative Council so that he could run for a seat in the federal parliament. Unsuccessful in that election, he was selected at a joint sitting to return and fill the vacant Council seat.



Gender Equality Action Plan

Together with the Legislative Assembly and the Department of Parliamentary Services we jointly submitted our first ever Gender Equality Action Plan, derived from consultation and collaborative work across the Parliament.



The passing of the pandemic bill

The longest sitting day of the Parliament was on 30 November. The bill was debated for 27 hours in total 50 divisions were recorded.



Community toolkit launched

A new online community toolkit about parliament, developed in partnership with the Eastern Community Legal Centre and a community advisory group, was launched in April.



Historic hybrid sitting of the Legislative Council

On 15 September 2021 temporary orders allowing remote participation of the sitting of the Legislative Council. On 6 October 2021, Ms Terpstra became the first member to participate remotely on a sitting day.



New website launched

Parliament's new website was launched in June 2022.



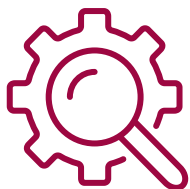
Sitting hours

In 2021–22, the longest sitting day recorded was on 30 November 2021 and the shortest sitting day was 17 August 2021.



Challenging Committee workload

A total of 19 inquiries were conducted during the year culminating in 15 reports being tabled; significant public inquiries of interest to many Victorians.



Privileges Committee

Investigations and reports dealing with Mr Somyurek and investigations into a leaked committee report. The Committee also conducted a joint review with the Assembly Privileges Committee into the Parliamentary Integrity Adviser establishment resolution.



Fiji visit

Parliamentary staff travelled to Fiji to assist with development of the Fiji Parliament’s community engagement strategy, marking the return of in person capacity building in the Pacific.

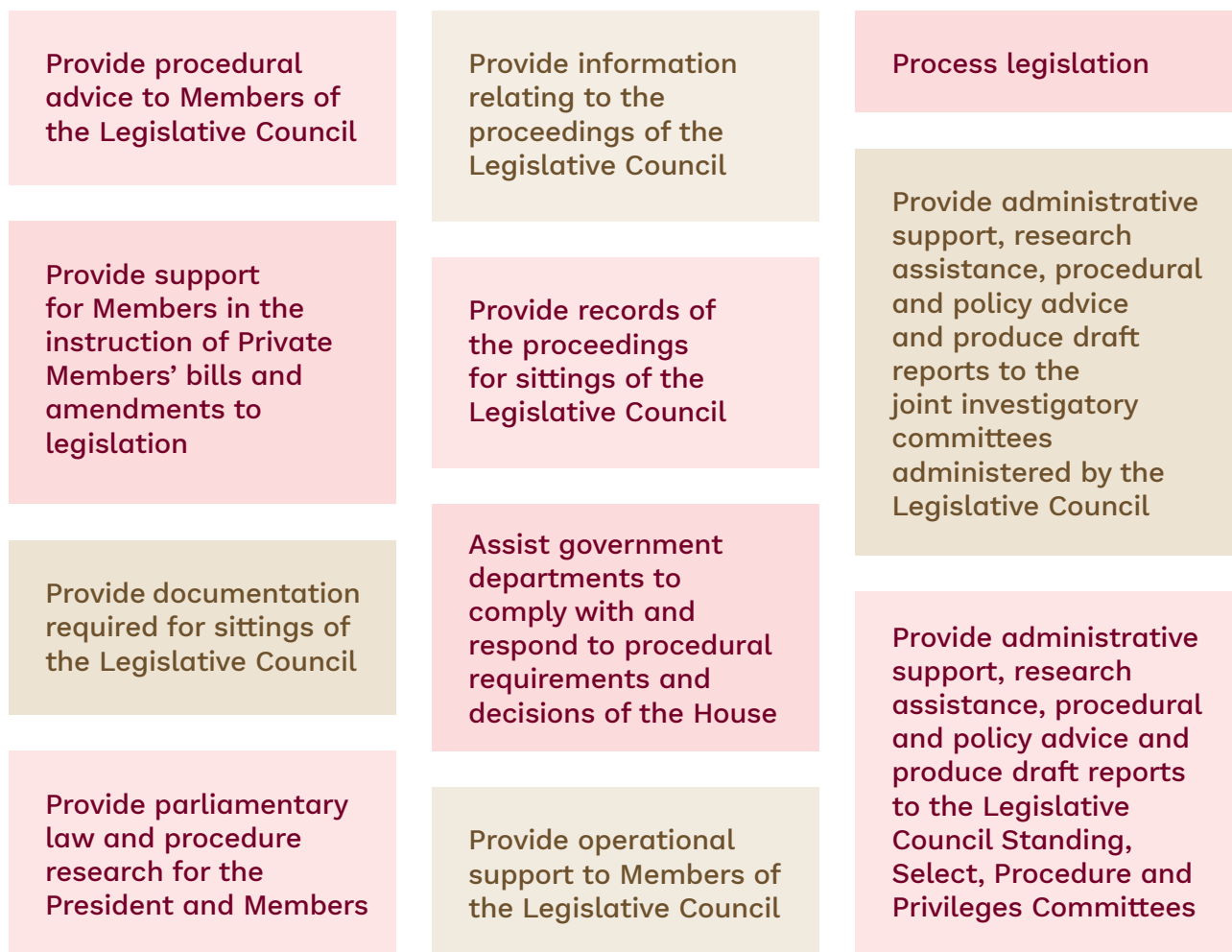


Parliament-wide Disability Action and Inclusion plan

The Disability Action and Inclusion plan is a parliament wide initiative and sets out the strategy to eliminate discrimination against people with a disability. The plan lists four strategic priorities and action plans which is overseen by the internal working group with input from an external reference panel.

Strategic plan and Department goals

Our purpose

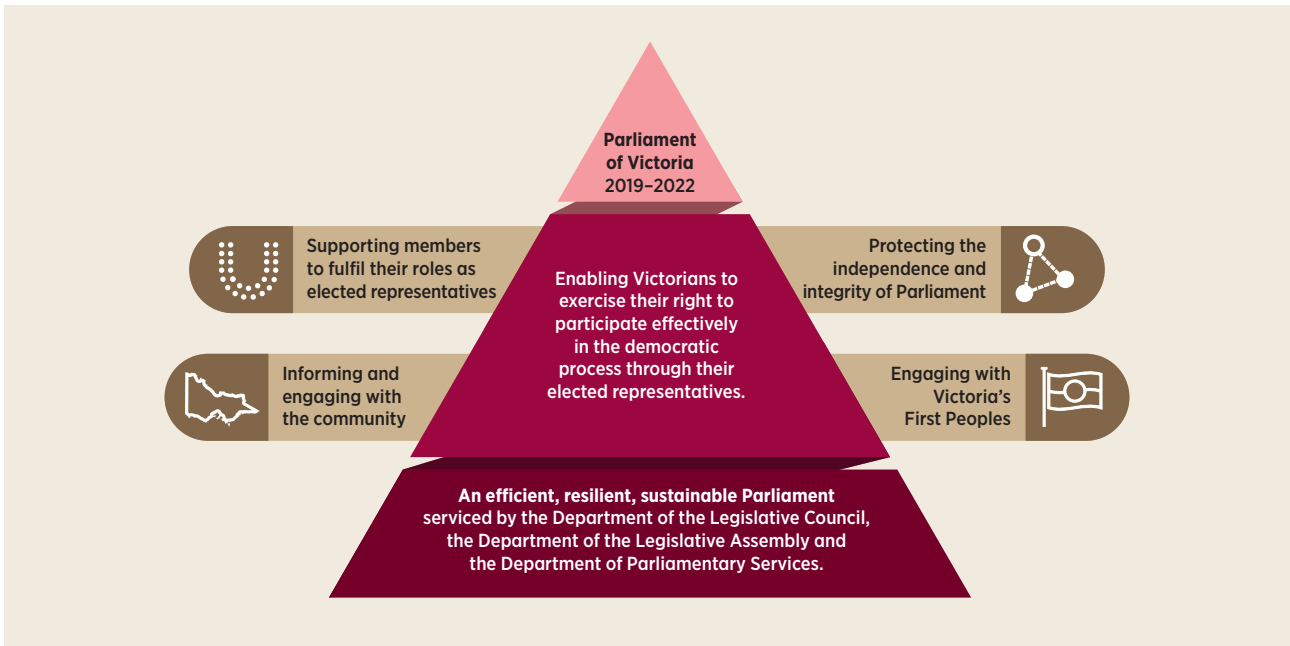


Department goals and planning

The Department of the Legislative Council works to deliver apolitical, professional, innovative, and integrated support services, advice and information to the President, Members of the Legislative Council, Parliament's stakeholders, and the general public of Victoria. To support this objective, the Department developed an annual plan, setting goals to establish priorities that also align with Parliament's strategic direction. The whole of department annual plan and also individual team plans prioritise four main categories of activity: services to members, community engagement, governance, and our people.

Parliament's strategic priorities 2019–2022

In fulfilling its constitutional purpose, the strategic direction of Parliament for 2019–2022 prioritises four roles and focuses on improving Parliament's resilience and efficiency. The primary functions of parliamentary departments are to assist members to represent the people of Victoria and to ensure the independence and integrity of parliament as an institution.



The strategic priorities of Parliament for 2019–2022.

Corporate governance and our people

The past year has seen a range of measures taken to maintain a safe and productive work environment in which professional learning, equality and diversity are valued.

Ensuring workplace health and safety is a priority

The COVID-19 pandemic continued to influence our workplace practices in 2021–22. With changes in health advice and removal of workplace directions, we transitioned to hybrid arrangements as an ongoing feature of the way we now work.

Staff were able to split their time between the office and working remotely. This enabled us to provide effective support to the chamber and our committees while at the same time benefitting from flexible approaches to work.

Parliament's COVID-19 Sub-Committee, which included Council staff, continued to play a pivotal role in preventing the spread of the virus in the Parliamentary Precinct. It provided regular advice to the Presiding Officers and the Parliamentary Executive Group on access arrangements and visitor management at Parliament House.

Our COVIDSafe plan was updated regularly and included various measures such as use of air purifiers, supply of rapid antigen tests, and provision of masks, sanitiser and medical waste bins.

Combined with temporary orders relating to our sittings, the overall result was that our chamber could continue operating with few disruptions. In addition, our committees progressed their important work safely with meetings, briefings and public hearings held online and in person.

The work of the Occupational Health and Safety (OHS) Committee complemented the initiatives of the COVID-19 Sub-Committee through hazard inspections and responses to safety matters as they arose. Health and Safety Representatives implemented COVID controls such as signage and room density quotients throughout the precinct.

Despite fewer people on the precinct, emergency management remained a priority with practical evacuation drills conducted at Parliament House. Fire Rescue Victoria facilitated the annual fire warden training for Parliament House staff, and 'First 5 Minutes' ran online training for wardens based at 55 St Andrews Place.

Supporting professional development

Throughout the year, there were various opportunities for professional development that were focused on themes relevant to parliament and the skills needed for an effective parliamentary administration.



Fire Rescue Victoria conducting annual fire warden training with staff at Parliament House.

Emerging Leaders Program 2021

The Emerging Leaders Program 2021 enabled staff to work with colleagues from different departments. Three of the ten parliamentary staff selected for the program were from the Council. Facilitated by Helen Wood from TMS Consulting, the year-long program included a project on 'learnings from the COVID pandemic and adapting to the new normal'.

2022 ANZACATT professional development webinar

The 2022 ANZACATT professional development webinar was hosted by the federal parliament between 18–20 January 2022. Three Council staff attended the online conference, focused on the theme of 'Stronger Parliaments'.

2022 Professional Development Certificate in Parliamentary Management course

The 2022 Professional Development Certificate in Parliamentary Management course conducted by McGill University, Canada, included four staff from our parliamentary committees. Course topics were focused on parliamentary governance, trends in parliamentary administration, committees, public financial management, research and corporate management of parliament.

51st Presiding Officers and Clerks Conference

Preparations were made for the 51st Presiding Officers and Clerks Conference to be hosted by Victoria in July 2022 (and to be reported on in next year's annual report). The annual professional development activity for Presiding Officers and Clerks from Australia, New Zealand and the Pacific Islands was cancelled the past two years due to COVID, so there was great anticipation and a large number of enrolments for the 2022 conference.

Encouraging a more equitable and diverse workplace

The executive, senior managers and staff of the three parliamentary departments working together progressed a range of initiatives aimed at ensuring our strategic directions were achieved. Cross-collaboration projects included:

- Gender Equality Action Plan
- Disability and Inclusion Group
- Reconciliation Action Plan

- Content Contributors Group
- Work Experience Program
- COVID-19 Sub-Committee
- Sitting Week Committee.

Gender Equality Action Plan

Submission of our first Gender Equality Action Plan (GEAP), jointly with the other parliamentary departments, was a highlight of the year. The *Gender Equality Act 2020* places responsibilities and reporting requirements on defined entities with more than 50 employees. Defined entities must take positive actions to improve gender equality in the workplace and promote gender equality in their policies, programs and services.

While staff numbers fluctuate, the Legislative Council generally does not meet the 50 employee threshold. However, we worked to prepare the GEAP and meet the other requirements of the Act in collaboration with our colleagues in the Legislative Assembly and DPS, both of which are defined entities under the Act.

More than 18 months in the making, the GEAP sets out our collective goals for gender equality in the workplace with strategies to help achieve them. Consultation sessions with staff formed the basis of our GEAP, with a particular focus on workplace flexibility, diversity, promotion barriers and behaviour.

The importance of the GEAP is illustrated by the fact that the Parliament of Victoria has a gendered pay gap. Women are paid less when looking at both average base salary and average total remuneration, by 6.4% and 6.5% respectively. The pay gap is wider for the median at 9.4%. When looking at the gendered pay gap by employment basis, there is a significant wage gap for women in full time, ongoing employment. The gap is greater for women on fixed term contracts, both full and part time. Such a systemic issue requires significant changes in order for these differences to be suitably addressed, particularly recognising that pay levels are directed through enterprise agreements across all three departments.

To inform the GEAP, the Gender Equality Working Group reviewed the workforce data, the results from the People Matter Survey (160 respondents in 2021, an engagement rate of 49%), and output from wide-ranging manager and employee consultations (132 participants) and written submissions. Four key themes emerged:

- A desire for workplace flexibility.
- A lack of diversity in the workforce.
- Gender as a barrier to promotion.
- Inappropriate workplace behaviour.

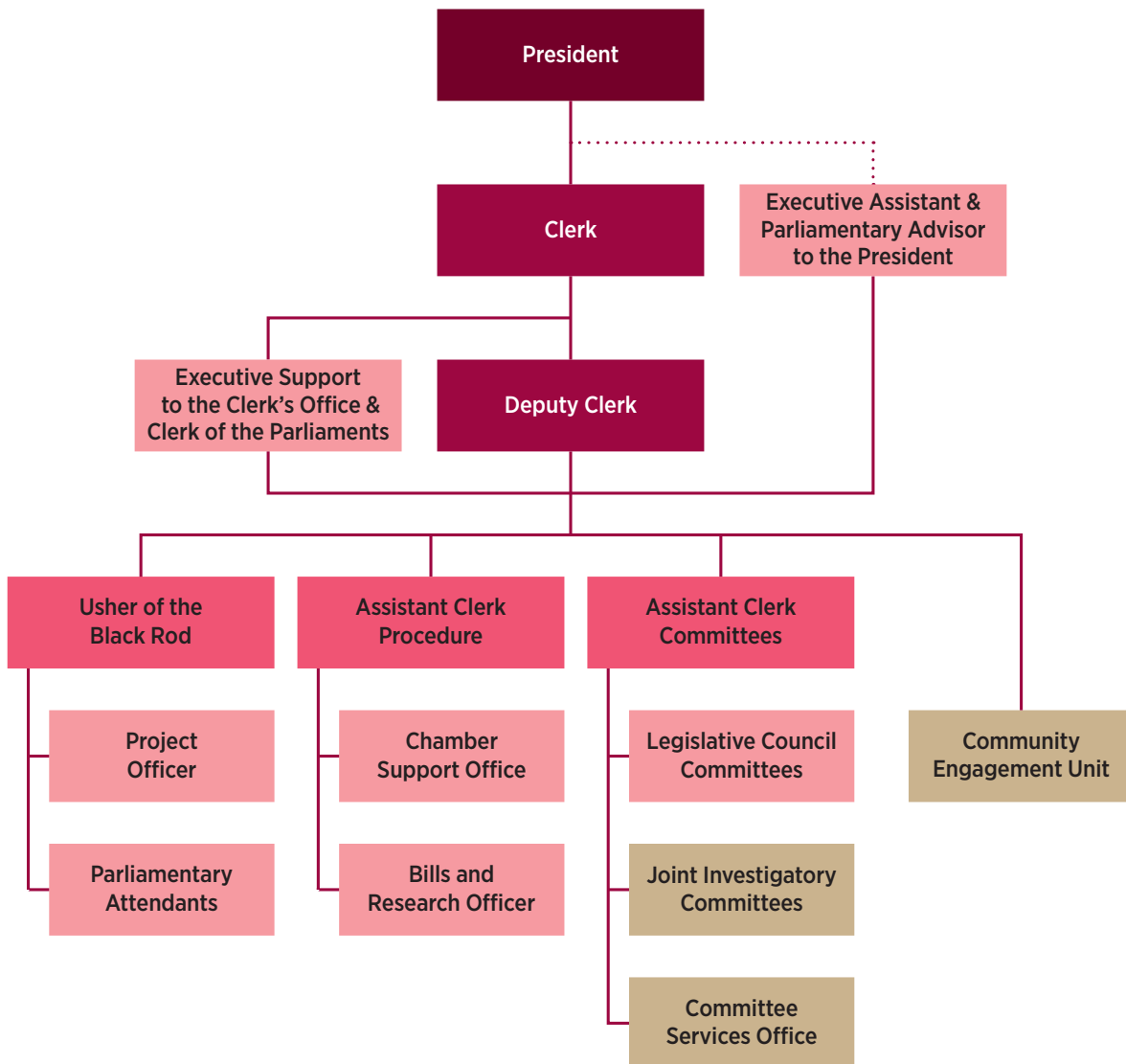
The GEAP was submitted to the Gender Equality Commission in March 2022. Work continues to inform and establish gender equality as a priority area within the workplace. A Gender Equality hub was established on the intranet and various communications have kept staff informed. Future work will be about implementing the GEAP and meeting the other requirements under the Act.

Disability Action and Inclusion Plan

Implementation of our Disability Action and Inclusion Plan (DAIP) also continued. A workgroup comprised of representatives from the three parliamentary departments and an external reference panel met on a regular basis

to discuss progress of actions to eliminate discrimination against people with a disability and create a more accessible parliament for people with a disability. Some of the notable achievements over the past year include:

- initiating and completing year one of the Australian Network of Disability (AND) Positive Action towards Career Engagement (PACE) Mentoring program
- the completion of the Access Appraisal Report of Parliament House by Domestic Access
- commencing the process for Communication Access Accreditation for parliament.



Department of the Legislative Council organisational chart.

Servicing our members

Our chamber

One of our main roles is to provide members and their staff impartial, accurate and timely advice and assistance to achieve their parliamentary aims. We also serve the Victorian people by bringing their voices to Parliament and Parliament closer to them.

In a year that again saw the COVID-19 pandemic impact many aspects of Victorian life, our staff worked with Members to ensure that the Legislative Council kept operating and fulfilling its designated constitutional role as Victoria's house of review.

Supporting the house of review

The Council sat for more days and more hours than the previous year, although on average the sitting days were slightly shorter. Most of this sitting time was spent dealing with Government Business (33%) and General Business (20%).

Government Business is overwhelmingly consideration of legislation (bills) and typically occurs on Tuesdays and Thursdays. Of the 59 bills considered that progressed to the third reading stage there were 628 second reading contributions. Two bills had the most speeches, 27 each: one was related to the establishment of a new regulatory framework for the declaration and control of pandemics and the other was the annual Appropriation bill.

During the year, 46 bills were considered clause by clause in the Committee of the Whole stage. The longest Committee of the Whole stage lasted over 19 hours in November 2021 for the Public Health and Wellbeing Amendment (Pandemic Management) Bill 2021.

We continued to assist members to bring amendments to bills to the House. There were 102 sets of amendments in total with 87 circulated and 76 tested in Committee of the Whole. The Office of the Chief Parliamentary Counsel (OCPC) drafts amendments to bills for members and we review and authorise these for printing. We also draft Committee of the Whole running sheets to assist the Committee. Ultimately, 13 bills were amended by the Committee of the Whole and subsequently passed the Legislative Council with amendments.

For General Business, which typically takes place on Wednesdays, the statistics point to significant demand for our procedural services in drafting motions for non-government members. 184 were drafted, along with many others that were not ultimately given in the House. Of those, 50 were agreed to and 17 were defeated. We also drafted 17 sets of amendments to motions and of these 9 sets were moved.

There was also demand for our procedural support on Private Members' bills, proposed by members who are not ministers. We worked closely with those members to prepare bill instructions which went to the OCPC for



The Legislative Council Chamber. Photo by Janusz Molinski Photography.

drafting. Together with that office, we checked and approved the final printing of those bills.

There were 24 Private Members’ Bills introduced over the year and these came from eight different non-government parties. Seventeen of these bills proceeded to the second reading stage—five were defeated and the remaining bills await further debate. No Private Members’ bills have passed the Legislative Council this Parliament.

As part of its review function the Council uses its powers to order documents from the Government. This year the Council made nine orders for documents (compared to eight in 2020–21), in relation to a wide range of subject matter.

The Government’s practice of providing an initial response to the orders by way of correspondence from the Attorney-General continued. For all orders, the Attorney-General responded to the Council stating that the Government needed more time. One order was responded to in full. A total of 406 documents were provided in full. Executive privilege was claimed over a further 23 documents in part.

Scrutiny and review also take place when members ask questions of ministers or seek actions. Ministers are often required to respond in writing. We process, lodge and track these questions and responses. The Table Office team processed 1,140 questions on notice and 1,722 answers to questions on notice this year.

Another important way we support the functioning of the chamber is to produce a range of documents that outline matters on the agenda, decisions that are taken and

procedural developments. A total of 142 such documents were produced during the year, involving a significant workload for our procedural staff. These included:

- Notice Paper (daily): 54
- Minutes (weekly): 18
- Minutes (daily proof): 53
- Committee of the Whole Council Supplement: 17
- Procedure Bulletin February–June 2021 and August–December 2021.

Enabling the community to have a say

Petitioning is one of the ways in which community members can put their views directly to the Legislative Council on issues that matter to them. We assist the community to bring forward both paper and electronic petitions (‘e-petitions’).

We processed and published on our website 88 e-petitions over the year. Of those, 39 remained unsponsored at the end of the reporting period. Altogether, 91 petitions were formally presented to the House in the reporting period: 67 e-petitions, 22 paper petitions and 2 petitions were combined paper and e-petition. COVID-19 was the most common topic for e-petitions tabled in the House (around 20%). The highest number of signatures for any petition presented to the House was 11,764 for a petition presented by Ms Melina Bath calling on the House to reject the Public Health and Wellbeing Amendment (Pandemic Management) Bill 2021.



91
petitions presented to the House

PETITION FORMATS:
• 67 E-PETITIONS
• 22 PAPER PETITIONS
• 2 COMBINING PAPER AND E-PETITION

91,325
signatures in total

214
e-petition requests received

DOWN FROM 313 E-PETITION REQUESTS IN 2020–21

11,764
highest signature count for one petition

REJECT THE PUBLIC HEALTH AND WELLBEING AMENDMENT (PANDEMIC MANAGEMENT) BILL 2021

88
processed and published on the website

126 NOT PROCEEDED WITH FOR A VARIETY OF REASONS:

- REQUEST BLANK, INVALID OR INCOMPLETE
- PETITIONER WITHDREW REQUEST BEFORE PUBLICATION

Changes to the rules and practices of the House

During the year, our Procedure Committee met five times to consider matters relating to the standing orders and practices and procedures of the House. That committee is chaired by the President and we provided secretariat and research support for it.

Separately, COVID-19 lockdowns and health advice continued to lead to (short-lived) changes in the established rules of the House and sitting patterns. This included:

- Changes to sitting times—so that on a few occasions we commenced sitting at 9 am and on other occasions at 2.30 pm or 2.45 pm. This temporary arrangement was to avoid sitting at the same time as the Assembly.
- General business overall time limit was briefly reduced to 60 minutes (from 90 minutes).
- Members' statements were only able to be given via incorporation in Hansard.
- The ability for members to participate, in a limited fashion, remotely via Zoom (see elsewhere in this section).

It is unlikely there has been such a period of upheaval affecting the fundamental rules of the House for many years.

New member

The Hon Edward O'Donohue resigned as a member of the Legislative Council effective from 1 December 2021. He represented the Eastern Victoria Region from 2006 to 2021. Ms Cathrine Burnett-Wake was sworn in on 2 December 2021.

Reporting on Members' Interests

The fourth review of monetary threshold amounts was conducted prior to 30 June 2022 in accordance with section 24 of the *Members of Parliament (Standards) Act 1978* (the Act). The review resulted in an adjustment to the highest threshold amount, from \$51,500 to \$53,000. Reviews of threshold amounts were one of the amendments to the Act included in the 2019 legislation, which significantly reformed the Register of Interests.

Under section 17(2) of the Act, a person who becomes a Member after the commencement of section 78 of the *Victorian Independent Remuneration Tribunal and Improving Parliamentary Standards Act 2019* must submit a primary return to the Clerk of the Parliaments within 28 days after taking and subscribing the oath or affirmation as a Member.

Under section 18 of the Act, a Member must submit an ordinary return to the Clerk of the Parliaments within 28 days after 31 January and 30 June each year.



Left: Ms Cathrine Burnett-Wake gives her inaugural speech in the Legislative Council Chamber. Right: The Hon Edward O'Donohue receives an Acknowledgement of Service Certificate from President Elasmur following his resignation as a member of the Legislative Council.

Under the Act, the following reports were prepared and tabled:

- *Members of Parliament (Standards) Act 1978* – Register of Interests – Returns submitted by members of the Legislative Assembly – Ordinary returns 28 July 2021.
- *Members of Parliament (Standards) Act 1978* – Register of Interests – Returns submitted by members of the Legislative Council – Ordinary returns 28 July 2021.
- Register of Interests - Return submitted by a Member of the Legislative Council – Primary Returns 29 December 2021.
- *Members of Parliament (Standards) Act 1978* – Register of Interests – Returns submitted by members of the Legislative Assembly – Ordinary returns 28 February 2022.
- *Members of Parliament (Standards) Act 1978* – Register of Interests – Returns submitted by members of the Legislative Council – Ordinary returns 28 February 2022.

Victorian Independent Remuneration Tribunal

The Determination made in 2019, Members of Parliament (Victoria) Guidelines and relevant legislation, all form part of the monitoring, compliance and enforcement framework for members of Parliament salaries and allowances. The relevant officer (the Clerk) continues to publish quarterly allowance reports for each Member in accordance with Part 3 of the Parliamentary Salaries, Allowances and Superannuation Regulations 2019. During this reporting period members had a quarterly allowance report for 30 September 2021, 31 December 2021, 31 March 2022 and 30 June 2022.

Assisting government departments

As tabling of documents and providing answers to questions raised in parliament are vital parts of each sitting week and a key requirement for a significant number of government agencies, this year our Table Office team, together with colleagues in the Assembly, continued to conduct online training on the steps involved with tabling documents and lodging answers. In July we ran a session on responding to questions and in November a session on errors in documents. Both were well attended.

We have also responded to requests from departments to know more about how parliament works in practice. In March and May we ran five separate sessions on 'parliamentary procedure 101' and the passage of the bill. Around 150 people attended across the four sessions.

Our community

Community engagement



79,070
Facebook
followers

2,600+
subscribers to
news alerts



633
students entered
Parliament Prize

500+
Victoria University
students for
Parliament program

Throughout the year we connected with Victoria's diverse communities through events, learning initiatives, news services, and community partnerships. Many staff across the department contributed to the parliament-wide priority of informing and engaging with the community.

The COVID-19 pandemic continued to have an impact on the engagement programs we could undertake, particularly in the second half of 2021. Online engagement remained an important way of connecting with communities across Victoria.

Our online program of events included webinars during the Australian Heritage Festival and National Science Week. Those webinars were coordinated with representatives from various organisations including the Shrine of Remembrance, Bendigo Art Gallery and The Royal Society of Victoria as part of our continuing efforts to partner with key Victorian institutions and show parliament as an active participant in the community. Several hundred people viewed each online event live or watched the video replay.

For the second year in a row, we participated in the PHOTO international festival of photography. A photography installation on the front steps of Parliament House in April/May 2022 featured the work of four Victorian photographers who responded to the theme of 'meeting places'. Education workshops and resources linked to the exhibition helped to promote discussion of the theme and Parliament's role as a meeting place for the state's elected representatives.

The ongoing evolution of our education activities and resources was a focus during the year. This included publishing of new resources and conduct of professional learning programs.

The Parliament Prize competition, which asks students to make a 90-second statement to parliament, continued as a flagship education activity. The 2021 competition attracted 633 entries from 158 schools across the state. One of the pleasing outcomes was that the winning entry in the Years 7-9 category led to action by two local councils, which agreed to address a road safety issue identified in the winning student's statement.

An official launch of the Aboriginal Change Makers education resource was held at Worawa Aboriginal College during National Reconciliation Week, attracting front page coverage in *The Age* newspaper. The resource was developed jointly by the college and our community engagement team. The official launch had been postponed from last year due to the pandemic. By 30 June 2022, the resource had been viewed more than 2,000 times. Deakin University has made the resource required reading for its pre-service teachers.

We developed new education resources about issues before parliament, which were posted to our website. In addition, a resource was made available to members of parliament to assist them with activities they could undertake when visiting schools.



Launch of the Aboriginal Change Makers resource at Worawa Aboriginal College during National Reconciliation Week. Photo by David Callow.

We conducted two professional programs for teachers and VCE legal studies students focusing on principles of justice and law reform. The online sessions were coordinated with the Law Foundation and involved judges, members of parliament and a senior parliamentary official. In total, 260 people participated with high levels of satisfaction recorded in feedback surveys.

A lecture program for Victoria University law and justice students continued into its fourth year, with online sessions held during the second half of 2021 and a return to in-person sessions at Parliament House during 2022. This financial year saw more than 500 students participate in the program, for which they are required to complete an assessment task.

Through Parliament’s news and information service, we kept informing the community about the work undertaken in the chambers and by parliamentary committees. The public launch of Parliament’s new website provided the opportunity to better link the news pages on the website to our social media.

We focused on producing a range of video material on the sittings and committee inquiries. This included the production of a new video series titled ‘Parliament in Focus’, providing a snapshot of parliamentary debates on legislation. The extra video content helped to boost our following on YouTube by 65% this year.

There was a 4% increase in subscribers to our news alert service, growing to more than 2,600 subscribers. In addition, we had many hundreds of subscribers to news alerts covering specific committee inquiry topics. The media releases issued through this service helped to generate media coverage of committee inquiries in metropolitan and regional media.

Our social media following continued to grow during the year, as shown in the table below.

Channel	Following		Increase	
	30 June 2022	30 June 2021	number	per cent
Facebook	79,070	76,480	2,590	3
Instagram	6,021	5,639	382	7
LinkedIn	11,081	9,493	1,588	17
Twitter	8,946	7,933	1,013	13
YouTube	3,149	1,906	1,243	65

Parliament of Victoria social media (at 30 June 2022).

Our community



Left: Program for Victoria University law and justice students in the Legislative Council chamber.
Right: Launch of the You, Me and MPs community toolkit at Parliament House.

Improving accessibility of parliamentary information and events remained a priority during the year. Initiatives included employment of a Deaf youth associate, an online webinar during the National Week of Deaf People, ongoing production of our regular Auslan news bulletin about parliament, the public release of some parliament vocabulary in Auslan, and development of social stories to assist with visits to Parliament House by people who are neurodiverse. We also supported an Autism@Parliament event conducted by peak body Amaze to recognise the 5th anniversary of a parliamentary committee report on services for people with autism.

Another priority was youth engagement, and we commenced several new projects to develop youth-led content for our website and social media. The material from those projects will be available for use in the second half of 2022.

As part of our efforts to engage with a range of communities, including those who live distant from Parliament House, we conducted online programs

for community leaders from the Great South Coast, Geelong and Melton. The sessions covered the work of parliamentarians and committees.

A community project with the Eastern Community Legal Centre concluded with the completion and launch of an online community toolkit about parliament titled You, Me and MPs. The toolkit, which includes video material translated into 10 languages, had been viewed around 1,000 times by 30 June 2022.

The year ahead will include the election period, followed by the transition to the new parliament. This will provide a range of opportunities to tap into community interest around the commencement of the new parliament, building on the work undertaken over the past several years to better connect parliament with the community it represents.

Engaging with Victoria's First Peoples

The Department is committed to supporting the Parliament of Victoria on its ongoing strategic priority to engage with Victoria's First Peoples. A key step of this engagement is developing a Reconciliation Australia endorsed Reconciliation Action Plan (RAP). Overseen by a cohort of emerging leaders from across the three parliamentary departments, work commenced in 2019 on a Reflect RAP.

In July 2021 the Parliament of Victoria Reflect Reconciliation Action Plan (RAP) was conditionally approved by Reconciliation Australia. We have engaged local First People owned design firm Bayila Creative to develop the layout, design and typography of the RAP using Tom Day's original artwork, Yarkeen Mirring (Dreaming Country). Yarkeen Mirring was specifically created to mark Parliament's reconciliation journey by Shepparton based artist Tom Day. It now hangs in pride of place at the top of Premier's Corridor in Parliament House. Due to COVID-19 the Parliament was unable to officially launch this artwork with Tom. Plans are to hold a joint ceremony to formally acknowledge his work once the RAP is completed.



Artwork title: Yarkeen Mirring (Dreaming Country)
 Artist: Tom Day III (Gunditjmara, Yorta Yorta and Wemba Wemba man)
 Photo by Narelle Wilson.

Youth Parliament

Youth Parliament is an annual event run by YMCA Victoria with support from all three parliamentary departments. This reporting period saw a return of the YMCA Victoria Youth Parliament after a year's hiatus due to COVID-19, albeit not in its traditional format.

The 35th YMCA Victoria Youth Parliament was held over three days in September 2021 on Zoom and saw the YMCA taskforce deliver an online program which was simulcast on YouTube. Parliamentary staff continued to provide assistance with clerking duties and organising Members of Parliament to chair certain bill debates. Despite the last-minute pivot to the unconventional format, a robust program was delivered for 120 youth parliamentarians across Victoria. The Youth Governor, Georgia Mackenzie, officially declared proceedings open at an Opening Ceremony with the President, the Minister for Youth and the Shadow Minister for Youth Affairs all in virtual attendance.

The 2022 program marked the return of YMCA Victoria Youth Parliament to Parliament House. The 2022 Youth Parliament was officially opened by the Youth Governor, Kergen Angel, in an emotional speech to a packed Council Chamber of youth parliamentarians, Members of Parliament, the President, delegates and parliamentary staff. The 36th Youth Parliament passed 18 bills which were transmitted to the Minister for Youth for consideration by the Government.

International parliamentary relations

The Victorian Parliament is twinned with the Parliaments of Fiji, Nauru and Tuvalu, and with face-to-face training and attachments not an option, providing assistance online became the primary method of communication and enabled continued engagement with our twinned Parliaments.

The Victorian Parliament continued to initiate a series of online masterclasses for committee staff. The project was a collaborative exercise with the Parliaments of Tasmania and South Australia, aimed at enabling the Australian Parliaments and their twins the opportunity to exchange ideas and knowledge in the area of parliamentary committee operations and administration. The Pacific Parliaments of Fiji, Tonga and Samoa were identified given their similarities in size and committee structure. Three 90-minute masterclass sessions were conducted on Teams and discussions were led by our facilitator:

- Masterclass four provided ideas to assist engaging young people in Parliament.

Our community

- The fifth masterclass was a panel session which focused on issues and challenges that Parliaments had faced over the last 12 months and, moving forward, the challenges and tasks that lay ahead.
- Masterclass six focused on Bill inquiries and provided an opportunity for participants to share the processes involved.
- Masterclass seven focused on Committee reports and engagement which included the sharing of strategies for developing a media and communications plan and incorporating plain English language.

Committee staff also continued the longstanding support provided to Fiji around budget time each year. In July 2021, two committee staff joined an international project team, coordinated by the United Nations Development Programme (UNDP), to build the capacity of Fiji parliamentarians and parliamentary staff in budget scrutiny. They provided online research support, producing briefings for Fiji Members of Parliament on the national budget. They also participated in a follow up online budget documentation workshop discussing the importance of budget documentation.

In November and December 2021, Parliamentary staff participated in two seminars for Fiji Members, covering Standing Orders and advice on Member training.

In May 2022, three staff from the Victorian Parliament travelled to Fiji to participate in an engagement and outreach workshop for the Fiji parliament. Part of phase 3 of the Fiji Parliament Strengthening Project, the workshop was coordinated by UNDP and involved participation from stakeholders including civil society organisations, educators and key ministry personnel. Following the workshop, the Fiji Parliament Community Engagement strategy for 2022–26 was drafted.

In June 2022, the Community Engagement Manager presented online at the Youth Model Parliament Program; this was hosted by the Parliament of Tuvalu and focused on the Parliamentary Committee system.



92
members of the
Commonwealth
Parliamentary
Association Victoria

9
interparliamentary
engagement
activities attended

66
participants across
four committees
masterclasses

Committees



94
committee meetings

712
submissions received



176
public hearings

30
Zoom hearings

16
reports tabled

Shaping law and policy through committees

During the past 12 months the five committees managed by the Legislative Council conducted a range of significant public inquiries of interest to many Victorians. Through its inquiry processes, our committees help to shape law reform and policy. By accepting public submissions and conducting public hearings, they provide the opportunity for direct community participation in the work of parliament. As an extension of the Council's house of review function, our committees also have an important role providing oversight of government and the performance of its agencies.

The COVID-19 pandemic continued to have an impact on the operation of committees during the year with in-person public hearings reverting to online Zoom hearings on several occasions. Importantly, committees maintained a significant workload, hearing from Victorians across the state on a range of issues, many of which covered challenging and complex subject matters.

Key public policy issues investigated

A total of 19 inquiries were conducted during the year culminating in 16 reports being tabled. They covered a range of important public policy issues including renewable energy, ecosystem decline, use of school buses in rural and regional Victoria, the multi purpose taxi program, use of cannabis, management of child sex offender information, and Victoria's criminal justice system.

Further difficult inquiries commenced and were due to be completed later in 2022 including an inquiry into children affected by parental incarceration, and an inquiry into extremism in Victoria.

In addition, inquiries also focused on the oversight role of committees and included a review into the use of social media on elections as well as reviews into the performance of Victoria's four key integrity agencies, namely the Independent Broad-based Anti-corruption Commission, the Victorian Ombudsman, Office of the Victorian Information Commissioner and the Victorian Inspectorate. The education function of those agencies in helping to prevent public sector corruption was also examined, along with the issue of witness welfare.

Taking a variety of evidence

During the year our committees heard from people and organisations from across Victoria through submissions and at public hearings. A number of inquiries attracted significant public input. For example, the ecosystem decline inquiry held 82 public hearings in the reporting period after having received 950 written submissions in 2020-21; the Victorian planning framework inquiry received 287 submissions; and the criminal justice system inquiry had 132 submissions and held 50 public hearings. Statistics from the various inquiries are listed in the Appendix J.

Hearings continued to be conducted online via Zoom due to the COVID-19 pandemic, however during 2022 committees were able to resume in-person hearings or a hybrid of in-person and Zoom hearings. As a result of Zoom hearings being broadcast, more Victorians were able to watch the work of committees live. Zoom hearings and online broadcasting will continue to be a feature of community engagement by committees in the future.



Members of the Economy and Infrastructure Committee at a public hearing in Traralgon (left photo) and on a site visit (right photo) for the inquiry into the closure of the Hazelwood and Yallourn power stations, November 2021.

Significant inquiries

In 2022, with lockdowns having ended, committees were once again able to travel outside of Melbourne to conduct important public hearings, site visits and expert briefings.

The Economy and Infrastructure Committee's inquiry into the closure of the Hazelwood and Yallourn Power Stations required the committee to conduct two separate visits to Traralgon in November 2021 and March 2022. The Committee received evidence from a wide range of witnesses in the local community, including the Latrobe Valley Authority—the body established by the Government to coordinate the transition away from coal-fired power. The Committee also conducted site visits to Hazelwood and Yallourn. The Committee's final report was tabled in June 2022.

During the first half of 2022, the Legal and Social Issues Committee conducted an inquiry into children affected by parental incarceration. The Committee visited Loddon Prison and the Malmsbury Youth Detention Centre as part of its challenging investigations.

The Committee also conducted a brief visit to New Zealand to meet with relevant stakeholders in Wellington and Auckland. They heard evidence of positive measures which have been successful in reforming the justice system in New Zealand and reducing incarceration rates.

In December 2021, the Environment and Planning Committee completed an extensive inquiry into ecosystem decline in Victoria. The Committee's 746-page report covers two volumes and contains 54 findings after the Committee received 950 submissions and held 16 days of hearings. The report made a total of 74 recommendations

to address the range of problems associated with Victoria's declining ecosystem including threats from noxious weeds and invasive species, climate change and habitat loss and fragmentation.

Achieving outcomes from recommendations

Committees continued to achieve significant outcomes from their work. As well as highlighting issues for government to consider, committees received direct responses from government and relevant agencies to their findings and recommendations. Further government responses to reports will be due later in 2022 and early 2023.

Connecting with the community

During the year, committee secretariats continued to work with other parliamentary staff, particularly from the community engagement and broadcasting units, to more broadly promote the work of committees to the community. This included through increased use of social media, media liaison to increase media coverage of hearings and reports, the production of video snapshots from committee hearings and video summaries of committee reports. Community engagement outcomes are discussed further in that section of this annual report.

Appendices

Appendix A

Role of the Legislative Council staff

Clerk's Office

The department's administration is headed by the Clerk whose main role is to provide policy, procedural and management advice to the President and Members of the Council on all matters relating to the operations of the Council and the Committees which it services. The Clerk is assisted by the Deputy Clerk who is responsible for the day to day management of the department. The Clerk is required to provide an accurate record of the decisions and proceedings of the Council and to ensure that the passage of legislation is in accordance with legislative and procedural requirements. As Department Head, they have overall responsibility for the financing, staffing and administration of the department and are a member of the Parliamentary Executive Group. The Clerk's Office is also responsible for the management of projects and special events as well as a number of other administrative and operational matters. Other staff in the Clerk's Office are the Executive Assistant to the Clerk, the Executive Support Officer and the Governance Officer.

Clerk of the Parliaments

The Clerk's Office has some additional responsibilities by virtue of the Clerk also being responsible for carrying out the duties of the Clerk of the Parliaments. These include the presentation of bills to the Governor for royal assent, maintaining the Register of Members' Interests and performing miscellaneous statutory duties. The Clerk is also Honorary Assistant Secretary to the Victoria Branch of the Commonwealth Parliamentary Association, and the Deputy Clerk is the Treasurer.

Chamber Support Office

The Chamber Support Office undertakes the daily functions of the Table Office, procedural research and other research and administrative assistance. These functions are the overall responsibility of the Assistant Clerk—Procedure and are managed by the Manager, Chamber Support. The Chamber Support Office is comprised of five staff with further support provided by a Bills and Research Officer who is mainly responsible for Private Members' Bills and amendments to bills. The production and management of public documents which underpin the sittings of the House and official record keeping responsibilities of the Clerk are a priority for the Table Office. Procedural research, writing publications and web content, administrative assistance for the department and involvement in significant events and projects, are other important aspects of the broader Chamber Support Office. The Assistant Clerk—Procedure and Manager, Chamber Support also provide advice and secretariat support to the Procedure Committee.

Usher of the Black Rod's Office

The Usher of the Black Rod is a traditional Westminster Parliamentary position which has responsibility for a range of ceremonial roles within the Parliament. The Usher announces the arrival of the President to the Chamber on a sitting day and is a central figure at openings of Parliament. The Usher also oversees Chamber security for the Legislative Council and is the department's management representative for emergency and evacuation responsibilities, occupational health and safety and visitor management.

The Usher of the Black Rod and the Project Officer provide secretariat support to the Commonwealth Parliamentary Association (Victoria Branch) and coordinate the twinned parliament program with the Parliaments of Fiji, Tuvalu and Nauru.

Attendant Group

Under the direction of the Usher of the Black Rod, the Principal Attendant manages and supervises a team of Attendants. The Attendant group provides general assistance to the Table Officers and attends to various requirements of Members, especially during the sittings of the Council. The Attendant group is responsible for the daily courier service within and outside the building and provide services for the sittings of the House and meetings of Parliamentary Committees. The Attendant team play a key role with visitor management by providing a concierge service, working at functions and events held at Parliament House, and they also contribute to the security of the Parliament through visitor registration and management at the rear entrance to the building. The Attendant group also perform public tour duties on a daily basis and contribute to Parliament's community engagement function through their involvement in online information sessions.

Committees' Office

The Committees' Office is managed by the Assistant Clerk—Committees who is responsible for the provision of accurate and timely advice, and effective and efficient support services to relevant joint investigatory committees, Council standing committees, the Privileges Committee and any other select and standing committees which may be appointed by the Legislative Council.

The department is responsible for administering two of the Parliament's joint investigatory committees:

- Electoral Matters; and
- Integrity and Oversight.

The Council Committees Office is comprised of three standing committees comprising:

- Economy and Infrastructure;
- Environment and Planning; and
- Legal and Social Issues.

The support services provided by the Committees' Office include the provision of financial resources and adequate and competent staff, the analysis of evidence and the presentation of reports to Parliament. Centralised corporate support services are provided by the Committee Services Office. The Assistant Clerk—Committees is responsible to the President for the oversight of the operations of those committees and their secretariats.

President's Office

The President's Office comprises one full time Executive Assistant (Parliamentary Advisor) who provides advice and assistance to the President on matters of parliamentary administration, official delegations and ceremonial events, and projects sponsored by the President. The Executive Assistant liaises with executive support officers of the Legislative Council, Legislative Assembly, and the Department of Parliamentary Services on behalf of the President's Office.

Community Engagement Unit

The Community Engagement Unit supports the Parliaments' community engagement strategy by focusing on four priorities: parliament experiences, learning, news and information, and community partnerships. The Community Engagement Manager leads a team of six staff from the three parliamentary departments, developing a program of community activities, including events conducted online and at Parliament House. Learning resources for schools, professional development for teachers, and presentations for tertiary institutions are also coordinated. The unit is responsible for the Parliament's social media content and works closely with committees to promote their inquiries, including opportunities for community participation in that work. Through partnerships with various organisations, the unit undertakes projects to increase community awareness of and engagement with Parliament.

Appendix B

Staff listing as at 30 June 2022

Clerk's Office

Andrew Young, Clerk of the Legislative Council
Anne Sargent, Deputy Clerk
Jessica Pattison, Governance Officer
Linda Shatilko, Executive Assistant to the Clerk

Usher of the Black Rod's Office

Sally West, Usher of the Black Rod
Andrea Agosta, Project Officer

Parliamentary Attendants

Greg Mills, Principal Attendant
Peter Anastasiou, Parliamentary Attendant
Patrick Boribon, Parliamentary Attendant
Jim Bowman, Parliamentary Attendant
Philip Stoits, Parliamentary Attendant
Chris Welstead, Parliamentary Attendant

Assistant Clerk—Procedure Office

Keir Delaney, Assistant Clerk—Procedure

Chamber Support Office

Annemarie Burt, Manager, Chamber Support
Liam Moran, Bills and Research Officer
Juliana Duan, Chamber Procedure Officer
Christianne Andonovski, Chamber Support Officer
Tash Rice, Chamber Support Officer
Savannah Tonks, Chamber Support Officer
Kirra Vanzetti, Chamber Support Officer

President's Office

Christina Smith, Executive Assistant to the President

Community Engagement Unit

Andres Lomp, Community Engagement Manager
Bill Bainbridge, Communications Adviser
Ben Kimber, Communications Adviser
Tom Rees, Graphic Designer
Darcy Scales, Youth Associate

Assistant Clerk—Committees Office

Richard Willis, Assistant Clerk—Committees

Council Committees Office

Lilian Topic, Senior Committee Manager
Michael Baker, Committee Manager
Patrick O'Brien, Committee Manager
Vivienne Bannan, Committee Inquiry Officer
Kieran Crowe, Committee Inquiry Officer
Samantha Leahy, Research Assistant
Meagan Murphy, Research Assistant
Hong Tran, Research Assistant
Jessica Wescott, Research Assistant
Justine Donohue, Administrative Officer
Cat Smith, Administrative Officer

Joint Investigatory Committees

Electoral Matters

Christopher Gribbin, Executive Officer
Joel Hallinan, Research Officer
Sarah Catherall, Administrative Officer

Integrity and Oversight

Sean Coley, Executive Officer
Stephen James, Senior Research Officer
Tom Hvala, Research Officer
Holly Brennan, Complaints and Research Assistant
Maria Marasco, Administrative Officer
Bernadette Pendergast, Administrative Officer

Committee Services Office

Amber Candy, Graphic Design and Publishing Officer
Ebony Cousins, Committee Services Officer

Note: Includes staff on leave and being backfilled, such as parental leave, but does not include staff seconded to other departments.

Appendix C

Comparative workforce data as at 30 June 2022

Table 1: Summary of employment levels

Ongoing employees				Fixed term and casual employees
Total employees (head count)	Full time (head count)	Part time (head count)	Full-time staff equivalent (FTE)	Full-time staff equivalent (FTE)
40	34	6	38.0	9.07

Table 2: Detail of employment levels

	Ongoing employees				Fixed term and casual employees	
	Employees (head count)		Full-time staff equivalent (FTE)		Full-time staff equivalent (FTE)	
	30 June 2022	30 June 2021	30 June 2022	30 June 2021	30 June 2022	30 June 2021
Gender						
Male	19	18	18.2	17.70	3.00	2.00
Female	21	19	19.8	17.38	6.07	10.20
Age						
Under 25	0	0	-	0	1.27	0.20
25-34	6	5	5.8	4.38	5.00	8.40
35-44	9	8	8.6	7.80	0.80	2.60
45-54	11	13	11.0	12.50	2.00	1.00
55-64	12	10	10.6	9.40	0	0
Over 65	2	1	2.0	1.00	0	0
Classification						
VPS 1	0	0	0	0	0	0
VPS 2	5	5	4.6	4.90	0	0
VPS 3	10	8	9.0	6.60	1.27	2.20
VPS 4	8	8	7.8	7.78	4.00	3.80
VPS 5	6	5	5.6	4.80	3.80	5.20
VPS 6	9	9	9.0	9.00	0	1.00
STS	0	0	0	0	0	0
Executive	2	2	2.0	2.00	0	0
Total	40	37	38.0	35.08	9.07	12.20

Appendix D

Members of the Legislative Council— 59th Parliament as at 30 June 2022

Region	Name	Party	Date first sworn in	Parliament
Eastern Metropolitan	Mr Bruce Atkinson	LIB	27 October 1992	52nd
	Dr Matthew Bach	LIB	5 March 2020	59th
	Mr Rodney Barton	TMP	19 December 2018	59th
	Hon Shaun Leane	ALP	19 December 2006	56th
	Ms Sonja Terpstra	ALP	19 December 2018	59th
Eastern Victoria	Ms Melina Bath	NAT	16 April 2015	58th
	Mr Jeff Bourman	SFFP Vic	23 December 2014	58th
	Ms Cathrine Burnett-Wake ^a	LIB	2 December 2021	59th
	Hon Jane Garrett	ALP	19 December 2018	59th
	Ms Harriet Shing	ALP	23 December 2014	58th
Northern Metropolitan	Hon Nazih Elasmara	ALP	19 December 2006	56th
	Mr Craig Ondarchie	LIB	21 December 2010	57th
	Ms Fiona Patten	FPRP	23 December 2014	58th
	Dr Samantha Ratnam	VG	19 October 2017	58th
	Ms Sheena Watt	ALP	13 October 2020	59th
Northern Victoria	Mr Mark Gepp	ALP	8 June 2017	58th
	Hon Wendy Lovell	LIB	25 February 2003	55th
	Ms Tania Maxwell	DHJP	19 December 2018	59th
	Mr Tim Quilty	LDP	19 December 2018	59th
	Hon Jaclyn Symes	ALP	23 December 2014	58th
South-Eastern Metropolitan	Dr Tien Kieu	ALP	19 December 2018	59th
	Mr David Limbrick ^b	LDP	19 December 2018	59th
	Hon Gordon Rich-Phillips	LIB	3 November 1999	54th
	Hon Adem Somyurek	IND	25 February 2003	55th
	Mr Lee Tarlamis	ALP	23 April 2020	59th
Southern Metropolitan	Ms Georgie Crozier	LIB	21 December 2010	57th
	Hon David Davis	LIB	14 May 1996	53rd
	Mr Enver Erdogan	ALP	15 August 2019 ^a	59th
	Mr Clifford Hayes	SAP	19 December 2018	59th
	Ms Nina Taylor	ALP	19 December 2018	59th
Western Metropolitan	Dr Catherine Cumming	IND	19 December 2018	59th
	Mr Bernie Finn ^c	DLP	19 December 2006	56th
	Mr Cesar Melhem	ALP	23 December 2014	58th
	Ms Ingrid Stitt	ALP	19 December 2018	59th
	Ms Kaushaliya Vaghela ^d	IND	19 December 2018	59th

Region	Name	Party	Date first sworn in	Parliament
Western Victoria	Mr Stuart Grimley	DHJP	19 December 2018	59th
	Mrs Beverley McArthur	LIB	19 December 2018	59th
	Mr Andy Meddick	AJP	19 December 2018	59th
	Hon Jaala Pulford	ALP	19 December 2006	56th
	Hon Gayle Tierney	ALP	19 December 2006	56th

- a The Hon Edward O'Donohue resigned as a member of the Legislative Council effective from 1 December 2021. He represented the Eastern Victoria Region from 2006 to 2021. Ms Cathrine Burnett-Wake was sworn in on 2 December 2021.
- b Mr David Limbrick resigned as a member of the Legislative Council effective from 11 April 2022 to contest a seat in the Federal Election. Mr Limbrick represented the South Eastern Metropolitan Region. A joint sitting to fill Mr Limbrick's seat was delayed until after the results of the Election. Mr Limbrick was sworn in on 21 June 2022.
- c Mr Bernie Finn was a member of the Liberal Party until 2 June 2022 when he became a Democratic Labour Party member.
- d Ms Kaushaliya Vaghela was a member of the Australian Labor Party until 7 March 2022 when she became an Independent member.

Party	Members	Party	Members		
ALP	Australian Labor Party	16	IND	Independent	3
LIB	Liberal Party	9	LDP	Liberal Democrats Party	2
NAT	The Nationals	1	SAP	Sustainable Australia Party	1
AJP	Animal Justice Party	1	SFFP Vic	Shooters, Fishers and Farmers Party Victoria	1
DHJP	Derryn Hinch's Justice Party	2	TMP	Transport Matters Party	1
DLP	Democratic Labour Party	1	VG	Victorian Greens	1
FPRP	Fiona Patten's Reason Party	1			
Total: 40 Members					

Appendix E

Selected statistics relating to sittings of the Legislative Council, 2017–18 to 2021–22

		2021–22	2020–21	2019–20	2018–19	2017–18
Number of days House met		53	47	40	43	60
Number of hours House met		438 hrs 51 mins	417 hrs 50 mins	366 hrs 23 mins	377 hrs 3 mins	587 hrs 43 mins
Average number of hours per sitting day		8 hrs 16 mins	8 hrs 53 mins	9 hrs 10 mins	8 hrs 46 mins	9 hrs 47 mins
Bills dealt with	Initiated in LC	24	15	18	7	8
	Received from LA	59	48	53	50	67
	Passed without amendment	45	44	46	30	46
	Passed with amendments	13	7	6	11	23
	Defeated	4	0	3	3	4
	Lapsed	0	0	0	39	0
	Withdrawn	0	0	2	0	3
	Ruled out of Order	0	0	0	0	0
Sets of amendments circulated		87	50	67	48	87
Bills considered in Committee of the Whole		46	38	42	38	62
Questions on notice processed		1,140	1,412	1,892	672	1,426
Written (and further written) responses ordered to questions without notice		195	172	115	194	381
Petitions tabled		91	94	50	55	82
Signatories to petitions		91,325	165,386	75,646	28,285	29,941
Papers tabled	Total	1,511	1,551	1,310	1,292	1,571
	Annual reports	350	335	358	364	334
	Statutory Rules	165	157	175	158	170
	Planning scheme amendments	372	375	316	314	380
	Proclamations	32	28	34	33	46
	Other (including special reports, Parliamentary Committee reports etc)	592	656	427	423	641
Production of documents	Orders made ^a	9	8	3	5	11
	Documents produced in full	406	71	107	1,869	184
	Documents produced in part ^b	23	12	19	152	64

a Initial orders only. Follow-up ('step 2') resolutions excluded.

b These documents were provided with redactions, claiming Executive privilege.

Appendix F

Legislative Council expenditure statements, 2021–2022

Expenditure	2021–22		2020–21
	Budget	Actual	Actual
	\$	\$	\$
Departmental			
Staff salaries, overtime, allowances and training expenses	4,308,989	4,049,424	3,796,339
Salary oncosts ^a	1,337,311	1,289,002	1,066,121
Cleaning expenses	220,000	245,193	225,528
General expenses	742,700	774,519	836,917
Auditor-General's Office audits	20,500	20,500	19,500
Total—Departmental	6,629,500^b	6,378,638	5,944,405
Legislative Council Members—Special appropriations			
Members' salaries, allowances and oncosts	14,194,175	12,961,339	12,374,690
Members' superannuation	–	1,225,716	1,115,989
Total—Members	14,194,175	14,187,055	13,490,679
TOTAL EXPENDITURE	20,823,675	20,565,693	19,435,084

Note: This information is provided for the benefit of Members. A complete set of the financial statements of the Parliament of Victoria is provided in the Department of Parliamentary Services Annual Report for 2021–22.

- a Salary oncosts include long service leave and recreation leave provisions, payroll tax, employer superannuation, WorkCover contributions and fringe benefits tax.
- b This figure includes the following sources of funds:
- \$6.407 million—*Appropriation (Parliament 2021–22) Act 2021*
 - \$0.0205 million—*Special Appropriation pursuant to Audit Act 1994*
 - \$0.202 million—*Special Appropriation as per s 94 of Constitution Act 1975.*

Appendix G

Legislative Council major outputs and performance measures as at 30 June 2022

Major outputs/deliverables performance measures	Target	Actual
Quantity		
Procedural references—updates published biannually	2	2
Quarterly allowance reports published in accordance with <i>Victorian Independent Remuneration Tribunal and Improving Parliamentary Standards Act 2019</i>	4	4
Quality		
Bills and amendments processed accurately through all relevant stages and other business of the House conducted according to law, Standing and Sessional Orders	98%	98%
Member satisfaction with accuracy, clarity and timeliness of advice ^a	80%	100%
Timeliness		
Documents tabled within time guidelines	90%	90%
House documents and other sitting-related information available one day after sitting day	95%	95%
Cost		
Total output cost (\$ million)	23.5	20.8
Operating funds to achieve outputs (\$ million)	6.407	6.156

^a This measure is based on a confidential survey of the Legislative Council members. The target has been exceeded due to a higher level of member satisfaction with the services provided in an environment where there are numerous procedural and committee inquiries.

Appendix H

Joint investigatory committees expenditure statement as at 30 June 2022

Joint investigatory committee	2021-22		2020-21
	Budget	Actual	Actual
	\$	\$	\$
Auditor-General's Office audit costs	-	-	17,600
Committee Services Office ^c	2,334,090	1,482,708	1,367,349
Electoral Matters ^b	451,800	376,197	414,982
Former committees	-	-	210
Integrity and Oversight ^b	1,161,500	801,052	662,885
Pandemic Declaration Accountability and Oversight Committee ^a	218,600	153,191	-
Public Accounts and Estimates ^a	1,222,160	918,941	1,242,239
Scrutiny of Acts and Regulations ^a	738,850	546,900	598,816
TOTAL	6,127,000	4,278,989	4,304,081

- a The Legislative Assembly currently administers the Pandemic Declaration Accountability and Oversight Committee, Public Accounts and Estimates and Scrutiny of Acts and Regulations Committees.
- b The Legislative Council currently administers the Electoral Matters and Integrity and Oversight Committees.
- c Both House Departments jointly administer the Committee Services Office. Its budget includes rental payments for committee accommodation and various other administrative overheads for whole of committee operations.

Appendix I

Joint investigatory committees major outputs and performance measures as at 30 June 2022

Outputs	Target	Actual
Quantity		
Reports tabled per annum	20	28
Quality		
Committee members satisfied that advice about procedure, research and administration is responsive, clear, objective and prompt	80%	100% ^a
Inquiries conducted and reports produced in compliance with procedural and legislative requirements	95%	100%
Timeliness		
Reports tabled in compliance with procedural and legislative deadlines	95%	100%
Cost		
Total output cost (\$ million)	6.0	5.8

- ^a This measure was based on a confidential survey in May 2022 of joint investigatory committee members. Due to the sometimes political nature of committee work, members may not always be satisfied with advice even when it is accurate. For 2021-22 members' satisfaction with the quality and responsiveness of committees advice has exceeded our expectations.

Appendix J

Statistics relating to committees administered by the Legislative Council as at 30 June 2022

	Standing committees				Joint investigatory committees		
	EIC	EPC	LSIC	Total	IOC	EMC	Total
Deliberative meetings ^a	11	8	43	62	27	5	32
Public hearings ^b	57	23	84	164	6	6	12
Visits/Inspections ^c	1	0	3	4	0	0	0
Reports tabled ^d	4	3	4	11	3	2	5
Submissions received ^e	85	377	209	671	29	12	41
Inquiries received ^f	0	0	2	2	1	1	2
Secretariat staff support (in EFT)	-	-	-	13	5	2.8	7.8

a Includes Subcommittee meetings.

b Includes closed hearings. Each witness or group of witnesses appearing before the committee is counted separately. For instance, one day of committee hearings with five witness groups appearing would equate to five different public hearings for the purposes of the statistics.

c Number of sites visited. If the committee visits three different sites in one day, it counts as three site visits. Overseas trips are included and counted as one, irrelevant of how many meetings and site visits.

d Includes interim reports.

e Does not include supplementary submissions.

f Inquiries received from the Houses or self-referred.

Appendix K

Parliamentary committee inquiries administered by the Legislative Council as at 30 June 2022

Committee	Inquiry name	Tabled
Economy and Infrastructure	Impact of the COVID-19 pandemic on the tourism and events sector	3 August 2021
	Use of school buses in rural and regional Victoria	30 November 2021
	Multi Purpose Taxi Program	5 April 2022
	Closure of the Hazelwood and Yallourn power stations	7 June 2022
Electoral Matters	Impact of social media on Victorian elections and Victoria's electoral administration	14 September 2021
	Whether Victoria should participate in a national electoral roll platform	22 March 2022
Environment and Planning	Health impacts of air pollution in Victoria	18 November 2021
	Ecosystem decline in Victoria	2 December 2021
	Renewable energy in Victoria	26 May 2022
	Protections within the Victorian planning framework	Interim report to be tabled
Integrity and Oversight	Performance of Victorian integrity agencies 2019/20	17 November 2021
	Education and prevention functions of Victoria's integrity agencies	19 April 2022
	Performance of Victorian integrity agencies 2020/21: Focus on witness welfare	To be tabled
Legal and Social Issues	Use of cannabis in Victoria	5 August 2021
	Management of child sex offender information	7 September 2021
	Closure of I Cook Foods Pty Ltd	Second report tabled on 14 October 2021
	Victoria's criminal justice system	24 March 2022
	Children affected by parental incarceration	To be tabled
	Extremism in Victoria	To be tabled
Privileges	Mr Adem Somyurek's use of government resources	To be tabled
	Breach of committee deliberations and report contents	To be tabled

Appendix L

Disclosures made under the *Public Interest Disclosures Act 2012*

The President did not notify any disclosures to the IBAC under s 21(2) of the *Public Interest Disclosures Act 2012* for the period 1 July 2021 to 30 June 2022.

The Parliament of Victoria's *Procedures for Making a Disclosure about a Member of Parliament* can be downloaded at: <https://new.parliament.vic.gov.au/contact/public-interest-disclosures>.

The Integrity and Oversight Committee did not notify any disclosures to the IBAC under s 21(2) of the *Public Interest Disclosures Act 2012* for the period 1 July 2021 to 30 June 2022.

The Integrity and Oversight Committee's Public Interest Disclosure Procedures can be downloaded at: <https://new.parliament.vic.gov.au/get-involved/committees/integrity-and-oversight-committee>.

Appendix M

Overseas travel undertaken by the President

President Elasmr did not undertake any overseas travel in the period 1 July 2021 to 30 June 2022.

