



AREAS OF INTEREST FROM COMPARABLE LEGISLATURES

SPICe was asked by the Commission on Parliamentary Reform to gather information on a number of national and sub-national legislatures. From the information gathered SPICe was asked to provide an analysis to identify common themes and findings for the Commission's consideration.

On 12 January 2017, SPICe sent a request for information to 8 national legislatures and 12 sub-national legislatures (see Annex 1). In addition, two supplementary questions on recent or planned reforms or reviews of procedures were sent out, also detailed in Annex 1.

The legislatures selected at that stage of the exercise included some of the single chamber (unicameral) legislatures, whose procedures were originally examined by the Consultative Steering Group in 1998.

By 20 March 2017, responses had been received from 6 national legislatures and 10 sub-national legislatures. From those responses it was decided to concentrate on the information gathered from the following legislatures, including the Scottish Parliament itself, as being the most useful comparator legislatures, for the reasons outlined below:

- **Sub-national legislatures:**
 - **Victoria, Australia**, it has a population size similar to Scotland and, although it is bicameral, the size of combined membership in the two chambers is similar to the Scottish Parliament's membership
 - **Québec, Canada**, it is unicameral, was examined in 1998 and has a comparable quest for independence
 - **Scotland**

- **Wales**, it is an example in the UK of a devolved legislature seeking and receiving further powers
- **National legislatures:**
 - **Finland**, it is unicameral and has a population size similar to Scotland
 - **New Zealand**, it was one of the unicameral legislatures examined in 1998 and has a population and electoral system similar to Scotland
 - **United Kingdom**, it is a common reference point for all of the other English speaking legislatures in this paper

AREAS OF INTEREST

The following areas of interest have been identified from the information gathered. Further details on the issues highlighted can be found in the relevant tables below.

GENERAL INFORMATION

Voting Ages

The Scottish Parliament has the franchise with lowest voting age, 16 years old.

Gender Quotas

None of the Parliaments in this sample have statutory quotas for female Members. There are [54 countries](#) with legislatures which have such quotas. They include Ireland's lower house:

According to the Section on State Funding of Political Parties and Gender Balance of the Electoral Act 1997, as amended in 2012, political parties will lose 50% of their state funding 'unless at least 30 per cent of the candidates whose candidatures were authenticated by the qualified party at the preceding general election were women and at least 30 per cent were men'. The required gender quota of candidates is to rise to at least 40% women and at least 40% men within 7 years from the date of the first election held in line with this new rule, and the penalty will apply during those 7 years.

The Inter-Parliamentary Union (IPU) has developed a visual tool to capture women's participation in executive government and in parliament on a given date – 1 January 2017. The [map of Women in Politics](#) not only provides a country ranking for both ministerial and

parliamentary representation, but also statistics on women in political leadership positions – Heads of State or government, women Speakers of Parliament, as well as ministerial portfolios held by women throughout the world

There are examples of activities aimed at encouraging more women to consider standing for election. For example in the UK the [Parliament Project](#), funded by the Joseph Rowntree Reform Trust, has seen its workshops heavily over-subscribed, whilst the [Center for American Women and Politics](#) at Rutgers University has [reported](#) that applications for its Ready to Run campaign training workshop have increased significantly since the 2016 Presidential election.

The [Centre for Women & Democracy](#) has noted that political parties are also finding more women are coming forward than ever before:

“It's becoming increasingly difficult for people to claim that there 'aren't enough' women willing to stand, and correspondingly more important to make sure political parties field equal numbers of women candidates in winnable seats.”

PARLIAMENTARY TIME

Sitting Days and Hours

Most of the legislatures sit on three days, Tuesday, Wednesday and Thursday. The exceptions are Québec, Finland and the UK House of Commons, which also have a number of Fridays available and Wales which only meets in plenary on Tuesdays and Wednesdays.

Having the longest sitting week and sitting days it is not surprising that the House of Commons has the longest time spent in the Chamber with 158 days and 1215 hours. However, the UK's average hours per day, at about 7 hours, falls behind Victoria and New Zealand at about 8 hours each. The Scottish Parliament's average for plenary hours is similar to Québec at about 4 hours, with Finland just below 4 hours, although its plenary sessions can range from 1 minute to 12 hours.

A number of the legislatures have sitting pattern which could be seen as the opposite of family friendly. New Zealand, the UK and – during its extended hours periods – Québec all sit until 22:00 on at least one day.

Following a 2015 [Inquiry into sitting hours and operation of the House](#), in the Session beginning in 2016, the Victoria Legislative Assembly (LA, lower house) has moved to a more family friendly finish time of 19:00. The Victoria Legislative Council (LC, upper house) has also moved away from sitting until 22:00, adopting instead a finish time of 18:30.

Three legislatures, Finland, Scotland and Québec, consciously acknowledge the Members' need to attend to constituency business. Finland sets aside Mondays and Scotland set aside Mondays and Fridays for constituency work. Under its [Standing Orders](#) (SOs) the

Québec Assembly allots weeks during which the Assembly may not ordinarily meet, and during which no committee may meet. In 2016-17 five such weeks have been set aside for work in the electoral districts (constituencies).

COMMITTEES

Scrutiny roles

Most legislatures have subject committees which reflect the government departments and which scrutinise the relevant government policies.

Most of these subject committees will also scrutinise the bills introduced in their subject areas. The exceptions are the UK where separate Public Bill Committees scrutinise bills line by line and Victoria where a Committee of the Whole House usually considers bills in detail.

In the Québec National Assembly, when a sectorial committee considers a bill, the minister or Member who has drafted the bill is automatically a member of that committee.

Private/Public

For most legislatures it is the norm to hold their committee meetings in private, with hearings, where they hear from witnesses, being held in public. In Finland no committee meetings are held in public.

As most legislatures do not collect data on the time spent in committee, never mind time spent in private versus public, there are no comparisons to be made with how the Scottish Parliament Committees divides their time in private and public.

Membership

All of the legislatures work to ensure that the membership of their committees reflect the political party make-up of the entire legislature.

In a number of legislatures members are required to be on more than one committee at a time. These include Finland, New Zealand, Wales and Scotland.

In the Québec National Assembly committee members are elected, for 2 year terms, by the Committee of the National Assembly (whose members include the President (Presiding Officer), the House leaders, the main party whips and chairs of the other committees)

With the exception of the UK House of Commons Committee on Standards no legislatures has lay members (members who have not been elected) taking part in its proceedings.

Chairs

As with membership, the allocation of chairs between political parties seeks to reflect the political party make-up of the entire legislature. In most legislatures the allocation of certain chairs must be given to a non-government party. For example, the Public Accounts Committee in the UK and the Committee on Public Administration in Québec.

For most of the legislatures it is up to the Committee to elect its chairs. Exceptions are Wales where the Assembly elects the Chairs and the UK House of Commons where seven chairs are elected by the House. Other exceptions in the selection of the chairs are in the UK where the chairs of the General Committees, including the Public Bill Committees are selected by the Speaker.

A number of legislatures pay an extra allowance to chairs, and some deputy chairs, of committees. The exceptions are Québec and Scotland who do not pay an additional supplement.

LEGISLATION

Timetable for consideration of bills

In most legislatures the timetable for the consideration of bills lies in the hands of the Government, including the UK

The Québec National Assembly has no formal mechanism to regulate the time allotted to the different stages of the legislative process. In exceptional circumstances the Government does however have access to an extraordinary mechanism known as the exceptional legislative procedure, which may be introduced with regard to any bill at any stage in its consideration. This procedure establishes limits on the time allotted for debate at each stage remaining to be completed. An exceptional procedure motion may be discussed in a limited debate, but it may be neither amended nor divided.

Once the Québec Government's exceptional procedure motion is carried, the time limit is set at:

- 5 hours for the debate on passage in principle
- 5 hours for clause-by-clause consideration in Committee of the Whole
- 1 hour for the report stage

- 1 hour for the debate on the passage of the bill.

All of these stages may take place during the same sitting.

In the New Zealand Parliament there are time limits for the debates on Bills:

- At first reading of government bills, and second and third readings of all bills: whole debate consists of 12 speeches with each member given 10 minutes
- At first reading of members', private and local bills: whole debate (including reply) consists of 11 speeches with first two members speaking given 10 minutes and other members given 5 minutes; member in charge of bill in reply is given 5 minutes

Scrutiny

In the Parliament of Victoria consideration of a Bill in detail usually takes place in a Committee of the Whole House. In addition, a joint Scrutiny of Acts and Regulation Committee (SARC) scrutinises all bills after the Second Reading. Among other things it is looking at whether the Bill, directly or indirectly, insufficiently subjects the exercise of legislative power to parliamentary scrutiny.

The time for scrutinising bills in the Victorian Parliament varies from overnight to five months. SARC usually has about two weeks to analyse the Bill.

In the Finnish Parliament committee consideration of bills is always in private and may take anything from one to two months (the norm) to years.

The New Zealand select committee considering a bill must report back to the House either at a set time or within six months of referral.

Public involvement

In Québec, although optional, Bills are frequently referred, by the Government House Leader, for general or special consultations. Consultations take place in committee. In the case of special consultations, the names of the persons and bodies to be invited as well as the other terms of the order are usually specified in the reference, and the committee must comply with these terms. For general consultations, the committee organises its own proceedings. A general consultation notice is published and all the individuals and bodies interested in expressing their point of view may submit a brief or a request to be heard. The committee may proceed with public hearings and choose to hear certain individuals and bodies from among those who forwarded such a brief or request to be heard.

In Victoria, where most Bills are considered in a Committee of the Whole House, public involvement occurs only when a Bill is referred by the House to a Committee for further consideration. For example, when a Bill deals with a particularly controversial issue, more usually a private member's Bill. The Bill may – if the Government chooses – be re-drafted and introduced as a government Bill following the Committee's investigation and report.

Although its Committee consideration of bills takes place in private, the Finnish Parliament has recently introduced a new form of legislative proposal, namely a Citizens' initiative. Parliament must consider a citizens' initiative signed by at least 50,000 citizens.

Non-Government Bills

Although all the legislatures have procedures which enable Members and, in the case of Finland, Wales and Scotland, Committees to introduce bills the time allocated to Members' Bills means that in most legislatures it is difficult for non-government bills to be passed.

BUDGET

The methods of allocating allowances and staff to Members of legislatures are all very different and therefore make it difficult to draw comparisons on the total amount of budget assigned to members in the different legislatures.

For example, the Victorian Parliament directly employed the staff assigned to Members, so the Members have no control over the staff funds.

The form of allowances, and how they are allocated, also differ considerably. For example, the Quebec National Assembly's 125 ridings (constituencies) are divided into 4 groups based on their physical size. Members are then assigned differing rates of [allowances](#) depending on which group their ridings belongs to.

PROCEDURES SUBJECT TO SUBSTANTIAL REFORM IN THE PAST 5-10 YEARS OR REVIEW IN THE NEXT 1-2 YEARS

This section of areas of interest differs from the previous one as it contains example from a wider range of legislatures, including New South Wales and Ireland.

Parliamentary business

In the UK Parliament, from 2010, as a result of the Wright Committee recommendations a Backbench Business Committee was established to determine the business of the House on 35 days in each Session, 27 of these days are taken on the floor of the House.

Legislation

Between 2007 and 2012, the New South Wales National Legislative Assembly experimented with a change of terminology for the various stages in the passage of legislation through the House. The purpose was to make the terminology more 'plain English' and accessible and to more accurately express what was happening.

The traditional terms were replaced as follows:

- First reading stage became known as the introduction of the bill
- Second reading stage became known as the 'agreement in principle' stage
- When a bill was agreed to by the House, there was no third reading stage. Instead the Speaker declared the bill to have passed.

The experiment came to an end in part because the Legislative Council had retained the original terminology.

In Ireland, the Dáil (the lower House) introduced changes to the procedures for scrutinising Private Members' Bills (PMBs) which pass their second stage (debate on the general principles of the bill). A new stage has been introduced in between second stage and the formal, line-by-line committee stage.

The bill is referred to the relevant Committee which decides whether to conduct detailed scrutiny of the PMB. If it undertakes this scrutiny, it reports back the Dáil on the bill before it goes for line-by-line scrutiny. The Committee has quite a degree of discretion at this stage in terms of what it reports to the Dáil. For example, that the PMB not proceed or that it be considered with a Government bill.

The Office of the Parliamentary Legal advisor has also been given an increased role to assist members in drafting legislation.

Committees in the Irish Parliament also have the right to carry out pre-legislative scrutiny on all government bills.

Question time

In the latest Sessional Orders of the Victoria Legislative Assembly (2016) there have been changes aimed at modernising question time, including:

- removal of Dorothy Dixier questions (a rehearsed or planted question asked of a government Minister by a backbencher of their own political party)
- insertion of constituency questions
- time limits on written answers of 30 days.

In Ireland, under a SOs change introduced in 2016, the Ceann Comhairle (Presiding Officer) is empowered to make a judgement on the spot as to the adequacy of reply a Minister has given to parliamentary questions and topical issues. [Standing Order 44A](#) sets out the options available to a Member who does not think that a Minister has adequately answered their question, including, during the proceedings, asking the Chair to instruct the member of the Government to impart the information sought.

Scrutiny

There is now an additional role for the Irish Parliament committees in the budget process, including establishment of a Budget Oversight Committee and work to secure earlier release of good information by Government to allow the Committee to scrutinise the budget .

The Irish Parliament has also established a Parliamentary Budget Office.

In Ireland there is also pre-legislative scrutiny (PLS) for all Government bills. The Government publishes the General Scheme/Heads of Bill and committees then decide whether or not to conduct PLS.

Public involvement

A number of legislatures have introduced, or are investigating the introduction of, e-petitioning systems and procedures, for example, New Zealand, Victoria and the UK.

In 2011, the New South Wales adopted a new Sessional Order which allows for a discussion by the House of petitions signed by 10,000 or more persons on Thursday afternoons. This has proved popular with the public, with the gallery often being filled with visitors who come in to view the discussion.

Increased time

In 2016, the Irish Parliament increased time available for private members' business by extending the hours which the Houses sit for on Thursdays (from 18:00 till up to 22:00) and by starting earlier on a Tuesday. The 2016 Business Committee operates a broad rule of 60/40 government/private members' business. It is likely that this arrangement will be reviewed.

Size of legislature

In 2017, the Welsh Assembly launched a consultation on the size and capacity of the Assembly, and the role and impact of parliamentary scrutiny. The questions being addressed include:

- What evidence exists as to the correlation between a Parliament's size and its effectiveness overall, or in terms of any of its principal functions (legislative, scrutiny, or representation)?
- Is there evidence that alternative ways, for example new ways of operating, enhanced staff support or changes in working patterns or roles for individual Members, has been, or could be, a better means of increasing effectiveness?
- What makes an effective parliamentary committee, and what role does the size of the committee play in this?
- What makes for an effective committee member?
- Are there examples from elsewhere of ways in which the effectiveness of committees has been enhanced by changes to the number of committees, or the size, composition or working practices of committees?

GENERAL INFORMATION

VICTORIA, AUSTRALIA	Responsibilities if sub-national
<p>Population: 6,068,000</p> <p>Electorate: 3,941,930</p> <p>Chambers: Bicameral Parliament of Victoria: Legislative Assembly (lower house) Legislative Council (upper house)</p> <p>Number of Members: Legislative Assembly: 88 MLAs; Legislative Council: 40 MLCs</p> <p>Female Members: 49 across both houses of Parliament</p> <p>Quotas: No statutory quotas. Australian Labor Party has an affirmative action policy which aims to achieve 50% representation by requiring women to be preselected in 40% of winnable seats at all elections</p> <p>Length of Parliament: 4 years fixed term</p> <p>Method of election: Preferential voting system</p>	<p>Similar to Scotland</p>
QUÉBEC, CANADA	Responsibilities if sub-national
<p>Population: 8,326,089</p> <p>Electorate: 6,012,440</p> <p>Chambers: Unicameral, National Assembly of Québec</p> <p>Number of Members: 125 Members (MNAs) Theoretically no unelected Members, but in past ministers appointed before being</p>	<p>Similar to Scotland</p> <p>Shared responsibilities: pensions, immigration and agriculture</p> <p>Areas where federal or provincial authorities may intervene: environment and health</p>

<p>elected</p> <p>Female Members: 34 female MNAs</p> <p>Quotas: No statutory quotas</p> <p>Length of Parliament: 4 years, not fixed term but cannot exceed 5 years</p> <p>Method of election: First past the post system</p>	
<p>SCOTLAND</p>	<p>Responsibilities if sub-national</p>
<p>Population: 5,373,000</p> <p>Electorate: 4,131,926</p> <p>Chambers: Unicameral, Scottish Parliament</p> <p>Number of Members: 129 Members (MSPs)</p> <p>Female Members: 45 female MSPs</p> <p>Quotas: No statutory quotas</p> <p>Length of Parliament: 4 years fixed term, although Session 4 and 5 have been 5 year Parliaments</p> <p>Method of election: Mixed Member Proportional system: 73 First past the post seats 56 party list regional seats</p>	<p>Under the Scotland Acts 1998, 2012 and 2016 and other UK Acts powers have been devolved in: agriculture, forestry and fisheries; culture and creative industries; economic development; education and training; environment and planning; fire services; health and social services; housing; justice; local government and local government elections; social work; sport; tourism and transport (excluding most power over aviation, shipping, road traffic law and HGV and bus driver, vehicle and operating licensing). power to legislate in relation to the promotion and construction of railways, which start, end and remain in Scotland, responsibility for the Scottish rail franchises, air weapons (power to make law relating to the use and regulation of most air weapons in Scotland), borrowing powers, drink driving alcohol limits, Air Passenger Duty and Aggregates Levy, Income tax Consumer advocacy and advice, Crown Estate (management of, and revenues from, its economic assets in Scotland), Scottish Parliament elections and the local government franchise. Onshore oil and gas licensing, abortion, Energy efficiency and Fuel poverty schemes, Transport, including road signs, speed limits and the functions of the British Transport Police, Reserved tribunals and Welfare including control over certain benefits outside of</p>

	Universal Credit (UC) and the power to vary the housing element of UC and to vary UC payment arrangements.
WALES	Responsibilities if sub-national
<p>Population: 3,099,086</p> <p>Electorate: 2,195,518</p> <p>Chambers: Unicameral, National Assembly for Wales</p> <p>Number of Members: 60 Members (AMs)</p> <p>Female Members: 25 female AMs</p> <p>Quotas: No statutory quotas</p> <p>Length of Parliament: 5 years fixed term</p> <p>Method of election: Mixed Member Proportional system: 40 First pass the post seats 20 list seats</p>	Currently the 21 subjects listed in Schedule 7 of the Government of Wales Act 2006. However, that will be replaced by new Schedules 7a and 7b which will list powers reserved to Westminster. Expected April 2018.
FINLAND	
<p>Population: 5,503,347</p> <p>Electorate: 4,463,333</p> <p>Chambers: Unicameral, Eduskunta / Riksdagen</p> <p>Number of Members: 200 Members</p> <p>Female Members: 83 females Members</p> <p>Quotas: No statutory quotas</p>	National Parliament

<p>Length of Parliament: 4 years, can be dissolved sooner</p> <p>Method of election: Proportional voting system, combination of voting for individuals and parties.</p>	
<p>NEW ZEALAND</p>	
<p>Population: 4,690,000</p> <p>Electorate: 3,140,417</p> <p>Chambers: Unicameral, New Zealand Parliament</p> <p>Number of Members: 121 MPs</p> <p>Female Members: 41 female MPs</p> <p>Quotas: No statutory quotas</p> <p>Length of Parliament: 3 years, can be dissolved sooner</p> <p>Method of election: Mixed Member Proportional system: 71 MPs elected by first past the post system: 64 from general electorates and 7 from Māori electorates.</p> <p>49 MPs elected by proportional representation from nationwide party lists. Parties must obtain at least 5% of the nationwide party vote, or win an electorate seat, to be eligible to be allocated seats.</p> <p>Seats allocated on the basis of each eligible party's share of nationwide party vote. If a party has fewer electorate seats than the total number of seats to which it is entitled, the required number of list seats is added to make up the total. If a party has more electorate seats than the total number of seats to which it is entitled, it retains the extra 'overhang' seats and the overall number of members for</p>	<p>National Parliament</p>

that Parliament increases accordingly, as at present.	
UNITED KINGDOM	
<p>Population: 65,111,000</p> <p>Electorate: 44,722,000</p> <p>Chambers: Bicameral, United Kingdom Parliament: House of Commons (lower house), House of Lords (upper house)</p> <p>No unelected Members (exception lay members of the House of Commons Committee on Standards)</p> <p>Number of Members: Commons 650 MPs; Lords: 804</p> <p>Female Members: 196 female MPs (Commons) 207 (Lords)</p> <p>Quotas: No statutory quotas</p> <p>Length of Parliament: 5 years fixed term</p> <p>Method of election: First past the post</p>	National Parliament

PARLIAMENTARY TIME

Sitting time and pattern	Method of deciding chamber business	Restrictions
VICTORIA, LEGISLATIVE ASSEMBLY (LA)		
<p>Sitting weeks: 17 weeks</p> <p>Sitting days: 54 days</p>	<p>Business in the Legislative Assembly is set by Standing Orders (SOs) rules SO 34 and SO 36.</p> <p>SO 36 sets out the types of business conducted on each</p>	<p>SOs stipulate that a Select Committee may not sit while the LA is sitting unless empowered by the LA to do</p>

Sitting time and pattern	Method of deciding chamber business	Restrictions
<p>Chamber hours: 453.46 hours average 8.4 hours per day</p> <p>Sitting pattern:</p> <p>Tuesday 12.00 to 19:00 adjournment debate</p> <p>Wednesday 9:30 to 19:00 adjournment debate</p> <p>Thursday: 9:30 to 17:00 adjournment debate</p>	<p>day, and SO 34 essentially states government business takes priority.</p> <p>Within each category of business, there are formal and informal rules to work out how that time is spent. For example, SO 36 states the Assembly has Matters of Public Importance on two out of every three Wednesdays, but SO 39 contains the detail of who gets to propose the topic and how many Members may speak.</p> <p>Government also has complete discretion as to which items of its business are debated and for how long, although at an informal level, the whips from each party usually get together to work out how many Members would like to speak on various items, and what times suit everyone best to see if some of those preferences and priorities can be accommodated.</p> <p>In addition, the Government has a method of guillotining government business items (see chapter 11 of the SO) to give certainty to a given sitting week.</p>	<p>so</p>
VICTORIA, LEGISLATIVE COUNCIL (LC)		
<p>Sitting weeks: 17 weeks</p> <p>Sitting days: 54 days</p> <p>Chamber hours: 457.9 hours average 9.13 hours per day</p>	<p>Sessional Orders and Standing Orders</p> <p>Order of business is set out in SO 5.02 and times allowed in SO 5.03</p> <p>SOs dictate that each day commences with Messages, Formal Business, Ministers Statements, and Members Statements. At 14:00 on Tuesdays and 12.00 on Wednesdays and Thursdays, approximately one hour is</p>	<p>SOs stipulate that a Committee may not sit while the LC is sitting unless empowered by the LC to do so</p>

Sitting time and pattern	Method of deciding chamber business	Restrictions
<p>Sitting pattern:</p> <p>LC normally sits on a Tuesday, Wednesday and Thursday.</p> <p>The Council also has the option to sit on a Friday but this is rarely used.</p> <p>From August 2016, family friendly sitting hours:</p> <p>12:00-18:30 (previously 14:00-22:00)</p>	<p>set aside for non-government questions without notice and up to 10 minutes for constituency questions.</p> <p>Tuesdays and Thursdays are set aside for Government business (predominantly Bills but sometimes also Government motions). The LC is currently controlled by non-Government Members, so each Wednesday is set aside for non-Government business (General Business). This can take the form of motions or private members bills. Other business to be transacted is also set out in SOs such as Statements on Reports and Papers on Wednesdays and the daily Adjournment Debate.</p> <p>At the start of the current Parliament in 2015, a new initiative was undertaken to hold Council Business Meetings each Monday afternoon at the commencement of a sitting week. This was in response the composition of the House, with only 14 Government Members out of 40.</p> <p>The purpose of these meetings is to allow all parties to share advice as to what Bills, motions, etc, are likely to be debated each week and to share any additional information that may impact on the business of the House for that week. Meetings are only an informal arrangement at present and have not been codified in SOs. Each party is represented at these meetings which run for approximately half an hour. The House is not bound by any outcomes from the meetings; they are purely an informal sharing of likely business to be transacted.</p>	

Sitting time and pattern	Method of deciding chamber business	Restrictions
QUÉBEC		
<p>Sittings: 85 sittings</p> <p>Sitting hours: 351 hours, 17 minutes</p> <p>average 4.12 hours per day</p> <p>Sitting pattern:</p> <p>2016–2017:</p> <p><u>Regular hours</u></p> <p>20 September to 24 November 2016 and 7 February to 1 June 2017</p> <p>Tuesday 13:40 to 18:00 19:30 to 21:30</p> <p>Wednesday 9:40 to 13:00 15:00 to 18:00</p> <p>Thursday 9:40 to 13:00 15:00 to 18:00</p> <p><u>Extended hours</u></p> <p>29 November to 9 December 2016 and 6 to 16 June 2017</p>	<p>Under the Standing Orders, every meeting must comprise two parts: Routine Proceedings and Orders of the Day (SO 51). Every sitting commences with Routine Proceedings (SO 52).</p> <p>Orders of the Day allow MNAs to debate business having precedence or to hold urgent debates. Most frequently, Orders of the Day allow MNAs to debate other government business on the Order Paper (or opposition business on Wednesdays from 15:00 to 17:00, see below).</p> <p>Once Routine Proceedings are completed, if there is no business that has greater precedence under SO 54, the Government House Leader indicates which item of business on the Order Paper will be debated (SO 96). The order of business at this stage is thus up to the Government House Leader, who decides which measure will be examined and when. The Government House Leader may also choose to move a motion to adjourn the proceedings if there is no other business before the Assembly (SO 105).</p> <p>One of the rare periods in which the Government does not control the business to be debated is the period referred to as Business Standing in the Name of Members in Opposition, held on Wednesdays from 15:00 to 17:00, except during extended hours. A Member wishing to move a motion to debate such business must submit a notice, for publication in the Order Paper, not later than noon on the previous day (SO 97.1).</p>	<p>SO 145 stipulates: “When the Assembly is meeting, no committee that is to meet in the precincts of the Assembly shall do so during the Routine Proceedings; but up to four committees may meet concurrently during the Orders of the Day. When the Assembly is not meeting, up to five committees may meet concurrently.”</p> <p>Work in electoral districts (SO 19.1): weeks are allotted, during which the Assembly may not ordinarily meet and during which no committee may meet. The weeks set aside for work in the electoral districts for the 2016–2017 fiscal year are the weeks of 1 May, 9 October and 11 December 2016, and 26 February and 5 March 2017.</p>

Sitting time and pattern	Method of deciding chamber business	Restrictions
Same as regular hours with additional sitting on Thursday, 19:30 to 22:30 and extra day on Friday, 9:40 to 13:00	The President [Presiding Officer] decides the sequence in which such matters are to be raised, taking into account the order in which the notices were placed on or received for publication, rotation among the parliamentary groups, and the presence of independent Members (SO 97.2).	
SCOTLAND 2015-16		
<p>Sitting weeks: 32 weeks</p> <p>Sitting days: 95 sitting days</p> <p>107 recess days</p> <p>Sitting hours: 393 hours 40 minutes</p> <p>Sitting pattern:</p> <p>Tuesday and Wednesday:</p> <p>14:00 to between 17:30 and 18:30</p> <p>Thursday 11:40 to 17:00.</p> <p>Averages:</p> <p>Tuesdays: 3 hours 59 minutes</p> <p>Wednesdays: 4 hours 12 minutes</p> <p>Thursdays: 4 hours 14 minutes</p>	<p>The Parliamentary Bureau draws up a proposed agenda or business programme.</p> <p>The Parliamentary Bureau consist of:</p> <ul style="list-style-type: none"> Presiding Officer (PO) representative of each political party represented by 5 or more members of the Parliament, nominated by the party representative of any group formed under SO rule which states that: <p>Members who represent a political party with fewer than 5 representatives in the Parliament and members who do not represent a political party may join together to form a group, the number of members in such a group has to be at least 5.</p> <p>The proposed business programme has to be agreed at a meeting of the Parliament, along with any changes to it.</p> <p>Types of business:</p> <ul style="list-style-type: none"> Time for Reflection, which is a short address from an invited speaker, on Tuesdays only 	

Sitting time and pattern	Method of deciding chamber business	Restrictions
	<p>Debates on a variety of issues, normally based on a motion</p> <p>Decisions on bills</p> <p>Ministerial statements and follow-up questions</p> <p>Different types of Question Time</p>	
WALES 2015-16		
<p>Sitting days: 66 Plenary meetings</p> <p>Sitting pattern:</p> <p>Tuesday and Wednesday:</p> <p>13.30 to 18.30/19:00 but can run later.</p>	<p>The Business Committee is responsible for the organisation of Assembly Business. It is the only Committee whose functions and remit is set out in SOs. Its role is to “facilitate the effective organisation of Assembly proceedings” as stated in SO 11.1.</p> <p>The PO chairs the meetings, which is attended by the Leader of the House and a Business Manager from each of the other political group in the Assembly.</p> <p>The Committee usually meets weekly in private when Assembly is in session, to comment on proposals for the organisation of Government business and to determine the organisation of Plenary business. The minutes for these meeting are published once agreed by the Committee.</p> <p>The Committee may meet in public on an ad hoc basis, to make recommendations on general practice and procedure of the Assembly in the conduct of its business, including any proposals for the re-making or revisions of Standing Orders.</p>	<p>Committees meet Monday afternoon, Wednesday morning and Thursday</p>

Sitting time and pattern	Method of deciding chamber business	Restrictions
FINLAND		
<p>Sitting weeks: 36 plenary session weeks</p> <p>Sitting days: 134 plenary session days</p> <p>82 days of recess (weekends excluded)</p> <p>Chamber hours: 498 hours 34 minutes</p> <p>Length of plenary sessions in parliamentary year 2016 varied between one minute and 12.32 hours</p> <p>Sitting pattern:</p> <p>4 plenary session days per week. Mondays are reserved for MPs' work at their electoral districts</p>	<p>Decision of the Speaker's Council assisted by the Central Office</p>	<p>Mondays are reserved for MPs' work at their electoral districts</p> <p>Committees do not have meetings during plenary sessions</p>
NEW ZEALAND		
2015		
<p>Sitting weeks: 30</p> <p>Sitting days: 70</p> <p>Chamber hours: 550</p> <p>Average 7.85 hours per day</p>	<p>Business Committee chaired by the Speaker. Every party is entitled to be represented at each meeting of the committee by one Member nominated by its leader.</p> <p>The committee reaches decisions on the basis of unanimity or, if this is not possible, near-unanimity having regard to the numbers in the House represented by each of the members of the committee</p>	<p>The Business Committee may determine that a select committee may meet at a time otherwise prohibited under SOs 191 or 194(1)(b) or (c).</p> <p>When meeting within the Wellington area, a select</p>

Sitting time and pattern	Method of deciding chamber business	Restrictions
<p>Sitting pattern:</p> <p>House sits:</p> <p>Tuesday and Wednesday:</p> <p>14:00 to 18:00 and 19:30 to 22:00</p> <p>Thursday:</p> <p>14:00 to 18:00</p>	<p>The Business Committee determinations include:</p> <ul style="list-style-type: none"> • the order of business to be transacted • the time to be spent on an item of business • whether any two or more items of business may be taken together for the purpose of debate • how time on an item of business is to be allocated among the parties represented in the House • the speaking times of individual members on an item of business. 	<p>committee may not meet:</p> <p>during oral questions; during a sitting of the House except by leave of the committee; or during an evening (after 18:00) on a day when the House is sitting.</p>
<p>UNITED KINGDOM, HOUSE OF COMMONS</p> <p>2015-16</p>		
<p>Sitting weeks: The House sits in sessions which are usually one year long, from the Queen’s Speech in May</p> <p>Sitting days: 158 sitting days</p> <p>Chamber hours: 1215 hours 14 minutes</p> <p>Average 7.68 hours per day</p> <p>Sitting pattern:</p> <p>The House sits Monday-Thursday while in Session, as well as on 13 Fridays in a</p>	<p>In the main, business is decided by the Government business managers and announced by a Government Minister on Thursdays.</p> <p>20 days are allocated to the Opposition to decide on the topic to debate. 27 days are allocated to the Backbench Business Committee to decide on the topic to debate.</p>	

Sitting time and pattern	Method of deciding chamber business	Restrictions
session. Monday : 14:30 – 22:00 Tuesday and Wednesday: 11.30 – 19:00 Thursday: 9.30 – 17:00 Friday: 9.30 – 14.30		

COMMITTEES

Types of Committees	Membership	Number of meeting per year/Time spent in Committee
VICTORIA, LEGISLATIVE ASSEMBLY (LA) AND LEGISLATIVE COUNCIL (LC)		
Joint Investigatory Committees (LA and LC) 9 Committees: <ul style="list-style-type: none"> • Accountability and Oversight • Economic, Education, Jobs and Skills • Electoral Matters • Environmental, Natural Resources and 	Made up of Members of both House, with at least one Member from each House. Between 5 and 10 Members. Members of the Committees may invite a Member of the LA or LC or a member of the public for a specified purpose at a whole or part of a meeting of the Committee – but invitees do not have voting rights	172 deliberative meetings (private) 259 public hearings 49 visits/ inspections 37 reports 87 submissions No information on time spent in Committees

Types of Committees	Membership	Number of meeting per year/Time spent in Committee
<p>Regional Development</p> <ul style="list-style-type: none"> • Family and Community Development • Independent Broad-based Anti-corruption Commission • Law Reform, Road and Community Safety • Public Accounts and Estimates • Scrutiny of Acts and Regulations <p>Government must respond to Committee reports within 6 months</p>	<p>Chair elected by Committee</p> <p>Additional payments/allowances: For Chairs and Deputy Chairs of Joint Investigatory Committees ranging from 4% of basic salary for Deputy Chairs to 20% of basic salary for Chairs depending on Committee (oversight committees at the top end of percentages)</p>	
<p>Standing Committees: appointed for a parliamentary term to investigate a number of different issues in particular subject areas</p> <p>3 LC committees</p> <ul style="list-style-type: none"> • Economy and Infrastructure • Environment and Planning • Legal and Social Issues <p>No LA committees at present</p>	<p>Made up of Members of one house</p> <p>8 Members: 4 from the Government Party, nominated by the Leader of Government in the LC; 3 from the Opposition nominated by the Leader of Opposition in the LC; 1 from among remaining LC Members nominated jointly by minority groups and independent members</p> <p>Chair elected by Committee</p>	<p>LC Committees:</p> <p>76 deliberative meetings (private)</p> <p>250 public hearings</p> <p>7 visits/ inspections</p> <p>13 reports</p> <p>4292 submissions</p> <p>No information on time spent in Committees</p>

Types of Committees	Membership	Number of meeting per year/Time spent in Committee
<p>Select Committees: appointed to investigate a particular issue and are dissolved when the issue is reported on</p> <p>1 LC Committee: Port of Melbourne</p> <p>No LA committees at present</p>	<p>Made up of Members of one house</p> <p>LA: between 5 and 12 Members</p> <p>LC: between 5 and 10 Members</p> <p>Chair elected by Committee</p> <p>Additional payments/allowances: For Chairs and Deputy Chairs of Select Committees ranging from 4% of basic salary for Deputy Chairs to 20% of basic salary for Chairs depending on Committee</p>	<p>9 deliberative meetings (private)</p> <p>58 public hearings</p> <p>11 visits/ inspections</p> <p>1 report</p> <p>87 submissions</p>
<p>Domestic Committees: focus on the operations of Parliament, such as parliamentary procedure and administration.</p> <p>2 LC Committees:</p> <ul style="list-style-type: none"> • Privileges • Procedure <p>2 LA Committees</p> <ul style="list-style-type: none"> • Privileges • Standing Orders <p>1 joint LC and LA Committee:</p> <ul style="list-style-type: none"> • Dispute Resolution (Disputed Bills – 	<p>Made up of Members of one House, exception being the Dispute Resolution Committee</p> <p>LC Procedures: 7 Members, 4 being the quorum. Chair is President of the LC, Committee elect Deputy</p> <p>LC Privileges: 7 Members, 4 being the quorum. Chair elected by Committee</p>	<p>Meet as required</p>

Types of Committees	Membership	Number of meeting per year/Time spent in Committee
Bills that are defeated in the Council may be referred to a Dispute Resolution Committee by the Assembly)		
QUÉBEC		
<p>Standing Committees, including Sectorial Standing Committees</p> <p>SOs assigns an area of competence to each sectorial committee corresponding to area of activity, of society or the State. Committees are multifunctional, performing all the parliamentary functions in their areas of competence including the consideration of bills and budget estimates, and the examination of the policy directions, activities and management of the government departments and public bodies within their area of competence, and petitions. They may, on their own initiative, examine any other matter of public interest</p> <p>11 Standing Committees:</p> <p>Committee on Public Administration</p> <p>Committee on the National Assembly</p> <p>9 Sectorial Standing Committees:</p> <p>Agriculture, Fisheries, Energy and</p>	<p>The sectorial committees and the Committee on Public Administration are composed of 13 Members each. If an independent MNA is a member of a committee, then the membership is increased to 15.</p> <p>Committee members appointed by the Committee on the National Assembly for a 2-year term.</p> <p>An MNA may sit as a member on more than one committee. All committee members must be MNAs.</p> <p>Committees elect a chair and a vice-chair for a 2-year term. Each chair and vice-chair is elected by a majority of the members from each parliamentary group (double majority vote).</p> <p>The vice-chair must not belong to the same parliamentary group as the chair.</p> <p>Committee on Public Finance also elects a second vice-chair who must belong to a</p>	<p>2015–2016:</p> <p>509 meetings</p> <p>1,471 hours: public: 1,386 hours; private: 85 hours</p>

Types of Committees	Membership	Number of meeting per year/Time spent in Committee
<p>Natural Resources</p> <p>Planning and the Public Domain</p> <p>Culture and Education</p> <p>Labour and Economy</p> <p>Public Finance</p> <p>Institutions</p> <p>Citizen Relations</p> <p>Health and Social Services</p> <p>Transportation and Environment</p>	<p>parliamentary group other than that of the chair and the other vice-chair.</p> <p>When a sectorial committee considers a bill, the minister or MNA who has drafted the bill is automatically a member of that committee.</p> <p>Committee on Public Administration: in addition to the permanent members the Committee includes 10 temporary members designated by the whips of the parliamentary groups. The temporary members may serve for a single sitting or for the consideration of a particular matter.</p> <p>Due to its unique oversight role, this Committee is always chaired by a Member of the Official Opposition, who is assisted by a vice-chair from the parliamentary group forming the Government and a vice-chair from the Second Opposition Group.</p> <p>Committee on the National Assembly, membership is designated according to the parliamentary office they hold: the President (Presiding Officer), three Vice-Presidents, House leaders and whips of the three parliamentary groups and the chairs of the other 10 standing committees.</p>	

Types of Committees	Membership	Number of meeting per year/Time spent in Committee
SCOTLAND		
<p>Subject and Mandatory (SOs) Committees</p> <p>A committee can examine matters within its remit as it may determine appropriate or as may be referred to it by the Parliament or another committee</p> <p>Committee may conduct inquiries into competent matters, considering:</p> <p>policy and administration of the Scottish Administration</p> <p>any proposals for legislation including proposals for primary or secondary legislation, whether before the Scottish Parliament or the United Kingdom Parliament;</p> <p>any European Union legislation or any international conventions or agreements or any drafts</p> <p>the need for the reform of the law</p> <p>initiating Bills</p> <p>the financial proposals and financial administration of the Scottish Administration</p>	<p>Ranges from 3 - 11 members</p> <p>The membership of committees decided by the Parliament on a motion of the Parliamentary Bureau..</p> <p>Members may indicate to the Parliamentary Bureau an interest in serving on a particular committee, but Committees need to reflect the balance of political parties in the Parliament</p> <p>2015/16</p> <p>Member of 2 Committees simultaneously: 44</p> <p>Member of 3 Committees simultaneously: 4</p>	<p>2015/16:</p> <p>441 meetings</p> <p>2015/16:</p> <p>Public: 687 hours 42 minutes Private: 217 hours 40 minutes</p>

Types of Committees	Membership	Number of meeting per year/Time spent in Committee
(including variation of taxes, estimates, budgets, audit and performance) 2015/16: 20 Committees		
WALES		
<p>Policy committees and mandatory committees established under SOs</p> <p>7 policy committees: policy and legislative scrutiny:</p> <p>Children, Young People and Education</p> <p>Climate Change, Environment and Rural Affairs</p> <p>Culture, Welsh Language and Communications</p> <p>Economy, Infrastructure and Skills</p> <p>Equality, Local Government and Communities</p> <p>External Affairs and Additional Legislation</p> <p>Health, Social Care and Sport</p>	<p>On 28 June 2016, nominations were made to elect Committee Chairs. Where there was only one nomination and there was no objections to the nomination, the PO declared that Member as elected as Chair. If a Member objected to the nomination or there were two or more nominations these took place by secret ballot in accordance with Standing Order 17.21 on 29 June 2016.</p> <p>Members chosen by party group. Party Chairs and Members allocated to reflect the party representation in the Assembly.</p> <p>Given the size of the Assembly and the requirement for most committees to reflect party balance members frequently sit on more than one committee.</p> <p>Chairs receive an additional allowance on top of their salaries. The supplement for Committee Chairs is £13,000 for Higher Chairs and £8,600 for Lower ones. The</p>	<p>2015-16</p> <p>286 meetings</p> <p>No information on time spent in Committees</p>

Types of Committees	Membership	Number of meeting per year/Time spent in Committee
<p>6 mandatory Committees:</p> <p>Business</p> <p>Constitutional and Legislative Affairs</p> <p>Finance</p> <p>Petitions</p> <p>Public Accounts</p> <p>Standards of Conduct</p> <p>Committee for the Scrutiny of the First Minister</p>	<p>distinction between higher and lower is between the larger Committees which meet each week and committees such as Standards which meet less frequently.</p> <p>Committees cannot have non-elected members.</p>	
FINLAND		
<p>Permanent special committees</p> <p>Grand Committee</p> <p>The special committees prepare Government bills, legislative initiatives, Government reports and other matters for handling in plenary session.</p> <p>15 special committees, which deal with matters that fall within the scope of a corresponding ministry:</p>	<p>Composition of committees reflects relative strengths of the parliamentary groups. In practice the parliamentary groups divide up the committee seats and appoint members to them.</p> <p>17 members and 9 alternate members, exceptions: Finance (21+19), Audit (11+6) and the Grand Committee (25+13).</p> <p>Committee chairs receive a monthly supplement of €720.</p>	<p>parliamentary year 2015</p> <p>858 meetings</p> <p>Committee meetings are not open to the public.</p> <p>Committee reports, statements and minutes are public documents.</p>

Types of Committees	Membership	Number of meeting per year/Time spent in Committee
Finance Audit Constitutional Law Foreign Affairs Social Affairs and Health Education and Culture Employment and Equality Legal Affairs Transport and Communications Agriculture and Forestry Administration Defence Commerce Committee for the Future Environment 1 Grand Committee: EU affairs	<p>Chairs of the Grand Committee, Constitutional Law Committee, Foreign Affairs Committee, Finance Committee and Audit Committee receive €1,188. Within the Finance Committee chairs of Subcommittee for Tax Affairs and Subcommittee for Administration and Security receive a monthly supplement of €720 and the other subcommittee chairs receive €475.</p> <p>Supplement is not paid if subcommittee chair is entitled to committee chair's supplement.</p> <p>MPs generally members of more than one committee at a time. At present, 89 such MPs. Taking into account alternate committee memberships, 147 members are members of more than one committee.</p> <p>Committees cannot have non-elected members.</p>	

Types of Committees	Membership	Number of meeting per year/Time spent in Committee
NEW ZEALAND		
<p>Select Committees</p> <p>13 subject select committees:</p> <p>Business</p> <p>Commerce</p> <p>Education and Science</p> <p>Finance and Expenditure</p> <p>Foreign Affairs, Defence and Trade</p> <p>Government Administration</p> <p>Health</p> <p>Justice and Electoral</p> <p>Law and Order</p> <p>Local Government and Environment</p> <p>Māori Affairs</p> <p>Primary Production</p> <p>Social Services</p>	<p>Committees between 7 and 11 members each. Members generally sit on one to three committees. The parties determine which of their committee slots are allocated to each of their members</p> <p>Overall membership of select committees, as far as reasonably practicable, is proportional to relative size of party in the Parliament.</p> <p>The Business Committee may determine the size of each committee.</p> <p>The committee elect a chairperson and appoint a deputy chairperson</p> <p>The base salary for members of Parliament is \$160,024. Chairpersons of select committees are paid \$175,398.</p> <p>Deputy chairpersons of select committees are paid \$164,935.</p>	<p>2014/15:</p> <p>330 select committee meetings</p> <p>1117 hours</p> <p>When not hearing evidence committees meet in private.</p>

Types of Committees	Membership	Number of meeting per year/Time spent in Committee
<p>Transport and Industrial Relations</p> <p>4 committees established by SOs:</p> <p>Officers of Parliament</p> <p>Privileges</p> <p>Regulations Review</p> <p>Standing Orders</p>		
UNITED KINGDOM, HOUSE OF COMMONS		
<p>Committees are either Select or General.</p> <p>Select Committees are permanent (until the end of the Parliament or SOs change).</p> <p>General Committees, mainly Public Bill Committees, are temporary.</p> <p>36 Select Committees (includes ones that meet rarely, and domestic Committees that scrutinise the House administration)</p> <p>Three kinds of select committees:</p> <p>Departmental: scrutinise and report on the work of Government Departments. No legislative function.</p>	<p>Membership of all Committees formally decided by the Committee of Selection. Parties may conduct internal elections to decide on non-Chair members of Select Committees.</p> <p>Allocation of Chairs</p> <p>Under SOs Government and main opposition party are given the Chair on a number of Committees, in proportion to the number of seats they hold in the House. In the present Parliament the SNP have been given 2 Chairs. Which Committees are given to which party is decided by negotiation of the business managers of the parties; however the Public Accounts Committee must have as its Chair an Opposition party MP.</p>	<p>2015/16:</p> <p>Select Committee public sessions: 872</p> <p>Select Committee private meetings: 405</p> <p>Public Bill (primary legislation) Committee sittings: 140</p> <p>Delegated legislation (secondary legislation) Committee meetings: 103</p> <p>Time spent in Committees is not available.</p>

Types of Committees	Membership	Number of meeting per year/Time spent in Committee
<p>Domestic: scrutinise work of House administration and, in some cases, decide on some matters of its operation. For example, Committee on Standards and the Committee on Privileges</p> <p>Cross-cutting: scrutinise Government policy in a particular area, not connected to a specific Department. Three at present: Women & Equalities Committee, Environmental Audit Committee, and Public Administration and Constitutional Affairs Committee.</p> <p>Committee of Public Accounts (Select Committee) neither strictly cross-cutting nor Departmental. Exists to consider National Audit Office reports on how public money is spent.</p> <p>General Committees:</p> <p>Public Bill Committees – Ad hoc, set up to scrutinise a Bill and decide on amendments during Committee Stage.</p> <p>Delegated Legislation Committees – Ad hoc set up to debate secondary legislation, which is usually then put to the House as a whole for approval without debate.</p> <p>European Committees – Set up to debate</p>	<p>Election of Chairs Chairs of the Departmental Select Committees, the Environmental Audit Committee, the Petitions Committee, the Public Administration and Constitutional Affairs Committee, the Committee of Public Accounts, the Procedure Committee and the Committee on Standards, are elected by the House.</p> <p>Any member of the party to whom the Chair is allocated may stand for election.</p> <p>Elections are conducted by the Alternative Vote system. Any candidate who receives more than half the first preferences is elected. If no candidate is so elected, the candidate or candidates with lowest number of first preference votes is eliminated and their votes distributed among the remaining candidates according to the preferences on them. If no candidate has more than half the votes, the process of elimination and distribution is repeated, until one candidate has more than half the votes.</p> <p>Chairs of General Committees These Chairs are selected by The Speaker from members of the Panel of Chairs, the membership of which is chosen by The Speaker.</p>	

Types of Committees	Membership	Number of meeting per year/Time spent in Committee
<p>European Union documents and the Government's response to them, which are usually then put to the House as a whole for approval without debate.</p>	<p>Chair's salary Almost all Select Committee Chairs entitled to an additional salary. This is set by the Independent Parliamentary Standards Authority. Additional Salary for Chairs of Select Committees is £15,025 a year.</p> <p>For Members of the Panel of Chairs, the Additional Salary is £15,025; this is pro rata and is based on the actual time that the Member spends chairing.</p> <p>In future, as with MPs' basic pay, the salaries will be adjusted by the rate of annual change in average earnings in the public sector. The first adjustment using this method will take place on 1 April 2017</p>	

LEGISLATION

Types of primary legislation	Passage and scrutiny	Number of Bills processed and passed and time spent on Bills per year
VICTORIA LA AND LC		
<p>Government Bills</p> <p>Private members Bills</p>	<p>How a law is made flow chart</p> <p>Consideration in detail of a Bill usually takes place in a Committee of the Whole House; this stage is optional and may be dispensed with if the House unanimously agrees.</p> <p>A Bill may be referred to a parliamentary or other committees following the second reading debate and preceding the third reading.</p> <p>The joint Scrutiny of Acts and Regulation Committee (SARC) scrutinises all bills after the Second Reading. The Committee will scrutinise for various issues including, whether the Bill directly or indirectly:</p> <ul style="list-style-type: none"> • inappropriately delegates legislative power • insufficiently subjects the exercise of legislative power to parliamentary scrutiny. <p>The time for scrutinising bills varies from overnight to five months. SARC usually has about two weeks to analyse the Bill.</p> <p>Public involvement occurs only when a Bill is referred to a Parliamentary Committee for further consideration. For example, when a particularly controversial issue is introduced (usually as a PMBs). The Bill may – if the government chooses – be re-drafted and</p>	<p>90-100 on average processed per year</p> <p>80-90 on average passed per year</p> <p>Time spent not available</p>

Types of primary legislation	Passage and scrutiny	Number of Bills processed and passed and time spent on Bills per year
	<p>introduced as a government Bill following the Committee's investigation and report.</p> <p>The Government has control over the passage of its legislation in the Assembly. Passage (and timing) in the Council is however, less assured as the (current) governing party does not have a majority and relies on negotiations with the minor parties.</p> <p>LA SOs Chapter 9 and Chapter 11</p> <p>LC SOs Chapter 14</p>	
QUÉBEC		
<p>Public bills, including Members' Bills</p> <p>Private bills</p>	<p>Introduction of bills Any MNA can introduce a bill, although only a minister can introduce a bill involving a financial commitment. An MNA who wishes to introduce a bill must publish a notice of their intent in the Order Paper. The bill can be introduced the day after the notice is published (SO 232).</p> <p>Stages in the legislative process There are five stages in the consideration of a public bill: introduction; passage in principle; clause-by-clause consideration in committee; consideration of the committee report; and passage (SO 229). Finally, any bill passed in the Assembly must be assented to by the Lieutenant-Governor of the province to come into force.</p> <p>Each stage must take place on a separate sitting day, except for the passage in principle and committee stages, which may occur in the same sitting (SO 230). The debate on the principle may begin not</p>	<p><u>2015–2016:</u> Between 1 April 2015 and 31 March 2016: 74 bills introduced, as follows:</p> <ul style="list-style-type: none"> • 45 Government bills • 16 Members' bills • 13 private bills <p><u>2015–2016:</u> Of all the bills introduced, 40 were passed, as follows:</p> <p>31 Government bills, 58% of</p>

Types of primary legislation	Passage and scrutiny	Number of Bills processed and passed and time spent on Bills per year
	<p>less than one week after the bill is introduced (SO 237).</p> <p>The SOs also stipulate that “no bill introduced after the fifteenth day of May or after the fifteenth day of November may be called for final passage during the sessional period in which it is introduced” (SO 22).</p> <p>The legislative process is different for private bills. For more information, see Parliamentary Procedure in Quebec pages 408-410.</p> <p>Role of the Government House Leader in the legislative process The Government House Leader plays a major role in the organisation of Assembly proceedings, including during the legislative process. During Orders of the Day, the Government House Leader determines the order of business, including which bills will be for the subject of a debate. The Government House Leader may convene committees for the consideration of bills (SO 147) and may also move that any bill be referred for a general consultation or special consultations (see below).</p> <p>Consideration of bills in parliamentary committee Bills are referred to the appropriate standing committee for clause-by-clause consideration (SO 243). The committee examines each section of the bill in detail. At that stage, MNAs may propose amendments to the bill, which must be relevant to its subject matter and consistent with its nature (SO 244). Upon completing the clause-by-clause consideration, the committee produces a report consisting of minutes of its proceedings and the text of the bill as agreed to by the committee (SO 248).</p>	<p>which were passed unanimously 1 Member’s bill 8 private bills passed unanimously</p> <p>The time spent in the House to examine a bill may vary considerably. The total time required for the stages listed in SO 229 can vary from a few minutes to several hours or days. Want of confidence motions or motions to divide a bill obviously add to the time required to examine a bill.</p> <p><u>Number of hours spent by sectorial standing committees to examine* public and private bills</u></p> <p>2015–2016: 877</p> <p>* The number of hours comprises the time spent for both public consultations and clause-by-clause</p>

Types of primary legislation	Passage and scrutiny	Number of Bills processed and passed and time spent on Bills per year
	<p>Public consultations Although optional, Bills are frequently referred, for general or special consultations. Such consultations take place in committee (SO 235).</p> <p>In the case of special consultations, the names of the persons and bodies to be invited as well as the other terms of the order are usually specified in the reference, and the committee must comply.</p> <p>For general consultations, the committee organises its own proceedings. A general consultation notice is published (SO 166), and all the individuals and bodies interested in expressing their point of view may submit a brief or a request to be heard. The committee may proceed with public hearings and choose to hear certain individuals and bodies from among those who forwarded such a brief or request to be heard (SO 167).</p> <p>Time allocated to the stages of the legislative process No formal mechanism to regulate the time allotted for the different stages of the legislative process, including the committee stage. Time spent varies considerably according to the nature and complexity of the bill. At each stage, each Member has a given amount of speaking time, but the duration of the debate varies according to the time actually used.</p> <p>However, there is also an extraordinary mechanism known as the exceptional legislative procedure, which may be introduced with regard to any bill at any stage in its consideration. This procedure establishes limits on the time allotted for debate at each stage remaining to be completed in the consideration of the bill. Once the motion is carried, the time limit is set at five hours for the debate on</p>	consideration

Types of primary legislation	Passage and scrutiny	Number of Bills processed and passed and time spent on Bills per year
	<p>passage in principle, five hours for clause-by-clause consideration in Committee of the Whole, one hour for the report stage, and one hour for the debate on the passage of the bill. All of these stages may take place during the same sitting (SO 257.1). Only the Government may move a motion to introduce the exceptional legislative procedure, and only regarding a single matter (SO 182). As it (SO 210) places strict limits on the time allotted for the consideration of a bill, this procedure is used only exceptionally by the Government.</p>	
SCOTLAND		
<p>Government Members' Committee Private Hybrid</p>	<p>Three stages</p> <p>Public Bills - stage 1, stage 2 and stage 3</p> <p>The timescale for each stage can vary. Stage 1 in particular can take several months.</p> <p>Except for Budget and Emergency Bills, there must be at least 12 sitting days between the completion of Stage 1 (i.e. the decision at the end of the Stage 1 debate) and the beginning of Stage 2.</p> <p>Flowchart for public bills</p> <p>The Parliamentary Bureau proposes the timescale for each stage, which then needs to be agreed by the Parliament.</p> <p>Private Bills - preliminary stage, consideration stage, final stage</p> <p>Flowchart for private bills</p>	<p>2015/16:</p> <p>21 bills processed</p> <p>14 bills passed</p> <p>113 hours 51 mins</p> <p>No information on time spent in Committee on Bills</p>

Types of primary legislation	Passage and scrutiny	Number of Bills processed and passed and time spent on Bills per year
WALES		
<p>Mainly Government Bills</p> <p>The Commission or a Committee can (and has) introduce a Bill. Members' Bills come about due to a ballot, whether they go ahead will depend on them getting Government support.</p>	<p>The process has four stages with an additional report stage if needed.</p> <p>The timetable is set by the Business Committee.</p> <p>Public involvement with the legislative process will generally be decided by the Committee dealing with the Bill, with advice from the integrated team (clerk, researcher, communications, lawyer).</p>	<p>2015-2016:</p> <p>15 Bills processed</p> <p>10 Bills received Royal Assent</p> <p>No information on time spent</p>
FINLAND		
<p>Government proposals</p> <p>Legislative motions submitted by MPs</p> <p>Citizens' initiative (Parliament must consider a citizens' initiative signed by at least 50,000 citizens)</p>	<p>Parliament enacts legislation - stages in the legislative process</p> <p>Preliminary debate Consideration of a legislative proposal begins with a preliminary debate in plenary. Decisions on the content of legislation are not made during this debate, which is intended to guide committee work. At the end of the debate Parliament refers the matter to the appropriate committee.</p> <p>Committee stage Committees start considering matters referred to them as soon as possible. It generally takes one or two months for a committee to deal with a matter, but urgent matters can be considered in a few days if necessary. Large legislative projects can take many months or even years. Once a committee has completed its report, the matter goes back to the plenary.</p>	<p>Parliamentary year 2016</p> <p>Processed:</p> <p>268 Government proposals 15 Legislative motions 1 Citizens' initiatives Total 284</p> <p>Passed:</p> <p>266 Government proposals 1 Legislative motions 0 Citizens' initiatives Total 267</p> <p>No information on time spent</p>

Types of primary legislation	Passage and scrutiny	Number of Bills processed and passed and time spent on Bills per year
	<p>Always two readings Bills require two readings and are considered on the basis of a committee report, which may recommend significant changes to the government proposal. A committee may also recommend that a bill or parts of it be rejected.</p> <p>In the first reading Parliament decides on the content of a bill. Following a general debate, it looks at a bill section by section. During this stage changes are often proposed to the recommendations in the committee report.</p> <p>The second reading can begin no earlier than the third day after the first reading and is based on the text approved in the first reading. At this stage a bill is either approved or rejected; the content can no longer be changed.</p>	
NEW ZEALAND		
<p>Government Members Local and Private</p>	<p>Bills receive three readings, all of which are debated. After first reading, bill is referred to a select committee, which calls for written submissions from the public and holds public hearings. Submitters may request that they be heard by the committee. The committee must present its report to the House at a set time or within six months of referral. A committee may recommend that a bill be passed, or that amendments be made. A committee report may include minority views.</p> <p>Once a committee has reported, the second reading takes place and any amendments proposed by the committee are voted on. The bill is then examined in detail by the Committee of the Whole House. The third reading of the bill follows. Once passed, a bill is</p>	<p>2014/15 Bills introduced: 45 Assents prepared: (Bills, including Statutes Amendment Bills, may be divided into two or more bills at their third reading.) 2014/15: 92 No information on time spent</p>

Types of primary legislation	Passage and scrutiny	Number of Bills processed and passed and time spent on Bills per year
	<p>presented to the Governor-General for the Royal assent.</p> <p>Time limits:</p> <p>At first reading of government bills, and second and third readings of all bills: whole debate 12 speeches with each member given 10 minutes</p> <p>At first reading of members', private and local bills: whole debate (including reply) 11 speeches with first two members speaking given 10 minutes and other members given 5 minutes; member in charge of bill in reply is given 5 minutes.</p> <p>Committee of the whole House: Each part or provision: minister or member in charge of bill: multiple speeches of 5 minutes each, but normally not more than 2 consecutive speeches; other members: not more than 4 speeches of 5 minutes each.</p> <p>Members' bill: A MP may not propose more than one Members' bill for introduction at the same time.</p> <p>Eight orders of the day for the first readings of Members' bills are available for consideration at each sitting at which Members' orders of the day take precedence (every other Wednesday). When it appears to the Clerk that fewer than eight such orders of the day will be available, the Clerk conducts a ballot to select which proposed Members' bills are to be introduced and the order in which they are to be introduced. Such a ballot is conducted at midday on a sitting day. All notices of proposal that are held by the Clerk at 10:00 that</p>	

Types of primary legislation	Passage and scrutiny	Number of Bills processed and passed and time spent on Bills per year
	day are entered in the ballot.	
UNITED KINGDOM, HOUSE OF COMMONS		
<p>Government Bills</p> <p>Private Members' Bills (PMBs) can be introduced on any topic with one principal exception, that does not have as its main purpose the creation of a new tax, a tax increase, or a similar kind of charge, or the establishment of a new cause for public expenditure.</p> <p>Different methods of introducing PMBs:</p> <p>Ballot Bills</p> <p>The ballot for PMBs presents an opportunity for 20 MPs to introduce a Bill. Seven highest placed Members in the ballot are guaranteed debating time on a Private Members' Bill Friday.</p> <p>Ten minute rule Bills</p> <p>Ten minute rule motions allow MPs to make a short speech outlining a legislative proposal immediately.</p>	<p>Government Bills take precedence on almost all sitting days, and have significantly more chance of becoming law.</p> <p>Programming</p> <p>Government bills are usually subject to a timetable known as a programme. The Government tables a programming motion, which sets out the time available for Committee and Report stages, as well as the time granted to debate particularly amendments and clauses of the Bill.</p> <p>First reading</p> <p>Purely formal stage, no debate, except for ten-minute rule bills.</p> <p>Second reading</p> <p>The House debates the principle of the bill and the debate can range beyond the content of the bill. Second reading debate on a Government bill last for half a day to a full day.</p> <p>Committee stage</p> <p>Bills are automatically committed to a public bill committee unless a motion is agreed to commit them, in whole or in part, to a Committee of the Whole House. Bills committed to a Committee of the Whole House if considered to be of particular national significance, or if all stages of the bill are to be taken in the same day (as can be the case with emergency legislation).</p> <p>Finance Bill usually split between public bill committee and Committee of the whole House. The members of public bill</p>	<p>2015/16: 142</p> <p>These figures are Bills introduced – In the case of Private Members' Bills, which are often produced without any real intention of them becoming law, it may be that these Bills are given no Parliamentary time other than a formal introduction, and in some cases a full Bill text is not produced.</p> <p>Number passed:</p> <p>2015/16: 29</p> <p>Only able to provide the amount of time spent in the chamber – not in Committees – on legislative business. These are:</p> <p>Time spent on Government Bills</p> <p>15/16: 289 hours 46 minutes</p>

Types of primary legislation	Passage and scrutiny	Number of Bills processed and passed and time spent on Bills per year
<p>Ten minute rule motions may be made each sitting Tuesday and Wednesday from the seventh week of a session onwards.</p> <p>The motion may be opposed by another MP, who may also make a ten minute speech and seek to divide the House on the motion. If the motion is agreed, the MP formally presents the bill immediately after the question agreed. They may subsequently arrange for the bill to be published, and the bill can then be proceeded with in the same way as other PMBs.</p> <p>Ordinary Presentation Bills PMBs may also be given a formal first reading without debate. Members may give notice of presentation of a bill from 10.00 on any sitting day after the fifth Wednesday of the session.</p> <p>Private Bills Private Bills are Bills that do not aim to change the law of the land, but aim to either apply or dis-apply law to specific people or places.</p>	<p>committees are appointed by the Committee of Selection.</p> <p>The Public Bill Committee will consider the bill clause by clause, to allow every part of it to be scrutinised. Members appointed to the Committee may table amendments and new clauses to the bill. The Chair will select which amendments/new clauses will be debated and will group them for debate.</p> <p>Consideration stage (report stage) After the Committee has finished with the bill, the House as a whole has a further opportunity to consider it and may amend it. Unlike in committee, the House only considers those parts of the bill which Members or the Government are seeking to amend. A question is not put on each clause. The Chair usually stricter in selecting amendments and new clauses for debate than at committee stage. There is no separate report stage if a bill is considered in Committee of the whole House and not amended.</p> <p>Third reading Debate on Third Reading usually taken immediately after consideration stage. Debate is confined to the contents of the bill. Under current programming arrangements it is rare for third reading debate to last more than one hour. No substantive amendments can be tabled at this stage.</p> <p>Proceedings in the Lords Bills which originate in the Commons must pass through a similar pattern of proceedings in the House of Lords (and vice versa). After both Houses have concluded consideration, bills are returned to the House of origin for any differences to be resolved.</p>	<p>Time spent on Private Members' Bills 15/16: 61 hours 29 minutes</p>

Types of primary legislation	Passage and scrutiny	Number of Bills processed and passed and time spent on Bills per year
<p>They operate under different SOs to Public Bills. Only a handful of Private Bills are introduced each year.</p> <p>Parliament requires Private Bills to be publicised through newspaper adverts, official gazettes of local areas, and in writing to all interested parties. People directly affected by a Private Bill - for example, residents near a proposed site for a new cemetery - should also be informed.</p> <p>While the stages are broadly the same, Private Bills contain a petitioning period when members of the public may petition the House against the Bill. The promoter of the Bill is also given an opportunity to challenge the standing of the petitioner, who must be specifically affected by the Bill.</p> <p>If the petitioner is deemed to have standing, the Bill is sent to an Opposed Bill Committee for its Committee stage. These Committees operate in a quasi-</p>	<p>Lords Amendments (if any) If the Lords amend a Commons bill, it will return a set of amendments to the Commons. The Commons has to reach a decision on each Lords Amendment. Motions may be made to agree or disagree with, amend or provide an alternative (known as Amendments in Lieu) to individual Lords Amendments. If necessary, the Bill passes backwards and forwards between the two Houses until all points of disagreement are resolved; this is often described as 'ping pong'.</p> <p>Lords Amendments and any Commons motions relating to them are published as separate papers. Lords Amendments are debated in groups of related amendments proposed by the Member in charge of the bill.</p> <p>Amendments to Lords Amendments are subject to selection by the Speaker in the same way as other amendments to bills. Commons amendments to bills which started in the Lords also need to be agreed by the Lords.</p> <p>Once the two Houses reach agreement on the text, the bill is then ready for Royal Assent.</p> <p>Private Members' Bills (PMBs) The House sits on 13 Fridays in a Session. On these days, Private Members' Bills are considered. For the first seven Fridays, Bills are given a second reading in the order in which they came in the ballot. After the first seven of these Fridays priority in the running order is given to those Bills that have made the most progress. Exception is that a new consideration stage has priority over an adjourned consideration stage for a Bill</p>	

Annual budget for legislature and amount allocated to parliamentary services	Amount of budget allocated to Members and to staff employed by Members	Number of legislature staff (full time equivalents) by department
Parliamentary Services 86 924 91 944 Auditor-General 15 789 16 184 Parliamentary Budget Office 0 4 400 117 432 128 888 Source: Appropriations (Parliament 2016-17) Bill 2016 [Exchange rate March 2017 Aus\$1 = £0.62]	parliamentary duties. Electorate officer salaries and on-cost budget for 2016-17 is approximately \$25.1m	

QUÉBEC

2016-2017 Total budget: \$134 597 700 Amount allocated to the costs of the legislature services: \$64 155 500 [Exchange rate March 2017 Can\$1 = £0.61]	Budget for Statutory Services for Parliamentarians (2016-2017): \$70,442,200 Indemnities and Allocations for Parliamentarians: \$29,551,000 Members and Members' Staff Expenditures: \$28,723,500 Research Services for Political Parties: \$2,734,200 Pension Plan of the Members of the National Assembly:														
		<table border="1"> <thead> <tr> <th>Departments</th> <th>Staff</th> </tr> </thead> <tbody> <tr> <td>General Secretariat and Office Secretariat</td> <td>9</td> </tr> <tr> <td>General Directorate for Legal and Parliamentary Affairs</td> <td>92</td> </tr> <tr> <td>General Directorate for Institutional Affairs and the National Assembly Library</td> <td>157</td> </tr> <tr> <td>General Directorate for Administration</td> <td>333</td> </tr> <tr> <td>GRAND TOTAL :</td> <td>591</td> </tr> </tbody> </table>		Departments	Staff	General Secretariat and Office Secretariat	9	General Directorate for Legal and Parliamentary Affairs	92	General Directorate for Institutional Affairs and the National Assembly Library	157	General Directorate for Administration	333	GRAND TOTAL :	591
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Annual budget for legislature and amount allocated to parliamentary services	Amount of budget allocated to Members and to staff employed by Members	Number of legislature staff (full time equivalents) by department
	\$9,433,500	
SCOTLAND		
2016-17 £76.0m £45.18m	2016-17 £30,87m £12,47m	2015/16 Chief Executive's Group Chief Executive's Office (10) Presiding Officer's Office (Includes UKIRO) (9) Internal Audit (1) Assistant Chief Executives (Includes Personal Secretaries) (4) Committees and Outreach Group Committee Office (Includes Group Head) (40) Outreach Services (21) Chamber and Reporting Group Chamber Office (Includes Group Head) (36) Official Report (30) Facilities, Events and Exhibitions, Visitor Services Group Facilities Management (30) Events and Exhibitions (14) Visitor Services (17) Financial Resources Group Finance (Includes Group Head) (15) Allowances (9) Procurement (9) Communications and Research Group SPICe (Includes Group Head) (41)

Annual budget for legislature and amount allocated to parliamentary services	Amount of budget allocated to Members and to staff employed by Members	Number of legislature staff (full time equivalents) by department
		Public Information and Publications (10) Media Relations Office (9) Information Management and Governance (3) Web and Social Media (7) BIT and Broadcasting Group Business Information Technology (Includes Group Head) (39) Broadcasting (13) Human Resources and Security Group Human Resources (29) Security (83) Office of the Solicitor to the Scottish Parliament (3) Total Parliament Staff in post (482)
WALES		
£52.0m £36.5m	£15.5m Determination relating to Members support and allowances	450 full time commission staff.
FINLAND		
2015: Total expenditure: €119.6 million Budget allocated to parliamentary services €48.166.370 [Exchange rate March 2017 €1 = £0.87]	2015: €21,866,000 Personal assistants: €7,618,427 Personnel of the parliamentary groups: €4,001,095	Staff as at 31 December 2015 398: Central Office 63 Administrative Department 146 Committee Secretariat 59

Annual budget for legislature and amount allocated to parliamentary services	Amount of budget allocated to Members and to staff employed by Members	Number of legislature staff (full time equivalents) by department
		Information and Communication Department 67 International Department 15 Security Department 43 Internal Audit 1 Parliamentary Office, joint: 4.
NEW ZEALAND		
2016/17 Office of the Clerk of the House of Representatives: \$27,077,000 Parliamentary Service: \$239,408,000 Total:\$266,485,000 [Exchange rate March 2017 NZ\$1 = £0.57]	\$36,673,000 \$113,006,000	Staff as at 30 June 2016: Parliamentary Service: 649.7 full time equivalents (fte) Core staff: 271 fte Member support staff (i.e. working for MPs or party political offices): 378.7 fte Office of the Clerk of the House of Representatives: 98 (not stated, but probably fte)
UNITED KINGDOM		
Members, their staff, and the costs of the House administration itself come from separate accounts – Members and their staff’s costs being paid by IPSA. There is not a	Members’ salaries are paid by the Independent Parliamentary Standards Authority (IPSA). MPs are paid a salary of £74,962 per annum	2015-16: 1,885 FTE

Annual budget for legislature and amount allocated to parliamentary services	Amount of budget allocated to Members and to staff employed by Members	Number of legislature staff (full time equivalents) by department
<p>shared budget.</p> <p>2015/16:</p> <p>The House administration's final budget was £225.9 million.</p>	<p>IPSA's annual report does not separate the total salary budget of MPs and their staff.</p> <p>2015-16: total budget for salaries of MPs and their staff in was £141.4 million</p> <p>total budget for the expenses of MPs and their staff was £28 million</p>	<p>By-department figures are not available.</p>

PROCEDURES SUBJECT TO SUBSTANTIAL REFORM IN THE PAST 5-10 YEARS OR REVIEW IN THE NEXT 1-2 YEARS

This table differs from the previous ones as it contains example from a wider range of legislatures, including New South Wales, Northern Ireland and Ireland.

Procedures subject of substantial reform in the past 5-10 years	Procedures which will be the subject of review in the next 1-2 years
NEW SOUTH WALES LEGISLATIVE ASSEMBLY (LA) AND LEGISLATIVE COUNCIL (LC)	
<p>Passage of legislation</p> <p>In November 2006, the LA adopted new SOs that modernised the terminology used for the various stages in the passage of</p>	<p>The Legislative Assembly Standing Orders and Procedure Committee regularly reviews the Standing and Sessional Orders and procedures of the House and makes recommendations for</p>

Procedures subject of substantial reform in the past 5-10 years	Procedures which will be the subject of review in the next 1-2 years
<p>legislation through the House. The purpose was to make terminology more 'plain English' and accessible and to more accurately express what was happening.</p> <p>The traditional terms were replaced:</p> <ul style="list-style-type: none"> • First reading stage became known as the introduction of the bill • Second reading stage became known as the 'agreement in principle' stage • When a bill was agreed to by the House, there was no third reading stage. Instead the Speaker declared the bill to have passed. <p>In 2012 the procedure for the passage of legislation was again reviewed, and some of the previous terminology and procedures were reinstated. In part this was because the LC had retained the traditional terminology of 'first, second and third reading', so the LA reinstated the original terminology to avoid confusion.</p> <p>Community Recognition Statements</p> <p>In 2013, a Sessional Order was adopted providing for the giving of Community Recognition Statements: statements of a congratulatory nature or acknowledging the achievements of people or groups in the community. The statements are up to 60 seconds' duration each and are given for a total of 20 minutes on Wednesdays and 30 minutes on Thursdays.</p> <p>Prior to 2013, similar statements were given as general notices of motions and placed on the Business Paper to be debated in due</p>	<p>changes to the existing rules, as required</p>

Procedures subject of substantial reform in the past 5-10 years	Procedures which will be the subject of review in the next 1-2 years
<p>course. Because of the large number and the limited time available on Thursday mornings to debate them, most statements either lapsed or were no longer relevant by the time they reached the top of the Business Paper.</p> <p>Community Recognition Statements have proven to be very popular with Members, reflected by a 2016 review of the procedure which allocated an additional 10 minutes for the giving of the statements.</p> <p>Petitions discussion</p> <p>A new Sessional Order adopted in 2011 which allows for a discussion by the House of petitions signed by 10,000 or more persons on Thursday afternoons. This has proved popular with the public, with the gallery often being filled with visitors who come in to view the discussion.</p>	
VICTORIA LEGISLATIVE ASSEMBLY AND LEGISLATIVE COUNCIL	
<p>Sessional Orders</p> <p>Sessional Orders first became operational in April 2003, a compromise that temporarily replaced the SOs – the Government of the day had seen SOs as one element causing delays in its legislative program.</p> <p>The objectives of Sessional Orders were to:</p> <ul style="list-style-type: none"> • Increase Government business time • Specify Opposition and non-official business but retain similar 	<p>Legislative Council</p> <p>e-petitions: on 18 June 2016 the LC committed itself to the implementation of e-petitions in early 2017</p>

Procedures subject of substantial reform in the past 5-10 years	Procedures which will be the subject of review in the next 1-2 years
<p>total hours</p> <ul style="list-style-type: none"> • Balance Members' parliamentary and electorate responsibilities • Introduce 'family friendly' hours, reducing evening/late night sittings • Divisions – <i>party votes</i> introduced as a trial in the LA in 2003 – was adopted into Standing Orders for the Legislative Assembly. <p>August 2006, the Standing Orders Committee completely revised and consolidated the Standing and Sessional orders.</p> <p>Legislative Council</p> <p>Between 2003 and 2006 (55th Parliament) many of the LC Sessional Orders were introduced to regulate the length of debates and proceedings. These included:</p> <ul style="list-style-type: none"> • Time limits for debates • Restrictions on number of speakers • Use of the Government Business Program – government business taking precedence • Tighter restrictions on length of General Business <p>Many of these sessional Orders were adopted into the SOs of the 56th Parliament.</p> <p>The Constitution (Parliamentary Reform) Act 2003 contained</p>	

Procedures subject of substantial reform in the past 5-10 years	Procedures which will be the subject of review in the next 1-2 years
<p>provisions relating to:</p> <ul style="list-style-type: none"> The President no longer had a casting vote but a substantive or deliberative vote (commenced October 2006). <p>Traditionally, there are two types of voting used by the House to assist it to make decisions – the deliberative vote and the casting vote. A deliberative vote is the normal vote cast by all Members in the Chamber when a question is put. A casting vote was exercised by the Presiding Officer if a division was tied. Traditionally, the President of the LC did not have a deliberative vote and only had a casting vote, this has now changed.</p> <p>In the 57th Parliament (2010-2014), the Government had no control in the LC and most measures concerning time limits and the government business program in the SOs were overturned in the Sessional Orders</p> <p>Legislative Assembly</p> <p>58th Parliament (2016-) Sessional orders</p> <p>Question time (in effort to modernise question time, 2015):</p> <ul style="list-style-type: none"> removal of Dorothy Dixier questions (a rehearsed or planted question asked of a government Minister by a backbencher of their own political party) ministers' statements in response after questions (on notice) from non-government members insertion of constituency questions 	

Procedures subject of substantial reform in the past 5-10 years	Procedures which will be the subject of review in the next 1-2 years
<ul style="list-style-type: none"> • time limits on answers <p>Sitting hours – Commencing at 12.00 (Tues) and 9.30 (Wed, Thurs) – business interrupted at 19:00 (Tues, Wed) and 17:00 (Thurs or any other day) for adjournment debate ('family friendly hours)</p> <p>Consideration in detail of Bills in LA – as a measure to mitigate backlog due to suspension of Leader of Government Business in the LC.</p> <p>Legislative Council</p> <p>Sessional orders introduced in August 2016</p> <ul style="list-style-type: none"> • Family friendly hours of sitting – 12:00-18:30 (previously 14:00-22:00) • Time limits on General business – which has placed some limits on filibustering 	
NORTHERN IRELAND	
<p>The Assembly and Executive Review Committee provides a mechanism for reviewing major areas of institutional reform and considered a number of potential areas of reform. However, some of the more significant reforms have been as a result of political agreements rather than through the legislature.</p> <p>For example, in March 2016 following the Stormont House agreement SOs were amended to make provision for an Official Opposition (SO 45A).</p>	<p>Awaiting the formation of Committees after the March 2017 election</p>

Procedures subject of substantial reform in the past 5-10 years	Procedures which will be the subject of review in the next 1-2 years
<p>The Assembly also passed a Private Member's Bill legislating on an Official Opposition.</p> <p>The number of government departments reduced from 12 to 9 (impacting on the number of Statutory Committees).</p> <p>Following the election on 2nd March, the number of MLAs has reduced from 108 to 90.</p> <p>The Assembly Commission and Committee on Standards and Privileges introduced a Bill to establish an Independent Financial Review Panel to determine the salaries, allowances, pensions and gratuities payable to members and former members of the Northern Ireland Assembly; and to make provision for a Northern Ireland Assembly Commissioner for Standards. The Bill was passed in 2011 and is known as the Assembly Members (Independent Financial Review and Standards) Act (NI) 2011</p> <p>In 2008, the Procedures Committee completed a review of Committee Systems and Structures</p> <p>While not making significant reforms, recommendations arising from that report included:</p> <ul style="list-style-type: none"> • That quorum for Committees remain at 5, but could be reduced to 4 under limited circumstances • Creation of joint Committees. <p>In 2013, there was a further review of the Assembly's Committee system undertaken by the Committee Review Group, which comprised one chairperson from each of the political parties</p>	

Procedures subject of substantial reform in the past 5-10 years	Procedures which will be the subject of review in the next 1-2 years
<p>represented on the Chairperson's Liaison Group and three external members appointed for their experience and expertise of parliamentary systems. The Group's report was published in October 2013; however there was no agreement on significant change.</p> <p>Some recommendations included: strategic planning undertaken by Committees, that a single Committee undertake the duties of the Audit Committee and scrutinise the budget of the Assembly and the Public Service Ombudsman.</p> <p>In terms of changes to plenary business, this period introduced Topical Questions and SOs make provision for Hybrid Bills.</p>	
WALES	
<p>The Assembly has been subject to reform from its beginning. The Richard Commission prompted the Government of Wales Act 2006 which led to the separation of the legislature and executive. In 2007 part 3 of the Act came into force which gave the Assembly incremental legislative powers. Following a referendum in 2011 part 4 of the Act came into force giving the Assembly full legislative powers in the subjects listed in Schedule 7 of the Act.</p> <p>One change after the 2016 election is that committee chairs are elected.</p>	<p>The National Assembly for Wales' Commission has agreed to take forward, work to address the capacity of the Assembly. An Expert Panel appointed to review the evidence and make recommendations.</p> <p>The Panel is considering issues related to the size and capacity of the institution, and the role and impact of parliamentary scrutiny.</p> <p>They are consulting on a number of questions, including:</p> <ul style="list-style-type: none"> • What evidence is there that parliamentary legislative, policy and financial scrutiny activity is effective in terms of improving public policy outcomes? • Any helpful/relevant research evidence on the effectiveness of parliamentary scrutiny and/or the value citizens attach to

Procedures subject of substantial reform in the past 5-10 years	Procedures which will be the subject of review in the next 1-2 years
	<p>parliamentary legislative and oversight work?</p> <ul style="list-style-type: none"> • Is either element affected by questions of size and member capacity? • What evidence exists as to the correlation between a Parliament's size and its effectiveness overall, or in terms of any of its principal functions (legislative, scrutiny, or representation)? • Any evidence that alternative ways, for example new ways of operating, enhanced staff support or changes in working patterns or roles for individual Members, has been, or could be, a better means of increasing effectiveness? <p>Specifically in relation to committees:</p> <ul style="list-style-type: none"> • What makes an effective parliamentary committee, and what role does the size of the committee play in this? • What makes for an effective committee member? • Any examples from elsewhere of ways in which the effectiveness of committees has been enhanced by changes to the number of committees, or the size, composition or working practices of committees? • Any examples from elsewhere from which the Assembly could learn in terms of the Commission staff support or other resources available to committees?

Procedures subject of substantial reform in the past 5-10 years	Procedures which will be the subject of review in the next 1-2 years
IRELAND	
<p>Change in procedures around the establishment of Groups, Previously required 7 TDs, now 5 TDs can form a group and the restriction on the total number of groups has been removed. Has implications for the application of d'Hondt for the distribution of Committee Chairs and for the allocation of time during debates.</p> <p>Increase in number of sitting days and hours. Since 2011 the number of hours and days when the Dáil sits have been extended through less recess periods. Although Friday sittings, introduced in 2011 (to include a 2 hour debate on a Private Member's Bill and a 2 hour discussion of a Committee Report), have been abandoned.</p> <p>Grouping of votes on Thursday afternoons (2016). There is now a fixed time each week for taking of divisions except for certain votes like committee and report stages of bills.</p> <p>Increased time available for private members business In 2016, further time overall has been dedicated to private members' business by extending the hours which the Houses sit for on Thursdays (from 18:00 up to 22:00) and by starting earlier on a Tuesday. The 2016 Business Committee operates a broad rule of 60/40 government/private members' business. It is likely that this arrangement will be reviewed</p> <p>Private Members' Bills</p> <ul style="list-style-type: none"> • Increased time slots for taking Private Members' Bills in the Dáil (2016) • Procedures for scrutinising PMBs which pass second stage 	<p>Procedure around Private Members Bills</p> <p>Restrictive rules on the right of ordinary members to propose amendments which incur a charge (on revenue or on expenditure) or to propose private members' bills which involve any charges except for incidental charges</p> <p>All the reforms introduced by the sub-committee on Dáil reform in 2016 are subject to review during 2017 by that same committee.</p>

Procedures subject of substantial reform in the past 5-10 years	Procedures which will be the subject of review in the next 1-2 years
<p>(debate on the general principles of the bill). Introduction of a new stage in between the second stage and the formal, line-by-line committee stage at which the bill stands referred to the relevant Committee which decides whether to conduct detailed scrutiny of the PMB. If it undertakes this scrutiny, it reports back to the Dáil on the bill before it goes for line-by-line scrutiny. The Committee has quite a degree of discretion at this stage in terms of what it reports to the Dáil (i.e. that the PMB not proceed; that it be considered with a Government bill etc).</p> <ul style="list-style-type: none"> • Office of the Parliamentary Legal advisor given an increased role to assist members in drafting legislation. (2016, ongoing) <p>Pre-Legislative Scrutiny for all government bills (Government publishes the General Scheme/Heads of Bill and committee decides whether to conduct PLS or not) (November 2013)</p> <p>New system of post-legislative review (SO 164A) The process whereby the Dáil will deal with the post enactment reports from Departments on legislation has not yet been implemented.</p> <p>In 2011 Topical Issues debates (replacing Adjournment Debates) introduced to provide Members opportunity to raise topical issues with Ministers during the sitting day and make a follow-up statement. Previously adjournment debates were last item on the schedule with no opportunity for a supplementary statement after the Ministers statement on the matter.</p> <p>Ministers giving adequate answers to Parliamentary Questions. Under SO 44, introduced in 2016, the Ceann Comhairle is empowered to make a judgement on the spot as to</p>	

Procedures subject of substantial reform in the past 5-10 years	Procedures which will be the subject of review in the next 1-2 years
<p>the adequacy of reply a Minister has given to parliamentary questions and topical issues.</p> <p>Parliamentary Questions during summer recess. SO 42B, introduced in 2016, Members have two opportunities to submit and receive answers to PQs</p> <p>Limit the times when plenary and committees are sitting at the same time, however not always possible due to the number of Committees and Committee meeting rooms</p> <p>Committee chairpersons appointed using d'Hondt formula. In 2011 the Dáil agreed to distribute Committee Chairs among parties on the basis of Dáil support. Previously Government parties held these positions. Change intended to give Opposition TDs more powerful roles. The Public Accounts Committee continues to be chaired by a member of the Opposition.</p> <p>Taoiseach to appear before the Working Group of Committee Chairs twice a year (SO 108)</p> <p>Committee membership and meetings – Members to be on one Committee, Committee meetings held when Dáil is not meeting (this is the aspiration).</p> <p>Additional role of Oireachtas committees in the budget process, including establishment of a Budget Oversight Committee and working to secure earlier release of good information by government to allow committee to scrutinise the budget .</p> <p>Establishment of a Parliamentary Budget Office (ongoing)</p>	

Procedures subject of substantial reform in the past 5-10 years	Procedures which will be the subject of review in the next 1-2 years
NEW ZEALAND	
<p>Important context for both of these questions is that the NZ Parliament has a regular process of reviewing its procedures every Parliament (every 3 years) through the review of SOs, conducted by the Standing Orders Committee.</p> <p>The committee is chaired by the Speaker, comprises senior Government and opposition members, and is established every Parliament. The committee usually calls for public submissions on how the legislature's practices and procedures could be improved.</p> <p>While the committee will recommend specific changes to procedures and the actual SOs, its remit is a broad one and it can consider matters about parliamentary effectiveness that sit outside the written rules.</p> <p>For example, it has in the past made recommendations that an e-Petitions system be investigated and that the parliamentary agencies develop a communications strategy for Parliament.</p> <p>Links to the committee's last 3 reports (2008, 2011, 2014)</p> <p>Notable procedural reforms include:</p> <p>Revision of rules for moving and debating amendments to motions (2008)</p> <p>Changes to procedures for publication of papers and provision of documents tabled by leave (2008)</p> <p>Establishment of extended sittings as a mechanism to reduce the</p>	<p>The latest review of SOs has commenced. Public submissions can be found on the website. The Standing Orders Committee will agree to a package of recommendations that has, if not complete unanimity, then the support of the vast majority of members. Don't yet know what the committee's focus will be.</p> <p>Issues that have arisen in submissions include legislative quality, work of select committees, and how Parliament responds to changing technology.</p> <p>The committee is likely to report in June or July 2017.</p>

Procedures subject of substantial reform in the past 5-10 years	Procedures which will be the subject of review in the next 1-2 years
<p>amount of urgency taken (2011)</p> <p>Increasing powers of the Business Committee (2011)</p> <p>Rationalising the financial review process to enhance accountability and overall scrutiny (2014)</p> <p>Provisions for the attendance and absence of members (2014)</p>	
UNITED KINGDOM	
<p>Following the 2009 report from the Select Committee on Reform of the House of Commons (the Wright Committee), a number of changes were implemented at the beginning of the 2010 Parliament:</p> <ul style="list-style-type: none"> • The chairs of departmental select committees and some other select committees are elected by all MPs, using a secret ballot. • A Backbench Business Committee was established to determine the business of the House on 35 days in each Session, 27 of these days are taken on the floor of the House. <p>At the beginning of the current Parliament, 2015, the Government confirmed its intention to introduce a system of English votes for English laws to address the West Lothian Question. New SOs were adopted on 22 October 2015.</p> <p>House of Commons and the Government introduced a collaborative system of e-petitions, overseen by a new Petitions Committee. It began operating in the autumn of 2015, replacing the Government's e-petition website, launched in August 2011.</p>	<p>There is no plan which sets out procedures that are to be reviewed. However, the Procedure Committee is currently undertaking enquiries on the following subjects:</p> <ul style="list-style-type: none"> • Scrutiny of the Government's Supply Estimates • Delegated powers in the 'Great Repeal bill' <p>Among other things, the committee has asked for evidence on:</p> <ul style="list-style-type: none"> • changes (if any) desirable to Commons procedures related to the delegation of powers or secondary legislation to address the likely scale and volume of 'Great Repeal Bill' legislation <p>Procedure Committee has also recently reported on Private Members' Bills. The Committee has recommended a number of changes to procedure but the Government does not support the Committee's proposals. It is possible that the Committee will make further recommendations on this matter.</p>

ANNEX 1 QUESTIONNAIRE SENT TO THE LEGISLATURES

The following questionnaire was sent to legislatures in:

British Columbia, Catalonia, Denmark, Estonia, Finland, Ireland, New Zealand, New South Wales, Norway, Northern Ireland, Ontario, Québec, Queensland, Saskatchewan, South Australia, Sweden, Tasmania, United Kingdom, Victoria and Wales.

Population size (date)
Electorate size (date)
Legislature: Unicameral or bicameral
Name of legislature(s)
Length of term of legislature
Number of elected members
Number of unelected members (does your legislature include any members who are not elected but take part in meetings, please explain their role)
Method of election
Any statutory requirements on membership, e.g. any quota requirements for women or specific ethnic groups
Powers of the legislature, the subjects the legislature is responsible for legislating on
Pattern of sitting days per week, length of each sitting days per week, number of sitting weeks, number of sitting days per year, number of days of recess per year Any restrictions on time, for example, committee cannot meet while the Chamber is in session
Number of days/weeks spent in chamber per year
Time spent in chamber per year
Method of deciding parliamentary chamber business per week
Type and function of Committees
Number of Committees
Membership of Committees: method of selection of chair and members; number of members; number of members who sit on more than one committee; any additional payments for chair and/or members Can committees have non-elected members?
Number of Committee meetings per year

Time spent in committees per year (public/private)
Legislative process
Types of primary legislation (bills)
How is primary legislation passed, for example: who can introduce bills, how many stages does a bill pass through, what are the timescales for the different stages of the bill process, who sets the timetable for legislative process, committee scrutiny, public involvement in the legislative process
Number of bills processed per year
Number of bills passed per year
Time spent on bills per year (chamber/committee)
Annual budget for the legislature
Amount of budget allocated to the costs of the legislature services
Amount of budget allocated to members
Amount of budget allocated to staff employed by members
Number of legislature staff (full time equivalent) by department

Supplementary questions:

What procedures in your legislature have been the subject of substantial reform in the past 5-10 years?

What procedures in your legislature will be the subject of review in the next 1-2 years?

Francesca McGrath
5 April 2017