

VICTORIA

---

STANDING ORDERS AND RULES  
OF THE LEGISLATIVE ASSEMBLY

relating to Public Business  
also

JOINT STANDING ORDERS  
OF THE  
PARLIAMENT OF VICTORIA

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1875

STANDING ORDERS AND RULES

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1975

## PREFACE.

This volume contains the consolidated and revised Standing Orders as adopted by the House on 7th May, 1975, and approved by His Excellency the Governor on 16th May, 1975.

Previously Rules of Practice of the House were incorporated in the "Standing Rules and Orders of the Legislative Assembly of Victoria relating to Public Business". In extracting and printing them as a separate entity following after the Standing Orders, some Rules have been renumbered.

The sequence of Chapter headings to the Rules conforms generally to the Standing Orders, except that not all chapters of the Standing Orders have Rules of Practice relating to them.

Accompanying Explanatory Tables show the origin and history of each Standing Order and Rule of Practice.

Joint Standing Orders of the Legislative Council and Legislative Assembly are also included herein as previously.

The consolidation, revision and re-arrangement is fully explained in the Report of the Standing Orders Committee (No. D.6/1974-75).

## SUMMARY OF TIME LIMITS UPON SPEECHES AND DEBATES

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*Extracted from the Standing Orders and  
Speakers' Rulings.*

### **ADDRESS-IN-REPLY—**

Mover .. .. .	No limit
Leader for the Government or Leader of the Opposition or Member deputed by Leader .. .. .	No limit
Any other Member .. .. .	60 minutes

### **ADJOURNMENT—**

*To terminate sitting*

All Members .. .. .	5 minutes
(No longer than 30 minutes allowed, excluding replies)	

*Under Standing Order No. 26\**

Mover .. .. .	30 minutes**
Any other Member .. .. .	15 minutes**

### **ALLOCATION OF TIME—**

Motion for Bill to be  
considered an urgent Bill No debate allowed

*Motion specifying time allocation\*\*\**

Mover .. .. .	10 minutes
Any other Member .. .. .	10 minutes

### **APPROPRIATION BILL—**

*Second Reading*

Mover .. .. .	No limit
Leader of the Opposition or Member deputed by Leader .. .. .	No limit
Any other Member .. .. .	60 minutes****
Minister in Charge—reply	30 minutes

*Committee of the Whole—same  
as for “Bills”*

## **BILLS**

- First reading* .. .. No debate
- Second reading (and amendments thereto)*
- Mover .. .. No limit
- Leader for the Government  
or Leader of the Opposition  
or Member deputed  
by Leader .. .. No limit
- Any other Member .. 45 minutes\*\*\*\*
- Committee of the Whole (to each Question)*
- Minister in Charge .. No limit
- Any other Member .. Twice—30 minutes  
and 15 minutes
- Third reading (and amendments thereto)—*  
*Same as for “Second Reading (and amendments thereto)”*

## **CLOSURE OF DEBATE—**

No debate allowed

## **CLOSURE OF MEMBER—**

No debate allowed

## **MOTIONS (Generally)—**

- Mover .. .. No limit
- Leader for the Government  
or Leader of the Opposition  
or Member deputed  
by Leader .. .. No limit
- Any other Member .. 45 minutes\*\*\*\*

## **WANT OF CONFIDENCE—**

Mover .. .. .	No limit
Leader for the Government or Leader of the Opposition or Member deputed by Leader .. .. .	No limit
Any other Member .. .	60 minutes****

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\* Discussion not to exceed two hours.

\*\* Members on motion by leave may be granted extensions.

\*\*\* Discussion not to exceed 60 minutes.

\*\*\*\* Members on motion may be granted extensions not exceeding 30 minutes each.

(As revised 16th September, 1976.)

## SUMMARY OF TIME LIMITS UPON SPEECHES

*Extracted from the Standing Orders and  
Speakers' Rulings.*

### ADDRESS-IN-REPLY—

Mover	..	..	No limit
Leader for the Government, Leader for the Opposi- tion and Leader for the Third Party	..	..	No limit
Any other Member	..	..	30 minutes

### ADJOURNMENT—

*To terminate sitting*

All Members	..	..	5 minutes
(No longer than 30 minutes allowed, exclud- ing replies)			

*Under Standing Order No. 26\**

Mover	..	..	30 minutes
Any other Member	..	..	15 minutes

*Hand may  
not extend  
time of lat  
after for  
2nd offer  
+ 3rd party  
by 5 mins*

### ALLOCATION OF TIME—

Motion for Bill to be  
considered an urgent Bill      No debate allowed

*Motion specifying time alloca-  
tion\*\**

Mover	..	..	10 minutes
Any other Member	..	..	10 minutes

## **BILLS (Including Appropriation Bill)—**

<i>First reading</i>	.. ..	No debate
<i>Second reading</i>		
Mover	.. ..	No limit
(plus reply)	.. ..	15 minutes
Leader for the Government, Leader for the Opposition and Leader for the Third Party	.. ..	No limit
Any other Member	.. ..	30 minutes
<i>Committee of the Whole (to each Question)</i>		
Member or Minister in Charge	.. ..	Unlimited
Any other Member	.. ..	Twice—20 minutes and 10 minutes
<i>Third reading</i>		
Any Member	.. ..	30 minutes
(Reply by Mover)	.. ..	15 minutes

## **CLOSURE OF DEBATE—**

No debate allowed

## **CLOSURE OF MEMBER—**

No debate allowed

## **GRIEVANCE DEBATE—\*\*\***

Any Member .. .. 20 minutes

## **MOTIONS (Generally)—**

Mover	.. ..	No limit
(plus reply)	.. ..	20 minutes
Leader for the Government, Leader for the Opposition and Leader for the Third Party	.. ..	No limit
Any other Member	.. ..	30 minutes

## WANT OF CONFIDENCE—

Mover	..	..	No limit
(plus reply)	..	..	20 minutes
Leader for the Government, Leader for the Opposition and Leader for the Third Party	..	..	No limit
Any other Member	..	..	30 minutes

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\* Discussion not to exceed two hours.  
\*\* Discussion not to exceed one hour.  
\*\*\* Discussion not to exceed four hours.

	PAGE
Standing Orders—	
<i>Chapter.</i>	
1. <b>Introductory—</b>	
Interpretation .. .. .	11
General Rules .. .. .	12
2. <b>Speaker, Chairman and Temporary Chairmen—</b>	
Election of Speaker .. .. .	13
Election of Chairman and Deputy Chairman .. .. .	18
Appointment of Temporary Chairmen	18
Absence of Speaker and Chairman..	19
3. <b>Sittings, Adjournment, Strangers and Records—</b>	
Quorum .. .. .	20
Adjournment Motions .. .. .	21
Strangers .. .. .	22
Records .. .. .	22
4. <b>Attendance and Places of Members—</b>	
Leave of Absence .. .. .	23
Calls of the House .. .. .	24
Places in the House .. .. .	24
5. <b>Notices, Orders of the Day, Motions, Questions and Resolutions—</b>	
Notices of Motion and Orders of the Day .. .. .	25
Motions and Questions .. .. .	27
Superseding Motions .. .. .	27
Resolutions .. .. .	29
6. <b>Amendments</b> .. .. .	29
7. <b>Debate—</b>	
Rules of Debate .. .. .	30
Time Limits and Right of Reply ..	33
Allocation of Time Orders ..	34
Maintenance of Order .. .. .	36
Questions on Notice and Questions without Notice .. .. .	39

<i>Chapter.</i>	PAGE
<b>8. Bills—</b>	
Initial Stages .. .. .	40
Second Reading .. .. .	41
Committal .. .. .	41
Consideration in Committee ..	42
Proceedings following Committee Report .. .. .	43
Third Reading .. .. .	44
Transmission to Council, Governor's Amendments, Council Amendments and Council Bills .. .. .	44
Expediting Passage of Urgent Bills ..	45
Temporary Laws, Correction of Errors, and Restoration of Lapsed Bills ..	45
Private Bills .. .. .	46
<b>9. Financial Procedures .. .. .</b>	<b>46</b>
<b>10. Divisions .. .. .</b>	<b>48</b>
<b>11. Committee of the Whole .. .. .</b>	<b>50</b>
<b>12. Select Committees—</b>	
Select Committees Generally ..	51
Public Accounts Committee ..	55
Printing Committee .. .. .	56
<b>13. Witnesses—</b>	
Members and Officers .. .. .	56
General Provisions .. .. .	56
<b>14. Addresses and Messages—</b>	
Addresses .. .. .	58
Messages .. .. .	58
<b>15. Petitions—</b>	
Requirements as to Form and Content	59
House Procedures .. .. .	60

<i>Chapter.</i>	PAGE
16. <b>Accounts, Papers and Printing</b> ..	61
Rules of Practice—	
<i>Chapter.</i>	
1. Opening of Parliament, Election of Speaker, Opening a New Session and Introduction of New Members—	
Proceedings for Opening of Parliament following General Election ..	63
Election of Speaker .. ..	64
Proceedings for Opening a New Session Introduction of New Members ..	64
2. Sittings and Adjournment of the House	65
3. Attendance and Places of Members ..	65
4. Notices, Orders of the Day, Motions and Questions .. .. .	65
5. Debate .. .. .	66
6. Committee of the Whole .. ..	66
7. Select Committees .. .. .	66
8. Witnesses .. .. .	67
9. Addresses .. .. .	67
Joint Standing Orders .. .. .	69
Standing Orders—Comparative Table ..	74
Standing Orders—Table Showing Origin and History .. .. .	77
Rules of Practice—Comparative Table ..	82
Index .. .. .	83



LEGISLATIVE ASSEMBLY

STANDING RULES  
AND ORDERS

RELATING TO

PUBLIC BUSINESS.

CHAPTER 1.

INTRODUCTORY.

*Interpretation.*

1. In these Standing Orders, unless inconsistent with the context or subject-matter—

“Address-in-Reply” means the Address to His Excellency the Governor to convey the thanks of the House in response to His Excellency’s speech addressed to Parliament at the opening of a Session.

“Address-in-Reply.”

“Business” means, in respect of the ordinary business of each day, Notices of Motion and Orders of the Day.

“Business.”

“Chair” means, in the House, the Speaker, or in Committee of the whole House, the Chairman, or whoever may be performing the duties of such offices, respectively.

“Chair.”

"Clerk."	"Clerk" means the Clerk of the Legislative Assembly or if he is absent or if the office is vacant, the Clerk-Assistant or other officer for the time being performing the duties of the Clerk by direction of the House or Mr. Speaker.
"Committee."	"Committee" means Committee of the whole House.
"House."	"House" means the Legislative Assembly.
"Instruction."	"Instruction" means, in respect of the Committee of the whole House, an instruction empowering it to consider matters not otherwise referred or, in respect of a Select Committee, an instruction extending or restricting the order of reference.
"Leave."	"Leave", "leave of the House" or "leave of the Committee" means permission granted without a dissentient voice.
"Order of the Day."	"Order of the Day" means a Bill or other matter which the House has ordered to be taken into consideration on a particular day.
"S.O."	"S.O." means Standing Order of the Legislative Assembly No. ( ) and "S.O.s" has the corresponding meaning in the plural.

### *General Rules.*

No Member personally interested to vote.

2. No Member shall be entitled to vote in the House, in Committee of the whole, or in a Select Committee upon any question in which he has a direct pecuniary interest, and the vote of any Member so interested shall be disallowed.

Resort to be had in cases for which no provision is made herein to the practice of the House of Commons.

3. In all cases not provided for herein or by Sessional or other Orders or practice of the House, resort shall be had to the Rules, Forms, Usages, and Practice of the Commons House of Parliament of the United Kingdom, which shall be followed so far as the same may be applicable.

## CHAPTER 2.

## SPEAKER, CHAIRMAN AND TEMPORARY CHAIRMEN.

*Election of Speaker.*Election of  
Speaker.

4. At the opening of Parliament, after the Members present have been sworn, or whenever the office of Speaker becomes vacant, a Member, addressing himself to the Clerk, shall propose some Member, then present, to the House for their Speaker, and move that such Member "Do take the Chair of this House as Speaker", which motion shall be seconded. A Member when proposed and seconded shall inform the House whether he accepts nomination.

5. The Clerk shall then ask "Is there any further proposal" and if, within two minutes thereafter, there is no further proposal, the Clerk shall say "the time for proposals has expired". No Member may then address the House or propose any other Member, and the Clerk shall declare the Member so proposed and seconded to have been elected as Speaker, and such Member shall be conducted to the Chair by his proposer and seconder, and shall take the Chair of the House as Speaker.

6. If more than one Member is proposed as Speaker the Clerk shall, after the second proposal and after each subsequent proposal (if any) is made and seconded, ask "Is there any further proposal", and if, within two minutes thereafter, there is no further proposal, the Clerk shall say, "The time for proposals has expired.". No Member may then address the House, or propose any other Member, and the House shall proceed to elect a Speaker by ballot as hereinafter provided—

- (a) The Clerk shall cause the bells to be rung for two minutes, after which the doors shall be locked.

The Clerk shall announce the names of the Members proposed (hereinafter called the candidates), and shall cause each Member present to be provided with

*Election of Speaker—(continued).*

Election of  
Speaker (cont.)

a ballot-paper certified by the Clerk, and shall also provide a ballot-box and place the same upon the Table of the House.

Upon such ballot-paper the Member receiving it shall write the name of one of the candidates. It shall be sufficient to write the surname only unless there are two or more candidates of the same surname, in which case the initials of the candidate or the name of his electoral district shall be added to the surname. Having marked his ballot-paper as provided, the Member voting shall deposit it in the ballot-box.

(b) The proposer of each candidate shall name some Member present to be a scrutineer. The scrutineers and one of the Clerks at the Table (to be named by the Clerk) shall, when directed by the Clerk, retire and ascertain the number of votes for each candidate. Before giving such direction the Clerk shall direct that the doors be unlocked. The scrutineers shall make to the Clerk a written report of the result, which report shall be read to the House by the Clerk. Unless the Clerk otherwise directs, the same scrutineers and the same Clerk at the Table shall act in respect of all subsequent ballots and of any special ballots.

(c) No vote shall be informal which, in the opinion of the Clerk, identifies the candidate voted for. Whenever the opinion of the Clerk is required he shall leave the Chair and shall proceed forthwith to the room where the votes are being counted, and the vote in question shall be submitted for his opinion without disclosing to him any information in regard to the number of votes received by any of the candidates.

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*Election of Speaker—(continued).*

- (d) Any candidate, with the consent of his proposer and seconder, may at any time except when a ballot or vote is actually being taken, rise in his place and require that his name be withdrawn as a candidate, and from the time of such withdrawal shall cease to be a candidate.

If, after such withdrawal, only one candidate then remains, such remaining candidate shall be declared elected as Speaker, shall be conducted to the Chair by his proposer and seconder, and shall take the Chair of the House as Speaker.

- (e) If at any ballot (not being a special ballot provided for in paragraph (h) or (i)) at which there are more than two candidates, no candidate receives an absolute majority of the votes of the Members present, another ballot shall be taken, from which shall be excluded the candidate receiving the smallest number of votes, and so from time to time when necessary until the number of candidates is reduced to two. Of such two, the candidate receiving the greater number of votes of the Members present shall be declared elected as Speaker, and he shall be conducted to the Chair by his proposer and seconder, and shall take the Chair of the House as Speaker. The provisions of paragraphs (a), (b), (c) and (d) shall apply to such ballots.

- (f) As soon as any candidate obtains an absolute majority of the votes of the Members present (whether at a ballot or in open vote), the Clerk shall declare such candidate elected as Speaker, and he shall be conducted to the Chair by his proposer and seconder, and shall take the Chair of the House as Speaker.

*Election of Speaker—(continued).*Election of  
Speaker (cont.)

(g) If at any ballot (not being a special ballot provided for in paragraph (h) or (i)) the names of only two candidates are submitted to the ballot and the number of votes for each candidate is equal, a second ballot shall be held, and if at such second ballot the number of votes for each candidate is equal, the Clerk shall so declare, and may as provided in S.O. 9 suspend the sitting. The Clerk, unless one of the candidates requires that his name be withdrawn as a candidate, shall then say, "The votes being equal at the ballot it is necessary to take an open vote to decide this question." He shall then cause the bells to be rung for two minutes, and the doors thereafter to be locked, after which he shall again inform the House of the equality of voting and of the necessity of deciding the matter by an open vote. He shall then assign a side of the House to the voters for each candidate and shall direct each Member present to vote by taking his seat according to his choice. Each Member remaining in the House shall vote. The Clerk shall then appoint tellers for each side, and with them shall count the votes, and the candidate receiving the greater number of votes shall be declared elected as Speaker, shall be conducted to the Chair by his proposer and seconder, and shall take the Chair of the House as Speaker.

(h) If at any ballot (other than a special ballot) it is impossible by reason of equality of votes, to determine which candidate shall be excluded in accordance with paragraph (e), the candidate to be excluded from the next ballot for the election of Speaker shall be determined by a special ballot, at which only the names of the candidates who received the smallest number of votes shall be submitted.

*Election of Speaker*—(continued).

At a special ballot each Member present shall write upon his ballot-paper only the name of the candidate he wishes to retain. The candidate whose name appears on the smallest number of ballot-papers shall then be excluded, and the names of all the other candidates shall be submitted to the next ballot for the election of Speaker.

Subject to this paragraph the provisions of paragraphs (a), (b), (c) and (d) shall apply to any special ballot.

- (i) If after any special ballot provided for in paragraph (h), it is impossible by reason of equality of votes to determine which candidate shall be excluded, a further special ballot shall be taken at which only the names of the candidates who received the smallest number of votes at the preceding special ballot shall be submitted, and if it is still impossible by reason of equality of votes to determine which candidate shall be excluded, the Clerk shall so declare, and may, as provided in S.O. 9 suspend the sitting.

The Clerk, unless one of the candidates requires that his name be withdrawn from the ballot, shall then say "The votes being equal at the ballot it is necessary to take an open vote to decide this question." For this purpose the procedure set out in paragraph (g) shall be followed, and the candidate receiving the smallest number of votes shall be excluded from the next ballot for the election of Speaker.

7. After the House has proceeded to the election of a Speaker, no Member shall address the House except—

- (a) to propose a Member as Speaker ;
- (b) to second such proposal ; or

*Election of Speaker—(continued).*Election of  
Speaker (cont.)

(c) at any time supported by five other Members, to require that the Clerk put the question "That strangers be ordered to withdraw" which question the Clerk shall forthwith put without any debate or amendment.

8. Until the Speaker is elected, the Clerk shall act as Chairman and shall decide all questions arising incidentally to such election of a Speaker. Unless otherwise directed by the House, he shall preserve the ballot-papers for one month and shall then destroy them.

9. The Clerk may, whenever he thinks fit, suspend the sitting and leave the Chair for any period not exceeding two hours.

*Election of Chairman and Deputy Chairman.*Election of  
Chairman of  
Committees.

10. A Member shall be appointed Chairman of Committees of the whole House.

The provisions of S.O.s 4 to 9 inclusive shall, with the necessary changes, apply to such appointment, the duties imposed by those Standing Orders on the Clerk being performed by the Speaker.

The Chairman so appointed shall continue in office during the continuance of the Assembly, unless the House shall otherwise direct.

Deputy  
Chairman  
of Committees.

11. The House may appoint a Deputy Chairman of Committees at any time.

*Appointment of Temporary Chairmen.*Temporary  
Chairmen of  
Committees.

12. At the commencement of every Session Mr. Speaker shall nominate a panel of not less than three Members who shall act as temporary Chairmen of Committees whenever requested so to do by the Chairman of Committees.

*Absence of Speaker and Chairman.*

13. Whenever requested so to do by Mr. Speaker the Chairman of Committees shall take the Chair as Deputy Speaker, without any formal communication to the House.

Deputy  
Speaker

14. Whenever the House shall be informed by the Clerk at the Table of the unavoidable absence of Mr. Speaker, the Chairman of Committees shall perform the duties and exercise the authority of Speaker in relation to all proceedings of the House as Deputy Speaker until the next meeting of the House, and so on from day to day on the like information being given to the House, until the House shall otherwise order or until Mr. Speaker returns, whichever be the sooner.

Unavoidable  
absence of  
Speaker.

15. Whenever the Chairman of Committees is absent from the Chair and a Deputy Chairman of Committees has been appointed, such Deputy Chairman shall be entitled to exercise all the powers vested in the Chairman of Committees, including his powers as Deputy Speaker.

Absence of  
Chairman of  
Committees.

16. If the House be informed by the Clerk of the likelihood of the continued absence of Mr. Speaker in consequence of illness or other unavoidable cause, or if the House has granted leave of absence to Mr. Speaker, the Chairman of Committees shall continue from day to day without any further communication to the House, to perform the duties and exercise the authority of Speaker during such continued absence, and the House, during such continued absence, may appoint a Deputy Chairman of Committees who shall take the Chair as Acting Speaker in case of the unavoidable absence of the Deputy Speaker or whenever requested so to do by the Deputy Speaker during a sitting of the House.

Continued  
absence of  
Speaker.

17. In the event of the unavoidable absence of both the Speaker and the Chairman of Committees the Members present, if a quorum, may proceed, on motion made and seconded, to at once elect one of their number to act as Deputy Speaker for the time

Absence of  
both Speaker  
and Chairman  
of Committees.

*Absence of Speaker and Chairman—(continued).*

Absence of  
both Speaker  
and Chairman  
of Committees  
(cont.)

being, and the question in that case shall be put by the Clerk at the Table without debate, and the Member so elected shall have the same power and authority as is conferred on the Deputy Speaker by S.O. 15 ; and in the event of no such motion being carried, the Clerk shall declare the House adjourned until the next usual sitting day.

## CHAPTER 3.

SITTINGS, ADJOURNMENT, STRANGERS  
AND RECORDS.*Quorum.*

If quorum  
of Members  
not present  
half-an-hour  
after the time  
fixed for  
meeting,  
Speaker  
adjourns the  
House.

18. Mr. Speaker shall take the Chair as soon after the hour appointed for the meeting of the House as there shall be a quorum\* of Members present ; but if at the expiration of half-an-hour after the hour appointed there be not a quorum, Mr. Speaker shall then take the Chair and adjourn the House to the next sitting day.

If quorum not  
present on the  
report of a  
division,  
Speaker  
adjourns the  
House.

19. If it shall appear, on notice being taken, or on the report of a division of the House that a quorum of Members be not present, Mr. Speaker shall adjourn the House without a question first put till the next sitting day.

Quorum of  
Committee  
of the whole  
House.

20. The quorum in Committee shall consist of the same number of Members, exclusive of the Chairman, as is required to form a quorum of the House.

When  
Chairman of  
Committees  
reports that a  
quorum of  
Members is not  
present.

21. If notice be taken, or appear upon a division in Committee, that a quorum of Members be not present, the Chairman shall leave the Chair and report to the House that a quorum of Members be not present.

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\*Section 40 of the *Constitution Act 1975* fixes the quorum at twenty Members, exclusive of the Speaker.

*Quorum—(continued).*

Mr. Speaker shall count the House, and if a quorum be not present, he shall adjourn the House without question put till the next sitting day; if a quorum of Members be present the House shall again resolve itself into Committee without question put.

22. The business under discussion, and any business not disposed of at the time of any such adjournment, shall take precedence of all business fixed for the next day on which the House shall sit.

Business not disposed of to take precedence next business day.

23. The doors of the House shall be unlocked whenever Mr. Speaker is engaged in counting the House, and the bells shall be rung as in a division.

Doors unlocked when House is counted.

*Adjournment Motions.*

24. Except in the cases mentioned in S.O.s 18, 19 and 21 when Mr. Speaker adjourns the House without putting a question, the House can only be adjourned by its own resolution.

House only adjourns by its own resolution, with exceptions.

25. No member, unless he be a Minister of the Crown, shall be allowed to move "That the House do now adjourn", except in accordance with S.O. 26.

Motions for adjournment of House.

26. (a) A Member rising in his place may propose to move "That the House do now adjourn" for the purpose of discussing a definite matter of urgent public importance (which he shall then state and hand in in writing to Mr. Speaker).

Special adjournment motions.

(b) The Member proposing the motion for adjournment shall not be allowed to address the House on such motion until Mr. Speaker shall have ascertained that twelve Members rise in their places, as indicating approval of the proposed discussion.

26 (cont)

*Adjournment Motions—(continued).*

Limitation of discussion.

(c) In speaking to such motion debate shall be strictly confined to the subject-matter stated, the mover shall not exceed thirty minutes. any other

Standing Order 26, paragraph (c)—add the following proviso:

“Provided that, with the consent of the majority of the House on a motion to be moved and determined at once without amendment or debate, a Member who speaks first for the Government, Opposition, or Third Party, respectively, may be allowed to continue his speech for a further period not exceeding five minutes.”

amngt add  
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Strangers to be taken into custody if in parts of the House appropriated to Members.

*Strangers.*

28. The Serjeant-at-Arms attending the House shall from time to time take into his custody any stranger whom he may see, or who may be reported to him to be in any part of the House appropriated to the Members of this House, and also any stranger who, having been admitted into any other part of the House or gallery, shall misconduct himself, or shall not withdraw when strangers are directed to withdraw, while the House, or any Committee of the whole House, is sitting, and no person so taken into custody shall be discharged out of custody without the special order of the House.

Withdrawal of strangers.

29. At any sitting of the House, or in Committee of the whole House, any Member may move “That strangers be ordered to withdraw”, and such motion shall be put forthwith without any debate or amendment: Provided that the Chair may, at any time, order the withdrawal of strangers from any part of the House.

No Member to bring a stranger into parts of House appropriated to Members.

30. Unless by order of the House, no Member of this House shall presume to bring any stranger into any part of the House appropriated to the Members of this House while the House, or a Committee of the whole House, is sitting.

*Records.*

Votes and Proceedings.

31. Every vote and proceeding of the House shall be noted by the Clerks at the Table, and the Votes and Proceedings of this House shall,

*Records—(continued).*

being first perused by Mr. Speaker, be printed ; and the Government Printer and no other do presume to print the same. The Votes and Proceedings so printed from day to day, and signed by Mr. Speaker, and countersigned by the Clerk, shall be the Journals of the House.

Votes and Proceedings  
(cont.)

Journals.

32. Lists of divisions in Committee of the whole House shall be printed weekly.

Division lists.

33. An entry of the lists of divisions in the House shall be made by the Clerk in the Votes and Proceedings.

Division lists entered in the Votes.

34. Whenever any Bill for repealing, altering, or varying all or any of the provisions of the Constitution Act, and for substituting others in lieu thereof, shall have passed its second and third readings in the Assembly, with the concurrence of an absolute majority of the whole number of the Members of the Legislative Assembly, the Clerk or other proper officer of the Assembly shall certify accordingly.

Bills for altering certain provisions of the Constitution Act how certified.

## CHAPTER 4.

## ATTENDANCE AND PLACES OF MEMBERS.

*Leave of Absence.*

35. (a) Every Member shall attend the service of the House, unless leave of absence be given him by the House on account of his own illness, the illness or death of a near relation, urgent business, or for other sufficient cause to be stated to the House.

Every Member to attend the service of the House unless on leave of absence.

(b) Notice shall be given of a motion for giving leave of absence to any Member, stating the cause and period of absence.

Notice to be given of motions for leave of absence.

36. Any member having leave of absence shall forfeit the same by attending the service of the House before the expiration of such leave.

Leave of absence forfeited.

*Calls of the House.*

Calls of the House.

37. When an order shall be made that this House be called, Members who do not attend the call shall be sent for in custody of the Serjeant-at-Arms.

Call of the House not to be made earlier than seven days from date of order.

38. No such order shall, except upon pressing necessity, be made for any day earlier than seven days from the date of such order, inclusive of the day of such order.

Order for call of the House to be forwarded by post.

39. (a) A copy of the order for a call of the House, signed by the Clerk, shall be forwarded by post, addressed to each Member of the House.

Members to leave addresses with Serjeant-at-Arms.

(b) For the purpose of enabling this notice to be given, every Member shall at the commencement of each Session, or as soon as he shall have taken his seat, enter his name and address in a book to be kept by the Serjeant-at-Arms.

Call of the House an Order of the Day.

40. The order for calling over the House on a future day shall be set down as an Order of the Day for the day so appointed.

Order in which names are called.

41. (a) When the Order of the Day for calling over the House shall be read, unless the same be postponed or discharged, the names of the Members shall be called over by the Clerk in the alphabetical order of the several electoral districts they represent.

Members not present, but subsequently attending.

(b) The names of all Members who do not answer when called shall be taken down by the Clerk, and subsequently called over a second time, when those who answer, or afterwards attend in their places on the same day, may be excused.

*Places in the House.*

Members' places secured.

42. A Member may be permitted to secure a place in the Assembly Chamber by leaving a book, hat, or glove upon it, before motions are called on.

Obeisance to Chair.

43. Every Member shall make obeisance to the Chair in passing to and from his seat.

*Places in the House—(continued).*

44. No Member shall pass between the Chair and any Member who is speaking ; nor between the Chair and the Table ; nor between the Chair and the Mace when the Mace has been taken off the Table by the Serjeant.

Members leaving their seats.

45. Every Member of this House, when he comes into the House, shall take his place, and shall not stand in any of the passages or gangways.

Entering the House.

46. No Member shall read any newspaper, book, or letter in his place unless in addressing the Chair.

Members not to read newspapers &c.

## CHAPTER 5.

## NOTICES, ORDERS OF THE DAY, MOTIONS, QUESTIONS AND RESOLUTIONS.

*Notices of Motion and Orders of the Day.*

47. No notice of motion shall be received after the House shall have proceeded to the business of the day as set down in the Notice Paper.

Notices of motion, when received.

48. No member shall make any motion initiating a subject for discussion but in pursuance of notice openly given at a previous sitting of the House ; such notice shall be printed and circulated on the Notice Paper.

Motions cannot be made except in pursuance of notice.

Notices to be printed.

49. Any notice containing unbecoming expressions may be expunged from the Notice Paper, by order of the House.

Notices may be expunged.

50. Every member in giving notice of a motion shall read it aloud, and deliver at the Table a copy of such notice, fairly written, together with his name and the day proposed for bringing on such a motion.

Notices to be in writing, and delivered at the Table.

51. No notice may be given beyond the period which includes the four sitting days next following on which Government business has not precedence.

Restriction upon giving notices.

*Notices of Motion and Orders of the Day—*  
(continued).

Notices  
postponed.

52. A member desiring to change the day for bringing on a motion may give notice of such motion for any day subsequent to that first named, but not earlier, subject to the same rules as other notices of motions.

Terms may be  
altered.

53. After a notice of motion has been given, the terms thereof may be altered by the Member on delivering at the Table an amended notice, at least one day prior to the day for proceeding with such motion.

Notices of  
motion take  
precedence.

54. Notices of motion shall, except on days appointed by the House for Government business taking precedence, take precedence of Orders of the Day, unless the House shall otherwise direct.

Clerk to read  
the  
Orders of the  
Day without  
any question  
being put.

55. After notices of motions shall have been disposed of, Mr. Speaker shall direct the Clerk at the Table to read the Orders of the Day without any question being put.

Ministers to  
arrange  
Government  
orders.

56. The Orders of the Day shall be disposed of in the Order in which they stand upon the paper, the right being reserved to Her Majesty's Ministers of placing Government orders at the head of the list, in any order they wish, on the days on which Government business has precedence.

Dropped  
motions and  
orders.

57. All dropped motions and Orders of the Day shall according as they shall relate to Government business, or general business, be set down in the Notice Paper after the notices of motion and Orders of the Day respectively, for the next day on which the House shall sit.

An order  
discharged.

58. An order of the House may be read and discharged.

Grievances.

59. The first Order of the Day on every third day of the Session shall be "The Speaker to speak for not more than thirty minutes and the whole of the discussion on this Order shall not exceed four hours."

Standing Order 59, omit "thirty minutes"  
and insert "twenty minutes".

(Amendment made, 16th September, 1976.)

*Notices of Motion and Orders of the Day—*  
(continued).

Notices postponed.

52. A member desiring to change the day for bringing on a motion may give notice of such motion for any day subsequent to that first named, but not earlier, subject to the same rules as other notices of motions.

Terms may be altered.

53. After a notice of motion has been given, the terms thereof may be altered by the Member on delivering at the Table an amended notice, at least one day prior to the day for proceeding with such motion.

Notices of motion take precedence.

54. Notices of motion shall, except on days appointed by the House for Government business taking precedence, take precedence of Orders of the Day, unless the House shall otherwise direct.

Clerk to read the Orders of the Day without any question being put.

55. After notices of motions shall have been disposed of, Mr. Speaker shall direct the Clerk at the Table to read the Orders of the Day without any question being put.

Ministers to arrange Government orders.

56. The Orders of the Day shall be disposed of in the Order in which they stand upon the paper, the right being reserved to Her Majesty's Ministers of placing Government orders at the head of the list, in any order they wish, on the days on which Government business has precedence.

Dropped motions and orders.

57. All dropped motions and Orders of the Day shall according as they shall relate to Government business, or general business, be set down in the Notice Paper after the notices of motion and Orders of the Day respectively, for the next day on which the House shall sit.

An order discharged.

58. An order of the House may be read and discharged.

Grievances.

59. The first Order of the Day on every third Thursday after the opening of the Session shall be the question "That grievances be noted", to which question any Member may speak for not more than thirty minutes and the whole discussion on this question shall not exceed four hours.

ing Order 29, on  
y insert "twenty  
ment made, I d

*Motions and Questions.*

60. A Member may, by leave, move for any unopposed return without having given any previous notice.

Motions for unopposed return.

61. Motions shall have precedence on each day, according to the order in which the notices for the same were given, but an urgent motion, directly concerning the privileges of the House, will take precedence of other motions, as well as Orders of the Day.

Motions have precedence except when question of privilege raised.

62. (a) When a motion has been made and seconded a question thereupon shall be proposed to the House by Mr. Speaker.

Questions proposed.

(b) Any motion not seconded may not be further debated, and no entry thereof shall be made in the Votes.

Motions not seconded.

63. A Member who has made a motion may withdraw the same by leave of the House or of the Committee.

Withdrawal of motions.

64. No motion shall be made which is the same in substance as any question which during the same Session has been resolved in the affirmative or negative, but any motion which has been withdrawn may be made again during the same Session.

The same question not to be again proposed, but motion withdrawn may be made again.

*Superseding Motions.*

65. A question may be superseded—

Questions superseded :—  
(a) By adjournment.

(a) by the adjournment of the House, either on the motion of a Member "That the House do now adjourn", or on notice being taken, and it appearing that a quorum of Members is not present ;

(b) by a motion "That the Orders of the Day be now read" ; or

(b) By reading the Orders of the Day.

(c) by the previous question, viz. : "That this question be now put", being proposed and negated.

(c) By previous question.

66. If the previous question be resolved in the affirmative, the original question shall be put forthwith, without any amendment or debate.

Previous question resolved in the affirmative.

*Superseding Motions—(continued).*

Previous question, &c., superseded by adjournment.

67. A question for reading the Orders of the Day, an amendment and also the previous question may be superseded by the adjournment of the House.

Debates interrupted.

68. The debate upon a question may be interrupted—

- (a) by a matter of privilege suddenly arising ;
- (b) by words of heat between Members ;
- (c) by a question of order ;
- (d) by a message from the Council ;
- (e) by a motion for reading an Act of Parliament, an entry in the Journal, or other public document, relevant to the question before the Chair.

Complicated question may be divided.

69. The House may order a complicated question to be divided.

Closure of debate.

70. (a) After any question has been proposed either in the House or in Committee any Member, rising in his place, and without notice, and whether any other Member is addressing the Chair or not, may move "That the question be now put", and unless it shall appear to the Speaker or Chairman that such motion is an abuse of the rules and forms of the House, an infringement of the rights of the minority, or is moved for the purpose of obstructing business, such closure motion shall be put forthwith and decided without amendment or debate, and no other motion shall be made or question of order raised until such motion has been disposed of.

(b) When the closure motion has been carried, and the question consequent thereon has been decided, any further motion may be at once made to bring to a decision any question already proposed from the Chair, and if a clause be then under consideration, a further closure motion may be made, That the question, That certain words of the clause defined in the motion stand part of the clause, or That the clause or the clause as amended

*Superseding Motions—(continued).*

stand part of or be added to the Bill, be now put. Such motions (the assent of the Chair as aforesaid not having been withheld) shall be put forthwith and decided without amendment or debate, and no other motion shall be made or question of order raised until such motion has been disposed of.

(c) If any closure motion be negatived no similar motion shall be received within half-an-hour of the declaration of the preceding decision.

*Resolutions.*

71. A resolution or other vote of the House may be read and rescinded.

Resolution or  
vote rescinded.

## CHAPTER 6.

## AMENDMENTS.

72. A question having been proposed may be amended by leaving out certain words, or by leaving out certain words in order to insert other words, or by inserting or adding words.

Different forms  
of amendment.

73. Debate on an amendment shall be strictly confined to the terms of that amendment.

Debate on  
amendment.

74. In the House, any amendment not seconded, may not be further debated, and no entry thereof shall be made in the Votes.

Amendments  
to be  
seconded.

75. A proposed amendment may, by leave of the House or the Committee, be withdrawn.

Proposed  
amendment  
withdrawn.

76. Amendments may be proposed to a proposed amendment, as if such proposed amendment were an original question.

Amendments  
to proposed  
amendments.

77. No amendment shall be proposed in any part of a question after a later part has been amended, or has been proposed to be amended, unless the proposed amendment has been withdrawn.

When later  
part of a  
question has  
been amended  
or proposed to  
be amended.

*Amendments—(continued).*

No amendment to be made to words already agreed to.

78. No amendment shall be proposed to any words which it has been resolved shall stand part of, or shall be inserted in, or added to, a question, except an amendment to add other words thereto.

Amendment to insert or add words.

79. When the proposed amendment is to insert or add certain words, the Chair shall put a question, "That such words be inserted or added", which shall be resolved in the affirmative or negative, as the case may be.

Amendment to leave out words.

80. When the proposed amendment is to leave out certain words, the Chair shall put a question, "That the words proposed to be left out stand part of the question", which shall be resolved in the affirmative or negative, as the case may be.

Amendment to leave out words and insert or add other words.

81. When the proposed amendment is to leave out certain words, in order to insert other words, the Chair shall put a question, "That the words proposed to be left out stand part of the question", which, if resolved in the affirmative, will dispose of the amendment; but if in the negative, and there is no motion for amending the words proposed to be inserted, another question shall be put, "That the words proposed to be inserted be so inserted", which shall be resolved in the affirmative or negative, as the case may be.

Greater or lesser sum, or longer or shorter time.

82. When there comes a question between the greater and lesser sum, or the longer or shorter time, the least sum and the longest time shall first be put to the question.

Question as amended put.

83. When amendments have been disposed of, the main question or the question as amended shall be put.

## CHAPTER 7.

## DEBATE.

*Rules of Debate.*

Members to address Mr. Speaker.

84. Every Member desiring to speak shall rise in his place and address himself to Mr. Speaker.

*Rules of Debate—(continued).*

85. A Member may speak to any question before the House, or upon any amendment proposed there-to, or upon a question or amendment to be proposed by himself, or upon a question of order arising out of the debate, but not otherwise.

Members speak to the question.

86. Any Member may rise to speak "to order", or upon a matter of privilege suddenly arising.

Speaking "to order".

87. So soon as the debate upon a question shall be concluded, the Chair shall put the question to the House or to the Committee, as the case may be, and if the same should not be heard, shall again state it.

Question put and again stated.

88. No Member may speak to any question after the same has been put from the Chair and the voices have been given in the affirmative and negative thereon.

No Member to speak after question has been put.

89. When two or more Members rise to speak, the Chair calls upon the Member who first rose in his place.

Mr. Speaker calls upon Members to speak.

90. A motion may be made that any Member who has risen "be now heard", or "do now speak."

Motion that a Member "be now heard."

91. A motion, without notice, may be made, that a Member who is speaking, "be not further heard", and if it shall appear to the Chair that such Member has already had full opportunity of stating his views on the question and is using his right to speak in such a manner as to be an abuse of the rules and forms of the House or for the purpose of obstructing business, and that such motion, if carried, would not be an infringement of the rights of the minority, such motion shall be put forthwith and decided without amendment or debate, and no other motion shall be made or question of order raised until such motion has been disposed of.

Member "be not further heard".

92. By the indulgence of the House a Member may explain matters of a personal nature, although there be no question before the House; but such matters may not be debated.

Personal explanation.

*Rules of Debate*—(continued).

Debates of same Session not to be alluded to.

93. No Member shall allude to any debate of the same Session upon a question or Bill not being then under discussion except, by the indulgence of the House, for personal explanations.

Reports of speeches of same Session not to be read.

94. No Member shall —

(a) read from a printed newspaper or book the report of any speech made in Parliament during the same Session, unless such report refer to the debate then proceeding ; or

Extracts referring to debates not to be read.

(b) read extracts from newspapers or other documents referring to debates in the House during the same Session.

Allusion to debates in the other House.

95. No member shall allude to any debate in the other House of Parliament, or to any measure pending therein, except that whenever a Member of this House believes himself to have been seriously misrepresented by statements made in the same Session in the other House of Parliament, he may, having established to the satisfaction of Mr. Speaker that he had been seriously misrepresented, seek leave of the House to make a personal statement in refutation or by way of explanation. This statement may not be debated.

Reflections upon votes of the House.

96. No member shall reflect upon any vote of the House, except for the purpose of moving that such vote be rescinded.

Offensive words against either House &c.

97. No member shall use offensive words against either House of Parliament ; nor against any statute, unless for the purpose of moving for its repeal.

No Member may refer to any other Member by name.

98. No member shall refer to any other Member by name, except for the purpose of distinguishing him from other Members returned for the same electoral district.

Digressions.

99. No Member shall digress from the subject-matter of any question under discussion.

Standing Order 103, substituted by following:—

103. A reply shall be allowed to a Member who has moved a substantive motion or the second reading or third reading of a Bill, but not to a Member who has moved an amendment or an instruction to a Committee.

Such reply shall be confined to matters raised during the debate and shall close the debate on the original question.

No such reply shall exceed twenty minutes in the case of a substantive motion or in any other case fifteen minutes.

*(Amendment made, 16th September, 1976.)*

Standing Order 104—

omit “forty-five minutes” and insert “thirty minutes”;

omit “except in the debate on the Address-in-Reply, the second reading of the Appropriation Bill, or on a direct motion of want of confidence, when a Member shall be at liberty to speak for one hour”;

omit “thirty minutes” and insert “twenty minutes”;

omit second proviso and insert—

“Provided also that this Rule shall not apply to a Member moving the second reading of a Bill or a substantive and independent motion, or to the mover of a direct want of confidence, or to the Leader of the Government, Leader of the Opposition or Leader of the Third Party or to any Member deputed by any such Leader to speak first on any of such motions; but when any leader so deposes his right he shall then be limited to the same extent as other Members”;

*(Amendments made, 16th September, 1976.)*

the adjournment  
any debate, the  
the matter of  
the adjournment of the  
the adjourn-  
to speak again  
not discussed  
the adjournment.

Debate on  
motion for  
adjournment.

When mover  
of adjournment  
entitled to  
speak again.

to a question  
some material  
introducing  
House; or  
der.

No Member  
to speak twice  
to a question.

Exceptions.

Member who  
the House but  
in Order of the  
instruction to a  
Minister in charge  
allowed a reply  
minutes.

Right of Reply.

or more than  
in the House  
Address-in-Reply, the  
a Bill, or on a  
when a Member  
hour.  
of a majority of  
and determined  
date, a Member  
shall for a further  
minutes.

Time limit  
of Speeches—  
Debates in the  
House.

shall not apply  
the second reading of a Bill  
motion, or to the

*Rules of Debate—(continued).*

100. When a motion is made for the adjournment of a debate or of the House during any debate, the debate thereupon shall be confined to the matter of such motion.

Debate on motion for adjournment.

101. A Member moving the adjournment of the debate on any question shall, whether the adjournment be carried or not, be entitled to speak again on the main question, provided he has not discussed that question in moving the motion for adjournment.

When mover of adjournment entitled to speak again.

*Time Limits and Right of Reply.*

102. No member may speak twice to a question before the Chair except—

No Member to speak twice to a question.

- (a) to explain himself in regard to some material part of his speech, without introducing any new matter ;
- (b) in Committee of the whole House ; or
- (c) in reply as provided hereunder.

Exceptions.

103. A reply shall be allowed to a Member who has made a substantive motion to the House but not to any Member who has moved an Order of the Day, an amendment, or an instruction to a Committee. Provided that the Minister in charge of the Appropriation Bill shall be allowed a reply which shall not exceed thirty minutes.

Right of Reply.

104. No Member shall speak for more than forty-five minutes in any debate in the House except in the debate on the Address-in-Reply, the second reading of the Appropriation Bill, or on a direct motion of want of confidence, when a Member shall be at liberty to speak for one hour.

Time limit of Speeches—Debates in the House.

Provided that, with the consent of a majority of the House on a motion to be moved and determined at once without amendment or debate, a Member may be allowed to continue his speech for a further period not exceeding thirty minutes.

Provided also that this Rule shall not apply to a Member moving the second reading of a Bill or a substantive and independent motion, or to the

*Time Limits and*

Time limit of  
Speeches—  
Debates in the  
House (cont.)

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or to the Lea  
Leader of the  
deputed by ei  
to speak first  
on any of suc  
of either side  
shall then be  
Members.

## Standing Order 104—

omit “thirty minutes” and insert  
“twenty minutes”;  
omit “fifteen minutes” and insert “ten  
minutes”.

Debates in  
Committee of  
the House.

In Committe  
no Member ot  
Bill or motion,  
shall speak mo  
nor more than  
and fifteen m

(Amendments made, 16th September,  
1976.)

*Allocation of Time Orders.*

Limitation of  
debate.

105. (a) On the reading of a Message from the Governor recommending an appropriation in connexion with any Bill, on the calling on of a motion for leave to introduce a Bill, or at any stage of a Bill, a Minister may declare that the Bill is an urgent Bill, and move “That the Bill be considered an urgent Bill”; and if twenty Members thereupon rise in their places as indicating approval of the motion being put, such motion shall be put forthwith, no debate or amendment being allowed; and on such motion being agreed to a Minister may forthwith, or at any time during any sitting of the House or Committee, but not so as to interrupt a Member who is addressing the House or Committee, move a further motion or motions specifying the time which (exclusive of any adjournment or suspension of sitting, and notwithstanding anything contained in any other Standing Order or any Sessional Order) shall be allotted to all or any of the following:—

Bill may be  
declared an  
urgent Bill.

Allotment of  
time.

- (i) The initial stages of the Bill (including any motion preliminary to the introduction of the Bill) up to, but not inclusive of, the second reading of the Bill;

*Time Limits and Right of Reply—(continued).*

Time limit of  
Speeches—  
Debates in the  
House (cont.)

mover of a direct motion of want of confidence, or to the Leader of the Government, or to the Leader of the Opposition, or to any Member deputed by either of such Leaders respectively to speak first for the Government or Opposition on any of such motions ; but when the Leader of either side so deputes his right such Leader shall then be limited to the same extent as other Members.

Debates in  
Committee of  
the House.

In Committee, except as hereinbefore provided, no Member other than a Member in charge of a Bill or motion, or Minister in charge of an Estimate, shall speak more than twice on any one question, nor more than thirty minutes on the first occasion, and fifteen minutes on the second occasion.

*Allocation of Time Orders.*

Limitation of  
debate.

105. (a) On the reading of a Message from the Governor recommending an appropriation in connexion with any Bill, on the calling on of a motion for leave to introduce a Bill, or at any stage of a Bill, a Minister may declare that the Bill is an urgent Bill, and move " That the Bill be considered an urgent Bill " ; and if twenty Members thereupon rise in their places as indicating approval of the motion being put, such motion shall be put forthwith, no debate or amendment being allowed ; and on such motion being agreed to a Minister may forthwith, or at any time during any sitting of the House or Committee, but not so as to interrupt a Member who is addressing the House or Committee, move a further motion or motions specifying the time which (exclusive of any adjournment or suspension of sitting, and notwithstanding anything contained in any other Standing Order or any Sessional Order) shall be allotted to all or any of the following :—

Bill may be  
declared an  
urgent Bill.

Allotment of  
time.

- (i) The initial stages of the Bill (including any motion preliminary to the introduction of the Bill) up to, but not inclusive of, the second reading of the Bill ;

*Allocation of Time Orders—(continued).*

- (ii) The second reading of the Bill ;
- (iii) The Committee stage of the Bill ;
- (iv) The remaining stages of the Bill ;

and the order with regard to the time allotted to the Committee stage of the Bill may, out of the time allotted, apportion a certain time or times to a particular clause or clauses, or to any particular part or parts of the Bill.

(b) When any motion of any kind whatsoever has been moved a Minister may at any time declare that the motion is an urgent motion, and move "That the motion be considered an urgent motion"; and if twenty Members thereupon rise in their places as indicating approval of the motion being put such motion shall be put forthwith—no debate or amendment being allowed; and on such motion being agreed to a Minister may forthwith move a further motion specifying the time which (exclusive of any adjournment or suspension of sitting, and notwithstanding anything contained in any other Standing Order or any Sessional Order) shall be allotted to the motion.

Urgent motion.

(c) Upon such further motion or motions with regard to the allotment of time being moved no debate thereon shall be allowed for more than one hour, and in speaking thereon no Member shall exceed ten minutes. If the debate be not sooner concluded, then forthwith upon the expiration of that time the Chair shall put any questions on any amendment or motion already proposed from the Chair.

Limitation of debate as to allotment of time.

(d) For the purpose of bringing to a conclusion any proceedings which are to be brought to a conclusion on the expiration of the time allotted under any motion passed under any of the preceding paragraphs of this Standing Order, the Chair shall at the time appointed under the motion for the conclusion of those proceedings put forthwith the question on any amendment or motion already proposed from the Chair; and, in the case of the consideration of any Bill in Committee or on any

Speaker or Chairman to put the question forthwith at time appointed for conclusion of proceedings.

*Allocation of Time Orders*—(continued).

of the remaining stages, shall then put any clauses and schedules and any amendment and new clauses and schedules desired by the Government—copies of which have been circulated by the Government among Members two hours at least before the expiration of the allotted time—and any other question requisite to dispose of the business before the House or Committee. No other amendments, new clauses, or schedules shall be proposed.

Dilatory motions, instructions to Committee, &c.

(e) On any day on which any proceedings are to be brought to a conclusion under this Standing Order no dilatory motion on such proceedings, nor motion for an instruction to the Committee on a Bill which is the subject of such proceedings, nor motion to postpone a clause, nor motion to recommit the Bill shall be received unless moved by a Minister, and the question on any such motion shall be put forthwith without amendment or debate, and no motion for the adjournment of the House under Standing Order No. 26 shall be entertained.

Standing Order for closure of debate not to apply.

(f) Standing Order No. 70 (Closure of Debate) shall not apply to any proceedings in respect of which time has been allotted in pursuance of this Standing Order.

Business to be proceeded with at time specified.

(g) Where any time has been specified for the commencement of any proceedings in connexion with any business under this Standing Order, when the time so specified has been reached the business, whatsoever its nature be, then before the House or Committee shall be postponed forthwith, and the first-mentioned business shall be proceeded with, and all steps necessary to enable this to be done shall be taken accordingly.

*Maintenance of Order.*

Order maintained by Speaker and Chairman of Committees.

106. (a) Order shall be maintained in the House by Mr. Speaker, and in Committee of the whole House by the Chairman.

(b) If any sudden disorder shall arise in Committee, Mr. Speaker shall resume the Chair, without any question being put.

*Maintenance of Order—(continued).*

(c) Disorder in Committee can only be censured by the House on receiving a report.

107. Whenever Mr. Speaker rises during a debate, any Member then speaking, or offering to speak, shall sit down, and the House shall be silent so that Mr. Speaker may be heard without interruption.

When Speaker rises, House to be silent.

108. No Member shall use offensive or unbecoming words in reference to any Member of the House and all imputations of improper motives and all personal reflections on Members shall be deemed disorderly.

Offensive words, digressions and imputations.

109. After the Chair has called the attention of the House or of the Committee to the conduct of a Member who persists in irrelevance or tedious repetition, either of his own arguments or of the arguments used by other Members in debate, a motion may be made "That Mr. Speaker (or the Chairman) do direct the Member to discontinue his speech", which question shall be put forthwith without amendment or debate, and if the same be decided in the affirmative the Chair shall direct the Member accordingly.

Irrelevance or tedious repetition.

110. (a) When any Member shall object to words used in debate, and shall desire them to be taken down, the Chair, if it be the pleasure of the House or the Committee, will direct them to be taken down by the Clerk accordingly.

Words taken down by direction of Speaker.

(b) The words so objected to and directed to be taken down in a Committee of the whole House may be reported to the House.

Words taken down in Committee.

111. Every objection to words used shall be taken at the time when such words are used, and not after any other Member has spoken.

Words to be objected to when used.

112. Any Member having used objectionable words, and not explaining or retracting the same, or offering apologies for the use thereof, to the satisfaction of the House will be censured, or otherwise dealt with as the House may think fit; and any Member called to order shall sit down unless permitted to explain.

Members not explaining or retracting.

*Maintenance of Order—(continued).*

House will prevent quarrels.

113. The House will interfere to prevent the prosecution of any quarrel between Members, arising out of debates or proceedings of the House, or in Committee.

No noise or interruption will be allowed during a debate.

114. No Member shall presume to make any noise or disturbance whilst any Member is orderly debating, or whilst any matter is being read, and in such cases Mr. Speaker shall call upon the Member making such disturbance by name, and every such person will incur the displeasure and censure of the House.

Rules of debate in Committee.

115. The several rules for maintaining order in debate shall be observed in Committee of the whole House.

When Speaker calls upon any Member by name.

116. When, in consequence of highly disorderly conduct, Mr. Speaker shall call upon any Member by name, such Member shall withdraw as soon as he has been heard in explanation; and after such Member's withdrawal the House shall at once take the case into consideration.

Disorderly conduct.

117. Whenever the offence of disregarding the authority of the Chair or of abusing the Rules of the House by persistently and wilfully obstructing the business of the House or of disorderly conduct or otherwise, has been committed by a Member in the House and the offending Member has been named by Mr. Speaker or by the Chairman of Committees immediately thereafter, Mr. Speaker shall forthwith put the question, on a motion being made, "That such Member be suspended from the service of the House"; and, if the offence has been committed in a Committee of the whole House, the Chairman shall forthwith suspend the proceedings of the Committee and report the circumstance to the House; and Mr. Speaker shall, on motion being made, forthwith put the same question, as if the offence had been committed in the House itself.

Suspension of a Member.

Member suspended to withdraw from House.

Any Member suspended under this Order, shall withdraw immediately from the House during the remainder of that day's sitting; and the Serjeant-at-Arms shall act on such orders as he may receive from the Chair in pursuance of this resolution.

*Maintenance of Order—(continued).*

Nothing herein shall be taken to deprive the House of the power of proceeding against any Member according to ancient usages.

118. Every Member against whom any charge has been made, having been heard in his place, shall withdraw while such charge is under debate.

Member to withdraw while his conduct is under debate.

119. Any Member or other person who wilfully disobeys any lawful order of the House and any Member or other person who wilfully or vexatiously interrupts the orderly conduct of the business of the House, shall be guilty of contempt.

When guilty of contempt.

120. The following scale of fees shall be payable to the Serjeant-at-Arms on the arrest or commitment of any person by order of the House, and no person shall, without the express direction of the House, be discharged out of custody until such fees be paid or the Session of Parliament concluded :—

Fees payable on arrest or commitment.

	\$
For arrest .. .. .	100
For commitment .. .. .	100
For each day's detention, including sustenance .. .. .	10

*Questions on Notice and Questions without Notice.*

121. Questions may be put to Ministers of the Crown relative to public affairs, and to other Members relating to any Bill, motion, or other public matter connected with the business of the House in which such Members may be concerned, in accordance with the following Standing Orders.

Questions to Ministers or other Members.

122. Notice of a written question shall be given by a Member delivering it to the Clerk within such time as, in the opinion of the Speaker, will enable the question to be fairly printed. The question shall be fairly written, signed by the Member, and shall show the day proposed for asking such question.

Written questions.

*Questions on Notice and Questions without Notice*  
—(continued).

Reply delivered  
to Clerk and  
copy printed  
in Hansard.

123. The reply to a question on notice shall be given by delivering the same to the Clerk at the Table. A copy thereof shall be supplied to the Member who has asked the question, and such question and reply shall be printed in Hansard.

Oral questions.

124. A Member may be at liberty to ask an oral question without notice at the time of giving notices of motion, provided that no question shall be asked after the lapse of thirty minutes from the time Mr. Speaker calls on questions.

Form of  
question.

125. The Speaker may direct that the language of a question be changed if it seems to him unbecoming or not in conformity with the Standing Orders and practices of the House.

Questions not  
to involve  
argument.

126. In putting any question, no argument or opinion shall be offered, nor any facts stated, except so far as may be necessary to explain such question.

In answering  
a question the  
matter not to  
be debated.

127. In answering any question a Member shall not debate the matter to which the same refers.

## CHAPTER 8.

### BILLS.

#### *Initial Stages.*

Bills ordered.  
Members  
appointed to  
bring in Bills.

128. (a) Every Bill shall be ordered to be brought in upon motion made and question put, that leave be given to one or more Members named by the House to prepare and bring in such Bill.

Members added.

(b) Members may be added to those originally ordered to prepare and bring in a Bill.

Instructions.

(c) Instructions may be given to such Members to make further provision in any such Bill before the same is brought in.

Bills ordered  
to be  
withdrawn.

129. Every Bill not prepared pursuant to the order of leave, or according to the rules and orders of the House, will be ordered to be withdrawn.

*Initial Stages—(continued).*

130. A Bill shall be presented by a Member, following which the first reading shall be proposed immediately.

Bills presented by a Member.

131. When any Bill shall be presented by a Member, in pursuance of an order of the House, or shall be brought up from the Legislative Council, the questions, "That this Bill be now read a first time", and "That the Bill be printed", shall be decided without amendment or debate.

First reading and printing without debate.

*Second Reading.*

132. A Bill (other than an Appropriation or Supply Bill) having been read a first time shall, except by special leave of the House, be ordered to be read a second time on a future day.

Bill ordered to be read a second time.

133. On the Order of the Day being read for the second reading of a Bill, the question shall be put, "That the Bill be now read a second time".

Second reading.

134. Amendments may be moved to such question by leaving out "now", and inserting "three months", "six months", or any other time; or the motion may be negatived.

Amendments to question for second reading.

135. No other amendment may be moved to such question, unless the same be strictly relevant to the Bill.

Amendments to be relevant.

*Committal.*

136. A Bill having been read a second time

2. Standing Order 136 shall be repealed and the following Standing Order shall be inserted: *Amndt made 11 Sep 79*

"136. A Bill having been read a second time may be ordered to be committed to the Committee of the whole House or to a Select Committee, unless the House grants leave for the question "That the Bill be now read a third time" to be proposed forthwith."

to empower a Committee to make any provision if they already have that power.

(b) Such instructions ought not to be moved by way of amendment.

*Initial Stages—(continued).*

130. A Bill shall be presented by a Member, following which the first reading shall be proposed immediately.

Bills presented by a Member.

131. When any Bill shall be presented by a Member, in pursuance of an order of the House, or shall be brought up from the Legislative Council, the questions, "That this Bill be now read a first time", and "That the Bill be printed", shall be decided without amendment or debate.

First reading and printing without debate.

*Second Reading.*

132. A Bill (other than an Appropriation or Supply Bill) having been read a first time shall, except by special leave of the House, be ordered to be read a second time on a future day.

Bill ordered to be read a second time.

133. On the Order of the Day being read for the second reading of a Bill, the question shall be put, "That the Bill be now read a second time".

Second reading.

134. Amendments may be moved to such question by leaving out "now", and inserting "three months", "six months", or any other time; or the motion may be negatived.

Amendments to question for second reading.

135. No other amendment may be moved to such question, unless the same be strictly relevant to the Bill.

Amendments to be relevant.

*Committal.*

136. A Bill having been read a second time may be ordered to be committed to the Committee of the whole House; or in certain cases to a Select Committee.

Bill committed.

137. (a) Instructions may be moved ordering a Committee to make provision in a Bill; but not to empower a Committee to make any provision if they already have that power.

Instructions to Committee.

(b) Such instructions ought not to be moved by way of amendment.

Mr Cain	Mr Ginifer	Mr Rowe	Mr
Mr Cathie	Mr Hockley	Mr Sidiropoulos	Mr
Dr Coghill	Mr Jolly	Mr Simmonds	
Mr Crabb	Mr King	Mr Simpson	
Mr Culpin	Mr Kirkwood	Mr Spyker	Mr
Mr Edmunds	Mr Mathews	Mr Stirling	Mr
Mr Fogarty	Mr Miller	Mrs Toner	
Mr Fordham	Mr Remington	Mr Trezise	

*Initial Stages—(continued).*

130. A Bill shall be presented by a Member, following which the first reading shall be proposed immediately.

Bills presented  
by a Member.

131. When any Bill shall be presented by a Member, in pursuance of an order of the House, or shall be brought up from the Legislative Council, the questions, "That this Bill be now read a first time", and "That the Bill be printed", shall be decided without amendment or debate.

First reading  
and printing  
without  
debate.

*Second Reading.*

132. A Bill (other than an Appropriation or Supply Bill) having been read a first time shall, except by special leave of the House, be ordered to be read a second time on a future day.

Bill ordered to  
be read a  
second time.

133. On the Order of the Day being read for the second reading of a Bill, the question shall be put, "That the Bill be now read a second time".

Second  
reading.

134. Amendments may be moved to such question by leaving out "now", and inserting "three months", "six months", or any other time; or the motion may be negatived.

Amendments  
to question  
for second  
reading.

135. No other amendment may be moved to such question, unless the same be strictly relevant to the Bill.

Amendments  
to be relevant.

*Committal.*

136. A Bill having been read a second time may be ordered to be committed to the Committee of the whole House; or in certain cases to a Select Committee.

Bill committed.

137. (a) Instructions may be moved ordering a Committee to make provision in a Bill; but not to empower a Committee to make any provision if they already have that power.

Instructions to  
Committee.

(b) Such instructions ought not to be moved by way of amendment.

*Committal—(continued).*

Questions decided without amendment or debate.

138. On Mr. Speaker putting the questions, "That this Bill be committed", "That this Bill be now committed", "That I do now leave the Chair", such questions shall be decided without amendment or debate.

Committee of the whole House on the Bill.

139. On the Order of the Day being read for the Committee on a Bill, Mr. Speaker puts the question, "That I do now leave the Chair", which being resolved in the affirmative, the House resolves itself into a Committee of the whole House on the Bill; but where the Committee has reported progress, the Speaker leaves the Chair without putting any question.

*Consideration in Committee.*

Bills may be considered in Committee together.

140. Bills fixed for consideration in Committee on the same day, whether in progress or otherwise, may be referred together to Committee, which may consider on the same day all the Bills so referred to it, without the Chairman leaving the Chair on each separate Bill: Provided that, with respect to any Bill not in progress, if any Member shall raise an objection to its consideration such Bill shall be postponed.

Preamble postponed without question.

141. In Committee on a Bill, the preamble stands postponed until after the consideration of the clauses, without question put and every clause is considered by the Committee *seriatim*.

Clauses postponed.

142. Any clause may be postponed, unless the same has already been considered and amended.

Clause to stand part of the Bill.

143. A question shall be put that each clause (or each clause as amended) stand part of the Bill.

Amendments to clauses, &c.

144. Any amendment may be made to a clause, provided the same be relevant to the subject-matter of the Bill or pursuant to any instruction, and be otherwise in conformity with the rules and orders of the House; but if any amendment shall

*Consideration in Committee*—(continued).

not be within the title of the Bill, the Committee shall extend the title accordingly, and report the same specially to the House.

145. After every clause and schedule has been agreed to, and any clauses added which are within the title of the Bill, or pursuant to any instruction, the preamble is considered, and if necessary amended ; and a question is put, "That this be the preamble of the Bill".

Preamble agreed to.

146. No notice may be taken of any proceedings in Committee or a Select Committee on a Bill, until such proceedings or Bill shall have been reported.

Proceedings in Committee not to be noticed until reported.

147. The Bill having been fully considered, the Chairman is directed to report the Bill (with or without amendment) to the House.

Chairman to report Bill.

*Proceedings following Committee Report.*

148. At the close of the proceedings of a Committee of the whole House on a Bill, the Chairman shall report the Bill forthwith to the House.

Bill reported—

149. (a) A Bill being reported without amendment shall be ordered to be read a third time, at such time as may be appointed by the House.

(a) Without amendment.

(b) When the Committee has made amendments the report shall be received without debate, and a time appointed for taking it into consideration.

(b) With amendments.

150. Unless otherwise directed, amendments made to public Bills by the Committee shall be appointed to be considered on a future day.

Amendments to be considered on future day.

151. On a clause being offered in Committee, or on the consideration of report or third reading of a Bill, the Chair shall desire the Member to bring up the same, whereupon it is to be read a first time without question put ; but no clause is to be offered on consideration of report or third reading without notice.

Clauses offered in Committee on consideration of report and third reading.

*Proceedings following Committee Report—*  
(continued).

Bills  
recommitted.

152. On consideration of the Bill as amended, the Bill may be ordered to be recommitted to Committee, or to a Select Committee.

Certificate of  
Chairman.

153. Before any Bill shall be read a third time the Chairman of Committees shall certify that it is in accordance with the Bill as agreed to by the Committee.

*Third Reading*

Order for  
third reading  
discharged.

154. The order for the third reading of a Bill may be read and discharged, and the Bill ordered to be recommitted.

Third reading.

155. The Order of the Day being read for the third reading of a Bill, a question is put "That the Bill be now read a third time", to which amendments may be moved, as on the second reading.

Clauses added  
and  
amendments  
made.

156. A Bill having been read a third time, clauses may be read three times and added to the Bill, and other amendments made.

Further  
proceeding on  
third reading  
adjourned.

157. The further proceeding on a third reading may be adjourned to a future day.

*Transmission to Council, Governor's Amendments,  
Council Amendments and Council Bills.*

Bills sent to  
the Legislative  
Council.

158. When all the proceedings on a Bill have been concluded, the Bill shall be ordered to be transmitted to the Legislative Council and their concurrence desired; or (if such Bill has been brought from the Legislative Council) a Message shall be ordered to be sent to acquaint the Legislative Council either that this House has agreed to the same "without amendment", or "with an amendment (or amendments)" with which they desire the concurrence of the Legislative Council.

Transmitting  
or returning  
Bill.

159. No amendment or debate shall be allowed on the question of transmitting or returning a Bill to the Legislative Council.

*Transmission to Council, Governor's Amendments, Council Amendments and Council Bills—(continued).*

160. When a Bill is returned from the Legislative Council with amendments such amendments shall be read twice and agreed to, or agreed to with amendments, or disagreed to, or the further consideration thereof put off for three or six months, or the Bill ordered to be laid aside.

Bills returned from the Legislative Council.

161. Amendments by the Council to public Bills shall be appointed to be considered on a future day unless the House shall order them to be considered forthwith.

Amendments of Legislative Council.

162. Whenever the Governor shall transmit by message to the House any amendment which he shall desire to be made in any Bill presented to him for Royal assent, the amendment shall be treated and considered in the same manner as amendments of the Legislative Council.

Amendments proposed by Governor.

163. When the House shall have agreed to any amendment proposed by the Governor, such amendment shall be forwarded to the Legislative Council for their concurrence.

When Governor's amendments are agreed to, to be sent to Legislative Council.

*Expediting Passage of Urgent Bills.*

164. Bills of an urgent nature may be passed with unusual expedition through their several stages.

Bills passed with unusual expedition.

*Temporary Laws, Correction of Errors, and Restoration of Lapsed Bills.*

165. The precise duration of every temporary law shall be expressed in a distinct clause at the end of the Bill.

Temporary laws.

166. (a) Clerical or typographical errors may be corrected in any Bill by the Clerk before it is transmitted to the Legislative Council.

Clerk may correct errors.

(b) The Clerk shall forthwith inform the House of any clerical errors so corrected in any Bill.

*Temporary Laws, Correction of Errors, and Restoration of Lapsed Bills—(continued).*

Restoration of lapsed Bills.

167. When a motion to bring in any public Bill is agreed to, if such Bill bears a certificate from the Clerk that it is identical with a Bill as last agreed to by the House, which passed its second reading in the previous Session of the same Parliament, but was not finally disposed of by both Houses when the Session closed, then a motion may be made that such Bill be advanced to the stage it had reached in the Legislative Assembly in the former Session or to any earlier stage.

If such motion be agreed to, the Bill shall thereupon be passed, without amendment or debate, through each of the stages authorized by the motion agreed to by the House, and thereafter shall be proceeded with and dealt with in the same manner as other Bills.

*Private Bills.*

Procedure on decision that a Bill ought to have been introduced as a private Bill.

168. Whenever Mr. Speaker shall decide that a Bill which has been introduced as a public Bill ought to have been introduced as a private Bill, such Bill shall be dealt with as a private Bill, unless the House expresses the opinion that it is a public Bill, or, not dissenting from Mr. Speaker's decision, shall order that all the Private Bill Standing Orders be dispensed with.

CHAPTER 9.

FINANCIAL PROCEDURES.

Appropriation, Supply, and taxing Bills may be presented without notice.

169. (a) An Appropriation or Supply Bill may be presented to the House without notice and, having been read a first time, may be ordered to be read a second time forthwith.

(b) Any Bill which imposes any tax, impost or charge may be presented to the House without notice.

*Financial Procedures—(continued).*

170. No proposal for the appropriation of any public moneys shall be made unless the purpose of the appropriation has been recommended to the House in the same Session by a Message from the Governor ; but a Bill which requires the Governor's recommendation, except an Appropriation or Supply Bill, may be introduced and proceeded with before the message is announced.

Messages  
from Governor  
for  
appropriation  
of public  
moneys.

No amendment of such proposal shall be moved which would increase or extend the objectives and purposes or alter the destination of the appropriation so recommended unless a further Message is received.

Further  
Governor's  
Message.

171. No proposal for the imposition or for the increase or for the alteration of the incidence of a tax, rate, duty or impost shall be made except by a Minister, and no Member, other than a Minister, may move an amendment to increase or extend the incidence of the charge defined by that proposal unless the charge so extended shall not exceed that already existing by virtue of any Act of Parliament.

Proposal for  
increase in  
tax to be only  
made by  
Minister.

172. In framing the Annual Estimates of Expenditure the several divisions thereof shall be expressly stated therein, and be appended to the Appropriation Bill in the form of a Schedule thereto, being printed under the same divisions, sub-divisions and items of sub-divisions as have been employed in the Treasurer's annual Estimates of Expenditure. In Committee each division of expenditure appearing in the said Schedule shall be considered in the order in which it is shown therein.

Appropriation  
Bill.

173. With respect to any Bill brought to the House from the Legislative Council, or returned by the Legislative Council to the House, with amendments, whereby any pecuniary penalty, forfeiture, or fee shall be authorized, imposed, appropriated, regulated, varied, or extinguished,

Penalties,  
forfeitures,  
and fees.

*Financial Procedures*—(continued).

the House will not insist on its privileges in the following cases :—

Penalties,  
forfeitures, and  
fees (cont.)

- (a) When the object of such pecuniary penalty or forfeiture is to secure the execution of the Act, or the punishment or prevention of offences.
- (b) Where such fees are imposed in respect of benefit taken or service rendered under the Act, and in order to secure the execution of the Act, and are not made payable into the Treasury, or in aid of the public revenue, and do not form the ground of public accounting by the parties receiving the same, either in respect of deficit or surplus.
- (c) When such Bill shall be a private Bill for a local or personal Act.

## CHAPTER 10.

## DIVISIONS.

Question determined by majority of voices.

174. A question being put, shall be resolved in the affirmative or negative, by the majority of voices "Aye" or "No".

Chair states whether "Ayes" or "Noes" have it.

175. The Chair shall state whether the "Ayes" or the "Noes" have it, and unless this opinion be acquiesced in by the minority, the question shall be determined by a division.

Divisions in Committee.

176. Divisions shall be demanded and taken in Committee of the whole House in the same manner as in the House itself.

Clerk to ring bells and turn sandglass.

177. So soon as a division shall have been demanded, the Clerk shall ring the bells and turn a two-minute sandglass, kept on the Table for that purpose, and the doors shall not be closed until after the lapse of two minutes, as indicated by such sandglass.

Doors closed after the lapse of two minutes.

178. The doors shall be closed and locked as soon after the lapse of two minutes as the Chair shall think proper to direct, and no Member shall enter or leave the House until after the division.

*Divisions—(continued).*

179. When the doors have been locked, and all the Members are in their places, the Chair shall put the question, and after the voices have been given, shall declare whether the "Ayes" or the "Noes" have it and if such opinion is not agreed to, the Chair shall direct the "Ayes" into the right lobby, or right side of the House, and the "Noes" into the left lobby, or left side of the House, and shall appoint two tellers for each side of the question.

Question put, and "Ayes" and "Noes" to take different sides of the House or go into lobbies.

180. In case there should not be two tellers

If not two tellers no

Standing Order 180—add the following proviso: *Amdt made 11/sep/79*  
 "(dd)" Provided that if one Member only calls for a division, that Member may inform the Speaker that he wishes his dissent to be recorded in the Votes and Proceedings and his dissent shall thereupon be so recorded"—

down by the tellers.

182. (a) No Member shall be entitled to vote in any division unless he be present in the House when the question is put with the doors locked, and the vote of any Member not so present will be disallowed.

No Member to vote unless present when the question put.

(b) Every Member present in the House when the question is put will be required to vote.

Every Member then present must vote.

183. Members can only speak to a point of order while the House is dividing, by permission of the Chair.

Speaking to order during a division.

184. (a) The numbers shall be reported to the Chair, who shall declare them.

Numbers reported.

(b) In case of confusion, or error concerning the numbers reported, unless the same can be otherwise corrected, another division will be proceeded with.

In case of confusion or error, House again divides.

185. If the numbers have been inaccurately reported to the House, or to the Committee, the House, on being afterwards informed thereof, will order the official record to be corrected.

Mistakes corrected in Votes and Proceedings.

*Divisions—(continued).*

179. When the doors have been locked, and all the Members are in their places, the Chair shall put the question, and after the voices have been given, shall declare whether the "Ayes" or the "Noes" have it and if such opinion is not agreed to, the Chair shall direct the "Ayes" into the right lobby, or right side of the House, and the "Noes" into the left lobby, or left side of the House, and shall appoint two tellers for each side of the question.

Question put, and "Ayes" and "Noes" to take different sides of the House or go into lobbies.

180. In case there should not be two tellers for one side of the question, the Chair shall forthwith declare the resolution of the House.

If not two tellers no division allowed.

181. If the Chair shall direct the Members to proceed to the lobbies, the name of every Member in returning from either lobby shall be taken down by the tellers.

Members' names taken down.

182. (a) No Member shall be entitled to vote in any division unless he be present in the House when the question is put with the doors locked, and the vote of any Member not so present will be disallowed.

No Member to vote unless present when the question put.

(b) Every Member present in the House when the question is put will be required to vote.

Every Member then present must vote.

183. Members can only speak to a point of order while the House is dividing, by permission of the Chair.

Speaking to order during a division.

184. (a) The numbers shall be reported to the Chair, who shall declare them.

Numbers reported.

(b) In case of confusion, or error concerning the numbers reported, unless the same can be otherwise corrected, another division will be proceeded with.

In case of confusion or error, House again divides.

185. If the numbers have been inaccurately reported to the House, or to the Committee, the House, on being afterwards informed thereof, will order the official record to be corrected.

Mistakes corrected in Votes and Proceedings.

to deliberately mislead this House, the matter should, there the Privileges Committee for examination and report (Mr debate—put.

The House divided.

*Divisions—(continued).*

179. When the doors have been locked, and all the Members are in their places, the Chair shall put the question, and after the voices have been given, shall declare whether the "Ayes" or the "Noes" have it and if such opinion is not agreed to, the Chair shall direct the "Ayes" into the right lobby, or right side of the House, and the "Noes" into the left lobby, or left side of the House, and shall appoint two tellers for each side of the question.

Question put, and "Ayes" and "Noes" to take different sides of the House or go into lobbies.

180. In case there should not be two tellers for one side of the question, the Chair shall forthwith declare the resolution of the House.

If not two tellers no division allowed.

181. If the Chair shall direct the Members to proceed to the lobbies, the name of every Member in returning from either lobby shall be taken down by the tellers.

Members' names taken down.

182. (a) No Member shall be entitled to vote in any division unless he be present in the House when the question is put with the doors locked, and the vote of any Member not so present will be disallowed.

No Member to vote unless present when the question put.

(b) Every Member present in the House when the question is put will be required to vote.

Every Member then present must vote.

183. Members can only speak to a point of order while the House is dividing, by permission of the Chair.

Speaking to order during a division.

184. (a) The numbers shall be reported to the Chair, who shall declare them.

Numbers reported.

(b) In case of confusion, or error concerning the numbers reported, unless the same can be otherwise corrected, another division will be proceeded with.

In case of confusion or error, House again divides.

185. If the numbers have been inaccurately reported to the House, or to the Committee, the House, on being afterwards informed thereof, will order the official record to be corrected.

Mistakes corrected in Votes and Proceedings.

*Divisions—(continued).*

When votes  
equal Chair  
gives casting  
vote.

186. (a) In case of an equality of votes, Mr. Speaker shall give a casting voice, and any reasons stated by him shall be entered in the Votes and Proceedings.

(b) In case of an equality of voices in Committee the Chairman shall give a casting voice.

## CHAPTER 11.

## COMMITTEE OF THE WHOLE.

House resolves  
itself into a  
Committee.

187. A Committee of the whole House will be appointed by resolution—"That this House will resolve itself into a Committee".

When  
Committee has  
reported  
progress.

188. When a matter has been partly considered in Committee, the Chairman has reported progress and the House has ordered that the Committee shall sit again on a particular day, Mr. Speaker, when the order for the Committee has been read, shall forthwith leave the Chair.

Mace placed  
under the  
Table.

189. So soon as Mr. Speaker shall have left the Chair, the Mace shall be placed under the Table, and the Chairman shall take the Chair of the Committee at the Table.

Committee to  
consider only  
such matters as  
are referred.  
A motion is  
not seconded.

190. A Committee shall consider such matters only as shall have been referred to it by the House

191. A motion made in Committee need not be seconded.

No previous  
question  
allowed.

192. No motion for "the previous question" can be made in Committee.

Report.

193. (a) When all matters referred to the Committee have been considered the Chairman shall be directed to report the same to the House.

Motion to  
report progress.

(b) A motion may be made during the proceedings of a Committee that the Chairman do report progress and ask leave to sit again.

No debate or  
amendment.

(c) When a motion is made that the Chairman of Committees do report progress or do leave the Chair, the question shall be put forthwith without debate,

*Committee of the Whole*—(continued).

and no Member having moved any such motion shall be entitled to move any similar motion during the same debate.

194. Every report from a Committee of the whole House shall be brought up without any question being put.

Report to be brought up without question.

195. The resolutions reported from a Committee may be agreed to or disagreed to by the House, or agreed to with amendments, recommitted to the Committee, or the further consideration thereof postponed.

Resolution of Committee.

196. Mr. Speaker will resume the Chair if a message be brought to attend His Excellency or the Governor's Commissioners in the Legislative Council.

Speaker resumes the Chair.

## CHAPTER 12.

## SELECT COMMITTEES.

*Select Committees Generally.*

197. (a) Unless the House otherwise orders, following notice given, no Select Committee shall consist of less than five nor more than twelve Members.

Provisions regarding membership and quorum.

(b) In the case of Members proposed to be added or substituted after the first appointment of the Committee the notice is to include the names of the Members proposed to be added or substituted.

(c) It shall not be compulsory on Mr. Speaker or the Chairman of Committees to serve on any Select Committee.

(d) The quorum of every Select Committee shall be fixed at the time of appointing such Committee.

198. Every Member intending to move for the appointment of a Select Committee shall endeavour to ascertain previously whether each Member proposed to be named by him on such Committee will give his attendance thereupon.

Willingness of Members to attend to be ascertained.

*Select Committees Generally*—(continued).

Notice of nomination to be given, except when appointed by ballot.

199. Every Member intending to move for the appointment of a Select Committee shall, one day before the nomination of such Committee, place on the Notice Paper the names of the Members intended to be proposed by him to be members of such Committee, but if the mover be desirous the Committee should be appointed by ballot, then the number only need be stated.

Manner of balloting for Committee.

200. If upon any motion for a Select Committee any six Members shall require it, such Committee shall be formed in the following manner, viz. :

- (a) Each Member shall deliver at the Clerk's table a list of the Members whom he wishes to be appointed on such Committee, not exceeding the number proposed inclusive of the mover ; and if any list contain a larger number of names it shall be rejected ; and
- (b) Mr. Speaker shall then appoint two Members to be scrutineers who, with the Clerk, shall ascertain the number of votes for each Member ; and
- (c) the Members who shall be reported to have the greatest number of votes shall be declared by Mr. Speaker to be the members of such Committee ; and in any case of doubt arising from two or more Members having an equality of votes, Mr. Speaker shall decide which shall serve on such Committee.

Members discharged and added.

201. Members may be discharged from attending a Select Committee, and other Members appointed, after previous notice given.

Power to send for persons, papers, and records.

202. Whenever it may be necessary the House may give a Committee power to send for persons, papers and records.

Committee adjourns.

203. A Select Committee may adjourn from time to time ; and, by resolution of the House, from place to place.

*Select Committees Generally*—(continued).

204. Except by resolution of the House, no Select Committee may sit during the sittings of the House, or on any day on which the House itself is not appointed to sit.

Not to sit during sitting or adjournment of the House without leave.

205. A Select Committee may report its opinion or observations from time to time, or report the minutes of evidence only, or proceedings from time to time.

Report from time to time.

206. Every Select Committee, previous to the commencement of business, shall elect one of its members to be the Chairman.

Election of Chairman.

207. If at any time during the sitting of a Select Committee the quorum of Members fixed by the House be not present, the Clerk of the Committee shall call the attention of the Chairman to the fact, who shall thereupon suspend the proceedings of the Committee until a quorum be present, or adjourn the Committee to some future day.

When quorum not present.

208. The evidence taken by any Select Committee and documents presented to such Committee, and which have not been reported to the House, shall not be published by any Member of such Committee, nor by any other person.

Evidence &c., not to be published before reported.

209. When a Select Committee is examining witnesses, strangers may be admitted or excluded at pleasure ; but shall always be excluded when the Committee is deliberating.

Admission of strangers to Committees.

210. Members of the House may be present when a Select Committee is examining witnesses, but withdraw by courtesy when the Committee is deliberating.

When Members of the House may be present.

211. No strangers, or Members, not being of the Committee, shall be admitted at any time to a Secret Committee.

Secret Committee.

212. To every question asked of a witness under examination in the proceedings of any Select Committee shall be prefixed in the minutes of the evidence the name of the Member asking such question.

Names of Members asking questions to be entered in the minutes.

*Select Committees Generally—(continued).*

Names of  
Members  
present to be  
entered.

213. An entry shall be made in the proceedings of the names of the Members attending each Select Committee meeting, and of every motion or amendment proposed in the Committee, together with the name of the mover thereof; and if any division take place in the Committee, the Clerk of the Committee shall take down the names of the Members voting in any such division, distinguishing on which side of the question they respectively vote, and such lists shall be given in with the report to the House.

Chairman can  
only vote  
when voices  
equal.

214. The Chairman of a Select Committee can only vote when there is an equality of voices.

Chairman to  
prepare  
report.

215. It shall be the duty of the Chairman of every Select Committee to prepare the report.

Proceedings on  
consideration  
of draft report.

216. (a) The Chairman shall read to the Committee, convened for the purpose of considering such report, the whole of his draft report, which shall be printed and circulated amongst the members of the Committee.

(b) At some subsequent meeting of the Committee the draft report shall be considered paragraph by paragraph, the Chairman putting the question to the Committee at the end of each paragraph, that it do stand part of the report. A Member objecting to any portion of the report shall propose his amendment at the time the paragraph he wishes to amend shall be under consideration.

Report  
brought up.

217. The report of a Committee shall be brought up by the Chairman, and may be ordered to lie upon the Table, or otherwise dealt with as the House may direct.

Lists of  
Members  
serving.

218. Lists shall be published with the Notice Paper of Members serving on Select Committees.

All  
proceedings  
void after  
notice that  
Speaker is to  
take the Chair.

219. All Committees sitting at the time that Mr. Speaker is about to take the Chair shall be informed by the Serjeant-at-Arms that Mr. Speaker is about to take the Chair, and all proceedings after such notice are declared to be null and void.

*Public Accounts Committee.*

220. At the commencement of every Session of Parliament the House, according to the practice of

Public  
Accounts  
Committee.

Standing Order 220.

Omit "seven" and insert "eight".  
(Amendment made 13th April, 1976.)

appointment of  
Public Committee  
Public Accounts  
persons, papers,

The duties of the Public Accounts Committee shall be as follows :—

Duties of the  
Committee.

- (a) To examine the accounts of the receipts and expenditure of the State and to bring under the notice of the House any items in those accounts, or any circumstances connected with them which it may consider appropriate;
- (b) To report to the House any alteration which may appear desirable to be introduced in the form of or method of keeping the Public Accounts, or in the mode of receipt, control, issue, or payment of the public money ;
- (c) To inquire into and report upon any questions which may have arisen in connexion with the Public Accounts ;
- (d) To inquire into and report to the House upon the investment of and dealings with the funds of Commissioners of the State Savings Bank of Victoria ; and
- (e) To deal with any special references that may be made to them by the House.

Upon motion made in the usual manner by any Member of the House any matter of public account or any question of finance may be referred to the Committee. The Committee as soon as conveniently practicable shall deal with the matter so referred to them and report to the House the result of their inquiries.

*Public Accounts Committee.*

220. At the commencement of every Session of Parliament the House, according to the practice of Parliament with reference to the appointment of Select Committees shall appoint a Select Committee of seven Members, to be called the Public Accounts Committee, with power to send for persons, papers, and records.

Public  
Accounts  
Committee.

The duties of the Public Accounts Committee shall be as follows :—

Duties of the  
Committee.

- (a) To examine the accounts of the receipts and expenditure of the State and to bring under the notice of the House any items in those accounts, or any circumstances connected with them which it may consider appropriate;
- (b) To report to the House any alteration which may appear desirable to be introduced in the form of or method of keeping the Public Accounts, or in the mode of receipt, control, issue, or payment of the public money ;
- (c) To inquire into and report upon any questions which may have arisen in connexion with the Public Accounts ;
- (d) To inquire into and report to the House upon the investment of and dealings with the funds of Commissioners of the State Savings Bank of Victoria ; and
- (e) To deal with any special references that may be made to them by the House.

Upon motion made in the usual manner by any Member of the House any matter of public account or any question of finance may be referred to the Committee. The Committee as soon as conveniently practicable shall deal with the matter so referred to them and report to the House the result of their inquiries.

*Printing Committee.*

Printing  
Committee.

221. At the commencement of each Session a Select Committee shall be appointed to assist Mr. Speaker in all matters which relate to the printing to be executed by order of the House, and for the purpose of selecting and arranging for printing returns and papers presented in pursuance of motions made by Members.

## CHAPTER 13.

## WITNESSES.

*Members and Officers.*

Member  
examined in  
his place.

222. When the attendance of a Member is desired, to be examined by the House or a Committee of the whole House, he is ordered to attend in his place, where he shall be so examined.

Attendance of  
Members.

223. If a Select Committee desires the attendance of a Member as a witness the Chairman shall in writing request him to attend.

Message for  
attendance  
of Member  
or officer of  
the Legislative  
Council.

224. When the attendance of a Member of the Legislative Council, or of an officer of that House, is desired, to be examined by the House, or any Committee thereof (not being a Committee on a private Bill), a message shall be sent to the Council to request that the Council give leave to such Member or officer to attend, in order to his being examined accordingly upon the matters stated in such message.

*General Provisions.*

Witnesses  
summoned by  
orders of the  
House.

225. Witnesses shall be summoned in order to be examined at the Bar of the House, or before a Committee of the whole House, by orders of the House, signed by the Clerk.

Summoned by  
Committees.

226. (a) A Select Committee having power to send for persons, papers, and records may summon witnesses by its own orders, signed by the Chairman.

When witness  
does  
not attend a  
Committee.

(b) If any witness so summoned shall not attend, his absence shall be reported, and the House will order him to attend the House as provided in

*General Provisions—(continued).*

S.O. 225 ; but such order may be discharged in case the witness shall have attended the Committee before the time appointed for his attending the House.

227. The neglect or refusal of a witness to attend in obedience to an order of the House, or of a Select Committee having power to summon witnesses, or in obedience to a warrant of Mr. Speaker, will be censured or otherwise punished, at the pleasure of the House.

Neglect or refusal to attend.

228. Where a witness shall be in the custody of the keeper of any prison, such keeper may be ordered to bring the witness in safe custody, in order to his being examined, and from time to time as often as his attendance shall be thought necessary; and Mr. Speaker may be ordered to issue his warrant accordingly.

Witnesses in custody.

229. Witnesses cannot be examined upon oath by the House, the Committee or any Select Committee except in cases provided for by statute.

Witnesses not examined on oath except in certain cases.

230. (a) When a witness appears before the House, Mr. Speaker shall examine the witness, the Mace being on the Table ; and no other Member shall put any question otherwise than through Mr. Speaker.

Examined by Speaker.

(b) If any question be objected to, or other matter arise, the witness shall withdraw while the same is under discussion.

Witness withdraws when question objected to.

(c) When a witness is in custody at the Bar, the Mace being on the Serjeant's shoulder, he shall be examined by Mr. Speaker alone, and no Member shall speak.

Witness in custody at the Bar.

231. If it shall appear that any person has been tampering with any witness, in respect of his evidence given before the House, the Committee, or any Select Committee, or who directly or indirectly has endeavoured to deter or hinder any person

Tampering with witnesses.

*General Provisions—(continued).*

from appearing or giving evidence, the same is a high crime and misdemeanor ; and the House will proceed with the utmost severity against such offender.

Witnesses entitled to protection.

232. All witnesses examined before the House, the Committee, or any Select Committee, are entitled to the protection of the House in respect of anything that may be said by them in their evidence.

Evidence not to be given elsewhere of proceedings without leave.

233. No clerk or officer of the House, or shorthand-writer employed to take minutes of evidence before the House, the Committee or any Select Committee, may give evidence elsewhere in respect of any such proceedings or examination unless authorized by resolution of the House.

## CHAPTER 14.

## ADDRESSES AND MESSAGES.

*Addresses.*

Concurrence of other House signified by message.

234. The concurrence of one House in an Address communicated by the other shall be signified by message.

Addresses, how presented.

235. Addresses to the Governor may be presented by the whole House, by Mr. Speaker, or by such Members as the House may name for that purpose.

*Messages.\**

Message from the Governor.

236. (a) Whenever a messenger from the Governor shall be announced the business before the House shall be immediately suspended, and the bearer of the Message shall be introduced by the Serjeant-at-Arms with the Mace, and conducted to the Table, where he shall deliver the Message.

Messenger delivers the message and withdraws.

(b) The messenger shall then withdraw with the Serjeant, and the Mace shall be put upon the Table, when, if any answer is to be returned, he shall be again called in, and Mr. Speaker shall deliver such answer, or acquaint him that the House will send an answer by a messenger of its own.

\*See also Joint Standing Orders Nos. 1-4 inclusive.

*Messages—(continued).*

237. (a) A Message from the Governor may be communicated to the House by a Minister of the Crown, being a Member. How communicated.
- (b) Mr. Speaker shall read such Message to the House, and, if necessary, a day shall be fixed for taking the same into consideration. How dealt with.

## CHAPTER 15.

## PETITIONS.

*Requirements as to Form and Content.*

238. Every petition shall—
- (a) be fairly written and no printed or lithographed petition will be received ; In writing.
  - (b) be in the English language, or be accompanied by a translation, certified by the Member who presents it to be true and correct ; In English or a translation.
  - (c) be respectful, decorous, and temperate in its language ; Respectful.
  - (d) contain a prayer at the end thereof ; Prayer.
  - (e) be signed by the parties whose names are appended thereto, by their names or marks, and by no one else, except in case of incapacity by sickness ; To be signed.
  - (f) be signed by at least one person on the sheet on which the petition is written ; Signature on each sheet.
  - (g) have the signatures written upon the petition itself, and not pasted upon, or otherwise transferred thereto ; and No transferred signatures.
  - (h) if it is a petition of a corporation aggregate, be made under its common seal. Common seal.
239. A petition shall not—
- (a) have letters, affidavits, or other documents attached to it ; No attachments.
  - (b) refer to any debate in Parliament, nor to any intended motion. No reference to debates.

*Requirements as to Form and Content—(continued).*

Petitions for  
compounding  
debts to  
the Crown.

240. The House will not receive any petition for compounding any sum of money owing to the Crown, upon any branch of the revenue, without a certificate from the proper officer or officers annexed to the said petition stating debt, what prosecutions have been made for the recovery of such debt, and setting forth how much the petitioner and his security are able to satisfy thereof.

Forgery of  
signature.

241. It is highly unwarrantable, and a breach of the privilege of the House, for any person to set the name of any other person to any petition to be presented to the House.

No application  
for public  
money unless  
recommended  
by the Crown.

242. No application shall be made by a petition for any grant of public money, or for compounding any debts due to the Crown, or for the remission of duties payable by any person, unless it be recommended by the Crown.

Petitions  
against taxes.

243. Petitions against any Bill imposing a tax or duty for the current service of the year can be received.

244. It shall be incumbent on every Member presenting a petition—

Members to  
peruse and  
sign petition.

- (a) to acquaint himself with the contents thereof, and to ascertain that it does not contain language disrespectful to the House ;
- (b) to take care that the same is in conformity with the rules and orders of the House ; and
- (c) to affix his name at the beginning thereof.

*House Procedures.*

Time for  
presentation.

245. No petition shall be presented during any debate, nor after the House shall have proceeded to the Notices of Motion or Orders of the Day, unless such petition refers to the question before the Chair, in which case it may be received immediately upon the reading of the Order of the Day or Notice of Motion.

*House Procedures—(continued).*

246. Petitions can only be presented to the House by a Member.

Petitions presented by Members.

247. A Member cannot present a petition from himself.

Petitions from Members.

248. (a) Every petition not containing matter in breach of the privileges of the House, and which according to the rules or usual practice of the House can be received, shall be brought to the Table by the direction of Mr. Speaker.

Petition to be tabled.

(b) The Member presenting a petition, not being a petition for a private Bill or relating to a private Bill before the House, shall confine himself to a statement of the parties from whom it comes, of the number of signatures attached to it, of the material allegations contained in it, and to the reading of the prayer thereof.

Members confined to statement of certain facts.

(c) The only questions which shall be entertained by the House on the presentation of any petition shall be "That the petition do lie on the Table", and/or "That it be taken into consideration" (on a future day to be then named), which questions shall be decided without amendment or debate.

Questions entertained on presentation.

(d) In the case of any petition complaining of some present personal grievance for which there may be an urgent necessity for providing an immediate remedy, the matter contained in such petition may be brought into discussion on the presentation thereof.

Petition complaining of personal grievance.

## CHAPTER 16.

## ACCOUNTS, PAPERS AND PRINTING.

249. Accounts and papers may be ordered to be laid before the House.

Accounts, &c., ordered.

250. When the Royal prerogative is concerned in any account or paper, an address shall be presented, praying that the same may be laid before the House.

Addresses for papers.

*Accounts, Papers and Printing*—(continued).

Papers  
presented  
pursuant  
to statute  
or by  
command.

251. Other papers may be presented pursuant to statute, or by command of His Excellency the Governor.

Papers  
presented by  
Members.

252. When any account or paper shall be presented by a Member, he shall bring it up from the Bar, on being directed by Mr. Speaker, and deliver it to the Clerk.

Papers  
deposited with  
the Clerk of  
the House.

253. Accounts and other papers which shall be required to be laid before the House by any Act of Parliament, or by any order of the House, may be deposited in the office of the Clerk, and the same will be laid on the Table, and a list of such accounts and papers read by the Clerk.

Accounts and  
papers ordered  
to lie on the  
Table.

254. Every account and paper not presented pursuant to any Act of the Legislature shall be ordered to lie upon the Table.

Ordered to be  
printed.

255. Accounts and papers may be ordered to be printed whenever it is expedient.

## LEGISLATIVE ASSEMBLY

### RULES OF PRACTICE RELATING TO PUBLIC BUSINESS

#### CHAPTER 1.

#### OPENING OF PARLIAMENT, ELECTION OF SPEAKER, OPENING A NEW SESSION AND INTRODUCTION OF NEW MEMBERS.

##### *Proceedings for Opening Parliament following General Election.*

1. On the first day of the meeting of a new Parliament for the dispatch of business pursuant to the Governor's proclamation, Members being assembled at the time and place appointed, the Clerk of the Assembly will read the proclamation.

2. The Members will await a message from the Commissioners appointed by the Governor for opening the Parliament.

3. On receiving message from the Governor's Commissioners for opening the Parliament, the Members of the Assembly will proceed to the Council Chamber to hear the Commission read.

4. The Assembly being returned into their own House, a Commissioner appointed by the Governor for swearing Members will be introduced, and the Commission read by the Clerk.

5. The writs for general election, having been previously delivered to the Clerk of Assembly will, with the returns indorsed thereon, then be read by the Clerk.

6. Members will then be sworn as prescribed by "The Constitution Act."

*Election of Speaker.*

7. The Member on being called to the Chair in his place expresses his sense of the honour proposed to be conferred upon him, and submits himself to the House.

8. Having been conducted to the Chair, the Member elected returns his acknowledgments to the House for the honour conferred upon him, and thereupon sits down in the Chair ; and then the Mace, which before lay under the Table, shall be laid upon the Table.

*Proceedings for Opening a New Session.*

9. On the receipt of a message to attend the Governor in the Council Chamber the Speaker with the House will proceed to the Council Chamber.

10. Mr. Speaker and the House, on returning from the Council Chamber, pass through the House, and the House may then adjourn during pleasure.

11. Before the Governor's speech is reported to the House by Mr. Speaker some Bill is read a first time *pro forma*.

12. Mr. Speaker will then report that the House had this day attended the Governor in the Council Chamber, and that His Excellency was pleased to make a speech to both Houses of Parliament, of which speech Mr. Speaker said he had, for greater accuracy, obtained a copy, which he will then read to the House.

13. The speech having been read, a motion for an address to His Excellency the Governor shall be made and seconded.

*Introduction of New Members.*

14. A member returned after a general election shall be introduced to the Table between two Members.

15. Members seated on petition need not be introduced.

CHAPTER 2.

SITTINGS AND ADJOURNMENT OF THE HOUSE.

16. When the attendance of the House in the Council has been desired, the House on its return will proceed with business, although less than a quorum be present, until notice be taken thereof.

CHAPTER 3.

ATTENDANCE AND PLACES OF MEMBERS.

17. Members not attending in their places on the same day\* are usually ordered to attend on a future day ; when, unless they attend, or a reasonable excuse be offered for their absence, they will be dealt with for their default as the House may think fit.

18. The front bench on the right hand of the Chair shall be reserved for Members holding office under the Crown, and the front bench on the left hand of the Chair is ordinarily occupied by Members who have held office under the Crown.

CHAPTER 4.

NOTICES, ORDERS OF THE DAY, MOTIONS AND QUESTIONS.

19. A Member may not give two notices of motions consecutively, unless no other Member has any notice to submit.

20. A member may give notice for any other Member not then present by putting the name of such Member on the notice of motion.

21. Precedence is ordinarily given by courtesy to a motion for a vote of thanks of the House.

\*Rule 17 should be read in conjunction with Standing Orders Nos. 37 to 41 relating to Call of the House.

## CHAPTER 5.

## DEBATE.

22. By the special indulgence of the House, a Member unable conveniently to stand, by reason of sickness or infirmity, will be permitted to speak sitting and uncovered.

## CHAPTER 6.

## COMMITTEE OF THE WHOLE.

23. A motion that the Chairman do now leave the Chair will, if carried, supersede the proceedings of a Committee.

24. It is an instruction to all Committees of the whole House to whom Bills may be committed, that they have power to make such amendments therein as they shall think fit, provided they be relevant to the subject-matter of the Bill ; but if any such amendments shall not be within the title of the Bill, they shall amend the title accordingly, and report the same specially to the House.

25. An instruction should be moved after the Order of the Day for going into Committee has been read, and not as an amendment to the question that Mr. Speaker do now leave the Chair.

## CHAPTER 7.

## SELECT COMMITTEES.

26. If any Member of the House refuse, upon being sent for, to come, or to give evidence or information as a witness to a Committee, the Committee ought to acquaint the House therewith, and not summon such Member to attend the Committee.

27. If any information come before any Committee that charges any Member of the House, the Committee ought only to direct that the House be acquainted with the matter of such information, without proceeding further thereupon.

CHAPTER 8.

WITNESSES.

28. When a witness is examined by the House, or a Committee of the whole House, the Bar is kept down.

29. Judges are introduced by the Serjeant, and have chairs placed for them within the Bar.

30. In Committee of the whole House any Member may put questions to the witness.

CHAPTER 9.

ADDRESSES.

31. The address-in-reply to the Governor's speech shall be ordered to be presented to the Governor, at Government House, by the Assembly.

32. When an address is ordered to be presented by the whole House, Mr. Speaker, with the House, shall proceed to Government House, and being admitted to the Governor's presence, Mr. Speaker shall read the address to the Governor, the Members who moved and seconded such address being on his left hand.

33. All addresses to the Governor in which the Council shall join the Assembly shall be presented by Mr. Speaker, and such Members as may be named by the Assembly, together with those appointed by the Council.

34. When a joint address shall be ordered to be presented to the Governor by both Houses, the President and Members of the Council, and Mr. Speaker, with this House, proceed to the Government House, and being admitted to the Governor's presence, the President of the Council (with Mr. Speaker on his left hand) shall read the address to the Governor.

35. The Governor's answer to any address presented by the whole House shall be reported by Mr. Speaker.

*Addresses—(continued).*

36. The Governor's answer to any address presented otherwise than by the whole House shall be reported to the House by the person presenting the address.

# JOINT STANDING ORDERS

OF THE

LEGISLATIVE COUNCIL AND LEGISLATIVE ASSEMBLY

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APPROVED 2ND MARCH, 1893.

1. All communications between the Legislative Council and the Legislative Assembly shall be by message.

Communi-  
cations to  
be by  
message.

2. Messages from one House to the other shall be in writing, or partly in writing and partly in print, and shall be communicated by an officer of the Legislative Council or of the Legislative Assembly, as the case may be, unless the House transmitting the message shall otherwise direct.

To be trans-  
mitted by  
an officer  
of either  
House  
unless  
otherwise  
ordered.

3. Members carrying any message from either House to the other shall be announced at once, unless any Member shall be addressing the House, or unless the President or Speaker, as the case may be, shall be ascertaining the sense of the House upon any question, in which case the bearer of the message shall not be announced until the Member shall have concluded his speech, or until the sense of the House shall have been declared by the President or Speaker, as the case may be ; and the bearer of the message shall be introduced by the Usher or the Serjeant-at-Arms, and shall deliver the message to the President or Speaker.

Members  
carrying  
message,  
how  
announced.

4. Messages carried by an officer of either House shall be delivered to the Serjeant-at-Arms or the Usher, as the case may be.

Messages  
carried by  
officer, how  
delivered.

5. Bills, Votes, and Resolutions of either House, to which the consent of the other House shall be desired, shall be communicated to such other House by message ; and, in the first instance, without any reason being assigned for the passing of such Bills, Votes, or Resolutions.

Consent  
desired to  
Bills, Votes,  
and  
Resolutions,  
how  
communicated.

Same course  
when  
returned.

6. Bills, Votes, and Resolutions of either House, to which the consent of the other House shall have been desired shall, if returned from such other House, be sent by message ; and, in the first instance, without any reason being assigned for passing, declining to assent to, or amending, as the case may be, such Bills, Votes, or Resolutions.

Amendments  
insisted upon  
and  
communications  
desired,  
reasons to be  
stated in  
message.

7. When either House shall not agree to any amendment made by the other House in any Bill, Vote, or other Resolution with which its concurrence shall have been desired, or when either House shall insist upon any amendment previously proposed by such House, and any communication shall be desired, then the communication shall be by message, and the House transmitting such message shall at the same time transmit reasons in writing, or partly in writing and partly in print, for not agreeing to the amendment proposed by the other House, or for insisting upon any amendment previously proposed by the House sending such message.

(APPROVED 30TH NOVEMBER, 1904.)

Responsible  
Minister  
sitting in  
House of  
which not  
a Member  
subject to  
Standing  
Orders of that  
House.

7A. Any responsible Minister of the Crown who, under the provisions of section 9 of *The Constitution Act 1903\**, may sit in the House of Parliament of which he is not a Member shall while doing so be subject to the Standing Orders of that House and to the law and practice of Parliament which is applicable to it.

(APPROVED 2ND MARCH, 1893.)

Joint  
Committees.

8. The number of Members of each House appointed to serve on any Joint Committee shall be equal, and the Chairman thereof shall have a vote, but not a casting vote.

Number of  
Members on  
Joint  
Committees,  
Library,  
Refreshment  
Rooms, and  
Parliament  
Buildings.

9. At the commencement of each Session there shall be appointed by each House a Committee of five Members respectively to constitute a Joint Committee to manage the Library ; another Committee of five Members of each House

\*See Act No. 8734, s. 52 for current provision.

respectively to constitute a Joint Committee for the management of the Refreshment Rooms\* ; another Committee of five Members of each House respectively to constitute a Joint Committee for the management and superintendence of the Parliament Buildings\* ; and three Members shall form a quorum of each of the said Committees. No quorum of any Joint Committee shall consist exclusively of Members of the Legislative Council or of Members of the Legislative Assembly.

Quorum.

10. Every proposal for a Joint Committee not provided for in these Orders shall be by message, which message shall state the object of such Committee, and the number of Members to serve thereon, and the number of Members to form a quorum thereof ; and the House whose concurrence shall be desired shall name the time and place of meeting.

Proposal for Joint Committees to state object and number.

Time and place of meeting.

11. Every Bill shall be printed fair immediately after it shall have been passed in the House in which it originated ; and the Clerk of the House in which the Bill shall have passed shall certify the passing thereof on such fair print together with the day upon which the Bill did pass.

Bills to be fair printed and certified.

12. If any amendment shall be made by the House to which the Bill shall be sent, a copy of such amendment shall be attached to the Bill, and reference shall be made to the clause and line of the Bill, where the words are to be inserted or omitted, as the case may be, and such amendment shall be certified by the Clerk of the House in which it shall have passed.

Amendments to be attached to the Bill and certified by the Clerk

13. [Repealed 15th June, 1915.]

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\*The Refreshment Rooms and Parliament Buildings Joint Committees have been superseded by the House Committee constituted under Act No. 7727.

When Bill passed, three copies on special paper to be printed and authenticated by the Clerk of Parliaments.

(APPROVED 15TH JUNE, 1915.)

13A. When a Bill shall have passed both Houses it shall be printed by the Government Printer, who shall furnish three copies thereof on special paper to the Clerk of the Parliaments, who shall duly authenticate such copies.

Clerk of Parliaments to present all Bills, except the Appropriation Bill, to the Governor.

(APPROVED 2ND MARCH, 1893.)

14. The said three copies of all Bills, except the Appropriation Bill, shall be presented to the Governor for Her Majesty's assent by the Clerk of the Parliaments.

15. [Repealed 15th June, 1915.]

(APPROVED 15TH JUNE, 1915.)

Procedure on Bills returned by Governor with amendments.

15A. In case of amendments to Bills made upon a message from the Governor, pursuant to section 36 of *The Constitution Act\**, after such Bills shall have passed both Houses, the Clerk of the Parliaments shall indorse the same on the original Bill and shall order three copies of the Bill on special paper as amended, and shall authenticate the same before they are presented for His Majesty's assent.

16. [Repealed 15th June, 1915.]

Disposal of original Bills.

16A. When the Governor shall have assented in the name of His Majesty to any Bill, one of the three copies printed on special paper shall be deposited by the Clerk of the Parliaments with the Registrar of the Supreme Court, another shall be delivered to the Private Secretary of His Excellency the Governor, for transmission to His Majesty's Principal Secretary of State for the Colonies, and the third shall be retained in the Record Office of the Parliament House.

(APPROVED 2ND MARCH, 1893.)

Title of Bill to set forth general object.

17. The title of every Bill shall succinctly set forth the general object thereof.

\*See Act 8734, s. 14 for current provision.

18. Every Act of the Legislature, commencing No. 1, from the 1st January, 1857, shall be numbered in regular arithmetical series, in the order in which the same shall be assented to by the Governor.

Numbering of Acts assented to.

19. Any Act which shall, as a Bill, have been passed by both Houses of Parliament, but reserved by the Governor for the signification of Her Majesty's pleasure, and shall afterwards receive the Royal Assent, shall be numbered with the number next in arithmetical progression to the number already given to the last Act assented to by the Governor.

Numbering of Acts reserved but subsequently receiving Royal Assent.

20. The Clerk of the Parliaments shall be empowered to correct literal typographical errors in Bills that have passed both Houses.

Clerk of Parliaments to correct typographical errors.

21. Upon the discovery of any clerical error in any Bill which shall have passed both Houses, and before the same be presented to the Governor for the Royal Assent, the Clerk of the Parliaments shall report the same to the House in which the Bill originated, which House may deal with the same as with other amendments.

Clerk of Parliaments to report clerical errors.

22. In case of unavoidable absence or illness of the Clerk of the Parliaments, his duties shall be performed by the Clerk-Assistant of the Legislative Council.

Clerk-Assistant to perform duties in absence of Clerk of Parliaments.

## STANDING ORDERS—COMPARATIVE TABLE

S.O.s as numbered in 1973 Volume.	Location in this Volume.	S.O.s as numbered in 1973 Volume.	Location in this Volume.
1A	4, 5, 6, 7, 8 and 9	46	61
4	14	47	62
4AA	16	48	62
4A	12 and 13	49	63
4A1	11 and 15	50	65
4A2	17	51	66
4B	Omitted.	52	67
		53	68
5	18	54	69
6	19	55	87
7	22	56	174
8	24	57	175
8A	25	58	64
8B	26 and 27	59	64
9	20	60	71
10	21	61	58
11	23	62	72
12	28	62A	73
12A	29	63	74
13	30	64	80
14	31	65	81
15	35	66	79
16	35	67	77
17	35	68	78
18	Omitted.	69	75
		70	76
19	36	71	83
20	37	72	83
21	38	73	84
22	39	74	183
23	39	75	88
24	40	76	89
25	41	77	90
26	41	78	85
27	42	78A	99 and 108
28	43	78B	109
29	44	78C	70
30	45	78D	91
31	46	78E	104
32	54	78F	105
33	55	79	121 and 124
34	56	79A	125
35	57	79B	122
36	47	79C	123
37	48	79D	124
38	50	80	126
39	51	81	127
40	48	82	92
41	49	83	102 and 103
42	52	84	102
43	53	85	103
44	60	85A	101
45	61	85B	100 and 193

STANDING ORDERS—COMPARATIVE TABLE *continued.*

S.O.s as numbered in 1973 Volume.	Location in this Volume.	S.O.s as numbered in 1973 Volume.	Location in this Volume.
86	86	136	106
87	93	137	196
88	94	138	21
89	94	139	21
90	96	140	193
91	95	141	Omitted.
92	97	142	193
93	98	143	194
94	108	144	150
95	110	145	32
96	110	146	195
97	111	147	197
98	112	148	198
99	113	149	199
100	114	150	200
101	116	151	218
101 <sup>A</sup>	117	152	206
102	115	153	212
103	106	154	213
104	107	155	207
105	118	156	201
106	119	157	202
107	120	158	209
108	182	159	210
109	182	160	211
110	29	161	214
111	177	162	203
112	178	163	219
113	179	164	204
114	180	165	208
115	181	166	205
116	33	167	215
117	184	168	216
118	185	169	217
119	186	169 <sup>A</sup>	220
120	176	170	137
121	2	171	225
122	2	172	228
123	187	173	226
124	10	174	226
124 <sup>A</sup>	10	175	227
125	20	176	222
126	188	177	223
127	189	178	224
128	Omitted.	179	229
		180	231
129	190	181	232
130	186	182	233
131	191	183	230
132	192	184	230
133	82	185	230
134	102	186	222
135	106	187	236

STANDING ORDERS—COMPARATIVE TABLE *continued.*

S.O.s as numbered in 1973 Volume.	Location in this Volume.	S.O.s. as numbered in 1973 Volume.	Location in this Volume.
188	237	238	141
189	237	239	144
190	236	240	143
191	236	241	Omitted.
192	Omitted.	242	142
193	235	243	145
194	234	244	146
195	245	245	147
196	238	246	148 and 149
197	238	247	149
198	238	248	151
199	238	249	Omitted.
200	238		
201	238	250	152
202	238	251	153
203	239	252	154
204	239	253	155
205	242	254	156
206	240	256	157
207	241	257	164
208	244	258	165
209	244	259	158
210	244	259A	159
211	238	260	160
212	246	261	161
213	247	262	162
213A	248	263	163
214	Omitted.	264	34
		264A	166
215	248	264B	168
216	Omitted.	264C	167
217	243	265	249
218	128	266	250
219	128	267	251
220	128	268	221
221	128	269	252
225	129	270	253
226	130	271	254
227	130	272	255
228	131	273	173
229	132	273D	169
230	133	273E	170
231	134	273F	171
232	135	273G	59
233	136	285	3
234	139	286	Omitted.
234A	138		
235	Omitted.	287	Omitted.
236	137	287A	172
237	140	290	Omitted.
237A	141		

*Footnote :*

For explanation of omissions see Report of Standing Orders Committee (No. D6/1974-75).

**STANDING ORDERS**  
**TABLE SHOWING ORIGIN AND HISTORY**

S.O. number in this Volume.	S.O. number in 1973 Volume from which derived.	Date at which each S.O. in 1973 Volume was approved.
1	—	31/7/1857. (Previously Rules 24, 25, 32, 35)
2	121, 122	} 28/7/1857
3	285	
4	1A	} 23/7/1934
5	1A	
6	1A	
7	1A	
8	1A	
9	1A	} 28/7/1857 ; 23/7/1934
10	124, 124A	
11	4A1	21/11/1922
12	4A	} 24/6/1889
13	4A	
14	4	28/7/1857
15	4A1	21/11/1922
16	4AA	15/9/1903
17	4A2	23/7/1934
18	5	} 28/7/1857
19	6	
20	9, 125	} 28/7/1857
21	10, 138, 139	
22	7	} 10/7/1882 ; 24/6/1889
23	11	
24	8	} 24/6/1889
25	8A, 8B	
26	8A, 8B	28/7/1857
27	8B	24/6/1889
28	12	28/7/1857
29	12A, 110	24/6/1889 ; 28/7/1857
30	13	} 28/7/1857
31	14	
32	145	
33	116	
34	264	
35	15, 16, 17	
36	19	
37	20	
38	21	
39	22, 23	
40	24	} 7/3/1860 ; 28/7/1857
41	25, 26	
42	27	} 28/7/1857
43	28	
44	29	
45	30	
46	31	
47	36	} 28/7/1857
48	37, 40	
49	41	} 28/7/1857
50	38	
51	39	

STANDING ORDERS  
TABLE SHOWING ORIGIN AND HISTORY. (cont.)

S.O. number in this Volume.	S.O. number in 1973 Volume from which derived.	Date at which each S.O. in 1973 Volume was approved.
52	42	} 28/7/1857
53	43	
54	32	
55	33	
56	34	
57	35	
58	61	} 12/9/1973
59	273G	
60	44	
61	45, 46	} 28/7/1857
62	47, 48	
63	49	
64	58, 59	} 28/7/1857
65	50	
66	51	} 15/9/1911
67	52	
68	53	
69	54	
70	78C	
71	60	
72	62	} 28/7/1857
73	62A	} 24/6/1889
74	63	} 28/7/1857
75	69	
76	70	
77	67	
78	68	
79	66	
80	64	
81	65	
82	133	
83	71, 72	
84	73	
85	78	
86	86	
87	55	
88	75	
89	76	
90	77	
91	78D	} 15/9/1911
92	82	} 28/7/1857
93	87	
94	88, 89	} 29/4/1969
95	91	
96	90	} 28/7/1857
97	92	
98	93	} 24/6/1889
99	78A	
100	85B	} 10/7/1882
101	85A	
102	83, 84, 134	} 28/7/1857 (S.O. 83 amended
103	83, 85	

STANDING ORDERS  
TABLE SHOWING ORIGIN AND HISTORY. (cont.)

S.O. number in this Volume.	S.O. number in 1973 Volume from which derived.	Date at which each S.O. in 1973 Volume was approved.	
104	78E	9/10/1916 (Amended 12/9/1973)	
105	78F	1/9/1926	
106	103, 135, 136	} 28/7/1857	
107			104
108	78A, 94	24/6/1889 ; 28/7/1857	
109	78B	24/6/1889	
110	95, 96	} 28/7/1857	
111	97		
112	98		
113	99		
114	100		
115	102		
116	101		
117	101A		24/6/1889
118	105		} 28/7/1857
119	106		
120	107	} 29/4/1969	
121	79		
122	79B	} 28/7/1857 ; 29/4/1969	
123	79C		
124	79, 79D	29/4/1969	
125	79A	} 28/7/1857	
126	80		
127	81		
128	218, 219, 220, 221		
129	225		
130	226, 227		
131	228		} 28/7/1857 (Amended 12/9/1973)
132	229		
133	230o		} 28/7/1857
134	231		
135	232		
136	233		
137	170, 236	} 24/6/1889	
138	234A		
139	234	} 28/7/1857	
140	237		
141	237A, 238	24/6/1889 ; 28/7/1857	
142	242	} 28/7/1857	
143	240		
144	239		
145	243		
146	244		
147	245		
148	246		
149	246, 247		
150	144		
151	248		
152	250		
153	251		
154	252		

STANDING ORDERS  
TABLE SHOWING ORIGIN AND HISTORY. (cont.)

S.O. number in this Volume.	S.O. number in 1973 Volume from which derived.	Date at which each S.O. in 1973 Volume was approved.
155	253	} 28/7/1857
156	254	
157	256	
158	259	
159	259A	} 24/6/1889
160	260	} 28/7/1857
161	261	
162	262	
163	263	
164	257	
165	258	
166	264A	} 24/6/1889
167	264C	} 27/2/1896
168	264B	} 17/12/1885
169	273D	} 12/9/1973
170	273E	
171	273F	
172	287A	
		} 19/8/1902 (Amended 12/9/1973)
173	273	} 28/7/1857
174	56	
175	57	
176	120	
177	111	
178	112	
179	113	
180	114	
181	115	
182	108, 109	
183	74	
184	117	
185	118	
186	119, 130	
187	123	
188	126	
189	127	
190	129	
191	131	
192	132	
193	85B, 140, 142	} 24/6/1889 ; 28/7/1857
194	143	} 28/7/1857
195	146	
196	137	
197	147	
198	148	
199	149	
200	150	
201	156	
202	157	
203	162	
204	164	
205	166	
206	152	

STANDING ORDERS  
TABLE SHOWING ORIGIN AND HISTORY. (cont.)

S.O. number in this Volume.	S.O. number in 1973 Volume from which derived.	Date at which each S.O. in 1973 Volume was approved.
207	155	} 28/7/1857
208	165	
209	158	
210	159	
211	160	
212	153	
213	154	
214	161	
215	167	
216	168	
217	169	
218	151	
219	163	
220	169A	
221	268	} 29/1/1895
222	175, 186	
223	177	
224	178	
225	171	
226	173, 174	
227	175	
228	172	
229	179	
230	183, 184, 185	
231	180	
232	181	
233	182	
234	194	
235	193	
236	187, 190, 191	} 28/7/1857
237	188, 189	
238	196, 197, 198, 199	
239	200, 201, 202, 211	
240	203, 204	
241	206	
242	207	
243	205	
244	217	
245	208, 209, 210	
246	195	
247	212	
248	213	
249	213A, 215	
250	265	} 24/6/1889 ; 28/7/1857
251	266	
252	267	} 28/7/1857
253	269	
254	270	
255	271	
	272	

## RULES OF PRACTICE COMPARATIVE TABLE.

Rule No.	Rule No. in 1973 Volume.	Rule No.	Rule No. in 1973 Volume.
1	1	19	26
2	2	20	27
3	3	21	28
4	4	22	29
5	5	23	31
6	6	24	33
7	7	25	34
8	8	26	36
9	11	27	37
10	12	28	38
11	13	29	39
12	14	30	40
13	15	31	18
14	9	32	41
15	10	33	42
16	21	34	43
17	22	35	44
18	23	36	45

*Footnotes :*

(1) The Rules contained in the previous (1973) Volume were all adopted by the House on 31st July, 1857.

(2) On 7th May, 1975 the House rescinded the Rules previously numbered 16, 17, 19, 20, 24, 25, 30, 32 and 35 for reasons which are explained in the Report of the Standing Orders Committee (No. D6/1974-75). This volume contains all the remaining operative Rules, re-numbered as above.

# INDEX

(NOTE.—Numbers indicated without prefix are references to Assembly Standing Order numbers. The prefix “R” refers to Rule of Practice numbers. The prefix “J.S.O.” refers to Joint Standing Order numbers).

## Absence—

Chairman of Committees, 15, 17  
Members, 35, 36, 37, 41  
Speaker, 13, 14, 16, 17  
Speaker and Chairman of Committees, 17

## Acts of Parliament—

Assent, J.S.O.s 14, 15A, 16A, 18, 19  
motion for reading, 68  
reflections upon, 97

## Addresses—

concurrence signified by Message, 234  
Governor's reply to be reported, R.35, R.36  
Governor's Speech, in reply to—  
business before adopted, R.11  
debate on, 104  
definition, 1  
motion for, R.13  
presentation, R.31, R.32  
Joint, R.33, R.34  
papers or documents, 250  
presentation, 235; R.32-R.34

## Adjournment—

debate, of, 100, 101  
House, of, 17, 18, 19, 21, 24-27, 65, 100

## Affirmation by Members.

See “Members—sworn in”

## Allotment of Time—

105  
And see “Closure”

## Amendments—

amendments to, 76  
appropriation and taxing bills, 170, 171  
certification of, J.S.O. 12  
charge, increasing, 171  
committee, in, R.24  
consideration by House of Committee amendments, 149, 150  
debate, scope of, 73  
form of, 72  
Governor, by, J.S.O. 15A  
inadmissible, 74, 77, 78, 135, 137  
infringing financial initiative of Crown, 170, 171  
instruction for, R.24  
kinds of, 72, 134  
long title, R.24  
money bills, 170, 171, 173  
new clauses, 145, 151  
order of moving, 77, 78, 82  
questions from Chair, upon, 79, 80-83  
relevancy of, 135  
resolutions, 195  
second reading, 134  
seconding of, 74  
taxing bills, 171, 173  
third reading, 154, 156  
withdrawal of, 75  
words already agreed, 78

## Appropriation bills—

132, 169, 170, 172; J.S.O. 14  
And see “Debate”

## Arrest—

Members, 120  
strangers, 28, 120

**Assent.**

See "Acts of Parliament"

**Attendance of Members—**

calls of House, 37-41

daily, 35

And see "Select Committees" and "Witnesses"

**Ballot—**

Chairman of Committees, election of, 10

members of select committees, 199, 200

Speaker, election of, 4-9

**Bar of the House—**

persons in custody, 230

witnesses at, R.28, R.29

witnesses summoned, 225

**Bells rung—**

6, 23, 177

**Bills—**

absolute majority, 34

advanced through stages, 164, 167

allotment of time, 105

amendments—

appropriation, 170

certification of, J.S.O. 12

committee. See "Bills-Committee stage"

Council, made by, 160, 161

Governor, proposed by, 162, 163; J.S.O.15A

relevancy, 135, 144

second reading, 134, 135

taxation, 171

third reading, 155, 156

appropriation, 132, 169, 170, 172; J.S.O. 14

And see "Debate"

appropriation, message for, 170

assent, J.S.O.s 14, 15A, 16A, 19

brought from Legislative Council, 131, 158, 159, 173

certification of, 153; J.S.O.s 11, 12, 13A, 15A

charge, imposition of, 169-171

clauses, 141-145, 151, 156

Clerk's certificate, 34, 167

committal, 136-139

committee stage—

amendments—

admissible, 77, 144; R.24

appropriations, 170

clauses, new, 151

inadmissible, 77, 78, 170

question on, 79, 80-82

relevancy of, 144

tax proposals, 169, 171, 173

title, 144; R.24

clauses, 141-145

considered together, 140

instructions, 1, 137, 144;

R.24, R.25

new clauses, 145, 151, 156

order of consideration, 140, 141

preamble, 141, 145

progress reported, 139

question on clauses, 143

report to House, 146-150

schedules, 145

temporary laws, 165

title and preamble, 144, 145

corrections to, 166; J.S.O.s 20, 21

Council amendments, 160, 161; J.S.O.s 6, 7, 12

Council, originating in, 131, 158; J.S.O.s 5, 11

errors, clerical. See "corrections" financial, 169-173

first reading, 130, 131

guillotine, 105

identical, 167

initiation, 128, 129

instructions, 105, 128, 137, 145; R.24, R.25

intervals between stages, 48, 132, 149, 150, 157, 161, 162, 164

laid aside, 160

lapsed, restoration of, 167

leave to bring in, 128

Message recommending appropriation, 170

money, 169-173

money clauses, amendments to, 170, 171, 173

new clauses. See "committee stage" and "third reading"

notice of, 48

petitions against, 243

postponed clauses, 142

preamble, 141, 145

presentation of, 130

**Bills—continued**

- printing, 131; J.S.O.s 11, 13A
- private—how dealt with, 168
- privileges of House, *re*, 173
- “Privilege Bill”, R.11
- questions from Chair, 83, 133, 138, 155, 158
- reasoned amendment, 135, 155
- recommittal, 152, 154
- relevancy of discussion, 85, 99, 100
- report—
  - proceedings upon when Bill amended, 146-149
  - proceedings upon when Bill unamended, 149
- returned to Council, 158, 159; J.S.O. 6
- Royal Assent. *See* “Bills—Assent”
- schedules, 145
- second reading—
  - amendments to, 134, 135
  - fixed for future day, 132
  - moving of, 133
- select committee on, 136, 146, 152
- stages, intervals between, 48, 132, 149, 150, 157, 161, 162, 164
- supply, 132, 169, 170
- taxation, 169, 243
- temporary laws, 165
- third reading—
  - adjournment, 157
  - amendments after, 156
  - amendments to, 155
  - certification of Bill prior to, 153
  - new clauses after, 156
  - order for discharging, 154
  - question for, 155
  - time for moving, 149, 155
  - time limits, 105
  - title, 144, 145; R.24; J.S.O. 17
  - transmission to Council, 158, 159; J.S.O. 5
  - urgent, 105, 164
  - withdrawn, 129

**Budget debate.**

*See* “Appropriation”

**Business—**

- Address-in-Reply to Governor's Speech, before, R.11
- arrangement of items of, 22, 54-57, 59, 61
- conduct of, general rule, 3

definition of, 1

formal, before—

Address-in-Reply adopted, R.11  
Governor's Speech reported, R.11

government—

- order of, 56, 57
- precedence to, 54
- interpretation of, 1
- interruption to, 105, 119
- obstruction of, 117, 119
- order of, 22, 54-57, 59, 61
- precedence or priority to—
  - business interrupted by absence of quorum, 22
  - grievance debate, 59
  - notices of motion, 54; R.19
  - orders of the day, 55-57, 59
  - point of order, 68
  - privilege matter, 61, 68
  - vote of thanks, R.21
- suspended, 9, 236
- time limits, 26, 59
- And see* “Guillotine”

**Call of the House.**

*See* “Members”

**Casting vote—**

Chairman of Committees, 186  
chairman of select committee, 214  
Speaker, 186

**“Chair”, interpretation of,**

1

**Chairman of Committees—**

absence of, 15, 17  
absence of Speaker, 14  
appointment, 10  
bills certified by, 153  
casting vote, 186  
Chair in committee—
 

- left by, 12, 106, 117, 148
- taken or resumed by, 189

 closure motion, duties *re*, 70, 91  
Deputy Chairman, 1, 11, 16  
Deputy Speaker, 1, 13-15  
divisions, duties in. *See* “Speaker”  
“do now leave Chair”, motion, 193; R.23

### Chairman of Committees— continued

- election, 10
- Member—
  - names, 117
  - orders to discontinue speech, 109
- order, maintains, 106
- question put by, 87
- quorum, want of, action by, 21
- reports to House, 106, 110, 117, 147-149, 188, 193
- select committees, membership of, 197
- strangers, withdrawal of, 29
- suspends proceedings, 117
- temporary chairmen, 12

### Chairman of committees, deputy, 1, 11, 16

### Chairman of select committee.

*See* "Committees—Select"

### Chamber—

- Members—
  - movements in, 43, 44
  - places in, 42, 45, 46
  - to remain in, 178
- strangers in, 28, 29
- And see* "Galleries"

### Charges upon the people,

169

### Clerk of the House—

- chairs House, 7-9, 17
- definition of, 1
- duties in regard to—
  - attendance of Members, 39, 41
  - ballots, 6, 8
  - bills, 34, 166, 167; J.S.O.s 11, 12
  - constitutional amendments, 34
  - divisions, 33, 177
  - election of Speaker and Acting Speaker, 4-9, 17
  - orders of the day, 55
  - papers, 252, 253
  - proclamations, R.1
  - questions on notice, 122
  - replies to questions, 123
  - Speaker, absence of, 14, 16, 17
  - Votes and Proceedings, 31

- duties in regard to (continued)—
  - witnesses, summoning of, 225
  - writs, R.5
  - words objected to, 110

### Clerk of the Parliaments, duties, J.S.O.s 13A, 14, 15A, 16A, 20-22

### Clerk-Assistant,

1, 31

### Clerks at the table, duties,

17, 31, 55, 123

*And see* "Clerk of the House"

### Closure—

- interruption of debate, 70
- question, of, 70
- Member, of, 91
- not applicable when time allotted, 105

### Committal of bills.

*See* "Bills"

### Committee of Public Accounts.

*See* "Public Accounts Committee"

### Committees.

*See* "Committees, joint", "Committee of the whole House", "Committees, select", "House Committee", "Library Committee", "Printing Committee", "Public Accounts Committee"

### Committees, joint—

- appointment, J.S.O.s 8-10
- chairman, voting rights, J.S.O. 8
- meeting, first, J.S.O. 10
- members—
  - appointment, J.S.O. 8
  - number of, J.S.O.s 8, 10
  - quorum, J.S.O.s 9, 10

### Committee of the whole House—

- appointment, 187
- Bills, consideration of, by. *See* "Bills"
- business—
  - conduct of, 3, 115
  - interrupted, Speaker resumes Chair, 106
  - recommitted, 152, 154, 195

**Committee of the whole House—**  
continued

- casting vote, 186
- Chair taken by Chairman, 189
- Chairman. *See* "Chairman of Committees"
- debate, general rules. *See* "Debate"
- definition of, 1
- disorder in, 106
- divisions in, 32, 176
- House resolves itself into, 139
- instructions to, 1, 137, 145; R.24, R.35
- matters considered by, 190
- motions—
  - "Chairman leave Chair", 193; R.23
  - "previous question", 192
  - progress, to report, 193
  - seconding not required, 191
- order in, 115
- proceedings superseded, R.23
- progress, report of, 188, 193
- quorum, 20, 21
- report of matters considered, 144, 146, 193, 194
- resolutions of, 195
- recommittal to, 152, 195
- scope of consideration, 190
- Speaker resumes Chair, 106, 196
- votes of Chairman, 186
- witnesses before. *See* "Witnesses"

**Committees, select—**

- adjournment, 203, 207
- appointment, 197-201
- bills, on. *See* "Bills"
- bills referred to, 136
- chairman, 206, 214-217, 223, 226
- Chairman of Committees on, 197
- clerk of committee, 207, 213
- divisions, 213
- documents, premature publication of, 208
- evidence—
  - by officers, concerning, 233
  - premature publication, 208
  - protection of witnesses, 232
  - report of, 205, 208
  - taking of, 208-210, 212, 230
- instructions to, 137
- meetings and sittings, 203, 204, 219

**Members—**

- appointment, 197-201
- attendance of, 213
- charge against, R.27
- discharge of, 201
- names—
  - published, 218
  - recorded, 213
  - personal pecuniary interest, 2
  - presence of, 210, 213, 223, 224
- minutes, 205, 213
- papers, 202
- power to send for persons, papers, &c., 202
- printing committee, 221
- proceedings—
  - null and void, 219
  - premature publication of, 208
  - suspension of, 207
- public accounts committee, 220
- quorum, 197, 207
- recommittal to, 152, 154
- record of proceedings, 213
- reports—
  - brought up, 217
  - consideration, 217
  - division lists to accompany, 213
  - amendments to, 216
  - consideration, 216
  - divisions, 213
  - preparation, 215
  - progress, 205
- secret, 211
- Speaker on, 197
- strangers, admission of, 209-211
- vote of Chairman, 214
- witnesses. *See* "Witnesses"

**Commons, House of,**

- practice to be observed, 3

**Communications.**

- See* "Messages"

**Confidence, want of.**

- See* "Motions"

**Constitution—**

- bill altering, 34
- quorum of Members, 18

**Contempt—**

- 119
- And see* "Privilege"

**Count of the House.**

*See* "Divisions" and "Quorums"

**Custody—**

Members and strangers taken into,  
28, 37

**Debate—**

addressed to Mr. Speaker, 84  
Address-in-Reply, 104  
adjournment, 26, 100, 101  
allotment of time—limitation of,  
105

allusion to—  
former debate, 93, 94  
Council, 95

Appropriation Bill, 103, 104

call of Chair, 89

closure of, 70

*And see* "Allotment of time"  
committee, in, 102, 104, 115  
conclusion of, question put, 87, 88  
Council debates, references to, 95  
count out, interrupted by, 19, 21,  
22

curtailment of, 70, 105

discussion of matter of public im-  
portance, 26

disorderly words, 108

documents, quoting from, 94

explanation—  
personal, 92, 93, 95  
speech, of, 95

extension of time, for speech, 104

imputations, 108

interruption of, 68, 107

irrelevance, 109

limitation of (guillotine), 105

matters not open to, 105, 131, 138,  
159, 167, 193

Members—  
"be not further heard" motion,  
91

"be now heard" motion, 90

charges against, 118

closure of, 70, 91

not speaking, behaviour of, 114

references to, 98, 108

rising together, 89

unable to stand, R.22

misrepresentation, 95

objection to words, 110-112

obstructing business, 91

offensive words, 97, 108

order—

committee, in, 106

Member may raise point at any  
time, 68

Member rising may speak to, 86

question or point of order—  
division, in, 183

Member may be interrupted to  
raise, 68

order—general rules, 106-119

order maintained by Speaker and  
Chairman, 68, 106

personal explanation, 92, 93, 95,  
102

personal reflections, 108

point of order. *See* "Debate—  
order"

previous debates, references to, 93,  
94

privilege matter, 86

quarrels, 113

questions seeking information, not  
debatable, 127

references to—

Council proceedings, 95

debates or proceedings, 93, 94

Members, 98, 108

reflections on—

House of Parliament, 97

Members, 108

Statutes, 97

vote of House, 96

relevancy—

adjournment of debate or of  
House, 100, 101

amendments, 73

persistent irrelevance, 109

previous debate, 93, 94

subject-matter under discussion,  
73, 85, 99, 100

repetition, tedious, 109

reply, right of, 102, 103

right to speak, 84-86, 88, 89, 101-  
104

seconding of motion, 62

Speaker, duties of. *See* "Speaker"  
speaking twice, 102

speeches, manner and rights, 84-  
86, 88, 89, 101, 102, 104; R.22

statutes, offensive references to, 97

subject-matter, 99, 100

tedious repetition, 109

time—

limitation of debate (guillotine),  
105

time limits, 26, 103-105

**Debate—continued**

- votes of House, reflections on, 96
- words—offensive, unbecoming or objectionable, 97, 108, 110-112

**Definitions—**

1

**Deputy Chairman of Committees,**

11, 15-17

**Deputy Speaker,**

13-17

**Discharge of orders,**

58

**Disobedience to orders of House,**

119

**Disorder—**

- committee of whole, 106
- galleries, 29
- Member, by, 108, 114, 116

**Division of complicated question,**

69

**Divisions—**

- bells rung, 177
- call for, 175, 176
- call of more than one Member required, 180
- casting vote—
  - Chairman of Committees, 186
  - chairman, select committee, 214
  - Speaker, 186
- committee of whole House, 32, 176, 184, 185
- confusion in, 184, 185
- doors locked, 177-179
- errors in, 184, 185
- lists, 32, 33
- Members—
  - calling for, 175
  - counted, 181
  - divide, 179
  - names taken, 181
  - pecuniary interest, 2
  - places, 178, 179
  - vote of, 182
- minimum requirements, 180
- mistakes in, 184, 185
- point of order during, 183

- question decided by, 175
- question stated, 174
- quorum, want of, 19, 21
- recorded in Votes and Proceedings, 33, 185, 186
- result declared, 184
- sand-glass turned, 177
- select committee, 213
- Speaker's—
  - casting vote, 186
  - opinion challenged, 175
- tellers, 179-181

**Documents.***See* "Papers and Documents"**Doors of the chamber,**

23, 177-179

**Dropped motions and orders,**

57

**Election of—**

- Acting Speaker, 16, 17
- Chairman of Committees, 10
- Deputy Chairman of Committees, 11
- Speaker, 4-6; R.7, R.8

**Errors in bills, correction of,**

166; J.S.O.s 20-21

**Estimates of expenditure,**

172

**Evidence—**

- officers not to give, 233
- premature publication, 208

**Explanations—**

- conduct of Member, 116, 118
- personal, 92, 93, 95
- words, of, 112

**Extensions of time for speeches,**

104

**Financial procedures,**

169-173

**Galleries, Misconduct in,**

28

- General rules for conduct of business,**  
2, 3
- Government business orders,**  
56
- Governor—**  
Address-in-Reply, 1; R.13, R.31  
Addresses presented to, 235, 250;  
R.31-R.34  
Addresses, reply to, R.35, R.36  
amendments to bill, proposed by,  
162, 163; J.S.O. 15A  
assent to bills, J.S.O.s 14, 15A,  
16A, 19  
Messages from, 162, 170, 236,  
237; J.S.O. 15A  
opening Session, R.9, R.11, R.12  
papers—  
involving Royal Prerogative, 250  
presented by command of, 251  
presentation of bills for assent,  
J.S.O. 14-16A  
Proclamation, R.1
- Governor's commission for opening Parliament,**  
R.2-R.4
- Grievance debate,**  
59
- " Guillotine ",**  
105
- Hansard, replies to questions printed in,**  
123
- " House ", definition,**  
1
- House Committee,**  
J.S.O. 9
- House of Commons practice to be observed,**  
3
- Houses—**  
communication between, J.S.O.s  
1-7  
references to, 97
- Instructions to Committees,**  
1, 105, 137, 145; R.24, R.25
- Irrelevance in debate,**  
109
- Joint Committees.**  
*See* " Committees, joint "
- Journals of the House,**  
31
- Leave of absence to members,**  
35, 36
- Leave of House or Committee,**  
definition, 1
- Legislative Council—**  
bills, proceedings on. *See* " Bills "  
communication with, 158; J.S.O.s  
1-7, 10  
joint committees, J.S.O.s 8-10  
Members as witnesses, 224  
Messages—  
to, 158, 234; J.S.O.s 1-7, 10  
from, 68, 234; J.S.O.s 1-7, 10  
officers as witnesses, 224  
references to proceedings, 95
- Library Committee,**  
J.S.O. 9
- Limitation of debate or speeches,**  
26, 103-105
- Mace,**  
189, 230, 236
- Members—**  
absence, leave of, 35, 36  
addresses of, 39  
affirmation by, R.6

**Members—continued**

arrest of, 120  
 attendance—  
   daily, 35  
   ordered by House, 37-41, 222;  
   R.17  
   record, 41  
 censured, 112, 114  
 charges against, 118; R.27  
 closure of, 91  
 committees, admission to, 210  
 conduct in Chamber, 43-46  
 contempt by, 119  
 custody, taken into, 37, 117  
 debate, conduct during. *See* "De-  
   bate"  
 disobedience, wilful, 119  
 disorderly conduct, 108, 114, 116,  
   117  
 divisions, rights and obligations  
   during, 178, 179, 181-183  
 explanation of behaviour, 116, 118  
 explanation, personal, 92, 93, 95  
 highly disorderly conduct, 116  
 leave of absence, 35, 36  
 movement within Chamber, 43-45  
 naming of, 114, 116, 117  
 new, introduction of, R.14, R.15  
 notices given by, R.19, R.20  
 oath, R.4, R.6  
 obeisance to Chair, 43  
 offensive references to, 108  
 pecuniary interest, 2  
 presenting papers or petitions, 244,  
   252  
 quarrels between, not allowed, 113  
 questions asked by, rules, 122,  
   124  
 questions to, 121  
 referred to by name of electoral  
   district, 98  
 report Governor's reply to Address,  
   R.36  
 seats in Chamber, 42, 45, 84; R.18  
 select committees—  
   admission to, 210  
   appointment to, 197-201  
 Serjeant-at-Arms, removal by, 117  
 speaking when seated, R.22  
 strangers, admission by, 30  
 suspension of, 117  
 sworn in, R.4, R.6  
 withdrawal from House, 116-118  
 witnesses, as, 222-224; R.26  
 writs for election, R.5

**Messages—**

Addresses, concurrence in, 234,  
   J.S.O.s 6, 7, 15A  
 amendment to bill, 158, 160  
 announcement of, 236, 237;  
   J.S.O. 3  
 appropriation, recommending, 170  
 Committees, Joint, proposals for,  
   J.S.O. 10  
 Council amendments, for, J.S.O.s  
   6, 7  
 Council Member, for attendance  
   of, 224  
 Governor, 162, 170, 236, 237  
 Governor or Commissioners to  
   House for opening, 196; R.2,  
   R.3  
 House to Legislative Council, 158,  
   224, 234; J.S.O.s 1-7, 10  
 Legislative Council to House, 68,  
   234; J.S.O.s 1-7, 10  
 returning bills, 158, 159; J.S.O. 6  
 transmitting bills, 158, 159; J.S.O.s  
   5, 7

**Ministers—**

communication of Messages from  
   Governor, 237  
 moving adjournment, 25, 27  
 questions answered by, 127  
 questions to, 121  
 seats, R.18  
 sitting in House of which not a  
   Member, J.S.O. 7A

**Money Bills,**

169, 173  
*And see* "Appropriation bills"

**Motions—**

absence, leave of, 35  
 adjournment of debate, 100, 101  
 adjournment of House, 24-27  
 allotment of time, 105  
 amendments to. *See* "Amend-  
   ments"  
 bills, introduction and passage.  
   *See* "Bills"  
 "Chairman do now leave the  
   Chair", 193; R.23  
 closure—  
   debate, of, 70  
   member, of, 91  
 confidence, want of, 104

**Motions—continued**

- debate on, not allowed, 7, 17, 29, 66, 70, 105, 109, 117, 131, 138, 149, 159, 193, 248
- declaration of urgency, 105
- dropped, 57
- for reading Act, &c., 68
- leave of absence, 35
- member "be now heard", &c., 90
- notices of—
  - alteration of, 53, 57
  - expunged, 49
  - giving of, 47, 50, 51, 53, 197, 199, 201; R.19, R.20
  - irregular, 49, 51, 64
  - necessary, when, 35, 48
  - not required, when, 60
  - order on Notice Paper, 61
  - postponement of, 52
  - precedence to, 54, 61
  - priority, 54
  - terms of reported to House, 50
  - time for dealing with, 54
  - unbecoming or offensive, 49
- "Orders of the Day be now read", 65
- pecuniary interest, 2
- postponement of, 52
- precedence of, 61; R.21
- previous question, 65, 66, 192
- privilege, matter of, 61
- progress, 193
- requiring notice, 48
- same question, 64
- seconding—
  - Committee, in, 191
  - House, in, 62
- speech, discontinuance of, 109
- substantive, reply allowed, 103
- superseding, of, 65, 68, 70; R.23
- suspension of Member, 117
- "urgency", 26
- urgent, declared, 105
- vote of thanks, R.21
- withdrawal of, 63

**Naming of Member,**

114, 116, 117

**Notice paper—**

- government business on, arranged by Ministers, 56
- notice of motion—
  - amendment of, 53

- notice of motion (continued)—
  - expunged from, 49
  - order of, on, 54
  - publication on, 48, 199, 201
  - orders of the day, priority, 56
  - select committees, Members listed, 218

**Notices of motion.**

*See* "Motions—notices of"

**Oaths, taken by members,**

R.4, R.6

**Obeisance to chair,**

43

**Objection to words,**

110-112

**Obstruction of business,**

117

**Offensive words,**

97, 108

**Officers of House.**

*See* "Clerk of the House", "Clerk-Assistant", "Clerks at the Table, duties", "Serjeant-at-Arms" and "Witnesses".

**Opening—**

Parliament, 196; R.1-R.3  
new session, R.9-R.13

**Order.**

*See* "Debate-Order"

**Orders of the day—**

calls of the House, 40, 41  
Clerk reads, 55  
definition, 1  
discharge of, 58  
dropped, 57  
government business, order of, 56  
grievance debate, 59  
Members, attendance of, 40, 41  
Motion for reading of, 65, 67  
order in which taken, 55  
order on Notice Paper, 56, 57  
second reading, 133  
time for dealing with, 55

**Orders of the House—**

disobedience of, 119  
read and discharged, 58

**Papers and documents—**

command, by, 251  
depositing of, 253  
laid on Table, 253, 254  
list read by Clerk, 253  
ordered to be laid before House,  
249  
presentation of, 251, 252, 254  
printing of, 255  
quoted from, 94  
Royal Prerogative, concerning, 250

**Parliament—**

new, meeting of, R.1-R.13  
new session, commencement of,  
R.9-R.13  
offensive words against, 97  
opening by Governor or Commis-  
sioners, R1.-R.6  
*And see* "Addresses-Governor's  
Speech" and "Speaker-  
election of"

**Pecuniary interest,**

2

**Personal—**

explanation, 92, 93  
pecuniary interest, 2  
reflections, 108

**Petitions—**

general rules, 238-248  
presentation—  
time for, 245  
method and proceedings on, 246,  
248

**Places of members,**

42, 45; R.18

**Point of order,**

68

**Postponement of—**

clauses, 142  
consideration of amendments from  
Committee, 150  
Council amendments to bill, con-  
sideration of, 161  
notice of motion, 52  
title and preamble of bill, 141

**Practice of House of Commons,  
resort to,**

3

**Previous question,**

65-67, 192

**Printing Committee,**

221

**Privilege—**

breach of, 241  
matters—  
precedence to, 61, 68  
raising of, 86

**Privileges not insisted upon,**

173

**Proclamation calling parliament,**

R.1

**Progress, report of,**

188, 193

**Prorogation, resumption of pro-  
ceedings on lapsed bills after,**

167

**Public Accounts Committee,  
appointment, powers, duties,**

220

**Public document — motion for  
reading,**

68

**Public importance, matter of—**

time for discussion, 26  
procedure, 26

**Quarrels in debate,**

113

**Questions from the chair—**

amendments. *See* "Amendments".  
"be now put" (closure), 70  
Clerk puts, 7, 8, 17  
complicated, division of, 69  
debate not allowed, 7, 17, 29, 66,  
70, 91, 105, 109, 117, 131,  
138, 149, 159, 193, 248  
decided—  
by division, 175  
by voices, 174

### Questions from the chair— continued

decided (contd.)—  
 in Committee, 176  
 when debate concluded, 87  
 declaration of urgency, 105  
 divide upon. *See* "Divisions"  
 petitions, on, 248  
 previous question, 65-67  
 proposed to House, 62  
 put—  
 forthwith. *See* "Questions from  
 the Chair—debate not allowed"  
 when debate concluded, 87  
 when time allotted expired, 105  
 resolved, 174  
 same question, 64  
 superseding, of, 65, 67

### Questions seeking information—

alteration of, 125  
 answers to, 123, 127  
 form and content, rules, 122, 125,  
 126  
 Hansard, replies printed in, 123  
 inadmissible, 126  
 Members, to, 121  
 Ministers, to, 121  
 notice of, 122  
 replies to, 123, 127  
 time for, 122, 124  
 without notice, 124  
 written answers, 123

### Quorum—

debate interrupted by want of, 22,  
 65  
 number required—  
 committee of whole, 20  
 election of Acting Speaker, 17  
 House, 18  
 joint committee, J.S.O.s 9, 10  
 select committee, 197  
 want of—  
 Committee—  
 division, in, 21  
 doors unlocked, bells rung, 23  
 noticed by Member, 21  
 Speaker, action by, 21  
 House—  
 division, in, 19  
 noticed by Member, 19  
 on return from Council, R.16  
 time of meeting, at, 18  
*And see* "Constitution Act s. 21"

### Reasoned amendments,

134, 135, 155

### Reasons for casting vote by Speaker,

186

### Rescission of resolutions,

71

### Recommittal of bill or resolution

152, 154, 195

### Records—

Acts assented to, J.S.O. 16A  
 Votes and Proceedings, &c. 31,  
 185, 186

### Relevancy—

amendments, 135, 144; R.24  
 debate, 26, 73, 99, 100

### Repetition, tedious,

109

### Reply, right of,

102, 103

### Report of—

bill from committee of whole, 144,  
 146-148, 193-195  
 disorder in committee, 106  
 division, error in, 184, 185  
 progress, 188, 193  
 select committees, 146, 205, 216,  
 217  
 want of quorum in committee, 21

### Resolutions—

committee of whole, from, 148-  
 153, 194, 195  
 Council, for concurrence of, J.S.O.s  
 5, 6  
 rescission of, 71  
 returns, motions for, 60

### Royal assent,

J.S.O. 19

**Royal prerogative, paper concerning,**

250

**Same question,**

64

**Sand-glass,**

177

**Schedules.***See* " Bills "**Seats—**

Members, of, 42, 45; R.17, R.18  
 Ministers, of, R.18

**Second reading of bills.***See* " Bills "**Second speech,**

103, 104

**Seconding—**

amendments, 74  
 committee, in, 191  
 election—  
   Chairman, 10  
   Speaker, 4-9  
 motion, 62

**Secret committee,**

211

**Select committee.***See* " Committees-Select "**Serjeant-at-arms—**

acts upon orders from Chair, 117  
 announces messenger, 236  
 arrest of persons, fees for, 120  
 introduces judges at Bar, R.29  
 Members' addresses, records, 39  
 receives Messages from Council,  
   J.S.O. 4  
 select committees, notifies of House  
   sitting, 219  
 takes into custody—  
   Members, 37  
   strangers, 28

**Session, new opening of,**

R.1-R.14

**Sitting of House—**

adjourned—  
   absence of Speaker and Chair-  
   man, 17  
   by resolution, 24, 25  
   want of quorum, 18, 19  
 suspended, election of Speaker and  
   Chairman, 9

**Speaker—**

absence of, 14, 16, 17  
 Acting Deputy Speaker, 17  
 Acting Speaker, 16  
 Address-in-Reply presented by,  
   R.32  
 Addresses presented by, 235; R.32,  
   R.33  
 adjournment motions, ascertains  
   support for, 26  
 adjourns House, 18, 19, 21  
 calls Members to speak, 89  
 casting vote, 186, 200  
 chair—  
   left by, 138, 139, 188, 189  
   resumed by, 106, 196  
 closure duties, 70, 91  
 committees, membership, 197  
 Deputy Speaker, 1, 13-17  
 determines question on—  
   adjournment motion, whether  
   supported, 26  
   private bills, 168  
   "public importance" motion,  
   whether supported, 26  
 divisions, duties, 178-181, 183, 184,  
   186  
 election of—  
   Clerk to preside pending, 8  
   new Parliament or vacancy, 4-9  
   procedure, 4-7; R.7, R.8  
   suspension of sitting, 9  
 Governor—  
   attempts to hear speech, R.9  
   presents Address-in-Reply to,  
   R.32  
   reports reply to Address to, R.35  
   reports speech by, R.12  
 heard without interruption, 107  
 intervenes in debate, 107  
 Member—  
   discontinue speech, direction,  
   109  
   names, 114, 116, 117  
   orders withdrawal, 116

**Speaker—continued**

- Messages, duties regarding, 236, 237
- order maintained by, 106
- papers, 252
- private Bills, determines classification as, 168
- question—
  - decision on, announces, 175, 184
  - proposed by, 62
  - put by, 87, 109, 138, 139
  - stated by, 87
- questions seeking information, alteration of, 125
- quorum, duties, 18, 19, 21
- relief to, 13-17
- sitting suspended by. *See* "Speaker-adjourns House"
- strangers-orders withdrawal of, 29
- tellers, appoints, 179
- temporary Chairmen of Committees nominated by, 12
- vacancy in office, 4
- Votes and Proceedings, signed by, 31
- warrant for witness signed by, 227, 228
- witnesses examined by, 230

**Speeches—**

- content of and rules for. *See* "Debate"
- time limits, 26, 103-105

**Standing Orders—**

- House of Commons practice observed in absence of, 3
- Interpretation, 1
- Private Bill, 168

**Statute—**

- papers, pursuant to, 251, 253, 255
- references to, 97

**Strangers—**

- admission of, 30
- Chamber, 30
- misconduct in galleries, 28, 119
- secret committees, 211
- select committees, 209
- taken into custody, 28
- withdrawal of, 7, 28, 29

**Supply Bills,**

169

**Suspension of—**

- Members, 117
- sitting, 9. *And see* "Speaker-adjourns House"
- Standing Orders *re* private bills, 168

**Taxation bills or proposals,**

169, 171

**Tedious repetition,**

109

**Tellers.***See* "Divisions"**Temporary laws,**

165

**Temporary chairmen of committees,**

1, 12

**Thanks, vote of,**

R.21

**Third reading of bills.***See* "Bills"**Time—**

- allotment of, limitation of debate, 105
- extension of, for speeches, 104
- limits—debates and speeches, 26, 103-105
- election—
  - Chairman, 10
  - Speaker, 5, 6

**Title of bills.***See* "Bills"**Unbecoming words,**

105, 125

**Urgency, declaration of, allotment of time,**

105

**"Urgency"—motion for adjournment,**

26

**Urgent bills,**

105, 164

**Vacancy in office of Speaker,**

4

**Visitors.***See* "Strangers"**Vote of House—**

reflection on, 96

rescission of, 71, 96

thanks, of, R.21

**Votes—**

casting—

Chairman, 186

chairman of select committee,  
214

Speaker, 186

*And see* "Ballot", "Divisions",  
"Resolutions" and "Pecuniary Interest"**Votes and Proceedings,**

31, 62, 68, 185, 186

**Want of confidence motion,**

104

**Warrant of Speaker,**

227

**Withdrawal of—**

amendments, 75

Member from House, 116-118

strangers, 28, 29

**Witnesses—**evidence, premature publication of,  
208

examined at bar, 225, 230; R.28

examination of, 209, 210, 212, 222,  
229, 230; R.30Judges examined within the Bar,  
R.29Members or officers of House,  
223, 233; R.26Members or officers of Legislative  
Council, 224

oath, examined under, 229

prison, in, 228

protection of, 232

questions put to, 230; R.30

refusal of Member to attend or  
testify, R.26refusal of witness to attend when  
summoned, 227

summons of, 202, 225, 226

tampered with, 231

**Words taken down,**

110

**Writs,**

read, R.5

