

Parliamentary Papers

Parliamentary privilege

The Parliament can give reports parliamentary papers status by agreeing ‘that the [report] be published’. Once ordered to be published, the report becomes a parliamentary paper. These reports are then protected by parliamentary privilege under s 73 of the *Constitution Act 1975*. This means that the writers and distributors of these reports are protected from court action.

Reports automatically accepted as parliamentary papers

- Annual Financial Report of the State of Victoria
- Auditor-General (except the annual report and annual plan of the Office)
- Boards of Inquiry and Royal Commissions
- Commission for Children and Young People
- Commissioner for Privacy and Data Protection
- Community Visitors under the *Disability Act 2006*, the *Health Services Act 1988*, and the *Mental Health Act 1986*
- Consumer Affairs Victoria
- Equal Opportunity and Human Rights Commission
- Family Violence Reform Implementation Monitor
- Gambling and Lotteries Licence Review Panel
- Independent Broad-based Anti-corruption Commission
- Law Reform Commission
- Legal Services Commissioner — annual reports
- Ombudsman
- Parliamentary Budget Officer — Report of Operations under s 27 of the *Parliamentary Budget Officer Act 2017*
- Parliamentary committees
- Public Advocate — annual reports
- Register of Members’ Interests
- Small Business Commissioner — annual reports
- Victorian Inspectorate

Other reports

The Speaker may also agree that other reports need the protection of parliamentary privilege. To apply for approval, send a letter explaining why you consider protection appropriate, with a copy of the proposed report to:

Speaker of the Legislative Assembly
Parliament House, Spring Street
East Melbourne, Vic 3002
Ph: 9651 8575
Fax: 9651 8444

The Speaker will keep the report confidential and respond with his/her decision in writing. If approved, please follow the next steps.

Printing and tabling procedure

- 1 Contact the Legislative Assembly Procedure Office for a PP number. The PP number must be printed on the title page of all reports (see sample below).
- 2 Contact us to check or confirm stock requirements. Stock requirements vary depending on the reporting agency and the nature of the report. We will usually need between 35 and 80 copies.
- 3 Print all reports in A4 size and use perfect binding.
- 4 Provide the Legislative Assembly with an exact pdf copy of the report — email tabling@parliament.vic.gov.au or provide on usb.
- 5 The Parliament does not pay for the printing and distribution of the report.

Sample text

The following text must appear on the lower half of the title page of all copies of reports ordered to be published:

Ordered to be published

VICTORIAN GOVERNMENT
PRINTER
May 2019¹

No 135² Session 2018–19³

Confidentiality of the report

You must keep the report confidential before it is tabled and ordered to be published. To check whether this has taken place, telephone the Procedure Office on 9651 8563.

You should not distribute the report before it is tabled. Otherwise it may be a discourtesy to, and a contempt of, Parliament. In addition, the authors and distributors will not have the protection of parliamentary privilege.

Contact details

Legislative Assembly Procedure Office
Ph: 9651 8566
Email: assembly@parliament.vic.gov.au

Last updated 20 March 2019

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- 1 Month (optional) and year the report is ordered to be published.
 - 2 Contact the Procedure Office for a parliamentary paper number — ph 9651 8566.
 - 3 Contact the Procedure Office for the session number — ph 9651 8566.