

## APPENDIX 10

### Establishment of Standing Committee on Appropriations and Staffing—Draft Resolution

1. At the commencement of each Parliament, a Standing Committee to be known as the Appropriations and Staffing Committee shall be appointed.
2. The Committee shall inquire into:
  - (a) proposals for the Annual Estimates and the Additional Estimates for the Senate;
  - (b) proposals to vary the staff organisational structure of the Senate, and staffing and recruitment policies; and
  - (c) such other matters as are referred to it by the Senate.
3. The Committee shall—
  - (a) in relation to the estimates—
    - (i) determine the amounts for inclusion in the Parliamentary Appropriation Bills for the Annual Estimates and the Additional Estimates; and
    - (ii) report to the Senate upon its determinations prior to the consideration by the Senate of the related Parliamentary Appropriation Bill;
  - (b) in relation to staffing—
    - (i) make such recommendations to the President as it sees fit; and
    - (ii) report to the Senate on any matter it considers necessary; and
  - (c) make an annual report to the Senate on the operations of the Senate's appropriations and staffing, and related matters.
4. Unless otherwise ordered, the Committee shall consist of the President and six other Senators—the Leader of the Government in the Senate, and two other members of the Government to be nominated by the Leader of the Government in the Senate, and the Leader of the Opposition in the Senate, and two other Senators not being members of the Government to be nominated by the Leader of the Opposition in the Senate or by an Independent Senator: Provided that in the absence of agreement between the Opposition and the Independents, as to nominations, duly notified to the President, the question as to representation shall be determined by the Senate.
5. The quorum of the Committee shall be four.
6. The Committee shall have power to appoint sub-committees consisting of three or more of its members, and to refer to any such sub-committee any of the matters which the Committee is empowered to consider. The quorum of a sub-committee shall be two Senators.
7. The Committee may proceed to the despatch of business notwithstanding that all members have not been appointed and notwithstanding any vacancy.
8. The Chairman of the Committee shall be the President and he may from time to time appoint another member of the Committee to be Deputy-Chairman and the member so appointed shall act as Chairman at any time when there is no Chairman or the Chairman is not present at a meeting of the Committee.
9. In the event of an equality of voting, the Chairman, or the Deputy-Chairman when acting as Chairman, shall have a casting vote.
10. A Senator, though not a member of the Committee, may attend and participate in its deliberations, and question witnesses, unless the Committee orders otherwise, but shall not vote.
11. The Committee or any sub-committee shall have power to send for and examine persons, papers and records, to move from place to place, and to meet and transact business in public or private session and notwithstanding any prorogation of the Parliament or dissolution of the House of Representatives.
12. A daily *Hansard* shall be published of such proceedings of the Committee as take place in public.
13. The Committee shall be provided with all necessary staff, facilities and resources.