

TIMES OF MEETINGS

Monday	10 am to 10.30 pm
Tuesday	midday to adjournment
Wednesday	9.30 am to 8 pm
Thursday	9.30 am to 6 pm

LODGE MENT TIMES

Documents

To be received by the Sub-Table Office no later than 5 pm of the working day before the document is to be tabled.

Notices of motion

(Guide No. 8 – Notices of Motion →)

Signed notices may be lodged with the Sub-Table Office, or the Clerk at the table, by 3.15 pm on Monday, Tuesday and Wednesday, and by 11 am on Thursday.

Notifications authorising a committee to meet during the sitting of the Senate

The form, signed by the chair of the committee, is to be lodged with the Sub-Table Office by 5 pm.

Extensions of time for a committee to report

The form, signed by the chair of the committee, is to be lodged with the Sub-Table Office by 5 pm.

Petitions

(Guide No. 7 – Petitions →)

Must be lodged with the Table Office by:

- 9 am on a day on which the Senate sits at midday; and
- 5 pm on the working day prior to the Senate sitting at 9.30 am or 10 am.

Questions on notice

(Guide No. 6 – Questions →)

Must be lodged with the Table Office no later than 5 pm on sitting days, and in non-sitting weeks by 2 pm on the Wednesday before the next day of sitting, to be registered in the next Notice Paper.

SENATE NUMBERS

Quorum: 19

25%

Absolute majority: 39

50% + 1

SO Standing orders

→ Guides to Senate Procedure:
www.aph.gov.au/Senate/guides

Incorporates changes up to 24 June 2021

DEBATING OPPORTUNITIES AND TIME LIMITS

(Guide No. 2 – Rules of debate →)

Adjournment

▶ Monday	10 mins	SO 54(5)
▶ Tuesday	5 mins 10 mins	SO 54(5)&(6)
▶ Wednesday	5 mins	SO 54(5)
▶ Thursday	5 mins 10 mins	SO 54(5)&(7)

Limit for debate: 40 mins on Monday and Wednesday, no limit on Tuesday, 30 mins on Thursday

Bills

(Guide No. 16 – Consideration of legislation →)

▶ 1° of non-amendable bill	15 mins	SO 112(2)
▶ 2°	15 mins	SO 189(1)
▶ In committee	10 mins	SO 189(3)
▶ 3°	15 mins	SO 189(1)
▶ Selection of Bills Committee—adoption of report	5 mins	SO 24A(7)

Limit for debate: 30 mins

▶ Reference of a bill to a committee	5 mins	SO 115(6)
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Limit for debate: 30 mins

Reports and documents

(Guide No. 11 – Opportunities for debating documents and reports →)

Committee reports and government responses

▶ Motion to take note (Tuesday, Wednesday and Thursday)	10 mins	SO 62(4)
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*Limit for debate: 1 hr on Tuesday and Wednesday; Thursday**

▶ Resumption, including Auditor-General's reports (Thursday)	5 mins ...	SO 62(1)&(2)
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*Limit for debate**

▶ Motion moved by leave	10 mins	SO 169(2)
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Limit for debate: 30 mins per motion, 1 hr for all motions

Documents

▶ Motion to take note (Monday, Tuesday and Wednesday)	5 mins	SO 61(3)
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Limit for debate: 30 mins

▶ Resumption (Thursday)	5 mins	SO 61(3)
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*Limit for debate**

▶ Motion moved by leave	5 mins	SO 169(2)
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Limit for debate: 15 mins per motion, 30 mins for all motions

**1hr combined debate on Thursday*

Debate

▶ General	15 mins	SO 189(1)
▶ In committee	10 mins	SO 189(3)
▶ In reply	15 mins	SO 189(2)

Matters of public importance and urgency

(Guide No. 9 – Matters of public importance and urgency motions →)

▶ All speakers	10 mins	SO 75(7)
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Limit for debate: 1 hr, or 1 hr 30 mins if no motions are moved after question time to take note of answers

Ministerial statements

▶ Motion to take note	10 mins	SO 169
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Limit for debate: 30 mins per motion, 1 hr for all motions

Questions

(Guide No. 6 – Questions →)

Without notice

▶ Primary question	1 min	SO 72(3)
▶ Answering question	2 mins	SO 72(3)
▶ Supplementary questions (2)	30 sec	SO 72(3)
▶ Answering supplementary	1 min	SO 72(3)
▶ Debate on motions relating to answers	5 mins	SO 72(4)

Limit for debate: 30 mins

Senators' statements

▶ Each day between 1.30 pm and 2 pm	2 mins	SO 57(4)
▶ Wednesday between 12.15 pm and 1.30 pm	10 mins	SO 57(2)

Suspension of standing orders

(Guide No. 5 – Suspension of standing orders →)

5 mins

Limit for debate: 30 mins