

Senate routine of business

OCTOBER 2022

MONDAY

10 am

- Acknowledgement of country and prayers
- Documents presented
- Committees—proposals to meet [SO 33\(5\)](#)
- Government business only

1.30 pm

- 2 minute statements [SO 57\(4\)](#)

2 pm

- Questions
- Motions to take note of answers [30 mins](#)
- Petitions
- Notices of motion
- Placing of business
- Formal business
- MPI or urgency motion [SO 75—30 mins each for up to 2 proposals](#)
- Consideration of documents tabled earlier in the day [SO 61—30 mins](#)
- Ministerial statements
- Committee memberships
- Messages
- Business of the Senate (if any)
- Government business

From 6.30 pm

[No divisions](#)

8 pm

- Adjournment proposed [30 mins](#)

8.30 pm

- Adjournment

TUESDAY

12 pm

- Acknowledgement of country and prayers
- Documents presented
- Committees—proposals to meet [SO 33\(5\)](#)
- Government business only

1.30 pm

- 2 minute statements [SO 57\(4\)](#)

2 pm

- Questions
- Motions to take note of answers [30 mins](#)
- Petitions
- Notices of motion
- Placing of business
- Formal business
- MPI or urgency motion [SO 75—30 mins each for up to 2 proposals](#)
- Consideration of documents tabled earlier in the day [SO 61—30 mins](#)
- Tabling and consideration of committee reports [SO 62\(4\)—1 hr](#)
- Ministerial statements
- Committee memberships
- Messages
- Business of the Senate (if any)
- Government business

From 6.30 pm

[No divisions](#)

7.30 pm

- Adjournment proposed [No time limit](#)
- Adjournment

WEDNESDAY

9 am

- Acknowledgement of country and prayers
- Documents presented
- Committees—proposals to meet [SO 33\(5\)](#)
- Private senators' bills [1 hr 10 mins](#)
- Government business only

12.15 pm

- Senators' statements [SO 57\(2\)](#)

1.30 pm

- 2 minute statements [SO 57\(4\)](#)

2 pm

- Questions
- Motions to take note of answers [30 mins](#)
- Petitions
- Notices of motion
- Placing of business
- Formal business
- MPI or urgency motion [SO 75—30 mins each for up to 2 proposals](#)
- Consideration of documents tabled earlier in the day [SO 61—30 mins](#)
- Tabling and consideration of committee reports [SO 62\(4\)—1 hr](#)
- Ministerial statements
- Committee memberships
- Messages
- Business of the Senate (if any)
- Government business

From 6.30 pm

[No divisions](#)

7.30 pm

- Adjournment proposed [30 mins](#)

8 pm

- Adjournment

THURSDAY

9 am

- Acknowledgement of country and prayers
- Clerk's documents presented
- Committees—proposals to meet [SO 33\(5\)](#)
- Private senators' bills [1 hr 10 mins](#)
- Government business only

11.15 am

- Petitions
- Notices of motion
- Placing of business
- Formal business
- Committee memberships
- Messages
- Business of the Senate (if any)
- Government business

12.15 pm

- Non-controversial government business only

1.30 pm

- 2 minute statements [SO 57\(4\)](#)

2 pm

- Questions
- Motions to take note of answers [30 mins](#)
- Reports and documents
 - Tabling and consideration of committee reports
 - Consideration of documents
 - Consideration of committee reports, government responses and Auditor-General's reports [SO 61\(3\), 62\(1\)—1 hr](#)
- Ministerial statements
- General business debate

From 4.30 pm

[No divisions](#)

5.30 pm

- Adjournment proposed [30 mins](#)

6 pm

- Adjournment

TIMES OF MEETINGS

| | |
|------------------|-----------------------|
| Monday | 10 am to 8.30 pm |
| Tuesday | midday to adjournment |
| Wednesday | 9 am to 8 pm |
| Thursday | 9 am to 6 pm |

LODGEMENT 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 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 28 September 2022

DEBATING OPPORTUNITIES AND TIME LIMITS

(Guide No. 2 – Rules of debate →)

Adjournment

| | | |
|-------------------|------------------------|--------------|
| ▶ Monday | 5 mins | SO 54(4) |
| ▶ Tuesday | 5 mins 10 mins | SO 54(4)&(6) |
| ▶ Wednesday | 5 mins | SO 54(4) |
| ▶ Thursday | 5 mins 10 mins | SO 54(4)&(7) |

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

Bills

(Guide No. 16 – Consideration of legislation →)

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

Limit for debate: 30 mins

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|--|--------------|-----------|
| ▶ 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

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|---|---------------|----------|
| ▶ Motion to take note (Tuesday, Wednesday and Thursday) | 10 mins | SO 62(4) |
|---|---------------|----------|

*Limit for debate: 1 hr on Tuesday and Wednesday; Thursday**

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

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|-------------------------------|---------------|-----------|
| ▶ 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

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

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

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| ▶ 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

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|----------------------|---------------|-----------|
| ▶ 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 →)

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| ▶ All speakers | 5 mins | SO 75(7) |
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Limit for debate: 30 mins for each proposal, for up to 2 proposals each day

Ministerial statements

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| ▶ 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

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|---|--------------|----------|
| ▶ 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

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| ▶ 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