

PARLIAMENTARY COUNSEL

Drafting Direction No. 1.2 Portfolio for cover page of Bill

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Part 1—Identifying the correct portfolio

1 The descriptions set out in Attachment A should be used on the cover page of a Bill in the space shown for “(Portfolio)”. The descriptions may change after an election or a Cabinet reshuffle.

2 The descriptions set out in bold font should be used as a general rule. The descriptions set out in normal font should be used when the Bill is sponsored by the Minister with the responsibilities so described and you are instructed to use that description.

Part 2—Relevance of portfolio

3 The only relevance of the portfolio mentioned is that the Minister introducing the Bill should be the Minister for that portfolio or someone representing that Minister. The portfolio should therefore be that of the Minister who is to be responsible for the carriage of the Bill through the Parliament (also known as the sponsoring Minister).

4 In some cases, the sponsoring Minister will not be the Minister who is to be responsible for administering the legislation. For example, the Human Cloning legislation is administered by the Minister for Health, but it was introduced by the Prime Minister at that time because he had taken a particular interest in it (and so the Prime Minister appeared as the portfolio).

Part 3—Ministers appointed to administer more than one department

5 A Minister may be appointed to administer more than one department. Such a Minister may have a title that does not reflect all of the Minister’s responsibilities.

6 For example, following the 2022 federal election, Senator the Hon Katy Gallagher, Minister for Finance, Minister for the Public Service and Minister for Women was appointed to administer the following departments:

- (a) Finance;
- (b) Prime Minister and Cabinet (*Public Service and Women*).

7 Particular care is taken in preparing Attachment A in these cases to ensure that the correct portfolios are used in relation to Ministers appointed to administer more than one department.

8 A full list of Ministers and the departments they have been appointed to administer is in Folio Office Documents.

Meredith Leigh
First Parliamentary Counsel
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Note: Before the issue of the current series of Drafting Directions, this Drafting Direction was known as Drafting Direction No. 11 of 2005.

Attachment A—Current list of “portfolios” for cover page of Bill

Note: The descriptions set out in bold font should be used as a general rule. The descriptions set out in normal font should be used when the Bill is sponsored by the Minister with the responsibilities so described and you are instructed to use that description.

Agriculture, Fisheries and Forestry

Attorney-General

Climate Change, Energy, the Environment and Water

Climate Change and Energy

Environment and Water

Defence

Defence Industry

Defence Personnel

Veterans’ Affairs

Education

Early Childhood Education

Youth

Employment and Workplace Relations

Skills and Training

Finance

Special Minister of State

Foreign Affairs and Trade

Foreign Affairs

International Development

Pacific Islands Affairs

Trade and Tourism

Health, Disability and Ageing

Aged Care and Seniors

Disability and the National Disability Insurance Scheme

Health and Ageing

National Disability Insurance Scheme

Home Affairs

Cyber Security

Emergency Management

Immigration and Citizenship

Multicultural Affairs

Industry, Science and Resources

Industry and Innovation

Resources

Science

Infrastructure, Transport, Regional Development, Communications, Sport and the Arts

Arts

Communications

Infrastructure, Transport, Regional Development and Local Government

Northern Australia

Regional Development, Local Government and Territories

Sport

Prime Minister and Cabinet

Indigenous Australians

Public Service

Women

Social Services

Government Services

Treasury

Assistant Treasurer

Cities

Financial Services

Homelessness

Housing

Small Business