



## Parliamentary business and dominant purpose – parliamentarians

You may only incur or claim an expense, allowance or other public resource (work expense) under the *Parliamentary Business Resources Act 2017* framework for the dominant purpose of your parliamentary business. This means that if you would have incurred the work expense regardless of your parliamentary business, it cannot be claimed.

When deciding whether to incur or claim a work expense, you should consider whether one or more of the following activities, which the Minister has determined<sup>1</sup> is your dominant purpose. If your dominant purpose is not listed, you cannot incur or claim the work expense under the framework.

### Parliamentary duties

Activities that relate ***directly*** to your role as a parliamentarian that you undertake in your capacity as a member of the Parliament, ***and***:

- Preparing for, participating in and attending to business arising from proceedings of the Parliament, whether by committee of the whole or otherwise.
- Developing, reviewing or amending legislation or proposed legislation, and activities engaged in for that purpose.
- Undertaking research, communication (including with stakeholders) or administration connected with the business of the Parliament, your policy portfolio, or your role as a parliamentarian.
- Preparing for, participating in, or attending to matters arising from an official government, parliamentary or vice regal meeting, event or function.
- Preparing for, participating in and attending to matters arising from a meeting (including with stakeholders), event or function for the purposes of your role as a parliamentarian, including in relation to your policy portfolio.
- Preparing for, participating in, or attending to business arising from a non-Parliamentary committee, taskforce or other formal group in which you participate.
- Representing the Parliament, in accordance with an approval of the Parliament or a House of the Parliament, and engaging in associated activities for that purpose.
- Representing a Minister or office holder in your official capacity, at the request of that Minister or office holder, at a meeting, event or function.
- Representing the Government or Australia, with the approval of the Prime Minister.

### Official duties

Activities that relate to your role as an office holder<sup>2</sup> or Minister of State that you undertake in your official capacity as a Minister or office holder, ***and***:

- Exercising the powers or functions, or performing the duties, of your office, or activities engaged in for the purposes of doing so.
- Attending an event to which you have been invited in your official capacity.
- Other activities directly related to, and engaged in for the purposes of, performing your official role.

### Electorate duties

Activities that support or serve your constituents that you undertake as your constituent's elected representative, ***and***:

- Facilitating and participating in debate, discussion, a meeting, event or function, or undertaking research or administrative functions relating to matters of importance or interest to constituents (including matters that do not relate exclusively to constituents, such as matters of national importance).
- Otherwise communicating with constituents.
- Representing the views and interests of constituents.

### Party political duties

**1. Activities that you participate in in your capacity as an elected Senator or member of the House of Representatives.**

- A formal meeting of the political party (including a meeting of the party executive, a committee or a subcommittee).
- A national, state or territory conference of a political party.

**2. Activities that you participate in in your capacity as an elected Senator or member of the House of Representatives as a member of a political party or in collaboration with another group of members.**

- (a) Developing policies, proposals and plans, and engaging in related activities including when the policies, proposals and plans may be used by the member or a member's political party or group in the context of a federal election.
- (b) Engaging or working with an administrative support function or headquarters used by a political party or by a group of members, including in the context of a federal election.
- Participating in an event, activity or function concerning matters identified in paragraphs (a) and (b) above.

**3. Activities where you communicate with persons as a member of the House of Representatives whose electoral division will be abolished or changed because of a redistribution, ***provided*** that:**

- those persons would be constituents in a new or altered electoral division created or changed because of that redistribution; ***and***
- the communication does not occur until the day after the date on which the final determination of the name and boundaries of the new electoral division is made in accordance with section 73 of the *Commonwealth Electoral Act 1918*.

<sup>1</sup> *Parliamentary Business Resources (Parliamentary Business) Determination 2025*

<sup>2</sup> *Parliamentary Business Resources (Office Holder) Determination 2017*