PARLIAMENTARY TRAVELSAFE COMMITTEE

ISSUES PAPER NO. 7 **MARCH 2003**

INQUIRY INTO PROVISIONAL DRIVER AND RIDER LICENCE RESTRICTIONS

PURPOSE OF THIS PAPER

This paper provides information on the Travelsafe Committee, the issues it will consider during its inquiry and guidelines for making submissions.

Issues raised within this paper do not restrict the scope of submissions. People and organisations making submissions may comment on any matter that they consider relevant.

THE COMMITTEE

The Travelsafe Committee of the 50th Parliament is a select committee required to monitor, investigate and report on all aspects of road safety and public transport in Queensland, particularly:

- issues affecting road safety including the causes of crashes and measures aimed at reducing death, injuries and economic costs to the community;
- the safety of passenger transport services, and measures aimed at reducing the incidence of related deaths and injuries; and
- measures for the enhancement of public transport in Queensland and reducing dependence on private motor vehicles as the predominant mode of transport.

INQUIRY TERMS OF REFERENCE

In the inquiry, the committee will examine and report on:

- Whether the current graduated licensing scheme in Queensland for provisional licence holders should be revised to give novice drivers and riders a more staged progression from supervised learner driving to an unrestricted, open licence;
- If so, what changes or additional stages should be introduced;
- Whether additional licence restrictions for probationary drivers and riders should be introduced in Queensland; and
- What impacts these additional licence restrictions would have on employment and recreation opportunities and the general mobility of novice drivers and riders.

THE CONTEXT OF THIS INQUIRY

Novices are high risk drivers and riders. They are significantly over-represented in crashes. The Travelsafe Committee will focus on novice driver and rider issues during 2003. Earlier this year, the committee announced an inquiry into novice driver and rider education and training issues. That inquiry is examining:

- The involvement of novice drivers and riders in crashes, and the factors contributing to their crashes;
- The human and economic costs of novice driver and rider crashes in Queensland;
- What, if any, additional driver/rider training and education should be provided to novices drivers and riders; and
- What, if any, other measures should be taken to reduce novice driver and rider crashes in Queensland.

Submissions to the inquiry advocated the use of licensing measures to best manage novice drivers

on the road and to reduce their crash risks in Queensland.

INQUIRY PROGRAM

The committee proposes to complete this inquiry according to the following program:

Tuesday 25 March 2003	Announcement of the inquiry and call for submissions
Friday 9 May 2003	Closing date for the lodgement of submissions
May / June 2003	Discussion forums
Friday 12 September 2003 Brisbane	Public hearing
December 2003	Report to Parliament

NOVICE DRIVER AND RIDERS

For young people, the four years between their 16th and 20th birthdays are watershed years. It is a difficult time for young adults confronted by a gauntlet of unprecedented change, social pressures and new hazards. Changes include: the transitions from childhood to adulthood; high-school to college, school to job and, for many, family dependence and support to independence. It is also the period when young adults learn to drive.

For young people, a driver's licence is the key to being mobile and independent. Access to a car is critical for many employment opportunities, provides transport to university and TAFE colleges and supports sporting, social and other recreation.

The early driving years are critical to the development of safe driving competencies. Realistically, it is only through on-road driving experience that these skills develop.

Young driver and rider crash risks in Queensland

For many drivers, their early solo-driving years whilst their skills are still 'young' are their most dangerous. In Queensland, as in jurisdictions around the world, novice drivers and riders are significantly overrepresented in road trauma.

According to Queensland Transport, young people in the 16-20 years age group account for 7 percent of the population. However, during the five years 1998 – 2002, this age group accounted for 14 percent of all road fatalities and 20 percent of all hospitalisations. (QT Submission No. 34, p.3) The submission is available from the committee's secretariat and website. The figures below show the numbers of crashes involving young novice drivers and riders in Queensland between 1998 and 2002.

Figure 1: Crashes involving novice drivers aged 16-20 years, by crash severity and year, Queensland.[1]

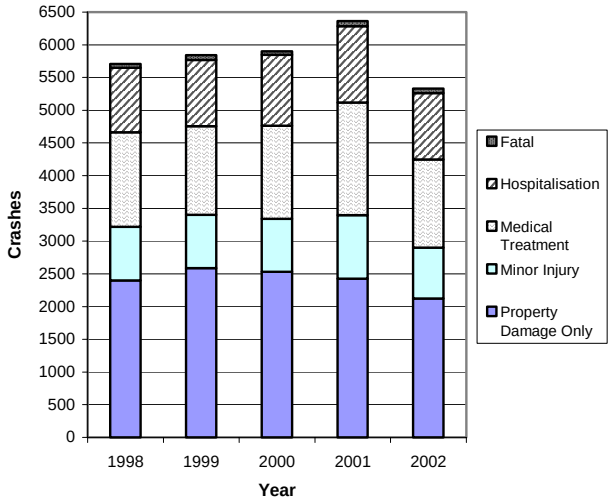
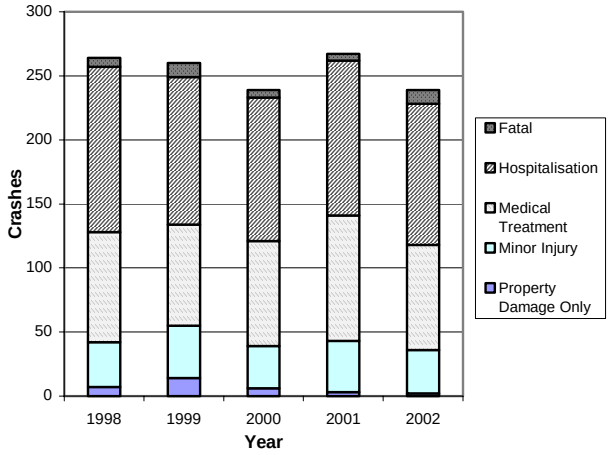


Figure 2: Crashes involving novice motorbike riders aged 16-20 years, by crash severity and year, Queensland.[1]



[1] Incorporates 2002 preliminary figures.

Males were involved in 62 percent of novice driver crashes and 77.7 percent of novice rider crashes during the period.

High risk days for young driver and rider crashes

Friday, Saturday and Sunday were the high risk days for fatal and hospitalisation crashes involving young driver and riders. Almost half of their serious crashes (48.7 percent for drivers and 48 percent for riders) occurred on these days. One third of all young driver crashes occurred on Friday and Saturday, while 48.7 percent of young driver fatal and hospitalisation crashes occurred on Friday, Saturday and Sunday.

GRADUATED LICENSING

To accommodate the need of novice drivers for safe driving experiences and mobility, whilst minimising their exposure to high risk driving situations, governments around the world are turning increasingly to graduated driver licensing and progressive licence sanctions.

Australian jurisdictions have implemented graduated licensing in conformance with a 1989 Federal Government road safety package. The package required that graduated licence schemes incorporate:

- Zero blood alcohol content (BAC) for learner drivers
- Zero BAC for the first three years after obtaining a non-learners [provisional or open] licence up to 25 years of age
- No learner permits to be issued before 16 years of age
- No probationary licence issued before 17 years of age
- The minimum period for a learner permit to be 6 months
- Licences issued for automatic vehicles are to apply for the probationary period unless a manual test is undertaken or other requirements, specified by the state or territory, are met. (FORS, Consultant report 136)

THE PROVISIONAL LICENCE STAGE

All jurisdictions in Australia and New Zealand have an intermediate licence stage between learner and full or unrestricted licences. Most jurisdictions including Queensland call this stage the Provisional Licence stage. In Victoria, it is called the Probationary Licence. The NSW period lasts a minimum of 3 years and is the longest. The NT period lasts only 1 year and is the shortest. All have zero or nominally zero BAC restrictions.

New South Wales has a unique two-stage provisional licence period. This allows further staging of driving restrictions before graduation to unrestricted licences. It also features exit tests for both provisional licence stages. The exit test for the P1 stage is the Hazard Perception Test. P2 drivers and riders must then pass the Driver Qualification Test to graduate to an unrestricted licence. Victoria's graduated licensing scheme also includes a hazard perception test, but as an entry test that candidates must pass in conjunction with a road rule knowledge test to qualify for a learner licence.

Victoria has the only scheme that imposes power to weight and capacity to weight restrictions on cars that probationary drivers in that state are allowed to drive. The New South Wales and Australian Capital Territory schemes have similar power to weight restrictions for motorcycles that provisional riders may ride. In Queensland, a person who holds a provisional, probationary or open licence is required to be restricted to hold a class RE (restricted) motorbike with an engine capacity of not more than 250 mL for at least the first 12 months before being eligible to learn to ride a class R (unrestricted) motorbike. This restriction does not apply to riders who have obtained their licence through QRIDE, a competency based training and assessment method of obtaining a motorbike licence that was introduced as a two-year trial in August 2001. A 'no passenger' restriction also applies to all class RE or R motorbike provisional or open licence holders who have not held that class of licence for at least 1 year. The New Zealand scheme is the only scheme that includes night driving restrictions. New Zealand and Victoria schemes include passenger restrictions. The New Zealand scheme appears designed to minimise distractions whilst driving. Victoria's passenger restriction activates only after the licence of a provisional diver or rider is suspended for traffic offences, and lasts for 1 year from the date the licence is returned.

Table (1) at the back of this paper compares the provisional licence systems in each jurisdiction and the licence restrictions that apply.

THE QUEENSLAND PROVISIONAL LICENCE

Queensland's intermediate licence stage, the Provisional Licence, has elements in common with other licensing systems in Australia and New Zealand.

The minimum provisional licensing period is 3 years for drivers aged under 23 years, 2 years for drivers aged 23 - 24 years, and 1 year for older drivers and riders. Under the Queensland driver and rider licensing system, novice drivers and riders:

- are subject to zero alcohol restrictions till aged 25 years. This also applies to a person of any age who is driving a motor vehicle in the course of their employment;
- may accumulate 3 demerit points. This means their provisional licence will be cancelled if they accumulate 4 or more demerit points in a year. In lieu of suspension, drivers and riders may be offered a good driving period to retain their driving privileges. This entitles them to continue to drive for 12 months with only 1 demerit point. If they accumulate 2 or more demerit points in the good driving behaviour period then their licence will be suspended for 6 months; and
- can only drive an automatic vehicle if their driving test vehicle had an automatic transmission (this applies to cars, trucks, motorbikes etc).

TWO-STAGE PROVISIONAL LICENSING

An effective graduated licensing system includes a minimum of three licensing stages: a supervised learning period, a provisional period allowing unsupervised driving with some restrictions and a full licence (Williams & Mayhew, 2003). The success of the program is limited without all three stages. All Australian jurisdictions currently have three stage licensing systems. New South Wales has further refined the model by creating a two-stage provisional licence.

Individuals learning to drive in New South Wales progress through a learner stage, a P1 provisional licence and a P2 provisional licence before being granted an open licence. Different restrictions apply to each provisional stage. Drivers on a P1 provisional licence must display red P-plates and are restricted to driving under 90 kilometres per hour with a blood alcohol content level under 0.02 percent. They are also unable to tow a trailer that is heavier than 250 kilograms when empty. The P1 provisional licence must be held for a minimum of twelve months. After this time novices complete a hazard perception test in order to progress to the P2 provisional licence.

Drivers on a P2 provisional licence have the same blood alcohol limits as those on a P1 provisional licence. However, they are able to drive at 100 kilometres per hour and display P-plates which are green. The novice can obtain a full licence after holding a P2 provisional licence for a minimum of two years and passing a driver qualification test.

FOR COMMENT:

The committee invites submissions on whether a two-stage provisional licensing system should be introduced in Queensland, what should be contained in each stage and how successful completion of each stage should be monitored.

RESTRICTIONS IMPOSED ON HOLDERS OF PROVISIONAL LICENCES

The following sections discuss the more common restrictions and curfews on novice drivers and riders that are not in place in Queensland that other jurisdictions have implemented to reduce crash risks. These are night driving curfews, restrictions on passengers, vehicle power, towing, and speed, offence-free periods, P plates and exit tests.

The committee discusses these restrictions in this paper to stimulate informed debate in the community of their likely benefits and costs. Most appear to have clear road safety benefits based on evaluations and experience in other jurisdictions. However, the costs of the introduction of further restrictions or curfews on novice drivers and riders need to be carefully considered.

At an individual level, these restrictions would disadvantage the vast majority of novice drivers and riders who drive and ride responsibly and complete their provisional licence period crash free.

For the government, the introduction of additional licence restrictions would require administrative and legislative changes and a commitment to enforce any such new restrictions on the state's roads. This involves direct costs to Queensland Transport, the department responsible for the administration of driver licensing in Queensland, and the Queensland Police Service, the agency principally responsible for on-road enforcement of licensing sanctions. These are further costs that need to be considered.

Night driving curfews

Driving at night, compared with the day, is associated with greater levels of accident risk. Fatal accident risk for individuals of all ages is higher (Williams & Mayhew, 2003) and the novice driver is especially vulnerable at night (Williams & Preusser, 1997). Several factors that increase risk such as darkness, travelling to and from recreational activities, fatigue and alcohol are more likely to occur at this time (Williams & Ferguson, 2002). Imposing a driving curfew and restricting novices on their probationary licence from driving at night is aimed at reducing accident risk during a dangerous driving period for novices.

The earlier the curfew begins the greater the reduction in accidents; however, start times vary widely (Williams & Mayhew, 2003). Some jurisdictions allow exemptions such as work-related driving. This ensures that essential night driving continues while limiting high-risk recreational driving. A study of the night driving curfew in New Zealand found that the curfew led to a statistically significant ($p = 0.003$) reduction in night driving crashes (Begg, Stephenson, Alsop & Langley, 2001).

In addition to New Zealand, thirty-six states in the United States of America and three jurisdictions in Canada impose night driving curfews on novice drivers. There are no restrictions on night driving by novices in Australia.

FOR COMMENT:

The committee invites submissions on whether a night driving curfew should be introduced for drivers and riders with provisional licences in Queensland, how it should applied and the hours it should cover.

Passenger restrictions

Driving with teenage passengers in the car increases the crash risks for novice drivers. The greater the number of passengers, the greater the crash risk (Preusser et al., 1998). It is likely that social interactions distract novices from driving as well as increasing risk-taking and showing-off (Williams & Ferguson, 2002).

A study of the effects of passenger restrictions in New Zealand found that it reduced the number of drivers transporting passengers involved in an accident by a statistically significant amount ($p=0.018$) (Begg, Stephenson, Alsop & Langley, 2001).

New Zealand, twenty-four states within the United States of America and four provinces in Canada have passenger sanctions for novice drivers. In Australia, Victoria is the only state to impose a passenger restriction on car drivers. The Victorian restriction is activated once a driver with a probationary licence loses their licence on suspension for traffic violations. When they resume driving after their suspension has expired, they are restricted to carrying only one passenger. This restriction remains in force for twelve months.

Motorcycle riders with provisional licences may also face passenger restrictions. It is illegal in all states except Western Australia and South Australia for a rider holding a provisional motorcycle licence to carry a pillion passenger. The restriction applied for twelve months in the Australian Capital Territory and Victoria, for the first 2 years in Queensland and for the entire provisional period in New South Wales, Tasmania and the Northern Territory.

FOR COMMENT:

The committee invites submissions on whether passenger restrictions for novice car drivers should be introduced, how they should apply and what exemptions should be included.

Vehicle power restrictions

Novices who drive a performance vehicle are more likely to engage in risky behaviour such as driving recklessly and speeding. It appears that novice drivers within this group have better driving skills than their peers but worse driving attitudes (Clarke, Ward & Truman, 2002). A power-to-weight sanction is one way of reducing risk taking behaviour in this group.

It is likely that the benefits of this sanction are limited (Triggs & Smith, 1996) as power-to-weight ratios affect only a small number of novice drivers (Carseldine 1998). It is therefore unlikely that a large reduction in novice accidents, as a whole, will result. However, further research is needed before a conclusive decision can be reached.

Victoria has a power-to-weight ratio restriction for drivers of 125 kilowatts per tonne and an engine capacity to weight ratio of 3.5 litres per tonne of unladen mass of the vehicle. The ratios for these restrictions can be calculated readily using engine power, capacity and vehicle kerb weight data available from vehicle manufacturers and importers.

Several exceptions to this apply. Novices are able to drive powerful cars if required to do so by their employer. Additionally, police officers are exempt. Applications for exemptions may also be granted if the high-powered car is the only car owned by the driver's family or the car is used for business as well as social use, and no other non high-powered car is owned by the driver's family.

In effect, unless the vehicle is their work vehicle and the only vehicle they can use, the restrictions preclude novice drivers and riders in Victoria from driving high powered vehicles currently on the market in stock form such as:

- Ferrari Modena 211.5 kn/tonne;
- Porsche Boxster 131.8 kn/tonne;
- Porsche Carrera 174.7 kn/tonne;
- Ford XT Falcon XR6 Turbo 141.7 kn/tonne;
- Holden Commodore S V8 144.6 kn/tonne; and
- Holden Monaro CV8 136.8 kn/tonne.

The Victorian legislation places the onus on the novice driver to ensure the vehicle they drive does not exceed the stated power restrictions. It is possible that many vehicles that comply with the restrictions, as originally sold, may nevertheless exceed the restrictions due to performance modifications such as an added turbocharger or supercharger.

The Australian Capital Territory and New South Wales have power to weight restriction for motorcycles that provisional riders may ride, though the limits are different (125 kilowatt/tonne in the Australian Capital Territory and 150 kilowatt/tonne in New South Wales). In lieu of this restriction, most Australian jurisdictions have simplistic restrictions for motorcycles based on engine size. Victoria, South Australia, Queensland, and the Northern Territory restrict novice riders to motorcycles with engines up to 250 -260cc (or ml in South Australia) in capacity. New Zealand has a similar restriction. The effect of this restriction on crash risks is unknown.

FOR COMMENT:

The committee invites submissions on the effectiveness of existing engine capacity restrictions on motorcycle riders, and whether power to weight and/or engine capacity to weight restrictions should be introduced in Queensland.

Towing restrictions

Towing a trailer creates extra demands on a driver (Roads and Traffic Authority, 1997). Theoretically, towing could increase crash risks to novice drivers. This risk could be limited by not allowing towing, or restricting towing to lighter trailers. In the absence of published evaluations, the effectiveness of towing restriction is unknown.

In the Australian Capital Territory, provisional drivers and riders are prohibited from towing a trailer during the first year. New South Wales imposes a towing restriction on P1 provisional licence holders which similarly applies to the first year of the provisional licence period. These drivers are prohibited from towing a trailer with an unladen weight greater than 250kg. This effectively limits them to towing small box trailers, and

prevents them from towing larger trailers such as caravans and horse floats. New South Wales also has specific provisions that prohibit provisionally licensed motorcycle riders from towing a trailer.

FOR COMMENT:

The committee invites submissions on whether towing restrictions for provisional licence holders should be introduced in Queensland.

Speed restrictions

Novice drivers have a long association with offences and accidents related to speeding (Clarke, Ward & Truman, 2002). One possible method of limiting these accidents is to introduce a speed restriction for novices.

There is some indication that speed restrictions are limited in their ability to promote road safety. Speed restrictions create different speeds on the road between vehicles and promote activities such as overtaking (Saffron, 1981). However, further research is needed.

Several Australian states have introduced speed restrictions for provisional drivers and riders. The most stringent restrictions in Tasmania prohibit novice drivers and riders from exceeding 80 kilometres per hour. In New South Wales, the speed limit for novices is 90 kilometres per hour. The New South Wales restriction only applies to drivers with P1 licences for the first twelve months of the provisional licence period. P2 licence holders must not drive faster than 100 kilometres per hour. The speed limit for novices in South Australia and the Northern Territory is 100 kilometres per hour.

South Australia has a further speed sanction on novice drivers and riders. In effect, the sanction makes exceeding any posted speed limits by more than 10 kilometres per hour a breach of the provisional licensing conditions. The penalty for this breach is a six month disqualification from driving and cancellation of the provisional licence. This sanction applies in addition to the penalties for speeding offences that apply to all drivers and riders.

FOR COMMENT:

The committee invites submissions on whether speed restrictions should be introduced for provisional licence holders.

Offence-free periods

The motivation to drive safely can be improved with the requirement that novices complete a period of time without an offence (Triggs & Smith, 1996). A second possible way to increase motivation is to punish individuals who do not comply (Williams & Mayhew, 2003). However, it is important that the opportunity to gain experience is not reduced by eliminating licences for minor infractions (Saffron, 1981). Requiring drivers to be offence-free for a set amount of time before progressing to an open licence rewards safe driving habits rather than punishing dangerous driving. Evaluations of this restriction appear to be limited.

Most states in North America require novices to complete an offence-free period before becoming fully licensed drivers (Williams & Mayhew, 2003).

Australian jurisdictions extend the provisional licence period if the driver commits serious or multiple offences resulting in the suspension or cancellation of their licence. This, in effect, requires that provisional licence holders remain free from serious and/or multiple offences to graduate to an open licence. How this works varies across jurisdictions. Within Tasmania, for example, a driver or rider whose licence is suspended within the first twelve months is required to begin the entire provisional licence period again. If it is suspended after the first year, the provisional period is lengthened by the suspension period. In other jurisdictions, the period of suspension is added to the provisional licence period.

FOR COMMENT:

The committee invites submissions on whether the Queensland driver licence system provides adequate incentives to encourage provisional licence holders to drive and ride safely, and to abide by the road rules.

P-plates

The display of P-plates by novices is used to indicate that the driver is provisionally registered (Saffron, 1981) and enforcement of this encourages compliance with other licence sanctions (Triggs & Smith, 1996). Therefore, the role of P-plates is twofold; indicating the driver needs to obey licence sanctions and encouraging compliance with other restrictions by enforcement of the display rule. The use of R-plates [R for restricted] to mark provisionally licensed drivers within Ireland has not been shown to reduce accidents (ROSPA, 2002).

All Australian states and territories, except Queensland, require P-plates to be displayed by both drivers and riders. Provisional license holders in Tasmania may remove their P-plates after twelve months. Within the Australian Capital Territory removal may occur after the completion of a voluntary Road Ready Plus course. However, the novice must have six months driving experience before completing the course.

FOR COMMENT:

The committee invites submissions on whether provisional licence holders should be required to display P-plates in Queensland. If not, the committee invites comments on other means that police may use to identify provisional licence holders for enforcement.

Exit tests

Novice drivers may not be motivated to continue developing their skills or practicing in order to become effective drivers. One possible method of remedying this is requiring novices to pass a test, more difficult than the initial on-road licensing test, before granting an unrestricted licence (Williams and Mayhew, 2003).

The Canadian provinces of Ontario and British Columbia, New Zealand and New South Wales have exit tests at the end of the provisional licensing period. The content of these tests vary. The aim of New Zealand's test is to examine higher order skills such as cognitive and information-processing skills rather than driving skills (Robertson, 2000). It is difficult to test these skills until a bank of driving experience has been developed. No evaluations have been conducted into the effectiveness of this measure.

New South Wales requires novice drivers and riders on a P2 provisional licence to pass a Driver Qualification Test before granting an unrestricted licence. A test is administered using multimedia computer technology to identify if drivers have the necessary understanding, abilities and attitudes required for safe driving.

FOR COMMENT:

The committee invites submissions on whether an exit test such as a test of hazard perception skills should be introduced at the end of the provisional licence stage to gain an open licence.

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TABLE 1: PROVISIONAL LICENSING SYSTEMS AND RESTRICTIONS IN AUSTRALIA AND NEW ZEALAND

State/Territory	Length of probationary period	BAC restrictions[1]	Reduced Demerit Points[2]	Car passenger restrictions	Motorcycle pillion passengers restrictions	High powered cars restrictions	Motorcycle engine capacity restrictions	Night driving curfews	Speed restrictions	Towing restrictions	P plates	Auto trans	Offence free period to graduate[3]	Exit test
ACT	3 years	✓	✓[4]	✗	✓	✗	✓[5]	✗	✗	✓	✓[6]	✓	✓	✗
NSW	$3^{1/2}$ - 4 years – Min 3 years P1 – min 12 mths P2 – min 24 mths[7] P1- 12-18 mths P2 – 30 months	✓	✓	✗	✓	✗	✓[8]	✗	✓	✓	✓	✓	✓	✓
NT	1 year	✓	✗[9]	✗	✓	✗	✓	✗	✓	✗	✓	✓	✓	✗
QLD	>23 yrs – 3 yrs 23-24 yrs- 2 yrs 24 yrs and over - 1 yr	✓	✓[10]	✗	✓	✗	✓	✗	✗	✗	✗	✓	✓	✗
SA	16½ - 19 yrs or 12 months whichever period is longer [11]	✓	✓	✗	✗	✗	✓	✗	✓	✗	✓	✗	✓	✗
TAS	17-22 yrs – 3 yrs 22-24 yrs – until 25 24 and over – 1 yr	✓	✓	✗	✓	✗	✓	✗	✓	✗	✓	✓	✓	✗
VIC	3 yrs	✓	✗	✓[12]	✓	✓	✓	✗	✗	✗	✓	✓	✓	✗
WA	2 yrs	✓	✗	✗	✗	✗	✓	✗	✗	✗	✓	✓	✓	✗
NZ	Minimum of 6 mths if 25 or older, or 18 months if under 25 years.	✓	✗	✓	✓	✗	✓	✓	✗	✗	✗	✓	✗	✓

[1] The BAC restrictions column refers to jurisdictions that apply stricter blood alcohol content (BAC) limits to young drivers and riders

[2] The reduced demerit points column refers to jurisdictions that grant novice drivers fewer demerit points than to open or full licence holders

[3] All jurisdictions delay graduation from the provisional licence stage or equivalent to open/unrestricted licences for the duration of licence suspensions or disqualifications that are imposed on drivers for serious traffic offences.

[4] The demerit points allowance is increased to 8 points if the driver or rider completes an optional Road Ready provisional licence course.

[5] The ACT system includes power to weight restrictions for motorcycles in lieu of the engine capacity restrictions in other jurisdictions

[6] Provisional licence holders in the ACT who complete the Road Ready training course, may remove their P plates

[7] The P2 licence does not apply to riders. Riders must hold a P1 licence for a minimum of 1 year and then may apply for an open licence

[8] The NSW government restricts provisional riders to a motorcycle with a cubic capacity of 660ml and a power-to-weight ratio of 150 kilowatts per tonne

[9] There are no demerit points for traffic offences in the Northern Territory

[10] In lieu of licence suspensions, drivers may opt for a twelve month good driving period with only one demerit

[11] Legislation is before the SA Parliament to change this period to 16½ - 20 yrs or 2 years, whichever period is longer.

[12] Probationary drivers in Victoria are only subject to passenger restrictions if their licence is suspended. The restriction limits them to carrying only one passenger for a year.

GUIDELINES FOR MAKING A SUBMISSION

There is no prescribed form for written submissions to a committee. They may take the form of a letter or a more substantial paper and may contain facts, opinions, arguments and recommendations for action.

The best submissions are to the point, supported by evidence and are written in plain English.

The committee will only consider written submissions. Typed or printed text is preferable, though legible hand-written submissions are acceptable.

All submissions must include (i) the name, (ii) a postal address and (iii) a contact telephone number of the person who makes the submission.

Submissions must be signed and dated by the person making the submission. The original copy of the submission should be sent to the committee.

Number the pages and, if the submission is over twenty pages long, provide a brief summary at the front and include a table of contents.

Confidential Submissions

Anonymous submissions will not be considered, however, the committee may direct that a submission be treated confidentially.

If you want your submission to be treated confidentially, clearly write 'confidential' on each page and, in a brief covering letter explain why your submission should be treated confidentially.

Other Matters

Once the committee receives a submission it must not be published without the committee's authorisation. Publication of a submission without the committee's permission may jeopardise its protection by parliamentary privilege and may amount to a contempt of parliament.

If you make a submission, the committee may invite you to appear at a public hearing. Questioning at a public hearing allows the committee to examine particular issues in detail.

All submissions should be sent to:

The Research Director
Travelsafe Committee
Parliament House
BRISBANE QLD 4000

Submissions close Friday 9 May 2003

Extensions to the closing date may be given. If you need more time to make a submission contact the committee secretariat. Do not assume that a late submission will be accepted. For further information contact the secretariat:

Phone	(07) 3406 7908
Fax	(07) 3406 7070
E-mail	tsafe@parliament.qld.gov.au

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www.parliament.qld.gov.au/committees/travel.htm

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