



COMPENDIUM OF PROCEDURE HOUSE OF COMMONS • CANADA

QUESTIONS

ADJOURNMENT PROCEEDINGS (LATE SHOW)

Any Member who wishes to receive more information following a response given to his or her question during Question Period, or who has been told by the Speaker that a question is not urgent, may give notice of his or her intention to raise the subject matter of the question during the Adjournment Proceedings, commonly referred to as the “late show”.

As well, any Member whose written question on the *Order Paper* has not been responded to within 45 days may give notice of his or her intention to transfer the question to the Adjournment Proceedings for debate, rather than having the matter referred to a standing committee for review.

At the commencement of this 30-minute period, from 6:30 p.m. to 7:00 p.m. Monday through Thursday (there are no Adjournment Proceedings on Friday), a motion to adjourn the House is deemed to have been moved and seconded. After debate, the motion to adjourn is deemed carried and the House adjourns.

Notice

Members must provide the Table with written notice of their desire to raise the subject matter of an oral question no later than one hour following the conclusion of Question Period on the day on which the question was raised. The Member must fill out the form entitled: Adjournment Proceedings—Notices of Questions, copies of which are available from the Page Supervisors in the Chamber. Once completed and signed, it should be submitted to one of the Clerks at the Table.

A Member may also give oral notice in the House with reference to a question on the *Order Paper* not being answered within the required 45-day period. This is done when the rubric “Questions on the *Order Paper*” is called during Routine Proceedings. The Member rises and states that he or she wishes to transfer the question for debate and raise the subject matter during the Adjournment Proceedings. The order referring the matter to committee is then dropped.

If the matter is not taken up for debate within forty-five sitting days following the notice, the notice is deemed withdrawn and cannot be renewed.

Confirmation and Scheduling

Debates during Adjournment Proceedings are arranged by the Private Members’ Business Office on behalf of the Speaker.

The day after the notice has been submitted, the Member will receive a confirmation letter with all the pertinent information relating to the notice: date of question, subject matter and expiry date. In order to ensure timely consideration, the Member’s office should contact the Private Members’ Business Office to set a date and time to debate a question.

A notice may be deemed withdrawn if a Member gives notice of his intention to raise the subject matter on a specific day and the matter is not taken up during the time provided because the Member is not present to do so.

Selection of Questions to Be Raised

The Speaker has the discretionary power to determine the specific questions to be raised on a given day during Adjournment Proceedings, as well as the order of their consideration. Debates during Adjournment Proceedings are arranged by procedural staff on behalf of the Speaker.

No later than 5:00 p.m., the Speaker announces to the House which matter or matters are to be raised during that evening's proceedings.

Length of Debate

During the Adjournment Proceedings, debate on any one item can last no longer than ten minutes:

- the Member raising the matter may speak for no longer than four minutes;
- the Minister or Parliamentary Secretary may respond for no longer than four minutes;
- the Member may then reply for up to one minute; and
- the Minister or Parliamentary Secretary has one minute for a final reply.

Any Minister or Parliamentary Secretary may answer on behalf of the Government.

After 30 minutes or upon completion of debate, whichever comes first, the motion to adjourn is deemed to have been adopted and the House is adjourned until the next sitting day.

Suspension or Delay of the Proceedings

Adjournment Proceedings are suspended:

- when the sitting has been extended for an emergency debate;
- on the day designated for the budget presentation; or
- on any day on which the House continues to sit beyond the ordinary hour of daily adjournment for the election of a Speaker.

Adjournment Proceedings may be delayed until later in the day:

- when a sitting is extended due to a ministerial statement;
- when Private Members' Business has been extended on the second sitting day set aside for the consideration of the report and third reading stages of a bill;
- when the House has agreed to consider two items of Private Members' Business on the same sitting day;
- on the last allotted day in the Supply periods ending March 26, June 23 and December 10;
- during the last ten sitting days in June, if a motion has been adopted to extend the hours of sitting; and
- when a motion has been adopted to continue a sitting pursuant to Standing Order 26, to consider a specified item of business.

On other occasions when the adjournment of the House has been extended, the House has opted to preserve the adjournment debate at its normal time and, after the debate, to deem the motion to be withdrawn.

Points of Order and Questions of Privilege

Points of order and questions of privilege may not be raised during the Adjournment Proceedings and the House operates without a requirement for quorum. The Speaker will not allow motions moved by unanimous consent during this period.

Aside from unparliamentary language, matters arising from the conduct of the Adjournment Proceedings are deferred until the next sitting day.

Sample of Adjournment Proceedings—Notice of Question Form

SAMPLE



RECEIVED AT THE TABLE

Time: _____

Date: _____

Initials: _____

ADJOURNMENT PROCEEDINGS NOTICE OF QUESTION

To the Table Officers:

Date: _____

Pursuant to Standing Order 37(3), I give notice that I intend to raise during the Adjournment Proceedings the subject-matter of the question I addressed today to the Minister of _____.

Name of Member of Parliament in BLOCK LETTERS

Signature of Member of Parliament

Instructions:

- Notice must be given no later than one hour following Question Period.
- Please complete this Notice and have a Page bring it to the Clerk's Table.
- Please contact Private Members' Business Office at 613-992-9511 to schedule the date and time for your "Late Show" debate.

Further information: Private Members' Business Office – Telephone: 613-992-9511

RELATED ARTICLE

Questions Not Responded to Within 45 Days

Find this and other articles on House of Commons procedure by visiting the *Compendium of Procedure* Web site at www.parl.gc.ca/compendium-e.

For further information about the procedures of the House of Commons, please contact the Table Research Branch at (613) 996-3611 or by e-mail at trbdrb@parl.gc.ca.

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