

# New information requirements for lobbying registration application

The *Integrity Act 2009* (Qld) (**Integrity Act**) will be amended on Tuesday, 28 May 2024 with an entirely new Chapter 4 (Regulation of lobbying activities).

The key impacts of the new Chapter 4 are that all 'registrants', i.e. registered lobbying entities, will be required to apply to re-register and:

- provide some additional information in the application process; and
- apply to register any officers or employees who conduct lobbying activity on your behalf.

## New information required

In addition to the information collected when you registered your business entity as a lobbyist, you will be asked to provide the following information, which will appear on the Lobbying Register:

- the name of each officer<sup>1</sup> or employee (other than employees whose role is purely administrative and employees whose role involves work exclusively outside Queensland); and
- a method of contact for current and former clients, for example, a business phone number or email address. *(Note details of your clients currently listed on the Lobbying Register will pre-populate into the application form. You will simply be required to add the business phone number and you will be able to add any new clients, as required.)*

## Register your officers/employees as lobbyists

You will be required to apply to register your officers and employees who conduct lobbying activity for your lobbying business entity. You will be asked to provide information such as:

- their full legal name and contact details;
- whether they are a former senior government or Opposition representative<sup>2</sup> (if yes, further details will be required, for example, details of their former role and their official dealings<sup>3</sup>); and
- whether they have been convicted of specified criminal offences (this information will be kept confidential).

You will also be asked to confirm that the officers/employees you are applying to register are not disqualified from registering as lobbyists under section 49 of the new Chapter 4. *(Note, a previously registered lobbyist, who performed a substantial role in an election campaign for a political party, may be disqualified from being registered. Please see our dual hatting fact sheet [here](#) for further information).*

Each of your officers/employees will be required to complete and sign, in the presence of a specified witness, a statutory declaration which will collect the required information. Pre-filled template statutory declarations, for each Australian jurisdiction, are available [here](#). Please direct your officers/employees, who conduct lobbying activity on your behalf, to these templates and ask that they complete them as a matter of priority.

1. **Officer** means a person who holds an office, or position of authority, in the entity; or carries out, or has a duty to carry out, the functions of an office of the entity; or has a right to participate in the administration or management of the affairs of the entity.
2. A **former senior government representative** is a person who held, but no longer holds, any of the following roles: Premier; Minister; Assistant Minister; councillor; ministerial staff member; assistant minister staff member; a public sector officer who is an officer or employee of a public sector entity (under s 8 of the *Public Sector Act 2022*), a local government, a corporate entity (under the *Local Government Act 2009*), the parliamentary service, a government owned corporation, a rail government entity (under the *Transport Infrastructure Act 1994*), an entity prescribed by regulation that is assisted by public funds. A **former Opposition representative** is a person who held, but no longer holds, any of the following role: Leader of the Opposition; Deputy Leader of the Opposition; staff member in the office of the Leader of the Opposition.
3. **Official dealings** means any of the following dealings that the person engaged in as part of the person's ordinary duties on a regular basis: government or Opposition business or activities; negotiations, briefings, contracts and the making or receipt of representations relating to government or Opposition business or activities.

## Checklist

Before you commence filling in the application form, please complete the following checklist to ensure you have all the information required to complete and submit your application. Please note, incomplete applications cannot be submitted and will not be processed.

- ☐ Details of your lobbying business entity (ABN/ACN/registered business name etc.).
- ☐ Details of your contact officer (the person who will receive communications from the Queensland Integrity Commissioner regarding the application, the registration of the Applicant, updates to registration details and general administrative matters).
- ☐ The full names of all officers<sup>4</sup> and employees of your lobbying business entity, **except** individuals employed in purely administrative roles and employees who work exclusively outside Queensland.
- ☐ For each officer/employee who conducts lobbying activity, a completed statutory declaration, signed in the presence of a specified witness and in PDF or jpeg format, ready to attach and submit with your application. Officers/employees who are former senior representatives must include details of their previous roles and official dealings as part of the statutory declaration.

*Note, each jurisdiction in Australia has a different form and different requirements which must be met for the statutory declaration to be valid. You can find pre-filled template statutory declarations for each jurisdiction under the 'Lobbying Forms' section of our website [here](#).*

- ☐ A contact (e.g. business phone number or email address) for all current and former clients.

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4. See definition in footnote 1.