



NORTHWEST TERRITORIES
LEGISLATIVE ASSEMBLY
TERRITOIRES DU NORD-OUEST
ASSEMBLÉE LÉGISLATIVE

Committees' Policies on Accessibility and Transparency of Committee Work and Meetings – 19th Legislative Assembly

Policies:

- Meetings of Standing Committees are public until a motion to go *in camera* is moved and carried.
- If members of the public are present when a motion to go *in camera* is carried the Committee Clerk will ask the public to leave. No Committee business shall take place until the public has left the room.
- When moving a motion to go *in camera* the mover may request that some or all staff leave the room.
- The decision to hold all or a portion of a meeting *in camera* rests with the Committee.
 - Committees understand that witnesses, including Ministers, may be limited in terms of what information can be provided in public.
- For the purposes of the [Process Convention on Communications between Cabinet Ministers, Standing Committees and Regular Members](#), confidential matters include:
 - the draft business plan or budget of a department or public agency prior to their introduction in the Legislative Assembly;
 - a proposed policy initiative, legislative proposal or bill prior to its formal introduction in the Legislative Assembly;
 - a personnel matter relating to an employee or statutory officer;
 - concerns with the performance of a specific Minister; and
 - any other matter, where a member of the committee or the Minister identifies the matter as on which is, or would likely be, protected by privacy and data protection laws.
- Items typically considered *in camera* include, but are not limited to:
 - Ministerial or technical briefings relating to confidential matters noted above;
 - House planning;
 - briefings from Committee Advisors;
 - strategic planning;
 - some briefings from outside groups/interests;
 - review of draft Committee materials (e.g., draft reports, draft amendments, etc.);
 - review of confidential correspondence;
 - confidential correspondence from Cabinet should be marked as such according to the [Process Convention on Communications between Cabinet Ministers, Standing Committees and Regular Members](#).

Date: November 22, 2019
Mover: Mr. Bonnetrouge
Disposition: Carried.

- Items typically considered in public include:
 - public hearings and clause-by-clause reviews on Bills before Committee;
 - public review of OAG or Statutory Officer reports; (may include *in camera* portions)
 - Ministerial or technical briefings not related to confidential matters;
 - some briefings from outside groups/interests;
 - review of correspondence that is not confidential;
- When possible and appropriate, advertising/notice and broadcasting will be arranged for items such as public hearings, clause-by-clause review of bills, and public briefings.
 - When possible these proceedings will be streamed live on social media and YouTube and will remain available on these platforms.
 - These proceedings may also be broadcast live and/or rebroadcast on the Northwest Territories Legislative Assembly television network.
- Although not broadcast, *in camera* Committee meetings where a Minister is present as a witness will typically be recorded (audio).
- The following Committee documents and work will be considered public:
 - Committee agendas and records of proceedings - public and will be posted on Committee websites.
 - final reports - public and will be posted on Committee websites;
 - approved motions/amendments - public (moved during public meetings and included in Committee reports);
 - submissions on bills from groups or individuals - public and may be posted on website or included in Committee Reports at the direction of Committee
 - stakeholder engagement letters - public and may be posted on Committee websites;
 - news releases – public, distributed by the Assembly on behalf of Committees and may be posted on Committee websites at the direction of Committee; and
 - Other documents at the direction of Committee
- Committee Members will maintain the confidence of any matter considered during an *in camera* meeting.

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