



1. Statement of Policy

The Government of the Northwest Territories may establish boards, agencies and commissions to advance government priorities and commitments as well as to:

- (1) provide advice, including relevant technical, scientific, cultural or local information and perspectives, on the development and delivery of government policies, programs and services;
- (2) direct the delivery of government programs and services in a manner that provides for the substantive participation and input of residents;
- (3) make objective arm's-length decisions on matters of significant public interest; or,
- (4) within the limits of their authority, review and assess the actions and decisions of other decision-making bodies.

2. Principles

The following principles encourage and support good governance, guide the establishment and operation of GNWT boards, and guide the relationship between boards and the Government of the Northwest Territories.

- (1) The establishment and operation of boards should contribute to the good governance of the Northwest Territories.
- (2) The relationship between boards and the Government of the Northwest Territories should be characterized by respect, accountability, and transparency.
- (3) The Government of the Northwest Territories should clearly state and communicate the mandate of each GNWT Board.
- (4) The process for appointments to GNWT boards should be timely, consistent and transparent.



- (5) Boards should be provided with the necessary resources, training and flexibility to fulfill their responsibilities as set out in their respective mandates, budgets, and ministerial letters of expectations.
- (6) Composition of membership on boards should be appropriate to the mandate of the board.
- (7) Decisions about board appointments should take into consideration gender equity and the importance of having board memberships that reflect society in the Northwest Territories.

3. Scope

This Policy applies to all GNWT boards, agencies, and commissions as well as all employees of the Government of the Northwest Territories.

Exclusion

This Policy does not apply to municipal corporations or community councils, non-governmental boards, boards created through Aboriginal land claims or self-government agreements, through intergovernmental agreements, and boards comprised only of public servants.

4. Definitions

The following terms apply to this Policy:

Board - a group of individuals, collectively styled as 'board', 'agency', 'authority', 'committee', or 'council', who are appointed on behalf of the GNWT to collectively provide advice, direct the delivery of programs or services, or make or review decisions, within a mandate.

Gender Equity - an equitable proportion of women and men.

Honoraria - a voluntary payment made to a person for services for which fees are not legally or traditionally required.

Significant Change - includes major alteration to a board's mandate, function, focus, authority, scope, or overall composition.



5. Authority and Accountability

(1) General

This Policy is issued under the authority of the Executive Council. The authority to make exceptions and approve revisions to this Policy rests with the Executive Council. Authority and accountability is further defined as follows:

(a) Premier

The Premier is accountable to the Executive Council for the implementation of this Policy.

(b) Secretary to Cabinet

The Secretary to Cabinet is responsible for the administration of this Policy.

(2) Specific

(a) Executive Council

The Executive Council may:

- (i) approve proposals for the creation of GNWT boards;
- (ii) approve proposals for significant changes to GNWT boards;
- (iii) approve guidelines and policies concerning boards;
- (iv) assign GNWT boards to categories;
- (v) appoint, nominate, or confirm persons to GNWT boards; and,
- (vi) ensure that gender equity and local expertise in relation to mandate are considered when persons are appointed, nominated, or confirmed.



(b) Financial Management Board

The Financial Management Board may:

- (i) establish honoraria for GNWT board members;
- (ii) approve broad funding and financial accountability policies with respect to GNWT boards; and
- (iii) establish guidelines concerning the appointment of public servants to GNWT boards.

(c) Minister of the Executive and Indigenous Affairs

The Minister of the Executive and Indigenous Affairs may:

- (i) develop and recommend to the Executive Council guidelines and policies concerning GNWT boards, including criteria for establishing and categorizing boards;
- (ii) issue guidelines concerning standards for GNWT boards; and
- (iii) establish and maintain a public registry of GNWT boards.

(d) Ministers

Ministers:

- (i) will, pursuant to their authority in statute and policy, provide direction and instruction to boards for which they are responsible;
- (ii) may recommend the establishment of new, or the modification of existing, GNWT boards to the Executive Council;
- (iii) may recommend to the Executive Council category assignments for specific boards;



- (iv) will periodically review the mandate and purpose of each board for which they are responsible;
- (v) will, pursuant to their authority, appoint individuals or make recommendations to the Executive Council to appoint individuals to GNWT boards.

(e) Deputy Heads

Deputy Heads are accountable for adherence to this Policy within their respective public bodies.

6. Provisions

(1) Public Board Registry

The Minister of the Executive and Indigenous Affairs may record the following information, as well as other information he or she may specify as necessary to the administration of this policy, in a registry available to the public:

- (a) a list of GNWT boards;
- (b) the mandates and responsibilities of the boards as expressed in statute, by policy, and/or by the Minister responsible;
- (c) current board membership, including the names of members and their terms;
- (d) criteria for appointment; and
- (e) rates of honoraria.

(2) Board Classification

The Executive Council will classify all GNWT boards into one of four categories based on their functions:



- (a) **Advisory** - where a GNWT board has minimal or no program responsibility, but is primarily concerned with offering non-binding advice or recommendations to a Minister or the agent of a Minister, the GNWT board may be classified as Advisory;
- (b) **Management** - where a GNWT board directs, on behalf of a Minister, program operations or service delivery, including planning, budgeting, staffing and public reporting, the GNWT board may be classified as Management;
- (c) **Corporate** - where a GNWT board operates a corporate entity established under the authority of a Northwest Territories statute, where the entity has a considerable degree of operational autonomy and flexibility, and the potential ability to generate revenue, the GNWT board may be classified as Corporate; or
- (d) **Regulatory/Quasi-Judicial** - where a GNWT board is vested with legislated authority to investigate specific matters, weigh evidence and render decisions independent of political structures or influence, the GNWT board may be classified as Regulatory/Quasi-Judicial.

(3) Honoraria

When the GNWT pays honorarium to members of boards, it will be done in accordance with the Financial Administration Manual (FAM).

(4) Creation of New Boards or Significant Changes

When contemplating the creation of a new board or significant changes to an existing board, the Executive Council will consider whether:

- (a) the work of the proposed board is currently being provided by an existing board or a department;
- (b) the work of the proposed board can be integrated into an existing board or department;



- (c) the work of the proposed board is currently provided by another government, the private sector or a not-for-profit organization;
- (d) sufficient support, both financial and administrative, is available to enable the success of the board;
- (e) the value added by the proposed board to the achievement of government goals and objectives;
- (f) in the case of the amalgamation of boards, whether the focus and administrative structure of boards is compatible;
- (g) the impact on services to clients and the public;
- (h) the impact on other GNWT boards and departments; and,
- (i) the potential impact of and on Aboriginal land claims and self-government agreements.

(5) Appointments

When considering the process to appoint members, the Executive Council may:

- a) establish appointment guidelines and procedures for the selection and appointment of board members;
- b) establish clear timelines to fill vacancies in membership or chairpersonship;
- c) take into account the value of further developing the skills and expertise of persons resident in the NWT.



7. Prerogative of the Executive Council

Nothing in this Policy shall in any way be construed to limit the prerogative of the Executive Council to make decisions or take action with respect to GNWT Boards outside the provisions of this Policy.

A handwritten signature in black ink, appearing to read "Robert R. McLeod".

Premier and Chairman of the
Executive Council