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ANCIENT SPIRIT, MODERN MIND

**TERMS OF REFERENCE
FOR THE SPEAKER**

Approved by Executive Council
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Appointment

- 1 The Speaker is appointed by Executive Council.

Role

- 2 The Speaker's primary role is to preside over sessions of the Legislature and the People's Assembly.

Duties and Responsibilities

- 3 (1) The Speaker is responsible for all of the following:
 - (a) chairing each session of the Legislature or People's Assembly;
 - (b) maintaining order and decorum;
 - (c) encouraging decision-making by consensus;
 - (d) ensuring adherence to the best governance practices under section 10 of the Government Act;
 - (e) providing participants who wish to speak with a reasonable opportunity to do so;
 - (f) ensuring that each session complies with the *Government Act* and any applicable rules;
 - (g) ensuring that confidential information is protected from unauthorized disclosure;
 - (h) discharging other responsibilities prescribed by Executive Council.
- (2) The Speaker may make decisions or rulings on the matters referred to in subsection (1), including deciding questions of order, practice and procedure subject to applicable legislation and rules.
- (3) The Speaker may order the removal of a person whose actions unduly interfere with the maintenance of order and decorum in a session, including by a peace officer if necessary.

- (4) The Speaker may
 - (a) consult with the Law Clerk, and
 - (b) invite submissions from participants before deciding questions of order, practice and procedure for the relevant session.
- (5) The Speaker must announce, and give reasons for, the Speaker's decision on any question of order, practice and procedure.
- (6) The Speaker must not take part in substantive discussion of a matter before a session over which they are presiding, except to the extent necessary to discharge the Speaker's responsibilities
- (7) The Speaker must not vote or otherwise indicate support or opposition to a motion under consideration at a session over which they are presiding.

Remuneration

- 4 The Speaker will receive \$700 for each day or portion thereof that they perform official duties as Speaker. This remuneration includes any preparatory work that the Speaker does in advance of the day on which they perform official duties of Speaker.

Expenses

- 5 The Speaker will be reimbursed for expenses incurred in relation to their duties in accordance with the policy set out in the *Travel Expenses Regulation*, HFNR 14/2011.

Appointment Process

- 6
 - (1) Executive Council will appoint a Speaker at its first meeting in April of each year.
 - (2) On or before March 1 of each year the Law Clerk will seek to confirm with the current Speaker, acting Speaker or any person appointed as acting Speaker within the previous year if they are willing to be appointed or reappointed as Speaker.
 - (3) On or before March 15 of each year, the Law Clerk will give public notice that Executive Council will be appointing a Speaker at its first meeting in April.
 - (4) The public notice given under subsection (3) will include:
 - (a) information as to how an individual may apply to be appointed to the position of Speaker;
 - (b) the requirements for being a Speaker set out in the *Government Act*, s. 39(2);
 - (c) an indication as to whether an individual (or individuals) described in subsection (2) has expressed willingness to be appointed or reappointed as Speaker; and
 - (d) any other information specified by Executive Council.

- (5) A person who has expressed willingness in accordance with subsection (2) to be appointed or reappointed as Speaker is deemed to have submitted an application in accordance with paragraph (4)(b).
- (6) Executive Council will appoint the individual who is in the view of Executive Council best suited to fill the role, taking into account the requirements of the *Government Act*, s. 39(2) and (3).