



THE ANGUILLA HOUSE OF ASSEMBLY

MOTION

No: **459**
Proposed by: Hon Member for Valley South
Meeting: Twenty First Meeting of the First Session of the
Eleventh Anguilla House of Assembly
Date: 26th April, 2016

Establishment of Select Committee on Governance and Administration of the House of Assembly

The Anguilla House of Assembly,

DESIROUS of having a reorganised House of Assembly Office that remedies existing gaps in service and recognises best practice in parliamentary administration,

RECALLING, that on 26th January, 2016 at the fifteenth meeting of the first session of the Eleventh Anguilla House of Assembly, a committee of the whole House endorsed the "Outline Strategy and Work Plan of the House of Assembly and Gazette Office 2015-2020" and the proposal for the "Reorganisation of the House of Assembly and Gazette Office - Towards the Creation of Capacity and Efficiency in the Administration of the House of Assembly",

NOTING, that Executive Council on March 17, 2016:

- (i) Agreed in principle to the establishment of the House of Assembly Services Department for the creation of a new identify for the House of Assembly and Gazette Office. Council noted the proposal to have the House of Assembly Services Department established as a department within the Anguilla Public Service by January 2017;
- (ii) Agreed to the development of a five year strategic plan for the proposed House of Assembly Services Department that outlines its vision, mission, values, goals, objectives, activities, inputs and an administrative structure by June 2016 and the submission of the same to Executive Council for approval by July, 2016.
- (iii) Agreed in principle to the recruitment of a complement of permanent staff appropriate to the needs of the new department and based on the projections put forward in the strategic plan;

- (iv) Supported the progression towards the establishment of appropriate governance and administrative arrangements for the House of Assembly so as to allow it to achieve greater independence, efficiency and effectiveness; and
- (v) Agreed that, to facilitate (iv.) above, the Chief Minister should be authorized to move a motion for the establishment of the “Select Committee on Governance and Administration of the House of Assembly” with the terms of reference as attached.

NOW HEREBY ESTABLISHES, the Select Committee on Governance and Administration of the House of Assembly with the terms of reference as attached in the Schedule.

SCHEDULE

Terms of Reference Select Committee on Governance and Administration of the House of Assembly

1. The Name of the committee shall be the “*Select Committee on the Governance and Administration of the House of Assembly*”.
2. The Committee shall be established by a resolution of the House of Assembly at the scheduled regular meeting in April, 2016.
3. The committee shall be comprised of:
 - a. The Speaker
 - b. The Deputy Governor
 - c. A representative of the government bench appointed by the Chief Minister
 - d. A representative of the opposition bench appointed by the Leader of the Opposition
4. The committee shall:
 - 3.1 Oversee the development of a strategic plan for the proposed House of Assembly Services Department by June, 2016, in accordance with the proposal contained in **Appendix 2**.
 - 3.2 Oversee the development of the Estimates of Recurrent Revenue, Expenditure and Capital of the proposed House Services Department for 2017, in accordance with Ministry of Finance Guidelines
 - 3.3 By June 2017 the committee is to complete a study to assess the arrangements for the governance and administration of the Anguilla House of Assembly and to make recommendations towards the achievement of greater independence, efficiency and effectiveness of the House of Assembly and to the findings
 - 3.4 Report to the House from time to time on progress towards the achievement of the deliverables outlined in 3.1, 3.2 and 3.3.
 - 3.5 Submit to the House for tabling and publication the following reports by the stated timeframe:

Ref	Committee Reports	Timeframe for Submission
3.5.1	The House of Assembly Services Department Strategic Plan 2017—21	June, 2016
3.5.2	House of Assembly Services Department, 2017 Estimates of Recurrent Revenue, Expenditure and Capital.	June, 2016
3.5.3	Report on the Study of the Arrangements for Governance and Administration of the Anguilla House of Assembly.	July, 2017