



LEGISLATIVE ASSEMBLY OF THE NORTHERN TERRITORY

Know Your Assembly A Seminar for Professionals and Interested Territorians

The Seminars

The *Know Your Assembly* seminars are designed to give attendees an improved understanding of the role and functions of the Legislative Assembly of the Northern Territory with a focus on the interaction between the Executive Government and the Parliament.

While designed for professional development, interested non-professional participants may also attend.

The Seminars are available to

- Public Servants
- Legal Practitioners
- Media Professionals
- Professionals engaging with Government and Legislation such as:
 - Industry Groups; Business Leaders; Small Business Owners; Community Sector Professionals; Lobbyists.
- Schools and Community Groups
- Tertiary Students (Political Science, Law, Economics etc)

The Seminars will cover

- Overview of the Legislative Assembly and the role of the Assembly in a unicameral Parliament
- Members' scrutiny of Government
- A typical sitting day and how to obtain information on business before the House.
- Agency involvement in preparation of documents used by Ministers and Members in the Assembly
- Passage of legislation
- The role of the Member who is also a Minister
- The role of Cabinet
- Committee inquiries and functions

Proposed Outcomes

Attendees will:

- Develop the tools to work with Members, engage with the Assembly and participate in the democratic process
- Develop an understanding of the role and functions of the Legislative Assembly
- Understand the stages of the legislative process
- Understand committee inquiries and functions
- Hear first-hand from Members
- Understand the working relationship between the public sector, Ministers, Members and the Parliament.

Details of the seminar program

SESSION 1: Overview of the Legislative Assembly

This session will examine:

- Assembly Power and Authority
- Limitations on Power
- Speaker's Powers
- Standing and Sessional orders
- Practice and Precedent
- Speaker Rulings
- The functions of
 - Representing Territorians
 - Forming Government.
 - Legislation.
 - Scrutiny
 - Appropriation of revenue (the Budget).

SESSION 2: Conduct of Proceedings of the Assembly

This session will examine:

- A typical Sitting Day - the order in which business is conducted
- The Notice Paper - A description of the different types of business
 - Government Business
 - General Business
 - Question Time
- What are:
 - Standing Orders
 - Sessional Orders
 - Orders of Continuing Effect
 - Speaker's Rulings
 - How to obtain information on business proposed and subsequently conducted.
 - Departmental involvement in the preparation of parliamentary material.

SESSION 3: The Legislative Process – From Cabinet to Assent and all matters in between

This session will examine:

Legislation

1. Policy idea and early development of concept
2. Approval to draft Bill (outline of Cabinet process)
3. Drafting instructions to Parliamentary Counsel and Bill development
4. Cabinet approval of draft Bill and related documents
5. Introduction, debate and passage of Bill
6. Scrutiny Committee process
7. Amendment during Consideration in Detail
8. Private Members' Bills
9. Assent
10. Commencement
11. Regulations

Practical Examples

- General principles for the passing of laws by the Northern Territory Assembly
- An explanation of the nuances of the stages in the passage of legislation
- Appropriation Bills.

SESSION 4: The Role of Committees

The committees' session is aimed at equipping participants to effectively engage with the Assembly's committees, including getting your message heard, using committees to promote policy ideas or changes to the law, making submissions, appearing as a witness and preparing for Estimates.

Topics covered by the session include:

- Functions and types of Assembly committees
- Opportunities provided by committees
- Stages and methods of inquiries
- Powers of committees
- Getting your issues on the agenda
- Making a submission
- Appearing at a hearing
- Navigating Estimates

2019 Seminar Dates:

Thursday 28 February	Darwin
Thursday 4 April	Darwin
Thursday 29 August	Darwin

For bookings and information please contact Parliamentary Education Services on

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