

Community Accountability Boards

Terms of Reference

Purpose of the Boards

Community Accountability Boards are non-statutory boards formed by the Minister for Territory Families and Urban Housing. The Boards will provide advice and recommendations to the Minister for Territory Families and Urban Housing on community-based youth justice programs, including community work order programs and will ensure that Government is attuned to community expectations.

The Boards will provide a mechanism for local business owners, community members, non-government organisations, local councils and Aboriginal elders to make recommendations regarding the innovation of community based youth justice programs.

Terms of Reference

The Boards will:

- Provide an avenue for communities to advise on community-based youth justice, how it impacts the local community and how the community can increase their involvement in this area, liaise and consult with the community, local businesses, elders, service providers and key stakeholders to progress and provide feedback on community based youth justice in their region
- Give a voice to local business owners and community members to allow them to provide input regarding responses to youth crime matters in their region, and assist in the reduction of youth offending. This will include offering community-based programs and developmental opportunities for young people in both short and long-term capacities
- Establish and maintain cooperative networks with other committees and advisory groups, including the Youth Justice Advisory Committee, Aboriginal Justice Agreement Law and Justice Groups, and relevant Northern Territory Government committees
- Identify some of the underlying causes of youth offending and actively suggest solutions and progress strategies to implement solutions as requested
- Strengthen the social bonds between the community and the Northern Territory Government
- Build partnerships with service providers and local businesses to resolve less serious offences successfully
- Develop an annual plan of the Community Accountability Board's proposed priorities and activities, and submit to the Minister Territory Families and Urban Housing
- Provide annual reports on the progress of work undertaken by the Community Accountability Board to the Minister for Territory Families and Urban Housing. The Minister may at any time request a report in relation to a particular issue.

Composition of Boards

Members of the Boards and a chairperson will be appointed by the Minister for Territory Families and Urban Housing from nominations received during the Expressions of Interest process. The members selected by the Minister will ensure that a diversity of representation is achieved.

Each Board will have a minimum of ten members appointed by the Minister.

Each board will be comprised of up to three representatives from each of the following categories:

- Local business owners
- Aboriginal elders
- Community members directly impacted by youth offending

One representative from each of the following categories:

- Local council representatives
- The Chamber of Commerce.

At least one ex-officio member from each of the following Northern Territory Government departments will also be appointed:

- Department of Territory Families, Housing and Communities
- Department of the Chief Minister and Cabinet
- Northern Territory Police.

Ex-officio members will provide information and expertise as required. Secretariat support will be provided by representatives from Territory Families, Housing and Communities.

Selection criteria

Members will be selected with reference to the following:

- The strength of their interest in the development of community-based youth justice approaches for youth offenders
- The strength of their relationships with other organisations, businesses and individuals within the community
- Their ability to provide community-based youth justice options for young people in both a short and long term capacity
- Demonstrated relevant business or other experience
- Demonstrated understanding of and capacity to undertake the duties and obligations of members
- Demonstrated integrity and the capacity to think strategically.

It is expected that members will:

- Hold a current Northern Territory Working with Children Clearance
- Dedicate sufficient time to carry out their role effectively through quarterly meetings
- Have the capacity to reflect on and present community issues, rather than focusing on personal concerns or individual issues
- Share relevant, non-confidential information with their broader networks
- Read all relevant documentation prior to the meeting where necessary

- Have the ability to establish connections with other community based providers to garner increased support for community based options to support children, young people and families that respond to youth offending
- Have the ability to be future focussed and focus on creation of programs and pathways for young offenders
- Be respectful to other members' ideas, views and cultures and treat all members with respect by actively listening and not interrupting
- Maintain confidentiality
- Identify actions that result from discussion and commit to following through those actions
- Possess the ability to work with a diverse group of people with a range of values, interests, backgrounds and expertise.

Terms of Appointment

The membership of the Boards will be for a period of 12 months from the establishment of the Boards. At the end of this time, members may apply to serve a second consecutive term.

Members who do not attend two consecutive meetings may have their membership reviewed.

Operating Arrangements

- Members shall declare conflicts of interest and inform the chairperson immediately if a matter comes before the committee that may have a personal, financial or other substantial personal interest.
- Meetings will be held quarterly by each Board.
- Confidentiality regarding confidential matters will be maintained by all members at all times.
- A quorum in respect of each Board shall comprise half of the membership.
- In the event that the chairperson is not able to attend a meeting they shall nominate an alternate chairperson, or if this is not possible, the Boards shall elect a chairperson from those present.
- There is no obligation on the Boards to reach consensus in their recommendations. The role of the Boards is to identify issues, critically evaluate available information and offer suggestions for innovative community-based solutions to youth offending.
- The chairperson will be the General Manager, Youth Justice and Emergency Management or a delegate they deem as suitable and that chairperson is the primary spokesperson for the Board.
- The chairperson may nominate a co-chairperson and that co-chairperson will be a Territory Families, Housing and Communities Regional Executive Director.