



January 22, 2021

**Sent via email**

Jennifer Chow, QC  
Department of Justice  
900-840 Howe Street  
Vancouver V6Z 2S9

Dear Jennifer:

**Re: 2021 Mandate for Equity, Diversity and Inclusion Advisory Committee**

**Dean Lawton, QC**  
President

Office Telephone  
604.605.5394  
Office Email  
president@lsbc.org

Thank you for agreeing to accept the appointment as Chair of the Equity, Diversity and Inclusion Advisory Committee for 2021.

The 2021-2025 Strategic Plan and the Terms of Reference along with the particular priorities outlined below should guide the Equity, Diversity and Inclusion Advisory Committee in its work this year.

The mandate from the Terms of Reference for the Equity, Diversity and Inclusion Advisory Committee is:

*The Equity Diversity and Inclusion Advisory Committee monitors and advises the Benchers on developments and issues affecting equity, diversity, and inclusion in the legal profession and the justice system, and promotes equity, diversity, and inclusion in the legal profession.*

I expect that you will guide the Equity, Diversity and Inclusion Advisory Committee in its work over the year in a manner that reflects its terms of reference, the Benchers Code of Conduct and the Benchers governance policies regarding committees, always ensuring we remain committed to evidence-based decision-making that takes into consideration the impacts of policies on our members and the public and that we act in the public interest.

In particular, please keep in mind that the Benchers have directed that:

- a) Benchers committees are to help the Benchers do their job, not to help the staff do its jobs. Committees ordinarily will assist the Benchers

by preparing policy alternatives and implications for Benchers' deliberation.

- b) Benchers' committees do not exercise authority over staff.
- c) In keeping with the Benchers' broader focus, Benchers' committees will normally not have direct dealings with current staff operations.

I expect you and the members of Equity, Diversity and Inclusion Advisory Committee to work in a professional and respectful manner with the staff assigned to support the Advisory Committee.

During 2021, I would like to see the Equity, Diversity and Inclusion Advisory Committee make substantial progress on the following priorities:

1. *Continue as the committee did in 2020 with updating the equity, diversity, and inclusion data on the legal profession in B.C.; and*
2. *Continue to assess whether the Annual Practice Declaration Anonymous Questions provide meaningful data based on the total lawyer complement in the province, and what changes the committee may recommend to the anonymous questions.*

As Chair of Equity, Diversity and Inclusion Advisory Committee, please ensure that all members of the Equity, Diversity and Inclusion Advisory Committee understand they are expected to abide by the Benchers' Code of Conduct and the Law Society's workplace policies and that the Equity, Diversity and Inclusion Advisory Committee is expected to act within its Terms of Reference.

I look forward to hearing about the work of Equity, Diversity and Inclusion Advisory Committee over the balance of the year and trust that you and the Equity, Diversity and Inclusion Advisory Committee will make substantial progress on the priorities in this letter.

Yours truly,

A handwritten signature in black ink, appearing to read 'D. Lawton', with a stylized flourish at the end.

Dean Lawton, QC  
President, Law Society of BC