



Act and Rules Committee

Terms of Reference

Updated: December 2016

Mandate

The Act and Rules Committee implements decisions by the Benchers that require amendments to the Legal Profession Act (the “Act”) and the Law Society Rules (the “Rules”). The Committee also monitors the Act and Rules with the view to correcting non-substantive errors and generally identifying and recommending non-substantive improvements to the Act and the Rules. The goal is to have Rules that are easy to navigate and easy to understand for all users.

Composition

1. Under Rule 1-47, the President may appoint any person as a member of a committee of the Benchers and may terminate the appointment.
2. Generally, the Committee consists of 4 to 6 Benchers.

Meeting Practices

1. The Committee operates in a manner that is consistent with the Benchers’ Governance Policies.
2. The Committee will meet in person approximately six times per year. The Committee may also meet by phone or conduct drafting, review drafts, or perform other tasks by email or other electronic means of communication.
3. The Committee has a Chair who works closely with staff support and convenes meetings, facilitates discussion, assigns responsibilities, and establishes priorities.
4. Decisions are generally by consensus. If consensus is not possible, final decisions are made by majority vote of the members present at the meeting. The Chair may vote.
5. Quorum consists of at least half of the members of the Committee (Rule 1-16(1)).

Accountability

The Committee is accountable to the Benchers as a whole. The Committee strives to address requests promptly and to meet any deadlines requested in order to facilitate approval.

Duties and Responsibilities

1. The Committee prepares draft amendments to the LPA and Rules for consideration and approval by the Benchers.
2. Recommendations for amendments to the LPA, after approval by the Benchers, are submitted to the BC Ministry of Justice.
3. Recommendations for amendments to the Rules are generally made to the Benchers for approval at a meeting of the Benchers.
4. Committee monitors the LPA and Rules with the view to correcting non-substantive errors and generally identifying and recommending non-substantive improvements to the LPA and the Rules to keep the LPA and Rules current, useful, user-friendly, and consistent with recognized standards for legislative drafting.