

Terms of Reference for the Access to Justice Committee

These Terms of Reference should be read in conjunction with the Law Society Act, Rules and any Benchers policies relating to Committees.

Access to Justice Committee – Terms of Reference	
Type	Standing, Benchers
Mandate	<ul style="list-style-type: none">• To provide leadership to a cohesive and collaborative approach for initiatives intended to improve access to the civil and family justice systems in Newfoundland and Labrador• To provide, as appropriate, a forum for engaging the public and public sector participants on issues related to access to justice• To share information, monitor and co-ordinate work undertaken, and educate the public about efforts of the committee and working groups• To promote innovation in all aspects of the delivery of civil and family justice services• To gather feedback from various stakeholders on initiatives being implemented in the various sectors of civil and family justice services to ensure that we are meeting the needs of the targeted audience
Responsibilities	<ul style="list-style-type: none">• To identify access to justice initiatives relevant to the role of the Society;• To advise and recommend to Benchers access to justice initiatives relevant to the role of the Society;• To engage Members on access to justice initiatives relevant to the role of the Society;• To engage the public on access to justice initiatives relevant to the role of the Society;• To promote and facilitate access to justice initiatives relevant to the role of the Society;• To support the Newfoundland and Labrador Access to Justice Steering Committee in attaining its objectives set out in its Terms of Reference, specifically:<ul style="list-style-type: none">(i) to provide leadership to a cohesive and collaborative approach for initiatives intended to improve access to the civil and family justice systems in Newfoundland

	<p>and Labrador;</p> <ul style="list-style-type: none"> (ii) to provide, as appropriate, a forum for engaging the public and public sector participants on issues related to access to justice; (iii) to share information, monitor and co-ordinate work undertaken, and educate the public about the efforts of the committee and working groups; (iv) to promote innovation in all aspects of the delivery of civil and family justice services; (v) to gather feedback from various stakeholders on initiatives being implemented in the various sectors of civil and family justice services to ensure that we are meeting the needs of the targeted audience.
Composition and Quorum	<ul style="list-style-type: none"> • The Committee shall consist of six individuals, comprised of: two members of the Society, one elected Bencher who shall be the Chair, two Lay Benchers, and the Executive Director who shall be a non-voting member • Committee members shall be appointed by Benchers • Any vacancies may be filled by the Committee • Except for the Chair, members are appointed for a term of three years and are eligible for reappointment for one further term of three years (Rule 2.16) • Members who have served for a total of six years are ineligible to be reappointed to that committee until a period of one year has expired (Rule 2.16) • A quorum for meetings of the Committee shall be three.
Committee Chair/Vice Chair	<ul style="list-style-type: none"> • The Chair of the Committee shall be a appointed by Benchers and shall be a Bencher • Chairs should be appointed/reappointed by Benchers on an annual basis
Procedures and Work Product	<ul style="list-style-type: none"> • (See ‘Responsibilities’, above)
Reporting	<ul style="list-style-type: none"> • To advise and recommend to Benchers access to justice initiatives relevant to the role of the Society • Report as needed but not less than once per year

Staff Support	<ul style="list-style-type: none">• The Executive Director is a non-voting member of the Committee
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