

Country Practitioners Committee

Terms of Reference

Adopted by Council 24 February 2015 (C240215D2)

1 Purpose and Scope

The purpose and scope of this Committee is to:

- 1.1 Be representatives to the Society practitioners based outside the Perth Metropolitan area (“Country Practitioners”).
- 1.2 Engage and connect Country Practitioners with the broader profession.
- 1.3 Provide support to Country Practitioners to:
 - 1.3.1. Address issues specific to practising in regional and remote locations; and
 - 1.3.2. Ensure support provided to metropolitan practitioners is made available, in some way, to Country Practitioners.
- 1.4 Advocate for and on behalf Country Practitioners on issues specific to legal practice in regional, rural and remote regions.

2 Powers and Duties

- 3.1 The Committee is governed by the Law Society of Western Australia’s Committee Standing Orders (“Standing Orders”).
- 3.2 In accordance with Section 60 of the Law Society of Western Australia Constitution, the Council of the Society confers its powers to the Country Practitioners Committee to enable it to fulfil the general Purpose and Scope defined in these Terms of Reference to

3 Membership

- 4.1 The Committee will endeavour to maintain a Committee membership which is reflective of the vast and diverse areas of Western Australia in which law is practiced.
- 4.2 Committee membership will be in accordance with the Standing Orders and the Committee will comprise the following representatives:
 - (i) The Convenor who shall also be the Country member on Council;
 - (ii) Up to 10 other representative members as determined by the Committee and appointed by the Council; and
 - (iii) One representative of the Young Lawyers Committee.

4.3 Committee membership shall be restricted to a maximum of 12 members in accordance with the Standing Orders the Committee may also, in addition to the 12 members, invite observers and ex-officio members onto the Committee.

4 Budget

Any annual budget allocations for the Committee are subject to the approval of the Council.

5 Meeting Frequency and Recording/Reporting

6.1 The Committee shall meet from time to time as required in the effective and efficient performance of its duties, but at least every two months unless otherwise decided by the Convenor.

6.2 The timing and delivery of agendas for the meetings is at the discretion of the Committee Convenor, subject whenever practicable to the expressed wishes of Committee members.

6.3 Notice of each meeting confirming the date, venue and time, together with an agenda of items and relevant papers to be discussed shall be formally provided to each member of the Committee at a reasonable time prior to the meeting. These may be provided in hard copy or electronically.

6.4 The quorum for meetings shall comprise a simple majority of members. A quorum must be present for the entire meeting.

6.5 Except where for reasons of confidentiality the Committee otherwise decides, the secretary shall minute the proceedings and resolutions of all meetings as well as keep appropriate records. Minutes of the meeting shall be circulated promptly to members of the Committee unless a conflict of interest arises for settling.

6.6 Minutes of the meetings are to be presented to Council regularly for information and noting.

6 Confidentiality

Information provided to the Committee and its members in confidence is to be regarded as confidential and is not to be disclosed to any third party or beyond the

particular forum purposes for which such information is made available in accordance with Council/Committee Policy CP04.06.

7 Code of Conduct and Conflicts of Interest

8.1 The members of the Committee must comply with the Society's Code of Conduct approved by the Council and as amended from time to time.

8.2 Members of the Committee (and any other person who is present) must declare any in accordance with the Law Society Conflicts of Interest Guidelines any interest/s in any matter under discussion at the beginning of each meeting.

8 Media

The members of the Committee must not make any statements to the media. Any media release must be approved by the President of the Society or his/her nominee after due consideration of the insurance arrangements and implications of any press release, and with the consent of insurers if required.

9 References:

- Council/Committee Policy CP04.06.
- Council/Committee Policy CP20.07