

**UNIFORM LAW CONFERENCE OF CANADA
CIVIL LAW SECTION**

**ADVISORY COMMITTEE ON PROGRAM
DEVELOPMENT AND MANAGEMENT (ACPDM)**

Victoria, British Columbia

August 2013

ADVISORY COMMITTEE ON PROGRAM DEVELOPMENT AND MANAGEMENT

[1] The role of the Advisory Committee on Program Development and Management is to take responsibility for the medium to long-term project activity of the Conference. The shorter-term activities of both sections, Civil and Criminal, are managed by the Steering Committees. Part of the role of the Advisory Committee is to evaluate and review possible projects, establish and populate working groups for approved projects and to coordinate joint projects between the Civil and Criminal sections, and with other international organizations.

[2] The Committee meets on a monthly basis by teleconference. Preparations for these conferences, agendas and background material are prepared by Mr. Clark Dalton, to whom we owe a very significant debt of gratitude. In addition, the committee occasionally meets on a face-to-face basis when more general planning and discussion is required. The Committee did just that on June 11 and 12 in Ottawa to discuss four major areas of challenge for the conference. The four areas were:

- leadership – how to ensure appropriate project leadership and subject matter expertise for each project;
- implementation – what activities and background material can be provided to assist with implementation;
- project selection – to ensure that the choice of projects is both responsive, relevant, and capable of implementation;
- communications – to establish regular lines of communication for purposes of project selection, implementation and the general viability of the conference.

[3] These were challenging issues and the Committee was assisted by advanced preparatory thought and analysis on each of the topics. The discussion was also assisted by a survey completed by Jurisdictional Representatives providing helpful information on the four issues. On the matter of evergreening our potential projects, we are making a change in timing this year by moving the report of the Advisory Committee to the opening plenary session, rather than having it at the end of the Civil Section agenda. The intention is to provide you with information about the project plans so that you have some time to think about it between Sunday and Thursday morning. Hopefully, this will lead to more informed and considered discussion on Thursday morning and better advice to the Advisory Committee.

[4] In order to assist you with that advanced thinking, we are attaching two charts which describe the four-year plan for existing projects and a series of suggestions for potential projects. We would like you to review these materials in advance of our discussions on Thursday morning.

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[5] Finally I would like to express my gratitude to the members of the Committee for their dedication, hard work, and willingness to volunteer for a variety of tasks. In particular, our meeting in Ottawa in June benefited significantly from the preparatory work on the four topics, and I would like to acknowledge the effort that went into that preparation. The membership of the Committee is attached and I thank them for their work on behalf of the conference.

Peter J.M. Lown, QC
Chair, ACPDM

Attachments –

Committee Membership
Four Year Plan
Potential Projects Inventory

ADVISORY COMMITTEE ON PROGRAM DEVELOPMENT AND MANAGEMENT

MEMBERSHIP

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