



PACIFIC ISLANDS LAW OFFICERS' NETWORK

TERMS OF REFERENCE

PILON LEGISLATIVE DRAFTERS' COMMITTEE (PLDC) AND STEERING COMMITTEE

Background

At the 2019 PILON Annual Meeting PILON agreed to provide support to the Pacific Legislative Drafters' Technical Forum (PLDTF) by establishing a Committee under Article 8 of the PILON Charter. PLDTF was previously supported by the Pacific Islands Forum Secretariat (PIFS). Following its adoption as a PILON Committee the PLDTF agreed to amend its name to the PILON Legislative Drafters' Committee (PLDC) to align with Article 8 of the PILON Charter. In accordance with Article 8.3 of the Charter, a Chair of the PLDC was appointed and a smaller Steering Committee was formed to support the strategic direction and activities of the newly formed PLDC.¹

Annexure A shows where the PLDC and the Drafters' Steering Committee fit within the PILON governance framework.

PILON LEGISLATIVE DRAFTERS' COMMITTEE (PLDC)

PLDC Objectives

The objectives of the PLDC are to:

- advance the skills and capacity of legislative drafters in PILON member countries, and
- advance regional cooperation and networking amongst legislative drafters.

PLDC Responsibilities

The PLDC will have the same responsibilities as set out in Annex 4 of the PILON Strategic Plan 2019-2021 (Terms of References for Working Groups), noting many of these responsibilities have been delegated to be carried out by the Drafters' Steering Committee.

¹ In accordance with Article 8(1) of the PILON Charter; see Item 17 of the 2019 PILON Annual Meeting Outcomes Report.

DRAFTERS' STEERING COMMITTEE

Drafters' Steering Committee Membership

The Chair of the PLDC is also the Chair of the Drafters' Steering Committee. The membership of the Drafters' Steering Committee will be as agreed by consensus of the PLDC. The PILON Secretariat will maintain, and regularly update, a separate contact list for the Drafters' Steering Committee.

Drafters' Steering Committee Responsibilities

The Drafters' Steering Committee and Chair will have the same responsibilities as set out in Article 8.2 (PILON Committees and Working Groups) of the PILON Charter and Annex 4 of the PILON Strategic Plan 2019-2021 (Terms of References for Working Groups).

In particular, the Drafters' Steering Committee and Chair will:

- develop and progress a work plan, in consultation with the PLDC
 - The work plan will be regularly reviewed and include activities which build the capacity of legislative drafters in PILON member countries (e.g. convene technical workshops and develop tools such as reports, manuals and/or templates), and strengthen the network of Pacific legislative drafters, such as facilitating networking events.
- convene regular meetings of the Steering Committee (in collaboration with the PILON Secretariat), and
- report on the progress against the work plan at the PILON Annual Meeting, and at other times as requested by the PILON Executive Committee.

Dated: 20 October 2020

PILON's organisational and governance structure

