



THE PROVINCIAL COURT
OF BRITISH COLUMBIA

Date Issued: *27 September 2018*

Effective Date: *01 October 2018*

NP 16

NOTICE TO THE PROFESSION AND PUBLIC

JUDICIAL CASE MANAGER SCHEDULING RECORD PILOT PROJECT (NORTH VANCOUVER AND 222 MAIN STREET)

Purpose

To clarify the scheduling record that will be captured by Judicial Case Managers (JCMs) when scheduling criminal trials of one day or longer (excluding Summary Proceedings Court (SPC) and breach of court order files) at North Vancouver Provincial Court and Vancouver Criminal Provincial Court.

Notice

1. Until November 30, 2018, the following scheduling record will be captured by JCMs when scheduling criminal trials of one day or longer (excluding SPC and breach of court order files):
 - a. When the Court is first available outside of 30 days from the fix date.
 - b. When the Court and witnesses are first available (with any police witness leave greater than one month noted).
 - c. Assigned Crown and defence counsel's available dates (for trials 1-3 days, all available dates between 30 days and 9 months from the fix date; for trials 4 days or more, all available dates between 30 days and 12 months from the fix date). Counsel will provide available dates in writing to the JCM.
 - d. If assigned Crown and/or defence counsel do not provide their available dates in writing to the JCM, the JCM will record that counsel declined to provide a written record of their available dates and will note counsel's first available date only.
 - e. After the JCM schedules the trial date, the JCM will place in the court file:

- i. a copy of assigned Crown and defence counsel's available dates if provided or, if not provided, a note of counsel's first available date;
- ii. all the dates when the court and witnesses were available prior to the scheduled trial date; and
- iii. the scheduled trial date.

History of Notice to the Profession and Public

- Original Notice to the Profession and Public issued on September 27, 2018 and effective October 1, 2018.

Melissa Gillespie
Acting Chief Judge
Provincial Court of British Columbia