

Consent Order Review Committee

Terms of Reference

Purpose of the Committee

The Consent Order Review Committee is a Discipline Committee established pursuant to section 83(1) of the *Real Estate Services Act*. The Committee shall review proposed Consent Orders submitted on behalf of licensees and referred to it by the lawyer who has conduct of the matter.

Chair and Membership

The Consent Order Review Committee is appointed by the Chair and Vice-Chair of Council and approved by the Council. The Committee consists of the Chair and/or the Vice-Chair of the Council and at least two more members of the Council, who serve on a rotational basis. The Chair of the Consent Order Review Committee will be appointed by the Committee members prior to the commencement of each meeting.

The Executive Officer and Director, Legal Services attend meetings of the Consent Order Review Committee to provide staff support to the Committee, together with the lawyer who has conduct of the file under consideration.

Authority, Duties, and Responsibilities

The Committee:

- a) shall review proposed Consent Orders and may accept or reject the proposal;
- b) shall provide written reasons to the licensee(s) if all or part of the licensee's proposed Consent Order is rejected;
- c) may propose alternative orders for the licensee's consideration;
- d) shall provide the reasons for any counter proposal; and
- e) may recommend an audit of a brokerage, or make such other recommendations as the Committee considers appropriate in response to any particular matter or general concerns raised by one or more matters.