



Policy of the Provincial Court of British Columbia

Access to Court Proceedings

Effective Date:	Policy Code:
June 26, 2024	ACC-1
Scope of Application	
Applies to:	
Media Public Provincial Court of British Columbia proceedings	

Purpose of Policy

The Court has underlined its commitment to public and media access to court proceedings in [ACC-0 The Principles of Openness](#). The purpose of this Policy is to clarify the circumstances and procedures under which members of the public and media have access to court proceedings. “Court proceedings” includes proceedings that are attended in person or remotely. This Policy also addresses the use of computers for non-transmitting functions in courtrooms of the Provincial Court.

Policy

Members of the public and the media are welcome to attend sessions of the Court. In some circumstances, either legislation requires, or a judge may order, that a proceeding, or part of a proceeding, be held in private. In those circumstances, neither the general public nor the media may be present while Court is in session.

Given the private and confidential nature of case conferences, including small claims settlement conferences, small claims trial conferences, and family case conferences, only parties and their lawyers, if they have lawyers, may attend a case conference unless otherwise permitted by the presiding judge.

1. Access to Remote Hearings

1.1 In this Policy, remote hearings means judicial interim release (bail) hearings and some criminal disposition hearings conducted by audioconference (including telephone or MS Teams) or videoconference (MS Teams), and accessible as set out below.

1.2 Members of the public and media wishing to hear a remote hearing may email the Court registry where the file originates as far in advance as possible before the hearing



Policy of the Provincial Court of British Columbia

and provide the following information about the hearing they would like to hear:

- 1.2.1 case name,
- 1.2.2 case number (if known), and
- 1.2.3 hearing date (Daily court hearing lists are available [here](#)).

1.3 The Court Registry will provide instructions on how to join the remote hearing.

1.4 For court proceedings not listed in sections 1.1 and 1.2, members of the public may attend court proceedings in person in a courtroom, including proceedings that have some participants attending remotely and some attending in-person, unless the proceedings are not open to the public.

If members of the public cannot attend in person and wish to attend a proceeding by telephone, they should email the applicable [Court Registry](#) as far in advance as possible before the hearing and provide the following information about the hearing they would like to hear:

- 1.4.1 case name,
- 1.4.2 case number (if known),
- 1.4.3 hearing date (Daily court hearing lists are available [here](#)),
- 1.4.4 indicate if you are a witness in the proceeding and, if yes, provide your name, and
- 1.4.5 indicate the reason you are unable to attend in person.

This will be considered by a Regional Administrative Judge, Administrative Judicial Justice, judge or a judicial justice whose decision will apply unless the judge or Judicial Justice hearing the proceeding otherwise orders or directs. The Court cannot guarantee telephone access for all court proceedings.

Accredited media see 1.9 below.

1.5 Telephone access to a remote hearing may be subject to limits on the number of participants that can be connected.

1.6 If the public do not call in at the set time or if the connection is lost, the Court will not disrupt the hearing to connect them.

1.7 The Court's [Notice 21 Remote Attendance in the Provincial Court](#) applies to remote hearings and sets out remote hearing etiquette, including:



Policy of the Provincial Court of British Columbia

No recording or photography: You are not permitted to audio- or video-record, photograph, or screenshot any portion of a court proceeding. Some proceedings are confidential and there may be a publication ban in effect. The BC Courts' [Use of Electronic Devices in Courtrooms](#) Policy sets out penalties for recording, including prosecution. See, also, [ACC-1 Access to Court Proceedings](#) Policy, sections 5 and 8.

No publishing, broadcasting, reproducing, transmitting, sharing, making available, or disseminating: Except as authorized by the Court, the publishing, broadcasting, reproducing, transmitting, sharing, making available, or otherwise disseminating of court proceedings or recordings thereof is prohibited. See section 6 of the Access to Court Proceedings Policy, including section 6.2, which sets out the penalties for publishing, etc., including prosecution.

1.8 People attending a hearing remotely must read and comply with Notice 21.

1.9 Accredited media see [NM 01 Accredited Media Access to Court Proceedings and Court Records](#) regarding remote access to other court proceedings.

2. Decorum when Court in Session

2.1 The judge and those participating in court proceedings need to hear clearly everything that is said, and to concentrate on the evidence and submissions. Therefore, persons observing when a Court is in session must act so as not to disturb the Court process. For example, doors to the courtroom should be closed gently if the Court is in session. Members of the public are asked to remain silent when in the Courtroom and to refrain from speaking loudly in the hallways outside of courtrooms.

2.2 If a member of the public or media must enter or exit a courtroom while Court is in session, they are urged to do so as quietly and with as little disruption to the proceedings as is possible.

2.3 The basic principle to be remembered is that the conduct of a trial or hearing must not be disturbed; on occasion and to protect the process, a judge may exercise their discretion to order that no one enter or leave the courtroom. Such an order might occur during the testimony of a particular witness, during an address by a litigant or a lawyer to the Court, or when the Court is giving a decision about a matter. If such an order has been made, the sheriff on duty will enforce it.

2.4 For remote hearings, see [Notice 21](#), which sets out remote hearing etiquette, including when listening to a remote hearing by telephone, a landline may work best. To



Policy of the Provincial Court of British Columbia

avoid interrupting the hearing, if using a cell phone put it in silent mode. When observing a videoconference hearing, mute your microphone and turn off your camera.

3. Movement Beyond the Bar

3.1 No member of the media or the public is permitted beyond the Bar in a courtroom, which by convention and long-established practice is an area reserved for lawyers or self-represented litigants engaged in the presentation of a matter to the Court, unless express permission is given by the presiding Judge or Judicial Justice.

3.2 If a member of the media wishes to make an application to the presiding Judge to, for instance, comment upon a discretionary publication ban application, they may rise in the general gallery of the courtroom and ask the presiding Judge to allow them to come into the body of the Court beyond the Bar to orally make an application related to the proceeding.

4. General Guidelines for Media

4.1 Members of the media should also consult the Court's [Public and Media Access Policies](#), including the Use of Electronic Devices in Courtrooms Policy, [NM 01](#), and the [Media Accreditation Process](#), as well as [ACC-2 Access to Court Records](#) Policy and [BAN-1 Bans on Publication](#) Policy.

4.2 When attending Provincial Courthouses in British Columbia, members of the media are asked to conduct themselves with the safety and dignity of the people coming and going from the Court uppermost in their minds.

4.3 They should also be mindful of any publication bans or restrictions imposed by legislation or by the presiding judge.

4.4 These guidelines in no way interfere with the discretion of the presiding judge to resolve issues that arise in a specific trial or matter.

4.5 Whenever in courthouses, media who have sought and obtained accreditation are asked to keep their identification tags on their person at all times and produce them when so requested by a Sheriff or court official.

4.6 Accredited media possessing identification tags will have priority in areas designated for the media unless circumstances relating to issues of safety and/or security make it impossible.



Policy of the Provincial Court of British Columbia

4.7 Accredited members of the media should give the Sheriff or Court Clerk as much advance notice as practical when they intend to use any audio recording device in any Courthouse.

5. Prohibition on Use of Cameras and Recording Devices

5.1 As a general rule, when court is in session, the use of cameras and recording devices—including television cameras and cell phone cameras—for any purpose including to photograph, screenshot, audio- or video-record, or publish the proceedings, in whole or in part, is prohibited in any Provincial Court in British Columbia (see [Use of Electronic Devices in Courtrooms](#) Policy in section 8 below). Camera operators may take cameras into courtrooms for safekeeping if they terminate the power supply. Members of the media may apply to the Court for permission to record a particular session of the Court (see section 6 below: “Publishing, Broadcasting, Reproducing, Transmitting, Sharing, Making Available, or Disseminating Court Proceedings”).

5.2 Similarly, visual recording or photographing of a courtroom when Court is not in session is not permitted without the express permission of the Chief Judge.

5.3 Subject to section 4.7 above regarding accredited media, filming, visual recording, or audio recording requests in a courthouse for educational and court related information purposes may be approved at the discretion of the Chief Judge. Photographing, videotaping, filming, and audio recording in the court facilities are not otherwise permitted. Exceptions to the policy may be made if the approval of the Chief Judge has been obtained in advance.

5.4 Visual recording of judges’ chambers and sheriff cells is strictly prohibited.

5.5 Taking photographs, including screenshots, of a videoconference proceeding is strictly prohibited.

6. Publishing, Broadcasting, Reproducing, Transmitting, Sharing, Making Available, or Disseminating Court Proceedings

6.1 The publishing, broadcasting, reproducing, transmitting, sharing, making available, or otherwise disseminating (collectively “publish”) of court proceedings, in whole or in part, or recordings thereof, including transcripts of proceedings as referenced in section 3(e) of the [Use of Electronic Devices in Courtrooms](#) Policy, is **prohibited**, unless authorized by the Court.

6.2 A person who publishes court proceedings or recordings thereof without Court authorization may be subject to one or more of the following sanctions:



Policy of the Provincial Court of British Columbia

- 6.2.1 a direction to turn off the electronic device;
- 6.2.2 a direction to leave the courtroom;
- 6.2.3 a direction to forfeit the media accreditation card to the sheriff;
- 6.2.4 citation, and prosecution for contempt of court;
- 6.2.5 prosecution for any violation of a publication ban, sealing order, or other restriction on publication;
- 6.2.6. a direction to remove audio or video recordings from social media; or
- 6.2.7. any other direction or order of the court.

6.3 Applications may be made to a judge of the Court to publish all or part of the proceedings in a particular case. It is the policy of the Court that such applications may be granted in the discretion of the presiding judge, provided that they find that it is in the public interest that the proceedings, or part of them, be published, and that to do so will not:

- 6.3.1 affect the right of a party to a fair trial;
- 6.3.2 cause discomfort to any witness;
- 6.3.3 interfere with any privacy interests that may override the public interest in televising the proceedings;
- 6.3.4 have the potential effect of deterring witnesses in any future similar cases;
- 6.3.5 cause additional expense to the Court; or
- 6.3.6 otherwise potentially hamper the ongoing administration of justice in relation to Provincial Court proceedings.

6.4 The presiding judge may use the BC Supreme Court Practice Direction on [Applications for Authorization to Video Record or Broadcast Court Proceedings](#) as a guide in assessing the merits of an application.

6.5 The onus of establishing that these conditions are met is on the applicant. The Court may adjourn an application in order that persons whose interests are engaged may obtain legal advice or representation, if to do so is not contrary to the interests of the parties or the public interest in having the matter proceed expeditiously.

7. Computers

7.1 In Provincial Court, the following use of portable computers is permitted in Provincial Court, **provided that** such usage does not disturb the proceedings, interfere with the operation of the Court's own electronic equipment, or otherwise conflict with the [Use of Electronic Devices in Courtrooms](#) Policy:

- 7.1.1 Anyone is permitted to use portable computers for the purpose of note-taking;



Policy of the Provincial Court of British Columbia

- 7.1.2 Prosecutors are also permitted to use portable computers for the purpose of accessing records and files directly related to the offence they are prosecuting in the current proceedings; and
- 7.1.3 Lawyers and accredited media are also permitted to use electronic devices (including portable computers) as set out in the Use of Electronic Devices in Courtrooms Policy.

8. Electronic Devices in Courtrooms

8.1 See also Use of Electronic Devices in Courtrooms Policy. This policy sets out the permitted and prohibited use of electronic devices in courtrooms of the Court of Appeal, the Supreme Court and the Provincial Court of British Columbia. It specifies, among other things, that electronic devices, including computers, may not be used **to transmit or receive text** in Provincial Court courtrooms except as permitted in the policy.

9. Media Accreditation

9.1 See also [Media Accreditation Process](#). This policy describes the process by which media personnel can become accredited with the Court of Appeal, the Supreme Court and the Provincial Court of British Columbia.

10. Judges' Reasons for Judgment

10.1 When a Judge issues written reasons for judgment, they will be filed with the Court Registry, where a copy may be obtained. In addition, written reasons for judgment are often available on the [Provincial Court's website](#). If, instead, the reasons for judgment are delivered orally without written reasons being provided, a transcript of oral reasons for judgment can be [ordered](#) and requests to listen to the audio recording of a proceeding may be made to the Court Registry in accordance with the Access to Court Records Policy.

10.2 If it is anticipated there will be considerable media interest in a particular decision, efforts will be made by the Court to ensure that the decision is posted to the Court website as soon as possible after the decision has been delivered in Court.

11. Interviews by the Media

11.1 Judges of the Court speak through their decisions and Reasons for Judgment. Judges therefore do not comment on specific cases that are or have been before the Court or may come before the Court in the future.



Policy of the Provincial Court of British Columbia

Contact:

Provincial Court Legal Officer

<https://www.provincialcourt.bc.ca/about-court/media>

Policy History:

Approved by: Governance Committee

History of Revisions:

- Reformats but does not change content of Section 2 and Section 4 “Policies Regarding Public and Media Access in the Provincial Court of British Columbia” February 2011, updated October 2011, and November 2012.
- April 2014: Item 4.2, “Chief Judge” replaces “Court”.
- May 2014: Item 4.4 added.
- December 2017: reference revised to refer to current BC Supreme Court Practice Directive “Video Recording or Broadcasting of Court Proceedings”.
- April 2019: change to contact information.
- October 23, 2019: deleted Item 3.8 and revised Items 3.1 and 9.1.
- October 15, 2020: adds new section 1 and section 2.4 on access to virtual hearings with consequential updates to “Purpose of Policy” and the preamble under “Policy”; and adds reference to Notice to Accredited Media re Access to Provincial Court Proceedings during COVID-19 in section 4.1.
- February 09, 2021 revisions: updates s. 1.6 consequential to revised NP 21; adds express prohibition on unauthorized publishing, etc. of court proceedings in s. 6.1 and penalties for breaching in s. 6.5; and housekeeping changes.
- June 16, 2021 revisions: clarifies sections 2.4, 5, and 6, and housekeeping changes.
- July 15, 2021 revisions: updates s. 1.6 consequential to revised NP 21 and housekeeping changes.
- November 30, 2021 revisions: Added “sharing, making available” to s. 1.6, 6 and 6.1, as well as other housekeeping changes.
- April 11, 2022 revisions: changes consequential to rescission of NP 22 and other housekeeping changes.
- May 11, 2022 revisions: adds reference to “audio recording” to section 5.3.
- July 18, 2022: housekeeping changes.
- June 8, 2023: section 1.2 “applicable court registry” replaced with “Court registry where the file originates”; section 1.4 added; other sections revised to replace “observing” with “hearing”.
- June 26, 2024: amended to clarify that prosecutors may use computers to access records and files directly related to the offence being prosecuted in the current proceedings.