REGULATORY REFORM POLICY

# REGULATORY IMPACT CHECKLIST AND REGULATORY COUNT

The purpose of the Regulatory Impact Checklist and Regulatory Count is to demonstrate that the changes to statutes, regulations, and associated policies and forms are developed according to the Regulatory Reform Policy while protecting public health, safety and the environment. The Better Regulations team may request supporting documents, as required.

Questions? Contact BetterRegulations@gov.bc.ca

| OIC / RFL # (add when available) | Effective Date (DD / MM / YYYY) |
|---|---|
| | |

## Contact and Regulation Information

| Name of Contact | Phone Number of Contact |
|---|---|
| | |

| Name of Ministry |
|---|
| |

| Name of Statute |
|---|
| |

| Name of Regulation (including B.C. Reg. #), Policy or Form, if applicable |
|---|
| |

## 1. Issue Being Addressed

| Summarize the issue being addressed by this regulatory change and explain why this regulatory change is the best approach to solve this particular problem faced by government. |
|---|
| |

## 2. Lessening Impact on Citizens

*In some circumstances, a 'no' answer may be warranted in the checklist and would not be considered as contrary to the intent of the Regulatory Impact Assessment*

| | | | |
|---|---|---|---|
| **2.1** Have the impacts of this regulatory change on British Columbians been considered? | ☐ Yes | ☐ No | ☐ N/A |
| **2.2** Was a reasonable period of time and opportunity provided for public consideration and consultation? | ☐ Yes | ☐ No | ☐ N/A |
| **2.3** Does the change streamline the process by giving consideration to one or more of the following: reducing the length of processes or wait times for decisions by integrating related-services or reducing steps; eliminating duplication in the process; updating technology, moving services online and increasing access; or reducing the length and/or complexity of forms? | ☐ Yes | ☐ No | ☐ N/A |
| **2.4** Does the change consider social impacts, such as the needs of vulnerable groups or people with disabilities and their families? | ☐ Yes | ☐ No | ☐ N/A |
| **2.5** Was consideration given to the impacts the regulatory change may have on the environment, wildlife, and natural resources? | ☐ Yes | ☐ No | ☐ N/A |
| **2.6** Are the benefits to citizens greater than the burden the regulatory change may impose? | ☐ Yes | ☐ No | ☐ N/A |
| **2.7** If the regulatory change will impose a significant compliance burden, has a formal cost-benefit analysis for the legislation or regulation been completed? | ☐ Yes | ☐ No | ☐ N/A |

**2.8** Please explain how the regulatory change has been developed to minimize regulatory impacts on citizens. If needed, please include any information or clarification relevant to the questions above.

## 3. Small Business Lens

*In some circumstances, a 'no' answer may be warranted in the checklist and would not be considered as contrary to the intent of the Regulatory Impact Assessment.*

| | | | |
|---|---|---|---|
| **3.1** Have all the likely impacts of this regulatory change on businesses, especially small businesses, been considered to determine if the benefits to businesses are greater than any burdens? | ☐ Yes | ☐ No | ☐ N/A |
| **3.2** Can compliance occur with existing resources of small businesses (e.g. no additional staff, accountant, lawyer is required) | ☐ Yes | ☐ No | ☐ N/A |
| **3.3** Was the potentially affected business community consulted and given a reasonable period of time and opportunity to provide feedback about the proposed regulatory change? | ☐ Yes | ☐ No | ☐ N/A |
| **3.4** Have opportunities to align the change with other obligations from municipal, provincial, territorial, federal, international, or multi-national regulatory bodies been explored? | ☐ Yes | ☐ No | ☐ N/A |
| **3.5** Will the regulatory change disproportionately impact small businesses? (If yes, please explain below how these impacts will be mitigated.) | ☐ Yes | ☐ No | ☐ N/A |

**3.6** Please describe the impact of the regulatory change on small businesses. How will the impacts be mitigated and the regulatory change be communicated? If needed, please include any information or clarification relevant to the questions above.

## 4. Reducing Red Tape within Government

*In some circumstances, a 'no' answer may be warranted in the checklist and would not be considered as contrary to the intent of the Regulatory Impact Assessment.*

| | | | |
|---|---|---|---|
| **4.1** Have all the non-regulatory options been identified and considered to determine that this regulatory change is the best feasible option? (e.g., market forces, codes of practice, information and educational campaigns, etc.) | ☐ Yes | ☐ No | ☐ N/A |
| **4.2** Do the regulatory changes streamline the process for government? (e.g., eliminate duplication, reduce the number of steps, decrease processing or approval times?) | ☐ Yes | ☐ No | ☐ N/A |
| **4.3** Are the benefits to government greater than the administrative burden the regulatory change may impose on government? | ☐ Yes | ☐ No | ☐ N/A |
| **4.4** Will government communicate the change to affected parties in plain language and in a format that is available to all citizens and businesses? | ☐ Yes | ☐ No | ☐ N/A |
| **4.5** Does government have a plan and a process in place to measure the effectiveness of the regulatory change over time? | ☐ Yes | ☐ No | ☐ N/A |
| **4.6** Do the regulatory requirements comply with B.C.'s obligations under existing agreements, such as the Trade, Investment and Labour Mobility Agreement and the New West Partnership Trade Agreement? | ☐ Yes | ☐ No | ☐ N/A |

**4.7** Please describe the impact of the regulatory change within government including streamlining and any processes in place to measure effectiveness of the regulatory changes. If needed, please include any information or clarification relevant to the questions above.

# REGULATORY COUNT

The Government of British Columbia's regulatory count is the total number of regulatory requirements in all statutes, regulations, and associated policies and forms. Government maintains and manages a Regulatory Requirements Count Database to track changes in the number of regulatory requirements. Ministries must record any changes to the number of regulatory requirements in the Regulatory Requirements Count Database.

Please complete the table below based on the proposed regulatory change. For help conducting a count of regulatory requirements, please see the **How to Count Guide** or contact the Better Regulations team at **BetterRegulations@gov.bc.ca**.

| Regulatory Requirements Count - List by Act and Regulation | Count |
|---|---|
| | |
| | |
| | |
| | |
| Total | 0 |

| Authorization | |
|---|---|
| Signature of Minister Responsible or Head of Regulatory Authority | Date (DD/MM/YYYY) |

**Ministry File Manager Use Only**

- ☐ Change made in Regulatory Requirements Count Database
- ☐ Checklist emailed to BetterRegulations@gov.bc.ca

| Signature of Regulatory Reform File Manager | Date (DD/MM/YYYY) |
|---|---|
| | |



PRINT CLEAR FORM