



JUDICIAL COLLEGE OF VICTORIA  
ANNUAL REPORT 2004-2005



**Judicial  
College of  
Victoria**

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## MESSAGE FROM THE HON THE CHIEF JUSTICE

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As Chair of the Board of the Judicial College of Victoria,  
I am pleased to present to you the College's  
Annual Report for 2004–2005.



**The Honourable Justice Marilyn Warren AC**  
*Chief Justice of the Supreme Court of Victoria*  
*Chairperson of the Judicial College of Victoria*

Over the year the College has continued to fulfil its mandate to assist the professional development of, and provide continuing education and training for, Victorian judicial officers. As the Report indicates the College has consolidated its position as a provider of innovative and informative judicial education and training.

The dynamic environment in which judicial officers carry out their judicial functions is driven by legislative change and influenced by community expectations. However the principles that underpin judicial work remain immutable. The College has a challenging role to play in this landscape to ensure that judicial officers are provided with opportunities to enhance the skills, knowledge and abilities required for their important work. The College is meeting this challenge through its annual calendar of programs, the field trips to prisons and forensic facilities and through the College's new intranet – the Judicial Officers Information Network.

This is the first full year that JOIN has been in operation. JOIN is already an invaluable resource used by judicial officers across the four jurisdictions. It is encouraging to note that significant numbers of Victorian judicial officers have enthusiastically embraced JOIN, accessing it on a daily basis to assist them in their work. The project received significant funding and technical support from the Department of Justice, for which the Board is grateful. This, together with the tireless efforts of the Judicial Online Working Party and the JOIN Management Group, has assured the project's ongoing success.

As this Report indicates, the success of the College is a co-operative endeavour involving judicial officers – judges, magistrates and tribunal members – who have volunteered their time and expertise throughout the year as members of College teaching faculties, editorial and steering committees and other special purpose committees, and as participants in the full range of College activities. They have been responsible for the College's successes of the past year and on behalf of the Board I gratefully acknowledge their contributions.

I express the collective gratitude of the Board to the dedicated staff of the College for their innovation and hard work throughout the year, in particular the dynamic and energetic leadership provided by the Chief Executive Officer, Ms Lyn Slade.

Finally, I express my personal appreciation to the members of the Board for their tireless commitment to the pursuit of the highest levels of judicial education.



**The Honourable Justice Marilyn Warren AC**  
*Chief Justice of the Supreme Court of Victoria*  
*Chairperson of the Judicial College of Victoria*

## THE COLLEGE BOARD

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*Top row, from left:*

**The Honourable Justice Marilyn Warren AC**

*Chief Justice, Supreme Court of Victoria*

**The Honourable Justice Stuart Morris**

*President, Victorian Civil and Administrative Tribunal*

**His Honour Judge Michael Rozenes**

*Chief Judge, County Court of Victoria*

*Bottom row, from left:*

**Mr Ian Gray QC**

*Chief Magistrate*

**Professor Peter Sallmann**

**Professor Susan Campbell**

## MESSAGE FROM THE CHIEF EXECUTIVE OFFICER

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As Chief Justice Warren has noted,  
2004–2005 has been a year when a significant amount  
has been achieved by the College.



**Ms Lyn Slade**  
*Chief Executive Officer*

Fifteen education programs were conducted with the participation of 330 judicial officers. Visits to prisons and forensic facilities were expanded to include the Forensic Leave Panel and Adult Parole Board and this year's schedule also included tours of the backstreets of the Melbourne CBD conducted by Urban Seed, an ecumenical Christian not-for-profit agency which combines street work in the heart of Melbourne and community education.

JOIN is the College's flagship judicial intranet project. As a user friendly one-stop-shop of judicial resources, it has grown from prototype to substantial judicial resource in just twelve months. Providing a range of essential resources and research tools available electronically on JOIN has been one of our most significant achievements this year.

As the secretariat, we are fortunate to work with a Board that sets a strong strategic direction for the College. Victorian judicial officers across the four jurisdictions have been enthusiastic in their support for College activities over the past year - they are the backbone of the College. I thank them all for their support and commitment.

The College continues to work collaboratively with a range of bodies involved in judicial education, as well as with those in the broader justice system and with a variety of community organisations. I gratefully acknowledge the support and assistance of:

- Adult Parole Board
- Australian Catholic University
- Australian Competition and Consumer Commission
- Australian Federal Police
- Australian Institute of Judicial Administration
- Australian Psychological Society
- Corrections Victoria
- Court Services, Department of Justice
- Courts and VCAT — CEOs and staff
- Criminal Bar Association
- Dame Phyllis Frost Centre
- Director of Public Prosecutions Cth
- Director of Public Prosecutions Victoria
- District Court of New Zealand
- Family Court of Australia
- Federal Court of Australia
- Federal Magistrates' Court
- Forensicare
- Forensic Leave Panel
- Forensic Services Department
- High Court of New Zealand
- Horn of Africa Communities Network
- Indigenous and Diversity Issues Unit
- Institute of Judicial Studies New Zealand
- Judicial Commission of New South Wales
- Judicial Officers' Aboriginal Cultural Awareness Committee
- Magistrates' Court of South Australia
- Melbourne Assessment Prison
- Melbourne Custody Centre
- Mental Illness Fellowship
- National Judicial College of Australia
- NSW Land and Environment Court
- Office of Public Prosecutions Victoria
- Office of the Public Advocate
- Orygen Youth Health
- Port Phillip Prison
- Sentencing Advisory Council
- Sexual Assault Advisory Committee
- Sir Zelman Cowen Centre, Victoria University
- Thomas Embling Hospital
- University of Adelaide, Faculty of Law
- Urban Seed, Collins Street Baptist Church
- Victoria Law Foundation
- Victorian Bar Council
- Victorian Law Reform Commission

I am indebted to my staff. It is a privilege to work with a professional team who are all committed to achieving excellence in their work.



**Ms Lyn Slade**  
*Chief Executive Officer*



## OPERATIONAL REPORT

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Over 2004–2005 the Judicial College of Victoria continued to deliver on its mandate.



*College staff, from left:*

**Vasiliki Kritharelis, Dianne Rooney  
Maria Lusby, Chris Michell, Lyn Slade,  
Anna Stokes, Kerry Maikousis**

### THE YEAR IN REVIEW

Over 2004–2005 the Judicial College of Victoria continued to deliver on its mandate. Its key achievements this year have been:

- Delivering 15 new judicial education programs, including an innovative Judgment Writing Workshop.
- Developing and rolling-out the Judicial Officers Information Network (JOIN).
- Ongoing legal research training sessions on JOIN for judicial officers and their support staff.
- Electronic publication of 9 manuals and bench books on JOIN.
- Expanded schedule of visits to correctional and forensic facilities.

## JUDICIAL OFFICERS' QUOTABLE QUOTES

### Programs

"This has been the most valuable and relevant training I have ever done. Extremely well organised, creating optimal conditions for learning. The administrative support was faultless. Congratulations on a terrific workshop!"

"The most useful continuing education I've taken part in during 11 years on the bench. Do hope to have a complete refresher in a couple of years"

"This exercise is truly worthwhile. It is imperative that each newly appointed judge gets a chance to undertake a course such as this. Rarely do you get an opportunity to pause and reflect. Both of these objectives were achieved at the course with lots of helpful guidance. My new motto is 'less is more'. Thank you for organising the workshop"

"It was very worthwhile indeed. I have found that writing decisions is the most difficult part of the work we do. I think it would assist all judges, even very experienced judges, to do the course"

"Gave me tremendous insight into aboriginal issues"

"Greatly enhanced my knowledge and continuing commitment to indigenous criminal justice issues"

"Because we deal largely with unrepresented litigants, the scenarios were most beneficial"

"Great to have skills based program with group small enough for good interaction and sharing of ideas/experiences"

"Excellent, very interesting, generated broader conversation"

"Informative, interesting, useful, and thought-provoking and useful hearing about the similarities and differences between the jurisdictions"

### JOIN

"Congratulations—I love it. I'm pleased that JOIN's getting such good recognition"

"Fantastic tool in general"

"Very useful for me"

"It is a fabulous resource. I am now starting to use it more and more in court. Not so much in ordinary criminal cases, but certainly where the statute is unusual or unavailable or where there is a decision which is not copied"

### Visits and Field Trips

"My visit gave me outstanding insight and I would recommend it to all judicial officers who preside over criminal proceedings"

"I had an opportunity to visit some 5 years ago. I had an understanding of the location, operation and ideology of the facility. On this visit however I was pleasantly surprised to witness significant changes in how the facility was managed, its resources and the significant increase in morale"

"I learned a great deal more and found this visit thoroughly interesting"

"The prison staff were informative, helpful and quick in moving us around and showing the prison's operations"

## ELECTRONIC DEVELOPMENTS

### Judicial Officers Information Network (JOIN)

JOIN is the College's cross-jurisdictional, electronic learning and resource intranet for Victorian judicial officers and their support staff. JOIN provides opportunities for judicial officers to engage in self-directed learning and is contributing to increasing use of technology and to the sharing of knowledge and information between judicial officers.

After building and testing the prototype, in August 2004 JOIN was rolled out in a staged process to all Victorian judicial officers. Using the technical expertise and with the funding support of Court Services, Department of Justice, the intranet has grown threefold and is regularly updated with links to important judicial resources - publications, legislation, judgments and reports, practice pages, online legal research databases, and a range of relevant research sites. The newly established JOIN Management Group oversees content development and suggests ways to improve functionality and useability.

This year the College has produced or converted to electronic format 9 publications, which are now available on JOIN. Feedback from users has been enthusiastic. Refresher sessions for judicial officers and their support staff continue as new content is uploaded onto JOIN. As a snap-shot, in June 2005 431 individuals used JOIN, with a total of 1500 visits - the average length of a visit being 30 minutes.

Throughout the year the College conducted a total of 215 individual and group training sessions for Victorian judicial officers and 80 training sessions for judicial support and administrative staff.

### Electronic Publications Available on JOIN

#### • *Victorian Sentencing Manual*

This significant project has involved a substantial rewrite of the two-volume Victorian Sentencing Manual originally authored by His Honour Judge Paul Mullaly. The rewrite of the manual, updated and in electronic format provides a practical guide to sentencing in all Victorian jurisdictions. Ten chapters are currently available on JOIN and the remainder will be completed by the end of October 2005. College researchers Mr Chris Michell, Ms Jenny Collis and Ms Tien Tran, have worked alongside editor, Mr Patrick Tehan QC, under the oversight of an eminent editorial committee chaired by the Honourable Justice Frank Vincent.

The College is currently working closely with the Sentencing Advisory Council and the Court Services Statistical Unit on a project to provide sentencing statistics electronically to judicial officers through JOIN. This project will be undertaken in three stages over the next three years, with the first stage on track for completion in October 2005.



- ***Induction Manuals for Magistrates' Court and VCAT***

New appointees to both the Magistrates' Court and VCAT now have access to up-to-date induction manuals. The College worked with editorial committees and administrative staff from each jurisdiction to produce these comprehensive and invaluable resources. Publication co-ordinators, Ms Li Ming Teh and Ms Jeni Bright, worked with VCAT and the Magistrates' Court respectively. The manuals contain practical information to assist new appointees in the first few weeks after appointment.

- ***Magistrates' Court Bench Book***

From April 2004 the College and the Magistrates' editorial committee worked on this resource. Ms Jeni Bright co-ordinated the publication process on behalf of the College, working closely with researchers, Ms Samantha Burchell and Ms Annabel Hawkins, and the editorial committee.

There are 47 chapters in the bench book and over 420 cases are alphabetically indexed. The first completed chapters were published on JOIN in March 2005 and chapters were added each week until its final completion in late June.

This bench book provides easy-to-access, practical information and summaries in relation to the procedures and legal issues which magistrates deal with in the exercise of their duties (both day-to-day issues and the more atypical issues). It can be accessed in chambers and on the Bench via JOIN.

- ***Magistrates' Court Bail Digest and Diversion Manual***

The College has worked with Ms Jelena Popovic DCM to convert the Bail Digest into electronic format. Similarly, the Court's Diversion Manual is now in electronic format. Both are available on JOIN.

- ***Search Warrants' Bench Book***

Ten chapters of this electronic resource have been published on JOIN. It is envisaged that the remaining chapters will be online by October 2005. The College continues to work closely with Ms Jennifer Bowles M and researchers, Ms Samantha Burchell and Ms Emily Chew, on this project.

- ***State Coroner's Practice Manual***

Work commenced on this publication in early 2004 and the completed manual was published on JOIN in May 2005. Ms Li Ming Teh co-ordinated the process and worked closely with the Coroner's Court to produce a substantial piece of work, amounting to almost 1000 pages, providing guidance and information to coroners and registrars on relevant practices and procedures as well as substantive law.

The manual includes information on the structure of the *Coroners Act 1985*, its associated regulations and addresses many of the issues dealt with by coroners and registrars on a day-to-day basis. Wherever possible, relevant parts of cases, sections of other Acts and research summaries and documents have been included verbatim so that they can be quoted as appropriate when preparing findings or writing other documents.

- ***Victorian Trial Manual***

The second edition of the Victorian Trial Manual, authored by his Honour Judge Paul Mullaly and published in 2002, was published electronically on JOIN in March 2005. The College hopes to update this important publication in the future, as it provides a comprehensive and authoritative commentary on the conduct of criminal trials.

## VISITS AND TOURS

Following the successful pilot program in 2003–2004, the College's schedule of visits and tours expanded in 2004–2005. Visits and field trips to correctional, forensic facilities and other organisations provide a range of opportunities to expand thinking and introduce different perspectives.

The College is grateful to Corrections Victoria for its invaluable assistance with this project. This collaborative effort enables the College to regularly schedule small groups of judicial officers to tour the Melbourne Custody Centre, Melbourne Assessment Prison, Port Phillip Prison and Dame Phyllis Frost Centre. The aim of these visits is to increase knowledge and awareness of prison industries and address a range of issues, including sentence management, rehabilitative programs and family contact arrangements.

Judicial officers touring Thomas Embling Hospital experience first hand the world-class treatment regimes and facilities available to its patients. Attending hearings of the Forensic Leave Panel (at Thomas Embling Hospital) and the Adult Parole Board (at correctional facilities) provides judicial officers with another perspective, one that impacts towards the end of the disposition process.

The Forensic Services Department has also been generous in allowing judicial officers the opportunity to inspect areas that cover detection, identification and analysis of biological material, DNA, drugs and poisons, as well as crime scene and disaster site investigation.

The College also arranges for small groups of judicial officers to undertake Urban Seed's thought provoking walks through the backstreets and laneways of Melbourne's CBD. Urban Seed is a small, not-for-profit organisation that operates a free lunch program, sexual health clinic, homeless person's legal clinic, drug harm minimisation and treatment referral work, local advocacy activities and a range of recreational activities for marginalised people in the heart of Melbourne.

## PROGRAMS

In 2004–2005 the College continued to conduct a broad range of education and professional development programs for judicial officers. College programs are presented in a variety of formats as seminars, forums or workshops depending on the nature of the topic, and participants are encouraged to share their knowledge and experience with judicial colleagues. In every case, College programs attracted an approval rating above 80%.

### Cross-jurisdiction

#### SKILLS DEVELOPMENT

- **Judgment Writing**

The inaugural Judgment Writing Workshop was held in August 2004, conducted jointly with the National Judicial College of Australia. Prior to the main workshop, a one day train-the-trainer program for the teaching faculty, was conducted in late July by US Professor of Rhetoric, James Raymond, and New Zealand writer, Ms Jane Westaway.

Victorian, interstate and federal judicial officers participated in three and a half days of lectures, individual tutoring and small group work.

An innovative feature of the workshop, borrowed from New Zealand, was the inclusion of professional writers – novelist Ms Helen Garner and poet Christopher Wallace-Crabbe – who generously shared their knowledge and experience with participants. Professor Raymond led the teaching team of the Honourable Justice Murray Kellam AO, the Honourable Justice Linda Dessau (Family Court of Australia), the Honourable Justice Patrick Keane (High Court of New Zealand) and their Honours Judge Margaret Rizkalla and Judge Tom Wodak.

- **Tension in the Courtroom: Managing a Highly Charged Hearing**

At this skills development workshop in November, judicial officers discussed differing approaches to managing tension in the courtroom and included a presentation by the Honourable Justice Linda Dessau (Family Court of Australia) and Ms Joanna Kalowski, international mediator. Emotional issues, techniques for diffusing highly charged situations, and ways of managing litigants in person were addressed and role plays provided an opportunity for judicial officers from the Supreme, County and Magistrates' Courts and VCAT to discuss and share experiences.

#### SOCIAL CONTEXT

- **Mental Disabilities: "What Are They and What Do We Do With Them?"**

This half-day session in September provided judicial officers from the Supreme, County and Magistrates' Courts and VCAT with an understanding of the differences between mental illness and other mental disabilities, and the range of services available. The Honourable Justice Bernard Teague delivered the opening address whilst Professor James Ogloff of Forensicare and Ms Elizabeth Crowther of the Mental Illness Fellowship addressed participants on a range of mental disabilities and managing mental illnesses. During the workshop session, which was chaired by the Public Advocate Mr Julian Gardner, small groups engaged in scenario based discussions on some of the practical aspects of managing mental illness in the justice system.

- **Aboriginal People and the Justice System**

In October, over two and a half days participants at this residential conference gained an understanding of Aboriginal history and culture and Aboriginal people's contact with the justice system. A Maori judicial officer, His Honour Judge Jim Rota of the District Court of New Zealand, delivered the keynote address. Other presenters included the Honourable Justice Peter Gray (Federal Court of Australia), the Honourable Justice Geoffrey Eames, their Honours Judge Jim Duggan and Judge Jennifer Coate and Mr Peter Lauritsen DCM. The conference attracted a large number of participants, illustrating the judiciary's commitment to understanding the factors that impact on the over-representation of Indigenous people in the justice system. It was a joint initiative developed and conducted in collaboration with the Australian Institute of Judicial Administration, the Judicial Officers' Aboriginal Cultural Awareness Committee and the Department of Justice Indigenous and Diversity Issues Unit.

- **Horn of Africa Cultural Awareness**

In April 2005 the Honourable the Chief Justice Marilyn Warren AC delivered the opening address at this full-day workshop, which explored cultural issues relating to the communities of Ethiopia, Somalia, Sudan, Djibouti and Eritrea and their interaction with the Victorian justice system.

Members of the Horn of Africa Communities Network delivered presentations regarding the historical, religious, family, settlement and cultural issues of the communities, in a session which was chaired by Mr Brian Barrow M. Her Honour Judge Jennifer Coate chaired the session covering legal issues. Mr John Doherty M provided a judicial perspective, solicitor and

author Ms Kerry Greenwood offered a practitioner's point of view and Ms Jo Beckett, Bail Co-ordinator, Melbourne Magistrates' Court, reported on the issues surrounding adult and youthful offenders.

Participants enjoyed a traditional Horn of Africa buffet lunch and observed an Ethiopian coffee ceremony. The workshop concluded with a performance by the Southern Sudanese 'Dumbai Dancing Group'.

## **SUBSTANTIVE LAW & PRACTICE**

- **The Commonwealth Criminal Code**

A twilight seminar presented by the College, together with the County Court, the Criminal Bar Association and the Office of the Commonwealth Director of Public Prosecutions, was held in the Ceremonial Court of the County Court in December. His Honour Chief Judge Michael Rozenes delivered the opening address whilst Mr Ian Leader-Elliott, Senior Lecturer, Faculty of Law, University of Adelaide and the Commonwealth Director of Public Prosecutions, Mr Damian Bugg QC, provided practical advice regarding the development and operation of the Code.

- **Judicial Ethics in the 21st Century**

This half-day forum held in February considered the issue of judicial ethics and conduct in contemporary society. The Honourable the Chief Justice Marilyn Warren AC delivered the opening address. The Honourable Justice Philip Cummins addressed the forum on the implications of the judicial oath, while Dr Marie Joyce, Chair of the Australian Psychological Society Ethics Committee, explored associated moral issues. Participants were also involved in a forum discussion led by her Honour Judge Wendy Wilmoth.

- **Crime Series Part One:**

***Understanding Consciousness of Guilt***

The first of three substantive law seminars on crime provided judicial officers with an opportunity to discuss the application of principles in this complex area. Held in February 2005, the Honourable Mr Justice John Winneke AC RFD, President of the Court of Appeal, delivered the keynote presentation, and was later joined by the Honourable Justice Robert Redlich and his Honour Judge Graeme Hicks to lead the discussion through an analysis of pertinent authorities. His Honour Judge Roy Punshon chaired the session.

- **Crime Series Part Two: Complicity**

Part Two of the crime series was a scenario-based, half-day interactive workshop in May, which examined the historical development and legal framework of the law of complicity. The Honourable Justice Frank Vincent of the Victorian Court of Appeal delivered the keynote presentation and was joined by her Honour Judge Carolyn Douglas and Mr Reg Marron M in leading a panel discussion of three hypothetical scenarios. The Honourable Justice Bernard Teague chaired the session.

### **Jurisdiction-specific**

- **Crime Series Part One:**

In August 2004, Professor Raymond Gaita, writer, philosopher and author addressed the first of three Supreme Court luncheon seminars, on genocide and jurisprudential influence.

Early in 2005 Ms Louise Sylvan, Deputy Chair of the Australian Competition and Consumer Commission, delivered the second lunch presentation on the dynamic area of consumer law and protection.

Finally, in May Adjunct Professor James Robertson, the Australian Federal Police National Manager of Forensic and Technical, delivered an informative and timely presentation on forensic science and terrorism.

- **Joint Land and Environment Conference**

A joint initiative between the College, VCAT, NSW Land and Environment Court and NSW Judicial Commission, this residential conference was held in Canberra over two days in May. Topics included pre-hearing processes, managing the hearing (with role-plays and video representations of VCAT hearing situations), expert evidence, climate change, development of principles and guideline judgments. Presenters from VCAT included the President, the Honourable Justice Stuart Morris, Deputy President Helen Gibson, Senior Members Jane Monk and Russell Byard, Full Time Members Tonia Komesaroff and Sam Cimino and Senior Sessional Member Ian Marsden. Mr Andrew Sayers of the National Portrait Gallery addressed delegates at the Conference dinner.

Twenty-two judicial officers from VCAT participated with 18 delegates from NSW and 3 visiting delegates from WA, Tasmania and SA.



- ***Biennial National Coroners' Training Program***

Conducted jointly with the Sir Zelman Cowen Centre, Victoria University in mid-May, this skills-based program included sessions on investigative techniques, the use of technology, report writing, media management, coronial law and practice, deaths in healthcare settings and working with grieving people. Presenters included State Coroner Graeme Johnstone, his Honour Judge Tom Wodak, writer Ms Helen Garner, Mr Jon Faine of ABC Radio, Mr Charles Slade of Channel 9 News, Coroner Jane Hendtlass and Mr Clive Alsop M.

Twenty-six judicial officers from the Magistrates' and Coroner's Courts attended the program with delegates from Queensland, ACT, Tasmania, SA, Norfolk Island, New Zealand and Hong Kong also participating.

- ***Magistrates' Intensive***

The second Magistrates' Intensive residential was held in early May. The Honourable Justice Philip Cummins delivered the opening address. Topics were presented in a range of formats (including panel discussions, information sessions and workshop activities) covering ethics in judicial life, writing judgments and delivering oral decisions, exercises on sentencing and parole, suggestions for dealing with the media, coronial practice and forensic science issues.

Presenters included the Honourable Justice Linda Dessau (Family Court of Australia), their Honours Judge Tom Wodak and Judge Jennifer Coate, Mr Michael Hepworth of the Adult Parole Board, Professor Patrick McGorry of ORYGEN and Associate Professor David Ranson of the Victorian Institute of Forensic Medicine.

### **Assistance to Individual Jurisdictions**

Throughout the year the College provided educational input and planning and administrative assistance to judicial education programs conducted by individual jurisdictions. These included working with VCAT to conduct a seminar on Auslan Interpreters and Deafness Awareness as well as three one-day Magistrates' Court Conferences in July and November 2004 and March 2005.

The July 2004 Magistrates' Court Conference focussed on a cross-section of work carried out by the Court, including the Court's diversion programs, the operation of the Koori Court, online legal research training and a demonstration of the work carried out by the College on the electronic Victorian Sentencing Manual.

In November 2004 the focus was on the family violence jurisdiction of the Court and an interactive session on evidentiary issues. Enforcement under the PERIN system, the law relating to the amendment of charges and drink driving penalties and driver education programs was covered in the March 2005 Conference.

FINANCIAL REPORT  
FOR THE PERIOD ENDED 30 JUNE 2005

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# STATEMENT OF FINANCIAL PERFORMANCE

## FOR THE YEAR ENDED 30 JUNE 2005

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	Notes	2005 \$	2004 \$
<b>Revenues from ordinary activities</b>			
<i>Government</i>			
Grant from the Department of Justice	2	1,185,020	878,600
		<b>1,185,020</b>	878,600
<b>Expenses from ordinary activities</b>			
Employee benefits	3	(759,480)	(446,188)
Supplies and services	3	(396,287)	(336,900)
Depreciation	3	(8,988)	(5,537)
Capital asset charge		(1,570)	(948)
Other expenses from ordinary activities		(15,320)	(4,307)
		<b>(1,181,645)</b>	(793,880)
RESULT FROM ORDINARY ACTIVITIES		3,375	84,720
<b>NET RESULT FOR THE REPORTING PERIOD</b>		<b>3,375</b>	84,720
<b>Total changes in equity other than those resulting from transactions with the Victorian State Government in its capacity as owner</b>			
	9	<b>3,375</b>	84,720

*The operating statement is to be read in conjunction with the notes to and forming part of the financial statements.*

# STATEMENT OF FINANCIAL POSITION

## AS AT 30 JUNE 2005

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	Notes	2005 \$	2004 \$
<b>Current assets</b>			
Cash assets	4, 14	200	200
Receivables	5, 14	399,815	272,989
<b>Total current assets</b>		<b>400,015</b>	273,189
<b>Non-current assets</b>			
Receivables	5	7,854	-
Property, plant and equipment	6	16,194	21,313
<b>Total non-current assets</b>		<b>24,048</b>	21,313
<b>Total assets</b>		<b>424,063</b>	294,502
<b>Current liabilities</b>			
Payables	7, 14	56,265	18,381
Provisions	8	56,153	17,007
<b>Total current liabilities</b>		<b>112,418</b>	35,388
<b>Non-current liabilities</b>			
Provisions	8	52,910	4,715
<b>Total liabilities</b>		<b>165,328</b>	40,103
<b>NET ASSETS</b>		<b>258,735</b>	254,399
<b>Equity</b>			
Contributed capital	9	26,581	25,620
Accumulated surplus	9	232,154	228,779
<b>TOTAL EQUITY</b>		<b>258,735</b>	254,399

*The statement of financial position is to be read in conjunction with the notes to and forming part of the financial statements.*

## STATEMENT OF CASH FLOWS

### FOR THE YEAR ENDED 30 JUNE 2005

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	Notes	2005 \$	2004 \$
<b>Cash flows from operating activities</b>			
Receipts from the Department of Justice		1,050,340	763,510
Payments to suppliers and employees		(1,045,862)	(761,232)
		4,478	2,278
Capital asset charge		(1,570)	(948)
<b>Net cash inflow from operating activities</b>	13	<b>2,908</b>	1,330
<b>Cash flows from investing activities</b>			
Payments for property, plant and equipment		(3,869)	(14,863)
<b>Net cash (outflow) from investing activities</b>		<b>(3,869)</b>	(14,863)
<b>Cash flows from financing activities</b>			
Proceeds from capital contribution by State Government		961	13,633
<b>Net cash inflow from financing activities</b>		<b>961</b>	13,633
<b>Net increase (decrease) in cash held</b>		-	100
Cash at the beginning of the financial year		200	100
<b>CASH AT THE END OF THE FINANCIAL YEAR</b>	4	<b>200</b>	200

*The statement of cash flows is to be read in conjunction with the notes to and forming part of the financial statements.*

# NOTES TO THE FINANCIAL STATEMENTS

## 30 JUNE 2005

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# NOTES TO THE FINANCIAL STATEMENTS

## 30 JUNE 2005

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The Judicial College of Victoria was created by the *Judicial College of Victoria Act 2001 (Act No.20/2001)* which was assented on 29 May 2001 and came into operation on 1 February 2002. The College commenced operation in November 2002. The purpose of the Judicial College of Victoria is to provide the functions of assisting the professional development of judicial officers and providing continuing education and training for judicial officers.

The financial statements have been prepared in accordance with Australian Accounting Standards.

These financial statements have been prepared in relation to the year ended 30 June 2005 with comparative figures for the year to 30 June 2004.

### 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

This general-purpose financial report has been prepared on an accrual basis for the Judicial College of Victoria in accordance with the *Financial Management Act 1994*, Australian Accounting Standards, Statements of Accounting Concepts and other authoritative pronouncements of the Australian Accounting Standards Board and Urgent Issues Group Consensus Views.

It is prepared in accordance with the historical cost convention and the accrual basis of accounting. The accounting policies adopted and the classification and presentation of items are consistent with those of the previous year, except where a change is required to comply with an Australian accounting standard or Urgent Issues Group Consensus View, or an alternative accounting policy permitted by an Australian accounting standard is adopted to improve the relevance and reliability of the financial report. Where practicable, comparative amounts are presented and classified in a basis consistent with the current year.

For interim and annual reporting periods ending on or after 30 June 2005, AASB 1047 *Disclosing the Impacts of Adopting Australian Equivalents to International Financial Reporting Standards (IFRS)* requires disclosure of any known or reliably estimable information about the impacts on the financial report had it been prepared using the A-IFRS or if the impacts are not known or reliably estimable, a statement to that effect. Refer to Note 18 for further details.

# NOTES TO THE FINANCIAL STATEMENTS

## 30 JUNE 2005

.....

### (a) Reporting Entity

The financial statements include all the controlled activities of the Judicial College of Victoria (JCV).

### (b) Objectives and funding

The JCV's objectives are to assist professional development and continuing education of Victorian judicial officers by: developing and conducting judicial education programs; producing relevant publications; providing (on a fee for service basis) professional development services, or continuing judicial education and training services, to others who are not covered by the Act; and liaising with persons and organisations in connection with the performance of its functions.

The JCV is funded by accrual-based parliamentary appropriations for the provision of outputs.

The appropriated amount includes funding for non-discretionary items, such as capital asset charge, amortisation and depreciation.

### (c) Acquisitions of Assets

The cost method of accounting is used for all acquisitions of assets. Cost is measured as the fair value of the assets given up or liabilities undertaken at the date of acquisition plus incidental costs directly attributable to acquisition.

Assets acquired at no cost, or for nominal consideration, are initially recognised at their fair value at the date of acquisition.

### (d) Revenue Recognition

All revenue received by the JCV is generally required to be paid into the Consolidated Fund.

Revenue becomes controlled by the JCV when it is appropriated from the Consolidated Fund by the Victorian Parliament and applied to the purposes defined under the relevant appropriations act.

Amounts disclosed as revenue are, where applicable, net of returns, allowances and duties and taxes. Revenue is recognised for the JCV's major activity as follows:

#### (i) Grants from the Department of Justice

Revenue from the outputs the JCV provides to Government is recognised when those outputs have been delivered and the Minister has certified delivery of those outputs in accordance with specified performance criteria.

### (e) Receivables

All debtors are recognised at the amounts receivable as they are due for settlement at no more than 30 days from the date of recognition.

Collectability of debtors is reviewed on an ongoing basis. Debts which are known to be uncollectible are written off. A provision for doubtful debts is raised where some doubt as to collection exists.

### (f) Non-current assets

Plant and equipment are measured at cost, in accordance with the Victorian Government Policy – Revaluation of Non-Current Physical Assets.



# NOTES TO THE FINANCIAL STATEMENTS

## 30 JUNE 2005

.....

### (g) Depreciation of property, plant & equipment

Depreciation is calculated on a straight line basis to write off the net cost of each item of plant and equipment over its expected useful life to the JCV. Estimates of the remaining useful lives for all assets are reviewed at least annually. The expected useful lives and depreciation rates for plant and equipment have remained unchanged from the previous year. For the financial years ending 30 June 2005 and 30 June 2004, the expected useful lives for the following asset are:

Plant and Equipment      3–15 years

### (h) Payables

These amounts represent liabilities for goods and services provided to the JCV prior to the end of the financial year and which are unpaid. The amounts are unsecured and are usually paid within 30 days of recognition.

### (i) Goods and services tax system changes

Revenues, expenses and assets are recognised net of GST except where the amount of GST incurred is not recoverable, in which case it is recognised as part of the cost of acquisition of an asset or part of an item of expense.

The Department of Justice manages the GST transactions on behalf of the JCV. The JCV's GST components of its receipts and/or payments are recognised in the Department's financial statements.

### (j) Employee benefits

#### *(i) Wages, salaries and annual leave*

Liabilities for wages and salaries, including non-monetary benefits, annual leave and accumulating sick leave expected to be settled within 12 months of the reporting date are recognised in respect of employees' services up to the reporting date and are measured as the amounts expected to be paid when the liabilities are settled. Liabilities for non-accumulating sick leave are recognised when the leave is taken and measured at the rates paid or payable.

#### *(ii) Long service leave*

The liability for long service leave expected to be settled within 12 months of the reporting date is recognised in the provision for employee benefits and is measured in accordance with (i) above. The liability for long service leave expected to be settled more than 12 months from the reporting date is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using interest rates on national Government guaranteed securities with terms to maturity that match, as closely as possible, the estimated future cash outflows.

#### *(iii) Superannuation*

The amount charged to the statement of financial performance in respect of superannuation represents the contributions made by the JCV to the superannuation fund in respect of current JCV staff (see note 17).

# NOTES TO THE FINANCIAL STATEMENTS

## 30 JUNE 2005

.....

*(iv) Employee benefit on-costs*

Employee benefit on-costs, including payroll tax, are recognised and included in employee benefit liabilities and costs when the employee benefits to which they relate are recognised as liabilities.

**(k) Cash**

For purposes of the statement of cash flows, cash includes cash on hand and is subject to an insignificant risk of changes in value.

**(l) Capital asset charge**

The capital asset charge is imposed by the Department of Treasury and Finance and represents the opportunity cost of capital invested in the non-current physical assets used in the provision of outputs. The charge is calculated on the carrying amount of non-current physical assets (excluding heritage assets).

**(m) Contributed capital**

Consistent with UIG Abstract 38 *Contributions by Owners Made to Wholly-Owned Public Sector Entities* appropriations for additions to net assets have been designated as contributed capital. Other transfers that are in the nature of contributions or distributions have also been designated as contributed capital.

**(n) Rounding of amounts**

Amounts in the financial report have been rounded to the nearest dollar.

# NOTES TO THE FINANCIAL STATEMENTS

## 30 JUNE 2005

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	2005	2004
	\$	\$
<b>2 REVENUE</b>		
Grant from the Department of Justice	1,185,020	878,600
	<b>1,185,020</b>	<b>878,600</b>
<b>3 RESULTS FROM ORDINARY ACTIVITIES</b>		
Result from ordinary activities includes the following specific expenses:		
<b>Employee benefits</b>		
—Salary and wages	578,714	350,741
—Superannuation	38,477	20,405
—Annual leave and long service leave expense	99,786	35,174
—Other on-costs (fringe benefits tax, payroll tax and workcover levy)	41,835	38,526
—Staff Training	668	1,342
	<b>759,480</b>	<b>446,188</b>
<b>Total employee costs</b>		
<b>Depreciation</b>		
—Plant and equipment	8,988	5,537
<b>Rental expense relating to operating leases</b>		
—Minimum lease payments	13,762	-
<b>Supplies and services</b>		
—Contractors fees	154,128	94,448
—Printing, stationery and other office expenses	82,402	91,470
—Rent and property services	45,599	56,749
—Travel, car parking and accommodation	15,062	30,040
—Information technology costs	7,669	24,332
—Judicial training	89,660	14,264
—Other supplies and services	1,767	25,597
	<b>396,287</b>	<b>336,900</b>
<b>Total supplies and services</b>		
<b>4 CASH ASSETS</b>		
Cash at bank and on hand	200	200
	<b>200</b>	<b>200</b>

# NOTES TO THE FINANCIAL STATEMENTS

## 30 JUNE 2005

.....

	2005 \$	2004 \$
<b>5 RECEIVABLES</b>		
<b>Current</b>		
Amount owing from the Department of Justice	399,815	272,989
<b>Non-Current</b>		
Amount owing from the Department of Justice	7,854	-
	<b>407,669</b>	<b>272,989</b>
<b>6 PROPERTY, PLANT AND EQUIPMENT—AT COST</b>		
<b>Plant and equipment</b>	30,828	25,607
Less accumulated depreciation	(14,634)	(4,294)
Written down value	16,194	21,313
<b>Total written down value</b>	<b>16,194</b>	<b>21,313</b>
Movements during year:		
	<b>Plant and Equipment</b>	<b>Total</b>
	<b>\$</b>	<b>\$</b>
<b>2005</b>		
Carrying amount at the start of the financial year	21,313	21,313
Additions	5,221	5,221
Disposals	-	-
Depreciation expense (note 3)	(8,988)	(8,988)
Accumulated Depreciation from Department of Justice	(1,351)	(1,351)
<b>Carrying amount at the end of the financial year</b>	<b>16,194</b>	<b>16,194</b>
<b>7 PAYABLES</b>		
Creditors	55,629	17,745
Fringe benefits tax	636	636
	<b>56,265</b>	<b>18,381</b>

# NOTES TO THE FINANCIAL STATEMENTS

## 30 JUNE 2005

.....

	2005 \$	2004 \$
<b>8 PROVISIONS</b>		
<b>Current</b>		
Employee Benefits (note 17)	56,153	17,007
	<b>56,153</b>	<b>17,007</b>
<b>Non-Current</b>		
Employee Benefits (note 17)	52,910	4,715
	<b>52,910</b>	<b>4,715</b>
<b>TOTAL</b>	<b>109,063</b>	<b>21,722</b>
<b>9 EQUITY</b>		
<b>(a) Contributed capital</b>		
Balance at 1 July	25,620	11,987
Capital contribution during the year passed on by the Department of Justice (Additions to Net Asset base)	961	13,633
<b>Balance 30 June</b>	<b>26,581</b>	<b>25,620</b>
<b>(b) Accumulated surplus</b>		
Accumulated surplus at the beginning of the financial year	228,779	144,059
Net surplus (deficit) recognised in the Statement of Financial Performance	3,375	84,720
<b>Accumulated surplus at the end of the financial year</b>	<b>232,154</b>	<b>228,779</b>
<b>(c) Total equity</b>		
Total equity at the beginning of the financial year	254,399	156,046
Total changes in equity recognised in the statement of financial performance	3,375	84,720
Net contributions of equity (note 9(a))	961	13,633
	<b>258,735</b>	<b>254,399</b>

# NOTES TO THE FINANCIAL STATEMENTS

## 30 JUNE 2005

.....

	2005 \$	2004 \$
<b>10 COMMITMENTS FOR EXPENDITURE</b>		
<b>10.1 Operating Leases</b>		
Commitments for minimum lease payments in relation to non-cancellable operating leases are payable as follows:		
Within 1 year	12,123	-
Later than 1 year but not later than 5 years	4,811	-
Later than 5 years	-	-
	<b>16,934</b>	-
<b>10.2 Capital Commitments</b>		
There were no commitments for capital expenditure as at 30 June 2005 (\$Nil - 2004).		
<b>11 EVENTS OCCURRING AFTER REPORTING DATE</b>		
There were no significant events occurring after reporting date to be reported as at 30 June 2005 (\$Nil - 2004).		
<b>12 CONTINGENT LIABILITIES AND CONTINGENT ASSETS</b>		
There were no contingent liabilities or assets at balance date not provided for in the Statement of Financial Position as at 30 June 2005 (\$Nil - 2004)		
<b>13 RECONCILIATION OF THE NET RESULT FOR THE REPORTING PERIOD TO NET CASH INFLOW FROM OPERATING ACTIVITIES</b>		
Result from ordinary activities	3,375	84,720
Plus/(minus) non cash items:		
— Depreciation expense	8,988	5,537
Change in operating assets and liabilities:		
— (Increase)/decrease in receivables	(134,680)	(115,090)
— Increase/(decrease) in creditors and accruals	37,884	8,356
— Increase/(decrease) in employee benefits	87,341	17,807
<b>Net cash from operating activities</b>	<b>2,908</b>	1,330

# NOTES TO THE FINANCIAL STATEMENTS

## 30 JUNE 2005

.....

### 14 FINANCIAL INSTRUMENTS

*Credit risk exposure:* Maximum exposures to credit risk at balance date in relation to each class of financial asset and liability is the carrying amount of those assets and liabilities in the Statement of Financial Performance. The carrying amount of these assets and liabilities approximate their fair value and are non-interest bearing.

#### Interest rate risk exposure

30 June 2005

	Notes	Floating Interest Rate %	Fixed Interest Rate 1 year or Less \$	Over 1 to 5 years \$	Non Interest Bearing < 1 year \$	Non Interest Interest > 1 year \$	Total \$
<b>Financial assets</b>							
Cash	4	-	-	-	200	-	200
Receivables	5	-	-	-	399,815	7,854	407,669
		-	-	-	400,015	<b>7,854</b>	<b>407,869</b>
<b>Financial liabilities</b>							
Payables	7	-	-	-	56,265	-	56,265
		-	-	-	<b>56,265</b>	-	<b>56,265</b>
<b>Net financial assets (liabilities)</b>		-	-	-	<b>343,750</b>	<b>7,854</b>	<b>351,604</b>

#### Interest rate risk exposure

30 June 2004

	Notes	Floating Interest Rate %	Fixed Interest Rate 1 year or Less \$	Over 1 to 5 years \$	Non Interest Bearing < 1 year \$	Non Interest Interest > 1 year \$	Total \$
<b>Financial assets</b>							
Cash	4	-	-	-	200	-	200
Receivables	5	-	-	-	272,989	-	272,989
		-	-	-	<b>273,189</b>	-	<b>273,189</b>
<b>Financial liabilities</b>							
Payables	7	-	-	-	18,381	-	18,381
Total		-	-	-	<b>18,381</b>	-	<b>18,381</b>
<b>Net financial assets (liabilities)</b>		-	-	-	<b>254,808</b>	-	<b>254,808</b>

*None of the classes of assets and liabilities are readily traded on organised markets in standard form.*

# NOTES TO THE FINANCIAL STATEMENTS

## 30 JUNE 2005

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### 15 RESPONSIBLE PERSON—RELATED DISCLOSURES

In accordance with the Ministerial Directions issued by the Minister for Finance under the *Financial Management Act 1994*, the following disclosures are made regarding responsible persons for the reporting period.

The persons who held the positions of Ministers and Accountable Officers in the JCV are as follows:

<i>Attorney-General</i>	The Hon. Rob Hulls, MP	1 July 2004 to 30 June 2005
<i>Acting Attorney-General</i>	The Hon. Bob Cameron, MP	1 July 2004 to 5 July 2004
	The Hon. John Pandazopoulos, MP	6 July 2004 to 12 July 2004
	The Hon. Bob Cameron, MP	7 August 2004 to 17 August 2004
	The Hon. Bob Cameron, MP	23 September 2004 to 3 October 2004
	The Hon. Bob Cameron, MP	3 November 2004 to 5 November 2004
	The Hon. Bob Cameron, MP	8 January 2005 to 30 January 2005
	The Hon. Bob Cameron, MP	21 March 2005 to 1 April 2005
	The Hon. John Pandazopoulos, MP	21 June 2005 to 26 June 2005
<i>Chief Executive Officer</i>	The Hon. John Pandazopoulos, MP	30 June 2005 to 30 June 2005
	Ms. Lyn Slade	1 July 2004 to 30 June 2005
<i>Acting Chief Executive Officer</i>	Ms. Maria Lusby	1 July 2004 to 2 July 2004
	Ms. Maria Lusby	14 April 2005 to 26 April 2005
<i>Chairperson</i>	The Hon. Justice Marilyn Warren AC	1 July 2004 to 30 June 2005
<i>Other Board Members</i>	The Hon. Justice Stuart Morris	1 July 2004 to 30 June 2005
	His Honour Chief Judge	
	Michael Rozenes	1 July 2004 to 30 June 2005
	Mr Ian Gray QC	1 July 2004 to 30 June 2005
	Prof. Peter Sallmann	1 July 2004 to 30 June 2005
	Prof. Susan Campbell	1 July 2004 to 30 June 2005

#### Remuneration

Remuneration received or receivable by the Accountable Officer (Chief Executive Officer) in connection with the management of the JCV during the reporting period was in the range:

\$130,000–\$139,999 (\$110,000–\$119,999 in 2004)

Amounts relating to Ministers reported in the financial statements of the Department of Premier and Cabinet.

#### Other transactions

Other related transactions and loans requiring disclosure under the Directions of the Minister for Finance have been considered and there are no matters to report.



# NOTES TO THE FINANCIAL STATEMENTS

## 30 JUNE 2005

.....

	2005	2004
	\$	\$
<b>16 REMUNERATION OF AUDITORS</b>		
Audit Fees paid or payable to the Victorian Auditor-General's Office for the audit of the Judicial College of Victoria financial reports:		
Paid as at 30 June	-	7,500
Payable as at 30 June	7,500	-
Amount paid in 2004-05 relates to Auditor-General Audit Fees incurred for 2002-03 and 2003-04 Audits. Amount payable in 2004-05 relates to Auditor-General Audit Fees to be incurred for 2004-05.		
<b>17 EMPLOYEE BENEFITS</b>		
<b>Current</b>		
Annual leave	41,912	16,483
Long service leave	5,879	524
Other	8,362	-
	<b>56,153</b>	<b>17,007</b>
<b>Non-current</b>		
Long service leave	52,910	4,715
	<b>52,910</b>	<b>4,715</b>
Aggregate employee benefit liability	<b>109,063</b>	<b>21,722</b>
<b>Employee numbers</b>		
	<b>No.</b>	<b>No.</b>
Average number of employees during the financial year	<b>9</b>	<b>5</b>
As explained in notes 1(j) (ii) and (iii), the amounts for long service leave and superannuation are measured at their present values. The following assumptions were adopted in measuring present values:		
	<b>2005</b>	<b>2004</b>
(a) Long Service Leave		
Weighted average rates of increase in annual employee entitlements to settlement of the liabilities	<b>3.8%</b>	4.5%
Weighted average discount rates	<b>5.15%</b>	5.64%
Weighted average terms to settlement of the liabilities	<b>13 years</b>	13 years

# NOTES TO THE FINANCIAL STATEMENTS

## 30 JUNE 2005

.....

### 17 EMPLOYEE BENEFITS—CONTINUED

#### Superannuation

No liability is recognised in the statement of financial position for the JCV's share of the State's unfunded superannuation liability. The State's unfunded superannuation liability has been reflected in the financial statements of the Department of Treasury and Finance.

However, superannuation contributions for the reporting period are included as part of salaries and associated costs in the statement of financial performance of the JCV.

The name and details of the major employee superannuation funds and contributions made by the JCV are as follows:

Fund	Contribution for the year 2005 \$	Contribution for the year 2004 \$	Contribution Outstanding at year end 2005 \$	Contribution Outstanding at year end 2004 \$
Government Superannuation Scheme—revised and new	12,516	2,989	-	-
VicSuper	25,339	11,045	-	-
Various Other	622	6,371	-	-
<b>Total</b>	<b>38,477</b>	<b>20,405</b>	<b>-</b>	<b>-</b>

The bases for contributions are determined by the various schemes.

All employees of the Commission are entitled to benefits on retirement, disability or death from the Government Employees' Superannuation Fund. This Fund provides defined lump sum benefits based on years of service and final average salary.

The above amounts were measured as at 30 June of each year, or in the case of employer contributions they relate to the years ended 30 June.

# NOTES TO THE FINANCIAL STATEMENTS

## 30 JUNE 2005

.....

### 18 IMPACTS OF ADOPTING AASB EQUIVALENTS TO IASB STANDARDS

Following the adoption of Australian equivalents to International Financial Reporting Standards (A-IFRS), JCV will report for the first time in compliance with A-IFRS when results for the financial year ended 30 June 2006 are released.

It should be noted that under A-IFRS, there are requirements that apply specifically to not-for-profit entities that are not consistent with IFRS requirements. JCV is established to achieve the objectives of government in providing services free of charge or at prices significantly below their cost of production for the collective consumption by the community, which is incompatible with generating profit as a principal objective. Consequently, where appropriate, JCV applies those paragraphs in accounting standards applicable to not-for-profit entities.

An A-IFRS compliant financial report will comprise a new statement of changes in equity in addition to the three existing financial statements, which will all be renamed. The Statement of Financial Performance will be renamed as the Operating Statement, the Statement of Financial Position will revert to its previous title as the Balance Sheet and the Statement of Cash Flows will be simplified as the Cash Flow Statement. However, for the purpose of disclosing the impact of adopting A-IFRS in the 2004-05 financial report, which is prepared under existing accounting standards, existing titles and terminologies will be retained.

With certain exceptions, an entity that has adopted A-IFRS must record transactions that are reported in the financial report as though A-IFRS had always applied. This requirement also extends to any comparative information included within the financial report. Most accounting policy adjustments to apply A-IFRS retrospectively will be made against accumulated funds at the 1 July 2004 opening balance sheet date for the comparative period. The exceptions relate to A-IFRS that do not have any applicability to JCV.

JCV has taken the following steps in managing the transition to A-IFRS and has achieved the following scheduled milestones:

- established a steering committee to oversee the transition to and implementation of the A-IFRS;
- established an A-IFRS project team to review the new accounting standards to identify key issues and the likely impacts resulting from the adoption of A-IFRS and any relevant Financial Reporting Directions as issued by the Minister for Finance;
- participated in an education and training process to raise awareness of the changes in reporting requirements and the processes to be undertaken; and
- initiated reconfiguration and testing of user systems and processes to meet new requirements.

This financial report has been prepared in accordance with current Australian accounting standards and other financial reporting requirements (Australian GAAP). The JCV has not to date identified any significant differences between Australian GAAP and A-IFRS which might be expected to have a material impact on the financial position and performance following the adoption of A-IFRS. This view may change as a result of:

- a) change in facts and circumstances;
- b) ongoing work being undertaken by the A-IFRS project team;
- c) potential amendments to A-IFRS and Interpretations; and
- d) emerging accepted practice in the interpretation and application of A-IFRS and UIG Interpretations.

## ACCOUNTABLE OFFICER'S DECLARATION

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We certify that the attached financial statements for the Judicial College of Victoria have been prepared in accordance with Standing Direction 4.2 of the *Financial Management Act 1994*, applicable Financial Reporting Directions, Australian accounting standards and other mandatory professional reporting requirements.

We further state that, in our opinion, the information set out in the statement of financial performance, statement of financial position, statement of cash flows and notes to and forming part of the financial statements, presents fairly the financial transactions during the year ended 30 June 2005 and financial position of the College as at 30 June 2005.

We are not aware of any circumstances which would render any particulars included in the financial statements to be misleading or inaccurate.



**Ms Lyn Slade**  
*Chief Executive Officer*  
*Accountable Officer*  
*Judicial College of Victoria*

Melbourne  
14 October 2005



**Tony Cooper**  
*Chief Financial*  
*Accounting Officer*  
*Judicial College of Victoria*

Melbourne  
14 October 2005



**Professor Peter Sallmann**  
*Board Member*  
*Judicial College of Victoria*

Melbourne  
14 October 2005

# AUDITOR GENERAL'S REPORT

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AUDITOR GENERAL  
VICTORIA

## Judicial College of Victoria To the Members of the Parliament of Victoria and Directors of the College.

### **Matters Relating to the Electronic Presentation of the Audited Financial Report**

This audit report for the financial year ended 30 June 2005 relates to the financial report of the Judicial College of Victoria included on its web site. The Directors of the Judicial College of Victoria are responsible for the integrity of the web site. I have not been engaged to report on the integrity of the web site. The audit report refers only to the statements named below. An opinion is not provided on any other information which may have been hyperlinked to or from these statements. If the users of this report are concerned with the inherent risks arising from electronic data communications they are advised to refer to the hard copy of the audited financial report to confirm the information included in the audited financial report presented on this web site.

### **Scope**

#### *The Financial Report*

The accompanying financial report for the year ended 30 June 2005 of the Judicial College of Victoria consists of the statement of financial performance, statement of financial position, statement of cash flows, notes to and forming part of the financial report, and the supporting declaration.

#### *Directors' Responsibility*

The Directors of the Judicial College of Victoria are responsible for:

- the preparation and presentation of the financial report and the information it contains, including accounting policies and accounting estimates.
- the maintenance of adequate accounting records and internal controls that are designed to record the Council's transactions and affairs, and prevent and detect fraud and errors.

#### *Audit Approach*

As required by the *Audit Act 1994*, an independent audit has been carried out in order to express an opinion on the financial report. The audit has been conducted in accordance with Australian Auditing Standards to provide reasonable assurance as to whether the financial report is free of material misstatement.



AUDITOR GENERAL  
VICTORIA

The audit procedures included:

- examining information on a test basis to provide evidence supporting the amounts and disclosures in the financial report
- assessing the appropriateness of the accounting policies and disclosures used, and the reasonableness of significant accounting estimates made by the Directors
- obtaining written confirmation regarding the material representations made in conjunction with the audit
- reviewing the overall presentation of information in the financial report.

These procedure have been undertaken to form an opinion as to whether the financial report is presented in all material respects fairly in accordance with Accounting Standards and other mandatory professional reporting requirements in Australia, and the financial reporting requirements of the *Financial Management Act 1994*, so as to present a view which is consistent with my understanding of the College's financial position, and its financial performance and cash flows.

The audit opinion expressed in this report has been formed on the above basis.

#### Independence

The Auditor-General's independence is established by the *Constitution Act 1975*. The Auditor-General is not subject to direction by any person about the way in which his powers are to be exercised. The Auditor-General and his staff and delegates comply with all applicable independence requirements of the Australian accounting profession.

#### Audit Opinion

In my opinion, the financial report presents fairly in accordance with applicable Accounting Standards and other mandatory professional reporting requirements in Australia, and the financial reporting requirements of the *Financial Management Act 1994*, the financial position of the Judicial College of Victoria as at 30 June 2005 and its financial performance and cash flows for the year then ended.



J.W. CAMERON  
*Auditor-General*

Melbourne  
17 October 2005

## APPENDICES

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# APPENDIX ONE: SNAPSHOT 2003–2006

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Activity	Judicial College Actual 2003-4 (Yr 2)	Judicial College Actual 2004-5 (Yr 3)	Judicial College Targets 2005-6 (Yr 4)
<b>Programs</b>	<p><b>13 programs:</b></p> <ul style="list-style-type: none"> <li>– 9 cross-jurisdiction programs</li> <li>– 4 jurisdiction-specific programs</li> </ul>	<p><b>15 programs:</b></p> <ul style="list-style-type: none"> <li>– 9 cross-jurisdiction programs</li> <li>– 6 jurisdiction-specific programs</li> </ul>	<p><b>15 programs:</b></p> <ul style="list-style-type: none"> <li>– 13 cross-jurisdiction programs</li> <li>– 2 jurisdiction-specific programs</li> </ul>
<b>Projects</b>	<p><b>5 projects:</b></p> <ul style="list-style-type: none"> <li>– Visits to correctional &amp; forensic facilities (MCC, MAP, DPFC, PPP, TEH, FSD)</li> <li>– Peer Assistance/Reflective Practice Pilot in Magistrates' Court</li> <li>– Developmental work on 2-Year Induction Framework</li> <li>– JCV website</li> </ul>	<p><b>3 projects:</b></p> <ul style="list-style-type: none"> <li>– Visits to facilities expanded to include field trips to Adult Parole Board, Forensic Leave Panel &amp; Urban Seed</li> <li>– Commenced implementation of 2-Year Induction Framework</li> <li>– Investigate feasibility of Court Craft project</li> </ul>	<p><b>6 projects:</b></p> <ul style="list-style-type: none"> <li>– Visits &amp; field trips expands to include sex offender programs, Youth Parole Board &amp; Odyssey House</li> <li>– Continue implementation of 2-Year Induction Framework</li> <li>– Develop Sexual Offences Training Package</li> <li>– Investigate feasibility of Courts Leadership project</li> <li>– Re-develop JCV website to allow for access to selected College publications</li> </ul>
<b>Judicial Intranet</b>	<ul style="list-style-type: none"> <li>– Judicial Officers Information Network (JOIN) prototype developed</li> </ul>	<ul style="list-style-type: none"> <li>– JOIN rolled-out</li> <li>– One-on-one JOIN training provided to all judicial officers in the Courts, &amp; full-time VCAT members, including online legal research skills training</li> <li>– JOIN expanded to include Practice Pages</li> <li>– JOIN access expanded to include all staff who support judicial officers in their work</li> </ul>	<ul style="list-style-type: none"> <li>– JOIN expands to include sentencing statistics</li> <li>– JOIN expands to include online interactive exercises on:                             <ul style="list-style-type: none"> <li>• Parole</li> <li>• Pre-Sentence Detention</li> </ul> </li> <li>– Continue JOIN online legal research skills training</li> <li>– Additional Practice Pages</li> <li>– JCV Seminar Papers</li> </ul>
<b>Publications</b>	<p><b>1 produced in hard copy:</b></p> <ul style="list-style-type: none"> <li>– Victims of Crime Assistance Tribunal Manual</li> </ul> <p><b>5 electronic publications commenced:</b></p> <ul style="list-style-type: none"> <li>– Victorian Sentencing Manual</li> <li>– Magistrates' Induction Manual</li> <li>– VCAT Induction Manual</li> <li>– Coroners' Benchbook</li> </ul>	<p><b>6 electronic resources on JOIN:</b></p> <ul style="list-style-type: none"> <li>– Victorian Sentencing Manual</li> <li>– Magistrates' Induction Manual</li> <li>– VCAT Induction Manual</li> <li>– Coroners' Benchbook</li> <li>– Search Warrants Manual</li> </ul> <p><b>4 publications converted &amp; available on JOIN:</b></p> <ul style="list-style-type: none"> <li>– Victorian Trial Manual</li> <li>– Bail Digest</li> <li>– VCAT Planning Manual</li> </ul>	<p><b>1 electronic resource developed for JOIN:</b></p> <ul style="list-style-type: none"> <li>– Commence rewrite of Criminal Charge Book</li> </ul> <p><b>1 publication converted &amp; available on JOIN:</b></p> <ul style="list-style-type: none"> <li>– Civil Charge Book</li> </ul> <p><b>1 electronic update service commenced on JOIN:</b></p> <ul style="list-style-type: none"> <li>– Regular updates for Victorian Manual</li> </ul>



## APPENDIX TWO: GOVERNANCE

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### SYLLABUS ADVISORY COMMITTEE

The role of Syllabus Advisory Committee is to consider submissions regarding suggested judicial education activities from the four jurisdictions and to make recommendations to the Board regarding the College's annual judicial education curriculum. Membership comprises one College Board member and one judicial officer from each jurisdiction. The Honourable Justice Geoffrey Nettle retired from the committee in February 2005 having acted as chair from the committee's inception in March 2003. We take this opportunity to thank the Honourable Justice Nettle for his significant contribution to the work of the College during his stewardship. The Honourable Justice Hartley Hansen is his successor. Current Syllabus Advisory Committee members are:

- The Honourable Justice Hartley Hansen (Chair)
- His Honour Judge Tom Wodak
- Mr Peter Lauritsen DCM
- Ms Anne Coghlan, Deputy President
- Professor Peter Sallmann

### SUPREME COURT EDUCATION COMMITTEE

- The Honourable Justice Stephen Charles (Chair)
- The Honourable Justice Geoffrey Nettle (to June 2005)
- The Honourable Justice Bernard Teague
- The Honourable Mr Justice David Ashley
- The Honourable Justice David Byrne
- The Honourable Justice Philip Cummins
- The Honourable Justice Hartley Hansen (from June 2005)
- Master Kathryn Kings

### COUNTY COURT PROFESSIONAL COMMITTEE

- His Honour Judge Tom Wodak (Chair)
- His Honour Judge John Nixon
- His Honour Judge John Barnett
- Her Honour Judge Carolyn Douglas
- His Honour Judge Graham Anderson
- Her Honour Judge Susan Cohen
- His Honour Judge John Smallwood
- Her Honour Judge Wendy Wilmoth

#### **MAGISTRATES' COURT PROFESSIONAL DEVELOPMENT COMMITTEE**

- Ms Jillian Crowe M (Chair)
- Mr Ian Gray CM
- Ms Jelena Popovic DCM
- Mr Peter Lauritsen DCM
- Ms Susan Blashki M
- Ms Caitlin English M
- Ms Jennifer Bowles M
- Ms Christine Stewart-Thornton M
- Ms Jane Patrick M
- Mr Ian McGrane M (to August 2004)

#### **VCAT PROFESSIONAL DEVELOPMENT COMMITTEE**

- His Honour Judge John Bowman (Chair)
- His Honour Judge Michael Higgins  
(to December 2004)
- Her Honour Judge Sandra Davis  
(from January 2005)
- Ms Cate McKenzie, Deputy President
- Ms Anne Coghlan, Deputy President

## APPENDIX THREE: SPECIAL PURPOSE COMMITTEES

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### ONLINE JUDICIAL WORKING PARTY (October 2003—December 2004)

- The Honourable Justice Geoffrey Nettle
- The Honourable Justice Tim Smith
- The Honourable Justice Philip Mandie
- The Honourable Justice Stuart Morris
- His Honour Chief Judge Michael Rozenes (Chair)
- His Honour Judge Tom Wodak
- Mr Ian Gray QC, Chief Magistrate
- Mr Dan Muling DCM
- Mr Peter Power M
- Mr Anthony Liston
- Mr Hans Wolf
- Mr Ian Edwards
- Mr Andrew Smout
- Ms Clare O’Dwyer

### JOIN MANAGEMENT GROUP (March 2005 ongoing)

- The Honourable Justice Elizabeth Hollingworth (Chair)
- His Honour Judge Tom Wodak
- Mr Steven Raleigh M
- Mr Anthony Liston
- Mr Graeme Chirgwin
- Mr James Butler
- Mr Ian Edwards
- Ms Elizabeth Richardson
- Ms Meredith Schilling
- Mr Hans Wolf
- Ms Marilyn Lambert

## JUDICIAL EDITORIAL COMMITTEES— PUBLICATIONS

### **Victorian Sentencing Manual**

- The Honourable Justice Frank Vincent (Chair)
- Her Honour Judge Carolyn Douglas
- The Honourable John Hassett
- Ms Lisa Hannan M
- Mr Patrick Tehan QC (Editor)
- Professor Arie Freiberg
- Mr Bruce Gardner

### **Magistrates' Court Bench Book**

- Mr Peter Lauritsen DCM
- Ms Caitlin English M (Chair)
- Ms Christine Stewart-Thornton M
- Mr Duncan Reynolds M

### **State Coroner's Practice Manual**

- Mr Graeme Johnstone, State Coroner (Chair)
- Dr Jane Hendtlass

### **Magistrates' Court Induction Manual**

- Ms Caitlin English M (Chair)
- Ms Lisa Farrell

### **VCAT Induction Manual**

- His Honour Judge John Bowman (Chair)
- Ms Anne Coghlan, Deputy President
- Ms Cate McKenzie, Deputy President
- Ms Clare O'Dwyer
- Mr Christopher Wiseman

## JUDICIAL STEERING COMMITTEES— PROGRAMS

### SKILLS DEVELOPMENT:

#### **Judgment Writing Workshop**

- The Honourable Justice Murray Kellam AO
- The Honourable Justice Linda Dessau, Family Court of Australia
- Her Honour Judge Margaret Rizkalla
- His Honour Judge Tom Wodak
- Professor Christopher Wallace-Crabbe
- Ms Helen Garner

### **Tension in the Courtroom:**

#### **Managing a Highly Charged Hearing**

- Master Kathryn Kings
- Ms Anne Goldsbrough M
- Dr Gregory Lyons

### SOCIAL CONTEXT:

#### **Aboriginal People and the Justice System**

- The Honourable Justice Frank Vincent
- The Honourable Justice Geoffrey Eames
- The Honourable Justice John Coldrey
- The Honourable Justice Peter Gray, Federal Court of Australia
- The Honourable Justice Sally Brown, Family Court of Australia
- His Honour Judge Jim Duggan
- Her Honour Judge Jennifer Coate
- His Honour Judge Ross Howie
- Mr Peter Lauritsen DCM
- Mr Andrew Jackomos, Indigenous and Diversity Issues Unit
- Ms Anne Wallace, Australian Institute of Judicial Administration
- Ms Wanda Braybrook
- Ms Anne Bambrook

#### **SOCIAL CONTEXT (continued):**

##### **Mental Disabilities: “What Are They and What Do We Do With Them?”**

- Her Honour Judge Elizabeth Gaynor
- Ms Jelena Popovic DCM
- Mr John Billings, Deputy President
- Mr Julian Gardner, Public Advocate
- Professor James Ogloff

##### **Horn of Africa Cultural Awareness**

- The Honourable Justice Stephen Charles
- The Honourable Mr Justice David Ashley
- His Honour Judge John Barnett
- Mr Brian Barrow M

#### **SUBSTANTIVE LAW & PRACTICE:**

##### **Judicial Ethics in the 21st Century**

- The Honourable Justice Philip Cummins
- His Honour Judge Graham Anderson
- Ms Jacinta Heffey M
- Ms Bernadette Steele

##### **Crime Series Part One:**

###### **Understanding Consciousness of Guilt**

- The Honourable Justice Stephen Charles
- His Honour Judge Roy Punshon
- Mr Paul Smith DCM

##### **Crime Series Part Two: Complicity**

- The Honourable Justice Stephen Charles
- Her Honour Judge Elizabeth Curtain
- Ms Jillian Crowe M

#### **JURISDICTION SPECIFIC:**

##### **Joint VIC & NSW Land and Environment Conference**

- The Honourable Justice Stuart Morris, President VCAT
- The Honourable Justice Peter McClellan, Chief Judge NSW Land and Environment Court
- The Honourable Mr Justice David Lloyd, NSW Land and Environment Court
- Commissioner Trevor Bly, NSW Land and Environment Court
- Ms Jeanette Rickards, VCAT

##### **Biennial National Coroners’ Training Program**

- Mr Graeme Johnstone, State Coroner
- The Honourable Professor John Harber Phillips AC

##### **Magistrates’ Intensive**

- Mr Paul Grant DCM
- Ms Susan Blashki M
- Mr Clive Alsop M

## APPENDIX FOUR: COLLEGE STAFF

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### CORE STAFF

#### Chief Executive Officer

##### Lyn Slade

Lyn Slade, as the inaugural CEO, established the operations of the College in November 2002. Previously Lyn was the Director of Legal Professional Development at Leo Cussen Institute for seven years, during which she completed her Master of Business in Leadership and Organisation Dynamics. Before moving into legal education, Lyn worked as a solicitor with the then Australian Securities Commission, primarily on class action litigation, and in private practice at a large city firm. In a previous life, Lyn worked in business both in Australia and the UK.

#### Director Project Development

##### Maria Lusby

Maria Lusby commenced at the College in February 2004 on a 12-month secondment from the Office of Public Prosecutions. In early 2005 Maria transferred permanently to the College and took up the role as Director Project Development. Maria practised at the OPP in Homicide for eight years, eventually managing that unit (and several others). She also took on the role as the co-ordinator of the OPP's internal professional development activities.

A significant part of Maria's role is the ongoing development of JOIN, including the electronic provision of sentencing data and statistics. Maria also has responsibility for providing advice on and implementing skills enhancement projects, including the 2-year induction framework and court craft pilot.

#### Project Manager

##### Dianne Rooney

Dianne Rooney commenced with the College in January 2004. Dianne has extensive experience in legal education administration, having been a Program Coordinator with responsibility for legal skills workshops at Leo Cussen Institute for 15 years. Dianne's responsibilities at the College include providing advice and expertise for skills-based education programs, including Judgment Writing and the Magistrates' Intensive.

#### Program Manager

##### Kerry Maikousis

Kerry Maikousis commenced as Program Manager at the College in September 2004. Before taking up her position Kerry was a solicitor at the OPP, most recently in the Corruption Prosecution Unit. Kerry has responsibility for developing the College's annual calendar of judicial education programs, including a range of substantive law and practice topics.

#### Publication Manager

##### Anna Stokes

Anna Stokes returned from twelve months' maternity leave in January 2005 on a part-time basis. Anna is a lawyer with substantial electronic publications expertise in the UK. As well as providing advice on electronic publishing and overseeing the content and technological aspects of College publications, Anna is responsible for the day to day operation of JOIN including ongoing JOIN training, and working closely with the JOIN Management Group.

The College's professional staff are ably assisted by:

**Executive Officer**

**Vasiliki Kritharelis**

Vasiliki has responsibility for the field trips & prison visits project, handling requests for information, and office support. Vassy has extensive administrative experience to her role at the College, having spent 17 years in a range of administrative roles in the electronic media.

**Administrative Assistant**

**Melissa Vittorio**

Melissa provides general office assistance and administrative support for programs.

**FIXED TERM RESEARCHERS  
(VICTORIAN SENTENCING MANUAL)**

**Senior Research Officer**

**Christopher Michell**

Chris is a senior solicitor from the OPP and is on secondment to the College to work on the rewrite of the Victorian Sentencing Manual. Chris works closely with the editor, Mr Patrick Tehan QC, and the editorial committee chaired by the Honourable Justice Frank Vincent.

**Research Officers**

**Jennifer Collis and Tien Tran**

Jenny and Tien have worked with Chris Michell on the VSM rewrite. In April 2005 Tien concluded a six-month secondment to the College, and returned to the OPP. The work of all three VSM researchers is of an extremely high standard that was carried out diligently and with intellectual rigour.



**Judicial  
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Victoria**

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