‘In serving the community as Chief Justice, I will treat it as part of my responsibility to do everything that I can to make sure that what judges do, how we do it and why we make the decisions that we do is easily understood by all people.’

‘While the result that we reach might be obvious from our decisions, I am not sure that why we have reached the result is always as clear. So we may have to put further thought into how we communicate – both as to the methods of communication and the language that we use.

One method of communication we use is our judgments. Judgment writing is a skill. To non-lawyers, perhaps even some lawyers, it may come as a surprise that judges attend training sessions to develop this skill. For example, we are taught that the first paragraph of the judgment should set out what the case is about in a way that we would explain it to a neighbour over the back fence. That is sometimes very difficult and we don’t always achieve it. Indeed, I’m reminded of the saying ‘if I had more time, I would have written a shorter letter.’

Time is sometimes short. But we are committed to improving our judgment writing skills through continuing training to write in a way that makes it clear to ‘our neighbour’ what our decision is and, most importantly, why we have come to it.

In the age in which we live and work, judgments are just one form of communication. There are many others, including through the traditional media, websites and social media. I want this Court to continue to develop and improve how we use these means of communication, to look for others and to keep up with changes in communication as they emerge.’

The Honourable Chief Justice Anne Ferguson  
Speaking at her Welcome sitting on 12 October 2017

---

Contents

- About the College  
  2
- The Board  
  3
- From the Chair  
  4
- From the Chief Executive Officer  
  6
- The Year at a Glance  
  8
- Many Voices Guiding Justice: The Year in Education  
  12
- Education Highlights  
  14
- Supporting Justice: Judicial Information Services  
  32
- Looking to the Future: Development and Corporate Services  
  36
- Judicial Steering and Editorial Committee Members  
  37
- College Staff  
  38
- Financial Report  
  39
- Disclosures  
  76
- Disclosure Index  
  80
About the College

We are a trusted place where the judiciary come to share knowledge, wisdom and expertise. Where different people’s voices are truly heard. A place where learning never stops.

About the College

We are a trusted place where the judiciary come to share knowledge, wisdom and expertise. Where different people’s voices are truly heard. A place where learning never stops.

Established in 2002, the College was founded on the idea of peer education. This principle continues to be our guiding light. Judicial officers drive and shape the innovative and varied educational programs we provide. Our publications are also judge-led, allowing us to write and publish a range of authoritative resources. These are highly valued by both the judiciary and the legal profession. We understand the scarcity of judicial time and aim to maximise the value of every hour of judicial education, and to provide only the most carefully selected information.

The complexity of our environment requires us to work with other disciplines and multi-disciplinary teams to provide a complete learning experience. Where possible, we ground our programs in the stories of those with lived experience of the justice system, ensuring their voices are heard and listened to.

As the judicial role becomes more challenging, so too the College is constantly responding and evolving. Our work ensures judicial officers in all Victorian jurisdictions are:

• Aware of the nature and expectations of the judicial role
• Up-to-date with the latest developments in the law
• Knowledgeable about judicial practice and the judicial process
• In touch with pressing community and social issues
• Able to understand how cultural factors may be relevant to court proceedings
• Equipped to manage the unique pressures of judicial office and maintain wellbeing
• Able to enhance their practical skills, particularly their capacity to communicate clearly and listen actively
• Effectively managing their courtrooms and use and understand new technologies.

The Board

The College Board comprises the heads of the six jurisdictions and two Attorney-General appointees. The Board meets four times a year to set the College’s strategic direction, oversee operations and ensure that the College’s work meets the education needs and priorities of their judicial peers.

Heads of Jurisdiction

Chief Justice Marilyn Warren AC QC
(College Chair, up to 1 October 2017)

Chief Justice Anne Ferguson
(College Chair, from 2 October 2017)

Justice Gregory Garde AO RFD
President of the Victorian Civil and Administrative Tribunal
(up to 31 May 2018)*

Justice Peter Kidd
Chief Judge of the County Court

Justice Michelle Quigley
President of the Victorian Civil and Administrative Tribunal
(from 1 June 2018)*

Judge Peter Lauritsen
Chief Magistrate of the Magistrates’ Court of Victoria

Judge Amanda Chambers
President of the Children’s Court of Victoria
(from 30 August 2017)**

Judge Sara Hinchey
State Coroner, Coroners Court of Victoria
(from 30 August 2017)**

Directors appointed by the Governor in Council on the nomination of the Attorney-General

Emeritus Professor Arie Freiberg AM
being a person who has ‘experience as a member of the academic staff of a tertiary or other educational institution’; and

Mr Greg Lee
being a person who has ‘broad experience in community issues affecting courts’.

* Justice Gregory Garde AO RFD, as President of VCAT, represented the jurisdiction on the Board until the end of his term in May. Justice Garde attended all four College Board meetings this financial year.

** Section 8(1) of the Judicial College of Victoria Act 2001 was amended on 30 August 2017 to insert sections 8(1)(da) and (db). The amendments require that there be two additional Directors of the Board of the College. Judge Amanda Chambers was appointed to the Board as President of the Children’s Court of Victoria under section 8(1)(da); and Judge Sara Hinchey as the State Coroner under section 8(1)(db).
From the Chair

The demands on today’s judiciary require the College to both anticipate and respond to the many challenges that arise in the dynamic environment of Victoria’s courts and tribunal – especially as they reflect the changing society around us.

This is the first Annual Report produced by the College since I was appointed the 12th Chief Justice of Victoria and College Chair in October 2017.

First, I acknowledge the outstanding leadership of the College by former Chair and Chief Justice Marilyn Warren. Her Honour’s commitment, vision and energy have made a lasting impression on the College and I pay tribute to her 14 years as Chair.

At our May 2018 meeting, the Board said farewell to Justice Greg Garde. It was the last Board meeting for Justice Garde, who retired from his role as President of the Victorian Civil and Administrative Tribunal (VCAT) and stepped down as a member of the College Board, effective 31 May.

As President of VCAT, Justice Garde became a College Board member in 2012. In that time, he made the most of every opportunity to bring his understanding and experience in the law and the courts system to the Board.

The committed approach he contributed to the Board was characteristic of his leadership at VCAT. As President, he drove the introduction of VCAT’s new fee regime which introduced measures designed to promote affordability, access to justice, and the early settlement of disputes. This initiative and other reforms increased Victorians’ access to VCAT to pursue civil claims and resulted in significant increases in cases.

I thank Justice Garde for his six years of contributions to the College’s leadership and would like to acknowledge his input and direction in how the College provides services to VCAT.

In paying tribute to Justice Garde, I also formally welcome to the Board the new President of VCAT, Justice Michelle Quigley, who was sworn in on 1 June. I look forward to her continuing to share the VCAT perspective, and her qualities and attributes will no doubt contribute positively in our College Board deliberations.

It is an honour and opportunity to Chair the Board and work with my colleagues to contribute to the direction of judicial education for Victoria’s six jurisdictions.

The demands on today’s judiciary require the College to both anticipate and respond to the many challenges that arise in the dynamic environment of Victoria’s courts and tribunals – especially as they reflect the changing society around us.

In this respect, the College has begun two key initiatives: enhancing its orientation program to complement the induction processes of individual jurisdictions; and developing a leadership and management program for the judiciary and court executives.

These programs represent the College’s career-long support of judicial officers - from the transition to the role, to leading and managing well. These will be priorities for the year ahead.

I look forward to reporting on these developments in next year’s Annual Report. In the meantime, in accordance with the Financial Management Act 1994, I am pleased to present the Judicial College of Victoria’s Annual Report for the year ending 30 June 2018 – another year of outstanding service to the judiciary and in turn Victoria’s justice system and all court users.

The Honourable Chief Justice Anne Ferguson
Supreme Court of Victoria
Chair of the College
For some time, I have had this aphorism pinned above my desk...Jimi Hendrix (1942-1970) is the unlikely author. I have kept his words in view as a reminder to be quiet, to be a better listener. It’s easy to speak and to hear; quite different to truly hear or to listen. Indeed, it is another thing again to listen for the ‘music behind the words’, a saying attributed to psychoanalyst Heinz Kohut, which takes perception to an altogether different level. The themes of listening — to many voices — and communication have repeated themselves this past year. For instance, I am reminded of the Welcome sitting for Chief Justice Anne Ferguson in October 2017. Her Honour took up the themes of diversity and communication and emphasised the importance of writing clear judgments and making sure ‘that what judges do, how we do it and why we make the decisions we do, is easily understood by all people.’

Along with Chief Justice Ferguson, Chief Judge Peter Kidd and other senior members of the judiciary are also leading in embracing communication, through engagement with the media and the community, to explain the workings of the justice system and the role of the judiciary.

Communication implies connection. While judicial officers necessarily ‘seek to set aside the subjective, the personal….in favour of the transparency of a role’ (Anna Goldsworthy, musician and author), no judge is an island. Judicial officers should remain connected to various ideas of community — both for themselves (and their wellbeing) and for those they serve. They must communicate with many people, in various ways, increasingly through a range of channels; but they must also find their own community of support.

The College brings many voices and languages to the judiciary — from the Welsh-speaking Lord Thomas of Cwmgiedd and young Yorta Yorta man Dylan Charles, to New Zealand youth justice expert Dr Ian Lambie, speaking in Maori — and provides the time and place for meaningful conversation and the exchange of stories, knowledge and ideas.

The College is also a place of support, bringing judicial peers together who can uncover and share their experience of the role in the context of our wellbeing project. We offer judicial officers the means to find their own voice, particularly in their judgments, through our much-in-demand judgment writing series featuring the narrative nous of acclaimed author Helen Garner. Here, she expresses the potency of finding one’s own voice:

‘Voice comes from the centre of you, from your gut, your character, even your soul. I realise this might sound a bit over the top. I know you are writing a judgment; it’s not a poem. But I think everybody would agree that the plainest, most direct sentence spoken in an undefended voice, without artifice, from the deepest place we know, can reverberate right through a reader to powerful intellectual and emotional effect.’

The relationship between voice and audience — whether reader or listener — is symbiotic and powerful. We should never underestimate how fine communication and attentive listening can disseminate knowledge and wisdom and even justice. As Anna Goldsworthy told the judges of the County Court, judicial work incorporates all of the same skills as a musician: ‘listening, performing and indeed writing.’ Just as the writer and the musician may achieve moments of ‘reverence’, for the judiciary, mastering these skills can be a source of the highest professional satisfaction, even exhilaration.

We will keep working closely with Victoria’s judiciary to ensure they hear a wide variety of voices at the College. Sharing in their wisdom, knowledge and expertise will reinforce the judiciary’s capacity to engage the community and ensure that what you do, how and why you do it, is being listened to and understood.

‘Knowledge speaks, but wisdom listens.’
The Year at a Glance

July

Jury Directions
The College publishes model jury directions for nine new sexual offences, following a major restructure of sexual offences against children.
The College begins evaluation of judicial perspectives on jury directions reforms.

August

Coroners' Intensive
Coroners' two-day workshop examines current issues in the coronial jurisdiction, including managing unexpected events that cause multiple deaths.

Judicial Wellbeing
The College's pioneering work in judicial wellbeing is in the spotlight as delegates from other states join Victoria's judiciary at 'Judicial Wellbeing: The Self and the System', chaired by Chief Judge Peter Kidd. It's the first solutions-focused judicial education project in Australia to discuss sources of judicial stress and beneficial work practices, and features a keynote address by Justice Jennifer Coate, Commissioner, Royal Commission into Institutional Responses to Child Sexual Abuse.

September

Worawa Visit
Conversations with students and staff give judicial officers an insight into life at Worawa Aboriginal College, a holistic Aboriginal-owned and controlled boarding school in Healesville for young Aboriginal women (Years 7-10) led by Principal Aunty Lois Peeler. The College is grateful to work on its Koori programs in collaboration with the Victorian Judicial Officers' Aboriginal Cultural Awareness Committee (JOACAC), chaired by Justice Stephen Kaye.

October

Chief Justice Retires
After 14 years as Chief Justice of Victoria and College Chair, Chief Justice Marilyn Warren retires. In her honour, the Learning Centre is renamed the Warren Learning Centre.

Welcoming New Chief Justice
The judicial profession welcomes Chief Justice Anne Ferguson at a Welcome sitting in the Banco Court.

Orientation
Senior College staff deliver well-received presentations at the National Judicial Orientation Program, Sydney.

November

Jury Directions
College staff present to judges from around Australia about the Victorian jury directions reform, and preliminary results of the College's study of judicial perspectives on the reforms.

Koori Twilight
The individual and collective experiences of Aboriginal people studying and working within the legal profession feature in the seminar 'Experiences of Aboriginal Lawyers'. We were fortunate to hear from lawyers Matthew Karaoulakis, Michael McCagh and Kareena Gay and law student Karri Walker.

December

Intervention Order Appeals
Magistrate Pauline Spencer and Judge Carolene Gwynn present to County Court judges on hearing intervention order appeals in a family violence context while on circuit.

January

Criminal Procedure
The College publishes significant updates to the Victorian Criminal Proceedings Manual following legislative changes to the process of jury empanelment.

February

Drug Court
Staff from Drug Court agencies and organisations across Victoria attend an innovative five-day education program in the Warren Learning Centre.

Standard Sentencing
Commentary on standard sentencing is included in the Victorian Sentencing Manual and as a standalone guide.

Family Violence Reforms
College staff present to Magistrates on the new Family Violence Information Sharing regime, and release reference material on the regime and the National Domestic Violence Order scheme.
The Year at a Glance

March

**Culture and Gender**
College Chief Executive Officer Samantha Burchell delivers a speech at the Court Services Victoria International Women’s Day event.

**Writing Returns**
The ever-popular Judgment Writing program returns as Justice Elizabeth Hollingworth opens this year’s seminar series with ‘Issues-based Judgment Writing’.

**County Court Conference**
County Court judges attend a stimulating program on the themes of language, culture, and communication, hearing from a range of speakers including Stan Grant.

**Family Violence Reforms**
Wide-ranging updates to the Family Violence Bench Book are published following the commencement of amendments to the Family Violence Protection Act 2018, as Parliament implements recommendations from the Royal Commission on the operation of the intervention orders.

**Victorian Sentencing Manual**
The Victorian Sentencing Manual editorial committee agrees to a suite of recommendations for significantly revising, updating and rewriting the Manual.

April

**The Findings: Judicial Wellbeing Research**
Judicial Wellbeing Advisor, provisional clinical psychologist and researcher Carly Schrever previews the results of her doctoral research at the Warren Learning Centre. Chief Justice Anne Ferguson chairs the presentation.

**Youth Justice**
Judge Amanda Chambers leads a briefing on significant changes to the law for young offenders. The changes – commencing on 1 June – include Youth Control Orders and the Intensive Bail Support Scheme.

May

**Bail Reform**
Justice Paul Coghlan leads a Twilight seminar on the biggest changes to the Bail Act 1977 since its commencement 40 years ago. As part of this, the College prepares and publishes a variety of resources on the reforms.

**Duluth Model**
Family violence experts from the US’ most replicated intervention model talk to Specialist Family Violence Magistrates’ Court members, Victoria Police and associated family violence workers about the latest developments in their approach.

**Structuring Judgments**
Professor Noah Messing of Yale Law School presents ‘Structure and Style’, the second seminar in this year’s Judgment Writing series.

**Evaluation Findings**

June

**Lord Thomas**
Lord Thomas, the former Lord Chief Justice of England and Wales, is inaugural guest at the opening event of the College’s Leadership and Management Program, organised in conjunction with the Supreme Court of Victoria.

**Your Voice**
Literary legend and Walkley Award–winning feature writer, Helen Garner, brings her unique understanding of the courts to the College to present ‘Finding Your Voice’ in this year’s Judgment Writing series.

**Family Violence**
The education program ‘Best Practice Court Craft in a Family Violence Context’ brings together judicial officers from all jurisdictions for training in practical skills for dealing with men and women impacted by family violence.

**Celebrating Iftar**
Magistrates celebrate iftar with the Muslim community, sharing an evening meal in the Magistrates’ Court just after sunset during the Islamic holy month of Ramadan.
Many Voices Guiding Justice: The Year in Education

Our role is to provide professional development and education that explores new ways of understanding, creates new perspectives, and encourages a robust exchange of ideas and information.

What does the law demand of the judiciary? And what skills and knowledge are brought to bear in this role? Even before an accused may be brought to trial, a magistrate or judge must decide whether they can be committed. These committals can take weeks, and feature many witnesses, including complainants. On top of weighing up the strength of the evidence heard, a magistrate or judge must listen to the oral submissions from prosecution and defence and read through pages and pages of written supporting submissions. Depending on how a case captures the state’s imagination, throngs of media and members of the public may spill out of a courtroom into the halls, the anticipation and emotion difficult to ignore.

This is what the law requires of all judicial officers we work with; whether they sit in a court or a tribunal room - the distillation of evidence; interpretation of law; application of precedent; rigor; an ability to apply sound judgement and communicate with a broad audience. In the maelstrom, facing often high emotion and high stakes, judicial officers must remain focused on the task at hand and deliver judgments that are impartial and just.

Our job at the College is to support the development and refinement of these skills and introduce different perspectives. Matters heard by the courts are necessarily diverse, reflecting a rapidly evolving cultural, political, and legal landscape. Our role is to provide professional development and education that explores new ways of understanding, creates new perspectives, and encourages a robust exchange of ideas and information.

Over the course of this year we have introduced judicial officers to people with many different voices and one-on-one discussion with an organisational psychologist.

- Dylan Charles, a young Yorta Yorta man who was able to get his life back on track by attending Wulgunggo Ngala Learning Centre in Gippsland;
- Scott Miles, in charge of men’s behaviour programs at No To Violence, who asked judges to consider the perpetrator narrative – language that de-personalises women or children, seeing them as possessions – and suggested how judges can avoid colluding with this narrative;
- Noah Messing from Yale Law School, who encouraged judicial officers to be ‘brisk, engaging and well-reasoned’ when writing their judgments and decisions - ‘You wield judicial power, judicial power does not wield you.’

It was a busy, rewarding year in education, with many notable opportunities for conversations, learning and reflection both at the College and beyond its walls. Larissa Behrendt, Aboriginal lawyer, writer and film maker talked with barrister Tim Goodwin about her book, Finding Eliza: Power and Colonial Storytelling, as part of our Law and Literature series. Larissa spoke passionately about the long process she went through to tell the story of how Fraser Island came to be named, and the effects this had on the Butchulla people, who have always known the place as K’gari. In their wide-ranging conversation they touched on how to find the ‘best truth’ when faced with vastly different versions of an event and encouraged a greater exploration of how the stories of our past are told.

We continued our ‘360 Degree Feedback’ and ‘Court Craft’ program for several judicial officers across the jurisdictions. This highly bespoke program encourages personal interaction and reflection with peers and one-on-one discussion with an organisational psychologist.

This year we also took judicial officers to visit Port Phillip prison and the Dame Phyllis Frost Centre. As one judicial officer commented: ‘I think everyone needs to see for themselves what it is like on the inside.’

At Worawa, an Aboriginal-owned and managed boarding school in Healesville for young Aboriginal women, judicial officers heard some of the challenges impacting young Aboriginal women, and how the school’s unique educational approach and ethos help to address these.

We asked Justice Paul Coghlan to explain new changes to bail reform and Justice Elizabeth Hollingworth to lead a new series of judgment writing Twilights designed to assist a time-poor audience and offer ongoing learning.

Carly Schrever, Judicial Wellbeing Advisor at the College, gave time and space to all Victorian magistrates to reflect on their own wellbeing and the impact that exposure to trauma can have over a sustained period.

Creating an environment to have safe and informed discussions is critical to our work; as is building lasting connections with the judiciary. I want to especially thank my education team, and those judicial officers who work tirelessly with us to help provide continuous professional support, further learning and meaningful development opportunities to their colleagues.

Annabel Mornement
Director, Education
Koori Twilights –
and Aboriginal Perspectives

Dylan Charles promised his dying aunt he would never go to jail. Wulgunggo Ngalu was there to help him keep his word.

Dylan’s story and the Wulgunggo Ngalu Learning Place story were featured in the College’s Koori Twilight event, ‘Reflections on a Justice Experience.’ Wulgunggo Ngalu, in the Gunai Kurnai language, means ‘which way together’.

Dylan’s journey back to his culture through Wulgunggo Ngalu and away from his difficult times in Shepparton was a powerful demonstration to the judiciary of how the culturally-appropriate learning place houses and supports Koori men who are undertaking Community Correction Orders and making changes to their lives.

Wulgunggo Ngalu’s Shaun Braybrook told the seminar about how the place provides an opportunity for the men to learn new skills, reconnect with, or further strengthen, their culture and participate in programs and activities designed to help them address their offending behaviour.

This year’s Twilight seminars brought key leaders to discuss Self Determination and Treaty from a Victorian perspective. In February, Victorian Treaty Advancement Commissioner Jill Gallagher and Executive Director of Aboriginal Victoria Joshua Smith discussed Victoria’s pathway to Self Determination and Treaty.

The following month, the Victorian Government introduced Australia’s first treaty laws to the Victorian Parliament: Advancing the Treaty Process with Aboriginal Victorians Bill 2018.

The historic legislation will see the Victorian Government and the state’s Aboriginal people enter formal treaty negotiations – the first state in the country to do so.

As part of her work, Tarina developed and delivered the ‘Yulendj Ngarra Palreert’ program, which builds on the cultural capability of judges within the County Koori Court and is contributing to improved outcomes for Aboriginal and Torres Strait Islander people coming into contact with courts.

All College staff attended ‘Yulendj Ngarra Palreert’ training.

Tarina is now planning ‘Back to Country 2019’ at the Grampians, in particular Garawar National Park and Brambuk. The region has been home to the Djab Wurrung and Jardwardjali people for 20,000 years and contains the densest concentration of rock art paintings and the largest assemblage of Aboriginal art motifs in Victoria.

The College is grateful to work on its Koori program in collaboration with the Victorian Judicial Officers’ Aboriginal Cultural Awareness Committee (JOACAC), chaired by Justice Stephen Kaye.

Larissa Behrendt
Speaking at the Law and Literature Series event ‘Larissa Behrendt and Finding Eliza’
Judicial Wellbeing

‘Following a tragic event in October 2017, the Court saw the need to conduct a wellbeing program involving all magistrates (including reserve magistrates) and judicial registrars. Despite the large number of judicial officers involved, the College was able to develop, organise and deliver an excellent program within a short space of time.’

Chief Magistrate Peter Lauritsen

The College, our Judicial Wellbeing Advisor Carly Schrever, and the Victorian judiciary are breaking new ground in research, understanding of sources of judicial stress and developing support programs.

On 30 April, Carly, a lawyer and provisional clinical psychologist, presented the findings of her research on judicial occupational stress, the first empirical study of its kind in Australia.

The findings – which will be published in late 2018 under the auspices of the University of Melbourne - reveal that judicial officers find great satisfaction in their work despite experiencing considerable stress.

Carly’s work involved research with five jurisdictions across Australia, 60 personal interviews and 152 surveys of judicial officers. The College is a sponsor of Carly’s research.

This year of conversation and change began with the College’s two-day program, ‘Judicial Wellbeing: The Self and the System’. It was the first event in Australia to squarely address the structural, systemic and organisational sources of stress for judicial officers, and to facilitate a discussion of how these could be addressed at the court level. Forty judicial officers attended, including guests from interstate.

At the full-day program ‘Magistrates’ Wellbeing: A Conversation about Change’, psychologists and counsellors facilitated a conversation about the systemic, organisational and cultural sources of stress within the Magistrates’ Court, with a view to exploring possible solutions.

The College continues to work with individual jurisdictions and Court Services Victoria to provide support and advice for a range of initiatives and programs directed to judicial wellbeing. These include the Judicial Officers’ Assistance Program (a 24/7 confidential counselling service), and the Judicial Wellbeing Committee of the Magistrates’ Court of Victoria.

‘Over time, judicial stress can lead to undesirable cognitive or behavioural changes that can impact not only the quality of our decision-making but also our personal life and wellbeing. Yet, most of us are reluctant to speak openly about the challenges and pressures that we face in our work or of the need to think about how we should go about tackling judicial stress. This seems driven in large part by the need to preserve public confidence in our work, leading us to think that we must maintain a public image of being composed, impartial, and “virtually infallible”.

It is therefore timely and important that we come together for this inaugural closed-door program that affords us a safe space to have an honest and frank conversation about the potential sources and implications of judicial stress.’

Chief Justice Sundaresh Menon
Supreme Court of Singapore

Singapore’s judges have been the first international beneficiaries of the College’s judicial wellbeing expertise. The Supreme Court of Singapore worked in partnership with the College to launch an inaugural Judicial Wellness program in August.

Judicial Wellbeing Advisor Carly Schrever developed and delivered a two-day seminar for the Singapore High Court and the Court of Appeal.

The program enabled the exchange of judicial experiences by judges from the Bench as well as senior judges from Singapore and Chief Judge of the County Court of Victoria, Justice Peter Kidd.

Sessions included ‘The Personal Challenge of Dispensing Justice’ and ‘The Psychological Impact of Judicial Work’, as well as strategies for mindfulness, emotional intelligence, and physical wellness.

Participants praised the program’s practical content and techniques for immediate use, and especially for engendering a culture for judicial resilience against the growing demands of judicial work.

The success of this program was followed by similar, customised programs for the Family Justice Court and the State Courts of Singapore, serving as a foundation for similar education around this important topic.

Interstate and international programs are a key focus for the College to shore up its financial sustainability as well as share knowledge with other jurisdictions.
Family Violence in the Courtroom

This year, we stepped up our activities to reflect and drive the judicial system’s key role in the Government’s transformational plan, Ending Family Violence: Victoria’s Plan for Change. Indeed, following the Royal Commission into Family Violence, the College is committed to ensuring family violence features wherever appropriate in education for all judicial officers.

The enormity of the family violence challenge is being met with innovative and ‘lived experience’ programs that feature international and Australian experts and bring jurisdictions together to share knowledge.

A common message at family violence sessions is that the judicial system has come a long way quickly but the extent of the problem and its effects means the challenge is only beginning.

At the College’s Best Practice Court Craft in a Family Violence Context program in June, Justice Chris Maxwell, President of the Court of Appeal, said he had observed firsthand that lack of understanding of family violence was a significant problem in the criminal justice system.

This cross-jurisdictional program featured memorable practical sessions on communicating sensitively with women and families affected by family violence. These included former family violence applicant support worker Abbey Newman’s visual metaphor, using a shaken bottle of Coca-Cola to demonstrate the impact of trauma on people coming to family violence cases, and a role play which saw judges acting as victims.

The role play — conducted by Scott Mills and Trent Larkin from the No to Violence men’s referral service — was followed by a session on perpetrator narratives and using appropriate judicial language to avoid colluding with men who use violence.

At a workshop earlier in the year, delegates from Duluth, Minnesota, shared case studies and the latest developments from their renowned model for tackling family violence - bringing agencies and law enforcement together to hold perpetrators accountable and keep victims safe.

The delegates emphasised how the model’s behaviour change programs do not just build skills but also focus on the attitudes and beliefs of perpetrators and help them to change these beliefs.

Other programs that demonstrated the depth and variety of family violence education included:

- A County Court continuing professional development session in November on hearing family violence intervention order appeals, presented by Magistrate Pauline Spencer;
- A seminar in November on ‘Family Violence for VCAT’, with keynote address by Chair of the Royal Commission into Family Violence, the Honourable Marcia Neave;
- A day-long session on family violence for the ‘Drug Court Education’ program in February;
- An overview on Victoria’s new family violence information sharing regime and its effect on family violence cases to the Magistrates’ Court conference in February;
- A finely-crafted introduction to family violence at the County Court Conference in March.

In other work, the College has drafted the first iteration of a curriculum for judicial officers, specifically targeting family violence, and has continued to update the Family Violence Bench Book and other publications to reflect the significant changes to the law in this area.

In 2018-19 the College will continue to build on this education and training by working with the Magistrates’ Court to develop education for the new Specialist Family Violence Courts that will gradually be introduced to selected locations across the state.

‘What a great session – not only in relation to practicalities of the legislation but particularly in relation to enhancing understanding of women in violent relationships and understanding their evidence.’

The College’s objectives in delivering on the Recommendations of the Royal Commission into Family Violence are to:

- Improve safety and court response for victims of family violence
- Ensure the Victorian judiciary as a whole better understand the nature and dynamics of family violence
- Build judicial capability (including specialist capability) in dealing with matters involving family violence
- Influence positive cultural and behavioural change

Playback Theatre actors brought the shocking dynamics of family violence home in a College program on ‘Court Craft in a Family Violence Context’.

The Theatre’s participation is a key part of using a practical approach to build skills across jurisdictions.

The skills building program focuses on:

- Communicating with people who use violence (including the use of non-collusive language);
- Communicating sensitively and respectfully with victims and families; and
- Information gathering, case management and appropriately managing risk.

The actors breathed life into the learning with improvised performances of participants’ feedback allowing for understanding of the different perspectives and dynamics explored throughout the day.
In May, the Victorian judiciary was privileged to meet and hear from one of the UK’s most outstanding jurists, Lord Thomas of Cwmgiedd, the former Lord Chief Justice of England and Wales.

Lord Thomas was the inaugural speaker at the opening event of the College’s ‘Leadership and Management’ program. The event was hosted in conjunction with the President of the Court of Appeal, Justice Chris Maxwell, and the Supreme Court of Victoria, and marked a rare opportunity for court leaders to come together in an informal and collegiate setting.

It was an excellent beginning to the College’s development of a program that supports the judiciary and court executives in leading Victoria’s courts into the future. With a focus on judicial leadership and cross-jurisdictional collaboration, Lord Thomas imparted wisdom from a career that culminated in serving as Lord Chief Justice from 2013 to 2017.

His Honour had a wealth of experience and observations to share. With a modern, pragmatic outlook, as Lord Chief Justice he negotiated a wide range of issues affecting public perception of the justice system: judicial diversity; the provision of IT for a modern court system; judicial independence; the need for a better relationship between the judiciary and the other branches of the state; and the importance of judicial leadership and management.

The judiciary heard compelling insights into paperless and virtual courtrooms, as well as guidance on choosing the right technological direction for courts and setting the transformation process in motion. Lord Thomas stressed the need for courts to be ‘in the driving seat’ for change, to be adaptive to the needs of court users, and to be innovative in reform.

In all that they do, courts must, he said, ‘show the importance of justice.’

On 1 July, Victoria began trialling an intermediaries scheme to assist vulnerable people giving evidence in sexual assault and homicide cases.

The use of these skilled communicators recognises that the evidence of vulnerable witnesses should be tested in a developmentally appropriate way.

In the lead-up to the trial, the College developed and delivered ‘Working Effectively with Intermediaries in Your Courtroom’, a one-day training program on legal processes, practices and culture for judicial officers. Judge Meryl Sexton chaired a steering committee to develop the program, which presented sessions on key features of the new Justice Legislation Amendment (Victims) Act 2018 and the pilot, including:

- Explaining the legislation, key aspects of the pilot and how intermediaries are selected and trained;
- Benefits of using an intermediary for children and the cognitively impaired. Psychologist and speech pathologist Professor Pamela Snow and speech pathologist and researcher Dr Lydia Timms explored brain and language development and how making adjustments in communication can assist in obtaining accurate evidence from the witness;
- The role of an intermediary, including the daily experience and successes of an experienced intermediary;
- History of the intermediaries scheme in England and Wales and how it has engendered positive changes to culture and practices; and
- An overview of the NSW intermediaries pilot provided by Justice Kate Traill, including the program’s strengths and weaknesses.

Assisting Vulnerable Witnesses

Intermediaries are specialist officers of the court assisting vulnerable witnesses, such as children or witnesses with a cognitive impairment. The type of assistance intermediaries provide depends on the needs of the witness. For example, an intermediary may introduce a communication aid, such as a doll or body map, or modify the questions asked of the witness to ensure the questions are understood and answered.
There are lots of types of listening, as well as lots of different ways of making noise. The listening – and the judgment of that listening – is more fundamental than the making of the sound: everything comes from the listening.

Anna Goldsworthy
Writer and Musician, presenting at the County Court Conference

The art of listening, the cultural context for sexual violence, and how to better communicate with jurors – these were a few of the ideas and perspectives presented to County Court judges at their March conference. This was the second year in which the College has been invited to design and develop a three-day education program for County Court judges, shaped with the involvement of Chief Judge Peter Kidd and the judicial steering committee.

Presenter and political journalist Stan Grant began the conference with a penetrating keynote address about threats to ‘fragile’ democracies, the role of totalitarian states and the risks posed to Australia. Referring to the responsibilities of judges, Stan spoke of the challenges in respecting human rights and the rule of law when other cultures don’t. He spoke about the need to understand the perspective of Indigenous law when other cultures don’t.

The ‘Language, Culture and Communication’ theme was not only linked presentations but allowed for deep reflection about the judicial role in eliciting and imparting information.

She spoke about true listening and quietening ones own inner voice when listening.

Health educator Maree Crabbe talked about how pornography in the digital age is shaping the sexual attitudes of young people. Her presentation had a huge impact on judges – both as judicial officers and as parents and grandparents. Maree’s insights prompted them to perhaps reassess evidence of consensual watching of pornography and consensual aggressive sexual relationships.

The judges listened to a panel of enlightened experts on family violence – specifically to implement the Royal Commission’s recommendations on judicial education relevant to the County Court.

The conference program gave judges a range of enriching learning experiences, from matters directly relating to their work to those which inform the society in which we live.

The judges’ responses indicate a high level of engagement with the topics. Each session was chaired by a judge who had met the presenter and was able to introduce the session with examples from their own work and a real sense of its relevance to the audience. The ‘Language, Culture and Communication’ theme not only linked presentations but allowed for deep reflection about the judicial role in eliciting and imparting information.

The judges listened to a panel of enlightened experts on family violence – specifically to implement the Royal Commission’s recommendations on judicial education relevant to the County Court.

The conference program gave judges a range of enriching learning experiences, from matters directly relating to their work to those which inform the society in which we live.

The judges’ responses indicate a high level of engagement with the topics. Each session was chaired by a judge who had met the presenter and was able to introduce the session with examples from their own work and a real sense of its relevance to the audience. The ‘Language, Culture and Communication’ theme not only linked presentations but allowed for deep reflection about the judicial role in eliciting and imparting information.

Celebrating Iftar:
Magistrates’ Court Dinner

She spoke about true listening and quietening one’s own inner voice when listening.

Health educator Maree Crabbe talked about how pornography in the digital age is shaping the sexual attitudes of young people.

The Victorian judiciary... are privileged to learn about the Islamic faith and the beliefs that underpin it and, specifically, the importance and significance of Ramadan and fasting in Islamic societies.

Chief Magistrate Peter Lauritsen

The judges listened to a panel of enlightened experts on family violence – specifically to implement the Royal Commission’s recommendations on judicial education relevant to the County Court.

The conference program gave judges a range of enriching learning experiences, from matters directly relating to their work to those which inform the society in which we live.

The judges’ responses indicate a high level of engagement with the topics. Each session was chaired by a judge who had met the presenter and was able to introduce the session with examples from their own work and a real sense of its relevance to the audience. The ‘Language, Culture and Communication’ theme not only linked presentations but allowed for deep reflection about the judicial role in eliciting and imparting information.

The judges listened to a panel of enlightened experts on family violence – specifically to implement the Royal Commission’s recommendations on judicial education relevant to the County Court.

The conference program gave judges a range of enriching learning experiences, from matters directly relating to their work to those which inform the society in which we live.

The judges’ responses indicate a high level of engagement with the topics. Each session was chaired by a judge who had met the presenter and was able to introduce the session with examples from their own work and a real sense of its relevance to the audience. The ‘Language, Culture and Communication’ theme not only linked presentations but allowed for deep reflection about the judicial role in eliciting and imparting information.

The judges listened to a panel of enlightened experts on family violence – specifically to implement the Royal Commission’s recommendations on judicial education relevant to the County Court.

The conference program gave judges a range of enriching learning experiences, from matters directly relating to their work to those which inform the society in which we live.

The judges’ responses indicate a high level of engagement with the topics. Each session was chaired by a judge who had met the presenter and was able to introduce the session with examples from their own work and a real sense of its relevance to the audience. The ‘Language, Culture and Communication’ theme not only linked presentations but allowed for deep reflection about the judicial role in eliciting and imparting information.

The judges listened to a panel of enlightened experts on family violence – specifically to implement the Royal Commission’s recommendations on judicial education relevant to the County Court.

The conference program gave judges a range of enriching learning experiences, from matters directly relating to their work to those which inform the society in which we live.

The judges’ responses indicate a high level of engagement with the topics. Each session was chaired by a judge who had met the presenter and was able to introduce the session with examples from their own work and a real sense of its relevance to the audience. The ‘Language, Culture and Communication’ theme not only linked presentations but allowed for deep reflection about the judicial role in eliciting and imparting information.

The judges listened to a panel of enlightened experts on family violence – specifically to implement the Royal Commission’s recommendations on judicial education relevant to the County Court.

The conference program gave judges a range of enriching learning experiences, from matters directly relating to their work to those which inform the society in which we live.

The judges’ responses indicate a high level of engagement with the topics. Each session was chaired by a judge who had met the presenter and was able to introduce the session with examples from their own work and a real sense of its relevance to the audience. The ‘Language, Culture and Communication’ theme not only linked presentations but allowed for deep reflection about the judicial role in eliciting and imparting information.
Drug Court Education

A five-day Drug Court Education program in February continued the important training the College is providing to Victoria’s Drug Courts.

Representatives from the diverse group of agencies and organisations that make up the Drug Court attended the program for both training and networking.

Drug Court Supervising Magistrate Tony Parsons and General Manager Kristy Rowe talked about progress in 2017 and set the scene for the Court’s next 12 months.

The five-day program included briefings on Family Drug Treatment Court, Family Violence Applicant and Respondent Workers, incentives and sanctions, the Assessment and Referral Court List, and Alcohol and Drug Treatment Services and the LGBTI Community.

There were many well-received sessions, including role plays, the latest in best practice addiction treatment and cultural training.

As well as face-to-face programs, this year also saw the introduction of reflective practice with each of the three Drug Court teams.

The College looks forward to supporting this important work in the years ahead. We are engaged to deliver education and a range of other educational support projects up to 2021.

Support to Overcome Addiction

The Drug Court provides people appearing before the courts with an opportunity to access allied health and case management support to overcome substance dependence and to stop engaging in criminal activity. The Court is led by a dedicated Magistrate and supported by a multi-disciplinary team of representatives from Victoria Police, Victoria Legal Aid, Corrections Victoria, and a range of allied health and social services professionals.

Judgment Writing

‘Helen Garner was wonderful – she brought the sometimes dry and daunting task of writing reasons alive, and made it feel like a privilege and a pleasure. She articulated the problem – fear – and gave us permission and reasons to write confident, clear decisions in a human voice.’

This year’s Judgment Writing series was delivered over three Twilight seminars by highly credentialed presenters: Justice Elizabeth Hollingworth, Professor Noah Messing and Helen Garner.

Justice Hollingworth’s seminar on ‘Issues-based Judgment Writing’ featured prioritising the issues at different stages of the case, using various case management techniques to refine the issues, and making the best use of opening and closing submissions, using the model of international legal writing expert Professor James C. Raymond.

Justice Hollingworth also gave guidance on managing different evidence – oral, documentary and electronic – and how to develop a ‘decision tree’.

Professor Messing of Yale Law School presented on ‘Structure and Style’. He discussed strategies and practical tips for clear judgment and decision writing, including organisational strategies to help draft written and oral judgments and decisions faster and more easily.

He also outlined stylistic strategies to help achieve a clear, lean, confident writing style.

Australian literary legend Helen Garner brought her astute understanding and observations about the courts and human nature to the challenges of ‘Finding Your Voice’.

Helen shared the message that a writer’s voice is ‘what we’re made of’. Drawing on more than 40 years of what reviewers have termed her compassionate and dispassionate reporting, Helen spoke inspiring about accepting the fear involved with sitting down to write, and recognising the richness of the human stories in the courts, drawing on her experience in Professor Raymond’s seminars where judicial officers brought judgments for review.

Judicial officers’ comments on these evenings reflect the special importance of learning and honing their judgment-writing skills amongst their peers.
Changing Approaches to Youth Justice

“The longer a child... goes without help, the harder they are to reach.”

Associate Professor Ian Lambie

Victoria’s youth justice system is undergoing unprecedented change, as Parliament seeks to tackle serious youth offending, reassessing how young people are dealt with in the criminal justice system.

In the lead-up to new Youth Control Orders and Intensive Bail Support Scheme starting on 1 June, the College worked closely with the Children’s Court and the Departments of Justice and Regulation, Health and Human Services, and Education and Training, as well as Victoria Legal Aid, Victoria Police, and the Victorian Bar to produce targeted programs for the judiciary and to support services trying to divert young people from further offending.

An intensive campaign began at a Twilight session in April, when Judge Amanda Chambers gave an overview of the new legislative framework. Representatives from Youth Justice and the Department of Justice and Regulation presented on the case management model and assessment framework.

Regional judicial officers were able to join the session remotely through new live streaming technology in the Warren Learning Centre.

In May, the College brought together Children’s Court magistrates and service providers for a two-day workshop to examine the latest insights on youth justice best practice and multi-disciplinary teamwork.

This was an important event for meeting the specific needs of the judicially-led multi-disciplinary teams who will be actively involved in the service delivery of the Youth Control Orders.

Representatives from a wide range of agencies and services heard about the processes and procedures and were briefed by experts working with young people facing challenges.

Future programs will build on the expertise, knowledge and skills shared in these programs to keep supporting the people who work with young people in the criminal justice system.

Changes Assist at Risk Children

The Intensive Bail Supervision Program and the Youth Control Order scale the justice system response to the needs and best interests of the child.

The new sentencing option – the Youth Control Order – is part of a raft of changes including changes to bail laws, the introduction of new intensive bail supervision, and new rules relating to uplift of proceedings.

The changes are designed for high need, at-risk young people who are engaged in serious repeat offending. The changes strengthen the role of the Children’s Court as a therapeutic system focused on the best interests of the child. The therapeutic dimension of these orders emphasises the need for the Children’s Court, Youth Justice and other service providers to work together to identify the needs of the child and the interventions required to put a child’s life back on track.
Law and Literature: Voluntary Assisted Dying

This Twilight session shone a light on Victoria’s Voluntary Assisted Dying Act 2017, exploring questions of life and death in an enriching way.

Victoria is the first state in Australia to pass voluntary assisted dying laws and our Law and Literature series provided two fascinating perspectives on working with the new Act.

Lawyer and former Public Advocate for Victoria Julian Gardner shared the moving story of his experience speaking to an assault victim about the decision to turn off her life support. He felt compelled to speak to the non-responsive woman – the victim of a murder attempt – about his Office’s decision to end her life.

He told the audience of judicial officers that the woman ‘was a human being with a disability and I owed it to her to tell her what was happening. It was one of the most difficult things I’ve done – but I’m glad I did it.’

He said the Voluntary Assisted Dying Act balanced the need to protect the vulnerable through clear requirements while supporting human rights. People making end of life decisions under Victoria’s new advanced care management plans would be sparing family members traumatic decisions and giving ‘one of the greatest gifts of love you can give them’.

Doctor and author Leah Kaminsky spoke of ‘denialism’ in medical practitioners about their own death and death in general.

Dr Kaminsky said doctors lacked training in preparing patients for death. In researching her book We’re All Going to Die, she said she met people who were much more comfortable with talking about death, dying and life.

The discussion, chaired by Magistrate Caitlin English, gave clarity on many issues including abolition of the ‘best interests’ test and its replacement with a preferences and values test designed to produce a decision that the dying person themself would have made.

VCAT: Working with Australia’s Busiest Tribunal

The College has worked closely with VCAT this year to provide education that meets the diverse needs of its Members, delivering diverse programs including a ‘Family Violence Awareness Twilight’, ‘Orientation: Writing Effective Decisions’, and ‘Tribunal Craft’.

The Honourable Marcia Neave, Commissioner and Chairperson of the Royal Commission into Family Violence presented on the subject ‘The Nature and Dynamics of Family Violence and How it is Relevant to VCAT’.

The ‘Tribunal Craft’ program encouraged VCAT members to reflect on their judicial management style, including analysing strengths, blind spots and how they are perceived. A scenario coaching demonstration prepared members for working in tutorial groups which were filmed and played back in coaching sessions.

The two-day orientation program ‘Writing Effective Decisions’ guided members on developing the structure, content and analytical methods appropriate to VCAT decisions as well as finding their voice in writing clear, succinct and persuasive decisions. Members were given overnight ‘homework’ to bring back for evaluation on the second day of the program.
Education Program
2017/18

This year, the College has delivered a busy program of events, covering judicial practice, legal learning, skills development and social context awareness.

Drug Court Education Program 31 July–4 August 2017
Coroners’ Intensive: Current Issues in the Coronial Jurisdiction 2–4 August 2017
Court Craft 360 – Magistrates and VCAT 7 August 2017
Judicial Wellbeing: The Self and the System 10–11 August 2017
Tribunal Craft for VCAT 17–18 August 2017
Judicial Wellness - Singapore Supreme Court 24–25 August 2017
Chinese Perspectives on the Operation of the Law 25 August 2017
Human Rights Charter Training for VCAT 1 September 2017
Law and Literature Series: Issues-Based Judgment Writing 5 September 2017
Visit to Worawa Aboriginal College 9 September 2017
Commercial CPD Seminar: Undertakings to the Court 13 September 2017
Family Court Lead Magistrates’ Professional Development Program 15 September 2017
Judges and the Academy 13 October 2017
VCAT Orientation: Drug Court Education Program 18–19 October 2017
Court Craft: Communication in the Courtroom 20 October 2017
National Judicial Orientation Program 22–27 October 2017
Law and Literature Series: Summer Reading 2018 25 October 2017
Prison Visit: Port Phillip Prison and Dame Phyllis Frost Centre 27 October 2017
Koori Twilight: The Experiences of Aboriginal Lawyers 14 November 2017
Commercial CPD Seminar: Abuse of Process 15 November 2017
Family Court Judges Professional Development: Hearing Family Violence Intervention Order Appeals 15 November 2017
Family Violence Lead Magistrates’ Professional Development Program 24 November 2017
VCAT: Family Violence Awareness Twilight 28 November 2017
Commercial CPD Seminar: Land Acquisition 7 February 2018
Drug Court Education Program 19–23 February 2018
Koori Twilight: Self Determination and Treaty: The Victorian Story 27 February 2018

Magistrates’ Wellbeing: A Conversation about Change 1 March 2018
Issues-Based Judgment Writing 6 March 2018
County Court Conference: Language, Culture and Communication 26–28 March 2018
Commercial CPD Seminar: Security of Payments 11 April 2018
Judges and the Academy 13 April 2018
Judicial Wellness for Supreme Court Registrars - Singapore 16 April 2018
Koori Twilight: Reflections on a Justice Experience 17 April 2018
Youth Justice Reforms 19 April 2018
Judicial Wellness for Judges of the State Courts - Singapore 18–20 April 2018
Judicial Wellbeing: The Findings 30 April 2018
Judgment Writing: Structure and Style 2 May 2018
County Court Appeals Workshop 4 May 2018
Duluth Model: Working together to respond to Family Violence 4 May 2018
Bail Reform Twilight 8 May 2018
Magistrates’ Court Iftar Dinner 17 May 2018
Lord Thomas: Leadership and Management Round Table 17 May 2018
Lord Thomas: Supreme Court of Victoria 18 May 2018
Working effectively with intermediaries in your courtroom 18 May 2018
Law and Literature Series: Voluntary Assisted Dying 23 May 2018
Judicial Wellness for Judges of the Singapore Family Justice Courts 24–25 May 2018
Youth Justice Multidisciplinary Teams Training: ‘Starting on the Same Page’ 24–25 May 2018
Judgment Writing: Finding Your Voice 5 June 2018
Family Violence Lead Magistrates’ Program 5 June 2018
Commercial CPD Seminar: Corporate Law Update 13 June 2018
Best Practice Court Craft in a Family Violence Context 22 June 2018

Drug Court Education Program 31 July–4 August 2017
Coroners’ Intensive: Current Issues in the Coronial Jurisdiction 2–4 August 2017
Court Craft 360 – Magistrates and VCAT 7 August 2017
Judicial Wellbeing: The Self and the System 10–11 August 2017
Tribunal Craft for VCAT 17–18 August 2017
Judicial Wellness - Singapore Supreme Court 24–25 August 2017
Chinese Perspectives on the Operation of the Law 25 August 2017
Human Rights Charter Training for VCAT 1 September 2017
Law and Literature Series: Issues-Based Judgment Writing 5 September 2017
Visit to Worawa Aboriginal College 9 September 2017
Commercial CPD Seminar: Undertakings to the Court 13 September 2017
Family Court Lead Magistrates’ Professional Development Program 15 September 2017
Judges and the Academy 13 October 2017
VCAOT Orientation: Drug Court Education Program 18–19 October 2017
Court Craft: Communication in the Courtroom 20 October 2017
National Judicial Orientation Program 22–27 October 2017
Law and Literature Series: Summer Reading 2018 25 October 2017
Prison Visit: Port Phillip Prison and Dame Phyllis Frost Centre 27 October 2017
Koori Twilight: The Experiences of Aboriginal Lawyers 14 November 2017
Commercial CPD Seminar: Abuse of Process 15 November 2017
Family Court Judges Professional Development: Hearing Family Violence Intervention Order Appeals 15 November 2017
Family Violence Lead Magistrates’ Professional Development Program 24 November 2017
VCAT: Family Violence Awareness Twilight 28 November 2017
Commercial CPD Seminar: Land Acquisition 7 February 2018
Drug Court Education Program 19–23 February 2018
Koori Twilight: Self Determination and Treaty: The Victorian Story 27 February 2018
Supporting Justice: Judicial Information Services

A strong legislative reform agenda and significant appellate decisions have dominated the focus of the Judicial Information Services team over the past 12 months. Family violence, suppression orders, sentencing and jury directions are all vexing topics for the courts and the College alike.

The third stage of Victoria’s ongoing journey in jury directions reforms commenced on 1 October. This latest stage affected the directions that can or must be given on eight topics, including hearsay directions, evidence from the accused, a prosecution witness’ motive to lie and the impact of differences in a complainant’s account. This led to major updates to the Victorian Criminal Charge Book.

We also conducted a preliminary evaluation of the impact of jury directions reforms by surveying Victorian judges and barristers to get their insights into how the reforms had been operating.

The responses we received demonstrated that the Jury Directions Act 2015 has had significant positive impacts on operation of jury trials in Victoria. Judges reported that the legislation had empowered them to give fewer directions and shorter references to the evidence. The responses also identified areas for further training among prosecutors, defence practitioners and judges to further continue supporting the Act.

In keeping with the College’s emphasis on effective communication, the Information Services team has branched out from its classic focus on updating and expanding the Bench Books to deliver information in new and accessible forms. We have prepared legislative guides on significant reforms in standard sentencing and family violence, and case notes on major decisions in sentencing, security of payment and jury directions.

Sentencing Practices

Sentencing deserves special mention. In the last year, the sentencing landscape in Victoria has been struck by two significant events. First, in Director of Public Prosecutions v Dolglish (A Pseudonym), the High Court of Australia removed the fetters that were thought to be imposed by current sentencing practices. Sentencing judges have responded, with noticeable increases in sentencing practices for several offences compared to historic trends.

Second, the government’s standard sentencing legislation commenced operation. This new legislation, which applies only to offences committed after 1 February 2018, creates an additional legislative guidepost which sentencing courts must consider.

The College has supported sentencing courts to give effect to these major changes by publishing standalone resources such as case notes or legislative guides, as well as updating the Victorian Sentencing Manual, a leading sentencing resource in Victoria.

Judicial Education

Information Services staff have also directly participated in judicial education events as presenters, on topics including suppression orders, family violence information sharing, jury directions reforms and bail reforms. This year has seen the College embark on developing its first non-Victorian bench book. At the request of the Supreme Court of South Australia, the College’s Information Services team is developing a South Australian criminal trials bench book. Drawing on the College’s expertise in criminal procedure and jury directions, this collaborative project will see the South Australian courts receive a resource of similar quality to the Victorian Criminal Charge Book.

When you stop and consider all of this work, as well as our contributions to law reform projects such as the Australian Law Reform Commission (ALRC)’s Aboriginal incarceration report; the Department of Justice and Regulation’s intermediaries project; the Vincent review into the Open Courts Act 2013; and our evidence to the Commonwealth Parliamentary Inquiry into a Better Family Law System to Support and Protect Those Affected by Family Violence, the Information Services team is contributing to the justice system on many fronts.

Criminal Charge Book

The achievements of the College have only been possible because of the invaluable contributions of the judicial officers who support our work. I’d like to particularly thank and acknowledge the contributions that the Honourable Robert Redlich and the Honourable Mark Weinberg made to the Victorian Criminal Charge Book Editorial Committee.

These two judges, who both retired in the past 12 months, provided their leadership and wisdom to guide the development of the College’s most important publication over the past 10 years. The College and the whole Victorian legal community is indebted to them both. Leadership of the Criminal Charge Book has now passed to Justice Phillip Priest, who brings an encyclopaedic knowledge of the criminal law mixed with an intensely practical focus.

I wish to pay tribute to three staff members who left us this past year, and to welcome four new arrivals. Jane Miewi, Cassie Carter and Lena Sokolic – all gifted lawyers – have joined the Department of Justice and Regulation, where I’m sure they will make valuable contributions to the development of fair and practical policy for the benefit of the Victorian community.

With their departure, we have been pleased to welcome David Tedhams, Mary Kozlovski, and Andrix Lim, who has worked at the Supreme Court of Victoria Court of Appeal registry for many years, brings a mix of both practical and teaching expertise to guide the redevelopment of the Victorian Sentencing Manual. Mary, previously a researcher at the University of Melbourne Asian Law Centre and a journalist, will help grow the College’s civil law resources. Andrix has moved across from the College’s Judicial Education team and is applying his boundless energy and thirst for knowledge to continue the County Court sentencing summaries.

This highly skilled team is well placed to continue to produce legal information resources of the highest quality for Victoria’s judiciary.

Matthew Weatherson
Director, Judicial Information Services

Judicial College of Victoria 2017/18 Annual Report
The College’s Victorian Sentencing Manual, if ever printed, would run to 6000 pages. This rich amount of content makes it a well-thumbed document, consulted thousands of times every year, and one of Victoria’s best known legal resources.

The Manual is being reviewed for content and to assess how it can be best integrated into the College’s digital innovation project, which will migrate all College manuals to a new platform. This third edition of the Manual, to be released during 2018–19, will include:

- A new structure that is adapted to contemporary practice and needs. This will include moving the Manual’s case summaries into a new Victorian Sentencing Database, separate from the Manual’s discussions of legal rules and principles;
- Substantial revisions of existing content to reduce repetition and to emphasise the most recent statements of principles by higher courts;
- More targeted offence-specific chapters which focus only on the application of sentencing principles specific to that offence; and
- A continued emphasis on plain language legal writing.

These revisions, led by Senior Research Manager David Tedhams, will bring fresh life to the Victorian Sentencing Manual and develop a product which can continue to serve Victorian judges and the wider Victoria community for another 15 years.

Judges and magistrates have been well supported to apply the new bail laws through a briefing led by Justice Paul Coghlan, whose recommendations underlie the reforms.

The state’s bail system was in the spotlight after the Bourke Street tragedy in January 2017. The man charged after the incident had recently been granted bail by an after-hours bail justice.

The Government asked Justice Paul Coghlan, a former Director of Public Prosecutions, to recommend changes to the bail system to best manage risk and maximise community safety.

The reforms – implemented through the Bail Amendment (Stage One) Act 2017 and the Bail Amendment (Stage Two) Act 2018 – were the subject of a high-level and practical briefing, organised by the College and open to all judicial officers.

The well-attended Twilight allowed judicial officers to come together with Justice Coghlan and with each other in a peer-focussed discussion of the new provisions.

The College also prepared reference material, including a new bail decision-making flowchart and annotated copies of the Bail Act schedules to help bail decision-makers identify when the onus is on the accused to identify ‘exceptional circumstances’ or ‘compelling reason’ for a grant of bail.

An electronic copy of all Bench Books and Manuals can be found on the College’s website www.judicialcollege.vic.edu.au/publications
Looking to the Future: Development and Corporate Services

While we expand our services to the judiciary under the strategic plan ‘Masters of Our Fate’, we are also building a corporate services team to support the Chief Executive Officer in managing the College’s operations into a new era. A significant redesign and refurbishment has enabled the College headquarters in the William Cooper Justice Centre to accommodate an additional 11 staff to deliver our programs and publications.

The Development and Corporate Services team are also in the process of redeveloping the College’s business continuity plan. This will help the College understand its vulnerabilities and how to strengthen our resilience and flexibility. It will also assist in maintaining a clear direction to ensure the College is prepared and equipped to deliver a high standard of service – whatever external events may befall us.

We have started to explore and strengthen new partnership opportunities with the judiciary, the legal profession, academics and others. This has included discussions with interstate education providers and possible opportunities to work with judicial officers outside Victoria and internationally.

The wider legal industry is already a keen user of the College’s legal information services and our web resources also offer value to the community. Initiatives such as the Singapore wellbeing program and the South Australian Criminal Trials Bench Book commission demonstrate the appetite for drawing on the College’s wide-ranging expertise.

As an independent agency, we want to ensure that we are sustainable and adaptable. We want to be versatile in the service we provide and how it is provided. We are committed to our strategic goal of being ‘Masters of Our Fate’, particularly in building a diversely skilled and sustainable workforce supporting the judicial officers across the six jurisdictions.

Shannon Dellamarta
Director, College Development and Corporate Services

The achievements of the Development and Corporate Services Team have been possible because of the inestimable and diligent work of Shannon Dellamarta. The College is indebted to her and we wish her all the best in her new role as a Judicial Registrar at the Magistrates Court.

Judicial Steering and Editorial Committee Members

We extend our gratitude to the judicial officers who generously contribute their time, knowledge, skills and expertise to peer education and learning. We thank you for this invaluable contribution to the College’s work and the learning experiences of your judicial colleagues.

Deputy President Catherine Aird
Deputy President Heather Barkers
Magistrate Jennifer Bowles
Coroner Darren Bracken
Deputy Chief Magistrate Felicity Broughton
Member Domenico Calabro
Magistrate Rosemary Carlin
Judge Amanda Chambers
Magistrate Ann Collins
Member Dalia Cook
Justice Michael Croucher
Judge Sandra Davis
Magistrate Sarah Davies
Senior Member Anna Dea
Judge Mark Dean
Justice Jane Dixon
Justice John Dixon
Magistrate Caitlin English
Justice Jack Forrest
Justice Terry Forrest
Professor Ane Freiberg AM
Judge Mark Gamble
Judge Elizabeth Gaynor
Judge Paul Grant
Coroner Jacqui Hawkins
Magistrate Kate Hawkins
Magistrate Fiona Hayes
Judge Sara Hinchey
Justice Elizabeth Hollingworth
Magistrate Gail Hubble
Magistrate Audrey Jamieson
Justice Stephen Kaye AM
Justice Maree Kennedy
Justice Andrew Keogh
Magistrate Megan Keogh
Chief Judge Peter Kidd
Deputy President Heather Lambrick
Chief Magistrate Peter Lauritsen
Judge Rachel Leavitt AM
Deputy Chief Magistrate Lance Martin
Justice Chris Maxwell AC
Justice Michael McDonald
Judge Gavan Meredith
Magistrate Jo Metcalfe
Judge Philip Misso
Judge Jeanette Morrish
Member Rachel Naylor
Deputy President Genevieve Nihill AM
Coroner John O’ille
Judge Chris O’Neill
Judge Jane Patrick
Judicial Registrar Mark Pedley
Reserve Magistrate Peter Power OAM
Justice Phillip Priest
Judge Sue Pullen
Justice Robert Redlich
Magistrate Charlie Rozencwajg
Judge Frank Saccадo
Judge Meryl Sexton
Member Anita Smith
The Hon Tim Smith QC
Magistrate Pauline Spencer
Senior Member Bernadette Steele
Judge Mark Taft
Judge Douglas Trapnell
Magistrate Belinda Wallington
Member Lindsay Warren
Justice Mark Weinberg AO
Judge Wendy Wilmoth
Justice Rita Zammit
College Staff
as at 30 June 2018

Samantha Burchell  BA, LLB, M App Sci (Org Dynamics)
Chief Executive Officer

Education
Annabel Mornement  BA (Hons), MA (Geography)
Director, Education

Maria Lusby  PSM, BA, LLB
Judicial Education Advisor

Carly Schrever  BSc, LLB, MPsyCh/PHD Candidate
Judicial Wellbeing Project Advisor

Eleanor Peattie  BSc, LLB (Hons), LL.M (Human Rights)
Senior Education Manager, Therapeutic Justice

Melissa Griffiths  BA, LLB
Education Program Manager, Therapeutic Justice

Julia McGrath  LLB, Grad Dip Legal Practice, Cert IV TAA
Education Program Manager, Therapeutic Justice

Lisa Watts  BA, LLB, MSW, Grad Dip Legal Practice, Grad Dip Languages
Education Program Manager, Youth Justice

Fiona Dea  BA, LLB (Hons), LLM, Cert IV TAA
Judicial Education Manager

Tarina Fanning  BAppHSc (IH)
Koori Research and Education Manager

Larissa Halonkin  BA(Hons), LLB (Hons), MPPM
Judicial Education Manager

Sophie MacKinnon  BA, LLB (Hons)
Judicial Education Manager

Briley Miller  Dip Community Development, Cert IV (Court Services)
Education Coordinator

Bianca Stajcic  BEd
Education Officer, Judicial Education

Communications
Salvatore Bagnato  BA, AdvDip, MA (Digital Media)
Digital Innovation Manager

Damian Siracusa  BA, LLB, Grad Dip Legal Practice
Project Manager, Communications

Warren Barker  Communications and Content Manager

Judicial Information Services
Matthew Weatherston  BSc (Hons), LLB (Hons)
Director, Judicial Information Services

David Tedhams  BA (Hons)
Senior Research Manager

Kathryn Thornton  BA, LLB
Senior Research Officer

Mary Kozlovska  BA, JD, GradDip Legal Practice
Research Officer

Andrix Lim  LLB (Hons), Grad Dip Legal Practice
Research Officer

Skye Fantin  Research Assistant

Corporate Services
Shannon Dellamarta  BA, LLB
Director, College Development and Corporate Services

Michael Almond  BEd, CPA
Chief Finance and Accounting Officer

Tina Nguyen  BIS, Cert IV PM
Business and Compliance Manager

Vicki Christou  BIS, DipEd
Finance and Compliance Officer

Aimee Foo  Illus (Hons), AdvDip Advtg, Grad Cert Media
Events Coordinator

Robyn King  BA (on leave)
Executive Assistant to the CEO and Office Manager

Eden Marano  Dip Justice
Administration Officer

Interns
Matthew Theodorakis
Isabel Trinka
Therese Pereira

Financial Report
For the financial year ended 30 June 2018

Board Members, Accountable Officer and Chief Finance and Accounting Officer’s declaration 40
Comprehensive Operating Statement 41
Balance Sheet 42
Statement of Changes in Equity 43
Cash Flow Statement 44
Notes to the Financial Statements 45
Auditor-General’s Report 74
Disclosures 76
Disclosure Index 80
Board Members, Accountable Officer and Chief Finance and Accounting Officer’s Declaration

We certify that the attached financial statements for the Judicial College of Victoria have been prepared in accordance with Standing Direction 5.2 of the Financial Management Act 1994, applicable Financial Reporting Directions, Australian Accounting Standards, including interpretations, and other mandatory professional reporting requirements.

We further state that, in our opinion, the information set out in the comprehensive operating statement, balance sheet, statement of changes in equity, cash flow statement and accompanying notes, presents fairly the financial transactions during the year ended 30 June 2018 and financial position of the College as at 30 June 2018. At the time of signing, we are not aware of any circumstances which would render any particulars included in the financial statements to be misleading or inaccurate.

We authorise the attached financial statements for issue on 5 September 2018.

---

**Comprehensive Operating Statement**

for the financial year ended 30 June 2018

<table>
<thead>
<tr>
<th>CONTINUING OPERATIONS</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Income from transactions</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grants</td>
<td>3,520,470</td>
<td>2,609,400</td>
</tr>
<tr>
<td>Other Income</td>
<td>598,855</td>
<td>201,265</td>
</tr>
<tr>
<td>Total income from transactions</td>
<td>4,119,325</td>
<td>2,910,797</td>
</tr>
<tr>
<td>Expenses from transactions</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Employee expenses</td>
<td>2,946,415</td>
<td>1,994,416</td>
</tr>
<tr>
<td>Depreciation</td>
<td>47,323</td>
<td>47,324</td>
</tr>
<tr>
<td>Interest expense</td>
<td>599</td>
<td>976</td>
</tr>
<tr>
<td>Supplies and services</td>
<td>786,998</td>
<td>564,774</td>
</tr>
<tr>
<td>Total expenses from transactions</td>
<td>3,781,425</td>
<td>2,607,488</td>
</tr>
<tr>
<td>Net result (net operating balance)</td>
<td>337,900</td>
<td>303,308</td>
</tr>
<tr>
<td>Other economic flows included in net result</td>
<td>10,031</td>
<td></td>
</tr>
<tr>
<td>Other gains/(losses) from other economic flows</td>
<td>4 (481)</td>
<td>10,031</td>
</tr>
<tr>
<td>Total other economic flows included in net result</td>
<td>(481)</td>
<td>10,031</td>
</tr>
<tr>
<td>Net result</td>
<td>337,419</td>
<td>313,339</td>
</tr>
</tbody>
</table>

| Comprehensive result   | 337,419   | 313,339 |

The comprehensive operating statement should be read in conjunction with the notes to the financial statements.

---

The Honourable Chief Justice Anne Ferguson
Chairperson
Judicial College of Victoria

Emeritus Professor Arie Freiberg AM
Board Member
Judicial College of Victoria

Ms Samantha Burchell
Chief Executive Officer
Accountable Officer
Judicial College of Victoria

Mr Michael Almond
Chief Finance and Accounting Officer
Judicial College of Victoria

Melbourne
5 September 2018

---
### Balance Sheet

**as at 30 June 2018**

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ASSETS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Financial assets</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Petty Cash</td>
<td>$200</td>
<td>$200</td>
</tr>
<tr>
<td>Trust Fund Balance</td>
<td>$1,105,366</td>
<td>$862,521</td>
</tr>
<tr>
<td>Receivables</td>
<td>$1,148,353</td>
<td>$1,031,537</td>
</tr>
<tr>
<td><strong>Total financial assets</strong></td>
<td>$2,251,919</td>
<td>$1,894,258</td>
</tr>
<tr>
<td>Non-financial assets</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Plant and equipment</td>
<td>$271,473</td>
<td>$158,753</td>
</tr>
<tr>
<td><strong>Total non-financial assets</strong></td>
<td>$271,473</td>
<td>$158,753</td>
</tr>
<tr>
<td><strong>TOTAL ASSETS</strong></td>
<td>$2,523,391</td>
<td>$2,053,011</td>
</tr>
<tr>
<td><strong>LIABILITIES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payables</td>
<td>$158,404</td>
<td>$110,421</td>
</tr>
<tr>
<td>Borrowings</td>
<td>$117,086</td>
<td>$17,557</td>
</tr>
<tr>
<td>Provisions</td>
<td>$520,228</td>
<td>$427,324</td>
</tr>
<tr>
<td><strong>Total liabilities</strong></td>
<td>$688,263</td>
<td>$555,303</td>
</tr>
<tr>
<td><strong>NET ASSETS</strong></td>
<td>$1,835,128</td>
<td>$1,497,709</td>
</tr>
<tr>
<td><strong>EQUITY</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accumulated surplus</td>
<td>$1,497,751</td>
<td>$1,160,332</td>
</tr>
<tr>
<td>Contributed capital</td>
<td>$337,377</td>
<td>$337,377</td>
</tr>
<tr>
<td><strong>NET WORTH</strong></td>
<td>$1,835,128</td>
<td>$1,497,709</td>
</tr>
</tbody>
</table>

- Commitments for expenditure 12
- Contingent assets and contingent liabilities 13

The balance sheet should be read in conjunction with the notes to the financial statements.

### Statement of Changes in Equity

**for the financial year ended 30 June 2018**

<table>
<thead>
<tr>
<th></th>
<th>Accumulated Surplus</th>
<th>Contributed Capital</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Balance at 1 July 2016</strong></td>
<td>$846,993</td>
<td>$337,377</td>
<td>$1,184,370</td>
</tr>
<tr>
<td><strong>Net result for year</strong></td>
<td>$313,339</td>
<td>-</td>
<td>$313,339</td>
</tr>
<tr>
<td><strong>Transfer of Contributed Capital to Parent Entity</strong></td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Balance at 30 June 2017</strong></td>
<td>$1,160,332</td>
<td>$337,377</td>
<td>$1,497,709</td>
</tr>
<tr>
<td><strong>Net result for year</strong></td>
<td>$337,419</td>
<td>-</td>
<td>$337,419</td>
</tr>
<tr>
<td><strong>Balance at 30 June 2018</strong></td>
<td>$1,497,751</td>
<td>$337,377</td>
<td>$1,835,128</td>
</tr>
</tbody>
</table>

The statement of changes in equity should be read in conjunction with the notes to the financial statements.
**Financial Statements**

**Cash Flow Statement**
for the financial year ended 30 June 2018

<table>
<thead>
<tr>
<th>Notes</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CASH FLOWS FROM OPERATING ACTIVITIES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Receipts</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Receipts from Court Services Victoria</td>
<td>3,405,655</td>
<td>2,427,537</td>
</tr>
<tr>
<td>Other receipts</td>
<td>598,855</td>
<td>301,397</td>
</tr>
<tr>
<td>Total receipts</td>
<td>4,004,510</td>
<td>2,728,934</td>
</tr>
<tr>
<td>Payments</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Payments to suppliers and employees</td>
<td>(3,595,113)</td>
<td>(2,421,001)</td>
</tr>
<tr>
<td>Interest and other costs of finance paid</td>
<td>(689)</td>
<td>(976)</td>
</tr>
<tr>
<td>Total payments</td>
<td>(3,595,802)</td>
<td>(2,421,977)</td>
</tr>
<tr>
<td>Net cash flows from/(used in) operating activities</td>
<td>15(b)</td>
<td>408,708</td>
</tr>
<tr>
<td><strong>CASH FLOWS FROM INVESTING ACTIVITIES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Purchases of non-financial assets</td>
<td>(160,043)</td>
<td>-</td>
</tr>
<tr>
<td>Sale of non-financial assets</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Net cash flows from/(used in) investing activities</td>
<td>(160,043)</td>
<td>-</td>
</tr>
<tr>
<td><strong>CASH FLOWS FROM FINANCING ACTIVITIES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Proceeds from borrowings</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Repayment of finance leases</td>
<td>(5,821)</td>
<td>(5,559)</td>
</tr>
<tr>
<td>Net cash flows from/(used in) financing activities</td>
<td>(5,821)</td>
<td>(5,559)</td>
</tr>
<tr>
<td>Net increase/(decrease) in cash and cash equivalents</td>
<td>242,844</td>
<td>301,398</td>
</tr>
<tr>
<td>Cash and cash equivalents at the beginning of the financial year</td>
<td>15(a)</td>
<td>862,722</td>
</tr>
<tr>
<td>Cash and cash equivalents at the end of the financial year</td>
<td>15(a)</td>
<td>1,105,566</td>
</tr>
</tbody>
</table>

The above cash flow statement should be read in conjunction with the notes to the financial statements.
Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision. Judgements and assumptions made by management in the application of AASBs that have significant effects on the financial statements and estimates relate to:

- the fair value of plant and equipment (refer to Note 1(k));
- superannuation expense (refer to Note 1(g)); and
- actuarial assumptions for employee benefit provisions based on likely tenure of existing staff, patterns of leave claims, future salary movements and future discount rates (refer to Note 1(l)).

These financial statements are presented in Australian dollars, and prepared in accordance with the historical cost convention except for:

- non-financial physical assets which, subsequent to acquisition, are measured at a re-valued amount being their fair value at the date of the revaluation less any subsequent accumulated depreciation and subsequent impairment losses. Revaluations are made with sufficient regularity to ensure that the carrying amounts do not materially differ from their fair value.

Consistent with AASB 13 Fair Value Measurement, the JCV determines the policies and procedures for recurring fair value measurements such as property, plant and equipment and financial instruments in accordance with the requirements of AASB 13 and the relevant Financial Reporting Directions.

All assets and liabilities for which fair value is measured or disclosed in the financial statements are categorised within the fair value hierarchy, described as follows, based on the lowest level input that is significant to the fair value measurement as a whole:

- Level 1 - Quoted (unadjusted) market prices in active markets for identical assets or liabilities;
- Level 2 - Valuation techniques for which the lowest level input that is significant to the fair value measurement is directly or indirectly observable; and
- Level 3 - Valuation techniques for which the lowest level input that is significant to the fair value measurement is unobservable.

For the purpose of fair value disclosures, the JOV has determined classes of assets and liabilities on the basis of the nature, characteristics and risks of the asset or liability and the level of the fair value hierarchy as explained above.

In addition, the JOV determines whether transfers have occurred between levels in the hierarchy by reassessing categorisation (based on the lowest level input that is significant to the fair value measurement as a whole) at the end of each reporting period.

The financial statements cover the JOV as an individual reporting entity.

The JOV was created by the Judicial College of Victoria Act 2001 (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 JOV is to provide the functions of assisting the professional development of judicial officers and providing continuing education and training for judicial officers.

Its principal address is:
Judicial College of Victoria
7/223 William Street
Melbourne VIC 3000

The financial statements include all the controlled activities of the JOV.

A description of the nature of the JOV’s operations and its principal activities is included in the Highlights on pages 2 and 3 that does not form part of these financial statements.

Objectives and funding
The JOV’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 JOV is funded for the provision of outputs consistent with its statutory function. Funds are accrual-based grants derived from monies appropriated annually by Parliament through Court Services Victoria (CSV) through to 30 June 2018.

Comprehensive operating statement
The comprehensive operating statement comprises three components, being ‘net result from transactions’ (or termed as ‘net operating balance’), ‘other economic flows included in net result’, as well as ‘other economic flows – other comprehensive income’. The sum of the former two, together with the net result from discontinued operations, represents the net result.

The net result is equivalent to profit or loss derived in accordance with AASBs.

This classification is consistent with the whole of government reporting format and is allowed under AASB 101 Presentation of Financial Statements.

Balance sheet
Assets and liabilities are presented in liquidity order with assets aggregated into financial assets and non-financial assets.

Current and non-current assets and liabilities (non-current being those assets or liabilities expected to be recovered or settled more than 12 months after the reporting period) are disclosed in the notes, where relevant.

Cash flow statement
Cash flows are classified according to whether or not they arise from operating, investing, or financing activities. This classification is consistent with requirements under AASB 107 Statement of Cash Flows.

Statement of changes in equity
The statement of changes in equity presents reconciliations of non-owner and owner changes in equity from opening balance at the beginning of the reporting period to the closing balance at the end of the reporting period. It also shows separately changes due to amounts recognised in the ‘comprehensive result’ and amounts related to ‘transactions with owner in its capacity as owner’.
Rounding
Amounts in the financial statements have been rounded to the nearest dollar, unless otherwise stated. Figures in the financial statements may not equate due to rounding. Please refer to the end of Note 22 for a style convention for explanation of minor discrepancies resulting from rounding.

Changes in accounting policies
Subsequent to the 2016-17 reporting period, no new and revised Standards have been adopted in the current period. There has been no financial impact on the existing financial disclosures or on the comparative financial information for the 2017-18 financial year from the adoption of these new and revised standards.

Income from transactions
Income is recognised to the extent that it is probable that the economic benefits will flow to the entity and the income can be reliably measured at fair value.

Grants from Court Services Victoria
Government grants are recognised on a monthly basis as JCV provides services to assist professional development and continuing education of Victorian judicial officers.

Fair Value of Services Provided by Court Services Victoria
The CSV has been centrally funded for services it provides to JCV. These services are not recognised in the financial statements of JCV, as their fair values cannot be reliably determined. The services that are utilised include accommodation and the use of the CSV’s financial systems, payroll systems, accounts payable, asset register and IT network.

Other income
The JCV has been provided with access to trust funds in relation to special projects. Income is recognised when it is received or becomes receivable. Inconsistencies between the timing of receipt of such funds and expenditure on the projects to which they relate may have a material impact on the result for the period.

Expenses from transactions
Expenses from transactions are recognised as they are incurred, and reported in the financial year to which they relate.

Employee expenses
Refer to the section in Note 10, regarding employee benefits.

These expenses include all costs related to employment (other than superannuation which is accounted for separately) including wages and salaries, fringe benefits tax, leave entitlements, redundancy payments, and WorkCover premiums.

Superannuation
The amount recognised in the comprehensive operating statement is the employer contributions for members of defined contribution superannuation plans that are paid or payable during the reporting period.

Depreciation
All plant, equipment and motor vehicles that have finite useful lives are depreciated. Depreciation is generally calculated on a straight-line basis, at rates that allocate the asset’s value, less any estimated residual value, over its estimated useful life. Refer to Note 1(K) for depreciation policy for leasehold improvements.

The estimated useful lives, residual values and depreciation method are reviewed at the end of the financial period, and adjustments made where appropriate.

The following are typical estimated useful lives for the different asset classes for both current and prior years:

<table>
<thead>
<tr>
<th>Asset</th>
<th>Useful life</th>
</tr>
</thead>
<tbody>
<tr>
<td>Leasehold fitout</td>
<td>6 years</td>
</tr>
<tr>
<td>Plant and Equipment</td>
<td>5-10 years</td>
</tr>
<tr>
<td>Leased vehicle</td>
<td>5 years</td>
</tr>
</tbody>
</table>

Interest expense
Interest expense relates to the leased motor vehicle and the related finance charges, which are recognised in the period in which they are incurred. Refer to Note 22 for an explanation of interest expense items.

Supplies and services
Supplies and services costs are recognised as an expense in the reporting period in which they are incurred.

Other economic flows included in the net result
Other economic flows measure the change in volume or value of assets or liabilities that do not result from transactions.

Net gain/(loss) on non-financial assets
Net gain/(loss) on non-financial assets and liabilities include realised and unrealised gains and losses as follows:

Gain/(loss) on disposal of non-financial assets
Any gain or loss on the disposal of non-financial assets is recognised at the date of disposal and is determined after deducting from the proceeds the carrying value of the asset at that time.

Impairment of non-financial assets
Non-financial physical assets with indefinite useful lives are tested annually for impairment (as described below) and whenever there is an indication that the asset may be impaired.

If there is an indication of impairment, the assets concerned are tested as to whether their carrying value exceeds their recoverable amount. Where an asset’s carrying value exceeds its recoverable amount, the difference is written off as an “other economic flow”, except to the extent that the write-down can be debited to an asset revaluation surplus amount applicable to that class of asset.

Refer to Note 1(K) in relation to the recognition and measurement of non-financial assets.

Other gains/(losses) from other economic flows
Other gains/(losses) from other economic flows include the gains and losses from the revaluations of the present value of the annual lease and long service leave liability due to changes in the bond interest rates.

Financial instruments
Financial instruments arise out of contractual agreements that give rise to a financial asset of one entity and a financial liability or equity instrument of another entity. Due to the nature of the JCV’s activities, certain financial assets and financial liabilities arise from statute rather than a contract. Such financial assets and financial liabilities do not meet the definition of financial instruments in AASB 132 Financial Instruments: Presentation. For example, statutory payables arising from taxes do not meet the definition of financial instruments, as they do not arise under contract.

Where relevant, for note disclosure purposes, a distinction is made between those financial assets and financial liabilities that meet the definition of financial instruments in accordance with AASB 132 and those that do not.

The following refers to financial instruments unless otherwise stated.

Categories of non-derivative financial instruments

Loans and receivables
Loans and receivables are financial instrument assets with fixed and determinable payments that are not quoted on an active market. These assets are initially recognised at fair value plus any directly attributable transaction costs. Subsequent to initial measurement, loans and receivables are measured at amortised cost using the effective interest method, less any impairment.

Loans and receivables category includes cash and deposits (refer to Note 1(J)), trade receivables and other receivables, but not statutory receivables.

Financial liabilities at amortised cost
Financial instrument liabilities are initially recognised on the date they are originated. They are initially measured at fair value plus any directly attributable transaction costs. Subsequent to initial recognition, these financial instruments are measured at amortised cost with any difference between the initial recognised amount and the redemption value being recognised in profit and loss over the period of the interest-bearing liability, using the effective interest rate method (refer to Note 22).

Financial instrument liabilities measured at amortised cost include all of the JCV’s contractual payables and interest-bearing arrangements other than those designated at fair value through the profit and loss.

Financial assets

Cash and deposits
Cash and deposits, including cash equivalents recognised on the balance sheet, comprise cash on hand.

Receivables
Receivables consist of statutory receivables, such as amounts owing from CSV. Contractual receivables are classified as financial instruments and categorised as loans and receivables (refer to Note 1(I) Financial Instruments for recognition and measurement).

Statutory receivables are recognised and measured similarly to contractual receivables (except for impairment), but are not financial instruments because they do not arise from a contract.
Notes to the Financial Statements
for the financial year ended 30 June 2018

Receivables are subject to impairment testing as described below. A provision for doubtful receivables is recognised when there is objective evidence that the debts may not be collected, and bad debts are written off when identified.

For measurement principle of receivables, refer to Note 1(I).

Impairment of financial assets
At the end of each reporting period, JCV assesses whether there is objective evidence that a financial asset or group of financial assets is impaired. All financial instrument assets, except those measured at fair value through profit and loss, are subject to annual review for impairment.

In assessing impairment of statutory (non-contractual) financial assets, which are not financial instruments, professional judgement is applied in assessing materiality using estimates, averages, and other computational methods in accordance with AASB 136 Impairment of Asset.

(K) Non-financial assets
Plant and equipment
All non-financial physical assets are measured initially at cost and subsequently re-valued at fair value less accumulated depreciation and impairment.

The initial cost for non-financial physical assets under a finance lease (refer to note 1(M)) is measured at amounts equal to the fair value of the leased asset or, if lower, the present value of the minimum lease payments, each determined at the inception of the lease.

The fair value of plant, equipment and vehicles, is normally determined by reference to the asset’s depreciated replacement cost. For plant, equipment and vehicles, existing depreciated historical cost is generally a reasonable proxy for depreciated replacement cost because of the short lives of the assets concerned.

For the accounting policy on impairment of non-financial physical assets, refer to impairment of non-financial assets under Note 1(H) Impairment of non-financial assets.

Leasehold improvements
The cost of leasehold improvements is capitalised as an asset and depreciated over the shorter of the remaining term of the lease or the estimated useful life of the improvements.

(L) Liabilities
Payables
Payables consist of:
• contractual payables, such as accounts payable and other sundry liabilities. Accounts payable represent liabilities for goods and services provided to the JCV prior to the end of the financial year that are unpaid, and arise when the JCV becomes obliged to make future payments in respect of the purchase of those goods and services; and
• statutory payables, such as goods and services tax and fringe benefits tax payables.

Contractual payables are classified as financial instruments and categorised as financial liabilities at amortised cost (refer to Note 1(I)). Statutory payables are recognised and measured similarly to contractual payables, but are not classified as financial instruments and not included in the category of financial liabilities at amortised cost, because they do not arise from a contract.

Borrowings
All interest bearing liabilities are initially recognised at fair value of the consideration received, less directly attributable transaction costs (refer also to Note 1(M) Leases). The measurement basis subsequent to initial recognition depends on whether JCV has categorised its interest bearing liabilities as either financial liabilities designated at fair value through profit or loss, or financial liabilities at amortised cost. Any difference between the initial recognised amount and the redemption value is recognised in net result over the period of the borrowing using the effective interest method.

Provisions
Provisions are recognised when the College has a present obligation, the future sacrifice of economic benefits is probable, and the amount of the provision can be measured reliably.

The amount recognised as a provision is the best estimate of the consideration required to settle the present obligation at reporting date, taking into account the risks and uncertainties surrounding the obligation. Where a provision is measured using the cash flows estimated to settle the present obligation, its carrying amount is the present value of those cash flows, using discount rate that reflects the time value of money and risks specific to the provision.

Employee benefits
Provision is made for benefits accruing to employees in respect of wages and salaries, annual leave and long service leave for services rendered to the reporting date.

Liabilities for annual leave are recognised in the provision for employee benefits as current liabilities. Those liabilities that are expected to be settled within 12 months of the reporting period are measured at nominal values. Those liabilities that are not expected to be settled within 12 months are also recognised in the provision for employee benefits as current liabilities, but are measured at present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

Liabilities for long service leave are recognised in the provision for employee benefits.

Unconditional long service leave is disclosed as a current liability, even where the department does not expect to settle the liability within 12 months because it will not have the unconditional right to defer the settlement of the entitlement should an employee take leave within 12 months.

The components of this current long service leave liability are measured at:
• undiscounted value if the department expects to wholly settle within 12 months; or
• present value if the department does not expect to wholly settle within 12 months.

Conditional long service leave is disclosed as a non-current liability. There is an unconditional right to defer the settlement of the entitlement until the employee has completed the requisite years of service. This non-current long service leave is measured at present value.

Any gain or loss following revaluation of the present value of non-current long service leave liability is recognised as a transaction, except to the extent that a gain or loss arises due to changes in bond interest rates for which it is then recognised as an ‘other economic flow’ in the net result.

Employment on-costs such as payroll tax, workers compensation and superannuation are not employee benefits. They are disclosed separately as a component of the provision for employee benefits when the employment to which they relate has occurred.

No provision has been made for sick leave as all sick leave is non-vesting and it is not considered probable that the average sick leave taken in the future will be greater than the benefits accrued in the future. As sick leave is non-vesting, an expense is recognised in the comprehensive operating statement as it is taken.

Liabilities for wages and salaries are shown in payables (note 7).

(M) Leases
Lease is a right to use an asset for an agreed period of time in exchange for payment.

Leases are classified at their inception as either operating or finance leases based on the economic substance of the agreement so as to reflect the risks and rewards incidental to ownership. Leases of plant and equipment are classified as finance infrastructure leases whenever the terms of the lease transfer substantially all the risks and rewards of ownership from lessor to lessee. All other leases are classified as operating leases.

Finance leases – JCV as lessee
At the commencement of the lease term, finance leases are initially recognised as assets and liabilities at amounts equal to the fair value of the lease property or, if lower, the present value of the minimum lease payment, each determined at the inception of the lease.

Liabilities for wages and salaries are shown in payables (note 7).

Minimum finance lease payments are apportioned between the reduction of the outstanding lease liability, and periodic finance expense, which is calculated using the interest rate implicit in the lease and charged directly to the comprehensive operating statement. Contingent rentals associated with finance leases are recognised as an expense in the period in which they are incurred.
Notes to the Financial Statements
for the financial year ended 30 June 2018

(N) Equity
Contribution by owners
Additions to net assets, which have been designated as contributions by owners are recognised as, contributed capital. Other transfers that are in the nature of contributions or distributions have also been designated as a contribution by owners.

Transfers of net assets arising from administrative restructurings are treated as distributions to or contributions by owners.

(Q) Commitments
Commitments for future expenditure include operating and capital commitments arising from contracts. These commitments are disclosed by way of a note (refer to Note 12 Commitments for expenditure) at their nominal value and exclusive of the goods and services tax (GST) payable. In addition, where it is considered appropriate and provides additional relevant information to users, the net present values of significant individual projects are stated. These future expenditures cease to be disclosed as commitments once the related liabilities are recognised in the balance sheet.

(P) Contingent assets and contingent liabilities
Contingent assets and contingent liabilities are not recognised in the balance sheet, but are disclosed by way of a note (refer to Note 13 Contingent assets and contingent liabilities) and, if quantifiable, are measured at nominal value. Contingent assets and contingent liabilities are presented exclusive of GST receivable or payable respectively.

(Q) Accounting for the goods and services tax (GST)
Income, expenses and assets are recognised net of the amount of associated GST, except where GST incurred is not recoverable from the taxation authority. In this case, the GST payable is recognised as part of the cost of acquisition of the asset or as part of the expense.

Receivables and payables are stated exclusive of the amount of GST receivable or payable. The CSV manages the GST transactions on behalf of the JCV and the net amount of GST recoverable from or payable to the Australian Taxation Office is recognised in the financial statements of CSV

(R) Events after the reporting period
Assets, liabilities, income or expenses arise from past transactions or other past events. Where the transactions result from an agreement between the JCV and other parties, the transactions are only recognised when the agreement is irrevocable at or before the end of the reporting period. Adjustments are made to amounts recognised in the financial statements for events that occur after the reporting period and before the date the financial statements are authorised for issue, where those events provide information about conditions that existed in the reporting period. Note disclosure is made about events between the end of the reporting period and the date the financial statements are authorised for issue where the events relate to conditions which arose after the end of the reporting period and which may have a material impact on the results of subsequent reporting years.

There were no significant events occurring after reporting date to be reported as at 30 June 2018...

(S) Summary of new/revised accounting standards effective for future reporting periods
As at 30 June 2018, the following standards and interpretations that are applicable to the JCV but were not mandatory for financial year ending 30 June 2018. Standards and interpretations that are not applicable to the JCV have been omitted. The JCV has not early adopted these standards.

In addition to the new standards on the following page, the AASB has issued a list of amending standards that are not effective for the 2017-18 reporting period. In general, these amending standards include editorial and reference changes that are expected to have insignificant impacts on public sector reporting.

### Summary of new/revised accounting standards effective for future reporting periods

<table>
<thead>
<tr>
<th>Standard/Interpretation</th>
<th>Summary</th>
<th>Applicable for annual reporting periods beginning on</th>
<th>Impact on public sector entity financial statements</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>AASB 15 Revenue from Contracts with Customers</strong></td>
<td>The core principle of AASB 15 requires an entity to recognise revenue when the entity satisfies a performance obligation by transferring a promised good or service to a customer.</td>
<td>1 January 2018</td>
<td>The changes in revenue recognition requirements in AASB 15 may result in changes to the timing and amount of revenue recorded in the financial statements. The Standard will also require additional disclosures on service revenue and contract modifications.</td>
</tr>
<tr>
<td><strong>AASB 9 Financial Instruments</strong></td>
<td>The key changes include the simplified requirements for the classification and measurement of financial assets, a new hedging accounting model and a revised impairment loss model to recognise impairment losses earlier, as opposed to the current approach that recognises impairment only when incurred.</td>
<td>1 January 2018</td>
<td>The assessment has identified that the financial impact of available for sale (AFS) assets will now be reported through other comprehensive income (OCI) and no longer recycled to the profit and loss. While the preliminary assessment has not identified any material impact arising from AASB 9, it will continue to be monitored and assessed.</td>
</tr>
<tr>
<td><strong>AASB 16 Leases</strong></td>
<td>The key changes introduced by AASB 16 include the recognition of most operating leases (which are currently not recognised) on the balance sheet.</td>
<td>1 January 2019</td>
<td>The assessment has indicated that as most operating leases will come on balance sheet, recognition of lease assets and lease liabilities will cause net debt to increase. Depreciation of lease assets and interest on lease liabilities will be recognised in the income statement with marginal impact on the operating surplus. The amounts of cash paid for the principal portion of the lease liability will be presented within financing activities and the amounts paid for the interest portion will be presented within operating activities in the cash flow statement. No change for lessors.</td>
</tr>
<tr>
<td><strong>AASB 1058 Income of Not-For-Profit Entities</strong></td>
<td>This Standard will replace AASB 1004 Contributions and establishes principles for transactions that are not within the scope of AASB 15 Revenue From Contracts with Customers, where the consideration to acquire an asset is significantly less than fair value to enable not-for-profit entities to further their objectives.</td>
<td>1 January 2019</td>
<td>The assessment has indicated that revenue from capital grants that are provided under an enforceable agreement that have sufficiently specific obligations, will now be deferred and recognised as performance obligations are satisfied. As a result, the timing recognition of revenue will change.</td>
</tr>
</tbody>
</table>

...
Notes to the Financial Statements
for the financial year ended 30 June 2018

NOTE 2
INCOME FROM TRANSACTIONS

<table>
<thead>
<tr>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grants</td>
<td>$3,520,470</td>
</tr>
<tr>
<td>Court Services Victoria</td>
<td>3,520,470</td>
</tr>
<tr>
<td>Other Incomes</td>
<td>598,855</td>
</tr>
<tr>
<td>Total grants</td>
<td>$4,119,325</td>
</tr>
</tbody>
</table>

Total income: $4,119,325

NOTE 3
EXPENSES FROM TRANSACTIONS

(a) Employee expenses

- Defined contribution superannuation expense: $228,126, 150,837
- Salaries, wages and long service leave: $2,564,290, 1,745,123
- Other on-costs (fringe benefits tax, payroll tax and workcover): $153,899, 99,456

Total employee expenses: $2,946,415

(b) Depreciation

- Leasehold Improvements: $29,581, 29,581
- Plant and equipment: $1,159, 12,159
- Motor vehicles: $5,584, 5,584

Total depreciation: $47,324

(c) Interest expense

- Interest on finance leases: $89, 951
- Other interest expense: --, 25

Total interest expense: $89

(d) Other operating expenses

- Supplies and services: $270,049, 244,719
- Purchase of supplies and consumables: $770,949, 195,678
- Maintenance: $11,483, 21,692
- Judicial training: $360,757, 102,685

Total supplies and services: $786,998

NOTE 4
OTHER ECONOMIC FLOWS INCLUDED IN NET RESULT

<table>
<thead>
<tr>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Net gain/(loss) arising from revaluation of long service leave liability</td>
<td>$(481)</td>
</tr>
<tr>
<td>Total other gains/(losses) from other economic flows</td>
<td>$(481)</td>
</tr>
</tbody>
</table>

NOTE 5
RECEIVABLES

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Service Receivables</td>
<td>$6,165</td>
</tr>
<tr>
<td>Statutory Amount owing from Victorian Government</td>
<td>$1,086,863, 989,196</td>
</tr>
<tr>
<td>Total current receivables</td>
<td>$1,105,028, 994,796</td>
</tr>
<tr>
<td>Non-current receivables</td>
<td></td>
</tr>
<tr>
<td>Statutory Amount owing from Victorian Government</td>
<td>$41,325, 36,742</td>
</tr>
<tr>
<td>Total non-current receivables</td>
<td>$41,325, 36,742</td>
</tr>
<tr>
<td>Total receivables</td>
<td>$1,146,353, 1,031,538</td>
</tr>
</tbody>
</table>

(i) The amounts recognised from the Court Services Victoria/Victorian Government represent funding for all commitments incurred through the appropriations and are drawn from the Consolidated Fund as the commitments fall due. (Appropriations are amounts owed by the Court Services Victoria/Victorian Government as legislated in the Appropriations Act. Due to the existence of legislative instrument, the appropriation receivable to an entity is statutory in nature, and hence not within the scope of the financial instruments standards.)
NOTE 6

PLANT AND EQUIPMENT

Table 6.1 Public Safety and Environment Purpose Group - Carrying amounts

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Leasehold Improvements</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Leasehold improvements at fair value</td>
<td>31,760</td>
<td>61,340</td>
</tr>
<tr>
<td>Plant and equipment</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Plant and equipment at fair value</td>
<td>227,877</td>
<td>80,093</td>
</tr>
<tr>
<td>Motor vehicle under finance lease</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Motor vehicle under finance lease at fair value</td>
<td>11,736</td>
<td>17,320</td>
</tr>
<tr>
<td>Net carrying amount of plant and equipment</td>
<td>271,473</td>
<td>158,753</td>
</tr>
</tbody>
</table>

(i) Plant and equipment is classified primarily by the 'purpose' for which the assets are used, according to one of the six 'Purpose Groups' based upon Government Purpose Classification (GPC). All assets within a purpose group are further sub categorised according to the asset's nature (i.e. buildings, plant and equipment, etc) with each sub category being classified as a separate class of asset for financial reporting purposes.

Table 6.2: Gross carrying amounts and accumulated depreciation

<table>
<thead>
<tr>
<th></th>
<th>Gross carrying amount</th>
<th>Accumulated depreciation</th>
<th>Net carrying amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Leasehold improvements at fair value</td>
<td>177,448</td>
<td>177,448</td>
<td>145,689</td>
</tr>
<tr>
<td>Plant and equipment at fair value</td>
<td>296,250</td>
<td>136,207</td>
<td>207,747</td>
</tr>
<tr>
<td>Motor vehicle under finance lease at fair value</td>
<td>27,557</td>
<td>27,557</td>
<td>15,821</td>
</tr>
<tr>
<td>Total</td>
<td>503,255</td>
<td>343,212</td>
<td>231,783</td>
</tr>
</tbody>
</table>

Table 6.3: Public Safety and Environment Purpose Group - Movements in carrying amounts

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Leasehold improvements at fair value</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Open balance</td>
<td>61,340</td>
<td>90,921</td>
</tr>
<tr>
<td>Additions</td>
<td>-</td>
<td>160,043</td>
</tr>
<tr>
<td>Disposals</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Depreciation</td>
<td>(29,581)</td>
<td>(29,581)</td>
</tr>
<tr>
<td>Total</td>
<td>31,759</td>
<td>61,340</td>
</tr>
</tbody>
</table>

(i) Fair value assessments have been performed for all classes of assets within this purpose group and the decision was made that movements were not material (less than or equal to 10%) for a full revaluation.

Table 6.4 Aggregated depreciation recognised as an expense during the year

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Leasehold improvement at fair value</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Plant and equipment at fair value</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Motor vehicle under finance lease at fair value</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total</td>
<td>47,324</td>
<td>47,324</td>
</tr>
</tbody>
</table>

(i) The useful lives of assets as stated in Policy Note 1 are used in the calculation of depreciation.

Table 6.5 Reconciliation of Level 3 fair value for 2018

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Leasehold improvements</td>
<td>61,340</td>
</tr>
<tr>
<td>Plant and equipment</td>
<td>80,093</td>
</tr>
<tr>
<td>Motor Vehicles</td>
<td>17,320</td>
</tr>
<tr>
<td>Opening balance</td>
<td></td>
</tr>
<tr>
<td>Additions</td>
<td>160,043</td>
</tr>
<tr>
<td>Disposals</td>
<td>-</td>
</tr>
<tr>
<td>Depreciation</td>
<td>(29,581)</td>
</tr>
<tr>
<td>Closing balance</td>
<td>31,759</td>
</tr>
</tbody>
</table>

Table 6.6 Reconciliation of Level 3 fair value for 2017

<table>
<thead>
<tr>
<th></th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Leasehold improvements</td>
<td>90,921</td>
</tr>
<tr>
<td>Plant and equipment</td>
<td>92,252</td>
</tr>
<tr>
<td>Motor Vehicles</td>
<td>22,904</td>
</tr>
<tr>
<td>Opening balance</td>
<td></td>
</tr>
<tr>
<td>Additions</td>
<td>-</td>
</tr>
<tr>
<td>Disposals</td>
<td>-</td>
</tr>
<tr>
<td>Depreciation</td>
<td>(29,581)</td>
</tr>
<tr>
<td>Closing balance</td>
<td>61,340</td>
</tr>
</tbody>
</table>

The useful lives of assets as stated in Policy Note 1 are used in the calculation of depreciation.
Table 6.7 Description of significant unobservable inputs to Level 3 valuations for 2018 and 2017

<table>
<thead>
<tr>
<th>Valuation technique</th>
<th>Significant unobservable inputs</th>
<th>Range (weighted average)</th>
<th>Sensitivity of fair value measurement to changes in significant unobservable inputs</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Leasehold improvements</strong></td>
<td>Depreciated replacement cost</td>
<td>Cost per square metre</td>
<td>A significant increase or decrease in direct cost per square metre adjustment would result in a significantly higher or lower fair value.</td>
</tr>
<tr>
<td></td>
<td>Useful life of leasehold improvements</td>
<td>6 years</td>
<td>A significant increase or decrease in the lease term of the asset would result in a significantly higher or lower fair value.</td>
</tr>
<tr>
<td><strong>Plant and equipment</strong></td>
<td>Depreciated replacement cost</td>
<td>Cost per unit</td>
<td>$5,000–$20,000 per unit</td>
</tr>
<tr>
<td></td>
<td>Useful life of plant and equipment</td>
<td>5–10 years</td>
<td>A significant increase or decrease in the estimated useful life of the asset would result in a significantly higher or lower fair value.</td>
</tr>
<tr>
<td><strong>Motor vehicle under finance lease</strong></td>
<td>Depreciated replacement cost</td>
<td>Cost per unit</td>
<td>$20,000–$30,000 per unit</td>
</tr>
<tr>
<td></td>
<td>Useful life of vehicles</td>
<td>5 years</td>
<td>A significant increase or decrease in the estimated useful life of the asset would result in a significantly higher or lower fair value.</td>
</tr>
</tbody>
</table>

**NOTE 7**

**PAYABLES**

<table>
<thead>
<tr>
<th>Payables</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contractual</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Supplies and services administrative</td>
<td>96,123</td>
<td>73,392</td>
</tr>
<tr>
<td>Supplies and services judicial training</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Employee benefits</td>
<td>57,35</td>
<td>35,577</td>
</tr>
<tr>
<td></td>
<td>153,28</td>
<td>108,969</td>
</tr>
<tr>
<td><strong>Statutory</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total payables</strong></td>
<td>156,404</td>
<td>110,422</td>
</tr>
</tbody>
</table>

(a) Maturity analysis of payables
Refer to table 14.2 in note 14.

(b) Nature and extent of risk arising from payables
Refer to table 14.3 in note 14.

**NOTE 8**

**BORROWINGS**

<table>
<thead>
<tr>
<th>Borrowings</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Current borrowings</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lease liabilities (i) (note 11)</td>
<td>5,915</td>
<td>5,559</td>
</tr>
<tr>
<td><strong>Total current borrowings</strong></td>
<td>5,915</td>
<td>5,559</td>
</tr>
<tr>
<td>Non-current borrowings</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lease liabilities (i) (note 11)</td>
<td>5,821</td>
<td>11,998</td>
</tr>
<tr>
<td><strong>Total non-current borrowings</strong></td>
<td>5,821</td>
<td>11,998</td>
</tr>
<tr>
<td><strong>Total borrowings</strong></td>
<td>11,736</td>
<td>17,557</td>
</tr>
</tbody>
</table>

(i) Secured by assets leased. Finance leases are effectively secured as the rights to the leased assets revert to the lessor in the event of default.

(a) Maturity analysis of interest bearing liabilities
Refer to table 14.2 in Note 14.

(b) Nature and extent of risk arising from interest bearing liabilities
Refer to table 14.3 in Note 14.
### NOTE 9

**PROVISIONS**

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Employee benefits</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(i)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(note 10(a)) - annual leave</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unconditional and expected to settle within 12 months</td>
<td>112,953</td>
<td>119,179</td>
</tr>
<tr>
<td>(ii)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unconditional and expected to settle after 12 months</td>
<td>28,802</td>
<td>30,566</td>
</tr>
<tr>
<td>Employee benefits</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(ii)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(note 10(a)) - long service leave</td>
<td>29,654</td>
<td>29,654</td>
</tr>
<tr>
<td>Unconditional and expected to settle within 12 months</td>
<td>28,802</td>
<td>30,566</td>
</tr>
<tr>
<td>(iii)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unconditional and expected to settle after 12 months</td>
<td>232,727</td>
<td>173,204</td>
</tr>
<tr>
<td>Provisions related to employee benefits on-costs (note 10(a))</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(i)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unconditional and expected to be settled within 12 months</td>
<td>35,860</td>
<td>40,262</td>
</tr>
<tr>
<td>(ii)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unconditional and expected to be settled after 12 months</td>
<td>39,002</td>
<td>27,372</td>
</tr>
<tr>
<td>Total current provisions</td>
<td>403,936</td>
<td>322,848</td>
</tr>
<tr>
<td>Non-current provisions</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Employee benefits</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(i)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(note 10(a))</td>
<td>35,711</td>
<td>31,728</td>
</tr>
<tr>
<td>Employee benefits on-costs (note 10(a) and note 10(b))</td>
<td>5,614</td>
<td>5,014</td>
</tr>
<tr>
<td>Total non-current provisions</td>
<td>41,325</td>
<td>36,742</td>
</tr>
<tr>
<td>Total provisions</td>
<td>520,123</td>
<td>427,324</td>
</tr>
</tbody>
</table>

### NOTE 10

**SUPERANNUATION**

Employees of the JCV are entitled to receive superannuation benefits and the JCV only contributes to defined contribution plans. Superannuation contributions paid and payable for the reporting period are included as part of employee benefits in the comprehensive operating statement of the JCV.

The name, details and amount expensed in relation to the major employee superannuation funds and contributions made by the JCV are as follows:

<table>
<thead>
<tr>
<th>Fund</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>VicSuper</td>
<td>137,514</td>
<td>87,572</td>
</tr>
<tr>
<td>Various other funds</td>
<td>85,774</td>
<td>60,438</td>
</tr>
<tr>
<td>Total</td>
<td>223,288</td>
<td>148,010</td>
</tr>
</tbody>
</table>

(i) The basis for determining the level of contributions is determined by the various actuaries of the defined benefits superannuation plans.

### NOTE 11

**LEASES**

**Disclosure for lessees – finance leases**

Leasing arrangements

Finance lease relates to a motor vehicle with a remaining lease terms of 23 months.

The JCV has options to purchase the motor vehicle for a nominal amount at the conclusion of the lease agreement.
## Minimum future lease payments

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Finance lease liabilities payable</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Not longer than one year</td>
<td>6,510</td>
<td>6,510</td>
<td>5,915</td>
<td>5,859</td>
</tr>
<tr>
<td>Longer than one year but not longer than five years</td>
<td>9,927</td>
<td>12,477</td>
<td>8,821</td>
<td>11,988</td>
</tr>
<tr>
<td>Minimum future lease payments (i)</td>
<td>12,477</td>
<td>18,987</td>
<td>11,736</td>
<td>17,557</td>
</tr>
<tr>
<td>Less future finance charges</td>
<td>(741)</td>
<td>(1,430)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Present value of minimum lease payments</td>
<td>11,736</td>
<td>17,557</td>
<td>11,736</td>
<td>17,557</td>
</tr>
</tbody>
</table>

(i) Minimum future lease payments includes the aggregate of all lease payments and any guaranteed residual.

### Disclosure for lessees – operating leases

There were no commitments for operating leases as at 30 June 2018 (Nil - 2017).

## NOTE 12

### COMMITMENTS FOR EXPENDITURE

(a) Capital expenditure commitments

Commitments for capital expenditure as at 30 June 2018 were $Nil ($67,950 - 2017).

(b) Lease commitments

Finance lease and non-cancellable operating lease commitments are disclosed in note 11.

## NOTE 13

### CONTINGENT ASSETS AND CONTINGENT LIABILITIES

At balance date there were no contingent assets or liabilities not provided for in the balance sheet as at 30 June 2018 ($Nil - 2017).

## NOTE 14

### FINANCIAL INSTRUMENTS

(a) Financial risk management objectives and policies

The JCV’s principal financial instruments comprise:

- cash assets - Note 1(J);
- payables (excluding statutory payables) - Note 1(L); and
- finance lease liabilities - Note 1(M).

Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement, and the basis on which income and expenses are recognised, with respect to each class of financial asset, financial liability and equity instrument above are disclosed in Note 1 to the financial statements.

The main purpose in holding financial instruments is to prudentially manage the JCV’s financial risks within the government policy parameters.

The JCV’s main financial risks include credit risk and liquidity risk. The JCV manages these financial risks in accordance with its financial risk management policy.

The JCV uses different methods to measure and manage the different risks to which it is exposed. Primary responsibility for the identification and management of financial risks rests with the management team of the JCV.

The carrying amount of the JCV’s contractual financial assets and financial liabilities by category are in Table 14.1 below.

### Table 14.1: Categorisation of financial instruments

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Contractual financial assets</strong></td>
<td><strong>Contractual financial assets at amortised cost</strong></td>
<td><strong>Total</strong></td>
</tr>
<tr>
<td>Petty cash</td>
<td>-</td>
<td>96,123</td>
</tr>
<tr>
<td>Employee benefits</td>
<td>-</td>
<td>57,135</td>
</tr>
<tr>
<td><strong>Total contractual financial assets</strong></td>
<td>-</td>
<td>164,258</td>
</tr>
</tbody>
</table>

### Contractual financial liabilities

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Contractual financial liabilities</strong></td>
<td><strong>Contractual financial liabilities at amortised cost</strong></td>
<td><strong>Total</strong></td>
</tr>
<tr>
<td>Petty cash</td>
<td>-</td>
<td>200</td>
</tr>
<tr>
<td>Trust fund balance</td>
<td>1,105,366</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total contractual financial liabilities</strong></td>
<td>-</td>
<td>1,105,566</td>
</tr>
</tbody>
</table>

(i) The total amounts disclosed here exclude statutory amounts (e.g. amounts owing from Victorian Government and GST input tax credit recoverable, and taxes payable).
(b) Credit risk
Credit risk arises from the contractual financial assets of the JCV, which comprise cash and deposits. The JCV’s exposure to credit risk arises from the potential default of a counter party on their contractual obligations resulting in financial loss to the JCV. Credit risk is measured at fair value and is monitored on a regular basis. Credit risk associated with the JCV’s contractual financial assets is minimal because the only actual financial assets is cash on hand.

(c) Liquidity risk
Liquidity risk is the risk that the JCV would be unable to meet its financial obligations as and when they fall due. The JCV operates under the Government fair payments policy of settling financial obligations within 30 days and in the event of a dispute, makes payments within 30 days from the date of resolution. The JCV’s maximum exposure to liquidity risk is the carrying amounts of financial liabilities as disclosed in the face of the balance sheet. The JCV manages its liquidity risk by careful maturity planning of its financial obligations based on forecasts of future cash flows. The JCV’s exposure to liquidity risk is deemed insignificant based on prior periods’ data and current assessment of risk.

The following table discloses the contractual maturity analysis for the JCV’s contractual financial liabilities:

Table 14.2: Maturity analysis of contractual financial liabilities

<table>
<thead>
<tr>
<th>Maturity dates (in months)</th>
<th>Less than 1 month</th>
<th>1 - 3 months</th>
<th>3 months - 1 year</th>
<th>1 - 5 years</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018 Payables(\text{a)})</td>
<td>Supplies and services</td>
<td>96,123</td>
<td>96,123</td>
<td>96,123</td>
</tr>
<tr>
<td>Other payables</td>
<td>57,135</td>
<td>57,135</td>
<td>57,135</td>
<td></td>
</tr>
<tr>
<td>Borrowings</td>
<td>Finance lease liabilities</td>
<td>11,736</td>
<td>14,996</td>
<td>542</td>
</tr>
<tr>
<td></td>
<td></td>
<td>164,994</td>
<td>168,254</td>
<td>153,800</td>
</tr>
<tr>
<td>2017 Payables(\text{a)})</td>
<td>Supplies and services</td>
<td>73,392</td>
<td>73,392</td>
<td>73,392</td>
</tr>
<tr>
<td>Other payables</td>
<td>35,577</td>
<td>35,577</td>
<td>35,577</td>
<td></td>
</tr>
<tr>
<td>Borrowings</td>
<td>Finance lease liabilities</td>
<td>17,557</td>
<td>18,247</td>
<td>542</td>
</tr>
<tr>
<td></td>
<td></td>
<td>126,526</td>
<td>127,216</td>
<td>109,511</td>
</tr>
</tbody>
</table>

Notes:
(i) Maturity analysis is presented using the contractual undiscounted cash flows.
(ii) The carrying amounts disclosed exclude statutory amounts (e.g. GST taxes payable).

(d) Market risk
The JCV’s exposure to market risk is primarily through interest rate risk. The exposure to interest rate risk is insignificant and arises through the JCV’s finance lease.

The following table discloses the interest rate exposure of financial instruments:

Table 14.3: Interest rate exposure of financial instruments

<table>
<thead>
<tr>
<th>Carrying amount (\text{$})</th>
<th>Weighted average effective interest rate</th>
<th>Fixed interest rate</th>
<th>Variable interest rate</th>
<th>Non-interest bearing</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018 \text{Payables}(\text{a)})</td>
<td>Supplies and services</td>
<td>96,123</td>
<td>96,123</td>
<td>96,123</td>
</tr>
<tr>
<td>Other payables</td>
<td>57,135</td>
<td>57,135</td>
<td>57,135</td>
<td></td>
</tr>
<tr>
<td>Borrowings</td>
<td>Finance lease liabilities</td>
<td>11,736</td>
<td>14,996</td>
<td>542</td>
</tr>
<tr>
<td></td>
<td></td>
<td>164,994</td>
<td>168,254</td>
<td>153,800</td>
</tr>
<tr>
<td>2017 \text{Payables}(\text{a)})</td>
<td>Supplies and services</td>
<td>73,392</td>
<td>73,392</td>
<td>73,392</td>
</tr>
<tr>
<td>Other payables</td>
<td>35,577</td>
<td>35,577</td>
<td>35,577</td>
<td></td>
</tr>
<tr>
<td>Borrowings</td>
<td>Finance lease liabilities</td>
<td>17,557</td>
<td>18,247</td>
<td>542</td>
</tr>
<tr>
<td></td>
<td></td>
<td>126,526</td>
<td>127,216</td>
<td>109,511</td>
</tr>
</tbody>
</table>

Notes:
(i) The carrying amounts disclosed here exclude statutory amounts (e.g. amounts owing from Court Services Victoria/Victorian Government and taxes payable).

(e) Foreign exchange risk
The JCV has no exposure to foreign exchange risk.

(f) Fair value
The JCV considers that the carrying amount of financial assets and liabilities recorded in the financial statements to be a fair approximation of their fair values because of the short term nature of the financial instruments and the expectation that they will be paid in full.
**NOTE 15**

**CASH FLOW INFORMATION**

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Petty cash</td>
<td>$200</td>
<td>$200</td>
</tr>
<tr>
<td>Trust fund balance</td>
<td>$1,105,366</td>
<td>$862,521</td>
</tr>
<tr>
<td><strong>Balance as per cash flow statement</strong></td>
<td>$1,105,566</td>
<td>$862,721</td>
</tr>
</tbody>
</table>

**(b) Reconciliation of net result for the period**

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Net result for the period</strong></td>
<td>$337,419</td>
<td>$313,339</td>
</tr>
</tbody>
</table>

**Non cash movements**

<table>
<thead>
<tr>
<th>Movement in assets and liabilities</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Depreciation of non-current assets</td>
<td>$47,324</td>
<td>$47,324</td>
</tr>
<tr>
<td>(Increase)/decrease in receivables</td>
<td>$(114,817)</td>
<td>$(181,866)</td>
</tr>
<tr>
<td>(Increase)/decrease in prepayments</td>
<td>$-7,900</td>
<td>$-7,900</td>
</tr>
<tr>
<td>(Increase)/decrease in payables</td>
<td>$45,982</td>
<td>$57,828</td>
</tr>
<tr>
<td>(Increase)/decrease in provisions</td>
<td>$92,800</td>
<td>$62,432</td>
</tr>
</tbody>
</table>

**Net cash flows from (used in) operating activities**

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>$408,708</td>
<td>$306,957</td>
<td>$306,957</td>
</tr>
</tbody>
</table>

**NOTE 16**

**TRUST FUND BALANCES**

These funds are provided to meet the operational program expenses of the College.

<table>
<thead>
<tr>
<th></th>
<th>Opening balance at 1/7/16</th>
<th>Total receipts</th>
<th>Total payments</th>
<th>Closing balance at 30/6/18</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>JCV Trust fund balance (a)</strong></td>
<td>$561,024</td>
<td>$301,397</td>
<td>$862,521</td>
<td>$896,855</td>
</tr>
</tbody>
</table>

**(a) JCV holds trust fund balances that are included in the Treasury Trust Fund. Funds are drawn from the Trust account in relation to specific College programs and projects that are approved by the JCV Board.**

**NOTE 17**

**RESPONSIBLE PERSONS**

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 Chief Executive Officer of Court Services Victoria are as follows:

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attorney-General</td>
<td>The Hon. Martin Pakula, MP</td>
<td>1 July 2017 to 30 June 2018</td>
</tr>
<tr>
<td>Acting Attorney-General</td>
<td>The Hon. Lisa Neville, MP</td>
<td>23 September 2017 to 8 October 2017</td>
</tr>
<tr>
<td></td>
<td>The Hon. Lisa Neville, MP</td>
<td>22 December 2017 to 7 January 2018</td>
</tr>
<tr>
<td></td>
<td>The Hon. Lisa Neville, MP</td>
<td>23 January 2018 to 31 January 2018</td>
</tr>
<tr>
<td></td>
<td>The Hon. Gayle Tierney, MP</td>
<td>13 May 2018 to 19 May 2018</td>
</tr>
<tr>
<td></td>
<td>The Hon. Gayle Tierney, MP</td>
<td>22 June 2018 to 25 June 2018</td>
</tr>
<tr>
<td></td>
<td>The Hon. Marlene Kairouz, MP</td>
<td>26 June 2018 to 30 June 2018</td>
</tr>
<tr>
<td>Chief Executive Officer, Court Services Victoria</td>
<td>Chief Executive Officer, David Ware</td>
<td>1 July 2017 to 30 June 2018</td>
</tr>
</tbody>
</table>

**Judicial College of Victoria**

The persons who were Responsible Persons of the JCV for the reporting period are as follows:

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Period</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chief Executive Officer</td>
<td>Ms. Samantha Burchell</td>
<td>1 July 2017 to 30 June 2018</td>
</tr>
<tr>
<td>Chairperson</td>
<td>The Honourable Chief Justice Anne Ferguson</td>
<td>2 October 2017 to 30 June 2018</td>
</tr>
<tr>
<td></td>
<td>The Honourable Chief Justice Marilyn Warren AC QC</td>
<td>1 July 2017 to 1 October 2017</td>
</tr>
<tr>
<td>Other Board Members</td>
<td>The Honourable Justice Gregory Garde AO RFD</td>
<td>1 July 2017 to 31 May 2018</td>
</tr>
<tr>
<td></td>
<td>The Honourable Justice Michelle Quigley</td>
<td>1 June 2018 to 30 June 2018</td>
</tr>
<tr>
<td></td>
<td>His Honour Chief Judge Peter Kidd</td>
<td>1 July 2017 to 30 June 2018</td>
</tr>
<tr>
<td></td>
<td>His Honour Magistrate Mr Peter Lauritsen</td>
<td>1 July 2017 to 30 June 2018</td>
</tr>
<tr>
<td></td>
<td>Her Honour Judge Amanda Chambers</td>
<td>30 August 2017 to 30 June 2018</td>
</tr>
<tr>
<td></td>
<td>Her Honour Judge Sarah Hinchey</td>
<td>30 August 2017 to 30 June 2018</td>
</tr>
<tr>
<td></td>
<td>Emeritus Professor Arie Freiberg AM</td>
<td>1 July 2017 to 30 June 2018</td>
</tr>
<tr>
<td></td>
<td>Mr Greg Lee</td>
<td>1 July 2017 to 30 June 2018</td>
</tr>
</tbody>
</table>
NOTE 18
REMUNERATION OF EXECUTIVES AND STATUTORY OFFICE HOLDERS

Ministers, Court Services Victoria and the Department

Amounts relating to Ministers are reported in the financial statements of the Department of Parliamentary Services. Remuneration received or receivable by the Chief Executive Officer of Court Services Victoria in connection with the management of CSV during the period is reported by CSV.

For information regarding related party transactions of Ministers, the register of members' interests is publicly available from:


Judicial College of Victoria

The number of statutory office holders and executive officers, other than ministers and departmental executives and their total remuneration during the reporting period is shown below in the relevant income bands.

Several factors affect the total remuneration payable to statutory office holders and executives in the reporting period at the Council. Statutory office holders appointed as part-time Board Members may be members of the judiciary or public sector employees and therefore as they already receive remuneration in their usual roles they are not entitled to receive remuneration as a member of the College.

NOTE 18
REMUNERATION OF EXECUTIVES AND STATUTORY OFFICE HOLDERS

Ministers, Court Services Victoria and the Department

Amounts relating to Ministers are reported in the financial statements of the Department of Parliamentary Services. Remuneration received or receivable by the Chief Executive Officer of Court Services Victoria in connection with the management of CSV during the period is reported by CSV.

For information regarding related party transactions of Ministers, the register of members' interests is publicly available from:


Judicial College of Victoria

The number of statutory office holders and executive officers, other than ministers and departmental executives, and their total remuneration during the reporting period are shown in the table below. Total annualised employee equivalents provides a measure of full time equivalent statutory office holders and executives over the reporting period.

Remuneration comprises employee benefits in all forms of consideration paid, payable or provided by the entity, or on behalf of the entity, in exchange for services rendered, and is disclosed in the following categories.

Short-term employee benefits include amounts such as wages, salaries, annual leave or sick leave that are usually paid or payable on a regular basis, as well as non-monetary benefits such as allowances and free or subsidised goods or services.

Post-employment benefits include pensions and other retirement benefits paid or payable on a discrete basis when employment has ceased.

Other long-term benefits include long service leave, other long service benefits or deferred compensation.

Termination benefits include termination of employment payments, such as severance packages.

Several factors affect the total remuneration payable to statutory office holders and executives in the reporting period at the College. Statutory office holders appointed as part-time Board Members may be members of the judiciary or public sector employees and therefore as they already receive remuneration in their usual roles they are not entitled to receive remuneration as a member of the College.

During 2017-18 two Governor-in-Council appointees received sitting fees for their role on the JCV Board. No remuneration is payable to Board members who are Heads of each Victorian judicial jurisdiction.

Remuneration of executive officers and statutory office holders
(including Key Management Personnel disclosed in note 19)

<table>
<thead>
<tr>
<th>Income Band</th>
<th>Total Remuneration</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0 - $9,999</td>
<td>No.</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>$10,000 - $19,999</td>
<td></td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>$20,000 - $29,999</td>
<td></td>
<td>1</td>
<td></td>
</tr>
<tr>
<td>$30,000 - $39,999</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>$40,000 - $49,999</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>$50,000 - $59,999</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>$60,000 - $69,999</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>$70,000 - $79,999</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>$80,000 - $89,999</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>$90,000 - $99,999</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>$100,000 - $199,999</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Numbers</td>
<td></td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td>Total Amount</td>
<td></td>
<td>$211,062</td>
<td>$212,374</td>
</tr>
</tbody>
</table>

Other long-term benefits include long service leave, other long service benefits or deferred compensation.

Termination benefits include termination of employment payments, such as severance packages.

Several factors affect the total remuneration payable to statutory office holders and executives in the reporting period at the College. Statutory office holders appointed as part-time Board Members may be members of the judiciary or public sector employees and therefore as they already receive remuneration in their usual roles they are not entitled to receive remuneration as a member of the College.

During 2017-18 two Governor-in-Council appointees received sitting fees for their role on the JCV Board. No remuneration is payable to Board members who are Heads of each Victorian judicial jurisdiction.

Remuneration of executive officers and statutory office holders
(including Key Management Personnel disclosed in note 19)

<table>
<thead>
<tr>
<th></th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Short Term Employee Benefits</td>
<td>193,534</td>
<td>212,374</td>
</tr>
<tr>
<td>Post Employment Benefits</td>
<td>17,528</td>
<td>17,708</td>
</tr>
<tr>
<td>Other Long Term Benefits</td>
<td>9,143</td>
<td>8,123</td>
</tr>
<tr>
<td>Total remuneration (a)</td>
<td>$220,205</td>
<td>$238,205</td>
</tr>
<tr>
<td>Total number of executives and statutory office holders remunerated</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td>Total annualised employee equivalents(b)</td>
<td>1</td>
<td>1</td>
</tr>
</tbody>
</table>

Notes:
(a) The total number of executive officers includes persons who meet the definition of Key Management Personnel (KMP) of the entity under Australian Accounting Standards (AASB) 124 Related Party Disclosures and are also reported within the related parties note disclosure (Note 19).
(b) Annualised employee equivalent is based on the time fraction worked over the reporting period.
NOTE 19

RELATED PARTIES

The College is an independent agency established under the Judicial College of Victoria Act 2001. It is a wholly owned and controlled entity of the State of Victoria.

Related parties of the College include:

• all key management personnel and their close family members and personal business interests (controlled entities, joint ventures and entities they have significant influence over);
• all cabinet ministers and their close family members; and
• all departments and public sector entities that are controlled and consolidated into the whole of state consolidated financial statements.

All related party transactions have been entered into on an arm’s length basis.

Significant transactions with government-related entities

The College received funding of $3.52 million (2017: $2.6 million) from Court Services Victoria. Payments of $42,653 (2017: $34,500) were made to the Supreme Court of Victoria for law library subscriptions.

Key management personnel of the College includes the Attorney-General, the Hon. Martin Pakula MP and the Chairperson, Board Members, and members of the Senior Executive Team, which included:

<table>
<thead>
<tr>
<th>Key Management Personnel</th>
<th>Position Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Honourable Chief Justice Anne Ferguson</td>
<td>Chairperson</td>
</tr>
<tr>
<td>The Honourable Chief Justice Marilyn Warren AC QC</td>
<td>Chairperson</td>
</tr>
<tr>
<td>The Honourable Justice Michelle Quigley</td>
<td>Board Member</td>
</tr>
<tr>
<td>The Honourable Justice Gregory Garde AO RFD</td>
<td>Board Member</td>
</tr>
<tr>
<td>His Honour Chief Judge Peter Kidd</td>
<td>Board Member</td>
</tr>
<tr>
<td>His Honour Chief Magistrate Mr Peter Lauritsen</td>
<td>Board Member</td>
</tr>
<tr>
<td>Emeritus Professor Arie Freiberg AM</td>
<td>Board Member</td>
</tr>
<tr>
<td>Her Honour Judge Amanda Chambers</td>
<td>Board Member</td>
</tr>
<tr>
<td>Her Honour Judge Sarah Hinchey</td>
<td>Board Member</td>
</tr>
<tr>
<td>Mr. Greg Lee</td>
<td>Board Member</td>
</tr>
<tr>
<td>Samantha Burchell</td>
<td>Chief Executive Officer</td>
</tr>
</tbody>
</table>

The compensation detailed below excludes the salaries and benefits the Portfolio Minister receives. The Minister’s remuneration and allowances is set by the Parliamentary Salaries and Superannuation Act 1968 and is reported within the Department of Parliamentary Services’ Financial Report.

During 2017-18 two Governor-in-Council appointees received sitting fees for their role on the JCV Board. The table below includes these sitting fees and the employee benefits paid to the Chief Executive Officer. No remuneration is payable to other Board members who are Heads of each Victorian judicial jurisdiction.

<table>
<thead>
<tr>
<th>Compensation of KMPs</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Short-term employee benefits</td>
<td>183,534</td>
<td>212,874</td>
</tr>
<tr>
<td>Post-employment benefits</td>
<td>17,528</td>
<td>17,708</td>
</tr>
<tr>
<td>Other long-term benefits</td>
<td>9,143</td>
<td>8,123</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$220,205</td>
<td>$238,205</td>
</tr>
</tbody>
</table>

(a) Note that KMPs are also reported in the disclosure of remuneration of executive officers and statutory office holders (Note 18).

Transactions and balances with key management personnel and other related parties

Given the breadth and depth of State government activities, related parties transact with the Victorian public sector in a manner consistent with other members of the public e.g. stamp duty and other government fees and charges. Further employment of processes within the Victorian public sector occur on terms and conditions consistent with the Public Administration Act 2004 and Codes of Conduct and Standards issued by the Victorian Public Sector College. Procurement processes occur on terms and conditions consistent with the Victorian Government Procurement Board requirements.

Outside of normal citizen type transactions with the College, there were no related party transactions that involved key management personnel, their close family members and their personal business interests. No provision has been required, nor any expense recognised, for impairment of receivables from related parties.

During the financial year, the JCV and CSV conducted business transactions at arms length and at normal commercial terms.

NOTE 20

REMUNERATION OF AUDITORS

<table>
<thead>
<tr>
<th>Victorian Auditor-General’s Office</th>
<th>2018</th>
<th>2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Audit of the financial statements</td>
<td>15,300</td>
<td>14,700</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>15,300</td>
<td>14,700</td>
</tr>
</tbody>
</table>

NOTE 21

SUBSEQUENT EVENTS

Other subsequent events

There were no significant events occurring after reporting date to be reported as at 30 June 2018.
Notes to the Financial Statements
for the financial year ended 30 June 2018

**NOTE 22**
**GLOSSARY OF TERMS AND STYLE CONVENTIONS**

**Glossary**

**Borrowings**
Borrowings refer to interest-bearing liabilities and are finance leases.

**Commitments**
Commitments include those operating, capital and other outsourcing commitments arising from non-cancellable contractual or statutory sources.

**Comprehensive result**
The net result of all items of income and expense recognised for the period. It is the aggregate of operating result and other comprehensive income.

**Depreciation**
Depreciation is an expense that arises from the consumption through wear or time of a produced physical or intangible asset. This expense is classified as a 'transaction' and so reduces the 'net result from transaction'.

**Employee benefits expense**
Employee benefits expense include all costs related to employment including wages and salaries, fringe benefits tax, leave entitlements, redundancy payments, defined benefits superannuation plans and defined contribution superannuation plans.

**Financial asset**
A financial asset is any asset that is:
(a) cash;
(b) an equity instrument of another entity;
(c) a contractual or statutory right:
   • to receive cash or another financial asset from another entity;
   • to exchange financial assets or financial liabilities with another entity under conditions that are potentially favourable to the entity.

**Financial instrument**
A financial instrument is any contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another entity. Financial assets or liabilities that are not contractual (such as statutory receivables or payables that arise as a result of statutory requirements imposed by governments) are not financial instruments.

**Grants and other transfers**
Transactions in which one unit provides goods, services, assets (or extinguishes a liability) or labour to another unit without receiving approximately equal value in return. Grants can either be operating or capital in nature.

While grants to governments may result in the provision of some goods or services to the transferee, they do not give the transferee a claim to receive directly benefits of approximately equal value. For this reason, grants are referred to by the AASB as involuntary transfers and are termed non-reciprocal transfers. Receipt and sacrifice of approximately equal value may occur, but only by coincidence. For example, governments are not obliged to provide commensurate benefits, in the form of goods or services, to particular taxpayers in return for their taxes.

Grants can be paid as general purpose grants which refer to grants that are not subject to conditions regarding their use. Alternatively, they may be paid as specific purpose grants which are paid for a particular purpose and/or have conditions attached regarding their use.

**Interest expense**
Costs incurred in connection with the borrowing of funds. Interest expenses include interest on bank overdrafts and short term and long term borrowings, amortisation of discounts or premiums relating to borrowings, interest component of finance lease repayments, and the increase in financial liabilities and non-employee provisions due to the unwinding of discounts to reflect the passage of time.

**Net result**
Net result is a measure of financial performance of the operations for the period. It is the net result of items of income, gains and expenses (including losses) recognised for the period, excluding those that are classified as 'other economic flows - other comprehensive income'.

**Net result from transactions/net operating balance**
Net result from transactions or net operating balance is a key fiscal aggregate and is income from transactions minus expenses from transactions. It is a summary measure of the ongoing sustainability of operations. It excludes gains and losses resulting from changes in price levels and other changes in the volume of assets. It is the component of the change in net worth that is due to transactions and can be attributed directly to government policies.

**Net worth**
Assets less liabilities, which is an economic measure of wealth.

**Non-financial assets**
Non-financial assets are all assets that are not 'financial assets'. It includes plant, equipment and motor vehicles.

**Other economic flows included in the net result**
Other economic flows included in net result are changes in the volume or value of an asset or liability that do not result from transactions. It includes:
• gains and losses from disposals, revaluations and impairments of non-financial physical and intangible assets;
• fair value changes of financial instruments and agricultural assets; and
• depletion of natural assets (non-produced) from their use or removal.

**Payables**
Includes short and long term trade debt and accounts payable, grants, taxes and interest payable.

**Receivables**
Includes amounts owing from government through appropriation receivable, short and long term trade credit and accounts receivable, accrued investment income, grants, taxes and interest receivable.

**Supplies and services**
Supplies and services generally represent cost of goods sold and day to day running costs, including maintenance costs, incurred in the normal operations of the JCV.

**Transactions**
Transactions are those economic flows that are considered to arise as a result of policy decisions usually an interaction between two entities by mutual agreement. They also include flows within an entity such as depreciation where the owner is simultaneously acting as the owner of the depreciating asset and as the consumer of the service provided by the asset. Taxation is regarded as mutually agreed interactions between the government and taxpayers. Transactions can be in kind (e.g. assets provided (given free of charge or for nominal consideration)) or where the final consideration is cash. In simple terms, transactions arise from the policy decisions of the government.

**Style conventions**
Figures in the tables and in the text have been rounded. Discrepancies in tables between totals and sums of components reflect rounding. Percentage variations in all tables are based on the underlying unrounded amounts.

The notation used in the tables is as follows:

<table>
<thead>
<tr>
<th>zero or rounded to zero</th>
</tr>
</thead>
<tbody>
<tr>
<td>(xxx)</td>
</tr>
<tr>
<td>negative numbers</td>
</tr>
<tr>
<td>201x</td>
</tr>
<tr>
<td>year period</td>
</tr>
<tr>
<td>201x-1x</td>
</tr>
<tr>
<td>year period</td>
</tr>
</tbody>
</table>

The financial statements and notes are presented based on the illustration for a government department in the 2015-16 Model Report for Victorian Government Departments that has been updated for any required changes as advised by the Department of Treasury and Finance to reporting requirements for the 2017-18 financial year. The presentation of other disclosures is generally consistent with the other disclosures made in earlier publications of the JCV's annual reports.
To the Board of the Judicial College of Victoria

Opinion
I have audited the financial report of the Judicial College of Victoria (the authority) which comprises the:
- balance sheet as at 30 June 2018
- comprehensive operating statement for the year then ended
- statement of changes in equity for the year then ended
- cash flow statement for the year then ended
- notes to the financial statements, including significant accounting policies
- board members’, accountable officer and chief finance and accounting officer’s declaration.

In my opinion the financial report presents fairly, in all material respects, the financial position of the authority as at 30 June 2018 and their financial performance and cash flows for the year then ended in accordance with the financial reporting requirements of Part 7 of the Financial Management Act 1994 and applicable Australian Accounting Standards.

Basis for Opinion
I have conducted my audit in accordance with the Audit Act 1994 which incorporates the Australian Auditing Standards. I further describe my responsibilities under that Act and those standards in the Auditor’s Responsibilities for the Audit of the Financial Report section of my report.

My independence is established by the Constitution Act 1975. My staff and I are independent of the authority in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board’s APES 110 Code of Ethics for Professional Accountants (the Code) that are relevant to my audit of the financial report in Victoria. My staff and I have also fulfilled our other ethical responsibilities in accordance with the Code.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Board’s responsibilities for the financial report
The Board of the authority is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the Financial Management Act 1994, and for such internal control as the Board determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Board is responsible for assessing the authority’s ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless it is inappropriate to do so.

As required by the Audit Act 1994, my responsibility is to express an opinion on the financial report based on the audit. My objectives for the audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor’s report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional skepticism throughout the audit. I also:
- identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, and design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the authority’s internal control.
- evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Board.
- evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the Board regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

MELBOURNE
7 September 2018

Travis Derricott
as delegate for the Auditor-General of Victoria
Disclosures

Audit and Finance Committee
The Judicial College of Victoria (the College) and the Sentencing Advisory Council (the Council) have established a joint Audit and Finance Committee to oversee their financial operations. Due to their small size, the Council and the College have come together to maximise effective use of resources. During 2017–18, the Committee comprised the following members:

Chair
Robert Camm

Independent Members
Cameron Hume
Karol Hill (to 29 November 2017)
Robyn Dyt (started 1 August 2017)

The Committee receives secretarial assistance from staff members of the Council, Sarah Lappin and the College, Vicki Christou.

Michael Almond is the Council and the College’s Chief Financial and Accounting Officer (CFAO) and attends Committee meetings by standing invitation, providing accounting and financial advice and support as required.

The chief executive officers of both organisations and a representative of the Victorian Auditor-General’s Office attend meetings by standing invitation.

The Audit and Finance Committee oversees:
• Financial performance and reporting processes, including the annual financial statements;
• The scope of work, performance, and independence of the external auditor;
• The operation and implementation of the risk-management framework;
• Matters of accountability and internal control affecting the operations of the College and the Council;
• Processes for monitoring compliance with laws and regulations; and
• Selection, appointment, and removal of the Council’s and the College’s CFAO.

In fulfilling its responsibilities, the Committee has:
• Reviewed the financial statements for the annual report and recommended them to the responsible body (or delegates) for approval;
• Reviewed the scope and results of the external auditor’s examination of the financial report and matters brought to its attention;
• Regularly reviewed the CFAO’s financial reports on the College’s finances;
• Completed a Committee self-assessment and submitted a summary of the results to the College;
• Reviewed the risk register and noted that the risks were being appropriately addressed by management;
• Reviewed the Committee’s annual programme;
• Endorsed the use of the Court Services Victoria Financial Code of Practice for use by the Judicial College of Victoria;
• Reviewed the Colleges Business and Strategic Plans; and
• Met separately with representatives of the Victorian Auditor-General’s Office and reviewed the VAGO audit strategy for the 2017/18 annual financial audit.

Human Resource Management

The College promotes the personal and professional development of its staff to achieve sustained improvements and create satisfying career paths. The College actively promotes safe work practices, career development, balanced lifestyles and a friendly, non-discriminatory working environment.

Comparative Workforce Data

The College had a core staff of 31 (headcount) and 26 (full-time equivalent) as at 30 June 2018. A contractor is engaged to perform the duties of the Chief Finance and Accounting Officer.

Occupational Health and Safety

JCV recognises the management of risk as a priority and is committed to ensuring a safe working environment. During 2017–2018, JCV has undertaken an OHS Self-Assessment, in which performance was measured against 17 critical health and safety elements. The outcome of the OHS Self-Assessment formed a management system to govern OHS & Safety compliance.

JCV promoted staff health in a number of ways including awareness messages covering mental health.

For further information regarding performance against OHS & Measures, please refer to the Court Services Victoria Annual Report 2017-2018.

Employment and conduct principles

Court Services Victoria merit and equity principles are applied in the appointment and management of staff, and the College’s guiding principles are consistent with the public-sector values and employment principles articulated in the Public Administration Act 2004.

Victorian Industry Participation Policy

In October 2003, the Victorian Parliament passed the Victorian Industry Participation Policy Act, which requires public bodies and departments to report on the implementation of the Victorian Industry Participation Policy. Departments and public bodies are required to apply the policy in all tenders over $3 million in metropolitan Melbourne and $1 million in regional Victoria. This did not apply to the College.

Consultancy expenditure

There were 2 consultancies amounting to $44,000 for the year ended 30 June 2018. There were no outsourced consultancies for the year ended 30 June 2017.

Freedom of Information

The Freedom of Information Act 1982 allows the public a right of access to documents held by the College. For the 12 months ending 30 June 2018, the College received no Freedom of Information (FoI) requests.

Making an FoI Request

Access to documents may be obtained through written request to the Freedom of Information Manager, as detailed in s 17 of the Freedom of Information Act 1982. In summary, the requirements for making a request are that:
• It should be made in writing;
• It should identify as clearly as possible what document is being requested; and
• It should be accompanied by payment of the appropriate application fee (the fee may be waived in certain circumstances).

Requests for documents in the possession of the College should be addressed to:

Judicial College of Victoria
Freedom of Information Manager
William Cooper Justice Centre
Level 7, 723 William Street
Melbourne VIC 3000

Access charges may apply once documents have been processed and a decision has been made regarding access (for example, photocopying and search and retrieval charges).


Compliance with the Building Act 1993

The College does not own or control any government buildings and consequently is exempt from notifying its compliance with the building and maintenance provisions of the Building Act 1993.

National Competition Policy

Under the National Competition Policy, the guiding legislative principle is that legislation, including future legislative proposals, should not restrict competition unless it can be demonstrated that:
• The benefits of the restriction to the community as a whole outweigh the costs; and
• The objectives of the legislation can only be achieved by restricting competition.

Where applicable, the College complies with the requirements of the National Competition Policy.

Compliance with the Protected Disclosure Act 2012

(formerly the Whistleblowers Protection Act 2001)

The Protected Disclosure Act 2012 encourages and assists people in making disclosures of improper conduct by public officers and public bodies. The Act provides protection to people who make disclosures in accordance with the Act and establishes a system for the matters disclosed to be investigated and rectifying action to be taken.

The College does not tolerate improper conduct by employees, nor the taking of reprisals against those who come forward to disclose such conduct. It is committed to ensuring transparency and accountability in its administrative and management practices and supports the making of disclosures that reveal corrupt conduct, conduct involving a substantial mismanagement of public resources, or conduct involving a substantial risk to public health and safety or the environment.

The College will take all reasonable steps to protect people who make such disclosures from any detrimental action in reprisal for making the disclosure. It will also afford natural justice to the person who is the subject of the disclosure to the extent it is legally possible.
Disclosures

Reporting procedures
Disclosures of improper conduct or detrimental action by the College or employees may be made directly to the Independent Broad-based Anti-corruption Commission:

Level 1, North Tower
459 Collins Street
Melbourne VIC 3000
Phone: 1300 793 135
Internet: www.ibac.vic.gov.au
Email: (see the website above for the secure email disclosure process, which also provides for anonymous disclosures).

Disclosures under the Protected Disclosure Act 2012

<table>
<thead>
<tr>
<th>2017-18</th>
<th>2016-17</th>
</tr>
</thead>
<tbody>
<tr>
<td>The number of disclosures made by an individual to the College and notified to the Independent Broad-based Anti-corruption Commission</td>
<td>0</td>
</tr>
<tr>
<td>Assessable disclosures</td>
<td>0</td>
</tr>
</tbody>
</table>

Additional information available on request
In compliance with the requirements of the Standing Directions of the Minister for Finance, details in respect of the items listed below have been retained by the College and are available on request, subject to the provisions of the Freedom of Information Act 1982.

Disclosures of improper conduct or detrimental action by the College or employees may be made directly to the Independent Broad-based Anti-corruption Commission:

Level 1, North Tower
459 Collins Street
Melbourne VIC 3000
Phone: 1300 793 135
Internet: www.ibac.vic.gov.au
Email: (see the website above for the secure email disclosure process, which also provides for anonymous disclosures).

• Details of overseas visits undertaken, including a summary of the objectives and outcomes of each visit;
• Details of major promotional, public relations and marketing activities undertaken by the entity to develop community awareness of the entity and its services;
• Details of assessments and measures undertaken to improve the occupational health and safety of employees;
• A general statement on industrial relations within the entity and details of time lost through industrial accidents and disputes;
• A list of major committees sponsored by the entity, the purposes of each committee and the extent to which the purposes have been achieved; and
• Details of all consultancies and contractors including:
  - Consultants/contractors engaged;
  - Services provided; and
  - Expenditure committed to for each engagement.

Disclosure Index
An index identifying the College’s compliance with statutory disclosure requirements is contained on pages 80-81.

Financial Management Compliance Attestation Statement
I, Samantha Burchell, certify that the Judicial College of Victoria has complied with the applicable Standing Directions of the Minister for Finance under the Financial Management Act 1994 and Instructions. The Judicial College of Victoria’s Audit and Finance Committee has verified this.

Samantha Burchell
Chief Executive Officer of the Judicial College of Victoria
5 September 2018

Comparative Financial Results
The table below summarises information on the financial results and financial position prepared on an accrual basis, of the Judicial College of Victoria for the financial year 2017-18 and comparisons with the preceding four financial years.

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Income</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grants from Department of Justice</td>
<td>3,520,470</td>
<td>2,699,400</td>
<td>2,098,600</td>
<td>2,373,142</td>
<td>2,205,900</td>
</tr>
<tr>
<td>Other Grants or Income</td>
<td>596,855</td>
<td>301,397</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Total Income</td>
<td>4,119,325</td>
<td>2,910,797</td>
<td>2,098,600</td>
<td>2,373,142</td>
<td>2,205,900</td>
</tr>
<tr>
<td>Expenses</td>
<td>3,781,425</td>
<td>2,607,488</td>
<td>2,062,388</td>
<td>2,302,890</td>
<td>2,247,666</td>
</tr>
<tr>
<td>Other economic flows</td>
<td>(481)</td>
<td>10,031</td>
<td>8,850</td>
<td>8,595</td>
<td>2,282</td>
</tr>
<tr>
<td>Net result for the period</td>
<td>337,419</td>
<td>313,339</td>
<td>45,062</td>
<td>78,848</td>
<td>(39,484)</td>
</tr>
<tr>
<td>Net cash flow from operating activities</td>
<td>408,708</td>
<td>306,956</td>
<td>57,285</td>
<td>75,783</td>
<td>207,187</td>
</tr>
<tr>
<td>Total assets</td>
<td>2,523,391</td>
<td>2,053,011</td>
<td>1,624,975</td>
<td>1,560,350</td>
<td>1,468,744</td>
</tr>
<tr>
<td>Total liabilities</td>
<td>688,263</td>
<td>555,304</td>
<td>440,605</td>
<td>421,042</td>
<td>350,173</td>
</tr>
</tbody>
</table>
Disclosure Index

The annual report of the Judicial College of Victoria is prepared in accordance with all relevant Victorian legislations and pronouncements. This index has been prepared to facilitate identification of the College’s compliance with statutory disclosure requirements.

<table>
<thead>
<tr>
<th>Legislation</th>
<th>Requirement</th>
<th>Page reference</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>MINISTERIAL DIRECTIONS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Report of operations – FRD guidance</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FRD 22H</td>
<td>Manner of establishment and the relevant Ministers</td>
<td>Page 47 and 67</td>
</tr>
<tr>
<td>FRD 22H</td>
<td>Objectives and functions</td>
<td>Page 2</td>
</tr>
<tr>
<td>FRD 22H</td>
<td>Nature and range of services provided</td>
<td>Page 2</td>
</tr>
<tr>
<td><strong>Management and structure</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FRD 22H</td>
<td>Organisational structure</td>
<td>Page 3 and 38</td>
</tr>
<tr>
<td><strong>Financial and other information</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FRD 10A</td>
<td>Disclosure index</td>
<td>Page 80</td>
</tr>
<tr>
<td>FRD 22H</td>
<td>Employment and conduct principles</td>
<td>Page 77</td>
</tr>
<tr>
<td>FRD 22H</td>
<td>Occupational health and safety policy</td>
<td>Page 76</td>
</tr>
<tr>
<td>FRD 22H</td>
<td>Summary of the financial results for the year</td>
<td>Page 70</td>
</tr>
<tr>
<td>FRD 22H</td>
<td>Subsequent events</td>
<td>Page 71</td>
</tr>
<tr>
<td>FRD 22H</td>
<td>Application and operation of Freedom of Information Act 1982</td>
<td>Page 77</td>
</tr>
<tr>
<td>FRD 22H</td>
<td>Compliance with building and maintenance provisions of Building Act 1993</td>
<td>Page 77</td>
</tr>
<tr>
<td>FRD 22H</td>
<td>Statement on Competitive Neutrality</td>
<td>Page 77</td>
</tr>
<tr>
<td>FRD 22H</td>
<td>Application and operation of the Protected Disclosure Act 2012</td>
<td>Page 77</td>
</tr>
<tr>
<td>FRD 22H</td>
<td>Details of consultancies over $10,000</td>
<td>Page 77</td>
</tr>
<tr>
<td>FRD 22H</td>
<td>Statement of availability of other information</td>
<td>Page 76</td>
</tr>
<tr>
<td>FRD 29C</td>
<td>Victorian Industry Participation Policy disclosures</td>
<td>Page 77</td>
</tr>
<tr>
<td>FRD 29C</td>
<td>Workforce Data disclosures</td>
<td>Page 76</td>
</tr>
<tr>
<td>SD 5.2</td>
<td>Specific requirements under Standing Direction 5.2</td>
<td>Page 40</td>
</tr>
<tr>
<td><strong>Compliance attestation and declaration</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SD 5.1.4</td>
<td>Attestation for compliance with Ministerial Standing Directions</td>
<td>Page 78</td>
</tr>
<tr>
<td>SD 5.2.3</td>
<td>Declaration in Report of Operations</td>
<td>Page 5</td>
</tr>
<tr>
<td>SD 5.2.2</td>
<td>Declaration in financial statements</td>
<td>Page 60</td>
</tr>
</tbody>
</table>

**MINISTERIAL DIRECTIONS (CONTINUED)**

| **Financial Report** |                                                                              |                |
| Other requirements under Standing Directions 5.2 |                                                                              |                |
| SD 5.2.1(a)          | Compliance with Australian accounting standards and other authoritative pronouncements | Page 46        |
| SD 5.2.1(a)          | Compliance with Ministerial Directions                                      | Page 46        |
| SD 5.2.1(b)          | Compliance with Model Financial Report                                      | Page 73        |

**Other disclosures as required by FRDs in notes to the financial statements**

| FRD 21C               | Disclosures of Responsible Persons, Executive Officers and other Personnel (Contractors with Significant Management Responsibilities) in the Financial Report | Page 67-71     |
| FRD 103G              | Non Financial Physical Assets                                                | Page 56        |
| FRD 110A              | Cash Flow Statements                                                        | Page 44        |
| FRD 112D              | Defined Benefit Superannuation Obligations                                   | Page 61        |

**Legislation**

| Freedom of Information Act 1982 | Page 77 |
| Building Act 1993 | Page 77 |
| Protected Disclosures Act 2012 | Page 77 |
| Victorian Industry Participation Policy Act 2003 | Page 77 |
| Financial Management Act 1994 | Page 46 |
In serving the community as Chief Justice, I will treat it as part of my responsibility to do everything that I can to make sure that what judges do, how we do it and why we make the decisions that we do is easily understood by all people.

While the result that we might be obvious from our decisions, I am not sure that why we have reached the result is always as clear. So we may have to put further thought into how we communicate – both as to the methods of communication and the language that we use.

One method of communication we use is our judgments. Judgment writing is a skill. To non-lawyers, perhaps even some lawyers, it may come as a surprise that judges attend training sessions to develop this skill. For example, we are taught that the first paragraph of the judgment should set out what the case is about in a way that we would explain it to a neighbour over the backyard. That is sometimes very difficult and we don’t always achieve it. Indeed, I’m reminded of the saying ‘if I had more time, I would have written a shorter letter.’

Time is sometimes short. But we are committed to improving our judgment writing skills through continuing training to write in a way that makes it clear to ‘our neighbour’ what our decision is and, most importantly, why we have come to it.

In the age in which we live and work, judgments are just one form of communication. There are many others, including through the traditional media, websites and social media. I want this Court to continue to develop and improve how we use those means of communication, to look for others and to keep up with changes in communication as they emerge.'