



Judicial
College of
Victoria

2022/2023 Annual Report



Annual Report design:

Tsundoku and Sorted Books.

This year's Annual Report design takes its inspiration from two sources: the Judicial College's Tsundoku series and artist Nina Katchadourian's Sorted Books project.

In 2022, the College began asking judicial officers to review their favourite or most recently read books for fellow judicial officers to read about in the monthly email bulletin. We called the segment Tsundoku, a Japanese term for the to-be-read book pile that threatens to overwhelm the bedside table.

Those of us with a tsundoku know that they can be equal parts aspirational and condemnatory – and they reflect parts of our identity at a given moment. For her Sorted Books project, artist Nina Katchadourian creates book clusters or stacks which she photographs from select collections in private home libraries or specialised sites. Katchadourian's book clusters are curated so that the titles can be read in sequence thereby producing a new narrative with the tsundoku.

In homage to Katchadourian – and to our Tsundoku reviewers and readers – we invite you to enjoy our Annual Report book clusters presented herein. Just as the outcome of education is impossible to fully quantify, the recombinations of titles presented throughout these pages gesture to the beautiful alchemy of evolving knowledge.



The Judicial College of Victoria acknowledges the Wurundjeri Woi Wurrung people as the Traditional Custodians of the land on which the College is located and where we work and learn. We pay our respects to the Wurundjeri Woi Wurrung people, to their Elders, past and present, and to all Aboriginal and Torres Strait Islander peoples.

Contents.

Overview.

About the Judicial College of Victoria.	6
Message from the Chair.	8
Message from the Chief Executive Officer.	10
Cultural change at courts.	12
A new home for learning and collaboration.	16
Leading through innovation.	18

Highlights.

First Nations.	20
Law.	24
Skills.	30
Social context.	32
Judicial life.	33
Working with jurisdictions.	35
Year at a glance.	38

Our people.

Judicial steering and editorial committee members.	42
College staff.	46

About the Judicial College of Victoria.

The Judicial College of Victoria is where the Victorian judiciary come for ongoing education and professional development. The College also publishes a suite of highly valuable legal resources.

The College exists to inform and enrich. Everything we do, whether in-person, online or in digital formats, is designed to impart knowledge and insight. We support judges, magistrates, coroners and VCAT members to stay up-to-date and to develop the skills they need to perform at their best.

Consistent with our collegiate foundations, we also bring judicial officers together to share their experiences and collective wisdom with each other. We connect them with leaders from other disciplines who can offer different perspectives.

Governance.

The College was established by the *Judicial College of Victoria Act 2001*. The College's direction is set by a Board chaired by the Chief Justice and which consists of the heads of the six Victorian jurisdictions and two Governor-in-Council appointees.

COLLEGE BOARD

The Honourable Chief Justice Anne Ferguson (Chair)

Chief Justice of the Supreme Court of Victoria

The Honourable Justice Peter Kidd

Chief Judge of the County Court of Victoria

The Honourable Justice Lisa Hannan

Chief Magistrate of the Magistrates' Court of Victoria

The Honourable Justice Michelle Quigley

President of the Victorian Civil and Administrative Tribunal (until 30 June 2023)

The Honourable Justice Ted Woodward

President of the Victorian Civil and Administrative Tribunal (from 1 July 2023)

His Honour Judge Jack Vandersteen

President of the Children's Court of Victoria

His Honour Judge John Cain

State Coroner, Coroners Court of Victoria

Emeritus Professor Arie Freiberg AM

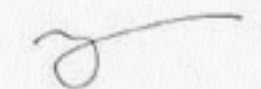
being a person who 'has experience as a member of the academic staff of a tertiary or other educational institution'

Mr Greg Lee

being a person who has 'broad experience in community issues affecting courts'

RESPONSIBLE BODY'S DECLARATION

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 2023.



The Honourable Chief Justice Anne Ferguson

Chair of the Judicial College of Victoria

23 October 2023

Message from the Chair.

I am pleased to present the Judicial College of Victoria's Annual Report for the year ending 30 June 2023.

This year, the College has designed and delivered education for the Victorian judiciary on important whole of court system priorities.

As a key priority, Heads of Jurisdiction have continued to support the College's **Courts as workplaces** program by encouraging all judicial officers to participate in education that creates awareness about workplace behaviour. The program, which addresses sexual harassment, bullying and bystander obligations, began last year in response to the recommendations from the **Review and Report into sexual harassment across the Victorian courts and VCAT** (the Szoke Report). It considers what judicial officers can do to promote appropriate standards of behaviour and a safe work culture. The College has repeated the program on 11 occasions this year, tailoring it to specific audiences and nuancing the content to take into account jurisdictional variations in risk factors, staffing arrangements and work practices.

The College's work on judicial conduct has also been informed by the release of the Judicial Commission of Victoria's Judicial Conduct Guideline on Judicial Bullying. Recognising that 'off the shelf' bullying training is unlikely to be effective, the College collaborated with the Commission to instead run **A hypothetical about judicial bullying** with a multidisciplinary panel of judicial and non-judicial experts. The event explored in-court judicial bullying in an engaging format and demonstrated the value of the College and the Commission working together to convey the standards of conduct expected of judicial officers and to inform the work of behaviour change.

Another priority for the College is its commitment to ensuring that judicial officers gain a strong level of cultural awareness and a comprehensive understanding of legal provisions relevant to First Peoples in the justice system. The Coroner's findings into the tragic death of Veronica Nelson make this need all the more pressing.

The College is supported by Court Services Victoria. The College works with CSV's Dhumba Murmuk Djerring Unit and the Judicial Officers' Aboriginal Cultural Awareness Committee (JOACAC) to co-develop education to raise judicial officers' understanding of the cultural, socio-economic and legal issues impacting First Nations people and, importantly, to provide opportunities for judicial officers to learn directly from First Nations Elders and leaders. These programs aim to support judicial officers, at all stages of their judicial career, to have the knowledge and understanding they need to make fair and just decisions, according to the law in cases involving First Peoples.

On 30 June 2023, Justice Michelle Quigley concluded her five-year term as President of VCAT and as a member of the College Board. I thank Justice Quigley for her contribution to the College's leadership and I acknowledge her support for judicial education in VCAT. I also formally welcome to the Board Justice Ted Woodward, the new President of VCAT.

On behalf of the Board, I thank and congratulate the Chief Executive Officer, Samantha Burchell, and the dedicated staff of the College. Their efforts ensure the Victorian judiciary have access to the ongoing education and resources they need to perform their roles at the highest standards. They ensure the College is well-managed, forward looking and sustainable.

Lastly, I want to extend my thanks to the many people who have generously shared their knowledge and expertise with the College. This includes the members of the judiciary, past and present who have been part of steering and editorial committees, prepared and delivered papers, and attended College events.



**The Honourable Chief Justice
Anne Ferguson**

Chair of the Judicial College of Victoria



“ This year, the College has designed and delivered education for the Victorian judiciary on important whole of court system priorities. ”

Message from the CEO.

THE ONLY CONSTANT IS CHANGE.

The Greek philosopher Heraclitus reputedly said that ‘the only constant in life is change’.

It is an appropriate aphorism for this year passed.

Take a moment to observe: change at the Judicial College has been subtle yet comprehensive. We have witnessed defining events, cultural shifts, growing knowledge and insight. We’ve also seen change in our working environment and our material world.

We know that change comes with all-too-human resistance. It takes courage to confront changes that are needed; and time to see the results. But education can be the companion to support the inevitable transitions.

Courts have courageously embraced programs of education, particularly to effect enduring cultural and organisational change. The College continues its mandate to deliver education to all Victorian judicial officers through the lens of ‘Courts as workplaces’. The program has matured and evolved. While still explicitly addressing sexual harassment and bullying, it also establishes foundations for subsequent discussions by fostering a common understanding of high-risk behaviours and setting proper boundaries with staff and colleagues. Court leaders are also customising sessions to jurisdictional need; and judicial officers are starting to explore issues such as how to protect staff from traumatic material, how to debrief, and how to be respectful of issues of identity.

This year, the College has offered education for judicial officers on a variety of topics which implicitly address judicial conduct, including judicial ethics, courtcraft, wellbeing and burnout. The aim of this education is to improve skills, provide opportunities for self-reflection, and promote exemplary behaviour among judicial officers.

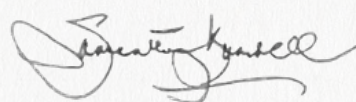
Meanwhile, we have witnessed another fraught year for many First Nations peoples. At the College we are in the privileged position of our work bringing us into close contact with First Nations leaders and the powerful stories that emerge in our First Nations’ Twilight Series guided by the Judicial Officers’ Aboriginal Cultural Awareness Committee and the Dhumba Murmuk Djerring Unit at CSV.

The Victorian Government supports the priorities of Aboriginal Self-Determination through the **Self-Determination Reform Framework 2019**, enabling organisations to plot their own ways to help empower communities and be good allies. Over the past year, the College’s Self-Determination Action Plan Committee has discussed ethics, published internal College news on First Nations events and celebrated NAIDOC week with a staff conversation about the work of First Nations poet, Evelyn Araluen. These occasions give the College the chance to pause and reflect together on our connections with Country and communities, as we deepen our own understanding, consistent with important educational priorities in the court system more widely.


Change cannot proceed on a cerebral level only. It is best supported in the material world and with technological advances. So, we have advanced on other fronts too. In late 2022, the College relocated to a modern, collegiate space. We also launched a new website, expanded our collection of online resources and innovated ‘judicial precedent builders’. These developments are all consistent with the needs of a contemporary learning organisation fit for the times.

None of this important work could have occurred without the support and engagement of Chief Justice Ferguson and the College Board. Nor would the College exist if it weren’t for, or with, our audience of Victorian judicial officers. For these sources of inspiration, knowledge and expertise, all of us who work at the College are very grateful.

It’s been more than three decades since the Royal Commission into Aboriginal Deaths in Custody called for cultural training for judicial officers. Also of significance, but quite unrelatedly, it’s been just shy of thirty years since the first woman was appointed to the male-dominated Supreme Court of Victoria. The College wasn’t even a twinkle in the eye of the Attorney General then. A lot has changed in the meantime. Small shifts. And significant cultural transitions. So may it continue.



Samantha Burchell
Chief Executive Officer



“It takes courage to confront changes that are needed; and time to see the results. But education can be the companion to support the inevitable transitions.”

Cultural change at courts.

THE DEVELOPMENT OF THE COURTS AS WORKPLACES PROGRAMS.

Confronting inappropriate conduct.

In recent years, institutional workplace issues have started to be seen as public issues, as has become evident in Australia in the legal profession, medicine, politics and universities.

In Victoria, courts have confronted the uncomfortable reality that inappropriate conduct, known to exist in the legal profession, also has existed in the judicial system.

Chief Justice Anne Ferguson has been clear and emphatic against sexual harassment and bullying. Her Honour has described sexual harassment as something which ‘goes against everything our justice system is built on’ and said that ‘there is no excuse for judicial bullying’. This emphasises that judicial officers have an obligation to model exemplary behaviour. Further, Chief Justice Ferguson’s sensitive apology to survivors of judicial sexual harassment, acknowledging their profound distress and concerns for their future, reveals a deep commitment to confronting and addressing historic injustices.

The Courts as workplaces programs use a scenario and discussion-based framework that recognises differences of opinion and perspective among the judiciary. Through real-world examples, judicial officers are invited to reflect on a variety of everyday interactions that symptomise cultural expressions of gender inequality and power disparities; they range from commenting on appearance, personal disclosures, inviting staff to various functions and consuming and paying for alcohol, to uses of language and tone of voice. Feedback has emphasised that this delivery mode is an important first step in building a common knowledge, understanding and culture within each court, and that ongoing discussions will be welcome in the future.



Empowering positive change.

Continuing to deliver on Recommendation 13 of the **Review of Sexual Harassment in Victorian Courts and VCAT - Report and Recommendations** (the Szoke Report), the College has run a series of educational programs in which judicial officers openly discuss sexual harassment, bullying and other inappropriate behaviour. Our foundational **Courts as workplaces** programs on sexual harassment, bystander training and bullying have been delivered in various manifestations to judicial officers of the Supreme, County, and Coroners Courts and to VCAT.¹

¹ The Magistrates’ Court of Victoria conducted its own internal training in 2021, and it will participate in the College program outside the reporting period.

Most recently, the 2022 **Review of Recruitment and Working Arrangements of Staff Working in a Primary Relationship with Judicial Officers**, conducted by the Honourable Julie Dodds-Streton KC and barrister Jack O’Connor, further explicated the drivers and nature of sexual harassment in courts. It also proposed practical steps to reduce the risk of harassment. This report has supported the courts, VCAT, the College and the Judicial Commission in their continuing journey of cultural change by acknowledging past events and opening up new conversations about appropriate standards and behaviour.

In all these pieces of work, there is a recognition that cultural change is a journey involving continuing leadership, education and peer engagement. The College is pleased to be part of the broader Courts Group commitment to improving the standards of behaviour and the experiences of those who work in the courts and VCAT.

‘I thought the program was excellent. I would encourage more programs and forums to keep this important discussion going.’

JUDICIAL OFFICER FEEDBACK



» **BELIEVING** ANITA HILL

The Judge’s Associate Greg Taylor

COMPLAINT! Sara Ahmed



● **HER** Garry Disher

POWER & CONSENT Rachel Doyle

US DAVID NICHOLLS ●

THE RECKONING JESS HILL

Cultural change at courts.

In March 2023, the College's **A hypothetical about judicial bullying**, styled after Geoffrey Robertson's **Hypotheticals**, deployed a much-loved format to explore in-court judicial bullying. This session, chaired by Chief Justice Anne Ferguson and facilitated by Mr Ben Richards, a communications expert, featured a panel consisting of Justice Kevin Lyons, leading barrister Dr Matthew Collins AM KC, Ms Rhonda Brighton-Hall, a workplace culture expert, Adjunct Professor Melissa Casey, an organisational psychologist, and Ms Alexis Eddy, Director of the Judicial Commission of Victoria. The panel provided guidance and corrective feedback to our fictional protagonists, whose normal human failings exposed our all-too-familiar vulnerabilities in the workplace. This event, one of 14 others in our **Courts as workplaces** series this year, is part of our ongoing efforts to address conduct matters in courts. Our events are complemented by an expanding collection of resources on sexual harassment for those working in Victorian courts and VCAT. In June, we refreshed the collection with new commentary and layout, as well as additional current material.

'The community expects that judicial officers treat all people with respect, both in and out of the courtroom. There is no excuse for judicial bullying.'

THE HONOURABLE CHIEF JUSTICE ANNE FERGUSON, SUPREME COURT OF VICTORIA.



Judicial ethics and public confidence.

'What do I need to do to be worthy of the public's trust when doing justice and exercising power?'

This was just one of the questions posed and answered by the Honourable Chris Maxwell AC KC at the **Judicial ethics and public confidence** program.

The former President of the Court of Appeal also reflected that the days of 'a cold and detached judiciary' were long gone and that judicial officers can maintain impartiality while expressing empathy and respect for the parties before them. He emphasised that critical self-reflection can sustain judicial officers in the role and that it is good protection against public criticism – if you can honestly answer in the affirmative that you are worthy of the public's trust.

A cross-jurisdictional audience also explored ethical issues that can bring the judiciary into disrepute, including judicial impartiality and bias. Federal Court of Australia Justice, David O'Callaghan discussed conflicts of interest with retired Federal Court Justice, the Honourable Ray Finkelstein AO KC, Judge Kate Hawkins AM and Magistrate Meghan Hoare.

The event was perfectly timed to coincide with the release of the Judicial Commission of Victoria's Judicial Conduct Guideline on Judicial Bullying. The Honourable Chris Maxwell AC KC, Justice Jacinta Forbes and Alexis Eddy, Director of the Judicial Commission, led a lively discussion with judicial officers examining some of the subtle ways that bullying and sexual harassment can pervade in-court and out-of-court behaviour. Those present also generously shared their experiences and stories.

A new home for learning.

In late 2022, the College relocated its office to 181 William Street, Melbourne. The much-anticipated move to new premises brought a renewed sense of excitement and purpose, after the dark days of the pandemic.

Guests are welcomed to the flexible event space, which provides opportunities to gather and learn in groups of varying sizes and different configurations. A lounge area allows judicial officers to relax over a 'coffee shared'. The audio-visual technology is designed for hybrid events which promote in-person collegiality while maintaining accessibility for regional judicial officers. Meeting rooms allow for privacy and breakout spaces; and a content studio provides for the creation of online content and podcasts.

The contemporary staff office, designed for service delivery and hybrid working, has been praised for its beautiful and functional spaces. Diverse workspaces, such as pods, cater to informal meetings and different needs. A staff kitchen allows for staff to connect and recharge in the manner of the traditional 'tearoom'. It has become the place of welcomes, farewells, celebrations and quizzes. The office design prioritises optimal acoustics, abundant natural light, and incorporates the College's brand identity throughout.

Cultural recognition

Embracing the importance of cultural recognition, the College worked with the Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation to appropriately incorporate Aboriginal language in naming the areas within our premises.

The names selected for different spaces reflect the College's commitment to its underpinning principles: **Yagilaith** (meaning learning), **Ngarrgu** (meaning knowledge), Gunga (meaning truth/true), and **Dhandoo-wooring** (meaning justice/equity).

The incorporation of Woi Wurrung language serves as a reminder of the rich cultural heritage of First Nations peoples and of the concepts that we share, whatever our language. It also reminds us of the importance of listening to First Nations voices in our work.

The College, with the assistance of Artbank Melbourne, also proudly showcases the vibrant artworks of First Nations artists Dr Treahna Hamm and Taylor Cooper. Dr Hamm's prints, **'Drought Spirit'** and **'Paradise Overkill'**, depict a land stressed by over-development and environmental pressures. Her etching, **'Kangaroo Dreaming'** beautifully blends her Yorta Yorta heritage with environmental themes inspired by the Murray River.

Taylor Cooper's painting **'Malara: Wanampi Tjukurpa'** is a testament to his deep connection to his birthplace of Malara in the far northwest of South Australia. It is also an homage to the Rainbow Serpent Dreaming that holds a special significance in his personal and cultural identity.

The artworks emphasise the profound relationship First Nations peoples have with the land – the land upon which we live and work.



Leading through innovation.

The College has achieved significant milestones in our pursuit of innovation. Two major projects have transformed our services and resources for the judiciary. We have also addressed emerging challenges, particularly in the realm of artificial intelligence, by examining the impact of technologies like ChatGPT.

Transforming the digital experience.

In July 2022, years of work came to fruition with the launch of our new website. This dynamic modern platform provides a user-friendly experience for both the judiciary and the wider legal profession.

The website offers personalised profiles for judicial officers, granting access to all College events; an integrated event registration system and favourite content are to be found in one central location. This tailored experience enhances the ability to navigate the website and access resources crucial to judicial work.

Incorporating robust search tools and housing a wealth of College bench books and curated legal resources, the website benefits both the judiciary and the broader legal profession. Finding desired content has never been easier. These resources are accessible to all, promoting legal knowledge and supporting access to justice.

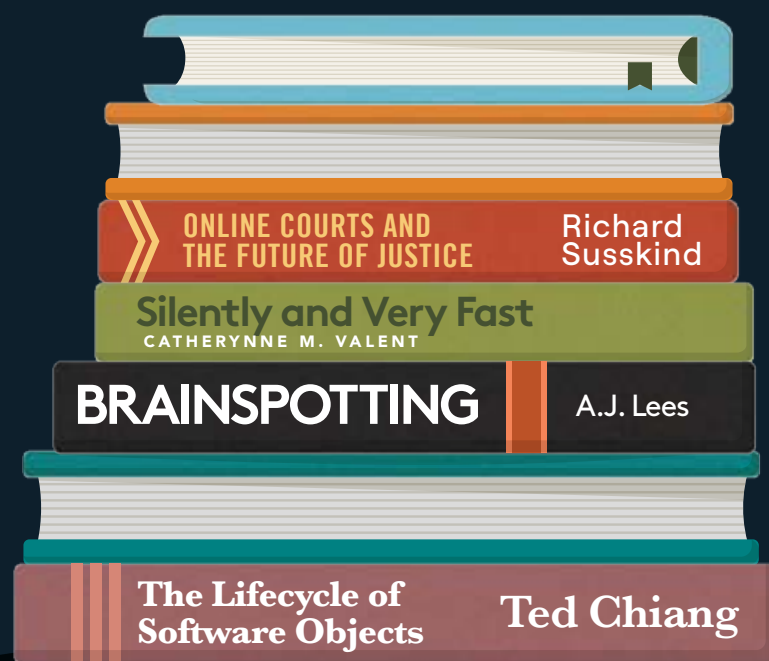
Automating jury directions.

In September 2022, we took another leap forward by unveiling the first phase of the College's innovative judicial precedent builders followed by the release of the Criminal Charge Builder in April 2023. These products leverage document automation software to enhance both our Civil and Criminal Charge Books and decision templates for the Magistrates' Court criminal division.

Document automation platforms have been widely utilised in law firms to streamline the creation of commonly used documents like contracts and wills. We are proud to be among the first judicial education bodies to apply this technology to model jury directions.

Our precedent builders use a brief questionnaire that allows the judicial officer to identify the trial or hearing's key facts. The automation software then utilises their responses to determine the most relevant sections of the model jury directions or decision templates. It also customises commonly used phrases, such as party names and genders, to align with the specific case. The result is an efficient system that expedites the preparation of jury directions or reasons, while highlighting recurring issues in specific cases.

To help judicial officers and associates learn to use these new systems, the College conducted launch events. These short demonstrations provided attendees with the chance to see the system in action and learn how to use it themselves. In addition, short training videos, released at the same time as the precedent builders, provide on-demand demonstrations of how to use them.



Reflecting on the launch of the Civil Juries Charge Builder, Justice Andrea Tsalamandris remarked:

'The College's Judicial precedent builders are a transformative tool for judicial officers. They are user friendly, time efficient, and simplify the process of preparing jury directions, allowing us to tailor the charge to the specific issues in each criminal or civil case. The College's dedication to providing us with cutting-edge resources is commendable, and these innovative applications are a remarkable achievement that will undoubtedly elevate the standard and consistency of our judicial practice.'

Advancements in technology.

In March, we addressed the increasing interest surrounding large language models, particularly OpenAI's ChatGPT, through our seminar, **ChatGPT: Being alert but not alarmed**. Recognising the urgent need to help judicial officers grasp the capabilities and limitations of these platforms, we assembled a panel of experts. The seminar was led by Justice Jacinta Forbes, chair of the Supreme Court IT committee; lawyer and legal technology expert Mr Michael Pattison; and Dr Justin Bree, Chief Information Officer of Court Services Victoria. It provided attendees with an immersive demonstration of ChatGPT, offering insights into its operation and its implications for the judiciary and the legal profession.



First Nations.

The College collaborates with the Judicial Officers’ Aboriginal Cultural Awareness Committee (JOACAC) to raise judicial officers’ understanding of cultural and socio-economic issues affecting First Nations peoples who come before the courts.

This year, themes of ‘Voice’ and ‘truth-telling’ set the tone.

Yoorrook and the process of truth-telling.

Aboriginal and Torres Strait Islander peoples have long called for a comprehensive process of truth-telling about Australia’s history. Telling the truth about our history not only brings to light colonial conflict and dispossession but also acknowledges the strength and resilience of First Nations peoples and cultures.

In June 2022, the historic Yoorrook Justice Commission released its interim report on historical and ongoing injustices experienced by First Nations peoples in Victoria.²

During a moderated event led by human rights lawyer Julie Buxton, Commission counsel – including Tony McAvoy SC, a proud Wirđi man, Fiona McLeod AO SC, and Sarala Fitzgerald – discussed the challenges and significance of their work. They also shared their experiences in helping Aboriginal witnesses give testimony before the Commission. Judicial officers learned about the importance of providing a culturally safe atmosphere and process – and how to create both.

‘Amazing sessions. Especially thankful for the insights into the experiences and how I can make my court and practices better.’

JUDICIAL OFFICER FEEDBACK



² The Yoorrook for Justice Report into Victoria’s Child Protection and Criminal Justice Systems was published outside the reporting period in August 2023.



In conversation with Thomas Mayo.

In late 2022, as discussions on ‘Voice’ proliferated across the nation, we had the privilege of gaining a unique perspective from Thomas Mayo, author, signatory to and advocate for the Uluru Statement from the Heart.

Joined in conversation with Magistrate Rose Falla, Mr Mayo spoke about his background as a wharf labourer and as an official of the Maritime Union of Australia, both of which informed his understanding of effective advocacy and led to his involvement with the Uluru Statement. He explained the careful process undertaken to create and draft the work, before giving a powerful and moving recitation of the full Statement.

During the conversation, Mr Mayo also talked about his writing, most significantly his book Dear Son, a collection of letters, including his own, written by First Nations fathers to their sons as an act of defiance against everything they were taught about themselves and the stereotypes that are still perpetuated in Australia.

Mr Mayo acknowledged the narrow apolitical path that judicial officers must walk but noted ‘You are all members of other communities, even if it’s just your family’ and that conversations can and should be had there.



First Nations.

Aboriginal community justice reports.

Victoria is piloting Aboriginal Community Justice Reports (ACJRs) inspired by Canada's Gladue Reports. In response, the College held an event giving judicial officers insights into the benefits and challenges of ACJRs, which, unlike standard expert reports, are intended to offer a comprehensive perspective on an Aboriginal and Torres Strait Islander offender's life and cultural background.

Judge Scott Johns, of the County Koori Court, emphasised that ACJRs focus on personal narratives, cultural significance, and community connections. They promote cultural competency, both to inform suitable sentencing considerations and aid in reducing overrepresentation in custody. These reports also illuminate how disadvantaged backgrounds can influence culpability, thereby enhancing the fairness of the judicial process. However, despite their advantages, the time and expense required for preparing ACJRs need to be carefully considered.

Charmain Anton, from the Victorian Aboriginal Legal Service, highlighted the effort invested in creating ACJRs – leading to improved outcomes by uncovering contributing factors and promoting healing. Angie Wong, a Public Defender at Victoria Legal Aid, emphasised how the detailed information from ACJRs influenced her assessment in a specific case and empowered her to advocate for a non-custodial outcome. The comprehensive and culturally sensitive interviews conducted by ACJR writers provided unique insights unavailable to most legal practitioners.



Crossover kids.

Moderated by Magistrate Jelena Popovic, this event focused on the concerning trend of crossover kids – children from the child protection system who become involved in the criminal justice system. First Nations youth are particularly affected, with high representation.

Magistrate Jennifer Bowles of the Children's Court of Victoria, delivered a heartfelt presentation, drawn from her extensive experience and research in the area, to highlight the challenges faced by crossover kids. She emphasised their significant disadvantages, such as high rates of out-of-home care, exposure to multiple forms of disadvantage, and various issues like sexual exploitation, self-harm, and neurological disorders. To address these challenges, Magistrate Bowles proposed a crossover list in the Children's Court, aiming to streamline cases involving crossover children, promote accountability and coordination, and prioritise their best interests.

The event concluded on a hopeful note, with Ashley Morris, Manager of Koori Services and Programs at the Children's Court, presenting the work of Marram-Ngala Ganbu, a culturally appropriate Koori Family Hearing held at Broadmeadows Children's Court. This program, which means 'we are one' in the Woi Wurrung language, aims to improve outcomes for Koori children and families involved in child protection proceedings by promoting greater family participation and culturally informed decision-making. The program has expanded to Shepparton Children's Court, broadening its impact with positive evaluations supporting its potential for further expansion.

'This was one of the most powerful and moving events I have attended.'

JUDICIAL OFFICER FEEDBACK



Celebrating Koori Courts.

This year, the Magistrates' Koori Court is celebrating its 20th anniversary and the County Koori Court its 15th anniversary.

To mark these milestone anniversaries, JOACAC and the College organised a special event featuring a panel discussion, facilitated by Magistrate Rose Falla, which delved into themes such as the importance of Elders and Respected Persons being involved with the Koori Courts and the impact and influence of these courts on the administration of justice for Koori communities. The panel comprised esteemed Elders Aunty Pam Pedersen and Uncle David Farrall, as well as Judge Scott Johns and County Koori Court Officer Kylie Spencer. Aunty Pam and Uncle David graciously shared their two decades of experience with the Court and emphasised the immense benefits gained by both themselves and the community. Kylie Spencer highlighted the meaningful connections she has fostered with offenders in Court, aiding them in finding calm before the proceedings. Her perspective added depth to the discussion, offering a glimpse into the human aspect of the judicial process.

The event provided an opportunity for reflection, discussion, and appreciation of the transformative role these courts have played in the Victorian justice system.

First Nations resources.

The College has launched a new resource collection to inform judicial officers about Aboriginal and Torres Strait Islander culture and legal issues concerning community. The collection was developed in collaboration with the Court Services Victoria Dhumba Murmur Djerring Unit and in consultation with the Koori Leadership Group. It covers a variety of areas, including First Nations history, culture, language in courts, bail, significant cases, Koori Courts, sentencing and support for Koori offenders, court and tribunal resources for Koori participants, as well as reports, papers, and other resources. The resource collection continues to evolve. It was recently updated to include Coroner Simon McGregor's finding into the passing of Veronica Nelson, a proud Gunditjmara, Dja Dja Wurrung, Wiradjuri and Yorta Yorta woman.



Law.

Supporting the core judicial work is vital. This year, the College has prioritised revitalising our bench book library, as well as expanding resources to better support judicial officers. Our goal is to provide comprehensive assistance for court and chambers work, while keeping abreast of legal developments. Our events have covered foundational topics like sentencing, bail, evidence, and statutory interpretation; they have also explored less familiar and nuanced areas such as stalking. The strong collaborations we have established with jurisdictions and like-minded organisations have greatly enriched our work.

Strengthening key judicial resources.

The **Victorian Criminal Charge Book**, the flagship publication of the College, plays a pivotal role in providing clear jury directions. In the past year, we updated the Charge Book eight times. Significant revisions to Chapter 7.3 were made in response to the commencement of Part 4 of the *Justice Legislation Amendment (Sexual Offences and Other Matters) Act 2022*. These updates consolidated various preliminary directions aimed at countering misconceptions about sexual offending. Three updates responded to evolving case law, covering subjects including distress, recklessness, Commonwealth joint offending, stalking, and duress, while the remaining four updates refined language in accordance with feedback received from judicial and professional users, enhancing communication and reflecting changes in law and practice.

In response to Recommendation 81 of the Victorian Law Reform Commission's report **Improving the Justice System Response to Sexual Offences**, the College is collaborating with the County Court to develop integrated jury directions. This approach focuses the jury's attention on the individual questions of fact they must decide, rather than on abstract statements of the elements of the offence. These materials aim to promote greater use of integrated directions, and help jurors receive directions that are easier to understand and apply.

'The resources are so fantastic.

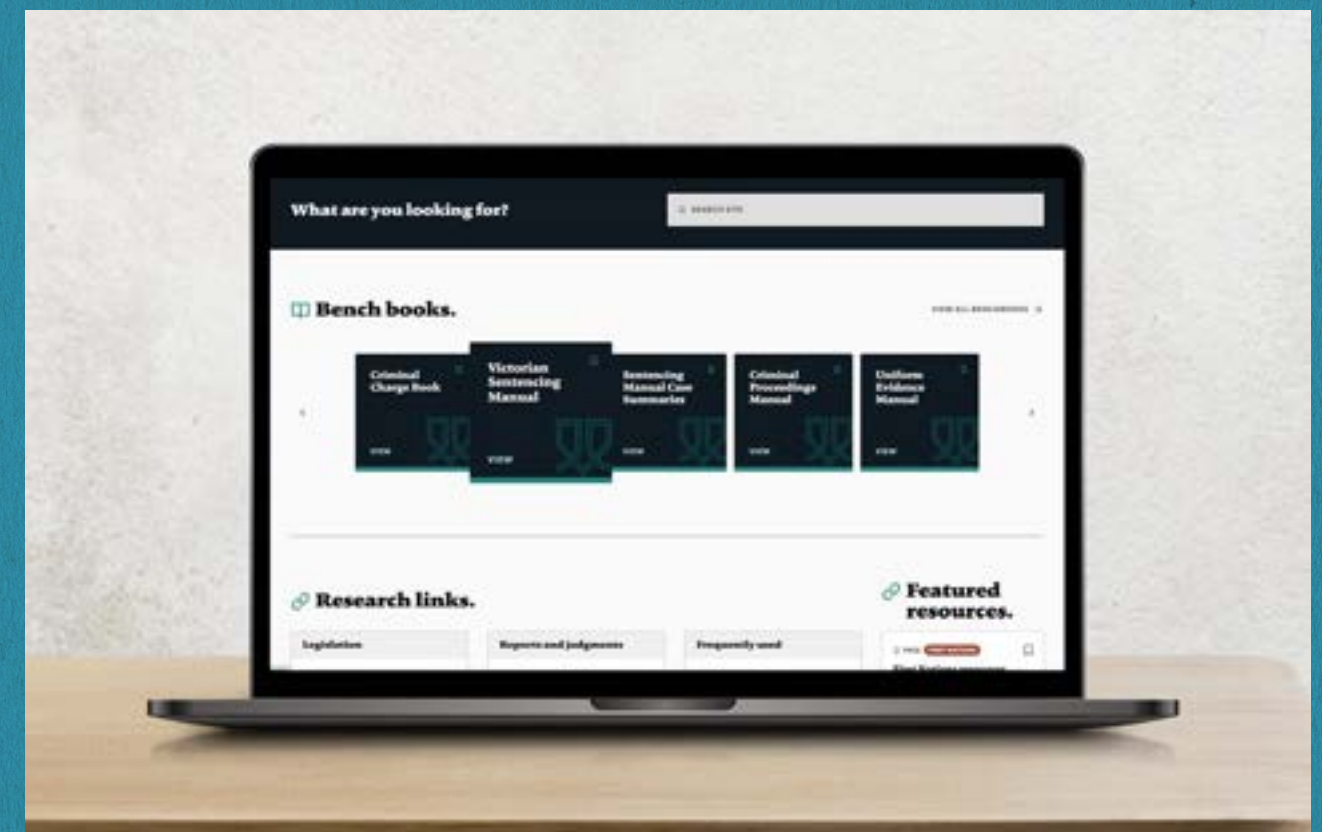
When I first started as a judge (almost 18 years ago!), there were no charge books, and I had to write all my charges by myself, with the help of Judge Kelly's notes (who authored the earlier version of the charge book).

New practitioners and judges have no idea how lucky they are to have such wonderful and user-friendly resources!!'

JUDICIAL OFFICER FEEDBACK

The substantive rewrite of the **Victorian Sentencing Manual** was completed in November with the publication of the final three chapters: Offences against justice, Offences against public order, and Inchoate offences. One of our most frequently used publications, the Manual is constantly updated to maintain its currency and utility to judicial officers. Our research identified a need for new chapters on Firearms offences and Terrorism offences, which were published in July 2023. A new section on the sentencing of summary offences is in preparation, and a working group of magistrates and practitioners has been established to act as an editorial body for that work.

With the assistance of interns from Monash, Melbourne, and Victoria Universities, we have also published approximately 900 new County Court sentencing summaries. This is in addition to continuing to maintain sentencing summaries for Court of Appeal cases, current through April 2023.



Enhancing our bench book library.

The **Victorian Criminal Proceedings Manual** describes the processes that ensure the smooth, just and consistent functioning of the criminal jurisdiction, from when a charge is filed through to the completion of appeals. Over the past year, we have incorporated two significant legislative developments into the manual. The first was the disclosure certificates and dual commission holder provisions of the *Justice Legislation Amendment (Criminal Procedure Disclosure and Others Matters) Act 2022*. The second was Division 1 of Part 5 of the *Justice Legislation Amendment (Sexual Offences and Other Matters) Act 2022*, which implemented a provision to reduce the consequences of historical offences with uncertainty about the date of offending. Additionally, College researchers responded to non-legislative changes, including ongoing developments in areas such as joinder, interlocutory appeals, and changes to the County Court Criminal Division Practice Note.

The **Uniform Evidence Manual** offers accessible and reliable guidance on the *Evidence Act 2008*. The College has made significant progress in revising and renewing the manual, with a specific focus on Part 3.10 of the Act. Updates were published in chapters covering client-legal privilege, religious confessions, self-incrimination, and public interest immunity.

Work continues on the updating of other important resources, including the **Family Violence Bench Book** and the **Personal Safety Intervention Orders Bench Book**. To streamline these resources, a judicial editorial committee has been formed to provide guidance on the creation of a combined Intervention Orders Manual. This integrated resource will provide a more holistic approach to this material, one structured in alignment with the legal process and with related social contexts integrated into every step.

Finally, our refresh and updating of the **Civil Procedure Bench Book** is complete. The updates enhance the already valuable resource by streamlining content, incorporating recent significant decisions, and providing comprehensive updates. Focusing on what judges need to know to properly exercise their discretion, the Bench Book discusses relevant legislation before common-law interpretations. The updated Bench Book will be published in the second half of 2023.

Law.

Fundamentals of judicial practice.



Modern statutory interpretation.

The College was privileged to host former High Court judge, the Honourable Patrick Keane AC KC, who delivered a thought-provoking address on modern statutory interpretation.

Mr Keane emphasised the significance of studying cases related to strongly contested issues of statutory interpretation and used recent High Court decisions to show that ‘context is a first order consideration’. Employing a wide-ranging examination of issues, including migration assessments, post-sentence detention, transgender recognition, public health measures and female genital mutilation, Mr Keane explored the sometimes contested relationship of the legislature and the judiciary. He discussed how the resolution of statutory interpretation questions often depends on whether the court takes an expansive or modest view of its role in that relationship.

As his Honour aptly put it,

“The notion that this exercise is a dry, bloodless application of rules or maxims, as if we were dealing with geometrical theorems, could not be more wrong.”

Justice Karin Emerton, President of the Court of Appeal, expertly chaired the event.

Mr Keane kindly allowed the College to publish his paper to both the judiciary and the broader legal community.

‘This was an outstanding seminar both in content and presentation. It was both informed and inspired. Intellectual leadership of that kind is extremely beneficial in the daily discharge of the judicial function.’

JUDICIAL OFFICER FEEDBACK

The art of sentencing and bail.

The task of sentencing and determining bail applications is frequently recognised as a significant challenge for judicial officers. In late 2022, the College organised two twilight sessions to help support judicial officers with these challenges, particularly those new to the role.

In the first session, moderated by Emeritus Professor Arie Freiberg AM, Australia's leading expert on sentencing, Judge Fran Dalziel and Magistrate Michelle Hodgson discussed the art of sentencing, emphasising the applicable principles. They shed light on the process of weighing all factors to reach a neutral and balanced sentence, highlighting the instinctive synthesis involved.

The second session focused on bail and was led by Justice Andrew Tinney, with Magistrates Donna Bakos and Tim Gattuso sharing valuable insights on several subjects. They included: assessing the risk of further offending while on bail; handling cases with limited information; addressing sensitive matters involving First Nations applicants, youth, or allegations of family violence; and approaching subsequent bail applications after a previous refusal or revocation.

‘The issues were explored in a clear way. Lots of useful tips and suggestions.’

(BAIL EVENT)

‘It was excellent - thank you!’

(SENTENCING EVENT)

JUDICIAL OFFICER FEEDBACK



Law.

Same evidence, different reasoning.

A strong working familiarity with evidence law is a core component of judicial work. The College continued its fundamentals of evidence series to assist judicial officers to better understand the operation and application of key provisions of the *Evidence Act 2008*.

In this session, Judge Gerard Mullaly and evidence expert Andrew Palmer KC explored the often complex and nuanced subject of tendency and coincidence evidence. They looked at the nature of this type of evidence as well as the relevant tests, including the assessment of significant probative value and prejudicial effect. The audience was given the chance to apply their knowledge to a scenario and engage in interactive questioning.

Understanding the subtleties of stalking.

Stalking is a common feature of family violence cases – but the risks and impacts of the behaviour are not limited to these cases alone.

The Honourable Jennifer Coate AO chaired a session with clinical and forensic psychologist Professor Troy McEwan, who explored various issues. Among them were the definition and boundaries of stalking, characteristics of stalkers, the impact on victims, risk assessment, managing complexities, and sentencing options. The seminar provided attendees with a deeper understanding of stalking, equipping them to navigate the issue's complexities.

‘Practical, interesting, nuanced.’

‘One of the best presenters I have heard.’

JUDICIAL OFFICER FEEDBACK



Collaborations.

The ongoing effort to modernise the **Coroners Bench Book** has continued this year, with the College and the Coroners Court expecting to publish the revised edition in late 2023. Originally published in 2009 to support the implementation of the new *Coroners Act 2008*, this comprehensive review aims to ensure that the Bench Book remains up-to-date and aligned with the evolving needs of coroners.

The **Guide to the Guardianship and Administration Act 2019**, developed in collaboration with VCAT, provides essential insights into guardianship and administration law under the modernising 2019 Act. This resource received a significant update with the publication in November of a new chapter on enduring powers of attorney. The new chapter explains the operation of enduring powers of attorney under the *Powers of Attorney Act 2014* and incorporates VCAT cases that interpret provisions of that Act.

To ensure the continued relevance of the **Disability Access Bench Book**, we are closely collaborating with the Victorian Equal Opportunity and Human Rights Commission to incorporate the latest legislative developments.

The College partnered with the Sentencing Advisory Council on a project that resulted in the publication of an article titled ‘**When is a sentence manifestly excessive?**’ in the *Alternative Law Journal*. This joint effort, authored by the College’s Matt Weatherson and Dr Paul McGorrrery from the Sentencing Advisory Council, involved analysing a decade’s worth of appeals to investigate the extent of a judge’s discretion in sentencing. The research found that the smallest reduction of sentence following a finding of manifest excess was approximately 8%. The authors suggest this showed that the range of the sentencing discretion is smaller than previously thought, assuming that sentencing courts adjust a manifestly excessive sentence to the middle of the permissible range. This important research further enhances our knowledge of appellate decision-making and sentencing practices.

Our collaborative project with the Law Library of Victoria, **Scholarship for the Legal Community**, aims to foster greater engagement between the judiciary, legal profession, and legal academia by sharing the latest doctrinal research in significant and emerging areas of the law. It includes 30 brief summaries and three detailed summaries across 13 legal fields. This year, we expanded the resource to include a section on the importance of legal scholarship for the judiciary and the development of the law. Our ongoing publication of research on current legal topics enhances judicial understanding, covering areas such as family violence in survivor-perpetrated homicide cases, challenges in cryptocurrency, and jurisdictional considerations regarding social media organisations’ business operations. We also presented the resource to the Australasian Law Academics Association and the Victorian Bar, ensuring its reach to a wider audience.

We continue to contribute summaries of selected Court of Appeal sentencing decisions to the **County Court’s criminal newsletter**. This newsletter, produced by the Chief Judge’s Chambers and County Court legal staff, serves as a valuable resource for County Court judges, associates, registry staff, and lawyers. It highlights significant criminal cases from the Court of Appeal and provides tailored summaries that directly benefit the County Court’s criminal division judges in their important work.

To promote knowledge sharing on significant issues affecting the broader profession, we actively participated in the ‘**Emerging challenges in management of sexual offence trials**’ conference organised by Monash University and Juries Victoria in June 2023. The College’s Matt Weatherson drew on Victorian and inter-state decisions to present the latest developments in distress evidence.

Skills.

The College offers annual programs to assist judicial officers to refine the necessary skills for their roles. This year, the College's events focused on courtcraft, aiming to support judicial officers in effectively navigating the complexities of courtroom proceedings, managing the diverse needs of individuals who appear before them, and ensuring appropriate conduct.



SEE WHAT YOU MADE ME DO

Jess Hill

Something to do
with paying attention

David Foster
Wallace

PRIMA FACIE
SUZIE MILLER

• UNBROKEN

EDITED BY
MARIEKE NIJKAMP

where we stand:
class matters

bell
hooks

Managing high-conflict behaviours.

From continued growth in court lodgements to the rise of 'sovereign citizens' in the courtroom, the importance and necessity of effectively dealing with challenging behaviours in the court or tribunal room have become increasingly evident.

Held twice to address pressing need, this training focused on equipping judicial officers with the skills to manage and respond to high-conflict behaviours. Renowned conflict resolution expert Professor Tania Sourdin shared her expertise, drawing from neuroscience and typologies of high-conflict personalities. The training included role plays, where experienced actor-coaches portrayed combative litigants to assist attendees to practice and refine these techniques. Despite the challenges, these role plays provide enjoyable active-learning, emphasising the significance of practice and patience for judicial officers in establishing boundaries and effectively addressing challenging behaviours.

'I gained new ideas/tools for dealing with these behaviours.'

JUDICIAL OFFICER FEEDBACK

Authoritative and effective courtroom communication.

Authoritative and effective courtroom communication is vital, as it ensures clarity, fairness, and credibility in legal proceedings, allowing judicial officers to establish their authority appropriately to contribute to a just and efficient justice system. At this event, facilitators Simon Wood and Raj Sidhu from Seedling CTS employed interactive experiential coaching techniques, providing participants with an opportunity to refine the essentials of courtcraft.

This included enhancing verbal and non-verbal communication skills, developing strategies for managing oneself during high-stress situations, and receiving constructive feedback to develop participants' individual courtroom style.

'The program was fantastic and equipped me with excellent practical strategies to improve my courtroom communication.'

JUDICIAL OFFICER FEEDBACK

Managing the complexities of self-represented litigants.

Self-represented litigants constitute a diverse group. This event focused on addressing a variety of challenges, such as capacity issues, communication difficulties, mental illness, trauma, and stress. Judge Sharon Burchell and Judge My Anh Tran presented on the judicial obligation to assist self-represented litigants; they also participated in panel discussions alongside presenters, including the Honourable Chris Maxwell AC KC, Magistrate Julie Grainger, and Supreme Court Prothonotary Rod Ratcliffe. The panel explored the limits of procedural fairness in hearings with self-represented litigants and discussed how judicial officers can provide assistance while maintaining fairness. Expert presenters included Professor James Ogloff, a university distinguished Professor of Forensic Behavioural Science, who focused on those affected by mental illness, personality disorders, and trauma; and Dr Jane Lonie, a Clinical Neuropsychologist, who addressed the topic of individuals with impaired cognition and capacity-related issues with commentary also provided by VCAT Deputy President Genevieve Nihill AM. The event concluded with a practical session led by Magistrate Julie Grainger, equipping attendees with effective tools for navigating hearings involving self-represented litigants.

'Absolutely loved the session presented by their Honours Burchell and Tran - one of the most entertaining and educational sessions I've attended.'

JUDICIAL OFFICER FEEDBACK

Understanding ground rules and intermediaries.

Ground rules hearings are designed to ensure fair treatment of vulnerable witnesses, particularly children and adults with cognitive impairments. A special event was held in anticipation of the requirement from 31 July 2023, that pursuant to *Criminal Procedure Act 2009* s 389B(3), a ground rules hearing must be held in all sexual offence cases regardless of whether an intermediary has been appointed.

Exploring all dimensions of ground rules hearings, judicial officers came away with an understanding of when to conduct such a hearing and how to do it effectively – with or without an intermediary. Also explored was the challenging task of intervening in questioning when the ground rules are not being followed or there are improper questions. Judges and magistrates had the opportunity to work with eight intermediaries in a practical group exercise to reformulate questions. The event was chaired by Magistrate Jo Metcalf and featured speakers Deputy Chief Judge Meryl Sexton, Judge Amanda Chambers, Judicial Registrar Rosalind Avis, as well as intermediaries Dagmar Jenkins and Janet Wilson.

The College also released two podcasts to familiarise judicial officers with ground rules hearings and working with intermediaries. The first podcast features Judge Fiona Todd, Dr Lucy Knox, and Dr Renee Wright discussing the role of intermediaries and providing tips for effective collaboration in the courtroom. The second includes insights from Deputy Chief Judge Meryl Sexton and Magistrates Jo Metcalf and Belinda Wallington, who offer strategies for hearings without intermediaries.

Social Context.

Inside prisons.

The College provided a group of judicial officers the opportunity of an escorted tour of Victorian prisons, casting new perspectives on the reality of a term of imprisonment.

The full-day visit to two metropolitan prisons – the Metropolitan Remand Centre (MRC) and the Dame Phyllis Frost Centre (DPFC) – allowed judicial officers to expand their understanding of prisons and the prison industry, explore issues related to sentence management, rehabilitation programs and family contact arrangements and gain exposure to different aspects of custodial settings.

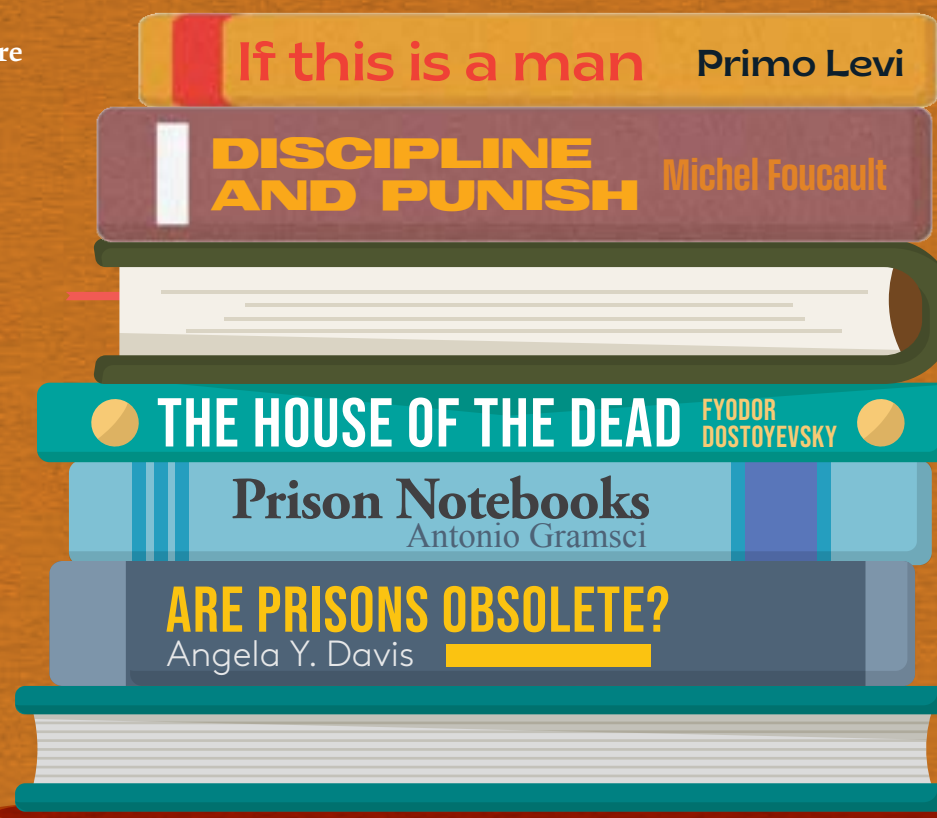
Guided by Deputy Commissioner Custodial Operations, Melissa Westin ACM from Corrections Victoria, judges and magistrates toured the two facilities and viewed areas for the reception of prisoners and education, medical, recreational and accommodation units.



‘It was of great interest and benefit to me to see, for the first time, the inside of these two prisons. I now think I have more feel for the reality of what life in prison might be like for an inmate.’

‘It was fascinating to gain insight into the prison system, the daily challenges, the focus on providing the right services to those incarcerated, and the opportunities for skills, jobs, and housing.’

JUDICIAL OFFICER FEEDBACK



Judicial Life.

‘None of you came into the system because you wanted to destroy it, or anyone else, or yourself. But all of you will experience bad days, and more than one of you will experience something similar to what happened to me. And when that happens, you shouldn’t feel alone. We shouldn’t be pretending that everything’s fine; and you shouldn’t be left blaming yourself and pretending that it’s ok.’

JUSTICE STEPHEN O’MEARA, BAR READERS’ DINNER, MELBOURNE, MAY 2023

Justice O’Meara’s heartfelt address not only recognises the challenging moments and difficult days encountered by individuals in the legal profession but also illustrates a significant transformation in attitudes towards confronting wellbeing issues among senior members of the judiciary. His address underscores the importance of the College’s dedication to supporting the wellbeing of judicial officers by delivering tailored offerings that tackle current issues, cater to different career stages, and meet the specific needs of each jurisdiction.

Building strong foundations.

The College’s **Balancing the demands of judicial life** program focuses on the wellbeing of new appointees, bringing together judicial officers from various jurisdictions. The program examines the sources of judicial stress, explores their personal impacts, and provides strategies to enhance wellbeing. It equips judicial officers with the knowledge and skills to manage the challenges of transitioning to the judicial role, and to approach their judicial career with optimism and confidence. This program is complemented by follow-up collegiate facilitated discussions, to foster relationships and provide ongoing wellbeing education.

‘I am going to attempt to implement a somewhat more mindful approach to my preparation for going into court each day; and I am also going to aim to set some clearer boundaries between my professional and personal life.’

JUDICIAL OFFICER FEEDBACK

Tailored support.

The College’s response to the varied wellbeing needs of each jurisdiction led to the delivery of a two-part workshop specifically designed for Associate Justices in the Supreme Court. In part one, participants learned skills to identify day-to-day stressors, recognise structural and systemic factors affecting judicial wellbeing, and adopt a framework for support.

Part two featured a full-day workshop that explored systemic responses to judicial stress and emphasised the importance of developing a personal toolkit of stress-reducing strategies. It provided an intimate forum for Associate Justices to share experiences and learn from one another.

‘[This seminar demonstrated the] importance of autonomy, competence and relatedness to job satisfaction. And that our work is inherently stressful and that we, both individually and organisationally, need to put measures in place to manage the impact of that stress.’

JUDICIAL OFFICER FEEDBACK

The College continued its support for judicial leaders at the Magistrates’ Court of Victoria via a series of facilitated discussions on **Leadership excellence for judicial wellbeing**. The sessions focused on equipping leaders with the skills to best sustain themselves in their leadership roles, which, in turn, enables better support for the wellbeing of those they lead.

In addition, the College facilitated a session for the Common Law Division of the Supreme Court of Victoria, specifically examining mental health incidents in court, particularly when self-represented litigants behave in a way that poses a risk to themselves or others. The session focused on responsibilities, risk minimisation, and support for judges and their staff. The College provided a separate session for VCAT members, sharing research findings on judicial stress in Australia and suggesting approaches to support judicial wellbeing within that jurisdiction.

Judicial Life.

Empowering resilience.

Following Australia's first survey charting the heightened risk of burnout and trauma experienced by judicial officers (due to high workloads and the nature of the matters heard), the College hosted a twilight session on **Vicarious trauma, burnout, and recovery**. The session featured experts including Professor Gordon Parker AO, Professor Andrea Phelps, and the Honourable Clyde Croft AM SC. Chaired by Carly Schrever, co-founder of Human Ethos, PhD Candidate and author of the survey, the session explored the risks, warning signs, and evidence-based strategies for managing vicarious trauma and burnout. It also looked at facilitating a return to productive and meaningful work.

'I thought the discussion about personality types was very interesting, as a factor to be considered in vulnerability and in recovery. Similarly, the phrase "locus of control" stood out for me as a contributing personality feature.'

'The best and most relevant PD session I have ever participated in. Simply useful.'

JUDICIAL OFFICER FEEDBACK



Leading the way.

The College showcased its expertise and leadership in judicial wellbeing at the International Organisation for Judicial Training's 10th biennial International Conference of the Training of the Judiciary in Ottawa, Canada. The College's presentation on judicial wellbeing was led by Carly Schrever, who highlighted the importance of judicial wellbeing and shared insights from her research and other work undertaken in Australia. The session garnered significant engagement and interest from participants, who expressed similar concerns in their jurisdictions.

College CEO Samantha Burchell and Carly Schrever gave the College's presentation on sexual harassment education. This session, which addressed the global impact of the #MeToo movement and discussed the College's response to revelations of sexual harassment by Australian judicial officers, engaged attendees. The College highlighted its educational response to addressing sexual harassment in Victorian Courts and VCAT, including the rollout of its ground-breaking **Courts as workplaces** programs.

Many participants reported similar concerns in their jurisdictions, acknowledging the absence of developed programs to address these pressing issues. These responses underscore the College's influential role in raising awareness and providing practical solutions regarding judicial wellbeing – as well as leading the way in training and education on sexual harassment, with its significant global impact.

Working with jurisdictions.

The College collaborates with jurisdictions to deliver bespoke conferences and events tailored to different educational needs and priorities.



County Court of Victoria Conference.

In late 2022, the College worked with the County Court to deliver the County Court's annual judges' conference. The program explored diverse themes of voice, leadership, trauma, and courtcraft.

Chief Judge Peter Kidd opened the conference and set the tone for the keynote speaker, Thomas Mayo, author, National Indigenous Officer of the Maritime Union of Australia, and signatory of the Uluru Statement of the Heart. As a tireless advocate for advancing First Nations' voices, Mr Mayo spoke passionately about the significance of voice and of constitutional recognition.

Renowned journalist and former ABC Foreign Correspondent, Philip Williams, delved into his experiences covering major global news stories and managing the resulting trauma, offering stories from the frontlines. Author Megumi Miki captivated the audience with her exploration of quiet leadership and its impact on the judge's role within the courtroom. The first day concluded with Maree Crabbe, co-founder and Director of the Australian violence prevention initiative 'It's time we talked', shedding light on concerning developments related to young people's use of pornography.

The lineup on the second day included ABC news presenter and voice coach, Tamara Oudyn, who tackled the topic of the judge's voice in the courtroom and provided practical strategies to maximise this personal instrument. The conference concluded with the Honourable Geoff Nettle AC KC and the Honourable Jack Forrest KC reflecting on courtcraft and addressing the management of voice and authority.

Working with jurisdictions.



Magistrates' Court orientation.

The College collaborated with the Magistrates' Court of Victoria to deliver an orientation program for a group of 40 newly appointed Magistrates. This program offered the opportunity to explore the technical, ethical, and practical aspects of the magistrate's role and engage in reflective discussions. Chief Magistrate Lisa Hannan played a pivotal role in supporting the event, emphasising the privileged nature of the role as a service to the community.

The Honourable Chris Maxwell AC KC delivered a keynote speech, generously sharing his extensive experience from years on the bench. He emphasised the importance of providing a fair hearing and ensuring that all parties feel heard, regardless of the outcome. Justice Emilios Kyrou AO highlighted the essential personal attributes of a good magistrate, while the Honourable Murray Kellam AO KC joined him to explore ethical principles and scenarios. This sparked a lively discussion among magistrates, who shared their personal experiences and stories since joining the bench. The program also included interactive court scenarios. Experienced coaches portrayed the roles of litigants, providing feedback and tips on voice, tone, language, and courtroom control.

'Any program which brings judicial officers together to 'trade' court experiences is great, as you learn a great deal by hearing how others deal with issues. I took the most from the Hon. Chris Maxwell's presentation in relation to his advice re tone/content and body language, entering the court room calmly and reflective listening.'

JUDICIAL OFFICER FEEDBACK

Writing coronial findings.

Writing clear, concise, and well-reasoned coronial findings and recommendations requires attention and focus. Chaired and presented by Judge Wendy Wilmoth, this event gave coroners insights on planning, preparing, understanding, and writing for their audience, as well as effectively communicating complex and technical information. The panel of presenters included author Jock Serong, Coroner Paresa Spanos, and the Court's Family Liaison Manager, Kathy Gilbert. Coroners gained knowledge about the architecture of writing, structuring findings and narratives, being concise, and employing plain language.

Troy Williamson, the Coroners Court Koori Engagement Coordinator, also shared his expertise on writing for First Nations audiences through the lens of 'telling a story' and 'being a voice'. Authors Angela Savage and Jock Serong explored the concept of 'voice' in writing. Throughout the program, participants actively engaged in redrafting their findings, receiving valuable feedback and guidance from facilitators.

'The combined expertise of presenters made this a most informative and beneficial program.'

'[It was valuable to have] the opportunity to take time out to think more conceptually about writing which is at the heart of what we do.'

JUDICIAL OFFICER FEEDBACK



Victorian Civil and Administrative Tribunal.

EMPOWERING EFFECTIVE COMMUNICATION, INDUCTION, AND CULTURAL COMPETENCE.

Enhancing the communication and tribunal room management skills of VCAT members was the primary focus of **VCAT Tribunal craft**. The workshop, led by experienced facilitators and coaches Simon Wood and Raj Sidhu from Seedling CTS, included role plays, feedback, and coaching to develop the skills of the participants. VCAT members gained valuable insights into different management styles, identified strengths, weaknesses, and blind spots, and acquired essential skills in effective communication, feedback, and managing high-pressure situations. Senior Members Cathy Aird and Bernadette Steele served as VCAT mentors, providing support to recently appointed VCAT members in addressing challenges and maximising opportunities for best practice outcomes throughout the Tribunal.

To provide further support to new appointees in their roles, the College delivered a comprehensive **VCAT Member induction** program. The aims of this event were to equip newly appointed members with essential skills and knowledge through engaging sessions led by experienced colleagues and experts. Newly appointed members gained valuable insights into the role of a member and how to be 'hearing ready'. Topics included stress management, ethical principles, practice and procedure, rules of evidence, and procedural justice. A practical courtcraft session focused on enhancing communication skills for the Tribunal setting, including body language management, voice modulation, and tone. Participants also had the opportunity to practice opening addresses and provide feedback to one another.

Utilising education modules developed by the Judicial Council on Diversity and Inclusion, the College delivered specialised training for VCAT members on **Working with diverse communities and interpreters**. The training enabled members to reflect on culture, unconscious bias, intersectionality, and effective collaboration with interpreters. The training aimed to support the implementation of culturally responsive strategies, ensuring access and a fair hearing for individuals from diverse cultural and linguistic backgrounds, particularly migrant and refugee parties at VCAT. Chaired by Senior Member Reynah Tang AM, the training included an engaging session led by Eva Hussain, a certified practising translator and interpreter. Through discussion and role play, attendees learned about the qualities of a good interpreter and compared them with the contrasting qualities of a poor interpreter. Practical strategies for optimising interpreter performance in Tribunal hearings, including online or phone appearances, were also shared during the session.

'That Senior Members continue to return to this program and help newcomers has been a great compliment to this course and I hope they continue to maintain doing so.' (VCAT Tribunal Craft)

'I found the presenters to all be so engaging and knowledgeable that they were easy to listen to and to understand.' (VCAT Member induction)

JUDICIAL OFFICER FEEDBACK

Year at a glance.

In 2022/23, the College delivered education events in a range of formats and mediums, including in-person, online live webinars, interactive forums, facilitated discussions, informative videos and podcasts.

We reached audiences in Melbourne, across suburban and regional Victoria, in other States of Australia and internationally.

2022-2023 EDUCATION	
Courts as workplaces: Sexual harassment and inappropriate behaviours (County Court of Victoria)	29/07/2022
VCAT Tribunal craft	4/08/2022
Koori twilight: Yoorrook and the process of truth-telling	18/08/2022
Courts as workplaces: Bystander training (County Court of Victoria)	26/08/2022
Balancing the demands of judicial life	2/09/2022
Balancing the demands of judicial life: Facilitated peer discussion	12/09/2022
Balancing the demands of judicial life: Facilitated peer discussion	13/09/2022
Managing high-conflict behaviours	20/09/2022
Koori twilight: In conversation with Thomas Mayo	4/10/2022
Automating jury directions	13/10/2022
The art of sentencing	24/10/2022
What we know about judicial stress	24/10/2022
Writing coronial findings	26/10/2022
Courts as workplaces: Sexual harassment, inappropriate behaviours & bystander training (County Court of Victoria)	28/10/2022
Bail: A balancing act	7/11/2022
Courts as workplaces: Sexual harassment, inappropriate behaviours & bystander training (County Court of Victoria)	10/11/2022
Fundamentals of evidence: Tendency and coincidence	15/11/2022
Balancing the demands of judicial life: Facilitated peer discussion	21/11/2022
Balancing the demands of judicial life: Facilitated peer discussion	22/11/2022
Magistrates' Court orientation	2/12/2022
Courts as workplaces: Sexual harassment, inappropriate behaviours & bystander training (County Court of Victoria)	2/12/2022
VCAT Member induction	6/12/2022
Understanding the subtleties of stalking	16/02/2023
Courts as workplaces: Facilitated discussion (Coroners Court of Victoria)	21/02/2023

2022-2023 EDUCATION	
Courts as workplaces: Sexual harassment, inappropriate behaviours & bystander training (County Court of Victoria)	24/02/2023
Courts as workplaces: Sexual harassment and inappropriate behaviours (Supreme Court of Victoria)	3/03/2023
Courts as workplaces: A hypothetical about judicial bullying	7/03/2023
ChatGPT: Being alert but not alarmed	9/03/2023
Judicial wellbeing for Associate Justices	14/03/2023
Koori twilight: Aboriginal community justice reports	15/03/2023
Authoritative and effective courtroom communication	17/03/2023
Inside prisons	21/03/2023
Modern statutory interpretation	22/03/2023
Koori twilight: Crossover kids	29/03/2023
Courts as workplaces: Bystander training (Supreme Court of Victoria)	31/03/2023
Tribunals as workplaces (VCAT)	31/03/2023
Automating criminal jury directions	18/04/2023
Managing high-conflict behaviours	28/04/2023
Understanding ground rules and intermediaries	9/05/2023
Vicarious trauma, burnout and recovery	23/05/2023
Judicial ethics and public confidence	25/05/2023
Balancing the demands of judicial life: Facilitated peer discussion	29/05/2023
Tribunals as workplaces (VCAT)	2/06/2023
Koori twilight: Celebrating Koori specialist courts and tribunals	7/06/2023
Managing the complexities of self-represented litigants	9/06/2023
Balancing the demands of judicial life	16/06/2023
Working with diverse communities and interpreters	23/06/2023
Leadership conversations with Dr Peter Shaw (x 2)	July - June
New judicial appointee inductions (x 25)	July - June
New appointee judicial information inductions (x 25)	July - June

2022-2023 COURT COLLABORATIONS	
Twilight highlight: Where stress presides (VCAT)	19/07/2022
Court of Appeal workshop (County Court of Victoria)	22/07/2022
Mental health incidents in the courtroom (Common Law Division, Supreme Court of Victoria)	2/08/2022
County Court of Victoria conference	6 - 7/10/2022
Building reasons (Magistrates' Court of Victoria)	17/10/2022
Leadership excellence for judicial wellbeing (Magistrates' Court of Victoria)	18/11/2022
Court of Appeal workshop (County Court of Victoria)	18/11/2022
College resources (Judicial staff conference, Supreme Court of Victoria)	4/05/2023

2022-2023 INTERNATIONAL, INTERSTATE AND OTHER EDUCATION	
Presentation to the Victoria University Shadowing Program (Victorian Bar)	1/07/2022
Scholarship for the legal community: Enhancing the contribution of legal academics to the development of the law (Australasian Law Academics Association conference)	8/07/2022
Recognising traumatic stress in yourself (Magistrates' Court of Queensland)	6/09/2022
The psychological impact of family statements: Empathy, role, and emotional labour (Coroners Court of New South Wales)	10/10/2022
Scholarship for the legal community (Academic and professional staff, Monash University)	19/10/2022
10th International Conference on the Training of the Judiciary (International Organisation for Judicial Training, Ottawa, Canada)	30/10/2022 - 3/11/2022
The use of legal academic work by barristers: An introduction to scholarship for the legal community (CPD Seminar, Victorian Bar)	5/12/2022
Scholarship for the legal community (Victorian Bar Readers Course)	6/04/2023
Visiting Japanese and Korean judicial delegation (Asian Law Centre, Melbourne Law School)	28/04/2023
Visiting Taiwanese judicial delegation (Taiwan Academy for the Judiciary)	5/06/2023
Emerging challenges in managing sexual assault trials (Monash University)	9/06/2023

2022-2023 PODCASTS	
The edge of the familiar: Good writing with Don Watson	13/07/2022
Wellbeing in conversation: On thriving in the judicial role	17/08/2022
Judicial life: Reflections on a life in the law	13/09/2022
Working without an intermediary in ground rules hearings	5/06/2023
Working with an intermediary in ground rules hearings	5/06/2023

The College continues to research, write and maintain a suite of digital publications critical to the delivery of justice in Victoria. Our bench books and other resources are used widely by the judiciary, the legal profession and academics.

PUBLICATIONS
Charter of Human Rights Bench Book and Charter Case Summaries
Children's Court Bench Book
Civil Juries Charge Book
Civil Procedure Bench Book
Coroners' Bench Book
Criminal Charge Book
Criminal Proceedings Manual
Disability Access Bench Book
Family Violence Bench Book
Guide to <i>Guardianship and Administration Act 2019</i>
Key Bail Act Cases: Post-2018 Reforms
Modern Slavery: Guidance for Australian Courts
Open Courts Bench Book
Personal Safety Intervention Orders Bench Book
Scholarship for the Legal Community
Serious Injury Manual
Uniform Evidence Manual
Victims of Crime in the Courtroom: A Guide for Judicial Officers
Victorian Sentencing Manual and Case Summary Database

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	Magistrate Belinda Wallington
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	Magistrate Jennifer Bowles
	Magistrate Abigail Burchill
	Magistrate Rose Falla
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	Judge Áine Magee
Uniform Evidence Manual	Justice Christopher Beale
Victorian Sentencing Manual	Justice Jane Dixon
	Judge George Georgiou
	Magistrate Jo Metcalf
Victorian Sentencing Manual (Summary offences working group)	Magistrate Tim Gattuso
	Magistrate Donna Bakos

College Staff as of 30 June 2023.

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Director, Judicial Education

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Director, Corporate Services

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INTERNS 2022 - 2023

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Jessica Bennett	Mariah Kazantzidis	Tirath Singh
Dominique Cuschieri	Mei Lole	Polly Tamer
Tabitha Jawahiri	Joanna Pitsillou	

College service on external committees

COMMITTEE	REPRESENTATIVE
Courts Collaborative Working Group (Court Services Victoria)	David Tedhams
Judicial Council on Diversity and Inclusion	Samantha Burchell
Juries Advisory Group (Juries Victoria)	Matthew Weatherson
Jury Directions Group (Department of Justice and Community Safety)	Matthew Weatherson
Koori Board Program (Court Services Victoria)	Samantha Burchell



Financial Statements

FOR THE FINANCIAL YEAR ENDED 30 JUNE 2023

HOW THIS REPORT IS STRUCTURED

The Judicial College of Victoria (the College) has presented its audited general purpose financial statements for the financial year ended 30 June 2023 in the following structure to provide users with information about the College’s stewardship of resources entrusted to it.

Financial statements	Comprehensive operating statement	54
	Balance sheet	55
	Cash flow statement	56
	Statement of changes in equity	57

Notes to the financial statements	1	About this report	58
	The basis on which the financial statements have been prepared and compliance with reporting regulations		
	2	Funding delivery of our services	58
	Revenue recognised from grants, sales of goods and services and other sources		
	2.1	Summary of income that funds the delivery of our services	
	3	The cost of delivering services	60
	Operating expenses		
	3.1	Expenses incurred in delivery of services	
	3.2	Employee expenses	
	3.3	Operating expenses	
4	Key assets available to support output delivery	63	
Plant, equipment and vehicles			
4.1	Plant and equipment		
5	Other assets and liabilities	65	
Working capital balances, and other key assets and liabilities			
5.1	Receivables		
5.2	Other non-financial assets		
5.3	Payables		

6	How we financed our operations	67
Leases, Trust account and cash flow information		
6.1	Leases	
6.2	Cash flow information and balances	
6.3	Trust account balances	
6.4	Commitments for expenditure	
7	Risks, contingencies and valuation judgements	71
Financial risk management, contingent assets and liabilities as well as fair value determination		
7.1	Financial instruments specific disclosures	
7.2	Contingent assets and contingent liabilities	
7.3	Fair value determination	
8	Other disclosures	76
8.1	Other economic flows included in net result	
8.2	Responsible persons	
8.3	Remuneration of executives	
8.4	Related parties	
8.5	Remuneration of auditors	
8.6	Subsequent events	
8.7	Australian Accounting Standards issued that are not yet effective	
8.8	Glossary of technical terms	
8.9	Style conventions	

Declaration in the financial statements

The attached financial statements for the Judicial College of Victoria (the College) have been prepared in accordance with Direction 5.2 of the Standing Directions of the Assistant Treasurer under 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 2023 and financial position of the College as at 30 June 2023.

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 23 October 2023.



The Honourable Chief Justice Anne Ferguson
CHAIRPERSON

MELBOURNE, 23 OCTOBER 2023



Mr Gregory Lee
BOARD MEMBER

MELBOURNE, 23 OCTOBER 2023



Ms Samantha Burchell
CHIEF EXECUTIVE OFFICER

MELBOURNE, 23 OCTOBER 2023



Mr Antony Christianen
CHIEF FINANCE OFFICER

MELBOURNE, 23 OCTOBER 2023

Independent Auditor’s Report

Independent Auditor’s Report



To the Board of the Judicial College of Victoria

Opinion	<p>I have audited the financial report of the Judicial College of Victoria (the College) which comprises the:</p> <ul style="list-style-type: none">balance sheet as at 30 June 2023comprehensive operating statement for the year then endedstatement of changes in equity for the year then endedcash flow statement for the year then endednotes to the financial statements, including significant accounting policiesdeclaration in the financial statement. <p>In my opinion the financial report presents fairly, in all material respects, the financial position of the College as at 30 June 2023 and its financial performance and cash flows for the year then ended in accordance with the financial reporting requirements of Part 7 of the <i>Financial Management Act 1994</i> and applicable Australian Accounting Standards.</p>
Basis for opinion	<p>I have conducted my audit in accordance with the <i>Audit Act 1994</i> which incorporates the Australian Auditing Standards. I further describe my responsibilities under that Act and those standards in the <i>Auditor’s Responsibilities for the Audit of the Financial Report</i> section of my report.</p> <p>My independence is established by the <i>Constitution Act 1975</i>. My staff and I are independent of the College in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board’s APES 110 <i>Code of Ethics for Professional Accountants (including Independence Standards)</i> (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.</p> <p>I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.</p>
Board’s responsibilities for the financial report	<p>The Board of the College is responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the <i>Financial Management Act 1994</i>, 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.</p> <p>In preparing the financial report, the Board is responsible for assessing the College’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.</p>

Level 31 / 35 Collins Street, Melbourne Vic 3000
T 03 8601 7000 enquiries@audit.vic.gov.au www.audit.vic.gov.au

Auditor’s responsibilities for the audit of the financial report

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 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 scepticism throughout the audit. I also:

- identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, 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 College’s internal control
- evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Board
- conclude on the appropriateness of the Board’s use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the College’s ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor’s report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor’s report. However, future events or conditions may cause the College to cease to continue as a going concern.
- 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
24 October 2023


Timothy Maxfield
as delegate for the Auditor-General of Victoria

Comprehensive operating statement

FOR THE FINANCIAL YEAR ENDED 30 JUNE 2023

	Notes	(\$) 2023	(\$) 2022
Continuing operations			
Income from transactions			
Grant	2.1	4,682,053	4,840,088
Other income	2.1	178,200	154,734
Total income from transactions		4,860,253	4,994,822
Expenses from transactions			
Employee expenses	3.2.1	(3,298,827)	(3,076,071)
Operating expenses	3.3	(1,097,303)	(996,815)
Depreciation	4.1.2	(34,187)	(34,187)
Interest expense	6.1.1	(407)	(576)
Total expenses from transactions		(4,430,724)	(4,107,649)
Net result from transactions (net operating balance)		429,529	887,173
Other economic flows included in net result			
Other economic flows included in net result	8.1	(4,186)	53,587
Total other economic flows included in net result		(4,186)	53,587
Net result		425,344	940,760
Comprehensive result		425,344	940,760

The accompanying notes form part of these financial statements

Balance sheet

AS AT 30 JUNE 2023

	Notes	(\$) 2023	(\$) 2022
Assets			
Financial assets			
Cash and deposits	6.2	2,045,097	1,866,897
Receivables	5.1	3,317,997	3,219,229
Total financial assets		5,363,093	5,086,125
Non-financial assets			
Plant and equipment	4.1	90,293	124,480
Other non-financial assets	5.2	8,865	15,221
Total non-financial assets		99,158	139,701
Total assets		5,462,251	5,225,826
Liabilities			
Payables	5.3	39,575	364,506
Employee related provisions	3.2.2	807,432	666,110
Leases	6.1	9,612	14,922
Total liabilities		856,620	1,045,538
Net assets		4,605,632	4,180,288
Equity			
Accumulated surplus		4,268,255	3,842,912
Contributed capital		337,377	337,377
Net worth		4,605,632	4,180,288

The accompanying notes form part of these financial statements

Cash flow statement

FOR THE FINANCIAL YEAR ENDED 30 JUNE 2023

	Notes	(\$) 2023	(\$) 2022
Cash flows from operating activities			
Receipts			
Receipts from government		4,583,285	3,857,078
Receipts from other entities		178,200	154,734
Goods and Services Tax (paid)/received from the ATO ^(a)		400	(2,250)
Total receipts		4,761,885	4,009,562
Payments			
Payments to suppliers and employees		(4,577,968)	(3,862,277)
Interest paid		(407)	(576)
Total payments		(4,578,375)	(3,862,852)
Net cash flows from operating activities	6.2.1	183,510	146,709
Cash flows from financing activities			
Repayment of borrowings and principal portion of lease liabilities ^(b)		(5,310)	(5,141)
Net cash flows (used in) financing activities		(5,310)	(5,141)
Net increase in cash and cash equivalents		178,200	141,568
Cash and cash equivalents at beginning of financial year		1,866,897	1,725,328
Cash and cash equivalents at end of financial year	6.2	2,045,097	1,866,897

The accompanying notes form part of these financial statements

- (a) Goods and Services Tax received from the Australian Taxation Office (ATO) is presented on a net basis.
- (b) The College has recognised cash payments for the principal portion of lease payments as financing activities; cash payments for the interest portion as operating activities consistent with the presentation of interest payments and short-term lease payments for leases and low-value assets as operating activities.

Statement of changes in equity

FOR THE FINANCIAL YEAR ENDED 30 JUNE 2023

	(\$) Accumulated surplus	(\$) Contributions by owner	(\$) Total
Balance at 1 July 2021	2,902,152	337,377	3,239,529
Comprehensive result for the year	940,761	-	940,761
Balance at 30 June 2022	3,842,913	337,377	4,180,290
Balance at 1 July 2022	3,842,913	337,377	4,180,290
Comprehensive result for the year	425,343	-	425,343
Balance at 30 June 2023	4,268,255	337,377	4,605,632

The accompanying notes form part of these financial statements

1. About this report

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

A description of the nature of its operations and its principal activities is included in the **“Report of Operations”** which does not form part of these financial statements.

Its principal address is: Judicial College of Victoria, 16/181 William Street, Melbourne VIC 3000

BASIS OF PREPARATION

These financial statements are in Australian dollars and the historical cost convention is used unless a different measurement basis is specifically disclosed in the note associated with the item measured on a different basis.

The accrual basis of accounting has been applied in preparing these financial statements, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

Consistent with the requirements of AASB 1004 *Contributions*, contributions by owners (that is, contributed capital and its repayment) are treated as equity transactions and, therefore, do not form part of the income and expenses of the College.

Judgements, estimates and assumptions are required to be made about financial information being presented. The significant judgements made in the preparation of these financial statements are disclosed in the notes where amounts affected by those judgements are disclosed. Estimates and associated assumptions are based on professional judgements derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

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 applying Australian Accounting Standards (AAS) that have significant effects on the financial statements and estimates are disclosed in the notes under the heading ‘Significant judgement or estimates’.

All amounts in the financial statements have been rounded to the nearest \$1 unless otherwise stated.

COMPLIANCE INFORMATION

These general purpose financial statements have been prepared in accordance with the *Financial Management Act 1994* (FMA) and applicable Australian Accounting Standards (AAS) which include Interpretations issued by the Australian Accounting Standards Board (AASB). In particular, they are presented in a manner consistent with the requirements of AASB 1049 *Whole of Government and General Government Sector Financial Reporting*.

Where appropriate, those AAS paragraphs applicable to not-for-profit entities have been applied. Accounting policies selected and applied in these financial statements ensure that the resulting financial information satisfies the concepts of relevance and reliability, thereby ensuring that the substance of the underlying transactions or other events is reported.

2. Funding delivery of our services

INTRODUCTION

The College’s objectives are to assist in the professional development and continuing education of Victorian judicial officers by:

- developing and conducting judicial education;
- 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 College is funded for the provision of outputs consistent with its statutory function. Funds are accrual-based income derived from monies appropriated annually by Parliament through Court Services Victoria (CSV) through to 30 June 2023.

Significant judgement: Revenue

The College applies the accounting standards AASB 15 and 1058 when recognising revenue and income.

AASB 15 *Revenue from Contracts with Customers*, applied where specific performance obligations identified. Where these performance obligations are not met, revenue is not yet recognised and accounted for as a contractual liability.

If no specific performance obligations exist in the contract or agreement, income is recognised immediately under AASB 1058 *Income of Not for Profit Entities*.

The College has made the judgement that amounts received in relation to operational contribution revenue should be recognised under AASB 1058 on the basis that specific performance obligations are deemed not to exist within contribution agreements. This assessment is subjective in nature and requires the College to exercise judgment in the interpretation of applicable accounting standards.

2.1 SUMMARY OF INCOME THAT FUNDS THE DELIVERY OF OUR SERVICES

	(\$)	(\$)
	2023	2022
Grant	4,682,053	4,840,088
Other revenue - fee for service	178,200	154,734
Total	4,860,253	4,994,822

GRANT

The College has determined that the grant income included in the table above under AASB 1058 has been earned under arrangements that are either not enforceable and/or linked to sufficiently specific performance obligations.

Income from grants without any sufficiently specific performance obligations, or that are not enforceable, is recognised when the College has an unconditional right to receive cash which usually coincides with receipt of cash. On initial recognition of the asset, the College recognises any related contributions by owners, increases in liabilities, decreases in assets, and revenue (‘related amounts’) in accordance with other Australian Accounting Standards. Related amounts may take the form of:

- contributions by owners, in accordance with AASB 1004 *Contributions*;
- revenue or a contract liability arising from a contract with a customer, in accordance with AASB 15 *Revenue from Contracts with Customers*;
- a lease liability in accordance with AASB 16 *Leases*;
- a financial instrument, in accordance with AASB 9 *Financial Instruments*; or
- a provision, in accordance with AASB 137 *Provisions, Contingent Liabilities and Contingent Assets*.

OTHER REVENUE - FEE FOR SERVICE

The College’s external project income in relation to external projects 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.

The other revenue included in the table above are transactions that the College has determined to be classified as revenue from contracts with customers in accordance with AASB 15.

Performance obligations and revenue recognition policies

Revenue is measured based on the consideration specified in the contract with the customer. The College recognises revenue when it transfers control of a good or service to the customer, i.e. when, or as, the performance obligations for the sale of goods and services to the customer are satisfied.

Revenue from the rendering of services is recognised at a point in time when the performance obligation is satisfied when the service is completed; and over time when the customer simultaneously receives and consumes the services as it is provided.

Customers are invoiced and revenue is recognised when the education services are delivered.

FAIR VALUE OF SERVICES PROVIDED BY COURT SERVICES VICTORIA

CSV has been centrally funded for services it provides to the College. These services are not recognised in the financial statements of the College, 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.

3. The cost of delivering services

INTRODUCTION

This section provides an account of the expenses incurred by the Judicial College of Victoria (the College) in delivering services and outputs. In Section 2, the funds that enable the provision of services were disclosed and in this note the cost associated with provision of services are recorded.

STRUCTURE

3.1 Expenses incurred in delivery of services

3.2 Employee expenses

3.2.1 Employee benefits in the comprehensive operating statement

3.2.2 Employee benefits in the balance sheet

3.2.3 Superannuation contributions

3.3 Operating expenses

3.1 EXPENSES INCURRED IN DELIVERY OF SERVICES

	(\$)	(\$)
	2023	2022
Employee expenses	3,298,827	3,076,071
Other operating expenses	1,097,303	996,815
Total	4,396,130	4,072,886

3.2 EMPLOYEE EXPENSES

3.2.1 EMPLOYEE BENEFITS IN THE COMPREHENSIVE OPERATING STATEMENT

	(\$)	(\$)
	2023	2022
Salaries and wages, annual leave and long service leave	2,709,804	2,586,046
Defined contribution superannuation expense	285,216	267,545
Other on-costs	303,808	222,481
Total employee expenses	3,298,827	3,076,071

Employee expenses include all costs related to employment including wages and salaries, fringe benefits tax, leave entitlements, termination payments and WorkCover premiums.

The amount recognised in the Comprehensive Operating Statement in relation to superannuation is employer contributions for members for defined contribution superannuation plans that are paid or payable during the reporting period.

Termination benefits are payable when employment is terminated before normal retirement date, or when an employee accepts an offer of benefits in exchange for the termination of employment. Termination benefits are recognised when the College is demonstrably committed to terminating the employment of current employees according to a detailed formal plan without possibility of withdrawal or providing termination benefits as a result of an offer made to encourage voluntary redundancy.

3.2.2 EMPLOYEE BENEFITS IN THE BALANCE SHEET

Provision is made for benefits accruing to employees in respect of wages and salaries, annual leave and long service leave (LSL) for services rendered to the reporting date and recorded as an expense during the period the services are delivered.

	(\$)	(\$)
	2023	2022
Current provisions		
Annual leave		
Unconditional and expected to be settled within 12 months	160,376	150,838
Unconditional and expected to be settled after 12 months	40,372	32,098
Long service leave		
Unconditional and expected to be settled within 12 months	42,275	17,691
Unconditional and expected to be settled after 12 months	357,067	273,736
Provisions for on-costs		
Unconditional and expected to be settled within 12 months	60,736	48,237
Unconditional and expected to be settled after 12 months	77,152	52,764
Total current provisions for employee benefits	737,977	575,364
Non-current provisions		
Employee benefits	58,931	78,404
On-costs	10,524	12,342
Total non-current employee benefits	69,455	90,746
Total provisions for employee benefits	807,432	666,110

Reconciliation of movement in on-cost provision

	\$
	2023
Opening balance	113,344
Increase in provisions recognised	35,069
Closing balance	148,413
Current	137,888
Non-current	10,524

Wages and salaries, annual leave and sick leave: Liabilities for wages and salaries (including non-monetary benefits, annual leave and on-costs) are recognised as part of the employee benefit provision as current liabilities, because the College does not have an unconditional right to defer settlements of these liabilities.

The liability for salaries and wages are recognised in the balance sheet at remuneration rates which are current at the reporting date. As the College expects the liabilities to be wholly settled within 12 months of reporting date, they are measured at undiscounted amounts.

The annual leave liability is classified as a current liability and measured at the undiscounted amount expected to be paid, as the College does not have an unconditional right to defer settlement of the liability for at least 12 months after the end of the reporting period.

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.

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.

Unconditional LSL is disclosed as a current liability; even where the College 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 LSL liability are measured at:

- undiscounted value – if the College expects to wholly settle within 12 months; or
- present value – if the College does not expect to wholly settle within 12 months.

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

Any gain or loss following revaluation of the present value of non-current LSL 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.

3.2.3 SUPERANNUATION CONTRIBUTIONS

Employees of the College are entitled to receive superannuation benefits and the College contributes to defined contribution plans. The defined benefit plans provide benefits based on years of service and final average salary.

	\$	\$	\$	\$
	Paid contribution for the year	Contribution outstanding at year-end		
	2023	2022	2023	2022
Defined contribution plans				
Victorian Superannuation Fund – VicSuper	110,467	162,208	-	-
Other	174,749	105,337	-	-
Total	285,216	267,545	-	-

3.3 OPERATING EXPENSES

	\$	\$
	2023	2022
Supplies and services		
Judicial training	389,415	227,508
Purchase of supplies and consumables	371,645	256,703
Purchase of services (including remuneration of auditors)	329,272	512,604
Maintenance	6,970	-
Total operating expenses	1,097,303	996,815

Operating expenses generally represent the day-to-day running costs incurred in normal operations.

Supplies and services are recognised as an expense in the reporting period in which they are incurred. The carrying amounts of any inventories held for distribution are expensed when the inventories are distributed.

4. Key assets available to support output delivery

INTRODUCTION

The College controls plant and equipment that are utilised in fulfilling its objectives and conducting its activities. They represent the key resources that have been entrusted to the College to be utilised for delivery of those outputs.

Fair value measurement

Where the assets included in this section are carried at fair value, additional information is disclosed in Note 7.3 in connection with how those fair values were determined.

STRUCTURE

4.1 Plant and equipment

- 4.1.1 Total right-of-use assets: vehicles
- 4.1.2 Depreciation
- 4.1.3 Reconciliation of movements in carrying values of plant and equipment

4.1 PLANT AND EQUIPMENT

	\$		\$		\$	
	Gross carrying amount		Accumulated depreciation		Net carrying amount	
	2023	2022	2023	2022	2023	2022
Plant, equipment and vehicles at fair value ^(a)	327,712	327,712	(237,419)	(203,232)	90,293	124,480
Total Plant and Equipment	327,712	327,712	(237,419)	(203,232)	90,293	124,480

Notes:

(a) Right of Use assets for motor vehicle is included in the Property Plant and Equipment

4.1.1 TOTAL RIGHT-OF-USE ASSETS: VEHICLES

	\$	\$	\$	\$	\$	\$
	Gross carrying amount		Accumulated depreciation		Net carrying amount	
	2023	2022	2023	2022	2023	2022
Vehicles	29,461	29,461	(19,551)	(14,559)	9,910	14,901
Net carrying amount	29,461	29,461	(19,551)	(14,559)	9,910	14,901

	\$		\$
2023 vehicles		2022 vehicles	
Opening balance - 1 July 2022	14,901	Opening balance - 1 July 2021	19,893
Depreciation	(4,992)	Depreciation	(4,992)
Closing balance - 30 June 2023	9,910	Closing balance - 30 June 2022	14,901

Initial recognition: Items of plant and equipment are measured initially at cost and subsequently revalued at fair value less accumulated depreciation and impairment. Where an asset is acquired for no or nominal cost, the cost is its fair value at the date of acquisition.

The cost of a leasehold improvement is capitalised and depreciated over the shorter of the remaining term of the lease or their estimated useful lives.

The initial cost for non-financial physical assets under a finance lease 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.

Right-of-use asset acquired by lessees – Initial measurement

The College recognises a right-of-use asset and a lease liability at the lease commencement date. The right-of use asset is initially measured at cost which comprises the initial amount of the lease liability adjusted for:

- any lease payments made at or before the commencement date less any lease incentive received; plus
- any initial direct costs incurred; and
- an estimate of costs to dismantle and remove the underlying asset or to restore the underlying asset or the site on which it is located.

Right-of-use asset acquired by lessees – Subsequent measurement

The College depreciates the right-of-use assets on a straight line basis from the lease commencement date to the earlier of the end of the useful life of the right-of-use asset or the end of the lease term. The estimated useful life of the right-of-use assets are determined on the same basis as plant and equipment. The right-of-use assets are also subject to revaluation.

In addition, the right-of-use asset is periodically reduced by impairment losses, if any and adjusted for certain remeasurements of the lease liability.

Vehicles are valued using the current replacement cost method. The College acquires new vehicles and at times disposes of them before the end of their economic life. The process of acquisition, use and disposal in the market is managed by experienced fleet managers in the Department of Treasury and Finance (DTF) who set relevant depreciation rates during use to reflect the utilisation of the vehicles.

Plant and equipment is valued using the current replacement cost method, subsequent value measured at fair value less accumulated depreciation and impairment. Fair value is determined with regard to the asset’s highest and best use (considering legal or physical restrictions imposed on the asset, public announcements or commitments made in relation to the intended use of the asset) and is summarised on the following page by asset category.

Note 7.3 includes additional information in connection with fair value determination of plant and equipment.

IMPAIRMENT OF PROPERTY, PLANT AND EQUIPMENT

The recoverable amount of primarily non-cash-generating assets of not-for-profit entities, which are typically specialised in nature and held for continuing use of their service capacity, is expected to be materially the same as fair value determined under AASB 13 *Fair Value Measurement*, with the consequence that AASB 136 does not apply to such assets that are regularly revalued.

4.1.2 DEPRECIATION

Charge for the period^(a)

	\$	\$
	2023	2022
Plant and equipment and vehicles	34,187	34,187
Total depreciation	34,187	34,187

Notes:

(a) The table incorporates depreciation of right-of-use assets under AASB 16 Leases.

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. Typical estimated useful lives for the different asset classes for current and prior years are included in the table below:

Asset	Useful life: years
Plant, equipment and vehicles (including leased assets)	3 to 10

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

Leasehold improvements are depreciated over the shorter of the lease term and their useful lives.

4.1.3 RECONCILIATION OF MOVEMENTS IN CARRYING VALUES OF PLANT & EQUIPMENT^(a)

	\$
2023	Plant, equipment and vehicles at fair value
Opening balance	124,480
Depreciation	(34,187)
Closing balance	90,293

Notes:

(a) This balance represents the initial recognition of right-of-use assets recorded on the balance sheet on 1 July 2019 relating to operating leases - refer to Note 6.1.2.

	\$
2022	Plant, equipment and vehicles at fair value
Opening balance	158,667
Depreciation	(34,187)
Closing balance	124,480

5. Other assets and liabilities

INTRODUCTION

This section sets out those assets and liabilities that arose from the College’s operations.

STRUCTURE

5.1 Receivables

5.2 Other non-financial assets

5.3 Payables

5.1 RECEIVABLES

	\$	\$
	2023	2022
Contractual		
Sale of goods and services	-	2,214
Statutory		
Amount owing from Victorian Government	3,317,997	3,217,015
Total receivables	3,317,997	3,219,229
Represented by:		
Current receivables	3,248,542	3,128,483
Non-current receivables	69,455	90,746

Contractual receivables are classified as financial instruments and categorised as ‘financial assets at amortised cost’. They are initially recognised at fair value plus any directly attributable transaction costs. The College holds the contractual receivables with the objective to collect the contractual cash flows and therefore subsequently measured at amortised cost using the effective interest method, less any impairment.

Statutory receivables do not arise from contracts and are recognised and measured similarly to contractual receivables (except for impairment) but are not classified as financial instruments. The College applies AASB 9 for initial measurement of the statutory receivables and as a result statutory receivables are initially recognised at fair value plus any directly attributable transaction cost. Amounts recognised from the Victorian Government represent funding for all commitments incurred and are drawn from the Consolidated Fund as the commitments fall due.

Details about the College’s impairment policies, the College’s exposure to credit risk, and the calculation of the loss allowance are set out in note 7.1.2.

5.2 OTHER NON-FINANCIAL ASSETS

	\$	\$
	2023	2022
Current other non financial assets		
Prepayments - salaries	8,865	15,221
Total other non-financial assets	8,865	15,221

Other non-financial assets include pre-payments, which represent payments in advance of receipt of goods or services or the payments made for services covering a term extending beyond that financial accounting period.

5.3 PAYABLES

	\$	\$
	2023	2022
Contractual		
Supplies and services	38,994	333,972
Statutory		
FBT payable	182	30,284
GST payable	400	250
Total payables	39,575	364,506
<i>Represented by:</i>		
Current payables	39,575	364,506

Payables consist of:

- contractual payables**, classified as financial instruments and measured at amortised cost. Accounts payable represent liabilities for supplies and services provided to the College prior to the end of the financial year that are unpaid; and
- statutory payables**, that 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 contracts.

Payables for supplies and services have an average credit period of 30 days.

The terms and conditions of amounts payable to the government and agencies vary according to the particular agreements and as they are not legislative payables, they are not classified as financial instruments.

In the determination of fair value, consideration is given to factors including the overall capital management/prudential supervision framework in operation, the protection provided by the State Government by way of funding should the probability of default increase, probability of default by the guaranteed party and the likely loss to the College in the event of default.

MATURITY ANALYSIS OF CONTRACTUAL PAYABLES^(a)

	\$	\$	\$	\$	\$	\$
	Carrying amount	Nominal amount	Maturity dates			
			Less than 1 month	Between 1 and 3 months	Between 3 months and 1 year	Between 1 and 5 years
2023						
Supplies and services	38,994	38,994	18,554	-	20,440	-
Total	38,994	38,994	18,554	-	20,440	-
2022						
Supplies and services	333,972	333,972	307,728	621	25,623	-
Total	333,972	333,972	307,728	621	25,623	-

Notes:

(a) Maturity analysis is presented using the contractual undiscounted cash flows.

6. How we financed our operations

INTRODUCTION

This section provides information on the sources of finance utilised by the College during its operations, along with interest expenses (the cost of borrowings) and other information related to financing activities of the College.

This section includes disclosures of balances that are financial instruments (such as borrowings and cash balances). Notes 7.2 and 7.3 provide additional, specific financial instrument disclosures.

STRUCTURE

6.1 Leases

- 6.1.1 Interest expense
- 6.1.2 Right-of-use Assets
- 6.1.3 Amounts recognised in the Comprehensive Operating Statement
- 6.1.4 Amounts recognised in the Statement of Cashflows

6.2 Cash flow information and balances

- 6.2.1 Reconciliation of net result for the period to cash flow from operating activities

6.3 Trust account balances

6.4 Commitments for expenditure

6.1 LEASES

	\$	\$
	2023	2022
Current borrowings		
Lease liabilities ^(a)	9,612	14,922
Total current borrowings	9,612	14,922
Total borrowings	9,612	14,922

Notes:

(a) Secured by the assets leased. Lease liabilities are effectively secured as the rights to the leased assets revert to the lessor in the event of default.

Information about leases for which the College is a lessee is presented below.

The College leases motor vehicles. The lease contracts are typically made for fixed periods of 3 years.

Interest on leases are initially recognised at the fair value of the consideration received less directly attributable transaction costs and subsequently measured at amortised cost using the effective interest method.

Interest bearing liabilities are classified as financial instruments. All interest-bearing liabilities are initially recognised at the fair value of the consideration received less directly attributable transaction costs. The measurement basis subsequent to initial recognition depends on whether the College has categorised its interest-bearing liabilities as financial liabilities at ‘amortised cost’.

MATURITY ANALYSIS OF BORROWINGS

	\$	\$	\$	\$	\$	\$	\$
	Carrying amount	Nominal amount	Maturity dates				
			Less than 1 month	Between 1 and 3 months	Between 3 months and 1 year	Between 1 and 5 years	Over 5 years
2023							
Lease liabilities	9,612	9,612	9,612	-	-	-	-
Total	9,612	9,612	9,612	-	-	-	-
2022							
Lease liabilities	14,922	14,922	475	14,447	-	-	-
Total	14,922	14,922	475	14,447	-	-	-

6.1.1 INTEREST EXPENSE

	\$	\$
	2023	2022
Interest on lease liabilities	406	576
Total interest expense	406	576

Interest expense relates to the interest component of leases repayments, and the increase in financial liabilities and non-employee provisions due to the unwinding of discounts to reflect the passage of time.

Interest expense is recognised in the period in which it is incurred.

The College recognises borrowing costs immediately as an expense, even where they are directly attributable to the acquisition, construction or production of a qualifying asset.

6.1.2 RIGHT-OF-USE ASSETS

Right-of-use assets are presented in note 4.1.1.

6.1.3 AMOUNTS RECOGNISED IN THE COMPREHENSIVE OPERATING STATEMENT

The following amounts are recognised in the Comprehensive Operating Statement relating to leases:

	\$	\$
	2023	2022
Interest expense on lease liabilities	406	576
Total amount recognised in the Comprehensive Operating Statement	406	576

6.1.4 AMOUNTS RECOGNISED IN THE STATEMENT OF CASHFLOWS

The following amounts are recognised in the Statement of Cashflows for the year ending 30 June 2023 relating to leases:

	\$	\$
	2023	2022
Total cash outflow for leases	5,310	5,141
Total amount recognised in the Statement of Cashflows	5,310	5,141

For any new contracts entered into the College considers whether a contract is, or contains a lease. A lease is defined as ‘a contract, or part of a contract, that conveys the right to use an asset (the underlying asset) for a period of time in exchange for consideration’. To apply this definition the College assesses whether the contract meets three key evaluations which are whether:

- the contract contains an identified asset, which is either explicitly identified in the contract or implicitly specified by being identified at the time the asset is made available to the College and for which the supplier does not have substantive substitution rights;
- the College has the right to obtain substantially all of the economic benefits from use of the identified asset throughout the period of use, considering its rights within the defined scope of the contract and the College has the right to direct the use of the identified asset throughout the period of use; and
- the College has the right to take decisions in respect of ‘how and for what purpose’ the asset is used throughout the period of use.

This policy is applied to contracts entered into, or changed, on or after 1 July 2020.

SEPARATION OF LEASE AND NON-LEASE COMPONENTS

At inception or on reassessment of a contract that contains a lease component, the lessee is required to separate out and account separately for non- lease components within a lease contract and exclude these amounts when determining the lease liability and right-of-use asset amount.

RECOGNITION AND MEASUREMENT OF LEASES AS A LESSEE

Lease Liability – initial measurement

The lease liability is initially measured at the present value of the lease payments unpaid at the commencement date, discounted using the interest rate implicit in the lease if that rate is readily determinable or the Colleges incremental borrowing rate.

Lease payments included in the measurement of the lease liability comprise the following:

- fixed payments (including in-substance fixed payments) less any lease incentive receivable;
- variable payments based on an index or rate, initially measured using the index or rate as at the commencement date;
- amounts expected to be payable under a residual value guarantee; and
- payments arising from purchase and termination options reasonably certain to be exercised.

LEASE LIABILITY – SUBSEQUENT MEASUREMENT

Subsequent to initial measurement, the liability will be reduced for payments made and increased for interest. It is remeasured to reflect any reassessment or modification, or if there are changes in-substance fixed payments.

When the lease liability is remeasured, the corresponding adjustment is reflected in the right-of-use asset, or profit and loss if the right of use asset is already reduced to zero.

SHORT-TERM LEASES AND LEASES OF LOW VALUE ASSETS

The College has elected to account for short-term leases and leases of low value assets using the practical expedients. Instead of recognising a right of use asset and lease liability, the payments in relation to these are recognised as an expense in profit or loss on a straight line basis over the lease term.

PRESENTATION OF RIGHT-OF-USE ASSETS AND LEASE LIABILITIES

The College presents right-of-use assets as ‘property plant equipment’ unless they meet the definition of investment property, in which case they are disclosed as ‘investment property’ in the balance sheet. Lease liabilities are presented as ‘borrowings’ in the balance sheet.

6.2 CASH FLOW INFORMATION AND BALANCES

Cash and deposits, including cash equivalents, comprise cash on hand and cash at bank, deposits at call and those highly liquid investments with an original maturity of three months or less, which are held for the purpose of meeting short-term cash commitments rather than for investment purposes, and which are readily convertible to known amounts of cash and are subject to an insignificant risk of changes in value.

For cash flow statement presentation purposes, cash and cash equivalents are indicated below.

	\$	\$
	2023	2022
Special (Trust) fund holdings	2,045,097	1,866,897
Total balance as per cash flow statement	2,045,097	1,866,897

Due to the State’s investment policy and funding arrangements, the College does not hold a large cash reserve in its trust accounts. Cash received from generation of income is generally paid into the CSV’s bank account (‘public account’). Similarly, College expenditure, including in the form of cheques drawn for the payments to its suppliers and creditors are made via the CSV’s public account.

6.2.1 RECONCILIATION OF NET RESULT FOR THE PERIOD TO CASH FLOW FROM OPERATING ACTIVITIES

	\$	\$
	2023	2022
Net result for the period	425,344	940,760
Non-cash movements		
Depreciation of non current assets	34,187	34,187
Movements in assets and liabilities:		
(Increase)/Decrease in receivables	(92,412)	(983,010)
Increase/(Decrease) in payables	(324,931)	179,846
Increase/(Decrease) in provisions	141,322	(25,075)
Net cash flows from operating activities	183,510	146,709

6.3 TRUST ACCOUNT BALANCES

Trust account balances relating to trust accounts controlled and/or administered by the College.

	\$	\$	\$	\$	\$	\$	\$	\$
Cash and cash equivalents and investments	2023				2022			
	Opening balance as at 1 July 2022	Total receipts	Total payments	Closing balance as at 30 June 2023	Opening balance as at 1 July 2021	Total receipts	Total payments	Closing balance as at 30 June 2022
Controlled trusts								
The College Trust account balance ^(a)	1,866,897	178,200	-	2,045,097	1,725,128	154,734	(12,965)	1,866,897
Total	1,866,897	178,200	-	2,045,097	1,725,128	154,734	(12,965)	1,866,897

Notes:

(a) The College holds trust account balance 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 College Board.

6.4 COMMITMENTS FOR EXPENDITURE

Commitments for future expenditure include operating and capital commitments arising from contracts. These commitments are recorded below at their nominal value and inclusive of GST. 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.

Nominal Amounts: 2023

	Less than 1 year	Between 1 and 5 years	Over 5 years	Total
Other commitments payable	25,080	-	-	25,080
Total commitments (inclusive of GST)	25,080	-	-	25,080
Less GST recoverable from the Australian Tax Office				2,280
Total commitments (exclusive of GST)				22,800

The College commitments payable for 2021-22: Nil.

7. Risks, contingencies and valuation judgements

INTRODUCTION

The College is exposed to risk from its activities and outside factors. In addition, it is often necessary to make judgements and estimates associated with recognition and measurement of items in the financial statements. This section sets out financial instrument specific information, (including exposures to financial risks) as well as those items that are contingent in nature or require a high level of judgement to be applied, which for the College related mainly to fair value determination.

STRUCTURE

7.1 Financial instruments specific disclosures

- 7.1.1 Financial instruments: Categorisation
- 7.1.2 Financial risk management objectives and policies

7.2 Contingent assets and contingent liabilities

7.3 Fair value determination

- 7.3.1 Fair value hierarchy
- 7.3.2 Fair value determination of financial assets and liabilities

7.1 FINANCIAL INSTRUMENTS SPECIFIC DISCLOSURES

INTRODUCTION

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 College’s activities, certain financial assets and financial liabilities arise under statute rather than a contract (for example taxes, fines and penalties). Such assets and liabilities do not meet the definition of financial instruments in AASB 132 *Financial Instruments: Presentation*. Guarantees issued on behalf of the College are financial instruments because, although authorised under statute, terms and conditions for each financial guarantee may vary and are subject to an agreement.

CATEGORIES OF FINANCIAL ASSETS

Financial assets at amortised cost

Financial assets are measured at amortised costs if both of the following criteria are met and the assets are not designated as fair value through net result:

- the assets are held by the College to collect the contractual cash flows, and
- the assets’ contractual terms give rise to cash flows that are solely payments of principal and interests.

These assets are initially recognised at fair value plus any directly attributable transaction costs and subsequently measured at amortised cost using the effective interest method less any impairment.

The College recognises the following assets in this category:

- cash and deposits; and
- receivables (excluding statutory receivables).

CATEGORIES OF FINANCIAL LIABILITIES

Financial liabilities at amortised cost

Financial liabilities at amortised cost 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. The College recognises the following liabilities in this category:

- payables (excluding statutory payables); and
- lease liabilities.

7.1.1 FINANCIAL INSTRUMENTS: CATEGORISATION

	\$	\$	\$	\$
2023	Cash and deposits	Financial assets at amortised cost (AC)	Financial liabilities at amortised cost (AC)	Total
Contractual financial assets				
Trust fund balances	2,045,097	-	-	2,045,097
Total contractual financial assets	2,045,097	-	-	2,045,097
Contractual financial liabilities				
Payables ^(a)				
Supplies and services	-	-	38,994	38,994
Borrowings				
Lease liabilities	-	-	9,612	9,612
Total contractual financial liabilities	-	-	48,606	48,606

Notes:

(a) The total amounts disclosed here exclude statutory amounts (e.g. amounts owing from Victorian government and GST input tax credit recoverable and taxes payable).

	\$	\$	\$	\$
2022	Cash and deposits	Financial assets at amortised cost (AC)	Financial liabilities at amortised cost (AC)	Total
Contractual financial assets				
Trust fund balances	1,866,897	-	-	1,866,897
Receivables ^(a)	-	2,214	-	2,214
Total contractual financial assets	1,866,897	2,214	-	1,869,111
Contractual financial liabilities				
Payables ^(a)				
Supplies and services	-	-	333,972	333,972
Borrowings				
Lease liabilities	-	-	14,922	14,922
Total contractual financial liabilities	-	-	348,895	348,895

Notes:

(a) The total amounts disclosed here exclude statutory amounts (e.g. amounts owing from Victorian government and GST input tax credit recoverable and taxes payable).

7.1.2 FINANCIAL RISK MANAGEMENT OBJECTIVES AND POLICIES

As a whole, the College’s financial risk management program seeks to manage these risks and the associated volatility of its financial performance.

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

The College 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 Accountable Officer of the College.

FINANCIAL INSTRUMENTS: CREDIT RISK

Credit risk refers to the possibility that a borrower will default on its financial obligations as and when they fall due. The College’s exposure to credit risk arises from the potential default of a counter party on their contractual obligations resulting in financial loss to the College. Credit risk is measured at fair value and is monitored on a regular basis.

Credit risk associated with the College’s contractual financial assets is minimal as the College manages its debtors in line with Government terms and has processes in place to follow up any unpaid debtors.

Provision of impairment for contractual financial assets is recognised when there is objective evidence that the College will not be able to collect a receivable. Objective evidence includes financial difficulties of the debtor, default payments, debts that are more than 60 days overdue, and changes in debtor credit ratings.

Contract financial assets are written off against the carrying amount when there is no reasonable expectation of recovery. Bad debt written off by mutual consent is classified as a transaction expense. Bad debt written off following a unilateral decision is recognised as other economic flows in the net result.

Except as otherwise detailed in the following table, the carrying amount of contractual financial assets recorded in the financial statements, net of any allowances for losses, represents the College’s maximum exposure to credit risk without taking account of the value of any collateral obtained.

There has been no material change to the College’s credit risk profile in 2022-23. The credit risk associated with the College’s contractual financial assets is minimal and all outstanding payments were received within the due date after balance date.

CREDIT QUALITY OF CONTRACTUAL FINANCIAL ASSETS THAT ARE NEITHER PAST DUE NOR IMPAIRED^(a)

	\$	\$
	Government agencies	Total
2023		
Trust fund balances	2,045,097	2,045,097
Total contractual financial assets	2,045,097	2,045,097
2022		
Trust fund balances	1,866,897	1,866,897
Total contractual financial assets	1,866,897	1,866,897

Notes:

(a) The total amounts disclosed here exclude statutory amounts (e.g. amounts owing from Victorian government and GST input tax credit recoverable).

FINANCIAL INSTRUMENTS: LIQUIDITY RISK

Liquidity risk arises from being unable to meet financial obligations as they fall due. The College operates under the Government’s Fair Payments Policy of settling financial obligations within 10 days and in the event of a dispute, making payments within 10 days from the date of resolution.

The College is exposed to liquidity risk mainly through the financial liabilities as disclosed on the face of the balance sheet and the amounts related to financial guarantees. The College manages its liquidity risk by:

- maintaining an adequate level of uncommitted funds that can be drawn at short notice to meet its short-term obligations;
- holding investments and other contractual financial assets that are readily tradeable in the financial markets.

The College’s exposure to liquidity risk is deemed insignificant based on prior periods’ data and current assessment of risk. Cash for unexpected events is generally sourced from liquidation of available for sale financial investments.

The contractual financial assets and contractual financial liabilities in the table below represents the College’s maximum exposure to liquidity risk.

		\$	\$	\$
2023	Weighted average interest rate %	Carrying amount	Fixed interest rate	Non interest bearing
Financial assets				
Trust fund balance	-	2,045,097	-	2,045,097
Receivables ^(a)	-	-	-	-
Total financial assets		2,045,097	-	2,045,097
Financial liabilities				
Payables				
Supplies and services		38,994	-	38,994
Employee benefits		-	-	-
Lease liabilities				
Finance lease liabilities	3.25%	9,612	9,612	-
Total financial liabilities		48,605	9,612	38,994

Notes:
(a) The carrying amounts disclosed here exclude statutory amounts (e.g. amounts owing from Victorian government and GST input tax credit recoverable).

		\$	\$	\$
2022	Weighted average interest rate %	Carrying amount	Fixed interest rate	Non interest bearing
Financial assets				
Trust fund balance	-	1,866,897	-	1,866,897
Receivables ^(a)	-	2,214	-	2,214
Total financial assets		1,869,111	-	1,869,111
Financial liabilities				
Payables				
Supplies and services		333,972	-	333,972
Lease liabilities				
Finance lease liabilities	3.25%	14,922	14,922	-
Total financial liabilities		348,894	14,922	333,972

Notes:
(a) The carrying amounts disclosed here exclude statutory amounts (e.g. amounts owing from Victorian government and GST input tax credit recoverable).

7.2 CONTINGENT ASSETS AND CONTINGENT LIABILITIES

Contingent assets

The College has no contingent assets (2022: \$Nil)

Contingent liabilities

The College has no contingent liabilities (2022: \$Nil)

7.3 FAIR VALUE DETERMINATION

Significant judgement: Fair value measurements of assets and liabilities

Fair value determination requires judgement and the use of assumptions. This section discloses the most significant assumptions used in determining fair values. Changes to assumptions could have a material impact on the results and financial position of the College.

Fair value is the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date.

7.3.1 FAIR VALUE HIERARCHY

In determining fair values, a number of inputs are used. To increase consistency and comparability in the financial statements, these inputs are categorised into three levels, also known as the fair value hierarchy. The levels are as follows:

- 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.

The College 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.

Significant unobservable inputs have remained unchanged since 30 June 2022.

Plant and equipment is classified as Level 3.

Vehicles are valued using the current replacement cost method. The College acquires new vehicles and at times disposes of them before the end of their economic life. The process of acquisition, use and disposal in the market is managed by experienced fleet managers in VicFleet who set relevant depreciation rates during use to reflect the utilisation of the vehicles.

7.3.2 FAIR VALUE DETERMINATION OF FINANCIAL ASSETS AND LIABILITIES

The fair values and net fair values of financial assets and liabilities are determined as follows:

- Level 1 – the fair value of financial instruments with standard terms and conditions and traded in active liquid markets are determined with reference to quoted market prices;
- Level 2 – the fair value is determined using inputs other than quoted prices that are observable for the financial asset or liability, either directly or indirectly; and
- Level 3 – the fair value is determined in accordance with generally accepted pricing models based on discounted cash flow analysis using unobservable market inputs.

The College 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 College currently holds a range of financial instruments that are recorded in the financial statements where the carrying amounts approximate to fair value, due to their short-term nature or with the expectation that they will be paid in full by the end of the 2022-23 reporting period.

The College applies the following classification to its assets and liabilities:

- Cash and deposits - Level 1
- Receivables and Payables - Level 3

There are no other assets or liabilities other than the above as at balance sheet date 30 June 2023.

8. Other disclosures

INTRODUCTION

This section includes additional material disclosures required by accounting standards or otherwise, for the understanding of this financial report.

STRUCTURE

8.1 Other economic flows included in net result

8.2 Responsible persons

8.3 Remuneration of executives

8.4 Related parties

8.5 Remuneration of auditors

8.6 Subsequent events

8.7 Australian Accounting Standards issued that are not yet effective

8.8 Glossary of technical terms

8.9 Style conventions

8.1 OTHER ECONOMIC FLOWS INCLUDED IN NET RESULT

Other economic flows are changes in the volume or value of an asset or liability that do not result from transactions. Other gains/(losses) from other economic flows include the gains or losses from:

- the revaluation of the present value of the long service leave liability due to changes in the bond interest rates; and
- reclassified amounts relating to available-for-sale financial instruments from the reserves to net result due to a disposal or derecognition of the financial instrument. This does not include reclassification between equity accounts due to machinery of government changes or ‘other transfers’ of assets.

	\$	\$
	2023	2022
Other gains/(losses) from other economic flows		
Net gain/(loss) arising from revaluation of annual leave ^(a)	(207)	(934)
Net gain/(loss) arising from revaluation of long service leave liability ^(a)	(3,979)	54,521
Total Other gains/(losses) from other economic flows	(4,186)	53,587

Notes:

(a) Revaluation gain/(loss) due to changes in rates

8.2 RESPONSIBLE PERSONS

In accordance with the Ministerial Directions issued by the Assistant Treasurer under the *Financial Management Act 1994* (FMA), the following disclosures are made regarding responsible persons for the reporting period.

Names

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

Attorney-General	The Hon Jaclyn Symes MP (1 July 2022 to 30 June 2023)
Chief Executive Officer	Ms Samantha Burchell (1 July 2022 to 30 June 2023)
Acting Chief Executive Officer	Ms Clare Morton (10 October 2022 to 18 November 2022)

REMUNERATION

The Minister’s remuneration and allowances is set by the *Parliamentary Salaries and Superannuation Act 1968* and is reported within the State’s Annual Financial Report.

Remuneration received or receivable by the Accountable Officer in connection with the management of the College during the reporting period was in the range: \$250,000-\$259,000 (2022: \$220,000–\$229,000).

The individuals who held the positions of Responsible Persons in the College are as follows:

Position	Name	Period
Chairperson	The Honourable Chief Justice Anne Ferguson	(1 July 2022 to 30 June 2023)
Board Members	The Honourable Chief Judge Peter Kidd	(1 July 2022 to 30 June 2023)
	The Honourable Justice Michelle Quigley	(1 July 2022 to 30 June 2023)
	The Honourable Justice Lisa Hannan	(1 July 2022 to 30 June 2023)
	His Honour Judge John Cain	(1 July 2022 to 30 June 2023)
	His Honour Judge Jack Vandersteen	(1 July 2022 to 30 June 2023)
	Emeritus Professor Arie Freiberg AM	(1 July 2022 to 30 June 2023)
	Mr Greg Lee	(1 July 2022 to 30 June 2023)
Chief Executive Officer	Ms Samantha Burchell	(1 July 2022 to 30 June 2023)
Acting Chief Executive Officer	Ms Clare Morton	(10 October 2022 to 18 November 2022)

The number of responsible persons, other than the Minister, and their total remuneration is shown below:

Band Range	Total number	
	2023	2022
\$0-\$9,999	8	8
\$20,000-\$29,000	1	-
\$230,000-\$239,000	1	1
Total	10	9
Total remuneration	262,833	228,765

The following Responsible Officers of the College are or were simultaneously Board members or former Board members of Court Services Victoria and their remuneration is reported within Court Services Victoria’s financial Report.

The Honourable Chief Justice Anne Ferguson

The Honourable Chief Judge Peter Kidd

The Honourable Justice Michelle Quigley

The Honourable Justice Lisa Hannan

His Honour Judge John Cain

His Honour Judge Jack Vandersteen

8.3 REMUNERATION OF EXECUTIVES

The Chief Executive Officer is the Accountable Officer and is reported under remuneration of responsible persons in note 8.2 and KMP in note 8.4. There were no other executives whose remuneration is required to be disclosed under FRD 21 C disclosures of responsible persons and executive officers.

8.4 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 from the following:

	\$	\$
	2023	2022
Court Services Victoria	4,682,053	4,840,088
Total	4,682,053	4,840,088

The College made payments to the following:

	\$	\$
	2023	2022
Cenitex	122,075	66,924
Supreme Court of Victoria - Library Services	54,692	48,471
Victorian Auditor-Generals Office	20,440	22,500
Victorian Government Solicitors Office	-	7,697
Victorian Managed Insurance Authority	4,881	4,040
Total	202,088	149,632

Key management personnel (KMP) of the College include the Attorney-General, Chairperson, Board members and the Chief Executive Officer. 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 1967* and is reported within the State’s Annual Financial Report or the salaries and benefits of the Chairperson and Board members who are Heads of each Victorian judicial jurisdiction, as these are reported within Court Services Victoria’s Financial Report.

During 2022-23, two Governor-in-Council appointees received sitting fees for their role on the College Board. The table below includes these sitting fees and the employee benefits paid to the Chief Executive Officer.

Remuneration of Key management personnel

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.

	\$	\$
	2023	2022
Short-term benefits ^(a)	233,402	203,419
Post-employment benefits	23,631	20,327
Other long-term benefits	5,800	5,019
Total ^(b)	262,833	228,765

Notes:

(a) Total remuneration paid to KMPs employed as a contractor during the reporting period through an external service provider has been reported under short-term employee benefits.

(b) Note that KMPs are also reported in the disclosure of executive officer (Note 8.3).

8.5 REMUNERATION OF AUDITORS

	\$	\$
	2023	2022
Victorian Auditor General’s Office		
Audit of the financial statements	21,000	20,440
Total remuneration of auditors	21,000	20,440

8.6 SUBSEQUENT EVENTS

The Board of College considers that there has been no matters or circumstances have arisen subsequent to 30 June 2023, that would require adjustment of, or disclosure in, the financial statements.

Based on the current assessment as of the date of signing the financial report, the Board have concluded that the going concern basis of accounting is appropriate for the College.

8.7 AUSTRALIAN ACCOUNTING STANDARDS ISSUED THAT ARE NOT YET EFFECTIVE

Certain new and revised accounting standards have been issued but are not effective for the 2022-23 reporting period. These accounting standards have not been applied to these Financial Statements.

AASB 2022-10 Amendments to Australian Accounting Standards – Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities

AASB 2022-10 amends AASB 13 *Fair Value Measurement* by adding authoritative implementation guidance and illustrative examples for fair value measurements of non-financial assets of not-for-profit public sector entities not held primarily for their ability to generate net cash inflows.

Among other things, the Standard:

- specifies that an entity needs to consider whether an asset’s highest and best use differs from its current use only when it is held for sale or held for distributions to owners under AASB 5 *Non-current Assets Held for Sale and Discontinued Operations* or if it is highly probable that it will be used for an alternative purpose;
- clarifies that an asset’s use is ‘financially feasible’ if market participants would be willing to invest in the asset’s service capacity, considering both the capacity to provide needed goods or services and the resulting costs of those goods and services;
- specifies that if both market selling price and some market participant data required to fair value the asset are not observable, an entity needs to start with its own assumptions and adjust them to the extent that reasonably available information indicates that other market participants would use different data; and
- provides guidance on the application of the cost approach to fair value, including the nature of costs to be included in a reference asset and identification of economic obsolescence.

This Standard applies prospectively to annual periods beginning on or after 1 January 2024, with earlier application permitted.

AASB 17 Insurance Contracts, AASB 2022-8 Amendments to Australian Accounting Standards – Insurance Contracts: Consequential Amendments and AASB 2022-9 Amendments to Australian Accounting Standards – Insurance Contracts in the Public Sector

AASB 17 replaces AASB 4 *Insurance Contracts*, AASB 1023 *General Insurance Contracts* and AASB 1038 *Life Insurance Contracts* for not-for-profit public sector entities for annual reporting periods beginning on or after 1 July 2026.

AASB 2022-9 amends AASB 17 to make public sector-related modifications (for example, it specifies the pre-requisites, indicators and other considerations in identifying arrangements that fall within the scope of AASB 17 in a public sector context). This Standard applies for annual reporting periods beginning on or after 1 July 2026.

AASB 2022-8 makes consequential amendments to other Australian Accounting Standards so that public sector entities are permitted to continue to apply AASB 4 and AASB 1023 to annual periods before 1 July 2026. This Standard applies for annual reporting periods beginning on or after 1 January 2023.

AASB 2020-1 Amendments to Australian Accounting Standards – Classification of Liabilities as Current or Non-Current and AASB 2022-6 Amendments to Australian Accounting Standards – Non-current Liabilities with Covenants

AASB 2020-1 amended AASB 101 *Presentation of Financial Statements* to clarify requirements for the presentation of liabilities in the statement of financial position as current or non-current and was applicable to annual reporting periods beginning on or after 1 January 2022.

AASB 2020-6 subsequently amended AASB 2020-1, deferring the mandatory effective date of AASB 2020-1 from 1 January 2022 to 1 January 2023. AASB 2022-6 was applicable for annual reporting periods beginning on or after 1 January 2022.

AASB 2022-6 amends and clarifies the requirements contained in AASB 2020-1. Among other things, it:

- clarifies that only those covenants that an entity must comply with at or before the reporting date affect a liability’s classification as current or non-current; and
- requires additional disclosures for non-current liabilities that are subject to an entity complying with covenants within twelve months after the reporting date.

AASB 2022-6 applies to annual reporting periods beginning on or after 1 January 2023.

The College is in the process of analysing the impacts of this Standard. However, it is not anticipated to have a material impact.

8.8 GLOSSARY OF TECHNICAL TERMS

COMMITMENTS

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

COMPREHENSIVE RESULT

The amount included in the operating statement representing total change in net worth other than transactions with owners as owners.

DEPRECIATION

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

EFFECTIVE INTEREST METHOD

The effective interest method is used to calculate the amortised cost of a financial asset or liability and of allocating interest income over the relevant period. The effective interest rate is the rate that exactly discounts estimated future cash receipts through the expected life of the financial instrument, or, where appropriate, a shorter period.

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.

EX GRATIA EXPENSES

Ex gratia expenses are the voluntary payment of money or other non-monetary benefit (e.g. a write-off) that is not made either to acquire goods, services or other benefits for the entity or to meet a legal liability, or to settle or resolve a possible legal liability or claim against the entity.

FINANCIAL ASSET

A financial asset is any asset that is:

- (a) cash;
- (b) an equity instrument of another entity;
- (c) a contractual right or statutory right:
 - to receive cash or another financial asset from another entity; or
 - to exchange financial assets or financial liabilities with another entity under conditions that are potentially favourable to the entity; or
- (d) a contract that will or may be settled in the entity’s own equity instruments and is:
 - a non-derivative for which the entity is or may be obliged to receive a variable number of the entity’s own equity instruments; or
 - a derivative that will or may be settled other than by the exchange of a fixed amount of cash or another financial asset for a fixed number of the entity’s own equity instruments.

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 LIABILITY

A financial liability is any liability that is:

- (a) A contractual or statutory obligation:
 - to deliver cash or another financial asset to another entity; or
 - to exchange financial assets or financial liabilities with another entity under conditions that are potentially unfavourable to the entity; or
- (b) A contract that will or may be settled in the entity’s own equity instruments and is:
 - a non-derivative for which the entity is or may be obliged to deliver a variable number of the entity’s own equity instruments; or
 - a derivative that will or may be settled other than by the exchange of a fixed amount of cash or another financial asset for a fixed number of the entity’s own equity instruments. For this purpose the entity’s own equity instruments do not include instruments that are themselves contracts for the future receipt or delivery of the entity’s own equity instruments.

FINANCIAL STATEMENTS

A complete set of financial statements comprises:

- (a) a balance sheet as at the end of the period;
- (b) a comprehensive operating statement for the period;
- (c) a statement of changes in equity for the period;
- (d) a cash flow statement for the period;
- (e) notes, comprising a summary of significant accounting policies and other explanatory information;
- (f) comparatives information in respect of the preceding period as specified in paragraph 38 of AASB 101 *Presentation of Financial Statements*; and
- (g) a statement of financial position as at the beginning of the preceding period when an entity applies an accounting policy retrospectively or makes a retrospective restatement of items in its financial statements, or when it reclassifies items in its financial statements in accordance with paragraph 41 of AASB 101.

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 transferor, they do not give the transferor 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

Represents costs incurred in connection with borrowings. It includes interest on advances, loans, overdrafts, bonds and bills, deposits, interest components of lease repayments, service concession financial liabilities and amortisation of discounts or premiums in relation to borrowings.

INTEREST INCOME

Interest income includes unwinding over time of discounts on financial assets and interest received on bank term deposits and other investments.

LEASES

Rights conveyed in a contract, or part of a contract, the right to use an asset (the underlying asset) for a period of time in exchange for consideration.

NET RESULT

Net result is a measure of financial performance of the operations for the period. It is the net result of items of revenue, gains and expenses (including losses) recognised for the period, excluding those classified as ‘other non-owner movements in equity’.

NET RESULT FROM TRANSACTIONS OR NET OPERATING BALANCE

Net operating balance or net result from transactions is a key fiscal aggregate and is revenue 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 inventories, land, buildings, infrastructure, road networks, land under roads, plant and equipment, investment properties, cultural and heritage assets, intangible and biological assets.

OPERATING RESULT

Is a measure of financial performance of the operations for the period. It is the net result of items of revenue, gains and expenses (including losses) recognised for the period, excluding those that are classified as ‘other non-owner movements in equity’. Refer also ‘net result’.

OTHER ECONOMIC FLOWS - OTHER COMPREHENSIVE INCOME

Other economic flows – other comprehensive income comprises items (including reclassification adjustments) that are not recognised in net result as required or permitted by other Australian Accounting Standards. They include changes in physical asset revaluation surplus; share of net movement in revaluation surplus of associates and joint ventures; and gains and losses on remeasuring available-for-sale financial assets.

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 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 the day-to-day running costs, including maintenance costs incurred in the normal operations of the College.

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.

8.9 STYLE CONVENTIONS

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:

-	zero, or rounded to zero
(xxx.x)	negative numbers
200x	year period
200x-0x	year period

The financial statements and notes are presented based on the illustration for a government department in the *Model Report for Victorian Government Departments*. The presentation of other disclosures is generally consistent with the other disclosures made in earlier publications of the College’s annual reports.

Disclosures & Report of Operations

TABLE OF CONTENTS:

- 1. General information
- 2. Financial information
- 3. Disclosure of consultancy expenditure
- 4. Disclosure of government advertising expenditure
- 5. Disclosure of ICT expenditure
- 6. Disclosure of major contracts
- 7. Other relevant information
- 8. Disclosure of asset maturity assessment
- 9. Additional information available on request
- 10. Disclosure Index

1. General Information

MANNER OF ESTABLISHMENT AND RESPONSIBLE MINSTER

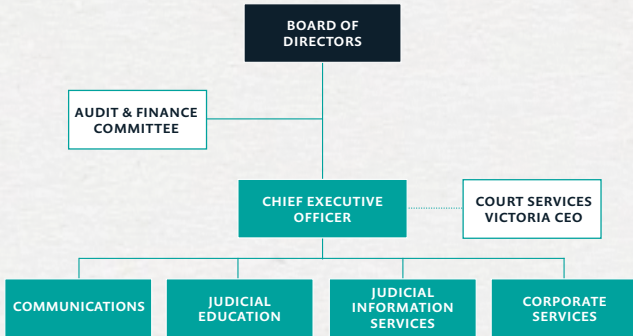
The Judicial College of Victoria (the College) was established with bipartisan support in 2002 by the *Judicial College of Victoria Act 2001*. The responsible Minister is the Attorney-General of Victoria.

PURPOSE AND FUNCTIONS

The purpose of the College is to provide the functions of assisting the professional development of judicial officers and providing continuing education and training for judicial officers. The nature and range of service provision and communities served is detailed throughout the text of this Annual Report.

GOVERNANCE

The College’s Board of Directors (the Board) is responsible for the management of the affairs of the College and comprises the heads of the six Victorian jurisdictions and, currently, two Attorney-General appointees. The Board meets quarterly 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.



AUDIT AND FINANCE COMMITTEE

The Audit and Finance Committee (the Committee) is established by and reports to the Board.

The role of the Committee is to provide advice and oversight as delegated by the Board on a range of financial, audit and risk matters, and to assist the Board in the effective discharge of the responsibilities prescribed in the *Financial Management Act 1994*, the *Audit Act 1994* and other relevant legislation as well as the *Standing Directions 2018*, Australian Accounting Standards and prescribed requirements.

During 2022–23, the Committee comprised the following members:

- **Mr Robert Camm**
(Chair)
- **Ms Robyn Dyt**
(Independent Member)
- **Mr Cameron Hume**
(Independent Member)
- **Mr Gregory Lee**
(Independent Member; Board representative)

The Chief Finance Officer (CFO) attends Committee meetings by standing invitation, providing financial advice and support as required. The role of the College’s CFO is filled by Mr Tony Christianen. The Chief Executive Officer and a representative of the Victorian Auditor-General’s Office also attend meetings by standing invitation.

The Committee oversees:

- Financial performance and reporting processes, including the annual financial statements
- Scope of the work, performance and independence of external audit
- Operation and implementation of the risk management framework
- Matters of accountability and internal control affecting the operations of the College
- Processes for monitoring compliance with laws and regulations

Management of the College extends sincere thanks to the Committee for sharing its collective wisdom, expertise and guidance, for its engagement on matters within its purview, and its support of the College generally. In particular, the College acknowledges the extensive and valuable contributions of Mr Hume, who retired from the Committee in June 2023 after many years of service.

PUBLIC SECTOR VALUES AND PRINCIPLES

The *Public Administration Act 2004* established the Victorian Public Sector Commission (VPSC). The VPSC’s role is to strengthen public sector efficiency, effectiveness and capability, and advocate for public sector professionalism and integrity.

Staff of the College are employed by Court Services Victoria (CSV). CSV’s policies and practices are consistent with the VPSC’s employment standards and provide for fair treatment, career opportunities and the early resolution of workplace issues. CSV advises its employees on how to avoid conflicts of interest, how to respond to offers of gifts and how it deals with misconduct.

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.

EMPLOYMENT AND CONDUCT PRINCIPLES

The College is committed to applying merit and equity principles when appointing staff. The selection processes ensure applicants are assessed and evaluated fairly and equitably on the basis of the key selection criteria and other accountabilities without discrimination.

Employees have been correctly classified in workforce data collections.

COMPARATIVE WORKFORCE DATA

The following table discloses the head count and full-time equivalent (FTE) of all active public service employees of the College within CSV, employed in the last full pay period in June of the current reporting period (2023), and in the last full pay period in June of the previous reporting period (2022).

As at 30 June 2023, the College had a staff of 30 (head count) and a full-time equivalent staff of 24.7. A contractor is engaged to perform the duties of the Chief Finance Officer.

Disclosures & Report of Operations

COMPARATIVE WORKFORCE DATA								
		ALL EMPLOYEES		ONGOING			FIXED TERM & CASUAL	
		HEADCOUNT	FTE	FULL-TIME (HEADCOUNT)	PART-TIME (HEADCOUNT)	FTE	HEADCOUNT	FTE
JUN-23	GENDER							
DEMOGRAPHIC DATA	WOMEN	22	17.9	11	4	13.3	7	4.6
	MEN	7	6.8	4	1	4.8	2	2
	SELF-DESCRIBED	1	0	0	0	0	1	0
	AGE							
	15-24	3	1	1	0	1	2	0
	25-34	8	7	4	0	4	4	3
	35-44	8	7.3	6	2	7.3	0	0
	45-54	8	7.2	3	2	4.6	3	2.6
	55-64	3	2.2	1	1	1.2	1	1
	65+	0	0	0	0	0	0	0
CLASSIFICATION DATA	VPS GRADES							
	VPS 1	0	0	0	0	0	0	0
	VPS 2	3	0	0	0	0	3	0
	VPS 3	5	4.8	4	0	4	1	0.8
	VPS 4	9	8.3	4	2	5.3	3	3
	VPS 5	6	5.4	2	2	3.6	2	1.8
	VPS 6	5	4.2	4	1	4.2	0	0
	STS	1	1	1	0	1	0	0
	EXECUTIVES	1	1	0	0	0	1	1
TOTAL EMPLOYEES		30	24.7	15	5	18.1	10	6.6
JUN-22	GENDER							
DEMOGRAPHIC DATA	WOMEN	22	17.6	4	6	7.3	12	10.3
	MEN	6	5.4	1	2	2.6	3	2.8
	SELF-DESCRIBED	0	0	0	0	0	0	0
	AGE							
	15-24	2	1	0	0	0	2	1
	25-34	9	8.1	3	1	3.5	5	4.6
	35-44	8	6.6	1	5	4.6	2	2
	45-54	6	5.1	0	1	0.6	5	4.5
	55-64	3	2.2	1	1	1.2	1	1
	65+	0	0	0	0	0	0	0
CLASSIFICATION DATA	VPS GRADES							
	VPS 1	0	0	0	0	0	0	0
	VPS 2	1	0	0	0	0	1	0
	VPS 3	5	5	2	0	2	3	3
	VPS 4	6	5.1	0	3	2.1	3	3
	VPS 5	8	6.9	1	1	1.8	6	5.1
	VPS 6	6	4.2	2	3	3.2	1	1
	STS	1	0.8	0	1	0.8	0	0
	EXECUTIVES	1	1	0	0	0	1	1
TOTAL EMPLOYEES		28	23	5	8	9.9	15	13.1

COMPLIANCE WITH THE DISABILITY ACT 2006

The *Disability Act 2006* reaffirms and strengthens the rights of people with a disability and recognises that this requires support across the government sector and within the community.

The College participates in the implementation of CSV initiatives under the *Disability Act 2006* to promote inclusion and reduce barriers to people with a disability. The College makes all necessary accommodations as required and strives to ensure that recruitment processes are accessible to people of all abilities.

OCCUPATIONAL HEALTH AND SAFETY (OH&S)

The College is committed to ensuring a safe working environment and recognises the management of risk as a priority. The College is represented on relevant committees established by CSV in respect of OH&S and wellbeing and participates fully in the implementation of any OH&S initiatives initiated by CSV. For further information regarding performance against OH&S measures, please refer to the CSV Annual Report 2022-23.

LOCAL JOBS FIRST

The *Local Jobs First Act 2003* introduced in August 2018 brings together the Victorian Industry Participation Policy (VIPPP) and Major Project Skills Guarantee (MPSG) policy which were previously administered separately. Departments and public sector bodies are required to apply the Local Jobs First policy in all projects valued at \$3 million or more in Metropolitan Melbourne or for state-wide projects, or \$1 million or more for projects in regional Victoria. MPSG applies to all construction projects valued at \$20 million or more.

The College did not have any tenders over the threshold values during the reporting period.

2. Financial Information

COMPARATIVE FINANCIAL RESULTS

JUDICIAL COLLEGE OF VICTORIA COMPARATIVE FINANCIAL RESULTS 2018-19 TO 2022-23	NOTES	2022-23	2021-22	2020-21	2019-20	2018-19
Income						
Grants from Court Services Victoria	1	4,682,053	4,840,088	4,355,300	4,445,900	4,659,300
Other Grants or Income	2	178,200	154,734	278,642	277,918	306,199
Total Income		4,860,253	4,994,822	4,633,942	4,723,818	4,965,499
Expenses		4,430,724	4,107,649	3,907,013	4,684,289	4,421,039
Other economic flows	3	(4,186)	53,587	113,454	(20,196)	230
Net result for the period		425,344	940,760	840,383	19,332	544,689
Net cash flow from operating activities		183,510	146,709	280,692	47,421	306,002
Total assets	4	5,462,251	5,225,826	4,135,434	3,536,358	3,272,323
Total liabilities	5	856,620	1,045,538	895,905	1,137,211	892,507

Notes

1. The decrease in Grant revenue is due to lapsing ERC initiative funding.

2. The increase in Other Grants or Income reflects Fee for Service income and activity associated with the Trust account.

3. The change in Other Economic Flows relates to valuation adjustments to long service leave liability.
4. Total Assets increased due to an increase in the College Trust Fund balance and Receivables due from CSV.

5. Total Liabilities decreased as a result of changes to reduced expense accruals at year end.

SIGNIFICANT CHANGES IN FINANCIAL POSITION DURING THE YEAR

Nil disclosable.

Disclosures & Report of Operations

3. Disclosure of consultancy expenditure

DETAILS OF CONSULTANCY ENGAGEMENTS VALUED AT \$10,000 OR GREATER

In 2022-23, there were 5 consultancy engagements where the total fees payable to the individual consultancies was \$10,000 or greater. The total expenditure incurred during 2022-23 in relation to these consultancy engagements was \$183,920 (excluding GST).

Figures below are presented exclusive of GST.

CONSULTANTS - OVER \$10,000				
CONSULTANT	PURPOSE OF CONSULTANCY	TOTAL APPROVED PROJECT FEE	EXPENDITURE 2022-23	FUTURE EXPENDITURE
Dexis Pty Ltd	Strategic advisory services - judicial engagement project	55,500	32,700	22,800
En Masse Pty Ltd	Presentation/facilitation services - sexual harassment education	100,755	70,555	30,200
Flying Squad Services Pty Ltd	Live stream, recording and post-production services - judicial education	27,565	27,565	-
Human Ethos	Presentation/facilitation services - sexual harassment education and judicial wellbeing education	40,000	28,500	11,500
Seedling Coaching and Training Services	Presentation/facilitation services - courtcraft education	39,000	24,600	14,400

DETAILS OF CONSULTANCY ENGAGEMENTS UNDER \$10,000

In 2022-23, there were 30 consultancy engagements where the total fees payable to the individual consultancies was less than \$10,000. The total expenditure incurred during 2022-23 in relation to these consultancy engagements was \$85,402 (excluding GST).

4. Disclosure of government advertising expenditure

For the relevant reporting period, the College did not engage in any disclosable government advertising campaigns.

5. Disclosure of ICT expenditure

DETAILS OF INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EXPENDITURE

For the 2022-23 reporting period, the College had a total ICT expenditure of \$353,670 with the details shown below.

ALL OPERATIONAL ICT EXPENDITURE	ICT EXPENDITURE RELATED TO PROJECTS TO CREATE OR ENHANCE ICT CAPABILITIES		
Business as Usual (BAU) ICT expenditure	Non Business as Usual (non BAU) ICT expenditure	Operational expenditure (OPEX)	Capital expenditure (CAPEX)
(Total)	(Total = OPEX + CAPEX)		
\$201,424	\$152,246	\$152,246	\$ -

ICT expenditure refers to the College’s costs in providing business enabling ICT services within the current reporting period. It comprises Business as Usual (BAU) ICT expenditure and Non-Business as Usual (Non-BAU) ICT expenditure.

Non-BAU ICT expenditure relates to extending or enhancing the College’s current ICT capabilities.

BAU ICT expenditure is all remaining ICT expenditure that primarily relates to ongoing activities to operate and maintain the current ICT capability.

6. Disclosure of major contracts

For the relevant reporting period, the College did not enter into any disclosable major contracts.

7. Other relevant information

FREEDOM OF INFORMATION

The *Freedom of Information Act* 1982 (the FOI Act) allows the public a right of access to documents held by the College. The purpose of the Act is to extend as far as possible the right of the community to access information held by government departments, local councils, Ministers and other bodies subject to the FOI Act.

An applicant has a right to apply for access to documents held by a department or other applicable body. This comprises documents both created by that body or supplied to the body by an external organisation or individual. Information about the type of material produced by the College is available on the College’s website under its Part II Information Statement.

The FOI Act allows a department or other applicable body to refuse access, either fully or partially, to certain documents or information. Examples of documents that may not be accessed include cabinet documents; some internal working documents; law enforcement documents; documents covered by legal professional privilege, such as legal advice; personal information about other people; and information provided to a body in-confidence and information that is confidential under another Act.

Under the FOI Act, the FOI processing time for requests received is 30 days. However, when external consultation is required under ss29, 29A, 31, 31A, 33, 34 or 35, the processing time is 45 days. Processing time may also be extended by periods of 30 days, in consultation with the applicant. With the applicant’s agreement this may occur any number of times. However, obtaining an applicant’s agreement for an extension cannot occur after the expiry of the timeframe for deciding a request.

If an applicant is not satisfied by a decision made by the College, under section 49A of the Act, they have the right to seek a review by the Office of the Victorian Information Commissioner (OVIC) within 28 days of receiving a decision letter.

For the 12 months ending 30 June 2023, the College did not receive any FOI requests.

Disclosures & Report of Operations

MAKING A REQUEST

FOI requests can be lodged online at ovic.vic.gov.au. An application fee of \$30.60 applies. Access charges may also be payable if the document pool is large and the search for material time consuming.

Access to documents can also be obtained through a written request to the College’s Freedom of Information Manager, as detailed in s17 of the FOI Act.

When making an FOI request, applicants should ensure requests are in writing, and clearly identify what types of material/documents are being sought.

Requests for documents in the possession of the College should be addressed to: info@judicialcollege.vic.edu.au

Further information regarding the operation and scope of FOI can be obtained from the FOI Act; regulations made under the FOI Act; and ovic.vic.gov.au.

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*.

COMPLIANCE WITH THE PUBLIC INTEREST DISCLOSURES ACT 2012

The *Public Interest Disclosures 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.

Reporting procedures

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

Level 1, North Tower, 459 Collins Street, Melbourne VIC 3000

Phone: 1300 735 135

Internet: www.ibac.vic.gov.au

Disclosures under the Public Interest Disclosures Act 2012

	2022-23	2021-22
The number of disclosures made by an individual to the Department and notified to the Independent Broad Based Anti-Corruption Commission	0	0
Assessable disclosures	0	0

COMPETITIVE NEUTRALITY POLICY

Competitive neutrality requires government businesses to ensure where services compete, or potentially compete with the private sector, any advantage arising solely from their government ownership be removed if it is not in the public interest. Government businesses are required to cost and price these services as if they were privately owned. Competitive neutrality policy supports fair competition between public and private businesses and provides government businesses with a tool to enhance decisions on resource allocation. This policy does not override other policy objectives of government and focuses on efficiency in the provision of service. Where applicable, the College complies with the requirements of the *Competitive Neutrality Policy Victoria* and any subsequent reforms.

COMPLIANCE WITH THE CARERS RECOGNITION ACT 2012

CSV takes all practical measures to comply with its obligations under the *Carers Recognition Act 2012*. Consistent with the principles of the Act, CSV provides flexible working arrangements and leave provisions for CSV staff, including staff of the College. To ensure awareness and understanding of the care relationship principles set out in the Act, an Information Statement is provided to all new employees on commencement.

DISCLOSURE OF EMERGENCY PROCUREMENT

In 2022-2023, the College did not engage in any applicable procurement in connection with an emergency.

ENVIRONMENTAL REPORTING

The Government’s aim of improving environmental management has been supported by requiring specific entities to disclose their ongoing performance in managing and reducing the environmental impacts of their operations. The College is classified as a Tier 4 Entity for the purposes of these reporting obligations.

The College has a Memorandum of Understanding in place with CSV for the provision of office accommodation and fleet services (one motor vehicle, administered by VicFleet). Data on environmental impacts is included in CSV’s annual report.

The College participates fully in any environmental programs undertaken by CSV.

8. Disclosure of asset maturity assessment

The College holds an exemption from the requirements of the Asset Management Accountability Framework (AMAF) from the Assistant Treasurer of Victoria.

9. Additional information available on request

STATEMENT OF AVAILABILITY OF OTHER INFORMATION

In compliance with the requirements of the Standing Directions 2018 under the Financial Management Act 1994, 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*.

- a. a statement that declarations of pecuniary interests have been duly completed by all relevant officers;
- b. details of shares held by a senior officer as nominee or held beneficially in a statutory authority or subsidiary;
- c. details of publications produced by the entity about itself, and how these can be obtained;
- d. details of changes in prices, fees, charges, rates and levies charged by the entity;
- e. details of any major external reviews carried out on the entity;
- f. details of major research and development activities undertaken by the entity;
- g. details of overseas visits undertaken including a summary of the objectives and outcomes of each visit;
- h. details of major promotional, public relations and marketing activities undertaken by the entity to develop community awareness of the entity and its services;
- i. details of assessments and measures undertaken to improve the occupational health and safety of employees;
- j. a general statement on industrial relations within the entity and details of time lost through industrial accidents and disputes;
- k. 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
- l. details of all consultancies and contractors including:
 - i. consultants/contractors engaged;
 - ii. services provided; and
 - iii. expenditure committed to for each engagement.

The information is available on request from:

Office of the Chief Executive Officer
Judicial College of Victoria
Phone: (03) 9032 0555
Email: officeofthecao@judicialcollege.vic.edu.au

Disclosures & Report of Operations

10. 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.

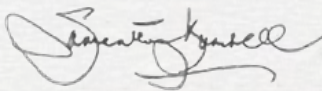
The report of operations is prepared in accordance with the requirements of the *Financial Management Act 1994*, Standing Directions (SDs) and associated instructions, applicable Australian Accounting Standards and Financial Reporting Directions (FRDs). It is presented in accordance with the guidelines contained in the *2022-23 Model Report for Victorian Government Departments*.

LEGISLATION	REQUIREMENT	PAGE REFERENCE
STANDING DIRECTIONS AND FINANCIAL REPORTING DIRECTIONS		
REPORT OF OPERATIONS		
CHARTER AND PURPOSE		
FRD 22	Manner of establishment and the relevant Ministers	58; 84
FRD 22	Purpose, functions, powers and duties	58; 84
FRD 22	Key initiatives and projects	Whole document
FRD 22	Nature and range of services provided	38 - 41
MANAGEMENT AND STRUCTURE		
FRD 22	Organisational structure	46; 84
FINANCIAL AND OTHER INFORMATION		
FRD 10	Disclosure index	92; 93
FRD 12	Disclosure of major contracts	89
FRD 15	Executive disclosures	76 - 78
FRD 22	Employment and conduct principles	85
FRD 22	Occupational health and safety policy	87
FRD 22	Summary of the financial results for the year	87
FRD 22	Significant changes in financial position during the year	87
FRD 22	Major changes or factors affecting performance	78
FRD 22	Subsequent events	78
FRD 22	Application and operation of the <i>Freedom of Information Act 1982</i>	89 - 90
FRD 22	Compliance with building and maintenance provisions of the <i>Building Act 1993</i>	90
FRD 22	Statement on National Competition Policy	90
FRD 22	Application and operation of the <i>Public Interest Disclosures Act 2012</i>	90
FRD 22	Application and operation of the <i>Carers Recognition Act 2012</i>	90
FRD 22	Details of consultancies over \$10,000	88
FRD 22	Details of consultancies under \$10,000	88
FRD 22	Disclosure of government advertising expenditure	88
FRD 22	Disclosure of ICT expenditure	89
FRD 22	Statement of availability of other information	91
FRD 22	Asset Management Accountability Framework (AMAF) maturity assessment	91
FRD 22	Disclosure of emergency procurement	90
FRD 24	Environmental reporting	91
FRD 25	Local Jobs First	87
FRD 29	Workforce Data disclosures	85 - 86
SD 5.2	Specific requirements under Standing Direction 5.2	51

LEGISLATION	REQUIREMENT	PAGE REFERENCE
STANDING DIRECTIONS AND FINANCIAL REPORTING DIRECTIONS		
COMPLIANCE ATTESTATION AND DECLARATION		
SD 5.1.4	Attestation for compliance with Ministerial Standing Direction	93
SD 5.2.3	Declaration in report of operations	7
FINANCIAL STATEMENTS		
DECLARATION		
SD 5.2.2	Declaration in financial statements	50 - 51
OTHER REQUIREMENTS UNDER STANDING DIRECTIONS 5.2		
SD 5.2.1 ^(a)	Compliance with Australian accounting standards and other authoritative pronouncements	50; 58
SD 5.2.1 ^(a)	Compliance with Standing Directions	50; 58
SD 5.2.1 ^(b)	Compliance with Model Financial Report	58
OTHER DISCLOSURES AS REQUIRED BY FRDS IN NOTES TO THE FINANCIAL STATEMENTS ^(a)		
FRD 13	Disclosure of Parliamentary Appropriations	59
FRD 21	Disclosures of Responsible Persons, Executive Officers and other Personnel (Contractors with Significant Management Responsibilities) in the Financial Report	76 - 78
FRD 103	Non-Financial Physical Assets	75
FRD 110A	Cash Flow Statements	56
FRD 112	Defined Benefit Superannuation Obligations	62
FRD 114	Financial Instruments – general government entities and public non-financial corporations	71 - 74
Note: ^(a) References to FRDs have been removed from the Disclosure Index if the specific FRDs do not contain requirements that are in the nature of disclosure.		
LEGISLATION		
<i>Freedom of Information Act 1982</i>		89 - 90
<i>Building Act 1993</i>		90
<i>Public Interest Disclosures Act 2012</i>		90
<i>Carers Recognition Act 2012</i>		90
<i>Disability Act 2006</i>		87
<i>Local Jobs Act 2003</i>		87
<i>Financial Management Act 1994</i>		84; 92 - 93

JUDICIAL COLLEGE OF VICTORIA FINANCIAL MANAGEMENT COMPLIANCE ATTESTATION STATEMENT

I, **Samantha Burchell**, on behalf of the Responsible Body, certify that the Judicial College of Victoria has no Material Compliance Deficiency with respect to the applicable Standing Directions under the *Financial Management Act 1994* and Instructions.



Samantha Burchell
Chief Executive Officer
Judicial College of Victoria
23 October 2023

Notes



JUDICIAL COLLEGE OF VICTORIA

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