




Judicial
College of
Victoria



Annual report.
2023/2024



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 respect to the Wurundjeri Woi Wurrung people, to their Elders, past and present, and to all Aboriginal and Torres Strait Islander peoples.

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In December 2023, Hamilton Gallery in the western district of Victoria launched its ‘most important exhibition to date’,¹ *Emerging from Darkness: Faith, Emotion and the Body in the Baroque*. One of the highlights of this world class exhibition was *Lucretia*, a lesser-known work by Artemisia Gentileschi, the most celebrated female artist of the 17th century. The painting depicts a version of the story of Lucretia, the legendary noblewoman of ancient Rome who was violated at knifepoint by the son of King Tarquinius. Now she has turned the knife on herself, pointing it at her chest.

Lucretia features Artemisia’s command of chiaroscuro: the juxtaposition of light and shadow (a technique and manner derived in large part from Caravaggio),² complementing the brightness and saturation of colour in the deep blue and gold of Lucretia’s robes. The effect is dramatic, much like the light and shade, colour and brightness of the artist’s life.

Artemisia Gentileschi was born in Rome in 1593. She began training as a painter in her father Orazio’s studio around 1608–9. In 1611, when she was just 17 years of age, Artemisia was raped in her father’s house by another painter, Agostino Tassi. Her father took Tassi to court for taking his daughter’s ‘honour’ and refusing her marriage. During the high-profile trial, which lasted for seven months in 1612 and is recorded in a surviving transcript, Artemisia gave evidence of a violent, non-consensual sexual assault, after which she threw a knife at her attacker. She endured torture by the *sibille* – involving the tightening of a rope around her fingers – while being asked many times whether Tassi had raped her. She repeatedly responded, ‘It is true, it is true, it is true.’ Artemisia suffered public shame and slander. Tassi was convicted, but his sentence was not enforced. It is sobering to reflect that across the nation we are still grappling with how to prevent and address domestic, family and sexual violence.

Artemisia went on to establish herself professionally as a painter and had an extraordinary career. She ran her own studio, was a member of an art academy, worked from life models and was ranked as a serious artist alongside men. Many of her works depict stories about strong women from classical history, mythology and the Bible, from a uniquely female perspective. This focus has prompted some scholars to interpret Artemisia’s works (particularly those of women doing violence to men) as expressions of her response to her rape, and as reclamations of agency and strength.

We were inspired to choose detail of Artemisia’s painting of Lucretia as the cover of this year’s Annual Report because the work is an explicit representation of gendered violence and its consequences; these have been devastating realities in communities and courts since ancient times and are sadly very much with us today. In her paintings, Artemisia addressed many of the issues and topics that arise in the College’s work – crime and punishment, discrimination, trauma, the experience of victims. The artist’s own story, as well as the stories of the women she portrays, speaks volumes of resilience and resistance. In this work, Lucretia emerges from the darkness and captures our attention; she challenges us to confront what is uncomfortable in order to learn.

The College extends thanks to the Hamilton Gallery for permission to use the cover image, displayed as part of the *Emerging from Darkness: Faith, Emotion and the Body in the Baroque* exhibition (2024).

**ARTEMISIA GENTILESCHI
LUCRETIA**

C.1630–35

OIL ON CANVAS, 133 X 106CM

PRIVATE COLLECTION

IMAGE COURTESY OF HAMILTON GALLERY

¹ Hamilton Gallery, *Emerging from Darkness: Faith, Emotion and the Body in the Baroque* (Catalogue, 2023) 4.

² Ibid 230.

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 (Vic)*. The College's strategic 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 Ted Woodward

President of the Victorian Civil and Administrative Tribunal

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 (VIC)*, I am pleased to present the Judicial College of Victoria's Annual Report for the year ending 30 June 2024.



The Honourable Chief Justice Anne Ferguson

Chair of the Judicial College of Victoria

18 October 2024

Message from the Chair.

I am pleased to present the Judicial College of Victoria's Annual Report for the year ending 30 June 2024.

This year, the College delivered a thorough and balanced calendar of education including a *Courts as workplaces* series, which has a pivotal role in addressing critical issues such as sexual harassment, bullying, and bystander obligations.

The College also published online conduct and ethics resources that were selected in collaboration with the Judicial Commission of Victoria, drawing on the knowledge of both organisations about conduct and ethics issues.

Findings from the *Review of Recruitment and Working Arrangements of Staff Working in a Primary Relationship with Judicial Officers* highlighted challenges in judicial management of staff. This issue has been a central point addressed in College events such as the *Judicial management forum*, where judicial officers explored the complexities of their professional relationships. The forum highlighted the importance of cultivating a supportive, respectful and productive court environment, enhancing skills in workload allocation, feedback mechanisms, cultural sensitivity, and navigating difficult conversations.

The College's long-running *360-degree program* continued to offer individual judicial officers an opportunity to receive confidential, honest and constructive feedback about how they carry out their role. The program facilitated feedback on work-related behaviours and provided opportunities for self-reflection.

The return this year of the College's refreshed judgment writing program, *Mastering the art of judgment writing* was welcomed by judicial officers. With a judicial teaching faculty, supported by experienced writing coaches, this intensive education course offered personalised judgment writing guidance to participants, highlighting the value of peer-led judicial education for such programs and the ongoing call for practical programs.

The College continued its work researching and writing critical publications such as the *Criminal Charge Book* and the *Victorian Sentencing Manual*. Within this context, I commend Matthew Weatherson, the College's Judicial Information Advisor, on receiving the Australasian Institute of Judicial Administration (AIJA) Award for Excellence in Judicial Administration. The award recognised his contribution to developing the College's innovative judicial precedent builders, which use technology to help judicial officers prepare sound jury directions and bail decisions.

On behalf of the Board, I extend our appreciation to CEO Samantha Burchell and the dedicated College staff. They have again demonstrated their strong commitment to providing education and resources to support judicial officers to uphold the highest standards of knowledge and professionalism for the Victorian community.

I also express the Board's gratitude to all who have contributed to the College, including current and former judicial officers who have actively participated in committees, developed resources, delivered presentations, or authored materials. Their generosity is critical to the College's work.

Finally, I would like to acknowledge and thank my fellow Board members for their continued oversight and diligence.



**The Honourable Chief Justice
Anne Ferguson**

Chair of the Judicial College of Victoria



“ I ... express the Board's gratitude to all who have contributed to the College, including current and former judicial officers who have actively participated in committees, developed resources, delivered presentations, or authored materials. ”

Message from the CEO.

Every year, the Judicial College’s education prospectus is the harbinger of judicial education events for the year to come. As in previous years, our 2024 *Education Prospectus* highlighted a range of educational offerings that are co-created with the Victorian judiciary.

The content of the College’s annual offerings is the product of consultation with Heads of Jurisdiction and judicial officers across the jurisdictions about what they need and want educationally to support them to fulfil their increasingly challenging responsibilities. We also take account of local and international trends in judicial education; emerging and ongoing societal and legal issues; relevant legislative reform; as well as topics emerging from judicial conduct issues in Victoria.

The College also gives careful thought not just to the content of education, but how we deliver that content to engage our audience of highly educated, time-poor adult learners and their different learning preferences. Applying adult learning principles, we seek out opportunities to work in different modalities and mediums, which this year included a screening of Suzie Miller’s world-renowned production of *Prima Facie*. Through the provocation of art, this occasion sparked essential discussions on trauma-informed approaches and systemic reforms in the courts in responding to sexual violence.

While we seize opportunities to break new ground in our approach, the College will always deliver high-value core subject matter, addressed in a practical way that enhances collegiality. This is illustrated this year by the College’s focus on judicial communication, with training sessions that build core skills such as courtcraft and our highly valued judgment writing event. The College delivers these events in a way that allows judicial officers to practice skills and build capability in a peer-led environment.

Addressing wellbeing and behavioural issues in our *Courts as workplaces* events has required sensitivity to both the content and the manner of delivery. Creating a safe, confidential and collegial environment with highly qualified and appropriate facilitators has been essential to the high levels of judicial participation and engagement in challenging discussions that go to the heart of cultural change. Indeed, eighty-five per cent of judicial officers across the jurisdictions have now participated in the *Courts as workplaces* events.

For some judicial officers, their engagement with learning will always be through the written word. Amid a deluge of information, including words and images generated by AI, the College’s role as a trusted source of legal information produced in partnership with the judiciary is valued more than ever. The *Criminal Charge Book* (produced in collaboration with an editorial committee comprised of judges from the higher courts) is an example—one viewed many thousands of times each year. We also seek opportunities to innovate digitally, while maintaining the integrity of quality legal content to the highest standards.

Each year, we also invite participation in education of a more immersive kind. This year marked the return of *Back to Country*, giving judicial officers the opportunity to stand on Country, confront uncomfortable truths absent in traditional Anglo-Australian histories and hear stories of remarkable resilience. The objective of such immersive methodologies is to expand judicial awareness, deepen learning and provide context for judicial work. Specifically in relation to *Back to Country*, the aim was to better equip judicial officers to act with sensitivity and to support First Nations peoples in the justice system. By all accounts, those who took part may do just that. ‘Life changing’, said one participant.

We are grateful for the support of Chief Justice Ferguson and the College Board, whose leadership enables us to deliver education with purpose, while also exploring a range of approaches that enhance engagement across Victoria’s judiciary. We also extend our heartfelt thanks to the Victorian judicial officers who continue to demonstrate openness to learning.



Samantha Burchell
Chief Executive Officer
Judicial College of Victoria



“While we seize opportunities to break new ground in our approach, the College will always deliver high-value core subject matter, addressed in a practical way that enhances collegiality.”



We chose the mural *The Lore and the Law* by renowned street artist Kaff-eine for the cover of our 2024 *Education Prospectus*. The work is positioned in the heart of Melbourne’s legal precinct—yet it has gone unnoticed by many who walk by it each day, heads down, preoccupied.

With the permission of the artist, we used this large-scale, symbolic artwork to bring attention to the priority given to our First Nation’s education. The mural, which juxtaposes symbols of colonial authority and First Nations’ lore, offers a powerful reminder both of the uncomfortable truth that the legal system inherited at the time of colonisation has failed First Nations peoples and the enduring struggle that has ensued.

First Nations.

The College's commitment to First Nations cultural awareness education for the Victorian judiciary has been integral to our work for over 20 years. We are dedicated to deepening knowledge and understanding of issues faced by First Nations peoples, particularly in the courts, and of the strength of their connections to Country and community.

This year, the College continued our collaboration with the Judicial Officers' Aboriginal Cultural Awareness Committee (JOACAC), chaired by Justice Jane Dixon and Magistrate Rose Falla. We work closely with Court Services Victoria's Dhumba Murmuk Djerring Unit and other First Nations groups to co-design educational events and resources that address current issues and support judicial officers in their understanding and application of culturally informed judicial practices.

We have delivered education through our immersive *Back to Country* experience and a variety of twilight sessions. These events celebrated First Nations peoples' storytelling and resilience, explored key organisations and services that support First Nations peoples within the justice system, and examined how the courts can incorporate lessons from the past into present judicial practice. We also introduced a full-day foundational training that empowered participants with a deeper understanding of the experiences and disadvantages faced by Aboriginal people.



Back to Country.

This year's *Back to Country* program took place on the ancestral lands of the Barkindji, Latji Latji, Mutthi Mutthi Ngintait, and Ngiyampaa peoples near Mildura.

Twenty-eight judicial officers from across all Victorian, as well as some NSW jurisdictions, were joined by two justices of the High Court of Australia and one justice from the Ontario Superior Court of Justice to take part in this three-day program giving them the opportunity to stand on Country and witness the power it gives First Nations peoples. The group heard directly from local Elders and Community about their history, experiences and initiatives. These sometimes-confronting stories prompted meaningful discussions and allowed judicial officers to gain new understanding of the unique issues facing remote First Nations communities.

Back to Country began with a visit to Mallee District Aboriginal Services, a local Aboriginal Community Controlled Health Organisation which delivers healthcare and many other supports for Aboriginal and Torres Strait Islander people across the entire northwest part of Victoria. To illustrate the challenges faced in delivering services across such geographically dispersed communities, the group then journeyed on to the remote Wiimpatja Healing Centre on Warrakoo Station, a local rehabilitation program.

Other community organisations visited included Coomealla Health Aboriginal Corporation, which provides primary healthcare to the community of Wentworth, just across the Murray River in NSW. The visit sparked conversations about difficulties of service provision caused, in part, by the bureaucratic limitations of State borders, which prevent people from accessing essential care, and about the urgent need for cross-border solutions.

Judicial officers were also shown a warm welcome through the generosity of Community. Together with Elders, and other Community guests, they shared a dinner prepared by Koori students enrolled in the Dulka Yuppata 'Place of Learning' Training Centre at SuniTAFE featuring local native produce. At Mildura Primary School, Principal David Midgley led a tour of the school where language and culture are taught to both Koori and non-Koori students. At Chaffey Secondary College, the judicial officers were introduced to the Clontarf Academy for boys and Stars Academy for girls where educational support is provided for Indigenous youth, building pathways to employment and tertiary study.

Back to Country ended with a walk guided by Uncle Ivan Johnston, a respected Barkindji custodian, on the ancient dunes of the Perry Sandhills, where First Nations peoples have camped and hunted for generations.

The College is grateful to the local Elders and Community members who generously welcomed judicial officers to their beautiful Country.

'My entire approach to and consideration of Indigenous issues has changed. The program was life changing.'

JUDICIAL OFFICER FEEDBACK



Smoking Ceremony at Wiimpatja Healing Centre with Barkindji Elder Uncle Warren Clark



A cultural dance performance by students of the Stars Academy at Chaffey Secondary College

“ It was a really special program and such a privilege to participate...
...I loved sharing the trip with colleagues.
I will never forget this trip and will apply my deepened understanding literally every day in my court work... ”

JUDICIAL OFFICER FEEDBACK

Background image: A walk on Country with Uncle Ivan at the Perry Sandhills in Wentworth, NSW.

First Nations twilights.

Ablaze: Celebrating First Nations storytelling and resilience.

The College and JOACAC hosted a screening of the feature documentary *Ablaze* by Tiriki Onus, Yorta Yorta and Dja Dja Wurrung artist and academic, and director Alec Morgan, attended by 56 judicial officers, Elders and friends.

Ablaze centres on Tiriki's discovery of a 1940s film created by his grandfather, William Townsend Onus (Bill), an entrepreneur, theatre impresario, entertainer, leader, and civil rights activist. It charts his emotional journey to uncover the context and meaning behind the footage, and contextualise the growth and key events of the Aboriginal civil rights movement in the twentieth century.

Following the film, Tiriki Onus was joined in conversation by Andrew Jackomos PSM, a proud Yorta Yorta man with direct heritage to the Gunditjmara, Taungurung, and Boandik nations, as well as proud heritage from the Greek Island of Kastellorizo. Andrew, the former Commissioner for Aboriginal Children and Young People and Commissioner of the inaugural Victorian Treaty Authority, engaged in a warm and spirited discussion with Tiriki.

Tiriki shared his connection with the grandfather he never had the opportunity to meet personally.

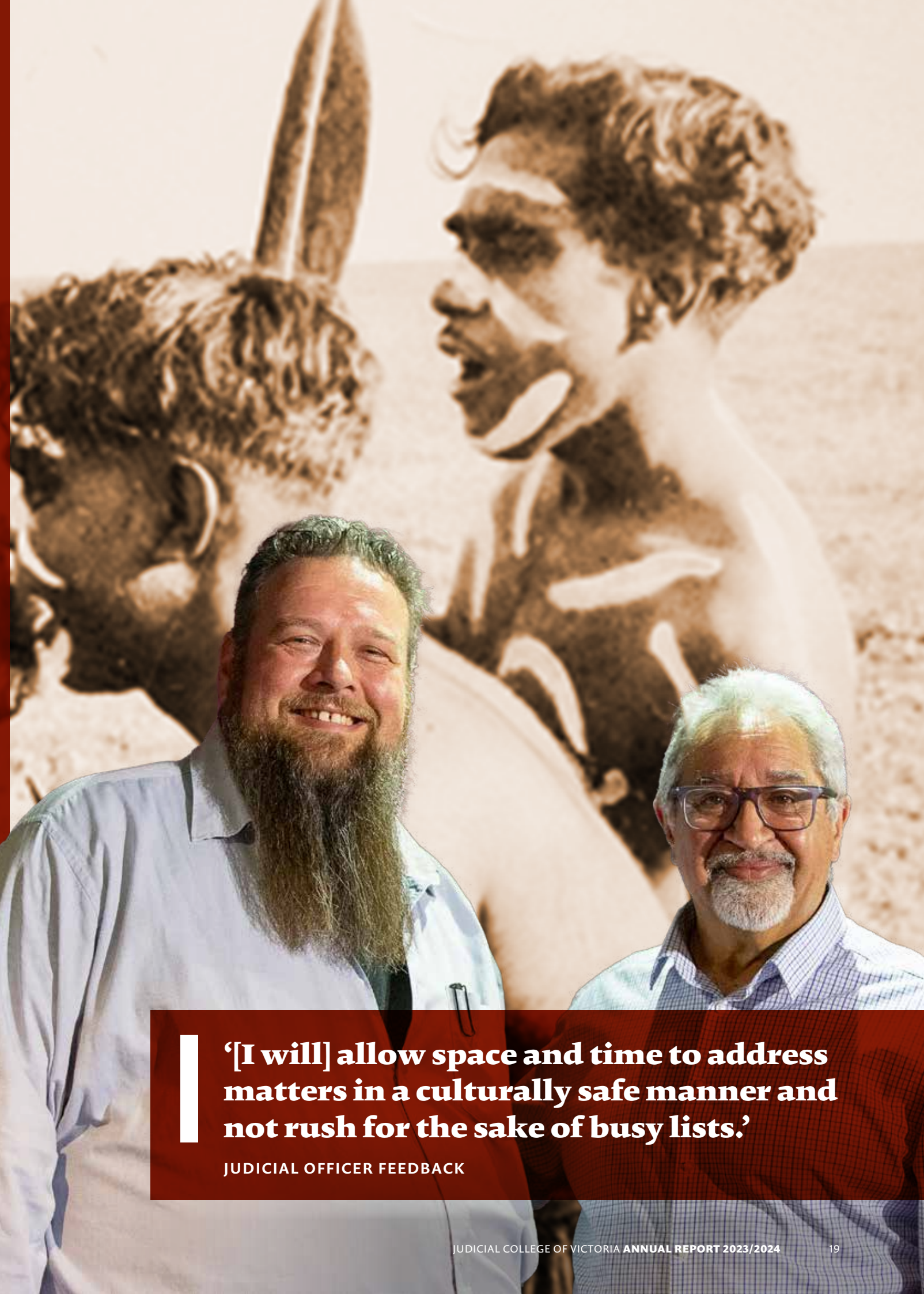
He expressed his desire for reconciliation and change, and the importance of allyship in amplifying First Nations peoples' voices. The warm and spirited discussion reflected the audience's collective investment in reconciliation, where a new range of historical narratives emerge and where historical traumas and stories of resilience are received in environments openly prioritising cultural safety and learning.

'I have a richer appreciation of the civil rights movement in Australia and deeper understanding of the struggle to achieve change for First Nations People.'

JUDICIAL OFFICER FEEDBACK



Above and on right: Tiriki Onus and Andrew Jackomos PSM



'[I will] allow space and time to address matters in a culturally safe manner and not rush for the sake of busy lists.'

JUDICIAL OFFICER FEEDBACK

Truth-telling: Progress and impact.

The *Yoorrook for Justice* report is the culmination of a year-long inquiry into Victoria's child protection and criminal justice systems. Following the release of the report, judicial officers had the unique opportunity to hear directly from the Commissioners, Professor Aunty Eleanor Bourke AM, a respected Wergaia/Wamba Wamba Elder, and the Honourable Kevin Bell AO KC.

The Commissioners discussed the Commission's ongoing work and the importance of hearing and gathering stories to establish an official record of First Nations peoples' historical and current experiences with the Victorian justice system. The Commissioners underscored the consistent nature of these reports and how the experiences had negatively impacted First Nations peoples' rights, wellbeing and safety.

'Professor Eleanor Bourke was a highlight. She brought a human side to a legal process that was meaningful and encouraging.'

JUDICIAL OFFICER FEEDBACK



L-R: Professor Aunty Eleanor Bourke AM, and the Honourable Kevin Bell AO KC

On right: Leon Egan

The Honourable Kevin Bell attributed these experiences to a longstanding lack of understanding by authorities of First Nations peoples' cultural and human rights. This gap has existed since colonisation, contributing to a persistent intergenerational sense of disempowerment and marginalisation. He emphasised the critical importance of addressing these issues, highlighting the central role of human rights and self-determination in any remedial response.

'Every reminder to consider the cultural safety of First Nations peoples and other cultural issues is important, but repeated exposure encourages a more and more nuanced approach.'

JUDICIAL OFFICER FEEDBACK

First Peoples across courts: Who is here to help?

While there is an expansion of specialist knowledge and expertise across the courts and VCAT, it still can be hard to know where to seek support.

Facilitated by Magistrate Rose Falla, a proud Wotjobaluk, Wemba Wemba, and Mutti Mutti woman, this session saw representatives of key organisations explain their culturally specific skills and strategies to inform judicial officers about available responses to the diverse requirements of Koori court-users. They encouraged collaboration with these services to promote culturally appropriate outcomes in a safe and effective manner.

Judicial officers learned about Marram-Ngala Ganbu – a specialist Koori hearing day held at two Children's Court locations in Victoria; Family Drug Treatment Court at the Children's Court and the Navigation and Triage Team from the Magistrates' Court; the County Court of Victoria's Drug and Alcohol Treatment Court; and the Coroners Court's Aboriginal Liaison Unit. All these services assist First Nations peoples to receive fair and culturally appropriate support.

First Nations cultural awareness for judicial officers.

More than thirty years ago the Royal Commission into Aboriginal Deaths in Custody called for increased cultural awareness training for judicial officers. The College considers it timely to revisit the judiciary's response to this recommendation, particularly in light of the coronial findings into the death in custody of Gunditjmara, Dja Dja Wurrung, Wiradjuri and Yorta Yorta woman Veronica Nelson.

The College has committed to delivering cultural awareness training each year, this year delivered by Leon Egan – a proud Yorta Yorta, Wiradjuri, Bangerang, Gunditjmara and Wemba Wemba man – who 'held the audience spellbound throughout the day', as noted by a judicial participant.

In a series of conversations and workshops integrated with stories of Leon's own lived and family background, judicial officers had the opportunity to reflect on their own attitudes and beliefs, recognise cultural differences and barriers, and employ engagement and inclusion practices to minimise cultural risk in their judicial work.

The training will be repeated on an ongoing basis to offer access to as many judicial officers as possible, particularly those newly appointed.

'[This] should be a compulsory session for all judicial officers.'

JUDICIAL OFFICER FEEDBACK

'Leon Egan was not only engaging but also captivating. His personal and raw experiences were humbling. One of the best professional development experiences I have encountered to date.'

JUDICIAL OFFICER FEEDBACK

Improving bail outcomes.

Significant amendments to the *Bail Act 1977 (Vic)* that directly impact First Nations peoples took effect this year.

In collaboration with Victorian Aboriginal Legal Service (VALS), the College developed resources to assist judicial officers in identifying the complexities that make First Nations peoples particularly vulnerable in custody – which judicial officers must now consider when deciding whether to grant bail.

These resources complement our existing library of First Nations resources which outline matters of history, law and support services relevant to Aboriginal people. We collaborated with VALS to create specific resources for use at the Magistrates' Court Professional Development Day, including a bail considerations fact sheet and practical scenarios. To supplement these items, Director of Judicial Information Services David Tedhams also delivered a presentation on our bail precedent builder – an innovative application that supports bail decision-makers in articulating relevant principles, including those specific to bail applications by First Nations peoples, and in adopting a clear structure for their reasons.



Gendered violence.

In Australia, at least one woman per week is killed by a current or former partner.³ From July 2021–June 2022 in Victoria, 73 per cent of reported perpetrators of family violence were male, while 71 per cent of those who experienced family violence were female.⁴ 39 per cent of women are estimated to have experienced physical and/or sexual violence since the age of 15.⁵

Artemisia's depiction of Lucretia reminds us that the issue of men's violence against women is longstanding. Current statistics also reveal the varied contexts in which gendered violence occurs, including intimate partner homicide, family violence and sexual violence.

³ Kate Fitz-Gibbon et al, *Securing Women's Lives: Examining System Interactions and Perpetrator Risk in Intimate Femicide Sentencing Judgments over a Decade in Australia* (Report, 2024).

⁴ Department of Families, Fairness and Housing (Vic), *Strong Foundations: Building on Victoria's Work to End Family Violence* (Report, November 2023) 22.

⁵ 'Personal Safety, Australia', Australian Bureau of Statistics (Web Page, 15 March 2023) <<https://www.abs.gov.au/statistics/people/crime-and-justice/personal-safety-australia/latest-release#state-and-territory-statistics>>.

Understanding family violence.

The College's foundational family violence training is recommended for all new judicial officers, to provide them with an understanding of the context, dynamics, and causes of family violence. It is also recommended for experienced judicial officers wishing to refresh their knowledge as research and education in this area develops.

Lived experience of family violence was again at the centre of this year's event, with a keynote from Tarang Chawla, Commissioner at the Victorian Multicultural Commission and founder of Not One More Niki, about the loss of his sister Nikita who was murdered by her partner. Experienced judicial officers and experts spoke about coercive control; the Family Violence Multi-Agency Risk Assessment and Management (MARAM) Framework; communication with perpetrators, including the use of non-collusive language; as well as communicating with affected family members, particularly those from diverse backgrounds. Interactive discussions utilising case scenarios deepened and enriched this learning.

The College also delivered a foundational education event, *Understanding family violence*, specifically for judges of the County Court of Victoria, given the growing number of cases involving family violence in that jurisdiction.

Acclaimed investigative journalist, author, and educator Jess Hill delivered a compelling address about the relationship between power, control, and family violence.

Jess then moderated a panel discussion with expert judicial officers Judge Kate Hawkins AM, Judge Anna Robertson, Magistrate Therese McCarthy and Magistrate Tim Gattuso. The panel explored topics including how coercive control presents in the courtroom, how to identify 'red flag' risk indicators, the concept of 'humiliated fury', and cases of alleged perpetrators weaponising the legal system as a further means of control.

'The victim is starting to live in this kind of altered reality; one that is constructed and continually reinforced by the perpetrator. This is how the trap is set, and it's typically reinforced by isolation which the perpetrator achieves by cutting off and/or degrading supportive connections.'

JESS HILL⁶

⁶ Jess Hill (Guest speaker), 'Understanding Family Violence' (Judicial College of Victoria, 31 May 2024).

Sexual offences.

The College delivered two education events about sexual offences: a screening of the world-renowned play *Prima Facie* and comprehensive full-day training on *Managing sexual offence cases*.

Prima Facie screening makes a lasting impact.

Prima Facie compels us to critically examine the legal system's response to sexual offences, sparking crucial discussions on trauma-informed approaches.

With playwright Suzie Miller in attendance, more than 80 judicial officers and their guests attended the State Library of Victoria to view the College's screening of the West End production of the award-winning play *Prima Facie* starring Jodie Comer. The aim of the event was to encourage fresh perspectives and reflections from the audience through an immersive creative medium. College Chief Executive Officer Samantha Burchell introduced the play as a cultural piece that 'could not be more pertinent'.

Prima Facie shines an uncomfortable spotlight on the legal system's response to sexual offences, highlighting the barriers to reporting, prosecution and conviction of sexual offences. The empathy *Prima Facie* has elicited globally has amplified voices asserting that the legal system is not designed to deliver safe pathways to justice for sexual assault complainants. The play's final plea is that 'something has to change'.

After the screening, Suzie Miller joined the Honourable Marcia Neave AO, the Honourable Jennifer Coate AO, and Justice John Champion to reflect on the vast changes we have seen to sexual offences over time, and to discuss the power and responsibility of judicial officers to manage sexual offence cases in a trauma-informed way.



Actress Jodie Comer in *Prima Facie*

'An excellent example of a work of art challenging community assumptions and generating discussion and greater understanding of very complex themes.'

JUDICIAL OFFICER FEEDBACK



L-R: Justice John Champion, Suzie Miller, the Honourable Marcia Neave AO, and the Honourable Jennifer Coate AO

'It was inspiring to see art's impact on the law and to hear from Suzie and the panel on these important issues.'

JUDICIAL OFFICER FEEDBACK

Managing sexual offence cases.

‘Historically, the criminal justice system paid insufficient regard to the complainant’s experience during a sexual offence trial. Justice is not, however, frozen in time. It can evolve; notions of fairness are – as Justice Gaudron said in *Dietrich v The Queen* – ‘inevitably bound up with prevailing social values.’

CHIEF JUDGE PETER KIDD⁷

The College continued its focus on the legal system’s response to sexual offences with a comprehensive event on *Managing sexual offence cases*.

Chief Judge Peter Kidd’s keynote address focused on evolution and change, highlighting the shift in courtroom culture and generational reforms in sexual offence cases. The Chief Judge spoke of support measures for complainants while underscoring fundamental principles like the presumption of innocence to ensure a fair trial for the accused. Deputy Chief Judge Meryl Sexton also spoke to judicial responsibilities in managing sexual offence cases, focusing on legislative tools to address misconceptions, stereotypes, and inappropriate questioning.

‘I hope to manage the courtroom in a more empathetic way.’

JUDICIAL OFFICER FEEDBACK



L-R Judge Amanda Chambers, Chief Judge Peter Kidd and Dr Michael Salter and Deputy Chief Judge Meryl Sexton

Judicial officers had the unique opportunity to tour the trauma-informed Garragarrak Victim and Witness Support Centre and see how the Child and Youth Witness Service and Intermediary Program operates.

Back at the College, judicial officers were also brought up to date on legislative changes and recent case law relating to child sexual offences by Judge Amanda Chambers. Dr Michael Salter, an internationally recognised authority on child sexual exploitation, presented research findings into the behaviours and attitudes of perpetrators of sexual offences against children, exploring technology-facilitated offending in particular.



⁷ Chief Judge Kidd (Guest speaker), ‘An Evolving Justice System’ (Judicial College of Victoria, 28 June 2024).

Responding to significant law reform.

The College responds quickly to evolving sexual offence laws to ensure judicial officers are well prepared and to help them manage the changes.

Following the commencement of the *Justice Legislation Amendment (Sexual Offences and Other Matters) Act 2022 (Vic)*, the College hosted the evening seminar on *Affirmative consent and stealthing*. Judge Amanda Chambers, who oversees the Sexual Offences List at the County Court, provided an overview of the new statutory provisions on consent and stealthing and the expansion of the confidential communications provisions.

‘The Judicial College of Victoria ... in consultation with the County Court of Victoria, should develop written materials and training to encourage the use of integrated jury directions in sexual offence trials.’

Recommendation 81 of the Victorian Law Reform Commission’s report *Improving the Justice System Response to Sexual Offences*.

A seminar on *Integrated jury directions in sexual offence trials* was run as part of our response to Recommendation 81. Her Honour Felicity Hampel AM SC explained the differences between integrated jury directions and traditional directions and discussed the benefits of integrated jury directions in sexual offence trials. Practical examples of adapting traditional directions were given by both her Honour and the College’s Judicial Information Advisor Matthew Weatherston.

Wisdom shared



Judge Amanda Chambers



The Honourable Felicity Hampel AM SC

Complex behaviours in court.

‘One should never lose sight of the possibility that a genuine legal issue may lurk, somewhere, behind strange courtroom conduct, and peculiar documentation. However, that is no basis to allow a disruptive and malicious litigant to run rough-shod over innocent parties and proper judicial and court procedures.’

MEADS V MEADS [2012] ABQB 571, [619]

The College’s education is designed to support judicial officers with knowledge and practical strategies for managing cases involving self-represented and querulant litigants and sovereign citizens.

Our education also assists judicial officers to acknowledge and consider mental health and drug dependency issues in court proceedings.

College resources provide guidance on presiding sensitively in matters involving victims of crime, understanding trauma and counter-intuitive behaviour, and supporting vulnerable witnesses. These insights and skills support procedural fairness, empathy and improved outcomes.

Managing sovereign citizens and high-conflict litigants.

‘High conflict behaviours often manifest as extreme emotions, irrationality, and hostility. It is essential for judicial officers to recognise the signs of high conflict behaviour from the outset and employ strategies to manage it effectively.’

DISTINGUISHED PROFESSOR JAMES OGLOFF AM⁸

The College’s popular *Sovereign citizens, querulant litigants and high-conflict behaviours* cross-jurisdictional program included a faculty of judicial officers and distinguished experts. Head of the Criminal Division of the County Court of Victoria Judge Gerard Mullaly reflected on how robust courtcraft applied to the challenges of managing sovereign citizens and other difficult self-represented litigants can discourage disruptions without jeopardising procedural fairness. This was followed by a session on the law in relation to sovereign citizens presented by Chief Judge Peter Kidd. Professor Michele Pathé and Distinguished Professor James Ogloff AM shared their expertise on the characteristics and motivations of sovereign citizens and challenging self-represented litigants, as well as offering practical strategies for preventing escalation in the courtroom.

⁸ James R P Ogloff (Guest speaker), ‘Approaches to Managing High-Conflict Behaviours in the Courtroom’ (Judicial College of Victoria, 1 March 2024).

‘Excellent day... Really topical and provides excellent forum for open discussions and exchange of knowledge, practical tips and lots of take-home messages.’

JUDICIAL OFFICER FEEDBACK



Chief Judge Peter Kidd



L-R: Professor Michele Pathé, Magistrate Julie Grainger and Distinguished Professor James Ogloff AM



L-R: Magistrate Pauline Spencer and Professor Nicole Lee

Mental health, drug dependency and the law.

The College's *Mental health, drug dependency, and the law* webinars provided judicial officers with information on drug dependency and different aspects of mental disorders. This series responded to requests from the courts to build foundational knowledge and develop strategies to support treatment and recovery.

Professor Nicole Lee from 360Edge taught about alcohol and drug dependence. She focused on neurological effects, implications for individuals' functioning, treatment pathways and case management strategies and provided effective communication techniques for supporting behavioural change in court users with drug dependence.

Forensic psychiatrist Dr Danny Sullivan spoke about mental health terminology, diagnosis and its impact on courtroom dynamics, and strategies for managing individuals affected by mental illness

Associate Professor Andrew Carroll and Brett Bridges, co-directors of *Our Curious Minds*, discussed personality disorders, complex trauma and considerations for sentencing.

'I appreciated the visual of accepting that you can only change what you can change (i.e.: yourself and the courtroom environment). It is a way of thinking that I think will assist when dealing with challenging behaviours in the moment.'

JUDICIAL OFFICER FEEDBACK



Associate Professor Andrew Carroll



Brett Bridges

Trauma-informed judicial practice.

Many people appearing before courts and tribunals have been affected by trauma, which can dramatically influence how someone presents or interacts and experiences hearings.

It is the responsibility of judicial officers to afford procedural fairness while remaining sensitive to these experiences. Dr Merrin Wake of the Blue Knot Foundation defined the important differences between trauma and complex trauma before outlining how the physical effects of trauma can present in a courtroom setting. Abbey Newman, a family violence social worker, was able to articulate the victim's experience of the court process.

A mock trial was used to demonstrate what a trauma-informed approach looks like in court. Magistrate Dr Michael King, an expert on non-adversarial justice and therapeutic jurisprudence approaches, rounded out the event by explaining how to embed trauma-informed practice into judicial work.

Abbey Newman's monologue prior to going into the mock court was so powerful. It would be great to have this seen by many other judicial officers and court staff as an insight into the internal world of a person who has experienced trauma and is about to go into a courtroom.

JUDICIAL OFFICER FEEDBACK



Abbey Newman



Magistrate Ros Porter



Dr Merrin Wake



Eleanor Peattie

Magistrate Dr Michael King

Judicial conduct and wellbeing.

'I have spoken many times about the responsibility on us [judicial officers] and the importance of making sure that our courts as workplaces are safe, inclusive and respectful. Workplaces where we don't tolerate sexual harassment, bullying, discrimination and other unlawful or inappropriate behaviour.'

CHIEF JUSTICE ANNE FERGUSON⁹

Chief Justice Anne Ferguson's emphatic stance against sexual harassment and bullying underscores the judiciary's obligation to model exemplary behaviour. This requires courts to undertake a journey of cultural change, supported by continuous leadership, education and peer engagement.

The College's educational events and resources address crucial issues such as combating workplace harassment, fostering wellbeing and a positive work environment, and promoting ethical conduct among judicial officers.

Background image: Stained glass installation, County Court of Victoria foyer

⁹ Chief Justice Anne Ferguson, 'Keynote Address' (Speech, National Wellness for Law Forum, 15 February 2024) 7 <<https://www.supremecourt.vic.gov.au/sites/default/files/2024-03/Keynote%20Address%20-%202024%20Wellness%20for%20Law%20Forum.pdf>>.

Courts as workplaces.

The *Courts as workplaces* series provides training to judicial officers on promoting a culture of respect, and ensuring courts are a safe and productive environment.

The College has continued to provide these jurisdiction-specific programs in response to Recommendation 13 of the *Review of Sexual Harassment in Victorian Courts (the Szoke Report)*. This training has been delivered to 85 per cent of judicial officers across the Supreme, County, Magistrates' and Coroners Courts, as well as to VCAT, as at 30 June 2024.

Participants discussed how to promote appropriate conduct and foster safe workplace cultures, with training emphasising practical strategies for handling difficult conversations. Judicial officers explored complex real-life interactions reflecting cultural expressions of gender inequality and power imbalances. This training has been a crucial step in building a shared understanding and safe culture within the courts, with feedback indicating a strong appreciation for ongoing dialogue and continued learning.

'I found the session very helpful and walked away with actual tools and practical examples of how to approach workplace situations if/when they arise.'

JUDICIAL OFFICER FEEDBACK

85%

of judicial officers from the Supreme, County, Magistrates', Coroners Courts, and VCAT have received training in response to Recommendation 13 of the *Szoke Report*, as at 30 June 2024.

'This was an excellent program – I learned a great deal more not only about my clear responsibility as a judicial officer but also feel far more confident about exercising that responsibility.'

JUDICIAL OFFICER FEEDBACK

Right: Frederica O'Meara

Judicial management.

The *Judicial management forum* furthers the judiciary's commitment to creating a positive workplace culture by providing opportunities to learn skills for managing staff, workplace best practices and effective communication within the judge and associate relationship.

'We heard during our consultations that many new appointments to the courts and VCAT (but particularly the higher courts) have no or no recent prior experience in supervising and managing staff... Those appointed from the Bar (a majority of Supreme Court judges) may never have had permanent full-time staff or a managerial role. In that case, the need for some basic training as to workplace practices and the role of CSV-employed staff (and the limits of that role) is more acute.'

Review of Recruitment and Working Arrangements of Staff Working in a Primary Relationship with Judicial Officers, conducted by the Honourable Julie Dodds-Streeton KC and Barrister Jack O'Connor

The findings from the *Review of Recruitment and Working Arrangements of Staff Working in a Primary Relationship with Judicial Officers* underscore the ongoing challenges for judicial officers managing staff. The College's inaugural *Judicial management forum* gathered judicial officers from the County Court and Supreme Court of Victoria to explore the privileged professional relationship between judges and associates. Led by Kristen Hilton, former Victorian Equal Opportunity and Human Rights Commissioner, and a group of experienced judicial mentors, the forum delved into the complexities and responsibilities of the judicial role in the workplace. Former associates offered firsthand insights into court culture and the crucial mentoring role of judges.



L-R: Kristen Hilton, Associate Justice Mary-Jane Ierodiaconou, Jewil Fulton, Alison Byrne and Alette Rennie

'I will particularly think about the time and investment needed to ensure the judge-associate relationship is a positive one that allows everyone to flourish...'

JUDICIAL OFFICER FEEDBACK

Setting standards: Victoria's guideline on judicial bullying.

Victoria's *Judicial Conduct Guideline: Judicial Bullying* fosters awareness among judicial officers of the need to uphold ethical conduct and professional integrity.

An opportunity to respond: A conversation with the Judicial Commission of Victoria built on last year's *Judicial ethics and public confidence* and *Courts as workplaces: A hypothetical about judicial bullying* events. It provided participants with an opportunity to consider the Commission's new *Judicial Conduct Guideline: Judicial Bullying*.

Attendees learned about the Commission's complaint and decision-making process. A respected cross-jurisdictional panel (chaired by Alexis Eddy, Director of the Judicial Commission and including Chief Judge Peter Kidd) engaged the audience with relevant case scenarios and practical suggestions to promote self-reflection and self-awareness.



Chief Judge
Peter Kidd



Magistrate
Charles Tan



Jewil Fulton

'Loved the program. Speakers were fantastic. Practical suggestions were provided. I really learned a lot and I have been on the bench for seven years!'

JUDICIAL OFFICER FEEDBACK

'This was one of the best programs I've attended ... All speakers were incredibly honest and generous with their time and knowledge.'

JUDICIAL OFFICER FEEDBACK

Promoting judicial wellbeing.

For more than a decade the College has led initiatives both to address judicial wellbeing and ensure that judicial officers can meet the demands of their roles.

360-degree feedback: Encouraging self-reflection.

Judicial officers rarely have the opportunity to receive honest and direct feedback. A feature of the College's work since 2006, our unique and highly regarded 360-degree feedback program provides judicial participants with valuable insights to enhance how they take up the judicial role.

The program offers judicial officers meaningful confidential feedback from nominated raters, including judicial colleagues, advocates, and non-judicial colleagues. The feedback provides tailored insights to refine professional conduct and effectiveness. Each participant has two individual briefings with organisational psychologist Maryanne Mooney, who has been with the program since its inception.

This year, 11 judicial officers participated in the program, with surveys completed by 271 nominated raters.

Feedback on this year's program was overwhelmingly positive.

'I found the process to be absolutely wonderful. It was daunting at first and in my first interview with Maryanne that became palpable. But looking back now on that first meeting and the commencement of the process I realise that is one of the reasons that made the process so worthwhile: that it was going to challenge me.'

'Then having Maryanne spend time with me to discuss the findings was invaluable. I cannot describe how insightful she was in describing the results and drawing the threads of the findings together. But it was challenging and she was not afraid to push into some areas which I needed to work on ... I have learned so much and will learn so much more from this. I cannot recommend this program enough.'

JUDICIAL OFFICER FEEDBACK

Balancing the demands of judicial life.

‘[It’s like] shovelling snow and it’s still snowing. And it’s ... out of your control, even if you’re feeling tired or sick or whatever. ... In a normal job at our level you would be working long hours but, given the nature of court work, you have to be fit – brain fit and emotionally fit – to do that work. And if you’re tired because you’re trying to squeeze in all this stuff, the court work then becomes difficult.’¹⁰

Balancing the demands of judicial life focuses on ensuring the wellbeing of newly appointed judicial officers by examining the sources of judicial stress and offering strategies to enhance wellbeing. This year, the Honourable David Harper AM joined the event, discussing the psychological impact of judicial work, drawing from his personal experiences. Psychologists Dr Carly Schrever and Sally Ryan explored the social, physical, and emotional facets of wellbeing, laying the groundwork for judicial officers to design personalised wellbeing plans.



L-R: Dr Carly Schrever and Sally Ryan

Emotion in judging.

The College’s *Emotion in judging* webinar highlighted the critical role emotions play in judicial work and emphasised the importance of normalising and managing emotions to promote wellbeing and effective oversight.

The webinar featured a presentation by Professor Terry Maroney of Vanderbilt University, whose research plays an important role in destigmatising judicial emotion. She discussed how emotion and reason are seen as being in conflict, a concept behind the persistent cultural script of judicial dispassion. This ideal often bears little relation to judges’ lived experiences and can contribute to the emotional difficulties they may face.

Professor Maroney highlighted the critical role emotions play in shaping judges’ responsibilities, influencing how judicial officers navigate personal and professional challenges, manage stress, and attend to the emotional needs of individuals in courtroom settings.



‘There is a long history behind the work that I do that presumes that emotion is the enemy of good judging because it presumes that emotion and reason are somehow not only clearly distinguishable but also perpetually at war.’

PROFESSOR TERRY MARONEY¹¹

Conduct and ethics.

The College’s *Conduct and ethics* resource collection provides authoritative guidance that is critical for maintaining public confidence in the courts and VCAT, as well as supporting ongoing professional standards and ethical conduct among judicial officers.

This year, the College launched an online resource collection to support the judiciary’s commitment to core values such as impartiality, independence, and integrity. Works were developed and curated in collaboration with the Judicial Commission of Victoria, drawing on the shared knowledge of both organisations. The collection covers relevant judicial conduct guidelines, internationally recognised guidance on judicial ethics, issues that can arise in the courtroom, as well as key decisions that have been made in issues of judicial conduct.

‘It is by maintaining the high standards of conduct ... that the reputation of the Australian judiciary is secured and public confidence in it maintained.’

THE HONOURABLE SUSAN KIEFEL AC KC¹²

¹⁰ Carly Schrever, Carol Hulbert and Tania Sourdin, ‘The Privilege and the Pressure: Judges’ and Magistrates’ Reflections on the Sources and Impacts of Stress in Judicial Work’ (2024) 31(3) *Psychiatry, Psychology and Law* 327, 340 (quoting a judicial officer surveyed in the study).

¹¹ Professor Terry Maroney (Guest speaker), ‘Emotion in Judging’ (Judicial College of Victoria, 30 October 2023).

¹² Council of Chief Justices of Australia and New Zealand, *Guide to Judicial Conduct* (Australian Institute of Judicial Administration, 3rd rev ed, 2023) ix.

Effective judicial communication.

‘[My time as Assistant Counsel to the AFL Tribunal] emphasised two things to me. First, the importance of AFL in the fabric of our society, even relative to the workings of the criminal justice system. And secondly, the importance of clear communication.’

JUSTICE ANDREW TINNEY¹³

At the College’s *Jury trial management* event, Justice Andrew Tinney emphasised that clarity and precision in communication can sway opinions, uphold fairness, and strengthen the integrity of legal proceedings. Judges are not only responsible for ensuring juries perform their duty, but that they understand their duty and act properly.

The College supports members of the judiciary to hone their communication skills by fostering clarity and accessibility in their work, while optimising valuable judicial time. Our education empowers judicial officers to structure and articulate legal reasoning, manage courtroom interactions effectively, and engage authoritatively with those who appear before them.

‘This was an outstanding program that was thoroughly engaging, informative and practical. I left it feeling a lot more enthusiastic about the writing I have to do, and with a number of practical steps I know I can take to try to improve.’

JUDICIAL OFFICER FEEDBACK

Mastering the art of judgment writing.

Chief Justice Debra Mortimer of the Federal Court of Australia opened this year’s peer-led judgment writing program with an address on the competing demands at the heart of this essential judicial task.

Held over two days, the event brought together judicial officers from the Supreme Court and County Court and was co-chaired by Justice Kim Hargrave and Justice Kristen Walker. Attendees learned about optimum judgment structure, clear reasoning, and tailoring language and stylistic approaches for specific audiences. They applied their learning by revising one of their own judgments, before receiving feedback from a faculty of judicial officers, including Justice Hargrave, Justice Cameron Macaulay, Justice Paul Cosgrave and Judge Fiona Todd, and well-known Australian authors Kate Mildenhall, Alice Pung OAM, Jock Serong and Dr Don Watson.

Forensic linguistic expert and former Federal Court judge the Honourable Professor Peter Gray AM and writing expert Emeritus Professor Helen Sword, spoke to the participants in sessions about strategies for writing plainly, productively and efficiently.

‘I’ve discovered there is no such thing as your ‘one true voice’ – a writer has to have an arsenal of different voices’

ALICE PUNG OAM¹⁴



L-R: Jock Serong, Judge Fiona Todd, the Honourable Professor Peter Gray AM and Dr Don Watson



L-R: Alice Pung OAM, Kate Mildenhall and Justice Kristen Walker

Feature image on left: Justice Kim Hargrave

¹³ Justice Andrew Tinney (Guest speaker), ‘Jury Trial Management’ (Judicial College of Victoria, 24 May 2024).

¹⁴ ‘Alice Pung on Writing “On John Marsden”’, Writers Victoria (Web Page, 1 October 2017) <<https://writersvictoria.org.au/writing-life/on-writing/alice-pung-on-writing-on-john-marsden/>>.

Delivering oral decisions effectively.

From routine evidentiary and interlocutory rulings to everyday decisions in busy courts, judicial officers must often articulate their decisions orally without preparing a written decision. While delivering coherent and effective oral decisions can be a daunting task, it is a skill that can be learned.

This year, the College has offered two opportunities for judicial officers to learn about delivering effective oral decisions.

The first was a cross-jurisdictional workshop. Participants engaged in collaborative exercises, drafting oral decisions based on simulated case scenarios and receiving constructive feedback from peers and judicial mentors, including Judge Sandra Davis, her Honour Felicity Hampel AM SC and Magistrate Fiona Hayes. A subsequent workshop tailored for VCAT members, co-chaired by Judge Caitlin English and Judge Suzanne Kirton, included a session by Justice Elizabeth Hollingworth on the benefits of oral decisions, with her Honour Felicity Hampel providing insights into preparation techniques.



L-R: Judge Sandra Davis, Her Honour Felicity Hampel AM SC and Magistrate Fiona Hayes

‘The entire program was excellent. I enjoyed all the presentations and took something away from each.’

JUDICIAL OFFICER FEEDBACK

Judge Sandra Davis

Managing courtroom dynamics.

Jury trial management.

Nowhere is the complexity of trial management more evident than in a jury trial, where judicial officers must guide jurors, ensure fairness, handle evidence, maintain decorum, and follow legal procedures. Judicial officers must adeptly balance these tasks in trials that can be unpredictable, with ranging emotional dynamics that require skill and experience to manage.

With this in mind, the College delivered a full-day training session on jury trial management under the guidance of experienced judicial officers. Attendees were able to hone their trial management skills without the pressures of an actual trial, with impactful insights from leaders such as Justice Andrew Tinney, who reflected on the robust institution of trial by jury in a memorable opening address.

A judicial panel discussed idiosyncrasies in the empanelment process. Deputy Juries Commissioner Laurie Rumbold provided attendees with insight into the juror experience, and Deputy Chief Judge Meryl Sexton offered a practical guide to determining discharge applications. The Honourable Professor Peter Gray AM engaged attendees with a presentation on principles for clear communication with the jury. In the afternoon, attendees were guided by her Honour Felicity Hampel AM SC to develop skills and strategies for preparing final directions, including integrated jury directions.

Justice Andrew Tinney



Courtroom communication.

The College's *Authoritative and effective courtroom communication* and *Tribunal craft* events supported judicial officers to engage in self-reflection and develop new skills for managing their courtroom. Supported by judicial peers and experienced courtroom communications experts, participants refined their verbal and non-verbal communication skills and received personalised feedback through interactive scenario work.

'I thought this was a fantastic program, easily the best professional development activity I've been to in many years. I found it challenging and very informative, and it provided a great amount of feedback and techniques that I can use in my role day-to-day, which I really value.'

JUDICIAL OFFICER FEEDBACK

The *Judicial monitoring skills: motivational interviewing* event allowed magistrates and judges to further refine their communication craft where the goal is to support behavioural change in courtroom participants. The event focused on judicial monitoring hearings and review hearings in specialist courts and explored effective strategies to conduct meaningful courtroom conversations, provide constructive feedback and motivate change.



Helen Mentha



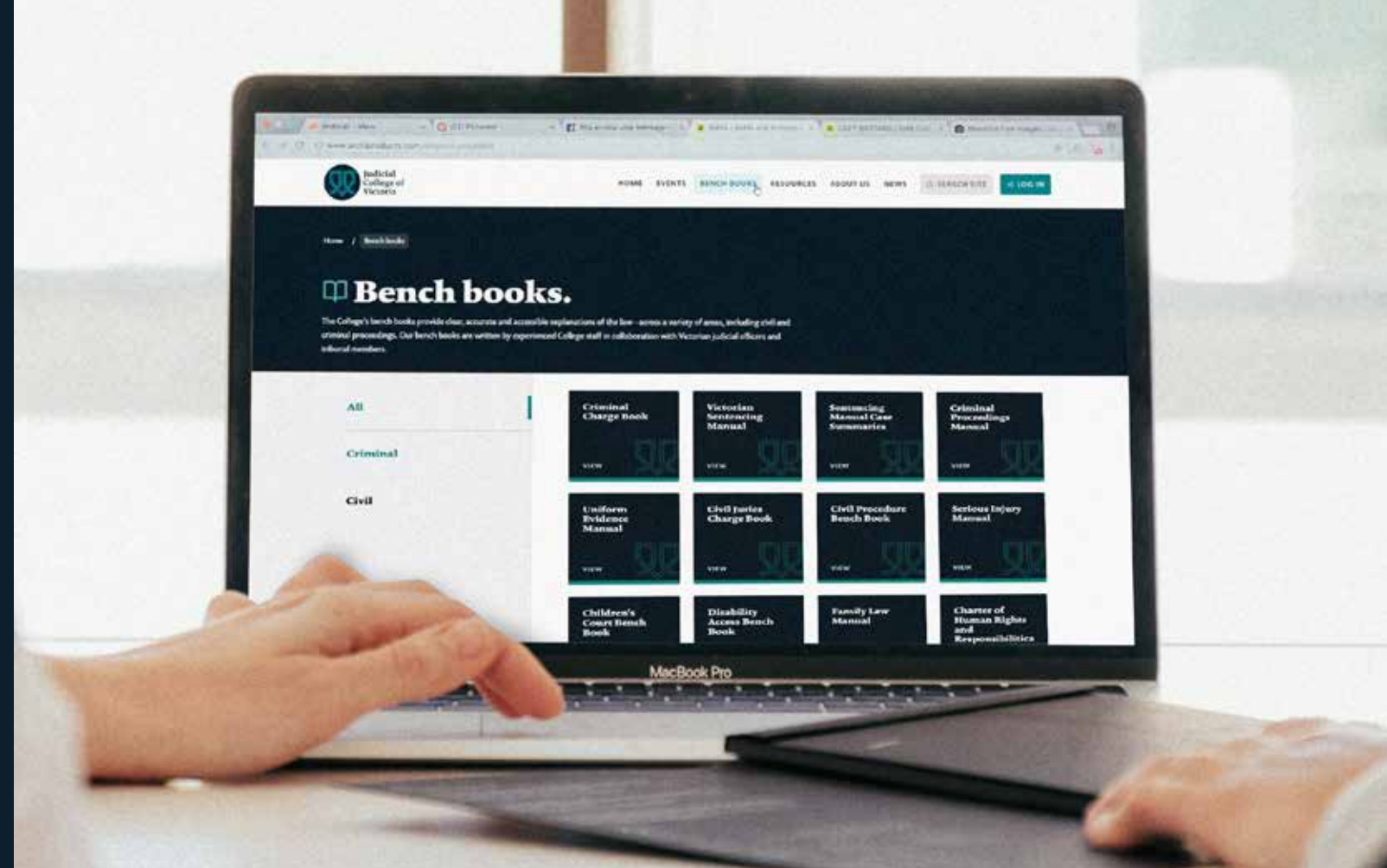
Magistrate Pauline Spencer

'It was brilliant, thought provoking and I am recommending it to all my colleagues.'

JUDICIAL OFFICER FEEDBACK

Trusted legal resources.

The College's website offers time-poor judicial officers a wealth of resources to support the delivery of justice. Designed by experienced College staff in consultation with judicial editorial committees, these trusted and highly valued resources promote clear, accurate and efficient judicial work by curating key legislation and jurisprudence into an accessible form and making use of developments in digital technology.



Leading innovation.

Enhancing our bench books.

Taking the opportunity to better harness technology, the College has implemented a new publishing platform across our entire suite of bench books, offering immediate benefits for judicial readers and those from the wider legal profession.

The new system automatically builds links to cited cases and legislation, providing users immediate access to the primary sources referred to in the bench books. Our bench books also now use an adaptive display so users can read and navigate them on tablet and mobile devices. This reflects the highly mobile modern legal profession and the prevalence of laptops and tablets in the courtroom.

In another development, the new system implements a continuous scroll function for a seamless reading experience. Users can experience the bench books like any text, moving seamlessly from one chapter to the next.

We are also excited by the capacity of the new platform to provide future enhancements, such as improved search capability.

Excellence in judicial administration.

Recognised with the prestigious Award for Excellence in Judicial Administration from the Australasian Institute of Judicial Administration (AIJA), the College's judicial precedent builders have rapidly become essential tools, enhancing judicial practice by streamlining critical legal processes.

At the award ceremony recognising Judicial Information Advisor Matthew Weatherson's work in developing the judicial precedent builders, Justice Murray Aldridge (President of the AIJA) said that the judicial precedent builders had been a 'game changer' embraced across the jurisdictions.

The precedent builders utilise a questionnaire system which steps judicial officers through the necessary issues for consideration to help them determine what needs to be included in a direction or decision. Currently, the builders can be used in creating criminal or civil jury directions or reasons for Magistrates' Court bail, sentencing and summary contests.

Speaking on behalf of the College Board, Chief Judge Peter Kidd observed that the precedent builders support the human dimension of judging, with a focus on applying legal tests and communicating the law clearly and accurately either to a litigant or a jury.

In accepting the award, Matthew Weatherson acknowledged the various individuals who had contributed to the precedent builders, both in developing the College's criminal and civil charge books over many years, and implementing the charge books and reasons templates into the precedent builders, along with the judicial champions and testers who supported the adoption of this new technology. Matthew's work in developing these precedent builders reflects the College's commitment to innovation and excellence in judicial support.

Responding to law reform and case law updates.

Criminal bench books.

‘The best way to [ensure directions conform to legal requirements] is to prepare written directions, guided by the accumulated learning found in the Criminal Charge Book.’

HEALY (A PSEUDONYM) V THE KING [2024] VSCA 81

The *Criminal Charge Book* is among the College’s most utilised resources. It provides judges and practitioners with comprehensive commentary on substantive law and evidence to ensure clear and accurate jury directions.

This year, we updated the *Criminal Charge Book* to implement Recommendation 81 from the Victorian Law Reform Commission’s report *Improving the Justice System Response to Sexual Offences*. A new chapter on integrated directions explains the theoretical and practical principles behind this new approach, which aims to reduce unnecessary directions and focus the jury on resolving disputed factual questions. The chapter provides guidance on preparing integrated directions and sample final instructions using a ‘split charge’ approach. Here, the judge first explains key legal points to jurors before the parties present their arguments so that the jury is well prepared to apply the arguments to the important factual questions. It also includes flowcharts and adapted instructions for three offences, illustrating how existing charges can be adapted into integrated directions.

Additionally, new directions were introduced for offences such as firearms, money laundering, and abduction. Recent decisions from the High Court and Victorian Court of Appeal were also incorporated into the *Criminal Charge Book*, strengthening guidance on a range of criminal matters.

Meanwhile, the *Victorian Sentencing Manual* (VSM) underwent significant updates encompassing a wide range of sentencing considerations in response to recent case law. They include: enhancing guidance on factors such as good character in sentencing for child sexual offences; assessing the severity of family violence beyond physical injury; guidelines for imposing Community Correction Orders (CCOs) alongside terms of imprisonment; the relevance of childhood deprivation and professional misconduct in sentencing; considerations of immigration detention’s impact on sentencing; the ongoing relevance of case law on the enhanced sentencing discount for guilty pleas during the pandemic; addressing the practice of artificially reducing sentences to avoid consequences under the *Migration Act 1958* (Cth); and ensuring the appropriate consideration of grief and loss from a victim’s death.

These updates enhance the VSM’s utility in supporting fair, informed sentencing decisions across Victoria’s courts.



The *Victorian Sentencing Manual Case Summaries* support judicial officers in assessing the gravity of offending and identifying relevant precedents for sentencing decisions by summarising County Court and Court of Appeal decisions. This year, with the assistance of interns from Leo Cussen and Monash, Melbourne, and Victoria Universities, we have published approximately 1,100 new County Court sentencing summaries. This is in addition to continuing to maintain sentencing summaries for Court of Appeal cases.

Additionally, the College collaborated with the Sentencing Advisory Council to link sentencing snapshots with corresponding case summaries for certain offences. This aims to make current sentencing practices more accessible to judicial officers and legal practitioners, contributing to fair and consistent sentencing decisions.

Civil bench books.

Following comprehensive updates and reorganisation, the *Civil Procedure Bench Book* now offers streamlined content and critical analyses of significant decisions, ensuring relevance and clarity in civil court proceedings. Continued updates to the *Civil Juries Charge Book* address emerging legal issues and support clearer jury directions.

The *Civil Procedure Bench Book* has been substantially refreshed to better serve the judiciary. It has been restructured to focus on relevant legislative requirements before common law interpretations in order to assist judges to exercise their discretion more effectively. All legislative and judicial authorities were also thoroughly reviewed for accuracy as part of this comprehensive update. Notable revisions include commentary on significant decisions such as *Bolitho v Banksia Securities Ltd [No 18] (remitter) [2021] VSC 666* and *Valentini (a pseudonym) v Trustees of the Marist Brothers [2022] VSC 550*.

This year, we updated our *Civil Juries Charge Book* to address emerging areas of law and ensure its continued relevance. Liability for psychiatric harm at work is a frequently litigated area. In response to this increased demand and the need for a deeper understanding of its legal basis, we published a comprehensive commentary and made significant revisions to the book's direction on workplace bullying, which is now categorised as workplace psychiatric harm.

Additionally, we introduced a refreshed defamation direction, which takes a more pragmatic approach to relevant issues and incorporates the latest amendments to the *Defamation Act 2005 (Vic)*.

Specialised bench books.

The *Disability Access Bench Book* underwent a significant update to incorporate the social model of disability, enhancing inclusive practices in courtroom procedures. Meanwhile, the *Coroners Court Bench Book* was comprehensively rewritten to ensure it remains relevant to current coronial issues and practices.

The *Disability Access Bench Book* stands as our primary resource for fostering inclusive courtroom practices. Developed in partnership with the Victorian Equal Opportunity & Human Rights Commission (VEOHRC), this bench book guides judicial officers in adapting court procedures to enhance participation for people with disabilities. This year, we released significant updates to the bench book, again developed in collaboration with the VEOHRC and peak disability organisations. This extensive revision incorporated the social model of disability and emphasised lived experiences throughout the publication. These updates aim to support judicial officers in adopting modern, respectful, and inclusive practices in their courtrooms.

Originally launched in 2009 to coincide with the introduction of the *Coroners Act 2008 (Vic)*, our *Coroners Court Bench Book* underwent a comprehensive update to align with established processes. Over the last 12 months, we have collaborated with the Coroners Court to restructure the book's contents and revise existing chapters. The updated edition, now available to coroners and the wider community, includes the latest appellate and coronial decisions. It also provides updated guidance on the *Charter of Human Rights and Responsibilities Act 2006 (Vic)* and the *Voluntary Assisted Dying Act 2017 (Vic)*. Additionally, insights from the Coroners Court's Aboriginal Engagement Unit and Senior Multifaith/Multicultural Advisor have been incorporated into a new chapter, offering best practices on integrating cultural considerations into death investigations.

Sharing expertise.

The College has developed the *General Administrative Review Guide* for the Queensland Civil and Administrative Tribunal (QCAT), enhancing the tribunal's capacity to navigate complex legal issues and make informed decisions.

This year, we expanded our impact by delivering this significant resource for QCAT, building on the success of the *QCAT Guardianship Internal Resource Paper* delivered in the 2020–21 financial year. The *General Administrative Review Guide* supports QCAT's extensive jurisdiction, which encompasses over 170 pieces of legislation, including those related to construction, child protection, and animal regulation. Designed to help tribunal members efficiently master critical issues of law and practice, the guide underscores our capacity to advance judicial support and expertise beyond Victoria.



'I can only imagine the significant work that went into this. It's user-friendly, easy to navigate and read, as well as being easy to print certain commonly used sections. Great work as always.'

JUDICIAL OFFICER FEEDBACK

Year at a glance.

In 2023–24, the College delivered education programs in various formats, including in-person sessions, live online webinars, interactive forums, facilitated discussions and immersive experiences.

2023–2024 EDUCATION	
Integrated jury directions in sexual offence trials	18/7/2023
Your trauma-informed court	25/7/2023
Authoritative and effective courtroom communication	1/8/2023
Tribunals as workplaces: Preventing sexual harassment and other inappropriate behaviours (VCAT)	16/8/2023
Inside prisons	16/8/2023
Judicial management forum	18/8/2023
Affirmative consent and stealthing	22/8/2023
Yoorrook: A conversation with the Commissioners	30/8/2023
Balancing the demands of judicial life	4/9/2023
Delivering oral decisions effectively	12/9/2023
Mental health, drug dependency and the law series 1	14/9/2023
Tribunals as workplaces: Preventing sexual harassment and other inappropriate behaviours (VCAT)	22/9/2023
Mental health, drug dependency and the law series 2	3/10/2023
Back to Country: Barkindji, Latji Latji, Mutthi Mutthi, Ngintait and Ngiyampaa Country	5/10/2023–7/10/2023
Tribunals as workplaces: Preventing sexual harassment and other inappropriate behaviours (VCAT)	6/10/2023
The intimate terrorism of family violence	10/10/2023
VCAT Tribunal craft	11/10/2023
Balancing the demands of judicial life	27/10/2023
Emotion in judging	30/10/2023
Judicial monitoring skills: Motivational interviewing	14/11/2023
Mental health, drug dependency and the law series 3	16/11/2023
An opportunity to respond: A conversation with the Judicial Commission	21/11/2023
Judicial monitoring skills: Motivational interviewing	28/11/2023
Courts as workplaces: Preventing sexual harassment and bystander training (Magistrates' Court of Victoria)	4/12/2023
Train the trainer: Mastering the art of judgment writing	11/12/2023
Courts as workplaces: Preventing sexual harassment and bystander training (County Court of Victoria)	13/12/2023
Mastering the art of judgment writing	15/2/2024–16/2/2024
Courts as workplaces: Preventing sexual harassment and bystander training (Supreme Court of Victoria)	23/2/2024
360-degree feedback	March–May 2024
Sovereign citizens, querulant litigants and high-conflict behaviours	1/3/2024

2023–2024 EDUCATION	
Ablaze: Film screening with co-director Tiriki Onus in conversation with Andrew Jackomos	5/3/2024
Aboriginality and bail	21/3/2024
VCAT orientation: Ethical and behavioural dimensions of the role	22/3/2024
Prima Facie: Film screening with playwright Suzie Miller	17/4/2024
Delivering oral decisions effectively (VCAT)	19/4/2024
Inside prisons	24/4/2024
First Nations cultural awareness for judicial officers	30/4/2024
Understanding personality disorders and complex trauma	14/5/2024
Jury trial management	24/5/2024
First Peoples across courts: Who is here to help?	28/5/2024
Understanding family violence	31/5/2024
Managing sexual offence cases	28/6/2024
Leadership conversations with Dr Peter Shaw (x 3)	July 2023–June 2024
New judicial appointee inductions (x 26)	July 2023–June 2024
New appointee judicial information inductions (x 26)	July 2023–June 2024

2023–2024 COURT COLLABORATIONS	
Magistrates and the <i>Jury Directions Act</i> (Magistrates' Court of Victoria)	19/7/2023
Civil Procedure Bench Book demonstration (Magistrates' Court of Victoria)	15/8/2023
Court of Appeal workshop: Self-represented litigants and sovereign citizens (County Court of Victoria)	25/8/2023

2023–2024 INTERNATIONAL, INTERSTATE AND OTHER EDUCATION	
Presentation to the Deakin University and Victoria University Shadowing Program (Victorian Bar)	14/8/2023
Hosted Taiwanese judicial delegation (Taiwan Academy for the Judiciary)	26/9/2023
Scholarship for the legal community (Victorian Bar Readers Course)	2/10/2023
Hosted the Honourable Chansey Paech MLA, Attorney-General of the Northern Territory	23/2/2024
2023 Award for Excellence in Judicial Administration (Australasian Institute of Judicial Administration)	1/3/2024
Scholarship for the legal community (Victorian Bar Readers Course)	8/4/2024

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 Court Bench Book
Criminal Charge Book
Criminal Proceedings Manual
Disability Access Bench Book
Family Violence Bench Book
Guardianship, Administration and Enduring Powers of Attorney
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

COLLEGE SERVICE ON EXTERNAL COMMITTEES		
COMMITTEE	CONVENING BODY	REPRESENTATIVE
Asia Pacific Judicial Educators (ANZ Group)	Te Kura Kaiwhakawa Institute of Judicial Studies	Samantha Burchell
Courts Collaborative Working Group	Court Services Victoria	David Tedhams
Judicial Council on Diversity and Inclusion	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 Program Board	Court Services Victoria	Samantha Burchell

Judicial steering and editorial committee members.

JUDICIAL STEERING COMMITTEE MEMBERSHIP 2023–2024	
STEERING COMMITTEE	JUDICIAL MEMBERS
Aboriginality and bail	Magistrate Donna Bakos
	Magistrate Jennifer Bowles
	Magistrate Rose Falla
	Magistrate Michelle Hodgson
Coroners Court Education Committee	Deputy State Coroner Jacqui Hawkins (until 27 October 2023)
	Coroner Kate Despot
	Coroner Catherine Fitzgerald
	Coroner Audrey Jamieson
	Coroner David Ryan
Delivering oral decisions effectively	Judge Sandra Davis
	Her Honour Felicity Hampel AM SC (retired)
	Magistrate Fiona Hayes
Delivering oral decisions effectively (VCAT)	Judge Caitlin English
	Deputy President Ian Proctor
	Deputy President Richard Wilson
	Senior Member Alison Glynn
	Senior Member Anita Smith
	Member Susan Whitney
First Nations cultural awareness for judicial officers	Judge Scott Johns
	Magistrate Rose Falla
	Magistrate Elizabeth Langdon
Judicial Conduct and Ethics Steering Committee	Justice Stephen McLeish
	Judge Amanda Chambers
	Magistrate Amina Bhai
	Magistrate Annabel Hawkins
	Coroner Audrey Jamieson (until 29 November 2023)
	Coroner Katherine Lorenz
	Senior Member Genevieve Nihill AM
Judicial Continuing Professional Development Committee (County Court of Victoria)	Judge Julie Clayton
	Judge Fran Dalziel (until October 2023)
	Judge Anne Hassan
	Judge Andrew Palmer
	Judge Patricia Riddell
	Judge Peter Rozen
	Judge Pardeep Tiwana

JUDICIAL STEERING COMMITTEE MEMBERSHIP 2023–2024 (CONTINUED)	
STEERING COMMITTEE	JUDICIAL MEMBERS
Judicial management forum	Associate Justice Mary-Jane Ierodionou
	Deputy Chief Judge Meryl Sexton
	Judge Gavan Meredith
	Judge David Sexton
	Judge Trevor Wraight
Judicial Officers' Aboriginal Cultural Awareness Committee	Justice Jane Dixon (Co-chair)
	Magistrate Rose Falla (Co-chair)
	Judge Jack Vandersteen
	Judge Scott Johns
	Magistrate Jennifer Bowles
	Magistrate Abigail Burchill
	Magistrate Ann Collins
	Magistrate Jelena Popovic
	Magistrate Roslyn Porter
	Deputy President Ian Lulham
	Coroner Ingrid Giles
	Member Sydney Fry
	Member Michelle Gardner
Judicial Wellbeing Steering Committee	Justice Peter Gray
	Associate Justice Mary-Jane Ierodionou (until August 2023)
	Judge Amanda Chambers
	Judge Sarah Dawes
	Magistrate Fiona Hayes
	Magistrate Lesley Fleming
	Magistrate Kristen Rose (until August 2023)
	Deputy State Coroner Jacqui Hawkins (until 2 August 2023)
	Coroner Katherine Lorenz
Senior Member Leneen Forde (until August 2023)	
Member Christopher Thwaites	
Jury trial management	Justice Andrew Tinney
	Judge Kevin Doyle
	Judge Martine Marich

JUDICIAL STEERING COMMITTEE MEMBERSHIP 2023–2024 (CONTINUED)	
STEERING COMMITTEE	JUDICIAL MEMBERS
Magistrates' Court Education Committee	Deputy Chief Magistrate Timothy Bourke
	Deputy Chief Magistrate Susan Wakeling
	Magistrate Marita Altman
	Magistrate Donna Bakos
	Magistrate Amina Bhai
	Magistrate Felicity Broughton
	Magistrate Phillip Goldberg
	Magistrate Julie Grainger
	Magistrate Fiona Hayes
	Magistrate Michele Hodgson
	Magistrate Urfa Masood
	Magistrate Jo Metcalf
	Magistrate Jason Ong
	Magistrate Roslyn Porter
	Magistrate Pauline Spencer
	Magistrate Robert Stary
	Magistrate Mark Stratmann
	Magistrate Charles Tan
	Judicial Registrar Gavin Green
	Judicial Registrar Leah Hickey
Managing sexual offence cases	Judge Amanda Chambers
	Judicial Registrar Rosalind Avis
	Magistrate Stephen Ballek
Mastering the art of judgment writing	Justice Kim Hargrave
	Justice Cameron Macaulay
	Justice Kristen Walker
	Justice Paul Cosgrave
	Judge Fiona Todd
Member Professional Development and Wellbeing Committee (VCAT)	Judge Caitlin English
	Deputy President Ian Lulham
	Deputy President Lindsay Warren
	Deputy President Richard Wilson
	Senior Member Domenico Calabro
	Senior Member Alison Glynn
	Senior Member Bernadette Steele
	Senior Member Silvana Wilson
	Member Neill Campbell
	Member Nicole Feeney
	Member Christopher Thwaites
	Member Stuart Webb

JUDICIAL STEERING COMMITTEE MEMBERSHIP 2023–2024 (CONTINUED)	
STEERING COMMITTEE	JUDICIAL MEMBERS
Mental health, drug dependency and the law series	Judge Paul Higham
	Magistrate Roslyn Porter
	Magistrate Pauline Spencer
Sovereign citizens, querulant litigants and high-conflict behaviours	Judge Sharon Burchell
	Judge Gerard Mullaly
	Judge My Anh Tran
	Magistrate Julie Grainger
	Magistrate Peter Mellas
Understanding family violence	Judge Kate Hawkins AM
	Judge Anna Robertson
	Judicial Registrar Belinda Bales
Understanding personality disorders and complex trauma	Judge Paul Higham
	Magistrate Roslyn Porter
	Magistrate Pauline Spencer
VCAT Tribunal craft	Senior Member Charles Powles
	Senior Sessional Member Catherine Aird
Your trauma-informed court	Magistrate Abigail Burchill
	Magistrate Michael King
	Magistrate Roslyn Porter

JUDICIAL EDITORIAL COMMITTEE MEMBERSHIP 2023–2024	
EDITORIAL COMMITTEE	JUDICIAL MEMBERS
Charter of Human Rights Bench Book	Justice Stephen McLeish
	Deputy President Genevieve Nihill AM
	Coroner Simon McGregor
Children's Court Bench Book	Judge Jack Vandersteen
Civil Juries Charge Book	Justice Jacinta Forbes (from 1 January 2024)
	Justice James Gorton
	Justice Rita Incerti (until 1 August 2023)
	Justice Andrew Keogh (until 1 January 2024)
	Justice Andrea Tsalamandris
	Judge Julie Clayton
	Judge Jeanette Morrish (from 1 August 2023)
Judge David Purcell	
Civil Procedure Bench Book	Justice Maree Kennedy
	Judge Julie Clayton

JUDICIAL EDITORIAL COMMITTEE MEMBERSHIP 2023–2024 (CONTINUED)	
EDITORIAL COMMITTEE	JUDICIAL MEMBERS
Coroners' Bench Book	Coroner Sarah Gebert
	Coroner Ingrid Giles (from 4 July 2023)
	Coroner Katherine Lorenz
Criminal Charge Book Editorial Committee	Justice Terry Forrest
	Justice Philip Priest
	Justice Lesley Taylor
	Justice Amanda Fox
	Judge George Georgiou (from 17 August 2023)
	Judge Anne Hassan (from 17 August 2023)
	Judge Gavan Meredith (until 8 August 2023)
	Judge Jeanette Morrish (until 17 August 2023)
	Judge Michael O'Connell
	Judge Fiona Todd (from 17 August 2023)
Judge Douglas Trapnell (until 17 August 2023)	
Criminal Proceedings Manual	Justice Michael Croucher
	Judge Martine Marich
	Magistrate Donna Bakos
Disability Access Bench Book	Judge Kate Hawkins AM (from 9 February 2024)
	Deputy President Genevieve Nihill AM
	Magistrate Roslyn Porter
Family Violence Bench Book	Judge Anna Robertson
	Judicial Registrar Belinda Bales
	Magistrate Tim Gattuso
	Magistrate Therese McCarthy
Guide to Guardianship and Administration Act 2019	Deputy President Genevieve Nihill AM
	Senior Member Bernadette Steele
Open Courts Bench Book	Justice John Champion
	Judge Elizabeth Gaynor
Scholarship for the Legal Community	The Honourable Chris Maxwell AC (retired)
	Justice Melanie Sloss
	Judge Douglas Trapnell
Serious Injury Manual	Judge Áine Magee
	Judge David Purcell
Victorian Sentencing Manual	Justice Jane Dixon
	Judge George Georgiou
	Magistrate Jo Metcalf
Victorian Sentencing Manual (Summary offences working group)	Magistrate Donna Bakos
	Magistrate Timothy Gattuso
	Magistrate Jo Metcalf

College staff as of 30 June 2024.

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

Chief Executive Officer

DIRECTORS

Dr Liz Richardson BA, LLB, MCrim (JV Barry Medal), PhD (Law)

Director, Judicial Education

David Tedhams BA, JD

Director, Judicial Information Services

Jo von Seht-Nater BBusCom

Director, Corporate Services

ADVISORS AND SPECIALISTS

Tony Christianen BBus, Grad Dip BusAdmin, CPA, AFAIM,

SA FIN

Chief Finance Officer

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Judicial Education Advisor

Matthew Weatherson BSc (Hons), LLB (Hons)

Judicial Information Advisor

STAFF

Jessica Bennett BA - Extended Leave

Executive Assistant

Vicki Christou DipEd, BA

Finance and Compliance Coordinator

Kerryn Cockroft BA, LLB (Hons)

Manager, Legal Research

Maria Di Napoli BA

Judicial Education Lead

Sophie Evans Cert Court Services

(Court Services Victoria certification)

Judicial Education Coordinator

Maria Fan BA, LLB (Hons)

Legal Research Officer, Projects

Skye Fantin BSci, LLB (Hons), Grad Dip Legal Prac

Legal Research Officer, Projects

Aimee Foo AvdDip Advtg, BBus (Hons), Grad Cert Media

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MEd, PhD (Ed)

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Digital Publishing Assistant

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Digital Publishing Assistant

Eden Marano Dip Justice

Corporate Services Officer

Liz Margaronis BA, JD

Assistant Director, Judicial Education

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Design and Communications Lead

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Digital Program Manager

Yu Xuan Peh

Digital Publishing Assistant

Carmen Reid Dip Lead&Mgt, BA

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Project Manager, Communications

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Judicial Education Lead

Emma Ward

Digital Publishing Assistant

Dr Bree Williams CertIV TAA, LLB, Grad Dip Legal Prac,

MComms, SJD (Law)

Assistant Director, Judicial Education

INTERNS 2023-2024

Georgia

Brinsmead

Tabitha Jawahiri

Mariah

Kazantzidis

Sam Lucas

Suhani Mehra

Cathy Nguyen

Evelyn Nguyen

Tiffany Oliver

Joanna Pitsillou

Anthony Prior

Tirath Singh

Bronte Smith

Jacqueline Tang

Kate Vogel

Liudmillar Zhang

Financial Statements

FOR THE FINANCIAL YEAR ENDED 30 JUNE 2024

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 2024 in the following structure to provide users with information about the College's stewardship of resources entrusted to it.

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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 2024 and financial position of the College as at 30 June 2024.

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 18 October 2024.



The Honourable Chief Justice Anne Ferguson
CHAIRPERSON

MELBOURNE, 18 OCTOBER 2024



Mr Gregory Lee
BOARD MEMBER

MELBOURNE, 18 OCTOBER 2024



Ms Samantha Burchell
CHIEF EXECUTIVE OFFICER

MELBOURNE, 18 OCTOBER 2024



Mr Antony Christianen
CHIEF FINANCE OFFICER

MELBOURNE, 18 OCTOBER 2024

Independent Auditor's Report



Independent Auditor's Report

To the Board of the Judicial College of Victoria

Opinion I have audited the financial report of the Judicial College of Victoria (the College) which comprises the:

- balance sheet as at 30 June 2024
- comprehensive operating statement for the year then ended
- statement of changes in equity for the year then ended
- cash flow statement for the year then ended
- notes to the financial statements, including material accounting policy information
- declaration in the financial statements.

In my opinion the financial report presents fairly, in all material respects, the financial position of the College as at 30 June 2024 and its financial performance and cash flows for the year then ended in accordance with the financial reporting requirements of Part 7 of the *Financial Management Act 1994* and applicable Australian Accounting Standards.

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

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

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

The Board's responsibilities for the financial report 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 *Financial Management Act 1994*, and for such internal control as the Board determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.

In preparing the financial report, the Board is responsible for assessing the 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.

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
21 October 2024


Timothy Maxfield
as delegate for the Auditor-General of Victoria

Comprehensive operating statement

FOR THE FINANCIAL YEAR ENDED 30 JUNE 2024

	Notes	(\$) 2024	(\$) 2023
Continuing operations			
Income from transactions			
Grant	2.1	4,778,834	4,682,053
Other income	2.1	219,328	178,200
Total income from transactions		4,998,162	4,860,253
Expenses from transactions			
Employee expenses	3.2.1	(3,461,467)	(3,298,827)
Operating expenses	3.3	(1,105,041)	(1,097,303)
Depreciation	4.1.2	(86,286)	(34,187)
Interest expense	6.1.1	422	(407)
Total expenses from transactions		(4,652,372)	(4,430,724)
Net result from transactions (net operating balance)		345,790	429,529
Other economic flows included in net result			
Other economic flows included in net result	8.1	19,182	(4,186)
Total other economic flows included in net result		19,182	(4,186)
Net result		364,972	425,344
Comprehensive result		364,972	425,344

The accompanying notes form part of these financial statements

Balance sheet

AS AT 30 JUNE 2024

	Notes	(\$) 2024	(\$) 2023
Assets			
Financial assets			
Cash and deposits	6.2	2,178,652	2,045,097
Receivables	5.1	3,712,350	3,317,997
Total financial assets		5,891,002	5,363,093
Non-financial assets			
Plant and equipment	4.1	30,364	90,293
Other non-financial assets	5.2	-	8,865
Total non-financial assets		30,364	99,158
Total assets		5,921,366	5,462,251
Liabilities			
Payables	5.3	127,709	39,575
Employee related provisions	3.2.2	792,623	807,432
Leases	6.1	30,430	9,612
Total liabilities		950,762	856,620
Net assets		4,970,604	4,605,632
Equity			
Accumulated surplus		4,633,227	4,268,255
Contributed capital		337,377	337,377
Net worth		4,970,604	4,605,632

The accompanying notes form part of these financial statements

Cash flow statement

FOR THE FINANCIAL YEAR ENDED 30 JUNE 2024

	Notes	(\$) 2024	(\$) 2023
Cash flows from operating activities			
Receipts			
Receipts from government		4,384,481	4,583,285
Receipts from other entities		219,328	178,200
Goods and Services Tax (paid)/received from the ATO ^(a)		3,851	400
Total receipts		4,607,660	4,761,885
Payments			
Payments to suppliers and employees		(4,483,092)	(4,577,968)
Interest paid		422	(407)
Total payments		(4,482,670)	(4,578,375)
Net cash flows from operating activities	6.2.1	124,990	183,510
Cash flows from investing activities			
Sales on non financial assets		23,183	-
Net cash flows from/(used in) financing activities		23,183	-
Cash flows from financing activities			
Repayment of borrowings and principal portion of lease liabilities ^(b)		(14,618)	(5,310)
Net cash flows (used in) financing activities		(14,618)	(5,310)
Net increase in cash and cash equivalents		133,555	178,200
Cash and cash equivalents at beginning of financial year		2,045,097	1,866,897
Cash and cash equivalents at end of financial year	6.2	2,178,652	2,045,097

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 2024

	(\$) Accumulated surplus	(\$) Contributions by owner	(\$) Total
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
Balance at 1 July 2023	4,268,255	337,377	4,605,632
Comprehensive result for the year	364,972	-	364,972
Balance at 30 June 2024	4,633,227	337,377	4,970,604

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).

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

	(\$)	(\$)
	2024	2023
Grant	4,778,834	4,682,053
Other revenue - fee for service	219,328	178,200
Total	4,998,162	4,860,253

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

	(\$)	(\$)
	2024	2023
Employee expenses	3,461,467	3,298,827
Other operating expenses	1,105,041	1,097,303
Total	4,566,508	4,396,130

3.2 EMPLOYEE EXPENSES

3.2.1 EMPLOYEE BENEFITS IN THE COMPREHENSIVE OPERATING STATEMENT

	(\$)	(\$)
	2024	2023
Salaries and wages, annual leave and long service leave	2,892,081	2,819,325
Defined contribution superannuation expense	318,547	285,216
Other on-costs	250,839	194,286
Total employee expenses	3,461,467	3,298,827

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.

	(\$)	(\$)
	2024	2023
Current provisions		
Annual leave		
Unconditional and expected to be settled within 12 months	183,351	160,376
Unconditional and expected to be settled after 12 months	36,328	40,372
Long service leave		
Unconditional and expected to be settled within 12 months	43,191	42,275
Unconditional and expected to be settled after 12 months	352,555	357,067
Provisions for on-costs		
Unconditional and expected to be settled within 12 months	44,294	60,736
Unconditional and expected to be settled after 12 months	76,034	77,152
Total current provisions for employee benefits	735,753	737,977
Non-current provisions		
Employee benefits	47,569	58,931
On-costs	9,301	10,524
Total non-current employee benefits	56,870	69,455
Total provisions for employee benefits	792,623	807,432

Reconciliation of movement in on-cost provision

	\$
	2024
Opening balance	148,413
Decrease in provisions recognised	(18,783)
Closing balance	129,630
Current	120,328
Non-current	9,301

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	
	2024	2023	2024	2023
Defined contribution plans				
Victorian Superannuation Fund – VicSuper	123,891	110,467	516	-
Other	193,712	174,749	428	-
Total	317,603	285,216	944	-

3.3 OPERATING EXPENSES

	\$	\$
	2024	2023
Supplies and services		
Judicial training	438,060	389,415
Purchase of supplies and consumables	302,754	371,645
Purchase of services (including remuneration of auditors)	364,227	329,272
Maintenance	-	6,970
Total operating expenses	1,105,041	1,097,303

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 services.

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 and vehicles

4.1 PLANT AND EQUIPMENT

	\$	\$	\$	\$	\$
	Gross carrying amount		Accumulated depreciation		Net carrying amount
	2024	2023	2024	2023	2024
Plant, equipment and vehicles at fair value ^(a)	35,436	327,712	(5,072)	(237,419)	30,364
Total Plant and Equipment	35,436	327,712	(5,072)	(237,419)	90,293

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	
	2024	2023	2024	2023	2024	2023
Vehicles	35,436	29,461	(5,072)	(19,551)	30,364	9,910
Net carrying amount	35,436	29,461	(5,072)	(19,551)	30,364	9,910

	\$		\$	
	2024 vehicles		2023 vehicles	
Opening balance - 1 July 2023	9,910		14,901	
Acquisitions	35,436		Depreciation (4,992)	
Disposals	(9,078)			
Depreciation	(5,904)			
Closing balance - 30 June 2024	30,364		9,910	

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)

	\$	
	2024	2023
Plant and equipment and vehicles	86,286	34,187
Total depreciation	86,286	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 straightline 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 AND EQUIPMENT AND VEHICLES

2024	\$
	Plant, equipment and vehicles at fair value
Opening balance	90,293
Acquisitions	35,435
Disposals	(9,078)
Depreciation	(86,286)
Closing balance	30,364

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

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

	\$	
	2024	2023
Statutory		
Amount owing from Victorian Government	3,712,350	3,317,997
Total receivables	3,712,350	3,317,997
<i>Represented by:</i>		
Current receivables	3,655,480	3,248,542
Non-current receivables	56,870	69,455

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

	\$	\$
	2024	2023
Current other non financial assets		
Prepayments - salaries	-	8,865
Total other non-financial assets	-	8,865

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

	\$	\$
	2024	2023
Contractual		
Supplies and services	118,025	38,994
Other payables	9,684	-
Statutory		
FBT payable	-	182
GST payable	-	400
Total payables	127,709	39,575
<i>Represented by:</i>		
Current payables	127,709	39,575

Notes:

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)

	\$	\$	Maturity dates			
			Less than 1 month	Between 1 and 3 months	Between 3 months and 1 year	Between 1 and 5 years
2024						
Supplies and services	118,025	118,025	96,025	-	22,000	-
Other payables	9,684	9,684	9,684	-	-	-
Total	127,709	127,709	105,709	-	22,000	-
2023						
Supplies and services	38,994	38,994	18,554	-	20,440	-
Total	38,994	38,994	18,554	-	20,440	-

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 Cash Flows

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

	\$	\$
	2024	2023
Current borrowings		
Lease liabilities ^(a)	5,528	9,612
Total current borrowings	5,528	9,612
Non-current borrowings		
Lease liabilities ^(a)	24,902	-
Total non-current borrowings	24,902	-
Total borrowings	30,430	9,612

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

	\$	\$	\$					\$
			Maturity dates					
	Carrying amount	Nominal amount	Less than 1 month	Between 1 and 3 months	Between 3 months and 1 year	Between 1 and 5 years	Over 5 years	
2024								
Lease liabilities	30,430	30,430	461	921	4,146	24,902	-	
Total	30,430	30,430	461	921	4,146	24,902	-	
2023								
Lease liabilities	9,612	9,612	9,612	-	-	-	-	
Total	9,612	9,612	9,612	-	-	-	-	

6.1.1 INTEREST EXPENSE

	2024	2023
Interest on lease liabilities ^(a)	(422)	406
Total interest expense	(422)	406

Notes:

(a) The College received a refund of interest payable on the completion of the motor vehicle lease.

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:

	2024	2023
Interest expense on lease liabilities	(422)	406
Total amount recognised in the Comprehensive Operating Statement	(422)	406

6.1.4 AMOUNTS RECOGNISED IN THE STATEMENT OF CASH FLOWS

The following amounts are recognised in the Statement of Cash Flows for the year ending 30 June 2024 relating to leases:

	2024	2023
Total cash outflow for leases	14,618	5,310
Total amount recognised in the Statement of Cash Flows	14,618	5,310

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.

	\$	\$
	2024	2023
Special (Trust) fund holdings	2,178,652	2,045,097
Total balance as per cash flow statement	2,178,652	2,045,097

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

	\$	\$
	2024	2023
Net result for the period	364,972	425,344
Non-cash movements		
Depreciation of non current assets	86,286	34,187
Net gain on disposal of plant and equipment	(14,104)	-
Net gain arising from revaluation of employee benefits	(5,078)	4,186
Movements in assets and liabilities		
(Increase)/Decrease in receivables	(385,488)	(92,412)
Increase/(Decrease) in payables	88,133	(324,931)
Increase/(Decrease) in provisions	(9,731)	137,136
Net cash flows from operating activities	124,990	183,510

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	2024				2023			
	Opening balance as at 1 July 2023	Total receipts	Total payments	Closing balance as at 30 June 2024	Opening balance as at 1 July 2022	Total receipts	Total payments	Closing balance as at 30 June 2023
Controlled trusts								
The College Trust account balance ^(a)	2,045,097	219,328	(85,773)	2,178,652	1,866,897	178,200	-	2,045,097
Total	2,045,097	219,328	(85,773)	2,178,652	1,866,897	178,200	-	2,045,097

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

The College commitments payable for 2023-24: Nil (2023: \$22,800)

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 minus 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

	\$	\$	\$	\$
2024	Cash and deposits	Financial assets at amortised cost (AC)	Financial liabilities at amortised cost (AC)	Total
Contractual financial assets				
Trust fund balances	2,178,652	-	-	2,178,652
Total contractual financial assets	2,178,652	-	-	2,178,652
Contractual financial liabilities				
Payables^(a)				
Supplies and services	-	-	118,025	118,025
Other payables	-	-	9,684	9,684
Borrowings				
Lease liabilities	-	-	30,430	30,430
Total contractual financial liabilities	-	-	158,139	158,139

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).

	\$	\$	\$	\$
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).

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 2023-24. 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
2024		
Trust fund balances	2,178,652	2,178,652
Total contractual financial assets	2,178,652	2,178,652
2023		
Trust fund balances	2,045,097	2,045,097
Total contractual financial assets	2,045,097	2,045,097

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.

2024	Weighted average interest rate %	Carrying amount	Fixed interest rate	Non interest bearing
Financial assets				
Trust fund balance	-	2,178,652	-	2,178,652
Receivables ^(a)	-	-	-	-
Total financial assets		2,178,652	-	2,178,652
Financial liabilities				
Payables				
Supplies and services		118,025	-	118,025
Other payables		9,684	-	9,684
Lease liabilities				
Finance lease liabilities	1.25%	30,430	30,430	-
Total financial liabilities		158,139	30,430	127,709

Notes:

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

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
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).

7.2 CONTINGENT ASSETS AND CONTINGENT LIABILITIES

Contingent assets

The College has no contingent assets (2023: \$Nil)

Contingent liabilities

The College has no contingent liabilities (2023: \$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 2024.

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 2023-24 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 2024.

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.

	\$	\$
	2024	2023
Net gain/(loss) on non-financial assets		
Net gain/(loss) on disposal of property plant and equipment	14,104	-
Total net gain/(loss) on non-financial assets	14,104	-
Other gains/(losses) from other economic flows		
Net gain/(loss) arising from revaluation of annual leave ^(a)	(113)	(207)
Net gain/(loss) arising from revaluation of long service leave liability ^(a)	5,191	(3,979)
Total other gains/(losses) from other economic flows	5,078	(4,186)

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 2023 to 30 June 2024)
Chief Executive Officer	Ms Samantha Burchell (1 July 2023 to 30 June 2024)
Acting Chief Executive Officer	Mr Matthew Weatherson (4 June 2024 to 30 June 2024)
Acting Chief Executive Officer	Mr Matthew Weatherson (8 January 2024 to 12 January 2024)
Acting Chief Executive Officer	Ms Alexis Eddy (18 September 2023 to 3 November 2023)
Acting Chief Executive Officer	Ms Jo von Seht-Nater (20 July 2023 to 28 July 2023)

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: \$240,000-\$249,000 (2023: \$250,000-\$259,000).

Other 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 2023 to 30 June 2024
Board Members	The Honourable Chief Judge Peter Kidd	1 July 2023 to 30 June 2024
	The Honourable Justice Ted Woodward	1 July 2023 to 30 June 2024
	The Honourable Justice Lisa Hannan	1 July 2023 to 30 June 2024
	His Honour Judge John Cain	1 July 2023 to 30 June 2024
	His Honour Judge Jack Vandersteen	1 July 2023 to 30 June 2024
	Emeritus Professor Arie Freiberg AM	1 July 2023 to 30 June 2024
	Mr Greg Lee	1 July 2023 to 30 June 2024

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

Band Range	Total number	
	2024	2023
\$0-\$9,999	8	8
\$20,000-\$29,000	1	1
\$240,000-\$249,000	1	1
Total	10	10
Total remuneration	266,404	262,833

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 Ted Woodward
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:

	\$	\$
	2024	2023
Court Services Victoria	4,778,834	4,682,053
Total	4,778,834	4,682,053

The College made payments to the following:

	\$	\$
	2024	2023
Cenitex	116,671	122,075
Supreme Court of Victoria - Library Services	56,000	54,692
Victorian Auditor-Generals Office	22,560	20,440
Sunraysia Institute of TAFE	5,100	-
Victorian Managed Insurance Authority	13,393	4,881
Total	213,724	202,088

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 2023-24, 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.

	\$	\$
	2024	2023
Short-term benefits ^(a)	234,761	233,402
Post-employment benefits	25,858	23,631
Other long-term benefits	5,785	5,800
Total^(b)	266,404	262,833

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

	\$	\$
	2024	2023
Victorian Auditor General's Office		
Audit of the financial statements	22,560	21,000
Total remuneration of auditors	22,560	21,000

8.6 SUBSEQUENT EVENTS

The Board of the College considers that no matters or circumstances have arisen subsequent to 30 June 2024, that would require adjustment of, or disclosure in, the financial statements. The Victorian Public Service (VPS) Enterprise Agreement 2024 was approved on 12 August 2024. The related expenses and liabilities will be recognised as part of the 2024-25 financial report. These include 3% salary increments, mobility payments and a one-off \$5,600 payment to eligible employees. The estimated financial effect on the reporting period (1 May 2024 to 30 June 2024) is \$0.15 million impacting salaries and allowances for VPS employees.

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 2023-24 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.

The College is of the opinion that these impacts on these standards will have no or little material impact.

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

1. Governance and organisational structure

- 1.1 Manner of establishment and responsible Minister
- 1.2 Purpose and functions
- 1.3 Structure
- 1.4 Board of Directors
- 1.5 Audit and Finance Committee
- 1.6 Occupational health and safety
- 1.7 Employment and conduct principles

2. Financial information

- 2.1 Comparative financial results
- 2.2 Significant changes in financial position during the year

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- 3.1 Public sector values and employment principles
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- 4.1 Local Jobs First
- 4.2 Government advertising expenditure
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- 4.4 Reviews and studies expenditure
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- 4.6 Disclosure of major contracts
- 4.7 Freedom of Information (FOI)
- 4.8 Compliance with the *Building Act 1993*
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5. Disclosure index

1. Governance and organisational structure

1.1 MANNER OF ESTABLISHMENT AND RESPONSIBLE MINISTER

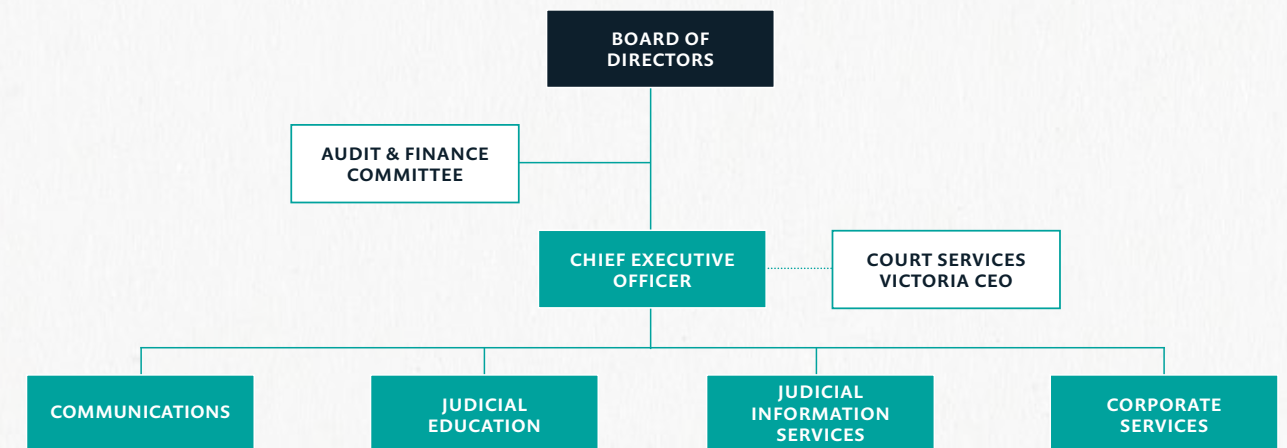
The Judicial College of Victoria (the College) was established with bipartisan support in 2002 by the *Judicial College of Victoria Act 2001*. The responsible Minister is the Attorney-General of Victoria.

1.2 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 the Annual Report.

1.3 STRUCTURE



1.4 BOARD OF DIRECTORS

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.

Disclosures & Report of Operations

1.5 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. 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

During 2023–24, the Committee comprised the following members:

- **Mr Robert Camm** (Chair)
- **Ms Robyn Dyt** (Independent Member)
- **Mr Greg Lee** (Independent Member; Board representative)
- **Mr Sam Jones** (Independent Member)
- **Ms Suzie Thoraval** (Independent Member)

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.

Management of the College extends sincere thanks to the Committee for sharing its collective wisdom, expertise and guidance on matters within its purview. In particular, the College acknowledges the extensive and valuable contributions of Mr Camm, who retired from the Committee at the conclusion of the financial year after many years of service.

1.6 OCCUPATIONAL HEALTH AND SAFETY (OH&S)

The College is committed to providing a safe working environment which promotes the health, safety and wellbeing of staff. Key initiatives include:

- Access to a range of free and confidential supports include an Employee Assistance Program, Contact Officers and Peer Supporters
- Access to flexible working arrangements
- Guidance to support appropriate ergonomics at work and when working from home
- Provision of speciality office equipment where applicable
- Manual handling training
- Proactive risk management

The College is represented on relevant committees established by Court Services Victoria (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 2023-24.

1.7 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.

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.

Employees have been correctly classified in workforce data collections.

2. Financial Information

2.1 COMPARATIVE FINANCIAL RESULTS

JUDICIAL COLLEGE OF VICTORIA COMPARATIVE FINANCIAL RESULTS 2019-20 TO 2023-24	NOTES	2023-24	2022-23	2021-22	2020-21	2019-20
Income						
Grants from Court Services Victoria	1	4,778,834	4,682,053	4,840,088	4,355,300	4,445,900
Other income	2	219,328	178,200	154,734	278,642	277,918
Total Income		4,998,162	4,860,253	4,994,822	4,633,942	4,723,818
Expenses		4,652,372	4,430,724	4,107,649	3,907,013	4,684,289
Other economic flows	3	19,182	(4,186)	53,587	113,454	(20,196)
Net result for the period		364,972	425,344	940,760	840,383	19,332
Net cash flow from operating activities		124,990	183,510	146,709	280,692	47,421
Total assets	4	5,921,366	5,462,251	5,225,826	4,135,434	3,536,358
Total liabilities	5	950,762	856,620	1,045,538	895,905	1,137,211

Notes

1. The increase in Grant revenue is due to the trajectory of lapsing project funding.
2. The increase in Other Income reflects Fee for Service income and activity associated with the Trust Fund.
3. The change in Other Economic Flows relates to valuation adjustments to long service leave liability and net proceeds on an asset sale.
4. Total Assets increased due to an increase in the College Trust Fund balance and Receivables due from Court Services Victoria.
5. Total Liabilities increased as a result of expense accruals at year end.

2.2 SIGNIFICANT CHANGES IN FINANCIAL POSITION DURING THE YEAR

Nil disclosable.

Disclosures & Report of Operations

3. Workforce data

3.1 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.

3.2 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 Court Services Victoria, employed in the last full pay period in June of the current reporting period (2024), and in the last full pay period in June of the previous reporting period (2023).

As at 30 June 2024, the College had a staff of 31 (head count) and a full-time equivalent staff of 25.2. A contractor is engaged to perform the duties of the Chief Finance Officer.

DETAILS OF EMPLOYMENT LEVELS IN JUNE 2024								
		ALL EMPLOYEES		ONGOING			FIXED TERM & CASUAL	
		HEADCOUNT	FTE	FULL-TIME (HEADCOUNT)	PART-TIME (HEADCOUNT)	FTE	HEADCOUNT	FTE
JUN-24	GENDER							
DEMOGRAPHIC DATA	WOMEN	24	19.6	11	6	15.1	7	4.5
	MEN	6	5.6	5	1	5.6	0	0
	SELF-DESCRIBED	1	0	0	0	0	1	0
	AGE							
	15-24	3	1	1	0	1	2	0
	25-34	7	6	5	0	5	2	1
	35-44	12	11	7	4	10.1	1	0.9
	45-54	5	4	1	2	2.4	2	1.6
55-64	4	3.2	2	1	2.2	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	4	1	0	0	0	4	1
	VPS 3	4	3.8	3	0	3	1	0.8
	VPS 4	6	5.8	5	1	5.8	0	0
	VPS 5	9	7.6	3	4	5.9	2	1.7
	VPS 6	6	5	4	2	5	0	0
	STS	1	1	1	0	1	0	0
	EXECUTIVES	1	1	0	0	0	1	1
TOTAL EMPLOYEES	31	25.2	16	7	20.7	8	4.5	

DETAILS OF EMPLOYMENT LEVELS IN JUNE 2023								
		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	

3.3 WORKFORCE INCLUSION

Staff of the College are employed by Court Services Victoria (CSV). The inaugural CSV Gender Equality Action Plan was launched in August 2022 and comprises key strategies to support a psychologically safe workplace culture where equal opportunity and diversity are valued. For further information regarding workforce inclusion measures, please refer to the CSV Annual Report.

4. Other disclosures

4.1 LOCAL JOBS FIRST

The *Local Jobs First Act 2003* introduced in August 2018 brings together the Victorian Industry Participation Policy (VIIPP) 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.

4.2 GOVERNMENT ADVERTISING EXPENDITURE

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

Disclosures & Report of Operations

4.3 CONSULTANCY EXPENDITURE

Details of consultancies valued at \$10,000 or greater

In 2023-24, there were seven consultancy engagements where the total fees payable to the individual consultancies was \$10,000 or greater. The total expenditure incurred during 2023-24 in relation to these consultancy engagements was \$160,021 (excluding GST).

Figures below are presented exclusive of GST.

CONSULTANCIES OVER \$10,000				
CONSULTANT	PURPOSE OF CONSULTANCY	TOTAL APPROVED PROJECT FEE	EXPENDITURE 2023-24	FUTURE EXPENDITURE
Dexis Pty Ltd	Strategic advisory services - judicial engagement project	55,500	25,200	-
En Masse Pty Ltd	Presentation/facilitation services - sexual harassment judicial education	87,945	47,060	9,200
Flying Squad Services Pty Ltd	Live stream, recording and post-production services - judicial education	14,111	14,111	-
Human Ethos	Presentation/facilitation services - sexual harassment judicial education and judicial wellbeing education	47,500	22,500	25,000
Kristen Hilton Advisory	Presentation/facilitation services - judicial management education	17,000	17,000	-
Mayfair Group Management Pty Ltd	Presentation/facilitation services - judicial 360-degree program	14,750	14,750	-
Seedling Leadership	Presentation/facilitation services - courtcraft judicial education	43,380	19,400	23,980

Details of consultancy engagements under \$10,000

In 2023-24, there were 43 consultancy engagements where the total fees payable to the individual consultancies was less than \$10,000. The total expenditure incurred during 2023-24 in relation to these consultancy engagements was \$113,992 (excluding GST).

4.4 REVIEWS AND STUDIES EXPENDITURE

For the relevant reporting period, the College did not undertake any disclosable reviews or studies.

4.5 INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) EXPENDITURE

For the 2023-24 reporting period, the College had a total ICT expenditure of \$445,792 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)		
\$309,658	\$136,134	\$136,134	\$ -	

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.

4.6 DISCLOSURE OF MAJOR CONTRACTS

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

4.7 FREEDOM OF INFORMATION (FOI)

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 FOI 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. This comprises documents both created by the department by an external organisation or individual, and may also include maps, films, microfiche, photographs, computer printouts, computer discs, tape recordings and videotapes. 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 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 department in-confidence and information that is confidential under another Act.

Under the FOI Act, the FOI processing time for requests received is 30 calendar days. However, when external consultation is required under ss29, 29A, 31, 31A, 33, 34 or 35, a 15 day automatic extension applies. Processing time may also be extended by periods of up to 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 FOI 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.

Making a request

FOI requests can be lodged online at ovic.vic.gov.au. An application fee of \$31.80 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 officer, as detailed in s17 of the FOI Act.

When making an FOI request, applicants should ensure requests are in writing, clearly identify what types of material/documents are being sought and be accompanied by the application fee to be a valid request.

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

FOI statistics/timeliness

For the 12 months ending 30 June 2024, the College received one FOI request. The College made a decision on this request within the statutory time period.

Further information

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.

4.8 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*.

Disclosures & Report of Operations

4.9 COMPETITIVE NEUTRALITY POLICY

Competitive neutrality requires government businesses to ensure that where services compete, or potentially compete, with the private sector, any net advantage arising from government ownership is accounted for if it is not in the public interest. Government businesses are required to set a competitively neutral price, which accounts for any net advantage that comes from public ownership. 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 fulfils its requirements on competitive neutrality reporting as required under the *Competition Principles Agreement* and the *Competition and Infrastructure Reform Agreement*.

4.10 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*

	2023–24	2022–23
The number of disclosures made by an individual to the College and notified to the Independent Broad Based Anti-Corruption Commission	0	0
Assessable disclosures	0	0

4.11 COMPLIANCE WITH THE CARERS RECOGNITION ACT 2012

Staff of the College are employed by Court Services Victoria (CSV). CSV takes all practical measures to comply with its obligations under the *Carer's Recognition Act 2012*. The College provides all new employees with information about their rights under the legislation and ensures that existing employees who have carer responsibilities are supported to balance work responsibilities and caring commitments. CSV considers the care relationship principles when setting policies and developing programs. CSV's people management policies, resources and programs reflect the guiding principles of the *Carers Recognition Act 2012*.

4.12 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 Court Services Victoria 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.

4.13 DISCLOSURE OF EMERGENCY PROCUREMENT

In 2023-2024, the College did not engage in any applicable procurement in connection with an emergency.

4.14 DISCLOSURE OF PROCUREMENT COMPLAINTS

The College did not receive any formal complaints through its procurement complaints management system in 2023-2024.

4.15 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 Court Services Victoria (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.

4.16 ADDITIONAL INFORMATION AVAILABLE ON REQUEST

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 statement that declarations of pecuniary interests have been duly completed by all relevant officers;
- details of shares held by a senior officer as nominee or held beneficially in a statutory authority or subsidiary;
- details of publications produced by the entity about the entity, and how these can be obtained;
- details of changes in prices, fees, charges, rates and levies charged by the entity;
- details of any major external reviews carried out on the entity;
- details of major research and development activities undertaken by the entity;
- details of overseas visits undertaken including a summary of the objectives and outcomes of each visit;
- details of major promotional, public relations and marketing activities undertaken by the entity to develop community awareness of the entity and its services;
- details of assessments and measures undertaken to improve the occupational health and safety of employees;
- general statement on industrial relations within the entity and details of time lost through industrial accidents and disputes;

- list of major committees sponsored by the entity, the purposes of each committee and the extent to which the purposes have been achieved; and
- details of all consultancies and contractors including:
 - o consultants/contractors engaged;
 - o services provided; and
 - o 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: officeofthceo@judicialcollege.vic.edu.au

4.17 COMPLIANCE WITH DATAVIC ACCESS POLICY

Consistent with the *DataVic Access Policy* issued by the Victorian Government in 2012, the information included in this Annual Report will be available on our website in electronic readable format.

4.18 ASSET MANAGEMENT ACCOUNTABILITY FRAMEWORK MATURITY ASSESSMENT

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

Disclosures & Report of Operations

5. 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.

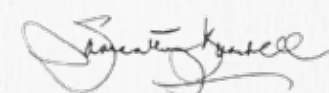
LEGISLATION	REQUIREMENT	PAGE REFERENCE
STANDING DIRECTIONS AND FINANCIAL REPORTING DIRECTIONS		
REPORT OF OPERATIONS		
CHARTER AND PURPOSE		
FRD 22	Manner of establishment and the relevant Ministers	101
FRD 22	Purpose, functions, powers and duties	101
FRD 22	Key initiatives and projects	Whole document
FRD 22	Nature and range of services provided	54-56
MANAGEMENT AND STRUCTURE		
FRD 22	Organisational structure	62; 101
FINANCIAL AND OTHER INFORMATION		
FRD 10	Disclosure index	110
FRD 12	Disclosure of major contracts	107
FRD 15	Executive disclosures	92
FRD 22	Employment and conduct principles	102
FRD 22	Occupational health and safety policy	102
FRD 22	Summary of the financial results for the year	103
FRD 22	Significant changes in financial position during the year	103
FRD 22	Major changes or factors affecting performance	94
FRD 22	Subsequent events	94
FRD 22	Application and operation of the <i>Freedom of Information Act 1982</i>	107
FRD 22	Compliance with building and maintenance provisions of the <i>Building Act 1993</i>	107
FRD 22	Statement on National Competition Policy	108
FRD 22	Application and operation of the <i>Public Interest Disclosures Act 2012</i>	108
FRD 22	Application and operation of the <i>Carers Recognition Act 2012</i>	108
FRD 22	Details of consultancies over \$10,000	106
FRD 22	Details of consultancies under \$10,000	106
FRD 22	Disclosure of government advertising expenditure	105
FRD 22	Disclosure of ICT expenditure	106
FRD 22	Reviews and studies expenditure	106
FRD 22	Statement of availability of other information	109
FRD 22	Asset Management Accountability Framework (AMAF) maturity assessment	109
FRD 24	Environmental reporting	109
FRD 22	Disclosure of emergency procurement	108
FRD 22	Disclosure of procurement complaints	108
FRD 25	Local Jobs First	105
FRD 29	Workforce Data disclosures	104
SD 5.2	Specific requirements under Standing Direction 5.2	111

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	111
SD 5.2.3	Declaration in report of operations	9
FINANCIAL STATEMENTS		
DECLARATION		
SD 5.2.2	Declaration in financial statements	66
OTHER REQUIREMENTS UNDER STANDING DIRECTIONS 5.2		
SD 5.2.1(a)	Compliance with Australian accounting standards and other authoritative pronouncements	66
SD 5.2.1(a)	Compliance with Standing Directions	66
SD 5.2.1(b)	Compliance with Model Financial Report	98
OTHER DISCLOSURES AS REQUIRED BY FRDS IN NOTES TO THE FINANCIAL STATEMENTS ^(a)		
FRD 13	Disclosure of Parliamentary Appropriations	72
FRD 21	Disclosures of Responsible Persons, Executive Officers and other Personnel (Contractors with Significant Management Responsibilities) in the Financial Report	92
FRD 103	Non-Financial Physical Assets	79
FRD 110	Cash Flow Statements	72
FRD 112	Defined Benefit Superannuation Obligations	78
FRD 114	Financial Instruments – general government entities and public non-financial corporations	87
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>	107
	<i>Building Act 1993</i>	107
	<i>Public Interest Disclosures Act 2012</i>	108
	<i>Carers Recognition Act 2012</i>	108
	<i>Disability Act 2006</i>	108
	<i>Local Jobs Act 2003</i>	105
	<i>Financial Management Act 1994</i>	74

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 2023-24 Model Report for Victorian Government Departments.

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
18 October 2024

Notes





Judicial
College of
Victoria

JUDICIAL COLLEGE OF VICTORIA

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