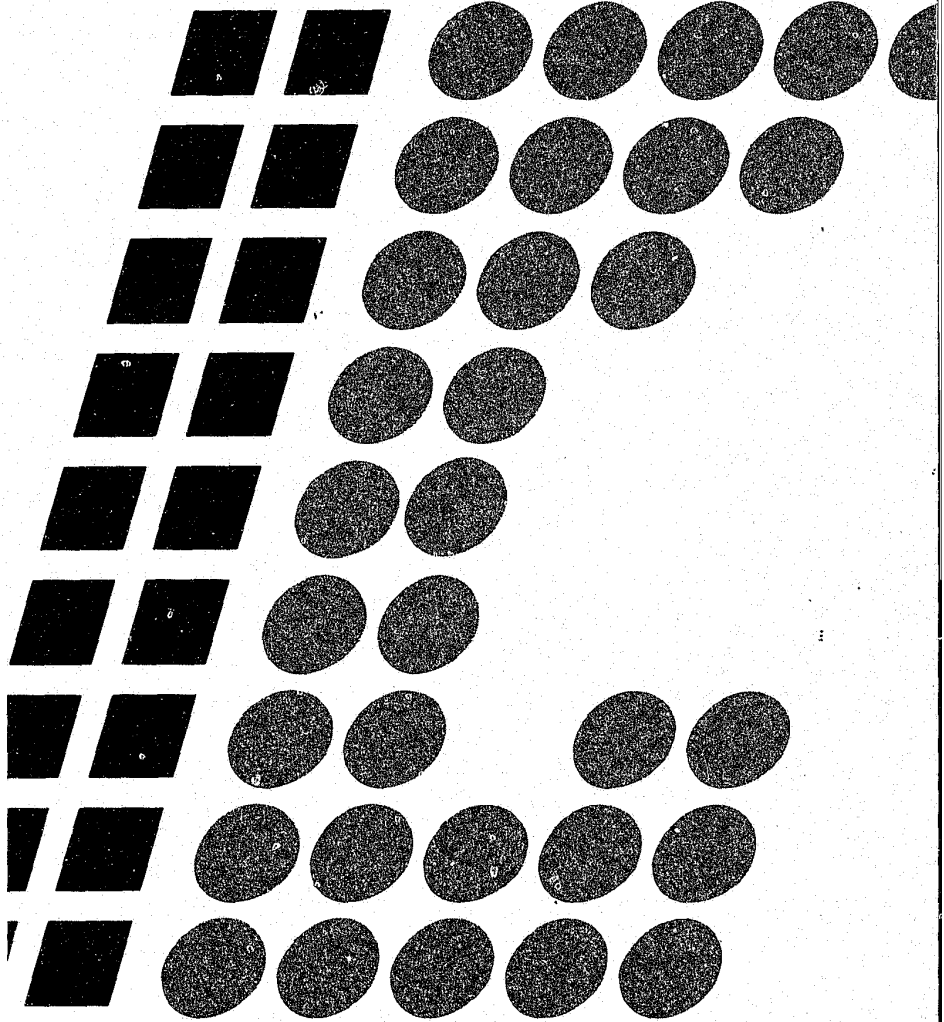


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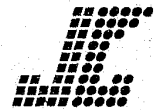


Annual Report
1990-1991

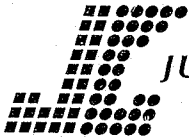


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Judicial Commission
of New South Wales



JUDICIAL COMMISSION OF NEW SOUTH WALES

Annual Report

for the year

ended

30 June 1991

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**U.S. Department of Justice
National Institute of Justice**

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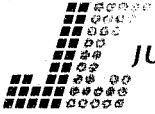
Judicial Commission of New

South Wales

to the National Criminal Justice Reference Service (NCJRS).

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Judicial Commission of New South Wales
Level 5, 301 George Street Sydney 2000
GPO Box 3634 Sydney NSW 2001



JUDICIAL COMMISSION OF NEW SOUTH WALES ●●●●●●●●

GPO Box 3634
Sydney 2001
DX 886 Sydney
Telephone: [02] 299 4421
Facsimile: [02] 290 3194

10 October, 1991

The Honourable P.E.J. Collins, M.P.,
Attorney General, Minister for Consumer
Affairs and Minister for the Arts,
Goodsell Building,
8-12 Chifley Square,
Sydney,
N.S.W. 2000

Level 5
301 George Street
Sydney 2000

My dear Attorney,

The Judicial Commission of New South Wales has pleasure in presenting to you a report of its activities for the year ended 30 June 1991.

This report is submitted in accordance with Section 49 of the Judicial Officers Act 1986 and is required to be laid before both Houses of Parliament. Appended to it is the Report of the Chief Executive of the Commission pursuant to the requirements of Section 12 of the Annual Reports (Departments) Act 1985.

Yours faithfully,

President

CONTENTS

Mission, Charter and Objectives	6
Members of the Judicial Commission	7
Review of Operations 1990-1991	8
Sentencing	9
Judicial education	12
Complaints against judicial officers	15
Liaison and visitors to the Commission	18
Support services	20
Committees	21
Report of the Chief Executive	23
Administration	25
Organisation chart	25
Employment conditions	26
Principal officers	26
Performance Management	26
Staff development and training	26
Equal employment opportunity	26
Freedom of information	27
Overseas visits	27
Consultants	27
Legislation	28
Financial Statements	29
Appendix 1 F.O.I. – Statement of Affairs	43
Directory	47

MISSION, CHARTER AND OBJECTIVES

The Mission Statement of the Judicial Commission is

To enhance the quality of justice by providing the judiciary with research and education services, to give advice to the Attorney General and to examine complaints against judicial officers.

Legislative Charter

The Judicial Commission is an independent statutory corporation established under the *Judicial Officers Act 1986*.

The Commission's major functions under the Act are:

- assisting the courts to achieve consistency in imposing sentences
- organisation and supervision of an appropriate scheme of continuing education and training of judicial officers
- examination of complaints against judicial officers


The Commission may also:

- give advice to the Attorney General on such matters as the Commission thinks appropriate
- liaise with persons and organisations in connection with any of its functions

Objectives

To increase the efficiency and effectiveness of the use of judicial resources by:

- improving the consistency of sentencing, and
- developing the skills and knowledge of judicial officers.

To handle complaints in a timely and appropriate manner. 

MEMBERS OF THE JUDICIAL COMMISSION

Section 5 of the *Judicial Officers Act* 1986 provides that the Commission shall consist of six official members and two members appointed by the Governor on the nomination of the Minister.

The Members of the Commission are:

**The Honourable Mr Justice Gleeson, AO
President**

Mr Justice Gleeson has been Chief Justice of New South Wales since 2 November 1988. His appointment as an Official Member and President of the Commission was effective from that date.

The Honourable Mr Justice Fisher, AO

Mr Justice Fisher has been President of the Industrial Commission since 1981. He has been an Official Member of the Commission from its inception in 1986.

The Honourable Mr Justice Cripps

Mr Justice Cripps has been Chief Judge of the Land and Environment Court since 1985. He has been an Official Member of the Commission from its inception in 1986.

His Honour Judge Staunton, CBE, QC

Judge Staunton has been Chief Judge of the District Court since 1973. He has been an Official Member of the Commission from its inception in 1986.

His Honour Judge McGrath, AM, OBE

Judge McGrath has been Chief Judge of the Compensation Court since 1982. He has been an Official Member of the Commission from its inception in 1986.

Mr I H Pike

Mr Pike has been Chief Magistrate of New South Wales since 1 February 1990. His appointment as an Official Member of the Commission was effective from that date.


Mr R D Somerville, AM

Mr Somerville was appointed as a member of the Commission as "a legal practitioner nominated following consultation by the Minister with the President of the New South Wales Bar Association and the President of the Law Society of New South Wales". His appointment was effective from 2 December 1987.

Mr R J Cotton, AM

Mr Cotton was appointed as a Member of the Commission on 6 November 1989 as "a person who, in the opinion of the Minister, has high standing in the community".

Meetings of the Judicial Commission

During the year the full Commission has met on a monthly basis. All members have attended every meeting unless granted leave of absence. 

REVIEW OF OPERATIONS

Sentencing

Judicial Education

Complaints

Liaison and Visitors

Committees

Support Services

Highlights of the Year

Launch of the Sentencing Information System

First issue of *Sentencing Trends Bulletin*

Revised and upgraded *Judicial Officers Bulletin*

Introduction of pre-bench training for magistrates

Commissioning of a Bench Book for the Land and Environment Court

Demonstration of the Sentencing Information System at the United Nations Congress in Cuba

SENTENCING

A major function of the Commission is assisting courts to achieve consistency in sentencing of offenders. The Commission's objectives in this area are to improve sentencing efficiency and to reduce the number of appeals against sentences, thereby releasing valuable resources which can be redeployed to reduce court delays.

The Commission has three strategies for achieving its objectives in relation to sentencing consistency:

- through the Sentencing Information System (SIS), a computerised sentencing database developed by the Commission;
- by undertaking original research into topics of assistance to sentencers, in particular the use of alternatives to custodial sentences; and
- by publishing collated statistical data on aspects of sentencing.

Sentencing Information System – SIS

The SIS is a computerised database containing legally and statistically relevant information on sentencing. It has been designed by the Commission under the guidance of experienced judicial officers. Eventually all judges and magistrates will have access to the SIS on the Commission's minicomputer through computer terminals installed in their chambers.

The SIS is the first of its kind in Australia. The object of the SIS is not to limit the sentencing discretions of each judicial officer. Its purpose is to provide judicial officers with rapid and easy access to the collective experience of

the courts in order to assist them with their sentencing decisions.

The SIS is to have four major components, two of which have been completed, and some ancillary functions.

1. Penalty Statistics

This component provides statistical information in the form of graphs and tables on the range and frequency of penalties imposed in recent cases of a similar nature. The judicial officer may enter specific details of the offence and the offender (age, prior record, bail status, plea, etc) and select various displays of penalties, including fines and prison terms. Within seconds he or she is able to read from the screen information on the "going rate" or "tariff" for the offence.

The statistical information is derived from data generated by the courts and collected by the New South Wales Bureau of Crime Statistics and Research. These raw data are then passed to the Commission where they are checked and processed before being entered into the statistical database for use by judicial officers.

2. Sentencing Law

The second component provides up to date information on sentencing options as well as statutory constraints involved in their use. The Sentencing Law component also allows the sentencer to print out the standard form of order for each disposition.

The material for this component is prepared by the Commission and the database is updated as soon as a legislative change is

SENTENCING

proclaimed or an amendment to the common law takes place.

3. Sentencing Appeal Cases

This component will allow access to reported and unreported judgments of the Court of Criminal Appeal and other important decisions which relate to sentencing.

Each New South Wales Court of Criminal Appeal decision will be summarised. The summaries will be linked to a database of sentencing principles. There will be a collection of "purple passages" which expound upon those principles. Both the case summaries and principles of sentencing will be linked to the full text of selected Court of Criminal Appeal and High Court decisions. A full-text legislative database of sentencing law will also be included.

A free text retrieval system will overlay the whole component, enabling the user to search and retrieve specific words, phrases or concepts contained in the databases.

4. Facilities

This component, yet to be developed, will be used to call up information on the availability of facilities, such as drug and alcohol programs and day attendance centres, in the relevant geographic location. The purpose of this is to allow the sentencer to choose the most appropriate and practical disposition.

5. Sentencing Date Calculator

This is a minor component of the SIS, developed to assist judicial officers calculate sentences in accordance with the Sentencing Act 1989.

During the year the Penalty Statistics, Sentencing Law and Sentencing Date Calculator components were finished and tested. Expressions of Interest in developing the software for the Sentencing Appeal Cases component were called for.

A pilot program, principally for testing hardware and communications strategies, was conducted using terminals located at the Downing Centre and Parramatta District Courts. The pilot provided evaluation of the capabilities of First State Computing, Telecom DDN and the Attorney General's Department ISDN PABX as carriers. As part of the pilot, 14 District Court judges and 12 associates were trained in the use of the SIS. A Help Desk was established for users.

In June 1991, following a lengthy evaluation phase, a Pyramid Technology Corporation MIS-4/02T machine was purchased to upgrade the processing capacity of the host minicomputer to allow further development of the SIS.

Research

As part of its charter to disseminate information on sentencing, the Commission undertakes original research on aspects of sentencing. The results are published as a series of monographs. The second and third publications in this series, released during 1990-1991, were:

Community Service Orders: Views of the Organisers in NSW which examines the views of Probation and Parole Officers on the operation of the Community Service Orders Scheme; and

SENTENCING

Community Service Orders and Periodic Detention as Sentencing Options which provides an analysis of the views of 18 District Court judges and 22 Local Court magistrates on the use of Community Service Orders and Periodic Detention Centres.

During his second reading speech for the Periodic Detention of Prisoners (Amendment) Bill, the Minister for Corrective Services, Mr Yabsley, acknowledged the Commission's work as a valuable contribution to his department's review of periodic detention and development of the Bill.

Both monographs were distributed to all judicial officers and some other interested persons. Additional copies are available from the Commission for a small charge.

Two more monographs are in preparation and are planned for publication in 1991/92.

They are provisionally titled:

Periodic Detention: A Critical Analysis;
and

*Juveniles in Custody: The impact of
Legislative and Administrative Change
on Sentencing in the Children's Court
1982-1990.*

the dispositions imposed on juvenile offenders after the commencement of the *Sentencing Act 1989*. The next in the series, to be published later in 1991, will be about patterns of sentencing in the Local Courts with particular emphasis being given to the use of alternatives to imprisonment before and after the introduction of the *Sentencing Act*. ■■■■

Statistical Publications

A new serial publication, entitled *Sentencing Trends*, was launched during the year. This publication will analyse various aspects of New South Wales sentencing statistics. The first edition, which focused on the Children's Court, used data from the Department of Family and Community Services to examine

JUDICIAL EDUCATION

The Commission provides an extensive program of continuing judicial education. The objective of the program is to develop and enhance the expertise and skills of judicial officers in New South Wales.

The success of the Commission's program is largely due to the input of judges and magistrates who themselves determine the content of the seminar program. The programs are developed by the Standing Advisory Committee on Judicial Education, comprising a representative of each court. The Education Committee in each court, comprising up to three judicial officers, manages the program for that court. In planning and developing the programs, the Education Committees give emphasis to the provision of timely and practical information whether through publications, seminars or a combination of both.

The provision of continuing judicial education includes a range of publications, conferences and seminars.

Publications

Judicial Officers Bulletin

The *Judicial Officers Bulletin*, published monthly, aims to assist judicial officers by communicating current developments in case law and statute law, as well as promoting an information and discussion network between judicial officers. In addition to the inclusion of abstracts of significant recent judgments, each edition contains articles of juristic interest which may be as varied as discussion of landmark decisions, progress of

new judicial databases and the art of delivering *ex tempore* judgments. These features are focused on being relevant to the day to day deliberations of judicial officers.

Bench Books

The Commission publishes Bench Books (Criminal Trial for the Supreme and District Courts and the Local Courts Bench Book) which contain a wealth of practical information intended to assist a judge or magistrate. Bench Books contain substantial reference material which is updated quarterly.

During the year work commenced on preparation of a Bench Book for the Land and Environment Court.

Conferences and Seminars

The Commission offers an extensive conference and seminar program for judicial officers, ranging from induction courses for new appointees to specialist conferences on specific aspects of law, procedure and judicial technique.

A number of seminars of topical relevance to the Supreme Court and the District Court were organised by the Commission. One such seminar concerned DNA Profiling which considered this procedure from the judge's perspective and reflected upon the criticisms raised about the procedure by the scientific community.

The Commission assisted the Compensation Court in designing and conducting the court's Annual Conference. This conference

JUDICIAL EDUCATION

considered matters such as court procedure, judicial conduct and use of the court's database.

The Local Court was also assisted in the organisation of the Annual Magistrates' Conference.

In addition, the second induction program for newly appointed magistrates was conducted by the Commission. This comprehensive program begins with a pre-bench weekend induction course followed by a 5-day residential orientation course after appointment. The program uses a variety of training methods, including video play-back, to augment expertise in court procedures. This program is supplemented by half-day follow up seminars which deal with specialised areas such as mental health and the Children's Court jurisdiction.

Two series of ten one day update seminars for metropolitan magistrates and three one and a half day seminars for country and regional magistrates were also conducted by the Commission.

Consultation

The success of the continuing judicial education program depends on its continued relevance to the needs of judicial officers. During the latter part of the year extensive discussions were held with the Heads of Jurisdiction of each court, conveners and members of the various education committees and individual judicial officers to ascertain the most relevant form for future education services.

A confidential survey to assess the continuing education needs of judicial officers was conducted during June. The responses will form a basis for development of a new and comprehensive Education Strategy Plan.

When approved by the Commission, the Plan will establish the future direction in providing continuing judicial education.

Faculty

The Commission draws on the expertise of experienced judicial officers and other persons with specialist knowledge when conducting educational activities.

The Commission acknowledges the valuable contribution made by the faculty of 1990-1991.

Supreme Court

The Honourable Mr Justice Gleeson, AO,
Chief Justice of New South Wales
The Honourable Justice Kirby, AC, CMG,
President, Court of Appeal
The Honourable Justice Samuels, AC

District Court

His Honour Judge Staunton, CBE, QC,
Chief Judge, District Court

Compensation Court

His Honour Judge McGrath, AM, OBE,
Chief Judge, Compensation Court
His Honour Judge O'Meally
His Honour Judge Herkes
His Honour Judge Thompson
His Honour Judge Manser
His Honour Judge Burke
His Honour Judge Davidson
Her Honour Judge O'Toole

JUDICIAL EDUCATION

His Honour Judge Egan, ED
His Honour Judge Moran
His Honour Judge Johns

Local Court

Mr Ian Pike, Chief Magistrate
Mrs Angela Karpin, Deputy Chief Magistrate
Mr Charles Gilmore, Deputy Chief Magistrate
Mr David Armati, Magistrate
Mr Rod Blackmore, Magistrate
Mr Neil Milson, Magistrate
Mr Michael Price, Magistrate
Dr Elwyn Elms, Magistrate
Mrs Rosemary Cater-Smith, Magistrate
Mrs Barbara Holborow, Magistrate
Mr Robert Abood, Magistrate
Mr Wayne Evans, Magistrate
Mr Derek Price, Magistrate
Mr Stephen Scarlett, Magistrate
Mr Roger Dive, Magistrate

Other faculty members not judicial officers in New South Wales

Mr Livingston Armytage, Education Director,
Judicial Commission
Dr Bentley Atchison, Scientist-in-Charge,
Victorian Institute of Forensic Pathology
Dr Elsa Bernadi, staff specialist in psychiatry,
Royal North Shore Hospital
His Honour Judge Betts, President, Accident
Compensation Tribunal of Victoria
Mr Rohan Bray, Research consultant
Mr Ron Cahill, Chief Magistrate, Australian
Capital Territory
Dr Judy Cashmore, Macquarie University
Mr Ray Donaldson, Assistant Commissioner,
New South Wales Police Service
Mr Peter Dooley, Barrister

Detective Senior Sergeant Michael Drury,
Drug Enforcement Agency, New South Wales
Police Service

Dr Charles Doutney, Director and Medical
Superintendent, Prince of Wales Hospital
The Honourable Justice Evatt, AO, President,
Australian Law Reform Commission
Mr Stephen Jupp, Acting Registrar,
Court of Appeal

Dr Valerie Levy, University of Technology,
Sydney

Mr Milton Luger, Odyssey House

Mr D McGregor, QC

Dr Judy Perl, Pharmacologist, Consultant to
the New South Wales Police Service

The Honourable Mr Justice Phillips,
Chairman, National Crime Authority

Dr Jonathon Phillips, Partner, The Ellard
Practice, The Northside Clinic

The Honourable Justice Stanley, President,
Industrial Court and Commission of South
Australia

Mr John Watts, Solicitor

Mr Peter Wildblood

COMPLAINTS AGAINST JUDICIAL OFFICERS

The Complaints Function

One of the functions of the Commission under its legislative charter is to deal with complaints against judicial officers.

Making a Complaint

Complaints may be made by members of the public or referred to the Commission by the Attorney General. The *Judicial Officers Act* requires that a complaint be in writing, and identify the complainant and the judicial officer. The Regulation made under the Act requires that the particulars of a complaint be verified by a statutory declaration.

Investigating a Complaint

On receipt of a complaint in the required form, the Commission is required to conduct a preliminary investigation. Following the preliminary examination, the Commission is then required to:

- summarily dismiss the complaint;
- classify the complaint as minor; or
- classify the complaint as serious.

A complaint may be dismissed summarily on one or more of a number of grounds under s 20 of the Act. If the Commission classifies the complaint as minor it may be referred to the appropriate head of jurisdiction or to the Conduct Division. If the complaint is classified as serious it must be referred to the Conduct Division.

The Conduct Division is a panel of three judicial officers empowered to conduct an investigation of the complaint. The Conduct Division may conduct a hearing in connection with a complaint. Hearings of minor

complaints are conducted in private and those of serious complaints are public hearings.

Outcome of a Complaint

The Conduct Division is required to make a report of its findings. If the complaint is classified as serious, the report is to the Governor setting out its conclusions. If a serious complaint has been wholly or partly substantiated, and the Conduct Division decides that the matter could justify parliamentary consideration of the removal of the judicial officer from office, the Attorney General is required to lay the report before both Houses of Parliament.

In the case of a minor complaint, the Conduct Division reports to the Commission.

COMPLAINTS AGAINST JUDICIAL OFFICERS

Report for year ending 30 June 1991

Section 49 of the *Judicial Officers Act* requires that certain information about complaints be provided to the Attorney General for each financial year. The required information appears below.

Particulars of complaints

For the 1990-1991 financial year:

• complaints made during the year	24
• complaints summarily dismissed during the year	18
• minor complaints disposed of during the year	3
• serious complaints disposed of during the year	1

Note: Of the 24 complaints received by the Commission –

1. Two references under s 16(1) were made by the Attorney General.
2. One complaint was classified as serious and referred to a Conduct Division.
3. Three complaints were classified as minor and referred to the relevant head of jurisdiction pursuant to s 21(2).
4. By definition (*Judicial Officers Act*, s19) a complaint is classified as minor or serious only if it is a complaint which has not been summarily dismissed.
5. At the beginning of the period there were eleven complaints that were undetermined and at the end of the period there were thirteen complaints that were undetermined.

Criteria adopted for classifying complaints:

(i) Complaints summarily dismissed during the year were dealt with upon the basis of the following criteria:

• the complaint was frivolous, vexatious or not in good faith [s 20(1)(b)]	11 complaints
• there was available a satisfactory means of redress or of dealing with the complaint or the subject-matter of the complaint [s 20(1)(e)]	2 complaints
• the person complained about was no longer a judicial officer [s 20(1)(g)]	1 complaint
• further consideration of the complaint by the Commission was unnecessary or unjustifiable [s 20(1)(h)]	3 complaints
• the complaint was frivolous, vexatious or not in good faith and further consideration of the complaint by the Commission was unnecessary or unjustifiable [s 20(1)(b) and [s 20(1)(h)]	1 complaint

(ii) The criterion for classifying a complaint as "serious" is that the grounds of complaint, if substantiated, could justify parliamentary consideration of the removal of the judicial officer complained about from office. That decision is based on a view of the seriousness of the matter which is formed following the Commission's preliminary examination.

COMPLAINTS AGAINST JUDICIAL OFFICERS

The Pattern in the Nature and Scope of the Complaints

The number of complaints made during the year (24) was similar to the number of complaints made during the previous year (23).

The complaints with which the Commission deals normally involve allegations of conduct that is not alleged to be either criminal or corrupt. If it were alleged that a judicial officer committed a crime the matter would normally be pursued by the police in the ordinary way. The Commission may have a role to play, especially after a prosecution had concluded, but the Commission is not a forum for the enforcement of the criminal law. If it were alleged that a judicial officer had engaged in corrupt conduct, that would ordinarily involve an allegation of a crime, and would also ordinarily fall within the purview of the Independent Commission Against Corruption.

The most common criticism that is made of judicial officers by people who approach the Commission is that the judicial officer in question has made a wrong decision. Such people are normally directed to the ordinary avenues of appeal that are available. Whilst it is not possible to identify any particular pattern in the allegations that proceed by way of complaint, claims of alleged bias or failure to give a fair hearing are the most common complaints that are made.

Conduct Division

As noted above one matter was referred to a Conduct Division pursuant to Section 21(1) of the *Judicial Officers Act* 1986. On 3 May 1991 the judicial officer retired from his office on medical grounds. In consequence, pursuant to the provisions of Section 32(1) of the *Judicial Officers Act*, the Conduct Division ceased dealing with the matter. ■■■■

LIAISON AND VISITORS TO THE COMMISSION

To assist it in meeting its objectives, the Commission actively seeks to exchange information with government agencies, academic institutions and individuals. In particular, as the only judicial education and research body in Australia, the Commission has been building links with similar organisations in other countries in order to share knowledge and experience, and to keep abreast of developments in the field.

Among those with whom the Commission had discussions were:

American Judicature Society
Attorney General's Department, Australia
Attorney General's Department, South Australia
Attorney General's Department, Victoria
Australian Institute of Criminology
Australian Institute of Judicial Administration
Bureau of Crime Statistics and Research
Cabinet Office, New South Wales
Californian Center for Judicial Education and Research
Canadian Judicial Centre
Centre of Criminology, Toronto
Commonwealth Magistrates' and Judges' Association, London
Commonwealth of Learning
Corrective Services Department, New South Wales
Criminal Law Review Division, Attorney General's Department
Crown Law Office of Western Australia
Department of Justice, Canada

Department of Social Science & Policy,
University of New South Wales
Director of Public Prosecutions
Ethnic Affairs Commission, New South Wales
Family and Community Services
Department
Independent Commission Against Corruption
Institute of Criminology, University of Sydney
Institute of Criminology, University of Cambridge
Judicial Studies Board, London
Law Foundation of New South Wales
Law Society of New South Wales
Legal Aid Commission
Legal Information Systems and Technologies Foundation, Vancouver
Motor Accidents Authority
Police Service
Probation and Parole Service, New South Wales
Senior Public Defender of New South Wales
Society for the Reform of the Criminal Law
New South Wales Crime Commission
Supreme Court Library

Visitors to the Commission during the year included:

Dr J S Buchanan, Secretary,
Commonwealth Magistrates' and Judges' Association

LIAISON AND VISITORS TO THE COMMISSION

Messrs Gao Fengtao, Huang Shuhai,
Wang Yusheng, Zhao Qingpei and Zhao
Wei, Bureau of Legislative Affairs, Peoples
Republic of China

The Honourable Mr JRA Dowd, Attorney
General of New South Wales

The Right Honourable Sir Iain Glidewell,
Chairman, Judicial Studies Board, London

Dr Graham Greenleaf, University of New
South Wales

Mr William Johnson, Attorney General's
Department, Victoria


Dr Andrew Mowbray, University of
Technology, Sydney

Dr Garry Scrimgeour, Professional Studies
Associates, Nevada

Professor Roman Tomasic, University of
Canberra

Mr Trevor Haines, Secretary of the Attorney
General's Department presented a paper and
Mr John Myrtle demonstrated the SIS on
behalf of the Commission to the Eighth United
Nations Congress on the Prevention of Crime
and the Treatment of Offenders, held in Cuba
in August 1990.

The Education Director, Mr Livingston
Armytage, delivered a paper entitled
*Management Issues in Continuing Legal
Education* to the National Conference for
Continuing Legal Education Administrators.

The Research Director, Mr Ivan Potas,
presented a paper entitled *Interpreting Truth
in Sentencing* at the 6th Annual Conference of
the Australian and New Zealand Society of
Criminology. 

SUPPORT SERVICES


The Commission is a fully self-contained agency, with its own administrative and information technology support services.

Commission staff are all skilled microcomputer users thereby reducing the need for keyboard positions and enabling multiskilling of staff at all levels. Every staff member has access to word processing, spreadsheets and databases. Specialist staff use sophisticated statistical packages for data analysis, desktop publishing software for high quality publications and presentation graphics. The software is available through a NOVELL local area network with IBM and compatible microcomputers.

As well as maintaining the LAN, the Computer Services Division also runs the wide area network through which users in remote locations access the Sentencing Information System. Staff install equipment for new users, install and test communications equipment, carry out maintenance and organise repairs to the system, assist users either on the spot or through the Help Desk and operate the minicomputer and peripherals which run the SIS.

The Commission has a full range of administrative support services including accounting, budgeting, payroll, purchasing, personnel and records management functions. A computerised accounting package has been installed for the introduction of full accrual accounting in 1991-1992. This will be complemented by the use of CHRIS software for payroll processing. The Administration Division also provides

executive support services to the Commission.

The Commission's library has a comprehensive range of legal publications. It is staffed by a part time librarian and is available to judicial officers during business hours. 

COMMITTEES

The Standing Advisory Committee on Judicial Education advises the Commission on matters of continuing judicial education, coordinates the implementation of Commission education policy and strategies, and directs the activities of the Education Committees of the various courts.

Standing Advisory Committee on Judicial Education

The Honourable Justice Meagher, Chair
The Honourable Mr Justice Bauer
The Honourable Mr Justice Cripps
His Honour Judge Cooper
His Honour Judge O'Meally
Mrs Angela Karpin DCM

The Education Committees of the various courts develop and manage, on a day to day basis, programs of educational activities conducted by each court.

Supreme Court Education Committee

The Honourable Justice Meagher, Chair
The Honourable Justice Bryson
The Honourable Mr Justice Brownie

District Court Education Committee

His Honour Judge Cooper
His Honour Judge Wall
His Honour Judge Knight

Compensation Court Education Committee

His Honour Judge O'Meally
His Honour Judge Burke
His Honour Judge Moran

Local Court Education and Bench Book Committee

Mrs Angela Karpin DCM
Mr Neil Milson
Mr Roger Dive

The Bench Book Committees oversee the preparation and revision of the various Bench Books.

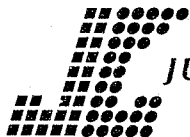
Criminal Trial Courts Bench Book Committee

The Honourable Mr Justice Badgery-Parker
His Honour Judge Bell

The SIS Advisory Committee guides the implementation of the SIS by providing a user perspective to development of new components.

SIS Advisory Committee

The Honourable Mr Justice Campbell,
Chair
His Honour Judge Ford
Mr Charles Gilmore DCM



JUDICIAL COMMISSION OF NEW SOUTH WALES

*R*eport of the
Chief Executive
of the Commission
1990-1991



JUDICIAL COMMISSION OF NEW SOUTH WALES ●●●●●●

GPO Box 3634
Sydney 2001
DX 886 Sydney
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10 October, 1991

Level 5
301 George Street
Sydney 2000

The Honourable P.E.J. Collins, M.P.,
Attorney General, Minister for Consumer
Affairs and Minister for the Arts,
Goodsell Building,
8-12 Chifley Square,
Sydney,
N.S.W. 2000

My dear Attorney,

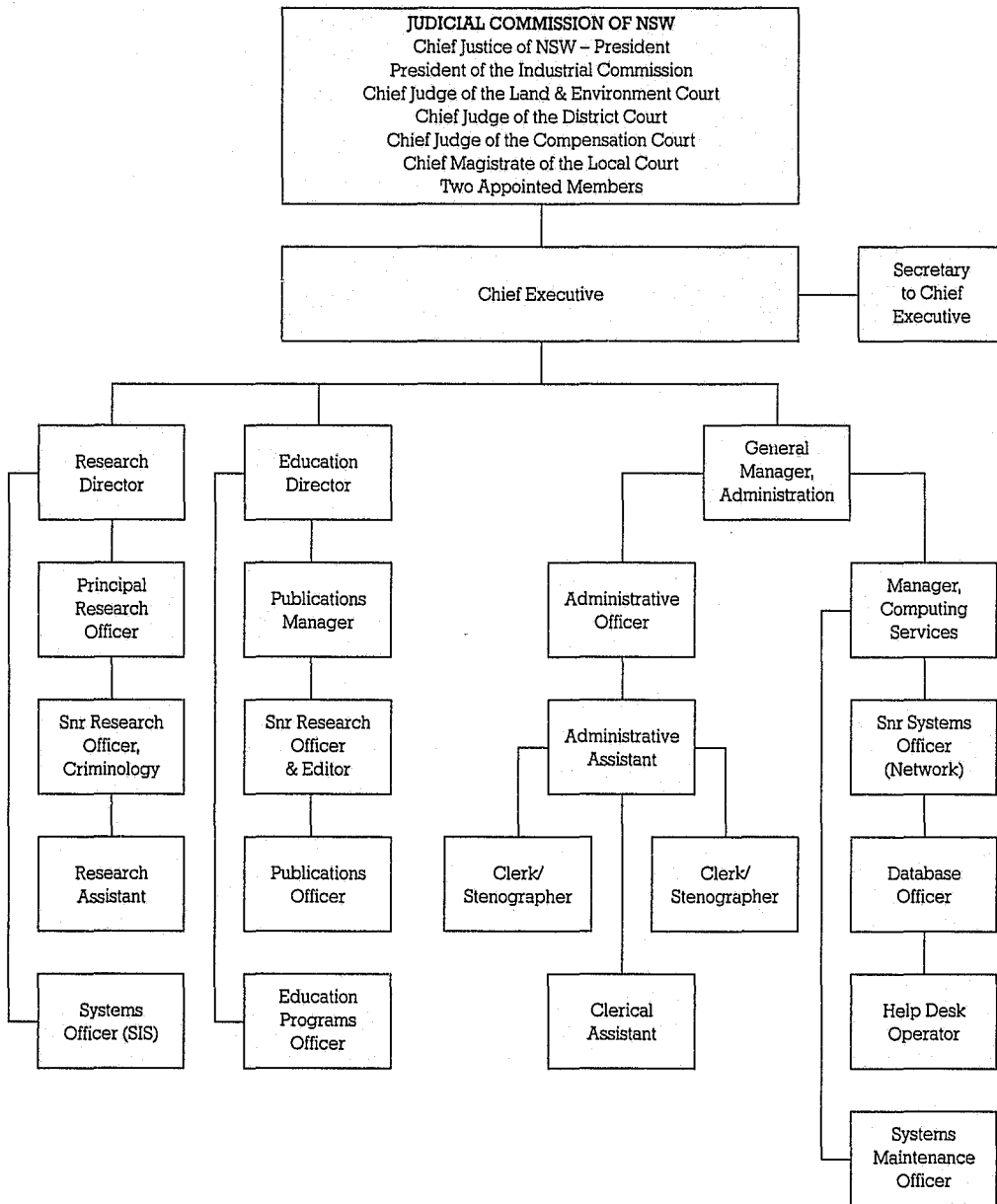
I have pleasure in presenting to you my report of the activities of the Judicial Commission for the year ended 30 June 1991.

This report, when read in conjunction with the report of the Judicial Commission of New South Wales, made pursuant to Section 49 of the Judicial Officers Act 1986, meets the requirements of Section 12 of the Annual Reports (Departments) Act 1985.

Yours sincerely,

E.J. Schmatt
Chief Executive

ORGANISATION CHART



The overall structure of the Commission is set out in the above chart.

ADMINISTRATION

Employment Conditions

The Commission is an employer under *the Judicial Officers Act*. Conditions of employment are generally equivalent to those of the New South Wales Public Service. Public servants appointed to the Commission's staff retain rights and benefits such as superannuation and extended leave.

During the year action was taken to have the Commission scheduled as an employer for the purposes of the Public Sector Executives Superannuation Scheme. This will allow executive staff the same access to superannuation as SES officers elsewhere in the public sector.

Principal Officers

Mr E J Schmitt Chief Executive

Mr L Armytage Education Director

Ms P K Hutton General Manager,
Administration

Mr I Potas Research Director

Mr Armytage and Ms Hutton joined the Commission during the year.

Performance Management

In line with the New South Wales Government's principles for public sector reform, the Commission is developing a performance management framework to focus the efforts of the organisation towards achieving its objectives.

A corporate planning and budgeting process, backed up by improved financial reporting, is being developed. Senior staff are now employed on contracts modelled on those of

the Chief Executive and Senior Executive Services within the NSW public sector. Each executive has a performance agreement which is related to the achievement of the corporate objectives and strategies. Financial authority has been delegated to operational managers.

Staff Development and Training

The Commission actively strives to develop its staff to their full potential. During the year the types of courses attended were intended to develop particular skills (accounting, records management, survey design, computer software) or to keep abreast of developments in criminology.

Equal Employment Opportunity

The Commission has an approved EEO Management Plan which is updated annually. New strategies for the year included participation in the Spokeswomen's Program for the first time and introduction of regular staff meetings.

The data for representation of women at various levels within the Commission are shown in Table 1. Information on other EEO target groups is not published in similar detail because the small numbers of staff in each group would enable individuals to be identified. Of the 16 respondents to the EEO Resurvey in 1990, 9 were of non-English speaking background and 1 had a physical disability.

ADMINISTRATION

TABLE 1
Representation of Women within levels

	1990/91		1989/90	
	Total Staff	Women	Total Staff	Women
Below CO1 ¹	0	0	0	0
CO1-GD1 ²	0	0	1	1
A&CGds 1-2	3	3	3	3
A&CGds 3-5	5	4	4	3
A&CGds 6-9	5	1	6	1
A&CGds 10-12	3	0	0	0
Above A&CGd 12	4	1	4	1
TOTAL	20	9	18	9

¹ Employees on salaries below Clerical Officer Scale 1, 21 year old rate of salary

² Employees on salaries from Clerical Officer Scale Grade 1, 21 year old rate to below minimum Administrative and Clerical Scale Grade 1

Freedom of Information

The Commission's most recent FOI Statement of Affairs appears as Appendix 1 to this report. There were no applications for information under Freedom of Information legislation during the reporting period.

Overseas Visits

No overseas visits were undertaken by officers of the Commission during the year.

Consultants

The Commission does not, with its small number of staff, have all the expertise necessary to carry out some of its highly specialised tasks. Rather than increase the number of staff, the Commission makes

effective use of consultants to carry out identified tasks of a specialist nature.

There were no consultancies exceeding \$30,000 during the reporting period. The total cost of consultants during the year was \$138,801.95.


Work undertaken by consultants included:

- development of the SIS database and sentencing date calculator
- project management for the development of the SIS
- installation of human resources management and accounting software
- library services
- preparation of research publications

ADMINISTRATION

- presentation of training sessions
- legal advice
- updating Bench Books

Legislation

In the reporting period the *Judicial Officers Act 1986* was amended by the *Judicial Officers Legislation (Amendment) Act 1990*. The principal effect of the amending legislation was to increase the retiring age of judges from 70 to 72 years. 

FINANCIAL STATEMENTS

Auditor-General's Certificate

Statement by Chief Executive

Financial Statements

AUDITOR-GENERAL'S CERTIFICATE



BOX 12, G.P.O.
SYDNEY, N.S.W. 2001

AUDITOR-GENERAL'S OPINION

JUDICIAL COMMISSION OF NEW SOUTH WALES

I have audited the accounts of the Judicial Commission of New South Wales for the year ended 30 June 1991. The preparation and presentation of the financial statements comprising the accompanying summarised receipts and payments statements and statement of special deposits account balances, together with the notes thereto, and the information contained therein is the responsibility of the Chief Executive. My responsibility is to express an opinion on these statements based on my audit as required by Sections 34 and 45F(1) of the Public Finance and Audit Act 1983.

I conducted my audit in accordance with the provisions of the Act and the Australian Auditing Standards to provide reasonable assurance as to whether the financial statements are free of material misstatements. My procedures included examination, on a test basis, of evidence supporting the amounts and other disclosures in the financial statements and the evaluation of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial statements are in accordance with the requirements of the Public Finance and Audit Act 1983, and Australian accounting concepts and standards, where applicable, so as to present a view of the Commission which is consistent with my understanding of its operations.

In my opinion, the financial statements, within the confines of the cash basis of accounting described in Note 2, comply with Section 45E of the Act and are in accordance with the accounts and records of the Judicial Commission of New South Wales for the year ended 30 June 1991, and the Statements of Accounting Concepts and Accounting Standards, where applicable.

A handwritten signature in dark ink, appearing to read "R.P. Bible".

R.P. BIBLE, B.Com FCPA
ASSISTANT AUDITOR-GENERAL

SYDNEY
10 October 1991

STATEMENT BY CHIEF EXECUTIVE

Year Ended 30 June 1991

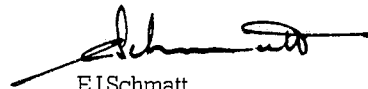
Pursuant to Clause 8 of the Public Finance & Audit (Departments) Regulation 1986, I state that:

(a) The accompanying financial statements have been prepared in accordance with the provisions of the Public Finance and Audit Act 1983 the Public Finance and Audit (Departments) Regulation 1986 and the Treasurer's Directions.

(b) The statements present fairly the receipts and payments of that part of the Consolidated Fund and those accounts in Special Deposits Account operated by the Judicial Commission of New South Wales.

(c) There are not any circumstances which would render any particulars included in the financial statements to be misleading or inaccurate.

Sydney,
9th August, 1991



EJ Schmatt
CHIEF EXECUTIVE

FINANCIAL STATEMENTS

Summarised Receipts and Payments Statement of the Consolidated Fund and Special Deposits Account by Item for the Year Ended 30 June 1991

DETAILS	NOTE	1989/90 Actual \$'000	1990/91 Estimate \$'000	1990/91 Actual \$'000
RECEIPTS				
Salaries Accrual				
Nett Movement	4(i)	4	0	3
TOTAL RECEIPTS		4	0	3
PAYMENTS				
Salaries & Other				
Employee Payments	4, 6(i), 8	726	835	937
Maintenance & Working Expenses	5, 6(i), 8	587	717	667
Computers & Equipment	7	165	0	0
Other Services				
Overseas Visits		0	7	7
Complaints	6(iii)	31	100	183
TOTAL PAYMENTS		1509	1659	1794
EXCESS OF PAYMENTS OVER RECEIPTS		1505	1659	1791

FINANCIAL STATEMENTS

Summarised Receipts and Payments Statement of the Consolidated Fund and Special Deposits Account by Program for the Year Ended 30 June 1991

DETAILS	NOTE	RECEIPTS			NOTE	PAYMENTS		
		1989/90	1990/91			1989/90	1990/91	
		Actual \$'000	Est. \$'000	Actual \$'000		Actual \$'000	Est. \$'000	Actual \$'000
PROGRAM 13.1.1								
JUDICIAL COMMISSION								
DESCRIPTION								
Collation, examination and dissemination of data in relation to the sentencing of offenders; research development and delivery of continuing education and training programs to assist Judicial Officers; and the examination of complaints concerning Judicial Officers.								
CONSOLIDATED FUND		0	0	0		1344	1659	1794
SPECIAL DEPOSITS ACCOUNT		0	0	0	6, 7	165	0	0
GROSS TOTAL PROGRAM		0	0	0		1509	1659	1794
LESS INTER FUND TRANSFER		0	0	0		0	0	0
NETT TOTAL PROGRAM 13.1.1		0	0	0		1509	1659	1794
NON PROGRAM								
CONSOLIDATED FUND		0	0	0		0	0	0
SPECIAL DEPOSITS ACCOUNT	4(i)	4	0	3		0	0	0
GROSS TOTAL NON PROGRAM		4	0	3		0	0	0
LESS INTER FUND TRANSFER		0	0	0		0	0	0
NETT TOTAL NON PROGRAM		4	0	3		0	0	0
TOTAL								
CONSOLIDATED FUND		0	0	0		1344	1659	1794
SPECIAL DEPOSITS ACCOUNT	4(i)	4	0	3	6, 7	165	0	0
GRAND TOTAL GROSS		4	0	3		1509	1659	1794
LESS INTER FUND TRANSFER		0	0	0		0	0	0
GRAND TOTAL NETT		4	0	3		1509	1659	1794

FINANCIAL STATEMENTS

Statement of Special Deposits Account Balances as at 30 June 1991

1989/90			Treasury Account Number	NOTE	1990/91		
PREVIOUS YEAR					CURRENT YEAR		
Cash \$'000	Securities \$'000	Total \$'000			Cash \$'000	Securities \$'000	Total \$'000
Special Deposits Account							
15	0	15	1140	Balance of Salaries	4(i) 18	0	18
				Adjustment Suspense Account			
GRAND TOTAL							
15	0	15		Special Deposits Account	18	0	18

NOTES

Notes to and Forming Part of the Financial Statements of the Judicial Commission of NSW for the Year Ended 30 June 1991

Note 1

Financial Statements 1990-1991

The *Public Finance and Audit Act 1983* is cognate with the *Annual Reports (Departments) Act 1985* and regulates the presentation of the Commission's Annual Report and Financial Statements.

The Financial Statements have been reported in amounts rounded to the nearest thousand dollars and the notes to the nearest dollar. For comparative purposes the previous financial year's figures are shown on each financial statement.

Note 2

Accounting Policies

- (i) The financial statements have been prepared in accordance with the Treasurer's Directions on a cash basis with the exception of payment of salaries and provision for payment of leave on termination of employment which are reported on an accrual basis. Salaries and wages incurred but unpaid at year end are brought to account as payments together with the leave on termination of employment component. No other items have been accrued.
- (ii) The financial details provided in the Receipts and Payments Statements relate to transactions on the Consolidated Fund and Special Deposits Accounts and are in agreement with the relevant sections of the Treasurer's Public Accounts.
- (iii) There have been no changes in accounting policies during the year ended 30 June 1991 which affect the truth and fairness of accounts or which would render the figures misleading or inaccurate.
- (iv) All operating expenses of the Commission have been met from the Consolidated Fund.
- (v) A reference in the Receipts and Payments Statement to an "estimate" figure means in the case of an annual appropriation the amount provided in the estimates to be appropriated by the relevant Appropriation Act as advised by the Treasury. A reference in the Receipts and Payments Statement to an "actual" figure means the payments actually made by the Commission in respect of the item to which it refers.
- (vi) The Commission does not own any land or buildings.

NOTES

Note 3

**Disclosure Of Receipt And
Payment Dissections In The Notes
To The Financial Statements
For The Year Ended 30 June 1991**

A. The table below details program *receipts* of Consolidated Fund and Special Deposits Account. The figures are net of inter-fund transfers.

Previous Year Receipts \$'000	PROGRAM DESCRIPTION	Salaries Accrual \$'000	Computer Funding \$'000	Unclassified \$'000	Total Receipts \$'000
	PROGRAM 13.1.1				
0	Judicial Commission	0	0	0	0
	NON PROGRAM				
4	Special Deposits Account	3	0	0	3
4	TOTAL	3	0	0	3

B. The table below details program *payments* financed from the Consolidated Fund and Special Deposits Account. The figures are Net of inter-fund transfers.

Previous Year Payments \$'000	PROGRAM DESCRIPTION	Salaries & other employee payments \$'000	Maint and working expenses \$'000	Capital Works \$'000	Other \$'000	Total Payments \$'000
	PROGRAM 13.1.1					
1509	Judicial Commission	937	667	0	190	1794
	NON PROGRAM					
0		0	0	0	0	0
1509	TOTAL	937	667	0	190	1794

NOTES

Note 4

(i) **Salaries and Wages**

Salaries and wages for 1990-1991 were funded from the Consolidated Fund and includes the full year's costs. An amount of \$17,900 (\$15,185 in 1989/90) was transferred to Special Deposits Accounts representing 6/10ths of the salary costs for the pay period commencing 21 June 1990.

(ii) **Accrued Leave Entitlements**

The figure appearing as Salaries and Other Payments includes an amount of \$18,173 (\$14,973 in 1989/90) which was paid from Consolidated Fund to a Special Deposits Account titled "Provision for the Payment of Leave on Termination of Employment". The amount paid has been calculated on the basis of 2.2% of Consolidated Fund expenditure on salaries, wages and allowances. Treasury meets all actual payments in respect of leave on termination.

Note 5

Additional Information

(i) **Sundry Creditors**

Amounts due and unpaid in respect of goods and services provided to the Commission prior to 30 June 1991 and outstanding at that date were:

	1989/90	1990/91
	\$	\$
Travel	352	1,004
Motor Vehicle	93	693
Postal Expenses	278	3,253
Fees	4,352	8,285
Advertising	0	636
Laundry	0	15
Stores	264	1,642
Books, Periodicals & Newspapers	119	1,275
Freight	0	74
TOTAL	5,458	16,877

(ii) There are no known contingent liabilities.

NOTES

Note 6

Additional funding

- (i) Treasury approved supplementation to the Commission's Consolidated Fund allocation of \$54,000, comprising \$43,000 to Salaries and Other Employee Payments and \$11,000 to Maintenance and Working Expenses, for the introduction of executive packages and accrual accounting.
- (ii) A capital allocation of \$28,000 was approved to purchase software and equipment for accrual accounting. Total expenditure of \$27,914 was incurred and charged against Special Deposits Account 1519 "Computer Finance - Judicial Commission" as there was no separate account established by Treasury.
- (iii) Treasury also approved supplementation of the "Other Services" item "Complaints" to the extent of \$85,000 as a result of expenditure incurred in constituting a Conduct Division for the purpose of examining a complaint.

Note 7

Computer Acquisition and Development

Treasury approved a revised allocation of \$559,000 in 1990/91 (originally \$400,000). Actual expenditure for the purchase and installation of computers was \$556,067 for the year ended 30 June 1991. Total expenditure in this account for the financial year (in accordance with current Treasury policy involving borrowings by the Capital Works Financing Corporation) which is not reflected in the financial statements was \$583,981 - refer Note 6(ii) also.

Note 8

Transfer of Funds

Ministerial approval was given to transfer \$59,000 from Maintenance and Working Expenses to Salaries and other Employee Payments.

NOTES

Note 9

Payments to Consultants

Amounts paid or payable for services provided by consultants (excluding legal fees for Conduct Division) totalled \$138,801.95.

M Devjak
Administrative Officer

End of Audited Financial Statements

SUPPLEMENTARY FINANCIAL INFORMATION

Major Assets Owned by the Judicial Commission of NSW

Pyramid MI Server 4 Minicomputer*	1 Harris/3M Photocopier
14 IBM Series PS 2 Microcomputers	1 Dot Matrix Printer
1 Osborne 486 Microcomputer	CDU Reader with audio*
10 NEC Powermate Microcomputers*	Electronic Whiteboard
2 Toshiba Portable Personal Microcomputers*	Electronic Plotter
3 Laser Printers	Electronic Colour Viewer*
Library Inventory	Facsimile Machine
1 Sharp Photocopier	Camcorder System*

*1990/91 Acquisitions

Accrued Liability for Leave Due to Staff

The estimated monetary value of accrued Recreation and Extended (ie Long Service) Leave owed to Commission staff as at 30 June 1991 stood at -

	1989/90	1990/91
	\$'000	\$'000
Accrued Recreation Leave	51	66
Accrued Extended (Long Service) Leave	72	119
Estimated total value	123	185

Interest Payable to Suppliers

There were no instances in 1990/91 year involving payment of interest by the Commission to suppliers arising from late settlement of invoices submitted as provided for in clause 2AB of the Public Finance and Audit Act Regulations 1984.

SUPPLEMENTARY FINANCIAL INFORMATION

Schedule of Significant Variations between Actual Expenditure 1989/90 and 1990/91

This schedule does not form part of the Accounts subject to audit.

PROGRAM	Actual Expenditure		Variation \$'000 + or -	Reason
	1989/90 \$'000	1990/91 \$'000		
13.1.1 Judicial Commission				
PAYMENTS				
Salaries & Other Employees Payments	726	937	+211	Expenditure in 1990/91 reflects an increase in approved staff number, employment to planned level and introduction of executive packages.
Maintenance & Working Expenses	587	667	+80	Recurrent costs associated with introduction of SIS network.
Computers and Equipment	165	584	+419	The expenditure reflects the cost of acquiring a central mini computer system for the on-going development of the Sentencing Information System. Expenditure also reflects costs incurred in the introduction of accrual accounting (\$28,000).
Other Services - - Complaints	31	183	+152	Conduct Division Hearing and associated legal costs.

SUPPLEMENTARY FINANCIAL INFORMATION

Schedule of Significant Variations between "Estimates" and "Actual" Expenditure for 1990/91

This schedule does not form part of the Accounts subject to audit.

PROGRAMME	Estimates 1990/91 \$'000	Actual Expenditure \$'000	Variation \$'000 + or -	Reason
13.1.1 Judicial Commission Salaries & Other Employee Payments	835	937	+ 102	Employment of staff to planned levels and introduction of executive packages.
Maintenance and Working Expenses	717	667	- 50	Delays with implementation of the computerised Sentencing Information System resulted in reduced recurrent expenditure on network distribution costs.
Other Services - - Complaints	100	183	+ 83	Conduct Division Hearing arising from complaint to Commission.

JUDICIAL COMMISSION OF NSW FREEDOM OF INFORMATION – STATEMENT OF AFFAIRS

Agency Number 1640

June 1991

A. Affairs of the Agency

Structure and Functions

The Commission

The Judicial Commission is a statutory corporation established under the *Judicial Officers Act* 1986.

The Act was assented to on 17th December 1986 and its substantive provisions commenced on 19th December 1986. The first meeting of the Commission was held on 23rd January 1987. Subsequent amendments were made to the Act and the *Judicial Officers (Amendment) Act* 1987 was assented to on 1st May 1987 with substantive provisions commencing on that day.

The Commission consists of eight members, of whom six are official members and two are appointed by the Governor on the nomination of the Attorney General.

The official members are:

- the Chief Justice of the Supreme Court;
- the President of the Industrial Commission;
- the Chief Judge of the Land and Environment Court;
- the Chief Judge of the District Court;
- the Chief Judge of the Compensation Court; and
- the Chief Magistrate.

Of the two appointed members, nominated by the Attorney, one must be a legal practitioner and the other a person who has high standing in the community. The Chief Justice is President of the Commission.

The Commission's functions are to:

- assist courts to achieve consistency in imposing sentences;
- organise and supervise an appropriate scheme for the continuing education and training of judicial officers;
- deal with complaints that concern or may concern the ability or behaviour of judicial officers;
- formulate guidelines to assist the Conduct Division in the exercise of its functions, and monitor in a general way the activities of the Conduct Division;
- give advice to the Minister on such matters as it considers appropriate;
- liaise with persons or organisations in connection with any of its functions.

The Commission attaches great significance to its activities in servicing the continuing legal education requirements of the judiciary and in providing criminological assistance on sentencing to the State's criminal courts. It is those activities which occupy most of the time and resources of the Commission.

Criminological Assistance

Section 8 of the *Judicial Officers Act 1986* requires the Commission to provide criminological assistance on sentencing to the State's criminal courts in order to promote consistency in imposing sentences.

This assistance is provided to judicial officers through the development of a computerised sentencing information system. The Commission also undertakes original research into topics regarded as providing help to sentencers on the effect and effectiveness of certain criminal sanctions; and the publication of collated statistical data to assist the judiciary generally.

Judicial Education

Section 9 of the *Judicial Officers Act 1986* provides the Commission with its mandate to organise and supervise an appropriate scheme for the continuing education and training of judicial officers. This has involved the provision of an induction programme for newly appointed judicial officers, an extensive seminar programme, the monthly publication of the "Judicial Officers Bulletin", the on-going development and provision of Bench Books and the productions of other material of value for judicial officers.

Conference support and library facilities are also provided.

These programmes and publications of the Commission are developed for the exclusive use of judicial officers.

Complaints Against Judicial Officers

Any person may complain to the Commission about a matter that concerns or may concern the ability or behaviour of a judicial officer (Section 15 of the *Judicial Officers Act*).

Section 17 of the *Judicial Officers Act* sets out the manner in which complaints are to be made to the Commission.

Section 37 of the *Judicial Officers Act*, subject to certain exceptions, prohibits the disclosure of any information obtained by Members or officers of the Commission in relation to a complaint. Disclosure is punishable upon conviction by a fine or imprisonment, or both.

Particulars of complaints dealt with by the Commission in each year are contained in the Annual Report of the Commission.

B. Public participation in the Commission's Policy Development

There are no provisions pursuant to the *Judicial Officers Act* for public involvement with the Commission's policy development or implementation.

- **Commission Matters**– the Commission's own minutes, agendas and business papers.
- **Complaints** – files and documents relating to complaints against judicial officers.

The Commission's files generally are not open for inspection and documents in relation to complaints are subject to secrecy provisions and are therefore exempt documents.

C. Document categories held by the Judicial Commission

Formal documentation is stored on files which are held at the Commission's premises.

These files fall within the following broad categories:

- **Administration** – all aspects of the Commission's internal administration, including budget and finance matters, correspondence and accommodation.
Education, Research and computer related files are held within the administration group.
- **Staff Matters** – including files relating to recruitment, staff training, staff members personal files and salaries.
- **Contracts and Tendering** – the Sentencing Information System has given rise to a number of documents many of which still contain commercially sensitive material.

**D. Access arrangements,
procedures and points of contact****Access to documents published by the
Commission**

The following documents are available for inspection and purchase from the Commission's F.O.I. Co-ordinator.

- (a) The Commission's Summary of Affairs;
- (b) The Commission's Statements of Affairs;
- (c) The Annual Report of the Chief Executive of the Commission;
- (d) The Annual Report of the Judicial Commission.

**Access to documents for the purpose of
alteration**

The Commission holds no personal records of any member of the public. No arrangements exist for the public to change any documents held by the Commission.

Staff, including former staff, do not need to use F.O.I. to access their personal files.

**Enquiries and access to Commission
Information**

Enquiries concerning F.O.I. and also access to documents for inspection and purchase from the Judicial Commission is provided between 9.00 am and 4.30 pm Monday to Friday and should, in the first instance, be directed to:

Mr Mario Devjak,
F.O.I. Co-ordinator,
Judicial Commission of NSW,
Level 5, 301 George Street,
SYDNEY NSW 2000

Phone: (02) 299 4421

Fax: (02) 290 3194

DIRECTORY

Office Hours:

8.30 am to 5.00 pm

Office Location:

5th Floor, A.N.A. House,
301 George Street, Sydney

Telephone:

299 4421

Postal Address:

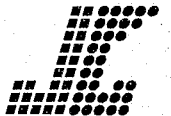
GPO Box 3634
SYDNEY NSW 2001

Document Exchange:

DX 886 Sydney

Facsimile:

(02) 290 3194



*Judicial Commissioner
of New South Wales*