

OTHER REPORTING





4G



MANAGEMENT OF HUMAN RESOURCES

The purpose of the human resources management framework is to align the workforce with the Court's strategic direction. Implementation of strategies arising out of the framework have formed the basis of activities during 2005-06. The main focus areas included:

- Improving Human Resource service delivery through initiatives such as the introduction of electronic forms for recruitment activities which include a more effective non-ongoing employees' form.
- Implementation of the Workplace Wellbeing policies that guide the Court's position and actions in relation to:
 - work attendance procedures
 - workers' compensation
 - psychological injury
 - injury management and return to work
 - appointment of fire wardens and first aid officers, and
 - attendance management.
- Reaching a target of 80 per cent of eligible employees with performance development plans in place by 1 July 2006, as per the Court's *Certified Agreement 2005–2007*. By the end of the reporting year, the Family Court had exceeded the target with 83.51 per cent of employees having a plan in place.
- Progression of a recruitment and retention strategy to attract mature age and Indigenous employees. A traineeship program is also being developed to encourage the placement of school leavers in administrative roles within the Court.

The Court transferred its Human Resources Payroll System to an in-house operation from 1 July 2005. The benefits of bringing the system in-house include:

- complete control of data within the system
- ability to have an interface between human resources and finance systems, reducing the risk of data corruption and meeting internal audit recommendations on data transfer
- immediate access to the Payroll System Query Tool, improving the efficiency and accuracy of reporting
- complete control over system configuration and flexibility to best meet the needs of the Court, and
- access to all payroll system modules allowing for future improvements to system functionality in areas other than payroll.

WORKFORCE PLANNING, RETENTION AND TURNOVER

WORKFORCE PLANNING

The Court focused on four main aspects of workforce planning during 2005-06 as outlined below.

The Court's **Performance Development System (PDS)** has undergone further review to enhance the performance analysis process and provide tools for all staff to aid the development of performance development plans.

The **workforce plan**, which aims to provide effective recruitment, selection and retention strategies and policies to help attract and retain employees, is under review. An updated workforce profile, currently being completed, will inform the review in conjunction with a Manager's Toolkit being developed to assist with the application of the plan.

A draft set of **Work Level Standards** were developed and have undergone intensive scrutiny to ensure their applicability to the Court environment. The standards will provide managers with a direct reference to the required skills of positions and assist in the determination of suitable duties and selection criteria for positions.

In response to the State of the Service Report, the Australian Public Service Commission recently released a series of publications titled *Turned Up and Tuned In*, related to attendance management. The Court has embraced the *Turned Up and Tuned In* initiative and intends to progress key activities throughout 2006-07 to **increase productivity and continue to improve rates of absenteeism** across the Court.

WORKFORCE RETENTION

The Court currently employs several retention strategies including work-life balance practices, such as flexible working arrangements, self-paced learning and professional development training opportunities. In addition, employees entitled to maternity leave under the *Maternity Leave (Commonwealth Employees) Act 1973* receive an extra two weeks paid leave if they return to work following the completion of maternity leave.

To recognise the achievements, contributions and innovations made by employees or teams of employees, the Court encourages staff to nominate co-workers for the annual Janet Kitcher Excellence in Performance Award Scheme. The award, which is in addition to the Australia Day medallions awarded by the Chief Justice, was previously known as the Excellence in Performance Award Scheme, and is managed by the Court's Staff Development Committee.

Ten places in the National Public Sector Management Program (NPSMP) have been made available for employees following a review of the 2006 options for the Leadership Development Program – part of the Court’s commitment to the professional development of employees. Staff undertaking the NPSMP will have the opportunity to obtain a Graduate Certificate in Public Sector Management or Management.

WORKFORCE TURNOVER

During 2005-06, 100 employees and judicial officers exited the Court. This represents a turnover of 13.04 per cent against total staff numbers as at 30 June 2006. Of these 100 employees, 78 were ongoing employees and 22 were non-ongoing employees. Table 1 details reasons for exit.

Table 1: Workforce turnover

Employment Type	Exits	Reason
Ongoing staff (80.44 per cent of total Court staff at 30 June 2006)	37	Resigned
	5	Voluntary Redundancy
	20	Inter-departmental transfer
	2	Retired age 60 to 65
	5	Retired before age 60
	2	Dismissed
	2	Deceased
Non-ongoing (10.43 per cent of total Court staff at 30 June 2006)	18	Resigned
	4	Termination - Unspecified
Public Office Holder (5.21 per cent of total Court staff at 30 June 2006)	5	Retired

(NOTE: The above figures do not include non-ongoing employees whose engagements have reached natural expiration.)

There were 767 employees (excluding intermittent non-ongoing employees) and judicial officers employed by the Court as at 30 June 2006. Of these:

- 123 had been with the Court less than 12 months
- 172 had been with the Court between one and two years
- 224 had been with the Court between two and five years, and
- 248 had been with the Court for more than five years.

CERTIFIED AGREEMENTS AND AUSTRALIAN WORKPLACE AGREEMENTS (AWAs)

The current Certified Agreement will continue to operate until the nominal expiry date of 30 June 2007. Preliminary discussions commenced in March 2006 and negotiations for a new Agreement are due to commence in late 2006.

The Court's AWA template was reviewed in accordance with the Work Choices legislation introduced in March 2006. The new template has been endorsed by the Office of the Employee Advocate.

FAMILY COURT STAFF

STAFFING OVERVIEW

As at 30 June 2006, the Court had 672 employees (excluding judicial officers, the Chief Executive Officer (CEO) and intermittent non-ongoing employees) covered by the Certified Agreement, with another 47 covered by AWAs (34 non-SES and 13 SES). The judicial officers and CEO are covered by Remuneration Tribunal Determinations.

Of the total 719 staff, there were 223 males and 496 females.

Staff by Location

(Actual occupancy as at 30 June 2006 – includes full- and part-time staff with the exception of intermittent non-ongoing employees.)

Table 2: Staffing overview by location

Level	CJ	NSW	VIC	QLD	SA	NT	TAS	ACT	NSO	Total
SES2	-	-	1	2	1	-	-	-	2	6
SES1	1	1	1	1	-	-	-	-	4	8
EL2	2	25	19	16	8	1	3	3	18	95
EL1	-	27	23	22	7	2	5	7	23	116
APS6	3	4	2	2	-	-	2	-	22	35
APS5	-	29	17	18	11	5	1	1	20	102
APS4	2	21	19	18	7	-	3	4	19	93
APS3	-	48	35	32	17	5	6	4	18	165
APS2	-	33	27	23	7	-	3	5	-	98
APS1	-	1	-	-	-	-	-	-	-	1
TOTAL	8	189	144	134	58	13	23	24	126	719

(NOTE: The judges and Chief Executive Officer, who are holders of public office, are not included in the above table.)

LEGEND

SES Senior Executive Service officer

CJ Office of Chief Justice, Melbourne

NSO National Support Office, Canberra

JUDGES AND JUDICIAL REGISTRARS (AS AT 30 JUNE 2006)

New South Wales	15 judges	3 judicial registrars
Victoria	1 chief justice	
	10 judges	1 judicial registrar
Queensland	8 judges	1 judicial registrar
South Australia	4 judges	1 judicial registrar
Tasmania	1 judge	
Australian Capital Territory	2 judges	

Of the 41 judges (including the Chief Justice) there were 15 women and 26 men. The six judicial registrars comprised one female and five males.

PRODUCTIVITY GAINS

The Court's *Certified Agreement 2005-2007* introduced a six-day limit in an employee's accrual year for personal leave absences for illness or injury. On a month-by-month comparison the personal leave without certificate for the period January to June 2005 tracked well below the corresponding period in 2004. The average number of unscheduled personal leave days per Full-Time Equivalent has decreased from 11.1 in 2004 to 9.2 in 2005. This decreasing trend has continued in 2006.

NON-SALARY BENEFITS

Non-salary benefits are provided to employees with AWAs and generally relate to the provision of vehicles, car parking, superannuation, information technology, professional memberships, and airline club memberships.

PERFORMANCE PAY

During the year performance-based pay was not paid to any SES or non-SES employees.

Table 3: Classification structure and pay rates

APS classification and no. of staff	Salary rates on 1 July 2005	Salary rates on 1 July 2006
APS 1 - 1 employee	\$32,916	\$34,397
	\$33,807	\$35,328
	\$35,197	\$36,781
APS 2 - 98 employees	\$36,041	\$37,663
	\$38,006	\$39,716
	\$39,968	\$41,767
APS 3 - 165 employees	\$42,118	\$44,014
	\$43,188	\$45,131
	\$44,307	\$46,300
APS 4 - 93 employees	\$47,209	\$49,333
	\$48,436	\$50,615
	\$49,677	\$51,912
APS 5 - 102 employees	\$51,032	\$53,329
	\$52,632	\$55,000
	\$54,114	\$56,549
APS 6 - 35 employees	\$55,119	\$57,599
	\$58,374	\$61,001
	\$63,314	\$66,163
EL1 - 116 employees	\$70,658	\$73,838
	\$73,478	\$76,785
	\$76,298	\$79,731
EL2 - 95 employees	\$81,495	\$85,162
	\$85,974	\$89,843
	\$92,394	\$96,552
	\$93,856	\$98,079
	\$95,482	\$99,779
	\$97,922	\$102,328
SES1 - 8 employees	\$115,000 - \$140,000	\$130,000 - \$165,000
SES2 - 6 employees	\$140,000 - \$160,000	\$140,000 - \$170,000

OCCUPATIONAL HEALTH AND SAFETY (OH&S)

During 2005-06, the Court completed a review of its OH&S Policy and Procedures. The review was undertaken in consultation with employees and the Community and Public Sector Union.

OH&S committees are in place within the registries, and the National Support Office, in conjunction with the placement of fire wardens, first aid officers and Health and Safety Representatives.

The Court remains focused on the management and reduction of high-risk injuries and aims to maintain a high level of employee awareness and knowledge of OH&S issues. Any hazards or incidents are reported to the Human Resources team. The reported issues are logged on the Hazard Incident database for monitoring.

Table 4: Occupational health and safety premium rate comparison

	Family Court of Australia		All agencies (average)
	2004-05	2005-06	2004-05
Premium rates*	2.21%	2.02%	1.67%
Claim frequency (claims per \$m payroll) at mid-May 2006)	0.39	0.44	0.53
Average lifetime claim cost to the end of February 2006	\$20,242	\$22,069	\$23,119

(* Figures are reviewed annually and are subject to change based on claims approved after the review date which can relate to previous periods.)

OH&S activities undertaken by the Court during 2005-06 are outlined below.

EMPLOYEE ASSISTANCE PROVIDER (EAP) PROMOTION

In accordance with the Court's commitment in the Certified Agreement to provide a supportive working environment, the EAP was re-launched in September 2005. To increase staff awareness of the free, professional and confidential services available from the Court's EAP provider, IPS Worldwide, each employee received a pamphlet and telephone card advertising available services.

IPS Worldwide provides counselling advice and management assistance through the Managers HelpLine. The Managers HelpLine is a telephone consulting service designed especially for managers and supervisors needing practical advice about workplace issues.

In addition to the re-launch, Melbourne Registry hosted a breakfast to raise awareness of EAP services amongst Victorian staff. The Court's CEO, Richard Foster, and a representative from IPS Worldwide addressed the breakfast gathering.

Regular articles on EAP also appear in the Court's staff newsletter, *Courtside*.

NATIONAL ERGONOMIC ASSESSMENT PROJECT

As part of the Family Court's undertaking to promote the health and wellbeing of its employees, all staff were offered an ergonomic workstation assessment in May and June of the reporting year. Approximately 480 employees were assessed and received advice about working safely.

COMCARE STATEMENT OF AGREEMENT 2002-12

Achieving the OH&S and rehabilitation performance improvement targets set by Comcare for 2002-12 is a priority of the Court's CEO and managerial staff. The Court's aim is to continue to improve performance in workplace safety and injury management and to ultimately reduce the Court's Comcare premium.

This undertaking was reaffirmed with a Statement of Commitment signed by the CEO, and Ms Barbara Bennett, Comcare CEO, on 5 August 2005.

FLU VACCINATION PROGRAM

Approximately 340 employees participated in the National Flu Vaccination program in 2006.

Employees are encouraged to take advantage of annual flu vaccinations. The provision of influenza vaccinations is further reflection of the Court's ongoing interest in the wellbeing of its employees, as well as an acknowledgement of the associated productivity benefits.

WORKPLACE WELLBEING AGREEMENT

The Workplace Wellbeing Agreement was developed through consultation with Court staff and the Community and Public Sector Union. It demonstrates the Court's commitment to the health and wellbeing of its staff and recognises that all parties have a common goal – to reduce the incidence of workplace injuries and illness.

The Agreement came into effect on 5 September 2005. It ensures compliance with section 16(3) of the *OH&S (Commonwealth Employment) Act 1991* and must be considered in conjunction with the Family Court of Australia's *Certified Agreement 2005-2007* – Part G, Section 51: Occupational Health and Safety.

The Court is working to continually improve its procedures and processes to ensure industry best practice and invites staff to adopt and contribute to these initiatives. As part of this continuous improvement, a formal review of the Agreement will occur prior to 31 December 2007 with suggested changes evaluated by all parties.

NATIONAL OH&S COMMITTEE

The National OH&S Committee was reconvened in the National Support Office (NSO) in August 2005. This committee meets quarterly to discuss issues of OH&S concern within NSO and the registries.

Key outcomes for the OH&S Committee during 2005-06 are outlined below.

Health and Safety Representatives (HSRs)

Two HSRs (a head and deputy) exist in the majority of Court registries and NSO. They have each attended a five-day training course and are responsible for:

- conducting twice yearly OH&S inspections in their designated work group areas
- alerting their supervisors to issues of concern, and
- reporting unresolved issues of concern to the National OH&S Committee.

The Court's HSRs were reinstated for two-year terms in September 2005.

First Aid Officers and Fire Wardens

A database of the responsible officers in each registry has been developed in order to ensure coverage in all court locations. In addition, a monitoring process in relation to qualification periods and allowances has been established.

Workplace Harassment Contact Officers

Workplace Harassment Contact Officers were appointed in each registry in August 2005. Staff across the Court can discuss issues or concerns about workplace harassment with any contact officer.

The contact officers will also serve two-year terms.

Hazard Incident Checklist

The Hazard Incident Checklist was introduced in October 2005. It is a comprehensive checklist designed for the HSRs to report all areas of potential OH&S concern.

The checklists are expected from registries twice yearly on a staggered timetable. They are entered into a central database for monitoring purposes. Issues of concern that require follow-up are reported to the National OH&S Committee meeting with actions delegated to the responsible areas of the Court.

DISABILITY STRATEGY

The Court's commitment to staff, clients and stakeholders with disabilities is consistent with the Commonwealth Disability Strategy and its goals to remove barriers and provide equal opportunity for all Australians.

The Court continues to improve accessibility in line with the standards for websites issued by the Australian Government Information Management Office in 2005.

Other initiatives this year included compliance with the Disabled Access Policy which, through the National Law Courts Building Management Committee, is an ongoing program of works to address deficiencies in this area. The policy acknowledges a responsibility to provide and adapt buildings and facilities to ensure people with disabilities are not discriminated against with regard to building access or use of the facilities within. During 2005-06 improvements to access and facilities for people with disabilities were carried out. Examples of the works completed include the upgrading of the counters at Wollongong Registry.

WORKPLACE DIVERSITY PLAN

The Court is currently reviewing its Workplace Diversity Plan in conjunction with the *Guidelines on Workplace Diversity*, released by the Australian Public Service Commission, to ensure continued integration of the APS Values and Code of Conduct more effectively.

FREEDOM OF INFORMATION

The Court received three Freedom of Information requests during the year. There were no matters outstanding before the Administrative Appeals Tribunal at the end of the year.

FACILITIES FOR ACCESS

Freedom of Information requests are handled at a national level. The *Freedom of Information Act 1982* does not apply to any request for access to a document of the Court, unless the document relates to matters of an administrative nature — see section 5 of the Act. Broadly speaking, this means that the Act does not apply to documents related to the exercise of the jurisdiction of the Court.

The availability of documents outside the Freedom of Information Act is subject to the *Family Law Act 1975* and the Family Law Rules that generally confine access to Court files or registry indexes to parties to particular proceedings or their representatives.

Facilities for examining documents and obtaining copies are available at the Court's registries and offices. Freedom of Information enquiries should be directed to the FOI Coordinator.

Single copies of all printed materials listed below that may be obtained outside of the Freedom of Information Act can be obtained free of charge upon request from all court registries.

CATEGORIES OF DOCUMENTS

The Court maintains the following categories of documents:

- general correspondence
- client feedback correspondence
- those concerning the development and implementation of policy
- those concerning administration and financial aspects of the Court
- those concerning research projects, including statistical information gathered by Court staff
- those concerning security aspects of the Court
- personnel files
- case files, comprising all documents filed (for example, formal applications and supporting affidavits) and records of all orders made in court proceedings
- an alphabetical index in each registry (in card form or computerised recording system) of all proceedings commenced or continued in that registry
- mediator interview records (hardcopy and/or computerised) that chronicle the particulars of any people presenting themselves to the mediation section of the Court (whether voluntary or under court direction), and
- forms of non-payment of filing fees with the results endorsed.

OTHER DOCUMENTS

In 2005-06, the documents below were made available to clients of the Court free of charge upon request (outside the *Freedom of Information Act 1982*).

Prescribed Brochures

- *Before you file - pre-action procedure for parenting cases* (distributed in accordance with FLR 1.05 and Schedule 1)
- *Before you file - pre-action procedure for financial cases* (distributed in accordance with FLR 1.05 and Schedule 1)
- *Child Support Applications* (served in accordance with Rule 4.23(2))
- *Conference of Experts* (distributed in accordance with Rule 15.69)
- *Costs Notice* (distributed in accordance with Chapter 19)
- *Enforcement hearings* (served in accordance with Rule 20.11(3)(b))

- *Marriage, Families and Separation* (distributed in accordance with Part IIIA of *Family Law Act 1975*)
- *Maintenance Applications* (served in accordance with Rule 4.13)
- *Production of documents* (served in accordance with Rule 13.33(3)(a))
- *Subpoena* - information for named person (served with a subpoena) (in accordance with Rule 15.28)
- *Third party debt notices* (served in accordance with Rule 20.33)

Prescribed Forms

There were 34 prescribed Family Court forms at 30 June 2006. These are set out in Schedule 2 to the *Family Law Rules 2004*. Printed copies for clients are available from all court registries.

The Court also provides a wide range of non-prescribed forms and general information materials such as do-it-yourself kits, fact sheets, brochures and booklets. These are available from the Court's registries and/or its website.



The Family Law Courts' CD mailer, developed in 2005, provides information, forms and brochures for the Family Court and Federal Magistrates Court on one compact disc. To date 35,000 CD mailers have been distributed to registries and clients

SERVICE CHARTER

The Family Court's Service Charter is available at all court locations. It sets out how clients and other users of court services may make suggestions or complaints regarding services, policy, practices or charges. This information is also available on the Family Court website.

CLIENT FEEDBACK AND COMPLAINTS MANAGEMENT

The Court has implemented a new client feedback management system, which enables all areas of the Court to efficiently manage complaints and client feedback in a consistent manner. The new system has also improved complaint management processes and reporting.

The changes incorporated include refinement of fields for easier identification of issues raised by complainants and changes to the reporting facility to provide for improved operational and management monitoring.

The Family Court took these steps to meet the recommendations made by the ANAO in *Audit Report No. 46 2003-04* in relation to improving the complaints handling procedures.

The Family Court's Client Feedback and Complaints policy was revised to provide for complaints which substantially address judicial conduct or delays in reserved judgments, to be managed centrally within the Deputy Chief Justice's Chambers.

Information sheets on how to handle enquiries and complaints have been made available to all registries and also posted on the Family Court's website. The information sheets also include details on how clients may provide feedback via email to <clientfeedback@familycourt.gov.au>. The Family Court brochure, *Do You Have a Complaint?*, has also been updated and made available on the Court's website and from client service areas in all registries.

During the year the Family Court recorded 272 complaints. This is a reduction of 26.3 per cent from the 369 complaints recorded last financial year. The reduction is in part due to the quality of information provided to clients at the first point of contact, particularly with regard to clarifying what cannot be dealt with outside of proceedings before the Court.

The total number of complaints represents approximately 0.5 per cent of all applications received by the Court during the year.

EXTERNAL SCRUTINY

Subsequent to the ANAO's *Audit Report No. 46 2003-04*, in April 2005 the Joint Standing Committee on Public Accounts and Audit (JCPAA) held a public hearing to review progress made against the recommendations of the audit report.

Report 404, the JCPAA's review of Auditor General's Reports 2003-2004, Third & Fourth Quarters: and First and Second Quarters of 2004-2005, was subsequently tabled on 7 November 2005. The Court responded to the review on 21 November 2005 and again during May 2006 with progress reports against the recommendations.

Additionally, the Court's Children's Cases Program was evaluated by two external experts during the reporting year.

PURCHASING

The Court's Contracts Unit supports the continual development of a sound contracting and purchasing environment. Ongoing improvements have realised a range of benefits to the Court including financial savings and service improvements. Contracting and purchasing activities are constantly being reviewed to ensure that the Court meets its legislative requirements and achieves value for money.

Commonwealth procurement requirements, including those addressing competitive tendering and contracting, are contained in the Court's Chief Executive Instructions (CEIs).

During 2005-06 the policies and procedures were updated to support the CEIs. Improvements to contract and purchasing activities included:

- ongoing review of current contracts and procurement activities
- revised processes for the management of contracts
- updated contract formats that reflect current changes in the market
- enhancements to the Court's contract procurement database to assist contract managers and facilitate mandatory reporting, such as Senate Orders, and
- development of a procurement framework and suite of templates (forms) and supporting tools to ensure the devolved procurement environment maximises contract outcomes and efficiency.

PROPERTY

During 2005-06, the Court progressed its refurbishment program in accordance with the National Property Strategy formulated in 2004-05. The aim of this program is to continually review and improve the physical environment in which the Court conducts its business.

The property related activities that were undertaken at various court locations during the reporting period are outlined below.

CAIRNS

Levels 3 and 4 were refurbished to provide an additional court and chambers. Alterations were made to the Registry to provide sit-down counters and additional public waiting space.

WOLLONGONG

Additional space was acquired to accommodate the installation of x-ray scanning equipment. Client Service areas were altered to provide sit-down counters, and staff amenities were refurbished.



Since opening in April 2006, staff at the National Enquiry Centre, have handled on average almost 1000 calls and 230 email enquiries per day. The NEC, based at Parramatta Registry, employs 21 specially trained staff

PARRAMATTA

Fit-out alterations were undertaken on Level 3 to accommodate the new National Enquiry Centre (NEC).

TOWNSVILLE

Open-plan space was converted into three offices for mediators, and joinery alterations were made in one court.

DARWIN

Minor refit alterations were made in the Registry.

SYDNEY

Fit-out alterations and general refurbishment work was carried out on Level 1 of the Lionel Bowen Building to allow for the co-location of client services staff from Levels 1 and 8.

ADELAIDE

The Adelaide Registry was relocated from the Grenfell Centre to the new Commonwealth Law Courts Building (CLC) premises. As part of the CLC building fit-out, furniture and equipment was procured and installed. Additionally, construction variations and additional works were managed.



The new Commonwealth Law Courts building in Adelaide, officially opened in February 2006

NEWCASTLE

A detailed design and technical specification was developed to facilitate the procurement of new accommodation in Newcastle. New accommodation is required in Newcastle when the existing lease of the Bolton Street premises expires in July 2008. A 'Request for Tender' process to identify prospective sites for the new accommodation was progressed during 2005-06. Negotiations for a 'pre-commitment lease' commenced during the reporting period.

CANBERRA

Levels 2 and 3 of the Court's National Support Office were refurbished for the co-location of functional groups and to optimise the use of the space.

Additionally, the design and documentation of projects scheduled for 2006-07 were completed in the reporting period. These include:

- the refurbishment of the courtrooms at the Canberra Registry
- alteration to the client services reception area in the Brisbane Registry to provide sit-down counters
- improvements to the child assessment area at Hobart Registry
- general refurbishment to improve operational efficiency, appearance and general presentation of the premises in Albury, Dandenong and Launceston registries, and
- minor fit-out alterations at the Melbourne Registry.

CONSULTANTS AND COMPETITIVE TENDERING

There were no contracts let to other organisations for the delivery of services previously performed by the Court during the reporting period.

CONSULTANTS

During 2005-06, 14 new consultancy contracts were entered into involving total actual expenditure of \$581,989 (refer Table 5). In addition, 15 ongoing consultancy contracts were active during the 2005-06 year involving total actual expenditure of \$229,317.

EXEMPT CONTRACTS

No contracts or standing orders were exempt from publication in the Purchasing and Disposal Gazette in terms of the *Freedom of Information Act 1982* during the reporting period.

Table 5: Consultant services contracts let during 2005-06

Name	Description of Service	Amount	Process / Reason
Ainslie, Bell & Murchison Architects Pty Ltd	Prepare technical design brief for office accommodation	\$59,510	3/B
Alan Piper Consulting	Consultancy services for leased property contract negotiations	\$75,000	3/A
Honourable Richard Chisolm	Provision of consultancy service for creation of judicial education materials	\$25,000	3/B
Connley Walker	Security review of access control systems in Court buildings	\$21,945	3/B
Connley Walker	Security risk assessment	\$79,300	1/A
Crosby Textor	Facilitation of a strategic communications workshop	\$13,750	3/A/C
Incognition Pty Ltd	Advise on, conduct and develop recommendations for a high level metadata review	\$21,863	1/A
Lambart (Sage) Consulting Pty Ltd	Evaluation of Mental Health Support Pilot Project	\$21,120	1/A
Lincolne Scott	Provision of engineering project services brief for office accommodation	\$20,000	3/A
Myriad Consultants	Provision of consultation and training services on cross-cultural issues for court staff	\$73,920	2/B
Orygen Research Centre	Provision of training, support and evaluation of skilling and protocols for the Mental Health Support Pilot Project	\$90,000	1/A
Richard McPhetres	Advise on project and program management	\$20,000	3/B
Stace Management	Facilitation of the National Magellan Forum	\$17,840	3/B/C
Yarrendale Enterprises	Provision of advice, expertise and input to project and program management	\$74,920	2/A

LEGEND

Selection Process	Reason
1 Publicly advertised tender	A Project required specialist knowledge and/or skills not available within the Court
2 Selective tender	B Consultant was a recognised expert in the field and/or had particular skills/experience gained from similar work for the Court
3 Direct engagement	C Project required input from a person/organisation accepted as independent from the Court

DISCRETIONARY GRANTS

The Court made no discretionary grants during 2005-06.

ECOLOGICALLY SUSTAINABLE DEVELOPMENT REPORTING

During 2005-06 there were no matters or reports under this legislation.

Environment Protection and Biodiversity Conservation Act 1999

The Court is seeking to minimise the impact of its activities on the environment through the following measures:

- Cooling towers and water features in court buildings are regularly tested in accordance with Commonwealth, state and local statutory requirements, including testing for Legionella bacteria.
- National repair and maintenance contracts are in place for Commonwealth-owned and privately leased court buildings which has improved accountability, value for money and consistency of maintenance standards and reporting.
- National repair and maintenance contracts also consolidate reporting and contractual arrangements to achieve the highest possible benefit. This includes the consolidation of waste disposal contracts, improved energy reporting and benchmarking.
- Site audits on utility (water, gas and electricity) use and supply, as well as consumption data analysis, are regularly undertaken across the Court's tenancies to identify opportunities to reduce utility usage where possible.
- Energy consumption data is provided to the Australian Greenhouse Office as part of the Court's obligations to the Whole of Government Energy Report.

In respect of other reporting requirements:

- The nature of the Court's core business, outcomes and activities is such that its activities do not impact on or affect the principles of ecologically sustainable development. The Court does not administer any legislation with ecologically sustainable development implications.
- No outcomes specified for the Court in the Appropriations Act will contribute to ecologically sustainable development.
- The main impact of the Court's activities on the environment is the consumption of energy and water in leased premises and in the Commonwealth Law Courts buildings.

ADVERTISING AND MARKET RESEARCH

The Court spent a total of \$121,901 on advertising during the year comprising:

- \$106,235 HMA Blaze Pty
- \$7741 APS Gazette
- \$4179 Professional Careers Australia P/L
- \$2202 Manpower Services
- \$794 Recruitment Management Company Pty Ltd
- \$380 SEEK Communications
- \$180 Australian Psychological Society
- \$136 Australian Association of Social Workers
- \$55 University of Technology, Sydney Financial Services Unit

During the year the Court also spent \$14,563 on a public opinion survey conducted by Newspoll Market Research.



The Family Law Courts website went live in April 2006. The site is intended to provide a single online entry point to the Family Court and Federal Magistrates Court where users can access a range of information including court forms and brochures.

