Civil Process, Open Justice, Fairness, Case Management	6
Principles	
Stages of Litigation	9
Jurisdiction	
Case Management + Orders	12
Dispute Resolution Processes	13
Costs	14
Civil Procedure Act 2005 No 28	14
60 Proportionality of costs	14
Litigation Costs under CPA	14
Lawyers Costs	15
Legal Profession Uniform Law Application Act 2014	15
SCHEDULE 2 - Costs in civil claims where no reasonable prospects of success	15
Civil Procedure Act 2005 No 28	17
99 Liability of legal practitioner for unnecessary costs	17
Case Law - Costs	18
Security of Costs	19
UNIFORM CIVIL PROCEDURE RULES 2005 - REG 42.21	19
Case Law - Security for Costs	21
Ethical Requirements	22
The Legal Profession Uniform Law Australian Solicitors' Conduct Rules 2015	22
Fundamental duties of solicitors	22
17 Independence—avoidance of personal bias	22
Legal Profession Uniform Conduct (Barristers) Rules 2015	22
Model Litigant Policy for Civil Litigation	23
Matters Preceding Litigation + Commencing Proceedings	25
Considerations before Plaintiff launches a Civil Action: (see last topic)	25
Limitation Periods	26
Limitation Act 1969 (NSW)	27
Division 2 General	27
Division 6 Personal injury actions	27
Case Law - Limitation Periods	31
Freezing Orders	32
UNIFORM CIVIL PROCEDURE RULES 2005	32
Division 2 - Freezing orders	32
Case Law - Freezing Orders	36
Service of Documents	37
Uniform Civil Procedure Rules 2005	37

Division 1 Service generally	37
Division 2 Manner of service	38
If cant find them	39
Personal Service on legal/business entities	40
Division 3 Personal service	42
Division 3 Personal service	44
Case Law - Service	46
Confirmation of informal Service	47
Originating Process	47
Part 6 - Commencing Proceedings and Appearance	47
6.3 Where statement of claim required	48
6.4 Where summons required	48
Proceedings Wrongly Commenced	50
Part 12- Discontinuance, withdrawal, Reversal and setting aside of Originating Process	51
Appearance	51
Pleadings and Particulars: Gathering Evidence in Civil Cases	52
Summary of Issues	52
UCPR 2005	
Part 14- Pleadings (+ defence and reply)	54
Division 3 Form of pleading generally (how)	55
14.14 General rule as to matters to be pleaded specifically (avoids surprise)	56
Division 4 Verification of pleadings	57
14.27 Joinder of issue	58
14.28 Circumstances in which court may strike out pleadings	58
Case Law - Pleadings	59
REASONABLE CHANCE OF SUCCESS	60
Legal Profession Uniform Law Application Act (2014)	60
Schedule 2 Costs in civil claims where no reasonable prospects of success	60
Civil Procedure Act 2005 No 28	62
99 Liability of legal practitioner for unnecessary costs	62
14.28 Circumstances in which court may strike out pleadings	63
Case Law - Strike out	63
Amendment	64
Uniform Civil Procedure Rules 2005 (NSW)	64
Part 19 Amendment	64
Civil Procedure Act 2005 No 28	65
Part 6 Case management and interlocutory matters (powers)	65
64 Amendment of documents generally (main power to amend)	67
Particulars	68

Part 15 Particulars	68
Case Law - Particulars	69
Discovery of Documents	71
Part 5 Preliminary discovery and inspection	71
Part 21 Discovery, inspection and notice to produce documents	73
Part 33 Subpoenas	77
Part 34 Notices to produce at hearing	81
Case Law - Discovery	82
Opposing Disclosure - Objecting to Production and/or 84	Access: Privilege
When can a claim for privilege be asserted?	84
Which Rule?	
Case Law - Evidence Act (s131) or Common Law?	85
Uniform Civil Procedure Rules 2005	87
Evidence Act 1995 No 25	88
131A Application of Part to preliminary proceedings of courts	88
Client Legal Privilege	88
Evidence Act: Division 1 Client legal privilege	88
121 Loss of client legal privilege: generally	90
Case Law - Client Legal Privilege	92
Division 3 Evidence excluded in the public interest	94
Settlement Negotiation Privilege	96
131 Exclusion of evidence of settlement negotiations	96
Civil Procedure Act 2005 No 28	97
Part 4 Mediation of proceedings	97
Case Law: Settlement Negotiation Privilege	99
Trial or No Trial	100
Civil Procedure Act 2005 No 28	101
UCPR 2005	
Costs	104
Case Law - Costs	107
Calderbank Offers	107
Adjournments	109
Civil Procedure Act 2005 No 28	109
Case Law - Adjournments	109
Default Judgment	109
Uniform Civil Procedure Rules 2005	110
Division 4 Setting aside and variation of judgments	112

Case Law - Default Judgments	113
Summary Judgment	113
Uniform Civil Procedure Rules 2005	114
Part 13 Summary disposal	114
Summary Dismissal	114
Uniform Civil Procedure Rules 2005	115
Discontinuance	115
Uniform Civil Procedure Rules 2005	116
Appeal	117
Supreme Court Act 1970 - NSW Court of Appeal	117
Appeals to Courts other than Court of Appeal	119
Local Court Act 2007 No 93	119

# Civil Process, Open Justice, Fairness, Case Management

#### **Principles**

#### - Jurisdiction

- Gives rise to an inherent power within the court system. Likewise, the power of the court gives rise to an inherent jurisdiction *Grassby*
- If found to be outside limited jurisdiction, orders can be removed Pelechowski

#### - Open justice

- · Hogan v Hinch
  - Court have to be accountable
  - Means to an end, not an end in itself
  - Benefits from public and professional scrutiny
  - Critical to public confidence

#### - Fair trial

 If there is a "substantial wrong or miscarriage" Appeal Court can determine orders to be cancelled and new trial called Stead 1986 + Mastronardi v NSW

#### - Adversarial System of Litigation

#### • John Pfeiffer Pty Ltd

- litigants who resort to a court to obtain relief must take the court as they find it. Cannot ask for tribunal etc that is not there
- P cannot ask to adopt procedures not already there
- Matters that affects existence, extent, or enforceability of rights are substance, not procedure

#### Costs

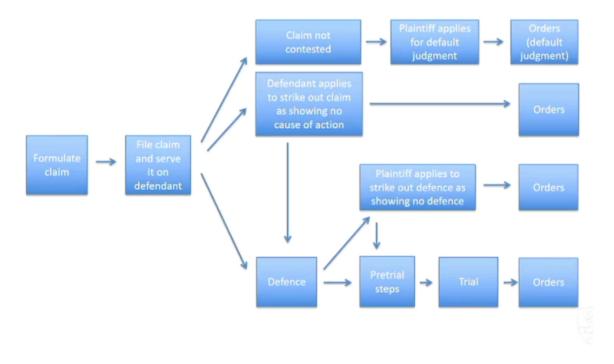
- Baulderstone Hornibrook Engineering v Gordian Runoff.
  - Costs follow the event party who loses the case usually pays 'party-party costs' (the legal costs of the other party), although court has discretion to decide differently

#### Difference between procedural and substantive law

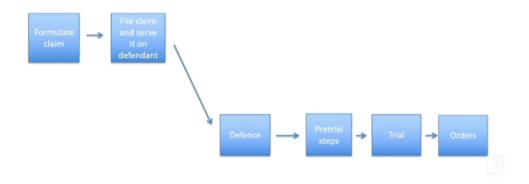
- John Pfeiffer Pty Ltd v Rogerson (2000)
  - litigants who resort to a court to obtain relief must take the court as they find it. Cannot ask for tribunal etc that is not there
  - · P cannot ask to adopt procedures not already there
  - · Matters that affects existence, extent, or enforceability of rights are substance, not procedure

Pelechowski v Registrar (1999)	Regulating abuse of powers - Necessary' is defined as 'reasonably required' and not 'essential'  Jurisdiction - beyond, cannot order on	Facts: The other respondent violated the order and was held in contempt. Appealed on the basis that the District Court had no inherent jurisdiction to make that order.  Held: 'Necessary' is read not as 'essential' but as 'reasonably required'. However, the order in this case was beyond that broader meaning as well - it operated in the nature of an additional security which was not restricted by any undertakings by the appellant or anything. Thus, it was beyond the limited jurisdiction and is removed
John Pfeiffer Ptty Ltd v Rogerson (2000)	Difference between procedural and substantive law	<ul> <li>litigants who resort to a court to obtain relief must take the court as they find it. Cannot ask for tribunal etc that is not there</li> <li>P cannot ask to adopt procedures not already there</li> <li>Matters that affects existence, extent, or enforceability of rights are substance, not procedure</li> </ul>
Hogan v Hinch (2011)	Principle of Open Justice	<ul> <li>courts are accountable</li> <li>Means to an end, not an end in itself</li> <li>Benefit from public and professional scrutiny</li> <li>Critical to public confidence</li> <li>"serves to maintain that standard. However, it is not absolute"</li> </ul>
Mastronardi v NSW	Open Justice a court can order a new trial if it appears to the court that "some substantial wrong or miscarriage" has been occasioned	Facts: Mastonardi was a prisoner who was assaulted by fellow prisoners. He brought proceedings in negligence against the NSW because prison officers failed to provide protection against a threat of a physical attack. The claim was rejected and Mastonardi alleged a miscarriage of justice. Held: a court can order a new trial if it appears to the court that "some substantial wrong or miscarriage" has been occasioned (UCPR r 51.53). In this case, the plaintiff did not have a fair trail since part of the evidence was misapprehended and part was not relied upon.
Stead v State Government Insurance Commission (1986)	Fair Trial	- <u>Supreme Court Rules 1970</u> = appeal court can order a new trial for "some substantial wrong or miscarriage" occasioned

## Some major stages in civil proceedings



### The usual course of litigation



#### Stages of Litigation

#### 1. Formulate the claim: Statement of claim/Summons

- Orders P claims is entitled
- Materials facts which give rise to
- the cause of action

#### 2. Serve the claim

- D who lives overseas can be validly served there, only in particular circumstances

#### 3. Apply for default judgment

- D will either defend claim or not
- If does not defend, will suffer default judgment

OR

#### 3. Defendant files notice of appearance

- D accepts court has jurisdiction and chooses to defend, must formally submit to jurisdiction of court through "NOA"

#### 4. D strikes out claim

- orders are for claim to be dismissed

OR

#### 4. D files defence

- gives notice on grounds which to defend the claim
- "defence" to statement of claim
- Must respond to each allegation
  - These are called "pleadings"

#### 5. Pretrial steps

- "discovery" parties make available documents relevant to the issue
- Witness statements: including affidavits
- Subpoenas for production
  - Orders directed to persons other than the parties
  - Once produced, may be inspected by the parties (subject to privilege)

#### Jurisdiction

- Gives rise to an inherent power within the court system. Likewise, the power of the court gives rise to an inherent jurisdiction *Grassby*
- If found to be outside limited jurisdiction, orders can be removed *Pelechowski*

Court	Info	Legislation	Limits
NSW STATE COURTS			
Supreme Court of NSW	Appelate Divisions:  - Court of Appeal (Civil, appellate judges)  - Supreme, District, Land & Environment, Tribunals  - Court of Criminal Appeal  - If very important principle of law, full bench of 5 judges will sit in either	Supreme Court Act 1970	<ul> <li>Unlimited civil jurisdiction</li> <li>Most serious criminal matters</li> <li>Everything not within exclusion jurisdiction of federal courts</li> <li>Equity Division: commercial, corporations, equity, trusts, family provisions legislation</li> <li>\$750,000</li> </ul>
Industrial Relations Commission + Industrial Court of NSW	Equivalent Status to Supreme Court Has an appellate division	Industrial Relations Act 1996	<ul><li>employment law</li><li>Industrial relations</li><li>Industrial disputes</li></ul>
Land and Environment Court of NSW	Equivalent Status to Supreme Court	Land and Environment Court Act 1969	<ul><li>Environmental</li><li>Development</li><li>Building + planning disputes</li></ul>
District Court of NSW	Intermediate court of NSW		<ul> <li>civil + criminal</li> <li>&lt; \$750K</li> <li>Can deal with larger amounts if parties agree</li> <li>Unlimited jurisdiction in claims for damages for personal injuries from vehicle or work</li> </ul>
Local Court of NSW	2 x divisions: 1. Small Claims and 2. General	Local Court Act	<ol> <li>&lt;10K</li> <li>10K - 100K</li> <li>Jurisdictional limit of 60K for personal injury or death claims</li> </ol>

Court	Info	Legislation	Limits
Workers compensation commission	Workers compensation claims (not miners)	Workplace Injury Management and Works Compensation Act 1998	
NSW Civil and Administrative Tribunal	Super Tribunal. Consolidated 22	Civil and Administrative Tribunal Act 2013	
FEDERAL COURTS			
High Court of Australia	Cth judicial power - only Appellate jurisdiction	Commonwealth Judicial Power ONLY: S71 of the Australian Constitution  Jurisdiction: S75 and 76 of the Constitution  Judiciary Act 1903 exercise of power provided in S77  Appellate Jurisdiction: S73 of Constitution + Judiciary Act	<ul> <li>(JA 1903)</li> <li>matters arising under treaty</li> <li>between states</li> <li>Between pardoned on behalf or states, people to state</li> <li>Cth between State, or person behalf of</li> </ul>
Federal Court of Australia	<ul> <li>civil matters, including those under the constitution</li> <li>Appellate jurisdiction:         <ul> <li>3 x judges to appeal judgments of single judge</li> <li>Certain Supreme Courts of NSW</li> </ul> </li> </ul>	Federal Court of Australia Act (1976) Various State Statutes	<ul><li>industrial disputes</li><li>Corporations</li><li>Trade practices</li><li>Judicial review</li><li>Federal tax matters</li></ul>
Family Court of Australia		Federal Court of Australia Act (1976)	
Federal Circuit Court of Australia	- less complex federal disputes - previously heard in FC and FCA		<ul> <li>Family Law</li> <li>Child Support</li> <li>Admin Law</li> <li>Bankruptcy</li> <li>Copyright</li> <li>Consumer Protection Law</li> <li>Trade Practices</li> <li>Privacy law</li> <li>Unlawful discrimination</li> <li>Migration</li> <li>Industrial law</li> <li>Fair Work Division</li> </ul>

<u>LEPRA</u>	<u>29</u>
Evidence Act 1995 No 25	30
138 Exclusion of improperly or illegally obtained evidence	30
Criminal Procedure Act	31
281 Admissions by suspects	31
Bail and Appeals	33
Bail Act 2013 Amendments	33
Show Cause Offences	34
Bail Act 2013 Repeals:	34
Cases illustrating Bail	35
Bail Act 2013	35
Preamble	
Division 1A Show cause requirement	36
Division 2 Unacceptable risk test-all offences	39
18 Matters to be considered as part of assessment	39
19 Refusal of bail—unacceptable risk	40
20A Imposition of bail conditions	41
23 When bail conditions can be imposed	42
31 Rules of evidence do not apply	45
32 Matters to be decided on balance of probabilities	45
50 Prosecutor may make detention application	45
74 Multiple release or detention applications to same court not permitted	d 45
79 Offence of failing to appear	46
Appeals	46
Pre-Trial process, The Decision to Prosecute and Man	datory Defence
Disclosure	50
Pleading guilty / Charge negotiation Principles	50
Office of the Director of Public Prosecutions Guidelines (ODPPG)	<u>51</u>
2. Role and duties of prosecutor:	51
3. Fairness	
4. The Decision to Prosecute	51
7. Discontinuing prosecutions	52
8. Election for the offence to be dealt with on indictment	52
12. Reasons for decisions	52
20. Charge Negotiation and Agreement*	53
Defence Disclosure Requirements	54
Criminal Procedure Act 1986	54
Division 3 Case management provisions and other provisions to reduce de	elays in proceedings
Division 4 Pre-trial disclosure—general	57

Sentencing and Punishment	59
Principles	
Crimes (Sentencing Procedure) Act 1999 No 92	60
Judicial Discretion	61
Confining Judicial Discretion	62
Imprisonment as a last resort + sentencing options	63
Alternative / conditions	63
Division 4 Fines	66
General power to reduce penalties	67
(2) Aggravating factors	67
(3) Mitigating factors	68
Discounts available (guilty plea)	70
Justice Legislation Amendment (Committals and Guilty Pleas Act 2017	72
28 Contents of victim impact statements	72
Non Parole Periods	73
Guideline Judgments (Common Law)	74

## **Intro to Criminal Procedure**

#### **Key Principles:**

- The law regulates criminal justice actors and processes through procedure
- Procedure focuses on the actions of state officials which involve or authorise the use of force and interference with liberty
- Procedure supports the substantive law substantive cannot perform functions without it
- Adversarial nature of our system influences criminal procedure
  - Balance between state power and rights of the individual underpinned by CL principle of fair trial which includes fundamental principle
    - = it is the duty of the prosecution to prove accused's guilt
    - Prosecution bears onus of proof, accused cannot be compelled to give evidence for prosecution *Lee (No 1)*
      - derived from Woolmington v DPP "golden thread" always to be seen duty of prosecution to prove prisoners guilt subject to insanity and subject to statutory exception
- The right to legal representation **Dietrich**
- > Procedural law put into action through acts of individuals exercising discretion
  - central question in civil and criminal is to what extent to regulate exercise of discretion

Proceedings upon indictment: presentment, or ex officio information are pleas of the crown

Serious, highest crimes, affect State, gravest liabilities

**Ex Officio:** Even if <u>committal proceedings</u> have not taken place, or if a <u>magistrate</u> has found during the committal proceedings that there is insufficient evidence to put a defendant on trial, the Director of Public Prosecutions may file a special information (known also as an indictment), called an ex officio information, against a person and that person must then stand trial in the normal manner in the District or Supreme Court.

Prosecution for an offence punishable summarily: proceeding between subject and subject

 Deal with in manner adopted by Legislature, expedient, efficient, statutory regulations, maintenance of quiet and good order of society

#### Common Law principles underlying criminal justice

- i. Right to personal liberty
- ii. Presumption of innocence
- iii. No detention without legal cause (related to (i) the right to personal liberty).
- iv. No punishment without conviction by due process.
- v. A fair trial: Dietrich v The Queen (1992) 177 CLR 292.
- vi. Individualised justice and consistency in decision making.
- vii. Special provision for young people.

Page 4 of 74