

JP Bulletin

Issue 9: December 2015

Dear Colleagues,

2015 has been another successful year for the Justices of the Peace Branch (JP Branch). Since our significant restructure within the Branch last year, our team has gone from strength to strength improving our efficiencies, broadening our network and increasing our opportunities to connect with Justices of the Peace (JPs) and Commissioners for Declarations (Cdecs) in Queensland.

Most importantly it was tremendous to see the contribution by JPs and Cdecs. It is apparent that the accessibility to witnessing services has continued to grow and that consistent witnessing practices are improving across the regions.

I would like to take this opportunity to wish you all a safe and festive Christmas. I am excited about what the JP Branch has in progress for 2016 and cannot wait to share this with you in the New Year.

I hope you enjoy this edition.

Warm regards,
Damien Mealey
Registrar and Manager
Justices of the Peace Branch
Department of Justice and Attorney-General



JP Bulletin

In this Issue

Alerts and Information	<u>3</u>
<i>The latest alerts and information JPs and Cdecs need to know</i>	
Professional development	<u>5</u>
<i>Recap of professional development for 2015</i>	
JPs in the Community Program	<u>6</u>
<i>Celebrations for Robina Town Centre and Logan Central Shopping Centres</i>	
Titles registry forms	<u>10</u>
<i>Change to land transactions forms</i>	
Witnessing statutory declarations	<u>11</u>
<i>Procedures for witnessing interstate Statutory Declarations</i>	
JP under the magnifying glass	<u>12</u>
<i>Mr Carmelo Pasquale: JP (Qualified) from Mackay</i>	
Long service awards	<u>13</u>
<i>Celebrate our most recent inductees into the long service awards list</i>	

JP Bulletin

1. Alerts and information

JP Branch Christmas Closure

JP Branch will be closed from Friday 25 December 2015, recommencing services on Monday 4 January 2016. Signing sites across Queensland may have longer closures than these dates during the festive season so check with your [local signing site](#) for up-to-date information on their prospective closures.



Civil liability cover

Q: Are JPs and Cdecs covered for civil liability in their role at formal signing sites?

A: JPs and Cdecs carry out many functions as part of their duties, which begs the question of who bears liability. Section 36 of the *Justices of the Peace and Commissioners for Declarations Act 1991* (the Act) protects JPs and Cdecs in the event that a client seeks to recover damages from an individual JP or Cdec.

However, if a JP or Cdec has committed an act knowing that the act is not authorised by law or acted maliciously or without reasonable cause the individual will not be afforded protection under the Act. In the event that you are contacted by a client regarding liability please contact the JP Branch.

Q: If I perform my duties outside of the JPs in the Community Program am I still covered?

A: JPs and Cdecs who provide a service on an informal basis to the general public, are not covered under the Queensland Government Insurance Fund (QGIF) policy for public liability if an incident occurs at their home. If you do offer your services from home JP Branch would encourage you to organise to meet with the client at a neutral location instead of your personal residence.

JP Bulletin

Connect with DJAG

Did you know the Department of Justice and Attorney-General is using Facebook and Twitter? This is another great way for us to keep you up to date with news from the JP Branch and the Department of Justice and Attorney-General. Follow us Facebook.com/justiceQLD or Twitter.com/justiceQLD



Online forms

As you may be aware, JP Branch has released a variety of our forms online. If you would like to update your details, complete a change of name form or be listed for availability after hours you can now do so by visiting www.qld.gov.au/updatejpdetails.

Individuals who wish to apply to become a JP or Cdec they can now access the application forms via www.qld.gov.au/jpapplication/.

Alternatively those wishing to resign from their role as a witnessing officer can do so by completing the form at <http://www.qld.gov.au/law/legal-mediation-and-justice-of-the-peace/jp-and-cdec-information/resign-as-a-jp-or-cdec/>.

Are you a long serving Justice of the Peace or Commissioner for Declarations?

The JP Branch appreciates the hard work and dedication provided by its JPs and Cdecs who deliver a valuable service to the community.

A way of acknowledging our appreciation is by offering 25, 40, 50 and 60 year service awards. You can apply for a service award by contacting your local [State MP](#) who will nominate you for an award to the Attorney-General.

Note: It is helpful for processing purposes if you have your original date of appointment (or a rough idea) to assist with establishing your date of appointment. For further information please contact John McKenna – Team Leader, Client Service on 07 3013 5450 or via email jp@justice.qld.gov.au.

JP Bulletin

2. Professional development

2015 has provided many great opportunities for JPs and Cdecs to brush up their skills by attending professional development workshops across Queensland. Our professional development sessions state wide have welcomed over 1,800 attendees at over 100 workshops and seminars throughout this year. JP Branch would like to take this opportunity to sincerely thank the presenters from the following organisations who have provided their time and resources to present these valuable workshops:



- Registry of Births, Deaths and Marriages
- Caxton Legal Centre
- Department of Immigration and Border Protection
- Dispute Resolution Branch
- Family Court
- Land Titles Registry
- Legal Aid Queensland
- Office of the Public Guardian
- Public Trustee
- Queensland Civil and Administrative Tribunal
- Queensland Health
- Queensland Police Service
- Supreme and District Courts
- Traffic Camera Office
- Victim Assist Queensland

Keep an eye on the [workshop calendar](#) early next year to see all our prospective professional development workshops for 2016. Please be advised that our 2016 calendar is still in development. We will publish the workshop calendar as soon as it is complete.



JP Bulletin

3. JPs in the Community Program

In the September 2015 edition we advised that in August the JP Branch had forwarded a Volunteer Information Pack and Volunteer Registration Form to all site co-ordinators for distribution to their team members.

This process, for all new and existing volunteers, will assist the JPs in the Community Program in aligning with Volunteering Australia's "National Standards for Volunteer Involvement". This document outlines best practice strategies for volunteer management nationally.

To date, 1,573 Volunteer Registration Forms have been returned by program volunteers and the JP Branch Community Engagement Team sincerely thanks these volunteers for their support.

If you are currently a volunteer in the program and have yet to return your completed registration form, we ask for your co-operation in doing so by Friday, 8 January 2016. If you haven't received a registration form or would like to join the program, please contact us on 1300 301 147 or email jpsthcommunity@justice.qld.gov.au.

This process and the collection of information will allow JP Branch to:

- ensure that JP Branch has accurate details in relation to the volunteers that participate in the program, especially in reference to insurance cover;
- provide an avenue for JP Branch to communicate directly with volunteers in the program; for example, when promoting specific professional development workshops related to the program;
- allow JP Branch to recognise volunteers for their years of service within the program;
- record information pertaining to volunteers attendance to professional development workshops; and
- ensure JP Branch have an accurate record of the hours of service provided to the Queensland community by program volunteers.

JP Bulletin

New JPs in the Community signing site

In October a new signing site opened at the Bulimba Library which operates every Saturday from 11:00am–1:00pm. If you would like to join the Bulimba team, please email us at jpsinthecommunity@justice.qld.gov.au.



JP Branch Mentoring Program

The JP Branch Mentoring Program is now in its seventh year of operation and provides a formal avenue for both newly appointed JPs and Cdecs, as well as those simply wanting a refresher, an opportunity to work with experienced JPs and Cdecs to further their skills and knowledge. If you would like more information in relation to the Mentoring Program please contact Craig Moffat, Community Engagement Officer on (07) 3013 5458.

Donation of a PA system

The JP Branch would like to thank Vishwa Gounder for the kind and generous donation of a Public Address system and two microphones. This equipment will be utilised by staff in the delivery of professional development workshops around the state.

Signing site launches

Logan Central Plaza launch 13 November 2015

The Honourable Cameron Dick, Member for Woodridge officially opened the JPs in the Community site at Logan Central Plaza. The event was attended by Deputy Mayor Cr Russell Lutton, the site volunteers, Centre Management, and local Officers from the Queensland Police Service. There is a team of eight volunteers who provide a busy service to the community on Wednesdays and Fridays from 10:00am–1:00pm. If you are interested in volunteering at this site, please contact the co-ordinator, Greg Thompson, Community Engagement Officer on (07) 3013 5455 or jpsinthecommunity@justice.qld.gov.au.



Celebration of the Logan Central Plaza JPs in the Community signing site

JP Bulletin

Robina Town Centre re-launch 17 November 2015

The Robina site is one of only a small number to have secured a shop-front for its volunteers to provide witnessing services to the Gold Coast area. A significant number of current and past volunteers attended the re-launch and shared in the presentation and morning tea. The site was officially launched by Jennifer Lang, Acting Deputy Director-General, Department of Justice and Attorney-General after past President and Patron Peter Brooke's address to the guests. Peter shared some of the history of the site and how the site has grown to where a service is provided six days a week. Robina is co-ordinated by members of the Gold Coast Justices Association, headed by Jeff Haywood and involves a roster of over 60 JPs and Cdecs. The Robina Town Centre signing site operates Monday to Friday 9:30am–4:30pm, Thursday 5:30–8:30pm, and Saturday 9:30am–1:00pm.



Robina Town Centre signing site shop front

Staff Bio

Belinda Cronau

Belinda Cronau was the successful applicant to backfill Adeline Phelan's role as the Senior Community Engagement Officer based in Townsville. Belinda grew up in Far North Queensland and has been a local in many parts of the state, including Atherton Tablelands, Mareeba and Cairns before returning to Townsville in 2011.

Commencing with local government in 1999, Belinda has had a large and diverse exposure to local and state government agencies, working across a number of fields including Planning and Development, Building Certification, Customer Services, Human Resources and Project Management.

Belinda was appointed as a JP (Qual) in 2000, and has spent time with the Australian Army as a reservist in transport and logistics. Belinda was the last group of cadets to complete their reservist training at Townsville Lavarack Barracks.

JP Bulletin

Belinda favourite pastimes include being an avid calligrapher, indulging in retail therapy and using her freshly home grown herbs to make delicious canapés and meals to share with her friends and family. Belinda really enjoys hosting meals and catching up with friends regularly.

News from the North

by Belinda Cronau

I thought I would give you an update on Adeline's Aussie Adventure. As I am sure you all know, Adeline is on leave travelling around Australia with her husband. She is currently in Tasmania having crossed the Bass Strait, with their caravan in tow. Known for its award winning cheeses and rich farm land, Tasmania provided visitors the unique opportunity to feast on fresh local delicacies. Enjoy all that fine produce Adeline, but more importantly that cooler weather!

Fairfield Central stage 2 opening

I attended the opening of Stage 2 at Fairfield Central on 12 November. It was a busy morning and I was able to wander through the new centre and discover a new area to place our JPs. We are currently negotiating with Centre Management to include a second day at Fairfield and in contributing to this proposal Centre Management have given us a permanent signing site, located outside Kmart and opposite the Australia Post entrance.

If you would like to volunteer at the Fairfield site or any other please contact JP Branch at jpsinthecommunity@justice.qld.gov.au or call Belinda on (07) 4781 8700.



JP Bulletin

5. Articles

Titles registry forms

At the beginning of December, JP Branch emailed you advising that as of 1 December 2015, the Department of Natural Resources and Mines will be removing references to parishes and counties in land transactions.



All Titles Registry forms that currently make reference to the parish and county will be updated to remove this information. The continued use of the current forms will be permitted until further notice, but as of 1 December 2015, the parish and county fields can be left blank. More background information on the changes can be found on the Department of Natural Resources and Mines website - [Removal of Parish and County Information](#).

On and after 1 December 2015, a client may present with a Titles Registry form where the fields for parish and county do not appear or, if they do, may not be populated. In either case, the witness may proceed, fulfilling their obligations under s 162 the *Land Title Act 1994* (the Act), based on the documentary evidence provided by the client. The absence of parish and county information on a Titles Registry form, on or after 1 December 2015, would not in itself be grounds to decline to witness the form. This change will not affect a witness's obligations under s 162(a) of the Act.

The Titles Registry has confirmed that the real property description (Lot and Plan Number) and the Certificate of Title reference number are still required to be completed on Titles Registry forms. The Titles Registry has further confirmed that the absence of either of these identifiers on a form submitted to the Titles Registry renders the form incomplete and would result in the form being rejected. JPs are advised to decline to witness a form where this information is not shown.

Samples of all Land Titles forms may be accessed via the following link; <https://www.business.qld.gov.au/industry/titles-property-construction/titles-property/titles-registry-forms>.

If you did not receive our above noted email or should you seek clarification, please contact JP Branch on 1300 301 147, or email jp@justice.qld.gov.au.

JP Bulletin

Witnessing statutory declarations

A statutory declaration is a written statement declaring that something is true and correct where the onus of truth lies with the declarant.

A statutory declaration must include:

- the heading “Statutory Declaration”
- reference to the relevant legislation (under which the declaration is being made)
- the name and address of the declarant
- the details of the declaration
- a statement confirming the contents of the declaration to be true; and
- a section for the signatures of both the declarant and the witness.



A statutory declaration can be made by more than one individual on the same form; however, you must warn each individual before they make their individual declaration. If not all people are present to sign the document, you should write on the document that you are only witnessing the signature of a particular person. As a Queensland JP or Cdec you can witness a Queensland statutory declaration (made under the *Oaths Act 1867*) as well as a Commonwealth statutory declaration (made under the *Statutory Declarations Act 1959*).

If you are presented with a statutory declaration from another Australian state or territory, you may still be able to assist the client as some states and territories provide “reciprocal rights” for the witnessing of statutory declarations and affidavits. If you are in doubt about your role, please contact JP Branch or ask the client to contact the receiving agency.

For example, s 26(1) of the New South Wales *Oaths Act 1900*, provides that a NSW statutory declaration (or affidavit) “*may be taken or made in any place in the said State before any Justice of the Peace for the said State*”. This means that a JP for another state or territory is authorised to witness a NSW statutory declaration or affidavit when physically present in their own state or territory, but is not authorised to witness a NSW statutory declaration or affidavit if physically present in NSW. For further information please see the [Technical Bulletin 06/12 New South Wales Identity Requirements](#).

For information and guidance in witnessing statutory declarations please refer to Chapter 3 in the handbooks. Links to these publications as follows: <https://publications.qld.gov.au/dataset?tags=handbook>.

JP Bulletin

6. JP under the magnifying glass

Profile – Carmelo Pasquale JP (Qual)



In the mid-1970s I commenced an electrical apprenticeship and this began an enduring career within the power industry, including tertiary qualifications, management positions in various regional electricity boards and my current role in Ergon Energy developing continuous improvement work practices.

Amid all this, I also managed to meet and marry my wife Sue and together we raised our two children. Family time is my chief enjoyment; especially gardening with Sue. I've also been involved in managing a junior soccer team, my local parish council and my workplace social club.

I was appointed a JP (Qual) on 8 July 2000. This gave me the opportunity to give to the community by providing a very important voluntary service. One of the reasons I became a JP was that my father-in-law had been a JP and often spoke about the services they provide in remote areas. I also noticed that there was a requirement at my workplace for JP services.

When I first started as a JP I did most of my signing at work and at home. In January 2013, I became a regular volunteer at the JPs in the Community Program signing site at Caneland Central Mackay, where I am also the site co-ordinator. This has assisted me in gaining a much better knowledge of all the documents that require a witnessing officer. As a bonus, you also get to meet many people from all over the world. It is so good to see the smile on people's faces when you have witnessed their documents.

One of the most important things that I have noticed is that documents and requirements are changing regularly. This makes it very important for JPs and Cdecs to ensure that they continue to attend refresher training and keep up to date with changes. To keep me informed and up to date I also joined one of the many professional organisations that provide training and further development and online courses.

When I retire I am looking forward to providing more hours to the JPs in the Community Program and continuing my work as a Director of the Queensland Justices Association.

JP Bulletin

7. Acknowledgement of long service awards

JP Branch wishes to proudly acknowledge the following Justices of the Peace and Commissioners for Declarations for their dedicated service to the community.

The following people have recently been nominated and presented with their 50 year Long Service Award certificates:

- John Benfer
- Vernon Birch
- Ernest Blumel
- David Burgess
- Richard Costello
- David Denny
- Mervyn Eastaughffe
- William Gough
- Ronald Greenwood
- John Horn
- Agnes Hoskin
- Alan Jackson
- Bridget Macdonald
- Robert Mackie
- Douglas Meston
- Ralph Orth
- Ernest O'sullivan
- George Powell
- Geoffrey Rabbitt
- Trevor Rigby
- Robert Tindal
- Robert Walden
- Brian Woltmann
- Gino Zocchi



Also a big congratulations to Noel Nelson who received his 60 year Long Service Award.

Other recent recipients of 25 and 40 year Long Service Awards are listed below.

JP Bulletin

25 Years of Service

Emmanuel	Arthur	Richard	Johnston
Graham	Birch	Phillip	Jordan
David	Blanton	Raymond	Kelly
Ronald	Boland	Katrina	Lee
Robyn	Boyce	Laurie	Lee
Geoffrey	Boyce	Frank	Matus
Laurence	Bradley	George	Maxwell
Graeme	Brown	John	Mutjanko
Desley	Brown	Beverley-Anne	Nicholls
Terrence	Byrne	John	Noonan
Tracey	Christensen	Melva	O'Connor
William	Collyer	Clive	O'Sullivan
Giuliano	Cordenos	Faye	Pearce
William	Cross	Ian	Power
Debra	Dalton	Tammy	Pratt
John	Dawkins	Lance	Rebetzke
Joy	De Koster	Robyn	Redknap
Harold	Doolan	Mavis	Renton
Graeme	Dougan	Anthony	Rigby
Lola	Egan	Paul	Robinson
Glen	Elmes	Stephen	Rogers
Keith	Fall	Stephen	Ryan
Edward	Fenner	Peter	Shepherd
Gregory	Flynn	Malcolm	Sheppard
Russell	Gallagher	Ronald	Slater
Alan	Girle	Glenn	Smallbone
Clytie	Glass	Kenneth	Smith
Leonard	Greer	Peter	Spreadborough
Hamilton	Harlow	Lynnette	Stuart
Julie	Harris	Carolyn	Turner
Tracy	Hibbett	Janice	Wainwright

JP Bulletin

Norman	Hodgkinson	Roy	Walker
Stephen	Hogan	Grahame	Wease
Evangelia	Holm	Stephen	Wellington
Werner	Holm	Edith	West
Ian	Hopkins	Noel	Wharton
Paul	Ibell	Katrina	White
Elwyn	Ingley	Arnold	Worboys
Daphne	Jackson	Kerry	Wyvill

40 Years of Service

Noel	Baker	Wendy	Mills
Rex	Betts	Pierangelo	Molachino
Paul	Birrell	Barry	Murray
Leonard	Bourne	John	Nutting
Peter	Campbell	Glen	Oliver
Roderick	Cochrane	Ralph	Orth
Alan	Corcoran	Denise	Otto
Arthur	Cornell	Graeme	Oxborough
Ronald	Cox	Gordon	Peak
Harry	Davis	Ian	Readshaw
Geoffrey	De Lacy	Marion	Richards
Wendy	Drysdale	Marie	Robins
Warren	Gabb	Ivan	Sanders
Jonathan	Grant	John	Sweeney
Kenneth	Hughes	Raymond	Thorn
Peter	Johnston	Terence	Titmarsh
Kerry	Lambert	Ronald	Toomey
Geoffrey	Leach	Karl	Voss
Peter	Mayne	Neville	Watt
Francis	McClintock	David	Wilson
George	McKennaiey		