



# **Land and Environment Court of New South Wales**

## **Commissioners' Performance Appraisal Policy**

### **1. Commencement**

This policy commences on 18 January 2010.

### **2. Application**

The policy applies to all Commissioners, whether full-time Commissioners, part-time Commissioners or Acting Commissioners.

### **3. Purpose**

3.1 The purpose of the policy is to establish a basis for annual performance appraisal of Commissioners as part of maintaining the highest standards of competency and personal integrity.

3.2 The objectives of the appraisal process are:

- To maintain public confidence in the Court.
- To foster and maintain the highest standards of performance.
- To ensure an open and transparent process by which individual's performance is measured against Court standards.
- To enable individuals to reflect on their own performance as a basis for continuous improvement.
- To assist in professional development by identifying specific training and development needs.
- To assist in identifying any systemic issues in the operation of the Court.

## **4. Process**

4.1 The appraisal process is intended to be constructive and evidence based, and consistent with the maintenance of independence. Each Commissioner will participate in a performance appraisal each year.

4.2 The appraisal process has two parts:

1. Completion of a Self-Assessment Form by 31 October:

The Self-Assessment Form requires each Commissioner to reflect on their performance over the past 12 months and:

- (a) assess their performance by reference to performance indicators;
- (b) evaluate their compliance with adopted codes of conduct;
- (c) reflect upon and address any complaint made by Court users or the public about the Commissioner or Acting Commissioner; and
- (d) identify any training or professional development needs.

The Self-Assessment Form provides a basis for effective dialogue during the appraisal interview part of the process;

2. Interview with the Chief Judge by the end of the Court year:

An appraisal interview will be conducted with the Commissioner and the Chief Judge. The interview will canvass all aspects of the appraisal process and will be based on information from self assessment, Court statistics and other records, and feedback

from Court staff and users. Any agreed suggestions for future professional development will be noted.

**The Hon Justice Brian J Preston  
Chief Judge**

18 January 2010