

# INFORMATION SHEET FOR ODPP PRIVATE BRIEFING PANEL



***The ODPP private briefing panel is a list of advocates from the junior bar selected to appear in District Court trials on behalf of the Director of Public Prosecutions.***

## HOW TO APPLY

Applicants must address all questions on the online form and must nominate two professional referees.

[www.odpp.nsw.gov.au/about-us/careers/private-briefing-panel](http://www.odpp.nsw.gov.au/about-us/careers/private-briefing-panel)

Applicants should include at least three recent examples of their conduct in criminal trials which have proceeded to a defended hearing, either for the prosecution or defence, including details of the nature of the matter, the name of opposing counsel and the judge presiding.

A recent example of written work which has been submitted to the Court in criminal proceedings (redacted if necessary) must also be submitted.

Applicants will not be interviewed, but rather assessed on their application and experience.

Barristers at the private bar currently briefed by the ODPP must reapply to be eligible to be briefed by the Office.

## THE SELECTION PROCESS

An ODPP selection committee will consider all suitable applications and consult referees. The selection committee may consult other people, internal and/or external to the ODPP, beyond the professional referees listed by the applicant. Successful inclusion on the panel does not guarantee work from the ODPP.

## MONITORING OF PERFORMANCE

Successful applicants will be required to undertake training with the ODPP before they can be briefed by the Office.

Performance of the members of the panel will be monitored by relevant ODPP staff. Feedback will be available to panel members where required



## SELECTION CRITERIA

### *Advocacy Experience*

- Experience in conducting jury trials, including presenting opening and closing addresses, taking witnesses and legal argument.
- Experience conducting more complex prosecutions, including trials with multiple defendants and complainants.
- Ability to deal with complicated legal and/or factual issues as arise in trial.
- Ability to interact appropriately with stakeholders including victims and their families, witnesses and police.

### *Written Work*

- Knowledge of evidence law and criminal procedure.
- Ability to prepare written submissions to a high standard.
- Ability to prepare legal advice to the Director with reference to relevant factual issues and legal matters, particularly when working with voluminous and complex briefs of evidence.
- Ability to prepare proficient agreed facts for trial and/or sentence.

### *Appreciation of the role of a Crown Prosecutor*

- Familiarity with the NSW Prosecution Guidelines and relevant ODPP delegations.
  - Sound understanding of the role and ethical standards required of a prosecutor, including requirements expected of prosecuting counsel as detailed in the Barristers Rules.
  - Demonstrated understanding of the professional relationship between the advocate, ODPP and other stakeholders, and proven capacity to work effectively with members of the prosecution team.
- Understanding of the Charter of Victims' Rights.

## CURRENT FEE SCHEDULE FOR TRIALS PER DAY

Counsel	
Preparation*	\$1500.00 per day plus GST
Brief Fee	\$1500.00 per day plus GST
Complex Matters** (Preparation and Brief Fee)	\$1650.00 per day plus GST

Senior Counsel District Court	
Preparation	\$3000.00 plus GST
Brief Fee	\$3000.00 plus GST

Senior Counsel Supreme Court	
Preparation	\$3500.00 plus GST
Brief Fee	\$3500.00 plus GST

## TRAVEL ALLOWANCE FOR COUNTRY SITTINGS

- A daily travel allowance will be paid where there is overnight stay at commercial accommodation at the rate of \$300 per 24 hours (\$12.50 per hour inc GST).
- A travel diary must be kept recording daily travel expenses.
- Airfares to and from sittings as well as taxi fares (and excess baggage if applicable) will be paid on presentation of receipts.
- Mileage at the rate of \$0.66 per kilometre (ex GST)

# Fee schedule is subject to change.

Local Court appearances where required will be paid at an hourly rate; calculated at 1/8 of the daily rate.

\* Determination of the number of days for preparation fee is also at the sole discretion of the ODPP. If Counsel believes that additional preparation time is required, an application for further funding will be considered.

\*\* Determination of complex matters will be made at the sole discretion of the ODPP.