

GUIDELINE 1 OF 2013

CALL-OVERS

1. Introduction

- 1.1 Since May 2013, the Court has had in place a call-over system to manage the cases proceeding to inquest.
- 1.2 This guideline has been prepared to formalise the current procedures and to introduce some important improvements.
- 1.3 The call-over system is intended to –
 - 1.2.1 streamline the procedures for listing inquests;
 - 1.2.2 create a transparent case management system for matters to be listed for inquest;
 - 1.2.3 ensure interested parties receive notice of inquest listings;
 - 1.2.4 ensure interested parties receive materials in a timely manner; and to
 - 1.2.5 improve communication between the Court and interested parties.

2. Application

- 2.1 This guideline applies to all matters to be listed for inquest in the Perth Coroner's Court.
- 2.2 This guideline comes into operation immediately.

3. No Requirement to Appear

- 3.1 The Court does not require interested parties to appear at call-overs, but a failure by a party to attend may result in an inquest being listed and other directions being made without input from the party.
- 3.2 If an interested party wishes to raise any issue or concern regarding the evidence in the brief, or the listing date, the party should appear at the call-over.

4. Unavailable dates

- 4.1 Where an interested party wishes to have the Court take into account their availability, that party should e-mail the Listings Manager (at

coronerslistings@justice.wa.gov.au) and provide unavailable dates for the next six month period.

- 4.2 Although the Court will attempt to take unavailable dates into account, circumstances may prevent this from occurring.
- 4.3 Where necessary, any difficulties will be raised at call-over.

5. Call-over arrangements

- 5.1 Unless otherwise directed, there will be a call-over of matters to be listed for inquest hearing once per month on the first Friday of every month.
- 5.2 Unless otherwise directed, call-overs will be held in Court 51 on Level 5 of the Central Law Courts building at 9.30 am.
- 5.3 Call-over lists will be advertised in the court notices section of the *West Australian*.
- 5.4 The Listings Manager will write to parties who are known to be interested parties to notify them of pending call-over dates.
- 5.5 Interested parties who would like a copy of the inquest brief should contact the Listings Manager (coronerslistings@justice.wa.gov.au) to request a copy of the brief.
- 5.6 A copy of the brief will be available before the first call-over date.
- 5.7 Interested parties who intend to appear at a call-over should notify the Listings Manager in writing by letter or e-mail of their intention to do so before the call-over date. If that is not possible, interested parties should provide the Listings Manager with all relevant contact details (in writing) as soon as possible after receiving notice of the listing, or when seeking leave to appear at the call-over.
- 5.8 When seeking leave to appear at a call-over, unless a party regularly appears before the Coroner's Court, counsel should state their full name as well as the name of their firm and each interested party represented, in order to ensure the Court has a record of these details.
- 5.9 Matters being mentioned for the first time at a call-over are expected to be set down for hearing no sooner than 3 months after the initial call-over date, unless there has been previous discussion between the Court and the parties about an expedited time frame.
- 5.10 Once a matter receives an inquest date, the matter will remain in all subsequent call-over lists until the inquest commences. Any problems or issues arising before the inquest will be ventilated at a call-over before the inquest commences.
- 5.11 The Listings Manager will publish the results of all call-overs on the Court's

website as soon as possible after each list.



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