

Supreme Court of Queensland
Protocol
Applications for Judicial Review – Parole Board Queensland

1. This Protocol applies to any application made by a prisoner under s 22(2) of the *Judicial Review Act 1991* for a statutory order of review of a failure by the Parole Board Queensland (the Parole Board) to decide a prisoner’s parole application within the period fixed by s 193(3) of the *Corrective Services Act 2006* (the application). The Protocol applies to applications filed in the Brisbane Registry only.

2. The Protocol is as follows:
 - (a) On filing, the application will be given an appointment for an initial directions hearing before a Judge¹ on the earliest practicable date which is not less than seven (7) business days from when it is filed.
 - (b) Where the Registrar makes an order that the prisoner pay the reduced filing fee, the order will state that the reduced fee must be paid no later than seven (7) days after the initial directions hearing.²
 - (c) Within one (1) business day of the application being filed and given a date for an initial directions hearing the Registry will provide a copy of the application, and any supporting material filed with it, to the Parole Board, by email sent to PBQLegalServices@pbq.qld.gov.au.
 - (d) Within three (3) business days of receiving the email attaching a copy of the application and any supporting material the Parole Board will:
 - (i) inform the prisoner of the date by which the Parole Board expects to consider the prisoner’s application for parole; and
 - (ii) provide to the prisoner and the Registry a proposal for orders or directions to be made at the initial directions hearing.
 - (e) At the initial directions hearing or any adjourned date for the directions hearing, the prisoner is to appear by video-link, unless otherwise ordered by a Judge or a consent order is made before the hearing.
 - (f) Subject to any contrary order of a Judge, the initial directions hearing and any adjourned directions hearing will be listed for 15 minutes.
 - (g) Where, at the initial directions hearing, an order is proposed for the Parole Board to pay the prisoner’s costs of the proceeding, and the prescribed filing fee has not yet been paid by the prisoner, if the parties consent, the order may provide for the Parole Board to pay such fee, on the prisoner’s behalf, directly to the court.
 - (h) Any request for a consent order, consent adjournment or notice of discontinuance to be filed must be provided to the Registry by no later than 4.00 pm the day before the

¹ See *Uniform Civil Procedure Rules 1999*, rr 566 and 571 and Form 56.

² See *Uniform Civil Procedure (Fees) Regulation 2019*, r 9.

directions hearing, failing which the application will remain listed unless otherwise ordered by a Judge.

- (i) Any notification to the Registry is to be made by email to ApnManager@justice.qld.gov.au.
- (j) To assist with the efficient management of directions hearings set down under this Protocol, pro forma drafts of orders that might be made are attached.

3. This Protocol will apply from 4 January 2022 until 4 May 2022.

Justice Bowskill
Senior Judge Administrator
17 December 2021