

COUNCIL OF AUSTRALASIAN TRIBUNALS

4th Annual General Meeting

Thursday, 6 April 2006

Rydges Lakeside Hotel – London Circuit, Canberra

The meeting commenced at 5.00 p.m.

Attendees

Presiding officers/representatives of members of the Council and members of the Executive

Ms Ema Aitken - Refugee Status Appeals Authority (NZ)
Justice Michael Barker - State Administrative Tribunal (WA)
Mrs Anne Coghlan - Victorian Civil and Administrative Tribunal (Vic)
Mr Barry Cotterell - REIQ Professional Standards Tribunal (Qld), Retail Shop Leases Tribunal (Qld)
Justice Garry Downes - Administrative Appeals Tribunal (Cth)
Ms Belinda Cassidy - Motor Accidents Claims Assessment and Resolution Service (NSW)
Mr Steven Davison - Motor Accidents Medical Assessment Service (NSW)
Ms Susan Gardiner - Children Services Tribunal (Qld)
Mr Steve Karas - Migration Review Tribunal, Refugee Review Tribunal)
Mr John Lesser - Mental Health Review Board of Victoria (Vic)
Ms Ann Lyons - Guardianship and Administration Tribunal (Qld)
Ms Trish McConnell - Tenancy Tribunal (NZ)
Mr Graham McDonald - Superannuation Complaints Tribunal (Cth)
Dr Don McMichael - Administrative Appeals Tribunal (ACT)
Justice Stuart Morris - Victorian Civil and Administrative Tribunal (Vic)
Ms Joanne Muller - Optometrists Tribunal (NSW), Physiotherapists Tribunal (NSW) and Psychologists Tribunal (NSW)
Mr Graeme Neate - National Native Title Tribunal (Cth)
Judge Kevin O'Connor - Administrative Decisions Tribunal (NSW)
Mr Nick O'Neill - Nurses and Midwives Tribunal (NSW)
Mrs Pat Patrick - Residential Tenancies Tribunal (SA)
Ms Kay Ransome - Consumer, Trader and Tenancy Tribunal (NSW)
Ms Debra Rigby - Mental Health Tribunal (Tas)
Ms Diane Robinson - Guardianship Tribunal (NSW)
Mr Bill Rolfe - Veteran's Review Board (Cth)
Justice Terry Sheahan - Workers Compensation Commission (NSW)
Ms Maureen Shelley - Classification Review Board (Cth)
Mr Paul Skinner - Weathertight Homes Resolution Services (NZ)
Ms Marilyn Wallace - Social Security Appeal Authority (NZ)
Mr James Wilson - Employment Relations Authority (NZ)
Ms Helen Wood - Anti-Discrimination Tribunal (Tas)

Observers

Ms Wendy Boddison – Mental Health Review Board (Vic), Migration Review Tribunal (Cth), Refugee Review Tribunal (Cth)
Mr Gerry Butcher - Victorian Civil and Administrative Tribunal (Vic)
Mr Gary Byron – Workers Compensation Commission (NSW)
Ms Marie Connor - State Administrative Tribunal (WA)
Ms Annette Corrigan - Guardianship and Administration Tribunal (Qld)
Mr Andrew Carson - Mental Health Review Board (Vic)
Ms Clare Endicott - Guardianship and Administration Tribunal (Qld)
Ms Megan Fender - Social Security Appeals Tribunal (Cth)
Ms Anne Forbes - Retail Shop Leases Tribunal (Qld)
Mr John Gallagher - Gall Standfield & Smith, Solicitors
Mr Royden Hindle - Human Rights Review Tribunal (NZ)
Mr Malcolm Howell - Victorian Civil and Administrative Tribunal (Vic)
Deputy President Deane Jarvis - Administrative Appeals Tribunal (Cth)
Mr Graham Lee - Retail Shop Leases Tribunal (Qld)
Mr Neil McKellar - Dispute Resolution Services Ltd
Mr David Plunkett - Residence Review Board (NZ)
Mr Derek Pullen - Dispute Resolution Services Ltd
Ms Jenny Russell - Workers Compensation Tribunal (SA)
Mr Jim Toohey – State Administrative Tribunal (WA)
Mr Bruce Topperwien - Veterans' Review Board (Cth)
Dr David Weerasoriya - Administrative Appeals Tribunal (Cth)

Secretariat

Mr Doug Humphreys
Ms Megan Cassidy
Ms Rocelle Ago
Ms Alison Davidian

1. Apologies

Rob Park – Guardianship Board (SA)

Dr Joanna Flynn - Medical Practitioners Board of Victoria (Vic)

2. Minutes of 3rd Annual General Meeting

The minutes of the Annual General Meeting held in Sydney on 10 June 2005 were adopted as a true and correct record of the meeting.

3. Executive Reports

▪ Chair – Justice Garry Downes

Justice Downes reported that significant time has been spent during the year on the COAT Practice Manual which will be launched by the NSW Attorney-General, the Hon. Bob Debus, on Friday, 7 April 2006 at 11 a.m. Justice Downes thanked the Australian Institute of Judicial Administration and the Standing Committee of Attorneys-General for funding the project. The manual was written by a team from Monash University, including Pam O'Connor who will be present at the launch.

Justice Downes advised that the manual will achieve two objectives. It will be a useful resource for members, especially members of smaller tribunals, and will be a flagship for COAT to pin future activities on. Justice Downes advised that funding is available for future revisions and invited suggestions for improvements.

Justice Downes thanked John Lesser for his contribution to the COAT Practice Manual. Justice Downes also thanked the other members of the Executive and staff of the Administrative Appeals Tribunal, particularly Doug Humphreys and Chris Matthies, who contributed an enormous amount of work to the publication of the Manual.

Justice Downes also noted that COAT is considering the development of an internet-based induction course for new members which would supplement the practice manual.

▪ Secretary – Mr Doug Humphreys

Doug Humphreys spoke to the report which is Attachment A to these minutes.

Mr Humphreys requested that member tribunals regularly update their contact details to ensure the register of tribunals remains current. He advised that the COAT website has the capacity to publish a range of information of interest to tribunals and their members, including tribunal vacancies. Mr Humphreys reported that COAT has received many enquiries from within Australia and overseas, including regarding remuneration.

Mr Humphreys reported that COAT has been able to obtain tax-exempt status as a result of amendments to the Constitution.

Mr Humphreys thanked member tribunals for the payment of their fees. He also thanked staff of the Administrative Appeals Tribunal, in particular Chris Matthies for the work on the manual as well as Jill Patterson and Mary Novello for updating the COAT website.

4. Election of Office Bearers

Doug Humphreys advised that only one nomination had been received for each of the positions:

Justice Garry Downes – Chair; and
John Lesser – Deputy Chair.

No further nominations were received. Justice Downes was duly elected Chair and John Lesser as Deputy Chair.

Justice Downes asked members to give thought to the election of a new Chair and Deputy Chair at the next Annual General Meeting.

5. Incorporation of COAT under the *Associations Incorporation Act 1984 (NSW)*

The meeting was referred to the notice of motion circulated in advance of the meeting setting out proposed special resolutions which would facilitate the incorporation of the Council of Australasian Tribunals under the *Associations Incorporation Act 1984 (NSW)*.

Mr Barry Cotterell moved the proposal. He advised the meeting that incorporation is necessary as COAT has become a body which administers funds. Mr Cotterell noted that the proposed constitution is closely based on the constitution of the Australian Institute of Administrative Law. Ms Kay Ransome seconded the motion.

The motion to incorporate COAT was carried unanimously.

Dr Don McMichael raised a query regarding the appointment of the position of Public Officer. Justice Downes advised that the Public Officer would be appointed by the Executive until next year pursuant to cl 3.4.

6. General Business

Ms Maureen Shelley queried whether COAT may be able to extend its activities to education for Timor. Justice Downes indicated that this issue should be discussed at the next Executive meeting.

The meeting closed at 5.30 p.m.

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