



**Australian
Dispute
Resolution
Association
Inc.**

NOTICE OF ANNUAL GENERAL MEETING

OF THE

AUSTRALIAN DISPUTE RESOLUTION ASSOCIATION INC.

TO BE HELD ON THURSDAY 28 OCTOBER 2004, 6.00 PM

AT

THE NSW LAW SOCIETY, ROOM 9A, 170 PHILIP STREET, SYDNEY

AGENDA

1. Welcome
2. Apologies
3. Minutes of Previous Annual General Meeting
4. Presidents Report
5. Treasurers Report
6. Election of Board Members 2004 – 2005
7. Certification of Financial Statements
8. Annual Subscriptions for 2005
9. Any business in respect of which notice has been given

Drinks and Cocktail Food

RSVP for catering: Monday 25 October 2004 – 02 9231 5822

Australian Dispute Resolution Association

PO Box A2468 Sydney South NSW 1235 ABN 349 452 44274



**Australian
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FORM OF PROXY

I

of

being a member of the Association hereby appoint

of

being a member of the Association, as my proxy vote for me on my behalf at the Annual General Meeting to be held on Thursday 28 October, 2004, and at any adjournment of that meeting.

Signed

Dated

Australian Dispute Resolution Association
PO Box A2468 Sydney South NSW 1235 ABN 349 452 44274

Themes

ADR reduces the costs and risks of business dealings, and by maintaining and enhancing your business relationships, it makes your business more attractive to its customers.

There many success stories about businesses that have used ADR, and an increasing range of ADR services available. There are practical solutions to the challenges involved in introducing and marketing ADR. These solutions ensure that ADR is sustainable and built into core business processes.

Topics

The conference should focus on business use of ADR in the broad sense covering issues such as:

- ADR in industry codes of practice
- ADR and small business
- ADR and public liability/medical indemnity insurance
- Government use of ADR
 - overcoming agency reluctance to use ADR (for example the tendency to avoid being seen as paying out)
 - government as model litigant/model dispute resolver
- Workers' compensation
- Workplace dispute resolution (apart from 'traditional' industrial relations matters over conditions of employment).
- Dispute Resolution Boards (construction industry)
- Big Project Management
- Setting up Business/consumer schemes
- On-line ADR series
- Industry ADR Schemes
- International Trade
- Financial Industry/Insurance Industry/Banking Industry

Logistics

The venue will be the Sheraton on the Park, Sydney, on 4 and 5 September 2003.

Registration fees are expected to be in the vicinity of \$700 (but we will attempt to reduce fees if possible).

Communications

- Media and communications strategy to be developed with Strategic.
- Letter to peak industry bodies (August 2002)
- Announcement late 2002 (including NADRAC newsletter).
- Advance Flier early 2003

NADRAC conference - draft plan

Title

ADR: A better way to do business

A conference on effective ways of resolving business disputes

Aims and objectives

The goal of the conference is to encourage business to incorporate ADR as an integral part of their operations. 'Business' is used in the broadest sense of the word and includes government and non-government agencies engaged in commercial and workplace transactions.

The conference's objectives are to:

- Demonstrate the benefits of ADR to business (for example, cost savings, better client and workplace relationships).
- Show how ADR can be implemented successfully in business.
- Enable participants to develop strategies that they could take back to their businesses.

Expected outcomes for delegates

As a result of this conference delegates will:

- Be able to identify the pros and cons of a variety of dispute resolution options
- Have information about successful dispute resolution strategies used in a range of industries
- Be able to formulate practical steps for improving dispute resolution practices in their own area of business

Market

The target audience for the conference would be potential business users of ADR and their gatekeepers/advisers in the Australian region, including:

- Individual businesses
- Insurers (eg public liability)
- Government agencies
- Managers
- Employer and employee associations
- Professional advisers, including lawyers, accountants and management consultants
- Professional bodies
- Industry bodies (ACCC, NECA)
- Industry ADR/Ombudsman schemes.