



DECISION-WRITING WORKSHOP



The Council of Australasian Tribunals is offering a one-day **Decision Writing workshop** for Tribunal members. The workshop is designed to improve decision writing skills through analysis, discussion and the rewriting of parts of reasons for decision. The interactive workshop will provide participants with practical tools and tips to improve the quality of their reasons for decisions and to reduce the time spent on decision writing.

The Workshop will feature a presentation by Justice Robert Bromwich, Federal Court of Australia about the obligation to provide adequate reasons and how to meet that obligation.

Date

Friday 28th March 2025 9am – 5pm

Venue Level 8, 1 Oxford Street, Darlinghurst

Topics include

- Preparing and planning reasons for decisions
- Structuring reasons for decisions
- Writing decisions that are clear, comprehensive and persuasive
- Getting started and keeping going.

Facilitators

The Hon. Alexander (Sandy) Horneman-Wren

Sandy served as a Judge of the District Court of Queensland and also a Judge of the Planning and Environment Court of Queensland and the Children's Court of Queensland. He was Deputy President of the Queensland Civil & Administrative Tribunal for 3 years from 2012. Sandy is also an Adjunct Professor in the School of Law and Justice within the University of Southern Queensland. Sandy will officially retire from the District Court of Queensland in January 2025.

Anne Britton

Anne is Deputy President of the NSW Civil and Administrative Tribunal (NCAT), a member of NCAT's Appeal Panel and head of NCAT's Guardianship division. For over two decades Anne has held senior roles in State and Commonwealth Tribunals in a range of jurisdictions. Anne recently stepped down as Chair of the Council of Australasian Tribunals (National). For over a decade Anne has led the development of COAT's professional development program.

Cost (GST not applicable to NZ)

\$500 (COAT members), plus GST
\$650 (non-members), plus GST.

Members of Tribunals that are financial members of COAT, and individuals who are financial members of a chapter of COAT are eligible for the discounted COAT fee.

Enrolment

Registration is strictly limited to 25 places.

Enrolments close **Friday 14 February 2025**.

To register for this course: complete this form online or complete the form overleaf and return to **secretariat@coat.asn.au**

Enquiries: Kathryn McKenzie, COAT Secretariat, 0418 281 116; **secretariat@coat.asn.au**



To enrol in the Decision-Writing workshop please complete this form and email to secretariat@coat.asn.au or complete online

[CLICK HERE](#)

Name:

Name of Tribunal(s):

Email:

Phone number: Work: Mobile:

Choose which option applies — you can select more than one option:

- ☐ Financial member of COAT Chapter
- ☐ Member of a Tribunal which is a financial member of COAT (National)
- ☐ Non-Member
- ☐ Not sure

Tribunal name if any:

Select your places:

- ☐ Member \$500 +GST (\$550)
- ☐ Non-Member \$650 +GST (\$715)

Method of payment:

Credit card (Mastercard or Visa only) ☐ Mastercard ☐ Visa

Name on card:

Card number: Expiration date: CVC:

Payment amount:

Send invoice to email address:

(if not email address of participant)

If you wish to enrol multiple participants, please request an invoice from the COAT Secretariat secretariat@coat.asn.au and include name and contact details of each participant.