

tice of nominating specialist subcontractors which are to be engaged by the contractor for specific components of a project.

6. I.Arb.A LIST OF CONCILIATORS AND MEDIATORS

As was mentioned in Issue #1 (see item 9.), the Institute of Arbitrators, Australia has decided to become more actively involved in alternative dispute resolution. Further to this decision and an ADR training course held by the Institute in October, 1988, the Institute has now published a list of conciliators and mediators in a booklet entitled "List Of Conciliators And Mediators (Edition No1 - November 1988)".

This development places the Institute of Arbitrators in the ADR arena along with the Australian Commercial Disputes Centre and several other organisations such as the Law Society of NSW. The American Arbitration Association has provided ADR services for some time now and it would seem a logical development for its Australian counterpart to follow suit. The industry should benefit from this development.

The Institute has a proposed clause for insertion in contracts, where mediation or conciliation is the preferred method of resolving disputes. This clause is as follows:

"If any dispute or difference arises between the parties to this contract they will consider resolving it in accordance with The Institute of Arbitrators Australia Rules for the Conduct of Commercial Conciliations."

Copies of the Institute's Conciliation Rules and List of Conciliators and Mediators is available from your local Chapter of the Institute of Arbitrators.

7. DRAFT SAA HOME BUILDING CONTRACT

The Standards Association of Australia has published a draft home building contract for public review, prior to finalisation. The draft is entitled "Draft Australian Standard General Conditions of Contract For Domestic Construction Without An Architect In Attendance".

Although the closing date for comments is March 1989, from experience, SAA committees usually give late comments full consideration, provided that they are not so late that committee work is too advanced to do so. Interested readers who were not on the SAA's mailing list should contact the SAA to obtain a copy of the Draft. Those wishing to use the Draft as a contract prior to finalisation should contact the SAA with respect to permission to do so.

The SAA committee, which prepared the Draft, was chaired by John Sharkey of Weigall + Crowther, Solicitors, Melbourne and was established after an SAA Conference on Home Building Contracts in 1986 found that there was a need for a National Standard on construction of domestic homes. The SAA organised this Conference in response to a formal request from the South Australian Minister Of Consumer Affairs that the SAA prepare a standard form contract for domestic building work.

The S.A. Department of Public And Consumer Affairs had been concerned for some time about problems experienced by prospective home owners with building contracts in use in South Australia. In response to these concerns, the Department carried out an investigation and in 1985 published a report entitled "Proposals Paper On The Reform Of Home Building Contracts". One of the recommendations in this report was for the preparation

of a fairer standard form contract to replace those then in use in South Australia.

The features of the contract will be discussed in a future article in the Newsletter, when the SAA has finalised and published the Draft. After publication of the finalised Draft, SAA intends to proceed with the preparation of a companion contract covering alterations and additions to existing homes.

8. ARCHITECT'S CHECKLIST

The Royal Australian Institute of Architects has published a checklist system for all in-office aspects of architectural design, documentation and project administration. Called **CHECKIT! - Project Quality Record**, the system includes a progress reporting system based on the checklists.

CHECKIT! can be customised for particular projects by indicating in a check-box whether the particular checklist item is appropriate for the project. Additional checklist items unique to the particular project may be added.

The system comes in a plastic binder with tabbed cardboard checklist sheets designed for repeat use on more than one project and a pad of Project Quality Reports for insertion in each checklist category.

CHECKIT! organises the tasks common to most projects into sequential phases of a typical project, commencing with "Pre-Agreement" and continuing through to "Post Contract Evaluation". There are 26 phases in all, with up to 28 tasks per phase.

According to the introductory comments **CHECKIT!**, purposely does not include many of the tasks that architects would routinely do anyway; it is designed to prompt attention to the co-ordination aspects of managing a project. The system is particularly designed to assist less experienced team leaders in taking care of the diverse tasks required by an architectural commission.

The concept is an excellent one, which has been well thought through and executed. The system deserves and no doubt will receive great support. In fact, the concept appears so good that one wonders whether it wouldn't form a good model for the development of similar management check systems for other disciplines in the industry, such as for project and construction managers, design and construct contractors, engineers and quantity surveyors.

The system should assist architects in the establishment and implementation of risk management.

Copies of **CHECKIT! - Project Quality Record** are obtainable from the RAIA Practice Division at \$45, plus \$6 for handling and postage. Cheap at twice the price!

9. BUILDING BRITAIN 2001

The U.K. National Contractors Group commissioned Reading University's Centre For Strategic Studies In Construction to prepare a Report on action required by the U.K. construction industry to remain competitive domestically and internationally through to the start of the next century.

The Report studies the current position of the industry, future change and sets out an action plan. **Building Britain 2001** is of interest and relevance to the industry in Australia. The Report makes the following comments under the heading "Contracts":

"The contractual issues to be resolved by the industry have never been easy but the present situation in the UK