

Dispute Resolution Policy and Procedure

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Minyip/Murtoa Football & Netball Club



Minyip Murtoa @The Burras

www.mmfc.sportingpulse.net

BACKGROUND

From time to time members of the Minyip Murtoa Football and Netball Club Inc (MMFNC) may have a dispute with the Board or another member/s of the MMFNC.

It is important that these disputes are dealt with in a consistent, fair and transparent manner.

PURPOSE

This policy is designed to set out the process for resolution of disputes or grievances involving Board members and member that are unable to be resolved.

It will also act as a guide for circumstance where a member or the public or other organization has a grievance towards the MMFNC.

POLICY STATEMENT

The Board of the MMFNC is committed to reaching a speedy and just resolution of any disputes or grievances that may arise and that may threaten the harmonious functioning of the MMFNC.

It is the responsibility of the Chair to ensure that:

- Board members are aware of this policy;
- Disputes are handled respectfully, confidentially, and in accordance with natural justice.

It is the responsibility of the all Board Members to ensure that their usage of electronic media conforms to this policy.

Where possible disputes will be resolved by mediation.

PROCEDURE

Subject to anything to the contrary contained within MMFNC constitution:

1. The parties to the dispute must meet and discuss the matter in dispute, and, if possible, resolve the dispute within 14 days after the dispute comes to the attention of all of the parties.
2. If the parties are unable to resolve the dispute at such a meeting, or if a party fails to attend that meeting, then the parties must, within 10 days, hold a meeting in the presence of a mediator.
3. The mediator must be –
 - (a) a person chosen by agreement between the parties; or
 - (b) in the absence of agreement, a person appointed by the Board.

A member of MMFNC can be a mediator, but may not be a member who is a party to the dispute.

4. The parties to the dispute must, in good faith, attempt to settle the dispute by mediation.
5. The mediator, in conducting the mediation, must –
 - (a) give the parties to the mediation process every opportunity to be heard; and
 - (b) allow due consideration by all parties of any written statement submitted by any party; and
 - (c) ensure that natural justice is accorded to the parties to the dispute throughout the mediation process.
6. The mediator must not determine the dispute.
7. The mediation must be confidential and without prejudice.

If the mediation process does not result in the dispute being resolved, the parties may seek to resolve the dispute otherwise at law.