

POLICY – GRIEVANCE POLICY

Policy

The Grievance Policy for U3A Castlemaine is given in Section 21 Of the Constitution.

The text of Section 21 of the “U3A Castlemaine Constitution 2018” is copied here:

21 Disputes and Mediation

1. The grievance procedures set out in this clause applies to disputes under the constitution between a Member and another Member or a Member and U3A Castlemaine.
2. 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 parties.
3. If the parties are unable to resolve the dispute at the meeting, or if a party fails to attend the meeting then the parties must, within 10 days, hold a meeting in the presence of a mediator.
4. The mediator must be a person chosen by agreement between the parties, or in the absence of agreement a person who is a member of a recognised mediation association. If the dispute is between Members the mediator may be appointed by the Committee.
5. A mediator cannot be a party to the dispute.
6. The parties to the dispute must, in good faith, attempt to settle the dispute by mediation.
7. 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.
8. Subject to subclause 9. parties to a dispute must bear their own costs (if any) in relation to the dispute, including the costs of the mediator.
9. Parties to a dispute may apply to the Committee for financial assistance to cover any cost associated with the dispute. The Committee may determine in its absolute discretion whether U3A Castlemaine will grant full or partial financial assistance to the applicant.
10. The mediator must not determine the dispute.
11. If the mediation process does not result in the dispute being resolved, the parties may seek to resolve the dispute in accordance with the Act otherwise at law.