



BOARD DISPUTE RESOLUTION POLICY

SWA Policy No: 01
Drafted: January 2007
Adopted:
Amended:
Version: 01

Introduction

The Board of South West Arts Inc 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 Board.

Purpose

The purpose is designed to set out the process for resolution of disputes or grievances involving the Board.

Policy

The Board of South West Arts Inc is committed to reaching a speedy resolution of any disputes or grievances that may arise and that may threaten the harmonious functioning of the Board. All Board members will follow the procedures set out below.

This policy refers to disputes:

- Between Board members
- By a member regarding Board process
- By a member regarding resolution of the Board.

Procedures

1. The dispute must be articulated in writing and sent to the Chair. The Chair must acknowledge receipt of this document within two (2) days.
2. The Chair will use his/her discretion to bring the issue to the next ordinary Board meeting or call an extraordinary meeting.
3. When raised at the Board meeting all people involved in the dispute will be given the right to be heard.

4. The matter should be heard with all Board members present, unless they have advised in writing that they are aware there is a dispute resolution meeting being held and they are unable to attend.
5. The Chair will call for a motion from the Board e.g. to seek further legal advice, to dismiss the complaint. The motion will be voted on by all members present at the meeting.
6. A Board decision may be reviewed where:
 - New information has come to light that was not available when the original decision was made.
 - The Board has become aware of an error in previous information that was used to make the decision.
 - A Board member did not feel able to present his/her cause.