

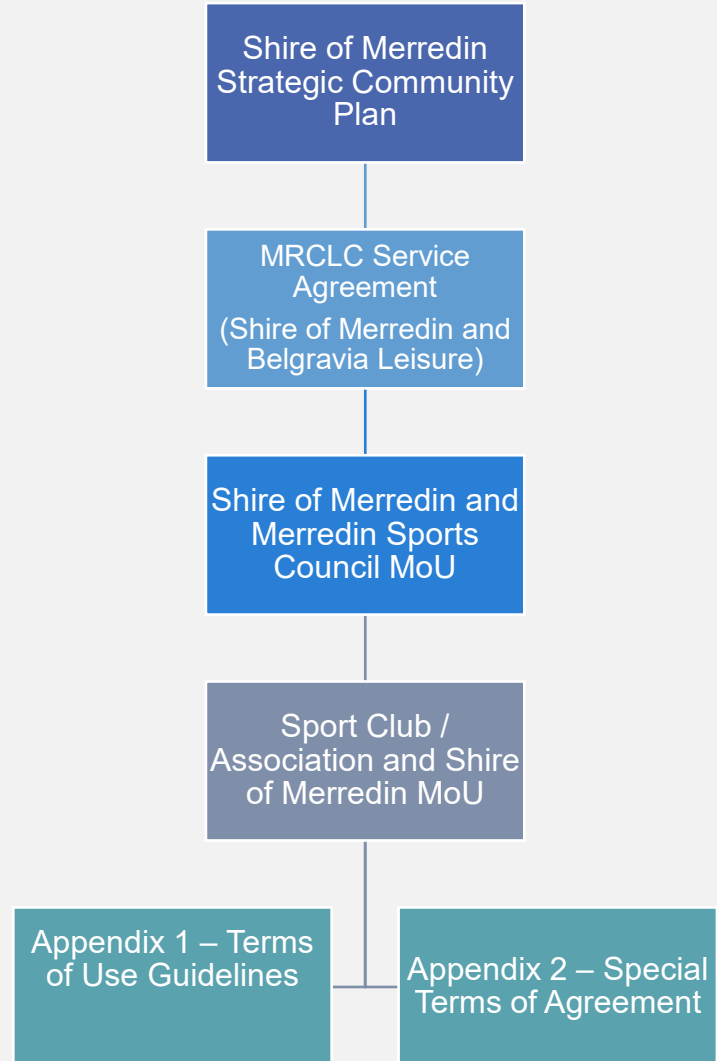
A photograph of the Merredin Regional Community and Leisure Centre building. The building has a dark blue upper section and a light beige lower section. The name 'Merredin Regional Community and Leisure Centre' is written in white on the dark blue section. The sky is overcast and grey.

*Merredin Regional Community
and Leisure Centre*

SHIRE OF MERREDIN

SUMMARY OF MRCLC MoUs

DOCUMENT HIERARCHY



CURRENT CHALLENGES



Merredin Regional Community
and Leisure Centre

Roles & Responsibilities

Lack of clarity across the roles and responsibilities of all parties (Shire of Merredin, Belgravia Leisure, Merredin Sports Council, Sports Clubs/Associations)

Communication

Lines of communication for requests, complaints, enquiries, etc e.g. the Shire or Belgravia or both

User Groups

Annual fee structure and return of service issues

Agreement

No formal (written) agreement between the Shire and Sports Clubs/Associations on the terms of use for the facilities at the MRCLC.

Changing Context

The needs of Sports Clubs/Associations have evolved over time and the terms of use originally agreed to, do not reflect the new context for user groups.



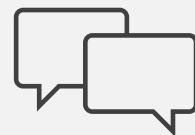
Implement

Parties agree to the terms and abide by the MoU. Education of all parties around roles and responsibilities



Formalise

Develop a Memorandum of Understanding (MoU) to clearly outline roles, responsibilities and expectations of all parties.



Discuss

Open dialogue with the Shire of Merredin to clarify expectations of user groups.



Key Points – Shire of Merredin and Merredin Sports Council MoU

Objectives

- 1) Increase knowledge, information, and resource sharing between the parties
- 2) Achieve mutually desired outcomes, including maximising use and patronage of the MRCLC
- 3) Foster a supportive, respectful, and trusting working relationship between both parties
- 4) Enable joint planning for the future development of the MRCLC and sport and recreation in the Shire of Merredin

Terms

- 1) The MoU will be reviewed every two years
- 2) Either party can terminate the MoU by giving the other 30 days notice
- 3) The MoU is not a legally binding document

Responsibilities

The Shire of Merredin will:

- Recognise the Merredin Sports Council as the peak advocacy body for sport and recreation user groups at the MRCLC
- Familiarise themselves with the Merredin Sports Council Asset and Renewal Plan
- Attend meetings, consult with the Sports Council on user fees and asset maintenance, development and renewal

The Sports Council will:

- 1) Conduct their activities in accordance with the Merredin Sports Council constitution
- 2) Respond to requests for information from the Shire of Merredin

Key Points – Shire of Merredin and Sports Clubs/Associations MoU

Objectives

- 1) Clarify responsibilities for the use and maintenance of the facilities
- 2) Provide fair and equitable arrangements for the use of the sports facilities, at the MRCLC
- 3) Maximize the use of facilities and services at the MRCLC
- 4) Help to build participation, membership and engagement in sport, recreation, leisure and community life at the MRCLC
- 5) Consistency across sports with two clubs

Terms

- 1) Upon signing and payment of agreed fees, sports clubs/associations are entitled to use the MRCLC facilities
- 2) The MoU will be reviewed every two years in line with the other MoUs
- 3) Either party can terminate the MoU by giving the other 30 days notice and it can be extended by agreement
- 4) The MOU is to be read in conjunction with the Terms of Use Guidelines and Special Terms of Agreement
- 5) The MoU is not a legally binding document

Responsibilities

The Shire of Merredin will:

- Manage the MRCLC (currently through a third-party contract) and ensure a high level of service for all users
- Maintain and renew infrastructure and equipment as required

The Sports Clubs will:

- Aide by the Terms of Use Guidelines and take care in the use of the MRCLC facilities
- Promote patronage of the MRCLC
- Abide by Shire and MRCLC policies
- Maintain membership with the Merredin Sports Council

Terms in Common

The following are terms in common, in the MoU's between the Shire of Merredin and Merredin Sports Council and the Shire of Merredin and Sports Clubs/ Associations.

Communication

- The Shire of Merredin nominates the MRCLC Manager as its principal contact person
- The Chair of the Sports Councils and President of each Sporting Club will be the Principal Contacts
- No Party shall enter into formal communication on any matter contained within the MoU with any person other than the Principal Contact Person

Joint Undertakings

- Work together to nurture a sense of place for sport, recreation and community user groups at the MRCLC
- Enable and promote the maximum use of the MRCLC by sport, recreation and community user groups
- Communicate openly in all matters in a timely manner and as often as the need arises
- Not withhold information that is relevant to the efficient management of the MRCLC or operation of the MoU

Dispute Resolution

The Parties agree to adhere to the terms of the MoU to the best of their ability. Should a dispute arise, the following process will be adhered to:

Step 1: Written or in-person communication between the MRCLC Manager and the Sports Council/Sporting Club President.

Step 2: Shire of Merredin Deputy CEO to act as a mediator if the dispute cannot be resolved through Step 1.

Final Arbiter: The Shire of Merredin will act as the final arbiter in any dispute.