

# Memorandum of Understanding

Between

**The Friends of Ravenscourt Park (“the Friends”)**

and

**The London Borough of Hammersmith & Fulham (LBHF)**

1. The Friends of Ravenscourt Park has been established as an independent voluntary local user group with the purpose of being the principal forum for formulating users’ views about the Park, particularly in respect of promoting more effective beneficial usage of the Park to the wider community.
2. LBHF recognises the Friends as the principal user group for Ravenscourt Park.
3. The Friends and staff of LBHF will work together cooperatively and strive to achieve shared goals and objectives that are defined in the Park Master Plan and Park Management Plan.
4. LBHF will keep the Friends fully briefed on all significant matters affecting the Park and will consult the Friends on all potential changes or improvements.
5. LBHF will appoint a Liaison Officer who will be the nominated single point of contact for all formal representation from the Friends.
6. LBHF will provide additional officer contacts and procedures for queries and complaints regarding:
  - a. Maintenance problems
  - b. Urgent security issues
  - c. Arboricultural issues
  - d. Dogs, pest control and management
  - e. Graffiti, vandalism and noise
7. LBHF staff or their contractors will attend a minimum of two open (evening) meetings per year, and will attend a minimum of two park walkabouts during normal working hours with representatives of the Friends.
8. LBHF will provide technical advice and make available ‘in kind’ resources where feasible to support activities organised by the Friends that are beneficial to the Park, but will not provide any direct financial support.

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9. Membership of the Friends Group will require individuals to remain non-political in their capacity as a member of the Friends Group. The Friends Group should not be used for the purpose of political electioneering or endorsing political campaigns. It is therefore required that elected serving councilors of the London Borough of Hammersmith and Fulham shall not be eligible for election to the Committee of the Friends Group.
10. LBHF and the Friends will work together to develop funding applications to third parties, as appropriate.
11. The Friends will produce an Annual Report. LBHF will expect it to provide evidence of how inclusive, participatory and representative their activities are of Ravenscourt Park users.
12. Any changes to the Friends' constitution will be notified to LBHF to ensure compliance with the principles set out above. Either party may withdraw from this Memorandum of Understanding by giving written notice to the other.
13. Failure to comply with this Memorandum of Understanding may result in LBHF withdrawing support and recognition of the Friends as representing the best interests of Park users.

For the Friends of Ravenscourt Park

Signed .....

Position .....

Date .....

For the London Borough of Hammersmith and Fulham

Signed .....

Position .....

Date .....