



Memorandum of Understanding

between

Arts OutWest

and

Lithgow City Council

1 July 2015 – 30 June 2018

This Memorandum of Understanding (MOU) includes the following:

1. Key understandings for member Councils
2. Undertakings
3. Financial contribution
4. Review process

1. Key understandings for member Councils

- a) All member Councils understand effective arts and cultural development to be the strategic planning and management of cultural services, facilities and programs that contribute to local identity, sense of place and quality of life and empower local groups to contribute socially and economically through the arts.
- b) The Councils jointly agree to support Arts OutWest Inc. as key stakeholders in the only regional arts and cultural development service for the region.
- c) The Councils understand that funding by each member Council, matched by State funding is essential for the core operations of Arts OutWest Inc. and its sustainability in the future.
- d) The Councils understand and fully support the core business of Arts OutWest as outlined in its Strategic Plan 2012-2015 and the new 2016-18 plan.
- e) Arts OutWest inc. is managed by a Committee of Management (known as the Regional Arts Board) and is a member of Regional Arts NSW through representation on the Regional Arts New South Wales Advisory Council.



2. Undertakings

1. Lithgow Council (The Council) recognizes that each contributing Local Government of the Central West regional arts program has representation either on the Board of Arts OutWest Inc. or on an Advisory Committee who will report regularly to Council.
2. Arts OutWest Inc. will deliver core services to the region as defined by the Strategic Plan and any reviews thereof in consultation with all its stakeholders.
3. Arts OutWest will work in active partnership with the local Councils of the region to deliver regional cultural development outcomes.
4. Arts OutWest Inc. will provide all member Councils with an Annual Report showing expenditure of all consolidated revenue and providing details on services rendered to each Council area.
5. Arts OutWest will acknowledge the partnership arrangement with the Councils on all public material in an appropriate manner
6. The Council will acknowledge Arts OutWest in all programs involving Arts OutWest
7. The Council and their communities will provide Arts OutWest with relevant information on cultural issues, activities and events for information and promotion by Arts OutWest Media and Promotion services.
8. The Council and Arts OutWest will share information on cultural matters including the linking of community directories, databases and websites.
9. Arts OutWest will work with individual Councils and their communities to develop specific projects and programs and assist with funding and delivery of projects so far as additional project funding allows with equity across the region.
10. Arts OutWest will provide formal presentations to Councils within the region as required.
11. The Council may make representations to the Board and Executive Officer of Arts OutWest Inc. in respect of any proposed programs and projects arising in the community which need the support of Arts OutWest Inc.
12. The Council will encourage individuals, groups and organizations in their local areas to actively access the services of Arts OutWest for their development.
13. Arts OutWest will refer all involvement with community groups to Councils for their information.

3. Financial contribution

Lithgow Council will provide funding support to Arts OutWest in each of the financial years of the Memorandum of Understanding. This will be at the starting rate of 60 cents per head of population, and will stay at the same rate throughout the life of the MOU. CPI will not be included in the expenses for this three year period. Each year the population will be calculated using ABS figures for the previous year.

The most recent invoice for 2014-15 was based on 2013 population figures of 21,118. This meant a contribution of \$12,670.80 (+ GST) for the 2014-15 financial year.

This per head rate will remain the same for the period from 2015-18. The amounts over the three years of the MOU will be adjusted each year according to ABS information about population.

4. Review

Lithgow Council and the Board of Arts OutWest Inc agree to review the terms of this Memorandum of Understanding in preparation for each following financial year.

Signatures to this Memorandum of Understanding

.....
Mayor, Lithgow Council
Date

.....
Elizabeth Oldham, President of Arts OutWest
Date

