

# Music Education Hub Partnership Working Agreement

Partner organisations are committed to working together to support the aims of the hub and the National Plan for Music Education, for the benefit of children and young people in Swindon.

We all know that partnerships that thrive are based on clear expectations, common goals, mutual respect and good communication. We want to make sure that all of us involved in the Hub develop good partnership working, and so this document outlines some core expectations and commitments that we have agreed as Hub partners.

We agree that as partners in the Hub we will:

- put **improved outcomes** for young people at the heart of all we do
- continually strive to make music education in the borough **accessible to all, effective, inspiring, and resilient**
- share **information, expertise, ideas and passions**
- support each other in **communicating the importance of music making and learning** for young people, and the value and impact of our own and each other's work – through our own communications, as well as Hub communications activities
- behave courteously to other partners, **respecting individual practices and ethos**
  
- attend or send a representative (or organise, in the case of the Lead Organisation team), individual **partners meetings with Swindon Music Service and training** (Four meetings a year<sup>1</sup> plus any additional meetings and training as required)
- feedback to the other partners the outcomes of any relevant **local or national training or networking** that you have attended
- provide and share **information and evidence to promote and advocate music education**

Partners who are receiving funding from the Hub will also:

- deliver the **outcomes** agreed (in our individual projects, and as a whole) to a high standard, within the budget and the timeframe agreed
- provide the **statistical and other (eg qualitative) information and reports** requested (by the lead organisation team and Arts Council England (ACE)), and provide extra detail as required; and be aware of the statistical requirements from ACE (the lead organisation will provide this for you) and collect appropriate data

In addition to the above, the MMS lead organisation team will:-

- Give you **proper notice** of meetings, marketing opportunities, monitoring requirements, training opportunities
- *For partners receiving funding from the Hub:* see that you are **paid in a timely way** on receipt of a correctly completed invoice or release funding as agreed within the grant timetable, provided work has been completed satisfactorily

Signed: .....

On behalf of (organisation) .....

Dated: .....

<sup>1</sup> Skype/Zoom type conferencing systems will be made available for those who cannot travel



