Memorandum of Understanding between
Charles Sturt University, TAFE NSW – Riverina Institute
and Wagga Wagga City Council

Statement of Intent
Wagga Wagga City Council (WWCC), Charles Sturt University (CSU) and TAFE NSW – Riverina Institute (RI) agree to actively cooperate to enhance the city’s position as the preferred regional city for sustainable business, balanced living and a leader in education, training and research for regional Australia.

Key Objectives
1. To actively promote each other’s organisation and the City of Wagga Wagga both internally and externally. Without limiting the foregoing, WWCC, CSU and RI have agreed to:
   (i) Cooperate in the joint promotion of activities
2. To have an awareness of each other’s strategic direction and to:
   (i) Work cooperatively to give effect to the strategies where they are complementary
   (ii) Ensure the Intent of the strategies are disseminated through the organisations
3. To cooperate to ensure the sustainable economic, environmental and social development of the city and the broader region.
   Without limiting the foregoing, WWCC, CSU and RI have agreed to:
   (i) Collaborate to support and enhance existing and future cultural programs and activities
   (ii) Foster economic growth and research opportunities
   (iii) Cooperate to promote the use of new technologies within the region
   (iv) Continue to actively explore innovative collaborative arrangements that support economic development
   (v) Cooperate where possible to better meet the training needs of the business community
   (vi) Develop training agreements between CSU, RI and local industry
   (vii) Encourage project based collaboration between employees of each organisation for environmental and social outcomes
4. To enhance the integration of CSU and the RI within the city to ensure that the community, business and government agencies maximise the opportunities for mutually beneficial engagement
5. To cooperate for opportunities for mutual operational benefit for example:
   (i) Risk management and risk minimisation
   (ii) Business continuity planning
   (iii) Benchmarking and best practice
     • Work process improvement
     • Procurement partnering and collaboration
     • Work Health and Safety and equity
     • Online engagement and communication
   (iv) ICT and enterprise architecture

Implementation
1. Each organisation will nominate one responsible officer to ensure ongoing implementation of the agreement within each organisation.
2. Establish quarterly meetings to promote collaboration across the three organisations.
3. Prepare a rolling 2 year business plan, which articulates collaborative projects that exercise the objectives contained in this Memorandum of Understanding.
4. Recommend to each organisation an annual dedication for financial resources to implement the activities contained in the business plan.

Roles and Responsibilities

Responsible Officer
To disseminate the objectives of the agreement within each organisation and implement an internal process to ensure opportunities are identified within their organisation and reported back to quarterly meetings. To actively engage with the other organisations on a regular basis. To assist with practical implementation of identified agreed objectives and activities contained in the business plan. To foster and encourage relationships between officers of the three organisations. To initiate and encourage project based collaboration between the three organisations. To actively promote the partnership and the benefits derived from the establishment of this MOU to the community.

Charles Sturt University
Professor Andrew Vann
Vice-Chancellor
TAFE Riverina Institute
Kerry Penton
Institute Director
Wagga Wagga City Council
Mayor

24 August 2012