



APPENDIX 1

Virgin Media Cabinets Art Project - Memorandum of Understanding

Between: Virgin Media (VM)

And: Burgess Hill Town Council

Definitions: Owner refers to Virgin Media and refers to the company possessing title to specific individual or groups of street cabinets.

Regarding the project to paint Virgin Media owned street cabinets in the Town of Burgess Hill

- Burgess Hill Town Council will provide a written statement of support from the local councilor for the area.
- Burgess Hill Town Council agree that Virgin Media as the owner of the asset have the final say on any design and or colour scheme used on the cabinet.
- Due to the sensitivity of the electronic equipment inside of the cabinet, the colours used in the artwork must not increase the heat of the cabinet (solar gain).
- Burgess Hill Town Council will inform the VM via written and visual submission of the design and colour scheme to be used and obtain written permission (via email) from VM before any work is carried out.
- Burgess Hill Town Council agree to take responsibility for keeping the design clean, intact and free of any future graffiti by monitoring the cabinets regularly, and undertake to make good any damage to the design without significantly altering the design in respect of content, colour or form.
- Burgess Hill Town Council agree that any significant change to the design, either in the process of the maintenance regime stated above or as a result of the desire to change, be submitted again for approval.
- Burgess Hill Town Council agree to any stipulations placed on it by Virgin Media with regard to the type of paint used and method of painting in order to: - Maintain the operational integrity of the cabinet, i.e. doors are not sealed and vents are not blocked. - Conforms to health and safety requirements for its engineers working in the cabinet & the general public.
- Burgess Hill Town Council agree to reinstate the painted cabinet number in the same position.
- In the event of Burgess Hill Town Council no longer being a functioning organisation or at the end of the period of this agreement the cabinets will be returned to their original colour (at no cost to Virgin Media) or a new agreement must be entered into.
- Virgin Media as the asset owner retain the right to return the cabinet to its original state at any time if required to do so for any reason. This may be as a result of requests from third parties to remove the artwork which Virgin Media will consider.
- If Virgin Media need to repaint any cabinets during or after the agreement, this will be at no cost to Burgess Hill Town Council This agreement, and all the responsibilities to all parties entailed within it, shall remain in place for a period of 3 years following the acceptance of the final cabinet design by Virgin Media

Signatories:

On behalf of (Owner): **VM Rep Signature**



Print Name: Baldish Kaur - Network Assurance Virgin Media

Date:

On behalf of Burgess Hill Town Council:

Date:

Print Name: