



## **Memorandum of Understanding Volunteer Scotland and CLD Standards Council Scotland (CLDSC)**

### **1. Introduction**

This paper sets out the Memorandum of Understanding between Volunteer Scotland and CLDSC in respect of co-operation and communication. CLD services in Scotland are delivered and enhanced by volunteers who operate and are supported by third sector and local authority organisations. Membership of the CLDSC is open to people who volunteer within a CLD setting.

### **2. Objective of the Memorandum of Understanding**

The objective of this Memorandum of Understanding is to set out the framework that Volunteer Scotland and CLDSC have agreed for co-operation and collaboration.

The purpose of the relationship is to ensure that the two organisations complement and strengthen each other's respective roles and functions. Collaboration between Volunteer Scotland and the CLDSC is necessary to ensure that through the areas of Professional Standards, Professional Learning and Policy,

- volunteering groups and organisations within the CLD community are supported and motivated to offer and maintain appropriate volunteering opportunities based on current volunteer best practice.
- volunteers are supported, skilled and motivated working as and with CLD practitioners to promote lifelong learning, community development and the welfare of people of all ages.

This Memorandum of Understanding:

- sets out the arrangements for co-operation and communication between Volunteer Scotland and CLDSC in relation to areas of common interest and to clarify the responsibilities of the two bodies
- does not affect existing statutory functions or amend any other policies or agreements relating to the activities of Volunteer Scotland or CLDSC
- is not a contract and is not legally enforceable. Volunteer Scotland and CLDSC agree to adhere to the principles in this Memorandum of Understanding to show proper regard to each other's activities. Both parties will keep this Memorandum of Understanding under review and update it every 3 years or as necessary.

### **3 Functions of the Memorandum of Understanding**

This Memorandum of Understanding relates to specific areas of interface between Volunteer Scotland and CLDSC. It does not place additional responsibilities on either

organisation or imply any transfer of responsibility from one to the other, or sharing of statutory responsibilities.

#### 4 Co-operation and communication

Subject to statutory and other constraints, partnership working between Volunteer Scotland and CLDSC will be characterised by appropriate on-going formal and informal contact, correspondence and meetings. The arrangements will be kept under review by agreed contact points and others with relevant responsibilities at Volunteer Scotland and CLDSC.

Initially, the main areas of partnership working will comprise the following:

- promoting and upholding professional standards
- supporting and sharing professional learning;
- sharing evidence and insight related to influencing relevant policy, both through the Policy Champions Network and bilaterally.
- sharing support in areas such as communications and PR

These may be varied at any time by agreement of the two parties and shall also be kept under review.

It is understood by Volunteer Scotland and CLDSC that statutory and other constraints on the exchange of information will be fully respected, including the requirements of the General Data Protection Regulation and Data Protection Act 2018, the Human Rights Act 1998 and relevant Freedom of Information Legislation. Volunteer Scotland and CLDSC will share information, trends and data which are concerned with and are relevant to the shared aims of developing and supporting a skilled, confident and coordinated workforce.

#### 5 Monitoring and Review of the Memorandum of Understanding

This Memorandum of Understanding will be reviewed annually by the agreed contacts. They will report their review to their respective Board/Council. This Memorandum of Understanding and working relationships, will also be reviewed if necessary following any pertinent changes to legislation, policies, procedures and structures of the parties concerned.

Signed:	Signed:
	
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