

**Memorandum of Understanding between Healthwatch Bracknell Forest and
Bracknell Forest Voluntary Action operating as involve**

Purpose of the document

This memorandum of understanding document (“Protocol”) sets out the respective commitments between Healthwatch Bracknell Forest (“HWBF”) and Bracknell Forest Voluntary Action operating as involve hereafter referred to as involve.

The aim of this Protocol is to support both organisations to operate effectively, be clear about their respective functions, inter-relationships and roles and responsibilities and set out how aims, objectives, principles and values can be aligned to deliver a shared and joint ambition for a stronger voluntary sector with improved opportunities for engagement to improve health outcomes and reduce health inequalities for Bracknell Forest residents.

Agreement of this Protocol is not intended to be a binding contract; it is a statement of intention of how the two organisations will commit to partnership working.

HWBF

Independent consumer champion for patients, carers and all people using or intending to use health and social care services in Bracknell Forest.

involve

Provides support for capacity building within the community and voluntary sector in Bracknell Forest.

It is hereby agreed by and between HWBF and involve as follows:

- involve will distribute communications from HWBF to its membership through the use of involves e-bulletins
- HWBF and involve will work together to ensure that the work of the previous health and well-being forum is incorporated into “Healthwatch Voices”
- HWBF and involve will work together to ensure that, where possible health and social care information and consultations are distributed to the community in an accessible, consistent and timely manner
- HWBF will signpost new and emerging community and voluntary groups to involve
- involve will signpost health and social care concerns, complaints and compliments to HWBF
- HWBF will refer to its working relationship with involve as appropriate and ensure that involve has a presence on the HWBF website
- involve will refer to its working relationship with HWBF as appropriate and ensure that HWBF has a presence on the involve website



HWBF and involve will review the terms and implementation of this Protocol as necessary but no later than the 12 month anniversary of the agreement of this Protocol.

We, the undersigned have read and agree with this MOU and have the authority within our own organisation's to sign it:

Signature:

Signature:

Name (print):

Name (print):

Position:

Position:

Date:

Date:

To be reviewed August 2015.

