

Memorandum of Understanding between the British Dietetic Association and Food Train/Eat Well Age Well

Introduction

1. This Memorandum of Understanding is between the British Dietetic Association (BDA) and Food Train/Eat Well Age Well (EWAW). The Memorandum sets out an agreed framework for co-operation between the parties. It is not legally binding nor is it intended to cover every detailed aspect of their relationship. Rather, it is a statement of principles, which will guide relations between the parties and provide a set of workable ground rules.
2. The Memorandum cannot override the statutory duties and powers of the individual parties.

Organisation Aims and Values

The British Dietetic Association

3. The British Dietetic Association (BDA) is a trade union and professional body representing the professional, educational, public and workplace interests of its members. The BDA represent the whole of the dietetic workforce - practitioners, researchers, educators, support workers and students.
The Vision of the BDA is to improve the health of the UK population; by protecting and improving health and care services; developing health and social care nutrition policy; improving the impact of dietetics; and, promoting positive discussion on food, nutrition, wellbeing and health. It aims to:
 - Lead the profession
 - Be the voice for the profession across the UK
 - Work with organisations which promote sound, evidence-based messages on food, nutrition, health and wellbeing
 - Campaign with others to influence decision makers and stakeholders
 - Support members
 - Support our members to develop and deliver innovative, transformational nutrition and dietetic services
 - Support our members to act as ambassadors for the profession
 - Develop professional standards and guidelines which allows members to deliver high quality, evidence-based nutrition and dietetic services
 - Build for the future
 - Lead the profession into new areas of opportunity and working
 - Identify new, sustainable, income opportunities and mutually beneficial partnerships
 - Manage and develop career frameworks for the wider workforce so members will meet the challenges of the future.

Food Train/Eat Well Age Well

4. Food Train is a registered charity, voluntary organisation and social enterprise. Since 1995 Food Train has been making daily life easier for older people, providing vital services to those who are no longer able to manage independently, through age, ill health, frailty or disability. Food Train launched the Eat Well Age Well project in 2017 through funding from the National Lottery Community Fund. This project has been developed and informed by research and evidence, and experience and learning from both Food Train, the Scottish Malnutrition Summit, the Cross-Party Group on Food and from the Malnutrition Task Force.

Eat Well Age Well (EWAW) is a national project tackling malnutrition in older people living at home in Scotland. The work of EWAW focuses on five strands:

- **Test of Change**
 - identify, plan and implement tests of change to prevent, detect and treat malnutrition and support local people to test out their own ideas
- **Research and Evaluation**
 - collect evidence and use learning to develop practice and make contributions to local and national policies
- **Capacity Building**
 - work towards increasing skills and knowledge in organisations, groups, carers staff and volunteers
- **Policy into Practice**
 - review and map current data, evidence and statistics to highlight the extent of malnutrition and the gaps in service provision
- **Collaborative Relationships**
 - listen and involve older people and those who care for them and develop partnerships with a range of national and local stakeholders

Working Relationship

5. This Memorandum of Understanding will:

- Build upon the good working relationship that already exists between the BDA and Food Train/EWAW by setting out the principles to which both parties will adhere.
- Enhance co-operation and co-ordination between the BDA and Food Train/EWAW on Policy and Communications matters.
- Serve to inform the respective members and stakeholders of the BDA and Food Train/EWAW of our relationship and how we will collaborate.

As a result of the memorandum the BDA and Food Train/EWAW will:

- Work together to raise awareness of Food Train/EWAW amongst the BDA membership, and vice-versa.
- Clearly promote the partnership on their websites and through other appropriate channels.
- Collaborate on policy, projects and campaigns relating to malnutrition and other matters deemed to be of mutual benefit.
- Work together to produce resources and, where appropriate, endorse them according to the BDA and Food Train/EWAW endorsement processes.
- Provide mutual support for initiatives through communication channels including organisational websites, journals and conventional and social media.
- Endeavour to share all information, advice and resources that are relevant and are of joint interest.

Working Arrangements

6. The day to day relationship between the Food Train/EWAW will be between EWAW Project Manager and a representative of the BDA Scotland Board. The BDA head office team shall be kept updated on a regular (six monthly) basis, and further support provided as necessary.

7. There shall be a minimum of one annual update meetings between the EWAW Project Manager, the BDA Scotland Board representative and BDA Policy Officer for Scotland to provide updates and facilitate future planning. Additional meetings/calls to be organised as necessary. BDA Head Office staff shall support these meetings or calls, and other staff members of Food Train/EWAW or BDA Scotland Board may join these meetings/calls as appropriate.

8. Through the course of the co-operation, the BDA and Food Train/EWAW may, from time to time, be sharing commercially confidential information with each other to the extent that this is necessary for the preparation of specified joint projects. All transactions of information must adhere to each organisation's data protection and information governance policies and be considered by each party's executive. All information must be kept confidential and not be shared with any other third party. The parties agree to inform each other on relevant / related work to the co-operation.

9. Any proposed use of the Food Train/EWAW or BDA logo or references to the partnership in press releases or publications etc. by the other must be considered by the other's organisation. Either party will receive a written response to their enquiry and will be required, if permission is granted, to adhere to the other's corporate identity guidelines.

10. Neither party will be granted any rights over the content of the other's resources or materials.

11. The BDA and Food Train/EWAW may make such arrangements to financially support one another at events or with specific projects through separate agreements as appropriate. Any such agreements will be developed between the BDA Policy Officer for Scotland and the EWAW Project Manager.

12. The BDA and Food Train/EWAW may also agree to explore joint submissions for a partnership initiative or include each other as delivery partners for successful bids. Further dialogue on this may result from the discussions between BDA Policy Officer for Scotland and the EWAW Project Manager, which would then be developed by the BDA Partnerships team.

General Matters

13. Both parties are committed, whenever possible, to solving any disagreements under this Memorandum through normal administrative channels.

14. This Memorandum is effective from **June 2020 until **June 2021 when it will be reviewed and amended for extension as relevant and necessary. Amendments to this Memorandum may be made at any time in the interim by agreement between both parties.

15. An up-to-date version of this Memorandum will be published on the BDA and Food Train/EWAW websites.

Signed by:

Andy Burman
CEO, BDA, UK

Michelle Carruthers
Chief Executive, Food Train

