

MEMORANDUM OF UNDERSTANDING

This **MEMORANDUM OF UNDERSTANDING (MOU)** is made in 2011

Between:

(1) **Unionlearn South East Region TUC (SERTUC)** - a body established by TUC Congress - whose principal place of business is Congress House, London, WC1B 3LS.

and

(2) **Linking London**, whose principal place of business is Egmont House, 25 – 31 Tavistock Place, London, WC1H 9SF

The TUC's **unionlearn (SERTUC)** will have the capacity to assist unions to access learning for their members by providing a wide range of services at national and regional levels.

Linking London is a network of universities and colleges, which has been set up to improve and create opportunities for vocational learners, who want to progress into and through Higher Education. We are also here to support employees in the workplace who may wish to access higher level skills and qualifications, but may not have the information they need to make informed choices.

Unionlearn (SERTUC) and **Linking London** share a common mission to support the personal and career development and lifelong learning of people in the workplace. They share a commitment to ensuring that potential learners, in particular those who have previously benefited least from education and training, can access high quality information, advice and guidance (IAG) about learning opportunities.

This MOU is intended as a broad framework document for joint partnership work between **unionlearn (SERTUC)** and **Linking London** to provide a service to Union Learning representatives (ULRs), Project Workers, employers and employees.

Unionlearn (SERTUC) and **Linking London** recognise the advantage of collaborative working to maximise the effectiveness of the Linking London service delivery to union members. This will enable a contribution to **Linking London** targets by providing opportunities to work with some of the harder to reach client groups.

Partnership work:

- (a) Linking London will support ULRs/project workers in delivering IAG (including access to funding and other public-funded services) to union members as part of a CPD process to be agreed;
- (b) Unionlearn (SERTUC) and Linking London will support mutual networking opportunities as required;
- (c) Unionlearn (SERTUC) and Linking London will share labour market information to support learners;
- (d) Unionlearn (SERTUC) and Linking London will share information, marketing/publicity resources, including advertising relevant events and developments in magazines and websites, as required;
- (e) Unionlearn (SERTUC) and Linking London will work in partnership to give input, as appropriate, at national, regional and local conferences and events to raise awareness and promote the service to union members.
- (f) Unionlearn (SERTUC) and Linking London will share statistical information about referrals to HEIs and any identified gaps in provision between unions and Linking London network partners;
- (g) Linking London will support ULRs/project workers where possible, practicable and subject to funding;
- (h) Unionlearn (SERTUC) and Linking London to work together to enable unions and/or workplace learning centres access the service as required;
- (i) Unionlearn (SERTUC) and Linking London will work together to market services in a way that is appropriate to and will reach union members.

Engaging with employers

- (j) Unionlearn (SERTUC) and Linking London will develop joint approaches to employer engagement in unionised workplaces;
 - (k) Unionlearn (SERTUC) and Linking London to develop effective practice case studies of Linking London and union partnership work.
2. This MOU is a statement of intent between the parties in relation to the subject matter herein and is not intended to create a contract, give rise to legal rights and obligations or create any legal relations whatsoever.
 3. All material/information shared by one party to the other will be kept strictly confidential and will not be disclosed without the prior written consent.
 4. All contractual terms, (including but not limited to those relating to ownership of intellectual property rights, licensing and the right to use materials, use of third party content, branding and cost schedules and responsibilities) shall be agreed prior to the parties undertaking specific projects and activities. This will include any consultancy contracts on either side.

This MOU shall be effective from the date of the latter of the parties signatures hereto.

**Signed for and on behalf of
TUC's unionlearn (SERTUC)**

**Signed for and on behalf of Linking
London**

Signature: _____
Name: _____
Title: _____
Date: _____

Signature: _____
Name: _____
Title: _____
Date: _____