

Spyns Inc.
Ethical Practices in Community Partnerships Policy

Cross References & Codes:

Code of Conduct, Vision and Values statements, Organisational objectives, Guidelines for building community partnerships. Conflict of Interest and Dispute resolution policy.

Background

Spyns values and supports the beneficial outcomes of working in partnership with other organisations and agencies (including the private sector) to bring about successful outcomes for the community. Spyns believes that by working collaboratively with others resources are maximised to the benefit of the communities with which we work.

Partnerships are mutually beneficial relationships between equal parties that are designed to enhance outcomes for the organization and the community. They may involve other community stakeholders as partners, including young people, employees, community members, and or government and non-government organizations. Partnerships are cooperative relationships in which partners share objectives, human, material or financial resources, roles and responsibilities in order to achieve desired outcomes for the community. As stated in the Guidelines for building community partnerships these may be informal, semi-formal, formal or facilitated partnerships (ref to policy for description criteria).

Objective

Spyns is committed to ensuring that all formal and facilitated partnerships we participate in are guided by our core values and objectives and enhance outcomes for our communities.

To support this work Spyns has developed a framework of Ethical Guidelines to describe for current and prospective partners, key components of an ethical business-community partnership and to provide a rational basis for addressing ethical issues that relate to the ideals, obligations and effects of these partnerships. The Guidelines encourage current and prospective partners to use this framework for dialogue and discovery in creating, developing and maintaining sustainable business-community partnerships with Spyns.

Policy

Spyns will prior to entering into any formal partnership with any legal entity assess their suitability to ensure that we enter into partnership with organisations whose conduct is not detrimental to the community and/or to the environment. While our core values may be dissimilar, as a partner we must strive to ensure our values are not compromised in the undertaking of partnerships.

Our own core values are as follows:

- We value diversity in our communities
- We are active to challenge, advocate, empower and be a voice for change.
- We are committed to growth through learning and insight
- And we strive to be an innovative, adaptive, dynamic and initiating organisation.
- Based on these values our commitment is to our role as leaders in our field.

Partnerships Spyns is committed to must:

- Enhance the quality and relevance of outcomes for the community
- Provide opportunities for all partners to meet their shared social responsibilities for community/organizational outcomes
- Acknowledge and celebrate each partners contributions through appropriate forms of recognition
- Be consistent with the ethics of all partners
- Be based on clearly defined expectations of all partners
- Based on shared or aligned objectives that support the goals of the partner organisations
- Have transparent and open processes
- Measure and evaluate partnership performance to make informed decisions that ensure continuous improvement
- Be developed and structured in consultation with all partners
- Recognise and respect each partners expertise
- Identify clearly defined roles and responsibilities for all partners
- And involve individual participants on a voluntary basis.

Further areas for investigation as to the suitability of a partnership would be:

- Partners demonstrate fairness in terms of Employment (Industrial Relations) Policies practices and processes.
- Demonstrates non discriminatory practices and processes.
- Demonstrated fairness towards young workers in particular in terms of non-exploitative procedures and processes for employment.
- Partnerships with other community organisation must support the development of the sector and not seek to undermine any existing collaborative and effective structures.
- Partnerships with businesses consider their social, environmental as well as economic impacts on our world. A triple bottom line is considered in terms of social responsibility by that entity.

Sponsorship

- In relation to partner's involving sponsorship of Spyns programs and activities or in the provision of or donation of gifts either in kind or by other means such as donations of prizes via Spyns to community members, or customer incentive schemes, these should be referred to the Manager/team leader and assessed in collaboration with staff against the above criteria.

Universal Procedures

1. Any member considering or negotiating a formal partnership agreement will notify the manager.
2. Prior to establishment of new partnerships Spyns staff and the Manager are to assess possible partnerships against the above list of criteria to assess the suitability of partners.
3. As part of orientation, all new Spyns personnel are to familiarize themselves with the Policy and Procedures Manual.

Management Committee Procedures

1. The Management committee delegates responsibility to the Manager for overseeing the assessment of new formal partnerships and the Manager will make recommendations to the management committee on the suitability of the proposed partnership/sponsorship.

Staff Procedures

1. Spyns staff are to ensure that the Manager/Team Leader is informed of a partnership in which the workers are involved, via their quarterly reports, so that the management committee are kept abreast of partnerships the organization is involved in. The Manager may choose to become involved in the development of new partnerships that are in the process of being investigated.
2. Spyns staff are required to familiarize themselves with and follow procedures outlined in the community Partnerships guidelines. Staff should identify the type of Partnership and follow protocols outlined under the Community Partnerships guidelines which provides steps to ensure consistency throughout the organisation.
3. Formal partnerships will require a Memorandum of Understanding, a pro-forma of which can be accessed from the Community Partnerships Policy or some other written instrument outlining the objectives, responsibilities and agreements being entered into.
4. Any disputes arising during the establishment of the partnership or at any time throughout the process, should be reported to the Manager of Spyns for further instruction and support. Matters which require a formal dispute resolution process must refer to the Spyns Dispute Resolution Policy.
5. Spyns staff should conduct themselves in accordance with the staff Code of Conduct

Date Ratified: February 2007

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