WE CREATE UNITY CIC

Partnership & Collaborative Working

Stronger Together. Better Communities.

Organisation	We Create Unity CIC
Company number	16541073
Registered office	34 The Market Square, London, England, N9 0TZ
Organisation type	Community Interest Company
Version	1.0
Reviewed	October 2026
Review cycle	At least annually and when material legal or operational changes occur

1. Principles

WCU seeks partnerships with schools, councils, community organisations, music services, artists and wellbeing providers where objectives align with its community benefit and safeguarding standards. Collaborations must have clear roles, fair terms and evidence of delivery.

2. Due diligence

Before material partnerships, check organisational identity, relevant experience, safeguarding and insurance arrangements, financial viability where appropriate, conflicts, data protection and reputational risk. Scale checks to the size and risk of the collaboration.

3. Written agreements

Record objectives, target participants, deliverables, lead responsibilities, budget and payment terms, intellectual property, branding, safeguarding leads, information sharing, insurance, incident escalation, monitoring, dispute resolution and exit arrangements. Do not rely solely on informal introductions.

4. Referral and introductions

Where WCU facilitates introductions between London and Slough organisations, obtain permission to share contact details and agree WCU's role before representing itself as a delivery partner or intermediary. No commissions or fees should be assumed without written agreement.

5. Delivery oversight

Agree reporting frequency, safeguarding and risk assessment responsibilities, participant feedback, financial evidence and change control. WCU remains accountable for its own obligations even where another organisation leads delivery.

6. Attribution and closure

Describe joint work accurately and distinguish WCU projects, partnership projects and directors' independent professional experience. On closure, agree final reports, assets, data retention, intellectual property and outstanding payments.

7. Scope and responsibility

This policy applies to directors, employees, contractors, sessional workers, volunteers and representatives acting for WCU, including online activity and delivery with partners. The Board is accountable for implementation; a named policy lead will coordinate operational arrangements.

8. Implementation and assurance

All relevant personnel will receive induction appropriate to their role, confirm that they have read this policy, and report concerns or breaches promptly. The Board will review implementation, record significant decisions and ensure corrective actions are followed up.

9. Review and implementation

This policy will be considered at the next WCU governance meeting and reviewed at least annually, or sooner following material operational or legal changes. Directors should record interim adoption and any subsequent amendments in meeting minutes. The review date above must be confirmed against the organisation's actual review records.