

RIGHT FIRST TIME UK

Partnerships, Sponsorship & External Organisations Policy

Work Together. Stay Independent. Be Transparent.

Right First Time UK Ltd | Company No. 17493370 | Private company limited by guarantee

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Support must never buy the outcome. RFTUK may collaborate widely while keeping control of its evidence, governance, safeguarding and public-interest decisions.

1. Purpose and application

Right First Time UK Ltd (RFTUK) may work with charities, community organisations, businesses, public bodies, universities, researchers, media organisations, sponsors, funders and campaign groups. This policy covers partnerships, sponsorships, referrals, shared projects, joint campaigns, grants, events and other external arrangements.

It applies to Directors, Campaign Leaders, Campaigners, Volunteers, employees, contractors and anyone authorised to propose, negotiate, manage or approve a relationship for RFTUK. All activity must support the Company's objects and comply with its registered Articles of Association.

2. Independence, public benefit and political neutrality

Partnerships must advance a clear public-interest purpose. A partner, sponsor or donor does not acquire ownership of RFTUK, governance votes, control of research findings, censorship rights, favourable complaint decisions or power to prevent a genuine correction.

RFTUK is non-party political. It may work with individuals holding political views, scrutinise policies and engage elected representatives, but must not use an external relationship to promote a party or candidate. Political affiliations alone do not automatically bar participation; relevant conflicts and electoral rules must be considered.

3. Types and legal nature of relationships

Relationships may range from informal cooperation and referrals to written grants, sponsorships, co-hosted events, joint research, coalitions, media partnerships, procurement contracts or memoranda of understanding. Their legal consequences differ.

Using the word "partnership" does not, by itself, establish a legal partnership or joint venture. Written arrangements should identify each organisation's legal identity and responsibilities and must not accidentally grant agency or authority to bind the other party.

4. Risk-based due diligence

Before approving a material relationship, check the organisation's legal identity, aims, leadership, regulatory status where relevant, financial stability, conflicts, material safeguarding or regulatory findings, sanctions risk, reputation, data/security arrangements and ethical-supply risks. Conclusions should rest on reasonably reliable evidence rather than untested rumours.

Use enhanced checks for significant funding, international activity, sensitive personal data, access to systems, regulated services, vulnerable participants, politically sensitive campaigns or substantial brand exposure. Small low-risk organisations should not face needless paperwork.

5. Conflicts, authority and approvals

Directors and other decision-makers must disclose personal, family, financial, political or organisational interests and follow RFTUK's Conflict of Interest Policy. A conflicted person must not improperly control both sides of a decision.

Only a Director or another person with valid delegated authority may commit RFTUK to a contract, sponsorship, joint campaign, data-sharing arrangement or material expenditure. Campaign Leaders may propose arrangements but do not automatically bind the Company. Decisions must observe any Founder consent, reserved powers and other controls in the registered Articles.

6. Written agreements and essential terms

Material relationships should normally be recorded in a proportionate written agreement identifying the parties, objectives, scope, authority, deliverables, finance, branding, publicity, intellectual property, confidentiality, safeguarding, data protection, duration, reviews, dispute resolution and exit arrangements.

Include political or electoral safeguards, insurance, lawful data access and incident reporting where relevant. An agreement should not promise rights, such as inspection or audit powers, which have not actually been negotiated.

7. Sponsorship and recognition

Sponsorship may give a provider documented recognition, such as a name or logo on an agreed campaign or event page, event presence or other clearly described promotional benefits. It cannot buy RFTUK's findings, governance, political stance, investigations or complaint outcomes.

Sponsor branding or acknowledgements must not imply endorsement of all the sponsor's services or positions. RFTUK must remain free to publish justified criticism and corrections. Material payments, free advertising, production support and sponsorship must be identified when omission would mislead the public.

8. Advertising, referrals and endorsements

Paid placements and commercially controlled content must be distinguishable from independent reporting or recommendations where required by consumer and advertising rules. Sponsorship does not automatically make every communication an advertisement; assess individual communications against relevant ASA/CAP rules.

A referral to a specialist service is not a guarantee of suitability, outcome or RFTUK endorsement. Any referral fee or commercial benefit should be disclosed where relevant. Formal endorsements need evidence, authority and a clear scope; they should be reviewed if material facts change.

9. Donations, grants and fundraising partnerships

Donations generally do not purchase commercial promotional rights; sponsorship ordinarily provides agreed benefits. Record and describe each arrangement accurately for financial and tax purposes. Restricted grants and appeals must be used consistently with lawful stated purposes and recorded separately from unrestricted income.

Partners fundraising in RFTUK's name need clear terms for money flows, fees, public claims, records, donor data, refunds and oversight. RFTUK is a non-profit company limited by guarantee, not a registered charity, and must not claim its donations qualify for Gift Aid unless legally eligible. Charity-specific commercial participator rules must be assessed where applicable, not assumed to govern every RFTUK partnership.

10. Joint campaigns and election rules

Joint public-interest campaigns should agree objectives, factual evidence, messaging responsibilities, budget, branding and decision-making. RFTUK must not automatically adopt every statement issued by a coalition member.

During regulated election periods, a coordinated plan involving regulated spending can engage non-party campaigner joint-spending rules, registration, spending limits and digital imprints. Seek up-to-date Electoral Commission guidance before paid electoral activity. Mere issue alignment or attending another group's event is not automatically a regulated joint campaign.

11. Working with public bodies, charities, researchers and media

Cooperation with councils, NHS bodies, schools, public agencies, charities or universities must not falsely suggest RFTUK has statutory powers, government endorsement, charitable status or academic accreditation. RFTUK retains the ability to scrutinise a public body with which it also cooperates.

Joint research needs agreed ethics, publication rights, consent, confidentiality and intellectual-property rules. Media relationships must distinguish advertising from independent editorial work and preserve accuracy and safeguarding safeguards.

12. Data sharing: decide the legal roles first

Working together does not automatically permit personal-data transfers. Before sharing, identify the lawful basis, necessity, purpose, minimum data needed, security, transparency, rights handling and whether each party is an independent controller, joint controller or processor.

Document routine controller-to-controller sharing proportionately. Joint controllers must determine and transparently allocate relevant compliance responsibilities. Where a provider processes data on RFTUK's instructions, a UK GDPR Article 28 contract is generally required. Labels such as "partner" do not replace these legal tests.

13. Confidentiality and digital security

Partners receive RFTUK information, accounts and systems only on a need-to-know and authorised basis. Appropriate agreements should restrict onward sharing, define security and incident responsibilities, and cover return or secure deletion at the end of a relationship.

No partner may upload confidential records or identifiable case material to AI platforms without proper approval and a data-protection/security assessment. Confidentiality clauses must not be used to conceal unlawful conduct or prevent protected disclosures.

14. Safeguarding and accessible participation

Where children, adults at risk or people facing trauma or hardship participate, responsibilities for consent, supervision, safeguarding reporting, emergency referrals and secure records must be allocated before work starts. No organisation may assume the other is handling a serious concern without explicit agreement.

Joint activities and events should consider equal access, practical reasonable adjustments and accessible communications. Vulnerable people's stories must not be exchanged for sponsor publicity or released without a lawful and appropriate basis.

15. Shared events and operational responsibilities

For co-hosted events, identify which party controls the premises, risk assessments, first aid, insurance, attendee data, accessibility, safeguarding, press access, incident response and ticketing or refunds. RFTUK's Health & Safety, Events & Lone Working Policy applies to the elements it controls.

External venues and organisers remain responsible for their own duties; RFTUK must not present third-party compliance as independently verified without evidence.

16. Money, shared costs and procurement

Agreements involving funds should state who pays and receives money, the treatment of grants or restrictions, accounting evidence, VAT or tax checks where needed, liability for losses and arrangements for refunds. Shared costs should be approved and evidenced with invoices, receipts or equivalent records.

A commercial supplier is not automatically a strategic partner. Supplier selection and purchasing follow applicable RFTUK financial and procurement controls; where an arrangement also involves branding, joint campaigns or data sharing, this policy applies too.

17. Intellectual property and branding

Agreements should specify ownership or licensing of research, software, code, media, reports, recordings, logos, designs and jointly created work. Co-branding alone does not transfer copyright or ownership.

Use of the RFTUK name or logo requires permission with a stated purpose and period. Authorised use may be withdrawn where the agreement ends or public material becomes misleading. RFTUK must respect the other organisation's rights on the same basis.

18. Ethical supply, gifts and commercial influence

Consider modern slavery, employment practices, anti-bribery, sanctions and relevant reputational risks proportionately. Sponsorship value or established contacts must not excuse credible safeguarding, fraud or exploitation concerns.

RFTUK representatives and partners must not offer or accept improper gifts, hospitality, personal opportunities or other inducements to obtain decisions or public-sector influence. Record and manage material benefits and conflicts.

19. Transparency, records and review

Keep material contracts, approvals, risk checks, conflict declarations, financial records, funding restrictions and relevant data agreements securely under RFTUK's retention rules. Assign an RFTUK relationship owner and a risk-based review date.

Public announcements must accurately describe the status, support provided and any limits of the relationship. Never present a proposal as a completed agreement or exaggerate official endorsement. Material relationships should be reviewed when circumstances, activities or concerns change.

20. Complaints, disagreements and protective action

Agreements should identify who investigates complaints about joint activities. People should not be sent back and forth indefinitely because neither organisation accepts responsibility. Complaints concerning RFTUK remain open under its Complaints Policy; personal information is shared only when lawful and necessary.

Serious safeguarding, data, fraud or bribery risks may justify proportionate temporary suspension or immediate protective steps. Suspension is not proof of wrongdoing. Disputes should normally use the agreed escalation route where safe, and relevant records should be preserved.

21. Termination and practical exit

Material arrangements should define duration, termination rights, notice, continuity, ownership of outputs and financial settlement. RFTUK may decline renewal or end a relationship where its objects are no longer served or independence, legality or safety is materially at risk, subject to lawful contractual obligations.

Exit planning should cover final payments, handling of data, closing system access, return of confidential information, logo removal, press communications, safeguarding, unresolved complaints and service continuity.

22. PCS and other RFTUK services

Parent Contribution Service (PCS) is a service operated by Right First Time UK Ltd, not a separate legal entity simply because it has its own name or website. PCS supports voluntary parent-to-parent information, calculations, communications and records; it does not itself collect, hold or transfer parent-to-parent maintenance payments or exercise statutory enforcement powers.

No sponsor or partner obtains private parent, child, payment, message or safeguarding records merely by supporting PCS. PCS access fees paid to RFTUK are separate from parent-to-parent contributions. Any restructuring or transfer of PCS must observe the Company's registered Articles, including applicable Founder written-consent rights.

23. Company status, participation and lawful payments

RFTUK is Right First Time UK Ltd, company number 17493370, a non-profit private company limited by guarantee without share capital. It operates under its registered Articles of Association. Public supporters do not automatically become statutory Members or guarantors by joining a public membership scheme.

The Articles allow genuine and reasonable authorised payments for work, services and expenses. This policy must not be read as prohibiting properly approved Director remuneration, employees, contractors or future paid roles. A partner cannot override the Articles or the Company's statutory duties.

24. Related policies and sources

This policy operates alongside RFTUK's registered Articles, Governance & Transparency Policy, Conflict of Interest Policy, Financial Controls & Expenses Policy, Donation Transparency and Fundraising Policies, Modern Slavery & Ethical Supply Policy, Gifts, Hospitality & Anti-Bribery Policy, Lobbying Parliament & Political Independence Policy, Data Protection & GDPR Policy, Privacy Notice, Safeguarding Policy, Media & Press Policy and Complaints Policy.

Official guidance: GOV.UK Directors' duties; ICO data sharing and controller/processor guidance; ASA/CAP sponsorship guidance; Fundraising Regulator fundraising partner resources; and Electoral Commission non-party campaigner guidance. Always check the applicable current rules for a proposed activity.

25. Speaking up, contact and review

Proposals, concerns about an external organisation, correction requests or complaints may be submitted through <https://rightfirsttimeuk.com/contact-us.php> or to complaints@rightfirsttimeuk.com where appropriate. An urgent risk of serious harm must be reported to the appropriate emergency or safeguarding authority rather than waiting for a website response.

The policy will be reviewed at least annually, and sooner after significant legal, operational, electoral, financial or partnership changes. An important relationship must be assessed against rules in force when it is undertaken, not solely at the annual review.

Appendix A — External relationship due-diligence checklist

Complete and retain this proportionately for higher-risk or material arrangements. It is a decision aid, not a substitute for professional checks where required.

Check	What to establish
Identity and status	Legal/trading name, website, company or regulator details if relevant
Relationship and purpose	Partner/sponsor/supplier/referral/coalition; public-interest objective
Benefit and commitments	Money, services, reach, expertise, branded recognition, outputs
Authority	RFTUK approver, delegated permissions, Articles/Founder consent if required
Conflict checks	Personal, connected-party, political and commercial interests
Financial terms	Amounts, restrictions, payment route, shared costs, refunds, tax/VAT
Independence	No veto over evidence, publication, correction or governance
Political and electoral	Party links, regulated spending, joint campaigning, imprints
Safeguarding and access	Who leads concerns, participant protection, adjustments
Data protection	Lawful basis, purpose, controller/processor roles, UK GDPR contracts
Information security	System access, incident reporting, confidentiality, exit
Brand and intellectual property	Logo permissions and ownership/licensing of joint outputs
Advertising and publicity	Sponsor labelling, factual endorsement and press claims
Ethical and legal due diligence	Regulatory, insolvency, sanctions and exploitation concerns
Contract and disputes	Written terms, complaints process, suspension/termination
Exit and continuity	Payments, data return/deletion, access closure, ongoing support
Record and next review	Relationship owner, evidence retained securely, review date

Official guidance links

[GOV.UK — Directors' duties](#)

[ICO — Data sharing](#)

[ICO — Controllers and processors](#)

[ASA/CAP — Sponsorship](#)

[Fundraising Regulator](#)

[Electoral Commission](#)

Right First Time UK Ltd (17493370) • Contact: <https://rightfirsttimeuk.com/contact-us.php>