

Charitable Information Sharing Charter

Harmony in Sharing



Table of Contents

<i>Charitable Information Sharing Charter</i>	1
1. Mission and Purpose	3
2. Foundational Principles	3
3. Ethical Information Sharing Guidelines	3
3.1 Consent and Confidentiality	3
3.2 Decision-Making Framework	4
3.3 Safeguarding Priorities.....	4
4. Legal and Regulatory Compliance	4
5. Partner Commitments	5
6. Governance and Accountability	5
7. Review and Continuous Improvement	5
8. Signatures and Commitment	5

1. Mission and Purpose

1.1 This charter establishes a framework for responsible, ethical, and secure information sharing among charitable organisations, service providers and commissioned individuals to enhance service delivery, protect vulnerable individuals, and maximise our collective impact.

1.2 Our primary goal is to enable seamless, collaborative support that prioritises the safety, dignity, and well-being of the individuals and communities we serve.

2. Foundational Principles

Our charter is built on the following core principles:

- a) Compassion: Always prioritise the welfare and safety of individuals over administrative constraints
- b) Transparency: Maintain open and honest communication with those we support
- c) Respect: Protect individual privacy and autonomy
- d) Collaboration: Work together to provide integrated, holistic support
- e) Accountability: Ensure responsible and lawful information management

3. Ethical Information Sharing Guidelines

3.1 Consent and Confidentiality

Obtaining informed consent is our first and most important consideration when sharing information. We strive to be transparent with individuals about what information we hold and why we might need to share it. When possible, we will seek explicit permission from the individuals we support, explaining the purpose and potential benefits of information sharing.

However, we recognise that there are critical situations where consent may not be possible or appropriate. In such cases, we will carefully evaluate the necessity of sharing information based on the potential to prevent harm or provide essential support.

We are committed to respecting an individual's right to privacy and will only share information when absolutely necessary. Our approach balances the need for comprehensive support with the fundamental right to confidentiality.

3.2 Decision-Making Framework

When considering information sharing, our organisations, service providers and commissioned individuals will conduct a comprehensive assessment that goes beyond simple procedural checklists. We will carefully evaluate the potential risks of not sharing information, considering the broader implications for the individual and others who might be affected.

Our decision-making process will prioritise the potential impact of information sharing. We will assess whether the proposed sharing is proportional to the identified need, relevant to the specific situation, and likely to result in a positive outcome for the individual or community we serve.

Each decision will be made with careful consideration of legal, ethical, and humanitarian principles, ensuring that our actions are always guided by a fundamental commitment to human welfare.

3.3 Safeguarding Priorities

While we prioritise consent and privacy, there are critical circumstances where information must be shared to prevent serious harm. These situations may include imminent risks to an individual's safety, child or adult safeguarding concerns, potential criminal activities, or supporting individuals who may lack the capacity to make informed decisions.

In such cases, our organisations are prepared to share information swiftly and appropriately. The protection of vulnerable individuals takes precedence over administrative barriers, but we will always act with discretion, professionalism, and strict adherence to legal and ethical standards.

4. Legal and Regulatory Compliance

Our information sharing practices will adhere to:

- General Data Protection Regulation (GDPR)
- Data Protection Act 2018
- Human Rights Act 1998
- Caldicott Principles
- Relevant sector-specific regulations

5. Partner Commitments

Organisations, service providers and commissioned individuals joining this charter commit to:

- a) Uphold the highest standards of data protection and ethical information sharing
- b) Provide staff training on responsible information management
- c) Develop clear internal policies aligned with this charter
- d) Participate in collaborative governance and continuous improvement
- e) Protect the rights and dignity of individuals at all times

6. Governance and Accountability

6.1 A dedicated governance group will:

- Oversee charter implementation
- Review and update guidelines
- Manage information sharing agreements
- Provide guidance and support to partner organisations

6.2 All partner organisations, service providers and commissioned individuals will:

- Nominate a lead responsible for information sharing
- Maintain transparent decision-making processes
- Conduct regular internal audits
- Report and learn from any information sharing incidents

7. Review and Continuous Improvement

7.1 This charter will be comprehensively reviewed every three years to ensure it remains:

- Responsive to changing legal requirements
- Aligned with best practices in charitable sector
- Focused on protecting vulnerable individuals

7.2 Partners are encouraged to provide ongoing feedback to enhance our collaborative approach.

8. Signatures and Commitment

By signing up to this charter, you affirm your commitment to ethical, secure, and compassionate information sharing in service of our shared goals.