

## DAA General Policy and Procedure Manual

### Alliances & Partnerships

# Guidelines to inform DAA's Engagement in Coalitions, Alliances and other Groups

## Purpose

DAA is frequently invited to join coalitions, alliances and other groups. It is important that when DAA decides to join a coalition, alliance or other group that there are reasons to do so that are beneficial to DAA and the DAA membership as a whole regardless of whether there is an apparent benefit to the coalition, alliance or group itself. Equally it is important that members understand how and why these decisions are made. The attached criteria provide a clear framework for both making the decision and reporting that process to members.

## Policy

- Requests to join alliances or coalitions will be referred to the Chief Executive Officer
- Requests should be received/confirmed in writing with full contact details
- The CEO will, with the assistance of staff, gather what evidence is needed to make a determination against the criteria set out below
- The CEO will advise the Board of the outcome of the assessment
- The Board will review the advice, ensuring that the full assessment has been made, and will make the final decision
- The outcome of any decision on such a request will be reported against the criteria in the Newsletter as soon as possible after the Board meeting
- Following the assessment the Chief Executive Officer will advise the requesting organisation of the outcome and reasons for decision
- Should major changes occur in either the position of the coalition or DAA, membership should be reviewed.

## Criteria

Objectives of the coalition, alliance or group (hereafter referred to as 'group')

- Do the objectives of the group fit with DAA's strategic objectives
- Does DAA have a say in determining objectives or have they already been decided
- Is there any probability of the objectives changing to accommodate DAA's preferred stance
- Does DAA membership of the group strengthen the objectives of the group or others in the group with no obvious benefit to DAA or its members.

## Strategic Issues and Activities

- Is this issue a high priority or importance to DAA strategically
- Is there good evidence available for the group's actions or strategies proposed
- Will DAA have the right to review, seek amendment and sign off on all communications and activities
- Can DAA progress the agenda better by standing alone and taking alternative action.

## Resources

- Does DAA have the resources to support involvement (especially staff time)
- Is there a financial cost involved.

## Risk-benefit Assessment

- Is there a risk to DAA in joining such a group – e.g. lack of control over activities, mechanisms for the group's decision making unclear or risky, adverse opinion from stakeholders both internal and external (such as other health groups, media, government, partners) and is the risk worth it
- Do the other members or potential members of the coalition have similar objectives
- What benefits are likely to accrue to the cause of the group if DAA joins
- What benefits (e.g. public profile by association with the group) are likely to accrue to DAA and members if DAA joins the group.

## DAA Membership Views

- Are there likely to be strongly divergent views within the membership
- Are there specific groups within DAA that may feel themselves stakeholders in the objectives and issues of the group and do they need to be consulted before a decision is taken.

## Processes

### Minimisation of risks to DAA

- All outcomes/statements/publications of the group should be time limited with a review date published
- DAA participation in the group does not imply DAA support with any other activities/statements or publications of individual members of the group or other organisations
- Identified communication channels are maintained at all times, spokespersons for the group must be tabled in the criteria/terms for the group.

### Reporting

- DAA representatives to the group would report as required to the Board.