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**Member Agreement**

# **INTRODUCTION**

## Selnet stands for the Social Enterprise Lancashire Network.

## Selnet is a network and trade association for social enterprises in Lancashire it is the representative body for social enterprise in Lancashire and achieves this by providing a range of support services to members.

## This document sets out the Code of Practice in respect of relationships between Selnet and its members.

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# **SCOPE OF THE CODE OF PRACTICE**

The Code of Practice is a fundamental element of the Membership package and it is expected that all parties will adhere to this policy.

# **SELNET’S ACTIVITIES AND OBJECTS**

Selnet aims to successfully represent and assist its members through the following activities:

1. to raise the profile of social enterprise in the area and promote it as a business option
2. to represent the interests of the social enterprise sector
3. to encourage mutual support, inter-trading, sharing of best practice, training and development opportunities between social enterprises
4. to work with local, regional, national and transnational bodies to strengthen the social enterprise sector
5. to be financially viable by developing income-generating activities and utilising robust business and financial systems
6. to develop and promote a compelling membership offer leading to year on year membership growth.

# **SELNET’S SERVICES TO ITS MEMBERS**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Member Benefits | FullMembers | Supporters | Associates | TrialMembers |
| A voice, through Selnet, to have your say in influencing regional policy and decision-making | **🗸** | **🗸** | **🗸** | **🗸** |
| Automatic subscription to the Selnet Informer, an e-bulletin containing latest news, events and information relevant to Social Enterprise  | **🗸** | **🗸** | **🗸** | **🗸** |
| Networking opportunities - access to local Social Enterprise events and meetings | **🗸** | **🗸** | **🗸** | **🗸** |
| Promotion of your business through a member page on the Selnet website | **🗸** | **🗸** | **🗸** | **🗸** |
| Entry into our online Trade Directory, showcasing the range of services on offer from Selnet members (up to 3 categories) | **🗸** | **🗸** | **🗸** | **🗸** |
| Free Social Enterprise training seminars ie. Business Growth Seminars | **🗸** | **🗸** |  |  |
| Signposting to other support for developing your enterprise  | **🗸** | **🗸** |  |  |
| Up to 3 key personnel within your organisation added to our information distribution list | **🗸** | **🗸** |  |  |
| Advice serviceUtilising director members to answer your Social Enterprise questions and conundrums  | **🗸** |  |  |  |
| Opportunity to become a Selnet director and be influential in the business direction (full members can vote at Selnet’s AGM) | **🗸** |  |  |  |
| Utilise the network and the Selnet Informer to advertise and promote your Social Enterprise  | **🗸** |  |  |  |

## SELNET will protect the confidentiality of member information gained through our activities.

# **MEMBERS’ DUTIES TO SELNET**

## To share the aims of Selnet and support its objective in supporting Lancashire’s social enterprise sector.

## Seek to promote the benefits of our social enterprise network to partners.

## Help develop the Lancashire ‘voice’ for social enterprise.

## Where a member commits to a procurement opportunity suggested by Selnet or another member organisation, they will act in good faith and in a timely manner to assist in the submission of the procurement proposal.

## Contribute to the information sharing network by way of (for example) sharing good practice and examples of their success that will help the growth of social enterprise in Lancashire.

# **SELNET OPERATING IN A COMPETITIVE ENVIRONMENT**

## Providing a high quality and sustainable service that is valued by its members cannot be sustained by income solely from membership and training fees. While Selnet will focus its energies on bidding for grants and contracts that provide Lancashire-wide social enterprise sector support. There may be times when Selnet needs to bid for work to provide income essential to support the offer it makes to members. Therefore:

### Selnet may bid for any form of Grant or Contract opportunity for sector support across Lancashire

### Selnet may seek to procure activities outside of Lancashire as long as it supports the boards strategy, operational plans and articles of the company, and

### SELNET may seek to procure activities within a locality of Lancashire as long as it supports the boards strategy, operational plans and articles of the company.

# **CONTRACTING AND TENDERING**

## Selnet will endeavour to support its members with their trading activities, subject to resources being available. This may lead to potential conflict of interests and the following situations could arise:

### Two or more members of Selnet are competing for the same contract and they require the assistance of Selnet in the procurement process. If Selnet is advised of any such conflict, then the team will endeavour to ensure that the services of independent advisers are engaged for each organisation to offer impartiality and confidentiality.

### Selnet leads a consortium of members for a contract and finds itself in competition with other members bidding separately for the contract. In this case, wherever possible, Selnet will inform its members of its intentions to bid and provide an opportunity for members to have dialogue with us.

### Selnet, in achieving its financial sustainability, is interested in an opportunity that a member is also considering applying for. In this case, wherever possible, Selnet will inform its members of its intentions to bid and provide an opportunity for members to have dialogue with us.

### A Director on the Board of Directors of Selnet may be in conflict with other Directors due to other commercial interests. In this case all Directors are referred to the Directors’ Statement and Registration of Interests.

### **8. THE CODE OF PRACTICE**

### 8.1 If any member has cause for concern with the implementation of this agreement and these concerns are not resolved through discussions with the staff team, then they should raise the issue with the Chair of the Board of Directors and through the Complaints Procedure.

# **9. ACCOUNTABILITY**

9.1 Selnet must be accountable to its members and will achieve this through general meetings (and by making any management committee or sub-committee minutes available to members on request).

# **10. MISCELLANEOUS**

10.1 This membership Code of Practice may be subject to amendments from time to time. These amendments must be submitted to the next Annual General Meeting for consideration and approved by a 75% majority decision of the Board of Directors.