



Review, Learning and Development

Measuring and Reviewing Success

All partnerships must have some way of measuring the impact of its work.

Partners should be involved in setting clear objectives and SMART targets, and be committed to achieving them. All outcomes should be designed to clearly demonstrate when an objective has been completed.

Progress should be monitored and regularly reported both internally to partners, and externally outside the partnership.

All partnerships are expected produce an annual performance summary (annual report). This should set out the following

- key achievements of the partnership, against it's stated objectives and targets.
- Briefly describe the performance management arrangements of the partnership
- the key areas the partnership will tackle in the future

Ideally financial performance should be monitored and reported alongside other performance information.

Assessing the Partnership

All partnerships should seek to improve the way it works.

Maintaining a successful partnership requires a lot of energy. All partnerships large or small, should be regularly reviewed to see how well they are working. Members should be willing to change what they do and how they do it in order to improve the partnership.

The partnership itself should be reviewed to ensure that its structure fits its purpose. Areas such as terms of reference and membership may need to be revisited. Sometimes it may not be appropriate for a partnership to continue. If for example, the original objectives have been met then this should be celebrated and the partnership brought to an end with recognition of what it has achieved.

If any aspect of the partnership is not effective then action should be taken to give renewed vision and focus.

The **annual review** will help you to consider the different components of your partnership, and may highlight if there are any key areas to improve on. This should be undertaken every year.

The self-assessment tool (**partnership self -assessment**) provides an more in-depth test, and will help you to identify areas to improve the way your partnership works. This should be undertaken once every 2-3 years to allow sufficient time for identification, prioritisation, action planning and delivery of improvements.

Hints, Tips and Key questions: How effective is your partnership?

1. The Annual review

Completing the annual review tool / checklist and preparing the annual performance summary will help you to highlight the strengths and weaknesses of your partnership and give you some ideas to improve its effectiveness.

The partnerships review checklist is intended to be a very quick overview and provide a prompt for discussion. The review form can also be used to update the partnerships database.

2. The Partnership Self-assessment Tool:

The partnership self-assessment questionnaire provides a more detailed evaluation of your partnership.

The survey should be completed individually by several partners, and then any actions discussed and agreed by the whole partnership.

If you wish to do so, the scale can be adapted to produce a score, which means that the exercise can be completed in the future and used a review mechanism and the scores compared to show a trend.