**Partnership checklist….**

The following checklist can be used to identify strengths and weaknesses of existing partnership arrangements:

* Is there an agreed set of strategic goals?
* Is there a strategy that sets out how each of the goals will be achieved?
* Is there an agreed action plan(s) for the next 12 months, with attributed roles and responsibilities for each partner and clearly defined, measurable targets?
* Are there agreed performance indicators which enable progress and success to be measured?
* Are there clearly defined information-sharing protocols and data exchange procedures in place?
* Are working practices streamlined to avoid duplication?
* Is partnership working at a day-to-day operational level encouraged? For example:  – joint publications/promotion – joint staff training – customer communications or events