

6. Partnerships Checklist

Introduction

The Improvement Service has developed a Partnership Checklist Survey Tool which is designed to help partnerships maximise their impact and review the extent to which they are 'outcome focused'. The Partnership Checklist Survey Tool has been tested in a number of contexts and has been found to be useful in identifying improvement actions. The Partnership Checklist has been adapted here for use in Economic Development Partnerships.

The Partnership Checklist approach has been designed to act as a 'can-opener' to facilitate discussion and to quickly identify potential improvement actions. A longer-term, more comprehensive and more resource intensive approach to continuous improvement has been developed under the Public Service Improvement Framework (PSIF).

The way that the tool has been deployed has been to issue the list of questions as an online survey to all members of a partnership. The results of the survey are then analysed and sent to group members. A workshop is then held to work through the issues identified in the survey. This workshop is independently facilitated and a key benefit is that the facilitators are able to quickly focus discussion on the issues that the partnership members themselves have identified as being of importance.

The workshop then focuses discussion on teasing out what the key issues are and in identifying potential solutions/improvement actions. These are captured in a workshop write-up and subsequent report. Members of the partnership (and, where appropriate, others) are then charged with implementing the identified improvement actions.

The partnership survey and introductory text are reproduced below in full so that they can be used by economic development partnerships. Advice and support on undertaking a review of this kind is available from the Improvement Service.

Purpose of Partnership Survey

This Checklist has been developed to encourage economic development partnerships to critically review their 'fitness for purpose' in addressing shared outcomes. It is intended that the Checklist should be used to survey the views of those involved in the economic development partnership with regard to:

- assessing how effective partnership working currently is; and
- identifying areas where there may be scope for improvement and for further strengthening the impact of the partnership's work.

Focus of Partnership Survey

The survey asks those involved in the economic development partnership about their experience of partnership working. The questions that the survey focuses upon are derived from research evidence and good practice concerning what makes for effective, outcome-focused partnership working.

The survey should take about **20 minutes** to complete and you are invited to rate the extent to

which you agree/disagree with each statement.

The 'Not Applicable' option should be used when you feel the particular statement does not apply to the Group. The 'Don't Know' option should be used if you feel you do not have sufficient information about the particular statement to enable you to make a judgment.

The survey establishes the effectiveness of the partnership and identifies areas for improvement. Feedback and wider discussion will take place in November.

As the survey is hosted by the Improvement Service, **all responses will be treated confidentially** and no information will be attributed to individuals or the organisation they work for.

A link to a test survey can be found below. Officers are asked not to submit the survey given its test status - <https://response.questback.com/theimprovementservice/testsurvey/>

To discuss how your economic development partnership could use the survey contact Richard Sweetnam on richard.sweetnam@improvementservice.org.uk