

EFFECTIVE PARTNERSHIP WORKING: CHECKLIST

Confidence indicators that the following building blocks are in place	Fully Confident	Not Confident
1. All partners understand and agree the drivers for change that make shared services an option for this project.		
2. All of the partners understand why partnership projects are difficult and have fully agreed how the difficulties can be overcome.		
3. A fully competent and skilled team has been put in place to develop strong trust and clarity of vision.		
4. All partners hold insights into the strengths and weaknesses within each other's organisations in relation to delivery of this partnership.		
5. A large external network of advice and experience has been identified and is being used to accelerate this project.		
6. The areas of focus for improvement have been identified and articulated by each partner and signed-off by leaders.		
7. Each organisation has held in-house discussions, at leadership level, to identify their level of ambition in engaging with this activity.		
8. A comprehensive stakeholder analysis/segmentation exercise has been carried out and a communications plan created.		
9. All partners have contributed to the creation of a shared vision document and its consequences have been accepted by them.		
10. The workgroup have designed a set of options that will deliver the partnership outcomes and inform the business case.		
11. A full timetable has been agreed, by the workgroup, to gain rapid sign-up by all partners at the end of this route map.		
12. All partners are in full agreement that there is a strong trust and absolute clarity of vision between them.		
13. All stakeholders understand the end benefits of this partnership and a timetable is in place to regularly inform them of progress.		