This tool is for use in the ***Foster, Facilitate and Review***phase and the ***Review and Evolve*** phase of the CEIH partnership process.

***Use this tool to:***

* Monitor the health of the partnership using key indicators in line with the ‘attributes for quality partnerships’

***How to use the tool:***

* The checklist can be completed as a group partnership activity, or each partner organisation can complete independently and results can be collated and discussed jointly
* It is recommended this checklist is completed annually and/or upon completion of a partnership
* Please read each statement and select the option that best matches the current state of the partnership
* It is common for partnerships to rate well against some key features and not others - this provides an opportunity to guide conversations and future action to support partnership growth
* Once completed, it is recommended to review the results as a group, identify key areas for discussion and plan improvements using the pulse check review and action plan

**Partnership Pulse Check**

|  |  |  |  |
| --- | --- | --- | --- |
| Partnership Name |  | | |
| Organisation(s) |  | | |
| Completed by |  | Date |  |

|  | Disagree | Working towards | Agree | Not sure/ applicable |
| --- | --- | --- | --- | --- |
| TRANSPARENCY AND MUTUAL RESPECT | | | | | |
| Partners understand each other’s points of view or interests and are clear about each other’s motivations |  |  |  |  |
| Partners can rely on each other to take responsibility for their deliverables and complete agreed tasks |  |  |  |  |
| There are regular opportunities for informal and voluntary contact between staff from the different agencies and other members of the partnership |  |  |  |  |
| Partners are transparent about their assumptions, goals, needs, drivers and constraints |  |  |  |  |
| There are processes for recognising and celebrating collective achievements and/or individual contributions |  |  |  |  |
| GOOD GOVERNANCE | | | | | |
| The roles, responsibilities and expectations of partners are clearly defined and understood by all other partners |  |  |  |  |
| The administrative, communication and decision-making structure of the partnership is clear |  |  |  |  |
| There is a participatory decision-making system that is accountable, responsive and inclusive |  |  |  |  |
| There are formal structures for resolving disputes |  |  |  |  |
| There are strategies to ensure alternative views are expressed within the partnership |  |  |  |  |
| Some members (individuals) in the partnership have roles/approaches that cross the traditional boundaries that exist between agencies or divisions |  |  |  |  |
| MANDATE AND LEADERSHIP | | | | | |
| The leaders in each organisation (or division) support the partnership |  |  |  |  |
| Management reward and/or support collaborative action and reciprocity between agencies |  |  |  |  |
| Partners feel empowered and enabled |  |  |  |  |
| MUTUAL VISION AND PURPOSE | | | | | |
| There is a clear goal for the partnership |  |  |  |  |
| There is a shared understanding of, and commitment to, this goal among all potential partners |  |  |  |  |
| Partners are motivated and inspired towards the common goal |  |  |  |  |
| All partners are involved in planning and setting priorities for collaborative action |  |  |  |  |
| There is clarity around the joint objectives at the start of the process and beyond |  |  |  |  |
| Partners have the task of communicating and promoting the partnership in their own organisations |  |  |  |  |
| CO-BENEFITS AND COLLABORATIVE ADVANTAGE | | | | | |
| There is a perceived need for the partnership in terms of areas of common interest and complementary capacity |  |  |  |  |
| The perceived benefits of the partnership outweigh the perceived costs |  |  |  |  |
| Partner organisations are getting value from their involvement in the partnership |  |  |  |  |
| The partnership can demonstrate or document the outcomes of its collective work |  |  |  |  |
| The partnership is achieving its goals (or is on track to do so) |  |  |  |  |
| SHARED RESOURCES AND SUPPORT | | | | | |
| Partners have the necessary skills for collaborative action (e.g. solution focused, cooperative negotiation, facilitation skills) |  |  |  |  |
| Partners are willing to share some of their ideas, resources, influence and/or power to fulfil the goal |  |  |  |  |
| There is an investment in the partnership of time, personnel, materials, funding and/or facilities |  |  |  |  |
| There is a core group of skilled and committed staff (represented in the partnership) |  |  |  |  |
| CONSIDERATION OF CONTEXT | | | | | |
| There is enough variety in experience and skills among members to have a comprehensive understanding of the issues being addressed |  |  |  |  |
| The partnership is adding value (rather than duplicating) for the community, clients or agencies involved |  |  |  |  |
| The partnership makes adjustments based on its experiences to date |  |  |  |  |
| There is a clear need for and commitment to continuing the collaboration in the medium term |  |  |  |  |
| Adapted from The SDG Partnership Guidebook: A practical guide to building high impact multi-stakeholder partnerships for the Sustainable Development  Goals, Darian Stibbe and Dave Prescott, The Partnering Initiative and UNDESA 2020 and The Partnership Analysis Tool: A resource for establishing partnerships for health promotion, Victorian Health Promotion Foundation, Australia 2016. | | | | |

## Next steps

Informally (through discussion) or formally (through a review workshop) discuss and plan priority action areas identified from the pulse check to further strengthen your partnership. Use the pulse check review and action plan as a guide.