3.2 REVIEWING AND REVISING

# Partnership review template

**USE IT**
To review whether the partnership is meeting each partner organisation's goals and expectations

**WHEN**
Reviewing and revising, at agreed intervals

**WHO**
Partners together, with a facilitator if helpful

A review is a health check of the partnership itself, not a formal audit of the project or programme the partners have undertaken. It has three aims, each with activities to choose from.

An assertive external reviewer who imposes their opinions can be highly destructive to partner relationships. Partners usually know best what is and is not working, and are most honest and open to change when they feel safe. Treat the review as an internal process: any external reviewer should act as a facilitator, not an assessor.

## 1 Reflect on the value of the partnership

- **One-to-one conversations** between a nominated reviewer and key people in each partner, written up as a narrative for partners to discuss.
- **Strengths, weaknesses, opportunities and threats**: a workshop within each partner organisation, then the results matched across partners.
- **Critical friends**: pairs of people from different partners meet for a frank exchange of views, then share them at a partners' meeting.

## 2 Find changes that would improve effectiveness

- **Change of focus**, explored through a futures workshop or scenario planning, with some blue-skies thinking.
- **Redefining roles and responsibilities**: partners reassess their roles and skills (tool 1.12) and reassign tasks.
- **Institutionalisation**: involving more people from the partner organisations in new ways.

## 3 Agree revisions to the partnership

- **Rewrite the partnering agreement** to reflect new goals, focus or activities (tool 1.10).
- **Expand the partnership**, by bringing in new partners, or by sharing its achievements and supporting others to create similar initiatives.
- **Develop a moving on strategy** for the project, the partnership, or one or more partners. Moving on can mean a job well done, not failure: a healthy partnership handles closure, change and departures creatively.

## Review plan and findings

| Aim | Activities we will use | What we found | What we agreed |
|---|---|---|---|
| Value of the partnership to each partner | | | |
| Changes to improve effectiveness | | | |
| Revisions to the partnership | | | |

| Action | Who | By when |
|---|---|---|
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Adapted from The Partnering Toolbook (Tool 6). © The Partnering Initiative. More tools at thepartneringinitiative.org/resources/type/tool/