This table assesses whether or not SSDC should join in a new partnership and/or continue involvement in the partnership	Yes/No	Give details
1. Need for the Partnership		
1.1 **Is it statutory?**		
1.2 **Is the partnership needed? What is the issue/problem that can only be tackled by having the partnership?** Why was the partnership established? Has the need been clearly identified? Can funding only be accessed through having a partnership?		
1.3 **Is it possible to deliver the outcomes of the partnership on our own or by an alternative method?** eg. Is there already a partnership tackling a similar issue, whose remit can be extended? What is the cost of delivery via the partnership vs. SSDC delivery?		
1.4 **Which SSDC Corporate Objectives do the partnership outcomes support?** Please refer to the Corporate Plan Our Targets Insert 2011/12		
1.5 **What would be the impact of a) being in the partnership and b) not being in the partnership, to the following:** Reputation/Relationships Obtaining funding Achievement of SSDC Corporate Objectives and Targets	List here	
Initial Assessment – should we continue? If yes, proceed to part 2		

2. Objectives of the Partnership			
2.2	**Are the objectives of the partnership clear? Do partners have a clear and shared vision of the benefits that the partnership will achieve?** *These should be in the Terms of Reference, which are agreed, owned and signed by all partners. These should not duplicate the objectives of each individual organisation.*		
2.3	**Does the partnership provide improvements in service delivery?** *Does the partnership contribute to other SSDC strategies and plans?*		
	How – list here?		
2.4	**Has the partnership undertaken an Equalities Impact Assessment?** *All SSDC partnerships should carry out an Equalities Impact Assessment (EIA). This will ensure that the objectives of the partnership do not have a negative impact on disadvantaged or socially excluded groups. Please contact Jo Morgan for help with this.*		

3. Resources				
3.1	**Are the resources required to effectively manage the partnership clearly identified?** *Are the costs and resources clearly identified, forward planned, managed and reported?* *Specify:* Officer Time - hours per annum Member time – hours per annum Meetings - frequency Travel time hours per annum Admin time – hours per annum Mileage		
3.2	**Do the benefits outweigh the costs of the partnership?** *How will the costs and benefits be measured? Will savings be made as a result of the partnership?* **How is the partnership evaluated?** **List :** **Measures** **Outcomes** **Other evaluation methods**		
3.3	**Are all the partners willing and able to devote the time and resources necessary to make the partnership succeed?** *Is the vision/objectives realistic in the light of current resources?* **How much time does each partner contribute?** **Do all partners attend?**		

4. Reporting, Governance and Accountability				
4.1	**Terms of Reference?** *Is there a Terms of Reference which are agreed, owned and signed by all partners, listing membership, voting powers and roles/responsibilities, timescale of partnership, frequency of meetings, plan of action for dissolving the partnership? Is there a formal partnership agreement signed by all parties?*		
4.2	**Are the governance arrangements adequate?** *Are there clearly documented reporting lines from the partnership back to the constituent bodies? Are there reporting links between the various levels of authority within the partnership? Are there reporting mechanisms for other organisations/public?*		
4.3	**Are the financial management arrangements adequate, and openly reported?**		
4.4	**Does the partnership meet SSDC legal and procurement requirements?**		

	5. Performance Management		
5.1	**How is performance measured and managed?** *Is it clear who is responsible for producing performance information? Is performance information reported adequately? How are projects managed by the partnership?*		
5.2	**Is the Partnership performing?** *What % of the objectives are being achieved?*		
5.3	**Have the risks been identified?** *Is there a link to the SSDC Risk Register? Does the partnership identify risks to the achievement of not meeting its objectives? Are there suitable mechanisms for managing identified risks, costs of transferring risk (See SSDC Risk Management Policy and Guidance), a risk register and action/monitoring plan?*		
	6. Review and Disputes		
6.1	**Are there adequate procedures for resolving differences?** *Is there a clear protocol for dealing with disputes within the partnership? Is there a policy for dealing with complaints?*		
6.2	**Has a process for annual review/self assessment been agreed by the Partnership?** *Is there a process for reviewing the Terms of Reference and Partnership Agreement?*		
	Should we stay in the partnership? *Score – need 70% "yes" response to the above*	**Yes/No**	