Checklist for reviewing membership and identifying potential partners

This is best achieved at a facilitated meeting (face-to-face with all partners together). Alternatively, send the checklist to partners and ask them to complete it independently before the meeting.

Review:
1. What are the agreed aims for the partnership?
2. Who is the target group? (e.g., older people living in Hackney)
3. What is the partnership offering to the target group? (e.g., a streamlined referral system)
4. Who else works with the same target group?
5. What could they bring to the partnership to help deliver its aims?
6. What is known about the potential compatibility of those organisations with the partnership (in relation to charitable objects, culture, governance arrangements, funding, organisational structures and decision-making processes)?
7. What role could they have within the partnership?
8. How do we relate to those that may not become members but who may have an interest in the partnership? (See also identifying key stakeholders on page 18)
9. In the light of the above, what criteria can we use to admit members?

A useful clause on membership that can be used as part of a written agreement could read as follows: ‘Membership of the Partnership shall be open to voluntary and community organisations that have shared aims and an interest in the purpose of the Partnership and have been admitted to membership by a unanimous vote of the Partnership Board.’