Stage 2

TOOL 9

Template for drafting a partnership strategic plan

- Name of partnership
- Partner organisations
- Key stakeholders: including the results of any stakeholder analysis
- Key drivers: the reasons for working collaboratively
- Partnership aim/s: what is the partnership trying to achieve? What is the collaborative advantage of working together?
- Partnership values: any agreed principles underpinning how the partnership will operate
- Planned outcomes of collaboration: what will change as a result?
- Budget: to include details of how you arrive at your costs
- Communications strategy: how and when you will communicate with key stakeholders including any plans for consultation with stakeholders, and how you will address issues such as branding and publicity on behalf of the partnership
- Partnership objectives: those partnership activities needed to achieve the desired outcomes
- Partnership outputs: all partners
- Each partner’s contribution: in terms of resources – financial, people, buildings etc.
- Key risks: to include plan for managing them – see Undertaking a risk assessment on page 27
- Overall implementation timetable for strategy
- Monitoring and evaluation: how progress against aims will be monitored and reviewed.


Purpose:
To provide a framework that can be used by the partnership and that can be communicated to key stakeholders.

Outcome:
Partners are able to use a framework for recording key decisions that can be used to communicate with others and to monitor progress.