
COLLABORATION CASE STUDY

WALES GOLF & STROKE ASSOCIATION



Resource 3 – Collaborative Working Plan





















To be used in conjunction with **resource 2 – Recipe for collaborative working**. Blue areas below refer to the themes in **resource 2** and further information on these can be obtained from this resource. Additional supporting resources are also available highlighted in **red**, where templates and examples can be obtained for the collaboration tool kit. Reminders are throughout to keep the participant central throughout the planning and project

Project Tile	Introducing Stroke Survivors to Golf in partnership with the Stroke Association				
Project Date	Project Date	Jan 2018 – Dec 2018	Meeting Dates	Initial meeting Nov 2017 (numerous op meetings)	Who was Present SA - Main Lead, Sponsorship WG - Main Lead, Community Lead

Participant should be at the Heart of project- Method 1	
Who are we targeting?	Stroke Survivors who have played golf prior to their stroke and those new to golf wanting to try
Needs of participant	Trained inclusive coach. Flat accessible, covered facility. Area of warmth. Refreshments. Area to rest
Benefits to participant	Reduced isolation, socialisation with people with same experiences, improved - balance, strength, confidence, fitness levels, flexibility, improved mental health, respite for family/ carers
How do we ensure participant is central throughout?	Design the scheme to suit the participants need, use SA’s knowledge and expertise, continuous communication with participant throughout, participants evaluation pre and post scheme, case studies
How do we ensure equality (Method 2) is embedded? Has an EIA been conducted?	Promote to all networks, scheme is open those who have had a stroke (a need for this) with no other limitations on ability or disability or any of the protected characteristic, use inclusive campaign material.
What is the need and insight/ evidence in support of the project	Approx. 7,000 strokes in Wales a year, over 65,000 people living with the effects of their stroke in Wales, 80% of disabilities are acquired with age, average age of avid golfer is 58, lots of research on health benefits of golf, golf is a sport with low impact, moderate intensity, social side (perfect for stroke survivors)

Collaborative Organisations (Insert contact details below)	
Wales Golf	Stroke Association

-Key Contacts, Project Leads etc.	
Director of Development Community Co-ordinator South Community Co-ordinator North	Volunteer and Community Manager Head of Stroke Support South and West Wales
 Each organisation's Vision, Culture and Values	
Vision - Everyone's Games, Anywhere. Purpose – To create and support an environment in Wales where golf is safe and accessible for everyone to participate, enjoy and progress. Values - Real, People Centred, Innovative, Excellence	Vision – for a world where there are fewer strokes, and those touched by stroke get the help that they need Purpose - Provide - Support, prevention and research Values – Professionalism, working together, respect & openness, innovative, passion
 Agreed ways of working for project (e.g. communication, flexibility, time, transparency, honesty)	
<ol style="list-style-type: none"> 1) To communicate regularly and update, to review partnership and projects annually. 2) To dedicate enough time through our regional teams to build strong sustainable schemes. 3) To support and help each other and be transparent open and honest. 4) To jointly promote each other's organisation where possible through the success of the pilot on new roll out. 5) Use each organisation's skills, knowledge, resources, contacts and strengths to deliver a strong sustainable schemes 	
 Agreed common purpose for project 	
To get more stroke survivors taking up and playing golf (a healthy activity) and to contribute to improved wellbeing of the participants	
 Other Organisational gains/ benefits 	
<ul style="list-style-type: none"> • More golfers • Collaborative best practice case study • Better links to health • Improved knowledge of collaboration, health benefits, impact, strokes and modifications that need to be made • New ways of working • Reduced staff time, resources and cost due to shared staff roles and responsibilities and collaborative grant application • Increased PR, increased reach 	<ul style="list-style-type: none"> • Additional activity/ new hobby for stroke survivors and little or no cost to the organisation other than staff time. • MORE ACTIVE stroke survivors with additional mental and physical benefits • Additional benefits for carers and respite • Additional partnership with links to clubs for future funding (sponsorship and fund raising) • Support network for participants • Increase PR, increased reach

 Main Project Goals (insert below)?  		 Measure of goal/ success?  	
1)To run 6 – 10 New2Golf Back2Golf Schemes in Wales 2)To promote to as many stroke survivors as possible 3)To introduce 50 – 100 stroke survivors to golf 4)To retain 20 – 50 stroke survivors to golf 5)Monitor additional health benefits 6)To create stronger links to health and keep them informed 7)To record and communicate success		1) Number of schemes and participating facilities 2) Number of PR platforms and networks reached 3) Number of participants 4)Conversation to additional lessons/ trial memberships 5)Health evaluation on benefits to individuals 6)Grant application to Health 7)Case Study, SM videos, health evaluation	
 Key Influencers that have bought in/ will need to buy in to the partnership/ project. Input if applicable how will you do this?			
WG - Board, Development Group, Staff		SA - Senior Staff, All departments, Delivery staff	
		Welsh Government Sport Wales	
 What workforce and knowledge can each organisation bring to project? 			
Knowledge of Golf, inclusive facilities Knowledge of what makes a good new2golf scheme Funding and staff resource Trained workforce to deliver Links to clubs		Access to stroke survivors and network Additional grant funding accessed Staff time (a rep in each area to attend most sessions) Staff expert knowledge on stroke survivors and needs of participants Ability to relate to participants and write informative case studies	
 Are there any gaps in workforce and knowledge? How can we address these? 			
Potential links to GP referral for added promotion – invite NERS to planning meeting where possible.		Accessing stroke survivors who aren't receiving services / clubs / groups through the Stroke Association.	
 What other resources can each organisation bring? (e.g financial, time, equipment)			
Time - 20 hours Financial – [set amount agreed by both parties] Additional grant funding for Welsh Government Equipment - All provided as well as modified equipment Promotion – Golf networks and Social media Facilities – free use of facilities		Time – 36hrs Financial – [set amount agreed by both parties] Promotion – Stroke networks	



Are there any gaps in resources for the project? E.g. financial - do we need to apply for a grant? Who will lead?

Finance was identified in a previous meeting so we can offer 12 rather than 6 sessions
Grant submitted by SA to a disability organisation and funding was supported
Grant submitted to Welsh Government Stroke Implementation Group



Roles and responsibility of each organisation in delivery of the project?

Include

- General Data Protection Regulations (**GDPR**) e.g. who will be data controller, how will data be collected, stored, privacy statement, sharing of data
- Responsibility of **Risk Assessments**
- **Public Liability Insurance**

- Identify suitable clubs and facilities
- To create links with clubs
- Educate clubs
- Set up scheme
- Help record success
- Create links to NERS
- Continue links with Health
- Promote success
- Participants to complete New2Golf form which is GDPR compliant
- Pro's to have a current PGA certificate which includes insurance

- Write a fit for purpose evaluation of schemes to identify health benefits
- Identify strong stroke clubs to work with
- Provide expert knowledge on participants needs
- Attend most of the sessions
- Write case studies
- Collect evaluations
- Promote success



Has a detailed project plan been written with aims, measurement, roles and responsibility, resources (**See resource 3 for template and guidance**) →

Yes 01/02/2018

Has a communication plan been written? **Method 3 (see resource 4 for template)** →

Yes 01/02/2018



How will the partnership and project be review and evaluated? ❤️

Through KPIs outlined above and also a review meeting post scheme.

Details of Evaluation ❤️



Date 01/12/2018

Present - Organisational Leads

Details TBC - What when well? What could be improve? Plans for next year?



Resource 4 - Project Plan - to be used in conjunction with the collaboration plan

This document details the projects goals outlined in resource 2, icon , how they will be achieved, by when, who is responsible and the resources required.

Project Title	Introducing Stroke Survivors to Golf in partnership with the Stroke Association		
Common Goal	To get more stroke survivors taking up and playing golf (a healthy activity) and to contribute to improved wellbeing of the participants		
Project Date	01.02.2018 – 01.03.2019	Organisations	Wales Golf(WG) and the Stroke Association (SA)

Project Goals – What	Actions - How	Timescale - When	Responsibility - Who	Resources – Include time	Measurement
1.To run 6 – 10 New2Golf Back2Golf Schemes in Wales	<ol style="list-style-type: none"> 1. Map pro-active Stroke groups, inclusive coaches and facilities and decide on the facilities/ areas to run the schemes 2. Arrange a planning meeting at the facilities with SA community officers and other partners 3. Facilities to complete their New2Golf application form 4. 6 – 12 session to take place (SA or WG to be represented at approx. 5 session) 5. Follow on opportunities or memberships to be promoted 6. Session 1 - New2Golf Application forms, consent form to be completed and packs to be handed out. 7. Session 1 - Base-line evaluation form to be collected 8. Session 11 - Health Evaluation to be collected 	<p>Feb 2018</p> <p>March 2018 – May 2018</p> <p>March – June 2018</p> <p>April – Sept 2018 Sept 2018</p>	<ol style="list-style-type: none"> 1. Stroke Association - Stroke groups/ Wales Golf – Golf Facilities 2. Wales Golf 3. Golf Facilities Wales Golf 4. Golf Facilities 5. Golf Facilities 6. Wales Golf/ Golf Facilities 7. Stroke Association 8. Stroke Association 	<p>70 hrs combined including planning</p> <p>New2Golf packs/Forms etc</p> <p>Equipment</p> <p>Funding for sessions</p>	Number of schemes and participating facilities
2. To promote to as many stroke survivors as possible	<ol style="list-style-type: none"> 1. Marketing poster to be created 2. Press release on national roll-out 3. Promote to stroke groups 4. Coach or development officer to attend stroke group to promote 5. Promote session to DSW and NERS 	<p>March 2018 April 2018</p> <p>March – June 2018</p> <p>March – June 2018</p>	<ol style="list-style-type: none"> 1. Stroke Association 2. Wales Golf 3. Stroke Association 4. Wales Golf 5. Wales Golf 	Funding for posters	Number of PR platforms and networks reached

	6. Social media tweets		6. Wales Golf/ Golf facilities		
3. To introduce 50 – 100 stroke survivors to golf	1. Target 5 – 10 stroke survivors per group	See action 2	1. Wales Golf and Stroke Association		Number of participants
4. To retain 20 – 50 stroke survivors to golf	<ol style="list-style-type: none"> 1. Wales Golf Development Officer to educate club/ coach on retention 2. Ensure sessions are fun and relaxed with tea and coffee afterwards 3. Clubs to be put in touch with Jo Vickery the coach who ran the pilot scheme for additional support and advice 4. Ensure there is a continuation package of lessons and adapted membership packages 5. Ensure Wales Golf and Stroke Association are present at as many of the activities 	Sept 2018 – March 2019	1 – 5. Wales Golf/Stroke Association	<p>Funding for the sessions</p> <p>Participants self - fund refreshments and continuation activity</p>	Conversation to additional lessons/ trial memberships
5. Monitor additional health benefits	<ol style="list-style-type: none"> 1. Create a health questionnaire 2. Session 1 Base-line evaluation form to be collected 3. Session 11 Health Evaluation to be collected 	March 2018	<ol style="list-style-type: none"> 1. Stroke Association 2. Stroke Association 3. Stroke Association 		Health evaluation on benefits to individuals
6. To create stronger links to health and keep them informed	<ol style="list-style-type: none"> 1. Keep the Government Health Contact updated who visited the pilot scheme 2. Explore and apply for a grant from the innovation fund if applicable 	<p>Ongoing</p> <p>Jan 2018</p>	<ol style="list-style-type: none"> 1. Wales Golf 2. Wales Golf 		Grant application to Health
7. To record and communicate success	<ol style="list-style-type: none"> 1. Write Case Studies 2. Develop a video of the 2018 scheme 3. Where consent has been gained take videos, photos and post on Social Media 	Ongoing	<ol style="list-style-type: none"> 1. Stroke Association 2. Stroke Association and Wales Golf 3. Wales Golf and Facilities 		Case Study, SM videos, health evaluation