
COLLABORATION CASE STUDY

WELSH RUGBY & URDD



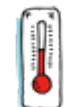

Resource 3 – High Level Collaborative Working Plan Template




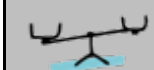
To be used in conjunction with **resource 2 – Recipe for collaborative working infographic**. Blue areas below refer to the themes in **resource 2**. Further information on these themes can be obtained from resources 2 and 3. Additional supporting resources are also available highlighted in **red**. Reminders are throughout to keep the participant central throughout the planning and project.

Project Title	Urdd / WRU Partnership 2017-2020				
Project Date	2017-2020 (Review Annually – Sept)	Meeting Dates	Monthly Check in Meetings (Last Friday of the Month – hosted at both organisations)	Who was Present	Welsh Rugby Union – Rugby Enterprise Manager Urdd – Sport Director

Participant should be at the Heart of project- Method 1	
Who are we targeting?	School Children (Primary & Secondary – Boys and Girls) / University Students / New and Current Participants to the game of rugby.
Needs of participant	Provide School Children (Primary & Secondary – Boys and Girls) opportunities to participate in alternative rugby offering 7's / Tag / Touch and Beach Rugby
Benefits to participant	To provide the participants a positive alternative rugby experience through competition and festival formats which will improve the participant's communication, social interaction, fitness, and confidence in playing alternative rugby offerings. Also, the use of the Welsh Language which will be prominent throughout all levels of the project will be of benefit to all the participants.
How do we ensure participant is central throughout? 	To make sure all events / festivals / competitions are tailored and delivered to provide positive rugby experiences for all. These will include a robust planning & review programme as part of the partnership making sure that we listen and act on participant and school feedback. We also make sure that we are providing the activities that schools and participants enjoy and participate regularly.
How do we ensure equality (Method 2) is embedded? Has an EIA been conducted?	Ensuring that there is a wide range of activities and festivals which will have inclusivity at the heart of the scheme of work. There is wide range of activities which schools can select from including Tag / Touch / 7's (Primary Schools / Secondary Schools / University offerings) / Beach Rugby / Apprenticeship Programme.

	<p>We recognise that all schools have different needs and will choose to participate in activities that suit their school and most importantly give the children and young people participating an enjoyable experience.</p>
<p> What is the need and insight/ evidence in support of the project </p>	<p>As both organisations have been delivering sporting opportunities for children and young across Wales for a number of years we recognised that on occasions we would be delivering the same outcomes in the same areas. It was decided by both organisations to look at the possibility to collaborate and identify ways of working together and offering more, and better opportunities for children and young people to participate in all formats of rugby across Wales.</p> <p>We then conducted an audit / needs analysis with the schools of what they wanted and how we could engage with more children and young people who did not want to participate in conventional rugby. Once this information was formatted we produced a timetable of events and activities that was easily accessible for all who wanted to participate across Wales. Our National events have progressed considerably over the past two years and have over 12000 participating within the partnership structure</p>

Collaborative Organisations (Insert contact details below)	
Urdd	Welsh Rugby Union (WRU)
Key Contacts, Project Leads etc.	
Chief Executive – Urdd Sporting Director – Urdd Senior Sports Co-ordinator	Head of Rugby Participation - WRU Rugby Enterprise Manager – WRU Rugby Co-ordinator – WRU
Each organisation’s Vision, Culture and Values	
<p> Vision – Urdd, is a youth movement based in Wales. The organisation's aim is to give children and young people the opportunity to learn, socialise and participate in sport through the medium of Welsh .</p> <p>Culture - Urdd aim to use the power of the Welsh language to engage with thousands of children and young people 4-25 years old, getting them actively involved in sports week in, week out for life.</p>	<p>Vision - The Welsh Rugby Union’s aim is to have more people, involved more often, having more enjoyment and more success in rugby.</p> <p>Culture - To grow, enhance and future proof rugby in Wales by using alternative rugby formats which will be inclusive and engaging to all ages. To create and implement a sustainable alternative rugby programme with inclusivity at its heart “a jersey for all”.</p> <p>Values – Courage / Humour / Integrity / Excellence / Family / Success</p>



Agreed ways of working for project (e.g. communication, flexibility, time, transparency, honesty)

- 1) To set up a working group – with clear time-lines and actions;
- 2) To map out events / dates / timelines workable for both organisations;
- 3) To bring key operational staff together and to allow time for them to grow and develop a working sustainable relationship;
- 4) Set clear lines of communication and resource;
- 5) Define clear roles and responsibilities for key operational staff;
- 6) Both organisations demonstrate the willingness to be flexible during the partnership;
- 7) Regular and constant contact (keep to monthly check in meetings);
- 8) Both organisations agree to be transparent on any funding / finance information sharing;
- 9) To be respectful of both organisations needs and wants.
- 10) Always looking at ways to further develop our partnership with new projects;



Agreed common purpose for project

To provide children and young people of Wales the opportunity to participate in all formats of rugby across all areas of Wales. All events and activities will be bilingual, enjoyable, and delivered to a highest of standards.



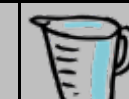
Other Organisational gains/ benefits

Both organisations have a common goal of getting more children and young people participating and engaging in sport on a regular basis - and by offering several alternative events and activities gives our projects fantastic opportunities to succeed.



Main Project Goals (insert below)? ↓

- Goal 1** Get more children and young people active and participating
- Goal 2** Develop events and activities to a high standard



Measure of goal/ success? ↓

- Measurement 1** Number of schools and young people participating
- Measurement 2** How many schools and young people re engage post events



Key Influencers that have bought in/ will need to buy in to the partnership/ project. Input if applicable how will you do this?






Urdd
 Primary Schools
 Secondary Schools
 Collages
 Universities







WRU
 WRU Board of Directors
 Internal WRU Staff

Other people we need to influence?
 Welsh Government
 Sport Wales



What workforce and knowledge can each organisation bring to project?

<p>Org 1 The Urdd Sports department have a proven track record and an extensive amount of experience in delivering sports events. The Urdd also have extensive contact with schools across Wales</p>	<p>Org 2 The WRU are the governing body for the sport and offer the expertise and rugby knowledge to deliver all events from grass roots to elite level</p>
<p> Are there any gaps in workforce and knowledge? How can we address these? </p>	
<p>Org 1 Both organisations are always working together in developing a better provision through workforce development and setting new goals and outcomes as we progress our partnership and event delivery. We are always looking to offer our staff the opportunity to attend courses / training that will enhance our staff, schools, children, and young people attending.</p>	<p>Org 2 Both organisations are always working together in developing a better provision through workforce development and setting new goals and outcomes as we progress our partnership and event delivery. We are always looking to offer our staff the opportunity to attend courses / training that will enhance our staff, schools, children, and young people attending.</p>
<p> What other resources can each organisation bring? (e.g financial, time, equipment)</p>	
<p>Org 1 The Urdd Sports department will provide all event / festival equipment and resources to include: -</p> <ul style="list-style-type: none"> - Medical Cover - Event Shelter's / IT Equipment / Electrical Equipment - Event Safety Equipment - Transport 	<p>Org 2 The WRU will provide rugby related equipment to include: -</p> <ul style="list-style-type: none"> - Balls (touch/size 3-4-5's) - Tag Belts / Tags - Cones / Flags / Post Pads - Referees
<p> Are there any gaps in resources for the project? E.g. financial - do we need to apply for a grant? Who will lead?</p>	
<p>A financial agreement will be agreed between both organisations</p>	
<p> Roles and responsibility of each organisation in delivery of the project?</p> <p>Include</p> <ul style="list-style-type: none"> • 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 	
<p>Org 1 The Urdd are the main event organisers and have the direct contact with participants. We are then responsible for the GDPR and all Risk assessments and Public Liability Insurance</p>	<p>Org 2 The WRU support the delivery with skilled Rugby staff and coordinate all the officials for the events</p>

 Has a detailed project plan been written with aims, measurement, roles and responsibility, resources (See resource 5 for template and guidance) →	Yes/ No To be completed by who and when? This would be an ongoing working document that will change and be added to as projects progress. Both parties will approve all changes
Has a communication plan been written? Method 3 (see resource 6 for template) →	Yes To be reviewed and updated by both organisations communication and media teams prior and after every major event.
 →  How will the partnership and project be review and evaluated? ❤️	Our staff produce a detailed review of each event that is then scrutinised by both senior contacts within the partnership
Details of Evaluation   	
Date ... Sept 2018 Present ... Senior Staff Members – Both Parties Details What when well? What could be improve? Plans for next year? Further info....	



Resource 4 – Detailed Project Delivery Plan Template - to be used in conjunction with resource 3 - High level collaborative working plan template

This document details the projects goals outlined in resource 3, icon , how they will be achieved, by when, who is responsible and the resources required.

Project Aim and Description	To develop a network of regional and national events that will give schools and participants the opportunity to participate in a number of different rugby formats, covering contact and none contract rugby. Our joint aim is to get more children and young people active and enjoying sport that is safe, enjoyable and easy to access while being delivered to the highest of standards.		
Common Goal	To give children and young people of Wales positive opportunities to participate in all formats of rugby that will engage them in sport and being active for life		
Project Date	2017-2020 (3-year programme)	Organisations	Urdd & Welsh Rugby Union (WRU)

Project Goals – What	Actions - How	Timescale - When	Responsibility - Who	Resources – Include time	Measurement
<p>Urdd WRU 7's (year 7-13 boys and girls) – to create the largest schools 7s in Wales</p> <p>2017 – Venue - Pencoed RFC</p> <p>2018 – Venue – Pontcanna Fields Cardiff</p> <p>2019 – Venue – Pontcanna Fields Cardiff</p>	<p>Plan – minimum x 5 planning meetings (to cover – planning venues / partners / entries / resources / communications / promotions and marketing)</p> <p>Execute / Operational Delivery - (to cover – event management / participant & team focus / staffing and responsibilities / scheduling / Health & Safety / Set-Up / De-Rig / Clear Up)</p> <p>Review - Hot and Cold Review (to cover hot review at the end of each day of the events – short term changes for next day – for better efficiency & cold review – within a month post event – full critical review)</p>	<p>Monthly Meetings</p> <p>During Events</p> <p>Hot Review – post of event day & Cold Review – within a month of event</p>	<p>Urdd – To lead meeting coordination WRU – to commit to attend every meeting</p> <p>Urdd to lead – WRU to support</p> <p>Urdd & WRU – both organisations must commit to the review dates</p>	<p>Monthly Meetings – Approx 5-10 hours per week prior</p>	<p>Number of Schools & Participants</p>

<p>Urdd WRU 7's Universities national competition (freshers competition) – to create the largest freshers university 7's in Wales 2018 - Venue – Pontcanna Fields Cardiff (Male) 2019 – Venue – Pontcanna Fields Cardiff (Male & Female)</p>	<p>Plan – minimum x 5 planning meetings (to cover – planning venues / partners / entries / resources / communications / promotions and marketing)</p> <p>Execute / Operational Delivery - (to cover – event management / participant & team focus / staffing and responsibilities / scheduling / Health & Safety / Set-Up / De-Rig / Clear Up)</p> <p>Review - Hot and Cold Review (to cover hot review at the end of each day of the events – short term changes for next day – for better efficiency & cold review – within a month post event – full critical review)</p>	<p>Monthly Meetings</p> <p>During Events</p> <p>Hot Review – post of event day & Cold Review – within a month of event</p>	<p>Urdd – To lead meeting coordination WRU – to commit to attend every meeting</p> <p>Urdd to lead – WRU to support</p> <p>Urdd & WRU – both organisations must commit to the review dates</p>	<p>Monthly Meetings – Approx 5-10 hours per week prior</p>	<p>Number of Universities and Participants</p>
<p>Urdd WRU 7's North Wales competition (year 7-13 boys and girls) – to create the largest schools 7's in North Wales 2017 – Venue - Bala RFC 2018 – Venue - Colwyn Bay RFC 2019 – Venue – Colwyn Bay RFC & Zip World Stadium at Parc Eriars</p>	<p>Plan – minimum x 5 planning meetings (to cover – planning venues / partners / entries / resources / communications / promotions and marketing)</p> <p>Execute / Operational Delivery - (to cover – event management / participant & team focus / staffing and responsibilities / scheduling / Health & Safety / Set-Up / De-Rig / Clear Up)</p> <p>Review - Hot and Cold Review (to cover hot review at the end of each day of the events – short term changes for next day – for better efficiency & cold review – within a month post event – full critical review)</p>	<p>Monthly Meetings</p> <p>During Events</p> <p>Hot Review – post of event day & Cold Review – within a month of event</p>	<p>Urdd – To lead meeting coordination WRU – to commit to attend every meeting</p> <p>Urdd to lead – WRU to support</p> <p>Urdd & WRU – both organisations must commit to the review dates</p>	<p>Monthly Meetings – Approx 5-10 hours per week prior</p>	<p>Number of Schools & Participants</p>

<p>Urdd WRU 7's Primary Schools national competition (year 5&6 boys and girls) – to create the largest schools 7s in Wales</p> <p>2017– Venue - Aberystwyth University 2018 – Venue - Aberystwyth University 2019 – Venue - Aberystwyth University</p> <p>Note - Regional Venues – x 10 – Local Urdd Officers to work closely with WRU Rugby Coordinators to source venues and referees</p>	<p>Plan – minimum x 5 planning meetings (to cover – planning venues / partners / entries / resources / communications / promotions and marketing)</p> <p>Execute / Operational Delivery - (to cover – event management / participant & team focus / staffing and responsibilities / scheduling / Health & Safety / Set-Up / De-Rig / Clear Up)</p> <p>Review - Hot and Cold Review (to cover hot review at the end of each day of the events – short term changes for next day – for better efficiency & cold review – within a month post event – full critical review)</p>	<p>Monthly Meetings</p> <p>During Events</p> <p>Hot Review – post of event day & Cold Review – within a month of event</p>	<p>Urdd – To lead meeting coordination WRU – to commit to attend every meeting</p> <p>Urdd to lead – WRU to support</p> <p>Urdd & WRU – both organisations must commit to the review dates</p>	<p>Monthly Meetings – Approx 5-10 hours per week prior</p>	<p>Number of Schools & Participants</p>
<p>Urdd WRU 7's Legacy project to deliver rugby to the non-traditional rugby engagement areas of Cardiff</p> <p>2018 – Venues - 14/5/18 - Project (1) – Grangetown Every Monday (8 Weeks) 16/6/18 Event (1) Grangetown Rugby Festival 2/7/18 - Project (2) – Ely - Every Monday – (8 Weeks) 20/8/18 - Project (3) – Splott Cardiff - Every Monday – (8 Weeks) October 2018 – Event (2) – Legacy Rugby Festival – Cardiff Arms Park</p>	<p>Plan – minimum x 5 planning meetings (to cover – planning venues / partners / entries / resources / communications / promotions and marketing)</p> <p>Execute / Operational Delivery - (to cover – event management / participant & team focus / staffing and responsibilities / scheduling / Health & Safety / Set-Up / De-Rig / Clear Up)</p> <p>Review - Hot and Cold Review (to cover hot review at the end of each day of the events – short term changes for next day – for better efficiency & cold review – within a month post event – full critical review)</p>	<p>Monthly Meetings</p> <p>During Events</p> <p>Hot Review – post of event day & Cold Review – within a month of event</p>	<p>Urdd – To lead meeting coordination WRU – to commit to attend every meeting</p> <p>Urdd to lead – WRU to support</p> <p>Urdd & WRU – both organisations must commit to the review dates</p>	<p>Monthly Meetings – Approx 5-10 hours per week prior</p>	<p>Number of Participants and Community Groups engaged</p>

<p>Urdd WRU Beach Rugby Festivals (year 5&6 boys and girls) – to create a beach rugby calendar</p> <p>2017 – x 3 Venues in North Wales 2018 – Venues x 3 North Wales plus x 1 South Wales 9/7/18 - Beach Rugby Festival (1) - Anglesey 11/7/18 - Beach Rugby Festival (2) - Barry Island 12/7/18 - Beach Rugby Festival (3) - Blackrock Sands NW 13/7/18 - Beach Rugby Festival (4) - Colwyn Bay Note – confirmation of spring/summer tide times are critical in event planning</p>	<p>Plan – minimum x 5 planning meetings (to cover – planning venues / partners / entries / resources / communications / promotions and marketing)</p> <p>Execute / Operational Delivery - (to cover – event management / participant & team focus / staffing and responsibilities / scheduling / Health & Safety / Set-Up / De-Rig / Clear Up)</p> <p>Review - Hot and Cold Review (to cover hot review at the end of each day of the events – short term changes for next day – for better efficiency & cold review – within a month post event – full critical review)</p>	<p>Monthly Meetings</p> <p>During Events</p> <p>Hot Review – post of event day & Cold Review – within a month of event</p>	<p>Urdd – To lead meeting coordination WRU – to commit to attend every meeting</p> <p>Urdd to lead – WRU to support</p> <p>Urdd & WRU – both organisations must commit to the review dates</p>	<p>Monthly Meetings – Approx 5-10 hours per week prior</p>	<p>Number of Schools & Participants</p>
<p>WRU Rugby Activation at Urdd Eisteddfod 2017 – Venue - Usk Show Grounds – Monmouthshire 2018 – Venue - Royal Welsh Show Grounds Builth Wells</p>	<p>Plan – minimum x 5 planning meetings (to cover – planning venues / partners / entries / resources / communications / promotions and marketing)</p> <p>Execute / Operational Delivery - (to cover – event management / participant & team focus / staffing and responsibilities / scheduling / Health & Safety / Set-Up / De-Rig / Clear Up)</p> <p>Review - Hot and Cold Review (to cover hot review at the end of each day of the events – short term changes for next day – for better efficiency & cold review – within a month post event – full critical review)</p>	<p>Monthly Meetings</p> <p>During Events</p> <p>Hot Review – post of event day & Cold Review – within a month of event</p>	<p>Urdd – To lead meeting coordination WRU – to commit to attend every meeting</p> <p>WRU to lead – Urdd to support</p> <p>Urdd & WRU – both organisations must commit to the review dates</p>	<p>Monthly Meetings – Approx 5-10 hours per week prior</p>	<p>Number of Participants engaged</p>

<p>URDD WRU Apprenticeship Scheme To create a multi-sport / rugby delivery level 3 sport development apprentice – especially focusing in the north wales region May/June 2018 – create a proposal Sept 2018 – potential implementation of scheme</p>	<p>We will use the experiences of both organizations to deliver specific community programs across targeted areas of Wales. We will network with partners and clubs to create a sustainable model for growth. Both partners will agree on timelines and delivery strategies</p>	<p>Monthly meetings. Set targets and outcomes</p>	<p>Urdd/WRU appointed staff</p>	<p>Weekly interaction -</p>	<p>Number of apprentices & Number of Schools and Participants Engaged by the Apprentices</p>
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