**Request for submissions - collaboration case studies**

The Collaboration Working Group is a sub group of the Supporting Communities Forum that has been tasked with overseeing the implementation of the Government's Supporting Communities Policy.

<https://www.dpc.wa.gov.au/Councils-and-Committees/Supporting-Communities-Forum/Documents/Supporting%20Communities%20Policy.pdf>.

The Collaboration Working Group was convened to develop a report that will identify the attributes, enablers and barriers to collaboration that will build, support and sustain a culture of collaboration between and within the government and community service sectors.

The Collaboration Working Group is seeking examples of successful collaboration within the community sector, government and inter-sectorial projects or programs.

In order to identify and learn more about barriers to successful collaboration it is equally important to provide examples of previous collaborations that were not wholly successful.

Current examples of projects that are not yet complete are welcomed, as are projects focusing on Aboriginal people/communities or regional areas.

Selected example case studies will be included in the final report planned to be released by mid 2019.

For any organisations interested in submitting case studies, please provide one example of a successful collaboration and/or one example of a challenging collaboration. Should you wish to submit additional examples they will also be considered.

Please email the completed template to Ashlee.Wells@health.wa.gov.au by close of business on **19 April 2019**.

Collaboration can be defined as:

*“…a process in which organisations exchange information, alter activities, share resources, and enhance each other’s capacity for mutual benefit and a common purpose by sharing risks, responsibilities, and rewards” (Himmelman 2002).*

Summary of core collaboration competencies/capabilities and characteristics:

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| **Getting things done through others** | **Analysis and planning** | **Driving the process** | **Personal attributes** |
| * Communication skills
* Relationship skills
* Build and maintain nurturing
* Leadership skills
* Process catalyst
* Group process skills
* Change management skills
* Negotiation skills (interest based)
* Deal constructively with conflict
 | * Listening and learning Problem assessment
* Strategic planning
* Strategic relationship building
* Work planning
* Performance measurement and evaluation
* Alignment of top down and bottom up processes
 | * Vision setting
* Resources
* Linking and leveraging relationships
* Getting ‘buy-in’ from members
* Energise and mobilise
* Building coalitions
* Modelling collaborative practice
* Community building
* Managing relationships/ expectations
* Assignment of tasks and people
 | * Able to ‘read’ interactions and exchanges
* Trustworthy
* Sense of humour
* Empathy (step in shoes)
* Flexibility
* Perseverance
* Commitment
* Cooperative spirit
* Strong personal presence
* Politically astute/ savvy
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*Source: ARACY 2013*

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| **Q1. Please identify which sector/s your project or program’s collaboration occurred in:**1. **Within the community service sector**
2. **Within the government sector**
3. **Between the government and community service sectors.**
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| **Q2. Please provide a description of the project or program. Please include details such as the aim, timeframe, agencies involved, stakeholders and any impacts or outcomes (short, intermediate or long term).**  |
| **Q3. Please briefly describe who the parties to the collaboration were/are and the size/degree of the collaboration with each party.**  |
| **Q4. Some of the key characteristics of successful collaboration (not solely formal partnerships) are:*** **trust and sharing of power;**
* **inclusive participation;**
* **shared understanding of the problem;**
* **consensus on a shared vision;**
* **commitment to collective goals and actions; and**
* **formal advance planning or emergent planning.**

**Please describe how the project or program developed the above characteristics (please refer to the table on page 2 for more characteristics). Please include any relevant information such as the timeframes for developing attributes or whether they were already established in each organisation etc.** **For challenging collaboration examples please identify which absent characteristics contributed to the challenges in the project or program’s collaboration/implementation.**  |
| **Q5. Some of the key enablers to successful collaboration identified are:** * **the policy and political environment and rationale;**
* **cultural change and collaborative capacity;**
* **cultivating readiness for collaboration;**
* **trust and risk taking; and**
* **shared leadership and flexible governance focused on achieving outcomes.**

**Please describe what enablers contributed to successful collaboration of your project or program. Please specify any co-design or co-production activities or processes used.** **For challenging collaboration examples please identify which missing enablers contributed to the challenges in the project or program’s collaboration/implementation.**  |
| **Q6. Some of the key barriers to successful collaboration identified relate to:** * **Governance and structure**
* **Systems and processes**
* **Managing and leveraging relationships**
* **People and culture.**

**Please describe how your project or program dealt with any barriers to collaboration or were unable to overcome those barriers.**  |
| **Q7. Please describe any other key lessons learnt through your project or program on how to foster and maintain successful collaboration.**  |