



Introduction

A **Collaboration Kick-On** is an opportunity for event stakeholders to:

- Celebrate what social impacts have been achieved.
- Evaluate how working together has gone in practice.
- Agree how to sustain social impacts and community engagement in the long-term through implementing a **Social Impact Handover Plan**.

Steps for Collaboration Kick-on Success

Adapt the template below for your specific event. Notes are provided to help guide the agenda and kick-on meeting.

Gameplan Collaboration Kick-On Agenda
<p>1. Collaboration Kick-On introductions</p> <p><i>Introduce the objectives of the Gameplan Collaboration Kick-On event/meeting and provide an opportunity for everyone to introduce themselves. Hopefully by now most people in the collaboration will know each other but there may well be some new faces who have joined along the way, or who are key to taking on further the social impact activities.</i></p>
<p>2. Celebrate event achievements: Indicator measures & stories</p> <p><i>Take stock of the highlights of the event and celebrate achievements. Revisit Social Impact Indicator Measures and Event Stories to help you capture and communicate the short-term impact so far.</i></p>
<p>3. Take stock of Gameplan collaboration</p> <p><i>Consider the added value, successes and challenges in practice of collaborating with the specific purpose of maximising social and community impacts of the event. Does anything need to be done differently next time? What future events might you collaborate on together? Are there new partners to engage in the future collaboration? How will future collaboration be resourced?</i></p>
<p>4. Review the Social Impact Handover Plan</p> <p><i>Take stock of the outstanding actions in the Social Impact Handover Plan to understand what further collaboration is needed to hand over the social impact baton and sustain event afterglow. Make sure each action has a clear organisational/individual "home" so roles and responsibilities for implementation are clear. Identify how to keep track of whether the social impact sustainability actions are carried out. Allocate who/which organisation will take leadership responsibility for coordinating and monitoring implementation of the Social Impact Handover Plan.</i></p>
<p>5. Next steps and future communication</p> <p><i>Agree next steps for the Collaboration Kick-On in practice and set a date/event for when the Gameplan collaboration will next come together. The aim of this meeting should be to review progress on achieving the medium to long-term social and community impacts planned. For example, this could be part of the medium to long-term event evaluation plan or to develop a new funding or event proposal. As part of this meeting it will be important to consider the preferred way for people to communicate, and what information, plans and messages need feeding back to the local community(ies).</i></p>

