

**From:** Peter Galvin  
**Sent:** Sunday, 25 June 2017 12:07 p.m.  
**To:** Julie Chapman  
**Subject:** RE: Nit Busters follow up

Kia ora Julie. I'm not sure if David has been in touch, though we're working on a final amount very close to the amount you sought for concluding at the end of Term Four - may be a little under. Apologies for the delay - it's a busy time of the year for us. Peter

-----Original Message-----

**From:** Julie Chapman [mailto: [REDACTED]]  
**Sent:** Monday, 19 June 2017 11:16 a.m.  
**To:** Peter Galvin  
**Subject:** Nit Busters follow up

Section 9(2)(a) of the Act

Good morning Peter and David  
Thank you for meeting with Stephanie and I last week.

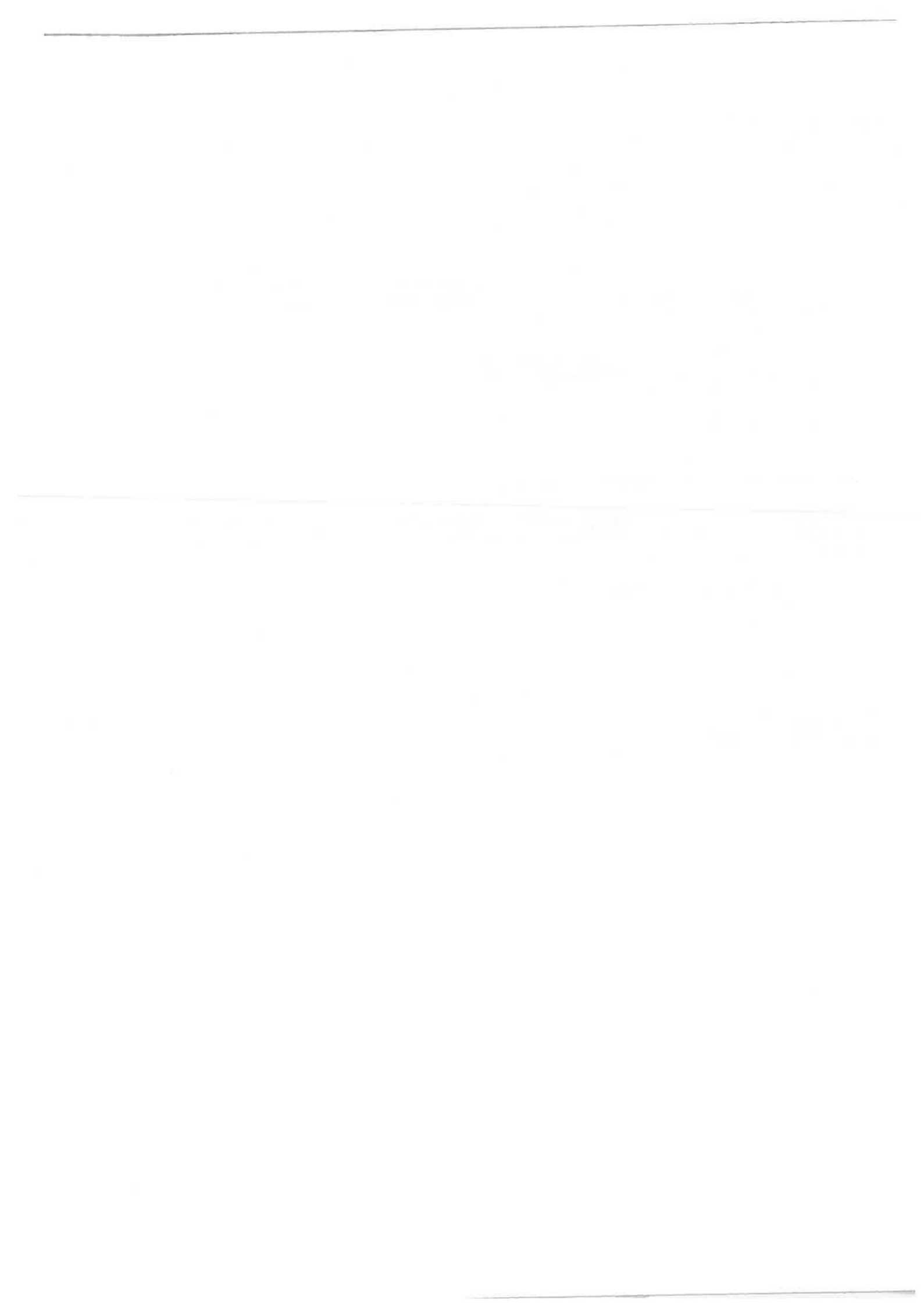
I just wanted to follow up on where things have got to regarding the Nit Busters funding. I have had questions coming through today from my Board and would like to be able to give them a time frame for an answer.

I look forward to hearing from you soon.  
Regards  
Julie

Julie Chapman  
KidsCan Charitable Trust - CEO & Founder PO Box 31646, Milford Auckland

[REDACTED]  
[www.kidscan.org.nz](http://www.kidscan.org.nz)

Released under the Official Information Act 1982



Section 9(2)(a) of the Act

**From:** [REDACTED]  
**Sent:** Friday, 28 July 2017 9:14 a.m.  
**To:** [REDACTED]  
**Subject:** FW: Planning- KidsCan Funding item  
**Attachments:** [REDACTED]\_04\_27-07-2017\_12-29-06.pdf; Copy of Funding Item Request\_Change Forms F2017 Nit Busters programme.xlsx

Memo for approval

**From:** [REDACTED] Section 9(2)(a) of the Act  
**Sent:** Thursday, 27 July 2017 1:11 p.m.  
**To:** Christine Muir  
**Subject:** Planning- KidsCan Funding item

Hi Christine,

Can you please plan the funding item for KidsCan.

Attached is the funding item request form and the memo approved by Celia Patrick and Peter Galvin.

I am trying to get this contract out as soon as possible so it will be great if you can advise when this action would be done?

If you have any questions, please feel free to contact me.

Thanks

[REDACTED] Section 9(2)(a) of the Act

**From:** [REDACTED]  
**Sent:** Thursday, 27 July 2017 12:29 p.m.  
**To:** [REDACTED]  
**Subject:** Scan-to-Me

# Memo

**To:** Peter Galvin, General Manager Partnerships  
**From:** David Russell-Jones, Partnership Relationship Manager  
**Date:** 18 July 2017

**Security level:** IN CONFIDENCE

This memo may contain legal advice and be legally privileged.  
It should not be disclosed on an information request, without further legal advice.

## Request for Approval for funds to support KidsCan 'Nit Buster' Programme Proposal

### Background

KidsCan Charitable Trust was founded by Julie Chapman in 2005 to support the education of thousands of disadvantaged New Zealand children through a range of programmes including: Food for Kids, Shoes for Kids, Raincoats for Kids and Health for Kids.

KidsCan strives to be the conduit for individuals, community, business and Government to co-operate in providing food, clothing and basic health care in schools, to enable all disadvantaged children to reach their potential.

In 2014, MSD approached KidsCan to establish and deliver a programme to treat head lice in schools, a programme which was called 'NitBusters'.

The programme had four objectives:

1. Treat current cases and reduce re-infestation rates
2. Educate children and families on how to treat and prevent head lice
3. Reduce the stigma around head lice and reduce acceptance of poor health
4. Provide employment opportunities for beneficiaries and the unemployed in high needs communities

Performance of NitBusters has been good, with over 24,456 children accessing the programme in 2016. Progress in each of the four objective areas has been demonstrably strong, and reporting from KidsCan has indicated significant improvements in the key areas.

Thus far the programme has been successful, but it has now reached a stage where expansion of the current model will create additional funding demands for a significant increase of the labour force.

KidsCan have indicated that they are unable to continue to operate NitBusters in its current form, beyond December 2017, and have prepared a proposal to transition the programme from service based to a product and education only provision.

## Proposal

KidsCan propose to continue the programme to the end of the school year (8 December 2017), so that the status quo will be maintained until the end of Term 3 (29 September). Term 4 of the school year will be the transition period from a service based approach to provision of product.

A copy of the proposal is attached.

We have examined the costs and funding requirement, and these appear reasonable.

KidsCan have requested financial support of \$523,252 from the Ministry to implement the proposal.

The Ministry for Vulnerable Children is able to contribute a total of \$506,531 over 2017 and 2018 financial years.

On the 10 May 2017, Minister Tolley approved payments of \$141,535 to Nit Busters from the KickStart underspend.

An additional underspend amount of \$44,997 in the 2017 financial year was used to add to the \$141,535, bringing the total Grant amount to \$186,532. Grant payment has been processed.

The remaining amount to be planned and contracted is \$319,999 in 2018 financial year.

## Recommendation

**Approve** transfer of \$319,999 from the KickStart budget to support KidsCan implement the Nit Buster Programme proposal.

Approved

Not Approved

Action

For Approval

18 July 2017

Section 9(2)(a) of the Act

  
Peter Galvin  
General Manager Partnerships

*Approved*  
  
*CE Partnerships & Outcomes*  
18/7/17  
Date

  
Section 9(2)(g) of the Act

FUNDING ITEM REQUEST FORM			
KidsCan Charitable Trust			
50998			
F2018			
MSD		MVCOT	
Output Class:	<<select an option>>	Output Class:	Early and intensive intervention
Programme:	<<select an option>>	Programme:	Services in Schools
Service Type:	<<select an option>>	Service Type:	KICKSTAR
To support the general wellbeing of children in schools by providing a headlice treatment programme called 'KidsCan Nit Busters programme'.			
Service Intensity	<<select an option>>	Service Intensity	Unevaluated
Priority Area	<<select an option>>	Priority Area	Vulnerable_Children
Intervention Level	<<select an option>>	Intervention Level	Early_Intervention
Service Category	<<select an option>>	Service Category	Health and education services for children
FV/SV	<<select an option>>	FV/SV	<<select an option>>
Refuge	<<select an option>>	Refuge	<<select an option>>
Multi year funding Y/N		Multi year funding Y/N	No
Volume per annum		Volume per annum	1
Unit Rate		Unit Rate	319,999
Total per annum	\$ -	Total per annum	\$ 319,999.00
Planning Budget	<<select an option>>	Planning Budget	PFO - Planning & Performance
Target Area/Sites		Target Area/Sites	New Zealand
Lower Age	<<select an option>>	Lower Age	5
Upper Age	<<select an option>>	Upper Age	12
Gender	<<select an option>>	Gender	All
Ethnicity	<<select an option>>	Ethnicity	All
Group Description	<<select an option>>	Group Description	Child Individual
Care Type	<<select an option>>	Care Type	<<select an option>>
Funding item start date		Funding item start date	10/05/2017
Funding item end date		Funding item end date	30/06/2017
Contract Risk (Low, Medium, High)	<<select an option>>	Contract Risk (Low, Medium, High)	Medium
Contract Manager		Contract Manager	
Comments		Comments	Section 8(2)(a) of the Act
Budget Manager Authorisation (Name and Signature)		Budget Manager Authorisation (Name and Signature)	
Date		Date	27/07/2017
Once completed, please print and send to Planning & Reporting National Office			
Entered into FPS by	Office use only	Entered into FPS by	Office Use Only
Date		Date	

**From:** Peter Galvin  
**Sent:** Thursday, 29 June 2017 1:38 p.m.  
**To:** [REDACTED]  
**Cc:** David Russell-Jones; [REDACTED]  
**Subject:** RE: Funding of Transitional Plan

Approved

-----Original Message-----

**From:** [REDACTED]  
**Sent:** Thursday, 29 June 2017 9:50 a.m.  
**To:** Peter Galvin  
**Cc:** David Russell-Jones; [REDACTED]  
**Subject:** FW: Funding of Transitional Plan  
**Importance:** High

Hi Peter,

Just to confirm that the [REDACTED] for Nit Busters is contracted and currently in peer review.

There is a remaining underspend amount of [REDACTED] in the F2017 Kickstart budget.

David, [REDACTED] and I have caught up this morning and are wanting to use the [REDACTED] toward the KidsCan Transition.

**\*\*APPROVAL REQUIRED\*\***

Can you please respond to this email approving the F2017 remaining underspend amount of [REDACTED] to be used towards the KidsCan Transition. The remaining amount to be funded in F2018.

Thanks

-----Original Message-----

**From:** David Russell-Jones  
**Sent:** Wednesday, 28 June 2017 6:42 p.m.  
**To:** Julie Chapman  
**Cc:** Peter Galvin; [REDACTED]  
**Subject:** Re: Funding of Transitional Plan

Section 9(2)(a) of the Act

Hi Julie,

I want to confirm that the [REDACTED] already discussed with you has been signed off, and [REDACTED] will be in touch with you regarding the process for you to receive it.

The [REDACTED] referred to in my earlier email is additional funding which has been earmarked for your transitional plan, and the Minister has been advised of this.

We are continuing to work on finding the remaining amount of around [REDACTED] as previously agreed with you.

Regards,

David

Sent from my iPad

> On 28/06/2017, at 5:57 PM, Julie Chapman [REDACTED] wrote:

>

> Hi David

> Thanks for your email. Just a question re the underspend, is the [REDACTED] already discussed included in this number or over and above.

> Thanks

>

>

> Julie Chapman

> KidsCan Charitable Trust - CEO & Founder PO Box 31646, Milford

> Auckland

>

Section 9(2)(a) of the Act

>

> <http://www.kidscan.org.nz>

>

>> On 28/06/2017, at 5:46 PM, David Russell-Jones <[REDACTED]> wrote:

>>

>> Hi Julie,

>> Just confirming that we are on track to sort the funding for your transitional plan, and have advised the Minister of this today.

>> At present we have identified [REDACTED] in underspend from elsewhere and are continuing to look for the remainder.

>>

>> Your contract is currently in peer review and I expect it to be with you by tomorrow afternoon.

>>

>> Please get back to me if you have any questions,

>>

>> Regards,

>>

>> David

>>

>>

>> Sent from my iPad

>>

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# Report

Date: 5 May 2017

Security Level: IN CONFIDENCE

To: Hon Anne Tolley, Minister for Children

## Interim funding support for NitBusters and update on KickStart website upgrade

### Purpose of the report

- 1 The purpose of this report is to:
  - Confirm your agreement to support short term support to KidsCan for the NitBusters programme
  - Provide advice on recent discussions regarding the business case for upgrading the KickStart website

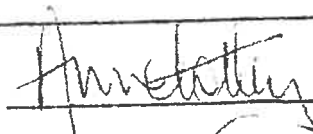
### Recommended actions

It is recommended that you:

1. **Note** that we have previously briefed you on the KickStart underspend and it's assignment to KidsCan and the NitBuster programme.  Yes /  No
2. **Approve** the allocation of the projected underspend of [redacted] in KickStart to support NitBusters in 2016/17. *plus any other underspend AT.*  Yes /  No
3. [redacted]  Yes /  No  
*Out of scope*
4. [redacted]
5. **Note** that further work is underway to identify options for sustainable and on-  
[redacted] for KickStart and KidsCan  Yes /  No

[redacted]  
Peter Galvin  
General Manager  
Partnering for Outcomes

5/5/17  
Date


  
Hon Anne Tolley  
Minister for Children

10-5-17  
Date

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## Context

### KickStart Breakfast programme update and KickStart website upgrade

2. On 31 March 2017 you received two related papers:
  - a. the first updated you on the KickStart Breakfast in Schools programme, including current and projected funding for 2016/17, and sought your agreement to fund \$400,000 to upgrade the KickStart website (REP/17/3/358 refers)
  - b. the second sought your agreement for one-off funding support of \$30,000 for KidsCan, for the supply of Feminine Hygiene products (REP/17/3/359 refers).
3. You agreed to fund KidsCan \$50,000 from the KickStart 2016/17 underspend, for the supply of Feminine Hygiene products.
4.  Section 9(2)(g)(i) of the Act

### Short term support to NitBusters

5. At your meeting with officials on Monday May 1, you agreed to approve the projected underspend of \$141,535 (following the adjustments noted above) to support NitBusters in 2016/17. This paper seeks to confirm that decision so we can advise KidsCan and negotiate the contract.



Out of scope

[Redacted]

[Redacted]

Out of scope

### Key Issues

12. You are aware that funding for KickStart and KidsCan is time limited and we have begun work to identify options for sustainable and on-going funding for both organisations.

13

[Redacted]

14

Section 9(2)(f)(iv) of the Act

File ref: REP-MVCOT/17/5/064

Author: David Russell-Jones, Partnership Relationship Manager, Oranga Tamariki

Responsible manager: Peter Galvin, General Manager Partnering for Outcomes, Oranga Tamariki





# report

Date: 26 November 2014 Security Level: IN CONFIDENCE  
To: Hon Anne Tolley, Minister for Social Development


## KickStart Breakfast Appropriation Underspend

### Purpose of the report

- 1 This report updates you on the projected underspend of the KickStart Breakfast appropriation, in preparation for your meeting with KidsCan on Thursday 27 November. It also suggests how some of the 2014/15 underspend could be used to help children in hardship participate in learning at school.

### Recommended actions

It is recommended that you:

- 1 Note we project that the KickStart appropriation will be underspent by at least \$700,000 in 2014/15 and each of the next three years. Yes / No
- 2 Agree that we progress these options for use of some of the underspend for 2014/15:
- 2.1  Out of scope. <sup>AT</sup> Yes / No
- 2.2 seek a proposal from KidsCan for funding to address particular hardship needs that they have identified through their work with 449 low decile partner schools (\$400-\$500,000). Yes / No <sup>AT</sup>
- 2.3 <sup>AT</sup> Ask KidsCan for proposal to continue roll-out of Nthusters. <sup>AT</sup>
- 3 Note that by 30 January 2015, we will provide you with additional options for the 2014/15 and out years underspend. <sup>AT</sup> Yes / No

Murray Edridge  
Deputy Chief Executive  
Community Investment

Section 9 (2)(a) of the Act

26/11/2014  
Date

  
Hon Anne Tolley  
Minister for Social Development

2-12-14  
Date

## Context

*More schools are serving breakfasts on more days under expanded KickStart programme*

- 2 The KickStart Breakfast programme was started by Fonterra and Sanitarium in February 2009. In Budget 2013, the Government appropriated a total of \$9.500m over five years for the expansion of the programme (\$1.900m per year). The expanded programme increased funding for breakfast from two to five mornings a week in decile one to four schools. Higher decile schools could opt in during 2014.
- 3 During 2014, the number of schools participating in KickStart increased from 714 in Term 1 to 785 in Term 4. The number of participating schools is expected to continue to increase in 2015. More than half of the schools are now serving breakfast five days per week. The programme has served 3,080,000 breakfasts since its expansion.
- 4 The KickStart Scorecard Report attached as Appendix One provides more detailed information.

*Appropriation's scope widened beyond just food in March 2014*

- 5 The KickStart budget for 2013/14 was initially on track for an underspend of \$1.000m. This underspend was a result of staggered uptake of the programme and lower than expected product costs. The initial budget was for 85 cents per breakfast. However this cost dropped to 65 cents in May 2014 and is currently 62 cents per serving since the expansion.
- 6 In March 2014, Cabinet approved an expanded scope statement for the KickStart appropriation "to support the general well-being of children in schools" [CAB Min (14) 11/4 refers].
- 7 Under this expanded scope, Minister Bennett announced a one-off grant of \$0.926m to KidsCan from the KickStart appropriation, to provide treatment for head lice in low decile schools (Nitbusters). Nitbusters is still in its roll out phase. Implementation reports are due in December 2014 and July 2015.

*Cheaper product costs mean an on-going underspend of at least \$700,000*

- 8 Because the product costs are 27 per cent cheaper than initially budgeted, there will be an underspend of at least \$700,000 each year until the KickStart appropriation ends in June 2018.
- 9 The number of breakfasts provided will continue to increase, and the corresponding cost increase has been allowed for in our estimate. However, this cost increase will be partly offset by a number of schools becoming more independent and needing less support to run the programme. The administrative costs for the programme will decrease too, as there have been some one-off set-up costs that will not continue in future years, including developing a web portal for schools and the development of marketing material.
- 10 Appendix Two describes the calculations in more detail.

### **Options for use of 2014/15 underspend**

- 11 We propose progressing two options for the school based activities to help children in hardship participate in learning at school.
- 12 These options do not cover the full underspend. We are progressing additional options in discussion with our policy colleagues and will give more advice on these by 30 January 2015.

### **Option one: Building on KickStart Breakfasts in Te Hiku schools**

- 13 Ngai Takoto, Te Aupouri and Ngati Kuri iwi from the Far North are part of the Te Hiku – Make it Happen collaborative community action plan with other Far North iwi. The iwi are committed to co-investing in opportunities that will improve social, education and health outcomes for their whānau.
- 14 The three iwi are looking to partner with schools as part of the new Ministry of Education initiative "Community of Schools". They see this as an opportunity to address multiple challenges by working with schools, whole families and communities in different ways. They also see the KickStart programme as an opportunity to address the immediate need of food in schools for children in the Far North.
- 15 The iwi have agreed to commit some resource to get a collective impact project up and running in schools from Awanui north on the Far North Peninsula. We could provide funding of about \$50,000 to support this collective impact project.
- 16 The project would start small with an initial pilot in three Far North schools: Ngataki, Te Kao, and Te Hapua. The schools would be supported to join KickStart and to develop a school healthy eating plan to build on food in schools programmes. The plans would need to address how the work will support the children's education and how the work will be sustained into the future.
- 17 Whānau engagement would be a core part of the plan, where the school would link in their Marae, Kaumatua and Kuia into the project to provide knowledge, historical information and guidance.
- 18 On receipt of the plans, we would allocate about \$15,000 to each school. The funding might be used for food, cutlery and crockery, plants, gardening tools, salaries, transport costs.
- 19 Once we have a suitable model for these pilot schools, the concept could be rolled out to other Te Hiku schools.
- 20 Subject to your approval, the next step is for Community Investment to work with Ngai Takoto, Te Aupouri and Ngati Kuri to develop the pilot in more detail.

### **Option two: Request a proposal from KidsCan**

- 21 We could seek a proposal from KidsCan for funding to address particular hardship needs that they have identified through their work with 449 low decile partner schools, throughout New Zealand.
- 22 KidsCan provide school children with shoes and clothing, food and basic hygiene kits. We already provide them with \$500,000 per annum for these items. They may be in need of additional funding to cover more of these items. A grant for these items would be a tangible and practical use of some of the underspend within this financial year.



23 Table 1 lists an example of what a grant for \$433,500 would purchase for KidsCan.

Table 1

Item	Quantity	Unit cost	
Raincoats	20,000	\$12.50	\$250,000
Shoes	8,000	\$10.00	\$80,000
Socks	16,000	\$1.00	\$16,000
Pants	5,000	\$12.50	\$62,500
Libra Girl Pads – 12 pack	5,000	5.00	\$25,000
<b>Total</b>			<b>\$433,500</b>

- 24 We could also ask KidsCan for a proposal to build on their Nitbusters programme. For example, the Health Champions appointed to work in schools could also look at getting children suitable help and treatment for skin infections or scabies.
- 25 KidsCan may not have the capacity to immediately deploy any extra funding we are able to provide as part of the Nitbusters programme. While it is still too early to judge the success or otherwise of Nitbusters, the roll-out of the programme has been slower than KidsCan had expected. We will receive a formal report on the roll-out of NitBusters in December/January. This report will inform the further advice we give you on the KickStart underspend in January 2015.
- 26 Subject to your approval, the next step is for Community Investment to approach KidsCan to discuss the nature of a suitable proposal (in the order of \$400,000 – 500,000).
- 27 We have not discussed this work with KidsCan to date.

### Conclusions

- 28 The KickStart appropriation will be underspent this year and in future years. Under the expanded scope of the appropriation, we have some flexibility on how to apply that funding to tackle hardship in schools. The Far North iwi projects proposed for 2014/15 are small but have the potential to be extended into multi-year projects.
- 29 Given the underspend is significant and will be on-going, we will provide you with comprehensive advice on options for beyond 2015 by 30 January 2015.



Issued: 08/10/2014

**Since Expansion Invoiced Numbers**

<b>Number of Breakfasts served since Expansion</b>	<b>3,079,524</b>
<b>Cost per Breakfast Serving since Expansion</b>	<b>\$0.62</b>

Current Schools	Prior to Expansion	Term 1 2014	Term 2 2014	Term 3 2014	Term 4 2014	% Expansion Change
<b>Total</b>	<b>573</b>	<b>680</b>	<b>735</b>	<b>761</b>	<b>783</b>	<b>37%</b>
North Island	510	559	645	665	676	33%
South Island	64	71	90	96	97	52%
New Schools		43	114	24	23	
Consumers	<b>23,574</b>	<b>22,612</b>	<b>23,502</b>	<b>26,047</b>	<b>26,167</b>	

Days Serving	Prior to Expansion	Term 1 2014	Term 2 2014	Term 3 2014	Term 4 2014	% of Term 4 2014 Total
<b>1 Day</b>	<b>27</b>	<b>11</b>	<b>16</b>	<b>19</b>	<b>18</b>	<b>2%</b>
2 Days	532	220	157	148	144	18%
3 Days	N/A	91	145	152	154	20%
4 Days	N/A	37	46	49	47	6%
5 Days	N/A	257	371	393	420	54%
<b>Greater than 2 days</b>					<b>621</b>	<b>79%</b>
<b>Average number of days serving</b>						<b>3.90</b>

**Number of breakfasts served per week 102,051**

# KICKSTART Breakfast

Sanitarium  
Ministry of Social Development  
KICKSTART Breakfast

Decile Breakdown	Prior to Expansion	Term 2 2014	Term 3 2014	Term 4 2014	Term 4 % Eligible Schools
1	202	224	223	226	77%
2	164	169	170	173	59%
3	124	146	149	150	53%
4	82	103	106	108	41%
5	N/A	37	48	53	18%
6	N/A	14	20	21	7%
7	N/A	12	13	15	5%
8	N/A	10	12	12	4%
9	N/A	5	5	7	3%
10	N/A	2	2	2	1%
AltEd	2	10	13	16	

# KICKSTART Breakfast



Region Breakdown	Prior to Expansion	Term 1 2014	Term 2 2014	Term 3 2014	Term 4 2014
Auckland Region	106	117	133	138	146
Bay of Plenty Region	65	69	75	79	82
Canterbury Region	32	34	40	41	43
Gisborne Region	24	30	33	34	34
Hawkes Bay Region	41	44	42	42	44
Manawatu-Wanganui Region	56	59	71	76	77
Marlborough Region	0	1	3	3	3
Nelson Region	2	3	7	7	7
Northland Region	75	80	85	85	87
Otago Region	7	8	17	19	21
Southland Region	10	11	13	15	16
Taranaki Region	28	29	31	33	33
Tasman Region	5	5	7	7	7
Waikato Region	71	78	103	105	107
Wellington Region	44	53	65	66	66
West Coast Region	8	9	10	11	10



School Type Breakdown	Prior to Expansion	Term 1 2014	Term 2 2014	Term 3 2014	Term 4 2014
Composite School	23	27	33	32	33
Correspondence School	0	0	0	1	3
Intermediate School	36	41	51	52	55
Kura Teina	2	2	2	2	2
Other School	62	66	67	67	68
Primary School	349	379	434	447	460
Secondary School	92	103	133	141	147
Special School	5	5	6	6	7
Teen Parent Unit	5	7	8	8	8

Released under the Official Information Act



KickStart Breakfast Term 4 School Survey	
Schools invited	757
Responded	655 (87%)

How satisfied are you with the KickStart Breakfast programme overall?		
Very Satisfied	84.1%	551
Satisfied	14.4%	94
Neutral	0.8%	5
Unsatisfied	0.0%	0
Very unsatisfied	0.0%	0

Are you able to find enough volunteers?	
We have enough people and don't struggle	67.9%
We have enough people but have struggled in the past	21.4%
We struggle to find people to help out	9.3%

Are you confident you are managing the recycling process correctly and to the required standard?	
Yes	94.1%
No	4.4%

# KICKSTART Breakfast

Sanitarium

every day

MINISTRY OF SOCIAL DEVELOPMENT

What impact has your school breakfast club had on your students?

Improvement in general health and wellbeing	73.3%
Improvement in concentration	71.8%
Improvement in behaviour	59.4%
Improvement in academic performance	37.3%
No changes noticed	1.4%

## Commentary regarding impact on students

Children happier because they have had positive interaction with adults and students before school as well as having something to eat which helps them concentrate on their work.

More attentive students with clearer attitudes. Willing to learn now.

More interaction between year levels. More leadership shown through this

The students attendance has improved and they are generally happier

Socialising - talking to each other, sitting at the table and eating and cleaning up after themselves

Has helped foster positive relationships within the classroom and wider school community

Developing student leadership and relationships

A lovely community feel starts our day off perfectly

More family involvement helping with breakfast club

Some now just feel they can cope with the school day because they don't start off hungry anymore.

Able to tap into children's positive experience at Breakfast Club i.e. their happiness to help build confidence in the rest of their day. It also gives staff the opportunity to engage with kids at a positive time of day where there is no pressure on them.

## Appendix Two - KickStart Projections

### 2014/15

- 1 The projected expenditure for KickStart for the rest of 2014/15 includes provision of breakfasts and related administration for Term 4, 2014 and the first two terms of 2015. It is expected that there will be a continued steady increase in the number of schools participating in the programme (as can be seen from Appendix 1).
- 2 In projecting expenditure for the full 2014/15 financial year, we assumed that the costs incurred for Term 3 provide a minimum expenditure gauge for the remaining three terms of the financial year. Although Term 4 is traditionally a shorter term, that is likely to be offset by some increase in the numbers of participating schools. The first two terms of 2015 would also be likely to have some increase in numbers of participating schools.
- 3 On that basis, we estimate Term 4 2014 costs being much the same as Term 3, and the first two terms in 2015 perhaps being slightly increased, estimated at \$50,000 maximum in total.
- 4 In addition to provision of the breakfasts, the KickStart Governance Board has indicated interest in undertaking some research and evaluation of the KickStart programme to identify more accurately what the programme is achieving and where there may be areas for improvement. We have allowed a total of \$200,000 for research and evaluation of the programme.

### 2015/16 and out years

- 5 We expect there will be a similar underspend in out-years. The number of breakfasts provided will continue to increase, and the corresponding cost increase has been allowed for in our estimate. However, this cost increase will be partly offset by a number of schools becoming more independent and needing less support to run the programme. The administrative costs for the programme will decrease too, as there have been some one-off set-up costs that will not continue in future years, including developing a web portal for schools and the development of marketing material.





# Report

Date: 15 December 2017

Security Level: IN CONFIDENCE

To: Hon Tracey Martin, Minister for Children

## Briefing on KidsCan

### Purpose of the report

This briefing provides an overview on KidsCan funding and Oranga Tamariki's relationship with the organisation. It includes material from the initial budget bid on the programme's impact and other possible approaches to addressing material hardship in low decile schools.

### Executive summary


KidsCan was created by Julie Chapman in 2005 to provide food, clothing and basic healthcare in schools, enabling disadvantaged New Zealand children to reach their potential. The organisation began as a way of harnessing the contributions of corporate and private donors and has grown its size and reach over the years.

KidsCan received a series of one-off payments from the Ministry of Social Development (MSD) from 2009. This funding was put on a firmer footing through a five-year commitment from the Prime Minister's Fund that began in the 2013/14 financial year and expires at the end of this financial year.

### Recommended actions

It is recommended that you:

- 1 Note the contents of this report.
- 2 Note officials are available to discuss current and future funding options.

hh  Section 9 (2)(a) of the Act  
Celia Patrick  
Deputy Chief Executive Partnering for Outcomes

18/12/17  
Date

\_\_\_\_\_  
Hon Tracey Martin  
Minister for Children

\_\_\_\_\_  
Date

## Background

- 1 Julie Chapman set up KidsCan in 2005 with the mission of being 'the conduit for individuals, community, business and government to cooperate in providing food, clothing and basic healthcare in schools, enabling disadvantaged New Zealand children to reach their potential'.
- 2 Key partners of KidsCan are Meridian Energy, the Trillian Trust and Pub Charity. KidsCan also attracts direct donations through its "In Our Own Backyard" appeal.
- 3 The initial focus was on children in low decile schools who were hungry and needed basic clothing items, and would not otherwise engage in education. The programme operates as a recipient and distributor of donated and discounted goods across 675 decile 1 to 4 primary, intermediate and secondary schools across the country. The coverage has grown steadily since it began delivery in 2006.
- 4 The KidsCan annual report to December 2016 shows:
  - Total revenue of \$10.6 million, including \$1.6 million from government contracts. As the revenue is recognised on receipt of payment, KidsCan may (as in this year) record two contract payment amounts in the same year
  - Total expenditure of \$10.2 million, of which \$1.7 million (or 17%) was spent on administration, marketing and overhead costs
  - Total capital and reserves of \$5.6 million, including \$4.9 million in cash or short term investments
  - Total plant and equipment of \$0.1 million.
- 5 During 2017, KidsCan reviewed its Strategic Direction and identified some new areas for work with disadvantaged children, namely extending its core programme to Children's Teams and Early Childhood Education services. In October 2017 KidsCan and Oranga Tamariki launched a pilot for supporting the Hamilton Children's Team using funding from its existing contract.

## Funding History

- 6 Initially, KidsCan received no government funding. The first recorded payment is for \$320,000 in August 2009. This was a combined payment between the Ministry of Social Development (MSD) and the Ministry of Health toward the Food in Schools programme.
- 7 A further payment of \$320,000 was made by MSD in 2010 for organisational sustainability and capability. One-off payments of \$150,000 were made in May 2011 and 2012 for Food in Schools.
- 8 In May 2013, Cabinet agreed to a further time-limited extension of funding to KidsCan of \$350,000 over three years (2013/14 through to 2015/16). At the same time Cabinet approved the Kickstart breakfast-in-schools programme a total of \$9.500m over five years from the Prime Minister's Fund to expand its programme. This worked out to an annual amount of \$1.900m per annum. In a subsequent memo, the then Minister for Social Development, Hon Paula Bennett, agreed that underspend from the Kickstart programme could be applied to supplementing the funding for KidsCan.
- 9 These underspends arise from the two Kickstart partners (Sanitarium and Fonterra) capping their contribution (of discounted milk and Weetbix) which in turn determines how many schools are involved. That then determines the total spend required from us. In addition, the milk commodity price varies making the cost of milk cheaper or dearer.
- 10 This arrangement has continued through to the current financial year. That has meant that when the last dedicated, time-limited funded expired in 2015/16, funding for KidsCan continued through the time-limited Prime Minister's Fund established for Kickstart. This funding will end on 30 June 2018.

- 11 In 2014, KidsCan established a new programme called Nitbusters at the request of Minister Bennett to tackle the problem of lice in low decile schools. In 2016 the programme expanded from the supply of lice treatment product to including the funding of "champions" who visited schools to provide the lice treatment. The KidsCan Board determined in May 2017 that the Nitbusters programme cost was unsustainable and it needed to change the model to one where it distributed hair treatment product to schools, rather than employing staff to undertake the treatment.
- 12 NitBusters ended on 8 December 2017, when 48 staff were made redundant. KidsCan worked closely with MSD and Oranga Tamariki throughout the process, and support for further employment was made available to all staff through Work and Income Employment brokers. KidsCan expects to continue to make lice treatment product available to schools, though will do so through its core programme.
- 13 The underspends from KickStart have also been used to support the NitBusters programme. Attachment One provides a summary of funding over the past three years for both KidsCan and Kickstart.

### Future Funding Possibilities

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Section 9 (2)(f) (iv) of the Act

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### Relationship

- 18 The Ministry of Social Development (MSD) has had regular contact with Ms Chapman at a senior level since 2009. Since its establishment in April 2017, responsibility for this funding relationship has moved to Oranga Tamariki which has continued this regular contact.
- 19 The relationship has involved open communication on funding issues and collaboration on new initiatives such as its pilot project with the Waikato Children's Team. The frequency of contact has increased during this year because of conversations about changes to the NitBusters programme

20

Section 9 (2)(f) (iv) of the Act

## Evidence Base

- 22 The target population of children for both Kickstart and KidsCan are likely to be from families who are unable to afford basic low-cost health care and prevention items, face barriers to access to subsidised health care / prevention, and have parents who lack health education and avoidable hospitalisation. The children are typically at risk of disengaging from school, and who may face some degree of ostracism from their peers due to their household circumstances.
- 23 Analysis has identified 212,918 children (aged 5-18) in 1000 decile 1-4 schools with early need, of whom:
- 14% live in households that go without 7 or more things that they need for their wellbeing
  - 10% of children under 15 years living with an adult who is 'food insecure'.
  - Children in the most disadvantaged communities are nearly three times more likely to end up in hospital for common respiratory and infectious conditions associated with poverty
  - Children in the most disadvantaged communities are 18 times more likely to miss out on a visit to the GP when they are unwell due to the lack of transport.
- 24 KidsCan's own Programme Effectiveness Survey (2015) showed:
- 86% of schools noticed an improvement in attendance after joining KidsCan
  - 68% of schools reported a reduction in absence due to sickness
  - 47% of schools attributed an improvement in self-esteem to KidsCan
  - 62% of schools reported an overall improvement in student wellbeing, attributable to KidsCan's input.
- 25 Quantitative evaluation of these programmes is problematic due to:
- The large number of other initiatives present in the schools being supported, which makes it difficult to isolate the effect that either the KidsCan or Kickstart programme is having
  - The difficulty to connect the intervention (for example provision of shoes) with an observable impact (achievement or even attendance at school).

## Other Opportunities for Funding

- 26 There are a number of localised services (e.g. Fruit in Schools) which provide support to children in schools living in material hardship, though only the KickStart / Fonterra and KidsCan programmes can demonstrate national coverage to target populations.
- 27 Other programmes with the potential to improve learning, school engagement and well-being have been introduced and/or expanded since KickStart and KidsCan commenced, including the Ministry of Education's Positive Behaviour for Learning programmes, and other programmes introduced as part of the Prime Minister's Youth Mental Health Project.
- 28 The KickStart expansion also overlapped with the expansion of the Social Workers in Schools (SWIS) programme to all decile 1-3 schools with year 1-8 students, and Starpath, a school-wide intervention project in Auckland and Northland aimed at enabling more students from lower decile secondary schools, especially Māori and Pasifika students, to progress to degree-level study. Some of the outcomes sought by these programmes (improved student wellbeing,

learning and school engagement) overlap with those potentially influenced by KickStart and other food in schools programmes.

29 In addition to national programmes, a range of not-for-profit service providers deliver food to schools in their local communities, which in some cases pre-date KickStart and KidsCan.

30 Other options for supporting like programmes include:

- Gaining expressions of interest from other large scale bodies – both in the business and Not For Profit sectors – to develop a service with similar goals
- Developing a model in consultation with Education and schools which has tighter service specifications and outcomes.

31

Section 9 (2)(g) of the Act

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**ATTACHMENT ONE: KICKSTART AND KIDSCAN FUNDING SUMMARY 2015/16 – 2017/18**

The table below summarises the expenditure over the last three financial years, including the current financial year. The \$500,000 difference in 2015/16 was from the funding being rolled over from the previous financial year.

**Funding Summary 2015/16 to 2017/18**

	2015/16	2016/17	2017/18
	Out of scope		
<b>Sub-Total:</b>	<b>\$1,014,092.72</b>	<b>\$1,047,373.04</b>	
KidsCan – Core Programme	\$500,001.00	\$350,000.00	
KidsCan – Nitbusters	\$885,907.00	\$452,625.00	
KidsCan – Feminine Products		\$ 50,000.00	
<b>Sub-Total:</b>	<b>\$1,385,908.00</b>	<b>\$852,625.00</b>	
<b>Total:</b>	<b>\$2,400,000.72</b>	<b>\$1,899,998.04</b>	

Section 9(2)(f)(iv) of the Act



Section 9(2)(f)(iv) of the Act

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**David Russell-Jones**

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**From:** Julie Chapman [REDACTED] Section 9(2)(a) of the Act  
**Sent:** Wednesday, 31 May 2017 2:27 p.m.  
**To:** David Russell-Jones  
**Cc:** Stephanie Iremonger  
**Subject:** Nit Busters Transition Proposal  
**Attachments:** Nitbuster Programme Transition Proposal 2017 pdf

Good afternoon David

Please find attached the Nit Buster Transition document as discussed. It would be great if you are able to let me know at time frame for decision regarding funding so I can advise the KidsCan Board. Steph and I are working on the other overview document also, and aim to have this to you early next week.

Regards  
Julie

Julie Chapman  
CEO and Founder KidsCan Charitable Trust  
7 Beatrice Tinsley Crescent Albany  
AUCKLAND

[REDACTED] Section 9(2)(a) of the Act

[www.kidscan.org.nz](http://www.kidscan.org.nz)



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# 'Nitbuster' Programme Proposal

May 2017

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## Introduction

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Minister Bennett, through Ministry of Social Development (MSD) approached KidsCan in 2014 to establish and deliver a programme to treat nits in schools, the Nitbuster Programme. The Programme has been fully funded by Ministry of Social Development since its inception until end of 2016.

The Programme had four objectives set by MSD:

- Objective 1: Treat current cases and reduce re-infestation rates
- Objective 2: Educate children and families on how to treat and prevent head lice
- Objective 3: Reduce the stigma around head lice and reduce acceptance of poor health
- Objective 4: Provide employment opportunities for beneficiaries and the unemployed in high needs communities.

The Nit Buster Programme currently operates for the school year in 111 schools in seven regions across New Zealand.

## Current Programme

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### 2016 Performance & outcomes

#### Objective 1: Treat current cases and reduce re-infestation rates

- 110 schools are receiving the Nit Busters Programme with 24,456 children able to access the Programme (nearly 1000 more children than in 2015).
- In 2016 by the end of term 3, - 30,156 checks had been completed, 10,000 more than at the same time last year.
- Nitbuster Champions have reported a significant reduction in the percentage of children with head lice from term 1 to term 3 across the 7 regions. This ranges from a 57.8% reduction in the Midland (Rotorua, Opotiki, Tauramanui) area to 25.7% in Whangarei.
- The severity of infestations has also reduced. From term 1 to term 3 there has been a 30% reduction in the number of heavy infestations.
- Over the past year the average time required for a child to become nit free has reduced from 3.5 weeks plus, to 2.5 weeks.

#### Objective 2: Educate children and families on how to treat and prevent head lice

- Health education around the treatment and prevention of head lice is offered to students in a variety of settings in schools. Most schools have opted for sessions to be delivered to students' classroom - by classroom. Education and information is also provided to parents and whanau.
- Ensuring parents are engaged in the Programme has been key to the reduction in the number of children with head lice. Each time a child is seen, contact is made with the whanau. If treatment is required, the best place for the treatment is discussed. Treatment and support are also offered to the rest of the family.
- Over the past 3 terms 170 family members have been treated as part of the programme. 2500 bottles of treatment and 2000 lice combs have been provided for use at home.

### **Objective 3: Reduce the stigma around head lice and reduce acceptance of poor health**

- The Nit Busters Programme has a higher consent rate in many schools when compared to other school based health and social service programmes, such as the Rheumatic Fever programme. The average consent rate is **74.4%** across the 7 regions.
- Schools tell us that the programme has significantly reduced the stigma and embarrassment surrounding head lice.

### **Objective 4: Provide employment opportunities for beneficiaries and the unemployed in high needs communities**

- KidsCan employs **48** Champions to deliver the Nit Busters programme on a full time and part time basis (24.35 full-time equivalent).
- This equates to an estimated **\$350,000** in Work and Income payment savings for the Government.

### **Recommendation**

Although the programme has been successful it has now reached a stage where expansion to meet the need may not return the right level of return on investment due to the large labour force required. The programme currently reaches a proportion of vulnerable children (those within 111 schools) and there are many schools who want to join the Programme i.e. there are currently 326 schools on the waiting list.

Although the programme educates parents, it does not wholly support the child and their whānau to proactively lead the change to improve their wellbeing to align with the Vulnerable Children philosophy.

Lastly, KidsCan's 5-year strategy simplifies it's programmes scope to the provision of product (not service) with a national reach i.e. all programmes should be available to all KidsCan schools. The Nit Buster Programme provides a product and service and is only in 111 schools.

Because of the above it is therefore recommended that the programme transition back to a product and education based programme where the barrier of cost for product is overcome. KidsCan would work to transition the staff, the majority of whom come from the vulnerable sector into other roles so they do not return to being beneficiaries.

## **Transition of the Programme**

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KidsCan proposes to continue the Nit Buster programme to end of the year (8<sup>th</sup> December 2017) and transition the programme from service based to a product and education only provision.

This option would mean that KidsCan would continue to operate the status quo programme up until end of Term 3 (Friday 29<sup>th</sup> September). Term 4 of the school term would be the transition period from service base to product provision.

### **Transition Plan**

From 1 June 2017 until 29<sup>th</sup> September 2017 (end of Term 3) KidsCan would plan for the transition of the programme. The transition plan would entail:

- Development of parental workshops for each region.
- Working with MSD on a staff support package which may include CV preparation courses, interview skills training for the Champions.
- Identify and agree the process and communications to affected staff.
- Preparation of a communications plan for the schools and stakeholders.

The transition plan would be implemented at the start of Term 4.

- Champions would:
  - Be given notice period in October, advising them that programme will close on the 8<sup>th</sup> of December to give them a reasonable amount of time to find alternative employment.
  - Work with WINZ to find alternative employment during Term 4.
  - Continue to deliver the programme in schools up until 8<sup>th</sup> December 2017.
- For children and whanau:
  - KidsCan would work with the schools to supply products & educational material for students and caregivers.
  - KidsCan would deliver 17 parental workshops (17 regions) in school halls on a Saturday to demonstrate how to treat head lice and distribute products and comb.

### Funding Requirement

The total cost to deliver and transition the programme to 8<sup>th</sup> December 2017 is \$758,894. KidsCan is unable to fund this programme without the support from central government.

KidsCan is seeking government funding of \$523,252 (of which \$140,000 has already been confirmed by Oranga Tamariki) to cover the cost of staff salaries.

KidsCan will raise funds to cover the remainder of the costs.

Cost	Term 3 (\$)	Term 4 (\$)	Amount (\$)
Products & sundry items	42,000	26,750	68,750
App and mobile phones	10,720	8,040	18,760
Laundry Costs	5,600	3,232	8,832
Staff Salaries	338,001	185,251	523,252
Administration	33,200	18,750	51,950
Travel & mileage allowances	11,200	6,150	17,350
Employment Support / HR (WINZ)		15,000	15,000
Education Collateral		20,000	20,000
Regional Workshops		30,000	30,000
Legal		5,000	5,000
<b>Total Cost</b>	<b>440,721</b>	<b>318,173</b>	<b>758,894</b>

**David Russell-Jones**

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**From:** Stephanie Iremonger <[REDACTED]>  
**Sent:** Wednesday, 7 June 2017 2:39 p.m. Section 9(2)(a) of the Act  
**To:** David Russell-Jones  
**Cc:** 'Julie Chapman'  
**Subject:** Result vs Outcome Definition

Good afternoon David,

Further to our conversation the other week regarding Governments move from outcome based contracts to results based contracts – we have come up with a definition (acknowledge google) which we wanted to run by you to ensure we are correctly understanding the meaning of both outcome and result (unless MVCOT has one?).

- Result is that which results; the conclusion or end to which any course or condition of things leads, or which is obtained by any process or operation; consequence or effect. A result is usually seen immediately after an action.

*An example: KidsCan's food programme which delivered food – the result being that 50 lunches were distributed to hungry children.*

- Outcome is information, event, object or state of being produced as a result or consequence of a plan, process, accident, effort or other similar action or occurrence. They are not seen immediately after the end of the project activity. But after some time, when we see some change at the ground level because of the project activity, then it can be termed as an outcome.

*An example: KidsCan's food programme which delivered food to 50 children – the mid term outcome is an improvement in concentration in the classroom which lead to a longer term outcome of improved education opportunities for that child.*

Thanks  
Kind regards  
Stephanie

Released under the Official Information Act 1982

**David Russell-Jones**

**From:** Julie Chapman [REDACTED] Section 9(2)(a) of the Act  
**Sent:** Wednesday, 7 June 2017 4:07 p.m.  
**To:** David Russell-Jones  
**Cc:** Susan Mott; Stephanie Iremonger  
**Subject:** KidsCan Meeting Request

Hi David  
Hope your week is going well.

Stephanie and I will be in Wellington next week on the 16<sup>th</sup> of June for meetings and we are hoping to make a time to see you and Peter if possible to share our progress on our proposal for ongoing support from Oranga Tamariki. Would you have any time between 11.30am and 2pm?

Thanks and look forward to hearing from you.

Julie Chapman  
CEO and Founder KidsCan Charitable Trust  
7 Beatrice Tinsley Crescent Albany  
AUCKLAND

[REDACTED] Section 9(2)(a) of the Act  
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## David Russell-Jones

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**From:** Julie Chapman [REDACTED] Section 9(2)(a) of the Act  
**Sent:** Monday, 12 June 2017 5:07 p.m.  
**To:** David Russell-Jones  
**Cc:** Stephanie Iremonger; [REDACTED]  
**Subject:** Nit Busters Programme

Good afternoon David

Thank you for your response to our original proposal. I would like to put in context the reasons and costs to clarify the positioning and reasons for the follow up proposal.

The original project was brought to KidsCan by the Government and they asked KidsCan to cost and deliver the programme on their behalf, as this was a government initiative requested by the former Minister. There was never any expectation that KidsCan would fund the programme. KidsCan were the providers only.

The programme has been managed in line with the following objectives to ensure that it benefited both vulnerable children, their parents and employees many of who had been out of work for long periods of time or on the benefit.

- Objective 1: Treat current cases and reduce re-infestation rates
- Objective 2: Educate children and families on how to treat and prevent head lice
- Objective 3: Reduce the stigma around head lice and reduce acceptance of poor health
- Objective 4: Provide employment opportunities for beneficiaries and the unemployed in high needs communities.

The schools involved have reported that the programme has made significant impact as far as the pupils attendance, their ability to learn and positive health gains with reduction of head lice infestations varying between 27.5% and 57% across the seven region that benefit for the programme

As mentioned the workforce we have used has been drawn from the those parents who are either in the vulnerable and/or beneficiary populations.

We have worked very hard to ensure that all of the employees would be able to move on from the programme and become employed by other companies. We already have had some transition. There has been a a lot of focus on ensuring that our workforce have the confidence and the skills to work in other sectors. Many of our employees have had to be nurtured through a very challenging change in lifestyle

As discussed at our meeting our concerns in closing the programme in the third term would mean we would have to go through a full redundancy process which could severely impact the confidence of the 48 member team that we now have in place and could pose an external comms risk in terms of the schools and the employees in that it is not in line with the objective of investment in this group for long term return. If the programme was run until the end of the year (December the 8<sup>th</sup>) we would not have to undertake a redundancy process as the employees contract end on this date for the 2017 year.

### Costs

As at 31<sup>st</sup> May 2017 KidsCan has contributed \$519,911 towards the programme from funds that are earmarked for ongoing operational costs which has placed a considerable strain on our finances.

If the programme was to be closed at the end of term three (29 September 2017) the funding needed from Oranga Tamariki would be \$407,521. This includes the salary component for employees and the other hard costs we cannot avoid, (combs, treatment, mobile phone costs, canvass app, laundry costs and mileage costs for the champions who used their own cars to travel between schools). We have not made any allowance for additional operational costs

such as administration, warehousing and distribution within this number. We have also excluded legal costs regarding redundancy process etc. from this figure which we estimate would cost around \$10,000.

The proposal we put forward to Oranga Tamariki to run the programme to the end of the year asked for funding for the Salary component cost of \$523,252 and did not include the other hard costs as included above. With these hard costs included the amount needed totals \$636,994

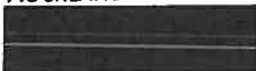
Thanks David

I look forward to discussing this further with you on Thursday.

Regards

Julie

Julie Chapman  
CEO and Founder KidsCan Charitable Trust  
7 Beatrice Tinsley Crescent Albany  
AUCKLAND



Section 9(2)(a) of the Act

[www.kidscan.org.nz](http://www.kidscan.org.nz)



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**David Russell-Jones**

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**From:** [REDACTED] Section 9(2)(a) of the Act  
**Sent:** Wednesday, 28 June 2017 4:06 p.m.  
**To:** David Russell-Jones  
**Subject:** RE: Nit Busters follow up

Hi David,

The contract is in peer review. There was some confusion from KidsCan end regarding this funding - hoping the final figure (transition) will get contracted all together.

I've explained that the [REDACTED] needs to be contracted and paid for F2017 year , as I was waiting on confirmation of the number of schools and children (volumes for contract).

I will get someone to peer review this this afternoon and sent to them by this afternoon/tomorrow morning.

Thanks

-----Original Message-----

**From:** David Russell-Jones  
**Sent:** Wednesday, 28 June 2017 3:57 p.m.  
**To:** [REDACTED]  
**Subject:** FW: Nit Busters follow up

Hi [REDACTED] Section 9(2)(a) of the Act

This is it.

Do we know any more than Peter indicated in his email to Julie on 25 June? I'm assuming not, but you just never know.....

David

-----Original Message-----

**From:** Peter Galvin  
**Sent:** Wednesday, 28 June 2017 2:16 p.m.  
**To:** David Russell-Jones  
**Subject:** FW: Nit Busters follow up

Could you please follow this up with [REDACTED] and Julie? Cheers. Peter

-----Original Message-----

**From:** Julie Chapman [mailto:[REDACTED]]  
**Sent:** Wednesday, 28 June 2017 1:40 p.m.  
**To:** Peter Galvin Section 9(2)(a) of the Act  
**Subject:** Re: Nit Busters follow up

Hi Peter

Hope your week is going well.

Just following up to see if you have made any progress on the funding as per your email below.

Thanks

Julie

Julie Chapman  
KidsCan Charitable Trust - CEO & Founder  
PO Box 31646, Milford  
Auckland

Section 9(2)(a) of the Act

[www.kidscan.org.nz](http://www.kidscan.org.nz)

> On 25/06/2017, at 12:06 PM, Peter Galvin [redacted] wrote:

>  
> Kia ora Julie. I'm not sure if David has been in touch, though we're working on a final amount very close to the amount you sought for concluding at the end of Term Four - may be a little under. Apologies for the delay - it's a busy time of the year for us. Peter

> -----Original Message-----

> From: Julie Chapman [mailto:[redacted]]  
> Sent: Monday, 19 June 2017 11:16 a.m.  
> To: Peter Galvin  
> Subject: Nit Busters follow up

>  
> Good morning Peter and David  
> Thank you for meeting with Stephanie and I last week.

> I just wanted to follow up on where things have got to regarding the Nit Busters funding. I have had questions coming through today from my Board and would like to be able to give them a time frame for an answer.

> I look forward to hearing from you soon.

> Regards  
> Julie

>  
> Julie Chapman  
> KidsCan Charitable Trust - CEO & Founder  
> PO Box 31646, Milford  
> Auckland

> [www.kidscan.org.nz](http://www.kidscan.org.nz)

Section 9(2)(a) of the Act

> -----  
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>  
> -----

**David Russell-Jones**

---

**From:** Julie Chapman <[REDACTED]> Section 9(2)(a) of the Act  
**Sent:** Wednesday, 28 June 2017 5:58 p.m.  
**To:** David Russell-Jones  
**Cc:** Peter Galvin; [REDACTED]  
**Subject:** Re: Funding of Transitional Plan

Hi David

Thanks for your email. Just a question re the underspend, is the \$145,000 already discussed included in this number or over and above.

Thanks

Julie Chapman  
KidsCan Charitable Trust - CEO & Founder PO Box 31646, Milford Auckland  
[REDACTED]

[www.kidscan.org.nz](http://www.kidscan.org.nz)

Section 9(2)(a) of the Act

> On 28/06/2017, at 5:46 PM, David Russell-Jones <[REDACTED]> wrote:

- >
- > Hi Julie,
- > Just confirming that we are on track to sort the funding for your transitional plan, and have advised the Minister of this today.
- > At present we have identified \$319K in underspend from elsewhere and are continuing to look for the remainder.
- >
- > Your contract is currently in peer review and I expect it to be with you by tomorrow afternoon.
- >
- > Please get back to me if you have any questions.
- >
- > Regards,
- >
- > David
- >
- >
- > Sent from my iPad

> -----  
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**David Russell-Jones**

---

**From:** [REDACTED] Section 9(2)(a) of the Act  
**Sent:** Friday, 30 June 2017 2:44 p.m.  
**To:** David Russell-Jones  
**Cc:** Peter Galvin  
**Subject:** FW: Grant 325998 for your signing  
**Attachments:** Sample GST Invoice as per IRD Guidelines.pdf; 325998.pdf

Hi David

The KidsCan Grant has gone out to Julie for sign off.

Thanks  
[REDACTED]

**From:** Contract\_Development\_Team (OT)  
**Sent:** Friday, 30 June 2017 2:35 p.m.  
**To:** [REDACTED]  
**Subject:** Grant 325998 for your signing

Tena koe Julie, Section 9(2)(a) of the Act

Could you please review the attached Grant and, provided it is satisfactory, arrange to have it signed. Please ensure:

- the Grant is signed in accordance with the rules of your organisation; and
- a copy is printed, signed, scanned and emailed to [Contract\\_Development\\_Team@msd.govt.nz](mailto:Contract_Development_Team@msd.govt.nz). Please ensure the scanned document includes the whole Grant, with all pages in order.
- Please do not annotate the Grant, other than in the designated areas. If you have any additions please consult your contract manager.

Please forward an invoice to your Ministry Relationship Manager, [REDACTED] (copied into this email). Please ensure:

- the invoice is completed with the specified amount as per IRD guidelines (attached)
- if not previously supplied, a blank bank deposit slip is attached.

The Grant will not come into force until it is signed by all Parties. A copy will be returned to you once signed on behalf of the Crown.

Should you have any questions, please contact your Ministry Relationship Manager.

Naku iti nei, na

Ministry for Vulnerable Children, Oranga Tamariki



**ORANGA  
TAMARIKI**  
Ministry for Vulnerable Children

30 June 2017

Julie Chapman  
KidsCan Charitable Trust  
PO Box 31646  
Milford  
North Shore City 0741

Tena koe Julie

Could you please review this Grant and arrange to have it signed in accordance with the rules of your organisation, provided it is satisfactory. Please ensure the following:

- The Grant is signed, scanned and emailed as a PDF to **Contract\_Development\_Team@msd.govt.nz**
- the scanned document includes the whole Grant with all pages in order; and
- please do not annotate the grant other than in the designated areas. If you have any additions please consult your Ministry Advisor [REDACTED]

Please forward an invoice to your Ministry Advisor, [REDACTED] Please ensure:

- the invoice is completed with the specified amount as per IRD guidelines; and
- if not done so previously, a blank bank deposit slip is supplied.

**Further points to note:**

Section 9(2)(a) of the Act

- The Grant does not come into force until it is signed by both Parties; and
- A copy of the Grant will be emailed to you at [Julie@kidscan.org.nz](mailto:Julie@kidscan.org.nz) once it has been signed on behalf of the Crown.

### Purpose of this grant:

The Ministry of Vulnerable Children Oranga Tamariki (**The Ministry**) would like to grant KidsCan Charitable Trust (**The Provider**) a total of \$186,532.00 excluding GST under the terms and conditions contained in this Grant.

This Grant has been made to KidsCan Charitable Trust to provide the following Activity/Initiative:

Activity/Initiative	Service Area
To support the general wellbeing of children in schools by providing a headlice treatment programme called 'KidsCan Nit Busters programme' and transition the programme.	New Zealand

### Payment:

The Ministry will pay the Grant to the Provider as follows:

Payment (excluding GST)	Payment is subject to:
\$186,532.00	Following the signing of this Grant by both Parties and upon receipt of a valid Tax Invoice.
<b>\$186,532.00</b>	<b>Total funding payable under this Grant.</b>

### Reporting

Report on the achievement of key milestones for the Activity/Initiative. The Provider will complete delivery of the Activity/Initiative and provide a final report completion or cessation, as detailed in Appendix One of this Grant. This should be submitted no later than 10 December 2017.

### Terms and conditions of Grant

The Ministry is paying the Grant to the Provider under the following terms and conditions:

1. The Provider must only use the Grant for the Activity/Initiative.
2. The Provider will inform the Ministry of any funding you receive from any other source for the Activity/Initiative.
3. The Provider agrees to acknowledge the assistance of the Ministry in any publicity about the Activity/Initiative.
4. The Provider will not do or omit to do any act that brings the Ministry into disrepute.
5. The Provider will repay a portion of the funding paid by the Ministry, if either the Provider does not satisfactorily deliver the Activity/Initiative; or does not complete the Activity/Initiative because this Grant is terminated.

6. This Grant is a one-off contribution to the Activity/Initiative for the term. The Ministry cannot guarantee that there will be any money available to further fund the Activity/Initiative after the term and the Provider should not expect or rely on continuing funding.
7. This Grant may be superseded by a subsequent grant. Both parties will negotiate in good faith if entering into a subsequent grant.
8. The Ministry reserves the right to terminate the Grant if you do not comply with these terms and conditions.
9. The Provider will not subcontract or assign the benefits or obligations of this Grant with any organisation other than an organisation/s specified in this Grant without prior written permission from the Ministry, and no third party may enforce this Grant.

### Signatures

#### Ministry of Vulnerable Children Oranga Tamariki

Signed by Peter MacAulay

Manager Planning and  
Performance/Partnership  
Relationships

I have a delegation under section 41 of the State Sector Act 1988 to sign on behalf of the Ministry of Vulnerable Children Oranga Tamariki.

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date

#### KidsCan Charitable Trust

Signed by Julie Chapman

Chief Executive/Founder

I have authority to sign for KidsCan Charitable Trust and confirm this agreement has not been altered from what was last provided by the Purchasing Agency.

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date

If you have any questions regarding this Grant or if there is a change in the circumstances under which you operate or to the Activity/Initiative being provided please contact me.

Nāku noa, na

Section 9(2)(a) of the Act

\_\_\_\_\_  
Advisor, National Providers and Services  
\_\_\_\_\_

**Appendix One – Provider Return Report**  
**KidsCan Charitable Trust**

<b>Report Due Date</b>
10 December 2017

Signed by: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Position: \_\_\_\_\_

Service Description	Unit of Measure	Quantity of Service	Report Actual
To support the general wellbeing of children in schools by providing a head lice treatment programme called 'KidsCan Nit Busters programme' and transition the programme.	Number of agencies worked with or supported:	110 Schools	
	Number of Children receiving the product/service.	25,000 Children	

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**Narrative section: Due 10 December 2017**

**Please provide (in brief) the following information:**

An explanation of the variance (if any) between volumes contracted and volumes delivered.

The highlights/achievements over reporting period.

A description of the issues, trends, gaps and challenges for this service.

**Please also provide information on how you know your service is making a difference for clients. If you do not currently collect information on this, please tell us how you plan to collect this information in the future.**

**Guidance: Below are Results Based Accountability (RBA) performance measures for assessing the effectiveness and efficiency of services. These can help you identify the type of information you would need to include to report on this.**

**Service quality and efficiency**

An explanation of how you assess the quality and efficiency of the service.

*This can include things such as timeliness of service, service accessibility and reach, qualifications of staff delivering the service, staffing ratios, and/or the professional or organisational practice standards that staff work under.*

**Service effectiveness**

The service/programme objectives

*Information on what results you expect to achieve for clients through the delivery of the service/programme.*

The evidence that you have that indicates the success or otherwise of the service/programme meeting its objectives.

*This can include information from client evaluations, provider assessments and service evaluations.*

A summary of what the evidence shows – i.e. whether anyone was better off as a result of the service/programme.

*This could include an improvement in client skills/knowledge, attitude, behaviour and life circumstances.*

**Important note: If you are submitting your Provider Return Report by email please send it to [REDACTED]**

Section 9(2)(a) of the Act

**David Russell-Jones**

---

**From:** Julie Chapman [redacted]  
**Sent:** Tuesday, 4 July 2017 11:36 a.m.  
**To:** David Russell-Jones  
**Subject:** Re: Funding of Transitional Plan

All good thanks David

Section 9(2)(a) of the Act

Julie Chapman  
KidsCan Charitable Trust - CEO & Founder PO Box 31646, Milford Auckland

[redacted]

www.kidscan.org.nz

> On 4/07/2017, at 11:12 AM, David Russell-Jones <[redacted]> wrote:

>

> Thanks Julie,

>

> This is purely for me to get a broad sense of where your thinking is and no more than that.

>

> David

>

> -----Original Message-----

> From: Julie Chapman [mailto:[redacted]]

> Sent: Tuesday, 4 July 2017 10:17 a.m.

> To: David Russell-Jones

> Cc: [redacted]

> Subject: Re: Funding of Transitional Plan

>

> Hi David I will look at our budget when I get back to the office today and send you some numbers.

>

> Thanks

>

>

> Julie Chapman

> KidsCan Charitable Trust - CEO & Founder PO Box 31646, Milford

> Auckland

>

>

> www.kidscan.org.nz

Section 9(2)(a) of the Act

>> On 4/07/2017, at 9:29 AM, David Russell-Jones <[redacted]> wrote:

>>

>> Thanks Julie,

>>

>> No, the end of July will be fine. Have you got any preliminary, non-binding, ballpark figures in mind?

>>

>> David

>>

>> -----Original Message-----

>> From: Julie Chapman [mailto:[redacted]]

>> Sent: Tuesday, 4 July 2017 9:24 a.m.

>> To: David Russell-Jones

>> Cc: Peter Galvin; [redacted]

>> Subject: Re: Funding of Transitional Plan

>>  
>> Hi David  
>> Thanks for your email. We would need funding on an ongoing basis for head lice treatment and combs.

[REDACTED]

>>

>> Thanks  
>> Julie

>>

>>

>> Julie Chapman

>> KidsCan Charitable Trust - CEO & Founder PO Box 31646, Milford

>> Auckland

>>

Section 9(2)(a) of the Act

>>

>> www.kidscan.org.nz

>>

>>> On 4/07/2017, at 9:00 AM, David Russell-Jones <[REDACTED]> wrote:

>>>

>>> Hi Julie,

>>>

>>> I am working on a final report on the Nitbuster Programme Proposal, and just have one outstanding question.

>>> Essentially, the proposal does not refer to a need for on-going funding from the ministry, so should I assume that this will not be required?

>>>

>>> Regards,

>>>

>>> David

>>>

>>>

>>>

>>>

>>> -----Original Message-----

>>> From: Julie Chapman [mailto:[REDACTED]]

>>> Sent: Wednesday, 28 June 2017 5:58 p.m.

>>> To: David Russell-Jones

>>> Cc: Peter Galvin; [REDACTED]

>>> Subject: Re: Funding of Transitional Plan

>>>

>>> Hi David

>>> Thanks for your email. Just a question re the underspend, is the \$145,000 already discussed included in this number or over and above.

>>> Thanks

>>>

>>>

>>> Julie Chapman

>>> KidsCan Charitable Trust - CEO & Founder PO Box 31646, Milford

>>> Auckland

>>>

>>>

Section 9(2)(a) of the Act

>>> www.kidscan.org.nz

>>>

>>>> On 28/06/2017, at 5:46 PM, David Russell-Jones <[REDACTED]> wrote:

>>>>

>>>> Hi Julie,

>>>> Just confirming that we are on track to sort the funding for your transitional plan, and have advised the Minister of this today.

>>>> At present we have identified \$319K in underspend from elsewhere and are continuing to look for the remainder.

>>>>

>>>> Your contract is currently in peer review and I expect it to be with you by tomorrow afternoon.

>>>>

>>>> Please get back to me if you have any questions,

>>>>

>>>> Regards,

>>>>

>>>> David

>>>>

>>>>

>>>> Sent from my iPad

>>>> -----

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>>>

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>>> received this in error, please notify KidsCan Charitable Trust and



**David Russell-Jones**

---

**From:** Julie Chapman [REDACTED]  
**Sent:** Wednesday, 19 July 2017 5:11 p.m.  
**To:** [REDACTED]  
**Cc:** [REDACTED] David Russell-Jones; [REDACTED]  
**Subject:** KidsCan Social Investment Business Case.

Good afternoon [REDACTED] Section 9(2)(a) of the Act  
It was lovely to meet you both yesterday.

We went away after our meeting and spoke with David Russell Jones at Oranga Tamariki about having a joined up approach with MoE, MoH which was well received.

This morning I bumped into Peter Galvin from Oranga Tamariki and I understand he may have already made contact with someone in your team today in regards to working together on the business case.

In talking with David yesterday our next steps would be as follows....

- Meet with Peter Galvin in Auckland tomorrow to discuss process
- Draft high level document next week
- Meet Friday next week in Wellington with Ministry advisors to review draft doc and formulate next steps.

With this in mind it would be great if the appropriate person from MoE could attend the meeting on Friday if possible.

I need to check with David around timing re a meeting and have copied him on this email to see what might work.

I appreciate that the meeting next week is short notice and hope that someone from MoE will be able to be attend.

Thanks and I look forward to hearing from you.

Regards

Julie

Julie Chapman  
KidsCan Charitable Trust - CEO & Founder PO Box 31646, Milford Auckland

[REDACTED]  
[www.kidscan.org.nz](http://www.kidscan.org.nz)

Section 9(2)(a) of the Act

Julie Chapman  
KidsCan Charitable Trust - CEO & Founder PO Box 31646, Milford Auckland

[REDACTED]  
[www.kidscan.org.nz](http://www.kidscan.org.nz)

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**David Russell-Jones**

---

**From:** Julie Chapman <[REDACTED]>  
**Sent:** Thursday, 27 July 2017 12:55 p.m.  
**To:** David Russell-Jones  
**Subject:** Fwd: KidsCan Social Investment Business Case.

Julie Chapman  
KidsCan Charitable Trust - CEO & Founder  
PO Box 31646, Milford  
Auckland

[REDACTED] Section 9(2)(a) of the Act

[www.kidscan.org.nz](http://www.kidscan.org.nz)

Begin forwarded message:

**From:** <[REDACTED]>  
**Date:** 27 July 2017 at 12:33:43 PM NZST  
**To:** Julie Chapman <[REDACTED]>  
**Cc:** [REDACTED]  
**Subject:** Fw: KidsCan Social Investment Business Case.

Kia ora Julie. I will attend the Oranga Tamariki meeting at 9 30 tomorrow for the Ministry of Health. It will be great to meet with you again - you may remember very kindly showing me and a young colleague around your operation a few years ago, just after you'd moved to new premises in Albany. Unless you let me know otherwise, I will assume when I sign in I say I am there to meet with David Russell Jones? Best wishes, Therese

Therese Egan | Manager Investment Prioritisation | Strategy and Policy | Ministry of Health | Phone: [REDACTED] <http://www.moh.govt.nz>

[REDACTED] Section 9(2)(a) of the Act

[REDACTED]  
Date: 25/07/2017 08:57 a.m.  
Subject: Fwd: KidsCan Social Investment Business Case.

Begin forwarded message:

**From:** "Julie Chapman" <[REDACTED]>  
**Date:** 21 July 2017 at 6:49:47 PM NZST  
**To:** "[REDACTED]"  
**Subject:** KidsCan Social Investment Business Case.

[REDACTED] Section 9(2)(a) of the Act

Good evening [REDACTED]  
It was lovely to meet with you last week.

We went away after our meeting and spoke with David Russell Jones at Oranga Tamariki

about having a joined up approach with MoE, MoH which was well received. We also had a great meeting with [REDACTED] from MOE.

Section 9(2)(a) of the Act

We now have place in place the next steps as follows...

- Draft high level document next week

- Meet Friday 28th July in Wellington with Ministry advisors to review draft doc and formulate next steps.

With this in mind it would be great if an appropriate person from MoH could attend the meeting on Friday 28th if possible?

We have a time scheduled for 9.30am at MVCOT and the acting budget advisor from MoE is going to be attending on their behalf. I appreciate that the meeting next week is short notice and hope that someone from your team will be able to be attend.

Thanks and I look forward to hearing from you. Have a great weekend.

Regards

Julie

Julie Chapman  
KidsCan Charitable Trust - CEO & Founder  
PO Box 31646, Milford  
Auckland

Section 9(2)(a) of the Act

<http://scanmail.trustwave.com/?c=5305&id=5KPx2Ou6yW6kt9O6X85IBzr-29g4ceygbhnyX65pjpg&u=http%3a%2f%2fwww%2ekidscan%2eorg%2enz>

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**David Russell-Jones**

---

**From:** [REDACTED]  
**Sent:** Tuesday, 1 August 2017 11:18 a.m.  
**To:** [REDACTED] Section 9(2)(a) of the Act  
**Cc:** David Russell-Jones  
**Subject:** RE: Nit Busters Contract  
**Attachments:** KidsCan OA - 8 December 2017.pdf

Hi Julie,

Please find attached the Outcome Agreement with the requested date change. Please note I have also changed the reporting date from 10 July 2018 to 1 February 2018.

If you have any further questions, please feel free to contact me.

Thanks

[REDACTED] Section 9(2)(a) of the Act

**From:** David Russell-Jones  
**Sent:** Monday, 31 July 2017 12:20 p.m.  
**To:** [REDACTED]  
**Subject:** Fwd: Nit Busters Contract

Hi [REDACTED]

Can you organise this change?

Cheers,

David

Sent from my iPhone

Begin forwarded message:

**From:** Julie Chapman [REDACTED]  
**Date:** 31 July 2017 at 11:26:18 AM NZST  
**To:** Partnerships Relationship Manager David Russell-Jones [REDACTED]  
[REDACTED]  
**Subject:** Nit Busters Contract Section 9(2)(a) of the Act

Hi David

As discussed we would like to have clarity in the contract that KidsCan would deliver the Nit Busters programme until the 8th of December 2017

[REDACTED] our legal beagle has suggested the following....

all contracted services to be provided by KidsCan under the contract finish on 8/12/17.

Julie Chapman  
KidsCan Charitable Trust - CEO & Founder  
PO Box 31646, Milford  
Auckland

Section 9(2)(a) of the Act

<http://www.kidscan.org.nz>

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Released under the Official Information Act 1982



**ORANGA  
TAMARIKI**  
Ministry for Vulnerable Children

01 August 2017

Julie Helson  
KidsCan Charitable Trust  
PO Box 31646  
Milford  
North Shore City 0741

Tēnā koe Julie

**Re: Outcome Agreement Number 326491**

Please find attached your Outcome Agreement for the period 01 July 2017 to 30 June 2018 for your consideration.

**Signing the Outcome Agreement**

Please review this Outcome Agreement and if it is satisfactory, arrange to have it signed in accordance with the rules of your organisation. Please ensure:

- the Outcome Agreement is signed (refer to page five), scanned and emailed as a PDF to **Contract\_Development\_Team@mvcot.govt.nz**
- the scanned document includes the whole Outcome Agreement with all pages in order; and
- you do not annotate the Outcome Agreement other than in the designated areas. If you have any additions please contact me.

When forwarding your invoice please ensure:

- the invoice is completed with the specified amount as per IRD guidelines; and
- if you have not done so previously, a blank bank deposit slip is supplied.

This Outcome Agreement will not come into force until it is signed by both Parties. A copy will be emailed to you at [REDACTED] once signed on behalf of the Crown.

Ministry for Vulnerable Children, Oranga Tamariki cannot guarantee the on-going funding of services or otherwise make more money available after the expiry of the attached Outcome Agreement.

## Further Information

All services in the Outcome Agreement have corresponding service specifications/guidelines. The latest versions are available online as follows:

[www.msd.govt.nz/about-msd-and-our-work/publications-resources/service-guidelines/index.html](http://www.msd.govt.nz/about-msd-and-our-work/publications-resources/service-guidelines/index.html)

## Any questions?

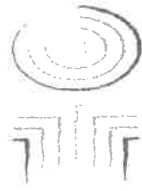
If you have any queries about the contents of this letter or the Outcome Agreement please contact me. If you do not wish to enter into this Outcome Agreement, please let me know as soon as possible.

Nāku iti nei, nā

[REDACTED]  
Advisor, National Providers and Services  
[REDACTED]

Section 9(2)(a) of the Act

Released under the Official Information Act 1982



**ORANGA  
TAMARIKI**  
Ministry for Vulnerable Children

**Outcome Agreement**

**Between**

**Ministry for Vulnerable Children, Oranga Tamariki  
(MVCOT)**

**and**

**KidsCan Charitable Trust**

<b>Outcome Agreement Number</b>	326491
<b>Commencement Date</b>	01 July 2017
<b>Expiry Date</b>	08 December 2017
<b>Total Outcome Agreement Price (excluding GST)</b>	<b>\$319,999.00</b>

Please note these payments exclude GST. However, payments for GST registered providers will have GST added subject to the terms and conditions of this Outcome Agreement.

Released under the Official Information Act 1982

# Outcome Agreement

## Parties

The Sovereign in right of New Zealand acting by and through the Chief Executive of the Ministry for Vulnerable Children, Oranga Tamariki (**Purchasing Agency**).

**KidsCan Charitable Trust** incorporated under the Charitable Trusts Act 1957 and having its registered office at 38F Apollo Drive, Rosedale, North Shore City 0632 (**the Provider**).

## Introduction

- A The Framework Terms and Conditions (2<sup>nd</sup> edition) are part of this Outcome Agreement. The Framework Terms and Conditions are available at [www.procurement.govt.nz](http://www.procurement.govt.nz)
- B This Outcome Agreement describes the:
- (i) Outcome to be achieved;
  - (ii) Services that the Provider will provide to contribute towards achieving that Outcome; and
  - (iii) the performance measurement framework to assess the provision of the Services, and whether the Services have contributed towards achieving the Outcome.
- C The Purchasing Agency engages the Provider to provide the Services on the terms of this Outcome Agreement (including the Framework Terms and Conditions).

## It is agreed:

### 1 Relationship between this Outcome Agreement and the Framework Terms and Conditions

- 1.1 This Outcome Agreement is deemed to incorporate and be governed by the Framework Terms and Conditions (as added to or modified in accordance with clause 9 of this Outcome Agreement).
- 1.2 Unless the context otherwise requires, all terms defined in the Framework Terms and Conditions have the same meaning in this Outcome Agreement.
- 1.3 The Introduction above forms part of this Outcome Agreement.

### 2 Term of this Outcome Agreement

- 2.1 This Outcome Agreement will commence on 01 July 2017 and end on 30 June 2018 unless extended pursuant to clause 2.2 or terminated earlier in accordance with the Framework Terms and Conditions.
- 2.2 The Purchasing Agency may extend the term of this Outcome Agreement for further periods by giving the Provider notice it wishes to extend the term, at least 30 days before the date when the term would otherwise expire.

### **3 Services**

- 3.1 The Provider will provide the Services described in Appendix 1.
- 3.2 In providing the Services, the Provider will meet or exceed any performance measures set out in the Provider Return Report/s attached to this Outcome Agreement and/or provided electronically by the Purchasing Agency. The performance measures will be used to determine whether the Provider has been successful in delivering each Service in accordance with this Outcome Agreement so as to contribute toward achieving the Outcome linked to each Service.
- 3.3 In providing the Services, the Provider must follow the reasonable directions of the Purchasing Agency. Such directions must be consistent with the terms of this Outcome Agreement.

### **4 Payment**

- 4.1 Subject to the Purchasing Agency's rights under the Framework Terms and Conditions relating to the Recovery, Reduction or Suspension of Payments, the Purchasing Agency will pay the Provider for the Services the amounts, and at the times specified in Appendix 5.

### **5 Contract management**

- 5.1 The contract management arrangements for this Outcome Agreement (including monitoring, reporting and audit) are set out in Appendices 2 to 4.
- 5.2 The Provider and Purchasing Agency will comply with all applicable obligations under Appendices 2 to 4.

### **6 New IP**

- 6.1 If, contrary to the intellectual property clauses in the Framework Terms and Conditions, any New IP that is to be owned by the Purchasing Agency will be recorded in Appendix 6.
- 6.2 Any agreed uses of New IP are recorded in Appendix 6.

### **7 Privacy of personal information**

- 7.1 The details of any personal information that will be shared between the Purchasing Agency and the Provider, and any agreed approach to the management of such information, are recorded in the associated Service Specifications and/or Guidelines.



## 8 Relationship Managers and contact details

8.1 Each party's postal address, email address, phone number and Relationship Manager details is set out below:

### Purchasing Agency:

Relationship Manager: [REDACTED]  
Designation: Advisor, National Providers and Services  
Address: PO Box 1556, Wellington 6140  
Phone: [REDACTED]  
Email: [REDACTED]

Section 9(2)(a) of the Act

### Provider:

Relationship Manager: Julie Helson  
Designation: Chief Executive Officer/ Founder  
Address: PO Box 31646  
Milford  
North Shore City 0741  
Phone: [REDACTED]  
Mobile Phone: [REDACTED]  
Email: [REDACTED]

Section 9(2)(a) of the Act

**9 Changes or additions to the Framework Terms and Conditions**

9.1 The Provider and Purchasing Agency agree to amend the Framework Terms and Conditions as set out in Appendices 7 and 8.

9.2 Except as set out in Appendices 7 and 8, the Framework Terms and Conditions remain in full force and effect in relation to this Outcome Agreement.

**Signatures**

**Ministry for Vulnerable Children, Oranga Tamariki**

**Signed by** Peter MacAulay Manager Planning & Performance /Partnership Relationships

I have a delegation under section 41 of the State Sector Act 1988 to sign for the Ministry for Vulnerable Children, Oranga Tamariki.

\_\_\_\_\_  
Signed Date

**KidsCan Charitable Trust**

**Signed by** Julie Chapman Chief Executive Officer / Founder

I have authority to sign for KidsCan Charitable Trust and confirm this Outcome Agreement has not been altered from what was first provided by the Purchasing Agency.

\_\_\_\_\_  
Signed Date

Released under the Official Information Act 1982

## Appendix 1 – Services and Outcomes

<b>Outcome (Population)</b>
<p>By providing the Services under this Outcome Agreement, the Provider will be contributing towards the following Ministry for Vulnerable Children, Oranga Tamariki outcomes:</p> <ul style="list-style-type: none"> <li>• Safety – children are not hurt as the result of our actions or inaction;</li> <li>• Stability – children are in a consistent, supportive, loving environment;</li> <li>• Security – children have access to essential resources and services;</li> <li>• Wellness – children are supported to reach their potential and connect with the wider community;</li> <li>• Development – children are achieving their potential; and</li> <li>• Thriving independence – children and families are successful in their transition out of direct help from the Ministry.</li> </ul>

The following Service/s are to be provided in accordance with the relevant Service Specifications and/or Guidelines (available online on [www.msd.govt.nz/about-msd-and-our-work/publications-resources/service-guidelines/index.html](http://www.msd.govt.nz/about-msd-and-our-work/publications-resources/service-guidelines/index.html))

<b>Detailed Service Description</b>	<b>Service Location</b>	<b>Quantity of Service</b>	<b>Unit of Service</b>	<b>Outcome Agreement Price</b>
To support the general wellbeing of children in schools by providing a headlice treatment programme called 'KidsCan Nit Busters programme'.	New Zealand	110	School	\$319,999.00
<b>Total</b>				<b>\$319,999.00</b>

Please note these payments exclude GST. However, payments for GST registered providers will have GST added subject to the terms and conditions of this Outcome Agreement.

## Appendix 2 – Monitoring by the Purchasing Agency

<b>Service</b>	<b>Financial Year of Visit</b>	<b>Monitoring or Support Visit Due Date</b>
<b>Nit Busters Programme</b>	F2018	15 October 2017 or as otherwise agreed between the Parties.
	F2018	15 April 2018 or as otherwise agreed between the Parties.

### Appendix 3 – Regular reporting by the Provider

The Provider shall provide the Purchasing Agency Relationship Manager with the following reports and information as specified in the table below and in accordance with the Service Specifications and/or Guidelines.

Service	Reporting Required	Date Due	Period Covered by the Report
<b>Annual Reporting</b>			
Nit Busters Programme	Attached as Appendix 9	01 February 2018	01 July 2017 to 08 December 2017.

### Appendix 4 – Regular Audits or Accreditation of the Provider

Audit or Accreditation Review: Social Sector Accreditation Standards Level of Approval	Review Cycle Frequency (risk dependent)
Level One	6 months - 1 year
Level Two	2 years
Level Three	2 - 3 years
Level Four (Self-Assessment)	2 years
Level Five (Self-Assessment)	N/A

### Appendix 5 – Payment for Service

Payment Number	Payment Date	Instalment Amount
1	Following the signing of this Outcome Agreement by both Parties and upon receipt of a valid Itemised Tax Invoice.	\$319,999.00
<b>Total</b>		<b>\$319,999.00</b>

Please note these payments exclude GST. However, payments for GST registered providers will have GST added subject to the terms and conditions of this Outcome Agreement.

### Appendix 6 – New IP

N/A

### Appendix 7 – Changes to the Framework Terms and Conditions

- 7.1 The Purchasing Agency and Provider agree that despite the provision on the accreditation reviews in the Framework Terms and Conditions (see clause 5.6 of the Framework Terms and Conditions), the Accreditation Review for Level One of the Social Sector Accreditation Standards will be every six months unless otherwise agreed by the Purchasing Agency (see Appendix 4 of this Outcome Agreement).

**Accreditation Status** means accreditation at levels 1 to 4 under the Social Sector Accreditation Standards.

## **Appendix 8 – Additional Terms to the Framework Terms and Conditions**

The Purchasing Agency and Provider agree that the following additional terms form part of this Outcome Agreement:

### **8.1 Social Sector Accreditation Status and Reviews**

- (a) The provider shall maintain its required Accreditation Status for the provision of Services for the term of this Outcome Agreement.
- (b) The Purchasing Agency shall disclose to the Provider any changes to the Social Sector Accreditation standards.
- (c) If the Provider's Accreditation is suspended, this Outcome Agreement will be suspended without further notice under the Framework Terms and Conditions. If the Provider's Accreditation is revoked or relinquished this Outcome Agreement will come to an end without further notice.
- (d) The Purchasing Agency may conduct an Accreditation Review of the Services, or the Provider's practices, operational and financial policies, procedures and systems.
- (e) The Purchasing Agency shall:
  - i. give the Provider at least two Business Days' notice of any Accreditation Review;
  - ii. visit during working hours or other reasonable times depending on the matter being reviewed; and
  - iii. provide the Provider with a copy of any report on the Accreditation Review.

### **8.2 Health and Safety at Work Act 2015**

The Provider will:

- (a) Consult, cooperate and coordinate with the Purchasing Agency to the extent required to ensure both Parties comply with their respective obligations under the Health and Safety at Work Act 2015 as they relate to the Outcome Agreement.
- (b) Perform its, and ensure that its Personnel perform their, obligations under the Outcome Agreement in compliance with its and their obligations under the Health and Safety at Work Act 2015.
- (c) Comply with all reasonable directions of the Purchasing Agency relating to health, safety and security.
- (d) Report any health and safety matters, as determined by the Purchasing Agency's Social Sector Accreditation Standards (for Levels 1 to 4 Service/s only), the Purchasing Agency's policy, or any notice issued under the Health and Safety at Work Act 2015, to the Purchasing Agency to the extent that it relates to, or affects, the Outcome Agreement.

8.3 Supporting the Children's Action Plan and Children's Teams, where there is a Children's team in your service delivery area.

- (a) part of the Children's Team in the role of Lead Professional. This request may occur if a child or children are already clients of the Worker, and were referred to a Children's Team, and it was determined by the Children's Team that the Worker was the most appropriate agent to act as a Lead Professional for that referral. In this case, the Provider will need to support the Worker to act in this capacity for the child or children.
- (b) If the Worker is acting as a Lead Professional for only one child or family at a time, this is considered to be part of their normal role as it does not change the case volume or client group. Where possible, keeping the Lead Professional case load to one is desirable, as it means the Worker is still available to perform their usual role in the community.
- (c) If the Worker is requested to join a Children's Team as a Lead Professional on a larger scale, the Purchasing Agency will liaise with the Provider about this provision. The Purchasing Agency and the Provider will agree on any service provision changes that may need to take place to reflect the Worker taking on a more significant Lead Professional role. This may be reflected in an Outcome Agreement, a Variation to an Outcome Agreement or in a Letter of Agreement.
- (d) Children's Team Lead Professionals require training and need to operate under the practices of the Children's Team. Training is provided by the Children's Team.

**Appendix 9 – Provider Report and Performance Measures**  
**KidsCan Charitable Trust Report Form for Period 01 July 2017 to 08 December 2017**

**Report Due Date**  
**01 February 2018**

Signed by: \_\_\_\_\_  
 Date: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Position: \_\_\_\_\_

Description of Service	Performance Measures (during the reporting period)	Quantity of Service	01 July 2017 to 08 December 2017
To support the general wellbeing of children in schools by providing a headlice treatment programme called 'KidsCan Nit Busters programme'.	Number of schools worked with or supported Total number of planned services provided to children	Report actual Report actual	

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<b>Provider narrative report – to support the data</b>
What is the "story behind the data"? (e.g. environmental factors impacting on client results including issues, gaps, overlaps and trends).
What are your areas for improvement towards achieving better results for clients (continuous improvement)?
Who are your partners that help you achieve results, and what joint activities have you participated in?
What combination of services do you think is most effective for your clients (if applicable)?
Provide examples of strategies or practices used to encourage 'hard to reach' clients to engage.
Provide an explanation of the variances (if any) between the volumes contracted and volumes delivered.

**Guidance notes:**

This information could be sourced through client (or agencies) feedback forms, provider assessments and service evaluations.

In providing the narrative, consider the following:

- Background and presenting problems
- The types of support given to bring about change
- The changes or differences made by the client or community e.g. knowledge, skills, attitude, behaviour and life circumstances.

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Hi [REDACTED]

Below is background information as requested. Happy to provide further information if required.

**Background**

KidsCan was created by Julie Chapman in 2005 with the mission of being 'the conduit for individuals, community, business and government to cooperate in providing food, clothing and basic healthcare in schools, enabling disadvantaged New Zealand children to reach their potential'.

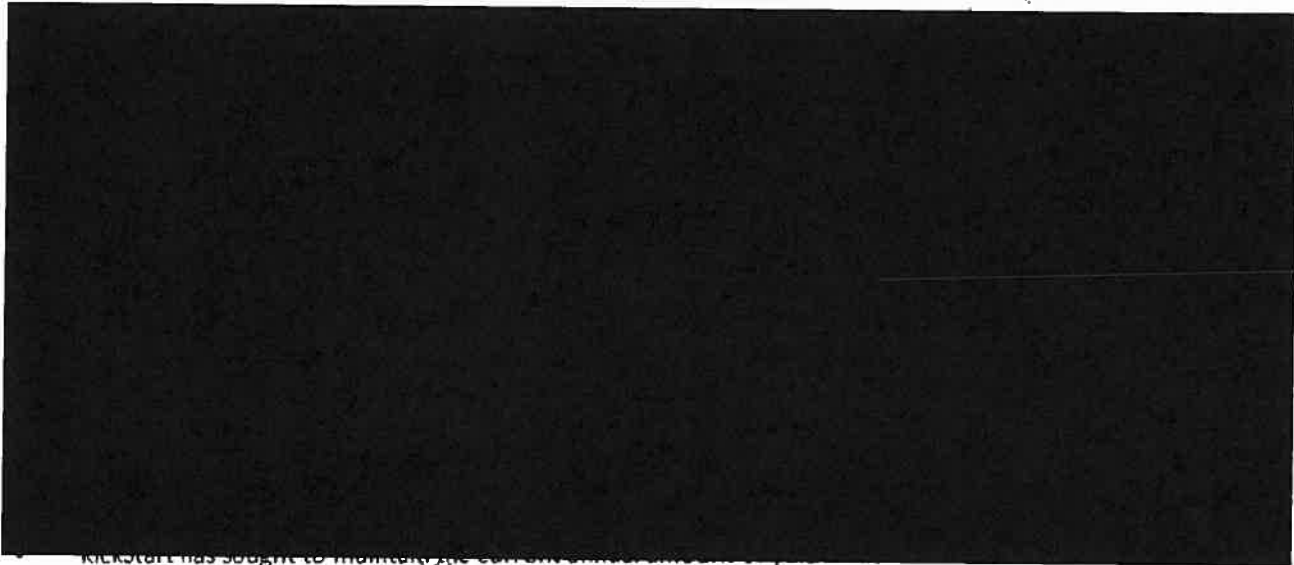
MSD began funding KidsCan in 2008, and MVCOT became the funder in 2017..

KidsCan provides support to children in 700 schools in deciles 1-4, and operates nationwide. It uses its funding to purchase at wholesale or heavily discounted prices a range of items: raincoats, shoes, socks, food, health and hygiene products such as treatment for head lice (the NitBusters programme), and female sanitary products.

KidsCan is one of two significant private / public partnerships within Oranga Tamariki, the other being KickStart where Fonterra and Sanitarium are the main partners.

KidsCan has built and retained significant support from corporate partners including Meridian Energy, the Warriors, the Trillian Trust, Tasti foods and Watties.

1988



Kickstart has sought to maintain the community...

**Ministry of Social Development (Community Investment: CI) and Ministry for Vulnerable Children Oranga Tamariki (MVCOT) funding for KidsCan Charitable Trust from 2014/15 to 2017/18**

**Funding received**

Service type	Service description	2014/15	2015/16	2016/17	2017/18
CI: Innovative Programmes	Provision of equipment such as raincoats, footwear and health and hygiene items for children in low decile schools throughout New Zealand.	\$500,001	\$500,001		
	This one-off grant is to purchase and distribute Feminine Hygiene Products for schools.	\$25,000			

CI: KickStart Project

	One-off funding to purchase and distribute Feminine Hygiene Products for Schools.			\$50,000	
	To provide access to food, raincoats, footwear, basic health care and hygiene items for children in hardship. The aim is to improve participation at school, learning ability, health, wellbeing and to enable children to participate at an equal level to their peers.			\$350,002	
	To support the general wellbeing of children in schools by providing a head lice treatment programme called 'KidsCan Nit Busters programme'.	\$885,907		\$452,625	
AVCOT: Support for food in schools programme	To provide access to food, raincoats, footwear, basic health care and hygiene items for children in hardship. The aim is to improve participation at school, learning ability, health, wellbeing and to enable children to participate at an equal level to their peers.				\$350,002
	To support the general wellbeing of children in schools by providing a head lice treatment programme called 'KidsCan Nit Busters programme'.				\$319,999
<b>Grand Total</b>		<b>\$525,001</b>	<b>\$1,385,908</b>	<b>\$852,627</b>	<b>\$670,001</b>

Released under the Official Information Act 1982

**Notes:**

- This report contains funding as at 6 November 2017.
- It contains only what has been planned and contracted to date. Funding in the current financial year is still subject to contracting and may alter.

Regards,

David



Section 9(2)(a) of the Act



Section 9(2)(g)(ii) of the Act

Have tried to call you, let me know if you



**All Historical CI and MYCOT Funding for KidsCan Charitable Trust**  
 • Funding data as at 13 December 2017. Funding in the current financial year is subject to contracting and may change.

Services Trust	Student National Office	Provider Services Description	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
CI: Family support services	Discretionary fund	To assist organisational capacity and sustainability.	\$320,000								
CI: Innovative Programmes	Innovative Programmes	Food for Schools Programme	\$180,000								
CI: Family Innovation fund	FACS Family Services - DCE	Food for Schools Programme		\$150,000							
CI: Head Lice Programme	Innovative Programmes	One off grant to support the general wellbeing of children in schools by providing a head lice treatment programme.					\$926,315				
CI: KidsStart Project	Innovative Programmes	Provision of equipment support raincoats, footwear and health and hygiene items for children in low decile schools throughout New Zealand					\$500,001	\$500,001	\$500,001		
		This one-off grant is to purchase and distribute Feminine Hygiene Products for schools.						\$25,000			
		One off funding to purchase and distribute Feminine Hygiene Products for Schools								\$50,000	
		To provide access to food raincoats, footwear, basic health care and hygiene items for children in hardship. The aim is to improve participation at school/learning ability, health, well-being and to enable children to participate at an equal level to their peers								\$350,000	
		To support the general wellbeing of children in schools by providing a headlice treatment programme called 'KidsCan Nit Busters programme'							\$885,907	\$452,625	
		To provide access to food, raincoats, footwear, basic health care and hygiene items for children in hardship. The aim is to improve participation at school/learning ability, health, well-being and to enable children to participate at an equal level to their peers									\$350,000
MYCOT: Support for food in schools programme	PFO - Planning & Performance	To support the general wellbeing of children in schools by providing a headlice treatment programme called 'KidsCan Nit Busters programme'									\$319,999
<b>Grand Total</b>			<b>\$480,000</b>	<b>\$150,000</b>	<b>\$150,000</b>		<b>\$1,426,315</b>	<b>\$525,001</b>	<b>\$1,385,908</b>	<b>\$882,625</b>	<b>\$670,000</b>

Under the Official Information Act 1982

[REDACTED]

**Funding History:**

- Since 2014/15 funding for KidsCan has come from the then Prime Minister's Fund, which is time limited and expires at the end of this financial year (June 2018)
- \$1.9 million per annum from the Prime Minister's Fund, has supported the following three programmes:
  - KidsCan's core programme of providing essential items (like shoes and raincoats) to decile 1 – 4 schools
  - KidsCan Nitbusters programme for lice products and treatment
  - the Kickstart breakfast-in-schools programme with Sanitarium and Fonterra to provide free breakfasts (milk and Weetbix) in schools. (This is not delivered by KidsCan)
- The amount KidsCan has received each year since 2014/15 has varied for two reasons:
  - Underspend on the Kickstart programme has been used to top up KidsCan funding (Kickstart had an initial budget of \$1.550 million p/a though typically only spends around \$1.1 million p/a)
  - The creation by KidsCan of the Nitbusters service alongside the core programme (as a new initiative to utilise some of the Kickstart underspend)
- The core KidsCan programme received \$500,001 p/a between 2013/14 and 2015/16, and has received \$350,000 per annum for the last two years (2016/17 and 2017/18)
- The Nitbusters programme received \$885,907 in 2015/16, \$452,625 in 2016/17 and \$320,000 in 2017/18
- One-off contributions to KidsCan's core programme for feminine products of \$25,000 in 2014/15 and \$50,000 in 2016/17 were also funded from the Prime Minister's Fund

Total time-limited funding to KidsCan for its two programmes from the Prime Minister's Fund over the past four years is set out in the table below:

	2014/15	2015/16	2016/17	2017/18
Core programme	\$500,001	\$500,001	\$350,000	\$350,000
Nitbusters	-	\$885,907	\$452,625	\$320,000
Feminine products	\$25,000	-	\$50,000	-
<b>TOTAL</b>	<b>\$525,001</b>	<b>\$1,385,908</b>	<b>\$852,625</b>	<b>\$670,000</b>

