

**Kiwisport Regional Partnership Fund**  
**Sport Southland Draft Investment Plan**

Period open for submissions from stakeholders and public:

Thursday 11<sup>th</sup> March to 12pm Friday 19<sup>th</sup> March 2010

Please submit comments/feedback to the Kiwisport Working Group via:

Yvette McKenzie  
Sport Southland  
PO Box 224  
Invercargill 9840



Question	SPARC expectations	RST response
<p><b>Who have you consulted with and how did you run your consultation to identify your community's priorities?</b></p>	<p>SPARC expects RSTs to consult with their community to identify and establish the priorities for using the fund.</p>	<p>Your response will need to cover:</p> <ul style="list-style-type: none"> <li>• how you consulted with your community;</li> <li>• which stakeholders were involved; and</li> <li>• how you determined the priorities for the fund from that consultation.</li> </ul> <p><b>Consultation undertaken October – December 2009:</b></p> <p><b>Public</b></p> <ul style="list-style-type: none"> <li>▪ Public Meetings: Provided overview on Kiwisport and discussed as a group a set of open questions asking about the barriers for children to play sport, the factors that help children to play sport, and their suggestions for how the RPF should be invested. <ul style="list-style-type: none"> <li>. Survey questions completed by attendees and collated in appendices. <ul style="list-style-type: none"> <li>• October 29 Invercargill – 7 attendees</li> <li>• November 2 Gore – 6 attendees</li> <li>• November 4 Winton – 5 attendees</li> <li>• December 2 Te Anau – 17 attendees</li> </ul> </li> </ul> </li> <li>▪ Online Questionnaire: Asked demographic questions and questions about perceived barriers and suggested solutions. Received 38 responses from nine different areas in Southland. Responses are collated in appendices.</li> </ul> <p><b>Schools</b></p> <ul style="list-style-type: none"> <li>• Teachers' Questionnaire: Sent to every teacher in Southland to provide data on their whole class of students. Online option was also available. <ul style="list-style-type: none"> <li>• 57% of schools responded: 47% of secondary schools (7/15) and 60% of primary schools (50/84).</li> <li>• Total of 346 responses received</li> <li>• Represents data from 6 906 students in Southland</li> <li>• Information collated in a summary report and included in appendices.</li> </ul> </li> <li>• Principals' Questionnaire: Sent to every principal in Southland. Asking qualitative information around how sport is promoted in their school, perceived barriers and suggested solutions.</li> </ul>

- 50% (50) of principals responded
- Parents and Students asked to contribute via short article/'blurb' in the school newsletter.
  - Responses from three families (No data captured regarding how many schools did/did not publish the article)
- Meeting with Secondary School Sports Coordinators 30<sup>th</sup> October.
- Secondary Schools Census information – provided by Southland Secondary School Sports (SSS): included participation rates of each school for males and females.
- Survey of Southland Secondary School students: Survey conducted by SSS asked questions including which sports being played by students. 268 responses from 5 schools were received.

#### **Sports Organisations**

- Meeting with Regional Sport Organisations – October 27<sup>th</sup> – attended by representatives from 30 RSOs. Covered overview of background to Kiwisport and discussion as a group of a set of open questions asking about the barriers for children to play sport, the factors that help children to play sport, and their suggestions for how the RPF should be invested. Information collated in a summary document.

#### **Programme Participants**

- Survey mailed to past and present Green Prescription Active Families (70+): responses from 13 families from six locations.
- Survey completed by ILT School Holiday Programme participants.
- Workshop with 22 Growing Leaders participants aged 14 – 16 years. Provided valuable information around the perspective of teenagers.

#### **Industry**

Relevant organisations and network groups have been consulted to gain a wide variety of perspectives. This includes the following organisations/groups:

- Southland Healthy Eating Healthy Action Reference Group
- Southland Healthy Eating Healthy Action Networking Group
- Local Maori Health and Social Service Agencies (Nga Kete Matauranga Pounamu Charitable Trust and Awarua Health and Social Services)
- Community funders (including Invercargill Licensing Trust, ILT Foundation and Community Trust of Southland)
- Representatives for new immigrants and minority ethnicities (Venture Southland -

- Settlement Support Coordinator and Southland Multinationals Council Coordinator)
- Southland Combined Disabilities Group

In addition, regular letters and emails have kept stakeholders and key audiences informed of Kiwisport, the consultation process and our timelines. The general public has also been kept well informed via local media.

For more information and data obtained during consultation, see the appendices for the document, '*Sport Southland KiwiSport Consultation 2009*'.

### **Determining the Priorities for the Regional Partnership Fund**

The information obtained through each of the various aspects of consultation was analysed in turn to identify key priorities. There were some differences between certain audiences e.g. secondary school versus primary school, however four areas of need were identified consistently throughout the consultation process from a wide range of stakeholders. For more information and data obtained during consultation, see the document, '*Sport Southland KiwiSport Consultation 2009*'. The identified key priorities are:

- **Cost** – Need to provide more cost effective sport opportunities
- **Transport** – An issue for both town and rural families; cost, time, availability, distance
- **Lack of Skills** – Children who don't have sufficient skills may not enjoy sport and might lack confidence to participate, or drop out
- **Coordination** – (Coordination, Organising, Communication and Recruiting Coaches) – Lack of coaches/coordination/organising as less teachers and parents/caregivers available to help out with sport, due to increased time pressure and lack of confidence to support sport.

Please note, the priorities are not listed in a particular order of importance but they are identified as the top four priorities from community consultation.

In March 2010 this draft plan outlining these priorities for the region and an investment plan for the KiwiSport Regional Partnership Fund in Southland was approved by the Board of Sport Southland. This draft Regional Partnership Fund Investment Plan was then disseminated with a request for submissions, and this process will finish on Friday 19<sup>th</sup> March.

		<p>The Kiwisport Working Group will take submissions into consideration in the final amendments to the plan before submitting to SPARC for final approval and sign off to receive the regional partnership funds.</p>
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<p><b>How are the goals of the RPF reflected in your plan? What outputs are you seeking through the RPF?</b></p>	<p>SPARC expects the fund to be allocated to partnership projects that will contribute to:</p> <ul style="list-style-type: none"> <li>• more school-aged kids participating in organised sport;</li> <li>• more participation opportunities; and</li> <li>• better skills for participation.</li> </ul>	<p>Your response will need to cover:</p> <ul style="list-style-type: none"> <li>• what your community's priorities are;</li> <li>• how the priorities for your community contribute to the outcomes sought from the RPF; and</li> <li>• the partnerships being supported through the fund.</li> </ul> <p><b>Our Community's Priorities</b></p> <ul style="list-style-type: none"> <li>• <b>Cost</b> – The community has strongly voiced a need for the provision of more cost effective sport opportunities. In the consultation questionnaire with teachers in Southland, 46% of the 346 teachers stated cost as a barrier for children to play sport. All other avenues of consultation also discussed cost as a major barrier. Commonly mentioned aspects of cost were fees, 'subs', expense of travel to practices/games, and equipment. The investment of the Regional Partnership Fund in Southland will provide sport opportunities for children for which the cost barrier is removed.</li> <li>• <b>Transport</b> – Transport was raised as a main barrier for children to play sport due to cost, time, availability, and distance issues. 43% of teachers who replied to the questionnaire mentioned transport issues as a barrier to sport for children. The range of consultation showed transport is an issue for both rural and urban children and families. The investment of the Regional Partnership Fund in Southland will provide sport opportunities in locations that reduce the need for travel and transport by taking the sport to the school or local area. At the same time we recognize that the SPARC Rural Travel fund is also available and hence the projects are designed to complement rather than duplicate what already exists.</li> </ul>
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- **Lack of Skills** – Most individuals and organisation representatives consulted highlighted the lack of skills of some children as a barrier for those children to partake in sport. The exception is primary school teachers, of whom only 10% mentioned either lack of skills or fitness as a barrier for children. Despite this anomaly in opinions, the resounding view from the region as a whole was that in many instances children do not possess sufficient skills to enjoy sport and be confident to participate, and may drop out. The investment of the Regional Partnership Fund in Southland will develop the fundamental movement skills of school aged children so they possess the skills to enjoy any range of sports in future.
- **Coordination** – (Coordination, Organising, Communication and Recruiting Coaches) There is a lack of individuals coaching/coordinating/organising as less teachers and parents/caregivers are available to help out with sport, due to increased time pressure and lack of confidence to support sport. The investment of the Regional Partnership Fund in Southland will address this issue.

**How the priorities for our community contribute to the outcomes sought from the RPF:**

The four priorities listed above align with the three objectives of KiwiSport:

- Increase the numbers of school-aged children participating in organised sport during school, after school and by strengthening links with sports clubs
- Increase the availability and accessibility of sport opportunities for all school aged children
- Support children in developing skills that will enable them to participate effectively in sport at both primary and secondary.

- as reducing these barriers (cost, transport, lack of skills, lack of coaching/coordination) will lead to more children participating in organised sport and children having more sport opportunities and better skills.

In accordance with the guidance provided by SPARC to Regional Sports Trusts regarding investment of the Regional Partnership Fund, all activities undertaken as part of either the non-contestable or contestable funding must adhere to a set of requirements. These requirements are to meet the needs of the community, leverage additional contributions, and build and strengthen linkages/partnerships between schools, community and sport organisations.

**Partnerships being supported through the fund:**

The investment of the Regional Partnership Fund will build and support partnerships between Southland's schools, sports organisations, community organisations and funders, Southland Secondary School Sport and Sport Southland.

Primary schools, Sport Southland, Southland Secondary School Sport, regional sports organisations and sport clubs will be collaborating on four projects (as outlined in detail below) 1) Developing Fundamental Skills 2) Primary School Cluster Coordinators 3) Four Sports Development Officer and 4) Sport In Schools (Year 1:2011 - Basketball). Within these projects, relationships and partnerships will also be developed through the requirement for each partner to bring in outside investment; hence partnerships may be created with local business, community groups, and other avenues for funding. Building partnerships is a key emphasis of these projects, for instance the criteria for the Primary School Cluster Coordinators requires at least three partners to be involved to apply for this funding.

Secondary schools, Southland Secondary School Sports, and Sport Southland via the Kiwisport Working Group, will collaborate with regards to the allocation of some funding towards the secondary school sports coordinators as outlined below.

As highlighted above and in detail in the following section, regional sport organisations (RSOs) are key partners in the investment of the KiwiSport Regional Partnership Fund in Southland. Where it is most suitable and useful for the success of the project, local sport clubs will also be involved with the outlined projects especially the Four-Sports Development Officer and Primary School Cluster Coordinators. In addition, support for the involvement of RSOs by their respective national sport organisations (NSOs) has been or will be sought.

The contestable portion of the Regional Partnership Fund also encourages building partnerships as applicants who involve several key partners will be favoured over applications from individual organisations.

The set of projects outlined below are pilot projects; at this stage the pilot projects cover selected areas with a limited number of schools and partners. Evaluation will be conducted to gauge the success of these pilot projects. The Invercargill Licensing Trust, ILT Foundation and Community Trust of Southland have indicated that their investment in KiwiSport will

		<p>depend on the success of year 1 of KiwiSport in Southland. If these pilot projects and the outcomes of the Regional Partnership Fund investment are successful and differentiated from the outputs currently funded by community funders, then there is opportunity for community funding to grow the scope of activities funded by the KiwiSport Regional Partnership Fund in Years 2, 3, 4 and outyears. At this point it may also be possible to recruit further financial partners within the community by highlighting the successful results of the pilot projects.</p>																								
<p><b>What method will you use to distribute the fund and why?</b></p>	<p>SPARC expects RSTs to provide a clear and robust rationale for its proposed approach. For example, decisions relating to:</p> <ul style="list-style-type: none"> <li>percentages allocated to different groups;</li> <li>using a mix of allocation methods and so on.</li> </ul>	<p>Your response will need to cover:</p> <ul style="list-style-type: none"> <li>a detailed explanation of how you will allocate the fund;</li> <li>why you have opted for that approach over others; and</li> <li>how you intend to ensure transparency around decision-making.</li> </ul> <p><b>How the Regional Partnership Fund will be allocated:</b></p> <p>The total Regional Partnership fund for Year 1 of KiwiSport is divided into a 80/20 split of non-contestable and contestable funding as follows:</p> <table border="1" data-bbox="894 821 2011 1334"> <thead> <tr> <th data-bbox="894 821 1264 886"><b>NON CONTESTABLE FUNDS (80% of total RPF)</b></th> <th data-bbox="1272 821 1629 886"></th> <th data-bbox="1638 821 2011 886">Target area for Pilot Project in Year 1 of Kiwisport:</th> </tr> </thead> <tbody> <tr> <td data-bbox="894 886 1264 951">Developing Skills in Primary Schools</td> <td data-bbox="1272 886 1629 951">\$40 000</td> <td data-bbox="1638 886 2011 951">Cenral, Western, Northern and Southern Southland</td> </tr> <tr> <td data-bbox="894 951 1264 1016">Primary School Cluster Sports Coordinators</td> <td data-bbox="1272 951 1629 1016">\$30 000</td> <td data-bbox="1638 951 2011 1016">Open to Expressions of Interest from all Southland</td> </tr> <tr> <td data-bbox="894 1016 1264 1081">Four-Sports Development Officer in Schools</td> <td data-bbox="1272 1016 1629 1081">\$20 000</td> <td data-bbox="1638 1016 2011 1081">Eastern Southland</td> </tr> <tr> <td data-bbox="894 1081 1264 1146">Sport in Schools (Year 1: Basketball)</td> <td data-bbox="1272 1081 1629 1146">\$10 000</td> <td data-bbox="1638 1081 2011 1146">Low-decile schools in South Invercargill</td> </tr> <tr> <td data-bbox="894 1146 1264 1211">Secondary School Sports Coordinators</td> <td data-bbox="1272 1146 1629 1211">\$ 8 000</td> <td data-bbox="1638 1146 2011 1211">Certain secondary schools</td> </tr> <tr> <td data-bbox="894 1211 1264 1276"><b>CONTESTABLE FUNDS (20% of total RPF)</b></td> <td data-bbox="1272 1211 1629 1276">\$27 000</td> <td data-bbox="1638 1211 2011 1276"></td> </tr> <tr> <td data-bbox="894 1276 1264 1334"><b>ANNUAL TOTAL YEAR 1</b></td> <td data-bbox="1272 1276 1629 1334"><b>\$135 000</b></td> <td data-bbox="1638 1276 2011 1334">Opportunity open to all Southland area</td> </tr> </tbody> </table>	<b>NON CONTESTABLE FUNDS (80% of total RPF)</b>		Target area for Pilot Project in Year 1 of Kiwisport:	Developing Skills in Primary Schools	\$40 000	Cenral, Western, Northern and Southern Southland	Primary School Cluster Sports Coordinators	\$30 000	Open to Expressions of Interest from all Southland	Four-Sports Development Officer in Schools	\$20 000	Eastern Southland	Sport in Schools (Year 1: Basketball)	\$10 000	Low-decile schools in South Invercargill	Secondary School Sports Coordinators	\$ 8 000	Certain secondary schools	<b>CONTESTABLE FUNDS (20% of total RPF)</b>	\$27 000		<b>ANNUAL TOTAL YEAR 1</b>	<b>\$135 000</b>	Opportunity open to all Southland area
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## NON-CONTESTABLE FUNDING: PILOT PROJECTS

### 1. Developing Skills in Primary Schools

A project delivering skills sessions to schools in Southland will develop the fundamental skills of children at participating schools. In Year 1 this will take the form of a 0.5 FTE position employed by Athletics Southland delivering a fundamental skills programme based on “Run Jump Throw” to selected primary schools in Southland, at no cost, with no transport required. Schools identified at this point are those in Southern, Western, Northern and Central Southland and the programme will be delivered to children in school Years 1-4 (5 – 9 years old). There is opportunity to expand this pilot project in the second, third, and fourth years of Kiwisport, and outyears, to encompass further schools and various fundamental skills, possibly including Learn to Swim and/or Gymsports Fundamental Skills. Sustainability of this project relies on continued funding and expansion relies on growth in funding.

**Meets community priority: Lack of skills, and Kiwisport objectives.**

### 2. Primary School Cluster Sports Coordinators

This portion of the non-contestable fund is directed to primary schools to form ‘clusters’ (partnerships of at least three schools). Together, this cluster would provide an Expression of Interest for how they would collaborate to meet the objectives of Kiwisport and the identified areas of need in the Southland community. This could be a sports coordinator, or based around coordinating a sport programme, event or lunchtime activity, or other initiative. This project places an emphasis on building partnerships. This project also places emphasis on leveraging funding through the requirement for the ‘clusters’ of schools to match funding received at a rate of dollar per dollar totalling \$30 000.

**Meets community priorities: Coordination (Coordination, Organising, Communication, Recruiting Coaches), and Kiwisport objectives.** Within their work undertaken, coordinators will also be providing children with opportunities for sport with no/little cost or transport barriers, which will in turn help develop skill levels.

### 3. Four-Sports Development Officer in Schools

A project providing sport opportunities including skill development and organised competition, reducing cost and transport barriers where applicable, will meet each of the identified areas of need in Southland. This project involves a development officer taking four sports to schools over a 1 year period, focusing on one sport for each school term.

A vital aspect is that the sports delivered in the schools will be sustainable in the long term. In Year 1 this will take the form of a pilot project, appointing an individual to coordinate sport specific skills and organised competitions in Eastern Southland, targeting Year 5-6 students. Southland Table Tennis and Badminton Southland were two proactive regional sport organisations (RSOs) to approach the Kiwisport working group and both can commit funds towards the project at a ration of dollar per dollar. Research by SPARC (Active NZ Survey, 2008) indicates that table tennis and badminton are commonly played by adult New Zealanders in comparison to other 'mainstream' sports such as rugby, outdoor football (soccer), volleyball and squash. Facilities and equipment required to play table tennis and badminton are reasonably minimal and available in the eastern Southland community in schools and local halls. In addition, table tennis and badminton are not gender-specific sports i.e. they are enjoyed equally and commonly by both males and females. In summary, both of these RSOs have potential to raise their profile and playing numbers in the eastern Southland community which will in turn meet the three Kiwisport objectives. The initial approach from Table Tennis & Badminton to be involved for one school term each will be expanded to encompass another two sports over a calendar year, so in total four sports will be delivered in the eastern Southland area over the four school terms, one sport per term. To identify the additional two sports involved, This project will leverage funding through the requirement that sports involved match the RPF funds dollar per dollar, totalling \$20 000 from the four sports involved and \$20 000 from the RPF.

**Meets community priorities: Cost, Transport, Coordination, and Lack of Skills, and Kiwisport objectives.**

#### **4. Sport in Schools – Year 1 (2011): Basketball**

As above, a project providing sport opportunities including skill development and organised competition, reducing cost and transport barrier, meets each of Southland's four identified priorities. In this project working in close partnership with a regional sport organisation enables such an opportunity to reach the schools in a targeted geographic area of need, with the additional aspect of role modelling and coaching provided by regional franchise team members. In Year 1 of Kiwisport in Southland, this takes the form of a collaboration with the Southland Basketball Association and their Southland Sharks players. Basketball has been chosen as the pilot project sport for several reasons including: 1) Basketball is a popular sport worldwide 2) Participation in basketball is not effected by socioeconomic status (for New Zealand adults) (SPARC, 2008) 3) Basketball requires little equipment to practice and play 4) Basketball is a sport enjoyed equally by

both male and females 5) Basketball is a sport currently experiencing growth in profile and popularity in Southland which this project can capitalise on 6) Southland Basketball Association, with the assistance of the Invercargill Licensing Trust, are able to provide Southland Sharks players to deliver skills sessions in schools. This pilot project is targeted at children in school Years 3-4 (7 – 9 years old) and school Years 7-8 (11 – 13 years old) students in a lower socio-economic area i.e. South Invercargill and Bluff. Subject to buy-in from schools, the project will be applied to nine schools during Term 2 of the school year. Due to the timing of Sport Southland receiving the RPF, this project will begin Term 2 of 2011 if it is too late to begin in Term 2 2010. If the pilot project is successful, there is scope in future to broaden to encompass more schools, more areas, and different regional sport organisations, with the focus on low-decile schools likely to remain.

**Meets community priorities: Cost, Transport, and Lack of Skills, and Kiwisport objectives.**

#### **5. Secondary School Sports Coordinators**

Secondary schools receiving a shortfall in investment via the Kiwisport direct funding compared to the previous Sportfit funding will be looked at on an individual case basis. An allocation of funding from the Regional Partnership Fund will be determined by the number of hours the sports coordinator has been employed in 2010, investment in the sport coordinator position by the school, the amount of direct funding the school has received via Kiwisport and planning initiatives and targets that are being undertaken to support the three principal KiwiSport objectives. A Memorandum of Agreement will be signed off between the school and Sport Southland.

**Meets community priorities: Coordination (Coordination, Organising, Communication, Recruiting Coaches), and Kiwisport objectives.**

#### **CONTESTABLE FUNDING:**

- **Contestable Kiwisport Fund**

A sum of funding totalling 20% of Southland's regional partnership fund is allocated to support small innovative projects that share the same objectives as Kiwisport. This is a relatively small sum of funds and therefore the formal application process will take place annually. It is envisaged the timing of the application process will align with other funders. In this formal application process, applicants will be required to meet a certain set of criteria in order to successfully receive funds. These criteria will be based on the priorities of the Southland community so applicants will need to show how they are helping to

overcome the barriers of cost, transport, lack of skills, and lack of coordination. They will also be required to meet the objectives of Kiwisport and Kiwisport philosophy, including an emphasis on building partnerships and leveraging funding.  
Meets priorities: All – will vary depending on the applications

### **Why We Have Opted For This Approach Over Others**

Attendees of the Public Meetings held in Invercargill, Winton, Gore and Te Anau were asked whether they preferred the Regional Partnership Fund to be allocated in a non-contestable method, contestable method, or a mix of both. The most common response (44%) stated a preference for the fund to be allocated via a mix of contestable and non-contestable funding. A further 31% preferred entirely non-contestable, meaning only 25% preferred a wholly contestable method of allocating the fund. While specific percentages for mixed-method allocation were not outlined on most responses received from attendees, all of those preferring mixed-method allocation specified a preference for “the majority to be non-contestable, with a smaller portion contestable”, with one response specifically suggesting a split of 80:20 non-contestable:contestable. In summary, the most preferred option for allocating the fund according to responses from attendees at public meetings was a mixed method weighted towards non-contestable funding.

In addition, Southland as a region already have a large amount of contestable funding available, approximately \$22 million of which \$12 million is available for sport, so the demand for a fully contestable fund is effected by this. However in the current approach small, innovative sport projects specific to the Kiwisport objectives will still have access to apply for 20% of the total Regional Partnership Fund.

The fund is invested in a mix of projects spread geographically around the Southland area, meeting the specific needs identified through consultation. For example, schools in the city of Invercargill already have access to a skills development programme so the Kiwisport Skills Development pilot project is planned for central, western, northern and southern Southland (rural areas). Likewise, eastern Southland has been identified as the best area to pilot the Kiwisport Four-Sports Development Officer into schools, as Eastern Southland is an area with excellent facilities to utilise for this project and a proactive community. Attention has also been paid to ensure there is investment both urban and rural, additionally schools, clubs and organisations throughout the entire region could benefit from the Contestable Fund or Primary School Cluster Coordinators.

		<p>A key point to note is that in Year 1 of Kiwisport, these projects will occur in certain specific areas with certain sports or programmes. However it is expected that from Year 2 onwards, as more partners come on board and support is gained from community funders (assuming the programmes are achieving successful outcomes), the scope of these projects will extend to further areas, communities, and children.</p> <p><b>Ensuring Transparency Around Decision Making</b></p> <p>To ensure transparency around decision making, the following processes will take place:</p> <ul style="list-style-type: none"> <li>• The contestable portion of the fund will have: <ul style="list-style-type: none"> <li>○ Set criteria (see appendix 2: Draft Criteria for the Kiwisport Regional Partnership Fund Contestable Fund in Southland)</li> <li>○ A formal application process</li> <li>○ Decisions made by a committee of representatives from the primary school sector, secondary school sector, and Sport Southland</li> <li>○ Public notification of successful and non-successful applications</li> <li>○ After the initial 12 months, the process will be reviewed.</li> </ul> </li> <li>• Management and administration of all projects stemming from the Kiwisport Regional Partnership Fund will report back to a steering group or Sport Southland CEO to ensure that projects are meeting the identified community priorities and Kiwisport objectives.</li> <li>• The public and stakeholders will be kept informed of decisions and progress via regular: <ul style="list-style-type: none"> <li>○ Media releases</li> <li>○ Regular communication with regional sport organisations</li> <li>○ Updates in the Sport Southland Active Youth newsletter</li> <li>○ Updates in the regional HEHA newsletter</li> <li>○ A Kiwisport webpage on the Sport Southland website</li> </ul> </li> <li>• Separate Kiwisport financial details in the Sport Southland Annual Report showing income and expenditure and money to be accrued.</li> </ul>
<p><b>How will you inform the community of the process</b></p>	<p>SPARC expects interested parties to be</p>	<p>Your response will need to cover:</p> <ul style="list-style-type: none"> <li>• what information has been provided to the community;</li> </ul>

<p><b>for allocating the fund and the allocation outcomes?</b></p>	<p>able to understand the philosophy, purpose, process, priorities and outcomes of the RPF in your region.</p>	<ul style="list-style-type: none"> <li>• how the information has been distributed; and</li> <li>• how you will inform the community of the allocation outcomes.</li> </ul> <p><b>What information has been provided to the community and how the information has been distributed:</b></p> <p>The public and relevant stakeholders have been regularly updated with information regarding Kiwisport, including the philosophy, purpose, objectives and process with respect to both the direct fund and regional partnership fund. This includes:</p> <ul style="list-style-type: none"> <li>• Media release published in regional newspaper</li> <li>• Detailed information on Sport Southland website</li> <li>• Background document provided to stakeholders, community funders, and attendees of public meetings</li> <li>• Background document and overview to all regional sports organisations who attended the RSO's meeting</li> <li>• Letters and overview sent to all school principals in the region</li> <li>• Short overview provided to every teacher in the region, past and present participants of Green Prescription Active Families, past participants of the ILT School Holiday Programme (at the beginning of the questionnaires they were requested to complete)</li> <li>• Verbal overview given to participants of Growing Leaders within a workshop session</li> <li>• Verbal updates and overview document provided to stakeholders via the meeting of secondary schools sports coordinators, regional HEHA network meeting, Southland HEHA reference group, Southland Combined Disabilities group, Southland Interagency forum</li> <li>• Article in the Sport Southland Active Youth newsletter which is available online and hardcopy sent to every school in Southland and relevant stakeholders</li> <li>• Article in the Southland HEHA newsletter which is emailed to a network of contacts in the nutrition and physical activity health promotion sector in Southland</li> <li>• Update sent in letter to stakeholders in December</li> <li>• Meetings with community organisations who were involved in the consultation including Maori health and social service organisations, Venture Southland, and Southland Multi-Nations Council.</li> </ul> <p>The update of progress, outline of priorities and draft of the Regional Partnership Fund Investment Plan were distributed to stakeholders and publicised to public in the via the</p>
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following methods:

- Media release published in regional newspaper
- Detailed information on Sport Southland website
- Update document, hardcopy of draft plan and invitation to submit comment provided to stakeholders including:
  - Regional Sport Organisations
  - Relevant National Sport Organisations
  - Schools
  - Community Funders
  - Local Authorities
  - Southland Regional HEHA Manager
- Update, draft plan and invitation to submit comment emailed to:
  - All attendees of public meetings who had requested to see a copy of the draft plan and provided contact email address
  - Other members of the public who had requested to see a copy of the draft plan
  - Secondary school sports coordinators
  - Members of the regional HEHA network
  - Members of the Southland HEHA reference group
  - Members of the Southland Combined Disabilities Group
  - Contacts within local authorities
  - Managers of Nga Kete Matauranga Pounamu and Awarua Health and Social Services
  - Manager of Pacific Island Advisory and Cultural Trust
  - Member agencies of the Southland Interagency Forum
  - Venture Southland
  - Southland Multi-Nations Council
- Draft copy held at each of the public libraries in the Southland region and poster displayed to advertise its availability and encourage members of public to submit comment.

**How we will inform the community of the allocation outcomes:**

The community will be informed of the allocation outcomes via the following avenues:

- The final version of the Regional Partnership Fund Investment Plan will be available on the Kiwisport page of the Sport Southland website
- Successful and non-successful applicants to the contestable fund will be outlined in a

		<p>media release and included on the KiwiSport page of the Sport Southland website</p> <ul style="list-style-type: none"> <li>• Progress of Kiwisport projects will be highlighted in: <ul style="list-style-type: none"> <li>○ Sport Southland website</li> <li>○ Media releases</li> <li>○ Sport Southland Active Youth newsletter</li> <li>○ Sport Development communication to RSOs</li> <li>○ Southland HEHA newsletter</li> <li>○ School newsletters where relevant</li> <li>○ Monthly report to Southland Interagency forum</li> <li>○ Any opportunity with audiences and public including meetings, events or workshops</li> <li>○ Sport Southland annual report, including financial details</li> </ul> </li> </ul>
<p><b>How will you monitor results? How are you going to measure the outputs that are delivered?</b></p>	<p>SPARC expects RSTs to monitor RPF investment but not in a way that is unnecessarily onerous.</p>	<p>Your response will need to cover:</p> <ul style="list-style-type: none"> <li>• the process you will use to monitor RPF investment;</li> <li>• what process you will use to manage poor performance;</li> <li>• how you will collect data to measure progress against outcomes;</li> </ul> <p><b>Process to monitor RPF investment and collecting data to measure progress against outcomes:</b></p> <p>Monitoring and evaluation are tasks that a Kiwisport manager/administrator would be responsible for, along with other responsibilities also. While there is clearly a need for management and administration of the Regional Partnership Fund, there is no funding from Kiwisport for these components. Hence in some form Sport Southland will provide a key contact for Kiwisport to oversee the ongoing monitoring and management of all projects stemming from the regional partnership fund. This may be a fulltime position or may only be part-time, which is still to be confirmed according to Sport Southland's 2010-2011 strategic investment. This key contact, reporting to the steering group or Sport Southland CEO as outlined previously, will be responsible for the monitoring of 1) Developing Fundamental Movement Skills Project 2) Primary School Cluster Coordinators 3) Four-Sports Development Officer in Schools 4) Sport in School (Year 1: 2011)– Basketball). The key contact will also seek further guidance from the SPARC Monitoring and Evaluation team.</p>

The Regional Sports Director at Southland Secondary School Sports will be responsible for the monitoring of the additional outputs required from secondary sports coordinators receiving additional funding from the RPF. The Regional Sports Director will report back to the steering group regarding the progress and outcomes achieved.

The Southland Kiwisport steering group or Kiwisport key contact, as mentioned previously, will be responsible for monitoring the progress of successful projects funded via the contestable portion of the RPF. Assistance and guidance will be provided to these successful applicants so they are able to use best practice in the evaluation of their projects.

The above projects will be monitored through some form of these basic processes:

- Establishing expectations/goals/aims
- From this, measurable targets are set e.g. Key performance indicators or milestones
- Measure the current status of the situation if possible/relevant
- Progress towards the targets is assessed at some regular time interval either by a written report or meeting/appraisal
- Regular formative evaluation to provide information on how successfully the project is being delivered and whether changes should be made
- At the end of the project, evaluate whether the targets were achieved and if possible evaluate whether this has resulted in achieving the aims of the project and/or Kiwisport objectives
- Review how the project was delivered and whether any changes would be recommended in future.

A strength of the evaluation of Kiwisport in Southland is that we currently have data from the consultation which provides a 'baseline' measure of current levels of children's participation in sport. The survey conducted with all schools in Southland will be repeated at the completion of Year 1 RPF Kiwisport projects so data from the two time-points (October 2009 and TBC month in 2011) may be compared. This data will be able to indicate any change in the rate of participation by school aged children in sport in Southland. With respect to secondary schools, secondary school sports census data will also provide an indication of change in the rate of secondary school students' participation in sport in Southland. Using this information and further monitoring as outlined above, a 12 month report will summarise all progress of RPF Kiwisport projects in Southland.

		<p>Overall the monitoring will show what has been achieved through the investment of the RPF in Southland without creating too much burden on involved partners.</p> <p><b>Process to measure poor performance:</b></p> <ul style="list-style-type: none"> <li>• To help avoid issues of poor performance, prior to contracting a partner we will ensure the capability of that partner to complete the contractual requirements.</li> <li>• As outlined above, regular contractual monitoring will be built into all contracts with partners to measure the level of performance.</li> <li>• At the earliest possible instance the key Kiwisport contact will identify issues of poor performance through regular contact with the partners involved in each project. If possible, issues identified early will be resolved to allow the project to continue and succeed.</li> <li>• The template contract provided by SPARC will provide a model to base contracts on, including the aspects of measuring and resolving poor performance.</li> </ul>
<p><b>What criteria have you set for partner contributions (in money or in kind)?</b></p>	<p>SPARC expects that RSTs will leverage co-investment</p>	<p>Your response will need to cover:</p> <ul style="list-style-type: none"> <li>• whether you have set minimum financial contribution levels for partners;</li> <li>• where additional investment might come from; and</li> <li>• what other contributions from partners you will recognise.</li> </ul> <p><b>Minimum financial contribution levels for partners:</b></p> <p>Primary School Cluster Coordinators: Clusters required to match RPF funding at a rate of dollar per dollar, totalling \$30 000. As a sum the \$30 000 from schools and \$30 000 from the RPF gives a total of \$60 000 for this project.</p> <p>Four-Sports Development Officer in Schools: Regional Sport Organisations (RSOs) required to contribute \$5 000 each, totalling \$20 000 from the RSOs and \$20 000 from the RPF.</p> <p>Secondary School Sports Coordinators: While a specific level has not been set, the financial contribution from the school will be considered when allocating the funds with greater relative contribution seen more favourably. The portion of the RPF allocated to secondary school</p>

sports coordinators in Year 1 is \$8 000.

Contestable Fund: Applications to the contestable fund will be judged according to a set of criteria, and this will include their ability to bring extra financial contribution to the project. Each year 20% of the RPF will be allocated to the contestable fund, in Year 1 this amount totals \$27 000.

**Where additional investment might come from:**

Community funders including the Invercargill Licensing Trust, ILT Foundation and Community Trust of Southland have indicated they may contribute to Kiwisport projects from Year 2 having had chance to assess the success of the pilot projects in Year 1.

Other possible avenues for additional funding include:

- Local authorities
- Corporate/Commercial sponsorship
- Charitable Trusts
- Maitaia Licensing Trust

**Other recognised contributions from partners:**

Developing Skills in Primary Schools: This partnership between Athletics Southland and the Regional Partnership Fund sees Athletics Southland employ an individual for 0.5FTE and the remaining 0.5FTE employed via the RPF. This means a suitably qualified and experienced person is available for the position, being fulltime, while the Kiwisport project is undertaken only in the 6 months funded via RPF.

Sports in School (Year 1: 2011 - Basketball): Resources from the Basketball Development Trust will be used within the project. Southland Basketball Association will provide 900 hours of coaching time from Sharks players in school Term 2.

It is expected that as plans progress more partners will come on board to contribute financial or otherwise, possibly including volunteer time, equipment, sponsored vehicle, use of facilities, and subsidised/discounted goods and services.

<p><b>What potential risks have you identified and how will you manage these?</b></p>	<p>SPARC expects RSTs to have a robust risk management strategy.</p>	<p>Your response will need to cover:</p> <ul style="list-style-type: none"> <li>• identification of potential risks; and</li> <li>• an outline of how you intend to manage these.</li> </ul> <p><b>Potential risks and intention to manage these risks:</b></p> <ul style="list-style-type: none"> <li>• <b>The success of Kiwisport projects creates a demand for sport volunteers, officials, and coaches which can not be met with current levels.</b></li> </ul> <p>If projects supported by KiwiSport are successful in enticing young Southlanders into organised sport then a much greater number of support personnel will be required to ensure the experience is both enjoyable and sustainable. Sport Southland will undertake project specific support sessions to pre-empt this situation.</p> <p>Support is defined in this instance as being assistance provided by adults/young adults in organising individuals, teams and in some instances the competitions. Whilst there will be a requirement for some coaching the emphasis is clearly on support personnel. Outcomes sought are:</p> <ol style="list-style-type: none"> <li>1. Well organised competitions</li> <li>2. Good communication</li> <li>3. Safe environment</li> </ol> <p>For example, in the Eastern Southland region we envisage that the support sessions will aid the long term sustainability of the Four-Sports Project. This would occur through establishing or building on a pool of support personnel to continue the skills sessions and/or organised competitions within the community once the development officer has completed each term of sport within the schools.</p> <p>Initial meetings will be held in the areas being targeted as follows:</p> <p style="text-align: center;">Basketball                      Invercargill</p>

Four sports  
Skills based

Gore  
Winton

ASSET is another Sport Southland initiative which will aid in the provision of volunteers to cope with possible increased demand for sport. The ASSET Programme is designed to benefit the mounting need for volunteers and the growing pool of individuals and groups who are keen to contribute. Asset is a new umbrella group of individuals who volunteer their time to ensure that sporting, cultural and other community events can happen in Southland and these are executed in a safe, professional manner. Training opportunities for volunteers will be developed so they can build new skills and feel comfortable in their role.

- **Projects are unsustainable**

There is a risk that Kiwisport projects are unsustainable and lack continuity. To mitigate this risk, the sustainability of projects will be considered foremost when planning and decision making. Most importantly, each project will also require an 'exit strategy' allowing the sport opportunities to continue once the Kiwisport funding finishes in that area. This 'exit strategy' may be developed in consultation with the Sport Development team at Sport Southland, relevant regional sport organisations, local sport clubs and local community organisations. The Sport Development support sessions outlined above will play a major part in forming the 'exit strategy' for each project.

- **Public and stakeholder expectations of the Regional Partnership Fund are too great**

Ensure public and stakeholders have realistic expectations of the relatively small amount of RPF funding, \$135 000 in Year 1. Ensure public and stakeholder realise the RPF is only going to accomplish what is set out in the plan which are small scale pilot projects in Year 1.

- **The contestable fund can not meet demand for funding**

This situation will most likely occur, hence the following practices will be employed to mitigate negative fallout:

- Clear criteria and transparent/justified decisions

- Reasonable expectations of applicants as to the amount of funds in relation to the demand of applicants
- Those unsuccessful applicants are notified via specified protocol

- **Public or stakeholders disappointed with plans, projects, or decisions**

The extensive and thorough consultation undertaken should be well publicised to show public and stakeholders how priorities were identified and plans developed to meet these priorities. Ensure that public and stakeholders understand the wide range of perspectives relevant to children's sport, that decisions have been made to make best use of the funding according to the consultation but not every single identified need can be met with limited resources.

- **Management of Kiwisport in Southland is not funded**

Due to 100% of the RPF going "out the door", there is no Kiwisport specific funding available to either Sport Southland, Secondary School Sports or regional sport organisations to administer or manage Kiwisport projects in the region. As mentioned several times above, there are responsibilities that fall to an overall manager and/or administrator including 1) contracting all the partners to undertake projects 2) monitoring the performance of those projects 3) communicating progress of the projects to stakeholders, public, and the Kiwisport steering group 4) point of contact for all Kiwisport queries from public, stakeholders or contracted partners 5) sourcing additional funding and financial partners 6) reporting back to SPARC on the RPF investment.

There is a risk that Sport Southland human resources will be stretched by taking these responsibilities on board without receiving funding for this position and as a consequence, other Sport Southland programmes could suffer.

To manage this risk it is proposed that either 1) outside funding is sought to fund the management/administrator position or 2) Sport Southland funding is re-directed towards Kiwisport at the cost of other current programmes.

*NB: **Outputs** are the activities or services that are provided or delivered.*

Citation: Sport and Recreation New Zealand (2008). Sport, Recreation and Physical Activity Participation Among New Zealand Adults: Key Results of the 2007/08 Active NZ Survey. Wellington: SPARC

