



16 January 2025

Tēnā koe

Official Information Act request

Thank you for your email of 24 and 28 November 2024, requesting information about LSV for the period 1 January 2024 to 31 October 2024.

I have considered your request under the Official Information Act 1982 (the Act). Please find my decision set out below.

Request for information under the OIA. Please provide all internal correspondence, documents, statistics and reports pertaining to the Limited Service Volunteers programme, with particular regard to the case management of course participants following completion of each course and the tracking of outcomes from the programme after the courses. Include any data tracking how the outcomes from the programme compare to objectives. Regards AM Cross

Please see the below **document table**, detailing documents, reports and statistics relating to the Limited Service Volunteers Programme for the period 1 January 2024 to 31 October 2024.

You will note that some information is withheld under section 9(2)(a) of the Act in order to protect the privacy of natural persons. The need to protect the privacy of these individuals outweighs any public interest in this information.

Some information is withheld under section 9(2)(f)(iv) of the Act to maintain the constitutional conventions for the time being which protect the confidentiality of advice tendered by Ministers of the Crown and officials. The release of this information is likely to prejudice the ability of government to consider advice and the wider public interest of effective government would not be served.

Your request for all correspondence relating to the Limited Service Volunteer Programme is very broad, and substantial manual collation would be required to locate and prepare all documents within scope of your request. As such, I refuse your request under section 18(f) of the Act. The greater public interest is in the effective and efficient administration of the public service.

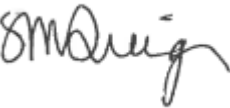
I have considered whether the Ministry would be able to respond to your request given extra time, or the ability to charge for the information requested. I have concluded that, in either case, the Ministry's ability to undertake its work would still be prejudiced.

I will be publishing this decision letter, with your personal details deleted, on the Ministry's website in due course.

If you wish to discuss this response with us, please feel free to contact OIA_Requests@msd.govt.nz.

If you are not satisfied with my decision on your request regarding the Limited Service Volunteer Programme, you have the right to seek an investigation and review by the Ombudsman. Information about how to make a complaint is available at www.ombudsman.parliament.nz or 0800 802 602.

Ngā mihi nui

pp. 

Magnus O'Neill
General Manager
Ministerial and Executive Services

Document table:

Document number	Title	Release in full/withholding grounds
1	LSV Progress Report for July 2023 to December 2023	Release in full
2	LSV Progress Report for July 2023 to January 2024	Release in part – 9(2)(a)
3	LSV Progress Report for July 2023 to March 2024	Release in full
4	LSV Progress Report for July 2023 to April 2024	Release in part – 9(2)(a)
5	LSV Progress Report for July 2023 to May 2024	Release in full
6	LSV Progress Report for July 2023 to June 2024	Release in full
7	LSV Progress Report for July 2024 to October 2024	Release in part – 9(2)(a)
8	LSV Nationwide/Regional Report for October 2023 to January 2024	Release in full
9	LSV Nationwide/Regional Report for October 2023 to March 2024	Release in full
10	LSV Nationwide/Regional Report for October 2023 to May 2024	Release in full
11	LSV Nationwide/Regional Report for October 2023 to August 2024	Release in full
12	LSV Nationwide/Regional Report for October 2023 to October 2024	Release in full
13	LSV Employment Snapshot Report as at 31 October 2024	Release in full
14	LSV Client Report for Financial Year 2023/2024	Release in full
15	LSV 1 July 2024 to 30 June 2025 Goal	Release in full
16	2023 Calendar Year - Marched-in and Marched-out numbers	Release in full
17	2022 and 2023 Calendar Year - LSV numbers	Release in full
18	LSV Exits dates.	Release in full
19	2025 LSV Central Gear List and Important Information	Release in full
20	EOCR Letter to MSD LSV S01-24	Release in part – 9(2)(a)
21	EOCR Letter to MSD LSV S02-24	Release in part – 9(2)(a)
22	EOCR Letter to MSD LSV S03-24 with enclosures	Release in part – 9(2)(a)
23	EOCR Letter to MSD LSV C01-24	Release in part – 9(2)(a)
24	EOCR Letter to MSD LSV C02-24	Release in full

25	EOCR Letter to MSD LSV C03-24	Release in part – 9(2)(a)
26	EOCR Letter to MSD LSV N01-24	Release in part – 9(2)(a)
27	EOCR LSV N02_24	Release in part – 9(2)(a)
28	LSV S02-24 EOCR REPORTS	Release in part – 9(2)(a)
29	Limited Service Volunteer Maturity Assessment	Release in part – 9(2)(f)(iv)
30	LSV Course Performance for S01.24 - START OF COURSE REPORT	Release in part – 9(2)(a)
31	LSV Course Performance for S01.24 MID- COURSE REPORT	Release in part – 9(2)(a)
32	LSV Course Performance for S01.24 END OF COURSE REPORT	Release in part – 9(2)(a)
33	LSV Course Performance for S02.24 START OF COURSE REPORT	Release in part – 9(2)(a)
34	LSV Course Performance for S02.24 END OF COURSE REPORT	Release in part – 9(2)(a)
35	LSV Course Performance for S03.24 - START OF COURSE REPORT	Release in full
36	LSV Course Performance for S03.24 END OF COURSE REPORT	Release in full
37	LSV Course Performance for S04.24 - START OF COURSE REPORT	Release in full
38	LSV one Pager	Release in full
39	LSV conversational guide 2024	Release in full
40	MSD Trial Curriculum NZDF	Release in full
41	LSV Employment Review Workshops	Release in full
42	LSV Support Group Guide NO3 24 Final	Release in part – 9(2)(a)
43	LSV-report-10-06-FINAL	Release in full
44	End of Course Report C04.24	Release in part – 9(2)(a)

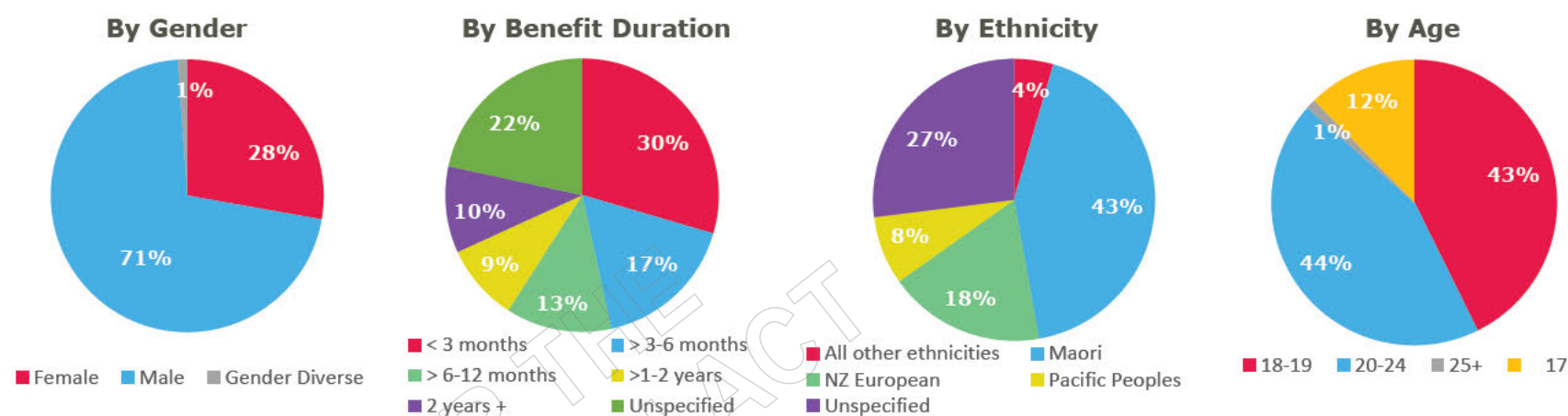
Progress Report for July 2023 to December 2023

 version 1.0
Created 1/09/2023

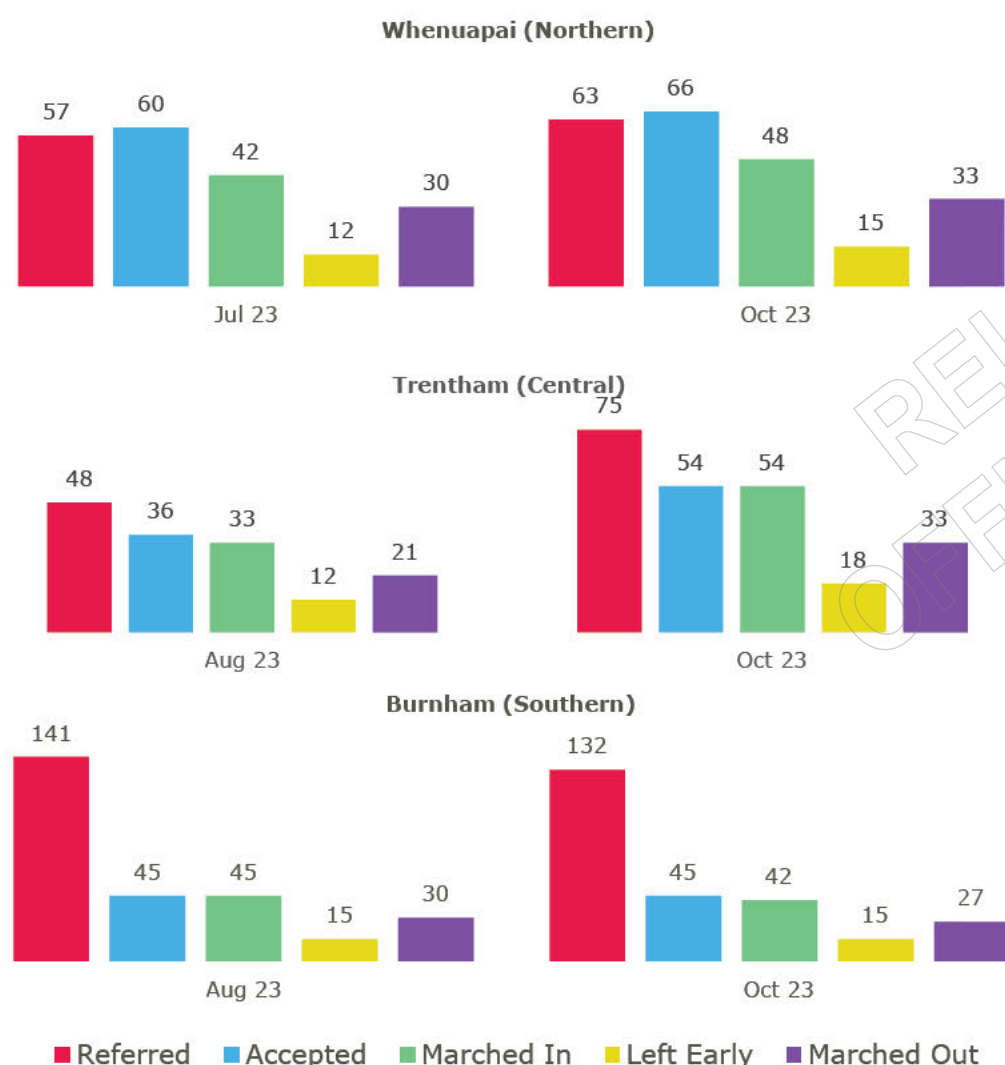
Year Activity Context

Maximum number of courses	6	Maximum places for participants on courses	740
Less number of cancelled courses	0	Less number of places not available from cancelled courses	0
		Less number of places not available from courses with reduced places	0
Actual number of courses delivered	6	Actual number of places available for participants	740

Demographic Information



Information on Camp by Course Start



Applications, Accepted and Marched in

Expressions of Interest (includes incomplete applications e.g. no medical)	525
Accepted onto course – NZDF Assessment	297
Marched In	267

Course Outcomes

Left Early	84
Dismissed	12
Medical	12
Mental Health	12
Own Accord	39
Other	6
Still in Progress	0
Marched Out	183

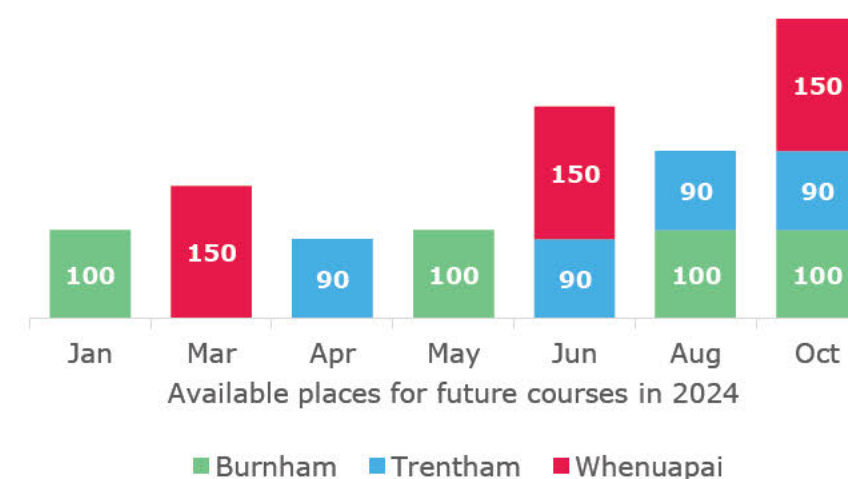
Benefit Outcomes

Cancelled benefit (within 22 weeks)	33
Off benefit now	75

Benefit type when referred to LSV*

Benefit type	Number of March Ins	% of Total March Ins
No Benefit	60	22%
Jobseekers Related	195	73%
Non Beneficiary Assistance	0	0%
Sole Parent Support	3	1%
Supported Living Payment	0	0%
Youth Payment, Young Parent Payment	6	2%

Upcoming courses and available places in 2024



Number of Participants no longer on a benefit

Camp	Cancelled Benefit within 22 weeks of march in (outcome window)	Off Benefit Now
Trentham (Central)	9	21
Whenuapai (Northern)	15	33
Burnham (Southern)	6	21
total	30	75

* Information is as at the end of the reporting period (e.g. for a progress report 01 July to 30 June 2021, the information is as it looked on 30 June 2021). Main Benefits include JS Related benefits, Jobseeker Support Student Hardship, SLP Related benefits, Sole Parent Support, Emergency Benefit, Emergency Maintenance Allowance, Youth Payment, Young Parent Payment. Demographic and benefit information is taken from clients who marched in. Benefit cancellations are captured within 22 weeks of the march in date and include reasons 'Into Work', Training, or 'Other'. Results have been random rounded inline with MSD privacy guidelines. Percentages and totals will therefore be off to true number. Data is sourced from operational systems and is subject to change over time.

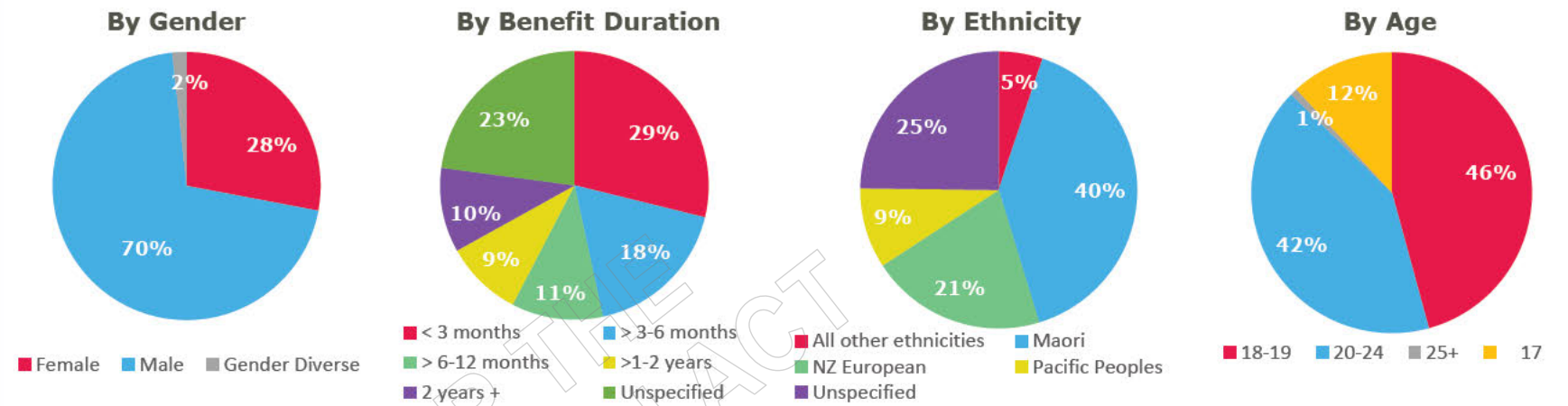
Progress Report for July 2023 to January 2024

 version 1.0
Created 1/09/2023

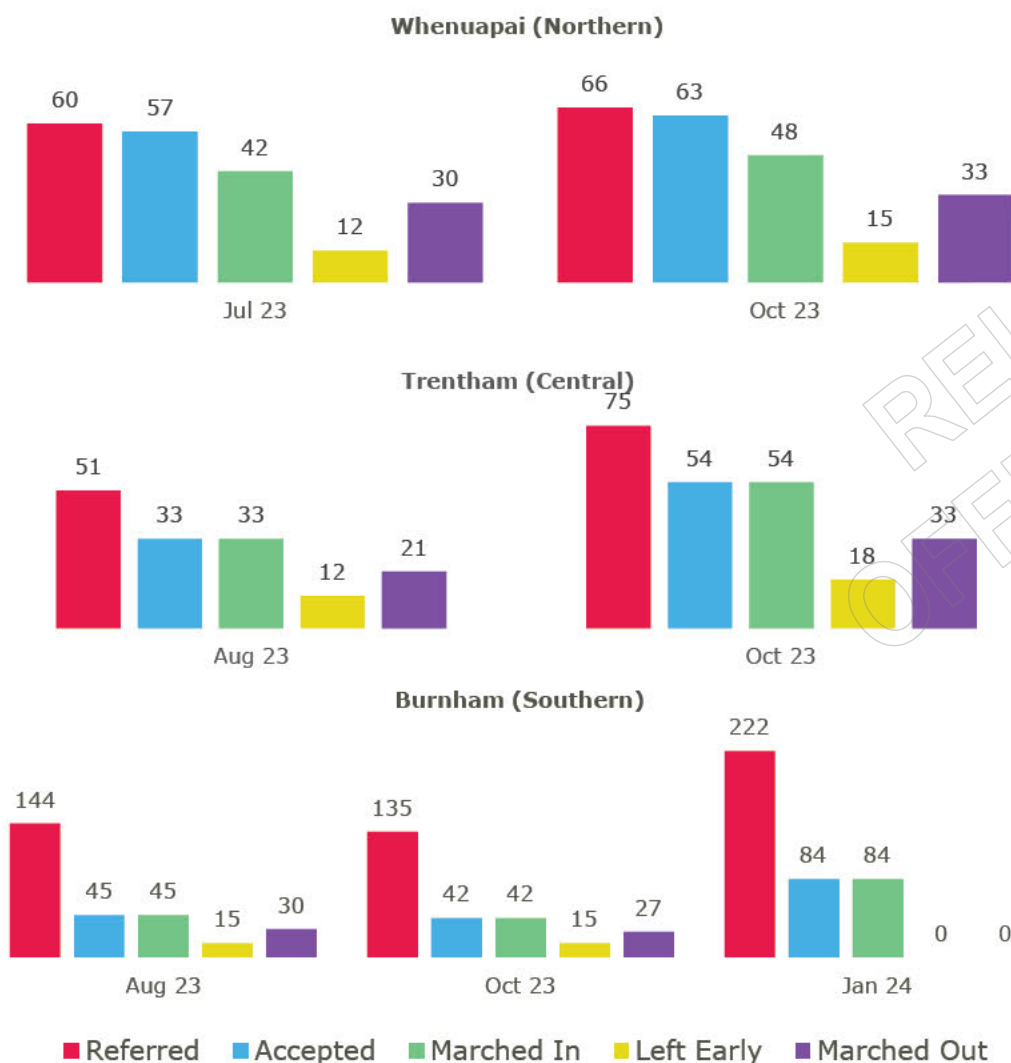
Year Activity Context

Maximum number of courses	7	Maximum places for participants on courses	840
Less number of cancelled courses	0	Less number of places not available from cancelled courses	0
		Less number of places not available from courses with reduced places	0
Actual number of courses delivered	7	Actual number of places available for participants	840

Demographic Information



Information on Camp by Course Start



Applications, Accepted and Marched in

Expressions of Interest (includes incomplete applications e.g. no medical)	750
Accepted onto course – NZDF Assessment	384
Marched In	354

Course Outcomes

Left Early	84
Dismissed	1
Medical	1
Mental Health	1
Own Accord	3
Other	6
Still in Progress	87
Marched Out	183

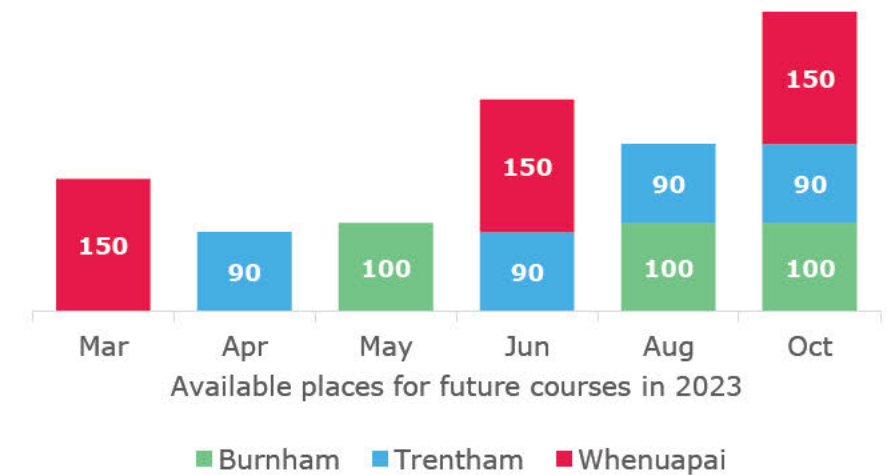
Benefit Outcomes

Cancelled benefit (within 22 weeks)	45
Off benefit now	103

Benefit type when referred to LSV*

Benefit type	Number of March Ins	% of Total March Ins
No Benefit	78	22%
Jobseekers Related	255	72%
Non Beneficiary Assistance	0	0%
Sole Parent Support	3	1%
Supported Living Payment	0	0%
Youth Payment, Young Parent Payment	3	1%

Upcoming courses and available places in 2024



Number of Participants no longer on a benefit

Camp	Cancelled Benefit within 22 weeks of march in (outcome window)	Off Benefit Now
Trentham (Central)	15	30
Whenuapai (Northern)	18	30
Burnham (Southern)	12	45
total	45	105

* Information is as at the end of the reporting period (e.g. for a progress report 01 July to 30 June 2021, the information is as it looked on 30 June 2021). Main Benefits include JS Related benefits, Jobseeker Support Student Hardship, SLP Related benefits, Sole Parent Support, Emergency Benefit, Emergency Maintenance Allowance, Youth Payment, Young Parent Payment. Demographic and benefit information is taken from clients who marched in. Benefit cancellations are captured within 22 weeks of the march in date and include reasons 'Into Work', Training, or 'Other'. Results have been random rounded inline with MSD privacy guidelines. Percentages and totals will therefore be off to true number. Data is sourced from operational systems and is subject to change over time.

Progress Report for July 2023 to January 2024

version 1.0
Created 1/09/2023

Good News Stories

s9(2)(a)



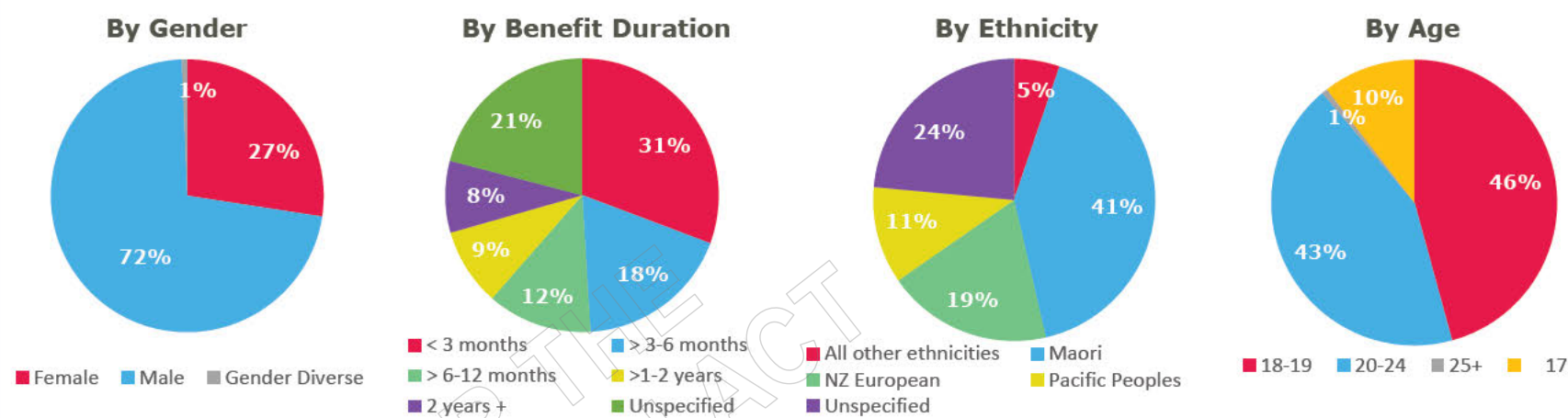
Progress Report for July 2023 to March 2024

 version 1.0
Created 1/09/2023

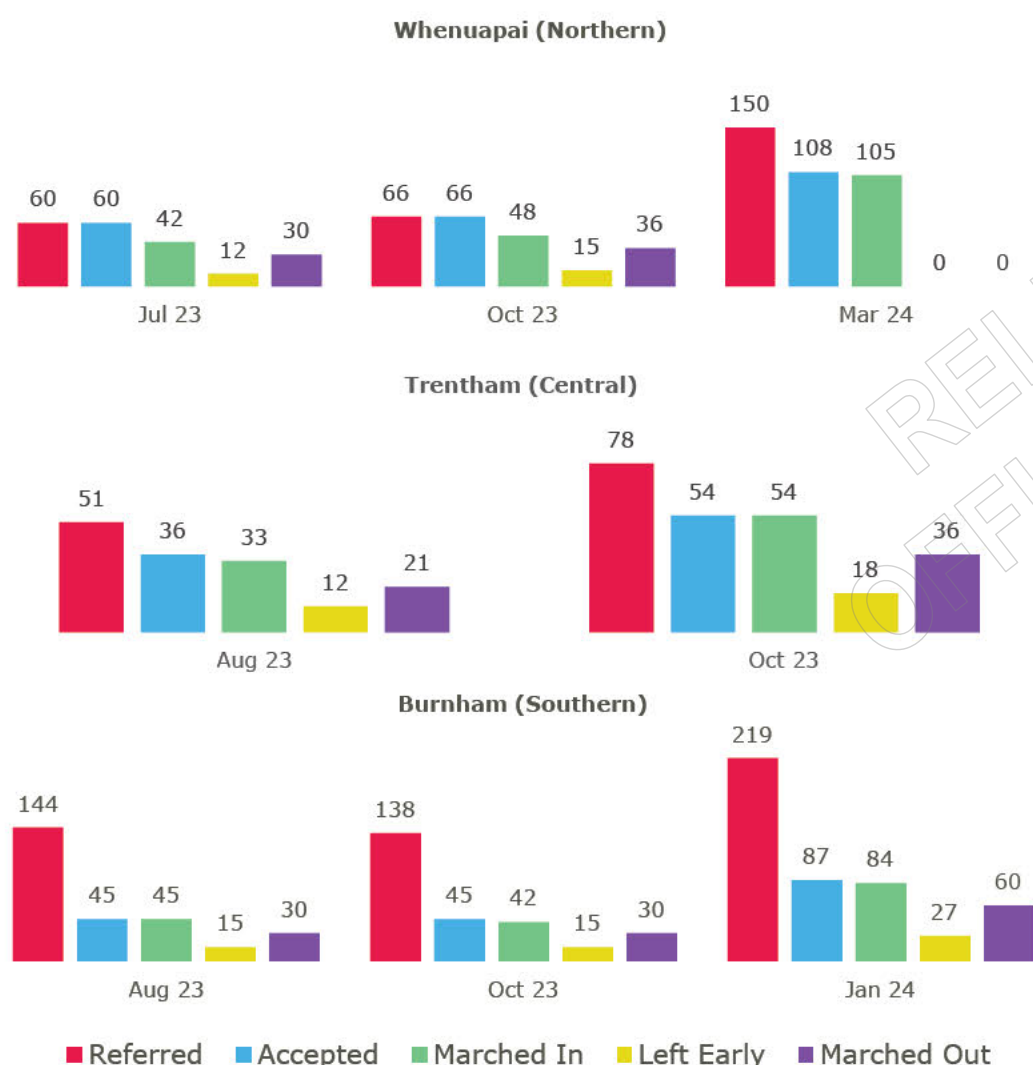
Year Activity Context

Maximum number of courses	8	Maximum places for participants on courses	990
Less number of cancelled courses	0	Less number of places not available from cancelled courses	0
		Less number of places not available from courses with reduced places	0
Actual number of courses delivered	8	Actual number of places available for participants	990

Demographic Information



Information on Camp by Course Start



Applications, Accepted and Marched in

Expressions of Interest (includes incomplete applications e.g. no medical)	900
Accepted onto course – NZDF Assessment	489
Marched In	459

Course Outcomes

Left Early	108
Dismissed	15
Medical	15
Mental Health	18
Own Accord	48
Other	15
Still in Progress	108
Marched Out	240

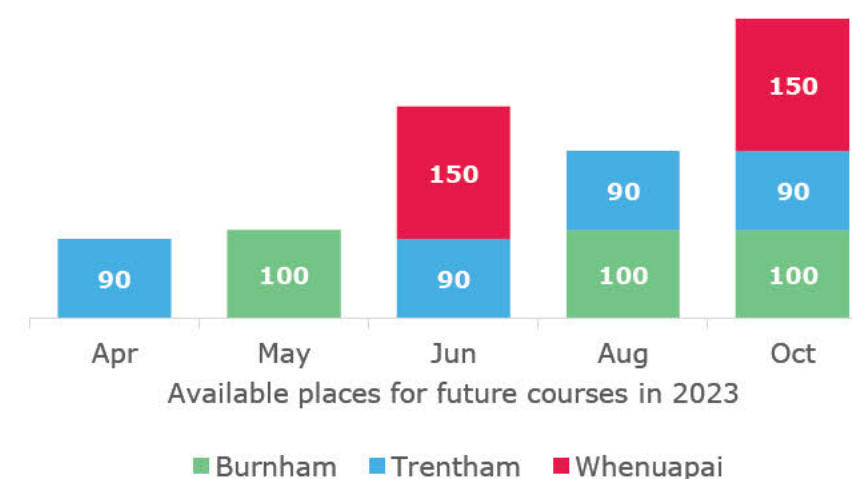
Benefit Outcomes

Cancelled benefit (within 22 weeks)	69
Off benefit now	141

Benefit type when referred to LSV*

Benefit type	Number of March Ins	% of Total March Ins
No Benefit	93	20%
Jobseekers Related	342	75%
Non Beneficiary Assistance	0	0%
Sole Parent Support	3	1%
Supported Living Payment	0	0%
Youth Payment, Young Parent Payment	9	2%

Upcoming courses and available places in 2024



Number of Participants no longer on a benefit

Camp	Cancelled Benefit within 22 weeks of march in (outcome window)	Off Benefit Now
Trentham (Central)	21	39
Whenuapai (Northern)	24	48
Burnham (Southern)	24	54
total	69	141

* Information is as at the end of the reporting period (e.g. for a progress report 01 July to 30 June 2021, the information is as it looked on 30 June 2021). Main Benefits include JS Related benefits, Jobseeker Support Student Hardship, SLP Related benefits, Sole Parent Support, Emergency Benefit, Emergency Maintenance Allowance, Youth Payment, Young Parent Payment. Demographic and benefit information is taken from clients who marched in. Benefit cancellations are captured within 22 weeks of the march in date and include reasons 'Into Work', 'Training', or 'Other'. Results have been random rounded inline with MSD privacy guidelines. Percentages and totals will therefore be off to true number. Data is sourced from operational systems and is subject to change over time.

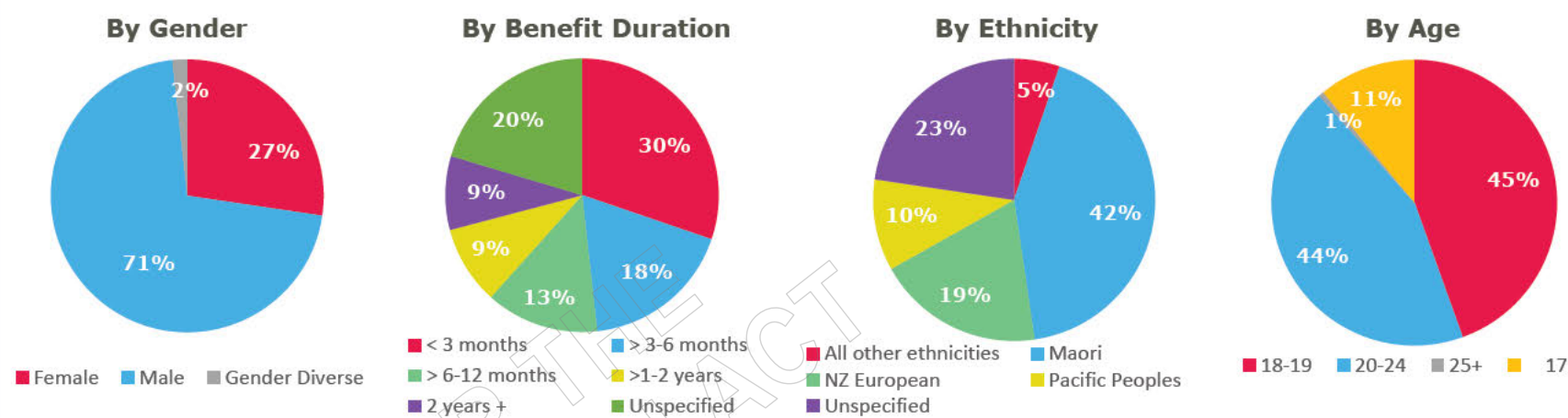
Progress Report for July 2023 to April 2024

 version 1.0
Created 1/09/2023

Year Activity Context

Maximum number of courses	9	Maximum places for participants on courses	1080
Less number of cancelled courses	0	Less number of places not available from cancelled courses	0
		Less number of places not available from courses with reduced places	0
Actual number of courses delivered	9	Actual number of places available for participants	1080

Demographic Information



Information on Camp by Course Start



Applications, Accepted and Marched in

 Expressions of Interest (includes incomplete applications e.g. no medical) **1020**

 Accepted onto course – NZDF Assessment **552**

 Marched In **519**

Course Outcomes

Outcome	Count
Left Early	138
Dismissed	18
Medical	12
Mental Health	21
Own Accord	63
Other	24

 Still in Progress **60**

 Marched Out **318**

Benefit Outcomes

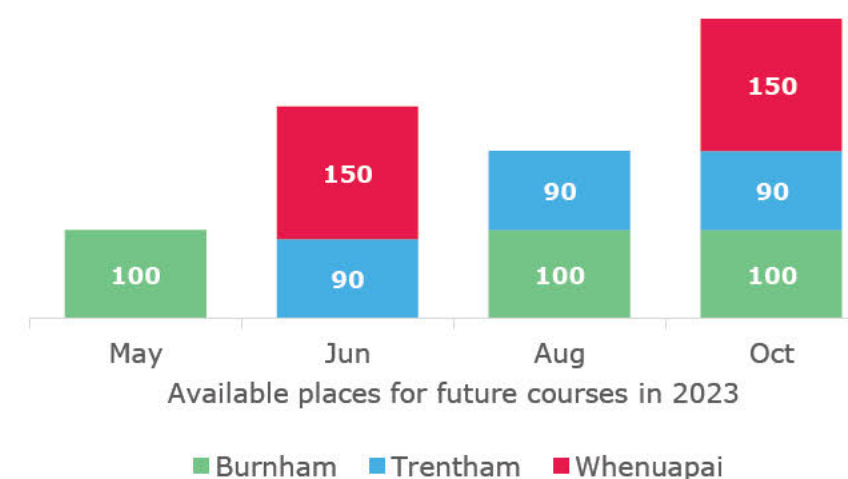
 Cancelled benefit (within 22 weeks) **84**

 Off benefit now **154**

Benefit type when referred to LSV*

Benefit type	Number of March Ins	% of Total March Ins
No Benefit	102	20%
Jobseekers Related	393	76%
Non Beneficiary Assistance	0	0%
Sole Parent Support	3	1%
Supported Living Payment	0	0%
Youth Payment, Young Parent Payment	9	2%

Upcoming courses and available places in 2024



Number of Participants no longer on a benefit

Camp	Cancelled Benefit within 22 weeks of march in (outcome window)	Off Benefit Now
Trentham (Central)	24	45
Whenuapai (Northern)	27	45
Burnham (Southern)	33	63
total	84	153

* Information is as at the end of the reporting period (e.g. for a progress report 01 July to 30 June 2021, the information is as it looked on 30 June 2021). Main Benefits include JS Related benefits, Jobseeker Support Student Hardship, SLP Related benefits, Sole Parent Support, Emergency Benefit, Emergency Maintenance Allowance, Youth Payment, Young Parent Payment. Demographic and benefit information is taken from clients who marched in. Benefit cancellations are captured within 22 weeks of the march in date and include reasons 'Into Work', Training, or 'Other'. Results have been random rounded inline with MSD privacy guidelines. Percentages and totals will therefore be off to true number. Data is sourced from operational systems and is subject to change over time.

Good News Stories

s9(2)(a)



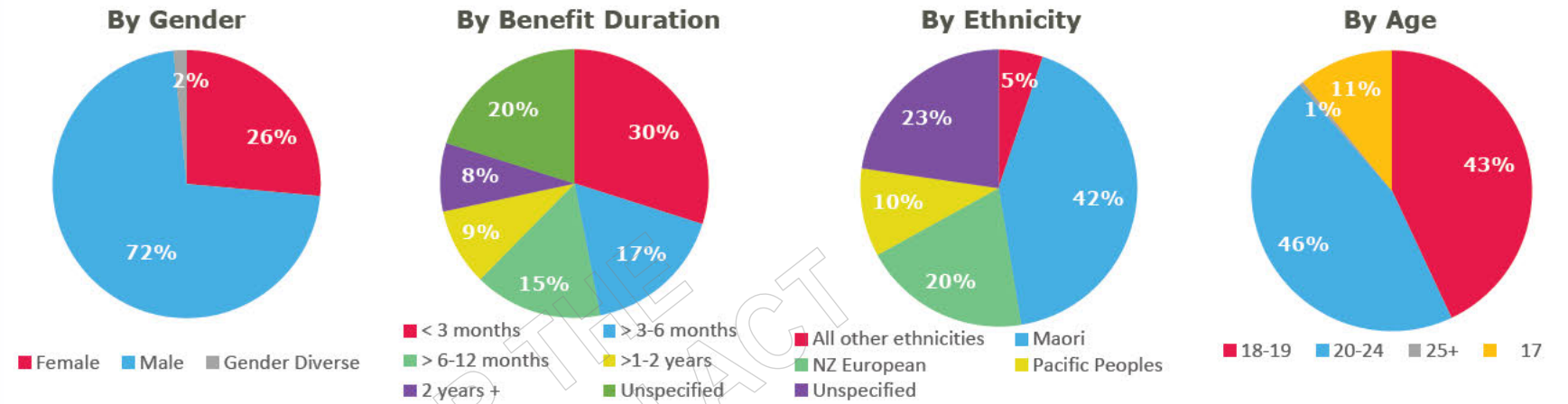
Progress Report for July 2023 to May 2024

 version 1.0
Created 1/09/2023

Year Activity Context

Maximum number of courses	10	Maximum places for participants on courses	1180
Less number of cancelled courses	0	Less number of places not available from cancelled courses	0
		Less number of places not available from courses with reduced places	0
Actual number of courses delivered	10	Actual number of places available for participants	1180

Demographic Information



Information on Camp by Course Start



Applications, Accepted and Marched in

Expressions of Interest (includes incomplete applications e.g. no medical)	1218
Accepted onto course – NZDF Assessment	612
Marched In	576

Course Outcomes

Left Early	150
Dismissed	15
Medical	18
Mental Health	24
Own Accord	69
Other	27
Still in Progress	60
Marched Out	360

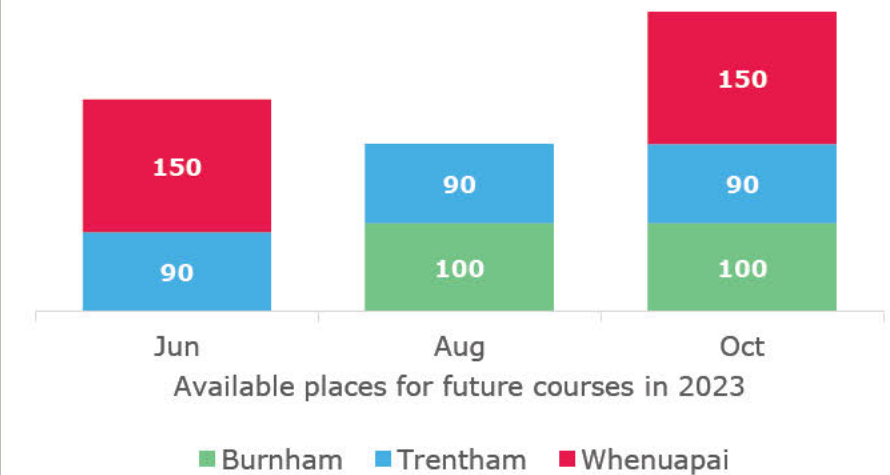
Benefit Outcomes

Cancelled benefit (within 22 weeks)	90
Off benefit now	189

Benefit type when referred to LSV*

Benefit type	Number of March Ins	% of Total March Ins
No Benefit	111	19%
Jobseekers Related	444	77%
Non Beneficiary Assistance	0	0%
Sole Parent Support	3	1%
Supported Living Payment	0	0%
Youth Payment, Young Parent Payment	9	2%

Upcoming courses and available places in 2024



Number of Participants no longer on a benefit

Camp	Cancelled Benefit within 22 weeks of march in (outcome window)	Off Benefit Now
Trentham (Central)	24	54
Whenuapai (Northern)	30	54
Burnham (Southern)	39	84
total	93	192

* Information is as at the end of the reporting period (e.g. for a progress report 01 July to 30 June 2021, the information is as it looked on 30 June 2021). Main Benefits include JS Related benefits, Jobseeker Support Student Hardship, SLP Related benefits, Sole Parent Support, Emergency Benefit, Emergency Maintenance Allowance, Youth Payment, Young Parent Payment. Demographic and benefit information is taken from clients who marched in. Benefit cancellations are captured within 22 weeks of the march in date and include reasons 'Into Work', Training, or 'Other'. Results have been random rounded inline with MSD privacy guidelines. Percentages and totals will therefore be off to true number. Data is sourced from operational systems and is subject to change over time.

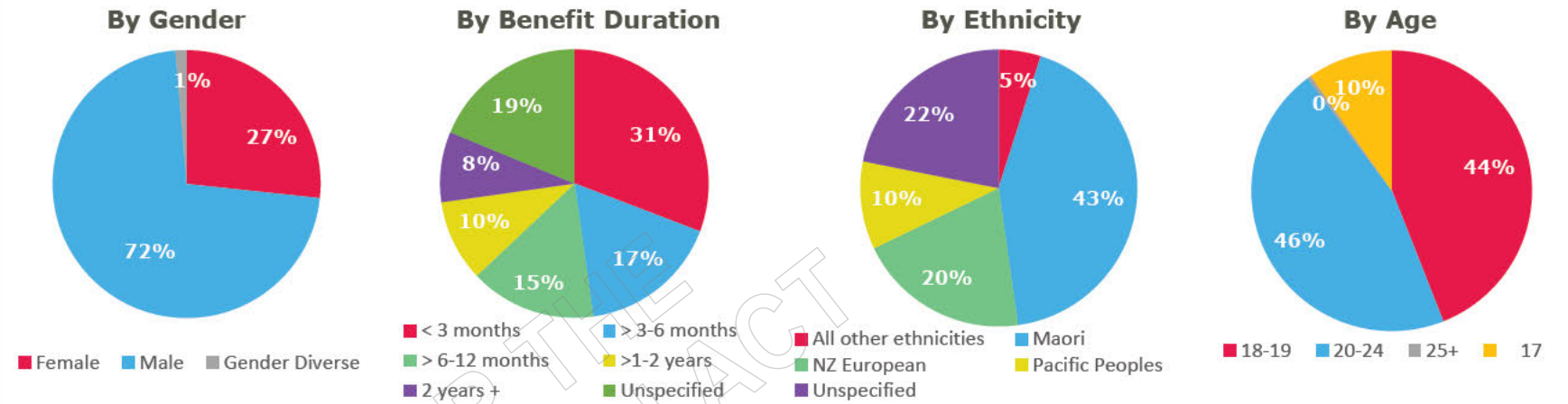
Progress Report for July 2023 to June 2024

 version 1.0
Created 1/09/2023

Year Activity Context

Maximum number of courses	12	Maximum places for participants on courses	1420
Less number of cancelled courses	0	Less number of places not available from cancelled courses	0
		Less number of places not available from courses with reduced places	0
Actual number of courses delivered	12	Actual number of places available for participants	1420

Demographic Information



Information on Camp by Course Start



Applications, Accepted and Marched in

Expressions of Interest (includes incomplete applications e.g. no medical)	1410
Accepted onto course – NZDF Assessment	711
Marched In	675

Course Outcomes

Left Early	177
Dismissed	21
Medical	21
Mental Health	36
Own Accord	75
Other	24
Still in Progress	96
Marched Out	399

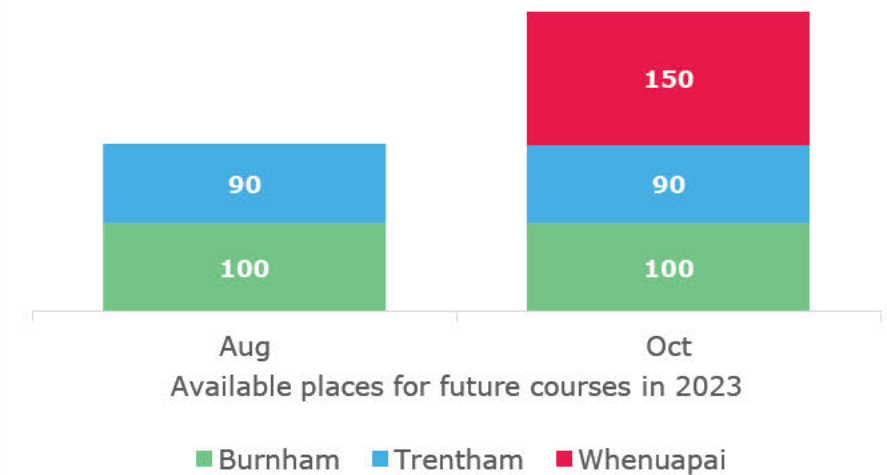
Benefit Outcomes

Cancelled benefit (within 22 weeks)	108
Off benefit now	202

Benefit type when referred to LSV*

Benefit type	Number of March Ins	% of Total March Ins
No Benefit	123	18%
Jobseekers Related	522	77%
Non Beneficiary Assistance	0	0%
Sole Parent Support	3	0%
Supported Living Payment	0	0%
Youth Payment, Young Parent Payment	9	1%

Upcoming courses and available places in 2024



Number of Participants no longer on a benefit

Camp	Cancelled Benefit within 22 weeks of march in (outcome window)	Off Benefit Now
Trentham (Central)	30	54
Whenuapai (Northern)	33	66
Burnham (Southern)	45	81
total	108	201

* Information is as at the end of the reporting period (e.g. for a progress report 01 July to 30 June 2021, the information is as it looked on 30 June 2021). Main Benefits include JS Related benefits, Jobseeker Support Student Hardship, SLP Related benefits, Sole Parent Support, Emergency Benefit, Emergency Maintenance Allowance, Youth Payment, Young Parent Payment. Demographic and benefit information is taken from clients who marched in. Benefit cancellations are captured within 22 weeks of the march in date and include reasons 'Into Work', Training, or 'Other'. Results have been random rounded inline with MSD privacy guidelines. Percentages and totals will therefore be off to true number. Data is sourced from operational systems and is subject to change over time.

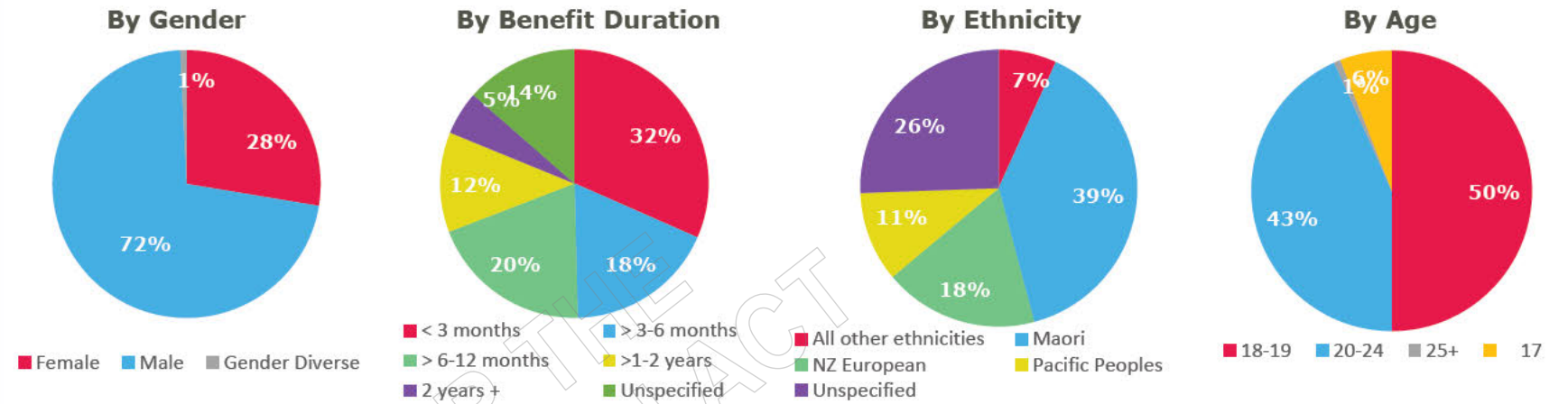
Progress Report for July 2024 to October 2024

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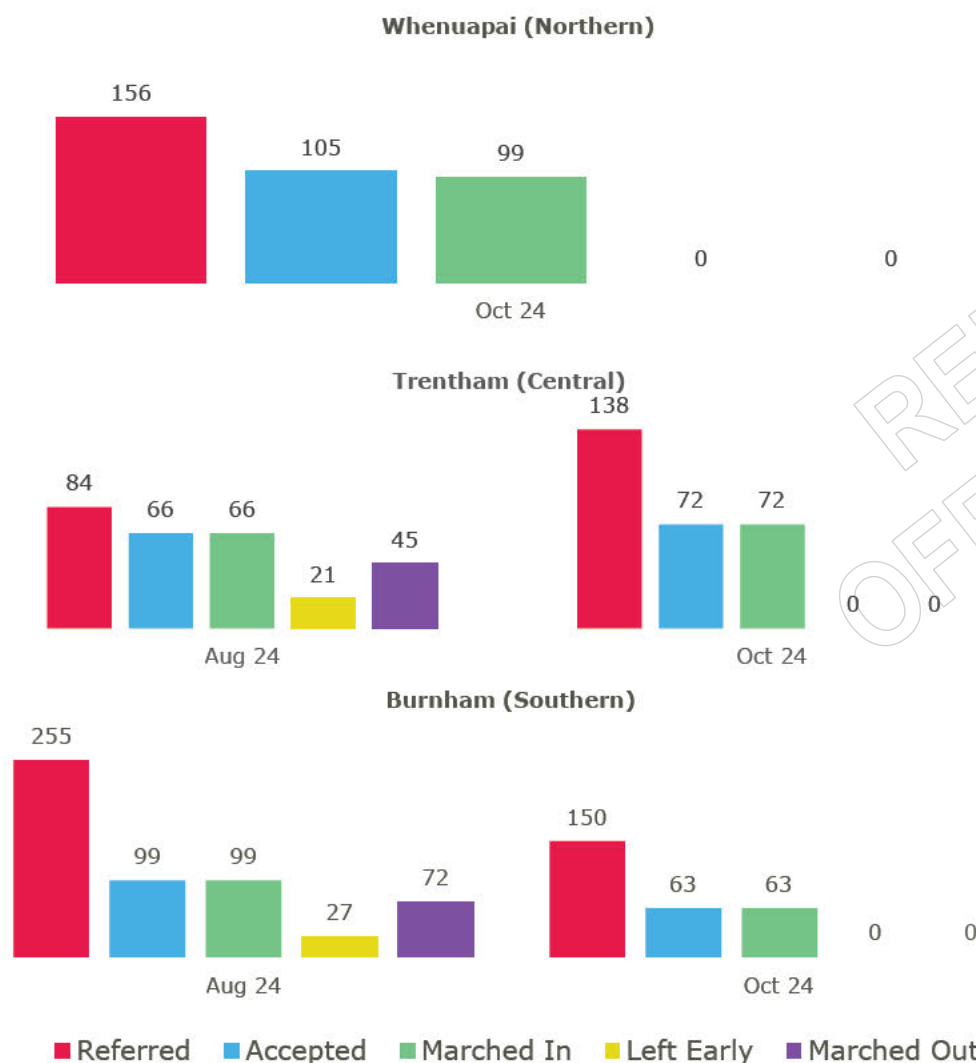
Year Activity Context

Maximum number of courses	5	Maximum places for participants on courses	530
Less number of cancelled courses	0	Less number of places not available from cancelled courses	0
		Less number of places not available from courses with reduced places	0
Actual number of courses delivered	5	Actual number of places available for participants	530

Demographic Information



Information on Camp by Course Start



Applications, Accepted and Marched in

Expressions of Interest (includes incomplete applications e.g. no medical)	774
Accepted onto course – NZDF Assessment	408
Marched In	399

Course Outcomes

Left Early	45
Dismissed	3
Medical	12
Mental Health	6
Own Accord	18
Other	6
Still in Progress	234
Marched Out	120

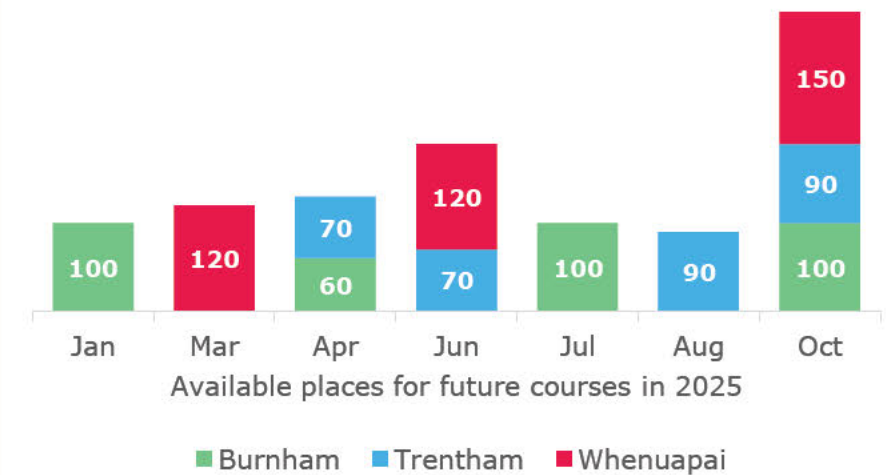
Benefit Outcomes

Cancelled benefit (within 22 weeks)	15
Off benefit now	59

Benefit type when referred to LSV*

Benefit type	Number of March Ins	% of Total March Ins
No Benefit	51	13%
Jobseekers Related	342	86%
Non Beneficiary Assistance	0	0%
Sole Parent Support	0	0%
Supported Living Payment	0	0%
Youth Payment, Young Parent Payment	3	1%

Upcoming courses and available places in 2025



Number of Participants no longer on a benefit

Camp	Cancelled Benefit within 22 weeks of march in (outcome window)	Off Benefit Now
Trentham (Central)	3	24
Whenuapai (Northern)	0	9
Burnham (Southern)	9	27
total	12	60

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Progress Report for July 2024 to October 2024

version 1.0
Created 1/09/2023

Good News Stories

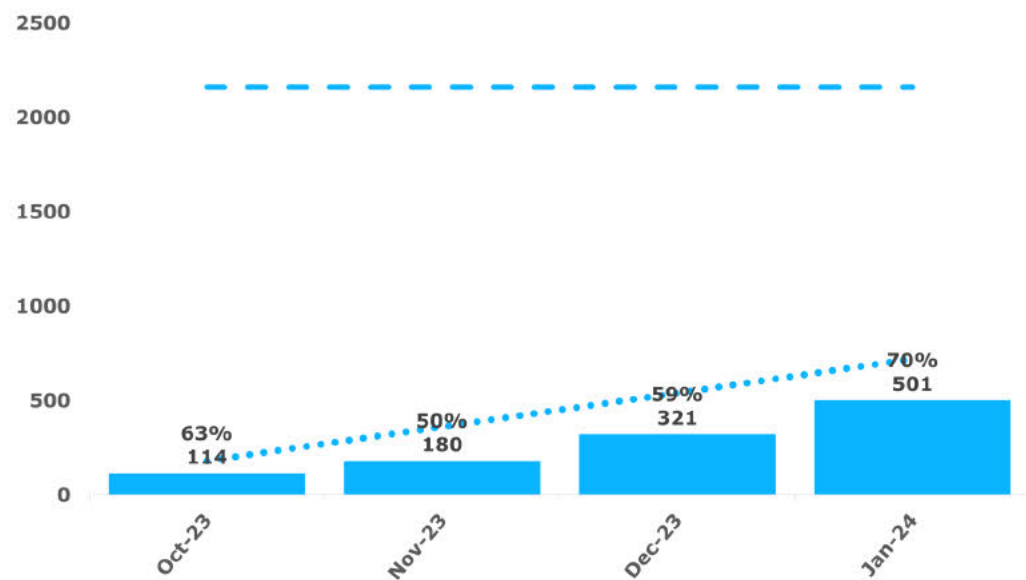
s9(2)(a)



Legend:
 ■ ■ ■ ■ ■ Annual Target ● ● ● ● ● Monthly Target

Nationwide

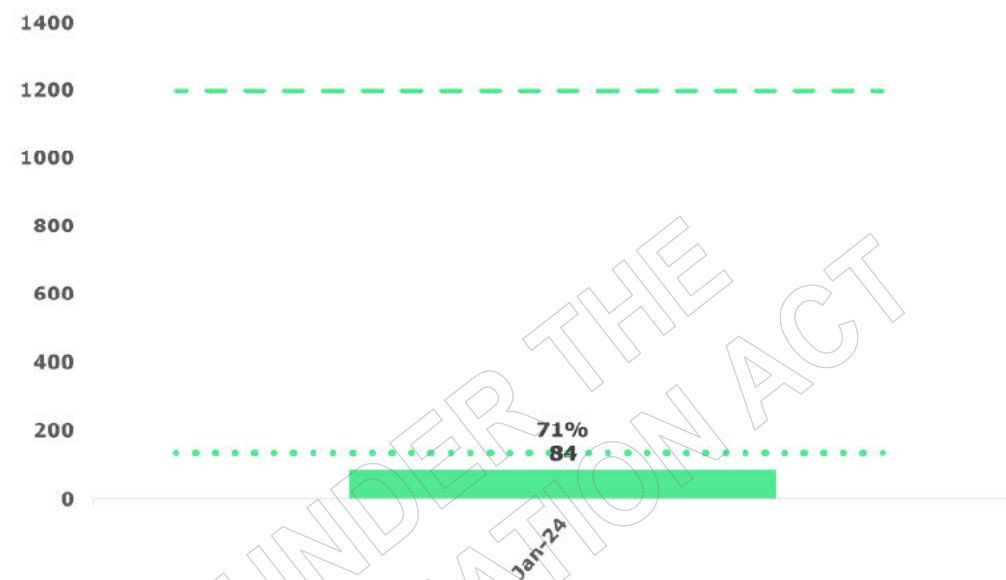
Applications



Tracking:



March ins



Tracking:



70% 501

Percentage and number of march in YTD

—

Number of march outs

71% 84

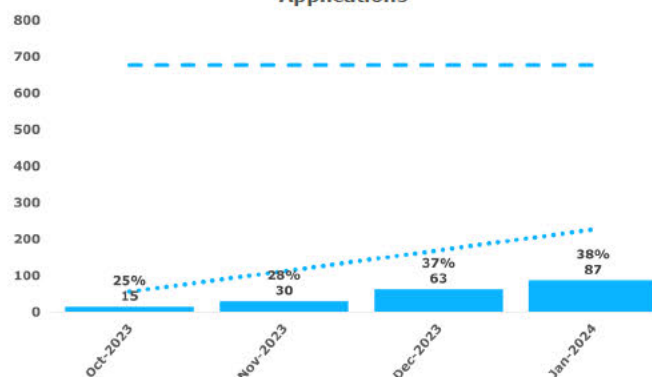
Percentage and number of applications received YTD

Data has been taken from the 1st October 2023 to 31st January 2024. A copy of the data can be found in SAS [here](#). It has been calculated that for every march in we require 1.8 applications.

These results reflect the applications received and 'march in' details to the end of January 24. They incorporate the first course of the year that started at Burnham on 29 January 24. Applications are still required for the following courses – Whenuapai 18 March (150 positions), Trentham 15 April (90 positions) and Burnham 6 May (100 positions). Please note that applications generally close off 2 weeks prior to march in date. More information, together with an online application form is located at [Limited Service Volunteer \(LSV\) - Doogee \(ssi.govt.nz\)](#).

Auckland

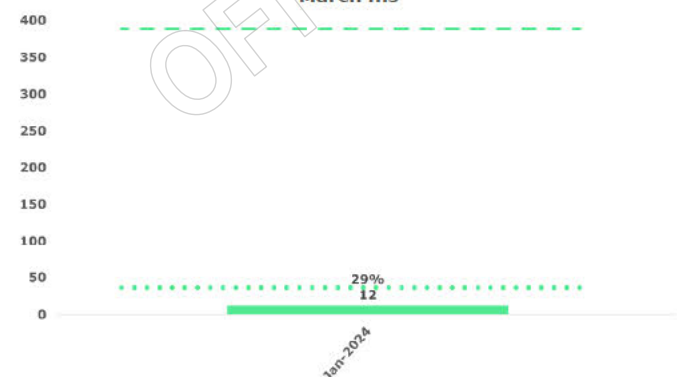
Applications



Tracking:



March ins

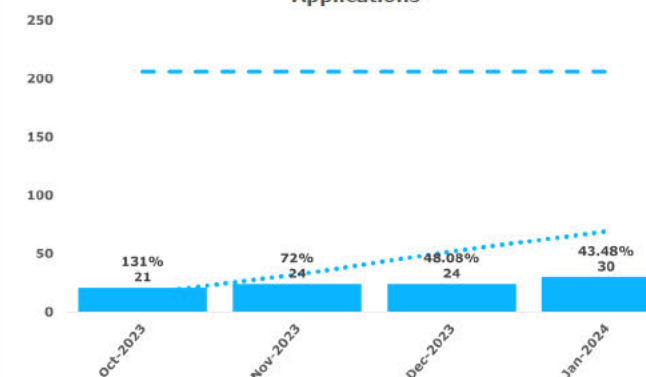


Tracking:



Wellington

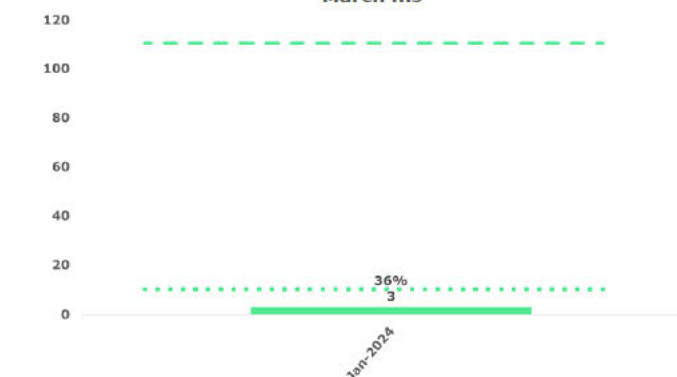
Applications



Tracking:



March ins

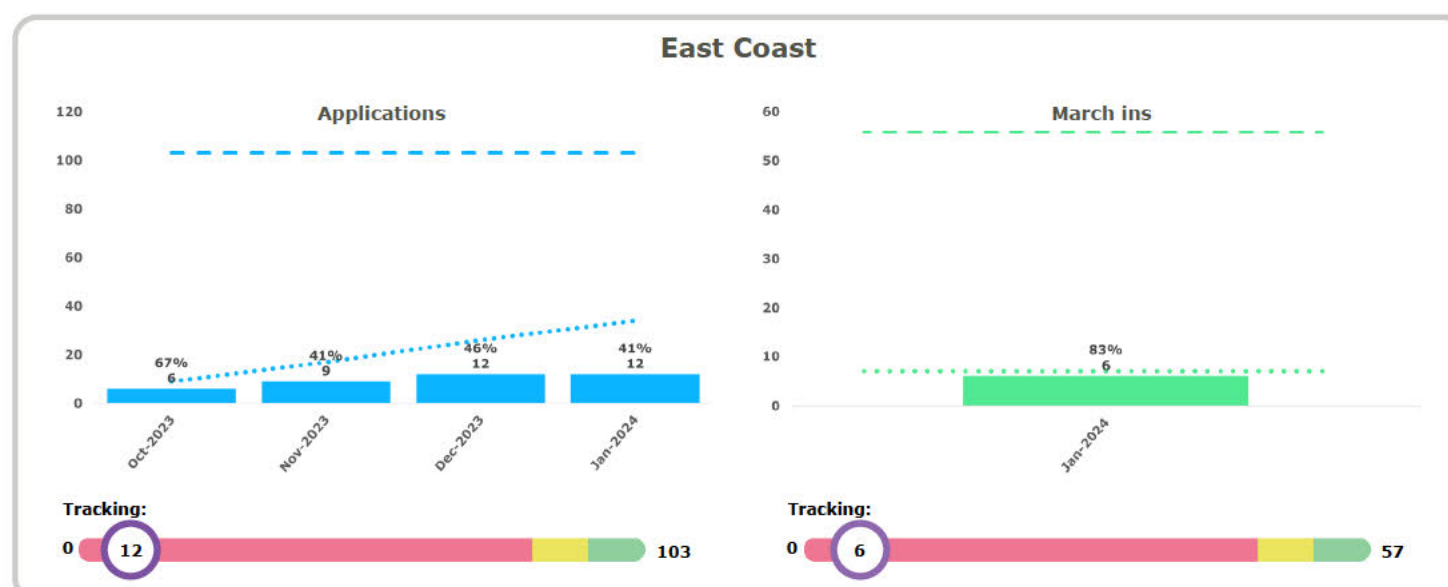
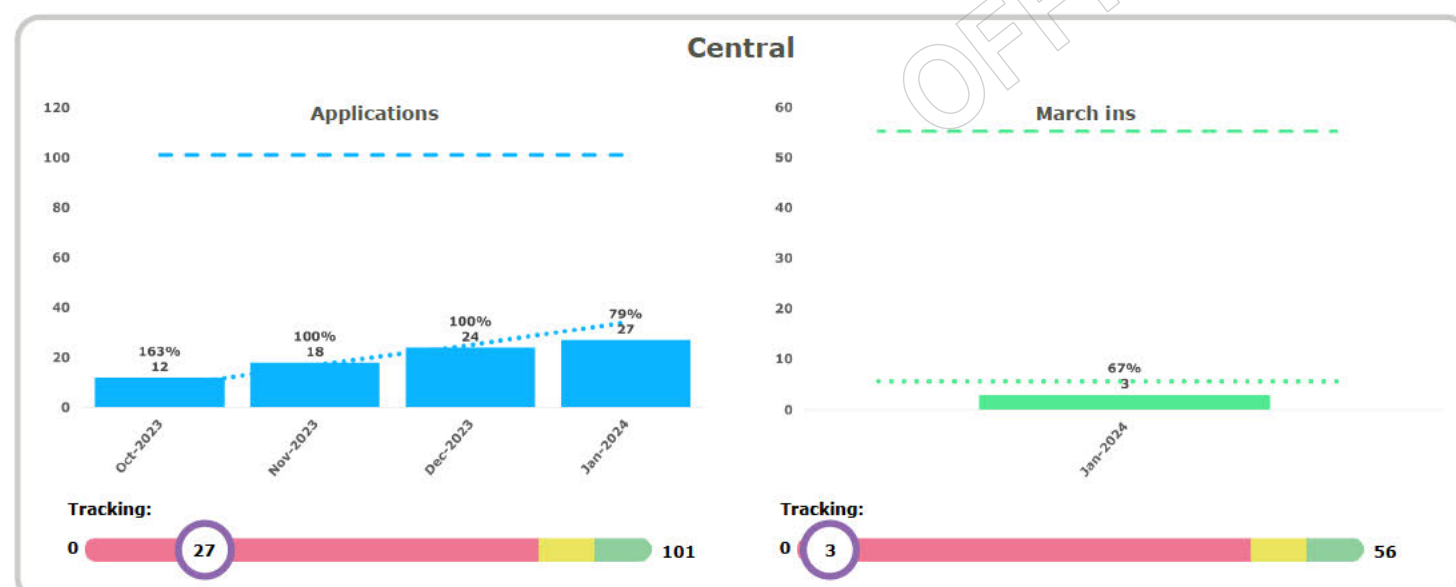
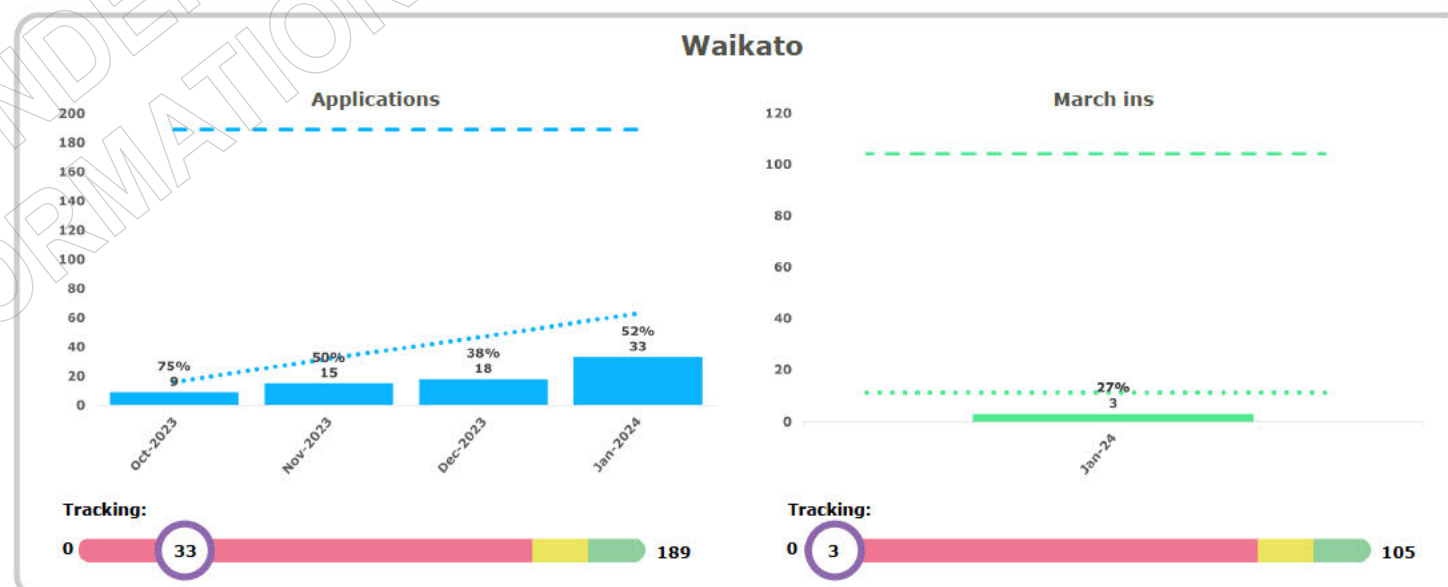
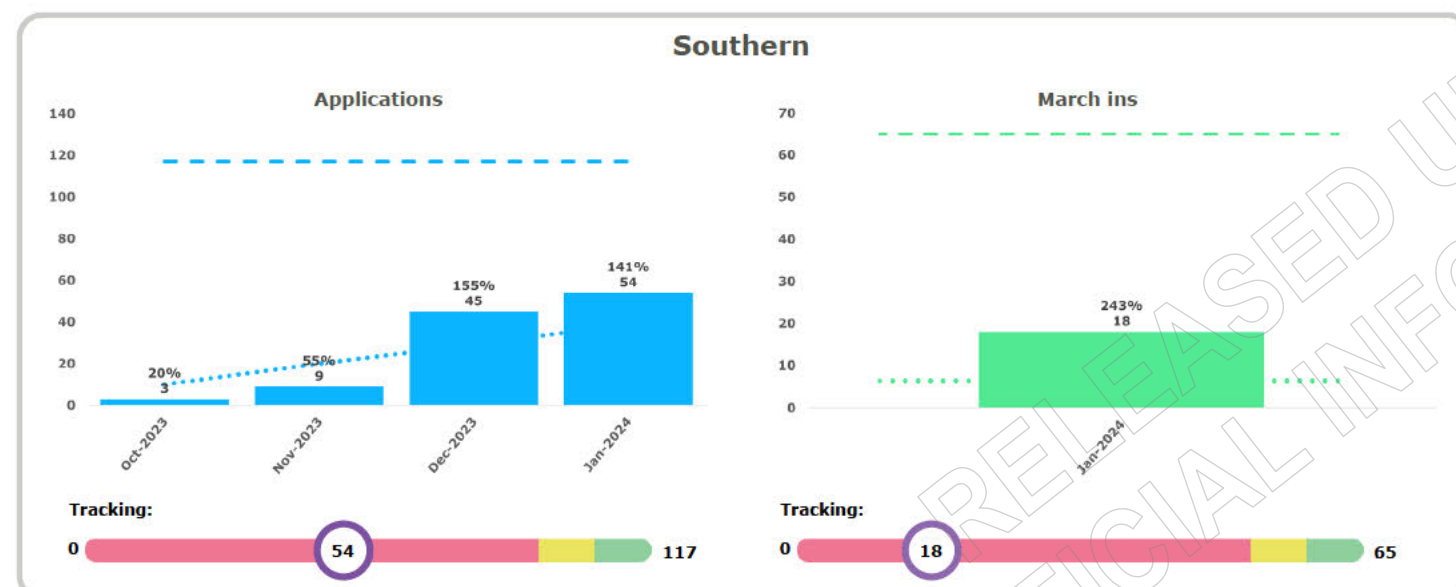
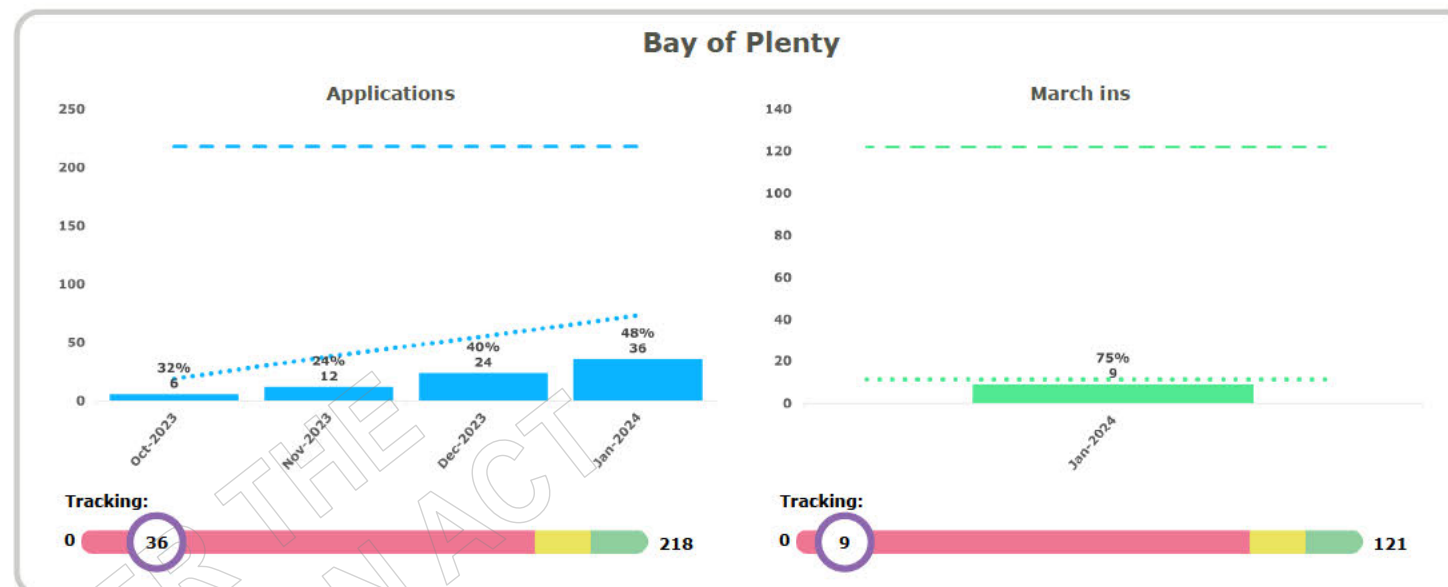
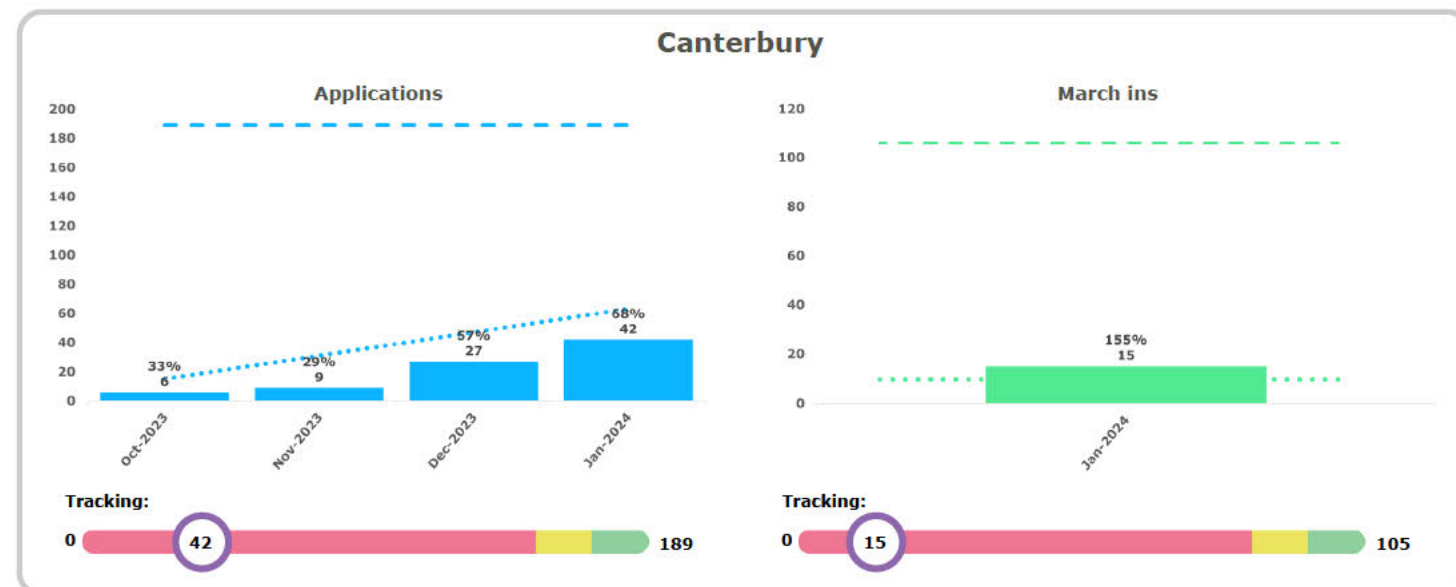


Tracking:

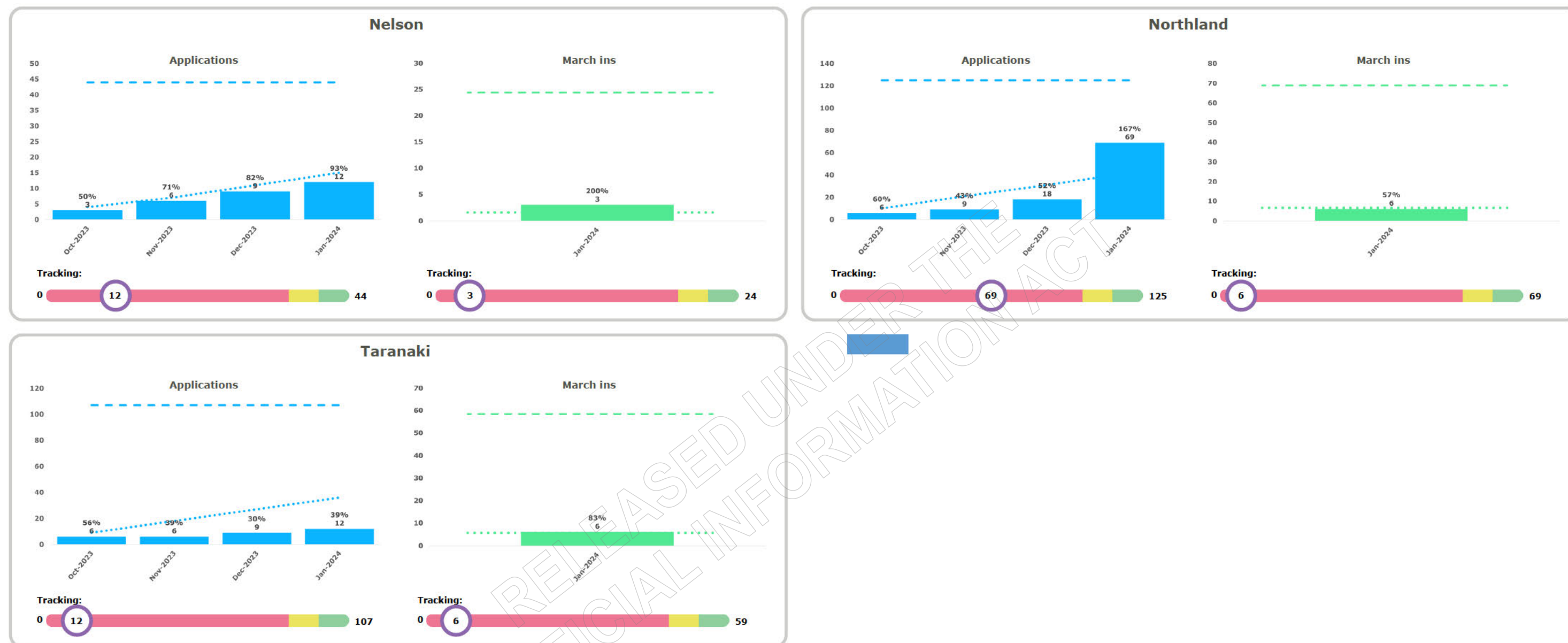


Legend:

■ ■ ■ ■ Annual Target ● ● ● ● Monthly Target

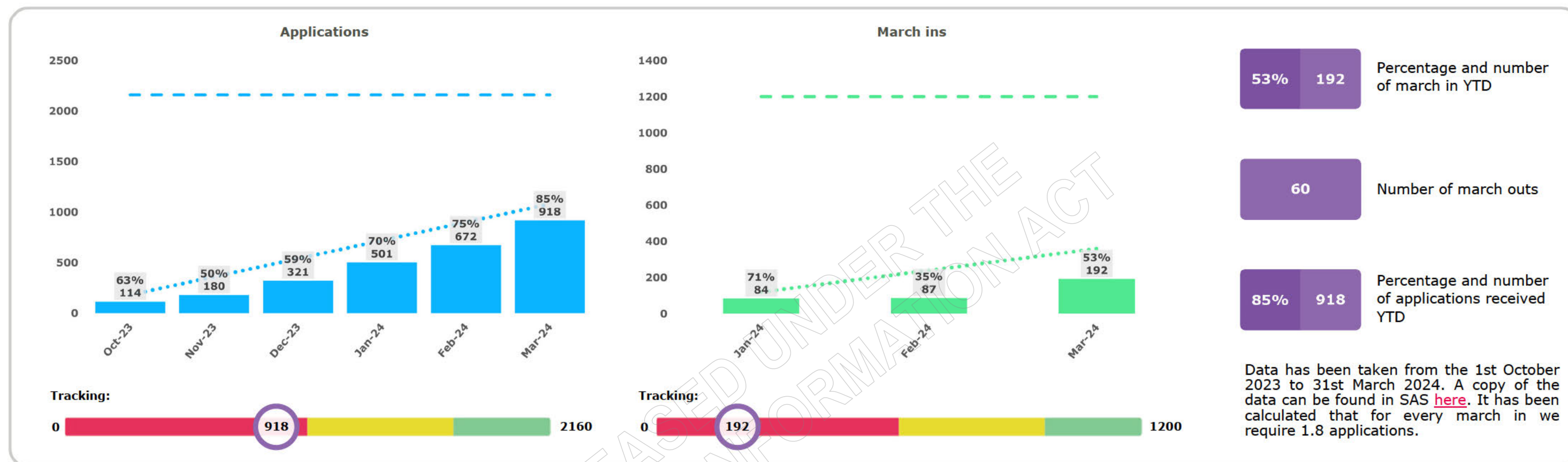


Legend:
■ ■ ■ ■ Annual Target ● ● ● ● Monthly Target



Legend:
— — — — — Annual Target ● ● ● ● Monthly Target

Nationwide

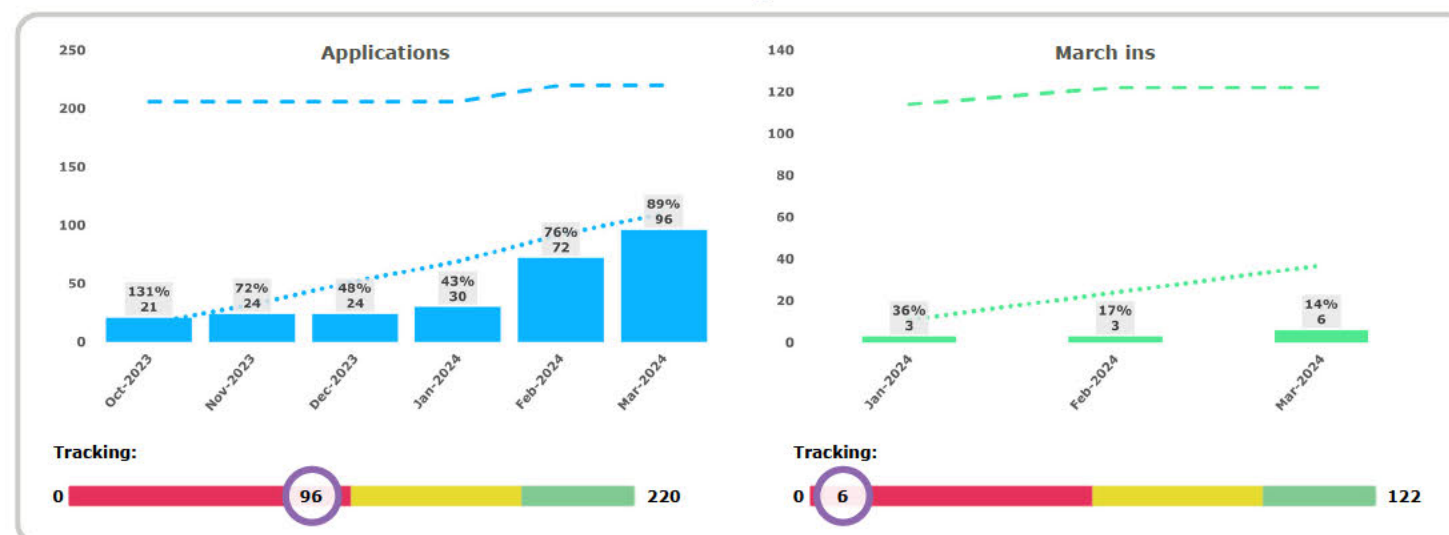


This report reflects the application and 'march-in' data for the first two courses of the year. Regions who feed into the Trentham camp will see their march-in numbers increase once that course starts on 15 April 2024. It's great to see a big increase in the number of applications. If the applicant does not have access to a GP, please talk to your LSV team who can arrange a virtual medical appointment with a LSV designated doctor.

Auckland

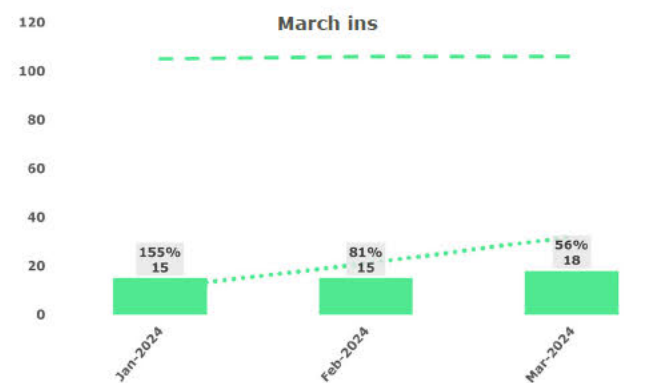
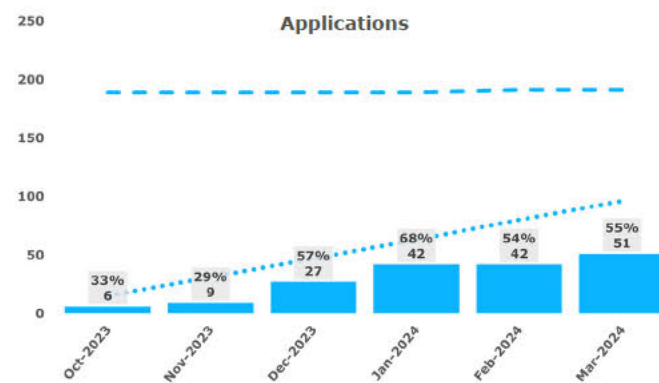


Wellington



Legend:
■ ■ ■ ■ Annual Target ● ● ● ● Monthly Target

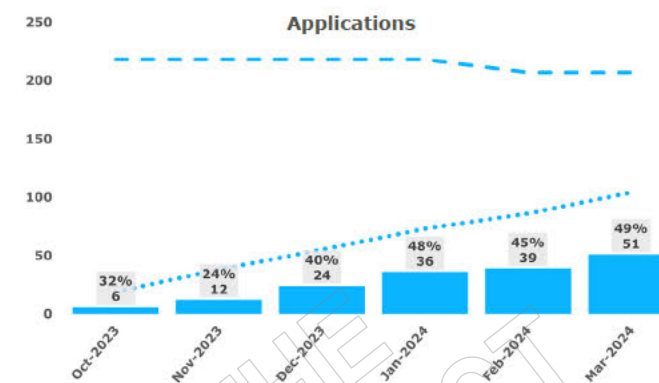
Canterbury



Tracking:
0 51 191

Tracking:
0 18 106

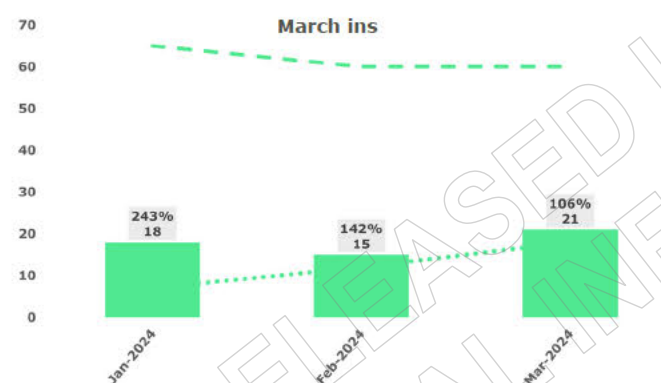
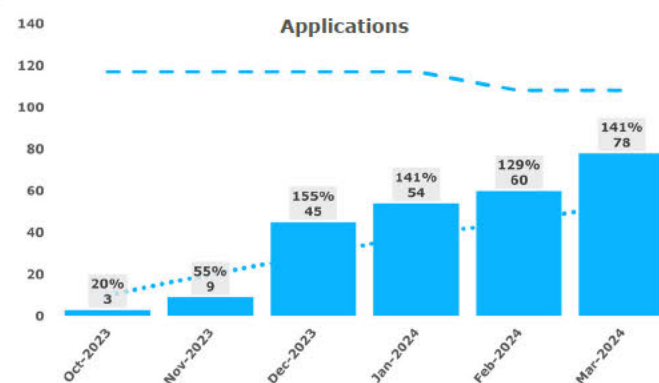
Bay of Plenty



Tracking:
0 51 207

Tracking:
0 18 115

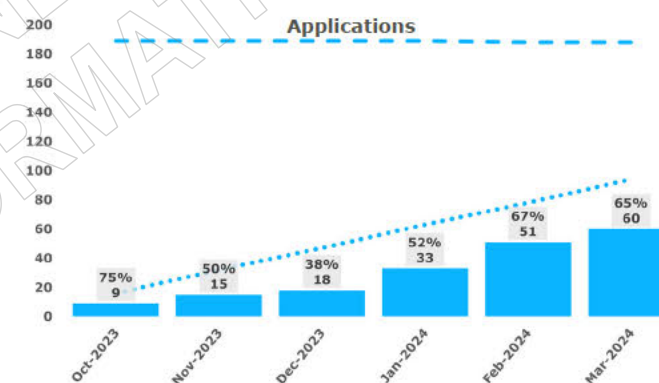
Southern



Tracking:
0 78 108

Tracking:
0 21 60

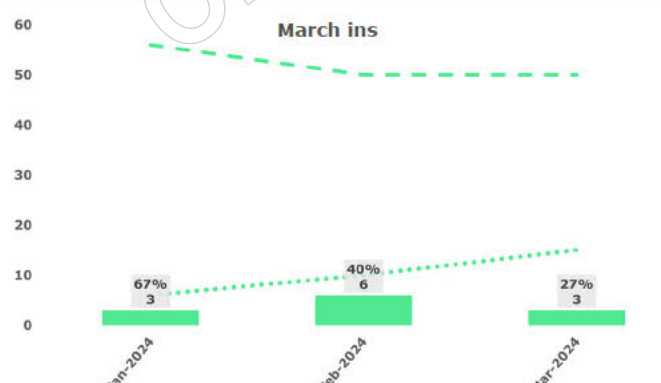
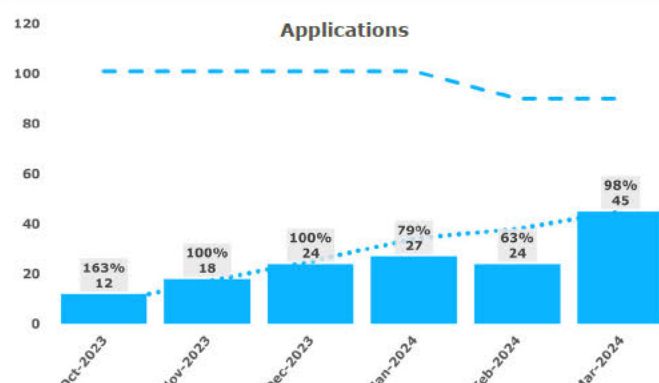
Waikato



Tracking:
0 60 188

Tracking:
0 18 104

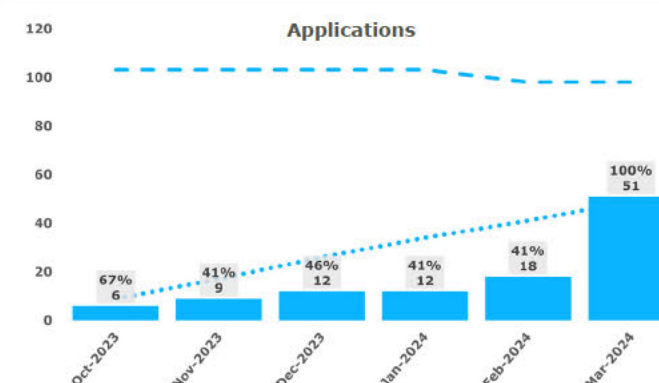
Central



Tracking:
0 45 90

Tracking:
0 3 50

East Coast

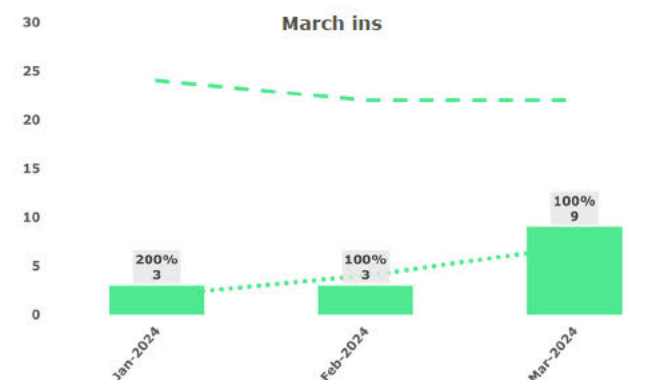
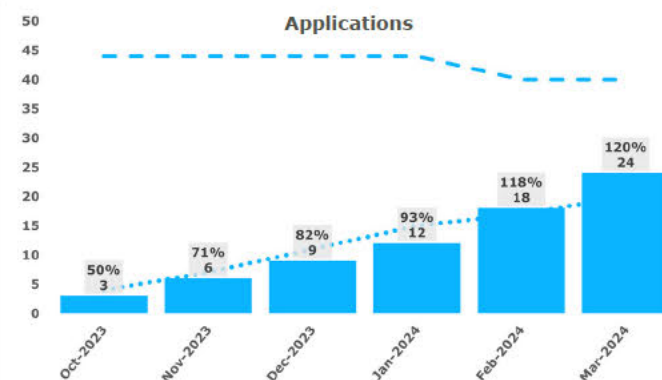


Tracking:
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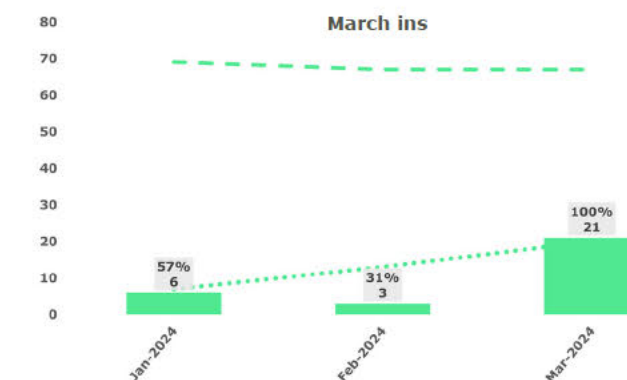
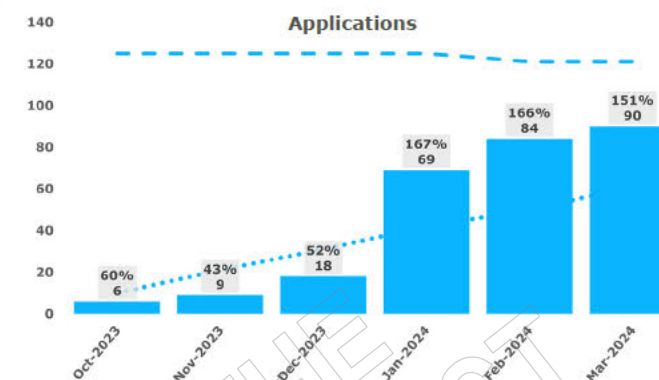
Tracking:
0 6 54

Legend:
 ■ ■ ■ ■ ■ Annual Target ● ● ● ● Monthly Target

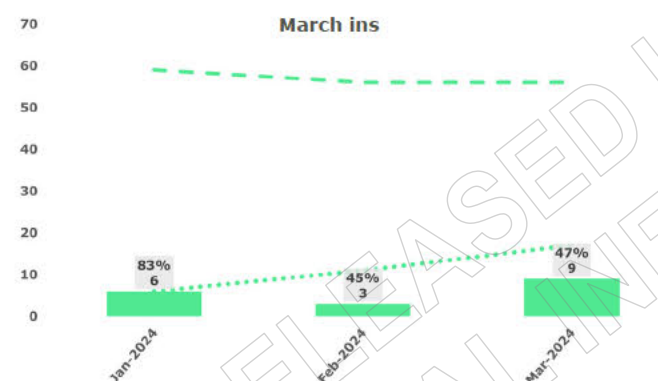
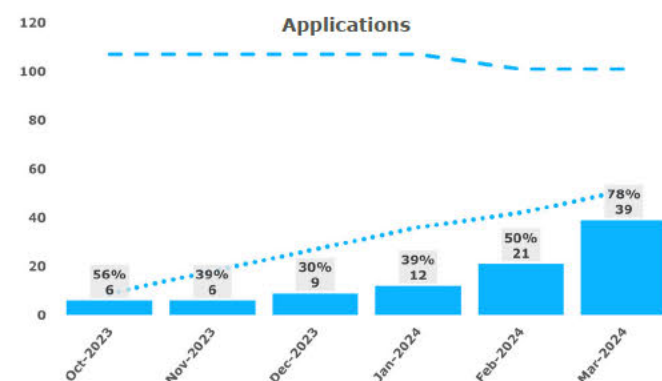
Nelson



Northland

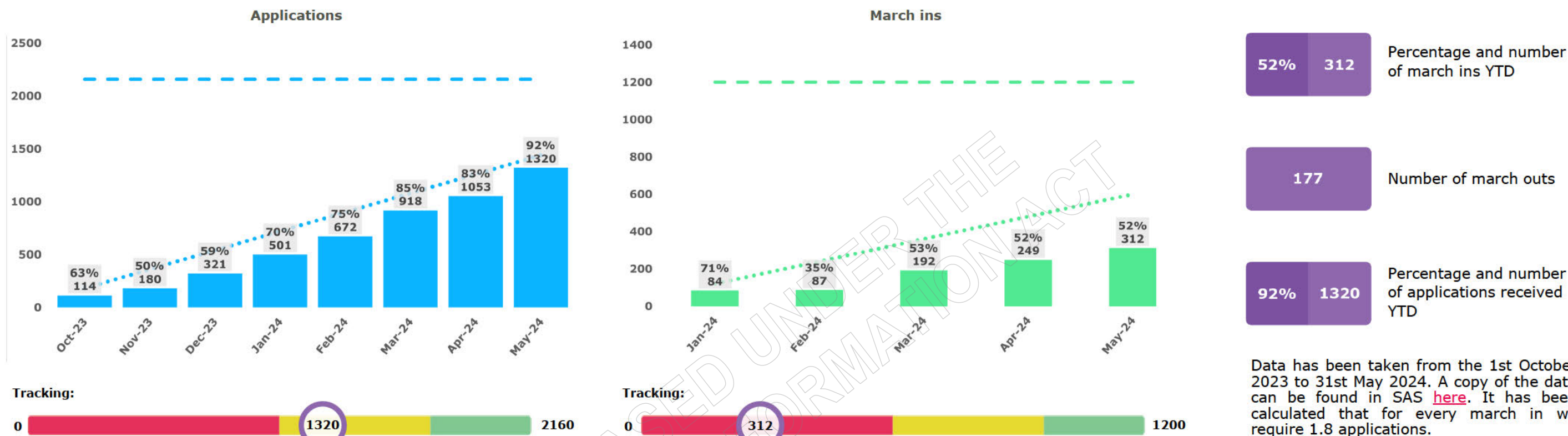


Taranaki



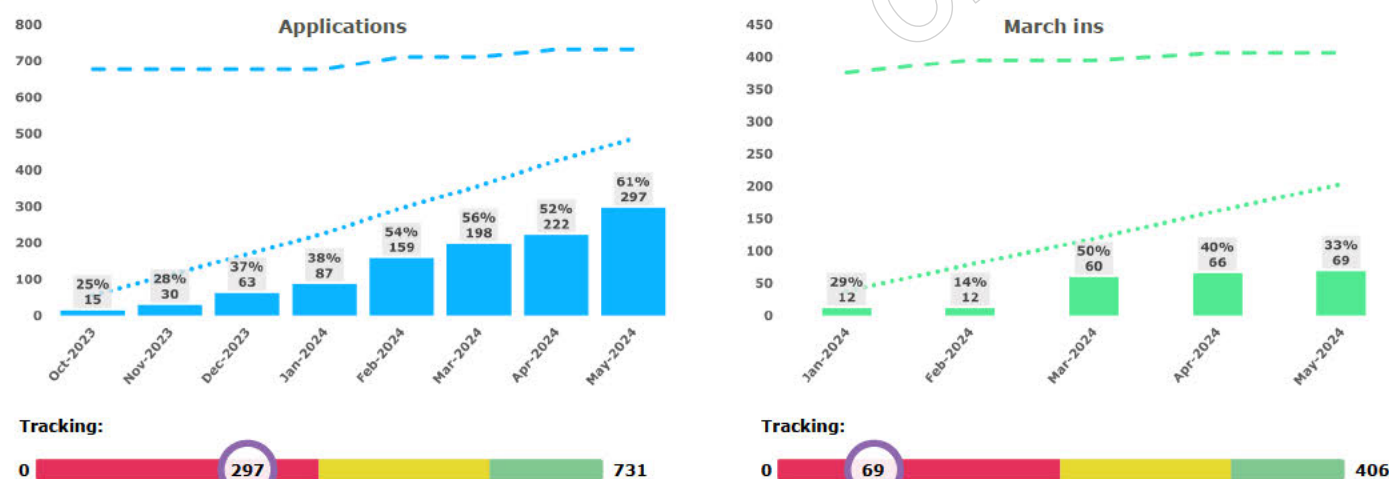
Legend:
— — — — — Annual Target ● ● ● ● ● Monthly Target

Nationwide

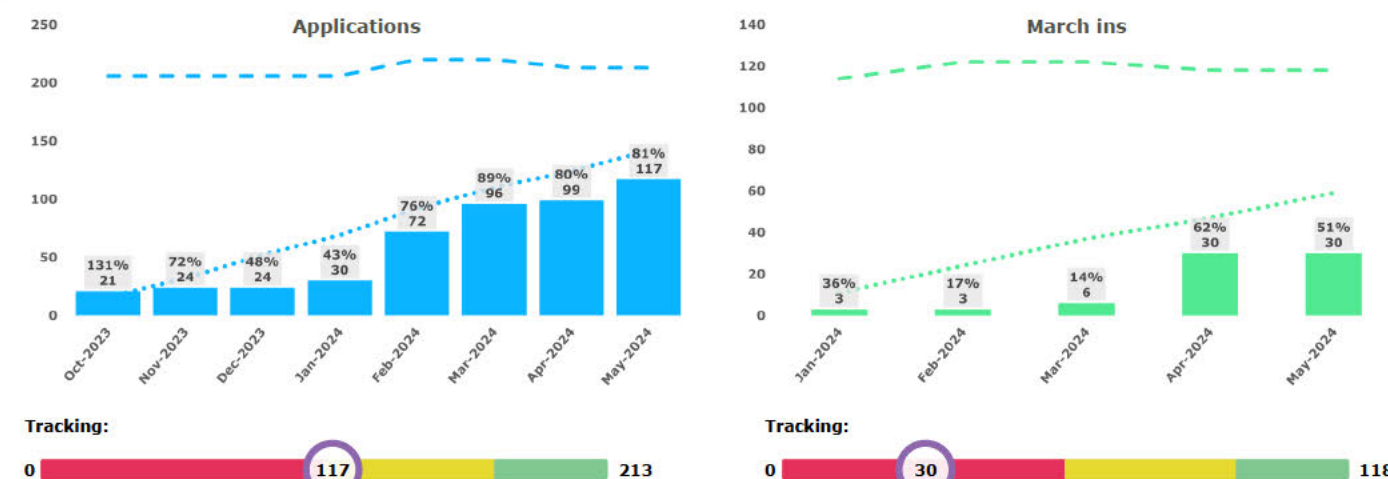


This report reflects the application and 'march-in' data for LSV courses in from October 2023-May 2024. There has been a noticeable upturn in applications in recent months, with LSV staff noting that regional engagement has been high. Those numbers could have been higher, however recent courses at Trentham and Burnham were capped from their normal capacity of 90 and 100 to 65 and 60.

Auckland



Wellington

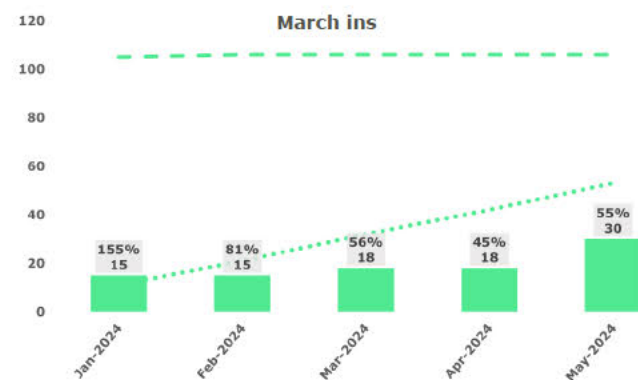
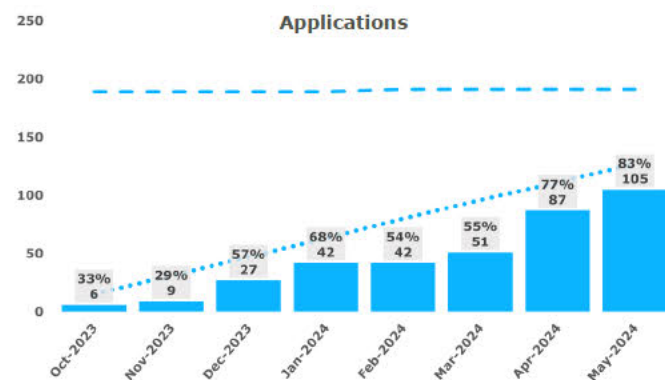




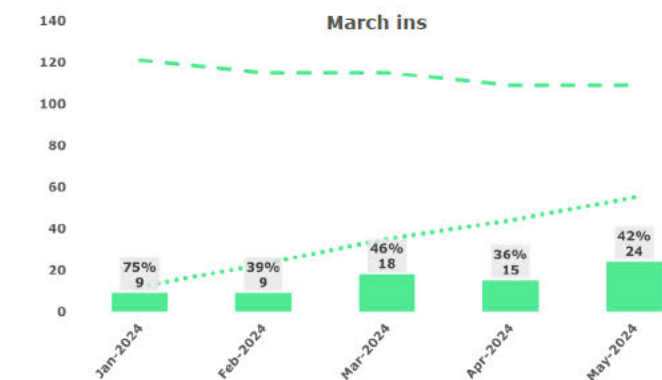
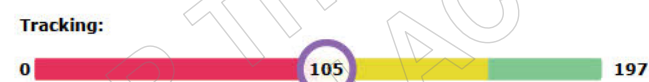
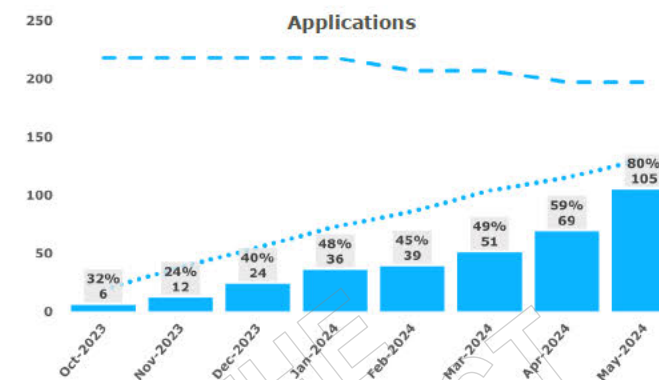
Legend:

■ ■ ■ ■ Annual Target ● ● ● ● Monthly Target

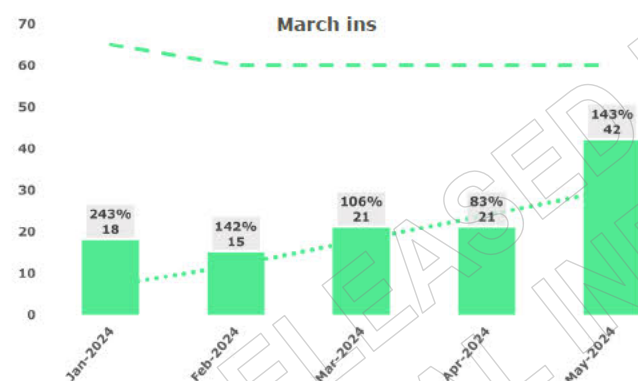
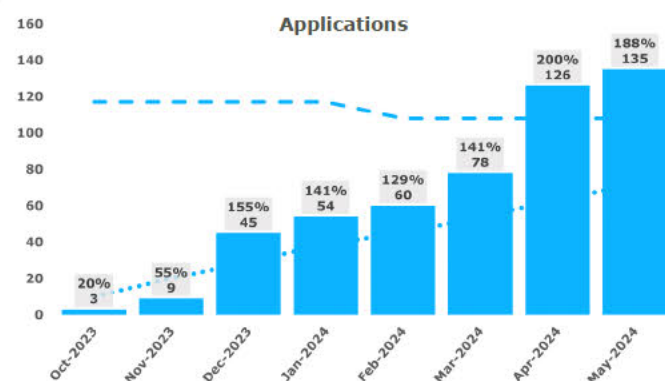
Canterbury



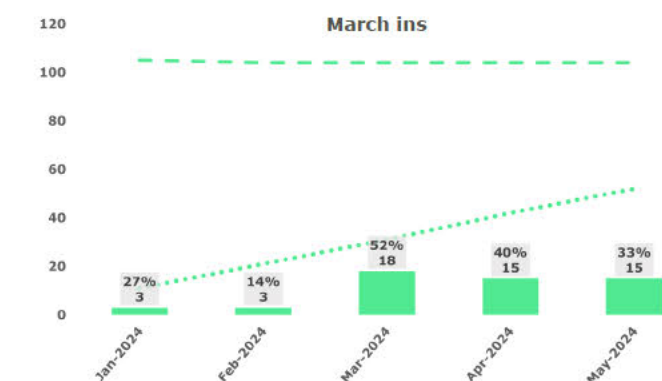
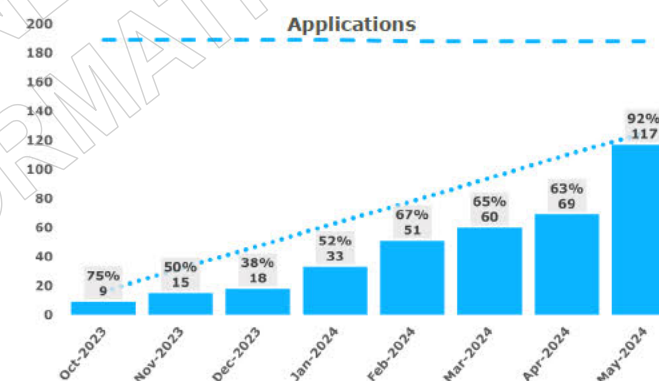
Bay of Plenty



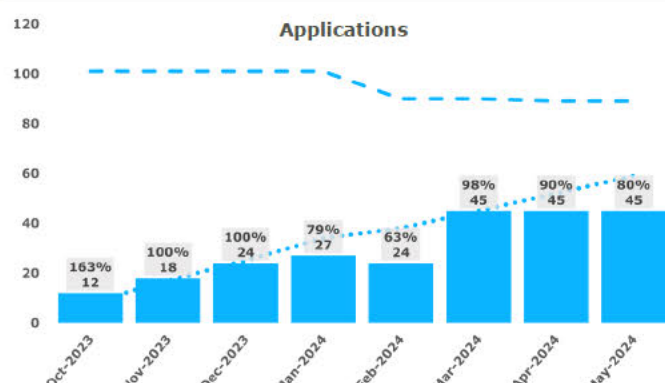
Southern



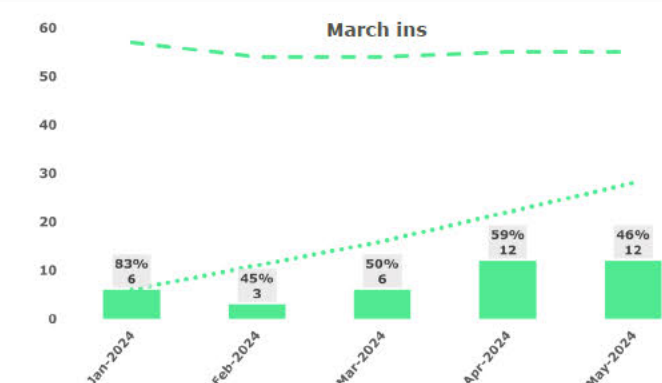
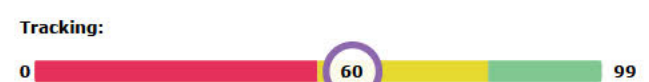
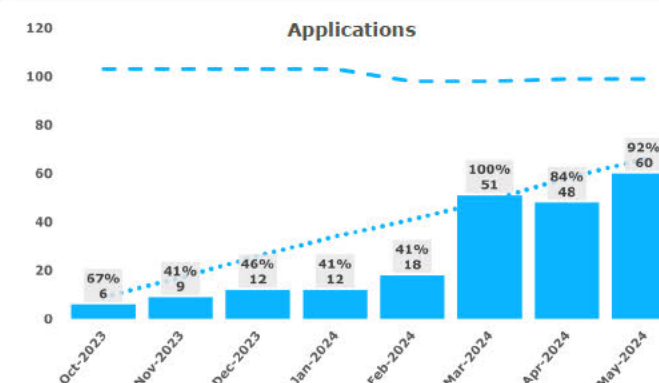
Waikato



Central



East Coast

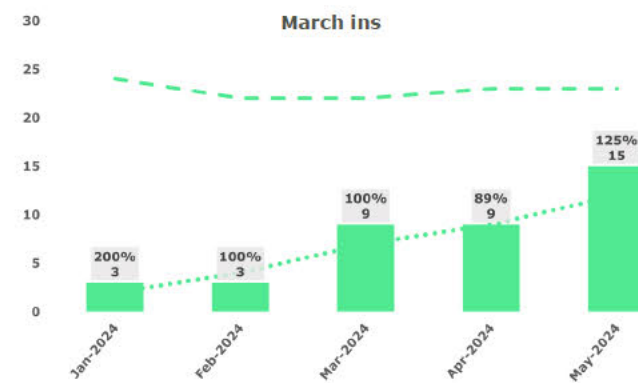
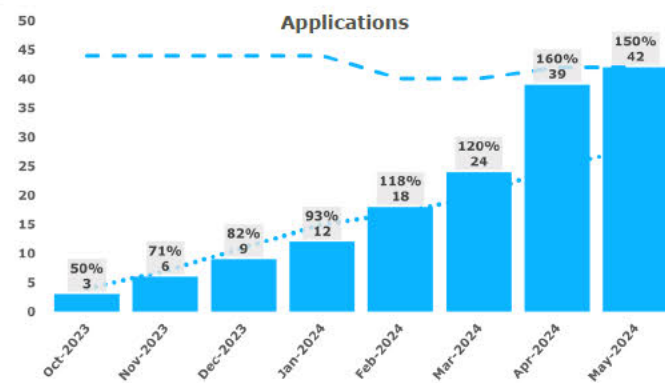




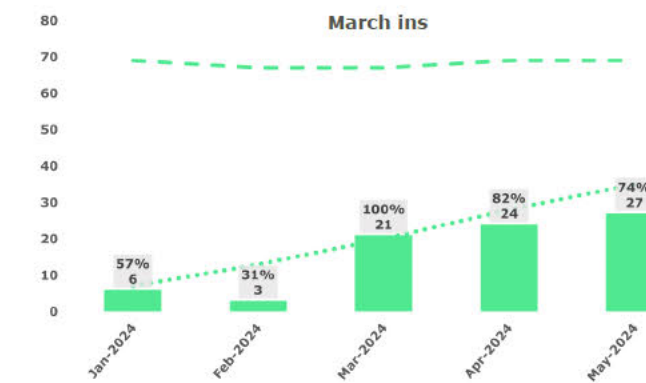
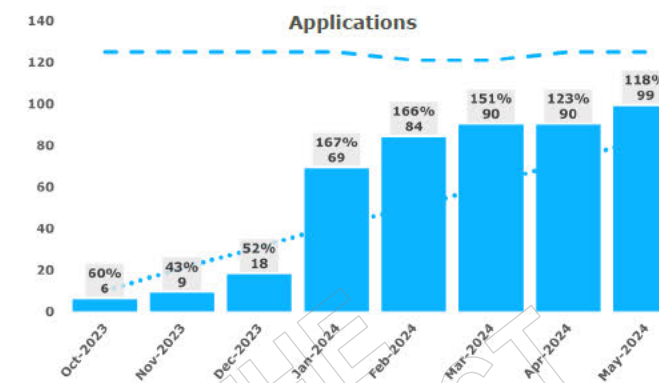
Legend:

■ ■ ■ ■ ■ Annual Target ● ● ● ● ● Monthly Target

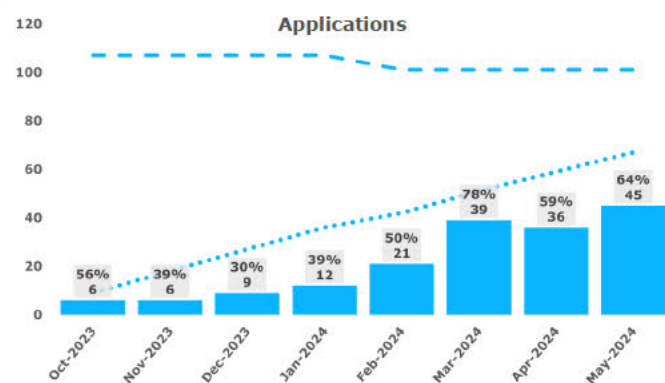
Nelson



Northland



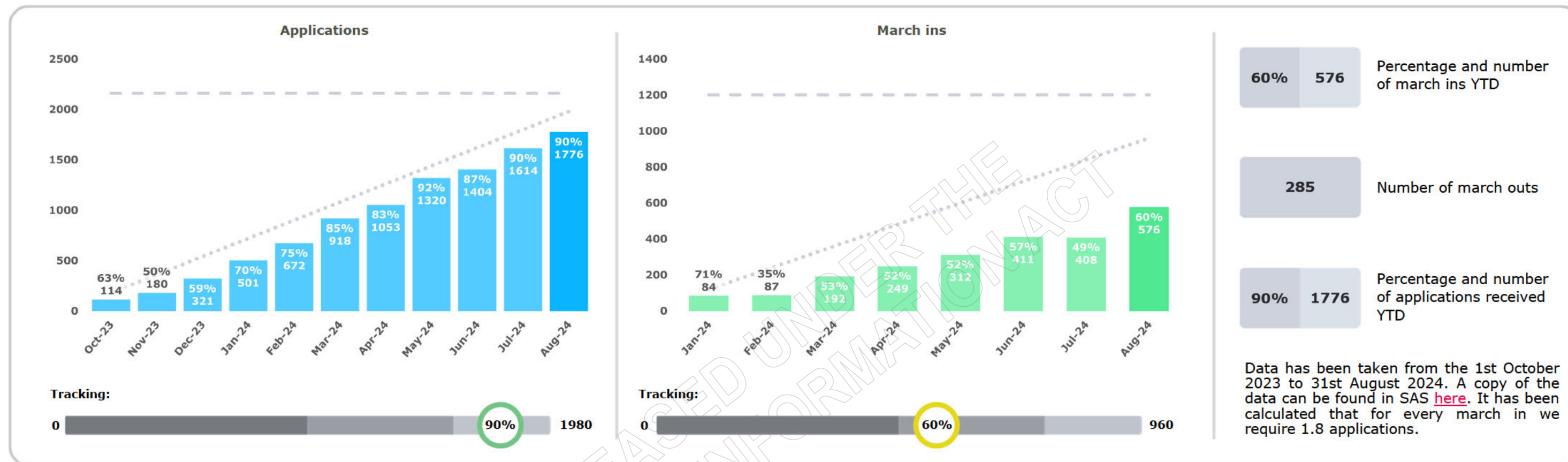
Taranaki



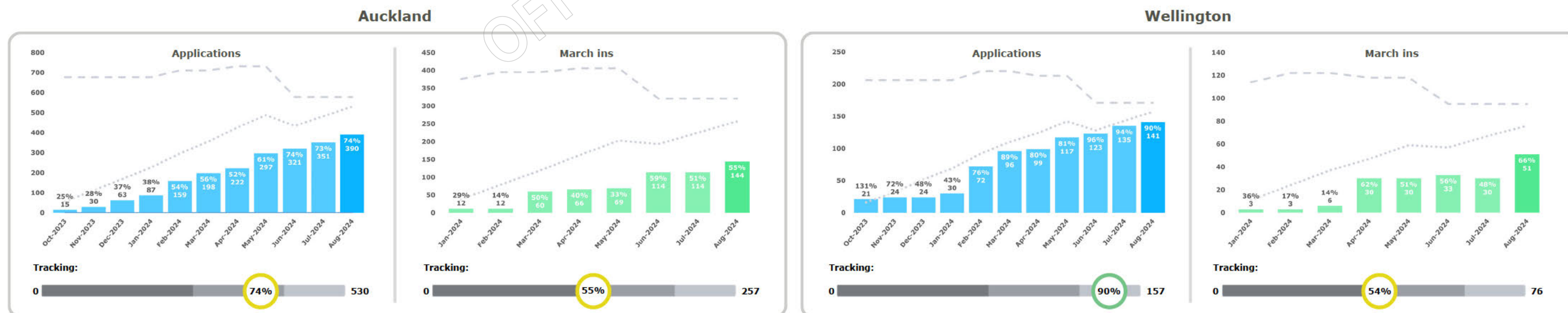
Legend:

■ ■ ■ ■ ■ Annual Target ● ● ● ● ● Monthly Target

Nationwide



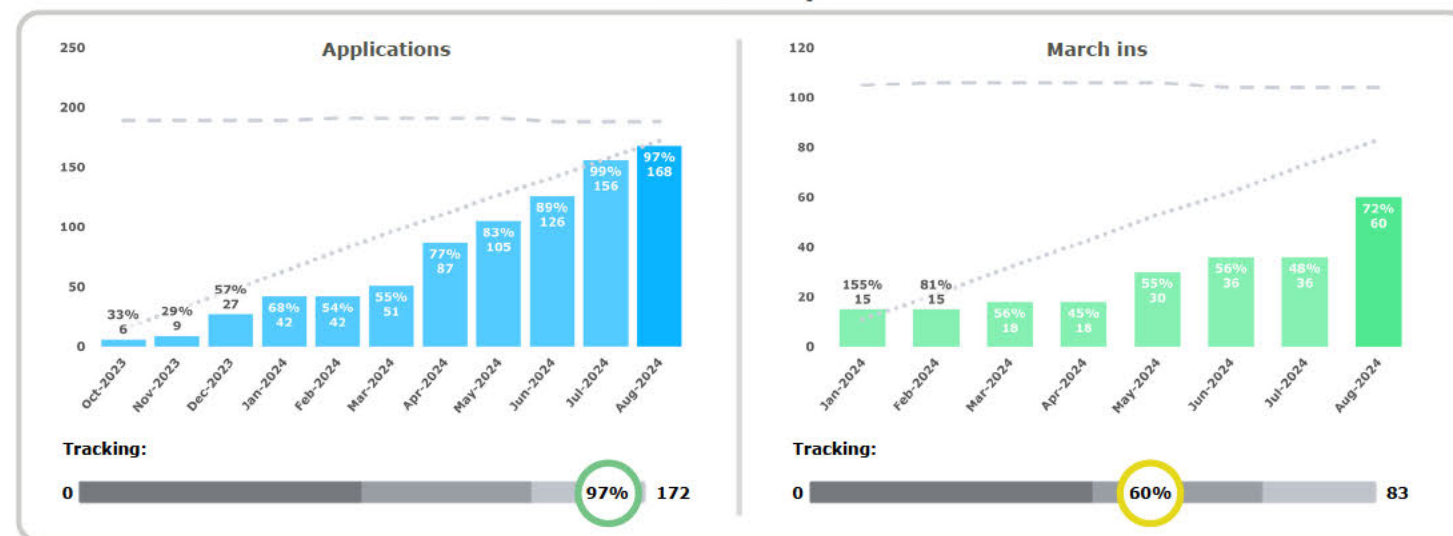
This report reflects the application and 'march-in' data for LSV courses from October 2023-May 2024. There has been a noticeable upturn in applications in recent months, with LSV staff noting that regional engagement has been high. Those numbers could have been higher, however recent courses at Trentham and Burnham were capped from their normal capacity of 90 and 100 to 65 and 60.



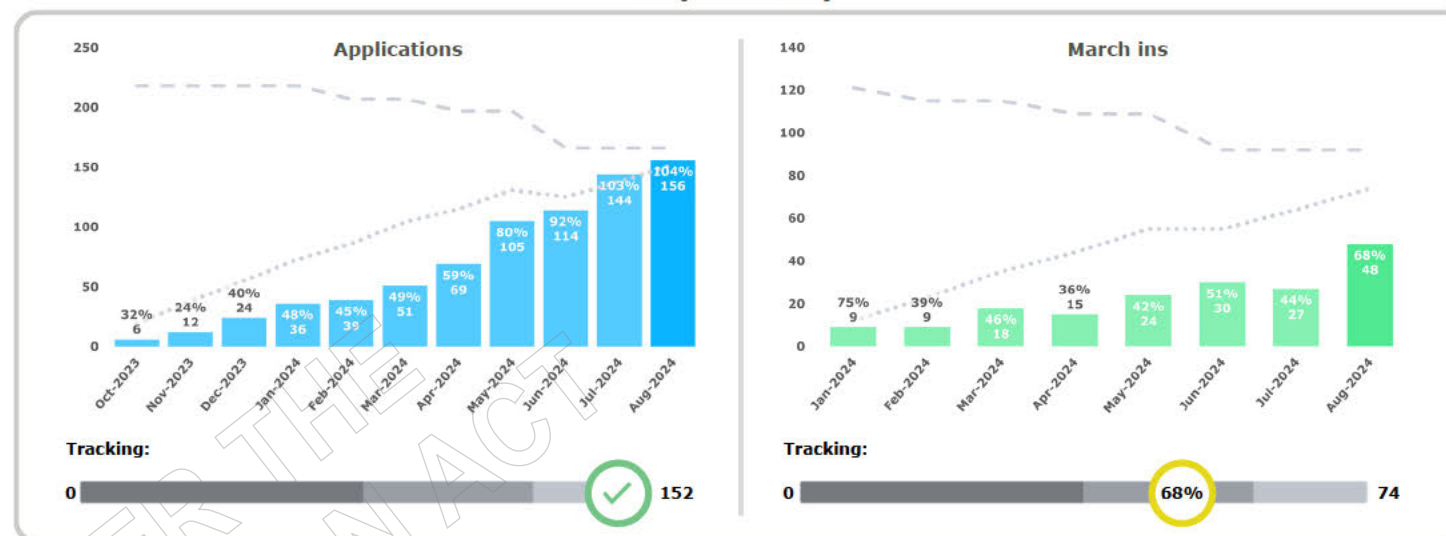
Legend:

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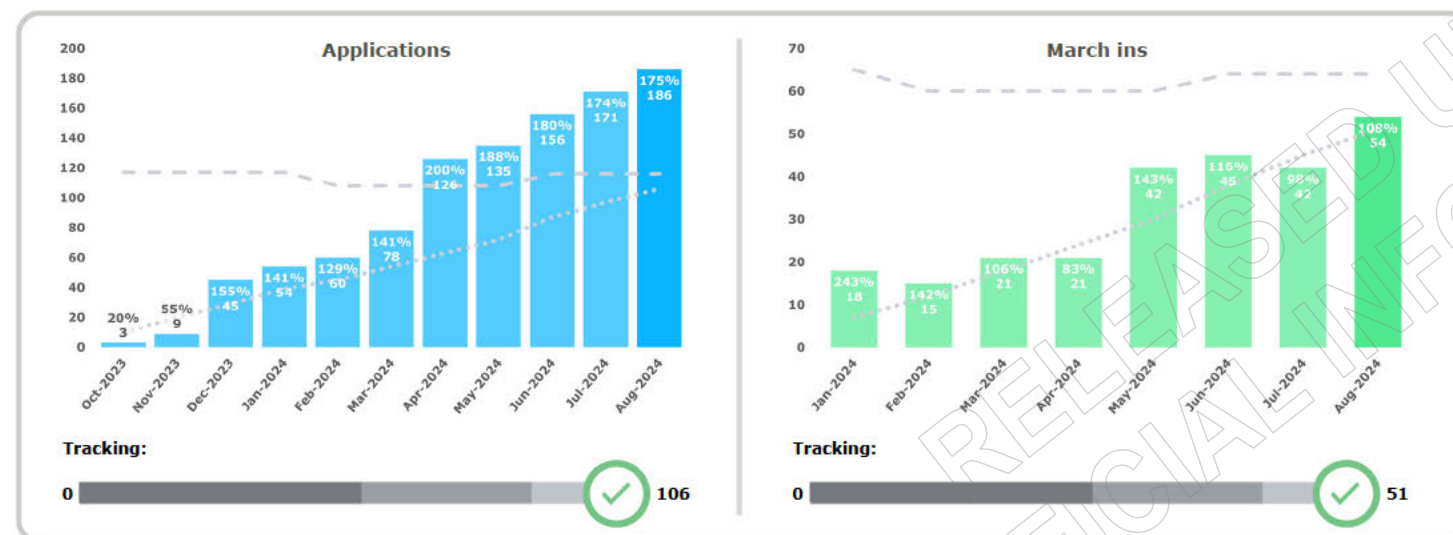
Canterbury



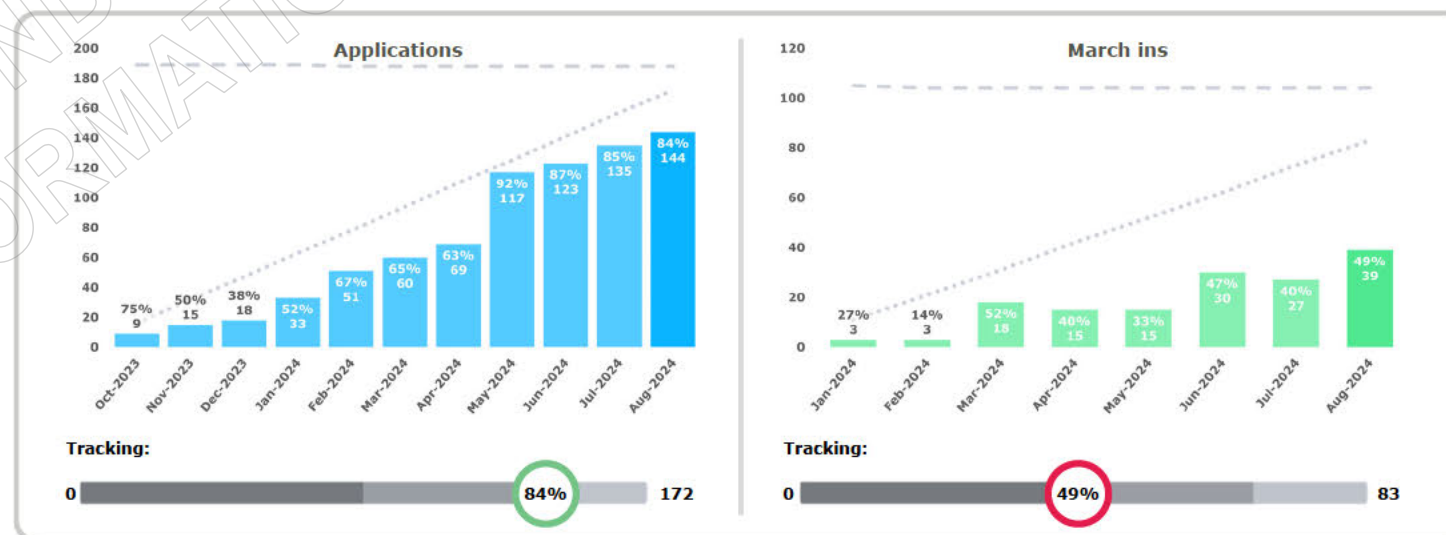
Bay of Plenty



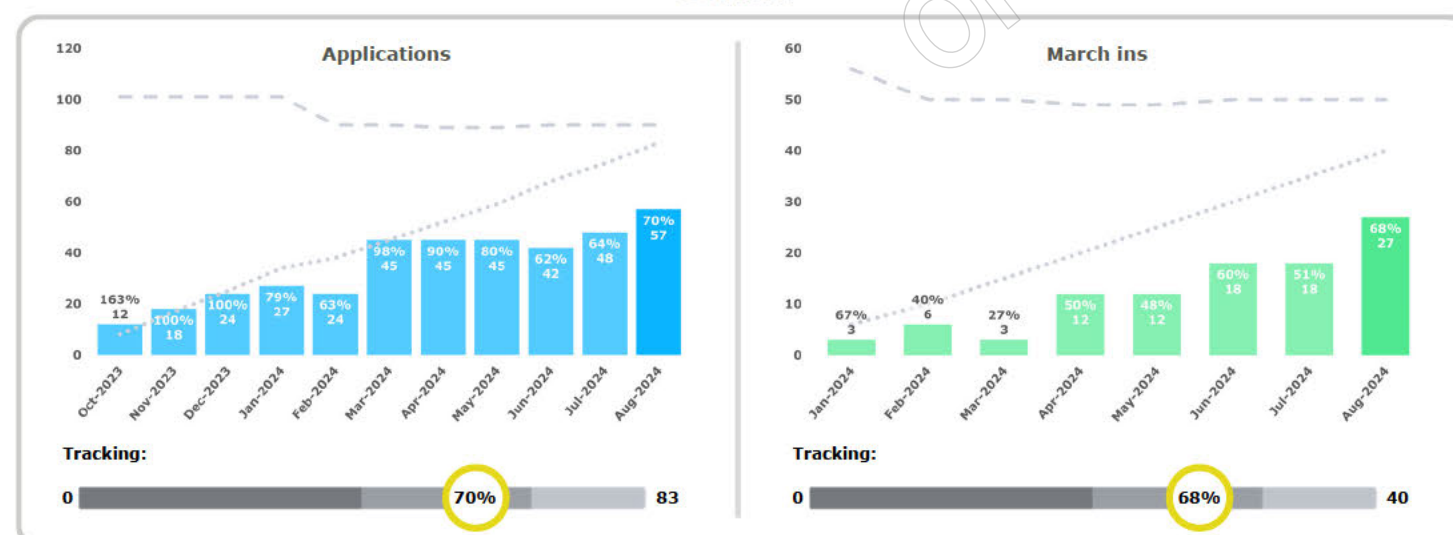
Southern



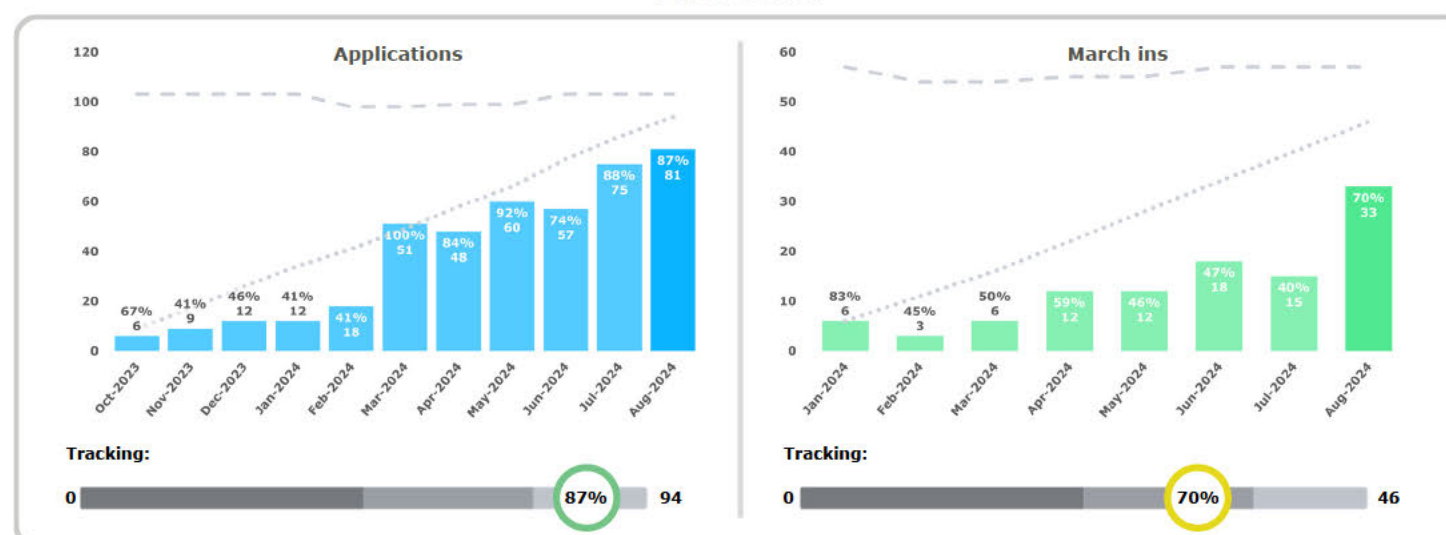
Waikato



Central



East Coast



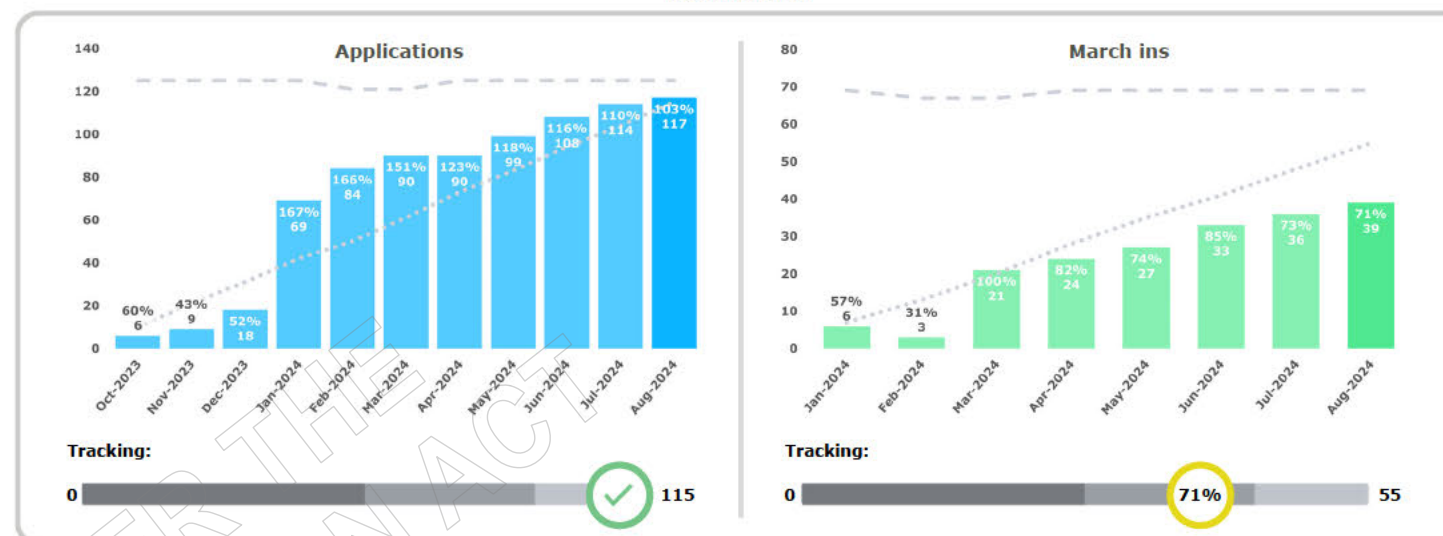
Legend:

■ ■ ■ ■ ■ Annual Target ● ● ● ● ● Monthly Target

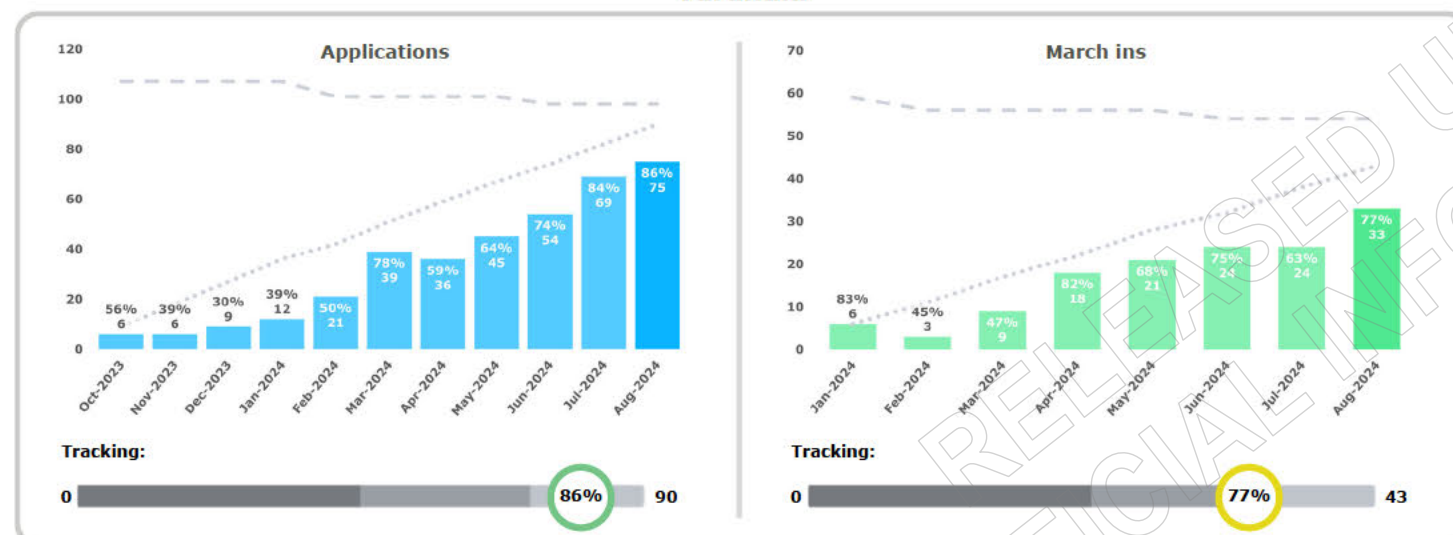
Nelson



Northland



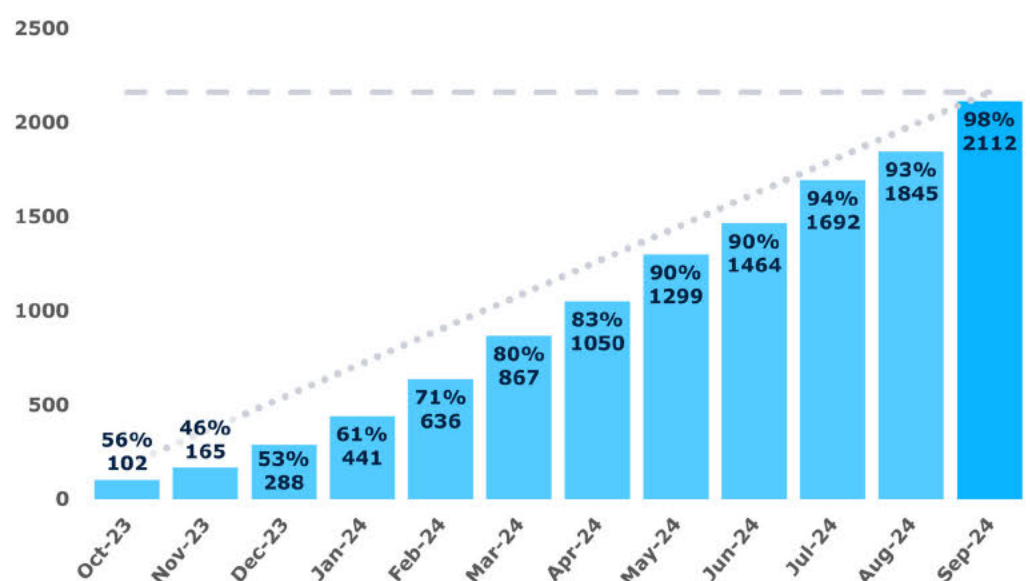
Taranaki



Legend:
 ■ ■ ■ ■ ■ Annual Target ● ● ● ● Monthly Target

Nationwide

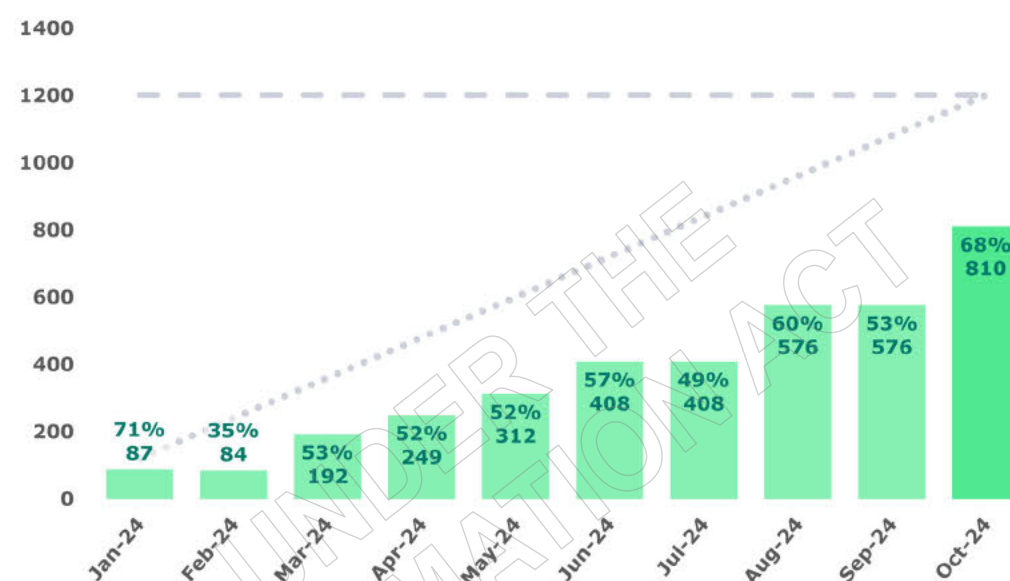
Applications



Tracking:



March ins



Tracking:



68% **810** Percentage and number of march ins YTD

405 Number of march outs

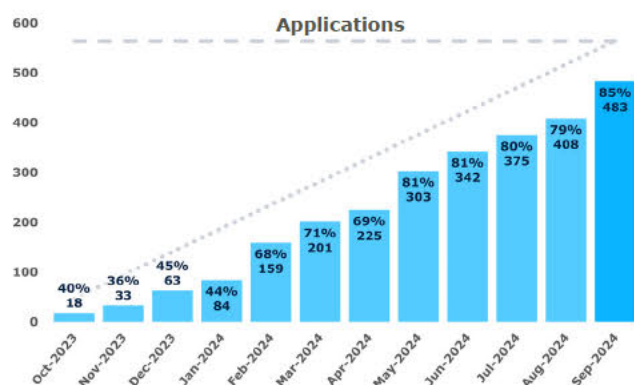
98% **2112** Percentage and number of applications received YTD

Data has been taken from the 1st October 2023 to 31st October 2024. A copy of the data can be found in SAS [here](#). It has been calculated that for every march in we require 1.8 applications.

This report reflects the application and 'march-in' data for LSV courses from October 2023-October 2024. There has been a noticeable upturn in applications in recent months, with LSV staff noting that regional engagement has been high. The final 3 courses of the 2024 calendar year are now operational and this data has been included in this report. Applications are now being taken for the first course in 2025 which starts at Burnham on 27 January 2025. This course is open to trainees from all regions. Thank you for your continued support of the LSV programme.

Auckland

Applications



Tracking:



March ins

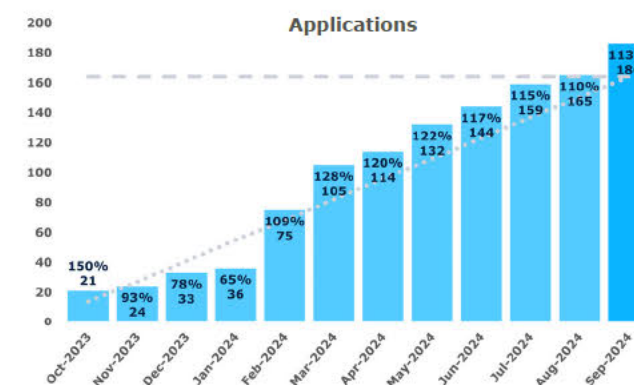


Tracking:



Wellington

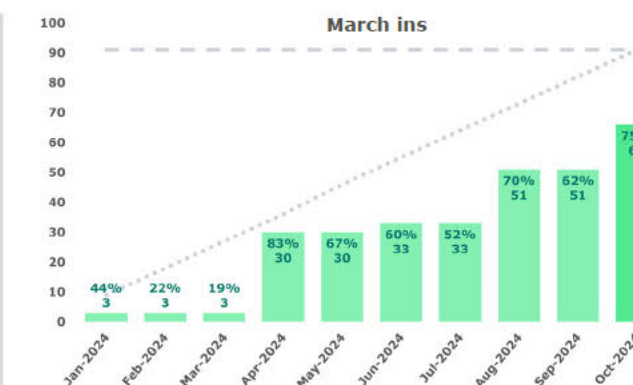
Applications



Tracking:



March ins



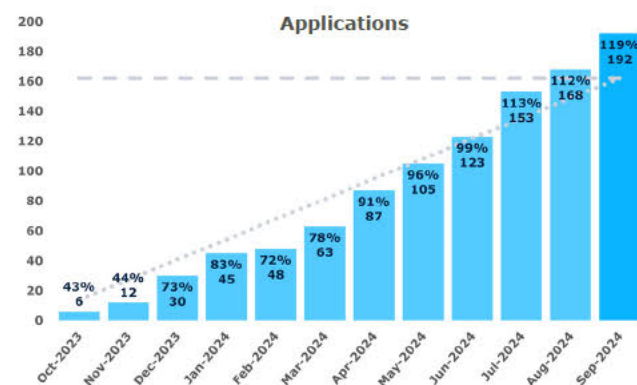
Tracking:



Legend:

■ ■ ■ ■ Annual Target ● ● ● ● Monthly Target

Canterbury

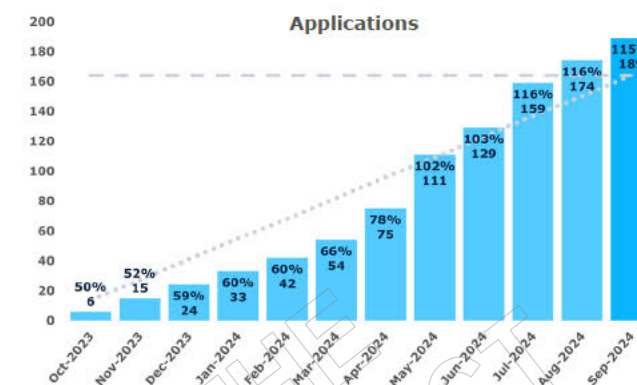


Tracking: 162

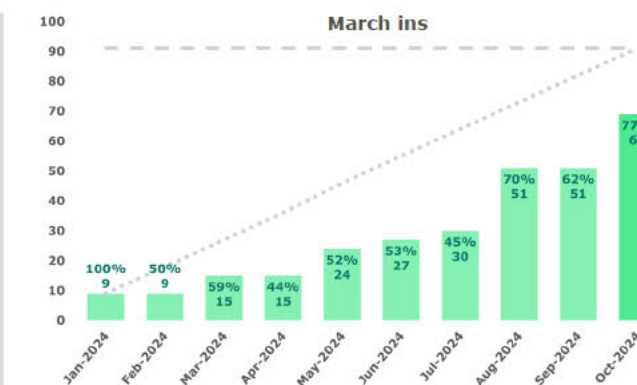


Tracking: 90

Bay of Plenty

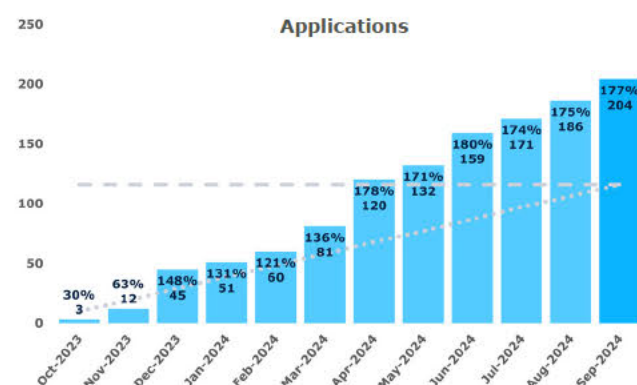


Tracking: 164

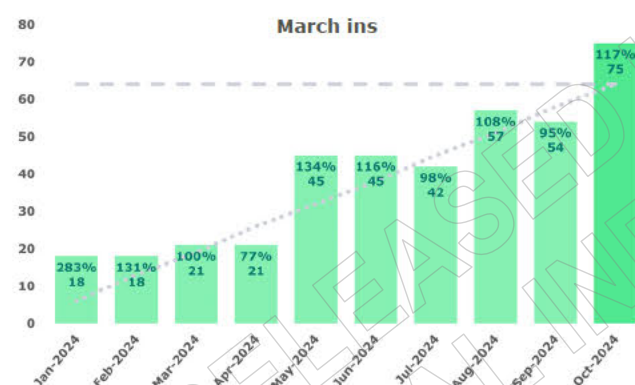


Tracking: 91

Southern

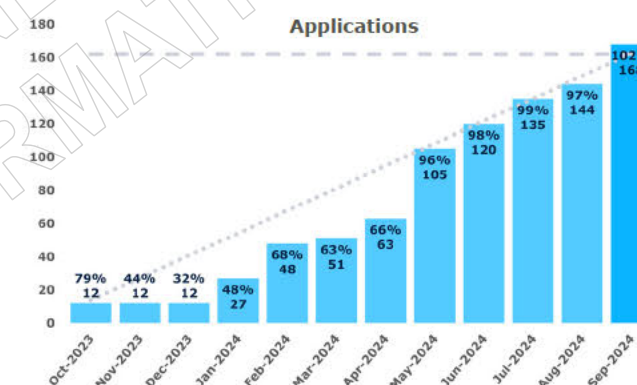


Tracking: 116

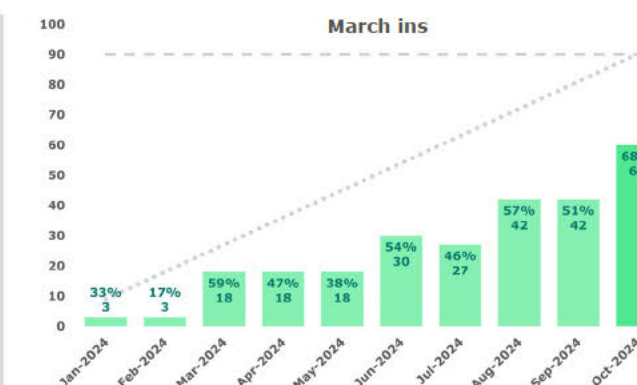


Tracking: 64

Waikato

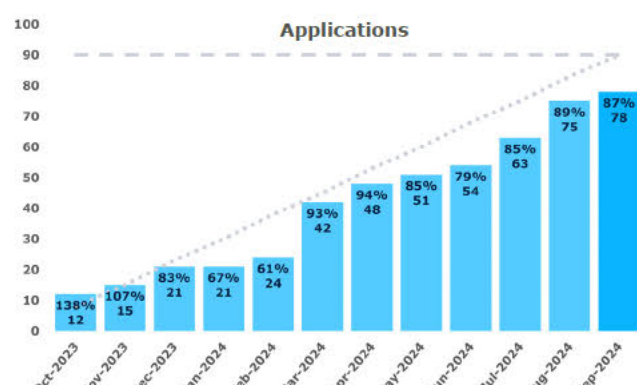


Tracking: 162



Tracking: 90

Central

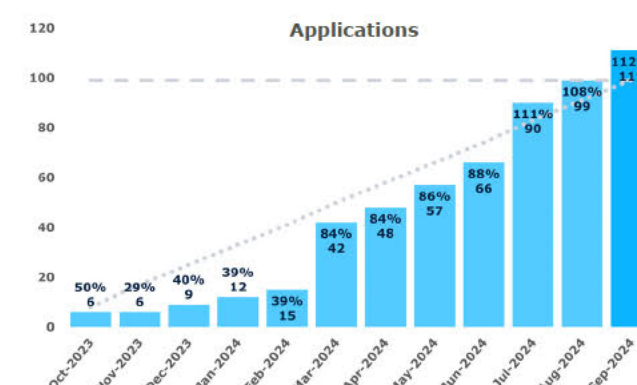


Tracking: 90



Tracking: 50

East Coast



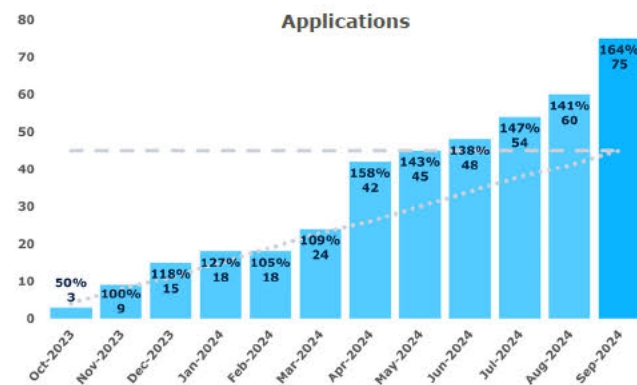
Tracking: 99



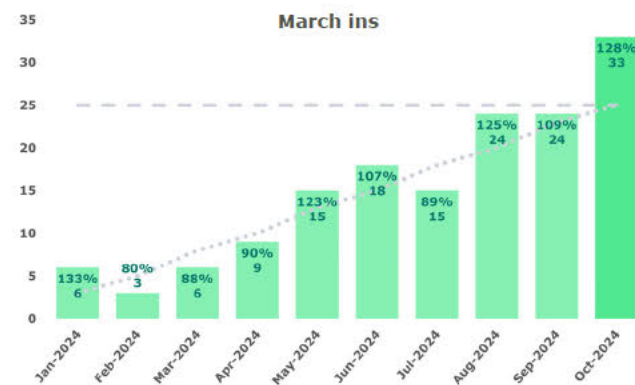
Tracking: 55

Legend:
■ ■ ■ ■ ■ Annual Target ● ● ● ● ● Monthly Target

Nelson

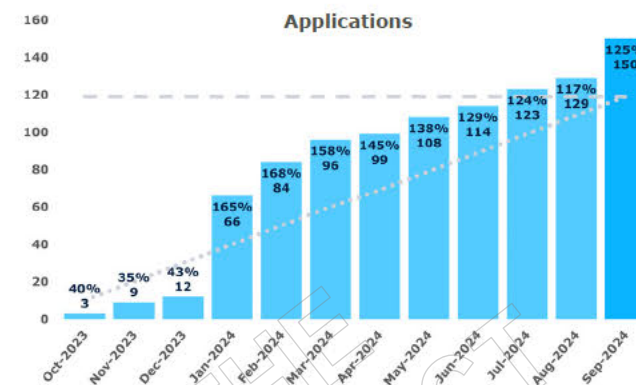


Tracking:
0 45

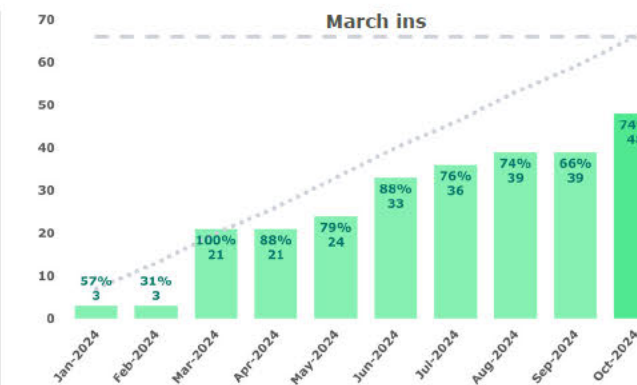


Tracking:
0 25

Northland

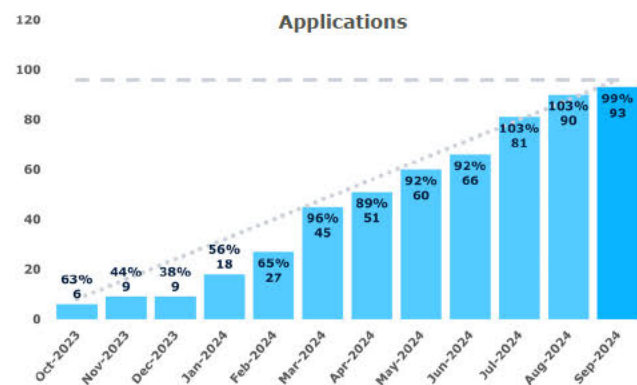


Tracking:
0 119

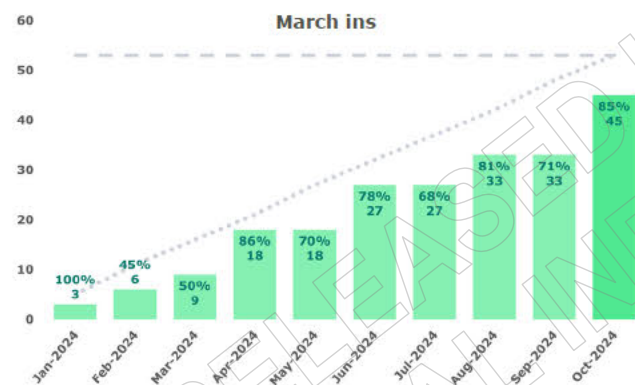


Tracking:
0 66

Taranaki



Tracking:
0 96



Tracking:
0 53

Limited Service Volunteer - Employment Snapshot Report as at 31 Oct 2024 (Calendar Year)

“75% of trainees who march into LSV will be in Full time employment or study within 22 weeks of march in”

“GET A FRESH START”

LSV
Limited
Service
Volunteer

National



Off-Benefit:

12 week result	20%
18 week result	30%
22 week result	34%

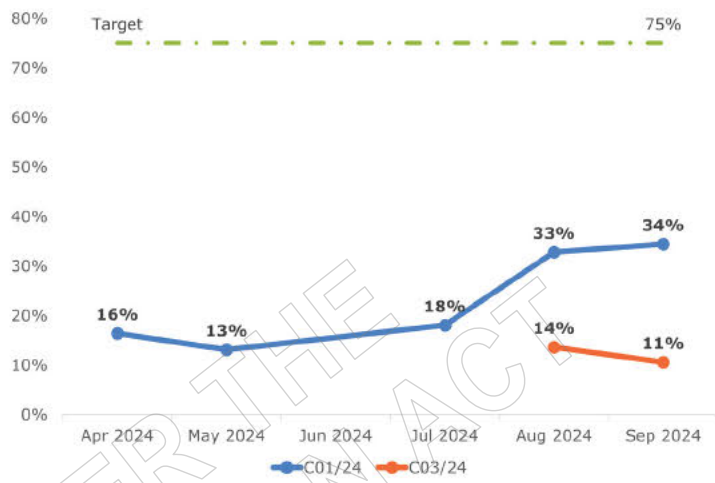
The national calculations do not include camps that haven't yet met the 22-week deadline, apart from the YTD figure (which includes all camps). As at 31 October, 4 out of 7 camps have reached the 22 week mark since march in.

All off-benefit outcomes include trainees that have cancelled their benefit and trainees who began LSV off benefit and have not had a benefit granted since.

YTD result:

31%	off benefit
405	marched out

Trentham



Off-Benefit:

Camp	12 Weeks	18 Weeks	22 Weeks	As at 31 Oct
C01/24	18%	33%	34%	38%
C03/23	32%	35%	38%	50%
C04/23	23%	30%	36%	43%

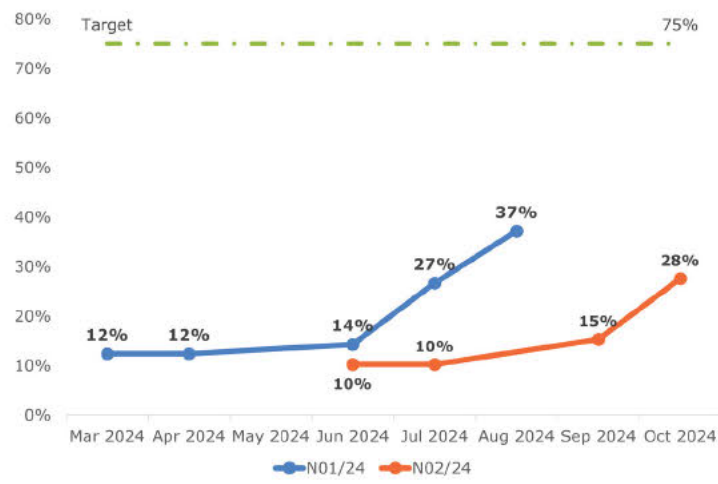
On-Benefit:

Camp	12 Weeks	18 Weeks	22 Weeks	As at 31 oct
C01/24	82%	67%	66%	62%
C03/23	68%	65%	62%	50%
C04/23	77%	70%	64%	57%

YTD result:

26%	off benefit
89	marched out

Whenuapai



Off-Benefit:

Camp	12 Weeks	18 Weeks	22 Weeks	As at 31 Oct
N01/24	14%	27%	37%	41%
N02/24	15%	28%	-	27%
N03/23	37%	40%	47%	51%
N04/23	25%	29%	37%	50%

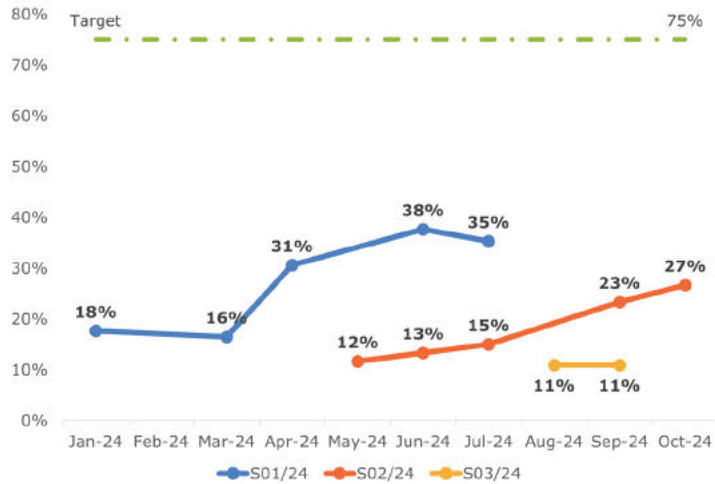
On-Benefit:

Camp	12 Weeks	18 Weeks	22 Weeks	As at 31 Oct
N01/24	86%	73%	63%	59%
N02/24	85%	72%	-	73%
N03/23	63%	60%	53%	49%
N04/23	75%	71%	63%	50%

YTD result:

35%	off benefit
145	marched out

Burnham



Off-Benefit:

Camp	12 Weeks	18 Weeks	22 Weeks	As at 31 Oct
S01/24	31%	38%	35%	44%
S02/24	15%	23%	27%	22%
S04/23	24%	31%	36%	56%
S05/23	21%	28%	37%	42%

On-Benefit:

Camp	12 Weeks	18 Weeks	22 Weeks	As at 31 Oct
S01/24	69%	62%	65%	56%
S02/24	85%	77%	73%	78%
S04/23	76%	69%	64%	44%
S05/23	79%	72%	63%	58%

YTD result:

29%	off benefit
171	marched out

*These calculations only include camps that have reached the 22 week mark.

Limited Service Volunteer - Client Report for Financial Year 2023/2024

"GET A FRESH START"

LSV
Limited
Service
Volunteer

Total Potential Client

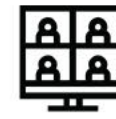
The average number of 18–24 year-old clients on a main benefit with full-time work obligations, further reduced by health and NZDF security requirements.

29,600 +3.5%^

Engagement Approaches



Case Manager conversations



Online seminars



Bulk emails



LSV face to face seminars



Bulk text messages

Total Positions

Maximum positions in 2023 calendar year: 1,200

Maximum positions in 2024 calendar year: 1,090

Positions available in 13 courses: 1,380

Application Breakdown:

Total applications received	831
Accepted onto LSV	744
Accepted from application	495
Accepted (further consideration)	249
Not accepted onto LSV	87
Not all information supplied	66
Declined (further consideration)	21
Did not complete an application	702

Marched in Breakdown:

Marched in	702
Marched out	483
Left Early	216
Dismissed	24
Medical	27
Mental health	48
Own accord	90
Other	30
Did not march in	42
Other MSD intervention**	12
Unsubsidised placement	3

Key Stats:

20%

not on a main benefit at referral

90%

applicants accepted

1,533 Expressions of Interest

+6%^

831 Applications Received

+14%^

702 Marched in

+48%^

744 Accepted Trainees

+33%^

483 Marched out

+64%^

789 Did not progress onto LSV*

-11%^

27%

Off benefit with 22 weeks of march in

46%

Off benefit now

Client Outcomes:

Off benefit within 22 weeks of march in 189

Off benefit now 327

Not on benefit when referred 138

On benefit now 48
Off benefit now 90

Left early - known outcomes 102/216

Other MSD Interventions 75
Flexiwave/Mana in Mahi 12
Unsubsidised placement 15

Marched out - known outcomes 66/438

Flexiwave/Mana in Mahi 24
Unsubsidised placement 42

Random Rounding has been applied to the data. As a result, individual numbers may not add up to match totals.

^Compared to the 2022/2023 financial year.

*Notes: This report is based on information as at 30 September 2024, for programs that finished during the 2023/2024 financial year.

**Other MSD interventions include services such as Work Confidence, Oranga Mahi, Employment Placement Assistance Initiative, He Poutama Taitamariki for Youth, Job Search Services, Skills for Industry, Work Confidence, Work to Wellness Service.

1 July

30 June

2024 to 2025

75% of trainees who march into LSV
will be in full time employment or
study within 22 weeks of march in

LSV

Limited
Service
Volunteer

The KPI and LSV's role in employment:

- The responsibility for achieving the employment KPI sits with the whole team
- The accountability for achieving the employment KPI sits with the Work Broker(s)
- Support for achieve the employment KPI sits with the National and Regional teams
- The KPI includes trainees who were not on benefit at march in. The focus for these trainees is to transition them to full time employment or training, rather than to later start a benefit
- LSV Work Brokers are expected to take an active engagement approach with individual trainees to assist them to gain employment, irrespective of where the trainee lives.
- Where an LSV Work Broker can see that a site-based Work Broker is supporting the trainees, then their role will reduce to a monitoring and supporting function.
- The KPI recognises that an employment focus is required to be delivered by the LSV Case Manager or another site-based Case Manager for trainees who leave the course early.
- As much as possible, Work Brokers should not be involved with recruitment activities. Their focus must be on supporting current and past trainees to obtain, and then sustain full time employment.
- Starting from the week of 16th September, there will be a bi-weekly WB meeting to ensure there is a national focus and attention on this work. LSV Specialists are welcome to attend this meeting, however it is not essential that they attend.
- LSV Work Brokers are expected to attend regional WB meetings to ensure they are knowledgeable about labour market conditions.

LSV

Limited
Service
Volunteer

On the course:

- As much as possible, employers who attend the course (for the expo or to present) will have opportunities available
- We will review our MSD-delivered curriculum, to ensure it is engaging and produces the most work-ready trainees. Individual camps can add to, but not take away from the national training curriculum.
- Trainees will have a usable CV, a Jobseeker profile and will have a better focus on their career plan
- We will offer licensing and opportunities for trainees, such as Driver's or Forklift Licensing
- There will be an emphasis on rights and responsibilities on the course, in line with governmental directives



LSV

Limited
Service
Volunteer

National office promises:

- To broaden available vacancies, national office will build better links with:
 - Industry Partnerships (inc. Mayors Taskforce Force for Jobs)
 - National employers
 - Labour market teams for labour market intelligence
 - Past patrons
 - Chamber of Commerce
- More regular reporting on employment outcomes, recognising LSV's focus
- Investigating the introduction of a Work Broker LSV champ
- A review of the MSD-delivered curriculum
- A review of Case Management for trainees

Post course:

- Transition to other interventions (such as Westport Deep Sea Fishing School) is still possible, in the correct circumstances, however the LSV WB retains accountability for the work outcome up to 22 weeks post march in.
- Every trainee who has not secured employment or training will attend an online seminar 4 weeks and 8 weeks after graduation, hosted by the on-camp team (with optional MSD regional staff)
- We will provide a report at 6 and 12 weeks after march in, to provide a greater level of visibility over results and activities
- We will be proactive in our contact with LSV trainees, right from week 1 after the course
- Our focus is on outcomes (i.e. full-time employment and training opportunities) – as well as improving results, this will also ultimately be for the trainees' benefit
- Our Case Management for trainees will be employment focussed

2023 Calendar Year - Marched-in and Marched-out numbers
Data prepared by Planning and Analysis
JIRA: PLAN-4630

2023 Calendar Year - Marched-in and Marched-out numbers	
(random rounded)	
Marched In	570
Marched Out	384

Unrounded Source Data

cyear_start	num_referred	num_accepted	num_marched_in	num_left_early	num_marched_out
2023	1340	619	572	184	383

cyear_start	opportunity_start_date	opportunity_end_date	camp_name	opp_id	num_referred	num_accepted	num_marched_in	num_left_early	num_marched_out
2023	30/01/2023	11/03/2023	Burnham	S01/23	180	75	75	26	49
2023	20/03/2023	29/04/2023	Whenuapai	N01/23	151	53	44	11	32
2023	3/04/2023	13/05/2023	Burnham	S02/23	76	1			
2023	17/04/2023	27/05/2023	Trentham	C01/23	90	57	57	23	34
2023	22/05/2023	1/07/2023	Whenuapai	N02/23	88	39	32	13	19
2023	6/06/2023	15/07/2023	Burnham	S03/23	174	59	59	17	42
2023	19/06/2023	29/07/2023	Trentham	C02/23	54	37	37	11	25
2023	24/07/2023	1/09/2023	Whenuapai	N03/23	59	58	43	12	31
2023	7/08/2023	16/09/2023	Burnham	S04/23	143	45	45	14	31
2023	21/08/2023	30/09/2023	Trentham	C03/23	50	34	34	11	23
2023	9/10/2023	18/11/2023	Whenuapai	N04/23	65	64	49	15	34
2023	16/10/2023	25/11/2023	Burnham	S05/23	134	43	43	14	29
2023	24/10/2023	2/12/2023	Trentham	C04/23	76	54	54	17	34
					1340	619	572	184	383

2022 & 2023 Calendar Year - LSV Numbers
Data prepared by Planning and Analysis
PLAN-4727

Calendar Year	Referred	Accepted	Marched In	Left Early	Marched Out	Exited Benefit within 22 weeks of March-in	Exited Benefit as of 1st March, the following year
2022	1572	573	543	219	321	213	267
2022	1341	618	570	183	384	162	222

Unrounded Source Data

cyear_start	num_referred	num_accepted	num_marched_in	num_left_early	num_marched_out	benefit_exit_22wk	benefit_exit_following_year
2022	1573	573	542	219	321	213	266
2023	1340	619	572	184	383	160	221

cyear_start	opportunity_start_date	opportunity_end_date	camp_name	opp_id	num_referred	num_accepted	num_marched_in	num_left_early	num_marched_out
2022	31/01/2022	12/03/2022	Burnham	S01/22	212	78	78	26	51
2022	21/03/2022	30/04/2022	Whenuapai	N01/22	144	41	41	14	27
2022	4/04/2022	14/05/2022	Burnham	S02/22	55	1			
2022	11/04/2022	21/05/2022	Trentham	C01/22	84	50	49	14	35
2022	23/05/2022	2/06/2022	Whenuapai	N02/22	127	33	33	14	19
2022	7/06/2022	16/07/2022	Burnham	S03/22	128	43	43	21	21
2022	13/06/2022	23/07/2022	Trentham	C02/22	50	31	31	7	24
2022	8/08/2022	17/09/2022	Whenuapai	N03/22	149	43	38	9	29
2022	15/08/2022	22/09/2022	Burnham	S04/22	124	54	52	26	26
2022	15/08/2022	24/09/2022	Trentham	C03/22	59	37	34	34	
2022	17/10/2022	26/11/2022	Whenuapai	N04/22	214	60	45	22	23
2022	17/10/2022	26/11/2022	Burnham	S05/22	128	51	51	11	40
2022	25/10/2022	3/12/2022	Trentham	C04/22	99	51	47	21	26
					1573	573	542	219	321

cyear_start	opportunity_start_date	opportunity_end_date	camp_name	opp_id	num_referred	num_accepted	num_marched_in	num_left_early	num_marched_out
2023	30/01/2023	11/03/2023	Burnham	S01/23	180	75	75	26	49
2023	20/03/2023	29/04/2023	Whenuapai	N01/23	151	53	44	11	32
2023	3/04/2023	13/05/2023	Burnham	S02/23	76	1			
2023	17/04/2023	27/05/2023	Trentham	C01/23	90	57	57	23	34
2023	22/05/2023	1/07/2023	Whenuapai	N02/23	88	39	32	13	19
2023	6/06/2023	15/07/2023	Burnham	S03/23	174	59	59	17	42
2023	19/06/2023	29/07/2023	Trentham	C02/23	54	37	37	11	25
2023	24/07/2023	1/09/2023	Whenuapai	N03/23	59	58	43	12	31
2023	7/08/2023	16/09/2023	Burnham	S04/23	143	45	45	14	31
2023	21/08/2023	30/09/2023	Trentham	C03/23	50	34	34	11	23
2023	9/10/2023	18/11/2023	Whenuapai	N04/23	65	64	49	15	34
2023	16/10/2023	25/11/2023	Burnham	S05/23	134	43	43	14	29
2023	24/10/2023	2/12/2023	Trentham	C04/23	76	54	54	17	34
					1340	619	572	184	383

cyear_start	camp_name	opp_id	opportunity_start_date	num_marched_in	pct_on_ben_at_ref	num_left_early	num_marched_out	benefit_exit_22wk	benefit_exit_52wk	weeks_since_march_in
2020	Burnham	S04/20	03Aug2020	84	85%	33	54	48	60	190
2020	Whenuapai	N03/20	10Aug2020	3	100%	3			3	189
2020	Trentham	C03/20	24Aug2020	42	83%	12	30	21	30	187
2020	Whenuapai	N04/20	12Oct2020	96	78%	27	63	39	69	180
2020	Burnham	S05/20	12Oct2020	117	78%	39	78	39	63	180
2020	Trentham	C04/20	27Oct2020	78	85%	24	51	51	63	178
2021	Burnham	S01/21	25Jan2021	120	76%	30	90	57	84	165
2021	Burnham	S02/21	29Mar2021	81	72%	30	51	33	51	156
2021	Whenuapai	N01/21	12Apr2021	99	65%	9	87	42	60	154
2021	Trentham	C01/21	27Apr2021	84	69%	30	57	33	51	152
2021	Burnham	S03/21	31May2021	57	70%	18	39	21	36	147
2021	Burnham	S01/21	31May2021							147
2021	Whenuapai	N02/21	14Jun2021	9	100%	3	6	6	6	145
2021	Trentham	C02/21	28Jun2021	45	87%	12	33	21	30	143
2021	Burnham	S04/21	02Aug2021	60	70%	60		21	42	138
2021	Whenuapai	N03/21	16Aug2021	72	70%	69		12	36	136
2021	Trentham	C03/21	30Aug2021						0	134
2021	Burnham	S05/21	11Oct2021	60	78%	6	54	30	42	128
2021	Whenuapai	N04/21	18Oct2021							127
2021	Trentham	C04/21	01Nov2021	51	71%	15	33	24	36	125
2022	Burnham	S01/22	31Jan2022	78	60%	27	51	36	51	112
2022	Whenuapai	N01/22	21Mar2022	39	76%	15	27	24	30	105
2022	Burnham	S02/22	04Apr2022							103
2022	Trentham	C01/22	11Apr2022	48	65%	15	36	18	33	102
2022	Whenuapai	N02/22	23May2022	33	58%	15	21	12	18	96
2022	Burnham	S03/22	07Jun2022	42	60%	21	21	15	21	94
2022	Trentham	C02/22	13Jun2022	33	71%	9	24	12	21	93
2022	Whenuapai	N03/22	08Aug2022	39	71%	9	30	12	21	85
2022	Trentham	C03/22	15Aug2022	33	53%	33	0	9	18	84
2022	Burnham	S04/22	15Aug2022	54	73%	27	24	21	36	84
2022	Burnham	S05/22	17Oct2022	51	57%	9	42	15	24	75
2022	Whenuapai	N04/22	17Oct2022	45	75%	21	24	15	27	75
2022	Trentham	C04/22	25Oct2022	48	60%	21	27	21	30	74
2023	Burnham	S01/23	30Jan2023	75	61%	27	48	27	36	60
2023	Whenuapai	N01/23	20Mar2023	42	59%	12	33	18	27	53
2023	Burnham	S02/23	03Apr2023							51
2023	Trentham	C01/23	17Apr2023	57	70%	24	33	18	27	49
2023	Whenuapai	N02/23	22May2023	33	81%	15	18	12	18	44
2023	Burnham	S03/23	06Jun2023	57	80%	18	42	24	36	42
2023	Trentham	C02/23	19Jun2023	36	84%	9	24	12	21	40
2023	Whenuapai	N03/23	24Jul2023	45	79%	12	30	12	15	35
2023	Burnham	S04/23	07Aug2023	45	73%	15	30	6	15	33
2023	Trentham	C03/23	21Aug2023	33	79%	12	24	9	15	31
2023	Whenuapai	N04/23	09Oct2023	51	71%	15	33	6	9	24
2023	Burnham	S05/23	16Oct2023	42	86%	15	30	12	12	23
2023	Trentham	C04/23	24Oct2023	54	80%	15	36	12	15	22
2024	Burnham	S01/24	29Jan2024	84	75%	24	60	6	6	8
2024	Whenuapai	N01/24	18Mar2024	105	84%					1
2024	Trentham	C01/24	15Apr2024							-3
2024	Burnham	S02/24	06May2024							-6
2024	Burnham	S03/24	05Aug2024							-19

LSV Central Gear List And Important Information

LETTERS/POSTAL ADDRESS

You are encouraged to write and receive letters whilst on course. Letters are to be sent to the following address:

Trainee: Initials and Surname
Youth Development Unit Central
PO Box 47144
Trentham
Upper Hutt 5018

LSV FACEBOOK PAGE

Photos taken throughout the course will be uploaded to our FB page.

**LSV - Limited Service Volunteer,
Trentham, Wellington**

Trainees will be required to give their consent for their photo to be taken.

LSV GRADUATION PARADE

The graduation parade will be held on the last Saturday of course at approximately 10am.

The parade ground location will be noted in the graduation invite which is emailed to each trainee prior to the start of course.

Family and friends are responsible for their own travel to and from the Graduation Parade.

CV

If you have a CV bring this with you or email it to our LSV Work Broker
rachel.unuia001@msd.govt.nz

Please do not bring it on USB.

TOILETRIES

- Face Cloth
- Body Wash or Shower Gel
- Toothbrush & Toothpaste (no electric toothbrushes)
- Shavers & Shaving Cream (no electric razors or aerosol shaving cream)
- Shampoo & Conditioner
- Roll On Deodorant (no aerosols)
- Baby/Wet Wipes (to use when you're in the bush)
- Moisturiser & Facial Wash (optional)

TRY TO BRING ENOUGH TOILETRIES FOR THE FULL SIX WEEKS

- Underwear (5-7 pairs)
- Socks (2 pairs)
- Towels x 2
- Shorts and T.Shirt (to wear as PJ's for the first night)
- Jandals (for showering)
- Plain Black Bike Shorts (to wear under running shorts)
- Wrist Watch (no smart watches)

Formal clothes (required for graduation dinner)

- Males - collared long sleeve shirt, tie, dress trousers and dress shoes (suit jacket optional)
- Females - knee length dress or formal for trousers, dress skirt, cardigan or dress jacket as shoulders must be covered, dress shoes - low heels

CLOTHING

OTHER

- EFTPOS Card
- Drivers Licence (if you have one) or other photo ID especially if you are a smoker
- Cell Phone & Charger
- Prescribed Medication - enough for the duration of course in original prescribed packing
- Glasses or Hearing Aids (if required)
- Insoles or Orthotics (if required)
- Knee/Ankle Brace (if required)

IF APPLICABLE

- Sanitary Products
- Bras (4) - 2 everyday bras and 2 high impact underwire sports bras
- Hair Clips or Bobby Pins, Hair Ties (no scrunchies)
- Hair Brush

**If you require financial assistance for any items you don't have,
please contact your Work and Income Case Manager**

IMPORTANT!

What to wear on March In Day

Please arrive in clean, tidy clothes and appropriate footwear - do not wear jandals, scuffs, slides or gumboots.
DO NOT WEAR YOUR FORMAL CLOTHING.

Cigarettes/Vapes

Smokers - bring enough cigarettes for at least the first week of course.

Vapers - remember to bring your chargers and try to bring enough vaping liquid for at least the first week and enough coils to last the six weeks.

IMPORTANT REMINDERS



HQ Youth Development Unit
RNZAF Base Auckland
Whenuapai 0618
Auckland
New Zealand
T +64 21 949 342

27 March 2024

56 The Terrace
Level 6, The Aurora Centre
Advisor Community Partnerships and Programmes
Wellington
New Zealand

Dear Euan

END OF COURSE REPORT LIMITED SERVICE VOLUNTEER COURSE 'WRIGHT CLASS' S01/24

Limited Service Volunteer (LSV) course S01/24 took place at Youth Development Unit South, Burnham Military Camp, Christchurch over the period 29 January – 9 March 2024.

LSV S01/24 marched in 83 trainees from a total of 105 applicants accepted. 18 withdrew after being accepted, two were no-shows and two young people arrived at Burnham but were released before the march-in process began. The Course Patron was Aaron Wright, General Manager Strategic Growth, City Care Property.

The Police Mentor assigned to the course was Senior Sergeant John Daunton from Christchurch.

Achievements

60 (72%) trainees graduated the course. The trainees achieved the following results:

Excellence - 14

Merit – 30

Achievement – 16

Awards

The following awards were presented to trainees at the graduation of LSV S01/24 -

The Patron's Award for All Round Excellence – Graduate s9(2)(a)

MSD Te Pae Tawhiti Award – Graduate s9(2)(a)

Warrant Officer of Defence Force Award – Graduate s9(2)(a)

He Tohu Aroha NZ Police Mentor Award – Graduate s9(2)(a)

Top Student Award – Graduate s9(2)(a) (1PL) and Graduate s9(2)(a) (2PL)

Most Improved Award – Graduate s9(2)(a) (1PL) and Graduate s9(2)(a) (2PL)

Peers Choice Award – Graduate s9(2)(a) (1PL) and Graduate s9(2)(a) (2PL)

Releases

A total of 23 trainees were released from LSV S01/24 under the following categories -

Medical	5
Mental Health	4
Discipline	6
Compassionate	2
Self-Release	6

Comments

Youth Development Unit South ran a successful LSV Course where the trainees who graduated exhibited good levels of motivation.

There was a New Zealand Police Mentor for LSV S01/24 which had a positive impact on changing behaviours towards police and youth, as well as on risk mitigation of the LSV course for trainees and staff.

The graduation was conducted at Youth Development Facility South, Burnham Military Camp.

Yours faithfully

Tua Atkinson
Digitally signed by Tua Atkinson
 Date: 2024.03.27 08:30:42
 +13'00'

AT ATKINSON

Training and Engagement Manager



HQ Youth Development Unit
RNZAF Base Auckland
Whenuapai 0618
Auckland
New Zealand
T +64 21 949 342

17 July 2024

56 The Terrace
Level 6, The Aurora Centre
Advisor Community Partnerships and Programmes
Wellington
New Zealand

Dear Euan

END OF COURSE REPORT LIMITED SERVICE VOLUNTEER COURSE 'GRAY CLASS' S02/24

Limited Service Volunteer (LSV) course S02/24 took place at Youth Development Unit South, Burnham Military Camp, Christchurch over the period 5 May – 15 June 2024.

LSV S02/24 marched in 60 trainees from a total of 68 applicants accepted. The Course Patron was Ms Jane Gray.

The Police Mentor assigned to the course was Constable Michael Stewart from Christchurch.

Achievements

37 (62%) trainees graduated the course. The trainees achieved the following results:

Excellence - 10

Merit – 18

Achievement – 9

Awards

The following awards were presented to trainees at the graduation of LSV S02/24 -

The Patron's Award for All Round Excellence – Graduate s9(2)(a)

MSD Te Pae Tawhiti Award – Graduate s9(2)(a)

Warrant Officer of Defence Force Award – Graduate s9(2)(a)

He Tohu Aroha NZ Police Mentor Award – Graduate s9(2)(a)

Most Improved Award – Graduate s9(2)(a)

Peers Choice Award – Graduate s9(2)(a)

Releases

A total of 23 trainees were released from LSV S01/24 under the following categories -

Medical	3
Mental Health	11
Discipline	3
Self-Release	6

Comments

Youth Development Unit South ran a successful LSV Course where the trainees who graduated exhibited good levels of motivation with 28 of 37 graduates achieving a Merit or Excellence result.

There was a New Zealand Police Mentor for LSV S02/24 which had a positive impact on changing behaviours towards police and youth, as well as on risk mitigation of the LSV course for trainees and staff.

The graduation was conducted at Youth Development Facility South, Burnham Military Camp.

Yours faithfully

Tua Atkinson

Digitally signed by Tua Atkinson
Date: 2024.07.17 14:42:12
+12'00'

AT ATKINSON

Training and Engagement Manager





HQ Youth Development Unit
RNZAF Base Auckland
Whenuapai 0618
Auckland
New Zealand
T +64 21 949 342

25 September 2024

56 The Terrace
Level 6, The Aurora Centre
Advisor Community Partnerships and Programmes
Wellington
New Zealand

Dear Euan

END OF COURSE REPORT LIMITED SERVICE VOLUNTEER COURSE 'GARDINER CLASS' S03/24

Limited Service Volunteer (LSV) course S03/24 took place at Youth Development Unit South, Burnham Military Camp, Christchurch over the period 5 August – 14 September 2024.

LSV S03/24 marched in 101 trainees from a total of 113 applicants accepted. The Course Patron was Ms Lee Gardiner.

The Police Mentor assigned to the course was Constable Quintin Graham from Christchurch.

Achievements

74 (73%) trainees graduated the course. The trainees achieved the following results:

Excellence	– 19
Merit	– 40
Achievement	– 15

Awards

The following awards were presented to trainees at the graduation of LSV S03/24 -

The Patron's Award for All Round Excellence – Graduate ^{s9(2)(a)} [REDACTED]

MSD Te Pae Tawhiti Award – Graduate ^{s9(2)(a)} [REDACTED]

Warrant Officer of Defence Force Award – Graduate ^{s9(2)(a)} [REDACTED]

He Tohu Aroha NZ Police Mentor Award – Graduate ^{s9(2)(a)} [REDACTED]

Most Improved Award – Graduate ^{s9(2)(a)} [REDACTED] (1PL), ^{s9(2)(a)} [REDACTED] (2PL)

Course dates for S03/2024: 5 August - 14 September 2024

1. The number of nominations and trainees were as follows :

a. Nominated by MSD	Male	Female	Total
	146	56	202
b. Cannot accept	Male	Female	Total
Withdrawn	5	6	11
	5	6	11
c. Problems because application not sorted before the start of the course	Male	Female	Total
d. Rollover to subsequent courses as still being processed YDUS	Male	Female	Total
Wait List	29	11	40
	29	11	40
e. Accepted onto the course	Male	Female	Total
	80	33	113
f. Withdrawn after accepted	Male	Female	Total
	7	5	12
g. No Shows	Male	Female	Total
h. Commenced Course	Male	Female	Total
	73	28	101
j. Released during Course	Male	Female	Total
k. Completed Training	Male	Female	Total
	73	28	101

s9(2)(a)

s9(2)(a)

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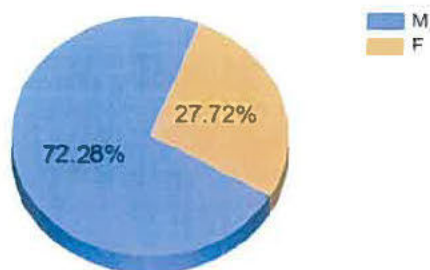
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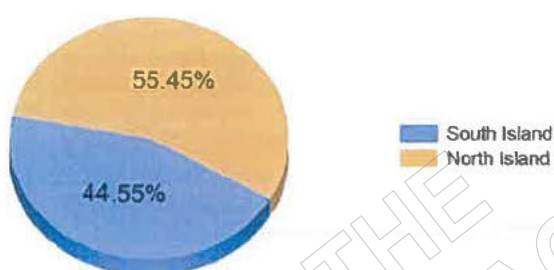
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People arrived to start the S03/2024 LSV course	Male %	Male	Female %	Female	Total
	72.28	73	27.72	28	101

Gender for S03/2024

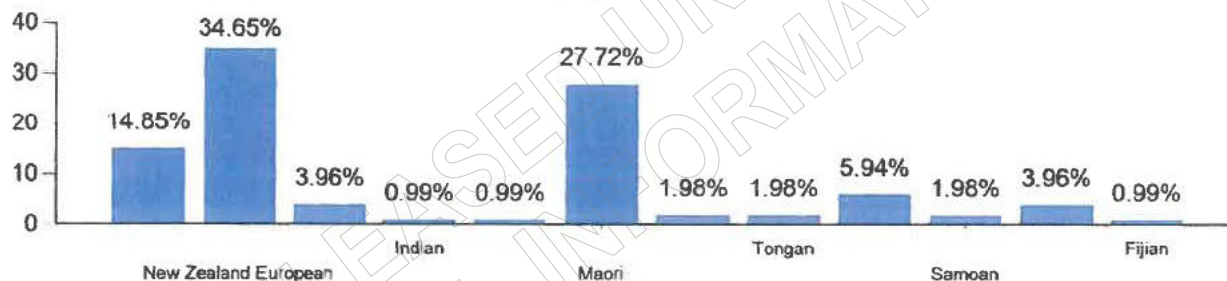


North & South Islands S03/2024



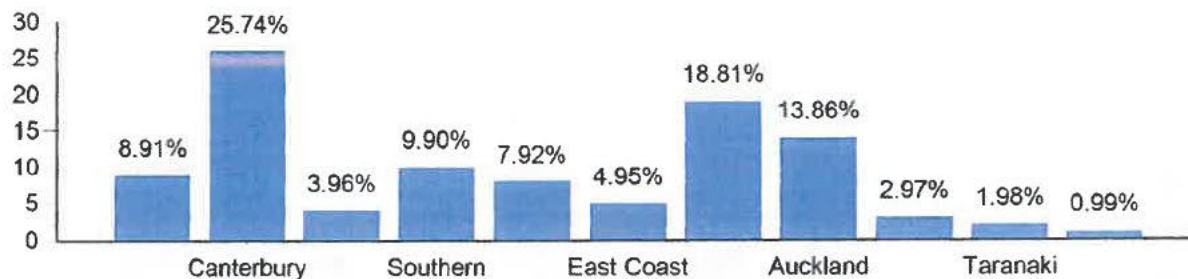
North and South Island	North Island %	North Island	South Island %	South Island	Total
	55.45	56	44.55	45	101

Ethnicity S03/2024



Ethnicity	%	Total
Cook Island Maori	3.96	4
Fijian	0.99	1
Indian	0.99	1
Maori	27.72	28
Maori & European	14.85	15
Maori & Other	5.94	6
New Zealand European	34.65	35
Other	3.96	4
Other European	1.98	2
Samoan	1.98	2
Tongan	1.98	2
Unknown	0.99	1
		101

Work & Income Region



Area of Application	%	Total
Auckland	13.86	14
Bay Of Plenty	18.81	19
Canterbury	25.74	26
Central	0.99	1
East Coast	4.95	5
Nelson	8.91	9
Northland	2.97	3
Southern	9.9	10
Taranaki	1.98	2
Waikato	7.92	8
Wellington	3.96	4
		101



Youth Development Unit

YDU Course No : S03/2024 Burnham 5/08/2024 to 14/09/2024

7/08/2024

101 applications processed to start

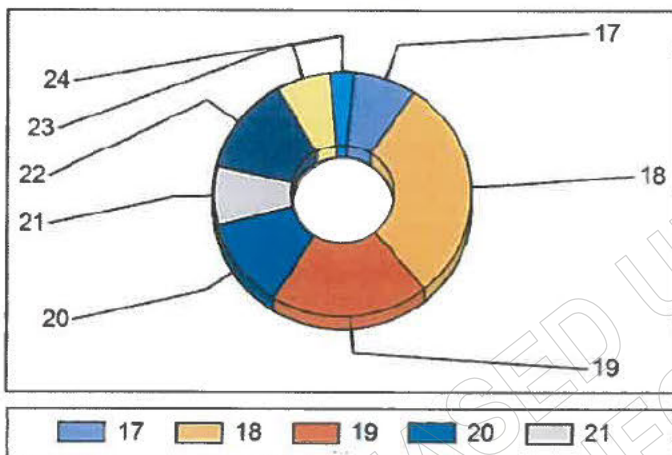
0 were No Shows

73 were male trainees

28 were female trainees

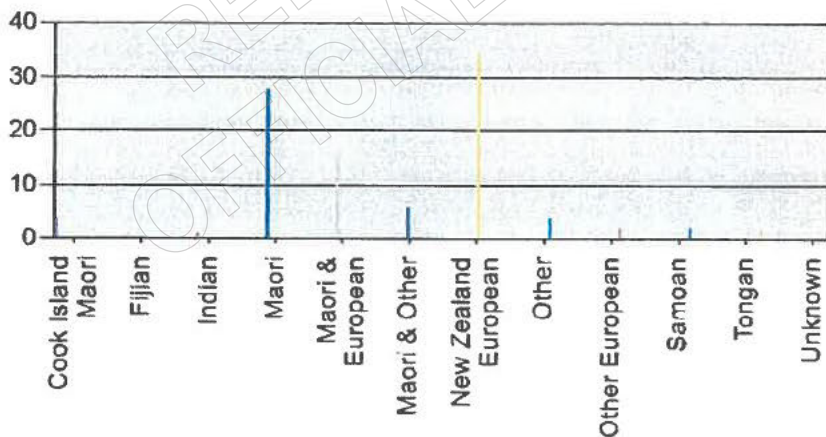
101 Started

Age of the Trainees



%	Age	Apps Received
7.92	17	8
29.7	18	30
19.8	19	20
11.88	20	12
7.92	21	8
12.87	22	13
6.93	23	7
2.97	24	3
		101

Course Ethnicity

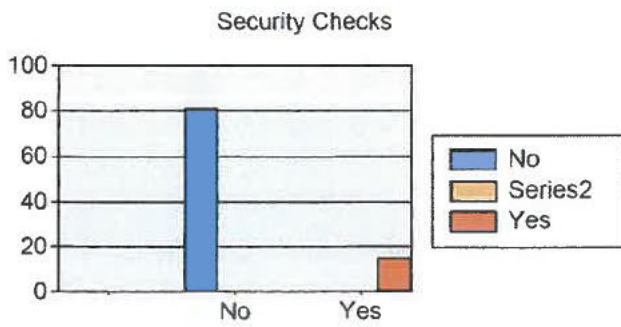


Cook Island Maori
Fijian
Indian
Maori
Maori & European
Maori & Other
New Zealand European
Other
Other European
Samoan
Tongan
Unknown

%	Ethnicity	Apps Received
3.96	Cook Island Maori	4
0.99	Fijian	1
0.99	Indian	1
27.72	Maori	28



Youth Development Unit



0	0
14.85	Yes
96	

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Youth Development Unit

YDU Course No : S03/2024 Burnham 5/08/2024 to 14/09/2024

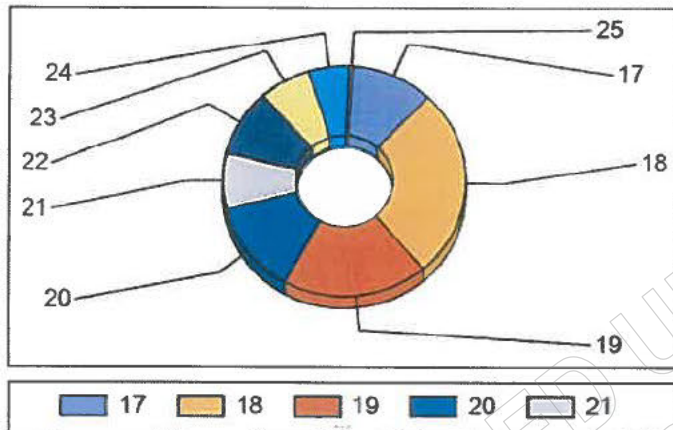
7/08/2024

202 Applications's were received

146 were male applications

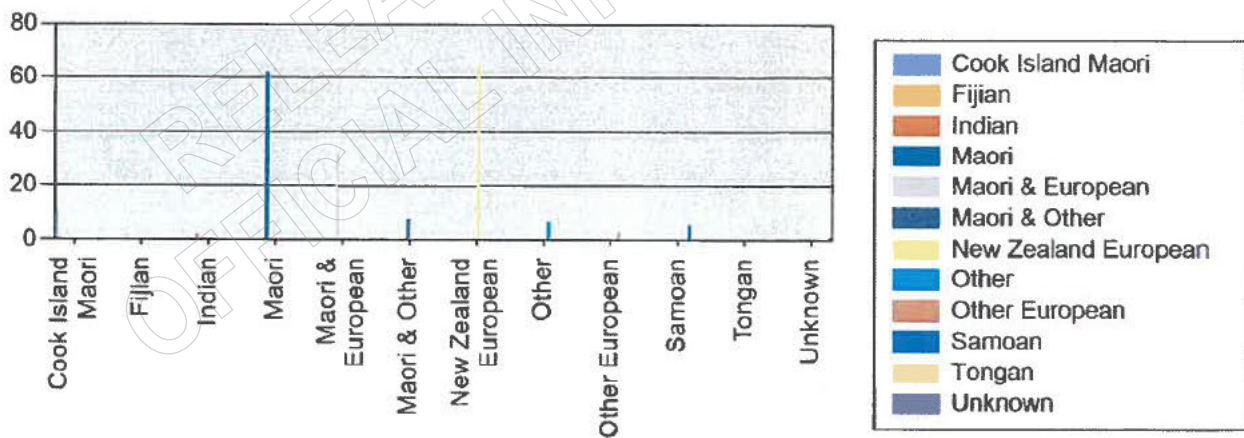
56 were female applications

Age of the Trainees



%	Age	Apps Received
10.89	17	22
26.73	18	54
19.31	19	39
12.87	20	26
7.92	21	16
9.41	22	19
6.93	23	14
5.45	24	11
0.5	25	1
		202

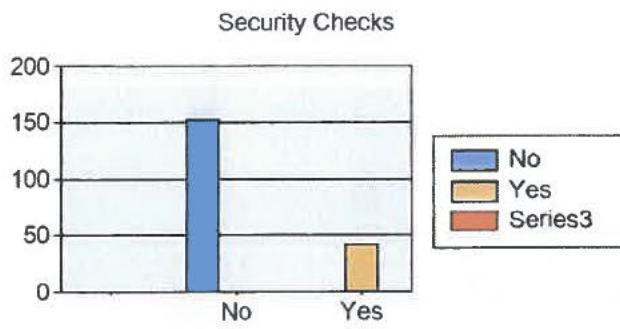
Course Ethnicity



%	Ethnicity	Apps Received
4.95	Cook Island Maori	10
0.99	Fijian	2
0.99	Indian	2
30.69	Maori	62
16.34	Maori & European	33
3.96	Maori & Other	8
32.67	New Zealand European	66



Youth Development Unit



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6 June 2024

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Wellington
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Dear Euan

END OF COURSE REPORT LIMITED SERVICE VOLUNTEER COURSE 'TE HAU CLASS' C01/24

Limited Service Volunteer (LSV) course C01/24 took place at Youth Development Unit Central, Trentham, Upper Hutt over the period 15 April to 26 May 2024.

LSV C01/24 marched in 64 trainees from a total of 74 applicants accepted. Ten withdrew after being accepted. The Course Patron was Ms Tui Te Hau, Independent Director.

The Police Mentor assigned to the course was Constable Liam Robertson.

Achievements

47 (73%) trainees graduated the course. The trainees achieved the following results:

Excellence - 15

Merit - 23

Achievement - 9

Awards

The following awards were presented to trainees at the graduation of LSV C01/24 -

The Patron's Award for All Round Excellence – Graduate s9(2)(a)

Ministry of Social Development Te Pae Tawhiti Award – Graduate s9(2)(a)

Warrant Officer of Defence Force Award – Graduate s9(2)(a)

He Tohu Aroha NZ Police Mentor Award – Graduate s9(2)(a)

Most Improved Award – Graduate s9(2)(a)

Peers Choice Award – Graduate s9(2)(a)

Physical Training Award – Graduate s9(2)(a)

Releases

A total of 17 trainees were released from LSV C01/24 under the following categories -

Medical	3
Mental Health	6
Compassionate	1
Own-Request	7

Comments

Youth Development Unit Central ran a successful LSV Course where the trainees who graduated exhibited good levels of motivation.

Find attached enclosures of course statistics.

Yours faithfully

**Tua
Atkinson**

AT ATKINSON

Training and Engagement Manager

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Atkinson
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Enclosures:

1. Annex A to End of Course Report C01/2024
2. Appendix 1 to Annex A to EOCR C01/2024

Course dates for C01/2024: 15 April - 25 May 2024

1. The number of nominations and trainees were as follows :

a. Nominated by MSD	Male	Female	Total
	59	25	84
b. Cannot accept	Male	Female	Total
Withdrawn	7	3	10
	7	3	10
c. Problems because application not sorted before the start of the course	Male	Female	Total
d. Rollover to subsequent courses as still being processed YDUS	Male	Female	Total
e. Accepted onto the course	Male	Female	Total
	52	22	74
f. Withdrawn after accepted	Male	Female	Total
	7	3	10
g. No Shows	Male	Female	Total
h. Commenced Course	Male	Female	Total
	45	19	64
i. Released during Course	Male	Female	Total
Compassionate	1	0	1
Medical	0	3	3
Mental Health	4	2	6
Self Release	5	2	7
	10	7	17
k. Completed Training	Male	Female	Total
	35	12	47

s9(2)(a)

s9(2)(a)

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s9(2)(a)



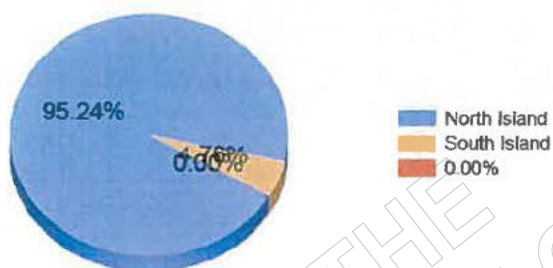
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People arrived to start the C01/2024 LSV course	Male %	Male	Female %	Female	Total
	70.31	45	29.69	19	64

Gender for C01/2024

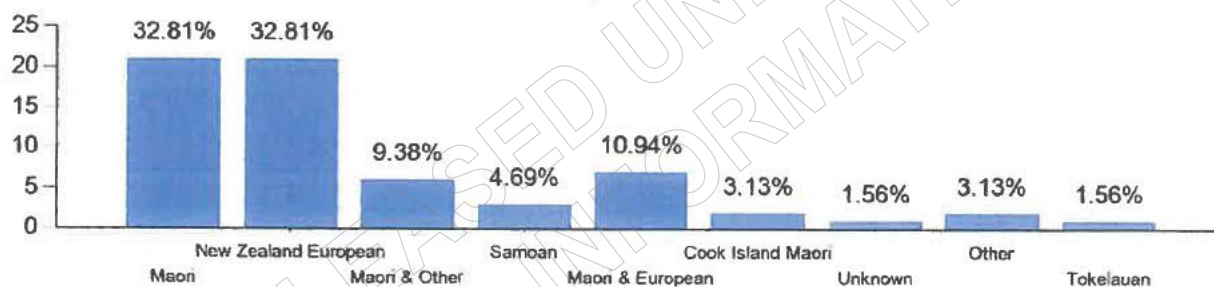


North & South Islands C01/2024

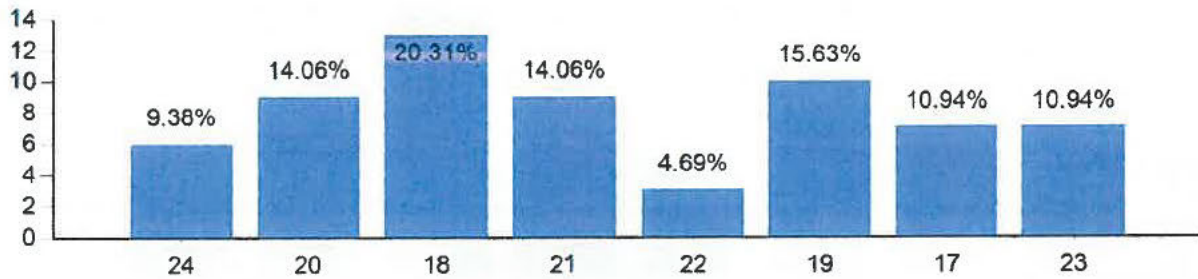


North and South Island	North Island %	North Island	South Island %	South Island	Total
	93.75	60	4.69	3	64

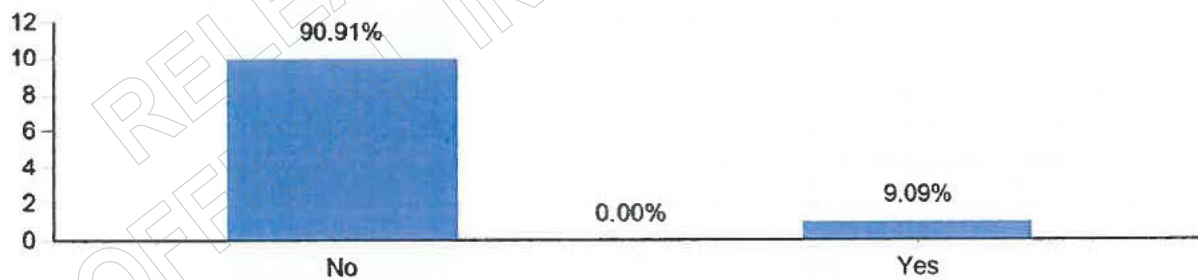
Ethnicity C01/2024



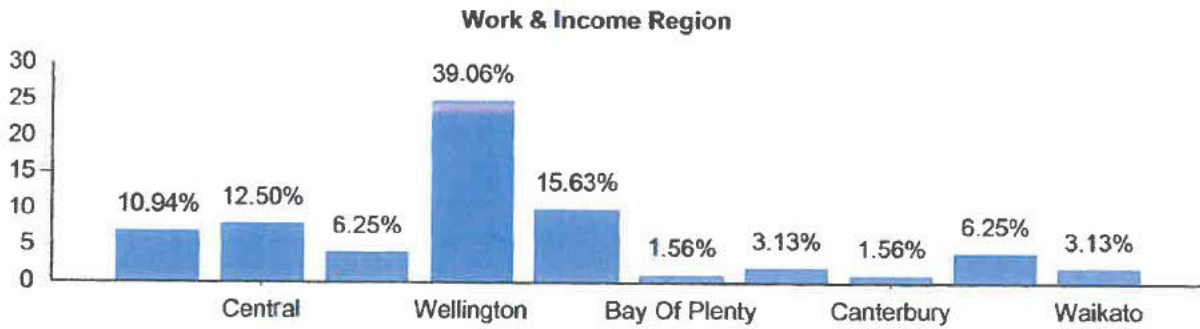
Ethnicity	%	Total
Cook Island Maori	3.12	2
Maori	32.81	21
Maori & European	10.94	7
Maori & Other	9.38	6
New Zealand European	32.81	21
Other	3.12	2
Samoan	4.69	3
Tokelauan	1.56	1
Unknown	1.56	1
		64

Age of the Trainees for C01/2024

Age of the Trainee	%	Total
17	10.94	7
18	20.31	13
19	15.62	10
20	14.06	9
21	14.06	9
22	4.69	3
23	10.94	7
24	9.38	6
		64

Trainees have been before the courts for C01/2024

Trainees have been before the courts for C01/2024	%	Total
No	15.62	10
Yes	1.56	1
		11



Area of Application	%	Total
Auckland	6.25	4
Bay Of Plenty	1.56	1
Canterbury	1.56	1
Central	12.5	8
East Coast	10.94	7
Nelson	3.12	2
Northland	6.25	4
Taranaki	15.62	10
Waikato	3.12	2
Wellington	39.06	25
		64



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1 August 2024

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Dear Euan

END OF COURSE REPORT LIMITED SERVICE VOLUNTEER COURSE CENTRAL 02/24 - CANCELLED

Limited Service Volunteer (LSV) course C02/24 scheduled over the period 17 June – 27 July 2024, was cancelled due to the NZDF being tasked to conduct the training of Oranga Tamariki staff, in preparation for the governments Military Style Youth Academy Programme.

This training was conducted over the same period utilising the staff and facilities at YDU Central, Trentham.

Yours faithfully

Tua Atkinson

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Date: 2024.08.01 09:07:34
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AT ATKINSON

Training and Engagement Manager



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14 October 2024

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Dear Euan

END OF COURSE REPORT LIMITED SERVICE VOLUNTEER COURSE C03/24

Limited Service Volunteer (LSV) course C03/24 took place at the Youth Development Unit Central, Trentham Military Camp, Upper Hutt over the period 19 August to 28 September 2024.

80 applicants were accepted, 14 were withdrawn. 66 marched in. 46 trainees graduated the course.

The Reviewing Officer for LSV C03/24 Graduation was Megan Elmiger, General Manager People, Safety and Marine, Centre Port Limited.

There was no Police Mentor assigned by NZ Police for this course.

Achievements

46 (70%) of trainees graduated the course. The trainees achieved the following results:

Excellence – 24

Merit – 16

Achievement – 6

Releases

A total of 20 trainees released from LSV C03/24 under the following categories -

Medical – 6

Mental Health – 2

Discipline – 1

Self Release – 11

Awards

The following awards were presented to trainees at the graduation of LSV C03/24 -

The Patrons Award (for all round excellence) was presented to Graduate s9(2)(a)

Warrant Officer of the Defence Force Award (for the most effective team member) was presented to Graduate s9(2)(a)

MSD Trainee Award – Graduate s9(2)(a)

Police Mentor Award – Graduate s9(2)(a)

Most Improved Award – Graduate s9(2)(a)

Unit Warrant Officer Award – Did not award

Peers Choice Award – Graduate s9(2)(a)

Physical Training Award – Graduate s9(2)(a)

Comments

LSV C03/24 marched in with 66 trainees and 46 graduated. The graduates performed exceptionally well in most areas gaining licences, employment post course or entering training.

Weather affected the final field exercise resulting in the trainees returning to the unit early.

All training objectives were met.

The absence of police mentors has a significant impact on safety and risk mitigation strategies; as well as denying the trainees the opportunity to change their perceptions of police and their role in the community.

It was noted that the overall standard of the trainees on graduating was high. This was evidenced by the number of Merit and Excellent Certificates awarded. 87% of those that graduated achieved a merit or excellence pass.

Yours faithfully

Tua Atkinson

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Atkinson
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AT ATKINSON

Training and Engagement Manager



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17 May 2024

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Dear Euan

END OF COURSE REPORT LIMITED SERVICE VOLUNTEER COURSE 'CLARKE CLASS' N01/24

Limited Service Volunteer (LSV) course N01/24 took place at Youth Development Unit North, RNZAF Base Auckland, Auckland over the period 18 March to 27 April 2024.

LSV N01/24 marched in 106 trainees from a total of 118 applicants accepted. Ten withdrew after being accepted and two were no-shows. The Course Patron was Shaun Clarke, RNZAF Air Commodore Shaun Clarke (Retired), and former CEO of the Far North District Council.

The Police Mentor assigned to the course was Senior Constable Nadine Monk.

Achievements

76 (72%) trainees graduated the course. The trainees achieved the following results:

Excellence - 21

Merit - 34

Achievement - 21

Awards

The following awards were presented to trainees at the graduation of LSV N01/24 -

The Patron's Award for All Round Excellence – Graduate ^{s9(2)(a)}

Ministry of Social Development Te Pae Tawhiti Award – Graduate ^{s9(2)(a)}

Warrant Officer of Defence Force Award – Graduate ^{s9(2)(a)}

He Tohu Aroha NZ Police Mentor Award – Graduate ^{s9(2)(a)} (1PL); ^{s9(2)(a)} (2PL)

Most Improved Award – Graduate s9(2)(a) (1PL) and Graduate s9(2)(a) (2PL)

Peers Choice Award – Graduate s9(2)(a) (1PL) and Graduate s9(2)(a) (2PL)

Physical Training Award – Graduate s9(2)(a)

Releases

A total of 30 trainees were released from LSV N01/24 under the following categories -

Medical 2

Mental Health 5

Discipline 2

Compassionate 0

Own-Request 21

Comments

Youth Development Unit North ran a successful LSV Course where the trainees who graduated exhibited good levels of motivation.

There was a New Zealand Police Mentor for LSV N01/24 who did an excellent job providing a positive impact. Her involvement supported the changing of participants behaviours towards police, as well as on risk mitigation of the LSV course for trainees and staff – which was required during this course.

The graduation was conducted at Youth Development Facility North, RNZAF Base Auckland.

Yours faithfully

Tua

Atkinson

AT ATKINSON

Training and Engagement Manager

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Tua Atkinson
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17 July 2024

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Dear Euan

END OF COURSE REPORT LIMITED SERVICE VOLUNTEER COURSE 'GRAY CLASS' S02/24

Limited Service Volunteer (LSV) course S02/24 took place at Youth Development Unit South, Burnham Military Camp, Christchurch over the period 5 May – 15 June 2024.

LSV S02/24 marched in 60 trainees from a total of 68 applicants accepted. The Course Patron was Ms Jane Gray.

The Police Mentor assigned to the course was Constable Michael Stewart from Christchurch.

Achievements

37 (62%) trainees graduated the course. The trainees achieved the following results:

Excellence - 10

Merit – 18

Achievement – 9

Awards

The following awards were presented to trainees at the graduation of LSV S02/24 -

The Patron's Award for All Round Excellence – Graduate s9(2)(a)

MSD Te Pae Tawhiti Award – Graduate s9(2)(a)

Warrant Officer of Defence Force Award – Graduate s9(2)(a)

He Tohu Aroha NZ Police Mentor Award – Graduate s9(2)(a)

Most Improved Award – Graduate s9(2)(a)

Peers Choice Award – Graduate

s9(2)(a)

Releases

A total of 23 trainees were released from LSV S01/24 under the following categories -

Medical	3
Mental Health	11
Discipline	3
Self-Release	6

Comments

Youth Development Unit South ran a successful LSV Course where the trainees who graduated exhibited good levels of motivation with 28 of 37 graduates achieving a Merit or Excellence result.

There was a New Zealand Police Mentor for LSV S02/24 which had a positive impact on changing behaviours towards police and youth, as well as on risk mitigation of the LSV course for trainees and staff.

The graduation was conducted at Youth Development Facility South, Burnham Military Camp.

Yours faithfully

Tua Atkinson

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AT ATKINSON

Training and Engagement Manager

Course dates for S02/2024: 6 May - 15 June 2024

1. The number of nominations and trainees were as follows :

a. Nominated by MSD	Male	Female	Total
	88	29	117
b. Cannot accept	Male	Female	Total
Withdrawn	5	7	12
	5	7	12
c. Problems because application not sorted before the start of the course	Male	Female	Total
d. Rollover to subsequent courses as still being processed YDUS	Male	Female	Total
Roll Over	8	4	12
	8	4	12
e. Accepted onto the course	Male	Female	Total
	54	15	69
f. Withdrawn after accepted	Male	Female	Total
	8	1	9
g. No Shows	Male	Female	Total
h. Commenced Course	Male	Female	Total
	46	14	60
j. Released during Course	Male	Female	Total
k. Completed Training	Male	Female	Total
	46	14	60

s9(2)(a)

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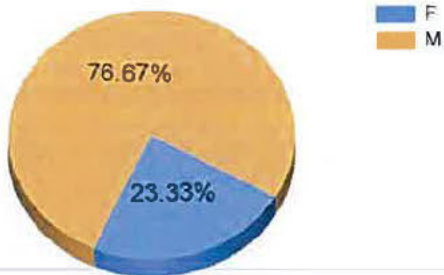
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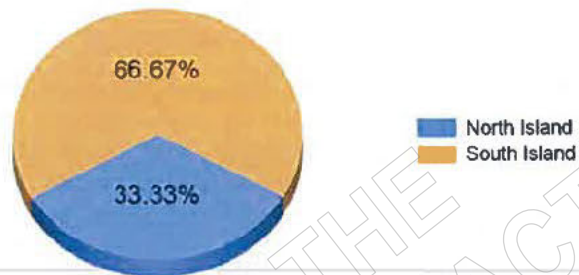
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People arrived to start the S02/2024 LSV course	Male %	Male	Female %	Female	Total
	76.67	46	23.33	14	60

Gender for S02/2024

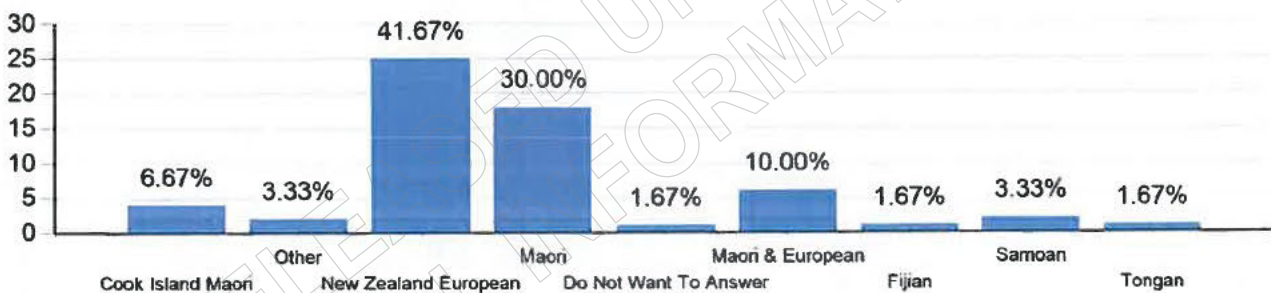


North & South Islands S02/2024

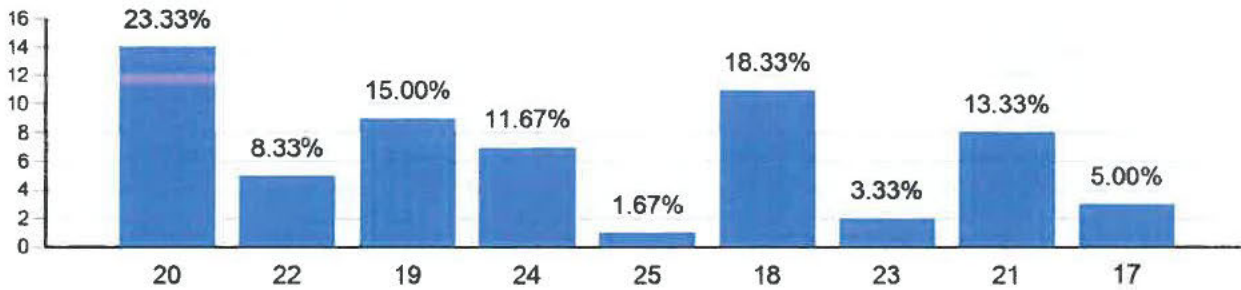


North and South Island	North Island %	North Island	South Island %	South Island	Total
	33.33	20	66.67	40	60

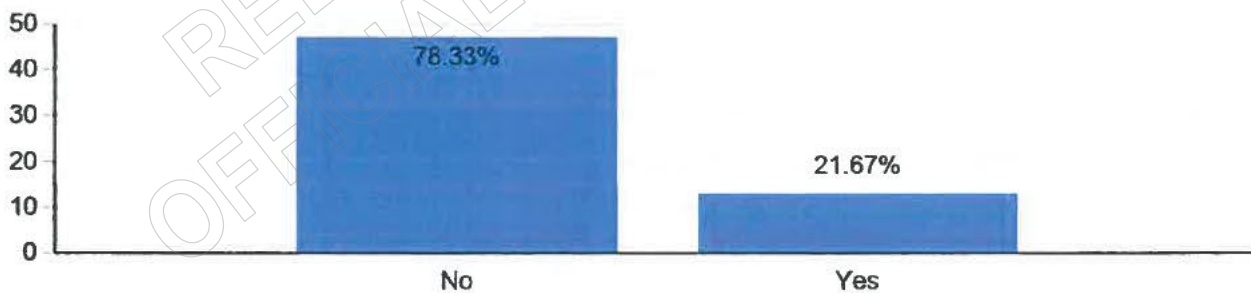
Ethnicity S02/2024



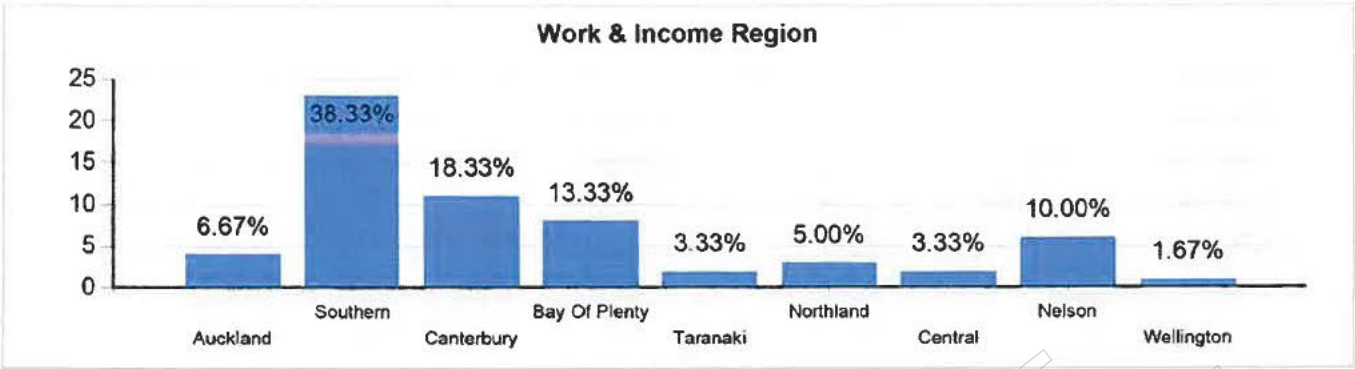
Ethnicity	%	Total
Cook Island Maori	6.67	4
Do Not Want To Answer	1.67	1
Fijian	1.67	1
Maori	30	18
Maori & European	10	6
New Zealand European	41.67	25
Other	3.33	2
Samoan	3.33	2
Tongan	1.67	1
		60

Age of the Trainees for S02/2024

Age of the Trainee	%	Total
17	5	3
18	18.33	11
19	15	9
20	23.33	14
21	13.33	8
22	8.33	5
23	3.33	2
24	11.67	7
25	1.67	1
		60

Trainees have been before the courts for S02/2024

Trainees have been before the courts for S02/2024	%	Total
No	78.33	47
Yes	21.67	13
		60



Area of Application	%	Total
Auckland	6.67	4
Bay Of Plenty	13.33	8
Canterbury	18.33	11
Central	3.33	2
Nelson	10	6
Northland	5	3
Southern	38.33	23
Taranaki	3.33	2
Wellington	1.67	1
		60



Youth Development Unit

YDU Course No : S02/2024 Burnham 6/05/2024 to 15/06/2024

17/05/2024

60 applications processed to start

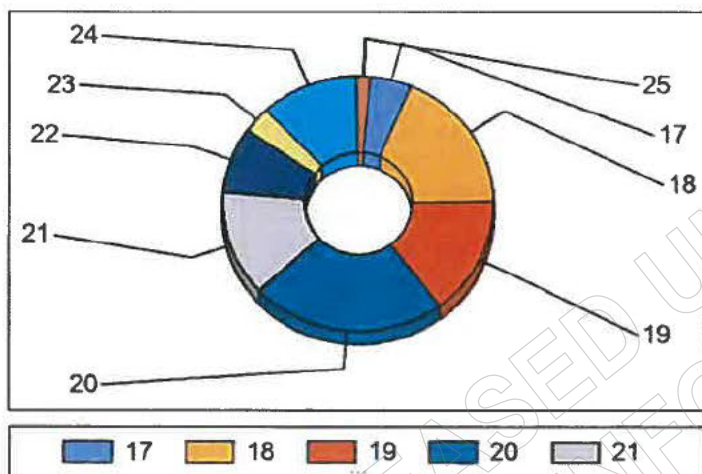
0 were No Shows

46 were male trainees

14 were female trainees

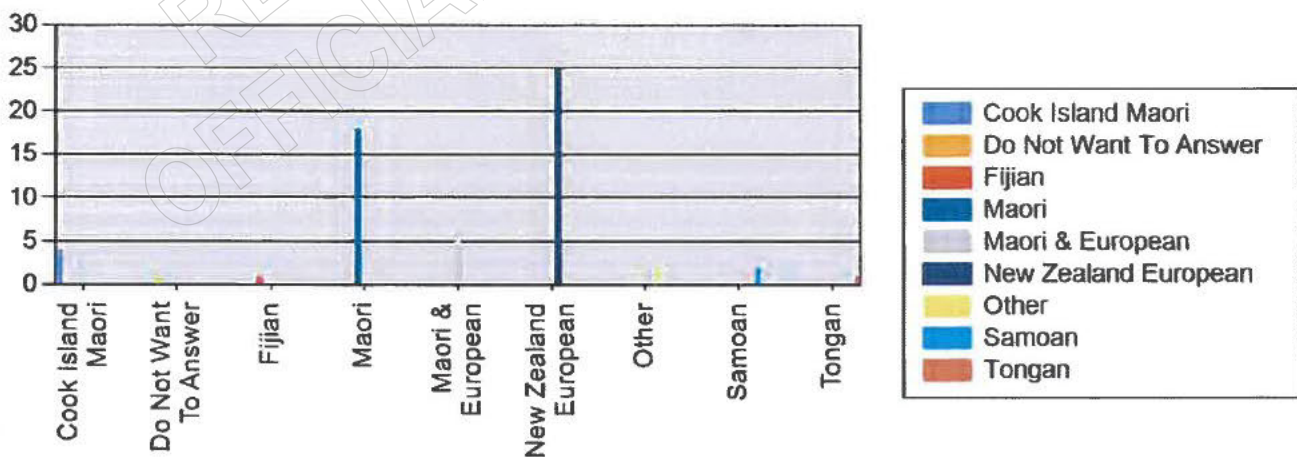
60 Started

Age of the Trainees



%	Age	Apps Received
5	17	3
18.33	18	11
15	19	9
23.33	20	14
13.33	21	8
8.33	22	5
3.33	23	2
11.67	24	7
1.67	25	1
		60

Course Ethnicity

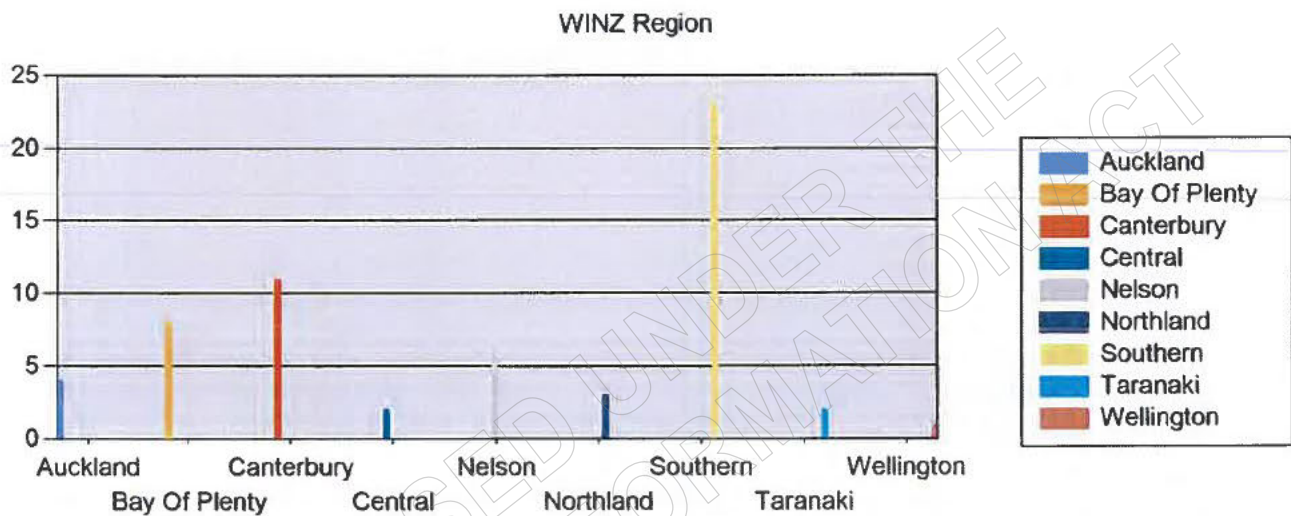


%	Ethnicity	Apps Received
6.67	Cook Island Maori	4
1.67	Do Not Want To Answer	1
1.67	Fijian	1
30	Maori	18



Youth Development Unit

10	Maori & European	6
41.67	New Zealand European	25
3.33	Other	2
3.33	Samoan	2
1.67	Tongan	1
		60



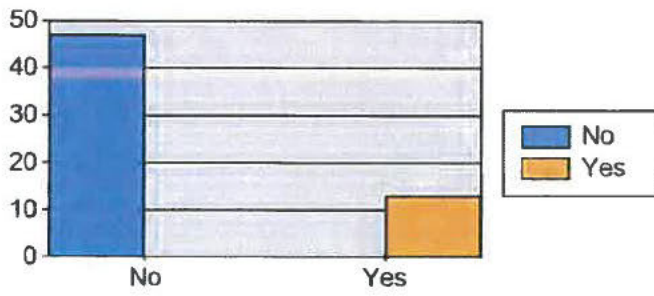
%	WINZ Region	Number of applications
6.67	Auckland	4
13.33	Bay Of Plenty	8
18.33	Canterbury	11
3.33	Central	2
10	Nelson	6
5	Northland	3
38.33	Southern	23
3.33	Taranaki	2
1.67	Wellington	1
		60

%	Security	Apps Received
78.33	No	47
21.67	Yes	13
		60



Youth Development Unit

Security Checks



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Youth Development Unit

YDU Course No : S02/2024 Burnham 6/05/2024 to 15/06/2024

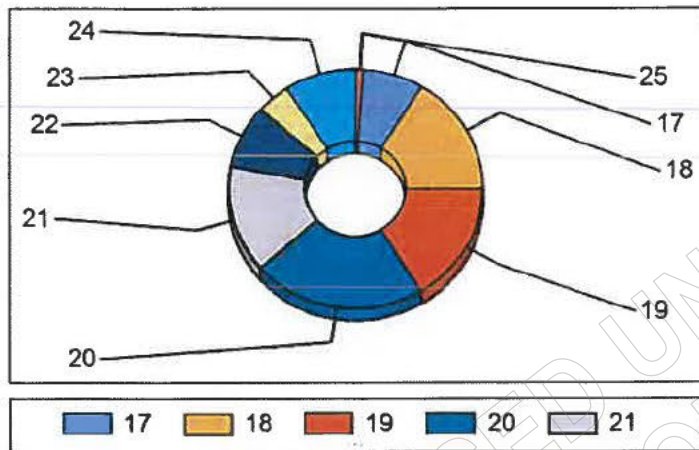
17/05/2024

117 Applications's were received

88 were male applications

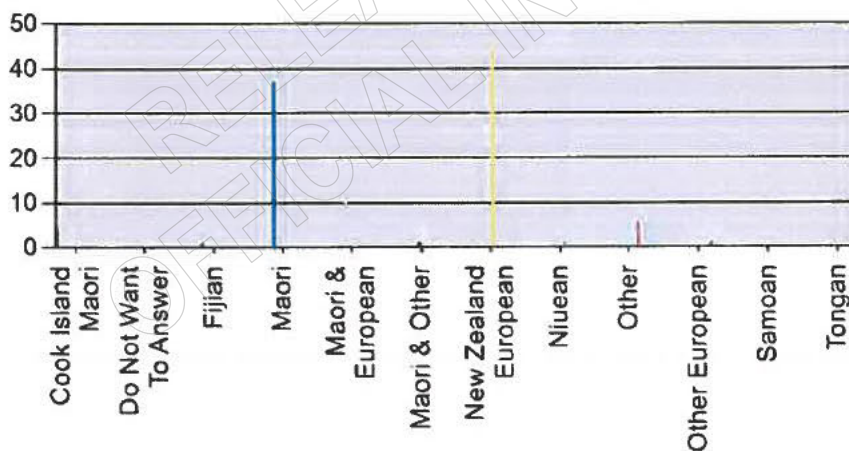
29 were female applications

Age of the Trainees



%	Age	Apps Received
7.69	17	9
16.24	18	19
16.24	19	19
22.22	20	26
14.53	21	17
8.55	22	10
4.27	23	5
9.4	24	11
0.85	25	1
		117

Course Ethnicity



Cook Island Maori
Do Not Want To Answer
Fijian
Maori
Maori & European
Maori & Other
New Zealand European
Niuean
Other
Other European
Samoan
Tongan

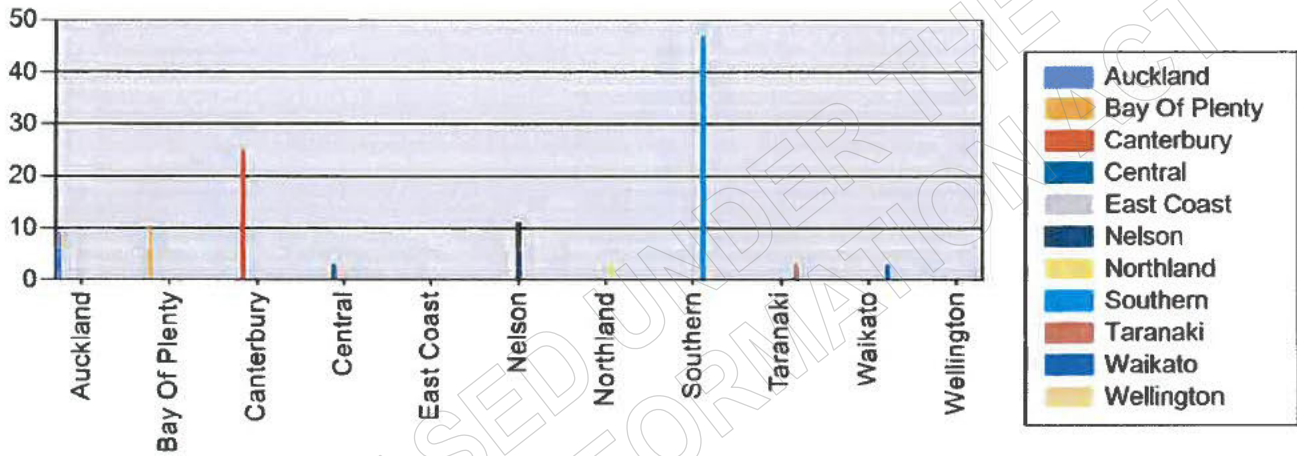
%	Ethnicity	Apps Received
4.27	Cook Island Maori	5
0.85	Do Not Want To Answer	1
0.85	Fijian	1
31.62	Maori	37
13.68	Maori & European	16
0.85	Maori & Other	1
37.61	New Zealand European	44



Youth Development Unit

0.85	Niuean	1
5.13	Other	6
0.85	Other European	1
2.56	Samoan	3
0.85	Tongan	1
		117

WINZ Region

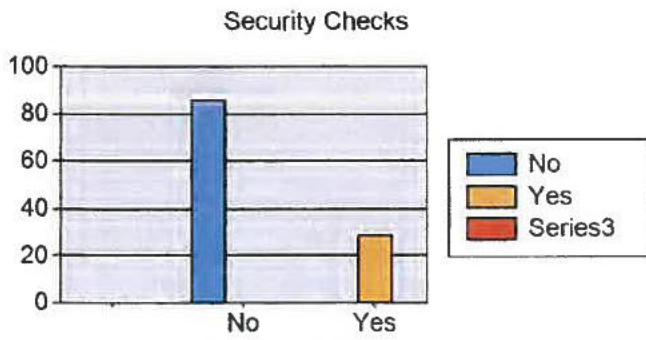


%	WINZ Region	Number of applications
7.69	Auckland	9
8.55	Bay Of Plenty	10
21.37	Canterbury	25
2.56	Central	3
0.85	East Coast	1
9.4	Nelson	11
2.56	Northland	3
40.17	Southern	47
2.56	Taranaki	3
2.56	Waikato	3
1.71	Wellington	2
		117

%	Security	Apps Received
73.5	No	86
24.79	Yes	29
0		0
		115



Youth Development Unit



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RNZAF Base Auckland
Whenuapai 0618
Auckland
New Zealand
T +64 21 949 342

2 August 2024

56 The Terrace
Level 6, The Aurora Centre
Advisor Community Partnerships and Programmes
Wellington
New Zealand

Dear Euan

END OF COURSE REPORT LIMITED SERVICE VOLUNTEER COURSE 'MALAGHAN CLASS' NORTH 02/24

Limited Service Volunteer (LSV) course N02/24 took place at Youth Development Unit North, RNZAF Base Auckland, Auckland over the period 10 June to 20 July 2024.

LSV N02/24 marched in 100 trainees from a total of 112 applicants accepted. Nine withdrew after being accepted and three were no-shows. The Course Patron was Matthew Malaghan, Managing Director AUSPERL.

The Police Mentor assigned to the course was Senior Constable Russell Troy.

Achievements

71 (71%) trainees graduated the course. The trainees achieved the following results:

Excellence - 8

Merit - 16

Achievement - 47

Awards

The following awards were presented to trainees at the graduation of LSV N02/24 -

The Patron's Award for All Round Excellence – Graduate ^{s9(2)(a)}

Ministry of Social Development Te Pae Tawhiti Award – Graduate ^{s9(2)(a)} (1PL) and ^{s9(2)(a)} (2PL)

Warrant Officer of Defence Force Award – Graduate ^{s9(2)(a)}

He Tohu Aroha NZ Police Mentor Award – Graduate s9(2)(a) (1PL) and s9(2)(a) (2PL)

Most Improved Award – Graduate s9(2)(a) (1PL) and s9(2)(a) (2PL)

Peers Choice Award – Graduate s9(2)(a) (1PL) and s9(2)(a) (2PL)

Physical Training Award – Graduate s9(2)(a)

Releases

A total of 29 trainees were released from LSV N02/24 under the following categories -

Medical	6
Mental Health	3
Discipline	5
Compassionate	0
Own-Request	15

Comments

Youth Development Unit North ran a successful LSV Course where the trainees who graduated exhibited good levels of motivation. The course had a graduation rate of 71%.

There were significant numbers of unidentified high risk applicants that became evident later in the course and two outbreaks of COVID impacted the course. The first aid training provider couldn't deliver one day of the training due to a personal emergency so only 35 graduates attained the first aid qualification. The regional MSD team have been provided the list of graduates who require the qualification so they can be trained in their home location.

The graduation was conducted at Youth Development Facility North, RNZAF Base Auckland.

Yours faithfully

Tua Atkinson

Digitally signed by Tua
Atkinson
Date: 2024.08.02 12:16:04
+12'00'

AT ATKINSON

Training and Engagement Manager



Course dates for N02/2024: 10 June - 20 July 2024

1. The number of nominations and trainees were as follows :

a. Nominated by MSD	Male	Female	Total
	95	36	131
b. Cannot accept	Male	Female	Total
Withdrawn	4	2	6
	4	2	6
c. Problems because application not sorted before the start of the course	Male	Female	Total
d. Rollover to subsequent courses as still being processed YDUS	Male	Female	Total
e. Accepted onto the course	Male	Female	Total
	83	29	112
f. Withdrawn after accepted	Male	Female	Total
	7	2	9
g. No Shows	Male	Female	Total
	3		3
h. Commenced Course	Male	Female	Total
	73	27	100
j. Released during Course	Male	Female	Total
Discipline	4	1	5
Medical	4	2	6
Mental Health	3	0	3
Self Release	11	4	15
	22	7	29
k. Completed Training	Male	Female	Total
	51	20	71

s9(2)(a)

s9(2)(a)



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s9(2)(a)



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s9(2)(a)

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s9(2)(a)



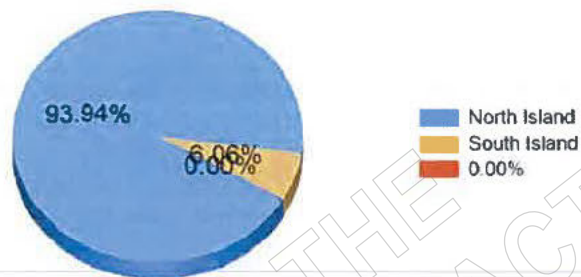
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People arrived to start the N02/2024 LSV course	Male %	Male	Female %	Female	Total
	73	73	27	27	100

Gender for N02/2024

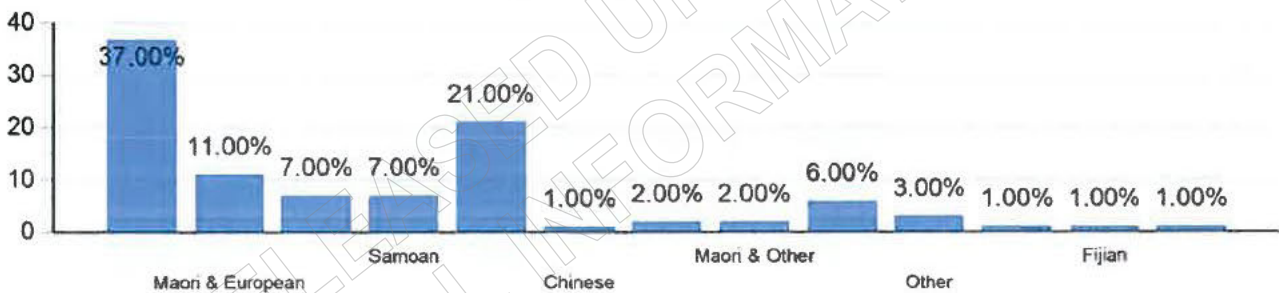


North & South Islands N02/2024

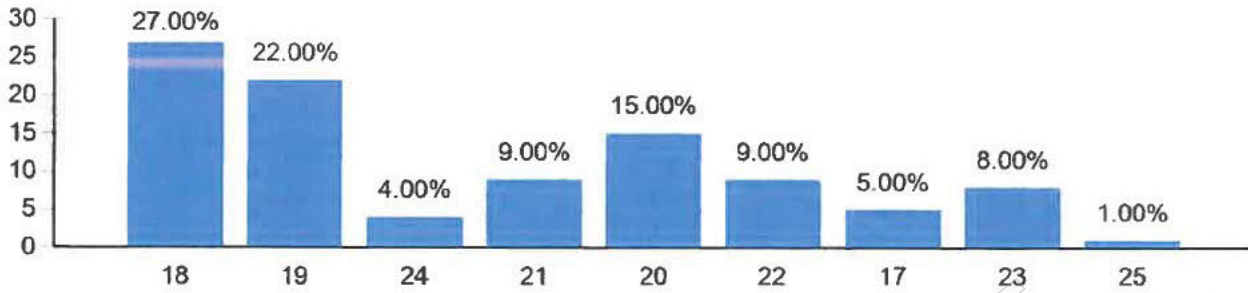


North and South Island	North Island %	North Island	South Island %	South Island	Total
	93	93	6	6	100

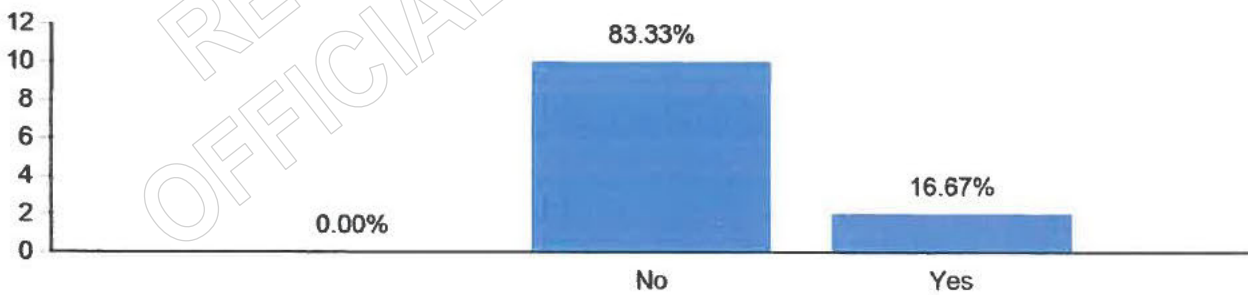
Ethnicity N02/2024



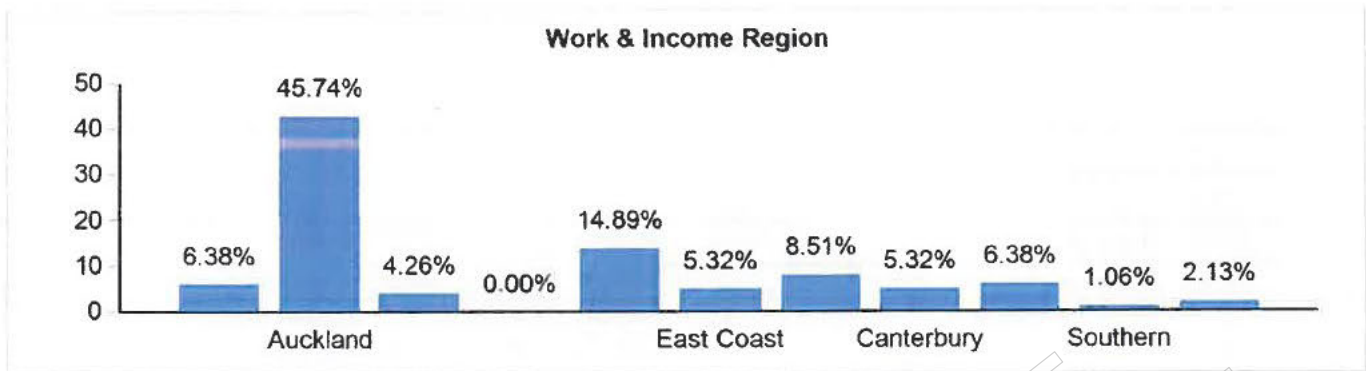
Ethnicity	%	Total
Chinese	1	1
Cook Island Maori	7	7
Fijian	1	1
Maori	37	37
Maori & European	11	11
Maori & Other	2	2
New Zealand European	21	21
Niuean	1	1
Other	3	3
Other European	2	2
Samoan	7	7
Tongan	1	1
Unknown	6	6
		100

Age of the Trainees for N02/2024

Age of the Trainee	%	Total
17	5	5
18	27	27
19	22	22
20	15	15
21	9	9
22	9	9
23	8	8
24	4	4
25	1	1
		100

Trainees have been before the courts for N02/2024

Trainees have been before the courts for N02/2024	%	Total
No	10	10
Yes	2	2
		12



Area of Application	%	Total
	0	0
Auckland	43	43
Bay Of Plenty	6	6
Canterbury	5	5
Central	6	6
East Coast	5	5
Northland	8	8
Southern	1	1
Taranaki	4	4
Waikato	14	14
Wellington	2	2
		94



Youth Development Unit

YDU Course No : N02/2024 Whenuapai 10/06/2024 to 20/07/2024

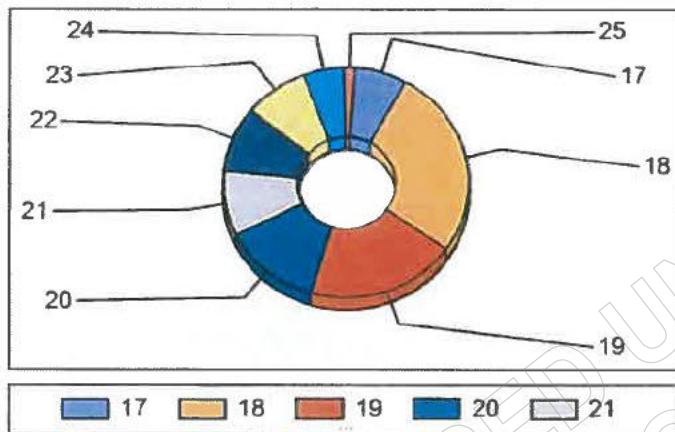
23/07/2024

131 Applications's were received

95 were male applications

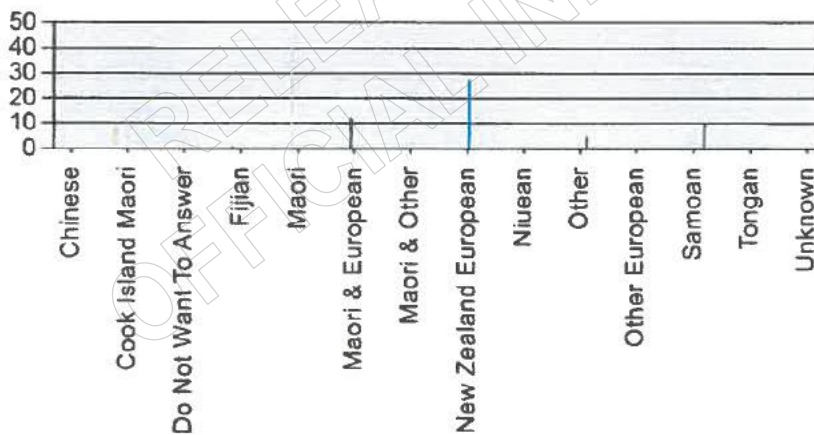
36 were female applications

Age of the Trainees



%	Age	Apps Received
6.87	17	9
26.72	18	35
19.85	19	26
12.98	20	17
9.16	21	12
9.16	22	12
8.4	23	11
5.34	24	7
1.53	25	2
		131

Course Ethnicity



%	Ethnicity	Apps Received
0.76	Chinese	1
6.11	Cook Island Maori	8
0.76	Do Not Want To Answer	1
0.76	Fijian	1
35.88	Maori	47
9.16	Maori & European	12
3.05	Maori & Other	4

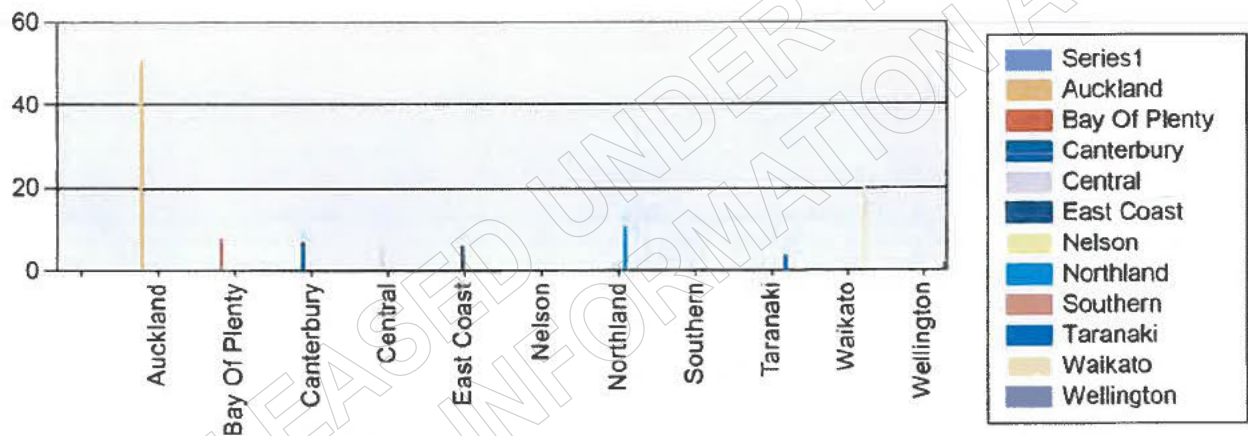


Youth Development Unit

21.37	New Zealand European	28
0.76	Niuean	1
3.82	Other	5
2.29	Other European	3
7.63	Samoan	10
1.53	Tongan	2
6.11	Unknown	8

131

WINZ Region

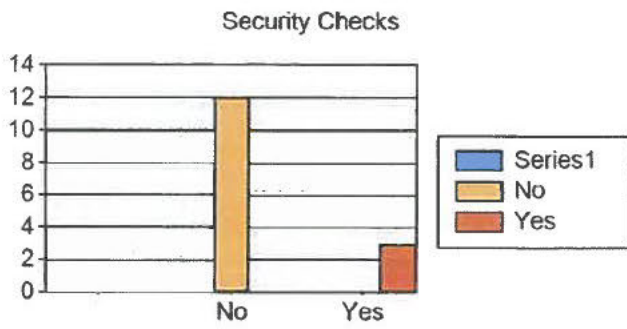


%	WINZ Region	Number of applications
0		0
38.93	Auckland	51
6.11	Bay Of Plenty	8
5.34	Canterbury	7
4.58	Central	6
4.58	East Coast	6
0.76	Nelson	1
8.4	Northland	11
0.76	Southern	1
3.05	Taranaki	4
17.56	Waikato	23
1.53	Wellington	2
		120

%	Security	Apps Received
0		0
9.16	No	12



Youth Development Unit



2.29

Yes

3

15

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Youth Development Unit

YDU Course No : N02/2024 Whenuapai 10/06/2024 to 20/07/2024

23/07/2024

103 applications processed to start

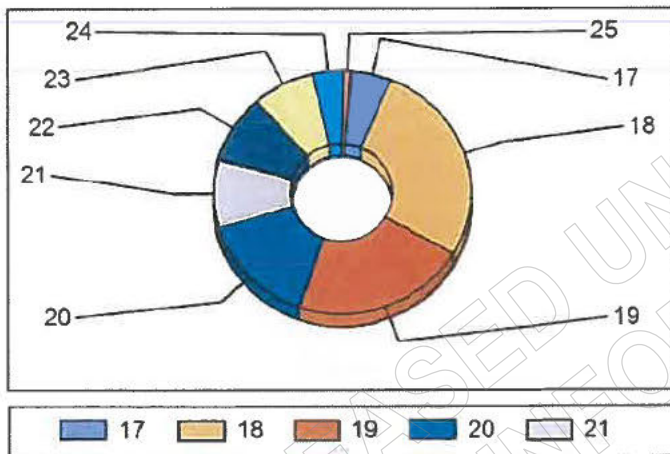
3 were No Shows

73 were male trainees

27 were female trainees

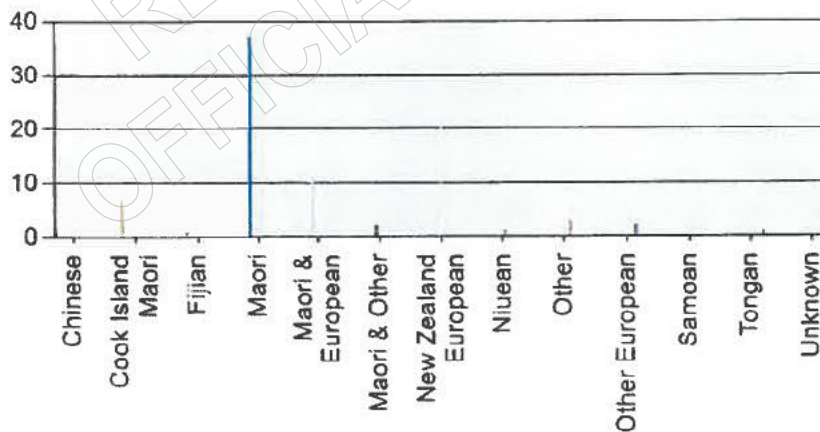
100 Started

Age of the Trainees



%	Age	Apps Received
5	17	5
27	18	27
22	19	22
15	20	15
9	21	9
9	22	9
8	23	8
4	24	4
1	25	1
		100

Course Ethnicity



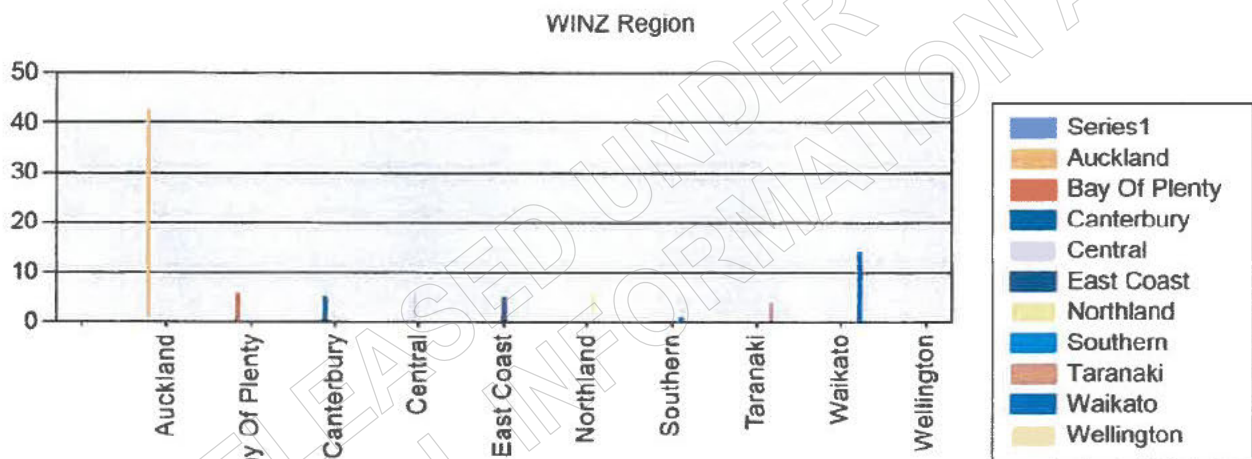
%	Ethnicity	Apps Received
1	Chinese	1
7	Cook Island Maori	7
1	Fijian	1
37	Maori	37



Youth Development Unit

11	Maori & European	11
2	Maori & Other	2
21	New Zealand European	21
1	Niuean	1
3	Other	3
2	Other European	2
7	Samoan	7
1	Tongan	1
6	Unknown	6

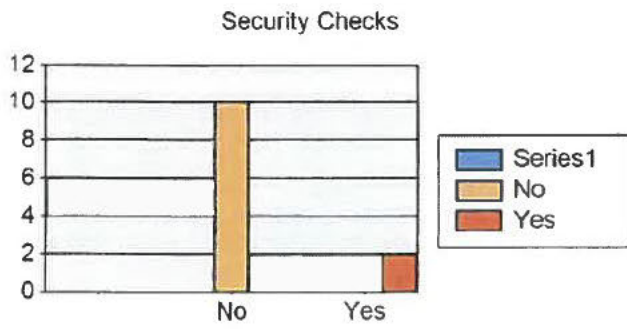
100



%	WINZ Region	Number of applications
0		0
43	Auckland	43
6	Bay Of Plenty	6
5	Canterbury	5
6	Central	6
5	East Coast	5
8	Northland	8
1	Southern	1
4	Taranaki	4
14	Waikato	14
2	Wellington	2
		94



Youth Development Unit



%	Security	Apps Received
0		0
10	No	10
2	Yes	2
		12

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Relational Commissioning Maturity Assessment - Limited Service Volunteer (LSV)									
Relational Commissioning Practices				Scale					
Social Sector Commissioning Action Plan Commitments	Relational practice statements		Current State Information	Context	Beginning	Progressing	Maturing	Managing	Optimising
					Not working towards this / very minimal alignment	This approach is seen as beneficial and is happening more often.	This approach is more common without being business as usual	This approach is the norm and seen as business as usual	Business as usual processes being followed and regularly reviewed and improved
Start with individuals, family and whānau: Start with a focus on what matters to people being supported. This shapes investments, the design of support, delivery, assessment, and improvements.	1.1	We use strong relationships with partners to understand what matters to individuals, families, and whānau.	LSV is a live programme. MSD has a strong relationship with NZDF and NZ Police to understand the challenges that arise and make changes to address these. A team of 4-5 MSD staff work 'on the ground' in the locations they're based. In 2022/2023 commissioned work into collecting client insights. This comprised of phone interviews with 10-12 clients and also MSD kaimahi to understand the challenges and insights into referring the clients. These insights were used to develop the programme further.	Enablers: For LSV, kaimahi 'on the ground' hold strong partnerships with NZDF and NZ Police to understand the challenges and barriers clients are facing on the programme. Have commissioned work to gather client insights to develop the programme further. The programme is accessible - costs associated with participating (travel to programme, accommodation, food etc) covered by MSD.			X		
	1.2	Our decision-making on supports for and about individuals, families, and whānau is influenced by the reality of their daily lives and the change that they want to see happen.	Clients on the benefit continue to receive benefits on the programme. Travel and accommodation is included, which improves accessibility in supporting helping young clients with gaining experience.	Barriers:					
	1.3	Our services and supports are accessible - offered in ways that work for individuals, families, and whānau.		Opportunities:					
Enable collaborative commissioning: Facilitate partners, individuals, family, whānau, and communities to engage as partners in all parts of the commissioning process.	2.1	We understand and support the capability and capacity of partners, and communities to be involved and to engage in the commissioning process.	2.2: Recently completed negotiation with NZDF on their MOU and signed a 4 year MOU. Negotiations occurred in 2022/2023 and a shared understanding of values and goals sought were discussed with NZDF.	Enablers: Have recently negotiated with NZDF before entering into 4 year MOU. In this process, both parties were heavily involved and aligned their shared values and goals for the programme.		X			
	2.2	We engage with partners inclusively, broadly, and early in the commissioning process, to enable effective collaboration.	NZDF staff attrition has increased which has impacted their capacity. Have dropped down from 13 to 11 courses per year.	Barriers: Could see more improvement in negotiations to ensure Pacific and Māori peoples are involved in the development and for purpose of gathering insights.					
	2.3	We ensure Pacific peoples, families, and communities are partners in decisions, design, development, and delivery of matters that impact on them and we provide safe spaces to have their voices heard.	Approximately 60% of clients in the LSV programmes are of Māori and Pacific descent.	Opportunities:					
	2.4	We support Māori to lead the way in terms of any service design, delivery models, and governance (where appropriate) that we commission for Māori.							
Establish shared endeavour: Develop agreed ways of working together with those providing support, and their shared outcomes and goals for individuals, family and whānau	3.1	Our relationships with partners are moving beyond transactional and contractual obligations to trusted, flexible and sustainable collaborations, built around shared aspirations.	30 year strong relationship with NZDF. Reciprocal and trusted relationship built over time. MSD trusts that NZDF will provide the adequate experience and training for clients and NZDF. NZDF trusts that MSD will provide the appropriate support and refer suitable clientele into the forces training. Operational guidelines reviewed each year. Flexibility in ways of working is offered when difficult circumstances arise (Example: COVID-19 pandemic) Trentham camp are introducing a more whānau centred approach to training. There is currently haka training and NZDF cultural training across the motu. In the past there were marae visits on the programme, though this is not currently offered. This is something that could be revisited.	Enablers: Shared delivery of the LSV programme with NZDF. Both agencies hold trust in each other to deliver on supporting young clients Operational Guidelines reviewed annually, but there is room for flexibility. Long running relationship with NZDF in delivering the programme (30 years or so). This relationship is strong.		X			
	3.2	Our formal agreements with partners reflect our commitment to trusted, flexible and sustainable collaborations.		Barriers:					
	3.3	We have genuine, relational, reciprocal, and accountable partnerships with whānau, hapū, iwi, and Māori organisations that support Māori-determined aspirations.		Opportunities:					
	3.4	We have genuine, relational, reciprocal, and accountable partnerships with Pacific peoples, families, and communities that support Pacific-determined aspirations.							
	3.5	We have genuine, relational, reciprocal, and accountable partnerships with organisations representing priority populations.							

Ensure shared assurance: Work with those providing support to ensure quality assurance is proportionate to risk, focuses on what matters to individuals, family and whānau, and enables shared accountability and continuous improvement.	4.1	We share responsibility for assuring organisational viability and capability, contract specification, monitoring, reporting, and appropriate compliance.	<p>We receive a 'start of course report' from NZDF outlining who is in training. There is also an end of course report also provided outlining performance review etc. Due to MSD kaimahi also being involved while the course is running, MSD is monitoring the performance of the programme in real time.</p> <p>Reports are determined by the operational guidelines. There is an escalation process that can provide additional reporting to MSD in serious circumstances.</p>	Enablers: Start of course and end of course reporting as per the operational guidelines. There is open and good communication between MSD and NZDF if and when issues arise.			X		
	4.2	Our assurance requirements are proportionate to the risks and benefits associated with the contract or service.		Barriers: Opportunities:					
Support diversity of providers: Work together with communities to ensure a diversity of support that reflects the individuals, family and whānau accessing support and their range of needs.	5.1	Alongside our partners and communities, we undertake market-building activities and support capability to ensure there is appropriate diversity of providers.	<p>Wide breadth of organisations which engage with LSV since its fruition. For example, Drivers Licence partners which can link in with clients. Also, prospective employers hold a jobs fair at the end of the course.</p> <p>Open sourcing approach is not applicable, due to partnership mostly being by NZDF.</p>	Enablers: Despite there only being one contracted partner for this service - the NZDF - there are other partners such as Police, those providing Driver License Support and also prospective employers that work with the programme and participants.		X			
	5.2	Our sourcing approach ensures that providers reflect the individuals, family and whānau they support and their needs.		Barriers:					
	5.3	We understand the challenges that 'new' providers often face and support prospective providers to enter and navigate the system.		Opportunities:					
Enable greater flexibility: Learn from each other and work with individuals, family, whānau, and providers to enable flexibility so that the support provided can be more innovative and responsive.	6.1	We build and hold relationships that enable flexibility in how outcomes are delivered.	<p>Agreements and negotiations done with NZDF. Trusted relationship with NZDF allows for flexibility in what's agreed on. Both NZDF and MSD have complimentary values (i.e. MSD wanting to support clients into experience, NZDF supporting young clients into training).</p>				X		
	6.2	We build and hold relationships that enable partners to input into service design.	<p>NZDF's primary responsibility to ensure the health and safety of trainees and staff, as well as the structure of NZDF, can sometimes clash with MSD. To maintain a smooth running course, the 6 weeks has to be mapped and planned out well which can impact flexibility. NZDF aren't allowed to contact clients after the course is done due to their own policy. But MSD are looking for NZDF to help support MSD in post course-completion seminars and expos.</p>	Barriers: Disciplinary structure of NZDF training is what often clashes with MSD. 6 weeks of training is also considered a short time to offer the strong flexibility in delivery.					
Grow commissioning capability: Ensure staff involved in commissioning have the skills, knowledge, and cultural competency necessary to build and sustain trusted, meaningful relationships with NGOs and communities.	7.1	We have the people, processes, and technology in place to build and maintain meaningful, trusted relationships.	<p>Small National Office team managing LSV operations. People and processes are strong enough to work together.</p>	Enablers: Processes allow for continuous improvement. E.g. If we receive a complaint we do what we can to address this and improve.			X		
	7.2	We operate in a way consistent with objectives detailed in <i>Pacific Prosperity Our People, Our Solutions, Our Future</i> .	<p>The NZDF Officer Commanding of the local camps and regional based kaimahi are responsible for managing the day-to-day relationships. The team have strong relationships and built trust with NZDF and Police.</p>	Barriers:					
	7.3	We operate in a way consistent with objectives detailed in <i>Te Pae Tata - Māori Strategy and Action Plan - Te Rautaki Māori me te Mahere Mahi</i> .		Opportunities:					
Develop fit for purpose sourcing: Use the range of sourcing approaches to facilitate innovation, collaboration, and capability building, while ensuring new organisations can be involved.	8.1	We understand the risks and benefits of each sourcing approach for different types of commissioning.	<p>As this is an inter-agency partnership and no procurement required, commitment not applicable.</p>	Enablers:					
	8.2	We have a robust sourcing process that does not default to competitive sourcing.		Barriers: Opportunities:					

Ensure inclusive continuous improvement: Engage with those providing support to assess effectiveness through inclusive and transparent continuous improvement approaches.	9.1	We include our partners when we monitor and evaluate the effectiveness of the service.	<p>At the end of each course, both MSD and NZDF go through a "hot wash", this is where they look at what went well, what didn't and what they could improve on. Both agencies to seek how they improve on the client's experience in training.</p> <p>At MSD, we understand how LSV can impact the mental health of our staff because it can be an intensive course and some LSV clients have mental health issues. Additional supports are available for kaimahi such as EAP.</p> <p>Governance meeting held every second month, between NZDF, NZ Police and MSD. High-level issues are discussed to monitor and understand arising issues.</p> <p>Start of course and end of course reporting as per the operational guidelines. There is open and good communication between MSD and NZDF if and when issues arise.</p>	<p>Enablers: "Hot wash" meetings at post-completion of the course. Purpose is to understand what works and didn't work in the course to continuously improve the courses.</p> <p>Additional supports such as EAP are available for staff.</p> <p>Governance meeting held every month, between NZDF, NZ Police and MSD. High-level issues are discussed to monitor and understand arising issues.</p> <p>Start of course and end of course reporting as per the operational guidelines. There is open and good communication between MSD and NZDF if and when issues arise.</p>							X	
	9.2	We use our learnings to inform continuous improvement of supports in ways that matter to individuals, family, whānau, and community.	NZDF aren't as involved after the 6-week course completion as MSD provides the pastoral after-care.	<p>Barriers: LSV can impact staff mental health as some LSV clients have mental health issues.</p>								
	9.3	We share information to support shared accountabilities and performance as appropriate.		<p>Opportunities:</p>								
Improve insight infrastructure: Develop data, evidence, and insights to better understand and inform government agencies, NGOs, and communities, and improve outcomes.	10.1	We are clear with our partners and communities on how the data and information shared with us will be used.	Privacy waiver is signed when a client applies and when they are on the course. This is for social media purposes.	<p>Enablers: Insights and analysis are being used in negotiations with NZDF to understand their demands and needs.</p>								
	10.2	We share analysis and insights transparently with partners.	No regular sharing of insights, this is ad-hoc. We hold bi-monthly meetings and insights are shared there but is not a formal process.	<p>Barriers: No regular sharing of insights, this is ad-hoc. We hold bi-monthly meetings and insights are shared there but is not a formal process.</p>								
	10.3	We treat and share data and information appropriately, aligning with the Data Protection and Use Policy (DPUP), and progressively shifting to more secure methods.	Insights and analysis are used during the negotiation process with NZDF. For example, it was recently found that around 60-70 % of clients have mental health issues, which puts pressure on NZDF staff providing training. This helped MSD to understand the demands and needs of the NZDF.	<p>Opportunities:</p>								
	10.4	We consider data and information as Taonga, effectively and appropriately using data and information shared with us.										
	10.5	We make use of analysis and insights as a tool for commissioning.	NZDF will provide an end of year report outlining spending and costs, however this has not been the case previously.									
Funding models take account of the full range of costs: take a transparent and evidence-based approach to costing and pricing models to ensure they recognise the full range of costs, incentivise quality and equity; providing opportunities for those most effected to participate in the evidence gathering process.	11.1	Our pricing model recognises the full range of costs and we are clear on which components we are buying (labour, consumables, capital, return on equity, and risk management).	An annual amount paid to the NZDF by MSD is \$9.7m, which is 60% required to run the programme. NZDF pays the remaining 40%. However, MSD's internal resourcing and staff aren't taken into account for this cost. NZDF will provide an end of year report outlining spending and costs.	<p>Enablers: Recently negotiated with NZDF in late 2023 for a new MOU and funding. During this negotiation both parties agreed upon funding and within this they demonstrated that the funding provided covers the cost of the service.</p>								
	11.2	Our pricing model is reliable, robust, and based on real-world considerations	Recently negotiated with NZDF in late 2023 for a new MOU and funding. During this negotiation both parties agreed upon funding and within this they demonstrated that the funding provided covers the cost of the service.	<p>§9(2)(f)(iv)</p>								
	11.3	Our pricing model reflects variability in costs across contexts, including regional variation.	§9(2)(f)(iv)	<p>§9(2)(f)(iv)</p>								
There is clear funding scope: be clear about whether government funding is purchasing a service response or contributing to a shared endeavour; sustainable resourcing is required to match the agreed scope of the service response.	12.1	We are clear with our partners and the community about whether we are funding a service in full or as a contribution towards shared outcomes.	MSD is the main partner contributing to the programme. Trusted relationship means that the agencies are deliberate with what funding is spent on and both NZDF and MSD understand that this is contributory funding.	<p>Enablers: MSD contributes 60% of the cost of the programme and NZDF contributes the remaining 40%. Relationship is deep and long running (30 years or so).</p> <p>We are clear about what we are purchasing.</p>								
	12.2	When we purchase a service, we demonstrate that the resource provided could reasonably be considered sufficient to deliver the service.		<p>Barriers:</p> <p>Opportunities:</p>								
Longer-term funding: in general, funding timeframes should align with a commitment to sustainability of support, flexibility to respond to contextual change and providing greater certainty for planning purposes.	13.1	Where appropriate, contracts are multi-year, supporting partners to plan and achieve longer-term outcomes.	MOU signed with NZDF every 4 years.	<p>Enablers: 4 year memorandum of understanding with NZDF - long running relationship.</p> <p>Excess demand can be catered to.</p>								
	13.2	Contracts are structured to be flexible and accommodate diverse populations, changing needs, or excess demand.	During years 2-3 there is flexibility to increase the size of LSV to account for any excess demand	<p>Barriers:</p> <p>Opportunities:</p>								X

Investment is aligned: work together, and seek to involve non-government funders, to align investment to help maximise impact, and reduce duplication while enabling specialisation and diversity of support.	14.1	We work with others to ensure coverage and diversity in services.	Because NZDF is the main partner MSD holds, there is little involvement from non-government organisations to collaborate or align investments. There is some philanthropic support. An example is a library built on a base that was sponsored by a former patron who had been hugely influential to LSV. 30 year strong relationship with NZDF. Reciprocal and trusted relationship built over time. MSD trusts that NZDF will provide the adequate experience and training for clients and NZDF. NZDF trusts that MSD will provide the appropriate support and refer suitable clientele into the forces training.	Enablers: 30 year strong relationship with NZDF. Reciprocal and trusted relationship built over time. MSD trusts that NZDF will provide the adequate experience and training for clients and NZDF. NZDF trusts that MSD will provide the appropriate support and refer suitable clientele into the forces training.		X				
	14.2	We collaborate with other agencies/private funders to co-ordinate provision of services.	30 year strong relationship with NZDF. Reciprocal and trusted relationship built over time. MSD trusts that NZDF will provide the adequate experience and training for clients and NZDF. NZDF trusts that MSD will provide the appropriate support and refer suitable clientele into the forces training.	Barriers: Because NZDF is the main partner MSD holds, there is little involvement from non-government organisations to collaborate or align investments.						
	14.3	We seek to involve government and non-government investors to align investment and maximise impact.		Opportunities: There has been some philanthropic support. An example is a library built on a base that was sponsored by a former patron who had been hugely influential towards LSV. - perhaps this could be encouraged in future						
Investment is Transparent: annually publish consistent information about government funding distributed to parties across the social sector, including how funding levels were determined.	15.1	We publish good quality information on investment into commissioned services annually.	Information published publicly on an LSV online tool. Includes numbers of participants, effectiveness etc. LSV annual report published on the Employment Assistance Evidence Catalogue online tool.	Enablers: Information is published annually on the LSV website as well as on the Youth Service website.			X			
	15.2	We publish information on the processes and criteria used to make funding decisions.	Additional public information also available on the Youth Service website.	Barriers:						
	15.3	We are progressing to a consistent data standard.		Opportunities:						

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LSV Course Performance S01.24
Class Wright

LSV Course Performance

Client filters ▾ Benefit filters ▾ Client Outcomes ▾

86 **Marched-In**

86 **referral accepted**

31 **Maori** [36%]

9 **Pasifika** [10%]

24 **Female** [28%]

26 **with benefit duration of 1+ yrs** [30%]

0 **left early**

0 **Marched Out**

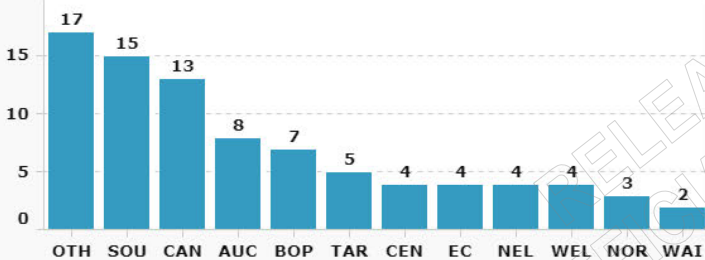
0 **exited benefit ***

12 **off main benefit now**

* includes exits occurring from the end of the course, up until 16 weeks (at which point outcomes are final)

Course Performance shows all courses since June 2019. Click on **Accepted** or **Marched-In** numbers to refresh the graphs below. Off MB Now shows the number of clients 'now' off main benefit. Be careful in attributing this snapshot to the course as clients will continue to enter and exit benefit after the course has completed. Please note this page has referral filter applied to only display successful referrals.
Filters applied: **Course = 'S01/24'**

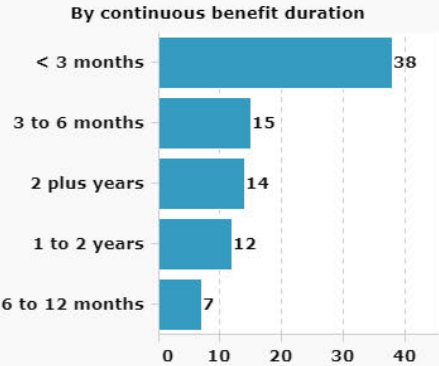
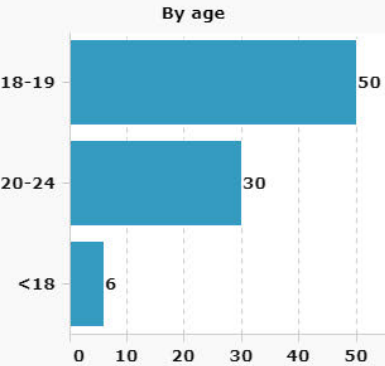
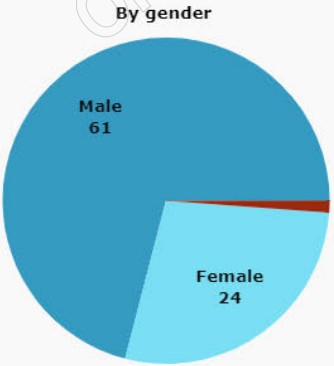
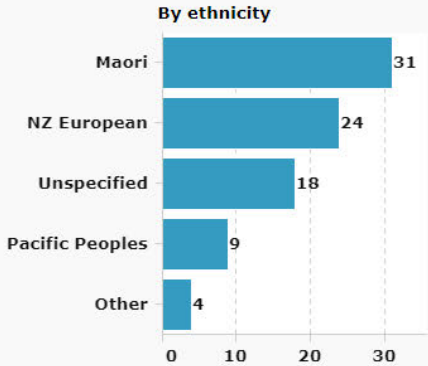
Client region at referral * some clients not yet assigned to a MSD site



Camp	Course	Opp Start	Positions	Referred	Accepted	Marched-In	Left early	Marched Out	Exited Benefit	Off MB now
Burnham	S01/24	29/01/20...	120	86	86	86	0	0	0	12
				86	86	86	0	0	0	12

This section is displaying the following based on filters

Accepted Referrals (Successful)



Filters selected Course = 'S01/24'

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Library



For You



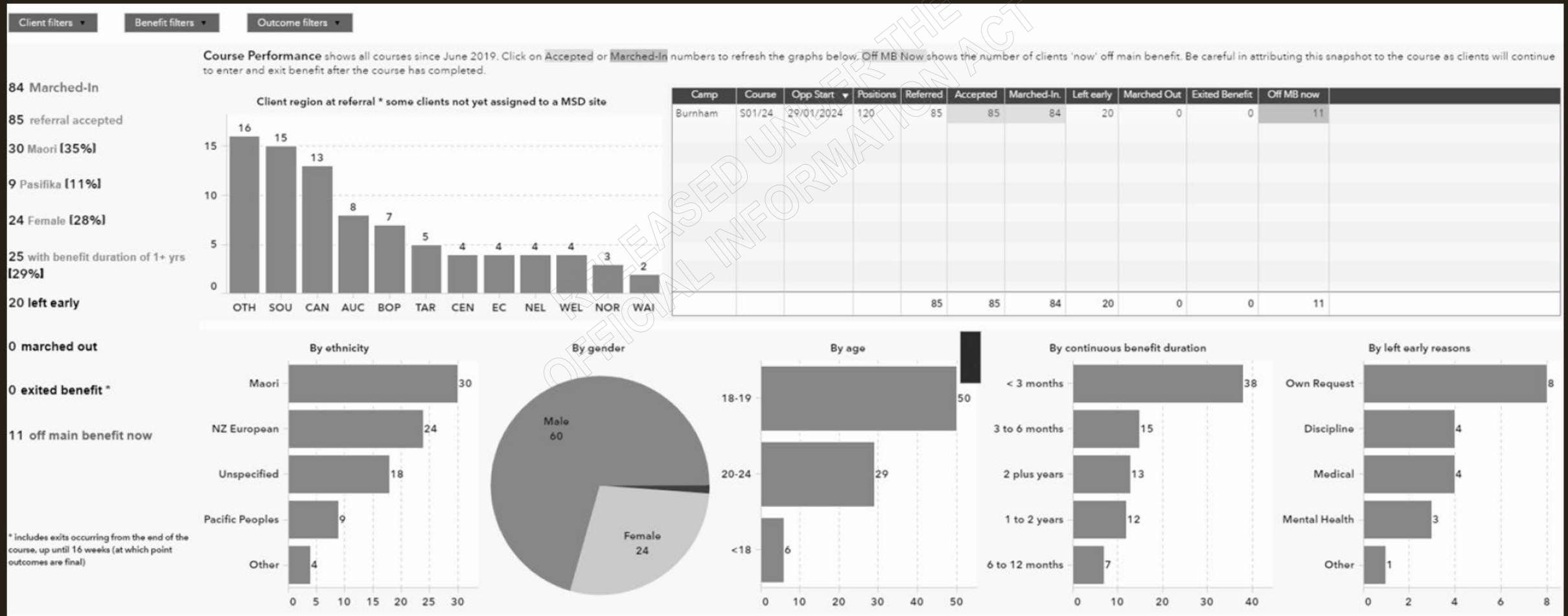
Albums



Search

Course S01.24

mid-course report



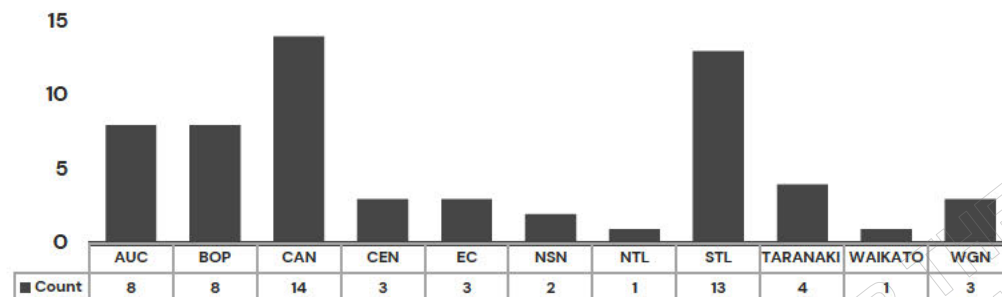
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End of Course Performance for S01.24

GRADUATED

60

BY REGIONS

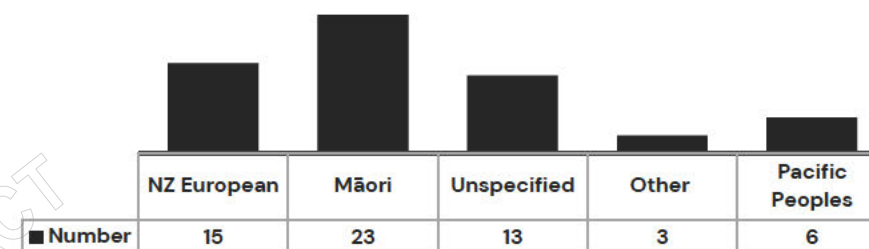


• Auckland North: 1

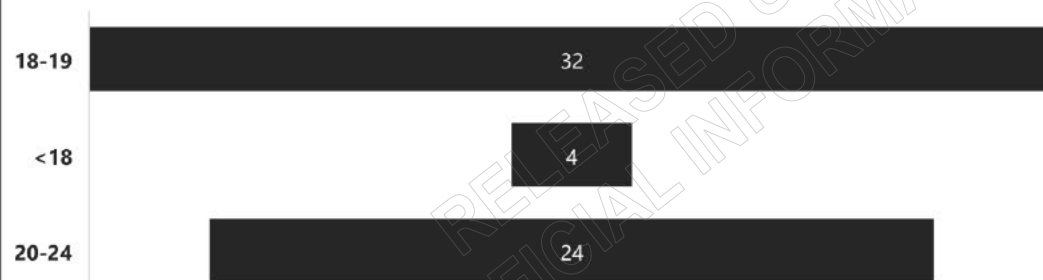
• Auckland Central: 2

• Auckland South: 0

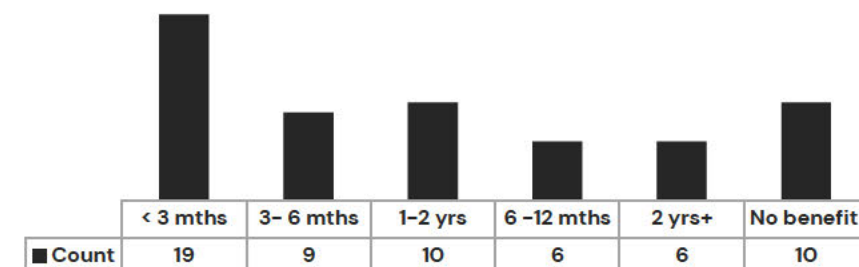
BY ETHNICITY



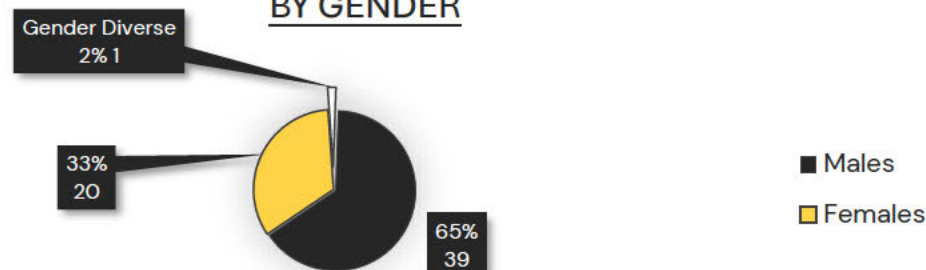
BY AGE



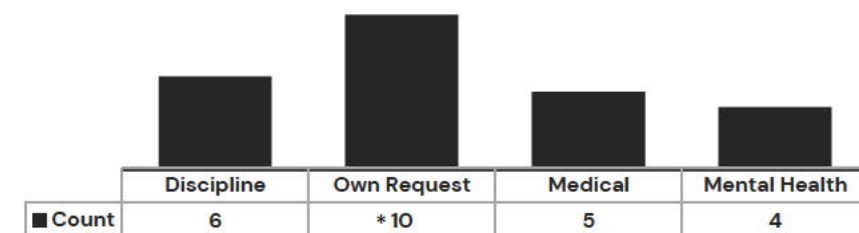
BY CONTINUOUS BENEFIT DURATION



BY GENDER



BY LEFT EARLY REASONS



* 2 x compassionate grounds

85 Marched-In

85 referral accepted

23 Māori (38%) who have graduated

6 Pasifika (10%) who have graduated

20 Female (33%) who have graduated

16 with benefit duration of 1+ years [27%]

25 left early

60 Marched Out

0 exited benefit *

* includes exits occurring from the end of the course, up until 16 weeks (at which point outcomes are final)

S01.24 Course Outcomes

* Most trainees have more than one activity they will be undertaking, but for the purpose of reporting we only take one activity per trainee.

Employment & Training Activity	Outcomes
Secured Employment	6
Job Interview	13
Seasonal Work	1
NZDF Applications	10
Tertiary Study (enrolled)	12
Westport Deep Sea Fishing School (accepted)	6
Application for Police (not included in total outcomes)	4
Application for Department of Corrections	1
Traffic Control Application	1
Social connective inclusions (social outcomes) • Moving overseas (employment & well-being focus)	1
Total	51
Graduated	60

Under the new active placement model for MSD Work Brokers, which came into effect on 1st July 2022, identifying Social Outcomes for the trainees is now part of the engagement and framework. Currently we are identifying social outcomes as where there has been a major life direction shift for someone. While it is accepted that all trainees who graduate and even those released early can have a change in life direction for this course, we have identified 2 that fit under the above criteria.

Due to the reduced number of trainees graduating we would expect a higher percentage of outcomes. Several of our trainees have multiple outcomes, and due to the early finish of the course several of our trainees have interviews and job applications awaiting outcomes.

Outcome

85%

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LSV COURSE PERFORMANCE 302.24

Gray Class

LSV Course Performance

Course Performance shows all courses since June 2019. Click on [Accepted](#) or [Marched-In](#) numbers to refresh the graphs below. Off MB Now shows the number of clients 'now' off main benefit. Be careful in attributing this snapshot to the course as clients will continue to enter and exit benefit after the course has completed.

60 Marched-In

60 referral accepted

23 Maori [38%]

5 Pasifika [8%]

13 Female [22%]

25 with benefit duration of 1+ yrs [42%]

3 left early

0 marched out

0 exited benefit *

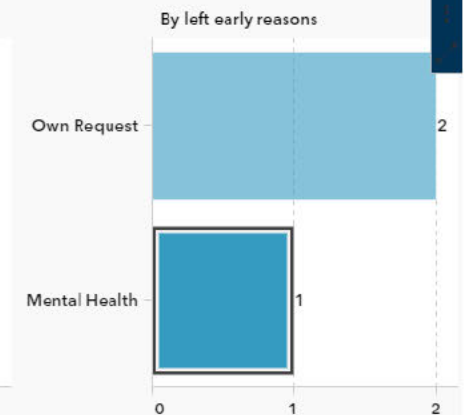
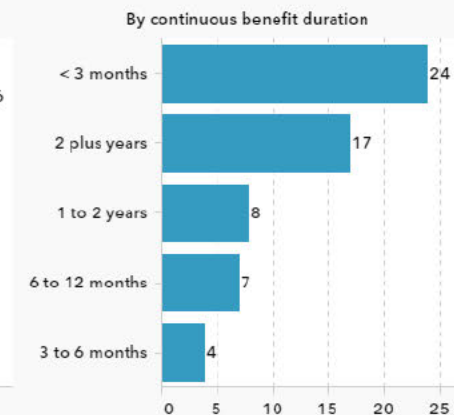
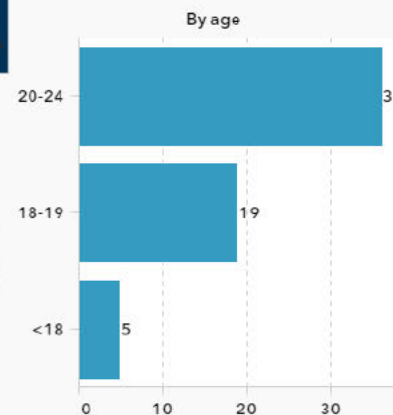
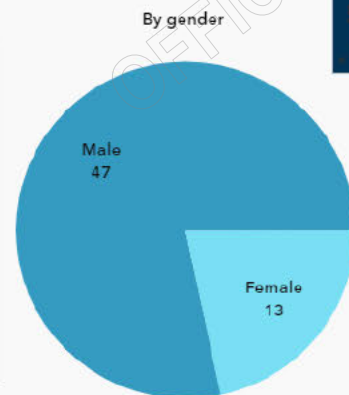
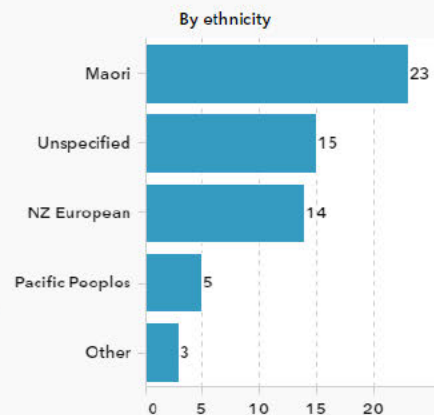
6 off main benefit now

* includes exits occurring from the end of the course, up until 16 weeks (at which point outcomes are final)

Client region at referral * some clients not yet assigned to a MSD site



Camp	Course	Opp Start	Positions	Referred	Accepted	Marched-In	Left early	Marched Out	Exited Benefit	Off MB now
Burnham	S02/24	06/05/2024	120	60	60	60	3	0	0	6
				60	60	59	3	0	0	6



Gray Class

LSV Course S02.24

s9(2)(a)

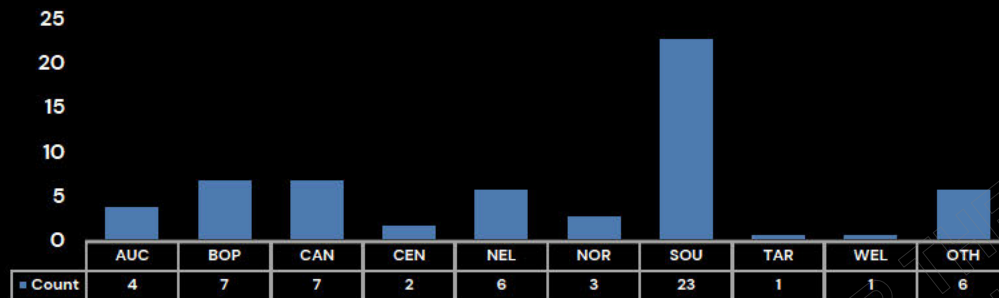
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End of Course Performance for S02.24

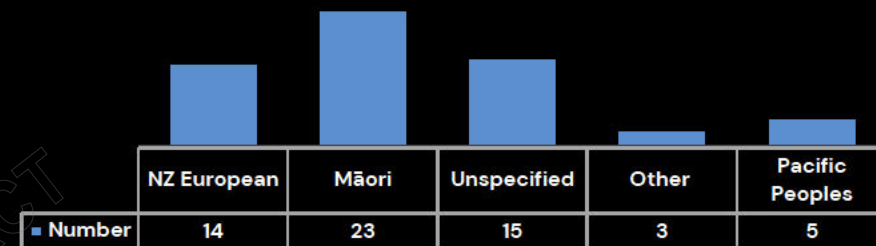
GRADUATED

37

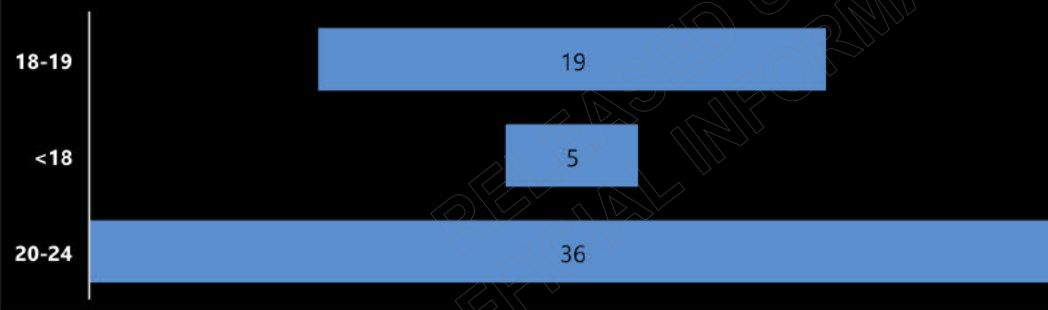
BY REGIONS



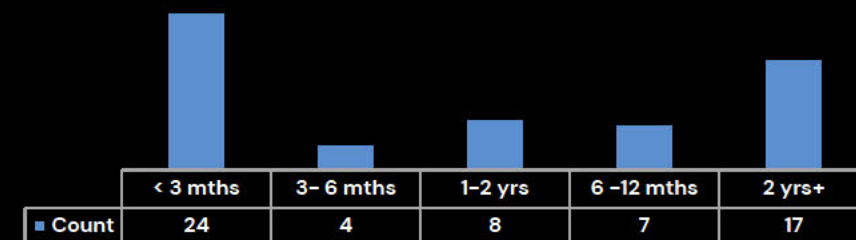
BY ETHNICITY



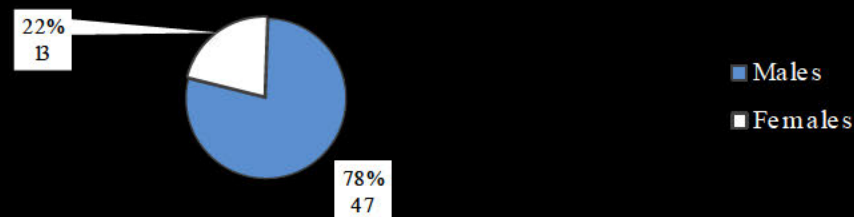
BY AGE



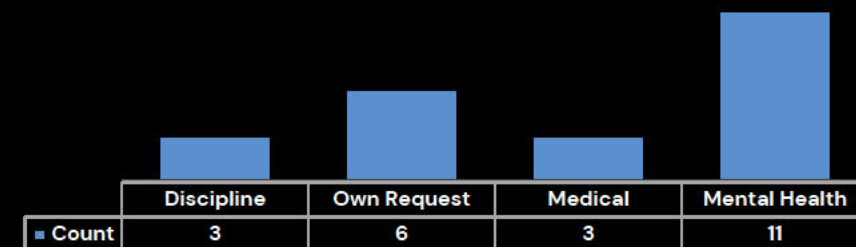
BY CONTINUOUS BENEFIT DURATION



BY GENDER



BY LEFT EARLY REASONS



60 Marched-In
 60 referral accepted
 23 Māori (38%) who have graduated
 5 Pasifika (8%) who have graduated
 13 Female (22%) who have graduated
 25 with benefit duration of 1+ years [42%]
 23 left early
 37 Marched-Out
 0 exited benefit *

* includes exits occurring from the end of the course, up until 16 weeks (at which point outcomes are final)

S02.24 Course Outcomes

Most trainees have more than one activity they will be undertaking, but for the purpose of reporting we only take one activity per trainee.

EMPLOYMENT & TRAINING ACTIVITY	OUTCOMES
Secured Employment	1
Job Interviews (includes Westport Deep Sea Fishing School)	23
Tertiary Study (enrolled)	1
Learners License (passed)	1
Virtual Reality • Building Construction Site Safe	8
Virtual Reality • Civil Construction Site Safe	2
• Security Foundation Passport	13
NZDF Applications (registered their interest) This has not been included in the final outcomes	14
TOTAL	49
Graduated	37

Outcome 75%

Previous Course Update – S01.24

- Table below show the outcomes for Week 13 of S01.24 Course (changes to this report have been made in line with the Employment focus for the Ministry).
- Blue highlights indicate what data is used to calculate outcomes for graduates
- Part time employment will now be included in our outcomes.
- NEET interactions are not recorded so we cannot identify if this client has moved following graduation.
- Obligation failures are now recorded separately in the results area.

Outcomes S01/24	Week 13
Employment Placements	14
Job Interview	0
Seasonal Work	2
Non-Bene/17 Years Old (In Employment)	0
Casual/Part-Time Employment	3
NZDF Applications (Application lodged)	4
Support Service Provider (e.g. Future Leaders)	0
Tertiary Study (Enrolled/Started)	5
Return to School	0
Westport Deep Sea Fishing (Accepted/Started)	2
Part-Time Study	0
Police	0
Fire & Emergency	0
Outstanding Achievements (e.g. Elite Sports Group, Scholarships)	0
NZDF Referrals	0
Contracted Service Provider (Referred/Started)	2
Driver's License	1
ROI's	0
Housing	0
Drug & Alcohol Course	0
Medical Deferral/Work Preparation	0
Youth Services (Payment)	0
On Benefit	12
Not on Benefit	1
Engaging with MSD	5
N.E.E.T	0
Non-Contactable	1
Left NZ	2
COVID Isolation	0
Trainees/Graduates	61
TOTAL	33
Percentage	54%
Obligations Failures	2

s9(2)(a)

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Next Intake - 5 August 2024

NZ

L5V

www.facebook.com/LSVCanterbury

LSV Course Performance

S03.24 - Gardiner Class

Client filters ▼ Benefit filters ▼ Outcome filters ▼

Course Performance shows all courses since June 2019. Click on **Accepted** or **Marched-In** numbers to refresh the graphs below. Off MB Now shows the number of clients 'now' off main benefit. Be careful in attributing this snapshot to the course as clients will continue to enter and exit benefit after the course has completed.

101 **Marched-In**

101 **referral accepted**

39 **Maori** [39%]

5 **Pasifika** [5%]

28 **Female** [28%]

31 **with benefit duration of 1+ yrs** [31%]

1 **left early**

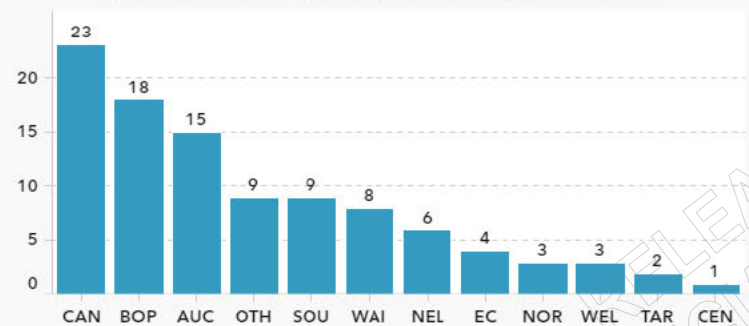
0 **marched out**

0 **exited benefit ***

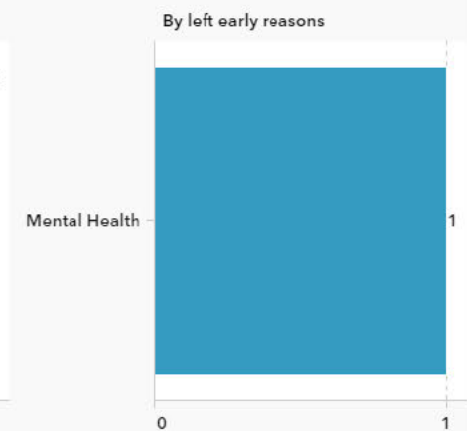
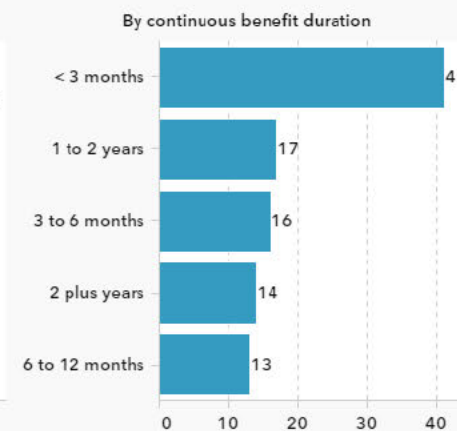
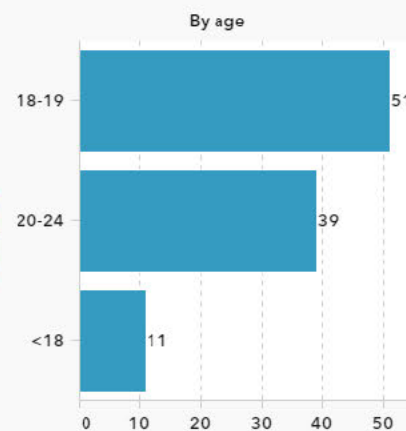
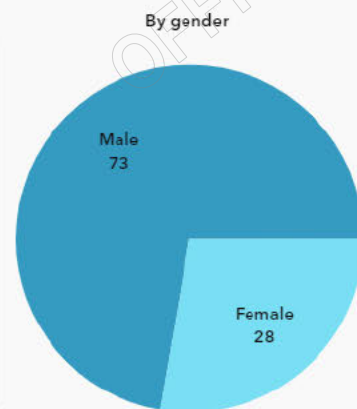
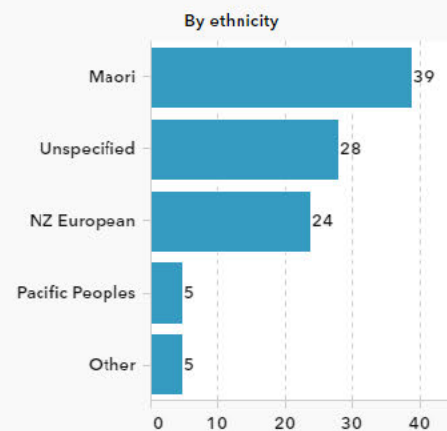
12 **off main benefit now**

* includes exits occurring from the end of the course, up until 16 weeks (at which point outcomes are final)

Client region at referral * some clients not yet assigned to a MSD site



Camp	Course	Opp Start ▼	Positions	Referred	Accepted	Marched-In	Left early	Marched Out	Exited Benefit	Off MB now
Burnham	S03/24	05/08/2024	120	101	101	101	1	0	0	12





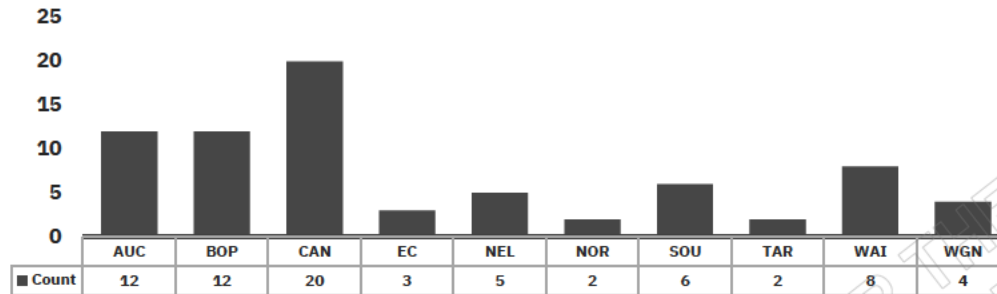
GARDINER CLASS | LSV COURSE S03.24

End of Course Performance for S03.24

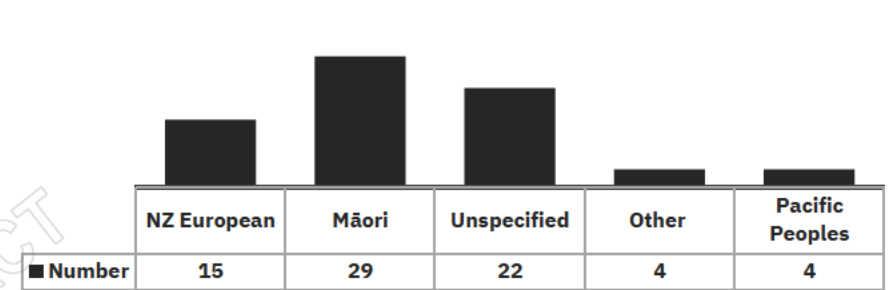
GRADUATED

74

BY REGIONS



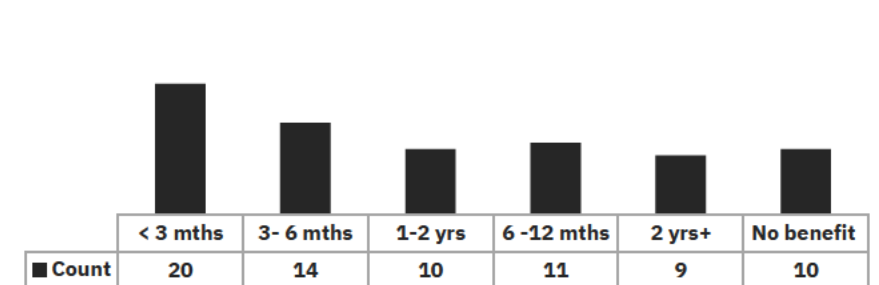
BY ETHNICITY



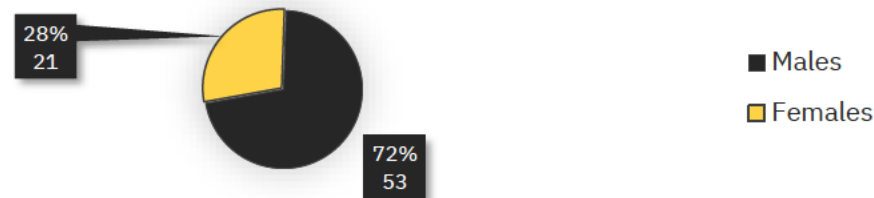
BY AGE



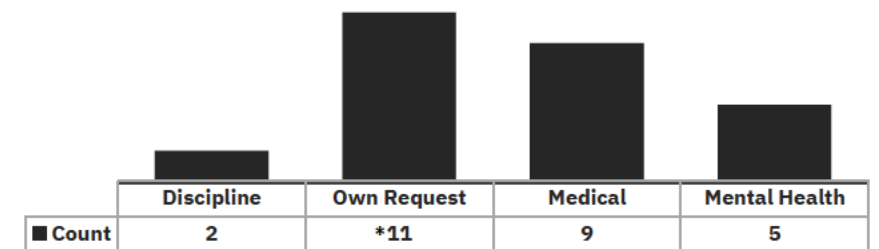
BY CONTINUOUS BENEFIT DURATION



BY GENDER



BY LEFT EARLY REASONS



*1 x compassionate grounds

- 100 Marched-In
- 101 referral accepted
- 29 Māori (39%) who have graduated
- 4 Pasifika (5%) who have graduated
- 21 Female (28%) who have graduated
- 19 with benefit duration of 1+ years [26%]
- 27 left early
- 74 Marched Out
- 0 exited benefit *

* includes exits occurring from the end of the course, up until 16 weeks (at which point outcomes are final)

LSV COURSE

S04.24

My simple story is that I grew up in a single parent household from the age of 14 months and my mum was on a benefit for almost all that time. I left school aged 16 with the equivalent of NCEA Level 2. The year was 1988 and there was limited work in NZ given the share market crash a year prior. Over the next few years unemployment rose to a peak of 11.2% which is the highest ever recorded. Simplistically, NZ was a dire place to be.

I had been introduced to surveying at school and I had an interest in technical drawing. I needed to find work so I door knocked every surveyor in Christchurch that had an advertisement in the Yellow Pages. This took about a week and resulted in zero job offers. Nevertheless, I made an impact with one potential employer who about three months later invited me back for a competitive interview as an engineering technician. That was the only result of my door knocking, one lead.

Even so, that one lead was enough. I gained that role and was appointed as a 'junior office boy' and yes, that was the actual job title. The job paid so little I could not afford to leave home and regardless; my mother did not want me to. Although I grew up in a poor family, I was provided with a safe, structured, and loving household.

I worked hard at my new job, and I learnt a lot. My employer offered me time off and I undertook part-time engineering classes at Polytechnic. I took that opportunity, and then I did a few more classes, and a few more and then even more. After 5 years part-time study I gained a level 5 qualification.

After that success I had a renewed thirst for education and after working some more, and even harder, I went to university. I was the first in my wider family to do that, ever. University was very difficult for me academically, but I found I had other skills that compensated. My greatest talent was perseverance that meant I gained my Bachelor's Degree in Civil Engineering (with Honours) (a level 8 qualification) and in short time and my career and life evolved.

Today, at 53, I'm the chief executive of Abley, a professional services firm I founded roughly 20 years ago which employs about 80 people from three offices in NZ and undertakes work in Canada, USA, Australia, Brunei and Indonesia (via Australia).

§9(2)
(a)

ABLEY CLASS

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LSV Course Performance

S04.24

Client filters

Benefit filters

Outcome filters

Course Performance shows all courses since June 2019. Click on **Accepted** or **Marched-In** numbers to refresh the graphs below. **Off MB Now** shows the number of clients 'now' off main benefit. Be careful in attributing this snapshot to the course as clients will continue to enter and exit benefit after the course has completed.

60 **Marched-In**

60 referral accepted

16 Maori [27%]

10 Pasifika [17%]

14 Female [23%]

16 with benefit duration of 1+ yrs [27%]

0 left early

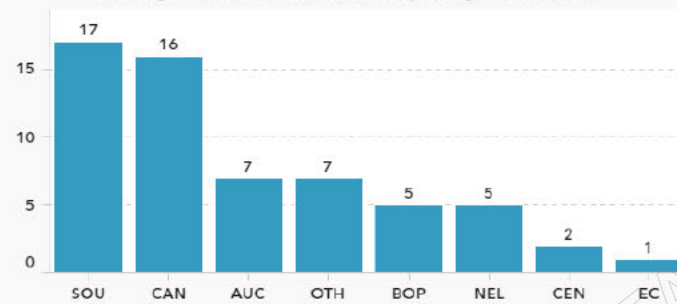
0 marched out

0 exited benefit *

4 off main benefit now

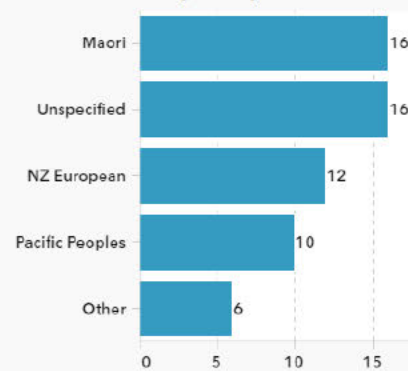
* includes exits occurring from the end of the course, up until 16 weeks (at which point outcomes are final)

Client region at referral * some clients not yet assigned to a MSD site

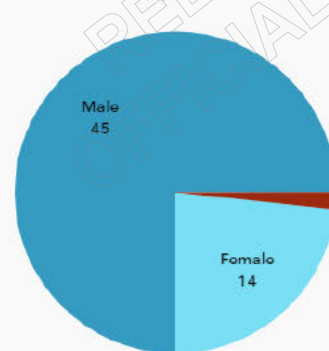


Camp	Course	Opp Start	Positions	Referred	Accepted	Marched-In	Left early	Marched Out	Exited Benefit	Off MB now
Burnham	S04/24	21/10/2024	120	60	60	60	0	0	0	4
				60	60	60	0	0	0	4

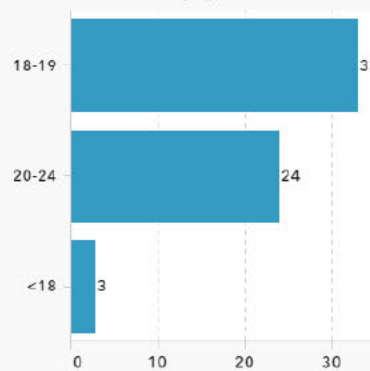
By ethnicity



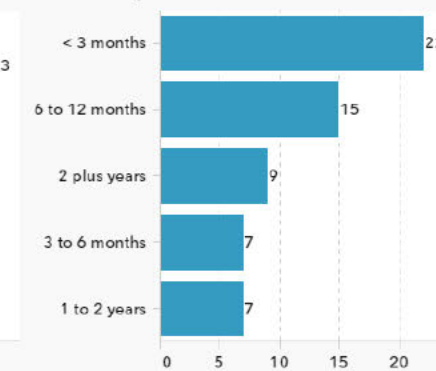
By gender



By age



By continuous benefit duration



By left early reasons



Limited Service Volunteer (LSV)		Finalised: March 2024
Team Name	National Contracts Team	
Portfolio	Service Delivery	
Purpose	The Limited Service Volunteer (LSV) is a free voluntary six-week residential training programme run by the New Zealand Defence Force (NZDF) on contract to and in partnership with the Ministry of Social Development (MSD) and the New Zealand Police (NZ Police).	
What it is	<p>The LSV programme is targeted at 18 to 24-year-olds who are not currently in employment, education, or training (NEET); with 17-year-old applicants decided on a case-by-case basis.</p> <p>The aim of the LSV programme is to help more young people to start employment or training by improving their self-discipline, self-confidence, motivation, and initiative. The programme is a 6-week in person course undertaken on NZDF bases. 20% of the programme is run by MSD in the form of seminars and expos with the aim of assisting the participants into employment.</p> <p>LSV is delivered in three sites across the motu – Trentham (Wellington), Wellington, Burnham (Christchurch) and Whenuapai (Auckland).</p>	
Funding	<p>All costs incurred to the residential accommodation for participants and operational delivery and management of programme are covered.</p> <p>Funding is focused on the individual participant, to cover the costs involved to attend the six-week training programme.</p> <p>\$9.7m is paid by MSD once a year to NZDF. MSD funds 60% of the costs of the programme and NZDF fund the remaining 40%. Additional costs from MSD, including staff wages, are not included within that calculation.</p> <p>Funded per programme with various intakes throughout the calendar year.</p> <p>Funded for 1200 participants per year.</p>	
Reporting	Training/Employment outcomes, participant background/demographics, NEET engagement outcomes, financial reporting.	
Policy Intent	<p>Policy Intent: To support young people aged 18 to 24 years old who are not in education, employment or training and at risk of long-term unemployment.</p> <p>Legislative Authority or Cabinet Decision: Cabinet</p> <p>When was this service first funded: 1993 - The programme is run by the NZDF</p>	
Budget and Appropriation	<p>In Budget 2018, the Government committed an additional \$26.8 million operating funding (\$22.6 million to NZDF, and \$4.2 million to MSD) over four years for the expansion of the Limited Service Volunteer Programme</p> <p>F24 \$9.7 million. Currently underspending at \$9.7m annually.</p>	
Fund Holder	Service Delivery Partnerships and Programmes, Service Delivery	
Contact/s	<p>Euan Alexander (Senior Advisor)</p> <p>Shane Carter (Director of Partnerships and Services)</p>	

TKK Accreditation	N/A due to the contracted partner – NZDF – being a crown entity.
Online Links for Further Information	Limited Service Volunteer course - Work & Income Resources - Doogle (ssi.govt.nz) LSV - doogle Employment Assistance Evidence Catalogue (msd.govt.nz)

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Helping our clients getting informed about LSV

"GET A FRESH START"

LSV
Limited
Service
Volunteer

What is the LSV Programme?

Limited Service Volunteer (LSV) is a FREE voluntary six week residential training programme run by the New Zealand Defence Force (NZDF) in partnership with the Ministry of Social Development (MSD) and the New Zealand Police. LSV is for 18-24 years olds (17 year olds are considered on a case by case basis) wanting to improve their future, increase confidence, learn new skills, get fit and healthy, gain the tools to help them get a job and feel super proud of themselves!

Things to listen out for and finding the right fit

1. What have you heard about LSV?
2. What are your interests?
3. What's your happy place? Some things to listen out for: outdoorsy, hunting, free goals, money saving, routine, fitness, health, food, roof over head, pride, connecting, change, friends for life.
4. How much longer do you want to be on a benefit?
5. What's your plans? What are you doing for the next three months?

Suggested conversational ideas/questions

- You're worth this opportunity
- This can open up doors
- There's a support network on camp – well-trained staff at NZDF and MSD, a health team
- Good food, shelter, equipment
- It's an adventure (might not work for everyone)

Common Q&As

Q: In work, want to do LSV, can I quit my job?

LSV is for 17-24 year olds who are unemployed or at risk of long-term unemployment. If you currently have full-time work, LSV isn't the right fit. If you have part-time work or hours that are casual, or receive a benefit, then LSV could be a good fit.

Q: How often can I have my phone?

Access to your phone is limited; this is so you can get the best possible experience from your six weeks at LSV. You'll get access to your phone a couple of times during the course. If you have children, you will get more opportunity to call home.

If there is an emergency either at LSV or at home, you will be able to be contacted or to phone home.

Q: Can I leave the camp?

LSV is a voluntary course. The final decision to start the course, or remain on the course if you go, lies with you. If you choose to start the course and then wish to leave, the staff may encourage you to stay. As always, the final decision is up to you. If there is an emergency at home, or you have to attend a funeral, then you can be contacted at LSV and there is always the option to return home.

Q: How do I get to LSV?

Travel is completely free and will be organised by New Zealand Defence Force. You'll receive details of your travel ahead of going to LSV. You will be booked on a shuttle, bus, flight (or a combination) depending on where you live.

Q: What if I can't do the activities?

LSV is about getting out of your comfort zone. The staff there are trained to encourage you and to get the most out of you. You'll be supported as much as possible to complete the activities. Before the course, we recommend that you start building up your fitness - it will make everything easier.

Q: I don't have a doctor, how can I get on?

The medical is paid for by MSD, so it's completely free. We recommend phoning some of your local medical practices. If you can't get an appointment, please let us know. We can then try to arrange a virtual appointment, however it's best that you try an in-person appointment first.

Q: Is testing required prior to starting the course?

A RAT will be conducted on day one. If positive, they will not be marched in and will be rolled to another course.

Q: What happens if there is a covid breakout during course?

Where possible and practicable they will be isolated until clear and return to the course. If they miss too many critical elements they will be released with the opportunity to try again on a subsequent course.

Q: "Smoking / Vaping" is it allowed and how often?

Smoking/Vaping is permitted at LSV however just like a work place environment smoke breaks are at certain times of the day. We recommend smokers bring enough cigarettes or vape supplies for at least the first week as you will not have an opportunity to purchase more until week 2.

Q: Can I keep my piercings and have tattoos?

Yes, depending on where and what kind.

LSV TEAM PURPOSE AND VALUES

The Ministry's purpose and values guide our work and the behaviours we need to adopt to ensure we achieve our outcomes.

Purpose - *We help New Zealanders to be safe, strong, and independent.*

MSD's purpose is to help New Zealanders to be safe, strong, and independent. Our values include *Manaaki, Mahi Tahi, Whānau, and Tika me te pono*, it is crucial that we implement our purpose and apply these values here at LSV.

The goal of an LSV trainee is to graduate the course with positive outcomes (employment and overall self-development). It is our purpose and duty of care to support the trainees in achieving these outcomes by using our knowledge and resource of MSD products and services. Our goal is to leave our trainees feeling safe and secure while they are at LSV, to offer post-course support for the benefit of each trainee, and that they leave LSV with the tools they need to live a safe, strong, and independent life.



MANAAKI

We care about the wellbeing and success of people.

We care about the wellbeing and success of our trainees during their time at LSV. We aim to lift and nurture the mana of all trainees on the course through respect and understanding. We place value in our trainees and promise to foster their potential throughout the course. We understand the importance of their contribution to whanau, community, and society upon graduating LSV. Our Rangatahi are our future, and our aim is to support their growth and success during and after the course.

MAHI TAHI

We work together, making a difference for communities

We understand the kaupapa of LSV and believe that no individual is bigger than this kaupapa. To work well is to work as one, understanding that we all bring with us our strengths and weaknesses. We aim to work as one by cultivating strong relationships and enabling the unique strengths of our team (MSD) and other teams (NZDF and NZ Police, as well as providers). We strive to work in unison with NZDF, NZ Police, employers, and external providers for the betterment of our trainees and the LSV course.

WHĀNAU

We are inclusive and build a sense of belonging and place

We value all individuals equally. We encourage everyone's uniqueness to emerge for the greater strength and diversity of our team. We aim to create a space that feels comfortable and safe for everybody. We understand that the trainees are an extension of the whānau they have left behind to join LSV. For the trainees to be able to fully commit and focus on the course it is important that they know their whānau is safe and supported. We strive to ensure our trainees whānau have their needs sorted while they are on the course. We will also ensure that the trainees feel they have a whānau at LSV.

TIKA ME TE PONO

We do the right thing with integrity

We aim to uphold our integrity by doing what is right by our trainees through honesty, fairness, and sincerity. It is our duty to provide our trainees with the service they deserve, following the guidelines of MSD's policy and procedure. We perform our roles in a manner that is professional and responsible with the spirit of service and integrity at the centre everything we do.

MSD curriculum phases

Phase 1: Welcome, information and motivation (Week 1)

The first phase will welcome the trainees, provide information on what MSD do, and will serve to motivate the trainees to complete the course. This will allow us to:

- offer our services and to welcome the trainees to LSV
- make MSD staff approachable and so that trainees know where to find us
- empower the trainee

Phase 2: Preparation for Job Searching Activities (Week 1-3)

Sessions this week are to prepare for job searching activities and to give a better understanding of these to the trainees. The sessions will also help to gather a better understanding of themselves and their situation for them to prepare for work more effectively. They will also allow us to find out what motivates the trainees in terms of employment and what employment they are interested in. This will allow us to:

- determine what organisations will come to Expo
- determine what training may be needed
- determine significant barriers that need to be addressed urgently

Phase 3: Anchor Point – the Employer Expo (Week 3-4)

Focus on this week should be our Employer Expo. This week should also focus on addressing obstacles and administration that arises from Week 1-3.

Phase 4: Secure Employment/Training & Life after LSV (Week 5-6)

Sessions should relate to securing employment, planning for post LSV, and managing barriers using information identified in Week 1-4. Planning for life after LSV should be a big focus as this allows the trainees to manage barriers and secure employment. Every opportunity we have should be focused on giving the trainee the best chance outside of LSV's gates and ultimately to secure employment or further training.

The 'fifth phase': Other activities delivered during the course (throughout the course)

Throughout the course, there are other standard activities that will be delivered at each LSV camp. In 'fifth phase' activities, the timing of the activities may vary between each camp. This is due to variance in programming and third-party availability. Despite having a difference in timing, they are a vital part of the success of the LSV programme. These activities include:

- A driver's licensing programme
- The opportunity for trainees to sit a certification or gain licensing – such as Sitesafe or Forklift licensing
- Employer presentations and/or motivational speeches
- A financial management seminar

MSD delivered curriculum

Phase one:

Workshop 1 – Manaakitanga - MSD Introduction

Recommended duration: 1 hour

Recommended week: one

Background reading for facilitator/presenter:

This is the first workshop and is essentially an introduction. It is key that we build a rapport with the trainees, offer a warm welcome, and put a face to the names that they have been dealing with during the application process. It is a chance for us to show MSD's and LSV's values, as well as our purpose. We also wish to establish commitment from trainees.

Some clients have a negative experience with Work and Income, and this is the time to show who we are as MSD staff who work at LSV. Clients have shown courage and commitment by showing up to the course and now is where we try and solidify their commitment to the staff, the programme, and the 6 weeks.

Class Objective

- For trainees to get to know who we are and what we do
- To share LSV's and MSD staff's value and purpose
- To provide a course overview, including the purpose and skills that trainees will learn and develop
- To obtain commitment from Trainees for the remainder of the course

- To seek trainee consent for social media and promotional purposes
- Instil confidence and belief in the trainees towards MSD and completing LSV.

Employment skills aligned with:

- Resilience
- Willingness to learn.
- Commitment
- Teamwork

Resources required:

- Trainer notes / Session plan
- Consent Forms
- Letters from past grads or activities to motivate them or to let them see the end goal e.g., Commitment activity
- Pens and paper
- Consent forms / Drivers Licence Forms

Other things to consider when running this class.

This is the first week for the trainees. They may not take in much information at this stage unless we get their buy-in. We need to reassure them that everything that they are feeling is perfectly normal.

The introduction is purely a get-to-know-us session and for information gathering. This is not the time we start putting obligations on our clients as there is a risk, they will be unresponsive to that message.

Phase two:

Workshop 2 – Find Meaning in Mahi – My Why, Resilience, and Holland's Theory

Recommended duration: 2 hours

Recommended week: one/two

Background reading for facilitator/presenter:

The goal of this workshop is to enhance the trainees self-awareness in selecting a career path. Trainees must gain a comprehensive understanding of the significance of recognising their personality types and strengths in the context of career choice. The workshop will utilise Holland's theory test to profile our trainees, providing insights into the array of jobs that align with their unique personality profiles. This process will empower them to explore various career options and help to set meaningful career goals.

An Employment needs self-assessment will be completed to determine they have the basic needs to start their job search journey. There will also be career planning to capture current information for their CV.

Class Objective

- For trainees to discover their why
- Understanding the benefits of choosing a job that aligns with your personality
- To encourage self-discovery and self-awareness
- To provide career guidance and to begin to set career goals
- Making sure the trainees have the tools to start their journey into work
- To develop a personal statement

Employment skills aligned with:

- Resilience
- Self-management
- Thinking skills

Resources required:

- Trainer notes / Session plan
- Hollands Theory test
- Employment Needs Self-Assessment
- How to write a Personal Statement
- Career Planning Work Sheet (captured information for CV Building)

Other things to consider when running this class.

Remind the trainees not to get too fixated on results, instead allow them to think critically about how this will influence them moving forward.

Workshop Three – Mana – Knowing my Strength in Skills (self-awareness, self-esteem, personal growth)

Recommended duration: 2 Hours

Recommended week: two/three

Background reading for facilitator/presenter:

The goal of this workshop is for trainees to identify their strengths and learn how their individual strengths can support them throughout their career. This builds on the completion of Holland's Theory and the knowledge gained from workshop two. The trainees will also begin to plan their careers and identify their aspirations.

While we will discuss and offer tips on cover letter writing, cover letters will primarily be taught through self-management. Please see the Resources required for more information.

CVs will be given to trainees to amend anything if needed so that they are ready for the Expo in Week 4.

Class Objective

- For trainees to identify their strengths based on Hollands Theory testing
- For trainees to identify how their strengths can benefit them in their career
- To develop career planning
- For trainees to discover their values and what they think is important in life
- For cover letter tips to be shared, however, this is primarily taught through self-management around the barracks.

Employment skills aligned with:

- Resilience
- Self-management
- Thinking skills

Resources required:

- Information on cover letter writing to be available around the barracks
- Strength-based test

- SODA Model
- What do I value in a Career? (Resources from Career NZ)
- Video - <https://youtu.be/jCpYWyTchOw?si=ZExjckvCQn4CnkDH>
- CVS printed off for this workshop

Resources that have been sent out to brokers to be put around the barracks or given as handouts

Note: Having a completed Pathway's to Employment is a requirement of those on a benefit with MSD. Before the course, the MSD team should encourage local service centres to work through this with prospective trainees (if not already completed). For those who have not completed one, this can be worked on during the course from the findings and results of Holland's Theory and other seminars.

Workshop four – Interview Preparation

Recommended duration: 1.5 hours

Recommended week: three

Background reading for facilitator/presenter:

In this workshop, our goal is to give trainees a comprehensive guide to what employers look for in candidates during interviews. The workshop is also aimed to provide participants with the skills to plan and execute effective job interviews.

The workshop is divided into three sections—Preparation, Practice, and Execution—flowing naturally to ensure participants are well-prepared to nail their job interviews.

In the 'Preparation' section, the essentials will be covered: understanding employer expectations, doing research to understand the job and company and how questions will arise pertaining to this information, stressing the importance of being on time and coming across professionally, and exploring different interview types and hiring processes.

The following section is 'Practice,' the facilitator will dive into effective techniques trainees can use both solo and with others to hone their skills, types of questions to be prepared for, and lastly to grasp why regular practice is key.

In the 'Execution' phase, the focus turns to handling nerves, quick thinking, and being ready for the unexpected. The workshop will be concluded with a hands-on activity: participants team up to role-play an interview using the job vacancy sheet introduced earlier on the session. To close, the facilitator offers a chance for trainees to take part in a live panel interview in front of the group. Trainees are also encouraged to be interviewers on the panel, giving them a taste of what a well-executed interview looks like from an employer's perspective.

Class Objective

- Identify and understand the steps necessary to completing a successful job interview – Preparation, Practice, Execution
- Ability to research and identify key information from a job advertisement and a company/organisation.
- Ability to identify and to adopt a positive appearance and manner (communication and body language)
- Ability to practice and execute the skills required to master an interview.
- Instil confidence and belief in the trainee's ability to execute a successful interview, through practice and willingness.

Employment skills aligned with:

- Communication
- Positive attitude

There are also elements of willingness to learn, thinking skills and resilience.

Resources required:

- Trainer notes / Session plan
- Power point slides
- Worksheet – Job vacancy
- Worksheet – Job vacancy questions

Phase three:

Workshop Five – Kia Maia – Expo Preparation

Recommended duration: 1.5 hours**Recommended week: three/four**

The objective of this workshop is to ready participants for the upcoming employment expo. Our goal is to provide trainees with a thorough understanding of the expo's purpose, including logistical details such as timings, location, and participating employees. Additionally, we will present a comprehensive overview of the participating employers, highlighting the available vacancies and opportunities. A crucial aspect of this workshop is to empower trainees with the knowledge and skills necessary to make a positive impression. Key skills, such as networking, effective communication, and body language cues, will be covered to ensure trainees feel confident and make a lasting impact on potential employers.

Class Objective

- A clear understanding the purpose of the employment expo, including its logistics, timings, and location
- Provide insights on participating employers, their vacancies, and the opportunities they offer
- Give trainees the knowledge and skills essential for making a positive impression on potential employers
- Develop key skills, including networking, effective communication, and interpreting body language cues
- Enhance confidence levels in trainees through reassurance and information

Employment skills aligned with:

- Communication
- Self-management
- Positive attitude

Resources required:

- Trainer notes / Session plan
- Power point slides/ Youtube and ted links
- Expo Booklet
- Pencils
- Cards for 'Acting out' game

Workshop six – Employment Expo

Recommended duration: 2 hours

Recommended week: four

Background reading for facilitator/presenter:

The Employment Expo is a key focus of the LSV programme. It is an opportunity for trainees to speak directly with employers, to ask questions, to discover more career opportunities and ultimately to secure their next step in their career path.

Class Objective

- For trainees to speak directly with employers
- A chance for trainees to showcase their skills
- For trainees to learn more about different career opportunities

Employment skill aligned with:

- Positive attitude
- Communication
- Self-management

Resources required:

- Adequate space for the expo
- Employers to attend, including their resources

Other things to consider when running this class:

The Employment Expo can be a stressful day for some trainees. Some trainees may require some additional support, or encouragement, to make the most of the day.

Workshop seven - Expo consolidation

Recommended duration: 1.5 hours

Recommended week: four/five

Background reading for facilitator/presenter:

This workshop involves reflecting on the employment expo and assessing the trainees opportunities. It includes planning and executing the next recruitment steps, offering chances for virtual and live job interviews, initiating tailored application processes, and supporting trainees with diverse career uncertainties. The overall aim is to foster reflection, discussion, and collaborative planning for each trainee's unique career journey.

Class Objective

- Reflect on the employment expo to assess the opportunities gained by trainees.
- Plan and execute the next steps in the recruitment process following the expo.
- Provide opportunities for trainees to undergo both virtual and live job interviews.
- Initiate application processes for various career paths based on individual preferences and expo outcomes.
- Acknowledge and support trainees with varying levels of certainty about their chosen careers. Foster a platform for reflection, discussion, and collaborative planning regarding the next steps in each trainee's career journey.

Employment Outcome:

- Positive Attitude
- Self-Management

Resources required:

- Videos for video analysis
- Expo booklet
- PowerPoint presentation
- Access to internet
- Forms for trainees to complete.

Other things to consider when running this class:

It's important that trainees are engaged throughout.

There may be some trainees who did not flourish in the employment expo – they may require additional support.

Phase four:

Workshop Eight – Whatika – Life after LSV Action Plan

Recommended duration: 2 hours

Recommended week: five/six

Background reading for facilitator/presenter:

Having a strategic plan is crucial when changing environments as it provides a roadmap for navigating transitions effectively. A well-thought-out plan helps set clear goals, identifies potential challenges, and outlines actionable steps to achieve success in the new environment. It enhances adaptability, minimises uncertainty, and ensures a smoother transition by aligning actions with long-term objectives. Additionally, a strategic plan provides a foundation for decision-making, resource allocation, and proactive problem-solving, contributing to a more successful and sustainable adjustment to the new environment.

Class Objective

- Continue to plan towards life after LSV
- To support a smooth transition after LSV
- To identify any potential/additional barriers that can be mitigated
- Linking in trainees to appropriate supports post-LSV

Employment skills aligned with:

- Self-management
- Thinking skills

Resources required:

- Trainer notes / session plan
- Powerpoint presentation
- Career planning worksheets

Other things to consider when running this class

Sessions will be emotionally charged. Some individuals will need additional support and guidance while working through their plans.

Workshop Nine - LSV Interview & Regional Day

Recommended Duration: 4 hours

Recommended week: six

Background reading for facilitator/presenter:

Interview and regional day is aimed at providing direct opportunities for trainees to make their next step after LSV. It will help to bridge the gap between the employment expo and graduation, as well as between the LSV course and returning home.

Class Objective

- For employers/training orgs to interview trainees
- For trainees to implement the skills developed in interviewing lessons
- For trainees to gain interviewing experience and possibly secure employment
- To inform trainees of local job opportunities/MSD services, specific to their region
- To secure a post-course appointment with a local service centre

Employability Skills aligned with

- Communication
- Positive attitude

There are also elements of willingness to learn, thinking skills and resilience.

Resources required:

- Employers/training organisations who are interested in interviewing trainees – build these links between employment expo and the day itself
- Employers to attend
- Regional staff to attend

- Powerpoint presentation for welcome/practice interviews/debrief
- A hand-out of regional opportunities, created by the regions

Other things to consider when running this class

Space – where can each session be run?

Staffing – how many staff are required to make this day work? Do we require NZDF involvement?

Not all trainees will feel comfortable in an interviewing setting – they may require some additional support, particularly if the interview did not go well.

! Remember: *that as a facilitator you need to be prepared: know your material and be motivational.*

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The 'fifth phase': Other activities delivered during the course

The MSD delivered curriculum is divided into four key phases and follows a pathway to best ready LSV trainees for the next step in their employment or training journey. Throughout the course, there are other activities that will be delivered, however the timing in which they are delivered is optional. This is because:

- different timeslots are made available by the local NZDF training cell, based on several local factors
- some activities can be delivered at non-peak times, for example during the weekend or in the evening
- of differing availability of third-party organisations in each region, such as a driver's licensing provider or training organisations

There is 40 hours of MSD-based delivered content in the course, not including the First Aid training. While there is some leeway to do more or less of employer presentations or certification and learning, this would need to be balanced out to ensure that we do not take up too little or too much of the course. The 'fifth phase' is approximately 20 hours of the course.

Employer presentations (optional motivational speeches)

Suggested duration: 6-8 hours throughout the course

Recommended week: Optional

Background reading for facilitator/presenter:

Employer presentations are a key feature of the LSV programme, as they allow trainees to explore different career paths, to meet and ask questions to employers, and potentially secure employment. This can also help with career planning and inspire new ideas amongst trainees.

There is some leeway to have motivational speeches or former trainees feature – for example from a former trainee or an inspirational figure in the community – however of the suggested hours in the course the majority should be employers. Though even better if someone is both motivational and an employer!

Class Objective

- For trainees to learn more about different career paths
- For trainees to engage with employers (and potentially secure an interview/employment)
- To inspire trainees to plan their future

Employment skills aligned with:

- Communication
- Willingness to learn

Resources required:

- Employers/presenters
- Material that the presenters supply
- A room with IT/presenting capabilities

Other things to consider when running this class

- Employer presentations generally work best when there is down-time in the course – for example in the evenings, weekends, or during less busy times in the course
- Trainees should be encouraged to ask questions to engage with the presentation
- Ideally the employer should have current vacancies, to potentially lead to employment
- Ideally the presenter should be relatable to the trainees
- Consider running an Inspire the Future seminar ([Home | Inspiring the Future Aotearoa](#)); this can allow trainees to meet a range of different occupations at once

First Aid Training

Suggested duration: 16 hours

Recommended week: Optional

Background reading for facilitator/presenter:

First Aid is the first and immediate assistance given to any person with either a minor or serious illness or injury. The delivery of a first aid programme has been a key feature of the LSV programme for several years. The first aid courses usually take place at the weekend.

Class Objective

- For trainees to build confidence in dealing with emergency medical situations
- For trainees to gain a certification in First Aid
- For trainees to have the opportunity to be a first aid expert for their employer

Employment skills aligned with:

- Communication

- Willingness to learn
- Self-management

Resources required:

- A third party to deliver the training
- Materials and hand-outs

Other things to consider when running this class

- Not all learners may flourish in an intensive, hands-on environment. Some may need more support than others.

Certification and licensing

Suggested duration: 6-10 hours in the course

Recommended week: Optional

Background reading for facilitator/presenter:

Client and staff feedback has noted that there are less direct outcomes in completing LSV than in LSV's past. To counter this, MSD will be continuing to provide, and will build further, opportunities for trainees to gain certification and licenses in their chosen field.

It is suggested that the following certificates are available, based on client feedback:

- Sitesafe certificate delivered through Virtual Reality headsets
- A forklift license course

Class Objective

- For trainees to gain certificates that will support them into employment
- For trainees to become more qualified and employable

Employment skills aligned with:

- Willingness to learn
- Positive attitude
- Thinking skills

Resources required:

- Local providers

Other things to consider when running this class

- The opportunities offered should align with the career goals of the trainees or help them into the next step in their employment journey
- Each camp may have different opportunities available, due to third party availability and local relationships, but they should be aligned as much as possible
- It is recommended to group the opportunities together, to minimise course disruption – for example having a 'certification day'
- A course that takes a significant amount of time (e.g. multiple days) is unlikely to be suitable during the LSV course
- To deliver a programme, there needs to be confirmed funding in place. As an example, the LSV teams have agreed access to VR headsets for Sitesafe, so can proceed.

Financial Literacy Workshop

Suggested duration: 2 hours**Recommended week: Optional**

Background reading for facilitator/presenter:

Financial literacy is an important life skill for young adults because it empowers them with the knowledge and tools needed for making informed financial decisions, avoiding debt, building assets, and becoming more resilient. Staff feedback has been that the class has inspired trainees to dream of a better future, for example in owning their home.

Class Objective

- To empower trainees with financial knowledge and tools
- To support every trainee to have the minimum required for employment (i.e. having a personal bank account in place)
- To inspire trainees to plan their future

Employment skills aligned with:

- Communication
- Willingness to learn
- Self-management

Resources required:

- A presenter
- Material that is provided

Other things to consider when running this class

- Trainees should be encouraged to ask questions to engage with the presentation.

Driver's Licensing

Suggested duration: 3-7 hours

Recommended week: Optional

Background reading for facilitator/presenter:

Not having a driver's license is one of the biggest barriers for young people trying to get a job. Research has shown that job seekers with a driver's license can apply for up to seven times more jobs. MSD have invested significant money to support up to 64,000 people to gain a driving license. With that funding, and at LSV, we have an opportunity to support MSD's drive to have more young people safely driving on the road.

All three camps have introduced a Driver's Licensing programme, with the aim that a trainee has an opportunity to obtain the next step in their driving journey.

Class Objective

- For trainees to have an opportunity to gain ID and a learner's license
- For those who have a learner's license, or have progressed further, to have an opportunity to progress their driving journey
- Where there is no opportunity to progress further on the course, to link in with regional support (where appropriate)

Employment skills aligned with:

- Self-management

- Positive attitude
- Willingness to learn

Resources required:

- An engaged Driver's Licensing provider
- A relationship with a local testing station
- Materials, if delivering a seminar

Other things to consider when running this class

- As not all trainees will be participating in Driver's Licensing classes, there may have to be some negotiation with NZDF as to suitable times in the programme for trainees to obtain their license.
- All elements of the LSV course are important, so it is also key that one person does not miss too much of the course to obtain a driver's license



LSV

Limited
Service
Volunteer

LSV



MINISTRY OF SOCIAL
DEVELOPMENT
TE MANATŪ WHAKAHIAITO ORA

LSV employment review

- Feedback is from two workshops held the week of 19th August 2024
- Hosted by Euan and attended by:
 - Pana
 - Lincoln
 - Chris
 - Dallas
 - Geoff
 - Jo
 - Natasha
 - Rachel
 - Jodie

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Background information

- Our focus is on employment outcomes, which fits in nicely with MSD's overall aims
- The march to our more than 75% employment or training target within 22 weeks of march-in begins
- Our success is measured by benefit exits and full-time employment/training
- We have to work with urgency, but we have to work together. The feedback provided will form our plan

Time management

- The WB role has become quite administrative – due to job seeker profile, CV building, building cards, future plans, insights etc..
- Licensing takes so much time – takes away from other areas
- Recruitment – tied up with this for 2 out of the 4 weeks between courses
- One workshop felt there was adequate time to concentrate on WB activities.

What are we doing well in the employment/training space?

- Having trainees with CVs
- Work Brokers gather the information required to help them get in to work
- Combining long term goals with getting people in to work in to the short term
- Identifying region specific opportunities
- Classes, licensing, profiling works well – this makes it easy to work with trainees
- Relationship with Job Connect – Burnham and Whenuapai, freeing up time. Rapid return to work.

What are we doing well in the employment/training space?

- Increase in licensing – more qualified trainees.
- The team are open to delivering, and have successfully introduced, new initiatives
- Relationships that have been built already, sharing of employers between locations
- Trentham - impressed with the new curriculum – “more prepared, more hungry for opportunities, change in mindset”
- Driver’s Licensing – making trainees more employable
- Supportive employers who enjoy the experience & can give advice to trainees

Areas to improve on

- There were a number of key themes to improve upon:
 - The curriculum
 - Regional relationships
 - Certification
 - Job opportunities
 - NZDF/miscellaneous

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Curriculum

- Curriculum – doesn't always hit the mark – “it's not interesting. Boring for 18-24 year olds”. The impact of the curriculum can depend on the group
- The curriculum is too prescriptive
- “unsure of how much they take on board”

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Regional relationships

- Getting information/building a relationship with other regions – easy for Canterbury, Auckland and Wellington, difficult for the rest
- When a trainee is linked in with a different LSV Work Broker (e.g. an Auckland trainee who attended Burnham), it's hard to build a relationship
- Some staff feel a disconnection with the regions and regional opportunities

Certification

- Lack of relevant employers having vacancies for those with vacancies – building up relationships with industries
- A lack of NZQA credits in the course.
- Would like to bring in more tangible outcomes
- The logistics to adding certification is hard and can take time away from other areas

Job opportunities

- There are not always entry-level opportunities available via MSD networks
- National employers and Industry Partnerships – not enough links - used to have regular updates and a key contact
- Patron space – are we utilising their networks to the fullest? What is their role within employment? How can we support work more
This applies to both current patrons and former patrons
-
- Labour market intelligence – unaware of trends
- Transport is a big issue in the regions, lots of rural trainees

NZDF/miscellaneous

- Making sure NZDF are on board with our employment focus
- NZDF backing would help in post-course support
- A feeling that trainees relate better to NZDF

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Suggested solutions and improvements

- There were a number of solutions and improvements suggested, to support the following problems:
 - Regional relationships
 - Certification
 - Job opportunities
 - NZDF/miscellaneous

Note: There were no key solutions suggested for certification



Curriculum

- Survey at the end of the course – what do trainees want to know or see in the curriculum?
- Review the curriculum as a collective

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Miscellaneous

- Through the classes, it's an opportunity to build relationships. One WB hangs around with the trainees more, to build trust
- Connected – Burnham have been doing more work – linking in with them is helpful
- Some issues with CVs not suiting certain MSD staff, making changes and then it not suiting someone else – is there a standard we could follow? Some regions don't like Job Connect. Are we trying to please everyone?

Regional relationships

- Having a bank of Work Brokers to contact and regional champs – e.g. a spreadsheet
- Zoom seminars with LSV graduates – could involve regional staff
- Introducing Work Broker champs – similar to regional champs, a contact to reach out to in each region
- LSV WB to jump in the weekly meetings with the WB, avoid feelings of being disconnected

Job Opportunities

- Better advertising of LSV – not just to trainees, but capturing employers and building more awareness in the community
- Linking in with Chamber of Commerce and Mayors Taskforce Force for Jobs – both have opportunities local to their region
- Speak to regional employment managers and regional market managers, improve relations
- We have employer videos already – could this be used in a campaign to build relations with employers?
- Better relations with Industry Partnerships and national employers
- Not all employers at the expo are looking to recruit. It's good to have these more pathway driven/aspirational opportunities presented, but we need to have employers there looking to hire

LSV SUPPORT GROUP GUIDE

LSV (Limited Service Volunteer) is an employment-focused program led by LSV and operated by NZDF (New Zealand Defence Force), which strives to empower our rangatahi with essential life and employment skills. By graduation, participants emerge as empowered youth ready to make a positive impact on society. LSV serves as a launching pad, propelling young people toward promising futures.

N02/24 marched in on Monday 10th June 2024 with 100x Trainees. 71x Trainees graduated on Saturday 20th July 2024.

N03/24 is scheduled to march in on Monday 14th October 2024.



THE LSV TEAM

LSV Specialist	Ioane Ah Hing	s9(2)(a)	Operational Manager of the LSV Team
LSV Work Broker	Emma Kete		Supports Employment Services and Delivers Curriculum
LSV Work Broker	Jo Villaneuva		Supports Employment Services and Delivers Curriculum
LSV Administration Officer	Theresa Tulofono		Processes Payment for Medical Certificates
Direct Manager of the Team	Natasha Gaiqui		Direct Manager

THE CM / PC SUPPORT GROUP

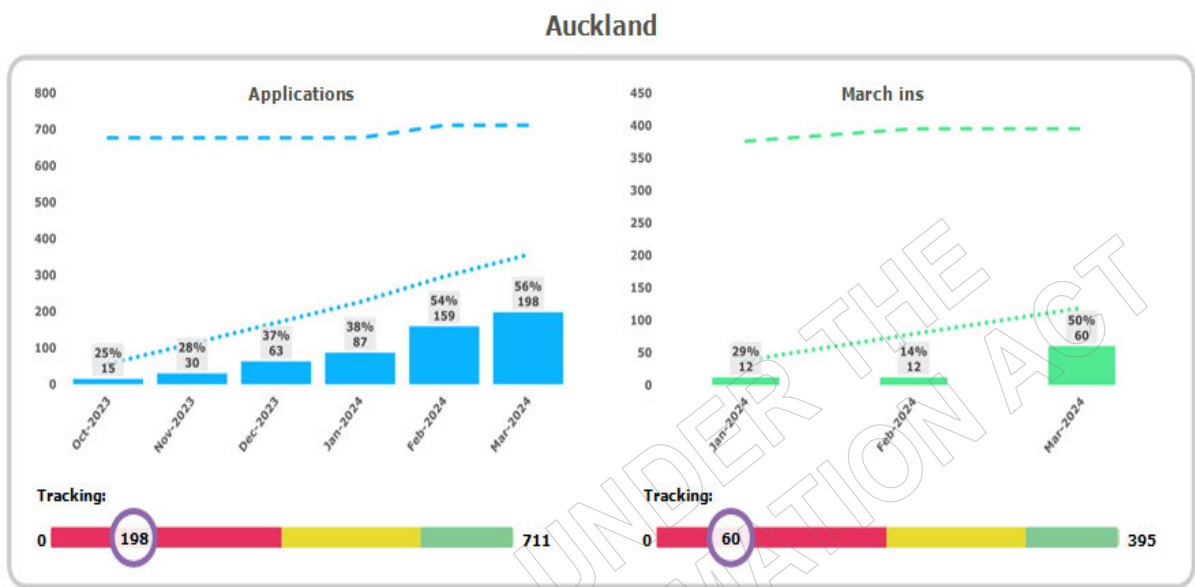
Case Manager	Logan Witchall	s9(2)(a)
Case Manager	Tom Wong	
Case Manager	Gemma Jador	

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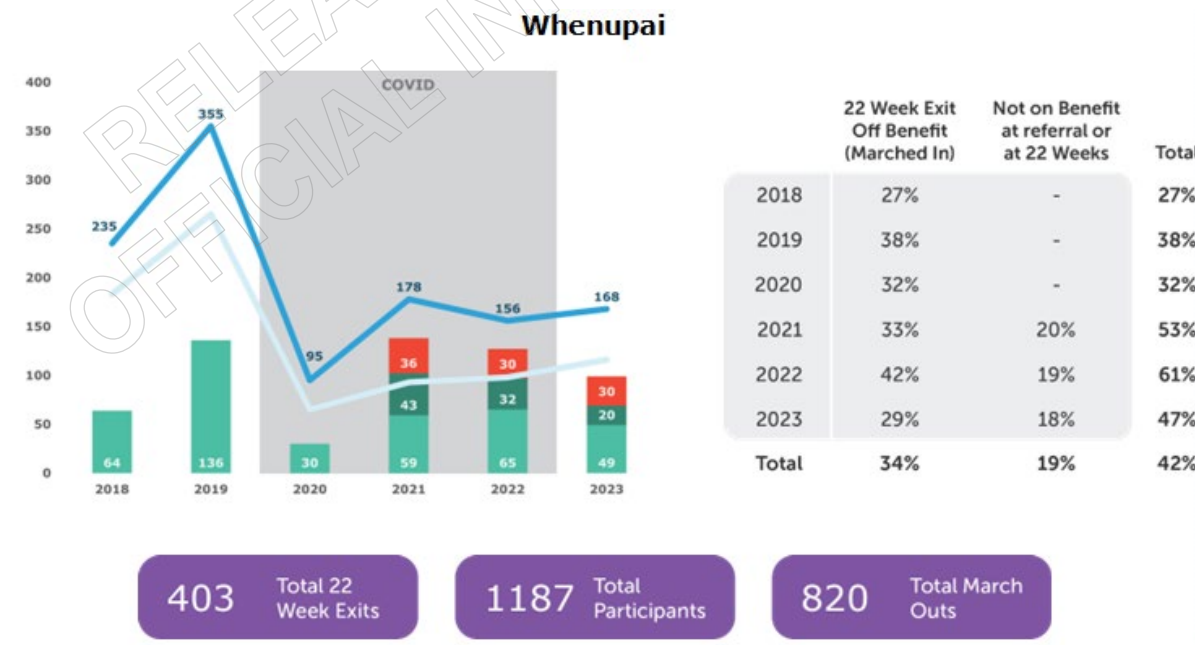
Provider Coordinator (North / West)	Celia Amin
Provider Coordinator (North / West)	Peggy Sue Osa
Provider Coordinator (Central)	Helena Lafaele
Provider Coordinator (Central)	Amy McQuoid
Provider Coordinator (South)	
Provider Coordinator (South)	
Support Group Coordinator	Tui Salevao

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Current State



From LSV- Nationwide/Regional Report October 2023 – March 2024



From LSV – Progress Report – July 2018 - 2023

N03/24 CALENDAR

Week	Date & Time	Event	Event Description	What we need from you
1	16/10/24	MSD Intro Class	Introduction to MSD classes, products and services and data collection / admin	1 x CM 1 x PC
3	01/11/2024 5.00 am – 3.00 pm	Longest Day	TRs will engage in full day of activities run by NZDF, designed to test TRs physically and mentally.	Optional
3	29/10/2024 8.15 am – 3.00 pm	Licensing Day 01	5x External Providers offer TRs the opportunity to get training for and sit to acquire entry level licences in particular industries.	3 x PCs
3	30/10/2024 8.15 am – 3.00 pm	Licensing Day 02	5x External Providers offer TRs the opportunity to get training for and sit to acquire entry level licences in particular industries.	3 x PCs
4	08/11/2024 10.00 am – 12.30 pm	Discovery Day / Employment Expo	Opportunity for TRs and employers to meet and discuss future employment options post LSV Graduation.	2- 3 x CMs
6	20/11/2024 1.30 pm – 3.30 pm	Regional Day	Opportunity for TRs to meet with their local region Work Brokers to discuss future employment options in their area post LSV Graduation.	2 – 3 CMs
6	23/11/2024 10.00 am – 12.00 pm	Graduation Day	Final Day at LSV, chance to celebrate TR achievements and an opportunity for their friends and family to see the culmination of all their hard work over the last 6 weeks.	Optional

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LSV Case Manager Tasks

Case Manager	<p><u>Before course</u></p> <ul style="list-style-type: none"> • Facilitating recruitment throughout Auckland Region, Northland and Waikato. • This includes organizing venues, attending and presenting at seminars, and expos, , conducting 1:1 discussions and screening, collating and progressing applications, • Supporting Sites and Responding to queries and resolving front-line LSV related issues • Providing information to external stakeholders, • Managing the incoming Applications for subsequent intakes. This involves pulling the applications from the queue, screening them, and referring completed applications to NZDF • Responding to all NZDF queries, and application follow-ups. • Managing Applications (end to end). This includes monitoring and processing S2P and RTP queues. • Uploading apps, and supporting documentation • Communicating with Applicants • Travel arrangements • Responding to requests and queries from Trainees parents and caregivers <p><u>During Course</u></p> <ul style="list-style-type: none"> • Manage the chit system which involves granting financial assistance to meet immediate needs, • Providing FACE, • Application Grants, • Contribute to the facilitation of employment related activities on base to
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	<p>support the work broker. There are 120 pax Trainees at any given seminar.</p> <ul style="list-style-type: none"> • Present on MSD products and supports (employment, income, housing) • Attend High Risk Application Meetings with NZDF. 30% of the intake are HRA Clients. • Supporting Licencing Week • Supporting Job Expo • Completing JSP/PTE • Supporting completion of CV's • Supporting Trainees on base who are in COVID isolation • Managing the Administration of Early Release Trainees <p><u>After course</u></p> <ul style="list-style-type: none"> • Providing Post Support Employment Case Management (22 weeks). This includes exit interview and weekly engagement, Referring to further education and training providers, referring to appropriate employment opportunities and connecting them into their local site employment team.
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HOW TASKS WILL BE DISTRIBUTED

We have allocated all **administrative and income-related tasks** to the CM group:

- Chit processing (SNG/ADV Hardship Processing)
- New Business and Maintenance to benefits.
- Managing Application Queues and Processing Applications
- Processing and Supporting Early releases

These tasks will be completed remotely. CM will not be required to be on base.

At times we may require CM support for certain events especially when CMS needs to be accessed. These events will require the CM to attend on base /external venue.

We have allocated all **practical support to deliver the curriculum and support employment activities** to the PC group:

- Licencing Day
- Discovery Day / Employment Expo
- Regional Day

These tasks will require PC to be on base or at the external venue.

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CM SUPPORT GROUP

We are asking for the CM Group to assist the LSV team with the processing of CM related functions (administrative and income related tasks).

As trainees present to the LSV team with their request, if applicable, MSD team will add their requests to a Chit Register / Shared Spreadsheet. The CM Support Group will be given link to Access this spreadsheet.

CHITS REGISTER	Out of scope
-----------------------	--------------

An email will then be sent out to the CM Group to advise of the requests that are requiring assistance.

For benefit application grants, the team will look to complete a manual form here on base and scan in paperwork and supporting documents currently on base through to CMS for processing of benefit to be completed.

LSV – H/S Referral Pathway

1	Trainee advises LSV Team on base that they require financial assistance to meet an essential need.	
2	LSV Team assesses the Trainees need, and if the need cannot be met through existing resources they will refer through to the LSV CM Support Group via email using the standardised template.	H/S Template
3	The LSV Team will register the hardship request on shared spreadsheet.	
4	LSV CM Support Group receive the email. An available CM will acknowledge receipt, and assign themselves to the task and advise the LSV Team via email.	
5	The self-assigned CM will process the Hardship.	
6	The self-assigned CM will advise the LSV team that the hardship has been completed via email	
7	The CM will complete the shared spreadsheet closing off the task.	
8	The LSV Team will advise the Trainee the hardship application has been processed and funds are now available on their green payment card.	

Hardship Template for LSV CM Support Group

Authentication Note Template

Date: *Date of Request eg: 22/05/2024*

Identity

Asked Client three identity questions

DOB confirmed

Address confirmed

SWN confirmed

Identity established

Client was made aware of rights and obligations: *Explain to Client that the ADV is recoverable etc*

Payment: *Type of Payment e.g. ADV*

What item is require; *Description of the item eg: Bath Towel*

Cost of item: *The amount required for purchase eg: \$10.00*

Payment: *\$100 via PC # 0000 0000*

Where will item be purchased, who payment will be made to: *Shops Name, and branch eg: Briscoes, Henderson*

Entitlement

Client submits: *brief reason as to what the Client's needs are eg: I am on LSV Programme N02/24. I do not have a bath towel. There are no bath towels provided.*

Recommened by: *Your name eg: Jo Villaneuva*

PC SUPPORT GROUP

We are asking for the PC Support Group to assist the LSV team with certain key dates on during course / on the LSV calendar.

With an increase in numbers, the team are requesting a physical presence here on base to support the LSV teams in terms of logistics etc.

For example at the Discovery Day, the setting up and packing down of the venue, as well as assisting the ushering of the trainees through to employers, as well as assist employees with any queries.

Please refer to the LSV Calendar for more information on key dates.

Email will be sent out to the PC Support Group to ask for support in advance of key dates to gauge availability. Approval will be required from line managers for PCs to attend and support.

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OTHER THINGS WE ARE WORKING ON

We need to ensure that clients who are Accepted onto LSV are fully equipped with the information and resources to make their experience on the course a positive and rewarding one.

The team have worked on a checklist to be shared with case managers, programme coordinators on site to proactively assist them with their preparation.

LSV - Check List for Accepted Applications

What to do	Notes	Resources	Tick Off
LSV Application & Medical Certificate Saved in CMS			
Client is aware of LSV Course Details & Expectations		Please Refer to 'LSV Joining Booklet'	
Client Basic Details updated and correct in CMS – Up to date contact number & email address			
Current ID uploaded into CMS and available to Client – Photo & Secondary	<p>This will help us with our 'Licencing Week'. ID like Drivers Licence, Passport, Birth Cert, 18+ Card, Student ID, CSC.</p> <p>IRD Number Verification scanned & linked on file.</p> <p>Please advise client to bring this onto camp.</p>		
Job Seeker Profile Completed	This will help with our Employment Service		
Pathways to Employment Completed	This will help with our Employment Service		

Updated CV completed and saved in CMS	This will help with our Employment Service		
Client issued with a Payment Card	If they don't have one already. This will help us if they need any Financial Assistance during the 6x weeks.		
Client aware of what they need to bring onto base, with Financial Assistance to be granted if help required	This will include clothing, other items on gear list & formal wear for their Graduation Dinner. Payment to be completed under CPA.	Please refer to "LSV Auckland Gear List"	
Assign Client an Assigned Case Manager	This will help the LSV team with follow up both pre, during and post course.		
Opp # loaded in CMS			

RESOURCES

Hyperlinks to:

- LSV Joining Instructions
- Gear List
- Newsletter

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LSV AUCKLAND - GEAR LIST & IMPORTANT INFORMATION



LETTERS / POSTAL ADDRESS

You are encouraged to write and receive letters whilst on course. Letters are to be sent to the following address:

Trainee: Initials and Surname
LSV Course
Youth Development Unit North
C/RNZAF Base Auckland
Whenuapai 0618

Pre-write all family member addresses on a notebook and bring with you—you will not be able to use your phone.

LSV FACEBOOK PAGE

Photos taken throughout the course will be uploaded to our FB page.

LSV—Limited Service Volunteer— Auckland

Trainees will be required to give their consent for their photo to be taken.

LSV GRADUATION PARADE

The Graduation Parade will be held on the last Saturday of the course at approximately 10am.

The parade ground location will be noted in the Graduation Invite which is emailed to each trainee prior to the start of the course.

Family and friends are responsible for their own travel, to and from the Graduation Parade.

CV

If you have a CV bring this with you or email it to our LSV Work Brokers - Jo.Villanueva003@msd.govt.nz & Emma.Kete001@msd.govt.nz.

Do not bring it on a USB.

OTHER

You will need to remember your access number for your specific bank and password for possible use of Internet Banking.

TOILETRIES

- ☐ Face Cloth
- ☐ Body Wash or Shower Gel
- ☐ Toothbrush & Toothpaste (no electric toothbrushes)
- ☐ Shavers & Shaving Cream (no electric razors or aerosol shaving cream)
- ☐ Shampoo & Conditioner
- ☐ Roll on Deodorant (no aerosols)
- ☐ Wet Wipes (baby wipes)
- ☐ Moisturiser & Facial Wash (optional)

TRY AND BRING ENOUGH TOILETRIES FOR FULL 6X WEEKS

CLOTHING

- ☐ Underwear (7x Pairs)
- ☐ Socks (7x Pairs)
- ☐ Towels (4x)
- ☐ Shorts & T Shirt (1x night only)
- ☐ Jandals (for showering)
- ☐ Plain Black Bike Shorts (to wear under running shorts)
- ☐ Wrist Watch (no smart watches)

FORMAL CLOTHES (REQUIRED FOR GRADUATION DINNER)

- ☐ Males - Collared long sleeve shirt, tie, dress trousers and dress shoes (suit jacket optional)
- ☐ Females - Knee length dress or formal for trousers, dress skirt, cardigan or dress jacket as shoulders must be covered, dress shoes (low heels)

OTHER

- ☐ Eftpos Card
- ☐ Drivers Licence (if you have one) or other Photo ID especially if you are a smoker
- ☐ Cell Phone & Charger
- ☐ Prescribed Medication - Enough for the duration of the course in original prescribed packing
- ☐ Glasses or Hearing Aids (if required)
- ☐ Insoles or Orthotics (if required)
- ☐ Knee / Ankle Brace (if required)

IF APPLICABLE

- ☐ Sanitary Products
- ☐ Bras (4x) - 2x everyday bras and 2x high impact underwire sports bras
- ☐ Hair Clips or Bobby Pins, Hair Ties (no scrunchies)
- ☐ Hair Brush

IF YOU REQUIRE FINANCIAL ASSISTANCE FOR ANY ITEMS YOU DON'T HAVE, PLEASE CONTACT YOUR MSD CASE MANAGER

IMPORTANT!

What to wear on March In Day

Please arrive in smart casual wear. You are required to arrive in clean, tidy clothes and appropriate footwear. Do not wear jandals, scuffs, slides or gumboots.

Cigarettes / Vapes

- ☐ Smokers - Bring enough cigarettes for at least the first week of course.
- ☐ Vapers - No rechargeable vapes permitted. Bring enough disposable vapes to last the first two weeks.

DISPOSABLE VAPES ARE EASIER TO USE DURING THE COURSE

LSV - Progress Report—July 2018—2023

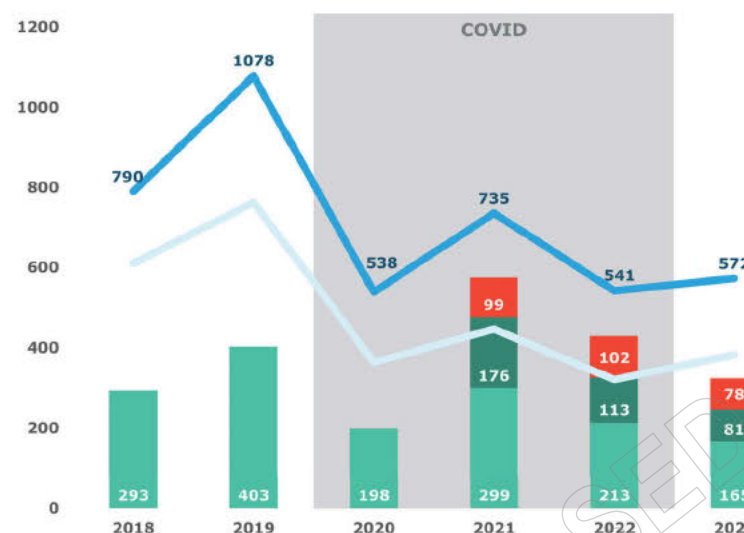
The Better Public Service targets, the Government's focus on youth and youth employment, as well as the overall target to have 50,000 fewer people on a benefit by 2030 will result in LSV's employment outcomes being more important than ever.

Nationally LSV is required to ensure that 75% of trainees who march into the course are in full time employment or training within 22 weeks of march in. The attached report provides historical information assessed against an 'off benefit' outcome. The curriculum refresh and case management of trainees who leave early are supporting elements to achieve this outcome. On top of this, a targeted focus on employment outcomes is required. We'll form some working groups to help identify ways LSV can better support the target.

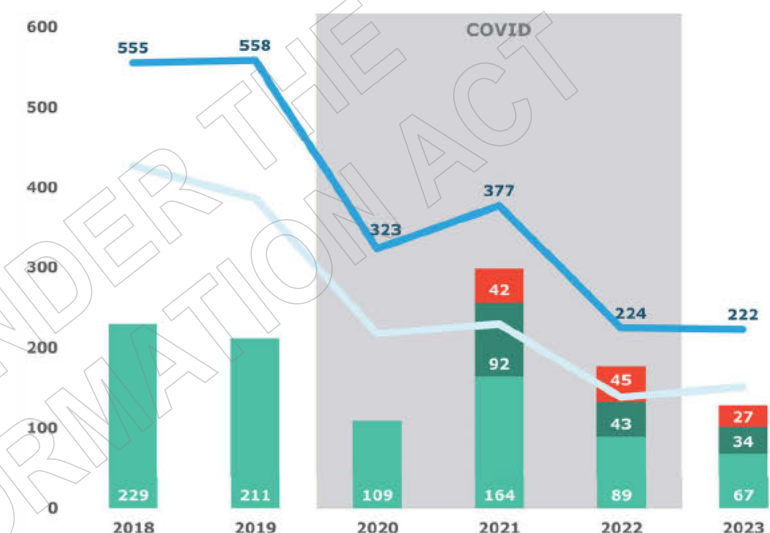
Reference:

- 22 week benefit exits
- 52 week benefit exits
- Not on a Benefit at referral or within 22 weeks
- Marched in
- Marched out

National



Burnham



	22 Week Exit Off Benefit (Marched In)	Not on Benefit at referral or at 22 Weeks	Total
2018	37%	-	37%
2019	37%	-	37%
2020	37%	-	37%
2021	41%	13%	54%
2022	39%	19%	58%
2023	29%	14%	42%
Total	37%	15%	44%

	22 Week Exit Off Benefit (Marched In)	Not on Benefit at referral or at 22 Weeks	Total
2018	41%	-	41%
2019	38%	-	38%
2020	34%	-	34%
2021	44%	11%	55%
2022	40%	20%	60%
2023	30%	12%	42%
Total	38%	14%	44%

1571 Total 22
Week Exits

4254 Total
Participants

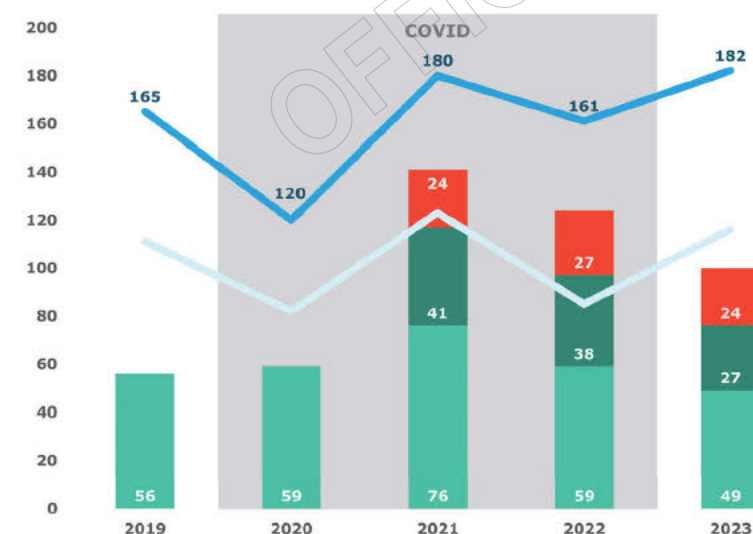
2885 Total March
Outs

869 Total 22
Week Exits

2259 Total
Participants

1548 Total March
Outs

Trentham



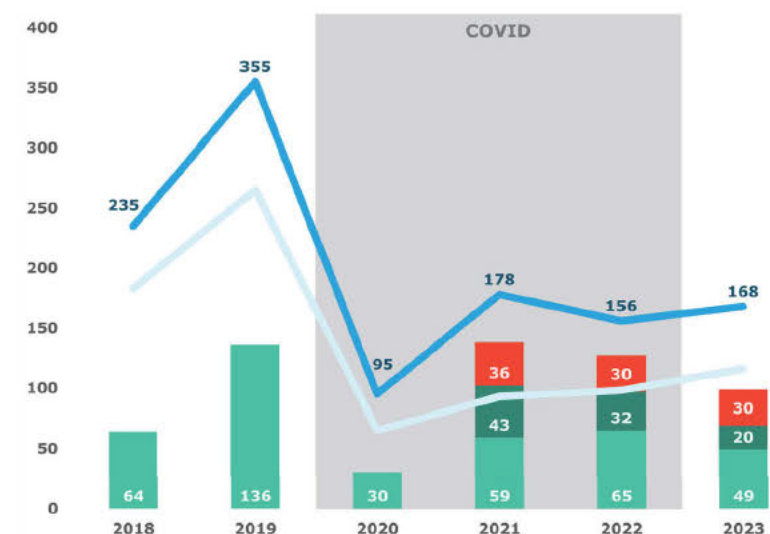
	22 Week Exit Off Benefit (Marched In)	Not on Benefit at referral or at 22 Weeks	Total
2018	-	-	-
2019	34%	-	34%
2020	49%	-	49%
2021	42%	13%	56%
2022	37%	17%	53%
2023	27%	13%	40%
Total	37%	14%	46%

299 Total 22
Week Exits

808 Total
Participants

517 Total March
Outs

Whenupai



	22 Week Exit Off Benefit (Marched In)	Not on Benefit at referral or at 22 Weeks	Total
2018	27%	-	27%
2019	38%	-	38%
2020	32%	-	32%
2021	33%	20%	53%
2022	42%	19%	61%
2023	29%	18%	47%
Total	34%	19%	42%

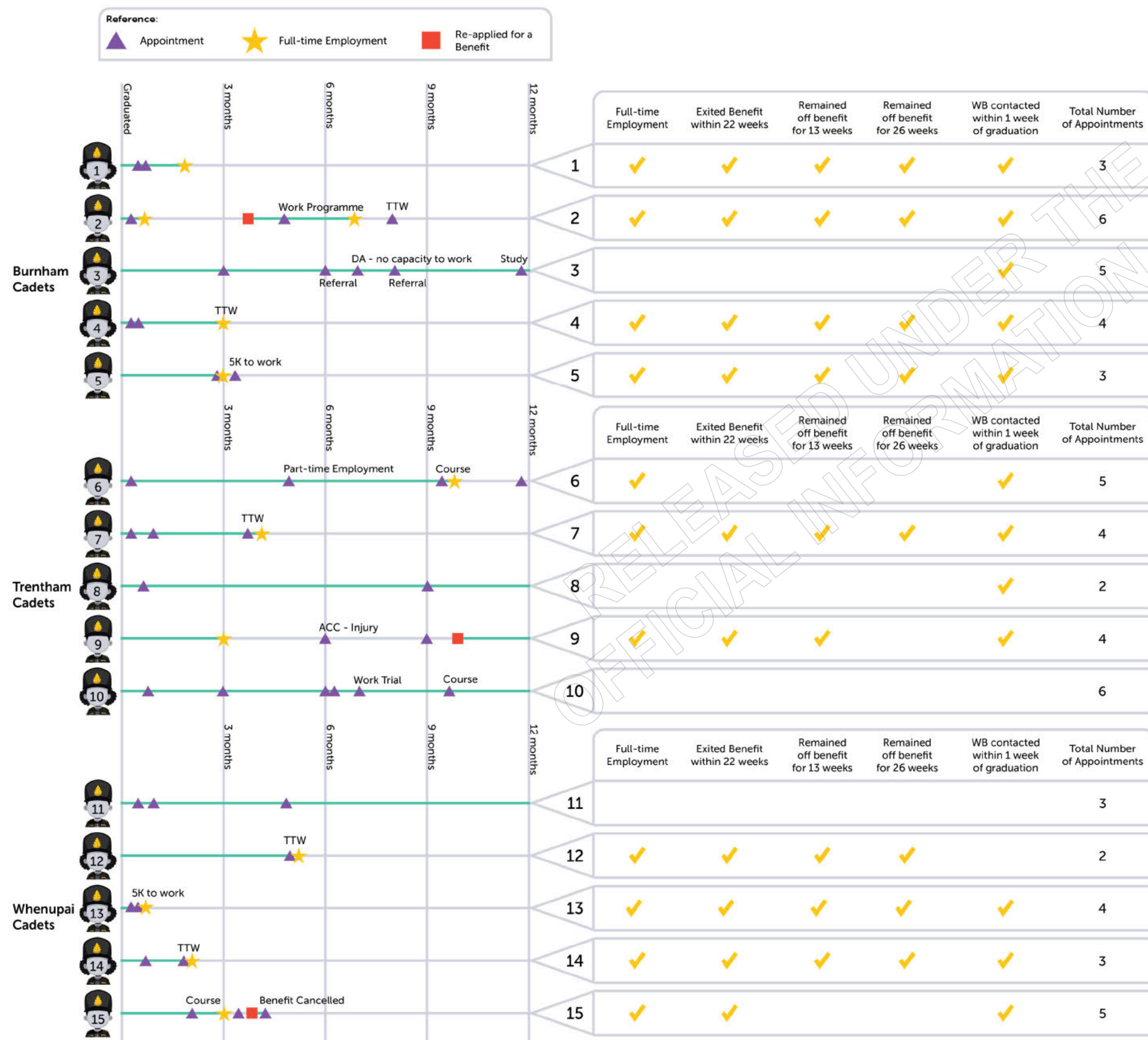
403 Total 22
Week Exits

1187 Total
Participants

820 Total March
Outs

LSV - Progress Report—July 2018—2023

Charting Their Journey: 15 Cadets Paths After Graduation over 12 months



15 Cadets have been randomly selected who have graduated in 2023 in Burnham, Trentham and Whenupai. Viewing all appointments during the 12 months shows how the clients have progressed after graduating.

Out of the 15 cadets we see over 70% have gone into Full-time Employment and over 20% remain on a benefit.

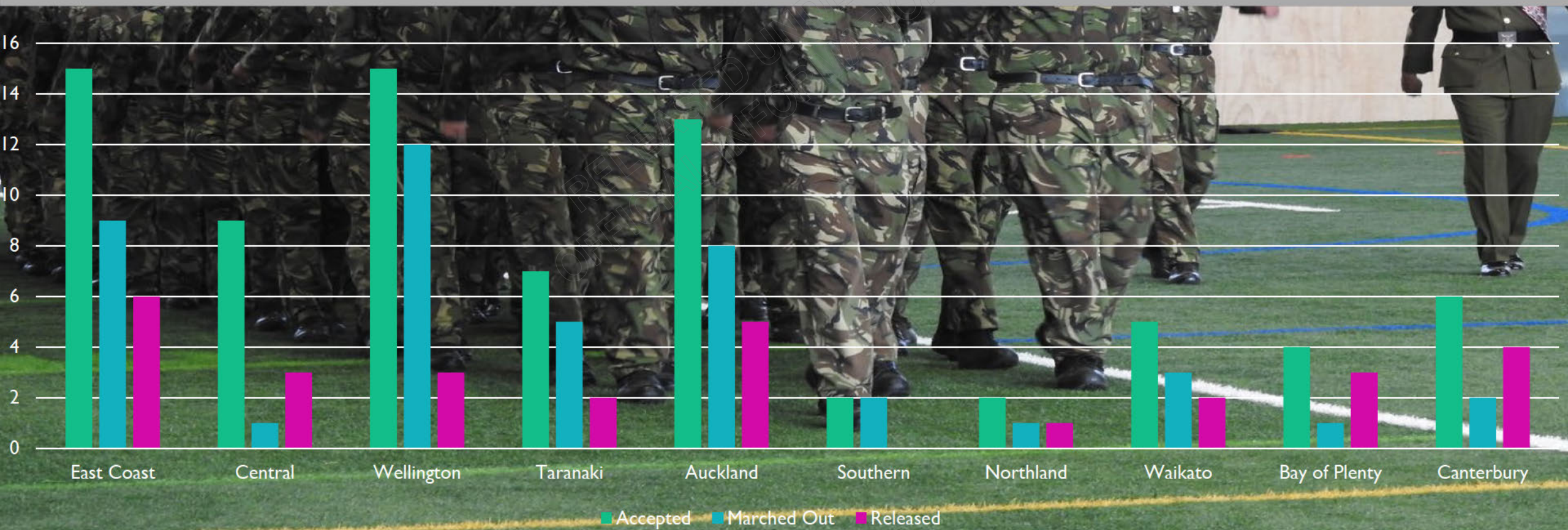


Course Report Annandale-Stone Class

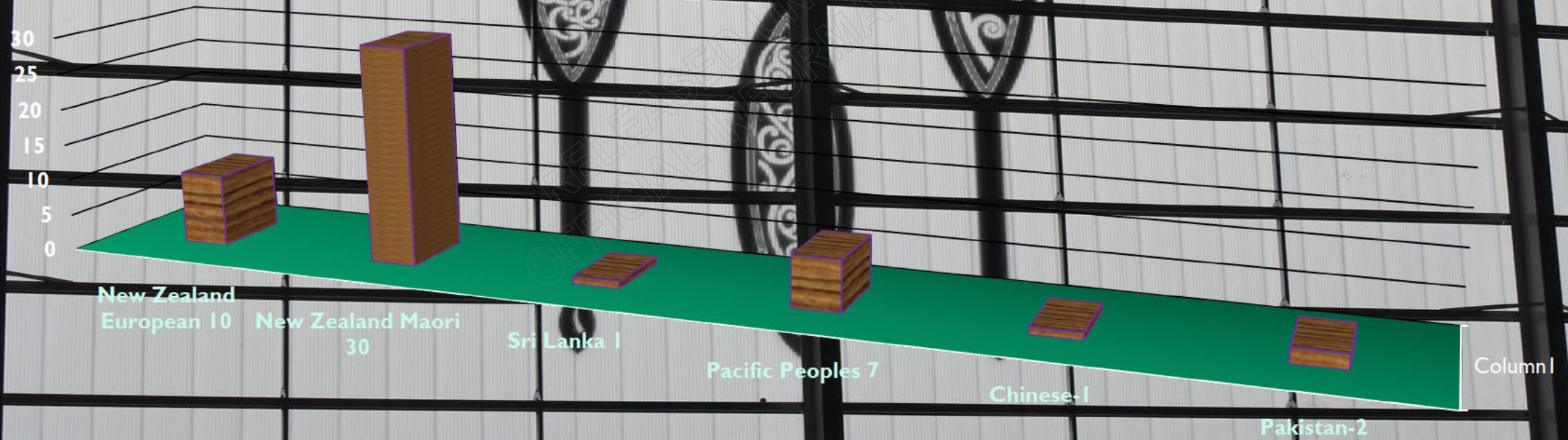
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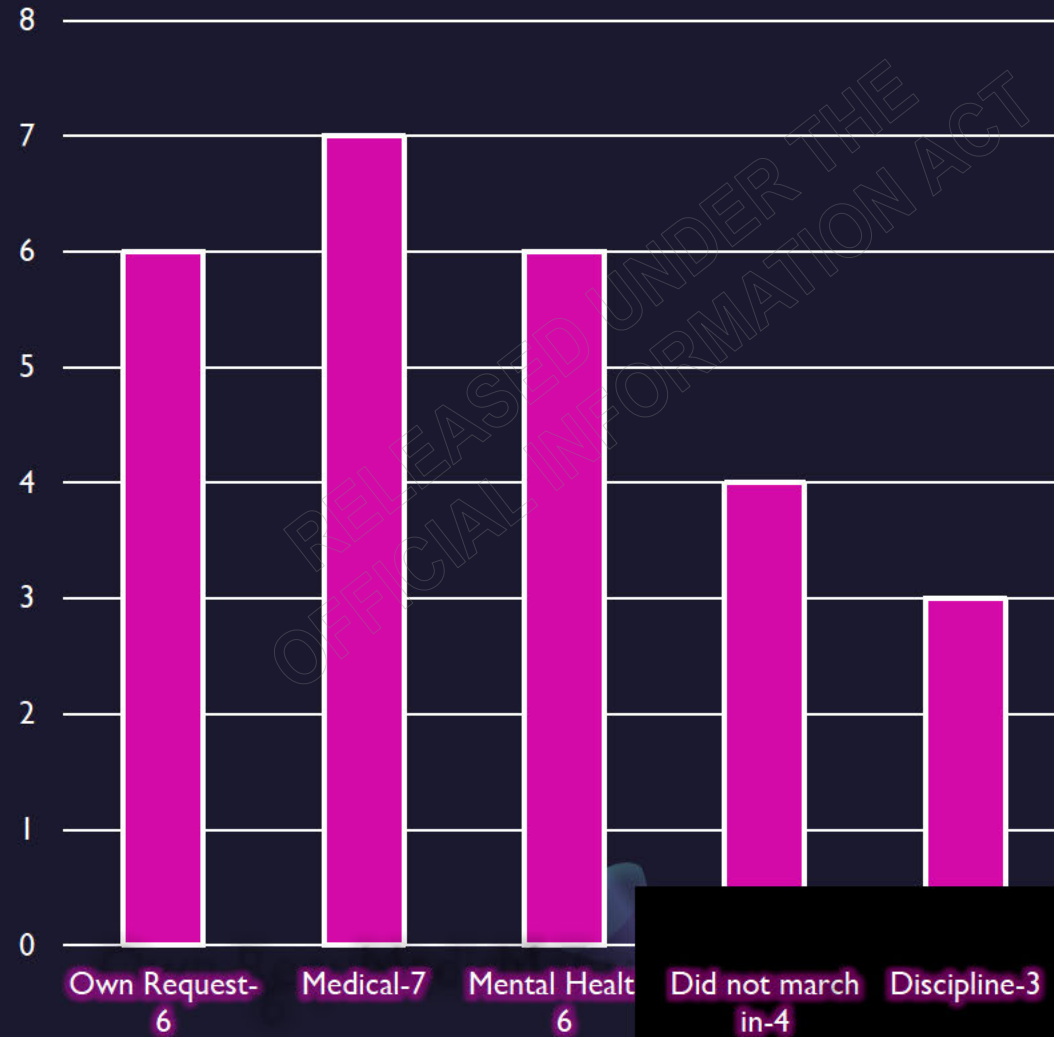
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Ethnicity



Reasons for leaving

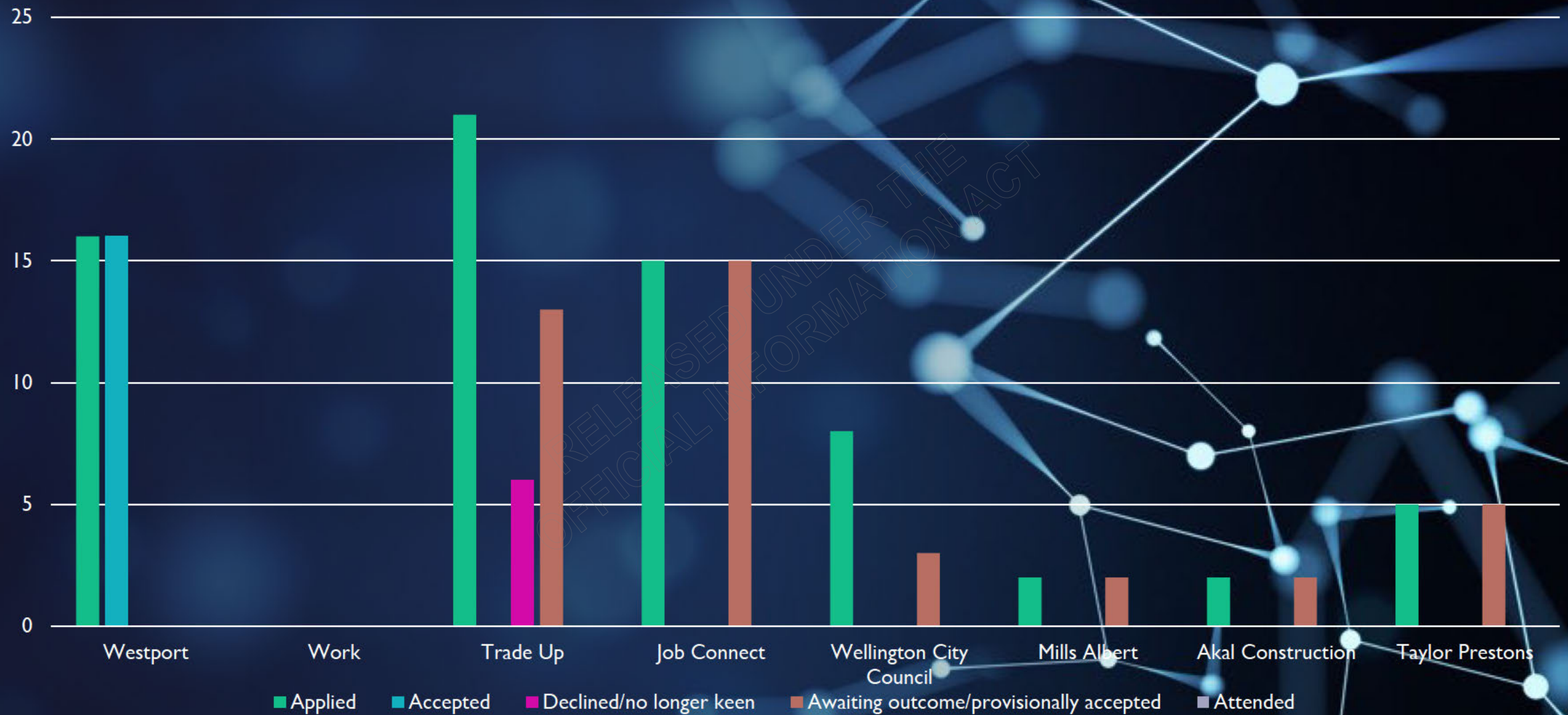


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Actions Completed



Outcomes



LSV C04/24 – Course Summary

Stats 72 marched in - 97.1% show rate – 30.5% released – 69.4% graduated

This course was made up of 48 x males / 22 x females / 2 x gender diverse

The youngest trainee was 17 years old, the oldest was 24. The course started with 5 x 17-year-olds with 3 of them graduating.

Of the 72 that were accepted, 3 were day 2/3 replacements (3 withdrew on march in day – 1 sick, 1 no show, 1 self-release)

Of the 72 that marched in, ** trainees were in receipt of benefit (** x YP / ** x YPP / ** x SPS and ** x JS), * were not receiving any assistance.

Of the 72 that marched in, 8 were released for medical reasons (11.1%), 5 were released at their own request (6.9%), 5 were released for mental health (6.9%), 4 was released for discipline reasons (5.5%).

Update for C04/23 (29/10/24 – 07/12/24)

- Accepted **70**
- Pending with YDU/SW/RN/OC **13**
- Waitlist **12**
- Deferred **12**
- Declined **2**
- Roll over **2**
- Awaiting medical **110**
- For North/South **17**
- Withdrawn **61**

Recruitment

The recruitment phase prior to our October 2024 course comprised of online recruitment only.

Expo Update

A total of 17 providers/employers accepted our invitation to attend the expo unfortunately 3 withdrew on the day. For this expo we trialled a speed dating format. This was well received by attendees and trainees, the vibe was more professional and the conversations more in-depth.

Employer/provider presentations arranged by MSD

Job Connect, Mills Albert, Raranga, LT McGuinness, Jobs and Skills Hub, Trade Up, Sanford, Sealord, Westport Deepsea Fishing School, NZDF Recruiters.

Additional presentations arranged by MSD

Motivational speakers Blain Collinge and Te Manga Herewini and ASB Community Banking.

Training and Employment Update

Westport – 16 applied. 16 were accepted.

NZDF recruiters – 30 trainees expressed an interest in NZDF application day.

Site Safe – 3 trainees sat their site safe with all 3 passing!

Sapphire – 2 trainees were interviewed.

Wellington City Council – 3 trainees were interviewed.

Trade Up – 12 were interviewed.

Taylor Preston's – 5 were interviewed the week after LSV.

Driver Licencing

Driver Licencing was once again offered during the programme. This was organised by MSD and facilitated by Drive Safe NZ. We offered Learners, Restricted and Full. For this course we were impacted by the changes to CPA that the Wellington region introduced, this happened during week 2 of the course. This meant driver licencing could no longer be paid under CPA and trainees had to pay it back as recoverable assistance.

27 trainees were identified as able to take part in the driver licencing programme, however this number dropped to 10 after the changes were announced. Trainees were given the option of partaking on the understanding they would have to pay the costs back.

Learners – 3 participants

Restricted - 7 participants – following assessment stage and early releases 4 moved onto testing

Full – 1 participant

Snap shot stats:

- 1 needed assistance to get the right ID
- 4 needed to get a replacement licence
- Learners – 3 sat and passed
- Restricted – 4 sat – 3 passed, 1 did not pass
- Full – 1 sat and passed

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Course overview from LSV Co-ordinators perspective

This course overall went well.

Before course – we experienced the usual bum rush of applications but received most before the cut off dates, for the first time in a long time we had a healthy waitlist, there was a slight delay in receiving travel, all pre march in tasks such as pre-march in zoom session/covid screening/check ins were completed as usual.

During course – there were minimal issues during course however there were a couple of interesting points – staff numbers were good, there was no COVID amongst the trainees just a few staff were impacted, we had an unusually high number of medical releases and the highest number of discipline releases in a while – we accepted 16 HRA's (22.2%) and 56 clean apps (77.7%). Of the 22 released, only 4 were HRA. NZDF standards dropped from the last course but this is likely due to the new Plt HQ staff that were in training, we had a Police Mentor (Gareth Davies who has been a mentor before) and Patron (Gagau Annandale-Stone) who were both very invested and present throughout the course.

End of course – we successfully had 50 trainees graduate and march out in front of one of the biggest crowds we have had in a longtime. The NZSIC facility continues to be an ideal venue for this event.

Positive points to note:

- *Pre-course RAT testing and screening prevented positive cases from arriving and we did not have to RAT test external visitors.*
- *We had a healthy waitlist and were able to replace no shows or early releases up until day 3 of course.*
- *We had a Police Mentor and Patron.*
- *We had a large contingent from MSD attend our Longest Day and Grad Dinner, thanks mostly to Gagau.*
- *We received fantastic support from our Patron, from help with CV's, to guest speakers, employers, the suggestion to change expo day format and gifted devices.*
- *17 year olds – 5 started the course and only 2 were released early.*
- *Site Safe was once again a success, we kept numbers to a minimum so that it was manageable.*

Concerns to note:

- *We had an unusually high number of medical releases.*
- *Trainees being released early were already de-kitted prior to MSD exit interview. This was addressed at Hot Wash, the OC supported our concerns.*
- *Comms were a bit slow from NZDF but improved over the duration of the course.*
- *Driver Licencing was severely impacted with the change to CPA. We are looking into other options such as a contract for 2025.*
- *MSD team were short staffed at different times during the course so additional support had to be called in.*

General:

- *We held the Pre-LSV Zoom session again to help prepare accepted trainees and give them insight into what to expect on March In day, an overview of the first 2 weeks, tips and tricks for settling in, important reminders, and general encouragement. Just under half tuned in.*

Incidents

We had a couple of incidents – s9(2)(a)

There were a number of complaints from trainees towards NZDF staff, these were managed by the UWO.

There was talk of a lot of bullying type behaviour going on amongst trainees, but this was hard to prove.

Patron

Our Patron for C04/24 was Gagau Annandale-Stone, Wellington Regional Commissioner MSD and she was heavily involved in the programme prior to and during the course. She brought in devices for us to use for future courses, she liaised with the RC's within our feeder regions to support our WB with CV's, she got WB's in to support us during lessons, she put together an MSD team for the Longest Day and she was there at the finish line, she brought in a employers and guest speakers, she suggested the change to the expo format, she visited the trainees on FTX3, she attended Grad Dinner, Capping and the Grad Parade. She also followed up with our team the week after march out to see how the Wellington grads were tracking and she offered to mentor our major award recipient. Massive thanks to Gagau for her beautiful support!

s9(2)(a)

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