

TRADE | SCHOOL

INDUSTRIES

Annual Report

1 April 2022 — 31 March 2023

Ngā mihi nui ki a koutou katoa!

I doubt that there are many people running small charitable organisations who relish the task of sitting down to write an annual report. These necessary tasks can often feel like a distraction from the “real work” of getting on with things, supporting people, building connections, seeking funding and pushing on, into the next part of the story. However, there is something quite remarkable about the discipline of sitting quietly looking through photos, choosing my words and remembering all the life that has happened over the last year.

It's pouring with rain outside, it's a grey winter sky out my window, but inside this room, my heart is full with warmth and gratitude as I marvel at what can happen when ordinary people come together to love others, and work for social justice.

This year has seen both beginnings and endings. Our partnership with Arohata Womens' Prison came to an end in February when most programmes at the prison were shut down. This has been immensely sad for us as an organisation. Thinking of the loss of opportunity and stimulation for these women and people in prisons across Aotearoa due to similar organisational changes is disquieting to say the least. However, we have continued to support folk with Corrections' histories offering employment and support for new staff at Trade School Kitchen. This brings us great joy.

Bringing on additional staff has been enabled by a new partnership with the GNS Science Te Pū Ao site in Avalon. In late 2022, GNS accepted a proposal from Trade School Industries to become their new onsite staff cafe vendor. This partnership has also allowed us to provide development opportunities for experienced staff members ready to take on more responsibility and have a go at management. This has offered a stretch opportunity and continues to open doors for us into other social enterprise work streams such as catering.

These are just a couple of headlines from a year filled with progress, challenge and change. Some stories of transformation in our midst, I cannot recount here, because those stories are not mine to tell. However, I want you to know that these words and images on the page are only a tiny slice of life, a small window into the gloriously challenging, rewarding, and good work of Trade School Industries and that your contribution, even just reading this document, is part of that good work. Thank you for continuing the story with us.

Hannah Drew-Crawshaw

On Behalf of the Trade School Industries Trust Board

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Our Mahi

Trade School Industries works to provide training, employment and community for people who face barriers to finding good, stable work and living lives of connection. Currently, we provide barista training and work experience for women in contact with the corrections system and for rangatahi in Te Awakairangi (the Hutt Valley).

We also operate Trade School Kitchen, a social enterprise cafe in the heart of Naenae. Through this space we are able to provide employment, training and work experience and a place of welcome to the people of Naenae. Trade School Kitchen aims to be the living room of the community, a space where everyone receives hospitality in the true sense of the word.

Our work is based on the belief that everyone has a contribution to make, no matter a person's history or current challenges. This means we focus on building strong connections and life-giving relationships. Our model seeks to provide people with transformational experiences rather than mere work readiness. For those re-entering the community after time in prison, we firmly believe that it's more than just training and skills that is going to make the difference.



Trade School Kitchen



Living Wage Accreditation

In May 2022, Trade School Industries became an accredited Living Wage Employer. The cost of living crisis in Aotearoa, in our community and in the homes of our staff, prompted us to think very carefully about how we manage remuneration throughout our enterprises. It is no secret that running a hospitality business is hard graft and we continue to seek philanthropic support to do what we do, however, we felt compelled to make a change for the better.

This accreditation means all staff employed by Trade School Industries are now and will always, be paid at minimum, the living wage rate. The Living Wage is defined as: "The income necessary to provide workers and their families with the basic necessities of life." The Living Wage reflects the basic expenses of workers and their families, such as food, transportation, housing and childcare. It is calculated independently each year by the New Zealand Family Centre Social Policy Unit and is updated annually in line with the increase in average annual earnings in the previous June quarter.

While this shift continues to require thoughtful financial management and creativity when it comes to seeking additional funding, we are happy to be part of the living wage movement and to know our staff are receiving wages that allow them to live with dignity.



Partnership With GNS Science Te Pū Ao's Avalon Site

In 2022, GNS Science Te Pū Ao's Avalon site began a casual conversation with us about Trade School Industries running their onsite staff cafe. Initially, we were cautious, keen to ensure that with a constrained market of approximately 300 staff, this opportunity would be financially viable. We decided to put in a proposal and that proposal was accepted. Since November 2022, we've been running TSK@GNS.

GNS has been a welcoming and supportive partner organisation, backing our mission and values.

Emily, our longest standing employee was promoted to cafe manager at the new site. Emily says:

"I had been at TSK for quite a while when the opportunity to do something new and different came up at GNS. I was nervous at first, wondering if I had what it takes to manage and try new things. But my confidence has grown and I love getting to know the staff at GNS. I'm hopeful that one day, this experience, the good and the hard, will help me run a business of my own."

The GNS kitchen is much bigger than our small space at Trade School Kitchen. The new kitchen space has allowed us to develop our food preparation further and branch out into offering catering alongside running the cafes. We see lots of creative and fun ways we can continue to develop from this site and we are excited about what the future holds.



A Growing and Developing Team

With our expansion to two sites, we have had the privilege of welcoming two new staff members to the Trade School Industries whānau. Aroha brings a wealth of culinary experience from working as a stay-at-home mum and being a bit of a foodie. Aroha brings with her warmth and enthusiasm to try new things. She is always willing to help out where possible, as long as it doesn't interfere too much with her participation in professional darts competitions!

Sam brings experience in the kitchen and loves to get stuck in and make food. A quiet, but cheeky character, Sam has provided much needed support for the kitchen side of operations. Sam is a keen learner and continues to go from strength to strength.

We have really enjoyed welcoming these two into the team and seeing how awesome our cafe staff are at supporting each other and training new people up.



Trade School Industries



Changes at Arohata Prison

In February 2023 our partnership with Arohata Women's Prison, and over six years of training aspiring barista's on site, came to an end. This followed an extended period of working with Prison staff and others from Ara Poutama, the Department of Corrections to try to find a way to continue or adapt the programme and renew the three year Outcomes Agreement that expired at the end of 2021. While staff at the prison and within Corrections tried to find a way to continue working with us, significant shifts in the prison configuration, to a remand-only population and parallel organisational changes, meant that there was no longer a way for programmes like ours (and many others) to continue operating at the prison.

It has been particularly sad for us knowing that we are no longer able to support women in this space and carry out one of the core parts of our mission. Without direct funding and internal capacity to support our programme in the prison we are currently unable to support anyone behind the wire. We are deeply saddened with the lack of access to programmes and opportunities for women in Arohata with most programmes behind the wire being shut down. While we continue to take referrals for people on community sentences or probation where we can, we have not yet been able to land a new partnership with Corrections.

We are hopeful that over time, things in prisons may change again and some of the opportunities explored and proposed in the past may come to fruition. In the meantime, we continue to provide people with Corrections histories opportunities to learn hospitality skills and to participate in good work within our social enterprise cafes.



Youth Inspire Partnership

Over the year, Trade School Industries has continued its partnership with the Youth Inspire Trust, generously supported by Hutt City Council. Through this partnership, we work with local rangatahi undertaking Youth Inspire's Youth Employability Programme, to provide Barista training for those who want to go into hospitality. Our course prepares them for cafe work and helps them get some NZQA credits on the way, thanks to a collaboration with the Get Group.

We ran two courses over the year with four rangatahi in each. This small class model means we can create a safe and fun learning environment. The training has continued to be a great pathway into cafe jobs, with many of the



Wellington Airport Regional Community Award

In July 2022, Trade School Industries won the runner up award in the Education and Child Development category of the Wellington Airport Regional Community Awards.

This award recognised our work with rangatahi we trained through the partnership with Youth Inspire. It was an honour to be recognised by our community for this mahi and a joy to sit alongside other worthy prize winners hearing stories of community development, transformation and change.



Farewell Jess, Barista Trainer Extraordinaire!

At the end of 2022, we farewelled Jess, who had led the training side of our programme since the beginning of 2020, as she moved into different work. Jess has worked with the Trust through some very tumultuous times, and despite many uncertainties through COVID and setbacks with funding and regularity in our training programme, she always brought a smile and a truly caring approach to the work.

Over her time as trainer, Jess ran full barista training courses in Arohata, with wāhine on community Corrections sentences, and with rangatahi connected through both Youth Inspire and the Naenae Clubhouse.

Jess is particularly passionate about creating safe and caring learning environments, and has a real gift for group work and creating a fun 'one-team' culture. A member of the prison staff once described her as "embodying the values of Hokai Rangī (the Corrections Strategy - values of rangatira, manaaki, wairua, kaitiaki, whānau)" and the General Manager of Youth Inspire commended the safe learning space Jess created through the training and her commitment to the rangatahi she worked with. Thanks for everything you've contributed to the work of the Trust Jess!



Kererū House Developments

Our partnership with Wesley Community Action up at the Wesley Rātā Village here in Naenae continues to flourish. Originally, this space was developed as an alternative site for our programmes through Community Corrections and Youth Inspire. We had hoped to run a regular koha cafe for local residents living in social housing to enjoy service from barista trainees putting their new skills into action. We got this running regularly in the early part of the year and it was a joy filled gathering on Friday mornings.

However, with the funding from Corrections for our barista trainer not being continued, we took a pause through the second half of the year to explore how we could continue to realise the vision of providing a space of community connection and a safe place for our budding baristas to practise and refine their new skills.

In June 2022, we ran a community working bee to clean up the space, paint the walls and give the place a makeover. This working bee attracted over 20 community members who generously gave their time and resources to help beautify the space. In addition, generous local businesses donated paint, and installed a dishwasher and carpet tiles to help us keep things clean and bring much needed warmth and even flooring to the space.

We are now looking for funding streams to support the koha cafe and additional barista programmes in a more ongoing way. We hope to use the Kererū House space more in the future to train people and offer affordable hospitality to the community.

Trade School Industries Trust **Performance Report**

For the year ended 31 March 2023

Entity Information

“Who are we?” and “Why do we exist?”
For the Year Ended 31 March 2023

Legal Name of Entity: Trade School Industries Trust

Type of Entity and Legal Basis (if any): Charitable Trust

Registration Number: CC53603

Entity's Purpose or Mission: A world without barriers. Creating opportunity for everyone

Entity Structure: Board of 5 trustees (one vacancy)

Main Sources of the Entity's Cash and Resources: The entity obtains revenue from a social enterprise business, and funds from grants, donations and contracts for service.

Main Methods Used by the Entity to Raise Funds: Grant applications

Entity's Reliance on Volunteers and Donated Goods or Services: Café business sales
Contracts for service
Trustees are volunteers, other workers are employed.

Contact Details:

Physical Address: 18 Eccelston Hill
Thorndon
Wellington 6011

Phone/Fax: +64 27 801 7784

Email/Website: nic@tradeschoolindustries.org
www.tradeschoolindustries.org

Facebook: www.facebook.com/tradeschoolkitchen/

Statement of Service Performance

“What did we do?”, “When did we do it?”

For the Year Ended 31 March 2023

Description of the Entity's Outcomes:

Trade School Industries works to provide training, employment and community for people who face barriers to finding good stable work and living lives of connection. Currently, we provide barista training and work experience for people in contact with the corrections system and for rangatahi in Te Awakairangi (the Hutt Valley). We also operate Trade School Kitchen, a social enterprise cafe in the heart of Naenae.

Our work is based on the belief that everyone has a contribution to make no matter a person's history or current challenges. This means we focus on building strong connections and life-giving relationships. Our model seeks to provide people with transformational experiences rather than mere work readiness. For those reentering the community after time in prison, we firmly believe that it's more than just training and skills that is going to make the difference.

Description and Quantification (to the extent practicable) of the Entity's Outputs:

	Actual this year	Actual last year
Working with prisoners at Arohata to provide barista training	0	7
Working with prisoners at Arohata Prison. Training them as mentors	0	0
Working with people facing community sentences to provide barista training	0	0
Number of released prisoners employed at trade school kitchen.	3	1
Working with rangatahi to provide barista training	10	11
Working with rangatahi to provide work experience at trade school	1	2
Supporting rangatahi into other paid hospitality roles	4	4

Additional Information:

In 2022/23 we continued to work with Youth Inspire Trust and the Hutt City Council to train rangatahi in barista skills. The programme has been well attended with strong outcomes for rangatahi, with most who we have been able to follow up with gaining work in hospitality roles following the training.

Since our Outcomes Agreement with Ara Poutama (Corrections) lapsed at the end of 2021, we have not been able to secure a new agreement to deliver barista training for those in the Corrections system, either in the prison or community. This continues to be an aspiration for the Trust, and we are looking for alternative funding streams to support this work.

Statement of Financial Performance

“How was it funded?” and “When did it cost?”

For the Year Ended 31 March 2023

Revenue	Note 1	Actual this year (\$)	Actual last year (\$)
Donations, fundraising and other similar revenue		38,514	48,938
Revenue from providing goods or services		385,633	301,484
Interests, Dividends and other investment revenue		463	26
Total Revenue		424,610	350,448
Expenses	2		
Volunteer and employee related costs		246,214	204,238
Costs related to providing goods or services		188,446	157,275
Other expenses		16,914	16,527
Total Expenses		451,574	378,084
Surplus/(Deficit) for the Year		(26,964)	(27,636)

These accounts have been authorised for issue by the Chair and a Trustee on 22 / 09 / 2023

Chair: 

Trustee: 

Statement of Financial Position

“What the entity owns?” and “What the entity owes?”

For the Year Ended 31 March 2023

	Note 3	Actual this year	Actual last year
Current Assets			
Bank accounts and cash		54,980	61,054
Debtors and prepayments		5,300	2,182
Total Current Assets:		60,280	63,236
Non-Current Assets	4		
Property, plant and equipment		112,263	129,177
Total Non-Current Assets:		112,263	129,177
Total Assets		172,543	192,413
Current Liabilities	3		
Creditors and accrued expenses		25,690	18,596
Total Current Liabilities:		25,690	18,596
Non-Current Liabilities			
Loans		87,563	87,563
Total Non-Current Assets:		87,563	87,563
Total Liabilities		113,253	106,159
Total Assets less Total Liabilities (Net Assets)		59,290	86,254
Accumulated Funds	5		
Creditors and accrued expenses		59,290	86,254
Total Current Liabilities:		59,290	86,254

Statement of Cash Flows

“How the entity has received and used cash”
For the Year Ended 31 March 2023

	Actual this year	Actual last year
Cash was received from:		
Donations, fundraising and other similar receipts	38,514	48,938
Receipts from providing goods or services	382,515	300,683
Interest, dividends and other investment receipts	463	26
Cash was applied to:		
Payments to suppliers and employees	427,566	359,453
Net Cash Flows from Operating Activities	(6,074)	(9,806)
Cash was applied to:		
Payments to acquire property, plant and equipment	—	5,144
Net Cash Flows from Investing and Financing Activities	—	(5,144)
Net Increase / (Decrease) in Cash	(6,074)	(14,950)
Opening Cash	61,054	76,004
Closing Cash	54,980	61,054
This is represented by:		
Bank Accounts and Cash	54,980	61,054

The accompanying notes form part of these financial statements

Statement of Accounting Policies

“How did we do our accounting”

For the Year Ended 31 March 2023

Basis of Preparation

Trade School Industries Trust has elected to apply PBE SFR-A (NFP) Public Benefit Entity Simple Format Reporting - Accrual [Not-For-Profit] on the basis that it does not have public accountability and has total annual expenses of equal to or less than \$2,000,000. All transactions in the Performance Report are reported using the accrual basis of accounting. The Performance Report is prepared under the assumption that the entity will continue to operate in the foreseeable future.

Goods and Services Tax (GST)

Trade School Industries Trust is registered for GST. All amounts are recorded exclusive of GST, except for Debtors and Creditors which are stated inclusive of GST.

Income Tax

Trade School Industries Trust is wholly exempt from New Zealand income tax having fully complied with all statutory conditions for these exemptions.

Bank Accounts and Cash

Bank accounts and cash in the Statement of Cash Flows comprise cash balances and bank balances (including short term deposits) with original maturities of 90 days or less.

Changes in Accounting Policies

There have been no changes in accounting policies during the financial year (last year- nil)

Notes to the Accounts

For the Year Ended 31 March 2023

Note 1: Analysis of Revenue

Revenue Item	Analysis	This Year (\$)	Last Year (\$)
Donations and other similar revenue	Donation/koha from the public	3,999	5,766
	Hutt City Council	20,000	20,000
	MSD Wages Subsidy	14,298	18,472
	Resurgence Grant	—	4,700
	Wellington Airport Awards	217	—
	Total	38,514	48,938

Revenue Item	Analysis	This Year (\$)	Last Year (\$)
Revenue from providing goods or services	Dept of Corrections	—	13,500
	Hutt City Council	11,375	12,000
	Sales	366,415	275,114
	Ministry of Social Development	—	870
	GNS Science	7,843	—
	Total	385,633	301,484

Revenue Item	Analysis	This Year (\$)	Last Year (\$)
Interest, dividends and other investment revenue		463	26
	Total	463	26

Note 2 : Analysis of Expenses

Expense Item	Analysis	This Year (\$)	Last Year (\$)
Volunteer and employee related costs	Salaries and Wages	17,261	18,435
	Café Wages	221,944	180,073
	KiwiSaver Contributions	7,009	5,775
	Total	246,214	204,283

Expense Item	Analysis	This Year (\$)	Last Year (\$)
Costs related to providing goods or services	Administration and overhead cost	59,392	54,051
	Direct costs relating to service delivery	129,054	103,224
	Total	188,446	157,275

Expense Item	Analysis	This Year (\$)	Last Year (\$)
Other expenses	Depreciation	16,914	16,527
	Total	16,914	16,527

Note 3 : Analysis of Assets and Liabilities

Asset Item	Analysis	This Year (\$)	Last Year (\$)
Bank Accounts and Cash	Cheque account balance	54,980	61,054
	Total	54,980	61,054

Asset Item	Analysis	This Year (\$)	Last Year (\$)
Debtors and Prepayments	Accounts receivable	5,300	2,182
	Total	5,300	2,182

Liability Item	Analysis	This Year (\$)	Last Year (\$)
Creditors and accrued expenses	Trade and other payables	5,182	4,484
	GST Payable	20,508	14,113
	Total	25,690	18,596

Loans	Analysis	This Year (\$)	Last Year (\$)
Creditors and accrued expenses	Community Progress Charitable Trust	25,000	25,000
	Community Vision Trust	5,300	5,300
	Crammock Nicholls Family Trust	15,000	15,000
	Wellington Anglican Diocese	42,263	42,263
	Total	87,563	87,563

Note 4: Property, Plant and Equipment

This Year

Asset Class	Opening Carrying Amount	Purchases	Current Year Depreciation	Closing Carrying Amount
Café fitout and assets	129,177	—	16,914	112,263
Total	129,177	—	16,914	112,263

Last Year

Asset Class	Opening Carrying Amount	Purchases	Current Year Depreciation	Closing Carrying Amount
Café fitout and assets	140,560	5,144	16,527	129,177
Total	144,010	5,144	16,527	129,177

Note 5: Accumulated Funds

This Year

Description	Accumulated Surpluses or Defecits	Total
Opening Balance	86,254	86,254
Surplus/(Defecit)	(26,964)	(26,964)
Closing Balance	59,290	59,290

Last Year

Description	Accumulated Surpluses or Defecits	Total
Opening Balance	113,890	113,890
Surplus/(Defecit)	(27,636)	(27,636)
Closing Balance	86,254	86,254

Note 6: Commitment and Contingencies

Commitments

There are no commitments as at balance date (Last Year - nil)

Contingent Liabilities and Guarantees

There are no contingent liabilities or guarantees as at balance date (Last Year - nil)

Note 7: Related Party Transactions

There were no transactions involving related parties during the financial year. (Last Year - Nil)

Note 8: Events after Balance Date

There were no events that have occurred after the balance date that would have a material impact on the Performance Report. (Last Year - Nil)

TRADE SCHOOL

INDUSTRIES