

About ATNZ

Apprentice Training New Zealand (ATNZ) has been providing quality apprentices and service support to companies since 1999. We are New Zealand's largest employer of engineering and related trades apprentices, employing 379 apprentices.

ATNZ works in partnership with 181 host companies, where the apprentices are placed for the on-job component of their apprenticeship training. ATNZ is a registered charity that re-invests in its apprentices every year.

We are passionate about developing quality tradespeople and significantly contributing to the sectors we work alongside.

We do this by:

- Targeted marketing campaigns and a robust recruitment process to attract quality apprentices
- High level coaching and support throughout the duration of their apprenticeship
- Ensuring the health and safety (both physical and mental wellbeing) of our apprentices is paramount
- Setting apprentices up for the future with a focus on skill development beyond 'technical'.

Our business model is highly effective and delivers results, offering the following benefits to host companies:

- A faster return on investment – customised support ensures strong outcomes
- Time savings – the employment relationship is between ATNZ and the apprentice, so we look after all HR matters and coach apprentices through their training, ensuring experienced staff don't have to take time away from their jobs
- Cost transparency – host companies pay for the hours worked only, there are no hidden costs
- Low business risk – if fluctuating business circumstances mean a company can no longer host the apprentice, ATNZ will find them another host company.

ATNZ apprenticeships

- Light fabrication
- Heavy fabrication
- Fitting and machining
- Steel construction
- Metal casting
- General engineering
- Maintenance engineering
- Machining
- Toolmaking
- Locksmithing
- Refrigeration and air conditioning
- Heating, ventilation and air conditioning
- Mechanical building services
- Plastics
- Printing.

Chairman's report



During 2018, ATNZ has continued to deliver on the strategic plan and work towards the next phase of growth. This has seen the organisation expand in size and shape, to meet the changing needs of group training schemes in New Zealand. Team development, processes and policies have been refined and updated throughout the year.

This year also saw an expansion into the automotive engineering sector in partnership with the Motor Trade Association (MTA), together with ITO support from the Motor Industry Trade Organisation (MITO). Although still in the pilot phase, we are heartened by the support of the MTA board and membership in growing recruitment and training for apprentices in their industry.

We continue to focus on the highest health and safety standards for our apprentices and host companies. The Trust committed to a dedicated health and safety manager within ATNZ and a robust strategy, policy and auditing framework. We now include both the physical and the mental wellbeing of our apprentices in our approach. The inclusion of added-value benefits for our host companies through consultation and provision of information is in the pipeline. The board is also committed to constantly updating the ATNZ team's knowledge of current issues and best practice.

Our financial position remains strong with a net worth of \$891,000, supported by our most successful annual recruitment of 160 new apprentices.

Changes within the Trust board structure during 2018 were an evolutionary step in aligning the board to

best meet the needs of the ATNZ organisation for the future. As chair, I would like to thank Bill Newson and Mike Wardlaw, who stood down from the board in 2018, for their dedication, foresight and direction during the implementation of plans for ATNZ to realise its best possible results.

Susanne Martin was welcomed to the role of general manager in 2018. As an astute leader with extensive experience in developing people, managing high-performance teams and B2B relationships, she is now responsible for the management and development of the apprentice programmes. Ms Martin joined ATNZ after senior executive roles at Crossmark and Philips in both New Zealand and Australia.

ATNZ remains committed to being an employer of choice for apprentices and providing a vital, cost-effective, customised solution for our host companies' needs and the future of trades in our industries.

A handwritten signature in black ink, appearing to read 'John Blakey'. The signature is fluid and cursive.

John Blakey
Chairman, ATNZ

Trustees



Bill Newson

Bill is National Secretary of E tū. He has a trades background and many years of involvement in trades training. This includes playing a major role in developing the engineering apprenticeship training trusts.



Mike Lehan

Mike is the General Manager of Mt Maunganui based Page Macrae Engineering. He has more than 28 years' experience in the engineering industry in Australasia.



Mike Wardlaw

Mike was the Managing Director of Babcock NZ, one of New Zealand's largest mechanical, engineering and electronics engineering firms for 11 years, retiring in 2017. Prior to this, he had a 35-year career with the Royal New Zealand Navy which included senior shore roles and command of two ships.



Fiona Kingsford

Fiona is the CEO of Competenz. She holds an advanced diploma in Human Resources and an Executive MBA from the University of Auckland. Before joining Competenz in 2009, Fiona worked in the media, food manufacturing, emergency services and hospitality sectors.

General Manager's report



ATNZ continues to increase the number of apprentices we employ in the engineering and related sectors. We achieve this by providing a valuable service to our host companies that supports them to grow their business. Our apprentices choose us because we engage with them, mentor them and help them manage the challenges involved in completing their qualifications.

This means we are able to address the skills' shortage across the mechanical engineering, print, plastics, sign making and, more recently, the automotive industries. We are also very pleased to see continued growth in the heating, ventilation, air conditioning and refrigeration sector. Overall, this year saw our highest-ever annual intake of apprentices.

2018 saw more progress in many of the plans implemented in previous years, which helped achieve the strategic objectives of the Trust. There were personnel changes in the management team of ATNZ, however, well established procedures meant many key objectives were still met.

Our strong focus on our employer responsibilities, particularly in health and safety continued to add value to our apprentices, particularly in our account manager's monthly apprentice and host company visits. An increase in the number of apprentices on our Health and Safety Committee also encouraged greater inclusion and built stronger relationships between our apprentices, ATNZ and host companies.

As part of this health and safety commitment the mental and emotional wellbeing of our apprentices remained a top priority for Apprentice Days in 2018, with another presentation from Mike King. We were also pleased to engage an employee assistance programme provider, OCP, which includes an 0800 number support service that provides counselling and support for our apprentices throughout New Zealand, with complete anonymity. The figures on how many of our apprentices have used the service since it began, reinforce our belief that these services are a necessary benefit for the most vulnerable New Zealand workers – young people.

Our team remains committed to improvements in operational efficiency and designing a business that seamlessly provides high levels of service in this fast-paced sector. Training of ATNZ front line account managers in 2018, concentrated on increasing the skills required to facilitate those services. Recruitment of the best possible candidates for our host companies is an ongoing focus for us and we have plans to improve this further in the months ahead.

Our Trust Board's support of growth in particular sectors, such as the start of a partnership with MTA for automotive apprenticeships, means our organisation can continue to expand.

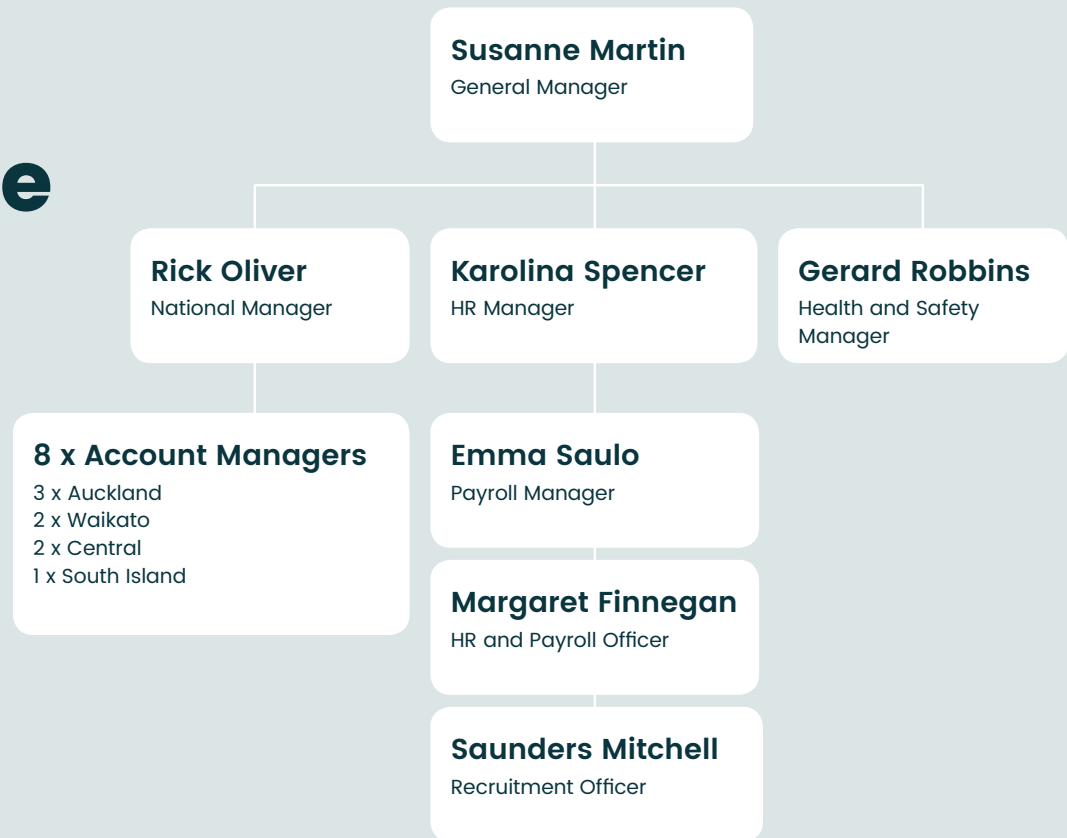
The ATNZ brand continues to get stronger with the establishment of the Apprentice of the Year award. The first-ever winner in this inaugural year was Caleb Orotunga from Kraft Heinz in Christchurch. We were delighted to read so many strong submissions for the title and believe the momentum will grow even more in the years to come.

Since joining the ATNZ team last year, I have been continually amazed to see and hear the success stories of our apprentices as they move through some of the highest levels of apprenticeship completions in NZ industry, supported by a dedicated and passionate team of account managers, human resources, payroll and management personnel. Alongside our people, our processes and tools continue to grow this business even further, which means ATNZ is well placed for a strong performance in 2019.



Susanne Martin
General Manager, ATNZ

People



Account managers

ATNZ has eight dedicated account managers across New Zealand who are passionate about seeing apprentices reach their full potential. They mentor and guide apprentices throughout their training and help host companies to manage all aspects of their apprentice's training programme. Each account manager currently has a portfolio of approximately 55 apprentices.

Roy Adams
Dave Bennett
Matt Durham
John McGregor
Bevan Prince
Jo Brierley
Nick Williams
Kevin Withell

As part of the service level agreement with Competenz, there are five training advisors who split their time between Competenz and ATNZ apprentices. These people complete our field team and allow us to support more apprentices in more locations around the country.

Janene Bang
Mardo De Nobrega
Murray Welsh
Noel Clayton
Angus Ryburn

Performance

379

Apprentices employed

160

New apprentices

181

Host companies

84

Apprentices graduated



Allan Barriball, Lloyd Agnew, Joshua Lieder, Michael Parker – NZ Steel

Our 2018 graduates

Lloyd Agnew
Alistair Bagnall
Allan Barriball
Luke Barron
Scott Bell
Brooklyn Bhana
Joshua Bradley
Connor Burt
Darryn Carlton
Vivek Chandra
Jacob Chaplin
Marshall Cheer
Nathan Colvin
Denis Dam
Alexander Davenport
Joshua Dawber
Jan De Leon
Joshuah Dennison
Glendhel Egot
Jontje Frogley
John Gillies
Connor Gooch
Dion Gregson
Hakapene Hall
Daniel Harrison
James Howard Hartshorne
Joshua Hayes
Dylan Heffernan
James Hohaia
Hirini Hohaia

Jarrold Ingle
Daniel Ingram
Damian Irvine
Zac Jackson
Stephen Jones
Joshua Law
Joshua Lieder
Ryan Littleworth
Shane Madzen
Robert Mansell
Timothy Martin
Joshua Mathews
Corban McLarin
Nathan Mellow
Malachi Metekingi
James Morris
Joshua Murch
Pengfei Ni
Thomas Oldham
Jordan Oliver
Daniel Parry
Grant Pepper
Shanil Prasad
Damon Putt
Connor Quin
Aidan Ratcliffe
Daniel Rawlings
William Schrader
Jacob Scott
Jesse Scott

Taichi Shimizu
Jade Shortland-August
Mark Sinclair
Vikramjeet Singh
John Slane
Joshua Snowden
Mitchell Spencer
Michael Sutherland
Michael Svendsen
Matthew Swanne
Jordan Syme
Logan Taylor
Jason Terry
Drew Tidswell
Kayne Tiehuis
Joshua Udy
Ryan van Grinsven
Dylan van Rensburg
Leon Vincent
Samuel Walden
Isaiah Walker
Ross Walker-Smart
Tony Way
Rapata Witehira

Our 2018 host companies

We would like to acknowledge these ATNZ host companies who are investing in New Zealand's future by training and mentoring the next generation of highly skilled tradespeople.

3D Industrial Ltd	Careford Mechanical Ltd	Gavin Lowe Air Conditioning
A & G Price	CentrePort Wellington Ltd	Gibraltar Built Limited
A E Smith Ltd	Challenge Matamata Ltd	Golden Bay Cement
A.G. Foley Ltd	Chillzone Limited	Grayson Engineering (2015) Ltd
Access Automation Limited	Coastal Refrigeration	Griffins Foods Ltd
Ace Air Conditioning	Color Communications Inc.	Guy Norris Engineering
Acme Engineering Ltd	Container Co (NZL) Ltd	Hawkes Bay Refrigeration Ltd
Active Engineering Ltd	Cooke Industries Ltd	Hayes International
Advance Boiler Services NZ Ltd	Coollogic Ltd	HeatCool Taranaki Limited
Advance Mechanical Ser NZ Ltd	Cowley Electrical Dairy	Heattech Limited
Advanced Bldg Services Ltd	Croydon Industries Ltd - Gore	Heatwave Mechanical Services
AE Smith Ltd	Damon Collins Eng Ltd	Hendl & Murray Engineering Ltd
AHI Carrier NZ Ltd	Dana SAC New Zealand Ltd	Heslops Engineering Ltd
Air Dynamics Ltd	Donald Engineering Ltd	Horne Engineering Co Ltd
Air Res Comm Limited	Doug's Engineering	Hornell Industries Ltd
Alfa Laval NZ Ltd	Douglas B. Foote Ltd	HotChilly Ltd
Allied Industrial Engineering	East Coast Bays Eng 2015 Ltd	Hydraulic Specialties Ltd
Amalgamated Pipe Fitters Ltd	Eastbridge Limited	IMG Ltd
AMPT HVAC BOP Limited	Energy Recovery Systems Auck	Independent Liquor Ltd
AMT Maintenance Services Ltd	ENGIE Services NZ Limited	Industrial Site Services Ltd
Aquaheat Facility Services Ltd	Engineering Hi-Tech Ltd	Infab Limited
Armstrong Locksmiths (H.O)	Engineering Services Rotorua	Intime Engineering 2016 Ltd
Asaleo Care NZ Ltd	Epic Engineering Ltd	J C D Engineering Ltd
Ashhurst Eng & Construction	Excel Taranaki Ltd	J P Marshall & Co Ltd
Automac Engineering Ltd	Fabrication & Pipe Serv Ltd	Justice Building Services Ltd
Aztech Engineering Ltd	Fantail Services Limited	Kimberley Tool & Design Ltd
B & P Engineering	Fletcher Mechanical Ltd	Kono NZ LP
Babcock NZ Ltd	Flight Plastics Ltd	Kopu Engineering
Ballance Agri-Nutrients INV	Fonterra Brands (NZ) Ltd	Kraft Heinz Ltd
Cambridge Welding Services	Fruehauf NZ Ltd (Feilding)	Leach Print & Bindery Supplies
Careford Mechanical Ltd	G W Davies Heating Eng Ltd	Leask Engineering Ltd

Lee Burridge Panelbeaters Ltd
LEP Engineering Plastics Ltd
M S Engineering
MacEwans Pumping Systems Ltd
Mach 3 Industries 2007 Ltd
Mackenzie Welding 2013 Ltd
Manukau Institute of Tech
Markon Manufacturing Ltd
Masbros Engineering Ltd
Masterchill Refrigeration
MB Century
McAlpines Engineering Ltd
McKenzie & Ridley (Kawerau)
McLaren Stainless Ltd
Metal Construction (1989) Ltd
Metric Sheetmetals Ltd
MGE Engineering Ltd
Mike Christie Sheetmetals Ltd
Modern Transport 2002 Ltd
Monocrane 2010 Limited
Morgan Steel
Mount Maintenance Ltd
Nelson Forests Ltd
Nestle New Zealand Ltd
New Zealand Steel Ltd
New Zealand Tube Mills
Newdick Sheetmetals
Nexans NZ Ltd
NTD Plastics Ltd
Obtuse Limited
Pacific Steel NZ Ltd

Page & Macrae Ltd
Pan Pac Forest Products Ltd
Patton Engineering
Perkinson Mechanical Ltd
Phil Cowan Sheetmetals Limited
Phoenix Steel Ltd
Piako Transport Engineering
Port of Tauranga Ltd
Powell Engineering Co Ltd
Pro Steel Engineering Ltd
Qualtex New Zealand Limited
Quinn Engineering Ltd
Rakaia Engineering Ltd
Red Stag Timber
Red Steel Ltd
Reliance Worldwide Ltd
Rex Barnes Engineering
Ross Engineering (2008) Ltd
Sanford Ltd
Sharland Engineering
Sheetmetal Specialist2001 Ltd
Sigma Sheetmetal Products Ltd
Smooth Air Products
Stafford Engineering
Stainless Electrical Products
Stainless Engineering Co Ltd
Steel ED 2017 Ltd
Stevensons Structural Eng Ltd
Stewart & Holland Ltd
Supercut Engineering Ltd
Superior Stainless Ltd

Tech Mechanical Services Ltd
Thermal Solutions Ltd
Tip Top Bread South Island
Tony Allen Auto Service Ltd
Toolmaking Services Ltd
Tracgrip Hydraulics Ltd
Transport & General Eng Co Ltd
Trustpower Ltd
Tubman Heating Ltd
Turner Metal Fabrication Ltd
Ullrich Aluminium Co Ltd
Uniplas NZ Ltd
United Sheetmetals Ltd
W Crighton & Son Ltd
Wasabi Air Ltd
Watson Engineering
We Can Precision Eng Ltd
West-Trak Equipment Ltd
WFM Ltd
Whakatane Mill Ltd
Whakatiki Engineering
Wilkinson Transport Engineers
Williams Engineering Ltd
Windsor Engineering Group Ltd
WPI International Ltd
X'cell Engineering Limited

Case study

Apprentice of the year swapped uni for on-the-job training

Mechanical engineering apprentice Caleb Orotunga says being named the inaugural ATNZ Apprentice of the Year in November has given him more confidence and motivation to work even harder so he can live up to his new title.

However, an apprenticeship wasn't Caleb's first choice – he moved to Christchurch from Gisborne to study engineering at university, but found student life financially tough and left after the first year. After a stint of temporary roles, he applied for an apprenticeship, which has allowed him to earn while he learns at Kraft Heinz in Christchurch.

ATNZ General Manager Susanne Martin says Caleb's dedication to excellence made him a deserving winner. "The ATNZ team first met Caleb in 2016 and he impressed us right from the start. He's become a very competent engineer who has the ability to work unsupervised and bring fresh ideas and solutions to his role at Kraft Heinz.

"His manager holds him in high regard and even asked Caleb to fill in as workshop supervisor while he was away on holiday. He's dedicated to getting the job done and operates with a high standard of health and safety, which is vital in this industry."

Once a month, Caleb meets with his ATNZ Account Manager Kevin Withell who checks on his progress and sets goals for the next month.

"He checks on my bookwork and keeps me on the right track.

He asks if I need any personal protection equipment (PPE) and if anything's broken, like my boots or my face shield, he'll replace it for me," says Caleb.

Caleb does a wide range of work, including machine maintenance, fitting, fabrication and overhauling machinery.

"On a day-to-day basis, the main work I do is on machines that process three different types of crops," explains Caleb. "I can also be asked to work on buildings and carry out work I have never done before. Because this is a food factory, keeping your tools and work area tidy is a must and it's one of the jobs that the apprentice will do on a Friday afternoon in the workshop."

Receiving the award in the third year of his qualification, he has also inspired his two brothers to move from Gisborne to Christchurch for a "better future".

One of his brothers has undertaken a light fabricator apprenticeship, and his youngest brother now works alongside him at Kraft Heinz as a frozen packing general engineer apprentice.

The other apprentices at Kraft Heinz often turn to Caleb for support with their tasks in the workshop and their learning to complete their qualifications.

He says new apprentices need to listen and learn, and take in all the skills and knowledge from the more experienced staff.

"When I started guys would say 'get the gearbox ready' and I was, like, 'what's a gearbox'? You can't just go into a company and think you can learn to do things yourself and that you don't need anyone to teach you. It's important to learn from experienced people and to soak up as much as you can, because by the time they leave you on your own, you need to know what you're doing.

"I really want to get somewhere in life, to get a house and a dog," says Caleb. "Having an apprenticeship has taken me from nowhere to getting a trade qualification. It's setting me up for life.

"And I enjoy working with my hands and not being stuck in an office."

As well as the inaugural title of ATNZ Apprentice of the Year, Caleb won \$1,000 to spend on tools for his trade.

“ Caleb has become a very competent engineer who has the ability to work unsupervised and bring fresh ideas and solutions to his role at Kraft Heinz. ”

Susanne Martin, ATNZ General Manager



Case study

Pacific Steel

Pacific Steel NZ employs 160 people at its South Auckland steel manufacturing plant and over the last 15 years, 24 ATNZ apprentices have graduated through the company's apprentice training scheme. Prior to working with ATNZ, Pacific Steel found the apprentice recruitment process time consuming and quite difficult.

"We found ourselves confronted with trying to find suitable apprentices, which took a huge amount of time, and after employing them, we were then faced with trying to establish exactly what work they were required to complete to gain the respective Unit Standards. It was complicated and got to the point where it was almost a full time role," explains Pacific Steel's Maintenance Superintendent, Eddie Green.

"ATNZ's account managers are also fully familiar with the NZQA requirements and are able to mark the work and keep track of an individual's progress, and ensure they are up to date with their training. It's an invaluable service."

Currently ATNZ has four apprentices, including one female, seconded to Pacific Steel and working towards their National Certificate in Mechanical Engineering. The company does however, have openings for more apprentices.

ATNZ Account Manager Bevan Prince says in addition to the apprentices, there are four staff working on their Level 5 General and Maintenance qualification. "These people have already gained their National Certificates in Maintenance and Diagnostics, Level 4 Mechanical Engineering and

General Engineering qualifications. It's great they are upskilling and continuing on their learning journey."

Bevan is a regular visitor to Pacific Steel, with monthly apprentice progress meetings and assessments. "This is where ATNZ is the perfect partner for Pacific Steel – the steel manufacturer can concentrate on its core business while ATNZ manages the apprentices," he says.

Eddie says the most significant benefit of working with ATNZ is the support and reporting functions they provide.

"Due to the number of apprentices we have at our sites we require a high level of administration support from the ATNZ team. Without this support, we would only be able to accommodate one or two apprentices at any one time. Their support enables us to safely manage the training of several apprentices across our sites. Having this capacity enables us to incorporate apprentices into our maintenance teams where they have input and become a highly-valued part of our workforce."

For Pacific Steel, taking on ATNZ apprentices means there are no hidden costs, with the company

only paying for the apprentice's hours worked and some site-specific training requirements.

Pacific Steel will only engage mechanical apprentices through the ATNZ group scheme and Bevan sees the partnership between the two organisations continuing into the future. "ATNZ is seen as a trusted adviser to the business and my role extends to the pastoral care of the apprentices. We have built up a very strong relationship over the years."

"Our company and senior management team are 100% committed to apprentice training and we are very proud of the high calibre of tradespeople we ultimately introduce into the workforce," adds Eddie.

"Pacific Steel has a very diverse workforce culture and we're happy to see this reflected in our apprentices. I strongly encourage any business that may be seriously considering training apprentices to contact ATNZ and have an initial discussion with them. Whilst the apprentices do cost money, they also create throughput which adds value, and often, a different perspective to the business."



“ ATNZ is seen as a trusted adviser to the business and my role extends to the pastoral care of the apprentices. We have built up a very strong relationship over the years. ”

Bevan Prince, ATNZ Account Manager

Highlights

ATNZ/MTA partnership

“ It is simply not sustainable to keep poaching qualified staff off each other or trying to import technicians from overseas. There is an international shortage of tradespeople and we need to focus on growing our own workforce by developing capable young people. ”

Sturrock Saunders, MTA Board Director



Taking out the hassle

CarPro Penrose has recently taken on its fifteenth apprentice, but this time it's different.

Trainee spray painter Jarrett Rameka was recruited by ATNZ as part of the MTA/ATNZ Group Apprenticeship Scheme. All of his payroll and HR needs are carried out by ATNZ, supported through his course work by ATNZ, but given practical supervision by CarPro staff.

For CarPro owner Lee Burrige it's been an easy ride. "Finding an apprentice can take a lot of time. Advertising can either get you no one, or you have to sort through a lot of names and try to make the right choice. If you make the wrong one, it can be very difficult to end the situation."

Five weeks into the apprenticeship, Lee says the new apprentice is working out well. "Jarrett may not technically be my employee but he's definitely part of the team."

To make it easier for members to take on apprentices, MTA developed the partnership with ATNZ.

Through the scheme, the MTA member provides a safe worksite, the necessary on-the-job supervision and pays ATNZ an hourly rate for the apprentice's time. Everything else is ATNZ's responsibility, including all pay entitlements, KiwiSaver and training costs.

Lee says, "It costs a little more than the annual apprentice salary but it saves me time in recruitment – you know the person has already been screened, and if for some reason it doesn't work out, ATNZ takes care of it." Like many members, Lee finds the legalities around staff management daunting and is pleased this part of apprenticeship training is taken over by ATNZ.

Lee also believes that ATNZ's supervision and regular meetings with him, Jarrett and MITO, mean he's getting much better information on the apprentice's progress.

Keen to learn

Jarrett seems pleased to be given the chance to get started. "I was at Manukau Institute of Training last year doing a pre-trades auto refinishing course when ATNZ interviewed for apprentices."

At 31, he's a bit of a late starter. He has a Bachelor of Information Technology, but it wasn't until he was doing some part-time work helping paint industrial machinery that he had his 'lightbulb moment'. "I really enjoyed it." He's not into mechanics but has always loved cars – so moving into auto spray painting was a logical move.

"I'm loving it here. It's different to my part-time job. You have to pay far more attention to detail working on cars, but I'm a bit of a perfectionist so that just makes it more interesting."

MTA leading the way

MTA President Dave Harris has also taken on an apprentice through the scheme. Liam Coleman started in March and is enjoying his new job.

Dave Harris says "With MTA trialling this in Auckland and Waikato I thought it was an opportunity to try things in a new way. It is always difficult in a busy business to fully mentor and support young staff, particularly when managers and owners have multiple roles and are often not on the site. It can lead to some apprentices falling behind on their paperwork, feeling neglected and possibly losing heart. By using the ATNZ scheme, I am confident I will have professionals looking

out for Liam, giving him lots of support and encouragement. This will give him the best opportunity to not only complete, but to enjoy his apprenticeship. I believe this will pay dividends for Liam, our company and the industry once he is qualified."

MTA Board Director Sturrock Saunders has been promoting the initiative among the membership.

"MTA is often told by members that they have trouble finding quality candidates and keeping young apprentice technicians. We're also told that it's challenging to manage and keep apprentices on track in a busy workshop environment. In response to this feedback, MTA partnered with ATNZ on a group apprenticeship scheme that takes most of the hassle out of employing an apprentice – to the point that your business is not even the employer, you are the 'host'."

Sturrock says the ATNZ/MTA Group apprentice scheme will not fit all employers. "However, with nearly 400 apprentices in a number of industries ATNZ has the experience to deliver a complete 'belts and braces' approach from screening quality candidates to providing encouragement and support so that both student and business objectives are achieved.

"It is simply not sustainable to keep poaching qualified staff off each other or trying to import technicians from overseas. There is an international shortage of tradespeople and we need to focus on growing our own workforce by developing capable young people."

Highlights

Wellbeing



“ Mike King’s two presentations in Auckland and Hamilton were youth-focused and engaging, and they encouraged people to speak up about mental health. ”

2018 Apprentice Days

15 February 2018 – Hamilton
16 February 2018 – Auckland

Apprentice Days are held biennially in each region to give ATNZ apprentices the opportunity to get together, strengthen networks and share experiences. It’s an important opportunity for the ATNZ team to raise health and safety issues and deepen the apprentices’ understanding of the importance of following health and safety procedures. Mental wellness is an important part of it.

In 2018, we continued with our focus on mental health. With New Zealand having the highest youth suicide rate in the world and the majority of our ATNZ apprentices fitting the profile of the most at-risk group, young men aged 20 to 24, we have a moral responsibility to support them.

This year, we continued to partner with prominent mental health educator Mike King and his charity ‘Key to Life’ to encourage our apprentices to show strength by speaking up about mental health issues. His presentation focuses on

how he overcame drug and alcohol addiction, and his continued battle against depression. His two presentations in Auckland and Hamilton were youth-focused and engaging, and they encouraged people to speak up about mental health.

Employee assistance programme

ATNZ continued to offer an employee assistance programme with our new provider, OCP. We include OCP services and general mental wellness in our health and safety induction when new apprentices come on board. Our account managers regularly talk about mental wellness with our apprentices as part of their monthly visits and health and safety toolbox talks.

We also analyse regular OCP reports and share the trends with our account managers to encourage wider awareness and uptake by our apprentices.

Staff training

We regularly look for ways to promote OCP and talk to our account managers regarding the importance of apprentices feeling like they can speak up within ATNZ, and that it is a real strength to speak up during hard times. In March 2018, we ran a psychological first aid course for our account managers to equip them with the skills to champion mental wellbeing and welfare of the apprentices, and to look after their own.



“ Health and safety checkpoints and reviews are in place and monitored from pre-placement, through to completion of an apprenticeship. ”

Highlights

Health and safety

A key focus and priority for ATNZ is ensuring our apprentices are placed in a safe environment including the promotion of good health and wellbeing practices. This adds assurance for the apprentices that they are in a good learning environment. ATNZ has achieved ACC's Workplace Safety Management Practices (WSMP) to tertiary accreditation, the highest level of accreditation.

Apprentice health and safety training and education

All ATNZ apprentices complete a comprehensive induction programme. Account managers present, and take apprentices through, ATNZ's health and safety requirements and practices before they go to their host company. Through the induction, the apprentice will receive an apprentice handbook containing detailed health and safety sections.

The host company also takes the apprentice through their own company induction before they commence any work.

Toolbox talks have become a key tool to building health and safety communication. Account managers are supplied with talks that are discussed with each apprentice during their monthly meetings. These have been highly effective in raising awareness and passing on relevant learning and information on health and safety.

Apprentice health

The health of ATNZ apprentices is a key focus. All apprentices will complete a pre-employment medical, including a drug test, before they commence with ATNZ. Mid-term and exit medicals are also conducted whereby any abnormalities or changes can be identified, then managed accordingly. Further health initiatives are supported by offering ATNZ apprentices the opportunity to utilise the professional assistance with OCP, an employee assistance programme.

Participation and engagement

ATNZ has a Health and Safety Committee that includes a number of ATNZ apprentices from a variety of host companies and trades from across the country. The committee actively looks for ways to reduce the number, and severity, of incidents and injuries and reviews health and safety policies and procedures and makes recommendations. The committee also undertakes projects to improve the health and safety performance and culture for ATNZ.

Apprentice Days cover a range of topics and engage ATNZ apprentices in health and safety matters.

Partnering with other PCBUs

ATNZ's health and safety manager works alongside host companies ensuring overlapping duties in health and safety are covered and maintained.

Under the umbrella of ATNZ, health and safety checkpoints and reviews are in place and monitored from pre-placement, duration through to completion of an apprenticeship. This ensures the focus and compliance requirements are met as well as gauging any additional support that a host company may require.

This focus provides the structure to reduce the likelihood of ATNZ apprentices being exposed to the risk of harm.

Summary of financial statements

Apprentice Training New Zealand 2010 Trust ('ATNZ')

Notes to the summary financial statements

The summary financial statements for ATNZ for the year ending 31 December 2018 were authorised for issue by the Trustees on 30 April 2019. The summary financial statements have been extracted from the audited full financial statements and are presented in New Zealand dollars. All values are rounded to the nearest thousand dollars. The summary financial statements have been prepared in accordance with IPSAS 1: Presentation of Financial Statements.

The summary financial statements cannot provide as complete an understanding as the full financial statements can. A copy of the full financial statements can be obtained by emailing info@competenz.org.nz. The full financial statements for the year ended 31 December 2018 were authorised for issue by the Trustees on 30 April 2019.

An unmodified audit opinion was issued for the full financial statements. The full financial statements have been prepared in accordance with New Zealand generally accepted accounting practice. The full financial statements comply with the International Public Sector Accounting Standards and other applicable Financial Reporting Standards, as appropriate for New Zealand not for profit entities.

Accounting policies have been applied on a consistent basis with the full financial statements.

Independent Auditor's Report

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To the Trustees of Apprentice Training New Zealand 2010 Trust

Report on the audit of the Summary Financial Statements

Opinion

The summary financial statements, which comprise the summary statement of financial position as at 31 December 2018, the summary statement of comprehensive revenue and expense, summary statement of changes in net assets and summary cash flow statement for the year then ended, and related notes, are derived from the audited financial statements of Apprentice Training New Zealand 2010 Trust ("ATNZ") for the year ended 31 December 2018. In our opinion, the accompanying summary financial statements are consistent, in all material respects, with the audited financial statements.

Summary financial statements

The summary financial statements do not contain all the disclosures required by the Public Benefit Entity International Public Sector Accounting Standards ("PBE IPSAS") issued by the New Zealand Accounting Standards Board. Reading the summary financial statements and the auditor's report thereon, therefore, is not a substitute for reading the audited financial statements and the auditor's report thereon.

The Audited Financial Statements and Our Report Thereon

We expressed an unmodified audit opinion on the audited financial statements in our report dated 30 April 2019.

Other Information than the Summary Financial Statements and Auditor's Report Thereon

The Trustees are responsible for the other information. The other information comprises the annual report (but does not include the summary financial statements and our auditor's report thereon), which is expected to be made available to us after the date of this auditor's report.

Our opinion on the summary financial statements does not cover the other information and we do not and will not express any form of audit opinion or assurance conclusion thereon.

In connection with our audit of the summary financial statements, our responsibility is to read the other information identified above when it becomes available and, in doing so, consider whether the other information is materially inconsistent with the summary financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated.

When we read the annual report, if we conclude that there is a material misstatement therein, we are required to communicate the matter to those charged with governance and will request that such matters are addressed.



Trustees' Responsibility for the Summary Financial Statements

Trustees are responsible for the preparation of a summary of the audited financial statements of ATNZ in accordance with PBE FRS-43: *Summary Financial Statements*.

Auditor's Responsibility

Our responsibility is to express an opinion on whether the summary financial statements are consistent, in all material respects, with the audited financial statements based on our procedures, which were conducted in accordance with International Standard on Auditing (New Zealand) (ISA (NZ)) 810 (Revised), *Engagements to Report on Summary Financial Statements*. The firm has no other interest in ATNZ.

Restricted Use

This report is made solely to the Trustees, as a body. Our audit work has been undertaken so that we might state to the Trustees, as a body, those matters which we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Trustees, as a body, for our audit work, for this report or for the opinion we have formed.

Grant Thornton New Zealand Audit Partnership

A handwritten signature in black ink that reads "Grant Thornton".

Auckland

30 April 2019

Summary statement of financial position

For the year ended 31 December 2018

	2018	2017
	\$000	\$000
ASSETS		
Current assets		
Cash and cash equivalents	1,049	1,112
Trade and other receivables	1,452	1,305
Prepayments	20	3
Intergroup receivable	-	22
Total current assets	2,521	2,442
Non-current assets		
Intangibles	-	-
Total non-current assets	-	-
Total assets	2,521	2,442
LIABILITIES		
Current liabilities		
Trade and other payables	328	467
Goods and services tax payable	444	407
Employee leave benefits	681	684
Intergroup payable	177	0
Total current liabilities	1,630	1,558
TOTAL LIABILITIES	1,630	1,558
NET ASSETS	891	884
ACCUMULATED FUNDS		
Accumulated funds	891	884
Total accumulated funds	891	884

For and on behalf of the Trustees who authorise the issue of the financial statements on 30th April 2019.



John Blakey (Trustee)



Fiona Kingsford (Trustee)

Summary statement of comprehensive revenue and expenses

For the year ended 31 December 2018

	2018	2017
	\$000	\$000
REVENUE		
Revenue from exchange transactions		
Rendering of services	19,647	18,438
Other revenue	17	10
Total revenue	19,664	18,448
EXPENSES		
Training expenses	832	437
Employee entitlements	17,022	15,864
Other expenses from ordinary activities	1,803	2,070
Total expenses	19,657	18,371
Net surplus	7	77
Other comprehensive income	-	-
Total comprehensive income for the year	7	77