

# Building and Construction Industry Training Levy (Training Plan) Approval 2014

Notifiable instrument NI2014–564

made under the

Building and Construction Industry Training Levy Act 1999, s 25 (1) (Approval of Training Plans)

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**1 Name of instrument**

This instrument is the *Building and Construction Industry Training Levy (Training Plan) Approval 2014*.

**2 Commencement**

This instrument commences on the day after notification.

**3 Approval**

I approve the *2015 Training Plan* of the ACT Building and Construction Industry Training Fund Authority set out in the schedule.

Joy Burch  
Minister for Education and Training  
29 October 2014



**ACT**  
Government

ACT BUILDING AND CONSTRUCTION INDUSTRY



**TRAINING FUND  
AUTHORITY**



# 2015 TRAINING PLAN

**ACT BUILDING AND CONSTRUCTION INDUSTRY  
TRAINING FUND AUTHORITY**

[www.trainingfund.com.au](http://www.trainingfund.com.au)

Phone 02 6262 5630

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Authorised by the ACT Parliamentary Counsel—also accessible at [www.legislation.act.gov.au](http://www.legislation.act.gov.au)

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View to Canberra CBD from National Arboretum.

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Comments regarding the annual training plan and its development are welcome.  
 Coordinator Ben Stokes - [bstokes@trainingfund.com.au](mailto:bstokes@trainingfund.com.au)



# ACT BUILDING AND CONSTRUCTION INDUSTRY TRAINING FUND AUTHORITY

**THE 2015 TRAINING PLAN PROVIDES A POLICY FRAMEWORK FOR ENTRY-LEVEL AND EXISTING WORKERS TO ACCESS FUNDING FOR TRAINING IN A WIDE RANGE OF OCCUPATIONS.**  
**JAMES SERVICE, CHAIRMAN**



THE AUTHORITY BOARD	
<b>Independent Chairman</b>	
<ul style="list-style-type: none"> <li>Mr James Service</li> </ul>	
<b>Employee Representatives</b>	
<ul style="list-style-type: none"> <li>Mr Jason O'Mara</li> <li>Mr Neville Betts</li> </ul>	
<b>Employer Representatives</b>	
<ul style="list-style-type: none"> <li>Mr Rod Mitton</li> <li>Mr Stuart Sampson</li> </ul>	

THE AUTHORITY STAFF	
<b>Chief Executive Officer</b>	
<ul style="list-style-type: none"> <li>Mr Glenn Carter</li> </ul>	
<b>Compliance Manager</b>	
<ul style="list-style-type: none"> <li>Mr Ben Stokes</li> </ul>	
<b>Industry Liaison Officer</b>	
<ul style="list-style-type: none"> <li>Mr Michael Doyle</li> </ul>	

## MINISTER'S STATEMENT



During the past 11 years, the Authority has made incentive payments to employers and group training organisations to assist them in the employment of apprentices in areas of skills shortages.

These incentives will assist the industry overcome skills shortages and will also provide employment opportunities for young people seeking a career in the building and construction industry.

As in past years, the 2015 Training Plan will provide a policy framework for the funding of training for entry-level and existing workers in a wide range of occupations. It will also provide funding for other training, promotional and research-related activities within the industry.

Also in 2015, the Authority will continue to fund the Tradeswomen in Building and Construction campaign that was launched in September 2008 to encourage

women to seek a career in the industry. Details are provided at the campaign website [www.trainingfund.com.au/tradeswomen](http://www.trainingfund.com.au/tradeswomen).

I am pleased to note that under the 2015 Training Plan, the Authority expects to provide \$3,342,500 in funding for training in the industry and funding of incentives to employers and group training organisations that will employ and train apprentices in the industry.

It is also pleasing that the Authority has continued its substantial commitment to the funding of Work Health Safety training for workers in the industry.

I recommend the 2015 Training Plan to all stakeholders who are keen to participate in training for the ongoing development of the building and construction industry in the ACT.

**JOY BURCH MLA**  
**MEMBER FOR BRINDABELLA**  
**MINISTER FOR EDUCATION AND TRAINING**  
**OCTOBER 2014**



# CHAIRMAN'S STATEMENT



The 2015 Training Plan provides a policy framework for entry-level and existing workers to access funding for training in a wide range of occupations.

The 2015 Training Plan also provides advice on other training, promotional, research and equity-related activities within our industry.

The ACT Building and Construction Industry Training Fund Authority (the Authority) greatly appreciates the advice and contributions made by many industry stakeholders, including employers, employees, group training organisations, industry training advisory bodies, trades groups, registered training organisations, government agencies, industry associations and unions in the development of the plan.

In the 2013/14 financial year, 12,842 industry workers attended approved training programs funded by the Authority. In 2015, it is estimated that a similar number of industry workers will attend approved training courses funded by the Authority.

During the 2013/14 financial year, the Authority provided \$3,213,300 to fund activities in its five operational programs of entry-level training; existing-worker training and professional development; promotion, marketing and sponsorship; research and development; and access and equity. In 2015, the Authority will continue to provide funding for training in the same key areas and has budgeted \$3,342,500 to do so.

Incentive payments to employers of apprentices who are engaged under an ACT Contract of Training in trades that have been identified as having a skills shortage will continue as part of the Authority's entry-level training program.

In the past, these financial incentives have been extremely successful with funding provided for the trades of horticulture (turf, landscaping and construction), cabinet making, glass and glazing, refrigeration and air conditioning, wall and ceiling lining, wall and floor tiling, and bricklaying/blocklaying. The trades where these incentives

will be offered in 2015 will be announced in January 2015.

The Authority will continue funding various ACT colleges that provide vocational education and training in Certificate I & II construction training programs, as well as provide incentive payments to employers of apprentices who are Indigenous Australians, women in a non-traditional vocation (Tradeswomen in Building and Construction campaign), persons with a disability, persons with a non-English speaking background or building and construction workers returning to the workforce after injury.

In 2015, funding will continue to be provided to employers and group training organisations that employ and train an estimated 350 apprentices in the industry.

The Authority has continued its significant commitment to the funding of Work Health and Safety training for workers in the industry to improve the provision of a safe workplace and support the industry wide approach to the reduction of the ACT's worksite injury rate.

Included in the 2015 Training Plan are examples of training courses funded in 2014, the names of the registered training organisations that delivered the training and their contact details. The Authority relies on industry stakeholders to guide the funding direction and needs of Work Health Safety training as it does with all training programs in the industry.

It is appropriate to record the retirement over the past twelve months of Gary Guy, CEO, Colin McJannet Compliance Manager and Ray Stowers Industry Liaison Officer. Each have served the industry and the Authority over many years and made a significant contribution to training and the work of the Authority.

My thanks to my board colleagues in the Authority for their assistance and counsel throughout the past year, and to the staff of the Authority for their commitment to the Authority and its stakeholders.

The Authority commends the 2015 Training Plan to all stakeholders who have an interest in training for the future development of the building and construction industry in the ACT.

**JAMES SERVICE**  
**CHAIRMAN**  
**OCTOBER 2014**

# ABOUT THE ACT BUILDING AND CONSTRUCTION INDUSTRY TRAINING FUND AUTHORITY

**THE ACT BUILDING AND CONSTRUCTION INDUSTRY TRAINING FUND AUTHORITY (THE AUTHORITY) IS THE STATUTORY BODY RESPONSIBLE FOR PROVIDING FUNDING FOR THE TRAINING OF ELIGIBLE WORKERS IN THE ACT BUILDING AND CONSTRUCTION INDUSTRY.**

The ACT Building and Construction Industry Training Fund Authority (the Authority) is the statutory body responsible for providing funding for the training of eligible workers in the ACT building and construction industry.

The Authority has a governing board consisting of an independent chairman, two employer representatives and two employee representatives. The Chief Executive Officer sits on the board as a non-voting member. The Minister for Education and Training may appoint a board member for a term of up to three years, and members may be re-appointed.

The responsibilities, governance and powers of the Authority are set out in the Building and Construction Industry Training Levy Act 1999.

Established in May 1999 to administer an industry training fund, the Authority is responsible for the collection of a training Levy of 0.2%, calculated from the cost of the work exclusive of GST. The Levy is collected from building and construction work in the ACT, where the total cost exceeds \$10,000 and meets the criteria as set out in the Schedule 1 'Work' of the Act (page 10).

The Authority uses these funds and invests in projects and training that directly support the industry skills base in accordance with the current year's Training Plan.

The Levy on work that is subject to the issue of a building approval by the ACT Planning and Land Authority (ACTPLA) must be paid prior to the issue of the building approval.

ACTPLA is authorised to collect the Levy on such work, acting as an agent for the Authority.

The payment of the Levy on non-building work, such as civil works, landscaping, utilities and telecommunications, is arranged between the Authority and the project owner. This is usually

done through the mechanism of a written agreement that allows the project owner to self-assess the Levy liability and make an annual Levy payment.

Where work is carried out by or for a project owner not covered by a written self-assessment agreement with the Authority, the work is monitored to determine if a Levy liability exists. The Authority will then contact the project owner to achieve compliance. The Authority has a statutory obligation to ensure that the requirements of the Act are observed.

The Authority works closely with industry stakeholders, industry bodies, businesses and government agencies to promote the role of the Authority and this assists in achieving a high level of compliance with the Act.





# ADMINISTRATION OF THE TRAINING FUND

## MISSION STATEMENT

**THE ACT BUILDING AND CONSTRUCTION INDUSTRY TRAINING FUND AUTHORITY PROVIDES FUNDING FOR THE TRAINING OF ELIGIBLE WORKERS AND FOR THE DEVELOPMENT OF SKILLS IDENTIFIED AS BEING IN SHORT SUPPLY IN THE ACT'S BUILDING AND CONSTRUCTION INDUSTRY.**

**THE AUTHORITY AIMS TO IMPROVE THE CULTURE, LEVEL AND ACCESS TO TRAINING AS WELL AS SUPPORT THE ENTRY OF NEW WORKERS INTO THE INDUSTRY.**

## OVERVIEW

Subject to funds being available, the Authority will allocate funds for training on the following terms:

- payments for training are intended to achieve additional training outcomes and are NOT to substitute for existing workforce training
- allocation of funds will be needs based against predetermined priorities
- funding is for the delivery of training and must NOT be used to cover capital expenditure costs.

## TRAINING

Funding for training is targeted at developing new skills for entry-level (apprentices) and existing workers in the industry. For example:

- apprentices under an ACT Contract of Training are eligible for business skills training
- injured workers on rehabilitation are eligible for training to assist their return to the industry
- existing workers are eligible for refresher courses, training in new fields and management techniques relevant to the industry.

## APPLICATIONS

Employees, apprentices, employers, group training organisations, industry bodies and associations, and registered training organisations may lodge an application form seeking funding.

Application forms can be downloaded from the Authority's website [www.trainingfund.com.au](http://www.trainingfund.com.au).

## ELIGIBILITY

An ELIGIBLE PERSON is any person usually working in or in connection with the building and construction industry in the ACT who is substantially (at least 80%) performing 'work liable for the Training Levy' (see page 10), or is a person deemed as an eligible person on application to the Authority.

An eligible person can be an employer, employee or an independent contractor.

## APPLICANT'S RESPONSIBILITY

The applicant must demonstrate to the satisfaction of the Authority that any individual covered by a request for funding of training is an eligible worker. This may require a statutory declaration.

## HOW ARE TRAINING FUNDS ALLOCATED?

The Authority will assess all applications against the following criteria:

- No retrospective applications will be considered.
- Funding will be provided for skills training and activities identified in the Training Plan. Training and activities not covered by the Plan may be funded on their merits.
- Training must be provided by a registered training organisation.
- The training course must be accredited under the Australian Quality Training Framework (AQTF), or is a course of training approved by the Authority.
- There must be an identified training outcome for each participant.
- Participants, other than injured workers on rehabilitation, will be required to contribute to the cost of the training course.
- Participants must be carrying out work that makes them eligible – either as an employee, employer or an independent contractor.
- Product-specific training courses will not be funded and training courses must be generic.
- The Authority will monitor the cost of training courses and may set a maximum amount to be funded per participant. The Authority will also evaluate the delivery of training courses and may audit the outcome of funded courses.
- The Authority may withhold payment for training where an individual fails to successfully complete all components of the approved training course.



Looking from Mount Taylor across Woden Town Centre to Black Tower Mountain, ACT.



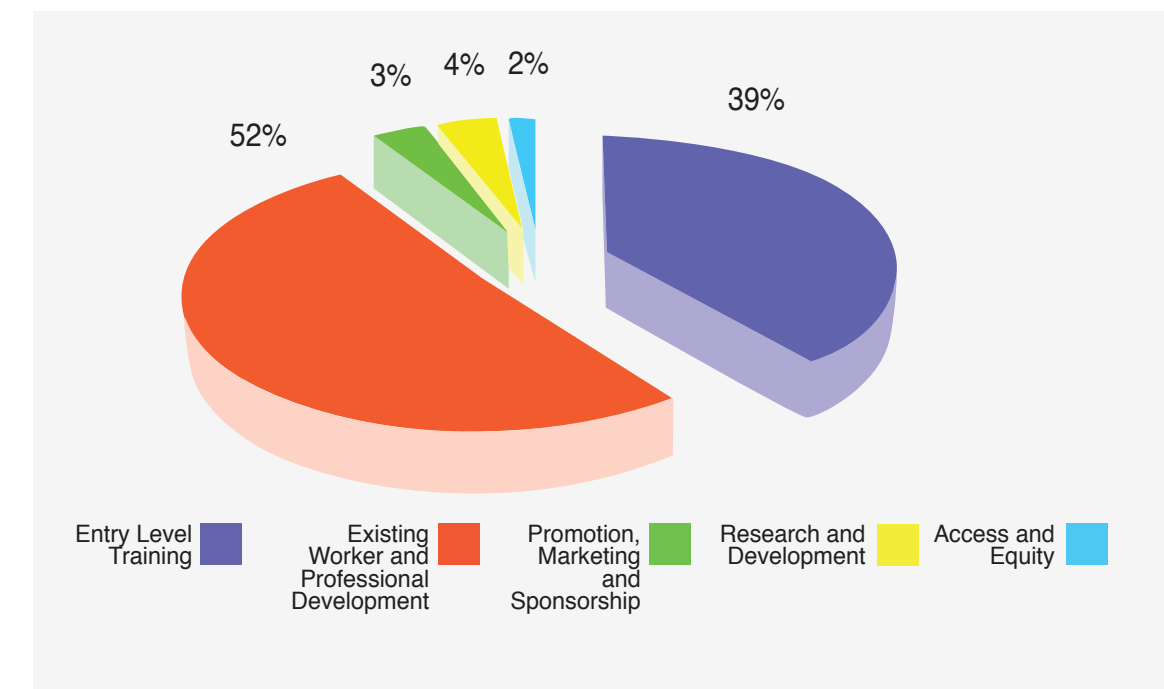
# WORK LIABLE FOR THE TRAINING LEVY

- The construction, erection, alteration, repair, renovation, demolition, maintenance or removal of a building or structure.
  - The construction, alteration or repair of a road, street parking area, footpath, thoroughfare (for pedestrians or vehicles), kerbing, guttering, roundabout, median strip or the performance of other road works.
  - The construction, alteration, repair, demolition or removal of a railway or part of a railway, or of any platform, signal or other structure connected with a railway.
  - The construction, alteration, repair, demolition or removal of an aircraft runway or a helicopter landing pad.
  - The construction, alteration, repair, demolition or removal of a bridge, viaduct, aqueduct or tunnel.
  - The construction, alteration, repair, demolition or removal of a harbour, breakwater, retaining wall or marina.
  - The performance of excavation work.
  - The construction, alteration, repair, demolition or removal of a dam, reservoir, weir or other embankment or structure for the catchment, collection, storage, control or diversion of water.
  - The laying of pipes and other prefabricated material in the ground.
- The construction, erection, installation, alteration, repair, demolition or removal of any system or plant associated with the conveyance, collection, storage, treatment or distribution of water or gas, or the disposal of sewage or effluent.
  - Electrical, electronic, communications or data networks, or mechanical services work, including work that is related to the construction, erection, installation, alteration, repair, servicing or dismantling of any plant, plant facility or equipment.
  - The on-site construction, installation, alteration, repair, renovation, demolition or removal of:
    - a lift or escalator;
    - any air-conditioning, ventilation or refrigeration system or equipment.
  - The construction, repair, alteration or removal of a playing field, golf course, racecourse, stadium, swimming pool or other sporting or recreational facility.
  - Landscaping or the construction, alteration or removal of a park or garden.
  - Work to improve the drainage of land.
  - Any site preparation work (including pile driving) preliminary to the performance of any construction work.



# 2015 TRAINING PLAN FUNDING

THE ACT BUILDING AND CONSTRUCTION INDUSTRY TRAINING FUND AUTHORITY COLLECTS A 0.2% LEVY ON BUILDING AND CONSTRUCTION PROJECTS UNDERTAKEN IN THE ACT, WHICH IS THEN USED TO FUND TRAINING FOR WORKERS IN THE INDUSTRY.



The Authority's funding is divided into five operational programs of entry-level training and existing-worker training and professional development, along with the three special funding programs: promotion, marketing and sponsorship; research and development; and access and equity.

In 2015, the Authority will continue to provide funding for training in the same key areas and has budgeted \$3,342,500.

2015 Funding Programs	Funding (\$)	Funding (%)
Entry Level	1,311,000	39
Existing Worker and Professional Development	1,733,500	52
Promotion, Marketing and Sponsorship	115,000	3
Research and Development	125,000	4
Access and Equity	58,000	2



# 2015 TRAINING PLAN

The study utilises reports submitted by the ACT Regional Building and Construction Industry Training Council Inc. (CITC) and the ACT Electrotechnology and Energy Advisory Board (EE-AB) in consultation with registered training organisations, group training organisations, civil, commercial, residential, associations and government entities via surveys, interviews and discussions.

CITC was commissioned to provide reports to the Authority based on a survey (294 recipients), meetings and interviews with stakeholders and information from CITC members. Information was also provided to CITC through meetings with the Worksafe ACT, industry associations and unions, residential and commercial builders, individual companies, civil sector, group training organisations, registered training organisations, CITC member in-put and relevant government departments and agencies including Building Services, Worksafe ACT and the Education and Training Directorate.

The EE-AB was commissioned to provide information from the electrotechnology, electrical supply, refrigeration and air-conditioning and building services sectors based on a survey (120 recipients), meetings with group training organisations, industry associations and unions, individual consultations and relevant government departments and agencies including Building Services, Worksafe ACT and the Education and Training Directorate.

The information gathered in this process was used in the formulation of the 2015 Training Plan.

The consultation process provided the Authority some insight into the growing demands and requirements placed on industry stakeholders in regards to moving forward and being successful in the contracting building and construction market in the ACT.

The Authority aims to aid industry stakeholders by

providing financial incentives to make training affordable and accessible to new and existing industry workers using results from the industry consultation process for direction.

Contributors to the consultation process have requested that the training programs included in last year's annual training plan be included in the 2015 Training Plan.

As with previous years, strong requests for assistance for funding with Work Health Safety based training such as high risk licences, site supervision, asbestos awareness, construction induction (white card), first aid and sun smart has been prevalent from the consultation.

The Authority is committed to working with industry stakeholders to support the *Getting Home Safely* report and the recommendations related to training. As a result of industry consultation, the Authority will continue to support programs that aim to achieve a safer ACT construction industry. These include;

- Increased funding for field officer and Work Health Safety funding for group training organisations with oversight of new entrant apprentices,
- Funding to support on-site construction managers courses,
- Safety leadership training programs to improve workplace culture,
- Workplace impairment and awareness training, and
- Funding to support the development of short courses in site supervision in domestic construction.

New and emerging technologies is another area of high priority for industry and notably in the electrotechnology and energy sector as there is a need to maintain and develop skills to cater for the rapidly changing energy industry and to support the development of renewable energy skills.

The Authority endeavours to support industry and its training needs in this increasingly growing area.

Business-related courses featured highly in the consultation process in areas of small business management, people management and financial management. Industry requested that these areas remain a high priority for funding assistance which is acknowledged by the Authority.

As in previous years, industry has voiced a need for a single industry Safe Work Methods Statement (SWMS). On September 4, 2014 during an industry breakfast organised by CITC and Worksafe ACT, a new generic SWMS was introduced along with the likelihood of a new training course relating to completing the new SWMS.

The Authority continues to work with industry to encourage training undertaken is delivered by qualified trainers to ensure quality training and outcomes are achieved.

Literacy and numeracy skills are still a concern within the industry. The Authority acknowledges

industry concern and continues to provide funding assistance in this area through training courses such as TAE Upgrade Adult Language, Literacy and Numeracy Skills (LLN). The Construction and Property Services Industry Skills Council (CPSISC) also have national programs to assist industry in relation to literacy and numeracy.

All proposals for new strategies to improve or streamline training are welcome by the Authority and can be submitted by application for funding for one of the Authority's special funding programs. However it is important to note that the Authority can only provide funding if there are substantial objectives and outcomes to be achieved.

Further information regarding the special funding programs is outlined in this 2015 Training Plan, or alternatively you may contact the ACT Building and Construction Industry Training Fund Authority or visit [www.trainingfund.com.au](http://www.trainingfund.com.au)



Woden Town Centre, looking northeast, ACT.



# EXISTING-WORKER TRAINING AND PROFESSIONAL DEVELOPMENT



MODE 3, Lonsdale Street, Braddon, ACT.

## AIM

By providing financial rebates to existing eligible workers, the aim is to improve access to contemporary and relevant training programs and increase the number of existing workers who access training and professional development.

As the main operational program of the Authority, this program's purpose is to provide funding and incentives for employers to up-skill employees as well as maintain their skill levels as per industry requirements and regulations.

## ELIGIBILITY

An existing worker is a person who works a minimum of 80% of their time in the building and construction industry in the ACT. The eligible person may or may not be under an ACT Contract of Training and undertakes an approved training program through a registered training organisation.

## 2015 FUNDING

The Authority expects to fund the existing-worker training and professional development training program for \$1,733,500.

Included in the 2015 Training Plan (page 21) are examples of training courses funded in 2014, the names of the registered training organisations that delivered the training and their contact details. The Authority relies on industry stakeholders to guide the funding direction and needs of Work Health Safety training as it does with all training programs in the industry.

## HOW TO APPLY

- Obtain an application form from the Authority's office or website.
- The application form is to be submitted prior to the commencement of training.
- Training to be carried out by a registered training organisation.
- Once training is complete, provide a copy of certificate of completion or equivalent.

# WORK HEALTH SAFETY TRAINING

## WORK HEALTH AND SAFETY TRAINING CONTINUES TO BE THE MOST DISCUSSED AND REPORTED ISSUE

The Authority undertook extensive consultation with industry stakeholders to determine any additional training priorities required by industry relating to the *Getting Home Safely* report and will continue working with the ACT Government to support the *Getting Home Safely* report and its recommendations related to training

Work Health Safety training continues to be the most discussed and reported issue during consultation, with industry training needs directed towards asbestos issues and high risk licenses. Industry stakeholders identified the following new skills for training in 2015 in addition to the mandated asbestos awareness training:

- Remove non-friable asbestos
- Supervise asbestos removal
- Remove friable asbestos
- Conduct asbestos assessment associated with removal

Further consultation with industry has identified the following training:

- Funding to support on-site construction managers courses
- Safety leadership training programs to improve workplace culture.

## HOW TO APPLY

- Obtain an application form from the Authority's office or website.
- The application form is to be submitted prior to the commencement of training.
- Training to be carried out by a registered training organisation.
- Once training is complete, provide a copy of certificate of completion or equivalent.



Tuggeranong town centre, South Canberra, ACT.



# ENTRY LEVEL TRAINING

THE AIM FOR THE ENTRY-LEVEL TRAINING PROGRAM IS TO INCREASE THE NUMBER OF APPRENTICES ENTERING THE INDUSTRY, AS WELL AS IMPROVE THE RETENTION RATE.

There are two types of entry-level training funding.

The first provides financial support to group training organisations for each apprentice.

The next refers to incentive payments to employers of apprentices in those trades that have been identified (annually) as having a skills shortage.

### ELIGIBILITY

Entry-level training arrangements under this program apply only to persons who are under an ACT Contract of Training in an occupation or an activity considered relevant to the building and construction industry, or persons employed as entry-level workers in general construction.

### SKILLS-SHORTAGE FUNDING

Each year the Authority offers financial incentives for new apprenticeships where skills shortages have been identified. At the time of publication, the 2015 trades have yet to be announced. Please contact the Authority in January 2015 for more information on these incentives.

### 2015 FUNDING

The Authority has budgeted \$1,311,000 in 2015 to support ACT group training organisations, employers of Australian apprentices, registered training organisations, ACT schools and colleges and other stakeholders for its entry-level training. The funding will be used for specific programs as outlined below.

- Australian apprenticeship funding to group training organisations (ACT)
- Australian school-based apprenticeships – skills enhancement program.
- Certificate II in Construction for students in ACT colleges
- CITC – entry-level support program
- Field officer assistance program for seven group training organisations (ACT)
- On-the-job training incentives for employers of apprentices in trades identified as having a skills shortage
- Teachers' assistance program in ACT colleges
- WHS funding for seven group training organisations (ACT).

### HOW TO APPLY

The 2015 skills-shortage apprenticeships will be announced in January 2015. Please contact the Authority for further information about funding incentives.

# PROMOTION, MARKETING AND SPONSORSHIP

### AIM

The aim is to raise awareness of the Authority and to promote the industry in a positive way to the general public by increasing awareness of the achievements of the industry and by supporting organisations that promote 'best practice'.

### STRATEGIES

The application will need to identify the strategies to be used to support the objectives and establish the outcomes of the program, including research activities, consultative mechanisms, surveys and assessment development.

### 2015 FUNDING

The Authority expects to fund \$115,000 in the promotion, marketing and sponsorship program in 2015.

Along with the Authority's bi-monthly newsletter and website, supporting industry events to raise awareness of its role and services is a crucial element in providing access to training and funding for building and construction workers in the ACT.

### HOW TO APPLY

Submit a completed application form to the Authority for assessment, addressing the following objectives, strategies and outcomes:

### OBJECTIVES

The application will be required to address the objectives of the program outlining the issues of the program, the change and benefits to the industry and the involvement of the industry in the program.

### OUTCOMES

The application will need to identify the positive outcomes of the program, which may include an increased participation of individuals, identified groups and organisations in the program, improve the information available to the industry, increase compliance by the industry in Levy obligations, increase the awareness to industry of the Authority.





# RESEARCH AND DEVELOPMENT

THE RESEARCH AND DEVELOPMENT PROGRAM SUPPORTS THE DEVELOPMENT OF NEW INDUSTRY TRAINING PROGRAMS, RESEARCH FOR THE AUTHORITY'S 2015 TRAINING PLAN AND SPECIAL PROJECTS.

## AIM

The aim is to assist organisations with funding to identify and address emerging issues affecting the training needs of the industry.

Funding is given for development of course and assessment resources where they do not currently exist. The Authority provides funding for the development of resources that are available to, and beneficial for all stakeholders in the industry.

## 2015 FUNDING

The Authority expects to fund \$125,000 in the research and development program in 2015 which includes the involvement of the local industry in the development of the Training Plan.

## HOW TO APPLY

Submit a completed application form to the Authority for assessment, addressing the following objectives, strategies and outcomes.



## OBJECTIVES

The application will be required to address the objectives of the program outlining the issues of the program, the change and benefits to the industry and the involvement of the industry in the program.

## STRATEGIES

The application will need to identify the strategies to be used to support the objectives and establish the outcomes of the program, including research activities, consultative mechanisms, surveys and assessment development.

## OUTCOMES

The application will need to identify the positive outcomes of the program which may include an increased participation of individuals, identified groups and organisations in the program, provide a greater range of structured training programs, increase compliance by the industry in Levy obligations, increase the awareness to industry of the Authority.

# ACCESS AND EQUITY

THE ACCESS AND EQUITY PROGRAM PROVIDES A NUMBER OF FUNDING INITIATIVES THAT SUPPORT THE EMPLOYMENT AND TRAINING OF BOTH ENTRY-LEVEL AND EXISTING WORKERS OF IDENTIFIED GROUPS AND PEOPLE WITH SPECIAL NEEDS WITHIN THE BUILDING AND CONSTRUCTION INDUSTRY.

## AIM

The aim of this funding program is to provide funding incentives to identified groups of people with special needs.

This includes Indigenous Australians, people requiring literacy and numeracy training, women in non-traditional vocations, people who have a disability or are from a non-English speaking background, or who are returning to the building and construction workforce after injury.

## 2015 FUNDING

The Authority expects to fund \$58,000 in the access and equity program in 2015 for any employers or group training organisations that employ workers from an identified group.

## HOW TO APPLY

Submit a completed application form to the Authority for assessment, addressing the following objectives, strategies and outcomes.

## OBJECTIVES

The application will be required to address the objectives of the program outlining the issues of the program, the change and benefits to the industry and the involvement of the industry in the program.

## STRATEGIES

The application will need to identify the strategies to be used to support the objectives and establish the outcomes of the program, including research activities, consultative mechanisms, surveys and assessment development.

## OUTCOMES

The application will need to identify the positive outcomes of the program, which may include an increased participation of individuals, identified groups and organisations in the program, improve the information available to the industry, provide a greater range of structured training programs, increase compliance by the industry in Levy obligations, increase the awareness to industry of the Authority.



Jordan Rowe, winner of Construction Industry Training Council's 2014 Outstanding Graduating Indigenous Apprentice.

# EXAMPLES OF FUNDED COURSES IN 2014

Advanced Diploma - Building and Construction	Master Builders Group Training (MB-GT) - Ph: (02) 6280 9119 Capital Training Institute (CTI) - Ph: (02) 6248 3900
A L E R T - Mental Health, Depression, Resilience & Suicide Awareness	Creative Safety Initiatives (CSI) - Ph: (02) 6230 1320
ACT Construction Induction Card (White Card)	Housing Industry Association (HIA) - Ph: (02) 6285 7300 Creative Safety Initiatives (CSI) - Ph: (02) 6230 1320 Master Builders Group Training (MB-GT) - Ph: (02) 6280 9119 Capital Training Institute (CTI) - Ph: (02) 6248 3900
ACT Workplace Health Safety Representatives	Master Builders Group Training (MB-GT) - Ph: (02) 6280 9119 Creative Safety Initiatives (CSI) - Ph: (02) 6230 1320
Asbestos Awareness	Creative Safety Initiatives (CSI) - Ph: (02) 6230 1320 Master Builders Group Training (MB-GT) - Ph: (02) 6280 9119 Housing Industry Association (HIA) - Ph: (02) 6285 7300 Robson Environmental - Ph: (02) 6239 5656 Capital Training Institute (CTI) - Ph: (02) 6248 3900
Backflow Prevention	Canberra Institute Of Technology (CIT) - Ph: (02) 6207 3100
Bullying, Harassment & Racial Vilification	Creative Safety Initiatives (CSI) - Ph: (02) 6230 1320 Master Builders Group Training (MB-GT) - Ph: (02) 6280 9119
Cert IV - Building and Construction	Master Builders Group Training (MB-GT) - Ph: (02) 6280 9119 Capital Training Institute (CTI) - Ph: (02) 6248 3900 Housing Industry Association (HIA) - Ph: (02) 6285 7300
Cert III - Business	Housing Industry Association (HIA) - Ph: (02) 6285 7300
Cert IV - Frontline Management	Learning Dimensions Network - Ph: 0419 599 194
Cert IV - Small Business Management	Housing Industry Association (HIA) - Ph: (02) 6285 7300
Cert IV - Project Management	Master Builders Group Training (MB-GT) - Ph: (02) 6280 9119 Capital Training Institute (CTI) - Ph: (02) 6248 3900
Cert IV - Training and Assessment	Master Builders Group Training (MB-GT) - Ph: (02) 6280 9119 Capital Training Institute (CTI) - Ph: (02) 6248 3900
Cert IV - Workplace Health Safety	Creative Safety Initiatives (CSI) - Ph: (02) 6230 1320 Housing Industry Association (HIA) - Ph: (02) 6285 7300 Mick Peterson and Associates - Ph (02) 6161 1119 Capital Training Institute (CTI) - Ph: (02) 6248 3900 Master Builders Group Training (MB-GT) - Ph: (02) 6280 9119
Chainsaw Operation	Southern Training Organisation (STO) - Ph: (02) 6496 1974 Master Builders Group Training (MB-GT) - Ph: (02) 6280 9119
Confined Space Training	Creative Safety Initiatives (CSI) - Ph: (02) 6230 1320 Loadwise - Ph: (02) 6100 6460 Master Builders Group Training (MB-GT) - Ph: (02) 6280 9119 Southern Training Organisation (STO) - Ph: (02) 6496 1974

Contacts Administration / Debt Recovery	National Electrical And Communications Association (NECA) - Ph: (02) 9744 1099
Diploma - Building and Construction	Capital Training Institute (CTI) - Ph: (02) 6248 3900 Master Builders Group Training (MB-GT) - Ph: (02) 6280 9119 Housing Industry Association (HIA) - Ph: (02) 6285 7300
Diploma - Project Management	Capital Training Institute (CTI) - Ph: (02) 6248 3900
Diploma - Workplace Health Safety	Master Builders Group Training (MB-GT) - Ph: (02) 6280 9119 Capital Training Institute (CTI) - Ph: (02) 6248 3900
Diploma - Management	Master Builders Group Training (MB-GT) - Ph: (02) 6280 9119
Dogging -various	Loadwise - Ph: (02) 6100 6460 Master Builders Group Training (MB-GT) - Ph: (02) 6280 9119 Creative Safety Initiatives (CSI) - Ph: (02) 6230 1320 Canberra Institute Of Technology (CIT) - Ph: (02) 6207 3100 Southern Training Organisation (STO) - Ph: (02) 6496 1974
Drainage (licensing)	Canberra Institute Of Technology (CIT) - Ph: (02) 6207 3100
Dust and Disease Awareness	Creative Safety Initiatives (CSI) - Ph: (02) 6230 1320
Electrical Awareness	Capital Training Institute (CTI) - Ph: (02) 6248 3900 Creative Safety Initiatives (CSI) - Ph: (02) 6230 1320
Elevated Work Platform - various	Southern Training Organisation (STO) - Ph: (02) 6496 1974 Canberra Institute Of Technology (CIT) - Ph: (02) 6207 3100 Loadwise - Ph: (02) 6100 6460
Estimating Course	National Electrical And Communications Association (NECA) - Ph: (02) 9744 1099 Housing Industry Association (HIA) - Ph: (02) 6285 7300 Master Builders Group Training (MB-GT) - Ph: (02) 6280 9119
First Aid/refresher	St John Ambulance - Ph: 6282 2399 Parasol EMT - Ph 1300 366 818 Creative Safety Initiatives (CSI) - Ph: (02) 6230 1320 Housing Industry Association (HIA) - Ph: (02) 6285 7300 National Electrical And Communications Association (NECA) - Ph: (02) 9744 1099 Master Builders Group Training (MB-GT) - Ph: (02) 6280 9119
Fork Lift	Master Builders Group Training (MB-GT) - Ph: (02) 6280 9119 Creative Safety Initiatives (CSI) - Ph: (02) 6230 1320 Loadwise - Ph: (02) 6100 6460 Southern Training Organisation (STO) - Ph: (02) 6496 1974 Canberra Institute Of Technology (CIT) - Ph: (02) 6207 3100
Gasfitting (licensing)	Canberra Institute Of Technology (CIT) - Ph: (02) 6207 3100
General Conditions of Contract Training	Master Builders Group Training (MB-GT) - Ph: (02) 6280 9119
Hot Water Temp (licensing)	Canberra Institute Of Technology (CIT) - Ph: (02) 6207 3100
Legal Obligations & FairWork Act	National Electrical And Communications Association (NECA) - Ph: (02) 9744 1099



Manual Handling	Capital Training Institute (CTI) - Ph: (02) 6248 3900 Master Builders Group Training (MB-GT) - Ph: (02) 6280 9119 Creative Safety Initiatives (CSI) - Ph: (02) 6230 1320 Loadwise - Ph: (02) 6100 6460
MYOB - Essentials	Capital Training Institute (CTI) - Ph: (02) 6248 3900
Onsite Construction Managers Training	Master Builders Group Training (MB-GT) - Ph: (02) 6280 9119
Nutrition Training	Creative Safety Initiatives (CSI) - Ph: (02) 6230 1320
Power Tool Awareness	Master Builders Group Training (MB-GT) - Ph: (02) 6280 9119
Personnel & Material Hoist	Creative Safety Initiatives (CSI) - Ph: (02) 6230 1320 Southern Training Organisation (STO) - Ph: (02) 6496 1974 Canberra Institute Of Technology (CIT) - Ph: (02) 6207 3100
Rigging - various	Southern Training Organisation (STO) - Ph: (02) 6496 1974 Canberra Institute Of Technology (CIT) - Ph: (02) 6207 3100
Sanitary (licensing)	Canberra Institute Of Technology (CIT) - Ph: (02) 6207 3100
Scaffolding - various	Southern Training Organisation (STO) - Ph: (02) 6496 1974 Creative Safety Initiatives (CSI) - Ph: (02) 6230 1320 Master Builders Group Training (MB-GT) - Ph: (02) 6280 9119 Loadwise - Ph: (02) 6100 6460
Slewing Mobile Crane - various	Loadwise - Ph: (02) 6100 6460 Southern Training Organisation (STO) - Ph: (02) 6496 1974
Sun Smart Training	Creative Safety Initiatives (CSI) - Ph: (02) 6230 1320
TAE Upgrade Adult Language, Literacy and Numeracy Skills	Learning Dimensions Network - Ph: 0419 599 194
Test and Tag	Master Builders Group Training (MB-GT) - Ph: (02) 6280 9119 Housing Industry Association (HIA) - Ph: (02) 6285 7300
Traffic Management	Master Builders Group Training (MB-GT) - Ph: (02) 6280 9119 Creative Safety Initiatives (CSI) - Ph: (02) 6230 1320
Vehicle Loading Crane Operation	Southern Training Organisation (STO) - Ph: (02) 6496 1974 Loadwise - Ph: (02) 6100 6460
Water (licensing)	Canberra Institute Of Technology (CIT) - Ph: (02) 6207 3100
Waterproofing - Compliance course	Master Builders Group Training (MB-GT) - Ph: (02) 6280 9119
Workplace Health Safety - Managers / Supervisors	Master Builders Group Training (MB-GT) - Ph: (02) 6280 9119 Capital Training Institute (CTI) - Ph: (02) 6248 3900 Creative Safety Initiatives (CSI) - Ph: (02) 6230 1320
Workplace Health Safety - Committee Member Training	Creative Safety Initiatives (CSI) - Ph: (02) 6230 1320 Capital Training Institute (CTI) - Ph: (02) 6248 3900 Master Builders Group Training (MB-GT) - Ph: (02) 6280 9119
Workplace Health Safety - Risk Mangement	Master Builders Group Training (MB-GT) - Ph: (02) 6280 9119
Work Safely at Heights	Loadwise - Ph: (02) 6100 6460 Master Builders Group Training (MB-GT) - Ph: (02) 6280 9119 Southern Training Organisation (STO) - Ph: (02) 6496 1974 Creative Safety Initiatives (CSI) - Ph: (02) 6230 1320 Capital Training Institute (CTI) - Ph: (02) 6248 3900
Workplace Impairment Training	Creative Safety Initiatives (CSI) - Ph: (02) 6230 1320

**If the registered training organisation (RTO) or course you wish to undertake is not listed, please contact the Training Fund Authority for assistance.**

