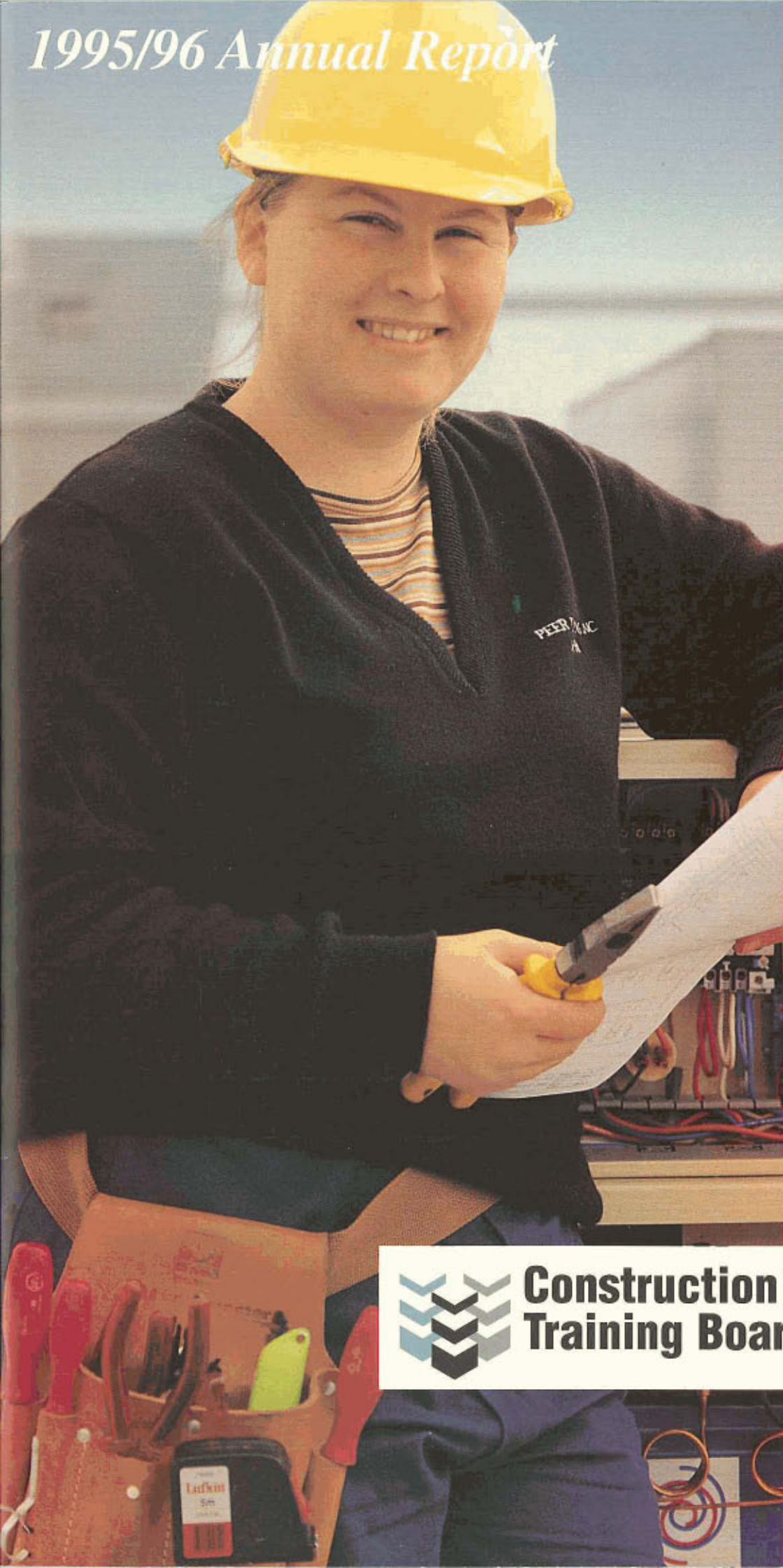


# 1995/96 Annual Report



“ Thanks to the mobility of my training through various businesses I have had the opportunity to experience a wide range of specialty skills. ”

Rebecca Fittock  
Electrical Mechanic Apprentice  
PEER TRAINING



**Construction Industry  
Training Board**

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## *Presiding Member's Report*

In accordance with Section 17 of the SA Construction Industry Training Fund(CITF) Act, I have much pleasure in presenting the 1995/96 Annual Report for the Construction Industry Training Board(CITB).

1995/96 was a period of both consolidation and growth for the CITB. The CITB has now consolidated its position as the organisation responsible for skills development and enhancement in the SA building and construction industry. The CITB's growth has been in its influence, income and its skill development and enhancement activities.

During the period of this report, the CITB has consulted widely with all of its stakeholders. These stakeholders include the various employer or employee associations, those companies operating in the industry, federal and state politicians, the training providers and those receiving the training itself, and of course those who stand to gain the most from the activities of the CITB, members of the general public of South Australia.

The 1995/96 year's activities have set a firm foundation for the CITB's future operations with the 1996/97 Annual Training Plan committing almost \$5.6 million to further develop the skills possessed by the SA building and construction industry.

The next year will see the industry increasingly benefiting from the work and support of the CITB. The Board of the CITB is committed to a culture of continuous improvement and this will be reflected in the CITB's future activities. The Board also is developing a series of acceptable performance indicators which will permit it to more readily manage for growth and also be able to more easily demonstrate the benefits of the existence of the CITF Levy.

This year has also seen the CITB preparing for the conduct, as required in the SA CITF Act, of a review of its operations by an independent person appointed by The Hon Dr Bob Such, SA Minister for Employment, Training and Further Education. As a precursor to this review, the Board of the CITB, at the end of the period under consideration, commissioned a wide-ranging internal review aimed at assessing the CITB's current performance and identifying its future direction. This review is currently under way and I can say that its preliminary results are very pleasing. I look forward to reporting on the results of these reviews in next year's annual report.

Finally, it would be remiss of me if I were not to thank all those who have contributed to the growing success of the CITB. Those whom I must personally thank include my fellow board members, those persons who serve on the various committees formed to support the CITB, the staff of the CITB, and finally, all of those operating in the SA building and construction industry.



Richard J. McKay  
Presiding Member



Richard McKay  
PRESIDING MEMBER

## *Chief Executive Officer's Report*



**Douglas Strain**  
CHIEF EXECUTIVE OFFICER

1995/96 has been a good year for the Construction Industry Training Board (CITB). I believe the year has seen a maturing of the CITB's operations along with a growth in the outcomes being achieved by the CITB in its crucial role in supporting the economic development of South Australia.

I assumed my appointment on 29 August 1995 and since then have been delighted at the commitment to the success of the CITB and the CITF demonstrated by the Board members and staff of the CITB and the various Sector Standing Sub-Committees and other advisory committees.

As I have stated, this year has seen a maturing of the CITB's operations, both as a levy collecting authority and as a facilitator of training for the SA building and construction industry.

The CITB has supported a record amount of training for those employed in the SA building and construction industry. The Board has approved the operation of a number of funding policies and procedures which will permit the gaining of Quality Accreditation.

In February 1996, the CITB hosted the first national conference for Building and Construction Industry Training Fund Organisations. This conference saw the Chairmen, Chief Executive Officers and senior staff of the CITB (SA), BCITF (WA) and TBCITB (Tas) meet together to discuss matters of mutual interest and endeavours to promote greater co-operation. The next conference is to be held in Tasmania and it is expected that with the impending enactment of a Training levy in the Australian Capital Territory, that the BCITC (ACT) will join the other three states which are currently benefiting from the existence of such a fund.

I look forward to the conducting of the review required by the CITF Act into the operations of the Act itself and the CITB. I am confident that the results of the review will serve to further develop our role in "Building Skills for SA's Future".

Finally, I would like to thank all those who have supported the CITB throughout 1995/96 and I would especially like to thank the staff of the CITB for their quiet efficiency.

A handwritten signature in dark ink, appearing to read 'Dag Strain'.

**Douglas D. Strain**  
Chief Executive Officer



## *Functions*

The CITB was established on 1 September 1993 under the provisions of the SA Construction Industry Training Fund (CITF) Act and its functions include:

- to act as a principal adviser to the relevant SA and Federal Ministers on any matter relating to training in the building and construction industry
- to administer the Construction Industry Training Fund (CITF) Act
- to prepare training plans in accordance with the Act
- to promote increased productivity, career opportunities, personal satisfaction and OH&S within the building and construction industry through training
- to review and evaluate employment related training programmes to ensure that they meet the training and skill requirements of the building and construction industry
- to ensure a more equitable distribution of efforts amongst employers in relation to employment related training in the building and construction industry
- to initiate, carry out, support or promote research into the training and personnel needs of the building and construction industry

## *1995/96 Major Achievements*

- Over 3,100 SA building and construction workers accessed CITB funded training places.
- The CITB provided funding support to over 275 SA Building and Construction apprentices.
- Netley Skills Centre was established.
- Civil Skills Centre provided over 241,000 hours of training to workers in the SA Building and Construction Industry.
- The CITB supported the conduct of the first ever AVTS programme for Building and Construction.
- A comprehensive promotional programme was implemented.
- CITB levy income exceeded \$5 million.
- Memorandum of Understanding was signed between CITB and Local Government Association of South Australia.
- Less than \$643,000, representing 12.07% of the levy funds collected, was expended on the Governance, Finance and Administration of the CITF Act.
- Workplace Assessment Pilot commenced.
- 1996/97 Annual Training Plan, which commits almost \$5.6 million to training, was approved.



**Jim Whiting**

President  
MASTER BUILDERS ASSOCIATION  
of S.A. and Managing Director of  
BADGE CONSTRUCTIONS

*“We support the aims and objectives of the CITB and actively utilise the courses and training schemes which it funds.”*

## *Mission*

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The CITB provides leadership and responds to the training needs of employers, trainees and employees in all sectors of the SA building & construction industry. It does this to improve individual career paths and industry competitiveness by researching, funding and monitoring training through consulting with the key stakeholders and providing industry-driven advice.

## *The Board*

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*Pictured:- Front Row(L to R) Mr Christopher Michelmore, Mr Roy Ellin, Mr Richard McKay, Mr Robert Stewart, Dr Billie Slater.*

*Back Row (L to R) Mr Douglas Strain, Ms Susan Frazer, Mr Martin O'Malley, Ms Carol Ward, Mr David Truran.*

*(Absent: Mr David Duncan, Mr Anthony Bush, Mr Bentley Carslake.)*

During the period the following were the Board members of the CITB

Director	Organisation	Representation
• Richard McKay		Presiding Member
• David Duncan	• Building Owners and Managers Association and Housing Industry Association	
• Roy Ellin	• Building Industry Sub-Contractors Association of SA	
• Donald Kennett (until 30 November 1995)	• Housing Industry Association	Five persons appointed to represent the interests of employers in the building and construction industry
• Christopher Michelmore (appointed 24 June 1996)	• Connell Wagner	
• Robert Stewart	• Master Builders Association of SA	
• David Truran	• Truran Earthmovers	
• Anthony Bush	• Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia (CEPU) - Plumbing Division	Three persons appointed to represent the interest of employees in the building and construction industry
• Bentley Carslake	• Construction, Forestry, Mining and Energy Union (CFMEU)	
• Martin O'Malley	• Australian Building and Construction Workers Federation	
• Michael Billing (until 31 August 1995)	• Western Mining Corporation	
• Susan Frazer (Deputy Ms Carol Ward appointed 26 June 1996)	• SA Department for Employment, Training and Further Education	Two persons appointed to represent the Vocational Education and Training Area
• Dr Billie Slater (appointed 7 September 1995)	• Marlestone Campus, Douglas Mawson Institute of TAFE	

Also, on 29 August 1995, Mr Douglas Strain was appointed as the Chief Executive Officer of the CITB.

## Conflict of Interest

During the term of this report, all board members received advice on the matter of Conflict of Interest and no member was found to be operating at any time in a Conflict of Interest.



**Ms Esther James**  
Civil Operations (Plant) trainee  
CIVIL CONSTRUCTION  
SKILLS & TECHNOLOGY  
CENTRE

*"I love the work and am extremely grateful for the excellent training and support."*



## *Delegations*

### *Authorised Officers*

In addition to the Finance Manager, Ms Jan Stephens and Compliance Manager, Mr Les Webb who have retained their appointment as Authorised Officers, both the Chief Executive Officer, Mr Douglas Strain and Compliance Officer, Mr Brenton Sullivan have been nominated by the Board and approved by the Minister as Authorised Officers in accordance with Section 33 of the SA Construction Industry Training Fund(CITF) Act 1993.

### *Expenditure*

The Chief Executive Officer(or, in the absence of the Chief Executive Officer, the Presiding Member or another Board Member) is authorised to incur capital expenditure for items approved by the Board in the Capital Budget.

The Chief Executive Officer(or, in the absence of the Chief Executive Officer, the Presiding Member or another Board Member) is authorised to incur expenditure for normal operating items approved by the Board in the Annual Budget, as well as grant funds.

The Finance Manager has authority to incur operating expenditure up to \$10,000.

### *Approval of Training Submissions*

The Chief Executive Officer is authorised to approve the processing, approval and allocation of funding for training submissions, providing they are properly endorsed by the appropriate Sector Standing Sub-Committee and conform with Construction Industry Training Board(CITB) policy.



*CITB Receptionist, Ravinder Boparai, assists a client.*



# Skill Development and Enhancement

## Planning Process

1995/96 was the first year of operation of the CITB's planning continuum. For the first time the CITB produced a Strategic Training Plan which covered the period 1996 to 1998. This then drove the development of the CITB's 1996/97 Annual Training Plan, which in turn will form the basis of the CITB's subsequent Strategic Training Plan to cover 1997 to 1999, due for release by 30 September 1996.

## Strategic plan

For the first time, the CITB produced a Strategic Training Plan. The 1996 /1998 Strategic Training Plan identified a number of critical issues confronting the industry including:

- the need to maintain an adequate supply of skilled people for the industry through the economic cycles;
- the need to ensure the training system is inclusive of all workers and remains relevant and responsive to maximise access and skill development;
- the need to maximise and monitor effective use of all CITB funds for the benefit of all construction workers and stakeholders.

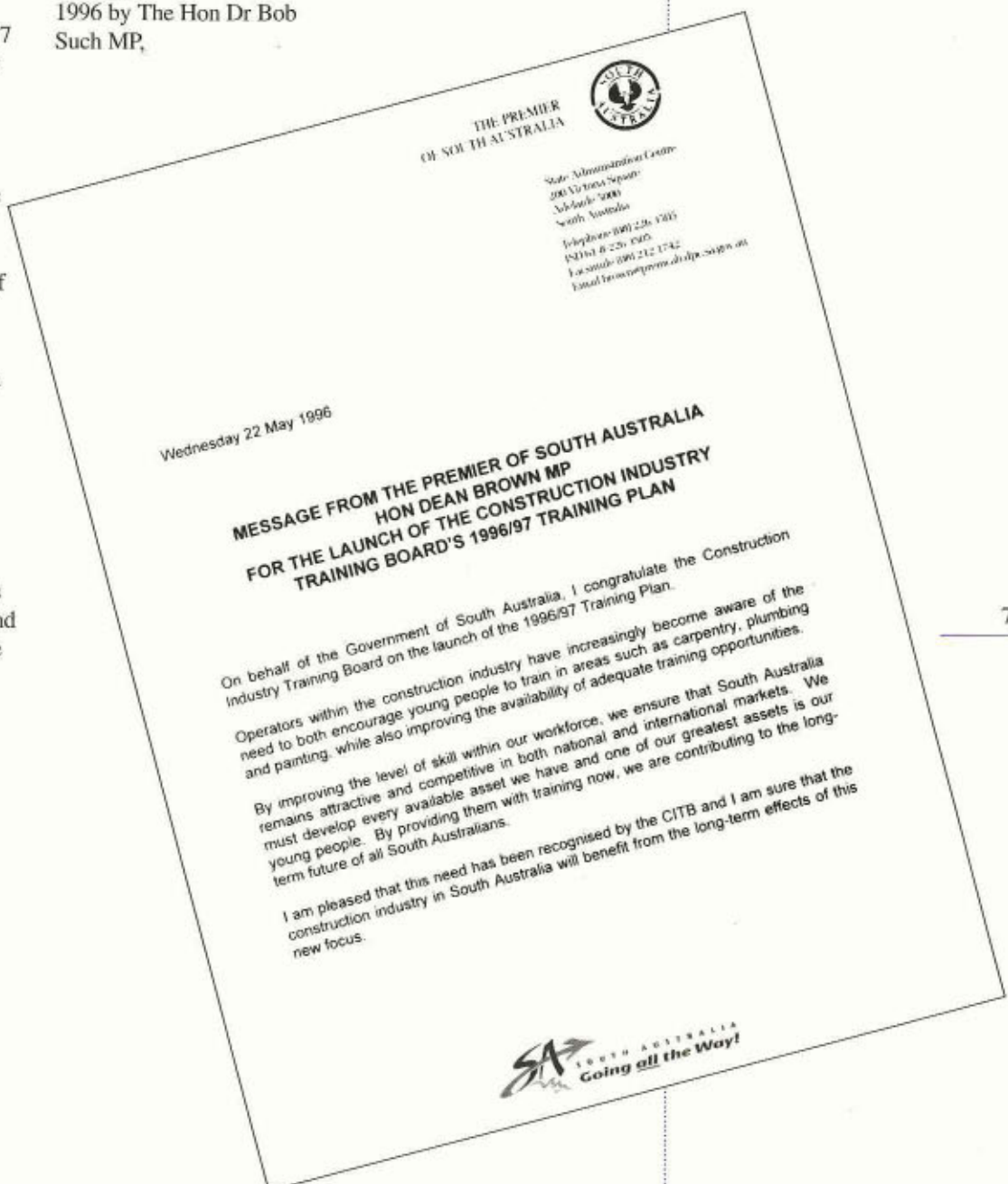
The Strategic Training Plan also proposed a number of responses to address these critical issues. The Plan provided the basic framework for the Board's planning processes.

## Annual training plan

The 1996/97 Annual Training Plan was produced in May, after extensive industry consultation and was approved on 13 May 1996 by The Hon Dr Bob Such MP.

Minister for Employment, Training and Further Education.

The Plan identified 7 funding programmes that were directed at achieving outcomes which were consistent with the industry's Strategic Training Plan.



### ***Planning Process (cont'd)***

#### ***Input to SA State Training Profile***

Each year, the Construction Industry Training Board is required to provide input into the South Australian State Training Profile. The profile is used to determine the level of public funding for different programmes across the state. The CITB submission was the culmination of a series of consultation activities that began with the Strategic Training Plan and identified the areas of impending skill shortages across the industry.

#### ***Training Activity***

During the period the CITB expended \$3.535 million on Training and Research which compares with less than \$2.1 million in 1994/95, an increase of over 69.1%. This funding supported, in full or part, the attendance of 3,100 persons at over 170 different training programmes, courses, seminars or activities. These activities included a wide range of industry subjects which were conducted by over 15 different training providers.

### ***Industry Skill Centres***

The CITB has maintained its support of building and construction industry skills centres. This support saw the consolidation of the Civil Construction Skills and Technology Centre (CCSTC) as Australia's leading provider of plant operator training and the first to deliver the new AVTS Traineeship in Civil Operations. CITB support also resulted in the establishment of the Netley Skills Centre which became one of the first providers to deliver training for the new Construction Worker Traineeships.

#### ***Entry-Level Training***

Throughout the period the CITB continued its commitment to entry level training through the provision of almost \$1.95 million to support group training schemes serving the needs of the SA building and construction industry. The following schemes received funding assistance in 1995/96;

- a. Master Builders Group Training Scheme
- b. Plumbing, Electrical, Electronic and Refrigeration (PEER) Training and
- c. Housing Industry Association

This support has continued to see an increase in the numbers of persons commencing apprenticeships in the building and construction trades. Also, during the year the Board of the CITB agreed to the adoption of a policy on Entry Level Training which will see a broadening of organisations who are able to access CITB funding and will also recognise the need to support those training for traineeships within the building and construction industry.

#### ***AVTS Professional Development Program***

The CITB received funding to deliver basic professional development to industry associations and trainers about the principles and processes under the Australian Vocational Training System. A consultant was engaged to undertake the development and delivery of training and information workshops. These workshops were conducted at the Netley Skills Centre for those in the Housing and Commercial/Industrial sectors and at The Civil Construction Skills and Technology Centre for those in the Civil Sector.



### ***Upskilling and Cross skilling***

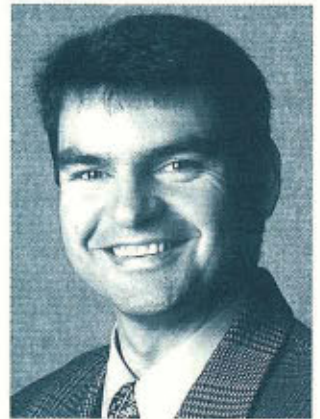
In 1995/96, the CITB provided \$790,000 in funding to support the provision of training to 2153 persons on approximately 150 courses. The topics and scope of the training provided was extremely wide and diverse. A summary of the topics covered are attached as Appendix 1.

### ***Enterprise Submissions (Training Rebate)***

1995/96 was the first full year of operations in which the Enterprise

Submissions (now retitled Training Rebate) programme was in effect. Under this programme, individuals and enterprises operating in the industry are able to receive a reimbursement from the CITB of the direct cost of attending any training course the outcome of which is consistent with those required by the CITB 1995/96 Annual Training Plan. The programme provides a maximum reimbursement of up to \$100.00 per day with funding provided for a maximum of five days. Under this scheme the CITB

provided over \$120,000 to persons or organisations operating in the SA building and construction industry for the attendance by 636 persons at various training activities which accorded with the 1995/96 Annual Training Plan.



**Andrew Fullgrabe**  
Training Manager  
HOUSING INDUSTRY  
ASSOCIATION (SA DIVISION)

***“The CITB makes training important by focussing attention, co-ordinating effort and providing the resources to give the housing industry necessary skills.”***



Emma Hillier, CITB Research Officer and Marcus d'Assumpcao, CITB Training Development Manager, interview Mr Ross Robinson of Rosedale Homes.



*Natalie Kenning, CITB Finance Clerk, and Hazel Brown, CITB Office Supervisor, process levy payments.*

### **Workplace Assessment**

During 1995/96, the CITB undertook research, funded by the Building Industry Redundancy Scheme Trust (BIRST), aimed at developing and implementing a nationally recognised workplace assessment system for the SA building and construction industry. This research culminated in the employment of Ms Leona Hicks as the Workplace Assessment Project Manager and the launch of a pilot system aimed at trialling a workplace assessment system in SA and determining the future of such a programme.

### **OH&S and First Aid**

The Board maintained its commitment to reflect the industry's concerns for the health, safety and welfare of those employed in the industry. This commitment

was reflected in the board supporting the attendance of 269 persons at courses in, or related to, OH&S.

### **Career Promotion**

The CITB has identified the need to attract capable young people to careers in the building and construction industry and during the year supported the development of a career video and supportive promotional package aimed at encouraging secondary school students to pursue a career in the Housing Sector.

### **Quality**

In recognition of the need for SA's building and construction industry to embrace the principles and practices of Quality, the CITB supported an extensive range of training programmes with over 140 persons attending these courses.

### **Management**

Again the CITB has recognised a non-technical training need which was threatening the future of the SA building and construction industry. It was identified that many enterprises lacked sufficient management skills and as a result the CITB supported the provision of management training to over 215 persons.

### **Information Technology**

The CITB provided training for 115 persons in various aspects of computer training, and in addition funded the provision of computer training facilities at Netley Skills Centre.



## **CTA**

The CITB remains a part of the national network of industry training advisory bodies (ITAB) for the building and construction industry. The CITB has representation on a number of national committees covered by Construction Training Australia (CTA), the National ITAB for the building and construction industry.

During the year matters on which the CITB provided input into CTA included the national industry training plan, the policy on entry level training, the development of the National Communication Strategy, and the development of industry competency standards.

## **Training of Regional Workers**

During 1995/96, the CITB commenced formal consultations with the various SA Regional Economic Development Boards in an effort to develop links in the industry in the regions and to seek input into the Board's planning processes. During the year the CITB approved funding of over \$110,000 to support the training of 1440 persons resident outside of metropolitan Adelaide.

## **Communication and Consultation**

During the year CITB Training and Development staff conducted consultations with a wide range of stakeholders.

Over 100 persons were interviewed and their contribution to the development of CITB policy and plans ensures that the CITB maintains its industry focus.

## **Research**

The CITB was involved in four major research activities. These were:

### **Women in Small Businesses in Non-Traditional Industries**

This is a national project funded by the Australian National Training Authority in collaboration with the Construction Industry Training Board and a number of other industry training advisory bodies. The project is due to conclude in the second half of 1996 and seeks to identify barriers that women who work in small businesses in non-traditional industries experience in skill development and recognition.

### **Domestic Building Trades Report**

The CITB provided funds to the Housing Sector to identify the status of building trades currently licenced to perform building work within the residential/domestic building industry. The Report identified potential shortages in a number of occupational groups and contributed to the identification of skill needs of the sector.

## **Training needs analysis for the Civil Sector**

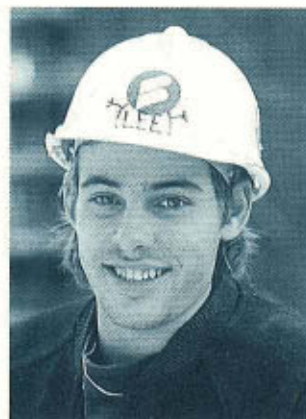
The CITB provided funds for research into the training needs of the Civil Sector and the development of a "Skills Passport" for trainees undertaking Civil Construction training. The information gained in the research was used in the CITB's 1996/1997 Annual Training Plan.

### **An Investigation of On and Off Job Sites as Learning Environments**

The CITB provided over \$23,000 as industry support for a national project to examine the relationship of the on-job and off-job components of the training for apprentices in the industry. This is a joint project between the Housing Industry Association and the University of South Australia's Centre for Research in Education and Work. The steering committee for the project has representation from the CITB, HIA, the National Centre for Vocational Education Research and DETAFE.

## **Curriculum Development**

The CITB provided funds to the SA division of the Building Owners and Managers Association of Australia to develop an Asset Management training programme for those involved in the purchase and maintenance of buildings and other assets. The curriculum will be submitted to the Accreditation and Registration Council for accreditation.



**Lee Alexander**  
Construction Worker Trainee  
BAULDERSTONE HORNIBROOK

*"Training will be good.....when you're not trained, that's when accidents happen."*

### ***Training Assessment Committee(TAC)***

TAC is a cross-sectoral committee of the CITB whose role is to arrange for and advise on the assessment of both curriculum, and training providers seeking to deliver training to the industry. The TAC responds to requests from the Accreditation and Registration Council for comment on applications. In addition, the TAC assessed applications from training providers and their trainers to deliver training in workplace assessment. During 1995/96 the TAC assessed the curriculum documents for five training courses/programmes and four applications for registration as a training provider.

### ***National Communication Strategy***

The CITB is participating in the implementation of the National Communication Strategy for the Building and Construction Industry. The thrust of this strategy is to integrate communication skill development into technical training courses.

### ***Government Liaison***

The CITB maintained regular contact with all SA government agencies either operating in, or impacting on the operation of, the SA building and construction industry. During 1995/96 paramount amongst these were membership of the committee responsible for developing the Regulations for the SA Building Work

Contractors Act and membership of the SA Building Surveyors and Allied Professionals Accreditation Board.



## Compliance



Mr Les Webb and Mr Brenton Sullivan, CITB Compliance Staff.

During 1995/96, the CITB allocated significant resources and effort to addressing the need to ensure that an acceptable level of compliance with the SA CITF Act was occurring.

### Compliance Strategies

To maximise the level of compliance with payment of the CITF Levy, the CITB developed a Compliance Strategy. This strategy emphasised the importance of communicating the need to pay the levy, the need to establish mechanisms to promote compliance and finally the need to establish a means by which to monitor the level of

### compliance achieved. **CITF Levy Income 1995/96**

The implementation of this strategy resulted in a greatly improved level of compliance which has resulted in a total of \$5.039 million being collected in levy income in 1995/96.

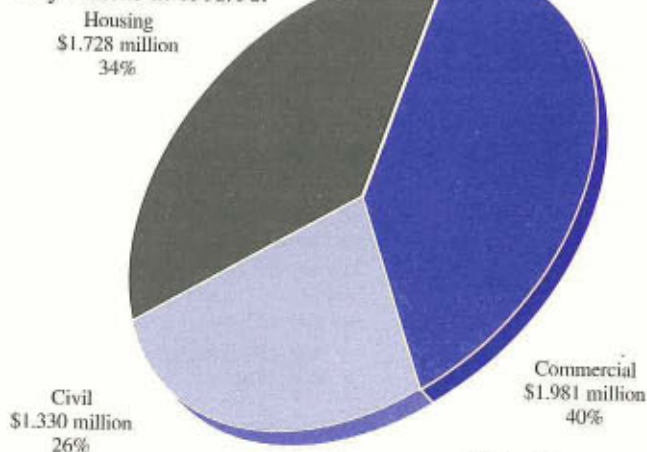


Figure 1



**Mick Talbot**  
Training Co-ordinator  
BRAMBLES EQUIPMENT

*"The existence of the CITB has had an impact on making work sites a lot safer through better training."*

### *SA Local Government*

The CITB continued to experience very effective co-operation between itself and the Local Government Association of South Australia. Compliance staff also commenced a visits programme which will, by the end of 1996,

see all but the most remote of local councils visited. This spirit of co-operation was encapsulated in a Memorandum of Understanding which was signed between the CITB and LGA on 15 February 1996.



**SIGNING CEREMONY OF  
THE MEMORANDUM OF UNDERSTANDING  
BETWEEN THE (CITB) AND THE (LGA)**

*Front Row(left to right)*

*Mr Douglas Strain, CEO CITB  
Mr Richard McKay, Chairman CITB  
Cr John Ross, President LGA  
Mr Jim Hullick, Secretary General LGA*

*Back row(left to right)*

*Dr Bob Such MP, Minister for Employment,  
Training and Further Education  
Mr Scott Ashenden MP, Minister for Local Government Relations  
Mr Les Webb, Compliance Manager CITB  
Cr John Behenna, LGTA  
Mr David Williams, Chairman LGTA  
Mr Peter Graves, LGTA  
Mr Antonio Polanco, AWU  
Mr Rob Stewart, Board Member CITB and CEO  
Master Builders Association of SA  
Ms Wendy Campana, Deputy Secretary General LGA*



### **Civil Sector**

Extensive effort was made to ensure those projects for which building rules consent is not required were complying with their liability to pay the CITF Levy. This effort saw a 357% increase in the collection of Civil Sector levies over those collected in 1994/95. As a result of this increase, for the first time the Civil Sector ended the year in surplus.

### **State Government**

Through its negotiations with the SA Department of Building Management (subsequently retitled as Services SA) the liability to pay the CITF Levy was included in the implementation guidelines to support the SA Building and Construction Industry Code of Practice, launched on 22 November 1995, by Minister Graham Ingerson.

### **Procedures**

During the period under consideration, the CITB developed and implemented procedures for the operation of the Compliance function. These procedures are to be trialled and further refined in 1996/97.

### **Amnesty**

During the year the Board of the CITB agreed to the operation of an amnesty from fines and penalty interest for those persons or organisations owing the CITF Levy and who could prove to have been genuinely ignorant of their liability. It is believed this amnesty resulted in a large number of organisations taking action to address their need to comply with their liability to pay the CITF Levy and also resulted in the largest ever monthly levy collection of \$1.247 million being achieved in June 1996.

### **Fines and Penalties**

During the period the Board of the CITB, imposed six fines totalling \$2,367.00 in accordance with Section 25 of the SA CITF Act.



**Kane Maguire**  
Construction Worker Trainee  
NETLEY SKILLS CENTRE

*"I'm learning heaps... the thing that I like about this Course is that it's very much 'hands-on', that's the way it should be."*

## *Governance, Finance and Administration*

In 1995/96 the CITB expended less than \$643,000, which represents 12.07% of the levy funds collected, on the Governance, Finance and Administration of the CITB and the SA CITF Act. In addition almost \$70,000, representing approximately 1.3% of the levy funds collected, was expended on the promotion of the need to pay the CITF Levy and of the availability of the training made possible through the funds collected.

### *Staffing*

At 30 June 1996, the CITB employed 11 full-time staff. These comprised five staff on contracts of employment and six on a permanent basis. In addition, the CITB was also employing one person on a Jobskills placement.

### *Information Technology*

Throughout the period of this report the CITB operated an 11 Terminal Local Area Network.

### *Equity*

During the period of the report the Board of the CITB approved an Equal Employment Policy and appointed Ms Hazel Brown as the Equal Employment Officer. During the period no reports or instances of a breach of EE Principles or of the CITB EE Policy occurred.

### *Occupational Health, Safety and Welfare (OHS&W)*

During the period of the report the Board of the CITB approved an OHS&W Policy and in accordance with the SA OHS&W Act, 1986 Ms Hazel Brown was elected as the Workplace OHS&W Representative. During the period no workplace injury or illnesses were reported or occurred.

### *Training*

During the period the CITB spent \$8,348 which represents 2% of the wages and salaries paid to staff, on formal staff training. Training undertaken by staff included computing, workplace assessment and OHS&W. In addition the staff participated in two half day in-house training sessions.

### *Policies and Procedures*

During the period the CITB committed substantial effort to the development of relevant policies and procedures for its operations. At the close of the period a draft Policies and Procedures Manual had been prepared and it is expected this will form the basis of a final document.

### *Quality*

The CITB remains committed to being a Quality organisation which is widely recognised for its effectiveness and efficiency. The CITB has committed to gaining Quality Accreditation. During the period the CITB initiated the documenting of its procedures such that a basis is established for the gaining of Quality Accreditation.

### *Financial Result*

In 1995/96 the CITB's total income was \$5.55 million. This represents an increase of almost 29.5% on the total income for 1994/95. The CITB Annual Financial Statements for the period 1 July 1995 to 30 June 1996 are attached as Appendix 2.

During the period 21,691 levy income forms were processed, and almost 1,400 cheque payments were made.

In addition, during the period the Board of the CITB approved the adoption of an Investments policy. The implementation of the policy has resulted in a \$46,000, or 19% increase in the amount of income gained from monies invested.



### **Financial Reserve**

During the period the Board approved the adoption of a Reserves Policy. This policy requires the CITB to maintain a Training Reserve, which is reflected in the Annual Training Plan, and a Strategic Reserve, which is to be 50% of the following years budgeted Levy income and for 1995/96 is \$2.02 million.

### **Fraud**

During the period no evidence was found to indicate that any activity of a fraudulent nature was perpetrated by a member of the staff of the CITB nor by any other agency or person seeking funding from the CITB.

### **Accommodation**

During the period the CITB signed a three year lease on the premises it occupies at 81 Greenhill Road, Wayville.

### **Sector Standing Sub-Committees and Specialist Services Working Party**

In accordance with Section 13 of the SA CITF Act 1993, the CITB operated the following committees to provide advice on funding allocations;

- Housing Sector Standing Sub-Committee
- Civil Sector Standing Sub-Committee, and
- Commercial Sector Standing Sub-Committee.

In addition, the CITB also supported the operation of the Specialist Services Working Party, to advise on the needs of those employed in the specialist services area. A list of the members as at 30 June 1996 of these committees is contained in Appendix 3.

### **Corporate Planning**

On 23/24 October 1995, the Board of the CITB participated in a corporate planning activity at Victor Harbor. This activity resulted in the Board agreeing to the adoption of a Mission for the CITB and on the development of numerous business strategies. The activity served to provide a sound basis for future planning by the Board.

### **Promotion/Awareness**

Throughout the period under consideration the CITB conducted a promotion campaign designed to increase the awareness of the liability to pay the CITF Levy and of the training which the CITF Levy facilitates. This campaign included the production of suitable printed material, the placing of advertisements in all SA Newspapers, a direct mailing of information to all, both general and restricted, builders registered in SA.

### **Collection Agents**

As at 30 June 1996, the CITB had approved, in accordance with Section 19 of the SA CITF Act 1993, the appointment of 74 Collection Agents, comprising mainly Local Government Authorities. On 15 February 1996 the fee for operating as a CITB Collection Agent was increased to \$5.00 per levy transaction. In the period a total of \$40,000 was paid to Collection Agents.

### **Eligible Workers**

The Board of the CITB approved the following as the definition for an "Eligible Worker", (someone who is able to access CITB funded training),

*"Any person normally resident in South Australia who can be reasonably expected to be employed in any of the segments of the SA Construction Industry as detailed in Schedule 1 of the SA CITF Act 1993, or any other such person approved on special application to the CEO of the CITB."*

### **Environmental Issues**

The CITB maintains a smoke free workplace and has a strong commitment to the environment. During the period of this report the CITB undertook no activity which was damaging to the natural environment.

## *Appendices*

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1. CITB Training Programmes - 1995/96
2. Financial Statements for the Period 1 July 1995 to 30 June 1996
3. CITB Sector Standing Sub-Committees and Specialist Services Working Party- Membership as at 30 June 1996



## *CITB Training Programmes - 1995/96*

### *Commercial*

- Basic scaffolding
- Forklift operation
- Intermediate rigging
- Advanced rigging
- Advanced scaffolding
- Basic rigging
- Basic plan reading and interpretation
- Basic oxy acetylene cutting
- Elevated work platform
- Basic welding
- Specialist wire rope splicing
- Workplace assessor course
- Senior first aid
- Twin rope access
- Health and safety
- Occupational Health
- Occupational Health Law
- Occupational Hygiene
- Safety supervisor
- Ergonomics
- Occupational Safety 1&2
- Introduction to Occupational Health and Safety
- Manual handling
- Concrete masonry-wall and paving
- Marketing
- Introduction to computer hardware and software
- Workplace trainer category 1&2
- Spreadsheet fundamentals
- Introduction to MS Word 6
- Computer operations fundamentals
- Introduction to MS Windows
- Introduction to Autocad Lite
- Plumbers restricted B Class licence
- Austel licencing
- Soldering technology
- Introduction to electronics
- Electronic principles and security systems
- Supervisory development programme
- AS 4300 design construction
- Introduction to MS Access

- On-site assessor course
- Construction safety supervisor course

### *Housing*

- Building regulations
- Estimating course
- Building contracts and documentation
- Understanding the timber code
- Building with steel
- Builder supervisor course
- Country training seminars
- Contract law for builders
- HIA Country trade workshops
- Professional development (marketing)
- HVAC Installation course
- HVAC Heat load and computer programme
- Austel Licencing
- Restricted B Class Electrical licencing

### *Civil*

- Confined Space
- Plant Operator
- Workzone Traffic Hazard Management
- First Aid
- Literacy and numeracy
- Workplace Trainer

## SOUTH AUSTRALIAN CONSTRUCTION INDUSTRY TRAINING BOARD

## OPERATING STATEMENT FOR THE YEAR ENDED 30 JUNE 1996

	HOUSING SECTOR	COMMERCIAL SECTOR	CIVIL SECTOR	OTHER	TOTAL	TOTAL
	1996 \$'000	1996 \$'000	1996 \$'000	1996 \$'000	1996 \$'000	1995 \$'000
<b>INCOME</b>						
Industry Levies	1,728	1,981	1,330	-	5,039	3,746
Interest on Deposits	102	116	65	24	307	169
Grants	-	-	-	197	197	367
Fines	-	-	2	-	2	-
Other Income	2	2	1	-	5	5
<b>Total Income</b>	<b>1,832</b>	<b>2,099</b>	<b>1,398</b>	<b>221</b>	<b>5,550</b>	<b>4,287</b>
<b>EXPENDITURE</b>						
<b>Administration:-</b>						
Salaries and related payments	125	142	80	-	347	278
Collection Agents Fees	33	6	1	-	40	28
Depreciation	8	8	5	-	21	14
Loss on sale fixed assets	-	1	-	-	1	-
Sector Administration	10	1	-	-	11	9
Other	106	120	67	-	293	181
<b>Total Administration Expenditure</b>	<b>282</b>	<b>278</b>	<b>153</b>	<b>-</b>	<b>713</b>	<b>510</b>
<b>Training &amp; Research Expenditure</b>	<b>1,374</b>	<b>1,532</b>	<b>629</b>	<b>-</b>	<b>3,535</b>	<b>2,090</b>
<b>Grant Expenditure</b>						
Salaries & Related payments	-	-	-	85	85	162
Depreciation	-	-	-	14	14	8
Other	-	-	-	121	121	116
<b>Total Grant Expenditure</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>220</b>	<b>220</b>	<b>286</b>
<b>TOTAL EXPENDITURE</b>	<b>1,656</b>	<b>1,810</b>	<b>782</b>	<b>220</b>	<b>4,468</b>	<b>2,886</b>
<b>Operating Surplus (Deficit)</b>	<b>176</b>	<b>289</b>	<b>616</b>	<b>1</b>	<b>1,082</b>	<b>1,401</b>
<b>Accumulated Surplus (Deficit) at 1 July 1995</b>	<b>2,178</b>	<b>835</b>	<b>(180)</b>	<b>154</b>	<b>2,987</b>	<b>1,586</b>
<b>Accumulated Surplus (Deficit) at 30 June 1996</b>	<b>2,354</b>	<b>1,124</b>	<b>436</b>	<b>155</b>	<b>4,069</b>	<b>2,987</b>
<b>Aggregate of amounts transferred to reserves</b>	<b>795</b>	<b>798</b>	<b>427</b>	<b>-</b>	<b>2,020</b>	<b>-</b>
<b>Balance Available</b>	<b>1,559</b>	<b>326</b>	<b>9</b>	<b>155</b>	<b>2,049</b>	<b>2,987</b>





# STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 1996

	Notes	1996 \$'000	1995 \$'000
<b>CURRENT ASSETS</b>			
Cash	3	1,226	3,550
Receivables	4	574	356
Investments	5	3,993	-
<b>TOTAL CURRENT ASSETS</b>		<b>5,793</b>	<b>3,906</b>
<b>NON CURRENT ASSETS</b>			
Property plant and equipment	6	123	106
<b>TOTAL NON CURRENT ASSETS</b>		<b>123</b>	<b>106</b>
<b>TOTAL ASSETS</b>		<b>5,916</b>	<b>4,012</b>
<b>CURRENT LIABILITIES</b>			
Training expenditure approved but not yet paid	7	1,741	858
Creditors and accrued expenses		91	69
Provisions	8	15	13
Other	9	-	85
<b>TOTAL CURRENT LIABILITIES</b>		<b>1,847</b>	<b>1,025</b>
<b>TOTAL LIABILITIES</b>		<b>1,847</b>	<b>1,025</b>
<b>NET ASSETS</b>		<b>4,069</b>	<b>2,987</b>
<b>ACCUMULATED FUNDS</b>			
Reserves	10	2,020	-
Accumulated Funds		2,049	2,987
<b>TOTAL ACCUMULATED FUNDS</b>		<b>4,069</b>	<b>2,987</b>

# STATEMENT OF CASHFLOWS FOR THE YEAR ENDED 30 JUNE 1996

	Notes	1996 \$'000	1995 \$'000
		Inflows (Outflows)	Inflows (Outflows)
<b>CASHFLOWS FROM OPERATING ACTIVITIES</b>			
<b>Inflows:</b>			
Industry training levy		4,811	3,776
Interest received		113	169
Other		41	5
<b>Outflows:</b>			
Payments to employees and suppliers		(3,324)	(2,238)
Grants		(25)	(25)
<b>Net Cash provided by Operating Activities</b>	17.2	<b>1,616</b>	<b>1,687</b>
<b>CASHFLOWS FROM INVESTING ACTIVITIES</b>			
<b>Inflows:</b>			
Proceeds from sale of Commercial Bills		16,847	500
<b>Outflows:</b>			
Payment for plant and equipment		(53)	(73)
Payment for Commercial Bills		(20,666)	-
<b>Net Cash used in Investing Activities</b>		<b>(3,872)</b>	<b>427</b>
<b>CASHFLOWS FROM GOVERNMENT</b>			
<b>Inflows:</b>			
Receipts from Grants:			
* Recurrent		108	86
* Other		8	114
<b>Outflows:</b>			
Return of unspent Grant		(8)	-
Grants		(176)	-
Other		-	(275)
<b>Net Cash used in Government</b>		<b>(68)</b>	<b>(75)</b>
<b>NET DECREASE IN CASH HELD</b>		<b>(2,324)</b>	<b>2,039</b>
<b>CASH AT 1 JULY</b>		<b>3,550</b>	<b>1,511</b>
<b>CASH AT 30 JUNE</b>	17.1	<b>1,226</b>	<b>3,550</b>



**SOUTH AUSTRALIAN  
CONSTRUCTION INDUSTRY TRAINING BOARD  
NOTES TO AND FORMING PART  
OF THE FINANCIAL STATEMENTS**

**1. GENERAL**

**1.1 Objectives**

The Board's responsibilities include:

- management and administration of the Construction Industry Training Fund and the South Australian Construction Industry Training Advisory Body;
- to act as a principal adviser to the Minister for Employment, Training and Further Education and the Minister of Employment, Education and Training for the Commonwealth on training related matters for the Building and Construction Industry in South Australia;
- preparation of training plans;
- co-ordination of training and review and evaluation of employment related training programmes.

The fund collects revenue by way of a levy of 0.25 percent of the value of building and construction work. This revenue is invested back into the industry in the form of expenditure on training.

**2. SUMMARY OF ACCOUNTING POLICIES**

**2.1 General System of Accounting Underlying the Financial Statements**

The General Purpose Financial Statements have been prepared in accordance with applicable Accounting Standards, the Treasurer's Instructions for Authorities promulgated under the provisions of the Public Finance and Audit Act, 1987, and the requirements of the Construction Industry Training Fund Act, 1993. The following is a summary of the significant policies adopted by the Board in the preparation of the Accounts.

- 2.2 The accrual accounting basis has been used for the preparation of the Financial Statements whereby items are brought to account as they are earned or incurred and included in the statements for the accounting periods to which they relate.
- 2.3 The Accounts are prepared on the basis of historical cost and are not adjusted to take account of either changing money values or current valuations of non-current assets unless otherwise disclosed in the notes.

**2.4 Depreciation**

Depreciation of assets is calculated on a straight line basis so as to write off the cost of the asset over its expected useful life.

**2.5 Recoverable Amount of Non-Current Assets**

Non-current assets are written down to recoverable amount where the carrying value of any non-current asset exceeds recoverable amount.

**2.6 Income Tax**

The fund is exempt from Income Tax in terms of Section 23(d) of the Income Tax Assessment Act 1936 as amended.

**2.7 Employee Entitlements**

Provision has been made in the Financial Statements, where stated, for the Board's liability for employee entitlements arising from services rendered by employees to balance date. Related on-costs consequential to the employment of employees (viz worker's compensation insurance premiums and superannuation contributions) have been included in the determination of the liability.

### **Annual Leave**

Provision has been made for the unused component of annual leave at balance date. The provision has been calculated at nominal amounts based on current salary rates.

### **Sick Leave**

No provision has been made in respect of sick leave. As sick leave taken by employees is considered to be taken from the current year's accrual, no liability is recognised.

### **Long Service Leave**

The Board has been unable to apply the present value method of liability calculation in respect of long service leave, as required by AAS30 - Accounting for Employee Entitlements. The Board, and consequently employee history covers less than three years and as such, employee retention history information is insufficient for a present value liability calculation. The Board in the interim has adopted the policy of providing for long service leave in respect of employees with 7 or more years of service. At the reporting date no employee had 7 years service.

### **Superannuation**

The Board has contributed 5 percent of employees' base salary into a prescribed superannuation fund. This amount represents the Board's full liability for superannuation for the year.

## **2.8 Creditors and Accrued Expenses**

The Board has brought to account accrued expenses at year end.

## **2.9 Grant Monies**

Grant monies for specific projects are recognized as revenue in the financial year when monies are received, in accordance with Department of Treasury and Finance Accounting Policy Statement No. 11. However, where specific conditions relating to the grant are not met and the amount is required to be repaid, a liability is recognised in the Balance Sheet as a result of a present obligation arising to the grantor.

## **2.10 Leases**

The Board leases premises and equipment for its administrative and operating activities. The leases are classified as operating leases and lease payments are included as expenditure in equal instalments over the accounting periods covered by the respective lease terms.

## **2.11 Accrued Levy Income**

Accrued Levy Income includes all amounts held by collection agents at balance date.

## **2.12 Training Expenditure Approved But Not Yet Paid**

Training expenses are recognised as an expense in the financial year that the training expenditure was approved. The balance of unexpended training approvals is included on the balance sheet as Training Expenditure approved but not yet paid.

## **2.13 Sector Allocation of Income and Expenditure**

The following income and expenditure items have been allocated between sectors based on the level of Industry Levy Income and Training Expenditures:

- Interest Income
- Other Income
- Salaries and related payments
- Depreciation
- Loss on Sale of Fixed Assets
- Other Administration Costs



Industry Levy Income, Fines, Collection Agent Fees, Sector Administration Fees and Training Expenditures have been allocated between sectors based on actual amounts received/incurred for that sector.

3. **Cash**

The Cash of the Board comprises:

	1996	1995
	\$'000	\$'000
Cash on Hand and at Bank	1,076	23
Term Deposits	150	3,527
<b>Total Cash</b>	<b><u>1,226</u></b>	<b><u>3,550</u></b>

4. **Current Receivables**

The receivables due to the Board at balance date comprise:

	1996	1995
	\$'000	\$'000
Accrued Levy Income	432	320
Trade Debtors	118	1
Sundry Debtors	24	35
<b>Total Current Receivables</b>	<b><u>574</u></b>	<b><u>356</u></b>

5. **Current Investments**

The investments of the Board at balance date comprise:

	1996	1995
	\$'000	\$'000
Commonwealth Bank commercial bills	3,993	-
<b>Total Current Investments</b>	<b><u>3,993</u></b>	<b><u>-</u></b>

6. **Property, Plant and Equipment**

Plant and Equipment:

		1996	1995
		\$'000	\$'000
Furniture and fittings at cost	48		
Less: Accumulated depreciation	<u>22</u>	26	19
Computer equipment at cost	117		
Less: Accumulated depreciation	<u>45</u>	72	61
Office machines at cost	13		
Less: Accumulated depreciation	<u>5</u>	8	6
Motor vehicles at cost	21		
Less: Accumulated depreciation	<u>4</u>	17	20
<b>Total Plant and Equipment</b>		<b><u>123</u></b>	<b><u>106</u></b>

7. **Training Expenditure Approved But Not Yet Paid**

	1996	1995
	\$'000	\$'000
Housing Sector	658	507
Commercial Sector	935	278
Civil Sector	148	73
	<b><u>1,741</u></b>	<b><u>858</u></b>

<b>8. Current Provisions</b>	1996	1995
Provision for employee entitlements:	\$'000	\$'000
Annual leave	15	13
<b>Total Current Provisions</b>	<b>15</b>	<b>13</b>
<b>9. Other Current Liabilities</b>	1996	1995
Grants & Subsidies Received:	\$'000	\$'000
Non-Government grants	-	85
<b>Total Other Current Liabilities</b>	<b>-</b>	<b>85</b>

#### 10. Reserves

The Board has provided for a Reserve to address any strategic needs that may arise which the Board considers warrant an allocation of funds.

	1996	1995
	\$'000	\$'000
Strategic reserve	2,020	-
<b>Total</b>	<b>2,020</b>	<b>-</b>

#### 11. Expenditure Commitments

##### Lease Commitments:

	1996	1995
Operating Leases:	\$'000	\$'000
- Not later than 1 year	41	32
- Later than 1 year but not less than 2 years	43	34
- Later than 2 years but not later than 5 years	51	39
<b>Aggregate lease expenditure contracted for at balance date but not provided for</b>	<b>135</b>	<b>105</b>

#### 12. Auditor's Remuneration

	1996	1995
Amounts receivable by the auditors for auditing the accounts:	\$'000	\$'000
<b>Total</b>	<b>20</b>	<b>20</b>

#### 13. Remuneration of Directors

Total income received, or due and receivable during the financial year by Board Members was \$8,000 (\$8,000). The number of Board members whose income from the entity falls within the following bands is:

BAND	1996 NO. OF MEMBERS	1995 NO. OF MEMBERS
<b>\$0- \$9,999</b>	<b>1</b>	<b>1</b>

Prescribed benefits given by the Board to a prescribed superannuation fund or otherwise in connection with the retirement of a Board member was \$423.



#### 14. Remuneration of Executives

No employee received remuneration in excess of \$100,000 during 1995/96

#### 15. Consultant Fees

	1996	1995
	\$'000	\$'000
Total expenditure on consultancies	60	51
The consultancies used by the Board and expenditure have been grouped under the following ranges:		
Below \$10,000:		
Number of consultancies - 12		
\$10,000 to \$25000:		
Norman Waterhouse - Legal Advice		

#### 16. Related Party Disclosures

##### 16.1 Directors of the Construction Industry Training Board

The Directors of the Construction Industry Training Board during the financial year were:

Richard McKay	Presiding Member
Anthony Bush	
Bentley Carslake	
David Duncan	
Roy Ellin	
Susan Frazer	
Donald Kennett	(resignation effective from 30/11/95)
Martin O'Malley	
Dr. Billie Slater	(appointed 7/9/95)
Robert Stewart	
David Truran	
Michael Billing	(resignation effective from 31/8/95)
Christopher Michelmore	(appointed 24/6/96)

##### 16.2 Transactions with Director-Related Entities

The following related party transactions occurred during the financial year:

(a) Two of the Board Members are also Board Members of the Construction Industry Long Service Leave Board from whom the Construction Industry Training Board leases premises for its operating activities under normal terms & conditions.

(b) During the year training funds were allocated to associated entities of the Directors of the Construction Industry Training Board. Such transactions were within terms & conditions no more favourable than those available on similar transactions to other parties.

#### 17. Notes to the Statement of Cashflows

##### 17.1 Reconciliation of Cash

For the purposes of the Statement of Cashflows, the Board considers cash to include cash on hand and in banks and investments readily convertible to cash within two (2) working days. Cash at the end of the reporting period, as shown in the Statement of Cashflows, is reconciled to the related items in the Statement of Financial Position as follows:

	1996	1995
	\$'000	\$'000
Cash at Bank	1,076	23
Term Deposits	150	3,527
	<u>1,226</u>	<u>3,550</u>

### 17.2 Reconciliation of Net Cash Provided by Operating Activities to Operating Surplus

	1996 \$'000	1995 \$'000
Operating Surplus	1,082	1,401
Net Government Income	68	(59)
Depreciation	35	22
Increase/(Decrease) in annual leave provision	2	(8)
Increase in debtors and accrued levy income	(229)	(5)
Decrease in sundry debtors	31	-
Increase in accrued interest	(20)	-
Interest on commercial bills	(174)	-
Increase/(Decrease) in creditors and accrued expenses	22	(23)
Loss on sale of fixed assets	1	-
Decrease in grant monies received in advance	(85)	(55)
Increase in training provisions	883	414
<b>Net Cash provided by Operating Activities</b>	<u>1,616</u>	<u>1,687</u>



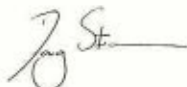
## **SOUTH AUSTRALIAN CONSTRUCTION INDUSTRY TRAINING BOARD FINANCIAL STATEMENTS**

### **CERTIFICATE BY THE PRESIDING MEMBER, CHIEF EXECUTIVE OFFICER AND FINANCE MANAGER**

To the best of our knowledge and belief, the attached Operating Statement, Statement of Financial Position, Statement of Cashflows and Notes To and Forming Part Of The Financial Statements give a true and fair view of the results of operations and the financial position of the South Australian Construction Industry Training Board for the financial year ended 30 June 1996.



**RICHARD J. MCKAY  
PRESIDING MEMBER**



**DOUGLAS D. STRAIN  
CHIEF EXECUTIVE OFFICER**



**JAN E. STEPHENS  
FINANCE MANAGER  
(PRINCIPAL  
ACCOUNTING OFFICER)**

#### **AUDITOR-GENERAL'S DEPARTMENT INDEPENDENT AUDIT REPORT**

**TO THE PRESIDING OFFICER  
CONSTRUCTION INDUSTRY TRAINING BOARD**

##### **SCOPE**

As required by Section 31 of the Public Finance and Audit Act, 1987 and Section 16(1) of the Construction Industry Training Board Act, 1993 I have audited the financial statements of the Construction Industry Training Board for the year ended 30 June 1996. The financial statements comprise:

- An Operating Statement;
- A Statement of Financial Position;
- A Statement of Cash Flows;
- Notes to and forming part of the financial statements; and
- Certificates by the Presiding Officer, Chief Executive Officer and the Finance Manager.

The members of the Construction Industry Training Board are responsible for the preparation and presentation of the financial statements and the information contained therein. An independent audit of the financial statements has been conducted in order to express an opinion on them to the Presiding Officer.

The audit has been conducted in accordance with the requirements of the Public Finance and Audit Act, 1987, and the Australian Auditing Standards to provide reasonable assurance as to whether the financial statements are free from material misstatements.

Audit procedures included examination on a test basis of evidence supporting the amounts and other disclosures in the financial statements and the collection of accounting policies and significant accounting estimates. These procedures have been undertaken to form an opinion as to whether, in all material respects, the financial statements are prepared fairly in accordance with Treasurer's Instructions promulgated under the provisions of the Public Finance and Audit Act, 1987, appropriate Accounting Standards and other mandatory professional reporting requirements (United States Group Companies Viewed) so as to present a view which is consistent with my understanding of the Construction Industry Training Board's financial position, the results of its operations and its cash flows.


The audit opinion expressed in this report has been formed on the above basis.

##### **QUALIFICATION**

The 1995-96 figures are not subject to qualification. The financial statements include 1994-95 comparative figures which were subject to qualification in the previous year. That qualification indicated that I was unable to form an opinion on the completeness of levy income as measures taken by the Board in relation to levy collection, including a program of compliance review, had not been operative for the full financial year.

##### **QUALIFIED AUDIT OPINION**

In my opinion, except for the effects on the financial statements of the matter referred to in the qualification paragraph, the financial statements present fairly in accordance with Treasurer's Instructions promulgated under the provisions of the Public Finance and Audit Act, 1987, appropriate Accounting Standards and other mandatory professional reporting requirements, the financial position of the Construction Industry Training Board as at 30 June 1996, results of its operations and cash flows for the year ended 30 June 1996.

  
**K.I. MacPHERSON  
AUDITOR-GENERAL  
4 September, 1996**

6th Floor, State Administration Centre, 200 Victoria Square, Adelaide 5000  
Telephone (08) 226 9640 Facsimile (08) 226 9686 DX 56256 Victoria Square





## *CITB Sector Sub-Committees and Specialist Services Working Party- Membership as at 30 June 1996*

### **Housing SSSC**

Mr Ray Hendrie(Chair) Self-employed

Mr Caj Amadio Caj Amadio Projects/Construction  
Ms Sue Averay Royal Australian Institute of Architects  
Mr Bill Beattie Master Builders Association of SA Inc.  
Mr Bernie Biggs Wall & Ceiling Contractors Assoc.  
Mr Keith Bleechmore Airconditioning & Mechanical Contractors Assoc  
Mr Terry Carrigan BGC AUST P/L  
Mr Ben Carslake CFMEU  
Ms Wendy Cato PEER Skills Centre  
Mr David Duncan Housing Industry Association  
Mr Mike England Master Painters, Signwriters & Dec. Assoc. of SA  
Mr Ron Edwards Pioneer Homes Australia Ltd  
Mr Harry Ennis Construction Industry Training Centre  
Mr Doug Evans SA Roof Tilers Assoc  
Mr Darren Ferber Irrigation Association of Australia  
Mr Andrew Fullgrabe Housing Industry Association  
Mr Peter Graves Local Government Training Authority  
Mr Doug Hargreaves Master Plumbers & Mech. Services Assoc. of SA Inc.  
Mr Ken Harrington SA Horticultural Training Services  
Mr Peter Harris CFMEU  
Mr Mick Hindle Australian Workers Union  
Ms Winifred Hughes Master Builders Group Training Scheme  
Mr Alan Lindner Douglas Mawson Institute of TAFE  
Mr Ray Michell Better Heating & Cooling Bureau of SA  
Mr Kevin Mills University of South Australia  
Mr Hans Overbeeke Affordable Airconditioning  
Mr Rick Pillion Douglas Mawson Institute of TAFE  
Mr Terry Reeves PEER Training  
Mr Allan Roberts Monier PGH  
Mr Howard Sellars NUBRIK  
Mr Murray Smith Douglas Mawson Institute of TAFE  
Mr Rob Stewart Master Builders Association of SA Inc.  
Mr Les Thompson Australian Institute of Building  
Mr Bruno Varacalli Master Painters, Signwriters & Dec. Assoc. of SA

### **Commercial/Industrial SSSC**

Mr Harry Ennis(Chair) Construction Industry Training Centre

Ms Sue Averay Royal Australian Institute of Architects  
Mr Bill Beattie Master Builders Association of SA Inc.

Mr David Bernard Colliers Jardine  
Mr Bernie Biggs Wall & Ceiling Contractors Assoc.  
Mr Keith Bleechmore Airconditioning & Mechanical Contractors Assoc  
Ms Wendy Cato PEER Skills Centre  
Mr Mark Cody Netley Skills Centre  
Mr Gary Dare Boulderstone Hornibrook  
Mr Roy Ellin National Electrical Contractors Association  
Mr Tony Eversham Brambles Equipment  
Ms Ruth Gillies Built Environs  
Mr Mark Glasson Douglas Mawson Institute of TAFE  
Mr Peter Graves Local Government Training Authority  
Mr Simon Gray Cement & Concrete Association of Australia  
Mr Noel Grinham CFMEU  
Mr Doug Hargreaves Master Plumbers & Mech. Services Assoc. of SA Inc.  
Mr Shane Harris Building & Quality Assurance Consultant  
Ms Leona Hicks BIRST  
Mr Ray Hendrie Self-employed  
Mr Peter Harris CFMEU  
Mr Michael Hindle Australian Workers Union  
Ms Winifred Hughes Master Builders Group Training Scheme  
Mr Helmut Koennecker CFMEU  
Mr David Laidlaw CFMEU  
Mr Alan Lindner DETAFE  
Mr Bob Liteplo Hansen Yuncken  
Mr Gavin Macdonald Koukourou Urban and Residential Engineers  
Mr John Marshall Marshall & Brougham  
Mr Bob McPherson Royal Australian Institute of Architects  
Mr Dominic McStraw CICA  
Mr Ray Michell Better Heating & Cooling Bureau of SA  
Mr Kevin Mills University of South Australia  
Mr Martin O'Malley AB&CWF  
Mr Helmut Printz Wall & Floor Tiling Contractors Association  
Mr Terry Reeves PEER Training  
Mr Andrew Robertson National Electrical Contractors Association  
Mr George Sargent Irrigation Association of Australia  
Mr Rob Stewart Master Builders Association of SA Inc.  
Mr Mick Talbot Brambles Equipment  
Mr Bruno Varacalli Master Painters, Signwriters & Dec. Assoc. of SA

### Civil SSSC

Mr Michael Hindle (Chair)	Australian Workers Union
Mr Hans Bailht	Davalan Industries
Mr Colin Best	Bardacol Pty Ltd
Mr Bill Beattie	Master Builders Association of SA Inc.
Mr Glen Blackmore	Tron Contracting
Mr Keith Bleechmore	Air Conditioning & Mechanical Contractors Association of SA
Ms Wendy Cato	PEER Skills Centre
Mr John Chamberlain	LR&M Constructions
Mr John Davison	J Davison Nominees PL
Ms Kathryn Eden	Irrigation Institute of Australia
Mr Mike England	Master Painters, Signwriters & Dec. Assoc. of SA
Mr Tim Gamon	Association of Consulting Engineers, Australia
Mr Harry Ennis Centre	Construction Industry Training
Mr Peter Graves Authority	Local Government Training
Mr Doug Hargreaves	Master Plumbers & Mech. Services Assoc. of SA Inc.
Mr Ray Hendrie	Self employed
Mr Bob Johnston	Cadell Constructions
Mr David Linn	LETService Pty Ltd
Mr Kevin Mills	University of South Australia
Mr Phil Morton	Boral Asphalt
Mr Peter Naughton	Civil Construction Skills & Technology Centre Inc.
Mr Bob Osborne	Civil Contractors Federation
Mr Andrew Robertson	National Electrical Contractors Association
Mr Peter Ryan	Emoleum (Aust) PL
Mr Rob Stewart	Master Builders Association of SA Inc.
Mr Jekabs Strikis	Pioneer Road Services
Mr Paul Sutton	SAGASCO - Training Division
Mr Ian Tarbotton	York Civil
Mr David Truran	Civil Contractors Federation
Mr Julian Walters	Pavement Technology
Mr Harry Wauer	Salisbury Earthmovers P/L

### Specialist Services Working Party

Mr Keith Bleechmore (Chair)	Air Conditioning & Mechanical Contractors Association of SA
Mr Bernie Biggs	Wall & Ceiling Contractors Association
Ms Wendy Cato	PEER Skills Centre
Mr Roy Ellin	National Electrical Contractors Association
Mr Harry Ennis Centre	Construction Industry Training
Mr Doug Hargreaves	Master Plumbers & Mechanical Services Association of SA Inc.
Mr Dennis Hebbard	JH Hebbard Pty Ltd
Mr Ray Hendrie	Self Employed
Mr Michael Hindle	Australian Workers Union
Mr Ray Michell	Better Heating & Cooling Bureau
Mr John Muller	Regency Institute of TAFE
Mr Helmut Prinz	Specialist Tiling Contractors Assoc
Mr Alan Reedy	Electrical and Electronic ITAB
Mr Andrew Robertson	National Electrical Contractors Association
Mr Bruno Varacalli	Varacalli Painters







# **Construction Industry Training Board**

81 Greenhill Road Wayville SA 5034  
Telephone (08) 8373 4744 Facsimile (08) 8373 2696