

28TH ANNUAL REPORT


Group Training Association of Victoria

2012 - 2013



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GTAV Chair, Dean Luciani with Hon. Minister Peter Hall at The Point, Albert Park

CHAIR'S REPORT

Welcome to the 2012/2013 GTAV Annual Report. This is my first report as chair of the GTAV.

Thank you Joan Williamson (6 years GTAV Board and GTAV Chair between 2011-13) and Janette Etherington (2 years) for their hard work and support.

I am of the firm view that a dynamic and robust Board needs new ideas, generational change and skills that reflect the needs of the Association and the membership. I believe that the current Board is in a strong position albeit with a few challenges, and with 2 new Directors, Robyn Goodwill (independent) and David Edgar (member elected) the Association is well placed to oversee the development of the Association and the advocacy of Group Training with stakeholders and the wider community.

The contribution to our young people in training and in the workforce is second to none and is substantially why Group Training continues to survive in sometimes a fragmented and challenging environment.

It has been a busy year with a number of government policy reviews, and the introduction of the Victorian Incorporated Associations Reform Act 2012 (replacing the 1981 Act).

Changes to VET / TAFE funding in the second half of 2012 has been a challenge for our industry and the Association has been very proactive in meeting with the Education Minister, The Honourable Peter Hall and the shadow Minister, The Honourable Stephen Herbert and other Higher Education & Skills Group (HESG) – Department of Education &

Early Childhood Development (DEECD), and State Treasury staff to promote the value of the Group Training Industry and raise the pressing issue of late JGTP contracts and payments. The State Government has thanked the Association and members for their patience and continued hard work in this and has supported the Group Training program.

A very successful conference at “The Point” Albert Park in November and our midyear conference in Bendigo in June highlighted to me the continued commitment of the Victorian government and the membership to professional development and the industry.

At the 2012 Annual Dinner in November the association awarded a number of service and excellence awards including;

GTAV Excellence Awards

- Workco – life long learning model
- MEGT – Greenhouse project

OHS – Outstanding Initiative Award

- Mike Bellamy – Westivc

GTAV Fellowship (Life membership) award

- Sue Kent – MEGT

Once again I would like to thank the staff for their outstanding contributions throughout the year and congratulate Gary on his continued hard work and vision for the Association. I thank the Board for their contribution throughout the year and the opportunity to Chair the Board on behalf of the Association. I am confident that the Association is in a good position to continue to represent our member companies effectively at the highest level.



Dean Luciani
GTAV Chair

EXECUTIVE DIRECTOR'S REPORT

Welcome to the 28th Annual Report 2012-13 for the Group Training Association of Victoria.

It has been a challenging 12 months within the Group Training and wider VET sector, with the association responding to a number of government discussion papers on ways to improve outcomes for apprentices and trainees, and reforming the VET sector.

Many of our members have also seen a decline in trainee and apprenticeship numbers, similar to the wider VET market which is reflected in our industry statistics (page 20). This decline is due to a number of factors including; changes in the Victorian and Commonwealth funding for training and employment incentives, the continued “sluggish” economy and employer confidence.

It has also been an anxious time for our sector with many government funded contracts and policies being reviewed, with substantial funding cuts to TAFE and many traineeship programs in 2012-13 and beyond, which will see GTO's operating in a far greater competitive environment in the future.

With support of the National and other State associations, GTAV has responded to a number of Government led discussion papers throughout the year, including:

- Governments Investment into Group Training
- Victorian Government – Building Trade Pathways
- Victorian Essential Services Commission – Review into VET funding, review into apprenticeship completions
- Refocusing Vocational Education and Training in Victoria
- Victorian New industry participation model
- Skills Australia – Skills for prosperity
- Apprenticeships in the building industry – what's working? What's not working?

One pleasing aspect of these reviews in Victoria has demonstrated to government the important role GTOs have played over the past 10 years, and with little to no increase in government funding during this period.

Also, the GTO industry has continued to support small business and provide a safe and flexible employment outcome that has real benefits (and employment outcomes) for industry and the wider community.

The challenge ahead for the association will be to capture information on our sector and participants, and to create innovative ways that the well established GTO network can continue to support government priorities, small businesses and apprentices/trainees.

As you will see from the financial report, membership fees account for approximately 8% of total revenue for the association, and to this point the association relies heavily on tendering and securing government projects. In 2012-13 the GTAV worked on a range of projects including;

- Gippsland Out of Trade Apprentice Completion Program – Higher Education & Skills Group DEECD www.needanapprentice.com.au (ongoing promotion and usage)
- Industry Skills Council (ISC) and IEP Prison Programs – Corrections Victoria (pre and post release employment support)
- E-Vet Workforce development & planning for the GTO industry
- Safetyfirst – e-learning resources, policies/ templates and new member site
- Development of an association / member based (multi-use) e-learning platform and online resources library (professional development resources for GTO staff)

Many of these projects will continue in 2013-14

Next year will continue to be an interesting time with both Federal and Victorian State Governments continuing to develop strategies for the VET sector, and to this the association has established a government and communications committee. The association will continue to focus our energies on promoting the benefits of the group training network, and how governments can better utilise this strong Victoria-wide (and National) resource.

During 2012-13 the association also completed a number of internal projects to ensure our members are kept at the forefront of best practices;

- Updated member Code of Conduct
- Hall and Wilcox external review of Victorian incorporations Act and changes required to the GTAV constitution
- Updated State and Commonwealth legislation and regulations
- National Workplace Health and Safety Act
- Australian Charities and Not for Profit Act

I would like to take this opportunity to personally thank our members, the GTAV Board and staff for their support during the year, and I look forward to working with you as we implement new initiatives that support the network and promote the benefits of group training.



Gary Workman
Executive Director

GTAV PRIORITIES

1. Strengthen the capacity of members and the GTO network

- Identify current and new member services
- Facilitate professional development
- Identify and encourage communication & marketing

2. Strengthen the profile of group training

- Continue to develop group training policy and position with Governments
- Develop new communication tools
- Establish wider network groups

3. Strengthen the financial position and reporting of GTA

- Identify and tender for new projects
- Strengthen partnerships with government
- Develop corporate partner offer (affiliate membership and sponsorship)

NATIONAL REPORT

As the nominated director to the GTA National Board representing the Group Training Association of Victoria and its members, this is my first Annual Report.

On behalf of all Victorian GTOs I would like to thank Janette Etherington for her service on the GTAN Board in 2011-12, and it's with pleasure I have accepted the role in 2012-13.

As we all well know, the past year has presented many and varied challenges to GTOs, both at state and federal levels with policy changes, and with significant happenings such as the new AAC contracts and changes to state-funded government training throwing us direct and/or indirect "curve balls". Added to this is the general level of economic uncertainty in Victoria, impacting negatively on employer confidence and challenging us all to work harder and smarter to attract and retain our customers.

GTA National has had the same challenges in terms of its core business – advocating on behalf of its members in what is often a difficult political climate with ministers and department officials holding contradictory views on Group Training and the value it offers government – and representing the often very diverse and sometimes conflicting interests of its members, in order to engender the best outcomes for the majority. As we are all watching our pennies these days, and want to ensure that our membership fees are being put to best use, the GTAN Board, CEO Jim Barron, and the staff at GTAN have been focussed on achieving this in a number of different ways, including:

- Strenuous opposition to adverse government policy decisions such as the deferral of the Commencement Incentive to 6 months
- The 18 month pilot study of Workforce Development options for SMEs headed up by 2 GTOs and the Nous Group with significant funding from DIIRSTE
- Promotion of and support for reforms to the Apprenticeship system which would see government funding more appropriately directed
- The proposed National Trade Cadetship program
- The review into apprenticeship wages
- Determined follow-up on the federal contribution to the JGTPF program – an issue of serious concern to most, if not all, Victorian GTOs
- The Today's Skills Tomorrow's Leaders program
- The 2013 National Conference "Group Training Works"
- The 2013 campaign – Group Training Works – as a lead up to the federal election.
- GTAN has represented the interests of members on panels and advisory groups and developed many submissions and discussion papers. The main areas of involvement of these activities include indigenous employment, the National Trade Cadetships, the national Mentoring Program, the National Apprenticeship Program, and submissions to Fair Work Australia
- Brokerage of the ACCESS and IEP programs
- A study commissioned to review the benefits of Pre-apprenticeships on jobs and training

In 2012 GTAN conducted a network-wide member satisfaction survey in order to better understand the needs and wants of the members. I think the positive way in which GTAN has responded to the survey feedback is a credit to all at GTAN, and will better enable the association and the Board to represent the members, and advance our mutual interests.

The staff of GTA National do a great job with limited resources and funding, and don't give up easily when it comes to pursuing members' interests. Chair Iain McDougall ensures that the board runs smoothly and meets its corporate

governance and strategic planning objectives and all of my fellow directors who contribute time, energy and expertise to the association are as committed to positive outcomes for the association and its members as is CEO Jim Barron and all the staff at GTAN.

2012/2013 will be at least as full, if not more so, of challenges, threats and opportunities for Group Training as was this past year. With a committed national association, executive and board GTAN is as well-positioned as it can be to meet them head on.



Robert Birch

Victorian Representative to GTA National



David Hargraves, life membership award recipient Brian Kerwood, and Dean Arundell (all AI Group), at the National Conference, Brisbane

BOARD OF DIRECTORS

GTAV Board of Directors		
Name & Contact Details	Position	Term
Dean Luciani <i>Workco</i> Tel: 03 5381 6200 Email: dean.luciani@workco.com.au	Chair Director	November 2010 – 2013
Gary Workman Tel: 03 9639 3955 M: 0425 736 036 Email: gary@gtavic.asn.au	Executive Director GTAV Secretary	n/a
Robyn Goodwill Tel: 0408 235 115 Email: robyn.goodwill@bigpond.com	Independent Director	November 2012 – 2015
Robert Birch <i>G-Force</i> Tel: 03 5226 2223 Email: rbirch@gforce.org.au	Director	November 2010 – 2013
Sue Kent <i>MEGT</i> Tel: 03 9879 5222 Email: sue_kent@megt.com.au	Director	November 2012 – 2015
Franklin O'Carroll Tel: 03 9925 5699 Email: Franklin.O'Carroll@spectra-training.com	Independent Director	November 2011 – 2014
Anna Hancock Email: anna.hancock@energyaustralia.com.au	Independent Director	November 2011 – 2014
David Edgar <i>ATEP</i> Tel: 03 9583 9444 Email: david@atep.org.au	Director	November 2012 – 2015

CORPORATE GOVERNANCE

During the 2012/13 period the GTAV Board met on eight (8) occasions.

Director Name	Total number of GTAV Board meetings	Total number of attendances
Dean Luciani (Chair) Director	8	8
Robert Birch Chair Audit Committee National GTA Representative	8	8
Robyn Goodwill	5	4
David Edgar	5	5
Gary Workman GTAV Executive Director – GTAV Secretary	8	8
Sue Kent	8	7
Anna Hancock Independent Director	8	6
Franklin O'Carroll Independent Director	8	7

COMMITTEES

GTAV Audit Committee

Name	Position	Term
Robert Birch	Chair	1 year term
Gary Workman	Director	n/a
Dean Luciani	Director	1 year term
Robyn Goodwill	Independent Director	1 year term

The Audit Committee met a total of ten (10) times. The role of the Audit Committee includes risk management in addition to standard corporate and financial compliance. As well as a detailed monthly analysis of financial reports the Committee maintains a scheduled review of all risks identified in the Risk Management Framework. As a matter of course the Audit Committee has met with the Association's auditors and discussed the process of the 2012-13 audit and financial reporting.

GTAV Nominations Committee

Name	Position	Term
Anna Hancock	Chair (1 year term) Independent Director	1 year term
Gary Workman	Director	n/a
Mark Dunphy	Independent Committee Member	1 year term
Franklin O'Carroll	Independent Director	1 year term

COMMITTEES CONT...

GTA National Board Representatives

Name	Position	Term
Rob Birch	Victorian State Representative	1 year term
John Ackland	National Representative (independent)	n/a

GTAV Communications & Government Committee

Name	Position	Term
Dean Luciani	Chair (1 year term)	1 year term
Gary Workman	Director	n/a
Franklin O'Carrol	Independent Director	1 year term
David Edgar	Director	1 year term



*Today's Skills, Tomorrow's Leaders group
August 2012 – Canberra*

GTAV AWARDS 2012-13

15 years Service

- Sue Carter – G-Force
- Pat Lazarus – AGA
- Dean Luciani – Workco
- Tamarah Lumsden – WestVic
- John Lynch – CVGT
- Robert Trew – CVGT

20 years Service

- Paul Scofield – APlus
- Barry Whitehead – AGA
- David Windridge
(Existing GTAV & GTAN Life member)
- Tony Zaghet – AGA
- Paul Green – CVGT

GTAV Excellence Awards

- Workco – life long learning model
- MEGT – Greenhouse project

OHS – Outstanding Initiative Award

- Mike Bellamy – Westvic

GTAV Fellowship (Life membership) award

- Sue Kent – MEGT

GTAN Lifetime achievement award (life membership)

- Brian Kerwood (AiGroup)
GTA National Conference
Brisbane 17-19 April 2012



Service Awards ready for presentation



Dean Luciani accepting the award for Workco



Paul Scofield and Mike Bellamy with their awards

GTAV FELLOWSHIP

GTAV Register of Fellows	Company at time of Award	Year
John Ackland	Workco Limited	2008
Kevin Kennedy	Gippsland Group Training (GGT) (AGA)	2008
David Windridge	Melbourne Eastern Group Training (MEGT)	2008
Miles Coverdale	Westvic Staffing Solutions	2009
John Glover	Group Training Association of Victoria Inc.	2009
Geoffrey Foster	Department of Education & Early Childhood Development (Skills Victoria)	2010
Mike O'Brien	G-Force	2010
Sue Kent	MEGT Australia	2012

A GTAV Fellowship is the highest recognition that can be bestowed by the association, on an individual, for their contribution to vocational education and training and the advancement of Group Training in Victoria.



In November 2012 Sue Kent was inducted into the GTAV fellowship. Sue is the first woman added to this list, and she continues to provide great service and support to GTAV.

Sue Kent accepting her 2012 GTAV Fellowship from GTAV's Executive Director, Gary Workman

KEY ACHIEVEMENTS & PROJECTS

E-VET workforce planning & development

GTAV through funding support from E-VET Australia have developed a number of resources to assist the GTO industry to understand and develop strategies to support their future workplace needs. The program resources are targeted at CEOs / General Managers and HR staff to develop their own specific workforce development.

National Workforce Development Funding

GTAV with support from RMIT University, MEGT, Sys-tec and Maxima (RTO partners) delivered a number of training programs for field officers and other GTO staff during 2012-13.

Certificate IV Business (Group Training Operations)
Certificate IV Occupational Health and Safety

These programs have been fully customised to reflect the work and knowledge required to work effectively within the Group Training sector, with feedback from the groups being extremely positive. GTAV believe these course's will become the industry standard for working within the industry over the coming years, and will continue to seek government assistance to support the further participation of GTO staff, and increasing the capacity of our industry.



*Some of the Class of 2012
with their certificates*

DBI – IEP program

In October 2012 GTAV commenced the Indigenous Employment Program (pre and post release support) with support from Victorian Department of Business and Innovation across the 14 Victorian prison locations to support indigenous prisoners back into employment. This pre and post release support program will work with over 250 participants with the aim of securing 50 meaningful/ sustainable employment outcomes by June 2014.

ISC program

GTAV continued to work with Corrections Victoria (Department of Justice) through the Industry Skills Centres in 2012/13 (second year of the existing 3 year contract). Barry Rickard worked within 5 Prison locations across Regional Victoria, to assist “soon to be released” participants with pre and post release training and employment support. The program found employment/ further training placements for over 60% of participants during 2012/13. GTAV would like to thank CVGT Australia and Doug Bowler for their ongoing support in the program.

Gippsland Apprenticeship Program

GTAV with support from the Latrobe Valley Regional Fund & Department of Education, Early Childhood Development provided an employment incentive program within the Gippsland region to assist local out of trade apprentices find new employment opportunities.



Certificate presentation in Traralgon

GTAV continues to provide a free online jobs board for employers, potential apprentices and out-of-trade apprentices. This website allows apprentices and potential employers and group training organisations to register their details, and will match listings by trade, year level and location with posted listings valid for 60 days.

www.needanapprentice.com.au

GTAV – e-Learning platform & resources

In 2012-13 GTAV continued to develop and expand on our online training portal to support members enter into e-learning. This moodle platform allows members to develop and host their content on a reliable cost effective system. GTAV also use this platform to develop and deliver a range of professional development resources and nationally recognised qualifications with support from RTOs for the group training sector.

Current resources available:

- 12 environmental sustainability projects linked to over 270 “communication” units of competencies
- Certificate IV in Business (Group Training Operations)
- The Group training environment
- Managing recruitment
- Managing expectations
- OH&S and WHS induction training
- Certificate IV in Occupational Health and Safety
- Diploma of Business
- Workforce planning
- Workforce development
- Managing people and resources
- Governance and Risk Management

www.gttraining.com.au



MAJOR EVENTS

Field Officers Conference – August 2012 – Warrnambool



Having a bit of fun at the dinner with guest speaker, Adam Smith and Band, Evareign

End of Year State Conference, AGM & Industry Awards – November 2012 – The Point, Albert Park



Guess the old photo game



TSTL - Rebekah Drake speaks at the dinner

Mid Year State Conference – June 2013 – Bendigo



Paul Green receives his service award



The media gathers for Minister Hall

COMMUNITY PARTNERSHIPS & SUPPORT

GTAV supported a number of member graduation and award ceremonies and external foundations throughout the year.

Victoria Police community youth clubs



<http://www.smarthandbooks.com.au>
Victoria PCYC

Skilling Australia Foundation



<http://www.saf.org.au>
An initiative of the WPC Group

Victorian Training Awards

This year GTAV were the proud sponsor for the award category *Victorian Employer Award for Apprentice Development*. The event was once again an enjoyable evening, with many member companies and their apprentices receiving awards.



BullyFree Australia Foundation

<http://www.bfaf.org.au/>

The vision of the Bully Free Australia Foundation is: to protect and empower Australian children and adolescents to live a fulfilling life free from all forms of bullying.



GTAV announced our partnership with the BullyFree foundation in June 2013.

Board member, Franklin O'Carroll, Cr. Oscar Yildiz – CEO Bully Free foundation, and Executive Director, Gary Workman

MEMBER SERVICES – GTAV

The continued support and ongoing membership of Group Training Organisations in Victoria assists the association in supporting the Group Training network and in providing a voice to Government.

Throughout 2012-2013, the following services were available to member organisation.

- Various fuel card service providers
- Business credit reporting service
- Extended insurance products
- Apprentices / trainee accident and illness policy
- Public liability policy
- GTO activities
- Motor vehicle policy
- Centralised Web portal “knowledge bank” containing over 350+ documents for Industry
- Example; policies for GTO’s, RTO’s, and OH&S
- Professional Development
- Certificate IV in Business – Group Training Operations
- Certificate IV in OH&S
- Workforce Development & Workforce planning
- Auditing training
- Vet Track
- IR / HR support – Worksight
- Software solutions
- GTAV e-learning (moodle) platform
- Job Ready

**GROUP
TRAINING**
ASSOCIATION OF VICTORIA



MEMBER SERVICES – SAFETYFIRST

GTAV and our members have a proud history of supporting employers and apprentices develop and maintain safe systems of work. In November 2012 with the introduction of the national Workplace Health and Safety Act (and existing Victorian OH&S regulations), a new website was launched providing a range of services including:

- Online training resources (OH&S / WHS induction – through to Certificate IV in OH&S)
- Member OH&S network meetings
- Over 300+ policies and procedures to assist the placement of an apprentice.
- OH&S Induction videos
- OH&S training / behavioural change videos
- Workplace posters / stickers promoting “safe work practices”.
- STAR awards (stop taking a risk) for recognition of best practice for apprentices & host employers.
- GTO / OH&S auditing tools
- Industry OH&S Statistics and benchmarking

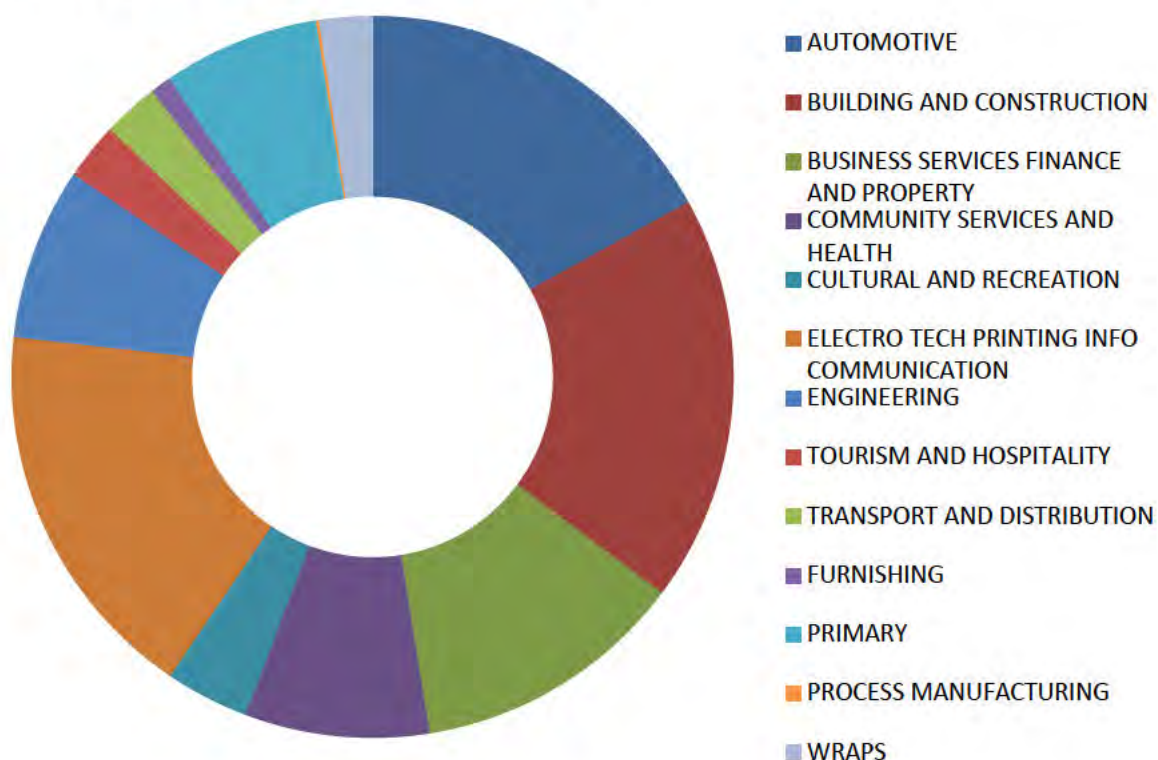


www.safetyfirst.org.au



INDUSTRY STATISTICS

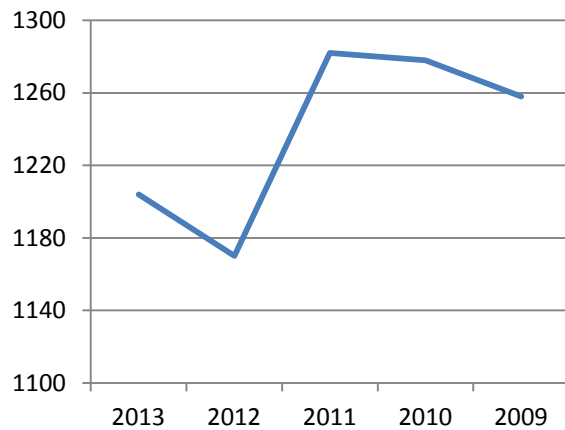
GTO 2012-13: In Training by Industry



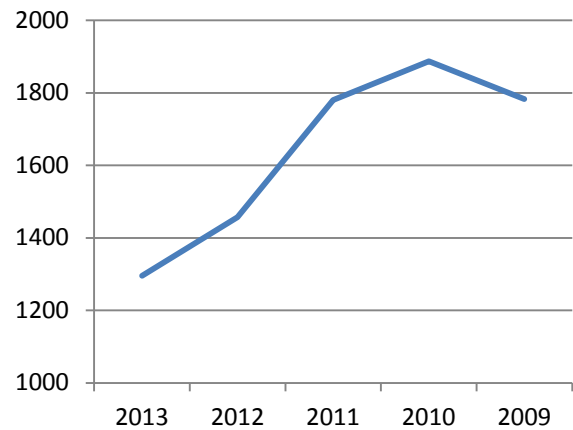
GTO Total In Training by Industry	2013	2012	2011	2010	2009
AUTOMOTIVE	1204	1170	1282	1278	1258
BUILDING AND CONSTRUCTION	1296	1457	1780	1887	1783
BUSINESS SERVICES FINANCE AND PROPERTY	871	1006	1180	1227	1210
COMMUNITY SERVICES AND HEALTH	586	552	548	536	417
CULTURAL AND RECREATION	266	223	356	292	268
ELECTRO TECH PRINTING INFO COMMUNICATION	1228	1218	1273	1261	1263
ENGINEERING	548	569	649	715	710
TOURISM AND HOSPITALITY	180	168	290	205	245
TRANSPORT AND DISTRIBUTION	179	134	149	135	111
FURNISHING	67	85	112	123	125
PRIMARY	497	524	573	590	544
PROCESS MANUFACTURING	10	16	16	17	15
WRAPS	168	198	221	325	455
Sub Total:	7131	7358	8463	8647	8478

GROUP TRAINING - 5 YEAR TREND BY INDUSTRY

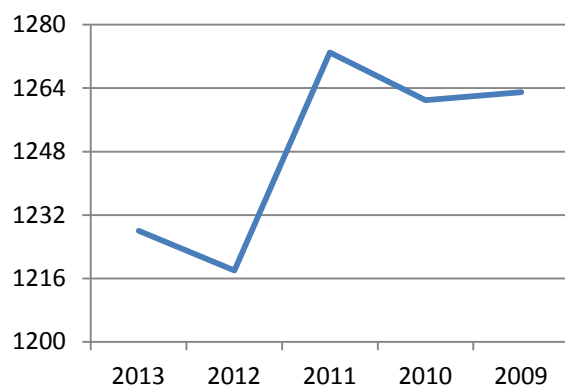
AUTOMOTIVE



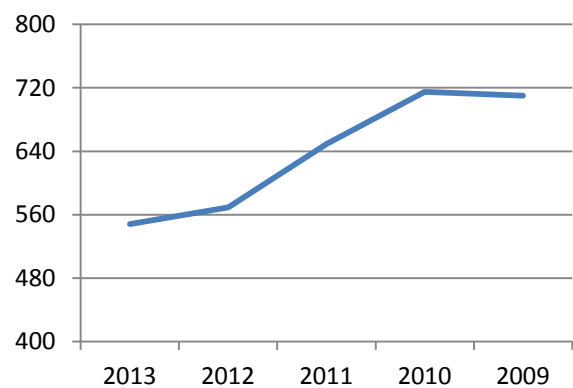
BUILDING & CONSTRUCTION



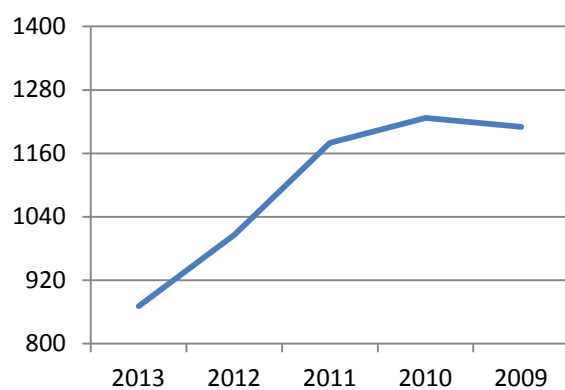
ELECTRO TECH PRINTING INFO COMMUNICATION



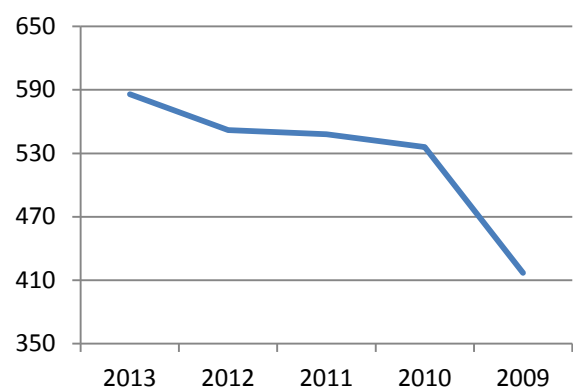
ENGINEERING



BUSINESS SERVICES FINANCE & PROPERTY



COMMUNITY SERVICES & HEALTH

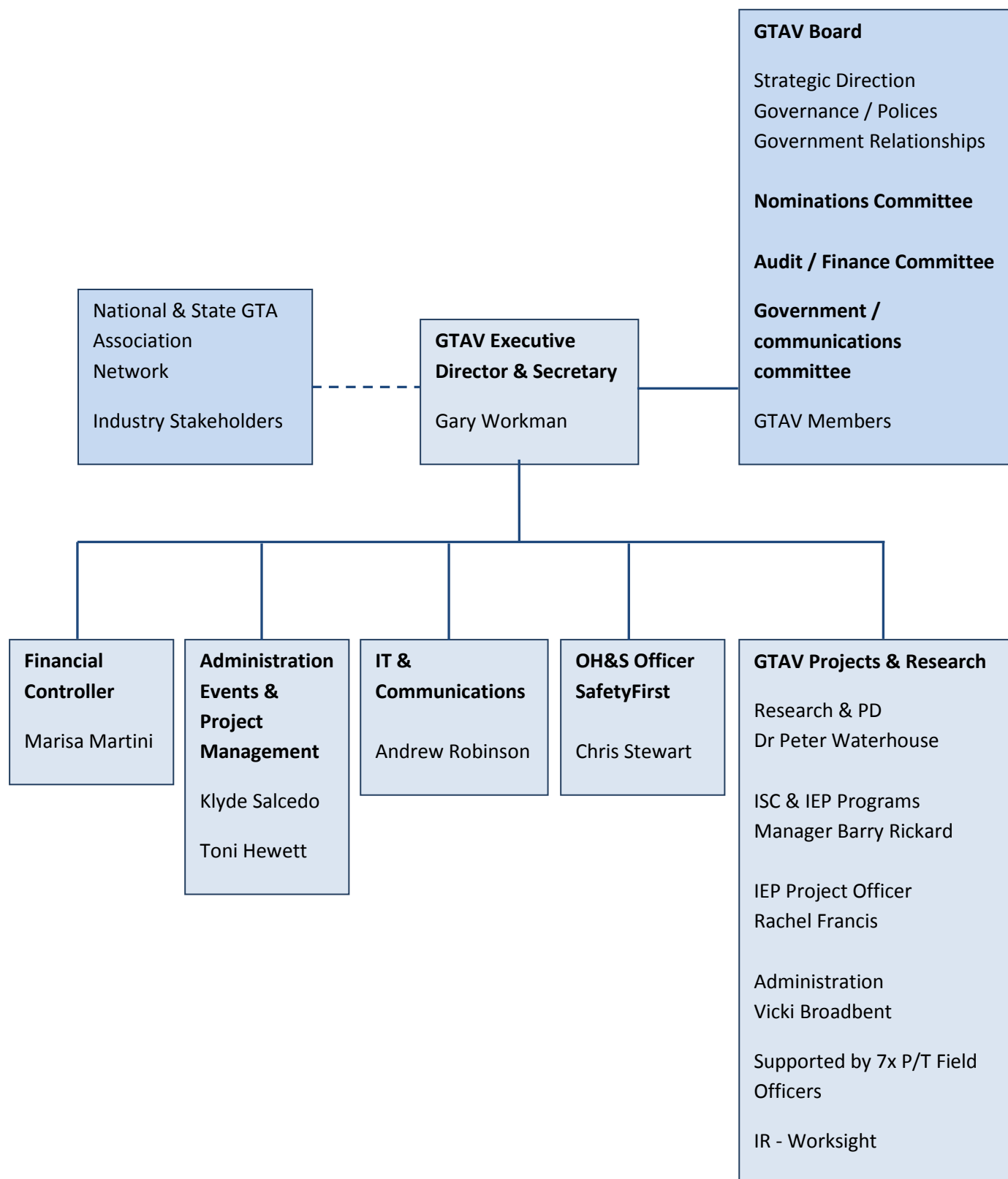


NON GTO IN TRAINING BY INDUSTRY

Total In Training by Industry Calendar Year	2013	2012	2011	2010	2009
Non GTO					
AUTOMOTIVE	6390	6465	6395	6603	6213
BUILDING AND CONSTRUCTION	17953	17988	19797	19557	17298
BUSINESS SERVICES FINANCE AND PROPERTY	19610	27199	24019	16887	12598
COMMUNITY SERVICES AND HEALTH	8142	8406	8582	9332	9573
CULTURAL AND RECREATION	988	2045	2061	1629	1427
ELECTRO TECH PRINTING INFO COMMUNICATION	9493	9072	9174	9134	8957
ENGINEERING	4058	4195	5221	6287	6908
FOOD	5181	5081	4962	5024	5105
FOREST	179	208	333	286	360
FURNISHING	1707	1714	1857	1970	1907
PRIMARY	4326	4282	4268	4064	3714
PROCESS MANUFACTURING	7465	11387	10424	6361	3484
PUBLIC ORDER AND SAFETY	108	82	12	47	94
RACING	255	284	299	265	218
SUSTAINABILITY TRAINING	1329	80	0	0	0
TCF	116	105	158	188	207
TOURISM AND HOSPITALITY	9486	11550	12580	12426	11855
TRANSPORT AND DISTRIBUTION	6818	7451	7086	7167	7515
WATER	159	167	149	155	244
WRAPS	11650	17808	19247	20199	19313
Sub Total:	115413	135569	136624	127581	116990
Total:	122544	142927	145087	136228	125468

Source: Statistics provided by Department of Education and Early Childhood Development – Higher Education and Skills Group. 30 June 2013

GTAV ORGANISATIONAL CHART



STAFF PROFILES

Name	Experience
<p>Mr Gary Workman Executive Director</p> <p>Tel: 03 9639 3966 Email: gary@gtavic.asn.au</p>	<p>Gary assumed the role in December 2009 and leads GTAV and its members on public policy and research activities, including overseeing relationships with a wide range of industry and government stakeholders.</p> <p>Gary brings over 15 years experience in the Vocational Education and Training sector, and has worked on numerous government and industry projects including in the areas of workforce development, OH&S and the environment.</p>
<p>Dr Peter Waterhouse Research consultant</p> <p>Tel: 03 9639 3966 Email: peter@gtavic.asn.au</p>	<p>With over 15 years experience working in various training, education and LL&N projects. Peter has also worked on various projects including the development and delivery of the Certificate IV in Business customised specifically for the group training environment.</p>
<p>Mr Andrew Robinson IT & Communications Officer</p> <p>Tel: 03 9639 3966 Email: andrew@gtavic.asn.au</p>	<p>Andrew joined GTAV in February 2012. During this time he has worked on a number of training resource development projects and brings with him extensive experience in the design and implementation of web-based platforms, and successful learning and assessment strategies.</p>
<p>Ms Marisa Martini Financial Controller</p> <p>Tel: 03 9639 3966 Email: marisa@gtavic.asn.au</p>	<p>Marisa brings 12 years experience in finance, financial reporting, budgetary and cash management, acquisition, post-acquisition integration, commercial debt facilities, corporate asset/liability management, taxation, insurance, accounting, software conversions, human resources and IT.</p>
<p>Ms Toni Hewett Administration and Project Manager</p> <p>Tel: 03 9639 3966 Email: toni@gtavic.asn.au</p>	<p>Toni oversees many of the Association's projects and member network meetings / conferences as well as the administration of member services. Toni has worked in events and project management for the past 8 years.</p>
<p>Ms Klyde Sacedo Administration Officer</p> <p>Tel: 03 9639 3966 Email: admin@gtavic.asn.au</p>	<p>Klyde has worked in iconic Melbourne events for the past two years and enjoys working with people. Klyde has well developed time management skills with abilities to organise, delegate and work under pressure</p>

Name	Experience
<p>Mr Chris Stewart OH&S Services Officer Tel: 03 9639 3966 Email: chris@gtavic.asn.au</p>	<p>Chris has a passion for OH&S and is responsible for supporting apprentices, members and host employers with their OH&S needs. GTAV has developed over 300 policies and procedures to assist members with establishing a safe system of work across multiple industry sectors. Chris manages the GTAV OH&S network group, industry auditing, recognition awards and also provides many valuable safety resources which are available on the SafetyFirst website. Chris's commitment to the Victorian State Emergency Service and ability to bring OH&S professionals from the Group Training industry together provides a valuable resource regarding up to date OH&S legislation and safety management ideas.</p>
<p>Mr Barry Rickard ISC Project Manager Tel: 03 9639 3966 Email: barry@gtavic.asn.au</p>	<p>Corrections Victoria ISC – Employment Liaison Officer Barry has a wealth of experience both within the group training (employment) and correctional services industries. Barry has worked for GTAV over the past 5 years on the Industry skills centre (ISC) project across 5 regional Victoria prisons.</p>
<p>Ms Rachel Francis IEP project coordinator Email: rachel@gtavic.asn.au</p>	<p>Rachel has a strong project coordination and administrative background spanning over twenty years. She has been involved in project coordination in the vocational education and training and corrections systems over the past five years. During this time she has developed a strong understanding of the challenges of correctional environments and the education, training and industry work which can be used to increase the employment outcomes of those within the corrections system post-release</p>
<p>Mrs Vicki Broadbent ISC & IEP administration officer Tel: 03 9639 3966 Email: vicki@gtavic.asn.au</p>	<p>Vicki has many years experience in Administration, particularly within the NFP and Public Housing sectors, also running several small business with her husband. She has a solid background in Mental Health and Support for the Homeless and spent several years with State Trustees managing the Financial and Legal affairs for people who are unable to manage their own day to day affairs. Consequently, she has well developed communication and report writing skills. Vicki has just returned from NSW where she was working as a Forum Facilitator with the NSW Attorney General & Justice Department, a challenging and rewarding Program to be involved with.</p>

GTAV MEMBERS

Member Company Name	Address Details
AFL SportsReady	GPO Box 4337, Melbourne VIC 3001
Apprenticeships Group Australia	PO Box 627, Morwell VIC 3840
ATEL Employment Services	2 Michael Drive, Wodonga VIC 3690
Apprenticeships Plus	Level 1 192-198 High Street, Northcote VIC 3070
Australian Industry Group Training Services	PO Box 7622, Melbourne VIC 8004
BGT Employment	PO Box 308, Ballarat VIC 3353
CVGT Australia	PO Box 473, Bendigo VIC 3550
G-Force Recruitment	PO Box 1987, Geelong VIC 3220
Link Employment & Training	PO Box 234, Dandenong VIC 3175
MEGT Australia	29 Ringwood Street, Ringwood VIC 3134
Murray Mallee Training Company	PO Box 254, Swan Hill VIC 3585
Independence Australia	208 Wellington Street, Collingwood VIC 3066
Apprentice Trainee Employment Partners (ATEP)	Suite 2 / 12 Jamieson St, Cheltenham VIC 3192
Brotherhood of St Laurence	288 Brunswick St, Fitzroy VIC 3065
Sunraysia Murray Group Training	146a Eighth Street, Mildura VIC 3500
The Apprenticeship Factory	PO Box 6092, Shepparton VIC 3632
370 Degrees Group	PO Box 187, Carlton VIC 3053
Westvic Staffing Solutions	PO Box 933, Warrnambool VIC 3280
Workco Ltd.	PO Box 930, Horsham VIC 3402
WPC Group	440 William Street, West Melbourne VIC 3003

Affiliate Member Company	Address Details
Training Sense	9 Newsom St, Ascot Vale VIC 3032
Kestrel Recruitment	9 Stanley Street, Wodonga VIC 3690
RMIT TAFE	Swanston & LaTrobe Streets, Melbourne VIC 3000
Skilled Group	Level 15, 380 St Kilda Road, Melbourne VIC 3004

370° group



AGA
APPRENTICESHIPS
GROUP AUSTRALIA

AiGTS
AUSTRALIAN INDUSTRY GROUP
TRAINING SERVICES

Apprentice +
Trainee Services
diplus

the
apprenticeship
factory

ATEL
APPRENTICES TRAINEES
EMPLOYMENT LIMITED

atep.
Apprenticeship
and Traineeship
Employment Partners

bgt employment
training
youth services

Brotherhood
of St Laurence
Working for an Australia free of poverty

cvgt
australia

Gforce
Employment Solutions

independence
AUSTRALIA

link
employment
+ training

MEGT
GROUP TRAINING

MURRAY MALLEE
TRAINING
CO. LTD.

smgt

westvic
staffing|solutions

WORKCO
Limited

wpcgroup
Workforce Solutions

Kestrel Apprentice Solutions

SKILLED

Training
Sense

RMIT
UNIVERSITY

Corporate Partners

AustralianSuper



MARSH

WorkSight
practical workplace solutions

BullyFree
Australia
Foundation



Minister Peter Hall with Paul Green, CEO CVGT and Michael Francis, Award Winner

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STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 June 2013

	Note	2013 \$	2012 \$
Revenue	2	2,535,980	2,210,034
Cost of member sales	3	(1,155,940)	(1,297,844)
Employee expenses		(513,054)	(420,998)
Project expenses		(590,470)	(267,053)
Other expenses from ordinary activities		(71,396)	(35,239)
National Membership Levy		(60,765)	(58,710)
Occupancy expenses		(76,924)	(57,947)
Depreciation and amortisation expenses	9	(22,286)	(14,296)
Audit fees		(8,302)	(7,165)
Motor vehicle costs		(6,107)	(7,812)
Profit for the year		30,736	42,970
Other comprehensive income			
Other		-	-
Total comprehensive income for the year attributable to members of the entity		30,736	42,970

The accompanying notes form part of these financial statements.

STATEMENT OF FINANCIAL POSITION
AS AT 30 June 2013

	Note	2013 \$	2012 \$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	5	824,859	652,903
Trade and other receivables	6	289,001	286,225
Other current assets	7	14,684	55,356
Other receivables	8	2,000	-
TOTAL CURRENT ASSETS		1,130,544	994,484
NON-CURRENT ASSETS			
Other Receivables	8	-	2,000
Property, plant and equipment	9	71,877	39,805
TOTAL NON-CURRENT ASSETS		71,877	41,805
TOTAL ASSETS		1,202,421	1,036,289
LIABILITIES			
CURRENT LIABILITIES			
Trade and other payables	10	117,351	121,615
Provisions for employee entitlements	11(a)	33,543	30,386
Other liabilities	12	652,581	521,679
TOTAL CURRENT LIABILITIES		803,475	673,680
NON CURRENT LIABILITIES			
Provision for employee entitlements	11(b)	5,601	-
TOTAL NON CURRENT LIABILITIES		5,601	-
TOTAL LIABILITIES		809,076	673,680
NET ASSETS		393,345	362,609
EQUITY			
Reserves	15	40,921	40,921
Retained earnings	14	352,424	321,688
TOTAL EQUITY		393,345	362,609

The accompanying notes form part of these financial statements.

STATEMENT OF CHANGES IN EQUITY FOR THE YEAR ENDED 30 June 2013

	Retained Earnings \$	Association Reserve \$	Total \$
Balance at 1 July 2011	278,718	40,921	319,639
Profit attributable to members	42,970	-	42,970
Balance at 30 June 2012	321,688	40,921	362,609
Balance at 1 July 2012	321,688	40,921	362,609
Profit attributable to members	30,736	-	30,736
Balance at 30 June 2013	352,424	40,921	393,345

The accompanying notes form part of these financial statements.

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 June 2013

	Note	2013 \$	2012 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from members		1,482,294	1,666,895
Operating grants receipts		100,000	100,000
Receipts from project funding		1,285,802	491,184
Payments to suppliers and employees		(2,665,875)	(2,160,696)
Interest received		23,797	26,836
Net cash provided by operating activities	19	226,018	124,219
CASH FLOWS FROM INVESTING ACTIVITIES			
Proceeds from sale of property, plant and equipment		16,364	-
Purchase of property, plant and equipment		(70,426)	(1,771)
Net cash used in investing activities		(54,062)	(1,771)
Net increase in cash held		171,956	122,448
Cash and cash equivalents at beginning of financial year		652,903	530,455
Cash and cash equivalents at end of financial year	19	824,859	652,903

The accompanying notes form part of these financial statements.

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 June 2013

The financial statements cover Group Training Association of Victoria Inc as an individual entity. Group Training Association of Victoria Inc is an association incorporated in Victoria under the *Associations Incorporation Reform Act 2012*.

NOTE 1: SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of Preparation

Group Training Association of Victoria Inc has elected to early adopt the Australian Accounting Standards – Reduced Disclosure Requirements as set out in AASB 1053: Application of Tiers of Australian Accounting Standards and AASB 2010–2: Amendments to Australian Accounting Standards arising from Reduced Disclosure Requirements. Accordingly, the entity has also early adopted AASB 2011-2: Amendments to Australian Accounting Standards arising from the Trans-Tasman Convergence Project – Reduced Disclosure Requirements and AASB 2012-7: Amendments to Australian Accounting Standards arising from Reduced Disclosure Requirements in respect of AASB 2010-6: Amendments to Australian Accounting Standards – Disclosure on Transfers of Financial Assets and AASB 2011-9: Amendments to Australian Accounting Standards – Presentation of items of Other Comprehensive Income.

The financial statements are general purpose financial statements that have been prepared in accordance with Australian Accounting Standards – Reduced Disclosure Requirements of the Australian Accounting Standards Board and the *Associations Incorporation Reform Act 2012*.

Australian Accounting Standards set out accounting policies that the AASB has concluded would result in financial statements containing relevant and reliable information about transactions, events and conditions. Material accounting policies adopted in the preparation of the financial statements are presented below and have been consistently applied unless otherwise stated.

The financial statements were authorised for issue on 18 September by the Board members of the association.

The financial statements, except for the cash flow information, have been prepared on an accruals basis and are based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and financial liabilities.

The amounts presented in the financial statements have been rounded to the nearest dollar.

Accounting Policies

a. Income Tax

The association is an eligible Group Apprenticeship scheme and is exempt from income tax under Section 23g (III) of the Income Tax Assessment Act.

b. Plant and Equipment

Plant and equipment are measured on the cost basis less depreciation and impairment losses.

The carrying amount of plant and equipment is reviewed annually by directors to ensure it is not in excess of the recoverable amount from these assets. The recoverable amount is assessed on the basis of the expected net cash flows that will be received from the assets' employment and subsequent disposal. The expected net cash flows have been discounted to their present values in determining recoverable amounts.

Subsequent costs are included in the asset's carrying amount or recognised as a separate asset, as appropriate, only when it is probable that future economic benefits associated with the item will flow to the association and the cost of the item can be measured reliably. All other repairs and maintenance are charged to the statement of comprehensive income during the financial period in which they are incurred.

Depreciation

The depreciable amount of all fixed assets, including buildings and capitalised lease assets, is depreciated on a straight-line basis over the asset's useful life commencing from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful lives of the improvements.

The depreciation rates used for each class of depreciable assets are:

Class of Fixed Asset	Depreciation Rate
Motor Vehicles	33%
Office equipment	50%

The assets' residual values and useful lives are reviewed and adjusted, if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income. When revalued assets are sold, amounts included in the revaluation relating to that asset are transferred to retained earnings.

c. **Leases**

Lease payments for operating leases, where substantially all the risks and benefits remain with the lessor, are charged as expenses on a straight-line basis over the lease term.

Lease incentives under operating leases are recognised as a liability and amortised on a straight-line basis over the life of the lease term.

d. **Financial instruments**

Initial recognition and measurement

Financial assets and financial liabilities are recognised when the entity becomes a party to the contractual provisions to the instrument. For financial assets, this is equivalent to the date that the association commits itself to either purchase or sell the asset (ie trade date accounting is adopted).

Financial instruments are initially measured at fair value plus transaction costs except where the instrument is classified “at fair value through profit or loss” in which case transaction costs are expensed to profit or loss immediately.

Classification and subsequent measurement

Financial instruments are subsequently measured at either fair value, amortised cost using the effective interest rate method or cost. *Fair value* represents the amount for which an asset could be exchanged or a liability settled, between knowledgeable, willing parties. Where available, quoted prices in an active market are used to determine fair value. In other circumstances, valuation techniques are adopted.

Amortised cost is calculated as:

- (i) the amount at which the financial asset or financial liability is measured at initial recognition;
- (ii) less principal repayments;
- (iii) plus or minus the cumulative amortisation of the difference, if any, between the amount initially recognised and the maturity amount calculated using the effective interest method; and
- (iv) less any reduction for impairment.

The *effective interest method* is used to allocate interest income or interest expense over the relevant period and is equivalent to the rate that exactly discounts estimated future cash payments or receipts (including fees, transaction costs and other premiums or discounts) through the expected life (or when this cannot be reliably predicted, the contractual term) of

the financial instrument to the net carrying amount of the financial asset or financial liability. Revisions to expected future net cash flows will necessitate an adjustment to the carrying value with a consequential recognition of an income or expense in profit or loss.

Fair value

Fair value is determined based on current bid prices for all quoted investments. Valuation techniques are applied to determine the fair value for all unlisted securities, including recent arm's length transactions, reference to similar instruments and option pricing models.

Financial assets are classified at "fair value through profit or loss" when they are held for trading for the purpose of short-term profit taking, where they are derivatives not held for hedging purposes, or when they are designated as such to avoid an accounting mismatch or to enable performance evaluation where a group of financial assets is managed by key management personnel on a fair value basis in accordance with a documented risk management or investment strategy. Such assets are subsequently measured at fair value with changes in carrying value being included in profit or loss.

(i) *Loans and receivables*

Loans and receivables are non-derivative financial assets with fixed or determinable payments that are not quoted in an active market and are subsequently measured at amortised cost.

Loans and receivables are included in current assets, except for those which are not expected to mature within 12 months after the end of the reporting period, which will be classified as non-current assets.

(ii) *Financial liabilities*

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost.

Impairment

At the end of each reporting period, the association assesses whether there is objective evidence that a financial instrument has been impaired. A financial asset or a group of financial assets is deemed to be impaired if, and only if, there is objective evidence that impairment as a result of one or more events (a 'loss event') has occurred, which has an impact on the estimated future cash flow of the financial assets(s).

In the case of available-for-sale financial instruments, a significant or prolonged decline in the value of the instrument is considered to constitute a loss event. Impairment losses are recognised in the statement of comprehensive income immediately. Also, any cumulative decline in fair value previously recognised in other comprehensive income is reclassified to profit or loss at this point.

Derecognition

Financial assets are derecognised where the contractual right to receipt of cash flows expires or the asset is transferred to another party whereby the entity no longer has any significant continuing involvement in the risks and benefits associated with the asset. Financial liabilities are derecognised where the related obligations are either discharged, cancelled or expire. The difference between the carrying value of the financial liability extinguished or transferred to another party and the fair value of consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

e. Impairment of Assets

At the end of each reporting period, the association assesses whether there is objective evidence that a financial instrument may be impaired. If such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value-in-use, to the asset's carrying value. Any excess of the asset's carrying value over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (eg in accordance with the revaluation model in AASB 116). Any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

Where it is not possible to estimate the recoverable amount of an individual asset, the association estimates the recoverable amount of the cash-generating unit to which the asset belongs.

f. Employee Benefits

Provision is made for the association's liability for employee benefits arising from services rendered by employees to the end of the reporting period. Employee benefits that are expected to be settled within one year have been measured at the amounts expected to be paid when the liability is settled. Employee benefits payable later than one year have been measured at the present value of the estimated future cash outflows to be made for those benefits. In determining the liability, consideration is given to employee wage increases and the probability that the employee may not satisfy vesting requirements. Those cash outflows are discounted using market yields on national government bonds with terms to maturity that match the expected timing of cash flows.

g. Cash and Cash Equivalents

Cash and cash equivalents include cash on hand, deposits held at-call with banks, other short-term highly liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities in the statement of financial position.

h. Revenue and Other Income

Revenue is measured at the fair value of the consideration received or receivable after taking into account any trade discounts and volume rebates allowed. Any consideration deferred is treated as the provision of finance and is discounted at a rate of interest that is generally accepted in the market for similar arrangements. The difference between the amount initially recognised and the amount ultimately received is interest revenue.

Non-reciprocal grant revenue is recognised in profit or loss when the entity obtains control of the grant and it is probable that the economic benefits gained from the grant will flow to the entity and the amount of the grant can be measured reliably. If conditions are attached to the grant which must be satisfied before it is eligible to receive the contribution, the recognition of the grant as revenue will be deferred until those conditions are satisfied. When grant revenue is received whereby the entity incurs an obligation to deliver economic value directly back to the contributor, this is considered a reciprocal transaction and the grant revenue is recognised in the statement of financial position as a liability until the service has been delivered to the contributor, otherwise the grant is recognised as income on receipt.

Revenue from the sale of goods is recognised at the point of delivery as this corresponds to the transfer of significant risks and rewards of ownership of the goods and the cessation of all involvement in those goods.

Interest revenue is recognised using the effective interest rate method, which for floating rate financial assets is the rate inherent in the instrument. Dividend revenue is recognised when the right to receive a dividend has been established.

Revenue from the provision of membership subscriptions is recognised on a straightline basis over the financial year.

All revenue is stated net of the amount of goods and services tax (GST).

i. Goods and Services Tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with other receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing and financing activities which is recoverable from, or payable to, the ATO are presented as operating cash flows included in the receipts from customers or payments to suppliers.

j. **Trade and Other Payables**

Trade and other payables represent the liabilities for goods and services received by the association during the reporting period. The balance is recognised as a current liability with the amounts normally paid within 30 days of recognition of the liability.

k. **Provisions**

Provisions are recognised when the association has a legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured. Provisions recognised represent the best estimate of the amounts required to settle the obligation at the end of the reporting period.

l. **Key Judgments**

(i) *Provision for impairment of receivables*

Included in trade receivables and other receivables at the end of the reporting period is a single amount relating to unpaid Certificate IV Course fees from 2013 amounting to \$1,480. Therefore no provision for impairment has been deemed necessary.

m. **Comparative Figures**

When required by Accounting Standards, comparative figures have been adjusted to conform to changes in presentation for the current financial year.

NOTE 2: REVENUE AND OTHER INCOME

	2013 \$	2012 \$
Revenue		
Sales revenue:		
– Project Income	941,493	448,095
– Member Sales	1,193,936	1,374,581
– Member Fees	212,415	201,812
– National Members Fees	64,043	58,710
– Operating Grants	100,000	100,000
– Interest received	23,797	26,836
– Profit on sale of assets	296	-
Total revenue	2,535,980	2,210,034

NOTE 3: EXPENSES

	2013 \$	2012 \$
– Fuel Costs	871,393	987,886
– Insurance Costs	128,214	153,833
– Meetings/Conferences Costs	81,127	74,686
– Worksight/other	75,206	81,439
Total Member Expenses	1,155,940	1,297,844

NOTE 4: KEY MANAGEMENT PERSONNEL COMPENSATION

The totals of remuneration paid to key management personnel (KMP) of the association during the year are as follows:

	2013 \$	2012 \$
Key management personnel compensation	172,131	169,464

Other KMP transactions

For details of other transactions with KMP, refer to Note 18: Related Party Transactions.

NOTE 5: CASH AND CASH EQUIVALENTS

	2013 \$	2012 \$
Cash at bank and in hand	648,761	483,377
Short-term bank deposits	176,098	169,526
	824,859	652,903

The effective interest rate on short-term bank deposits was 4.65% (2011: 5.18%); these deposits have an average maturity of 90 days.

NOTE 6: TRADE AND OTHER RECEIVABLES

	2013 \$	2012 \$
CURRENT		
Trade Debtors	290,481	286,225
Provision for Doubtful Debts	(1,480)	
Total current trade and other receivables	289,001	286,225

NOTE 7: OTHER CURRENT ASSETS

	2013 \$	2012 \$
CURRENT		
Prepayments	14,684	55,356
Total current other assets	14,684	55,356

NOTE 8: OTHER RECEIVABLES

	2013 \$	2012 \$
CURRENT		
Bond - Office Property Lease	2,000	-
Total other receivables	2,000	-
NON CURRENT		
Bond - Office Property Lease	-	2,000
Total other receivables	-	2,000

NOTE 9: PROPERTY, PLANT AND EQUIPMENT

	2013 \$	2012 \$
Office equipment:		
At cost	3,789	2,861
Accumulated depreciation	(2,580)	(1,385)
Total office equipment	1,209	1,476
Motor Vehicle:		
At cost	99,189	66,718
Less accumulated depreciation	(28,521)	(28,389)
Total Motor Vehicle	70,668	38,329
Total plant and equipment	71,877	39,805

Movements in carrying amounts

Movement in the carrying amounts for each class of property, plant and equipment between the beginning and the end of the current financial year:

2012/13	Office Equipment \$	Motor Vehicles \$	Total \$
Balance at 1 June 2012	1,476	38,329	39,805
Additions	928	69,498	70,426
Disposals	-	(16,068)	(16,068)
Depreciation expense	(1,195)	(21,091)	(22,286)
Carrying amount at 30 June 2013	1,209	70,668	71,877

2011/12	Office Equipment \$	Motor Vehicles \$	Total \$
Balance at 1 June 2011	490	51,840	52,330
Additions	1,771	-	1,771
Disposals	-	-	-
Depreciation expense	(785)	(13,511)	(14,296)
Carrying amount at 30 June 2012	1,476	38,329	39,805

NOTE 10: TRADE AND OTHER PAYABLES

	2013 \$	2012 \$
Trade creditors and accruals	117,351	121,615
Total trade and other payables	117,351	121,615

NOTE 11: PROVISION FOR EMPLOYEE ENTITLEMENTS

	2013 \$	2012 \$
CURRENT		
Provision for employee entitlements (Annual Leave)	33,543	30,386
Total current provision for employee entitlements	33,543	30,386
NON CURRENT		
Provision for employee entitlements (LSL)	5,601	-
Total non current provision for employee entitlements	5,601	-
Number of employees at year end	10	6

NOTE 12: OTHER LIABILITIES

	2013 \$	2012 \$
UNEARNED PROJECT INCOME		
Industry Skills Project- Corrections Victoria	45,606	72,567
National Workforce Devt Fund	43,612	80,054
Safetyfirst/e-wise	82,514	10,600
GAP Project	59,000	-
KJEP Project	59,700	-
Total Unearned Project Income	290,432	163,221
Advances Member Services	362,149	358,458
Total other liabilities	652,581	521,679

NOTE 13: OPERATING LEASE COMMITMENTS

	2013 \$	2012 \$
Operating Lease Commitments		
Non-cancellable operating leases contracted for but not capitalised in the financial statements		
Payable – minimum lease payments:		
– not later than 12 months	31,530	26,004
– between 12 months and five years	-	26,004
– greater than five years		
	31,530	52,008

The property lease commitment is a non-cancellable operating lease with a four (4) year term, with rent payable monthly in advance. The lease expires 30 June 2014.

Contingent rental provisions within the lease agreement require that the minimum lease payments shall be increased by the Consumer Price Index, unless this calculation results in a rental decrease, in which case the per annum adjustment will not occur.

There is no option to renew the lease at the end of the four-year term. The lease allows for subletting of all lease areas.

NOTE 14: RETAINED EARNINGS

	2013 \$	2012 \$
Retained Earnings		
Opening balance at the beginning of the financial year	321,688	278,718
Profit for the year attributable to members	30,736	42,970
Closing balance at the end of financial year	352,424	321,688

NOTE 15: ASSOCIATION RESERVES

	2013 \$	2012 \$
Association Reserve		
Opening balance at the beginning of the financial year	40,921	40,921
Transfer to/from reserves	-	-
Closing balance at the end of financial year	40,921	40,921

The Association Reserve is to be used to specifically highlight key issues to policy makers, government and other key stakeholders.

NOTE 16: CONTINGENT LIABILITIES AND CONTINGENT ASSETS

There are no contingent liabilities or contingent assets as at 30/06/2013.

NOTE 17: EVENTS AFTER THE REPORTING PERIOD

There are no events after the reporting period.

NOTE 18: RELATED PARTY TRANSACTIONS

In 2006 GTAV established a separate company (HSTOL) with other GTO members/ shareholders (GTAV 20% shareholding). HSTOL was established with the sole purpose of providing an online OH&S induction training service for apprentices and GTO industry staff. During 2006 until 30 June 2012 HSTOL was operating as a separate entity to GTAV. It was agreed between all shareholders on 27 June 2012 that the current arrangement was no longer feasible with the current online service provider FinPa. As part of the agreement and sale to FinPa, GTAV continues to provide customer service to existing and new users. (refer to 2011-12 financial report for further details of sale of HSTOL).

The transfer of shares in HSTOL was completed through ASIC on 29 June 2012. The remaining transactions relating to the sale occurred in the current financial year, 2012-13. A summary of transactions and dates is as follows:

July 2012: HSTOL assets and liabilities were transferred to GTAV. This included cash at bank of \$76,913, and unexpended units (liability) totalling \$47,940.

As at 30 June 2013 unexpended units (liability) total \$26,547.50.

NOTE 19: CASH INFORMATION

	2013 \$	2012 \$
(a) Reconciliation of Cash		
Cash at bank	648,761	483,377
Cash on deposit	176,098	169,526
	824,859	652,903
(b) Reconciliation of Net Cash provided by Operating Activities to Profit for year		
Profit for year from ordinary activities	30,736	42,970
Non cash flows in profit from ordinary activities:		
Depreciation	22,286	14,297
Profit on sale of assets	(296)	-
Changes in assets and liabilities		
(Increase)/Decrease in receivables	(2,776)	(173,572)
(Increase)/Decrease in prepayments	40,672	(12,344)
Increase/(Decrease) in payables	(4,264)	(1,482)
Increase/(Decrease) in other liabilities	130,902	248,453
Increase/(Decrease) in Employee Entitlements	8,758	5,897
	226,018	124,219

NOTE 20: FINANCIAL RISK MANAGEMENT

The association's financial instruments consist mainly of deposits with banks, local money market instruments, short-term investments, accounts receivable and payable, and leases.

The carrying amounts for each category of financial instruments, measured in accordance with AASB 139 as detailed in the accounting policies to these financial statements, are as follows:

	Note	2013 \$	2012 \$
Financial assets			
Cash and cash equivalents	5	824,859	652,603
Trade and receivables	6	289,001	286,225
Other current assets			
– Other:	8	2,000	2,000
Total financial assets		1,115,860	940,828
Financial liabilities			
Financial liabilities at amortised cost:			
– trade and other payables	10	117,351	121,615
Total financial liabilities		117,351	121,615

NOTE 21: ASSOCIATION INFORMATION

The registered office of the association is:

113 Drummond Street
Carlton Victoria 3053

The principal place of business is:

113 Drummond Street
Carlton Victoria 3053

Group Training Association of Victoria Inc.

ABN: 79 96 874 017

Incorporated Association: A0008667D

Date Registered: 26 March 1986

DIRECTORS' DECLARATION

In accordance with a resolution of the directors of Group Training Association of Victoria Inc, the directors of the entity declare that:

1. The financial statements and notes, as set on pages 30 to 46, are in accordance the *Associations Incorporation Reform Act 2012* and:
 - a. Comply with Australian Accounting Standards – Reduced Disclosure Requirements; and
 - b. Give a true and fair view of the financial position of Group Training Association of Victoria Inc as at 30 June 2013 and of its performance for the year ended on that date.
2. In the directors' opinion there are reasonable grounds to believe that Group Training Association of Victoria Inc. will be able to pay its debts as and when they become due and payable.

Chairperson



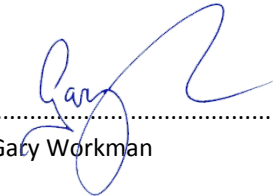
Dean Luciani

Audit Committee Chair



Robert Birch

Director



Gaty Workman

Dated this 18th day of September 2013

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF GTAV



Independent Auditor's Report to the members of Group Training Association of Victoria

Report on the financial report

We have audited the accompanying financial report of Group Training Association of Victoria (Association), which comprises the statement of financial position as at 30 June, the statement of comprehensive income, statement of changes to equity, statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information and the directors' declaration.

The board members' responsibility for the financial report

The board members of the association are responsible for the preparation of the financial report that gives a true and fair view in accordance with Australian Accounting Standards – Reduced Disclosure Requirements and the *Associations Incorporation Reform Act 2012* (Vic) and for such internal control as the board members determine is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

Auditor's responsibility

Our responsibility is to express an opinion on the financial report based on our audit. We conducted our audit in accordance with Australian Auditing Standards. Those standards require that we comply with relevant ethical requirements relating to audit engagements and plan and perform the audit to obtain reasonable assurance whether the financial report is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial report, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Association's preparation of the financial report that gives a true and fair view in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the board members, as well as evaluating the overall presentation of the financial report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

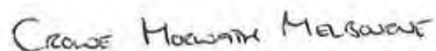
Independence

In conducting our review, we have complied with the independence requirements of the Australian professional accounting bodies.

Opinion

In our opinion, the financial report of Group Training Association of Victoria is in accordance with the *Associations Incorporation Reform Act 2012 (Vic)*, including:

- (i) Giving a true and fair view of the Association's financial position as at 30 June 2013 and of its financial performance for the year then ended on that date;
- (ii) Complying with Australian Accounting Standards – Reduced Disclosure Requirements.



CROWE HORWATH MELBOURNE



GORDON ROBERTSON
Partner

Melbourne Victoria
Dated this 4 October 2013

Group Training Association of Victoria Inc.

ABN: 79 96 874 017

AN: A0008667D

113 Drummond Street
Carlton South, VIC 3053

Tel (03) 9639 3955

Fax (03) 9639 4377

admin@gtavic.asn.au

gtavic.asn.au