



31st Annual Report

2015-16



Contents

Chair’s Report2

Executive Director’s Report3

Key Events4

Trading Name6

AEN Statement of Purpose7

AEN Projects8

Association Board & Governance 10

AEN Staff 11

AEN Contractors 11

Member Events 12

Service Awards 14

GTAV Fellowship..... 14

Life Members..... 14

Retirement of John Ackland..... 15

Industry Awards..... 16

GTO Excellence Awards..... 18

Member Services..... 19

Members..... 20

Corporate Partners..... 21

WHS Benchmarking..... 22

Industry Events 23

Industry Performance 24

2015-16 Financial Report..... 26

Notes to the Financial Statements 29

Directors’ Declaration 39

Independent Auditors’ Report..... 40

Chair's Report

Welcome to the 2015-2016 Annual Report of the Apprenticeship Employment Network (Group Training Association of Victoria).

It is with a sense of pride and satisfaction that I reflect on the 2015-2016 year, and note significant traction across a number of initiatives. Arguably the product of a strong and united industry in Victoria, the Association currently enjoys significant support and credibility from both state and federal governments.

The Victorian state government has been both public and consistent in its support for our industry, and more importantly, prepared to invest \$9.3 million in GTO specific funding over a three-year period. The Hon. Steve Herbert, Minister for Training and Skills, has proven himself to be an informed and decisive Minister, willing to engage directly with providers and apprentices at every opportunity. In doing so, we as an industry enjoy a viable, well informed and valued seat at the consultation table.

The Victorian membership through active participation has enabled the Association to facilitate this engagement in every corner of the state over the past twelve months. I wish to acknowledge the significant investment and support provided by members when hosting these critical events.

From a federal government view point, I am pleased to report that the Association was successful in securing \$6.8 million for a Multi-Industry school based Pre-apprenticeship Support (MIP) pilot, designed to better inform career choice and improve retention. The Association's ability to attract federal funding for what we consider a critical role for group training, is again a significant achievement, and one that presents opportunity for the future.

At the 2015 annual dinner in November the Association awarded a number of service and excellence awards in recognition of outstanding individual and organisational achievements. Whilst congratulating all award recipients, I would like to acknowledge the CEO of Murray Mallee Training and Sunraysia Murray Training, Geoff Carson, who was awarded the GTAV Fellowship (life membership) award. Being awarded the Group Training 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. Congratulations Geoff.



Once again I would like to thank the dedicated staff for their outstanding contributions throughout the year, and to congratulate Gary Workman on his continued hard work and vision for the Association.

I would like to express my gratitude to the Board of the Association for their dedication and for the opportunity to Chair the Board. I believe the overall experience and diversity of the current Board means the Association is well placed to meet the quality governance expectations of its key stakeholders, and we can confidently look forward to the opportunities of the future.

Dean Luciani
AEN Chair

Executive Director's Report

Welcome to the 31st Annual Report for the Group Training Association of Victoria.

It has been an exciting 12 months within the Victorian Group Training network. From my perspective the network has received the strongest levels of support I have seen during my past seven years from government. With both state and federal governments lifting youth employment and new infrastructure as key priorities for the foreseeable future.

The Victorian Government has provided strong support for our members to engage with a number of programs to improve apprenticeship participation that will lead to meaningful long term employment. Announcements over the past 12 months include:

- Announcement by the Premier, the Hon. Daniel Andrews for 3 year GTO funding of \$9.3 million until 2018,
- The Back to Work fund to provide employer incentives for new employment including GTO apprentices and trainees,
- South East automotive workers – to transition into other employment with \$2 million directly to support GTO outcomes,
- The Victorian Jobs and Employment Network (\$43 million over 4 years), and
- Regional skill and growth fund (\$200 million)

At a Commonwealth level, the government has also provided substantial funding of \$6.8 million for Victorian GTOs to trial a new two-year pilot project – the Multi-Industry school based and Pre-apprenticeship Support (MIPS) pilot. This project will allow members to trial a range of innovative pre-apprenticeship models to both secondary schools and unemployed youth, with the aim to better inform participants on their career options and pathways before commencing an apprenticeship. We have received tremendous levels of interest from members on this project and we believe the results from member pilots will lead to developing best practices in this area and improve overall apprenticeship completion rates into the future.

In March this year at our annual apprenticeships luncheon the Association launched our new trading name – Apprenticeship Employment Network. This new name has been very well received with general public enquires increasing. With the name providing a stronger connection with what our members do.

As you will see from the financial report, 2015-2016 has been a strong result with significant government project funding for the next two years. Membership fees account for approximately 12% of total revenue for the Association, and to this point the Association relies heavily on tendering and securing government projects.

AEN will continue to work on a range of projects over the next 12 months including:

- New Victorian GTO Standards – co-regulatory model with the VRQA,
- Small Business Success Map,
- South East Automotive Transition (SEAT) program,
- Corrections Victoria – ISC employment program (completed in April 2016),
- Jobs Victoria employment network – government program,
- New name, website, social media and marketing programs,
- Upgrade of the SafetyFirst WHS induction training content, and
- Multi-Industry school-based and Pre-apprenticeship Support (MIP) pilot.

The ongoing challenge ahead for the Association will be to capture information on our sector and participants, and to create innovative ways that this well-established network can continue to support government priorities, small businesses and create apprentices and trainee employment pathways.

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



Gary Workman
Executive Director

Key Events

Premier Daniel Andrews and Minister Steve Herbert announce long-term funding for Victorian GTO's

Group Training was founded in Victoria over 30 years ago, to provide job opportunities in trade industries and regional areas. In 2016 our network supports thousands of small to medium businesses and covers hundreds of different career pathways for young people including school based and traditional apprenticeship trades.

This strong state-wide network has employed and supported well over 150,000 apprentices since 1985. It is well known that an apprenticeship or traineeship has been a proven career pathway option for many young people who can later become our next generation of industry leaders.

Therefore, it was very welcome news on 3 February 2016 when the Premier of Victoria, the Hon. Daniel Andrews

and the Hon. Steve Herbert, Minister for Training and Skills announced that Victorian GTOs will receive \$9.3 million in funding over the next three years. The announcement was held at Breakwater Kitchens in Geelong with G-Force hosting the event. Breakwater Kitchens is a small family owned business which has supported over 20 GTO apprentices during the past 10 years alone.

On behalf of the Victorian Group Training Network we thank the Premier, Minister and the Victorian Government for their long term commitment to our sector. We estimate this \$9.3 million in funding will support over 11,000 new apprentice and trainee commencements over the next three years and support in excess of 17,000 apprentices and trainees in metropolitan and regional Victoria. Our network provides real job opportunities for young people and provides flexibility and support for small businesses across a wide range of trades and industry sectors.

“Apprentices and trainees are the backbone of Victoria’s training system and the future of our workforce. We are giving them every opportunity to get the skills they need for the jobs they want.”

“Group Training Organisations play such a vital role in supporting our apprentices and trainees to develop their skills and this funding means they can continue to do just that.”

- The Premier of Victoria, the Hon. Daniel Andrews, MP



Rob Birch, AEN Deputy Chair and Dean Luciani, AEN Chair with Victorian Premier the Hon. Daniel Andrews



Hon. Steve Herbert. Minister for Training and Skills

“Group Training Organisations often train and employ Victorians who would struggle to get an apprenticeship through other means ... Our funding will make sure that these organisations can continue to provide support and job security to apprentices and trainees in the years ahead.”

- The Minister for Training and Skills, the Hon. Steve Herbert, MP



G-Force CEO and GTAV Deputy Chair, Rob Birch

Trading Name

On the 1 March 2016 the Association launched its new trading name Apprenticeship Employment Network at our annual Apprenticeship Luncheon at the RACV Club Melbourne.



Gary Workman - AEN Executive Director, Hon. Steve Herbert - Minister for Training and Skills, Neil Coulson - Victorian Skills Commissioner and Dean Luciani - AEN Chair at the Launch of the new trading name

AEN Statement of Purpose

To support the vocational training and employment network to achieve skilled and sustainable employment for the community

AEN Values

The people within our industry are passionate about providing meaningful training and employment outcomes for the community

A trusted partner with members, government and the wider VET industry

Teamwork and collaboration with our members, government and the community benefits us all

Integrity, honesty and reliability ensure that we will deliver what we promise.

AEN 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 industry reporting**
 - Identify and tender for new projects
 - Strengthen partnerships with government
 - Develop with government the group training industry standards

AEN Projects

AEN worked on a number of projects throughout 2015-2016 with the support of members.

Multi-Industry School-based and Pre-Apprenticeship Support (MIPS) pilot project 2016-2018

Partner: Commonwealth Dept. of Education and Training

This project will see up to an additional 2000 young people supported over the next two years to trial a range of industry career pathways so they can make a better informed choice of which vocation they wish to pursue.

This pilot will provide a number of benefits including:

- Increased flexibility for secondary school students to make an informed choice on their apprenticeship pathway before commencing a national qualification/apprenticeship,
- Secondary schools will have additional local support for career advice and assistance for students looking to enter a vocational career pathway,
- GTOs, RTOs and local secondary schools will be able to build stronger relationships,
- Employers will be able to better select/recruit suitable apprentices,
- The pilot project will identify possible new curriculum for new career pathway entry points for youth/schools leading into existing traditional apprenticeship qualifications.
- The project will be established through metropolitan and regional group training organisations across Victoria, NSW and Tasmania.

Chair of the Apprenticeship Employment Network, Mr Dean Luciani, said “Potential host employers will be able to use the project to better recruit and match potential apprentices/trainees through a series of short term work experience placements. The project will be supported by a local group training network that can assist parents, students, schools and host employers”.

Regional school communities will have greater viability with commencing this initial project as students with similar, not exact interests will be able to come together in the school/training environment and share their learnings between work placements.

The project will consist of five main streams.

- **Engineering & Automotive:** Fitting, welding, manufacturing, aerospace, mechanic, auto electrical, panel beating, electronics
- **Business & Services:** Marketing, human resources, administration, retail, hospitality, information technology, transport & warehousing
- **Community Services and Health:** Aged care, childcare, health services administration and support
- **Building & Construction:** Plumbing, carpentry, bricklaying, wall & floor tiling, concreting, flooring, information technology, landscaping, electrical, air conditioning, electronics
- **Land & food:** Agriculture, horticulture, landscaping, environmental sustainability



Senator Scott Ryan with a group of MEGT graduating apprentices

AEN Projects

South East Automotive Workers Transition (SEAT) project

Partner: Victorian Dept. of Education and Training

The South East Automotive Workers Transition (SEAT) project is part of an overall Automotive Industry Transition Plan announced by the Victorian Government in late 2015. The plan will help automotive businesses transition into new markets and workers to retrain and find sustainable jobs.



Minister Steve Herbert with Toyota Apprentices

The package will include a joint project between Chisholm Institute, Holmesglen Institute and other TAFEs to up-skill and re-skill retrenched automotive supply chain workers, engage workers with industry, support businesses to restructure into new opportunities and to help retrenched workers find a job. Workers will be able to access help to transition into new employment sooner, reducing the risk of long-term unemployment. It will also strengthen collaboration between TAFEs, industry and the community.

Additionally, Group Training Organisations (GTOs) will be able to access funds to employ 250 retrenched mature-aged automotive supply chain workers as apprentices and trainees.

Key Program features:

- The project will fund Group Training Organisations (GTOs) \$2 million over two years to employ approximately 250 retrenched mature aged automotive supply chain workers as apprentices and trainees (defined as 40+ yo). Commencement Date 1 March 2016.
- Incentives of \$10,000 per apprentice and \$6,000 per trainee would be paid in equal parts at the 3 and 24 month points of the apprenticeship / traineeship or at completion if it occurs before 24 months.
- The above Incentive payments will be in addition to any other State or commonwealth employment incentive available to the GTO/Host employer.
- Payments would provide for engagement of 100 apprentices and 150 trainees.
- All participants will be eligible for VTG funding for further training through TAFE.

Small Business SuccessMap

Funder: Department of State Development, Business and Innovation 2013-2016

By the time of its completion in September 2016, the AEN SuccessMap program will have supported 115 businesses across Victoria with a nine-month business review, planning and mentoring service. The program has helped to stimulate growth and resilience in small businesses by supporting business owners and managers to build their business planning and management capability through specialist assistance, tools and templates.

AEN has worked closely with small businesses to develop a business plan, workforce development plan and ongoing support with implementation strategies. AEN would like to acknowledge members that have worked on this program in 2015-2016: BGT, G-Force, ATEL, Skillinvest and SMGT.

Association Board & Governance

Board of Directors

During the 2015/16 period the GTAV Board met on eight (8) occasions.

Name	Number of Board meetings
Dean Luciani <i>Westvic Staffing Solutions</i> <i>Chair</i>	8 (8 Attended)
Robert Birch <i>G-Force Recruitment</i> <i>Deputy Chair</i>	8 (7 Attended)
Gary Workman <i>Group Training Association of Victoria Inc.</i> <i>Executive Director</i> <i>Secretary</i>	8 (8 Attended)
Robyn Goodwill <i>Independent Director</i>	8 (7 Attended)
Ashley Langdon <i>MEGT</i> <i>Director</i>	6 (6 Attended)
Franklin O'Carroll <i>Holmesglen Institute</i> <i>Independent Director</i>	8 (7 Attended)
Mark Knox <i>AGA – Intowork</i> <i>Independent Director</i>	8 (8 Attended)
Paula Ryan <i>The Apprenticeship Factory</i> <i>Director</i>	6 (5 Attended)

Audit Committee

Name	Position
Mark Knox	Chair
Gary Workman	Director
Dean Luciani	Director
Ashley Langdon	Director
Robyn Goodwill	Independent Director

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 2015-16 audit and financial reporting. Refer to page 26.

Nominations Committee

Name	Position
Franklin O'Carroll	Chair
Gary Workman	Director
Mark Dunphy	Independent Committee Member (as required)
Paula Ryan	Director

Communications & Government Committee

Name	Position
Dean Luciani	Chair
Gary Workman	Director
Franklin O'Carroll	Independent Director
Mark Knox	Director
Ashley Langdon	Director

AEN Staff

Name	Qualifications
Mr Gary Workman Executive Director	Post Graduate Diploma of Education & Management Member of Australian Institute of Company Directors (AICD) Member of The Executive Company (TEC)
Mr Nik Mavrommatis Operations Manager	Member of Australian Institute of Company Directors (AICD) Diploma of Information Technology Diploma of Business Quality Management Systems Auditing
Penny Mure Administration & Events Coordinator (Commenced in April 2016)	Bachelor of Arts
Mrs Rozalia Cook OHS & Project Officer	Master of Science – Chemical Engineering Graduate Diploma in Secondary Education Diploma of OHS Certificate IV in Training and Assessment
Mr Barry Rickard Program Manager - ISC (Completed April 2016)	Cert IV Training & Assessment Ass. Dip. Business Management (Health & Community Services)
Karen Bond Project Manager - MIP & SEAT (Commenced May 2016)	Certificate IV Workplace Training and Assessment
Isaac Chui IT Trainee (Commenced in March 2016)	Undertaking Certificate III in Information, Digital Media and Technology Traineeship

AEN Contractors

Name	Qualifications
Brad Huffels Accountant	Master of Commerce Bachelor of Business, Accountancy Registered BAS Agent Certified Xero Advisor
Dr Peter Waterhouse Project Consultant - SBSM Research and Development consultant	Bachelor of Arts Diploma of Education Post-Graduate Diploma Educational Studies Doctor of Philosophy
Sue Kent Project Consultant – MIP (commenced May 2016)	Bachelor of Arts Diploma of Education
Carly Buckland Project Consultant - SBSM	Associate Degree in Social Science Graduate Cert in Elite Athlete Mentoring & Counselling Certificate IV in Training and Assessment Certificate III in OHS

Member Events

Mid-year Conference - June 2016, Ballarat

The AEN held its mid-year State Conference on 16 and 17 June 2016 at the Mercure in Ballarat. With a strong turn-out representing the majority of members, a range of Government officials and industry experts, the event proved to be a great success.

The event's proceedings were kicked off by the Minister for Skills and Training, the Hon. Steve Herbert, who also acknowledged retiring Skillinvest CEO, John Ackland, for his hard work and dedication during his 30-year career - dubbing him a "True Hero" of Group Training.

Our guest speakers included the Victorian Skills Commissioner, Neil Coulson, Andrew Hosken from the State Revenue Office, Carl Walsh from the Department of Education and Training and Chris Ingham from the VRQA

who provided valuable updates from the Victorian State Government.

The conference also held a number of workshops on:

- RTO assessment validation (James Nash from Nash Training),
- Preparing and management for Tenders (Maria Alibrando and Melissa Kalemis from Alibrando Consulting),
- GTPaC Update (Marcus Lens and Richard Hogg from AEN (GTPaC) and Malcolm White from Communicat).



Member Events

Field Officers Conference – August 2016, Eildon

This year's field officers conference was held at the Holmesglen conference venue in beautiful Eildon in August 2015.

Along with the usual government presentations and updates from the Association, this event took field officers out of their comfort zones by undertaking a number of leadership workshops. One was to work in teams to build a raft from old pieces of timber, ropes and plastic barrels – and then nominating a couple of brave members from their team to navigate across the cold dam water and back. Other activities included archery. These activities reinforced the various roles people play in team environments, and how to identify and work in various situations.



Member Events

End of Year Conference, AGM and annual awards dinner – The Park – Albert Park Melbourne

The Annual General Meeting (AGM) in November marked the 30-year anniversary of the Association.

Service Awards

Congratulations to the following people from within the network who achieve a service award milestone throughout 2015.

Industry Service - 15yrs

Natasha Robinson - MMTC
Max Palmer - BGT - Director
Shane Cross - Skillinvest Ltd
Kylie Pickering - Skillinvest Ltd
Vaughan Adams - CVGT
John Stock - CVGT
Kelly Crothers - Westvic

Industry Service - 20 yrs

Michelle Armstrong - MMTC
Rosie Mara - MMTC
William Maher - MMTC - Director
Stuart Davies - ATEP
David Edgar - ATEP

Industry Service - 25 yrs

Geoff Cockram - ATEP - Director

Industry Service - 30 yrs

Geoff Carson - MMTC
Graeme Shearer - BGT - Director

GTAV Fellowship

Life membership was awarded to Geoff Carson, Managing Director of Murray Mallee Training Company (MMTC) and Sunraysia Murray Group Training (SMGT).



Geoff has been a great leader within the Victorian Group Training network for 30 years. He was appointed Director and Vice President of the GTAV from 1990 to 1995. Providing sound leadership on the GTAV Board as a member-elected Director, Geoff assisted with the development of strong networks with the Victorian Government and the wider group training, employment services and VET network which has continued to grow stronger over the years.

Life Members

John Ackland Skillinvest (Workco Limited)	2008
Kevin Kennedy AGA (Gippsland Group Training)	2008
David Windridge MEGT	2008
Miles Coverdale Westvic Staffing Solutions	2009
John Glover Group Training Association of Victoria Inc.	2009
Geoffrey Foster Skills Victoria (Government)	2010
Mike O'Brien G-Force	2010
Sue Kent MEGT	2012
Geoff Carson MMTC & SMGT	2015



A group of GTAV Life Members with new inductee Geoff Carson
Miles Coverdale, John Ackland, Geoff Carson, Steph Ryan (Shadow Minister), Sue Kent and Geoffrey Foster

Retirement of John Ackland

At our mid-year conference dinner in Ballarat – AEN Chair, Dean Luciani, celebrated the long career and pending retirement of John Ackland, CEO at Skillinvest and AEN Life Member.

The Hon. Steve Herbert, Minister for Training and Skills, also acknowledged John for his hard work and dedication during his 30-year career - dubbing him a “True Hero” of Group Training earlier in the day at the conference opening.

Amongst the banter, many kind words were shared about John’s career in the group training network by Geoff Carson and Sue Kent - fellow AEN Life Members.

A small snapshot of the many contributions John has made to the group training industry include:

- GTAV’s longest standing board member with 17 years on the board
- GTAV Life membership in 2008
- GTAN board member for 5 years
- GTAN Life membership in 2011
- Numerous regional, state and commonwealth steering committees / working groups - too many to name

John has been a great supporter of group training and has always made himself available to the wider network to assist with any questions or issues.

Congratulations to John on a wonderful career – and we look forward to seeing him at future industry events.



John Ackland with former Victorian Premier Jeff Kennett - Circa 1995



John Ackland with Hon. Steve Herbert Minister for Training and Skills

Industry Awards

2015 Best Apprentice of the Year

Harry Bennett 4th Year Engineering (Mechanical)



Harry Bennett is a 4th Year Engineering (Mechanical) Apprentice who has been hosted out to Rubicon Systems Australia in Shepparton. He started his apprenticeship in February 2012 and completed in February 2016. Harry has proven to be an outstanding apprentice throughout his employment with The Apprenticeship Factory.

Harry completed year 12 undertaking the following subjects: Maths Methods, English, Biology, Physics and Chemistry.

In his first year of his Apprenticeship, Harry studied at Goulburn Ovens TAFE. In this year he also worked on afternoon shift for Rubicon as he was a valued team member and went on to complete a general welding course, external to his apprenticeship.

During his 2nd year, Harry again rotated through day and afternoon shift at Rubicon. His role included manual machining with milling and lathe machines and attendance at GOTAFE. During this year he assisted with the training of the new first year apprentice.

Harry's 3rd year saw him continue with his training and undertake a mentor role for the other apprentices and he also operated the horizontal mill. During this year Harry also won the 3rd Year Apprentice of the Year hosted by The Apprenticeship Factory. Harry's commitment was demonstrated as he would come into work to set up the machines (6.00am) prior to attending trade school.

Harry's achievements during 2015 (4th year of his apprenticeship) are well deserved. He won the 4th Year Apprentice of the Year hosted by The Apprenticeship Factory and also the Overall Apprentice of the Year. He has trained a new first year apprentice this year in using the lathe and also some programming for the lathe. Harry continues to run his own lathe and the mill when the first year apprentice is at trade school.



Harry Bennett and Steph Ryan
Shadow Minister for Education, Training and Apprenticeships

Harry's role is to assist with the production of parts for the Rubicon Flume Gates, Slip Meters, Special Projects and Reworks, all of which are used both locally and shipped around the world. 15 Australian Technical Officers Association – Best Victorian Apprentice of the Year award – goes to Harry Bennett from The Apprenticeship Factory.

Industry Awards

2015 Best Victorian GTO Trainee award

Symantha McGrath Business Administration



At the age of 16, Symantha McGrath was a young school dropout, hanging around with “the wrong crowd” after growing up in a very unstable environment. As a child Symantha had no adult role models or peers that were in any form of employment, key adults around her were drug affected, and as a result, she had to move homes and transition through different guardianship arrangements, often wagging school and missing out on her education.

Having only passed her schooling to the year nine level, Symantha didn’t have much confidence that there was much she could do or offer in employment. However, when she joined the Brotherhood as a business administration trainee at the Certificate III level, Symantha turned her life around. Her new employment “opened her eyes” to what might be possible through new and productive peer networks. With the support of her Field Officer and a staff team at Frankston who had taken her under their wing, Symantha began to fly through her certificate finishing it early in the traineeship. She then went on to exceed expectations by completing the cert four in business administration.

Today, at 18 years old, Symantha works in Administration and Customer Service at a distribution company Health Magic; she’s got savings, she’s got a license, in her words, “she’s on her way”.



Symantha McGrath with Brotherhood of St Laurence Staff

GTO Excellence Awards

BGT “Smart Support” Program

BGT was awarded an Excellence Award for their program “Smart Support”. With a significant number of participants who start a new apprenticeship or trainee failing to complete and the dramatic social and economic impacts, BGT developed a program with the aim of addressing this issue in the Ballarat region.



All new apprentices and trainees employed through BGT's Hosting Service are underpinned by Smart Support. This is a unique program focusing on: personal development training, a tailored performance monitoring schedule, mentoring and pastoral care assistance, vocational training, mental health assistance through BGT's employee assistance program and personal financial skills management.

The idea is to provide apprentices and trainees with the necessary skills and techniques to become more resilient and empowered so that they can take charge of their own destiny and complete their training to gain a certified qualification.

The benefits are numerous to business and participants. BGT are proud to be the first organisation to offer such a unique concept and we hope this model will change the face of apprenticeships and traineeships into the future.



Garry Doyle BGT CEO, Marilyn Morley RTO Manager and Carl Spencer BGT Business Development Manager

Industry Skills Centre – Pre and Post release program

The Industry Skills Centre – Pre and Post release program commenced in 2008 as a pilot with Corrections Victoria. Barry Rickard has worked on the program since its inception and has been able to expand its coverage to 11 Victorian prison locations. CVGT Australia has been an integral partner in this program over the past six years and has provided on the ground field officer support at many prison locations across the state. The program works closely with ISC participants during their last 18 months of their custodial sentence and then assists participants into employment or further training. Over the past seven years the program has worked with over 1,500 participants and achieved approximately 55% employment or training outcomes for participants post release. Recidivism rates with ISC participants has also been well below state averages. This program has been extremely challenging, and has highlighted the long-term community benefits to working closely with ex-offenders and assisting them into employment and training opportunities.

GTAV would like to thank a number of members that have supported the program over the past seven years, including Skillinvest, G-Force and MEGT.



Barry Rickard GTAV ISC Program Manager and Rhonda Penny CVGT ISC field officer

GTAV presented this excellence award to CVGT Australia and to Mr Barry Rickard for their long term achievements in this program.

Member Services

The Association provides a wide range of services to the GTO and wider VET network. Services provided in 2015-2016 included:

- Wide variety communication platforms
- Network meetings and Conferences
- Policies and Best Practice guidelines
- Training and professional development
- Members services
 - Tender search
 - Car insurance
 - Consultancy (including; Industrial relations, insurance, superannuation, and WHS)
 - Online training resources and hosting

Member Network meetings

Network meetings are held throughout the year, with invited guest speakers from industry and government, with the aim to ensure members are kept up to date with changes in regulations and to develop best practice standards.

- Group Training Managers / CEO
- Field Officers
- RTO & eLearning Managers
- OH&S / WHS
- School Based Learning
- Financial Controllers / HR / Industrial Relations
- GTO Standards and Quality Assurance

Association Websites

www.aen.org.au

Keep an eye on our website as we keep developing more member only features and improving the Find an Apprenticeship Employer system. Also your first stop for all of our news and events. Log in to the member's section to access 100's of policies and best practice standards, GTO self-assessment and benchmarking data.

www.needanapprentice.com.au

This job board site gives you the opportunity to connect with out-of-trade apprentices, trainees and potential new candidates. Post your Jobs, and search through submitted resume's (all postings stay valid for 60 days).

www.gttraining.com.au

Find out about the world of e-Learning the easy way, with information about the AEN learning platform and how you can get your own learning management system.

www.safetyfirst.org.au

Think SafetyFirst for all things OHS/WHS related. Providing updates on legislation, policy & procedure templates, industry benchmarking, induction training and much more.

www.readynetwork.com.au

Your one stop shop for everything about apprenticeships. Designed to explain the Group Training system in a simple, easy to understand way, with interactive activities for students, parents and schools (still in development).

SafetyFirst – WHS services

Understanding WHS and providing a safe workplace is everybody's responsibility. SafetyFirst now in its 5th year provides members with access to a range of business services including;



- Quarterly network meetings
- 300+ online WHS policy and procedure templates
- Online WHS training programs
- Workplace OHS/WHS auditing
- Industry Benchmarking of WHS incidents
- Monthly e-Newsletter

GTPaC/eGTPaC

In March 2016 the Association took over the ownership of the GTPaC service from Barwon Computing. GTPaC is a specialised and integrated software solution provided to Group Training and Labour Hire companies throughout Australia since 1994.



This software integrates completely to the Tencia Financial Package; thereby going from Timesheet through to Payroll and to Profit & Loss and Balance Sheet quickly and easily.

A new version of eGTPaC was also launched in late June 2016, which is a web-based extension to GTPaC used by Employees, Host Supervisors, Field Officers, Payroll staff and Administration staff, which allows automatic mobile submission and approval of timesheets with the ability to tailor the pay rates and conditions.

eGTPaC is compatible with both Apple and Android devices.

Members

Member Company Name	Address Details
AFL SportsReady	GPO Box 4337, Melbourne VIC 3001
Apprenticeships Group Australia	PO Box 627, Morwell VIC 3840 Level 1 192-198 High Street, Northcote VIC 3070
ATEL Employment Services	2 Michael Drive, Wodonga VIC 3690
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
Skillinvest	PO Box 234, Dandenong VIC 3175 PO Box 930, Horsham VIC 3402
MIGAS	PO Box 334, Batman VIC 3058
MEGT Australia	29 Ringwood Street, Ringwood VIC 3134
Murray Mallee Training Company	PO Box 254, Swan Hill VIC 3585
Kestrel Recruitment	9 Stanley Street, Wodonga VIC 3690
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
NECA Education and Careers	PO Box 187, Carlton VIC 3053
Victorian Group Training Company	111-113 Bromfield Street, Colac VIC 3250
Westvic Staffing Solutions	PO Box 933, Warrnambool VIC 3280
WPC Group	440 William Street, West Melbourne VIC 3003

Affiliate Member Company Name	Address Details
The Service Crew	PO Box 6270 Highton Victoria 3216
Bendigo Kangan	Private Bag 299, Somerton, Victoria 3062
RMIT TAFE	Swanston & LaTrobe Streets, Melbourne VIC 3000
Skilled Group / Programmed	Level 15, 380 St Kilda Road, Melbourne VIC 3004
Holmesglen Institute	PO Box 42 Holmesglen Victoria 3148

Members



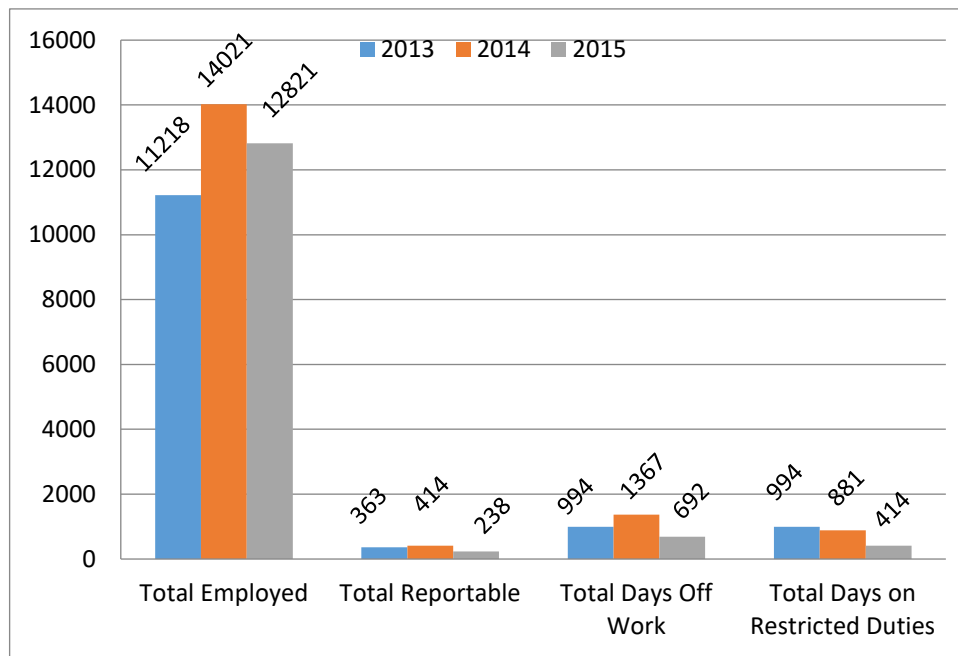
Corporate Partners

We would like to acknowledge and thank our corporate partners for their support throughout the year. We could not provide the level of service we do to members without their generous support



WHS Benchmarking

Over the past three years the Association has undertaken a WHS benchmarking project with members. The below table indicates the total number of survey data collated on a quarterly basis over this period. It is pleasing to see that the overall WHS performance of the network has improved over the 3 years, with an overall incident rate of 1.86% in the 2015 calendar year.



2013-15 Most frequent injuries

1st Year Apprentices

- Sprains & Strains / back
- Laceration / hand
- Foreign object / eye

2nd Year Apprentices

- Sprains & Strains / back
- Laceration / hand
- Foreign object / eye

3rd & 4th Year Apprentices

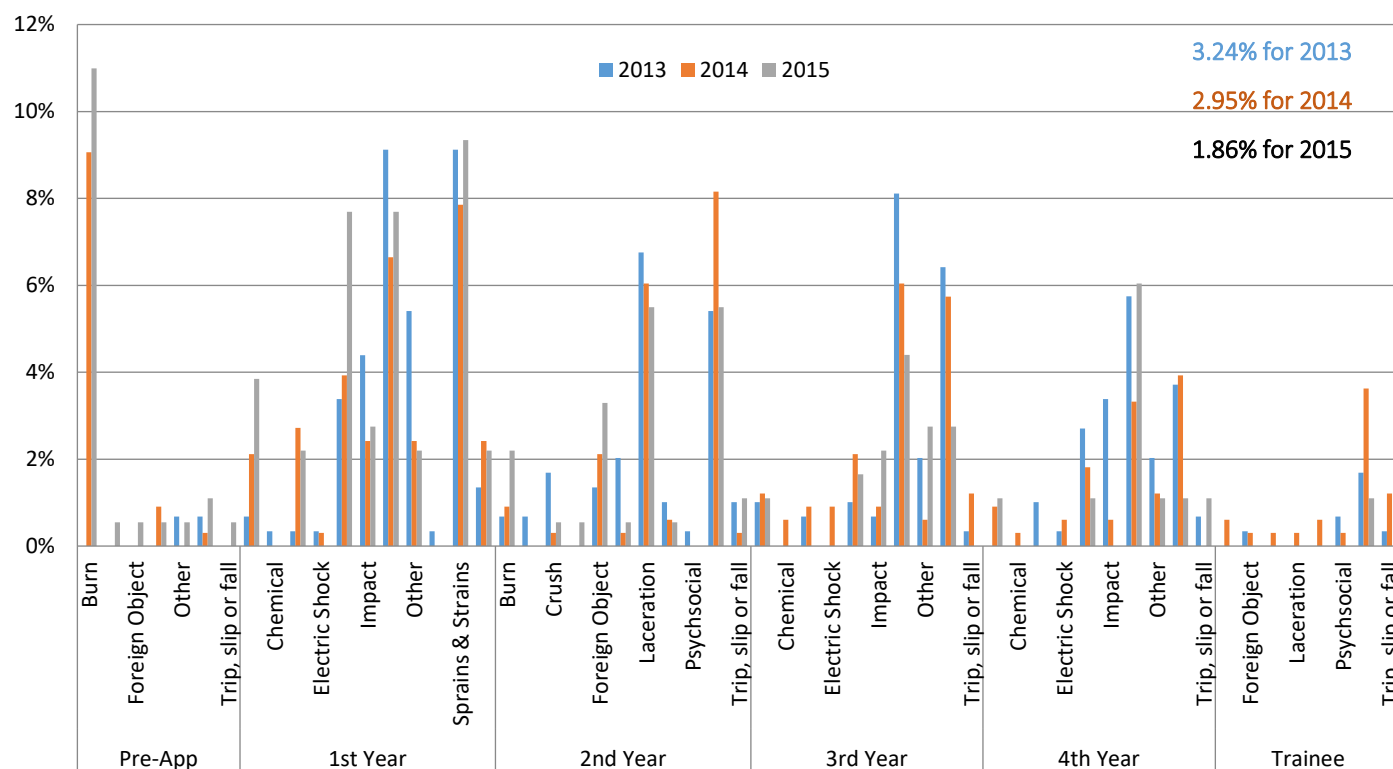
- Laceration / hand
- Sprains & Strains / back

Pre-App

- Burn / arm

Trainees

- Sprains & Strains



AEN would like to thank the members that have taken the time to submit their WHS data on a quarterly basis. This project will continue in 2016-17.

Industry Events

Alstom - Ballarat - BGT - June 2016

On 16 June 2016 the Hon. Steve Herbert, Minister for Training and Skills, toured the train manufacturer Alstom while in Ballarat. During the visit the Minister presented a number of certificates of appreciation to Ballarat Group Training (BGT) partners including:

Ballarat secondary college for establishing a school based engineering apprenticeship with BGT and Alstom

- 6 Alstom employees that provided mentoring support to BGT apprentices
- Alstom for their long standing support for developing local apprentices

Mercedes-Benz - Melbourne - WPC Group - Skilling Australia Foundation June 2016

International Apprenticeship Scholarships

On 14 June 2016, the Hon. Steve Herbert, Minister for Training and Skills, visited Mercedes-Benz Melbourne.

The two scholarships, presented by the Minister, were awarded through the Skilling Australia Foundation and made possible with the support of the Perpetual Foundation of the Kingston Sedgfield Charitable Trust.

The two apprentices at Mercedes-Benz Melbourne headed off on their International Scholarship to extend their training in the USA. Mattin Nguyen, 23, and John Galvez, 22, are each working toward a Certificate III in light vehicle mechanical technology.



Hon. Steve Herbert, Minister for Training and Skills with Alstom workers

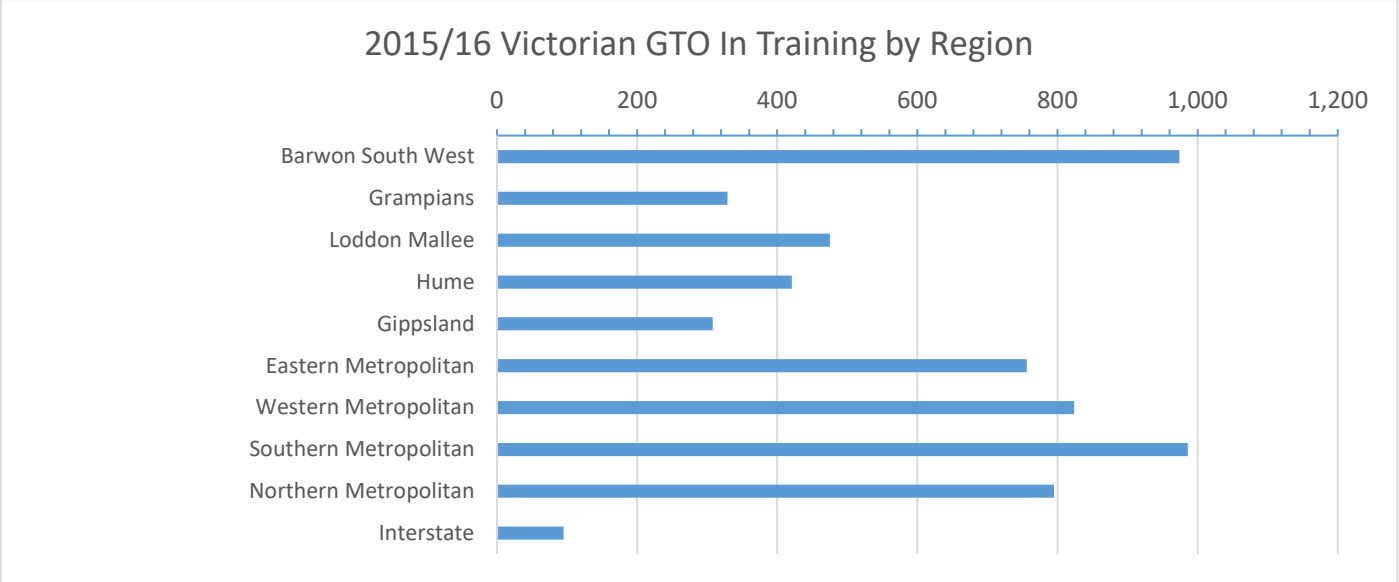
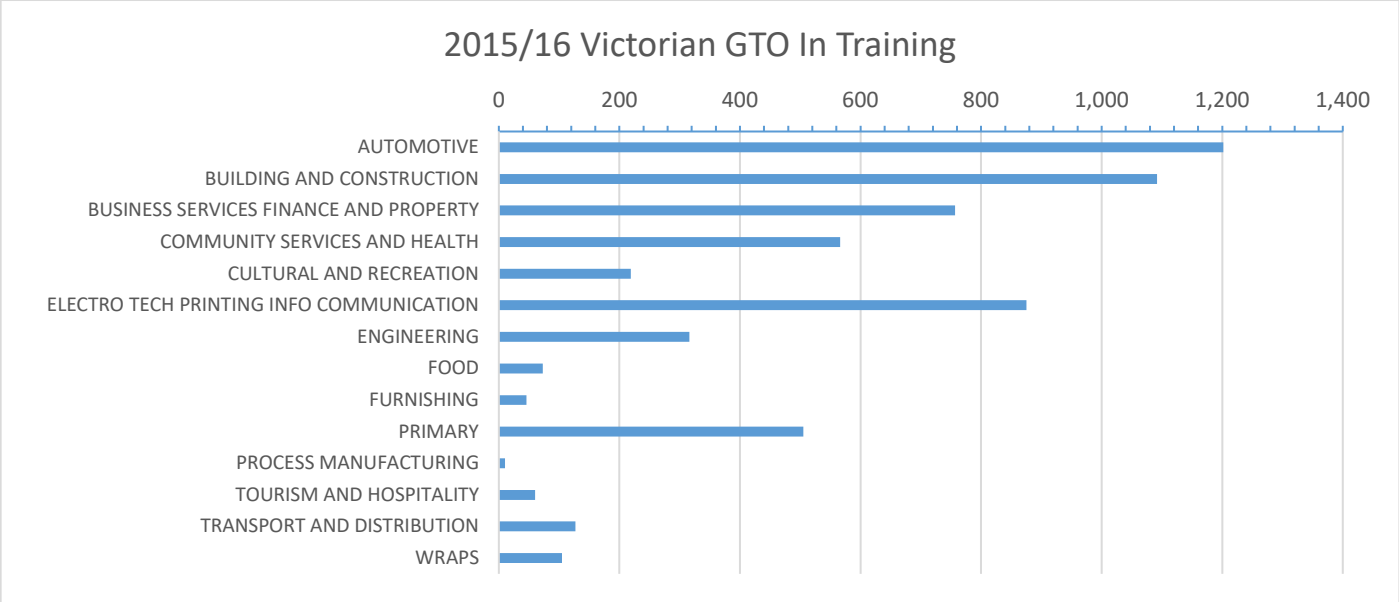
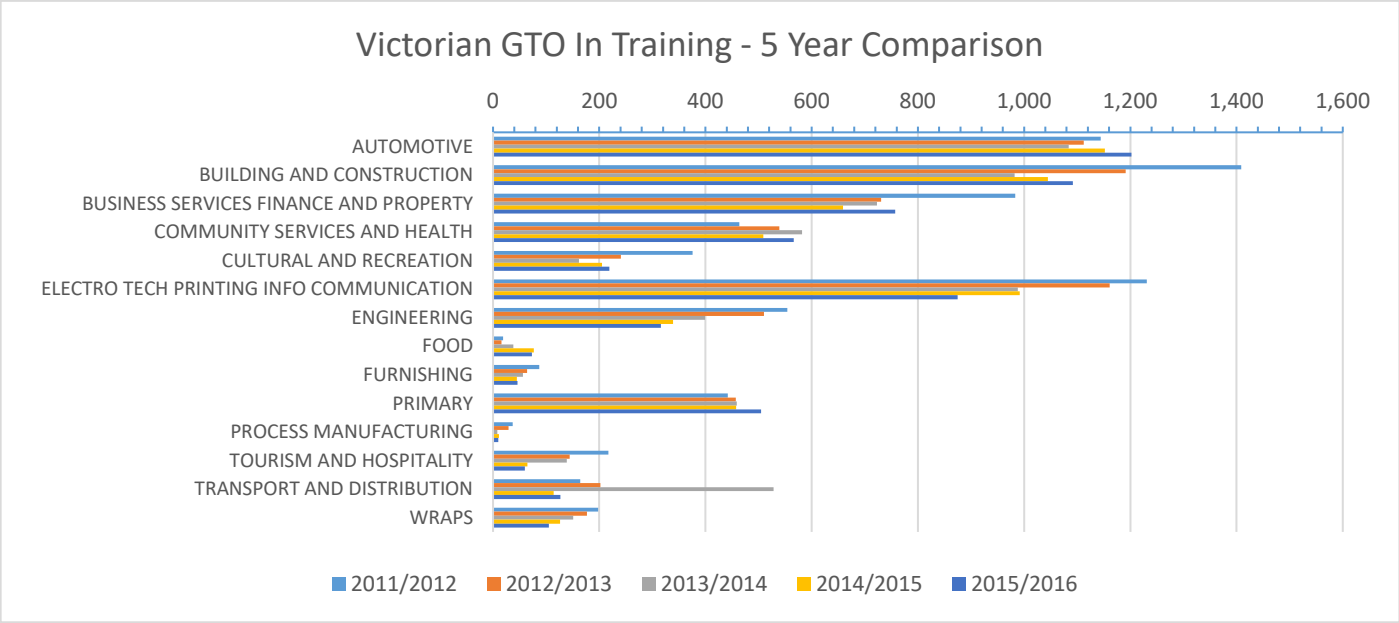


Hon. Steve Herbert, Minister for Training and Skills talking with scholarship winners Mattin Nguyen and John Galvez



Alstom Certificate Recipients

Industry Performance



Apprenticeship Employment Network

Skilling Victoria for change and growth



6,000+

apprentices and trainees employed
by our members in 2015/16



1,200

Automotive



1,100

Building &
Construction



760

Business Services



560

Community
Services & Health



880

Electro Technology
& Printing



510

Primary Industries



320

Engineering

2015-16 Financial Report

Statement of Comprehensive Income

FOR THE YEAR ENDED 30 June 2016

	Note	2016 \$	2015 \$
Revenue	2	1,577,776	2,035,865
Cost of member sales	3	(49,640)	(684,593)
Employee expenses		(635,462)	(654,629)
Project expenses		(592,143)	(391,103)
Other expenses		(146,741)	(108,792)
National membership levy		-	(70,807)
Occupancy expenses		(74,507)	(67,793)
Depreciation expenses	8	(23,674)	(24,651)
Audit fees		(5,400)	(8,100)
Motor vehicle costs		(25,269)	(21,032)
Profit for the year		24,940	4,365
Other comprehensive income			
Other		-	-
Total comprehensive income for the year attributable to members of the entity		24,940	4,365

The accompanying notes form part of these financial statements.

2015-16 Financial Report

Statement of Financial Position

AS AT 30 June 2016

	Note	2016 \$	2015 \$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	5	5,257,670	496,236
Trade and other receivables	6	4,122,497	238,469
Other current assets	7	1,500	1,000
TOTAL CURRENT ASSETS		9,381,667	735,705
NON-CURRENT ASSETS			
Property, plant and equipment	8	90,511	45,317
TOTAL NON-CURRENT ASSETS		90,511	45,317
TOTAL ASSETS		9,472,178	781,022
LIABILITIES			
CURRENT LIABILITIES			
Trade and other payables	9	852,985	56,059
Provision for employee entitlements	10(a)	32,015	31,447
Other current liabilities	11	8,149,235	276,056
TOTAL CURRENT LIABILITIES		9,034,235	363,562
NON CURRENT LIABILITIES			
Provision for employee entitlements	10(b)	16,642	21,099
TOTAL NON CURRENT LIABILITIES		16,642	21,099
TOTAL LIABILITIES		9,050,877	384,661
NET ASSETS		421,301	396,361
EQUITY			
Reserves	14	-	40,921
Retained earnings	13	421,301	355,440
TOTAL EQUITY		421,301	396,361

The accompanying notes form part of these financial statements.

2015-16 Financial Report

Statement of Changes in Equity

FOR THE YEAR ENDED 30 June 2016

	Retained Earnings \$	Association Reserve \$	Total \$
Balance at 1 July 2014	351,075	40,921	391,996
Profit attributable to members	4,365	-	4,365
Balance at 30 June 2015	355,440	40,921	396,361
Balance at 1 July 2015	355,440	40,921	396,361
Reserves transferred to retained earnings	40,921	(40,921)	-
Profit attributable to members	24,940	-	24,940
Balance at 30 June 2016	421,301	-	421,301

Statement of Cash Flows

FOR THE YEAR ENDED 30 June 2016

	Note	2016 \$	2015 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from members		450,125	1,274,354
Operating grants receipts		110,000	110,000
Receipts from project funding		6,013,909	560,372
Payments to suppliers and employees		(1,765,877)	(2,112,464)
Interest received		9,945	11,495
Net cash provided by operating activities	18(b)	4,818,102	(156,243)
CASH FLOWS FROM INVESTING ACTIVITIES			
Proceeds from sale of plant and equipment		28,500	8,000
Purchase of plant and equipment		(85,168)	(30,664)
Net cash used in investing activities		(56,668)	(22,664)
Net increase/(decrease) in cash held		4,761,434	(178,907)
Cash and cash equivalents at beginning of financial year		496,236	675,143
Cash and cash equivalents at end of financial year	18(a)	5,257,670	496,236

The accompanying notes form part of these financial statements.

Notes to the Financial Statements

FOR THE YEAR ENDED 30 June 2016

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

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 12 October 2016 by the 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 asset's 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	25%
Office equipment	50%

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

Notes to the Financial Statements

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 (i.e. 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 Measurement

AASB 13 Fair Value Measurement and AASB 2011-8 Amendments to Australian Accounting Standards arising from AASB 13.

The incorporated association has applied AASB 13 and its consequential amendments from 1 July 2013. The standard provides a single robust measurement framework, with clear measurement objectives, for measuring fair value using the 'exit price' and provides guidance on measuring fair value when a market becomes less active. The 'highest and best use' approach is used to measure non-financial assets whereas liabilities are based on transfer value. The standard requires increased disclosures where fair value is used. There were no fair values used at 30 June 2016.

Notes to the Financial Statements

When an asset or liability, financial or non-financial, is measured at fair value for recognition or disclosure purposes, the fair value is based on the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date; and assumes that the transaction will take place either: in the principle market; or in the absence of a principal market, in the most advantageous market.

Fair value is measured using the assumptions that market participants would use when pricing the asset or liability, assuming they act in their economic best interest. For non-financial assets, the fair value measurement is based on its highest and best use. Valuation techniques that are appropriate in the circumstances and for which sufficient data are available to measure fair value, are used, maximising the use of relevant observable inputs and minimising the use of unobservable inputs.

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 asset(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 (e.g. 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 net 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.

Contributions are made by the entity to employee superannuation funds and are charged as expenses when incurred. Annual leave that is not expected to be wholly settled within 12 months is discounted allowing for expected salary levels in the future period when the leave is expected to be taken.

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.

Notes to the Financial Statements

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 straight-line 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

Provision for impairment of receivables

There are no noted issues with the collectability of receivables, therefore no provision for impairment has been made.

m. Comparative Figures

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

Notes to the Financial Statements

Note 2: Revenue and Other Income

	2016 \$	2015 \$
Revenue		
Sales revenue:		
– Project income	1,096,426	901,852
– Member sales	156,781	713,654
– Member fees	195,251	234,082
– National members fees	-	70,805
– Operating grants	100,000	100,000
– Interest received	9,945	11,495
– Profit on sale of assets	19,373	3,977
Total revenue	1,577,776	2,035,865

Note 3: Expenses

	2016 \$	2015 \$
– Fuel costs	-	527,174
– Insurance costs	-	28,886
– Meetings/conferences Costs	49,640	58,349
– WorkSight/other	-	70,184
Total member expenses	49,640	684,593

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:

	2016 \$	2015 \$
Key management personnel compensation	203,091	187,425

Other KMP transactions

There were no other transactions with Key Management Personnel.

Notes to the Financial Statements

Note 5: Cash and Cash Equivalents

	2016 \$	2015 \$
Cash at bank and in hand	1,064,750	307,608
Short-term bank deposits	4,192,920	188,628
Total cash and cash equivalents	5,257,670	496,236

The effective interest rate on short-term bank deposits was 2.25% (2015: 2.97%); these deposits have an average maturity of 92 days.

Note 6: Trade and Other Receivables

	2016 \$	2015 \$
CURRENT		
Trade debtors	4,122,497	238,469
Total current trade and other receivables	4,122,497	238,469

Note 7: Other Current Assets

	2016 \$	2015 \$
CURRENT		
Prepayments	1,500	1,000
Total current other assets	1,500	1,000

Note 8: Property, Plant and Equipment

	2016 \$	2015 \$
Office equipment:		
At cost	-	-
Accumulated depreciation	-	-
Total office equipment	-	-
Motor vehicles:		
At cost	104,054	97,374
Less accumulated depreciation	(13,543)	(52,057)
Total motor vehicles	90,511	45,317
Total plant and equipment	90,511	45,317

Notes to the Financial Statements

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:

2015/16	Office Equipment \$	Motor Vehicles \$	Total \$
Balance at 1 July 2015	-	45,317	45,317
Additions	-	76,178	76,178
Disposals	-	(7,310)	(7,310)
Depreciation expense	-	(23,674)	(23,674)
Carrying amount at 30 June 2016	-	90,511	90,511

2014/15	Office Equipment \$	Motor Vehicles \$	Total \$
Balance at 1 July 2014	155	45,959	46,114
Additions	-	27,877	27,877
Disposals	-	(4,023)	(4,023)
Depreciation expense	(155)	(24,496)	(24,651)
Carrying amount at 30 June 2015	-	45,317	45,317

Note 9: Trade and Other Payables

	2016 \$	2015 \$
Trade creditors and accruals	5,696	31,158
Amounts owing to the ATO	836,808	19,343
Superannuation payable	10,481	5,558
Total trade and other payables	852,985	56,059

Note 10: Provision for Employee Entitlements

	2016 \$	2015 \$
CURRENT		
Provision for employee entitlements (annual leave)	32,015	31,447
(a) Total current provision for employee entitlements	32,015	31,447
NON CURRENT		
Provision for employee entitlements (long service leave)	16,642	21,099
(b) Total non-current provision for employee entitlements	16,642	21,099
Number of employees at year end	7	4

Notes to the Financial Statements

Note 11: Other Current Liabilities

	2016 \$	2015 \$
UNEARNED PROJECT INCOME		
Industry skills project - Corrections Victoria	-	37,158
Pre-apprenticeship and school based program	6,088,000	-
Safetyfirst/e-wise	-	15,980
South east auto industry transition	1,975,000	-
Small business SuccessMap	21,500	104,000
Total unearned project income	8,084,500	157,138
Advances - member services	64,735	118,918
Total other liabilities	8,149,235	276,056

Note 12: Operating Lease Commitments

	2016 \$	2015 \$
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	13,088	12,698
– between 12 months and five years	-	-
– greater than five years	-	-
Total operating lease commitments	13,088	12,698

The property lease commitment is a short term operating lease expiring 31 December 2016. Rental is payable one month in advance with notice of three months required for cessation.

Note 13: Retained Earnings

	2016 \$	2015 \$
Retained earnings		
Opening balance at the beginning of the financial year	355,440	351,075
Transfer from reserves	40,921	-
Profit for the year attributable to members	24,940	4,365
Closing balance at the end of financial year	421,301	355,440

Notes to the Financial Statements

Note 14: Association Reserves

	2016 \$	2015 \$
Association reserve		
Opening balance at the beginning of the financial year	40,921	40,921
Transfer to retained earnings	(40,921)	-
Closing balance at the end of financial year	-	40,921

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

Note 15: Contingent Liabilities and Contingent Assets

There are no contingent liabilities or contingent assets as at 30/06/2016 (2015: nil).

Note 16: Events After the Reporting Period

There are no events after the reporting period.

Note 17: Related Party Transactions

There were no related party transactions.

Note 18: Cash Information

		2016 \$	2015 \$
(a)	Reconciliation of cash		
	Cash at bank	1,064,750	307,608
	Cash on deposit	4,192,920	188,628
		5,257,670	496,236
(b)	Reconciliation of net cash provided by operating activities to profit for year		
	Profit for year	24,940	4,365
	Non cash flows in profit:		
	Non cash inflow/(outflow)	(31,574)	(5,166)
	Depreciation	23,674	24,651
	Profit on sale of assets	19,373	3,977
	Changes in assets and liabilities		
	(Increase)/decrease in receivables	(3,884,028)	(13,823)
	(Increase)/decrease in prepayments	(500)	3,020
	Increase/(decrease) in payables	796,926	48,515
	Increase/(decrease) in other liabilities	7,873,179	(218,459)
	Increase/(decrease) in employee entitlements	(3,888)	(3,323)
		4,818,102	(156,243)

Notes to the Financial Statements

Note 19: 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	2016 \$	2015 \$
Financial assets			
Cash and cash equivalents	5	5,257,670	496,236
Trade and receivables	6	4,122,497	238,469
Total financial assets		9,380,167	734,705
Financial liabilities			
Financial liabilities at amortised cost:			
– trade and other payables	9	852,985	56,059
Total financial liabilities		852,985	56,059

Note 20: Association Information

The registered office of the association is:

Group Training Association of Victoria Inc. trading as Apprenticeship Employment Network
ABN 79 996 874 017

Level 3, 478 Albert Street
East Melbourne Victoria 3002

The principal place of business is:

Group Training Association of Victoria Inc. trading as Apprenticeship Employment Network
ABN 79 996 874 017

Level 3, 478 Albert Street
East Melbourne Victoria 3002

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 26 to 38, are in accordance with the *Associations Incorporation Reform Act 2012* and:


- a. Comply with Australian Accounting Standards – Reduced Disclosure Requirements; and
- a. Give a true and fair view of the financial position of Group Training Association of Victoria Inc. as at 30 June 2016 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


.....
Mark Knox

Executive Director


.....
Gary Workman

Dated this 12 day of October 2016

Independent Auditors' Report



Crowe Horwath Vic
ABN 27 621 602 883
Member Crowe Horwath International
Audit and Assurance Services
Suite 3-5 Level 1, 11 John Street
Pakenham VIC 3810
PO Box 183
Pakenham VIC 3810
Australia
Tel 03 5940 2033
Fax 03 5940 2042
www.crowehorwath.com.au

INDEPENDENT AUDITOR'S REPORT

To the Members of Group Training Association of Victoria Inc.

We have audited the accompanying financial report of Group Training Association of Victoria Inc., which comprises the statement of financial position as at 30 June 2016, the statement of profit or loss and other comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, notes comprising a summary of significant accounting policies and other explanatory information, and the statement by members of the committee.

Committee's Responsibility for the Financial Report

The members of the committee 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* and for such internal control as the members of the committee determine is necessary to enable the preparation of the financial report that gives a true and fair view and 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 about 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 judgement, 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 association's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by the members of the committee, 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 audit, we have complied with the independence requirements of Australian professional ethical pronouncements.

Opinion

In our opinion the financial report gives a true and fair view of the financial position Group Training Association of Victoria Inc. as at 30 June 2016 and of its performance and its cash flows for the year ended in accordance with Australian Accounting Standards – Reduced Disclosure Requirements and the *Associations Incorporation Reform Act 2012*.

A handwritten signature in blue ink that reads "Crowe Horwath Vic".

CROWE HORWATH VIC

A handwritten signature in blue ink that appears to read "G. Robertson".

GORDON ROBERTSON

Partner

Pakenham

Date: 12 October 2016

Crowe Horwath Vic is a member of Crowe Horwath International, a Swiss Verein. Each member of Crowe Horwath is a separate and independent legal entity. Liability limited by a scheme approved under Professional Standards Legislation other than for the acts or omissions of financial services licensees.



Apprenticeship Employment Network

Level 3, 478 Albert Street
East Melbourne VIC 3002

03 9639 3955 | info@aen.org.au | aen.org.au



@appemploynet



@appemploynet