



**CIVIL CONTRACTORS
FEDERATION**

VICTORIA

CCF VICTORIA ANNUAL REPORT

2020-2021

Your Voice in the
Civil Construction
Industry



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IMAGES

Cover: Major Road Projects Victoria.

Left: Metro Tunnel Project.


Images courtesy of the Victorian State Government.

508
Contractor & Associate members

\$228K
Surplus (Current Year Performance)

\$1.06m
In cash reserves under management

\$3.666m
In revenue generated from CCF operations
(Excludes COVID relief payments)


Commenced delivery of the *Positive Plans – Positive Futures Project* supported by WorkSafe

\$22.5bn
of public and private civil construction delivered by contractor members

\$1.823m
In member funds

219
Apprentices being serviced by Civil Train

249
Short courses delivered under tough COVID-19 restrictions

28
Topics covered by subject matter experts in short courses

2,400+
Followers on LinkedIn and Facebook


CEO engaged in Victorian Government COVID-19 Task Force

30K+
COVID-19 tests conducted at building sites by Incolink, APC & CMS

11
3rd year civil engineering undergraduates participated in CCF Victoria's Foresite program

1,721
Participants completed short courses

\$445k
In apprenticeship funding for Certificates III and IV

\$60K
In funded training delivered under the Construction Industry Skills Sets (CISS) program

ABOUT CCF VICTORIA

The Civil Contractors Federation (CCF) is the peak body representing Australia’s civil construction industry.

The CCF represents more than 1,700 contractor and associate members nationally, with over 500 contractor and associate members operating in Victoria. The organisation is a company limited by guarantee under the Australian Securities and Investments Commission (ASIC) and is governed by a National Board comprised of member-elected representatives from each state and territory in the Commonwealth.

CCF members are responsible for the construction and maintenance of Australia’s infrastructure, including roads, bridges, pipelines, drainage, ports and utilities. Our members also play a vital role in the residential and commercial building industry, providing earthmoving and land development services, including the provision of power, water, communications and gas.

With over \$110 billion of public infrastructure spending in Victoria, either under construction or in the pipeline, our contractor members employ over 45,000 workers across the State and are responsible for \$22.5 billion of Victoria’s civil construction annually. Our full range of benefits and services include:

- > Specialised training for the civil industry
- > Advocacy on key industry issues
- > Contractor management systems
- > Events and networking
- > Civil career advice
- > OH&S advice
- > Industry publications and resources
- > Providing the latest industry news and updates around regulations
- > Environmental management advice
- > Legal and industrial relations advice



OUR STRATEGIC GOALS & OBJECTIVES



SKILLS

Building capacity and capability in the civil construction industry to meet the critical infrastructure needs for Victoria through market leading training and apprenticeship programs and initiatives.



MEMBER SERVICES

Delivering benefits to members that are relevant to their industry needs and driving improved operational standards through innovation, advice and support.



ADVOCACY

Be “the voice” of our members and wider civil industry by effectively representing their interests to key stakeholders, including the three tiers of Government (Local, State and Federal), on relevant industry matters.



REPRESENTATION

Be an active contributor on Government and Industry Standing Committees where opinions are actively sought as the pre-eminent source of advice on civil construction industry matters.



TECHNOLOGY

Using technology and innovation to drive improved business opportunities, efficiency and revenue streams for all our members and the industry.

PRESIDENT'S REPORT

In presenting the 2020-2021 Victorian Annual Report to CCF members and stakeholders, we can be proud of our achievements. The industry faced challenges this year, including high levels of unemployment, a lack of skilled labour, and the winding back of stimulus packages, as we adapted to working in a new COVIDSafe environment.

However, CCF Victoria embraced these challenges with positivity and optimism. These challenges presented opportunities to not only change the way we work, but to deliver better products and services to our members. Led by our new functional business structure under the mantra of [#1CCF](#), we led the charge over the last 12 months, with new roles, new team members and new ways of working.

Advocacy and Representation

CCF Victoria's advocacy and representation activities in 2020-2021 focused on demonstrating the capacity of the civil infrastructure sector to lead Australia's economic recovery and to support thousands of new jobs within a challenging economic climate.

In August 2020, at the height of COVID-19 restrictions in Victoria, CCF Victoria briefed the Hon Tim Pallas MP (Treasurer, Minister for Economic Development, Minister for Industrial Relations, and Minister for the Coordination of Treasury and Finance: COVID-19).

CCF put forward several practical policy proposals aimed at harnessing the economic capacity of the civil infrastructure sector to ensure a sustainable pipeline of work, support local businesses and retain local jobs. We also played a major role in the *Building and Construction Industry Working Group*, which was

established in April 2020 to help manage the challenges presented by COVID-19. Alongside the other members of the Working Group, CCF Victoria helped prepare and maintain suitable [Coronavirus \(COVID-19\) Guidelines for the Building and Construction Industry Victoria](#). These Guidelines helped ensure best practice worksite operations to mitigate the spread of COVID-19 and keep construction industry workers safe.

In preparation for the introduction of the *EPA Amendment Bill (2018)* from July 2021, CCF Victoria participated in several forums, working closely with the EPA to ensure that the new regulations are fair and practicable for civil contractor businesses.

CCF Victoria also actively contributed to the VESI Technical Harmonisation Committee. This Committee prepared the *Urban Residential Development Guide and Construction Standard*, which was launched in June 2021. The purpose of the Standard is to provide a common set of engineering design and construction principles across all Victorian electricity supply industries that meet the relevant legislative and Australian Standards requirements. The VESI Committee was represented by Glenn Shallard (Winslow) and Geoff Reynolds (GRM Consulting). We would like to acknowledge both Glenn and Geoff for their important work in this space.

We also launched the *Positive Plans - Positive Futures project*, including hosting our first Mental Health and Wellbeing Summit in March 2021. Positive Plans – Positive Futures is a prevention-focused mental health initiative supported by WorkSafe's WorkWell Mental Health Improvement Fund. The aim of the program

is to use mental health action plans to reduce work-related stress and burnout, while improving mental health outcomes for young workers and senior professionals in the civil construction industry.

Member Events and Recognition

In light of Victorian Government restrictions to control the spread of COVID-19, CCF Victoria's calendar of events was hugely impacted. The 2020 Earth and Training Awards and the 2020 President's Lunch were both cancelled. Fortunately, the 2020 Heritage Lunch went ahead, with Doug Newnham (Newnham Earth Moving) awarded the 2020 Ken Edgley Medal.

I'd like to acknowledge our CCF Victoria Heritage Members and thank them for their support over the past 25 plus years. This year's new Heritage Award members include City of Greater Bendigo, Harcom, Holmesglen Institute of TAFE, R & R McClure Excavations, and RL Blake.

Thank You

I'd like to take this opportunity to thank all our members for their ongoing support, as well as the CCF Victoria Board for volunteering their time and contributing valuable advice and expertise. I'd also like to thank our CEO, John Kilgour, and his team for their hard work and dedication over the last 12 months.

I am standing down as the President of CCF Victoria at the AGM in September 2021. While I will not be seeking re-election as your President, it is my intention to stay on the CCF Victoria Board and continue to contribute to our industry. With this being my last report as the CCF Victoria President, I wish to also announce that Antony Damiani (BMD Constructions)

will be my successor as the incoming President. In addition, I would like to announce the following Executive appointments: Anthony Caligiuri (Califam Constructions) has been appointed as the CCF Victoria Vice President; and John Plumridge (Maw Civil) has been appointed as the Treasurer.

I wish Antony and the entire CCF Board, members and community all the very best for a positive, optimistic future.

Steve Traicevski President, CCF Victoria



Steve Traicevski
President, CCF Victoria



CHIEF EXECUTIVE OFFICER'S REPORT

#1 CCF Business Transformation Project

While 2020 restored CCFVictoria's cash reserves and delivered an improved operating profit and performance, this was achieved on the back of Government financial support, such as JobKeeper payments. While this Government support was welcome, it is not sustainable. As such, in June 2020, the CCF Board determined that a formal review of our CCF business model be undertaken.

The #1 CCF Business Transformation project is taking well measured steps to ensure that we come out of the COVID-19 pandemic with a business model and organisation that is fit for purpose and supports our short to medium term strategic aspirations—a CCF that is highly productive, efficient and valued in delivering real benefits to members, contractors, clients and industry stakeholders.

In 2020-2021, we actively engaged with all CCF team members in assessing individual work activities aligned to our product and service offerings, against a productive, efficient and cost-effective organisational structure. A new organisational structure was implemented, with recruitment undertaken for new roles.

OUR STRATEGIC GOALS & OBJECTIVES

Our work continues to focus on our five key drivers:

- 1 Skills
- 2 Member services
- 3 Advocacy
- 4 Representation
- 5 Technology

Skills

With over 249 courses conducted and 1,721 participants completing practical training over the last 12 months, CCFVictoria has been instrumental in the upskilling and developing the civil workforce in Victoria.

Our Civil Skills Cadetship (CSC) program concluded this year, having been delivered to 110 participants. 83 people completed the units of competency and gained meaningful employment in the civil construction industry.

Since October 2020, we increased the number of apprentices and trainees across our Certificate III and IV in Civil Construction, Plant Operation and Supervision by over 100%. Our civil engineering Foresite Graduate Program provided 12-week job placements for 11 third year undergraduates.

In conjunction with the Victorian Government Department of Education and Training's Skills For Economic Recovery Initiative, CCF secured 920 places for fully funded short course training under the Construction Industry Skills Sets (CISS) program.

Member Services

We continued to provide members with professional services, specialist advice and support. Membership continues to be the lifeblood of our organisation. This year, 29 new contractor members and 12 new associate members joined CCFVictoria, taking our total membership figures to 373 contractor members and 135 associate members.

CCFVictoria continued to support members and civil contractors in transitioning to version 10 of

the CCF Code. As a result, all CCF contractors are now certified to the new version. Over the last year, we updated the 80 documents available within the Management System Document Suite (now referred to as Management System Reference Documents - MSRD) that enables contractors to achieve and maintain compliance with the Code.

In light of State Government restrictions to control the spread of COVID-19, our 2020-2021 calendar of events was hugely impacted. CCFVictoria pivoted to a virtual webinar format, ensuring that members still had the opportunity to discuss the current climate, as well as learn about changes occurring within the industry.

Advocacy

As I reflect on the past 12 months, it is clear that our consistent and collective voice to Government on the issues and challenges confronting the civil construction industry in Victoria is being heard. I am buoyed by the fact that strong and unprecedented relationships have been forged with Government, industry employer groups and unions amid the uncertainty caused by the global COVID-19 pandemic. There is no doubt that this open dialogue with Government has laid an important foundation for future collaboration and work that will benefit the broader industry.

CCFVictoria's advocacy activities in 2020-2021 focused on demonstrating the capacity of the civil infrastructure sector to lead Australia's economic recovery and to support thousands of new jobs in the current economic climate.

This included formal submissions to the Major



John Kilgour
CEO, CCFVictoria

“It is clear that our consistent and collective voice to Government on the issues and challenges confronting the civil construction industry in Victoria is being heard. I am buoyed by the fact that strong and unprecedented relationships have been forged with Government, industry employer groups and unions amid the uncertainty caused by the global COVID-19 pandemic.”



CHIEF EXECUTIVE OFFICER'S REPORT

Transport Infrastructure Authority (MTIA) and Department of Treasury and Finance Joint Review of Procurement and Delivery Models for Mega Transport Infrastructure Projects over \$1 billion, as well as the Independent Review of the Dangerous Goods Act and Associated Regulations.

We also made a number of significant contributions to the CCF National advocacy including a state submission covering the proposed Critical Infrastructure Bill tabled in Federal Parliament and CCF's Industrial Relations Policy.

Representation

Throughout the year, CCF Victoria continued to actively represent the interests of members, and the broader civil construction industry, on several key Government and Regulatory Standing Committees, including:

- > Major Transport Infrastructure Authority (MTIA) COVID-19 Consultative Forum
- > Building and Construction Industry Working Group
- > Victorian Skills Commissioner: Industry Advisory Group (IAG)
- > Employer Group and Unions: Industry Workforce Development Group (IWDG)
- > Environmental Protection Agency (EPA) Strategic Advisory Board and Construction Industry Reference Groups
- > Victorian Electricity Supply Industry (VESI) Technical Harmonisation Committee
- > Local Government Infrastructure Design Association (LGIDA) and Engineering Design and Construction Manual (EDCM) Technical Committee

- > WorkSafe: Traffic Management, Noise and Confined Space, Prevention of Falls and High-Risk Construction Reference Committees
- > WorkSafe: Foundations for Safety Victoria (FSV) Committee
- > Water Industry Liaison Committee (WILC)
- > ESV and VEDN Industry Representative Groups

Technology

In the wake of the COVID-19 pandemic, CCF Victoria accelerated its digitisation, introducing new online tools, platforms and campaigns. We accelerated the development and launch of a new online Learning Management System (LMS) this year, which is being used to deliver key courses and assessments.

Focused on harmonisation and integration, we also introduced two new internal systems, including an online telephony and communication system, and a Client Relationship Management (CRM) system.

Thank You

I'd like to take this opportunity to thank the CCF Victoria team for their hard work and dedication over the last 12 months.

I'd also like to thank the CCF Victoria Board, particularly our outgoing President, Steve Traicevski, for their ongoing advice and support. My thanks also go to our financial supporters, business partners and sponsors.

Last, but by no means least, I extend my personal thanks to all our CCF members. Membership really is the heart of our organisation. As the voice of the

civil construction industry, our commitment is to continuing to support, represent and advocate for all our members who take great pride delivering and maintaining the critical infrastructure in Victoria.

THE YEAR AHEAD

I look forward to the year ahead with positivity and optimism for our industry.

The underlying economic figures are strong. The Victorian economy is showing positive signs of a strong recovery. The State's Mid-Year Financial Report released in March 2021 by the Treasurer, the Hon Tim Pallas MP, showed that more than 170,000 people found employment between September and December 2020 - the highest increase in the nation.

According to the Australian Bureau of Statistics (ABS), Victoria's unemployment rate was 4.4 per cent in June 2021, compared with a peak of 7.5 per cent in June 2020. The boost in employment shows Victoria is well on the path to reach a target of creating 400,000 jobs by 2025, with half of these by 2022, as part of the Government's Jobs Plan announced in the 2020-2021 State Budget last November.

Amid this optimism, we will continue the implementation of our *#1CCF Business Transformation* journey. Focused on "new roles, new people, new way of working", CCF will continue to deliver tangible benefits and practical solutions to members, and industry stakeholders.

In September 2021, we are set to release our *Victorian Civil Infrastructure Outlook Report: 2021-2025*. Compiled by BIS Oxford Economics, this report will build on the *Rebuilding Australia – A Plan for a Civil Infrastructure Led Recovery* report released in May 2021 by CCF National. This Outlook Report will play a key role in informing our advocacy work, particularly in the lead up to the 2022 Victorian election.

With the new Victorian Skills Authority and Advisory Board being established, we will continue to work collaboratively with both the Federal and State Governments, industry and TAFE to ensure that the civil construction industry has access to a pipeline of appropriately skilled and trained workers.

With our new LMS platform now in place, we will also continue to transition our courses to an online format, expanding access to these courses, particularly for people in remote and regional areas. We will also continue to focus on training for work with a high risk of injury, such as Trenching and Shoring, Working at Heights and Confined Space.

I commend this Annual Report to CCF members. It provides you with detailed insights into the valuable work we do, for and on behalf of the broader civil industry. Collectively, we stand ready to lead the social and economic recovery in Victoria through the delivery of major infrastructure projects that support the communities in which we live and work.

John Kilgour
CEO, CCF Victoria



PEOPLE & CULTURE

As an equal opportunity employer, we continually strive to be an ‘Employer of Choice’ where CCFVictoria is recognised as a ‘great place to work’. We continue to develop the skills and competencies of our people to deliver our strategic goals and objectives.

At CCFVictoria, we know our people are our greatest asset. Their dedication and commitment to servicing CCF members and the broader civil construction industry embraces our premise that “we exist solely to support our members”.

OUR VALUES



RECOGNITION

Showing appreciation and celebrating our individual and collective inputs and achievements.



INCLUSION

Creating a supportive environment which encourages everyone to express their diverse views and opinions.



RESPECT

Showing genuine interest courtesy and recognising that we all have significant ideas and skills to offer.



VISION

Encouraging people to think about the future of the organisation and having the courage to make a difference.



OUR TEAM

Over the last 12 months, we welcomed the following new members to the CCFVictoria team.

- > Peter McEvoy (RTO Trainer)
- > Ben Day (RTO Trainer)
- > Mark Lindsay (RTO Trainer)
- > Lyndal Ellement (Program Supervisor – RTO Operations)
- > Rabia Wahi Mahjan (RTO Administrator)
- > Sarani Ricks (RTO Administrator)
- > Sue Choi (RTO Administrator)
- > Josh Kinross (Business Administration – Traineeship)

We also acknowledge the following staff members who left CCFVictoria during the year. We thank them for their valued contribution to CCF and wish them every success for the future.

- > Patrick McCarthy (Business Service Centre BSC – Team Leader)
- > Valentino Mastromanno (BSC – Administrator)
- > Trevor Derham (HSEQ Officer)
- > Mark Caton (Member Services Officer)
- > Pam Jaworski (Client Services Officer)
- > Sonya Casey (Civil Skills Workforce Development Manager)
- > Gav Berkowitz (GM – Membership & Support Services)
- > Erangi Yahampath (Senior RTO Administrator)
- > Milly Rohamally (RTO Administrator)
- > Vandana Nagar (RTO Administrator)
- > Elesa Griggs (Program Supervisor – RTO Operations)

VALE

It is with much sadness that we report the passing of two CCFVictoria stalwarts over the last 12 months.

Cameron James Ferry (SISU Earth & Civil)

CCFVictoria would like to recognise the significant contribution Cameron Ferry made to the Victorian civil construction industry. Cameron sadly passed away on 26 July 2020. From a young age, Cameron showed his interest in civil construction. Trained by his father, Ray, in the plumbing industry, Cameron was only 26 years old when he purchased his first excavator. Cameron’s civil construction company, SISU Earth & Civil, was established in 2014. The company had an agile business plan, which enabled it to grow rapidly. Cameron was a greatly respected professional, who made his mark on our industry.

Councillor Andrew Goldman (Andrew Goldman Earthmoving)

Just prior to Christmas 2020, we lost a long-time industry friend and former CCFVictoria member, Andrew Goldman, in a tragic helicopter accident in rugged bushland near Tallong. Andrew was well known to all CCF members in the Northern Region and was a strong advocate for his local community, having just been appointed a Moira Shire Councillor at the local government elections. Andrew’s passion for the civil construction industry will be sadly missed.



SKILLS

GOAL: Build capacity and capability in the civil construction sector to meet the critical infrastructure needs for Victoria through market leading training and apprenticeship programs.

Over the last 12 months, CCF Victoria has continued not only delivering accredited training in civil construction for apprentices and cadets, but developing training courses tailored to clients' needs. This included the development and introduction of our new Learning Management System (LMS) platform, Cloud Assess.

Civil Train Victoria

Civil Train Victoria is a Registered Training Organisation (RTO) and the training arm of CCF Victoria. Civil Train continued to offer quality training tailored to the needs of the civil construction industry. With over 249 courses conducted and 1,721 participants completing practical training over the last 12 months, Civil Train has been instrumental in the upskilling of Victoria's civil workforce.

Since October 2020, we have increased the number of apprentices and trainees across our Certificate III and IV in Civil Construction, Plant Operation and Supervision by over 100%. We continue to facilitate a bespoke training solution that features onsite work-based delivery.

Our civil engineering Foresite Graduate Programs provided 12-week job placements for 11 3rd year undergraduates. These were successfully conducted and highly valued by industry, educational partners and participants.

In conjunction with the Victorian Government Department of Education and Training's Skills For Economic Recovery Initiative, CCF Victoria secured 920 places for fully funded short course training under the *Construction Industry Skills Sets (CISS)* program.

Completion of the Civil Skills Cadetship (CSC) Program

CCF Victoria was awarded \$1.9 million in funding in 2018 by the Department of Education and Training (DET) Workforce Training and Innovation Fund to design, develop and deliver the CSC Program, which was completed this year.

Created in response to the severe skills shortages faced by the civil construction industry, the CSC was a capacity development program designed to help entry level workers to confidently commit to the Certificate III in Civil Construction and gain employment as an apprentice with a civil industry employer. The target cohort were long-term unemployed, early school leavers, asylum seekers, safe haven visa holders, adults wishing to change careers, and clients of the community justice system.

Over 240 people submitted expressions of interest in the CSC, with 110 enrolments. 83 people completed the units of competency and gained meaningful employment in the civil construction industry.

The CSC Program also encompassed:

- > A professional development program for all stakeholders to deliver blended approaches to training and upskill industry representatives to take on mentoring roles
- > A CSC Program Implementation Kit for distribution to VET training providers, particularly in regional areas where skilled entry level construction workers are needed
- > A final report outlining a series of recommendations for training needs, state government funding allocations, VET capacity development, apprenticeships and collaboration with industry

Learning Management System

CCF Victoria accelerated the development and launch of a new online Learning Management System (LMS) this year. With the LMS in place, new online courses were developed and delivered over the last 12 months. This included Civil Train's new Trench Safety Awareness course, which was developed in conjunction with WorkSafe Victoria, and had over 400 attendees and was the largest CCF webinar for the year.

From 1 July 2021, new environmental laws came into effect that focus on the prevention of harm to the environment and human health from pollution and waste. With the launch of these new laws, the EPA approved CCF Victoria as an industry partner to provide practical online training via a range of e-learning modules. Over 750 people enrolled in our free online course focused on the implications and actions required for civil businesses under the new regulations.





SKILLS

GOAL: Build capacity and capability in the civil construction sector to meet the critical infrastructure needs for Victoria through market leading training and apprenticeship programs.

Collaboration with State Government Bodies

CCF Victoria collaborated on several skills projects with the two State Government bodies responsible for civil construction in Victoria: Major Road Projects Victoria (MRPV) and the Major Transport Infrastructure Authority (MTIA).

In collaboration with MRPV, CCF Victoria designed and delivered a targeted awareness program on 'Careers in Civil' for high school students in Years 7 to 9. This program has been delivered across ten schools to over 200 students.

We commenced the first pilot Surveillance Cadetship program for MTIA, which entailed the design of a bespoke training program delivered over two years. We also co-designed a digital logbook to capture technical capability across Surveillance roles within MTIA.

Finally, we worked closely with both MRPV and MTIA to define Ecologi's role under the *Recycled First* policy of Victoria's Big Build. Ecologi is working with the Victorian Government and industry to address barriers and raise awareness and support for waste materials. Ecologi will also provide education and training in the use of recycled materials.

Mental Health for Apprentices Program

Aligning with the WorkWell Toolkit, the *Positive Plans - Positive Futures* project is a Victorian-wide initiative led by CCF Victoria that aims to use mental health action plans to reduce work-related stress and burnout and improve mental health outcomes for young workers and senior professionals in the civil construction industry. Through the application of a strengths-based approach, CCF Victoria is developing a series of templates, tools, plans and capacity building interventions to positively influence the way business owners and workers think about workplace mental health.

Continual Professional Development Program

In partnership with the Institute of Civil Infrastructure (ICI), CCF Victoria launched the industry's own continual professional development program for civil managers. With more than 70 courses available online, the ICI learning framework spans three skillsets: technical management (site control, environmental and project management); people management (safety, leadership, performance management and diversity); and business operations (finances, risk management and contracts).

Quality and Compliance

As an RTO, Civil Train delivers first class training services in line with the requirements of governing body Australian Skills Quality Authority (ASQA). Civil Train's RTO license was extended by ASQA for a further five years, until 31 March 2026. We also successfully completed two audits by the Department of Education and Training under our Skills First Funding Agreement, including a Business Process Audit and a Transactional Compliance Audit.

Industry Skills Advisory Groups

CCF Victoria continued to represent the civil construction industry across several industry advisory groups focused on training and skills development. These advisory groups included:

- > Victorian Skills Commissioner: Industry Advisory Group (IAG)
- > Women in Apprenticeships Advisory Group
- > Employer Group and Unions: Industry Workforce Advisory Group (IWVG)
- > Civil Industry Technical Capability Advisory Committee
- > Water Industry Liaison Committee (WILC)
- > Holmesglen Institute: Victorian Tunnelling Centre Advisory Board

For further information on CCF Victoria's work in the area of Representation, see [page 28](#).

Investing in Our Own Team

As an equal opportunity employer, we continually strive to be an 'Employer of Choice' where CCF Victoria is recognised as a 'great place to work'. We continue to develop the skills and competencies of our people to deliver our strategic goals and objectives.

Over the course of the last 12 months, we recruited four new team members who are undertaking traineeships across the fields of business, civil and safety. We also extended our footprint throughout the Gippsland region, investing in two new trainers who are delivering safety short courses and apprenticeships.





MEMBER SERVICES

GOAL: Deliver benefits to members that are relevant to their industry needs and driving improved operational standards through innovation, professional advice and support.

Throughout 2020-2021, CCFVictoria continued to provide members with professional services, specialist advice and support to improve their business operations.

Membership continues to be the lifeblood of our organisation, with the following key performance results recorded.

NEW MEMBERS	2020-2021
Contractor Members	29
Associates	12
RESIGNATIONS	2020-2021
Contractor Members	17
Associates	8
CURRENT MEMBERS	2020-2021
Contractor Members	373
Associates	135

CCF Code

In line with changes to the Quality and Environmental ISO Standards, and in response to the requirements of industry stakeholders, a major review and upgrade of the CCF Code was implemented.

This resulted in the creation of version 10 of the Code, which was formally introduced by governing body JAS-ANZ on 28 February 2021. CCFVictoria continued to support members and civil contractors in transitioning to version 10 of the CCF Code. As a result, all CCF contractors are now certified to the new version.

The integrity and maintenance of the Code is a key focus for CCFVictoria. As such, we have secured the services of Geoff Reynolds (GRM Consulting) as our new HSEQ Advisor and Consultant. For further details, please see [page 32](#).

Member Communications

During the year, we continued to deliver regular, high quality communications to CCF Members and the broader industry, with feature articles in both the Earthmoving Equipment and Infrastructure magazines. We also published three issues of our own CCF Victoria Bulletin magazine and 15 editions of the CCF Connect eNewsletter.

We introduced a new series of CEO Updates in 2020, which were a welcome addition to our regular communication mediums. As we navigated our way through the maze of information released through the COVID-19 pandemic, it was important that members

were kept abreast of developments and critical information pertinent to the changing regulations and directions issued by the State Government.

Social media activity continued to play an important role in extending the reach of CCFVictoria, including:

- > Facebook: over 400 followers
- > LinkedIn: over 2,000 followers
- > Instagram: over 1,000 followers
- > Twitter: over 75 followers



2020 KEN EDGLEY MEDAL

Doug Newnham (Newnham Earthmoving)

CCF stalwart, Doug Newnham, was awarded the 2020 Ken Edgley medal for his service and contribution to the civil construction industry spanning over 40 years.

When you drive the roads south of the Great Dividing Range through the Macedon Ranges and Mitchell Shires, chances are that Doug had a hand in some element of their construction, or reconstruction.

A mechanic by trade, Doug entered the family business in the mid 1960s, joining his father and brother. Today, Newnham Earthmoving is a fourth-generation family business building on the foundations laid by Doug and his father before him.

A former Romsey Councillor and Mayor, Bendigo Bank (Romsey and Lancefield) Board member and Chair, and an active member of the Romsey and Lancefield Lions Club, Doug is a worthy recipient of the 2020 Ken Edgley Medal.



MEMBER SERVICES

GOAL: Deliver benefits to members that are relevant to their industry needs and driving improved operational standards through innovation, professional advice and support.

Member Events

Each year, CCF Victoria runs upwards of 30 member-focused events to ensure that the civil construction industry remains strong, competitive and up-to-date with advancements in everything from workplace health and safety, through to Australian laws and regulations.

In light of State Government restrictions to control the spread of COVID-19, CCF's 2020-2021 calendar of events was hugely impacted. The 2020 Earth and Training Awards and the 2020 President's Lunch were cancelled. Fortunately, the 2020 Heritage Lunch was able to go ahead in December 2020 (see [page 23](#) for further details), as well as the CCF Networking Breakfast and CCF Mental Health and Wellbeing Summit in March 2021.

CCF Victoria pivoted to a virtual webinar format, ensuring that members still had the opportunity to discuss the current climate, as well as learn about changes occurring within the industry.

Our series of 'CCF Online Masterclasses' was delivered by subject matter experts, who covered a range of key topics, including:

- > Workplace Manslaughter Legislation
- > Business Survival – Life After Stimulus
- > Online Toolbox Webinar: Practical Guide to Worksite Hygiene
- > Trenching and Shoring Safety Awareness
- > Road and Land Development Sector Forums
- > CCF National's Advocacy in Action
- > NHVR Updates on Chain of Responsibility and Load Restraints
- > Latest Updates on EPA Regulations
- > CCF National Infrastructure Outlook Report Webinar

A range of other events was also held online, including:

- > 2020 CCF Land Development Sector 'Breakfast Bites' Webinar
- > 2020 CCF Victoria AGM

Due to popular demand, most of these webinars also received an 'encore' session and were added to a Webinar Gallery, available for on-demand viewing via the CCF Member Portal.

POSITIVE PLANS - POSITIVE FUTURES MENTAL HEALTH & WELLBEING SUMMIT

On Thursday 25 March 2021, CCF Victoria hosted its first *Positive Plans - Positive Futures* Mental Health and Wellbeing Summit at Caulfield Racecourse. Bringing together over 120 professionals in civil construction, mental health and occupational health and safety, the Summit comprised presentations, panel Q&A sessions and discussions with some of Australia's leading experts in mental health.

The Summit highlighted the critical issues pertaining to mental health within the civil construction industry, and the importance of building practical action plans to address these issues within workplaces, with the goal of bringing powerful and sustainable change. Positive Plans – Positive Futures is a prevention focused mental health initiative supported by WorkSafe's WorkWell Mental Health Improvement Fund.



2020 HERITAGE LUNCH

On Friday 11 December, CCF Victoria celebrated its 2020 Heritage Lunch at the beautiful Ormond Hall, The Commons in St Kilda. The event brought together over 100 civil construction industry professionals, and celebrated the industry's achievements over the year, as well as the rich history of CCF Victoria.

Special guest speakers included Adrian Panozzo, Project Manager of CCF's Positive Plans – Positive Futures Mental Health Program (supported by WorkSafe Victoria's WorkWell) and 'Razor Ray' Chamberlain, AFL Umpire and Founder of the Chamberlain Foundation.

We would like to acknowledge this year's new CCF Victoria Heritage Members and thank them for their support over the past 25 years:

- > City of Greater Bendigo
- > Harcom Pty Ltd
- > Holmesglen Institute of TAFE
- > R & R McClure Excavations Pty Ltd
- > RL Blake Pty Ltd



ADVOCACY

GOAL: Be “the voice” of our members and wider civil industry by effectively representing their interests to key stakeholders including the three tiers of Government (Local, State and Federal) on relevant industry matters.

CCF Victoria’s advocacy activities in 2020-2021 focused on demonstrating the capacity of the civil infrastructure sector to lead Australia’s economic recovery, and to support thousands of new jobs in the current economic climate.

All CCF advocacy work is guided by five key policy priorities:

- 1 Increasing infrastructure investment and funding
- 2 Ensuring efficient, equitable and competitive procurement
- 3 Reforming skill development and training
- 4 Enhancing industrial relations
- 5 Protecting and enhancing the viability of civil industry businesses

Positive Plans – Positive Futures (Health & Wellbeing Program)

The *Positive Plans - Positive Futures* project is a Victorian-wide initiative led by CCF that aims to use Mental Health Action plans to reduce work-related stress and burnout and improve mental health outcomes for young workers and senior professionals in the civil

construction industry. The Victoria Branch, and their project partners, will apply a strengths-based approach to develop a series of templates, tools, plans and capacity building interventions to positively influence the way business owners and workers think about workplace mental health.

An education and development program for senior leaders and managers is also under development, which will cover:

- > Leading a mental health initiative (leadership and culture change)
- > Assessing and managing work related stress factors (how to develop a prevention focused mental health strategy)
- > Case studies and examples from other business and industries that are creating and maintaining mentally healthy workplaces
- > Support that assists participants to develop and implement a Mental Health Action Plan in their business (frameworks, methods and approaches, ROI, evaluation)

Positive Plans – Positive Futures is a prevention focused mental health initiative supported by WorkSafe’s WorkWell Mental Health Improvement Fund.

Briefing of the Hon Tim Pallas MP

In August 2020, at the height of COVID-19 restrictions in Victoria, CCF briefed the Hon Tim Pallas MP (Treasurer, Minister for Economic Development, Minister for Industrial Relations, and Minister for the Coordination of Treasury and Finance: COVID-19).

A number of practical policy proposals were put forward aimed at:

- > Boosting the economy and supporting jobs during the worsening economic climate
- > Harnessing the economic capacity of the civil infrastructure sector, with a greater emphasis on project allocation to small and mid-tier civil construction companies, to ensure a sustainable pipeline of works is maintained to support local businesses and retain jobs

Review of Procurement & Delivery Models for Mega Transport Infrastructure Projects

CCF Victoria lodged a formal submission to the Major Transport Infrastructure Authority (MTIA) and the Department of Treasury and Finance Joint Review of Procurement and Delivery Models for Mega Transport Infrastructure Projects over \$1 billion.

Our submission outlined practical policy proposals aimed at strengthening support for small to medium sized contractors. CCF recommended that procurement agencies simplify their procurement processes where possible, appropriately allocate risk to the party best placed to manage that risk and work more closely with civil construction companies via collaborative contract arrangements.

Finally, CCF highlighted the need to increase the level of training, education and funding for up-skilling in the civil infrastructure sector, and the inclusion of civil construction occupations on the National Skills Needs List.

Briefing of the Hon Jacinta Allan MP

In preparation for a meeting of the Transport and Infrastructure Council (TIC), CCF Victoria briefed the Hon Jacinta Allan MP (Minister for Transport Infrastructure) on the need for a civil infrastructure stimulus strategy. CCF recommended the adoption of five key measures to maximise the economic impact of the Victorian Governments’ infrastructure spend and to boost the productive capacity of the civil infrastructure sector:

- > Bring forward infrastructure spending
- > Disaggregate large projects
- > Debt funding to increase infrastructure investment
- > Streamlined procurement processes
- > Maximise capacity of the civil construction sector

Independent Review of the Dangerous Goods Act & Associated Regulations

The Victorian Government conducted an independent review of the *Dangerous Goods Act (1985)*. CCF Victoria reviewed the discussion paper and made a submission that outlined how the Act fails to effectively manage the safety of persons and property. The Act does not adequately recognise the unique challenges relating to construction, which include short term site presence, different stages of construction and the many variable inputs to a construction project. We recommended that a means of assessing risk at each stage of a project and the development of appropriate management strategies is required.





ADVOCACY

GOAL: Be “the voice” of our members and wider civil industry by effectively representing their interests to key stakeholders including the three tiers of Government (Local, State and Federal) on relevant industry matters.

CCF National’s advocacy and activities in 2020-2021 focused on demonstrating the capacity of the civil infrastructure sector to lead Australia’s economic recovery and to support thousands of new jobs in the current economic climate

Rebuilding Australia – A Plan for a Civil Infrastructure Led Recovery

Chris Melham (President, CCF National) met with the Deputy Prime Minister, the Hon Michael McCormack MP (then Deputy Prime Minister of Australia) to brief him on CCF National’s report [Rebuilding Australia – A Plan for a Civil Infrastructure Led Recovery](#). Produced by BIS Oxford Economics, the report provides data on the economic benefits of increased Government investment in civil infrastructure.

Mr McCormack acknowledged this important piece of work by CCF National in supporting the Government’s infrastructure agenda, and the role that CCF and the civil construction sector continue to play in shaping Federal Government infrastructure policy.

Federal Government 2020-2021 Pre-Budget Submission

CCF National lodged a submission to the Federal Treasury in preparation for the 2020-2021 Budget. In [this submission](#), CCF welcomed the Federal Government’s ongoing commitment to infrastructure investment to help stimulate local economies both during and beyond COVID-19, and recommended several practical policies to strengthen the sector.

Submissions on the Exposure Draft of the Foreign Investment Reform (Protecting Australia’s National Security) Bill 2020 and the Security Legislation Amendment (Critical Infrastructure) Bill 2020

CCF National submitted a response to the Federal Treasury on the exposure draft of the *Foreign Investment Reform (Protecting Australia’s National Security) Bill 2020*, as well as to the Department of Home Affairs on the *Security Legislation Amendment (Critical Infrastructure) Bill 2020*.

CCF called for several measures:

- > Mandating minimum local content requirements for all Federal Government funded contracts
- > Tightening the foreign investment rules governing foreign owned infrastructure firms operating in Australia
- > Imposing an obligation on any foreign owned company tendering for the construction of a ‘critical infrastructure freight asset’ to address any specific security concerns

Briefing of the Hon Michael Sukkar MP

CCF National briefed the Hon Michael Sukkar MP (Assistant Treasurer and Minister for Housing) on modifications required to the eligibility criteria associated with the HomeBuilder Scheme. CCF requested that the deadline for the completion of significant earthworks be amended from 31 March 2021 to 30 June 2021.

Submission to Productivity Commission on Skills

CCF National lodged a submission to the Productivity Commission on its Interim Report on the Skills and Workforce Development Agreement. CCF’s recommendations included:

- > Reviewing how skills shortages are defined and measured within the industry
- > Including civil infrastructure skills on the National Skills Needs List
- > A stronger regulatory focus on underperforming RTOs
- > Simplifying VET delivery in schools, and improving information and support to VET students
- > Further establishment of the ‘Civil Centre of Excellence’ for the civil infrastructure industry
- > Transparent funding arrangements to the States, supported by rigorous auditing and arrangements

Diesel Fuel Rebate

CCF joined with a number of other industry associations to advocate for the retention of the diesel fuel rebate. The fuel tax credit is an important mechanism to reduce or remove the incidence of excise or duty levied on the fuel used by business off-road or in heavy on-road vehicles.





REPRESENTATION

GOAL: Be an active contributor on Government and Industry Standing Committees where our opinions are sought as the pre-eminent source of advice on civil construction industry matters.

Throughout the year, CCFVictoria continued to actively represent the interests of members, and the broader civil construction industry, on several key Government and Regulatory Standing Committees.

Major Transport Infrastructure Authority (MTIA) COVID-19 Consultative Forum

The MTIA COVID-19 Consultative Forum was chaired by the Minister for Transport Infrastructure, the Hon Jacinta Allan MP, who was joined by Corey Hannet from the Office of the Director General MTIA. CCF Victoria collaborated and consulted with the MTIA, providing input into initiatives to address workplace challenges in the wake of the COVID-19 pandemic.

Building & Construction Industry Working Group

The Building and Construction Industry Working Group was established in April 2020 to help manage the challenges presented by COVID-19. Supported by the Victorian State Government, the Working Group was facilitated by the Chair of the Victorian Independent Disputes Panel (VIDP), with members including representatives from unions and industry associations directly involved in the building and

construction industry. The remit of the Working Group extended to interactions with various Government departments and agencies, including the Rapid Industry Guidance Taskforce and WorkSafe's Foundations for Safety Victoria.

Alongside the other members of the Working Group, CCFVictoria helped prepare and maintain bespoke [Coronavirus \(COVID-19\) Guidelines for the Building and Construction Industry Victoria](#). These Guidelines were designed to ensure best practice worksite operations to mitigate the spread of COVID-19 and keep construction industry workers safe. As a result, Victoria's building and construction sites have remained largely operational throughout the pandemic, minimising the impact to businesses and workers. The Guidelines were so successful in Victoria that they have been adopted by other states, such as Western Australia.

A COVID-19 testing program was established that saw over 30,000 construction workers pro-actively tested on construction sites in 2020 by the Incolink and the Australian Prostate Cancer (APC) medical teams, with excellent results attained.

CCF also assisted in the broad dissemination of COVIDSafe information to workers and families within the building, construction and development industry, and across the broader culturally diverse communities of Victoria. Recognised as the leading sector for CALD messaging regarding COVID-19 on worksites, our self-funded campaign far exceeded our expectations of community uptake and interest.

Victorian Skills Commissioner: Industry Advisory Group (IAG)

This Victorian State Government initiative provides a structured way for industry, unions and employers to inform and engage with the VET training system. The IAG is focused on building the capacity and capability of the construction sector to ensure delivery of Victoria's critical infrastructure needs. CCFVictoria actively participated in the IAG over the course of the year.

In particular, CCFVictoria played a major role in the development of the [Skills Demand Snapshot: Victoria's Civil Sector](#). This Snapshot will be used by the newly established Victorian Skills Authority (VSA), TAFE and RTO training providers to better understand the civil sector's occupation and skill demand priorities.

The success of this work relied on insights from experienced CCF members and employers, who provided a sector-wide view of skills requirements and workforce challenges. CCFVictoria would like to acknowledge the following members for their contributions:

- > Simon Fuller (Contek Constructions)
- > Salvatore Valvo (Delcon Civil)
- > Neil Cooper (Fulton Hogan)
- > Cliff Smith (Lance Smith Excavations)
- > Julie Atkinson & Ben Noel (Newnham Earthmoving)
- > Helen Christo (Rokon)
- > Laurice Temple (Ripple Affect)
- > Stuart Jacquet (Winslow)

CCFVictoria looks forward to working with the VSA. We will continue to ensure that the voice of the civil construction sector, and industry RTOs, is heard on the subject of skills training.

Environmental Protection Agency (EPA) Strategic Advisory Board & Construction Industry Reference Groups

CCFVictoria participated in these forums in preparation for the introduction of the *EPA Amendment Bill (2018)* on 1 July 2021. Both forums were designed to ensure that contractor-specific environmental queries were raised, discussed and actioned. CCFVictoria worked closely with the EPA to ensure that the new regulations are fair and practicable for civil contractor businesses.

NATIONAL REPRESENTATION

CCF National continued to represent the interests of members, and the broader civil construction industry, on several high-level Federal Government Advisory Committees throughout 2020-2021.

These national committees and forums included:

- > The Australian Government Security of Payments Working Group whose role is to oversee the functioning of the Australian Building and Construction Commission
- > The Australian Taxation Office Fuel Schemes Stakeholder Group to facilitate ongoing, two-way communication on fuel tax credits issues between the ATO and industry
- > The Civil Infrastructure Industry Reference Committee whose role it is to drive the process of training package development in the civil construction industry
- > The Australian Construction Industry Redundancy Trust, established in 1994 to create security of payment for redundancy entitlements for workers in the construction industry
- > The National Heavy Vehicle Regulator Industry Reference Forum that addresses the heavy vehicle regulatory framework
- > The Standards Australia Council responsible for overseeing the development of Australian, Australian/New Zealand and International Standards
- > The Office of Federal Safety Commissioner Australian Government Building and Construction WHS Accreditation Scheme





REPRESENTATION

GOAL: Be an active contributor on Government and Industry Standing Committees where our opinions are sought as the pre-eminent source of advice on civil construction industry matters.

Victorian Electricity Supply Industry (VESI) Technical Harmonisation Committee

The VESI Technical Harmonisation Committee prepared the Urban Residential Development Guide and Construction Standard, which was launched in June 2021. The purpose of the Standard is to provide a common set of engineering design and construction principles, across all Victorian electricity supply industries, that meet the relevant legislative and Australian Standards requirements.

CCF Victoria actively contributed to the VESI Committee, represented by Glenn Shallard (Winslow) and Geoff Reynolds (GRM Consulting). We would like to acknowledge both Glenn and Geoff for their important work.

Local Government Infrastructure Design Association (LGIDA) & Engineering Design & Construction Manual (EDCM) Technical Committee

CCF Victoria represented members interest on the LGIDA and its accompanying EDCM Committee for emerging councils. Facilitated by the Victorian Planning Authority, the EDCM was established in conjunction with CCF Victoria to align the technical specifications

amongst emerging councils. The EDCM provides the Growth Areas Authority and Councils with a set of consistent, standardised, best practice documents that outline approval and supporting processes for the planning, design and construction of subdivision infrastructure.

As a result of work with the LGDIA, CCF Victoria lodged a joint submission with the Urban Development Institute of Australia (UDIA) and Wyndham City Council to the Victorian Planning Authority (VPA) seeking clarification on the application of maintenance periods. CCF Victoria would like to acknowledge CCF Life Member Gary Gardiner (CivilworX) for his work and contribution to the EDCM Technical Committee.

Positive Plans – Positive Futures Working Group

Under the WorkSafe WorkWell Mental Health Improvement Fund, the *Positive Plans – Positive Futures Program* aims to make mental health and wellbeing a priority in Victorian workplaces. It does this through access to resources, funding and knowledge sharing. This working group supports CCF Victoria's state-wide initiative that utilises Mental Health Action Plans as a key driver to reduce work related stress and burn out, and improve mental health outcomes for young workers and senior professionals in the civil construction industry.

Civil Skills Cadetship (CSC) Working Group

Under the State Government's Workforce Training Innovative Fund (WTIF) Skills First initiative, this industry working group helped to guide the delivery of CCF Victoria's CSC program, which concluded in July 2021.

WorkSafe: Traffic Management, Noise & Confined Space, Prevention of Falls and High-Risk Construction Reference Committees

These WorkSafe committees are designed to provide industry representatives with the opportunity to influence the development of new OH&S regulations, and to guide modern work practices and compliance codes that reflect these regulations.

WorkSafe: Foundations for Safety Victoria (FSV) Committee

Facilitated by WorkSafe, the work of the FSV Committee is focused on reducing the construction industry's incidents of deaths, injuries, and diseases. CCF Victoria represented member interests on specific project reference groups facilitated by FSV, including Dogging and Riggering in Construction and Underground Services.

Water Industry Liaison Committee (WILC)

CCF Victoria is actively engaged in this representative forum to address water industry policy, process, design and construction issues.

Energy Safe Victoria (ESV) & Victorian Electrical Distribution Networks (VEDN) Industry Representative Groups

CCF Victoria is actively engaged with the Powercor, VEDN and ESV Technical Reference Groups, providing advice to these authorities regarding the impact of decisions made during the concept, design and construction stages of projects.





TECHNOLOGY

GOAL: Use technology and innovation to drive improved business opportunities, efficiencies and revenue streams for all our members and the industry.

In the wake of the COVID-19 pandemic, CCF Victoria accelerated its digitisation, introducing new online tools, platforms and campaigns. This facilitated increased digital communication and engagement, and streamlined operations, increasing efficiencies.

CLIENT AND MEMBER SERVICES

Contractor Management System and Version 10 of the CCF Code

CCF Victoria continued to support members and civil contractors in transitioning to version 10 of the CCF Code. As a result, all CCF contractors are now certified to the new version.

Contractors achieve CCF Certified Contractor status by implementing management systems developed using the CCF Code, and undergoing an audit by a JAS-ANZ accredited, third party certification body. This audit is then repeated on an annual basis. To facilitate the certification process, CCF has

developed a Management System Document Suite (MSDS) (now referred to as Management System Reference Documents (MSRD)) that enables contractors to achieve and maintain ongoing compliance with the CCF Code. This MSRD comprises over 80 documents, including plans, guidelines, forms, templates, registers and reports. Over the last year, CCF Victoria has updated these documents and is reviewing the way in which the MSRD is maintained to ensure that it satisfies the needs of contractors.

In addition, we partnered with Skytrust to help contractors manage their compliance to the new CCF Code version 10. Skytrust is a cloud based integrated management system that provides a holistic approach to compliance and due diligence.

Learning Management System

CCF Victoria accelerated the development and launch of a new online Learning Management System (LMS) this year. The LMS is being used to deliver key courses and assessments online.

The new online format makes training more accessible, particularly for people in remote and regional areas, who are unable to attend face-to-face courses and exams. The LMS is also driving greater efficiencies in our internal reporting and compliance requirements.

Websites and the CCF Member Portal

Our two websites (ccfvic.com.au and careersincivil.com.au) and the [CCF Member Portal](#) were regularly updated throughout the year, to meet the growing needs and demands of the industry.

Virtual Events

Traditionally, CCF Victoria hosts up to 30 events per year, engaging with CCF members and stakeholders across all regions of Victoria. Due to COVID-19 restrictions, we transitioned from physical events to virtual events. Before doing so, we undertook an audit of 13 webinar platforms focused on optimal viewer experience and interaction.

INTERNAL SYSTEMS

Online Communication System

Focused on harmonisation and integration, CCF Victoria introduced an online telephony and communication system. The system was designed to enhance the quality of our client service, increase our reporting capabilities, and drive internal efficiencies. The system also facilitates virtual face-to-face meetings, enabling convenient and more frequent member and client engagement.

Client Relationship Management System

Built on Microsoft Dynamics, CCF Victoria introduced a new Client Relationship Management (CRM) system. This new CRM system will streamline internal operations and cross-functional reporting abilities. The CRM is a critical tool in our service delivery model, particularly for communications with clients and members.



DIRECTORS' REPORT FOR THE PERIOD ENDED 30 JUNE 2021

Your directors present this report on the entity for the financial year ended 30 June 2021.

Directors

The names of each person who has been a director during the year and to the date of this report are: Jason Miller, Clifford Smith, Steve Traicevski, Anthony Caligiuri, John Plumridge, Brad Wereszczuk, Antony Damiani and Mohamed Elagha.

All other directors have been in office since the start of the year 2021 to the date of this report.

Principal Activities

The principal activities of the Company during the financial period were as follows:

The Company operated predominantly in one business and geographical segment, being a representative body of civil construction and maintenance contractors in Victoria, providing support to Members and the general public throughout Victoria via professional services, information and advice in a wide range of business service areas.

These services included provision of civil related training courses, implementation of training programs in partnership with state authorities, industrial relations advice, employment advice, dispute

resolution, changes to Acts and Regulation, changes to awards and work practices.

As the peak employer representative body for the industry in Victoria, the Company represented the industry at all levels of Government and advocated relating to civil construction and maintenance and business trade.

Short-term and Long-term Objectives

The entity's short-term objective is:

- > Providing member services and advice within Victoria

The entity's long-term objective is:

- > Representing the industry as a peak employer body and growing membership

Strategies

To achieve its stated objectives, the entity has adopted the following strategies:

- > The entity strives to attract and retain quality staff who are committed to working with the Company. The directors consider that attracting and retaining quality staff are essential for the entity to continue providing the services that it does, and critical to it achieving all of its short-term and long-term objectives.
- > The entity establishes and fosters working partnerships with a range of community stakeholders and government.
- > The entity is committed to maintaining existing

programs and creating new programs that support all members of the industry.

- > The entity sets its staff standards of best practice and provides clear expectations of their professional accountabilities and responsibilities to all stakeholders.

Key Performance Measures

The entity measures its own performance through the use of both quantitative and qualitative benchmarks. The benchmarks are used by the directors to assess the financial sustainability of the entity and whether the entity's short-term and long-term objectives are being achieved. Such measures are reviewed by the directors annually.

Results of Principal Activities

The Company's principal activities resulted in a trading profit of \$228,544 for the period ended 30 June 2021 (2020: profit of \$23,033).

Significant Changes in Nature of Principal Activities

There were no significant changes in the nature of the Company's principal activities during the financial period.

The entity is incorporated under the *Corporations Act. 2001* and is a company limited by guarantee. If the entity is wound up, the constitution states that each Contractor member is required to contribute a maximum of \$10 each towards meeting any outstanding obligations of the entity.

Auditor's Independent Declaration

The lead auditor's independence declaration for the year 30 June 2021 has been received and can be found on the following page of this financial report.

The directors' report is signed in accordance with a resolution of the Board of Directors.



Steve Traicevski
CCF Vic President

Dated this 25th day of August 2021

AUDITOR'S INDEPENDENCE DECLARATION TO THE BOARD OF CCF (VIC) LTD

We declare that, to the best of our knowledge and belief, during the year ended 30 June 2021 there have been:

- (i) no contraventions of the auditor independence requirements in relation to the audit; and
- (ii) no contraventions of any applicable code of professional conduct in relation to the audit.



Stannards, Accountants & Advisors
1/60 Toorak Road, South Yarra VIC 3141



MB Shulman
Registered Company Auditor (163888)

Dated 25 August 2021

STATEMENT OF PROFIT OR LOSS FOR THE PERIOD ENDED 30 JUNE 2021

	Note	30 June 2021 \$	30 June 2020 \$
Revenues	2	4,054,298	3,897,698
Employee expenses		(1,777,307)	(1,924,208)
Depreciation and amortisation	3d	(91,366)	(100,033)
Bad debts	3a	-	-
National Levy	3e	(122,560)	(113,204)
Rental expenses	3c	(13,591)	(7,286)
Interest Expense - AASB 16		(44,283)	(47,086)
Amortisation - right of use asset		(47,460)	(47,461)
Functions, seminars and conference costs		(36,493)	(196,716)
Interest costs		(42,223)	(50,730)
Other expenses from ordinary activities		(1,650,471)	(1,387,941)
Profit from ordinary activities		228,544	23,033
Income tax expense		-	-
Net profit from ordinary activities after income tax expense attributable to the Company		228,544	23,033

STATEMENT OF COMPREHENSIVE INCOME FOR THE PERIOD ENDED 30 JUNE 2021

	30 June 2021 \$	30 June 2020 \$
Profit for the period	228,544	23,033
Other Comprehensive Income for the period	-	-
Total Comprehensive Income for the period	228,544	23,033
Total Comprehensive Income attributable to members of the organisation	228,544	23,033

STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2021

	Note	30 June 2021 \$	30 June 2020 \$
CURRENT ASSETS			
Cash and cash equivalents	4	1,075,566	1,205,270
Trade and other receivables	5	1,023,807	946,314
Other current assets	6	69,766	40,604
TOTAL CURRENT ASSETS		2,169,139	2,192,188
NON-CURRENT ASSETS			
Trade and other receivables	7	2,171,128	2,234,428
Plant and equipment	8	758,739	772,815
Intangibles	15	854,300	901,760
TOTAL NON-CURRENT ASSETS		3,784,167	3,909,003
TOTAL ASSETS		5,953,306	6,101,191
CURRENT LIABILITIES			
Trade and other payables	9	1,766,474	2,058,600
Short term provisions	10	152,153	148,708
Borrowings	11	153,179	118,060
Lease Liability	15	21,324	19,017
TOTAL CURRENT LIABILITIES		2,093,130	2,344,385
NON-CURRENT LIABILITIES			
Borrowings	11	1,144,307	1,248,157
Lease Liabilities	15	892,034	913,358
TOTAL NON-CURRENT LIABILITIES		2,036,341	2,161,515
TOTAL LIABILITIES		4,129,471	4,505,900
NET ASSETS		1,823,835	1,595,291
MEMBERS' FUNDS			
Accumulated Surplus		1,823,835	1,595,291
TOTAL MEMBERS' FUNDS		1,823,835	1,595,291

STATEMENT OF CHANGES IN MEMBERS' FUNDS FOR THE PERIOD ENDED 30 JUNE 2021

	30 June 2021 \$	30 June 2020 \$
Balance at beginning of period	1,595,291	1,572,258
Surplus attributable to members	228,544	23,033
Balance at end of period	1,823,835	1,595,291

STATEMENT OF CASH FLOW FOR THE PERIOD ENDED 30 JUNE 2021

	Note	30 June 2021 \$	30 June 2020 \$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts from customers		3,975,606	4,354,870
Interest received		1,199	7,424
Payments to suppliers and employees		(3,960,488)	(4,426,503)
Net cash provided by operating activities	14b	16,317	(64,209)
CASH FLOWS FROM INVESTING ACTIVITIES			
Purchase of plant and equipment		(77,290)	(130,133)
Net cash (used in) investing activities		(77,290)	(130,133)
CASH FLOWS FROM FINANCING ACTIVITIES			
Civil Contractors Federation		63,300	43,243
Borrowings		(68,731)	1,507
Lease Payments		(63,300)	(63,933)
Net cash (used in) financing activities		(68,731)	(19,183)
Net (decrease)/increase in cash held		(129,704)	(213,525)
Cash at the beginning of the period		1,205,270	1,418,795
Cash at the end of the period	14a	1,075,566	1,205,270

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30 JUNE 2021

	30 June 2021 \$	30 June 2020 \$
NOTE 2: REVENUE		
Operating activities:		
Membership Income (Subscriptions)	1,031,757	1,016,146
Sponsorship	185,352	159,415
Functions	24,868	146,581
Training	1,027,980	1,013,059
Grants	1,084,874	972,523
JobKeeper and Cashboost	382,850	242,193
Interest Income	1,199	7,424
Other Income	315,418	340,357
Total Revenue	4,054,298	3,897,698
Revenue by Type of Customer / Funding Source		
Members	1,031,757	1,016,146
Government	1,467,724	1,214,716
Other Persons	1,554,817	1,666,836
Total Revenue	4,054,298	3,897,698

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30 JUNE 2021

	30 June 2021 \$	30 June 2020 \$
NOTE 3: PROFIT/(LOSS) FROM ORDINARY ACTIVITIES		
The operating profit/(loss) of the Company before income tax expense has been determined after:		
a. Bad and Doubtful Debts		
Bad debts written off to expense	-	-
	-	-
b. Auditor's Remuneration		
Auditor's remuneration – Audit of Financial Statements	6,727	5,740
(other services - \$nil (30 June 2020: \$nil))	-	-
	6,727	5,740
c. Operating Leases		
Rent	13,591	7,286
	13,591	7,286
d. Depreciation and Amortisation		
Plant and equipment	44,202	63,146
Motor vehicles	47,164	36,887
	91,366	100,033
e. Levy		
National office levy	122,560	113,204
	122,560	113,204
The levy is imposed by Civil Contractors Federation to assist in funding the operations.		

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30 JUNE 2021

	30 June 2021 \$	30 June 2020 \$
NOTE 4: CASH AND CASH EQUIVALENTS		
Current		
Cash at bank	1,075,566	1,205,270
	1,075,566	1,205,270
NOTE 5: TRADE AND OTHER RECEIVABLES		
a. Current		
Trade debtors	974,806	886,402
Less: Provision for doubtful debts	-	-
	974,806	886,402
Sundry and other debtors	49,001	59,912
	1,023,807	946,314
b. Terms and Conditions		
Trade debtors relate to services provided, they are non-interest bearing and are unsecured.		
All trade debtors carry settlement terms of 30 days.		
Sundry debtors are non-interest bearing and unsecured.		
NOTE 6: OTHER CURRENT ASSETS		
Current		
Prepayments and Other Assets	56,388	31,564
Stock on Hand	13,378	9,040
	69,766	40,604

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30 JUNE 2021

	30 June 2021 \$	30 June 2020 \$
NOTE 7: TRADES AND OTHER RECEIVABLES		
a. Non-Current		
Loan – Civil Contractors Federation (Unsecured and Interest-free)	2,171,128	2,234,428
	<u>2,171,128</u>	<u>2,234,428</u>
NOTE 8: PLANT AND EQUIPMENT		
Motor vehicles – at cost	407,413	400,283
Less: Accumulated depreciation	(146,686)	(124,807)
	<u>260,727</u>	<u>275,476</u>
Plant, property and equipment – at cost	746,218	725,147
Less: Accumulated depreciation	(248,206)	(227,808)
	<u>498,012</u>	<u>497,339</u>
Total plant and equipment – net book value	<u>758,739</u>	<u>772,815</u>

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30 JUNE 2021

	30 June 2021 \$	30 June 2020 \$
NOTE 9: TRADES AND OTHER PAYABLES		
a. Current		
Deferred income	1,346,929	1,780,055
Creditors and accruals	419,545	278,545
	<u>1,766,474</u>	<u>2,058,600</u>
b. Terms and Conditions		
Deferred income related to cash receipts for membership fees, training and advertising revenue received for the subsequent reporting period and project funding received for subsequent reporting period and beyond.		
Creditors and accruals were settled within the terms of payments offered, which was usually within 30 days. These balances are unsecured and no interest is applicable on these accounts.		
NOTE 10: PROVISIONS		
a. Current		
Provisions for annual leave	101,723	102,288
Provisions for long service leave	50,430	46,420
	<u>152,153</u>	<u>148,708</u>
b. Aggregate employee entitlement liability	<u>152,153</u>	<u>148,708</u>

Provision for employee benefits represent amounts accrued for annual leave and long service leave. The current portion for this provision included the total amount accrued for annual leave entitlements and the amounts accrued for long service leave entitlements that have vested due to employees having completed the required period of service. Based on past experience, the Company did not expect the full amount of annual leave or long service leave balances classified as current liabilities to be settled within the next 12 months. However, these amounts were classified as current liabilities since the Branch did not have an unconditional right to defer the settlement of these amounts in the event employees wish to use their leave entitlement.

The non-current portion for this provision included amounts accrued for long service leave entitlements that have not yet vested in relation to those employees who have not yet completed the required period of service

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30 JUNE 2021

	30 June 2021 \$	30 June 2020 \$
NOTE 11: BORROWINGS		
a. Current		
Hire Purchase Liability	63,900	55,025
Business Loan	89,279	63,035
	<u>153,179</u>	<u>118,060</u>
b. Non-Current		
Hire Purchase Liability	125,511	147,313
Business Loan	1,016,796	1,098,844
Debentures	2,000	2,000
	<u>1,144,307</u>	<u>1,248,157</u>
c. Terms and Conditions		
Hire Purchase facilities are secured by the assets they are financing. The business loan is secured by a \$1.4 million limited guarantee provided by Civil Contractors Federation and a mortgage over 9 Business Park Drive, Notting Hill, Victoria.		
Interest on the Westpac property loan of \$34,537 was paid in the 2021 financial year (2020: \$50,730), in addition to non-cash interest incurred under AASB 16 of \$44,283 relating to the right-of-use asset (2020: \$47,086).		

NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30 JUNE 2021

NOTE 12: KEY MANAGEMENT PERSONNEL COMPENSATION

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any director (whether executive or otherwise) of that entity, is considered key management personnel (KMP).

The totals of remuneration paid to KMP of the entity during the year are as follows:

	30 June 2021 \$	30 June 2020 \$
KMP compensation		
Short-term employee benefits	612,995	463,646
Post-employment benefits	57,704	40,158
Other long-term benefits	-	-
	<u>670,699</u>	<u>503,804</u>

Other Related Party Transactions

Other related parties include close family members of key management personnel and entities that are controlled or jointly controlled by those key management personnel individually or collectively with their close family members.

Transactions between related parties are on normal commercial terms and conditions no more favourable than those available to other parties unless otherwise stated.

DIRECTORS' DECLARATION

In accordance with a resolution of the directors of CCF (VIC) Limited, the directors of the entity declare that:

- 1. The financial statements and notes, as set out on pages satisfy the requirements of the Corporations Act 2001 and;
 - a. Comply with Australian Accounting Standards – Reduced Disclosure Requirements applicable to the entity; and
 - b. Give a true and fair view of the financial position of the entity as at 30 June 2021 and of its performance for the year ended on that date.
- 2. In the directors' opinion there are reasonable grounds to believe that the entity will be able to pay its debts and when they become due and payable.



Steve Traicevski
CCFVic President

Dated this 25th day of August 2021

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF CCF (VIC) LIMITED

We have audited the financial report of Civil Contractors Federation Victoria Ltd (CCFVIC Ltd) (the entity), which comprises the statement of financial position as at 30 June 2021, the statement of profit or loss, statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies and the directors' declaration.

In our opinion, the accompanying financial report of the entity is in accordance with the Corporations Act 2001, including:

- (i) Giving a true and fair view of the entity's financial position as at 30 June 2021 and of its financial performance for the year then ended; and
- (ii) Complying with Australian Accounting Standards – Reduced Disclosure Requirements and the Corporations Regulations 2001.

Basis for Opinion

We conducted our audit in accordance with the Australian Auditing Standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Report section of our report. We are independent of the entity in accordance with the auditor independence requirements of the Corporations Act 2001 and the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110: Code of Ethics for Professional Accountants (the Code)

that are relevant to our audit of the financial report in Australia. We have also fulfilled our other ethical responsibilities in accordance with the Code.

We confirm that the independence declaration required by the Corporations Act 2001, which has been given to the directors of CCF (VIC) Ltd, would be in the same terms if given to the directors as at the time of this auditor's report.

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

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

The directors are responsible for other information. The other information comprises the information included in the entity's annual report for the year ended 30 June 2021, but does not include the financial report and our auditors' report thereon.

Our opinion on the financial report does not cover the other information and accordingly we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Responsibilities of the Directors for the Financial Report

The directors of the entity 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 Corporations Act 2001 and for such internal control as the directors 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.

In preparing the financial report, the directors are responsible for assessing the entity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the entity or to cease operations, or have no realistic alternative but to do so.

Auditors Responsibilities for the Audit or the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error; and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial report, whether due to fraud or error; design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting material misstatement resulting from fraud is higher than the one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the directors.
- Conclude on the appropriateness of the directors' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's

report. However, future events or conditions may cause the entity to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report, represents the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the entity to express an opinion on the financial report. We are responsible for the direction, supervision and performance of the entity audit. We remain solely responsible for our audit opinion.

We communicate with the directors regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.



Stannards, Accountants & Advisors



Michael B Shulman
Partner
Melbourne, VIC
Dated: 25 August 2021

CORPORATE DIRECTORY

CCF VICTORIA COMMITTEE OF MANAGEMENT

Directors

The following Directors held office as members of the Committee / Board of Management of the Victorian Branch during the 2020-2021 financial year:

BOARD MEMBER	POSITION
Steve Traicevski	President, National Board Member & Board Member
Tony Damiani	Vice President National Board (alternate)
John Plumridge	Treasurer & Board Member
Cliff Smith	Board Member
Anthony Caligiuri	Board Member
Brad Weresczuck	Board Member
Jay Miller	Board Member
Khaled Elagha	Board Member

Board Meetings

The full Board met a total of six times during the year (July, September and November 2020, and February, April and June 2021), with the Board Executive meeting each alternate month.

Board Resignations & Appointments

There were no resignations received during the course of the 2020-2021 financial year.

CCF VICTORIA EXECUTIVE MANAGEMENT TEAM

Chief Executive Officer

John Kilgour

Chief Financial Officer

Anushan Jayaratne

Membership & Support Services

Gavriel Berkowitz (resigned May 2021)

Training & Operations

Lisa Kinross

Principal Office

9 Business Park Drive, Notting Hill, VIC 3168

Accountant (Financial Advisor)

Matthews Steer

Auditor

Stannards Chartered Accountants

Banker

Commonwealth Bank Australia

Solicitors

Doyles Construction Lawyers
Keypoint Law
Lander & Rogers
McKean Park Lawyers

Insurance Broker

Gallaghers

Insurance Underwriter

QBE Insurance (Australia) Limited

Technology Service Provider

IT Connexions



OUR BUSINESS PARTNERS

CCF Victoria would like to acknowledge its financial supporters and sponsors in 2020-2021.

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