

# Backing Queensland jobs

## Ensuring a fair go: Building and Construction Training



**The Queensland Government understands the importance of ensuring compliance and providing a level playing field when it comes to government procurement.**

The Queensland Procurement Policy Compliance Unit (QPP Compliance Unit) was established to ensure contractors supplying to government are playing by the rules by meeting their commitments of the Queensland Procurement Policy and *Buy Queensland* approach.

Within the QPP Compliance Unit is the Building and Construction Training Compliance (BCTC) team. The team aims to ensure government contractors are meeting their obligations under the Queensland Government Building and Construction Training Policy (training policy).

By ensuring compliance, the training policy will deliver:

- improved employment opportunities for apprentices and trainees
- skills development to support Queensland's building and construction industry
- employment, training and business supply opportunities for Aboriginal and Torres Strait Islander Queenslanders
- more visibility of the compliance requirements of the training policy.

**Find out more on the training policy online at [training.qld.gov.au/trainingpolicy](http://training.qld.gov.au/trainingpolicy)**

### Ensuring a level playing field

The BCTC team aims to ensure contractors comply with requirements to employ apprentices and trainees and undertake other workforce training as a mandated component of being awarded work on eligible Queensland Government projects.

The BCTC team will work with contractors via an annual audit schedule. This schedule will be developed using a range of processes including random selection, risk assessment, and targeted focus areas. The BCTC team will also investigate complaints or referrals that allege non-compliance with the training policy.

#### How the BCTC team will complete audits

The BCTC team will conduct desktop audits focusing on recorded apprentice and trainee hours provided by contractors.

If the data is incomplete or inconsistent, the BCTC team will work with the managing agency to contact the contractor to request further information. If hours cannot be substantiated, the BCTC team may investigate further by requesting additional information from the contractor and conducting a site visit.

If further investigation reveals compliance with the training policy, the contractor will be advised and the matter finalised. However, if a contractor is found to be non-compliant, the BCTC team will provide recommendations to the contractor and to agencies, with a focus on how to improve compliance.

Information collected through the audit and investigation processes will be analysed to inform policy development and future contracting decisions.

### Contact us

You can contact the BCTC team within the QPP Compliance Unit by emailing [QPPCompliance@hpw.qld.gov.au](mailto:QPPCompliance@hpw.qld.gov.au) or calling 1300 10 50 30 between 9.00 am and 5.00 pm, Monday to Friday.

#### Further information

- ✉ [QPPCompliance@hpw.qld.gov.au](mailto:QPPCompliance@hpw.qld.gov.au)
- ☎ ph: 1300 10 50 30
- 📍 [qld.gov.au/buyqueensland](http://qld.gov.au/buyqueensland)



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### Frequently asked questions

**Q What is the role of the Building and Construction Training Compliance (BCTC) team within the QPP Compliance Unit?**

**A** The BCTC team will engage with contractors, and complete audits and investigations, to determine compliance with the Queensland Government Building and Construction Training Policy (training policy). This includes supporting employment opportunities and skills development for apprentices and trainees, and increasing the economic independence of Aboriginal and Torres Strait Islander Queenslanders in the industry.

**Q How does the BCTC team decide which contractors to audit?**

**A** The BCTC team uses a range of selection processes to inform an annual audit schedule including random selection, risk assessment, targeted focus areas, and referrals.

**Q What does an audit involve?**

**A** An audit will involve a desktop review of recorded hours provided by contractors. If incomplete or inconsistent, the BCTC team will contact the contractor to request further information.

**Q What does an investigation involve?**

**A** An investigation is held if recorded hours cannot be substantiated by a desktop audit and there are concerns about the contractor meeting the hours requirement. An investigation will involve consultation with the contractor and procuring agency to gather further information and may include a site visit.

**Q What kind of recommendations are made if a contractor has not complied with the hours requirement for apprentices and trainees?**

**A** Recommendations may address process improvements for contractors and contracting agencies, barriers to compliance, policy settings, and considerations in future procurement processes.

**Q Do I have to provide information to the BCTC team or let them access our worksite?**

**A** As it is a requirement of doing business with the Queensland Government for eligible projects to comply with the terms of the training policy, you are encouraged to work with the BCTC team to confirm your compliance with the policy. Working with us can also assist you and us in addressing shared problems which may be barriers or challenges to compliance, such as workforce shortages or competing government priorities. Recommendations made by the BCTC team will be based on relevant information and its accessibility.

**Q What can I do if I am not happy with the outcome of an investigation?**

**A** You can make a complaint about any aspect of the audit and investigation process and its outcomes by discussing your concerns with a representative of the QPP Compliance Unit.

**Q What if my project requires specialist activities and we therefore cannot comply with the training policy?**

**A** The BCTC team understands that there may be circumstances where the contractor has difficulty in complying with the requirements of the training policy. In this instance, the team will consult with the relevant agency and the Queensland Apprenticeship and Traineeship Office, to identify a possible solution.



### To find out more:

- ← Sign up for our newsletter via our website
- ✉ [QPPCompliance@hpw.qld.gov.au](mailto:QPPCompliance@hpw.qld.gov.au)
- ☎ ph: 1300 10 50 30
- 📍 [qld.gov.au/buyqueensland](http://qld.gov.au/buyqueensland)

