

Queensland



BUILDING AND CONSTRUCTION INDUSTRY (PORTABLE LONG SERVICE LEAVE) ACT 1991

**Reprinted as in force on 25 January 1995
(includes amendments up to Act No. 65 of 1994)**

Reprint No. 3

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Information about this reprint

This Act is reprinted as at 25 January 1995. The reprint—

- shows the law as amended by all amendments that commenced on or before that day
- incorporates all necessary consequential amendments, whether of punctuation, numbering or another kind.

The reprint includes a reference to the law by which each amendment was made—see List of legislation and List of annotations in Endnotes.

Minor editorial changes allowed under the provisions of the Reprints Act 1992 mentioned in the following list have also been made to—

- use standard punctuation consistent with current drafting practice (s 27)
- use expressions consistent with current drafting practice (s 29)
- use aspects of format and printing style consistent with current drafting practice (s 35)
- number and renumber certain provisions and references (s 43).

This page is specific to this reprint. See previous reprints for information about earlier changes made under the Reprints Act 1992. A Table of previous reprints is included in the Endnotes.

Also see Endnotes for information about—

- **when provisions commenced**
- **editorial changes made in the reprint, including—**
 - **Table of renumbered provisions.**

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**BUILDING AND CONSTRUCTION INDUSTRY
(PORTABLE LONG SERVICE LEAVE) ACT
1991**

[as amended by all amendments that commenced on or before 25 January 1995]

**An Act to provide for an equitable and efficient system of portability
of long service leave in the building and construction industry**

PART 1—PRELIMINARY

Short title

1. This Act may be cited as the *Building and Construction Industry (Portable Long Service Leave) Act 1991*.

Commencement

2. This Act commences on a day to be fixed by proclamation.

Interpretation

3. In this Act—

“**approved form**” means a form approved by the Authority.

“**authorised officer**” means a person authorised under section 95(1).

“**Authority**” means the Building and Construction Industry (Portable Long Service Leave) Authority.

“**award**” means an award within the meaning of—

(a) the *Industrial Relations Act 1990*; or

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Long Service Leave) Act 1991*

(b) the *Industrial Relations Act 1988* (Cwlth).

“Board” means the Authority’s Board of directors.

“building and construction industry” means the industry of—

- (a) carrying out the construction, reconstruction, renovation, alteration, demolition or maintenance of or repairs of or to—
 - (i) buildings; or
 - (ii) roads, railways, airfields or other works for the passage of anything; or
 - (iii) breakwaters, docks, jetties, piers or wharves; or
 - (iv) works for the improvement or alteration of any harbour, river or watercourse for the purposes of navigation; or
 - (v) works for the storage or supply of water; or
 - (vi) works for the irrigation of land; or
 - (vii) works for the conveyance, treatment or disposal of sewage or of the effluent from any premises; or
 - (viii) works for extracting, refining, processing or treating materials or for producing or extracting products and by-products from materials; or
 - (ix) works for the drainage of land; or
 - (x) works for the storage of liquids (other than water) or gases; or
 - (xi) works for the generation, supply or transmission of electric power; or
 - (xii) works for telecommunication or transmission of radio or television; or
 - (xiii) bridges, viaducts, aqueducts or tunnels; or
 - (xiv) chimney stacks, cooling towers, drilling rigs, gas holders or silos; or
 - (xv) pipe lines; or
 - (xvi) navigational lights, beacons or markers; or

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- (xvii) pile driving works; or
 - (xviii) fences (other than fences on what, in the Authority's opinion, are farms); or
 - (xix) facilities that, in the Authority's opinion, are sporting or recreational facilities; or
- (b) carrying on any of the following activities—
- (i) preparing a site for carrying out on the site anything mentioned in paragraph (a);
 - (ii) work involving structures, fixtures or other works for use on, in or in connection with anything mentioned in paragraph (a);
 - (iii) carrying out any work that may be carried out on site, but which may also be carried out elsewhere, in respect of anything mentioned in paragraph (a);

but does not include the performance of maintenance or repairs that are of a routine or minor nature by persons for an employer that is not substantially engaged in anything mentioned in paragraph (a).

“building and construction industry award or agreement” means an award or industrial agreement applying to the building and construction industry.

“building and construction work” means any work performed in the building and construction industry.

“contract of employment” includes any apprenticeship or traineeship in the building and construction industry.

“corresponding authority” means the authority that is responsible for the day to day administration of a corresponding law.

“corresponding law” means a law declared under section 91(1) to be a corresponding law for the purposes of this Act.

“employee” means a person who, in the Authority's opinion, for the majority of the person's ordinary hours of work, performs, or usually performs, work under a contract of employment for which a rate of pay is fixed by a building and construction industry award or

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agreement, but does not include—

- (a) a person prescribed under the regulations to be exempt from this Act; or
- (b) a person who performs or supervises the performance of building and construction work under a contract of employment with—
 - (i) a local government; or
 - (ii) a government entity; or
 - (iii) an entity established under an Act of the Commonwealth or another State.

“General Manager” means the Authority’s general manager.

“government entity” means—

- (a) a government company within the meaning of the *Government Owned Corporations Act 1993*; or
- (b) a State instrumentality, agency, authority or entity; or
- (c) a department of government; or
- (d) an entity declared by regulation to be a government entity.

“industrial agreement” means an industrial agreement, certified agreement or enterprise flexibility agreement under the *Industrial Relations Act 1990*.

“levy” means long service leave levy.

“long service leave levy” means levy that is imposed under Part 8, and includes an additional amount of levy under section 80 and any interest under section 84.

“long service leave payment” means payment that is required to be made under Part 7.

“owner-builder permit” means an owner-builder permit under the *Queensland Building Services Authority Act 1991*.

“person” includes government entity and unincorporated body.

“public sector employee” means a public sector employee within the meaning of the *Public Sector Management Commission Act 1990*.

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“register of employees” means the register of employees kept by the Authority under this Act.

“register of employers” means the register of employers kept by the Authority under this Act.

“registered employee” means an employee whose name is in the register of employees.

“registered employer” means an employer whose name is in the register of employers.

“State” includes Territory.

“substantially engaged in the building and construction industry” has the meaning given by section 4.

“year’s service” means a year’s service within the meaning of section 51.

Meaning of “substantially engaged in the building and construction industry”

4. A person is “substantially engaged in the building and construction industry” if the person—

- (a) is ordinarily engaged in work in the building and construction industry as part of the person’s usual business activities; or
- (b) is ordinarily ready to perform, for reward, work in the building and construction industry.

Act binds all persons

5. This Act binds all persons, including the State and, so far as the legislative power of the Parliament permits, the Commonwealth and the other States.

PART 2—BUILDING AND CONSTRUCTION INDUSTRY (PORTABLE LONG SERVICE LEAVE) AUTHORITY

Division 1—Establishment of Authority

Establishment of Authority

6. The Building and Construction Industry (Portable Long Service Leave) Authority is established.

Legal status of Authority

7.(1) The Authority—

- (a) is a body corporate; and
- (b) has a seal; and
- (c) may sue and be sued in its corporate name.

(2) The Authority does not represent the State.

(3) The Authority is an exempt public authority under the Corporations Law.

Authority may operate under trading name

8. The Authority may operate under a trading name prescribed under the regulations.

Division 2—Functions and powers of Authority

Authority's functions

9.(1) The Authority's primary function is to provide an equitable and efficient system of portable long service leave for employees in the building and construction industry.

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(2) The other functions of the Authority are—

- (a) to provide educational and awareness programs to the building and construction industry to encourage employee membership and industry compliance with this Act; and
- (b) to give advice and make recommendations to the Minister on issues affecting the provision of long service leave in the industry and the operation of this Act; and
- (c) to perform other functions given to the Authority under this or another Act; and
- (d) to perform functions incidental to its other functions; and
- (e) other functions prescribed under the regulations.

Authority's powers

10.(1) The Authority has all the powers of an individual and may, for example—

- (a) enter into contracts; and
- (b) acquire, hold, deal with and dispose of property; and
- (c) appoint agents and attorneys; and
- (d) charge for, and fix conditions for the supply of, the goods, services and information it supplies; and
- (e) engage consultants; and
- (f) do anything else necessary or convenient to be done in performing its functions.

(2) Without limiting subsection (1), the Authority has the powers given to it under this or another Act.

(3) However, if the Authority intends to exercise borrowing powers, a regulation must be made under section 47 of the *Statutory Bodies Financial Arrangements Act 1982* that—

- (a) declares the provisions of Part 4 of that Act that apply to the borrowing; and

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(b) prescribes the terms on which the declared provisions apply.

(4) The Authority may exercise its powers inside and outside Queensland.

(5) Without limiting subsection (4), the Authority may exercise its powers outside Australia.

PART 3—OTHER PROVISIONS ABOUT THE AUTHORITY

The Board

11. The Authority has a Board of directors.

Role of Board

12. The Board's role includes—

- (a) responsibility for the Authority's commercial policy and management; and
- (b) ensuring, as far as possible, the Authority achieves, and acts in accordance with, its corporate goals and carries out its corporate objectives outlined in its corporate plan; and
- (c) providing advice and recommendations to the Minister on issues affecting the provision of long service leave in the industry and the operation of this Act; and
- (d) ensuring the Authority otherwise performs its functions in an appropriate, effective and efficient way.

Composition of Board

13. The Board consists of the following 8 directors—

- (a) the chairperson;

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- (b) the deputy chairperson who must have knowledge of, and experience in, financial affairs;
- (c) 3 directors representing employers in the building and construction industry;
- (d) 3 directors representing employees who perform building and construction work.

Appointment of directors

14. The directors are to be appointed by the Governor in Council.

Disqualification from Board

15.(1) A person who—

- (a) is a patient within the meaning of the *Mental Health Act 1974*; or
- (b) is an undischarged bankrupt or takes advantage of the laws relating to bankruptcy; or
- (c) subject to subsection (2), has been convicted in the State of an indictable offence or outside the State in respect of an act or omission such that had it happened in the State it would have constituted an indictable offence;

is disqualified from being, or continuing as, a director of the Board.

(2) Subsection (1)(c) does not apply to a person if the Minister certifies in writing that, in the Minister's opinion, the circumstances of the act or omission mentioned in that subsection do not warrant the director's being disqualified from being, or continuing as, a director of the Board.

Term of office

16.(1) A director of the Board holds office for a term of 3 years and, subject to this Act, is eligible for reappointment.

(2) The Governor in Council may, at any time, remove from office a director of the Board by Industrial Gazette notice.

Vacating office

17. The office of a director of the Board becomes vacant if the director—

- (a) dies; or
- (b) resigns by signed notice given to the Minister; or
- (c) is absent, without prior leave of the Board and without reasonable excuse, from 3 consecutive meetings of the Board of which notice has been given to the director; or
- (d) becomes disqualified as prescribed by section 15 from continuing as a director; or
- (e) is removed from office under section 16(2).

Casual vacancy

18.(1) When a vacancy happens in the office of a director of the Board before the end of the term of appointment, the Governor in Council may appoint another person to the office for the balance of the term.

(2) A person appointed in place of a director mentioned in section 13(b), (c) or (d) must have the knowledge and experience required by section 13(b) or be representative as required by section 13(c) or (d), as the case may be.

(3) If the director in whose office a vacancy happens was also chairperson or deputy chairperson of the Board, the successor appointed under subsection (1) is also chairperson or deputy chairperson of the Board, as the case may be.

Board meetings

19.(1) Subject to subsection (2), the Board is to meet as often as is necessary for the discharge of its functions and the exercise of its powers under this Act.

(2) The Board is to meet at least once in every 3 months.

(3) The chairperson may convene a meeting of the Board at any time.

(4) The chairperson must convene a meeting if jointly requested by a

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director of the Board appointed under section 13(c) and a director of the Board appointed under section 13(d).

Procedure at meetings etc.

20.(1) The chairperson of the Board is to preside at all meetings at which the chairperson is present and, in the chairperson's absence, the deputy chairperson of the Board is to preside.

(2) When the deputy chairperson presides at a meeting, the deputy chairperson has all the functions and powers of the chairperson.

(3) A quorum of the Board consists of 5 directors, of whom—

- (a) 1 is to be the chairperson or deputy chairperson of the Board; and
- (b) 1 is to be a director appointed under section 13(c); and
- (c) 1 is to be a director appointed under section 13(d).

(4) Business is not to be conducted at a meeting of the Board unless a quorum is present.

(5) Business at a meeting is decided by majority vote of the directors present and voting on the business in question.

(6) Business of the Board decided by written reference to the directors of the Board is to be decided by majority vote of the directors voting on the business in question in response to the reference.

(7) A director of the Board who refrains from voting is taken to have cast a vote in the negative unless the director refrains because of a conflict of interest declared by the director.

(8) The person who presides at a meeting, or, if business of the Board is decided by a written reference, the chairperson, has a deliberative vote and a casting vote.

(9) Subject to this Act, the Board may conduct its business generally, and proceedings at its meetings, in such way as it determines from time to time.

(10) The Board in respect of any matter being considered by it must have regard to anything placed before it, and any comments, by the general manager.

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Minutes

21.(1) The chairperson of the Board must cause a record to be kept of every decision of the Board, whether made at a meeting or by written reference to the directors.

(2) The record of each decision of the Board must be presented to the Board's next meeting for confirmation.

(3) If the record is confirmed, it must be signed by the person presiding at the meeting and forms part of the minutes of the meeting.

Custody and affixing of seal

22.(1) The Authority's seal is to be kept in the general manager's custody.

(2) The seal can be lawfully affixed to a document by the general manager only in pursuance of a resolution of the Board.

(3) The general manager must affix the seal in the presence of the chairperson or, in the absence of the chairperson, the deputy chairperson.

(4) Judicial notice is to be taken of the imprint of the Authority's seal affixed to any document and, until the contrary is proved, it is to be presumed that the seal has been duly affixed to the document.

Execution of contracts and agreements

23. Contracts or agreements may be made, varied or discharged on behalf of the Authority in the following way—

- (a)** a contract or agreement that, if made between individuals would be required by law to be in writing under seal, may be made, varied or discharged in the name and on behalf of the Authority, in writing under the seal of the Authority;
- (b)** a contract or agreement that, if made between individuals would be required by law to be in writing signed by the parties and not required to be under seal, may be made, varied or discharged in the name and on behalf of the Authority, in writing signed by any person acting under the express or implied authority of the

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Authority;

- (c) a contract or agreement that, if made between individuals would by law be valid although made verbally only and not reduced to writing, may be made, varied or discharged verbally in the name and on behalf of the Authority, by any person acting under the express or implied authority of the Authority.

Remuneration of directors

24.(1) A director of the Board is to be paid such fees, remuneration and allowances in respect of the discharge of duties as a director as are determined by the Governor in Council.

(2) A provision in an Act requiring the holder of a specified office to devote the whole of the holder's time to the duties of office, or prohibiting engagement in employment outside the duties of office, does not operate to disqualify the holder from—

- (a) holding that office and also the office of director of the Board; or
- (b) accepting and retaining any fees, remuneration or allowances payable under this section.

PART 4—ADMINISTRATION

Administration subject to Minister

25. Subject to the Minister, the Authority is to administer this Act.

Appointment of officers to administer Act

26.(1) The general manager of the Authority is to be appointed under the *Public Service Management and Employment Act 1988*.

(2) Members of the staff of the Authority are to be appointed under the *Public Service Management and Employment Act 1988*.

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(3) A public sector employee may, in addition to the position the employee holds in the public sector, be appointed to and hold office for the purposes of this Act.

Duties of general manager

27. The Authority's general manager is, under its Board, to manage the Authority.

Things done by general manager

28. Anything done in the name of, or for, the Authority by the general manager is taken to have been done by the Authority.

Manager's power of delegation

29. The general manager may delegate all or any of the Manager's powers to a member of the Authority's staff.

Judicial notice of signatures

30. Judicial notice is to be taken of the signature of the chairperson, deputy chairperson or general manager on a document and, until the contrary is proved, the signature is presumed to have been duly made.

Use of services of public sector employees

31.(1) With the approval of the Minister, and of the Minister responsible for the department concerned, the Authority may utilise the services of any public sector employee on such terms as are arranged.

(2) The amount of salaries, wages or allowances paid from the public accounts to a public sector employee who is engaged in the business of the Authority under subsection (1) must be recouped to the public accounts to the extent that reflects the proportion of the working time of the public sector employee spent in the business of the Authority.

PART 5—FINANCIAL PROVISIONS

Funds of Authority

32.(1) The funds of the Authority consist of—

- (a) long service leave levy paid to the Authority; and
- (b) amounts borrowed by the Authority; and
- (c) the proceeds from investments by the Authority; and
- (d) any other amounts received by the Authority.

(2) Funds of the Authority are to be applied to making—

- (a) long service leave payments; and
- (b) payments in respect of expenses incurred in the administration of this Act; and
- (c) payments in respect of borrowings by the Authority; and
- (d) investments by the Authority; and
- (e) any other payments authorised by this Act.

Funds manager

33.(1) The Authority may, with the Treasurer’s approval, engage a person (the “**funds manager**”) to invest the Authority’s funds that are not immediately needed by the Authority for performing its functions.

(2) The Treasurer may impose conditions on the approval and may amend or revoke the approval’s conditions.

(3) The funds manager may, with the Board’s approval, invest the funds in ways in addition to the ways authorised under Part 5 of the *Statutory Bodies Financial Arrangements Act 1982*.

(4) However, the funds manager must—

- (a) comply with the conditions imposed by the Treasurer under subsection (2); and
- (b) operate within the investment strategy and policy decided by the

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Board; and

- (c) report to the Board about the state of the investments in the way and at the times decided by the Board.

(5) Subsection (3) has effect despite the limitations under section 36(2) on the Authority's power to invest its funds.

Proposed budget and progress budget reports

34.(1) The Authority must provide the Minister with details of its proposed budget for each financial year at least 30 days before the start of the financial year.

(2) The proposed budget has no effect unless it is approved by the Minister.

(3) The Authority must provide to the Minister progress reports on the operation of the budget.

(4) Progress reports are to be provided at such times, and in the way, that the Minister requires.

Actuarial investigation of funds

35.(1) The Authority must investigate the sufficiency of the Authority's funds and the adequacy of the rate of long service leave levy to be made—

- (a) as at 1 July 1995; and
- (b) afterwards, at intervals of not more than 2 years.

(2) An investigation must be made by an actuary.

(3) An actuary who makes an investigation—

- (a) must finish the investigation, and report the outcome of the investigation to the Authority, as soon as practicable after the date at which the investigation is made; and
- (b) must express in the report an opinion about whether any reduction or increase should be made in the rate of long service leave levy.

(4) As soon as practicable after it receives the report, the Authority must give the report to the Minister together with its recommendations on—

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- (a) the opinion expressed by the actuary under subsection (3)(b); and
- (b) whether the funds available are adequate to carry out the Authority's functions.

(5) This section does not limit the Authority's ability to make other inquiries about the sufficiency of the Authority's funds and the adequacy of the rate of long service leave levy.

Application of Finance Acts

36.(1) The Authority is a statutory body within the meaning of the *Financial Administration and Audit Act 1977*.

(2) The Authority is a statutory body within the meaning of the *Statutory Bodies Financial Arrangements Act 1982* and Part 5 of that Act¹ applies for the Authority.

PART 6—REGISTRATION AND SERVICE CREDITS

Division 1—Register of employees

Authority to keep register of employees

37.(1) The Authority must keep a register of persons who are employees in the building and construction industry.

(2) The register must contain—

- (a) the names of all persons whose applications have been approved under section 39; and
- (b) the date on which each such person became a registered employee; and

¹ Part 5 of the *Statutory Bodies Financial Arrangements Act* sets out the investment powers that may apply to statutory bodies.

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- (c) in respect of each such person, the number of days' service in the building and construction industry with which the person is credited under Division 3; and
- (d) such other information as the Authority considers necessary for the purpose of administering this Act.

(3) The Authority may, for the purposes of entering in the register of employees the particulars referred to in subsection (2)(c), rely on the information contained in a certificate of service furnished under section 47 or on such other information as the Authority thinks fit.

Application for registration

38.(1) A person may, at any time, apply in writing to become a registered employee.

(2) The application must be in the approved form.

(3) The Authority, by written notice, may ask the applicant to give further information or documents relevant to the application.

(4) The Authority may also ask the applicant to verify information or documents by statutory declaration.

(5) The Authority may refuse the application if the applicant fails to comply with the request without reasonable excuse.

Approval or refusal of application for registration

39.(1) The Authority must consider each application made under section 38 and must—

- (a) if satisfied that the applicant is an employee in the building and construction industry—approve the application; or
- (b) if not so satisfied—refuse the application.

(2) If the Authority refuses the application, it must give the applicant reasons for the refusal.

(3) Subsection (1) does not require the Authority to consider an application that it refuses under section 38(5).

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Date of registration

40.(1) For the purposes of section 37(2)(b), the date on which an applicant becomes a registered employee is—

- (a) the date on which the application was lodged with the Authority;
or
- (b) if the Authority fixes an earlier date under subsection (2)—that date.

(2) The Authority may, for the purposes of subsection (1), in respect of the applicant and at the request of the applicant, fix an earlier date than the date on which the applicant made application under section 38.

(3) The Authority must not, at the request of an applicant, fix a date earlier than 2 years before the request to fix that earlier date is made unless it considers that there are special circumstances with regard to the applicant that warrant its doing so.

(4) The Authority must not, in any case, fix a date earlier than 1 July 1992.

Cancellation of registration

41.(1) The Authority may cancel the registration of a registered employee if it is satisfied that the registered employee has not been credited with any service in the register of employees kept under this Act, or in a like register or record kept under a corresponding law, for at least 4 consecutive years.

(2) The Authority may cancel the registration of a person as a registered employee if it is satisfied that the person is not an employee or that the person's application to become a registered employee should have been refused.

(3) If the Authority cancels the registration of a person as a registered employee, it must remove the name of the person from the register of employees—

- (a) as soon as practicable after 120 days from when the Authority notifies the person of the cancellation; or
- (b) if an application for a reconsideration or an appeal under Part 9 is lodged against the cancellation within that period—on the day the

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application or appeal is withdrawn or the cancellation is finally confirmed.

(4) When the name of a person is removed from the register of employees—

- (a) the person ceases to be a registered employee; and
- (b) the person or the personal representative of the person is not entitled to apply for or be paid long service leave in respect of any days' service credited to the person in the register of employees at the time of the removal.

(5) Nothing in this section prevents a person whose name has been removed from the register of employees under this section from subsequently becoming a registered employee.

Division 2—Register of employers

Authority to keep register of employers

42. The Authority must keep a register of employers that are employers in the building and construction industry.

Application for registration

43.(1) An employer in the building and construction industry (whether or not the employer carries on any other business) that employs employees must register as an employer under this Division.

Maximum penalty—16 penalty units.

(2) An employer that is required to register as an employer under this Division must apply in writing to the Authority for registration in the approved form.

(3) The approved form may require an employer—

- (a) to state—
 - (i) each name under which the employer is, or has been, engaged in the building and construction industry; and

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- (ii) each business address of the employer; and
 - (iii) each place in Queensland where books and records mentioned in section 92² may be inspected during normal business hours; and
- (b) to provide other information or produce documents that, in the Authority's opinion, are relevant to the administration or enforcement of this Act.

(4) The Authority may require an applicant to supply further stated information or documents to satisfy the Authority the applicant is an employer in the building and construction industry who employs employees.

(5) The Authority may require the applicant to verify information or documents by statutory declaration.

(6) The applicant must comply with a requirement under subsection (3), (4) or (5), unless the applicant has a reasonable excuse.

Maximum penalty for subsection (6)—16 penalty units.

Approval or refusal of application for registration

44.(1) The Authority must consider each application made under section 43 and must—

- (a) if satisfied that the applicant is an employer in the building and construction industry who employs employees—approve the application; or
- (b) if not satisfied—refuse the application.

(2) If the Authority refuses the application, it must give the applicant reasons for the refusal.

Employer to notify Authority of any change in circumstance

45. An employer must give written notice to the Authority of any change to information given to the Authority under section 43(3) or (4) within

² Section 92 deals with the keeping of books and records.

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14 days of the change happening.

Maximum penalty—16 penalty units.

Cancellation of registration

46. A registered employer that no longer employs employees may cancel the employer's registration under section 39 by giving written notice to the Authority that the employer no longer employs employees.

Division 3—Service credits

Certificate of service to be supplied by employers

47.(1) An employer in the building and construction industry that employs an employee must—

- (a) give to the Authority and the employee, in accordance with the regulations, a certificate of service for the employee; and
- (b) within such reasonable time, and in such reasonable way, as is specified in a notice served on the employer by the Authority, give to the Authority and the employee a certificate of service for the employee for the period specified in the notice.

Maximum penalty—16 penalty units.

(2) The Authority may extend (for no longer than 2 months) the time specified in a notice served under subsection (1).

Form and contents of certificate

48.(1) A certificate of service under section 47 must—

- (a) be in the approved form; and
- (b) state whether the employee was employed by the employer for the whole of the period to which the certificate relates or, if employed for only a part of the period, the period during which the employee was employed; and

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- (c) state whether the employee was employed in the performance of building and construction work on a full-time basis or, if not, state such particulars as are requested in the form in respect of the time spent by the employee in the performance of building and construction work; and
- (d) contain such particulars of building and construction work performed by the employee outside Queensland as are requested in the form; and
- (e) contain such other particulars as are requested in the form; and
- (f) be completed in accordance with the directions contained in the form; and
- (g) be signed by the employer giving the certificate or by some person authorised by the employer to sign the certificate.

(2) The certificate of service must be verified in any way (including by statutory declaration) that the Authority requires.

Exemptions

49.(1) An employer may apply to the Authority for an exemption from the requirement to give a certificate of service under section 47 for an employee or class of employees.

(2) The Authority may grant the exemption if the employer satisfies the Authority—

- (a) the employer no longer employs the employee or class of employees; or
- (b) the employer complies with, or makes contributions to, a similar scheme in another State about the payment of long service leave payments for the employee or class of employees.

(3) The Authority may, by written notice to the employer, cancel an exemption granted under subsection (2) if it is satisfied the exemption should no longer be given.

(4) If the Authority revokes the exemption, it must give the employer reasons for the revocation.

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Number of days' service

50. Subject to sections 51, 52 and 54, if the Authority is satisfied that a registered employee was employed under a contract of employment in the performance of building and construction work, the registered employee must be credited in the register of employees with the following number of days' service—

- (a) if the employment was on a full-time basis only during a financial year—the number of days' service;
- (b) on a basis that is not a full-time basis during the whole, or a part, of a financial year—such number of days service with which the employee would have been credited, in the Authority's opinion, had the employment been on a full-time basis only.

Year's service

51. For the purposes of this Act, an employee is taken to have a year's service for every 220 days' service that is credited to the employee in the register of employees kept under this Act or in a like register or record kept under a corresponding law.

Limitations on service credits

52.(1) Subject to section 54, a person must not be credited in the register of employees with any day's service in the building and construction industry unless that day was on or after the date, shown in the register under section 40(1)(a) or (b), on which the person became a registered employee.

(2) A registered employee must not be credited in the register of employees with more than 220 days' service in the building and construction industry for a financial year.

(3) If—

- (a) in respect of a financial year a registered employee would, but for this subsection, be entitled to be credited in the register of employees with a period of service and to be credited in a like register or record kept under a corresponding law with another period of service; and

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(b) the periods of service together amount to more than 220 days; the period of service with which the employee is to be credited in the register of employees kept under this Act must be adjusted so as to provide that the total period with which the employee is credited in the registers does not exceed 220 days.

(4) The adjustment referred to in subsection (3) must be made—

- (a) when an application is made under this Act or a corresponding law for payment of long service leave to be made in respect of a period of service that includes either or both of the periods of service referred to in that subsection; or
- (b) at such other time as the Authority may decide.

(5) If payment in respect of long service leave is made to a person because of—

- (a) an application made under section 56, by virtue of the person's having fulfilled the requirements specified in section 57(1)(a) or (c); or
- (b) an application made under a provision of a corresponding law that corresponds to section 56, by virtue of the person's having fulfilled requirements similar to those specified in section 57(1)(a) or (c);

the person must not be credited in the register of employees with any days' service in respect of building and construction work performed by that person during the period of long service leave.

(6) If payment in respect of long service leave is made to a person because of—

- (a) an application made under section 56, by virtue of the person's having fulfilled the requirements specified in section 57(1)(b)(i) or (d)(i); or
- (b) an application made under a provision of a corresponding law that corresponds to section 56, by virtue of the person's having fulfilled requirements similar to those specified in section 57(1)(b)(i) or (d)(i);

the person must not be credited in the register of employees with any days'

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service in respect of building and construction work performed by that person during the period of 12 months immediately following the date of that application.

Notice to registered employees of service credits

53. The Authority must, as soon as practicable after 31 July in each year, serve on each person who on 30 June in that year was a registered employee a notice—

- (a) specifying the number of days' service in the building and construction industry, as shown in the register of employees, with which that registered employee has, in accordance with this Division, been credited in respect of the year ended on that 30 June; and
- (b) specifying the total number of days' service in the building and construction industry with which that registered employee has, in accordance with this Division, been credited.

Retrospective service credits

54.(1) A registered employee, or person who applies to become a registered employee, may apply to the Authority to be credited with retrospective service credits for the time he or she was employed in performing building and construction work—

- (a) in Queensland; and
- (b) during any part of the 5 years immediately before the commencement of this Part.

(2) A registered employee must not be credited—

- (a) with more than 220 days for any of the years referred to in subsection (1)(b); or
- (b) for more than 5 years; or
- (c) with service credits for a period for which the employee has an entitlement under subsection (3).

(3) If an employee who is entitled to become a registered employee, as at

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the commencement of this Part, has an entitlement to long service leave under the *Industrial Relations Act 1990* from an employer that is the employer of the employee as at the commencement, the liability for the entitlement remains with the employer.

(4) If—

- (a) the Authority is satisfied with the information given in an application under subsection (1); and
- (b) the applicant is, or becomes, a registered employee;

the Authority must credit the applicant, in the register of employees, with retrospective service credits to which the Authority considers the applicant to be entitled to be credited.

Application for retrospective service credits

55.(1) An application under section 54(1) must be made—

- (a) within—
 - (i) 1 year from the commencement of this Part; or
 - (ii) such longer period as the Authority allows under subsection (3); and
- (b) in the approved form.

(2) If an applicant requests the Authority to allow a longer period under subsection (1)(a)(ii), the Authority may allow a longer period.

(3) The Authority—

- (a) must not allow a period longer than 2 years after the commencement of this Part; and
- (b) may allow a period longer than 1 year from the commencement of this Part only if it considers that there are special circumstances in a particular case for so doing.

(4) If the Authority is not satisfied with any information given in an application, the Authority may refuse the application.

PART 7—LONG SERVICE LEAVE

Application for entitlement to long service leave

56.(1) A registered employee who has service credits in the register of employees may apply to the Authority in the approved form for the employee's entitlement under section 57(1) for the credits.

(2) The personal representative of a person who died having service credits in the register of employees may apply to the Authority in the approved form for payment for the credits to which the person was entitled under section 57(1) immediately before his or her death.

Entitlement to long service leave

57.(1) The entitlement to long service leave is—

- (a) if the registered employee has accrued 15 years' or more service credits—13 weeks; or
- (b) if the registered employee has accrued 10 years' service credits, but less than 15 years' service credits, and—
 - (i) the employee intends permanently to cease work in the building and construction industry; or
 - (ii) the employee dies;
a period that bears to 13 weeks the proportion that the employee's service credits (expressed in years, and a fraction of a year where necessary) bears to 15 years; or
- (c) if the registered employee, having accrued the first or a subsequent 15 years' service credits, continues that service until the completion of a further 15 years' service credits—a further 13 weeks; or
- (d) if the registered employee, having accrued the first or a subsequent 15 years' service credits, continues that service until the accrual of a further 5 years' service credits, but less than 15 years' service credits, and—
 - (i) the employee intends permanently to cease work in the

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building and construction industry; or

(ii) the employee dies;

a further period that bears to 13 weeks the proportion that the employee's service credits (expressed in years, and a fraction of a year where necessary) bears to 15 years.

(2) Long service leave is exclusive of any public holiday that happens during a period of long service leave that is taken.

Employees not to carry out certain building and construction work during leave

58. If an employee takes a period of long service leave mentioned in section 57(1)—

(a) the employer of the employee immediately before the employee starts the leave must not—

(i) offer building and construction work to the employee; or

(ii) allow the employee to perform building and construction work;

for the employer, during the period; and

(b) the employee must not—

(i) request the employer to allow the employee to perform building and construction work; or

(ii) agree to carry out, or carry out, building and construction work;

for the employer, during the period.

Maximum penalty—16 penalty units.

Amount of long service leave payment

59.(1) In this section—

“**LSLP**” (long service leave payment) means the amount of long service leave payment.

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“P” (pay) means the amount of ordinary pay for a normal working week that is, in the Authority’s opinion, payable to the registered employee on the day the employee starts long service leave.

“relevant award or agreement” means the relevant building and construction industry award or agreement.

“S” (service) means the number of days’ service with which the registered employee for whom the application is made is credited in the register of employees—

- (a) on the day when the entitlement to long service leave payment first arose; or
- (b) if the employee or personal representative asks—on the day the application is filed with the Authority.

(2) As soon as practicable after an application is made under section 57, the Authority must pay to the applicant long service leave payment worked out under the following formula—

$$\text{LSLP} = \frac{\text{S}}{220} \times \frac{13}{15} \times \text{P}.$$

(3) Subsection (2) is subject to the following sections—

- section 57 (Entitlement to long service leave)
- section 60 (Long service leave payment not payable in certain cases).

(4) Long service leave is to be paid for as ordinary time.

(5) For the purpose of making long service leave payment, ordinary time is taken to be worked continuously by the registered employee concerned during the period of the employee’s long service leave.

(6) If, immediately before starting long service leave, a registered employee is being paid for ordinary time worked at a rate higher than the rate payable under the relevant award for ordinary time, the employee’s long service leave is to be paid for at the rate at which the employee is being paid as ordinary time.

(7) For the purpose of making long service leave payment at the higher rate, ordinary time at that rate is, subject to subsection (8), taken to be

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worked continuously by the employee during the period of long service leave.

(8) If, during the employee's long service leave, the rate payable for ordinary time under the relevant award is—

- (a) increased to a rate higher than the rate at which the employee is entitled to be paid—the employee is to be paid at the increased rate for the part of the period of leave during which the increased rate is the rate for ordinary time payable under the relevant award; or
- (b) decreased—the employee may be paid at the rate at which the employee is entitled to be paid before the decrease less the whole or any portion of the amount of the decrease, for any part of the period of leave during which that decreased rate is the rate for ordinary time payable under the relevant award.

(9) If the Authority is satisfied that—

- (a) a registered employee who intends starting a period of long service leave is usually paid a rate greater than the rate for ordinary time payable under the relevant award; and
- (b) the registered employer of the employee before the employee starts the leave decreases or increases the rate at which the employee is usually paid;

the Authority, in forming the opinion mentioned in the component “P” in subsection (2) must have regard to the circumstances in which the decrease or increase was made.

Long service leave payment not payable in certain cases

60.(1) The Authority must not pay to a registered employee mentioned in section 57(1)(b)(i) or (d)(i) long service leave payment unless the Authority is satisfied that the employee intends permanently to cease work in the building and construction industry.

(2) A registered employee is not entitled to be paid long service leave payment for any day's service credited to the registered employee in the register of employees if long service leave payment or a payment under section 62 has been made for the day.

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Election to take benefits under this Act or Industrial Relations Act

61.(1) A registered employee is not entitled to be credited under Part 6, Division 3 with service for a period of service as an employee in the building and construction industry if the employee has taken or received—

- (a) a benefit for the period under Part 12, Division 3 of the *Industrial Relations Act 1990* or a law of another State or a Territory that corresponds to that Division; or
- (b) benefits in the nature of long service leave (however arising).

(2) Subsection (1) applies whether the period was before or after, or partly before and partly after, the commencement of this Part.

(3) A registered employee who—

- (a) in respect of a period of service as an employee in the building and construction industry (whether that period was before or after, or partly before and partly after, the commencement of this Part) becomes entitled to a benefit mentioned in subsection (1); and
- (b) for any part of the period, has applied for and taken (whether before or after, or partly before and partly after, that commencement) any long service leave in advance;

is not entitled to be credited under Part 6, Division 3 with any service that the employee had in the industry during a period by reference to which the leave was calculated.

(4) A registered employee or the personal representative of a registered employee who is paid—

- (a) a long service leave payment under this Act; or
- (b) a long service leave benefit under a corresponding law;

for a period by reference to which the leave or benefit was calculated, is not entitled to a benefit under Part 12, Division 3 of the *Industrial Relations Act 1990* or a benefit in the nature of long service leave under a scheme to which an exemption granted to an employer under section 254 of that Act relates.

(5) Subject to this Act, a person is entitled to the benefit provided by this Act despite any other Act.

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Payments to employers

62.(1) Subject to subsection (4), if—

- (a) a person is provided with any benefits mentioned in section 61 for a period of service in the building and construction industry; and
- (b) the person—
 - (i) was, when those benefits were provided, a registered employee; or
 - (ii) is the personal representative of a person who, when the person died, was a registered employee;

the Authority must, on application by the employer who provided the benefits, pay to the employer an amount calculated in accordance with the following formula—

$$EP = \frac{S}{220} \times \frac{13}{15} \times P.$$

(2) In subsection (1)—

“**EP**” (employer payment) means the amount to be paid to the employer.

“**P**” (pay) means the amount of ordinary pay in respect of a normal working week that is, in the opinion of the Authority, payable to the registered employee on the day the employee starts long service leave.

“**S**” (service) means the number of days’ service with which the employee was credited in the register of employees immediately before the benefits accrued for the period during which the employee was employed under contract of employment by the employer.

(3) An application under subsection (1) must be made in writing—

- (a) within 3 months after the benefits were provided; or
- (b) within such longer period (not more than 1 year after the benefits were provided) as the Authority allows.

(4) An employer is not entitled to be paid under this section—

- (a) a greater amount in respect of a person than the value of the benefits, mentioned in section 61(1), provided by the employer in respect of the person, calculated by reference to the same period

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as the payment under this section is calculated; and

- (b) an amount in respect of any day's service with which an employee has been credited in the register of employees if long service leave payment or a payment under this section has been made in respect of the day.

(5) Despite section 41(1), an employer is entitled to be paid, for a registered employee whose name has been removed from the register of employees under section 41(1), any amount that the employer would have been entitled to be paid under this section if the name of that registered employee had not been removed from the register of employees.

(6) If—

- (a) a person is entitled to any benefits mentioned in section 61 for a period of service in the building and construction industry; and
- (b) the person—
 - (i) was, when those benefits arose, a registered employee; or
 - (ii) is the personal representative of a person who, when the person died, was a registered employee; and
- (c) the employer who is liable to provide those benefits satisfies the Authority that the employer is unable to pay the full amount of the benefits; and
- (d) the Authority agrees;

the employer may pay to the Authority an amount that represents the amount of the benefits less any amount that the employer would have been entitled to be paid under this section if the employer had paid the full amount of the benefits to the employee.

(7) If a payment is made to the Authority under subsection (6), the Authority must pay to the registered employee the value of the benefits to which the employee is entitled.

(8) Payment by an employer under subsection (6) is taken to be a compliance by the employer with section 248 of the *Industrial Relations Act 1990* in respect of the value of the benefits the employer, in accordance with that section, is required to pay the employee.

Entitlement to long service leave payment for service in reciprocating State or Territory

63.(1) A person who is a registered employee may apply to the Authority in the approved form for the payment by the Authority of long service leave payment calculated in accordance with the corresponding law of a reciprocating State or Territory if—

- (a) the person—
 - (i) has completed a period of service in that State or Territory or partly in that State or Territory and partly in Queensland; and
 - (ii) because of having completed the service, is entitled under the corresponding law to a long service leave benefit payable in or reducible to cash; and
- (b) the person would, if all of the service had been performed in Queensland, have been entitled to apply for long service payment under section 57.

(2) If a deceased registered employee was, immediately before the employee's death, entitled to apply for long service leave payment under subsection (1), the personal representative of the employee may apply to the Authority in the approved form for the payment to be made.

(3) As soon as practicable after receiving an application under subsection (1) or (2), the Authority must—

- (a) if satisfied that the applicant is entitled under the corresponding law to the payment of a long service benefit; and
- (b) if authorised by the corresponding authority to make the payment;

pay to the applicant the amount of that benefit calculated in accordance with that law.

(4) An application for the payment of an amount under this section may be included in an application under section 56 if the periods of service to which that payment relates are consecutive and not interrupted by an interval of more than the period prescribed for the purposes of this subsection.

(5) If the Authority makes a payment under this section, the Authority must, as soon as practicable after making the payment, take all appropriate steps to secure the reimbursement of the amount of the payment by the

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corresponding authority of the reciprocating State or Territory concerned.

(6) If, under a provision of a corresponding law that corresponds to this section, the corresponding authority pays to a person an amount that, but for the payment, could have been payable as long service leave payment under this Act—

- (a) the obligation of the Authority to make long service leave payment to that person is discharged; and
- (b) the Authority must, as soon as practicable after being notified of the payment and if satisfied that the payment was properly made, reimburse the corresponding authority.

(7) The payment of an amount by the Authority under subsection (6) is to be made in accordance with such terms (if any) as are specified in the agreement entered into under section 90 with respect to the State or Territory in which the relevant corresponding authority is established.

Authority's liability confined to long service leave

64. The Authority is not taken to be—

- (a) an employer of an employee; or
- (b) liable to pay amounts as—
 - (i) an employer for an employee; or
 - (ii) a person in a contractual relationship with an employee;

merely because the Authority has paid, is paying, or is liable to pay, long service leave under this Act to or for the employee.

Payment when due

65.(1) An amount payable in respect of an entitlement under this Act becomes payable when the Authority is satisfied that the entitlement should be paid.

(2) The Authority may, if the person entitled to the payment so requests, defer a payment that is payable under subsection (1) for such period as is agreed between the person and the Authority.

PART 8—LONG SERVICE LEAVE LEVY

Imposition of levy

66. Long service leave levy is imposed on building and construction work.

Notification of building and construction work

67.(1) If building and construction work is to be carried out, an approved form must be filed with the Authority or its agent by or for the person for whom the work is to be done.

Maximum penalty—16 penalty units.

(2) However, the form need not be filed if levy is not payable because of section 70(2)(a).

Offence for failure to pay levy

68. A person liable to pay levy and not fully exempt from payment under section 71 must pay to the Authority or its agent the amount of levy at or before the time for its payment.

Maximum penalty—16 penalty units.

Power of Authority to decide day when building and construction work starts and ends

69. For the purposes of this Part, the Authority may decide the day on which building and construction work starts and the day on which it ends.

No levy for certain building and construction work

70.(1) Levy is not payable for building and construction work if the work started before 1 July 1992.

(2) Also, a regulation may provide that levy is not payable for—

(a) specified building and construction work; or

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- (b) a specified part of specified building and construction work.

Exemption from payment of levy

71.(1) A person carrying out work under an owner-builder permit is exempt from payment of levy on all work carried out under the permit.

(2) The Authority may exempt a person who is not substantially engaged in the building and construction industry from payment of levy for building and construction work, or part of the work, that the Authority is satisfied is carried out for the person by the person or the person's employees.

Rate of levy

72.(1) The amount of the levy for building and construction work is the percentage prescribed by regulation of the cost of the work.

(2) An amount calculated under subsection (1) is to be rounded to the nearest dollar (with 50c to be rounded downwards).

Meaning of “cost of building and construction work”

73.(1) The “cost of building and construction work” is—

- (a) the contract price for the work; or
- (b) if the work is being done for someone other than the Commonwealth and involves more than 1 contract—the total of the contract prices; or
- (c) if there is no contract price—the cost of the work as decided by the Authority.

(2) Despite subsection (1)(a) and (b), if the Authority is satisfied that the contract price, or the total of the contract prices, for carrying out building and construction work is not an accurate estimate of the cost of the work, the cost may be decided by the Authority.

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Liability for levy

74. Levy for building and construction work must be paid by—

- (a) if the work is being done for the Commonwealth—the contractor engaged by the Commonwealth to carry out the work; or
- (b) if paragraph (a) does not apply and an application is made to a local government under the *Building Act 1975* for approval of the work—the person who makes the application; or
- (c) if paragraphs (a) and (b) do not apply—the person for whom the work is to be done.

When levy is payable

75.(1) Levy for building and construction work to be carried out by a person (other than a government entity) must be paid—

- (a) before application is made to a local government under the *Building Act 1975* for approval of the work; or
- (b) if application is not made under that Act for approval of the work—before the work is started or, if the Authority allows a later time for payment, that time.

(2) Levy for building and construction work to be carried out by a government entity must be paid before the time, after the start of the work, decided by the Authority.

Government entity to notify of building and construction work

76.(1) A government entity must notify the Authority of building and construction work the entity carries out, or causes to be carried out, within 3 months of the start of the work.

(2) Subsection (1) applies only if the cost of the work is not less than the cost prescribed by regulation.

(3) Subsection (1) is in addition to section 80(2).

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Duty of local government to sight approved form

77.(1) A local government may accept an application under the *Building Act 1975* for the approval of building and construction work only if the local government has seen an approved form issued by the Authority signifying, for the work—

- (a) payment of levy; or
- (b) payment of the first instalment of levy; or
- (c) an exemption from payment of levy; or
- (d) an exemption from immediate payment of levy.

(2) A local government is entitled to be paid remuneration by the Authority for carrying out its duty under this section at the rate prescribed by regulation.

(3) Subsection (1) does not apply to an application about building and construction work if no levy is payable for the work under section 70(2).

Building and construction work for public authority

78. If the Authority is satisfied that—

- (a) building and construction work is to be carried out for—
 - (i) a local government; or
 - (ii) a government entity; or
 - (iii) a body constituted by an Act of the Commonwealth, another State or a Territory; and
- (b) all the persons to be employed on site in performing the building and construction work, or a part of the building and construction work, will be persons employed under a contract of employment with the local government, government entity or the other body;

long service leave levy is not payable for the building and construction work or the part of the building and construction work, as the case may be.

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Voluntary performance of building and construction work

79.(1) Levy is not payable for the voluntary component of building and construction work to be carried out by or for an entity that, in the Authority's opinion, is a nonprofit organisation.

(2) In this section—

“nonprofit organisation” means an entity formed, or carried on, for a purpose other than pecuniary gain to its members.

“voluntary component” means the cost, in the Authority's opinion, attributable to voluntary labour and donated building materials.

Additional provisions about levy

80.(1) Subsection (2) applies if the Authority believes, on reasonable grounds, that a person is liable to pay levy for building and construction work.

(2) The Authority may, by written notice, require the person to give the Authority the information and documents about the work, including the actual cost of carrying out the work, asked for in the notice within the reasonable time stated in the notice.

(3) The person must comply with the notice, unless the person has a reasonable excuse.

Maximum penalty—16 penalty units.

(4) If—

- (a) the levy payable for the actual cost of carrying out the work is more than the levy that has been paid for the work; and
- (b) the difference between the cost of the work for which levy has been paid and the cost of the work for which levy is payable is more than the amount prescribed under the regulations;

the person must pay the additional levy to the Authority without delay.

Maximum penalty—16 penalty units.

(5) Payment of additional levy may be claimed and ordered in a proceeding for—

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- (a) recovery of the additional levy brought in a court of competent jurisdiction; or
 - (b) an offence against subsection (4) brought against the person liable to pay the additional levy.
- (6) The additional levy must be worked out under the regulations.

Refunds of levy

81.(1) A person who has paid long service leave levy, on application in the approved form, is entitled to a refund of the amount of the levy if—

- (a) the building and construction work concerned has not been carried out; and
 - (b) the Authority is satisfied that the building and construction work is not to be carried out.
- (2) If it appears to the Authority that—
- (a) the building and construction work for which long service leave levy has been paid is wholly or partly completed; and
 - (b) the cost of the building and construction work as then determined by the Authority is less than the cost of the building and construction work as last determined by the Authority; and
 - (c) the difference between those costs is more than the prescribed amount;

the Authority, on application in the approved form, is to refund to the person who paid the levy the amount calculated in accordance with the regulations.

(3) An application for a refund under this section may be made on more than 1 occasion in respect of the same building and construction work.

(4) An application for a refund under this section in respect of building and construction work may not be made later than 1 year after finish of the building and construction work.

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Payment of levy by instalments

82.(1) Despite section 75,³ the person liable to pay long service leave levy may pay the levy by instalments under this section if—

- (a) the cost of the building and construction work is more than an amount prescribed under the regulations; and
- (b) the time reasonably needed to perform the work is longer than 1 year.

(2) The first instalment must not be less than the levy that would be payable for building and construction work costing the amount prescribed by regulation under subsection (1)(a).

(3) Each subsequent instalment of levy for the work is the amount decided by the Authority and notified to the person liable to pay the levy.

(4) An instalment is payable—

- (a) if it is the first instalment—before the time the levy would be payable if it were not payable by instalments; and
- (b) for other instalments—at the times before the finish of the building and construction work decided by the Authority and notified to the person.

(5) If a person pays long service leave levy by instalments, an instalment of long service leave levy that is not payable—

- (a) is not recoverable by the Authority; and
- (b) does not bear interest under section 84.

(6) If a person fails to pay an instalment of long service leave levy at or before the time for its payment—

- (a) the total amount of instalments unpaid on that date becomes payable to, and recoverable by, the Authority; and
- (b) section 84 applies in respect of the unpaid balance of the long service leave levy;

as if the person were not paying long service leave levy by instalments in

³ Section 75 deals with when levy is payable.

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accordance with this section.

(7) The Authority may accept the payment of an instalment of long service leave levy that is made after the time for its payment.

(8) For the purposes of this section, an instalment mentioned in subsection (7) is, if the Authority so directs, taken to have been paid at the time for its payment.

Appointment of agents for collection of levy

83.(1) The Authority may enter into agreements with agents appointed by it for the collection of long service leave levy.

(2) An agreement may provide for the payment of remuneration for an agent.

Interest on, and extension of time for payment of, levy

84.(1) An amount due in respect of long service leave levy and not paid at or before the time for its payment bears interest at the prescribed rate.

(2) Except for the purpose of calculating the amount of interest payable under subsection (1), interest forms part of the unpaid long service leave levy and may be recovered as an amount due in respect of the long service leave levy.

(3) The Authority may, in special circumstances, direct that—

- (a) the time for payment of long service leave levy be changed to a later stated time; or
- (b) levy be payable in instalments of amounts, and at intervals, decided by the Authority; or
- (c) the amount of any interest payable under subsection (1) be waived or reduced by a stated amount.

(4) Subsection (3) applies despite the following sections—

- section 75 (When levy is payable)
- section 80 (Additional provisions about levy)
- section 82 (Payment of levy by instalments).

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Recovery of levy

85.(1) Levy that has become payable to the Authority is a debt payable to it.

(2) Long service leave levy that is not paid may be sued for and recovered in any court of competent jurisdiction by the Authority or on behalf of the Authority by any person appointed by it.

(3) If it appears to the Authority that—

- (a)** building and construction work is being, or has been, carried out; and
- (b)** a person is liable to pay long service leave levy in respect of the building and construction work; and
- (c)** the long service leave levy has not been fully paid;

the Authority may make an assessment of the amount of long service leave levy that is due by that person in respect of the building and construction work.

(4) The Authority is to cause notice of any such assessment to be served on the person to whom the assessment relates.

Penalties no relief from levy

86. Payment of penalties under this Act does not relieve a person from liability to pay long service leave levy to which the person would otherwise be liable.

PART 9—APPEALS

Reconsideration by Authority

87.(1) A person who is dissatisfied with—

- (a)** a decision, determination, direction or notice made or given by the Authority; or

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- (b) the accuracy of—
 - (i) a notice given to the person under this Act; or
 - (ii) an entry in the register of employees;

may—

- (c) within 45 days after the decision, determination, direction or notice is given to the person; or
- (d) within a longer period prescribed under the regulations; or
- (e) in relation to the register of employees—at any time;

apply to the Authority, in writing, to give further consideration to the matter.

(2) The Authority may make such determination in respect of a reconsideration under subsection (1) as it thinks proper.

(3) If the Authority, within 30 days after receipt of a request under subsection (1), fails to give notification of its determination, it is taken to have made a determination refusing the request.

Appeal to Industrial Magistrate

88.(1) A person mentioned in section 87(1) may appeal to an Industrial Magistrate—

- (a) instead of taking action under that section; or
- (b) if dissatisfied with a decision of the Authority under section 87(2).

(2) A regulation may provide for—

- (a) the way an appeal to an Industrial Magistrate may be started and conducted; and
- (b) the powers of an Industrial Magistrate to summon witnesses and documents.

(3) In deciding an appeal, the Industrial Magistrate may—

- (a) confirm the decision appealed against; or
- (b) set aside the decision and substitute another decision; or

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(c) set aside the decision and return the matter to the Authority with directions the Industrial Magistrate considers appropriate.

(4) In substituting another decision, the Industrial Magistrate has the same powers as the Authority.

(5) If the Industrial Magistrate substitutes another decision, the substituted decision is taken, for this Act, to be the Authority's decision.

(6) The Industrial Magistrate may make an order about costs the magistrate considers just.

Appeal from Industrial Magistrate to Industrial Court

89.(1) If the Authority or a person is dissatisfied with a decision of an Industrial Magistrate in an appeal under section 88, the Authority or person may appeal to the Industrial Court in accordance with the rules of court governing the practice of the Industrial Court.

(2) Unless the Industrial Court orders that additional evidence be heard, the appeal is to be by way of re-hearing of the evidence and proceeding before the Industrial Magistrate.

PART 10—MISCELLANEOUS

Arrangements with other States and with Territories

90.(1) For the purposes of this Act, the Minister may, from time to time, enter into an agreement to carry out an arrangement mentioned in subsection (2).

(2) The Minister may agree to reciprocal arrangements, with respect to the matters to which subsection (3) applies, with the Minister charged with administering the law of another State or a Territory that provides for making payments of long service leave to persons engaged in the building and construction industry in the other State or the Territory.

(3) This subsection applies to—

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- (a) the payment of long service leave to persons engaged in the building and construction industry; and
- (b) the exchange of information concerning credits and entitlements to payments between the Authority and any authority established in the other State or the Territory concerned that has functions similar to those of the Authority; and
- (c) such other matters relating to the payment of long service leave to such persons to which the Ministers may wish to agree.

(4) An agreement under subsection (1) may be amended or repealed by a subsequent agreement under that subsection.

Declaration

91.(1) Subject to subsection (2), the regulations may—

- (a) declare a State or Territory in relation to which an agreement under section 90 is in force to be a reciprocating State or Territory; and
- (b) declare a law of the State or Territory to be a corresponding law for the purposes of this Act.

(2) A declaration is not to be made under subsection (1)(b) unless the law provides for the payment of long service leave to, or in respect of, persons who are or have been engaged in the building and construction industry in the State or Territory.

Keeping, and inspection, of books and records

92.(1) A person who employs employees to perform building and construction work must keep the books and records about employees prescribed under the regulations.

(2) The regulations may prescribe the particulars about employees the books and records must contain.

(3) The person must—

- (a) preserve each book and record for at least 6 years after the last entry is made in it; and

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- (b) make available for inspection by an authorised officer, or produce to the authorised officer for inspection, the books and records at a reasonable time and place nominated by an authorised officer; and
- (c) permit the authorised officer to make a copy of a book or record.

Maximum penalty—16 penalty units.

(4) A requirement under subsection (3)(b) may be made orally, but must be confirmed in writing as soon as practicable.

Conflict of interest

93.(1) If a director of the Board has a personal or pecuniary interest that appears likely to conflict, or is capable of conflicting, with the proper exercise of the director's discretion or the proper performance of the director's duty in respect of a matter under this Act, the director must—

- (a) disclose the interest to the Minister; and
- (b) take no action in relation to the matter, except as authorised by the Minister.

(2) The Minister may direct a director of the Board who has such an interest to take specified action with a view to resolving the possible conflict.

(3) A director of the Board to whom a direction under subsection (2) is given must either comply with the direction so as to resolve the possible conflict or resign as a director.

Holders of office to act honestly and with propriety

94.(1) This section applies to—

- (a) a director of the Board; and
- (b) other persons who perform work on behalf of the Authority.

(2) A person to whom this section applies must at all times act honestly in exercise of powers that the person has by virtue of being a person to whom this section applies.

(3) A person to whom this section applies must not make improper use of the office held by the person for the purposes of this Act—

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- (a) to gain, directly or indirectly, an advantage for himself or herself or any other person; or
- (b) to cause detriment to the Authority.

(4) A person to whom this section applies, or at any time applied, must not make improper use of information acquired by virtue of the office held by the person for the purposes of this Act—

- (a) to gain, directly or indirectly, an advantage for himself or herself or any other person; or
- (b) to cause detriment to the Authority.

Maximum penalty—40 penalty units.

Authorised officers

95.(1) The Minister or general manager may authorise a person to exercise—

- (a) all the powers conferred by this Act on an authorised officer; or
- (b) any powers conferred by this Act on an authorised officer.

(2) The general manager must cause an identity card to be issued to an authorised officer.

(3) The identity card must—

- (a) contain a recent photograph of the authorised officer; and
- (b) be in a form approved by the general manager.

(4) A person who ceases to be an authorised officer must, as soon as practicable, return his or her identity card to the general manager.

Maximum penalty for this subsection—16 penalty units.

Authorised officer to produce identity card

96. An authorised officer is not entitled to exercise powers under section 97, 98, 99, 100 or 101 in relation to another person unless the authorised officer first produces the authorised officer's identity card for inspection by the person.

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Entry and search—monitoring compliance

97.(1) An authorised officer, for the purpose of finding out whether the requirements of this Act are being complied with, may—

- (a) enter any place; and
- (b) exercise the powers set out in section 99.

(2) An authorised officer must not enter a place, or exercise a power under subsection (1), unless—

- (a) building and construction work is being performed at the place; or
- (b) the occupier of the place consents to the entry or exercise of the power; or
- (c) a warrant under section 100 authorises the entry or exercise of the power.

Entry and search—evidence of offences

98.(1) Subject to subsection (3), if an authorised officer has reasonable grounds for suspecting that there is in a place a particular thing (“**the evidence**”) that may afford evidence of the commission of an offence against this Act, the authorised officer may—

- (a) enter the place; and
- (b) exercise the powers set out in section 99.

(2) If an authorised officer enters the place and finds the evidence, the following provisions have effect—

- (a) the authorised officer may seize the evidence;
- (b) the authorised officer may keep the evidence for 60 days or, if a prosecution for an offence against this Act in the commission of which the evidence may have been used or otherwise involved is instituted within that period, until the completion of the proceedings for the offence and of any appeal from the decision in relation to the proceedings;
- (c) if the evidence is a document—while the authorised officer has possession of the document, the authorised officer may take

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extracts from and make copies of the document, but must allow the document to be inspected at any reasonable time by a person who would be entitled to inspect it if it were not in the authorised officer's possession.

(3) An authorised officer must not enter the place or exercise a power under subsection (1) unless—

- (a) the occupier of the place consents to the entry or exercise of the power; or
- (b) a warrant under section 101 that was issued in relation to the evidence authorises the entry or exercise of the power.

(4) If, in the course of searching the place under subsection (1) under a warrant under section 101, an authorised officer—

- (a) finds a thing that the authorised officer believes, on reasonable grounds, to be—
 - (i) a thing (other than the evidence) that will afford evidence of the commission of the offence mentioned in subsection (1); or
 - (ii) a thing that will afford evidence of the commission of another offence against this Act; and
- (b) the authorised officer believes, on reasonable grounds, that it is necessary to seize the thing to prevent—
 - (i) its concealment, loss or destruction; or
 - (ii) its use in committing, continuing or repeating the offence mentioned in subsection (1), or the other offence, as the case may be;

subsection (2) applies to the thing as if it were the evidence.

(5) An authorised officer who seizes or damages anything under this section must give written notice of particulars of the thing or damage.

(6) The notice must be given to—

- (a) if anything is seized—the person from whom the thing was seized; or
- (b) if damage is caused to anything—the person who appears to the

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authorised officer to be the owner.

General powers of authorised officer in relation to places

99.(1) The powers an authorised officer may exercise under section 97(1)(b) or 98(1)(b) in relation to a place are as follows—

- (a) to search any part of the place;
- (b) to inspect, examine or photograph anything in the place;
- (c) to take extracts from, and make copies of, any documents in the place;
- (d) to take into the place any persons, equipment and materials the authorised officer reasonably requires to exercise powers in relation to the place;
- (e) to require the occupier or any person in the place to give to the authorised officer reasonable assistance in relation to the exercise of an authorised officer's powers mentioned in paragraphs (a) to (d).

(2) A person must not, without reasonable excuse, fail to comply with a requirement under subsection (1)(e).

Maximum penalty—16 penalty units.

(3) It is a reasonable excuse for a person to fail to answer a question or produce a document if answering the question, or producing the document, might tend to incriminate the person.

Monitoring warrant

100.(1) An authorised officer may apply to an Industrial Magistrate for a warrant under this section in relation to a particular place.

(2) Subject to subsection (3), the Industrial Magistrate may issue the warrant if the Industrial Magistrate is satisfied, by information on oath, that it is reasonably necessary that the authorised officer should have access to the place for the purpose of finding out—

- (a) whether the requirements of this Act are being complied with; or

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(b) the work practices prevailing in the place.

(3) If the Industrial Magistrate requires further information concerning the grounds on which the issue of the warrant is being sought, the Industrial Magistrate must not issue the warrant unless the authorised officer or some other person has given the information to the Industrial Magistrate in the form (either orally or by affidavit) that the Industrial Magistrate requires.

(4) The warrant must—

(a) authorise the authorised officer, with such assistance and by such force as are necessary and reasonable—

(i) to enter the place; and

(ii) to exercise the powers set out in section 99; and

(b) state whether the entry is authorised to be made at any time of the day or night or during specified hours of the day or night; and

(c) specify the day (not more than 6 months after the issue of the warrant) on which the warrant ceases to have effect; and

(d) state the purpose for which the warrant is issued.

Offence related warrant

101.(1) An authorised officer may apply to an Industrial Magistrate for a warrant under this section in relation to a particular place.

(2) Subject to subsection (3), the Industrial Magistrate may issue the warrant if the Industrial Magistrate is satisfied, by information on oath, that there are reasonable grounds for suspecting that there is, or there may be within the next 72 hours, in the place a particular thing (“**the evidence**”) that may afford evidence of the commission of an offence against this Act.

(3) If the Industrial Magistrate requires further information concerning the grounds on which the issue of the warrant is being sought, the Industrial Magistrate must not issue the warrant unless the authorised officer or some other person has given the information to the Industrial Magistrate in the form (either orally or by affidavit) that the Industrial Magistrate requires.

(4) The warrant must—

(a) authorise the authorised officer, with such assistance and by such

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force as are necessary and reasonable—

- (i) to enter the place; and
 - (ii) to exercise the powers set out in section 99; and
 - (iii) to seize the evidence; and
- (b) state whether the entry is authorised to be made at any time of the day or night or during specified hours of the day or night; and
- (c) specify the day (not more than 7 days after the issue of the warrant) on which the warrant ceases to have effect; and
- (d) state the purposes for which the warrant is issued.

Obstruction etc. of authorised officers

102. A person must not, without reasonable excuse, assault, obstruct, hinder or resist an authorised officer in the exercise of a power under this Act.

Maximum penalty—16 penalty units.

False or misleading statements

103. A person must not—

- (a) make a statement to an authorised officer exercising powers under this Part that the person knows is false or misleading in a material particular; or
- (b) omit from a statement made to an authorised officer exercising powers under this Part any matter or thing without which the statement is, to the knowledge of the person, misleading in a material particular; or
- (c) give an authorised officer exercising powers under this Part a document containing information that the person knows is false, misleading or incomplete in a material particular without, at the same time—
 - (i) indicating that the document is false, misleading or incomplete and the respect in which the document is false,

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misleading or incomplete; and

- (ii) providing correct information if the person has, or can reasonably obtain, the correct information.

Maximum penalty—16 penalty units.

Secrecy

104.(1) In this section—

“court” includes any tribunal, authority or person having power to require the production of documents or the answering of questions.

“person to whom this section applies” means a person who is or has been—

- (a) a director of the Board; or
- (b) a person performing work on behalf of the Authority.

“produce” includes permit access to.

“protected document” means a document that—

- (a) contains information that concerns a person; and
- (b) is obtained or made by a person to whom this section applies in the course of, or because of, the person’s duty under or in relation to the administration of this Act.

“protected information” means information that—

- (a) concerns a person; and
- (b) is disclosed to, or obtained by, a person to whom this section applies in the course of, or because of, the person’s duty under or in relation to the administration of this Act.

(2) A person to whom this section applies must not—

- (a) make a record of any protected information; or
- (b) whether directly or indirectly, divulge or communicate to a person any protected information concerning another person;

unless the record is made, or the information is divulged or communicated—

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- (c) under or for the purposes of the administration of this Act; or
- (d) in the performance of duties, as a person to whom this section applies, under or for the purposes of the administration of this Act.

Maximum penalty—40 penalty units.

(3) Subsection (2) does not prevent a person from divulging or communicating information to a corresponding authority, or a member, officer or employee of a corresponding authority, for the purpose of the administration of this Act or a corresponding law.

(4) Subsection (2) does not apply to disclosure of information—

- (a) for the purposes of this Act; or
- (b) with the authorisation of the Minister; or
- (c) ordered by a court to be disclosed for the purposes of proceedings before it; or
- (d) required by law to be disclosed.

Proceedings for offences

105.(1) Proceedings for an offence against this Act are to be taken in a summary way before an Industrial Magistrate.

(2) Proceedings for an offence against this Act must start—

- (a) within 1 year after the commission of the offence; or
- (b) within 1 year after the offence comes to the complainant's knowledge, but within 2 years after the commission of the offence.

Certain persons liable for offences by unincorporated bodies

106.(1) In this section—

“**executive officer**” means the chairperson, by whatever name called, of an unincorporated body.

(2) If an unincorporated body is subject to the provisions of this Act, the

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executive officer or, if there is no executive officer, the secretary of the body must ensure that the body complies with the provisions.

Maximum penalty—16 penalty units.

(3) If an unincorporated body fails to pay long service leave levy, the executive officer or, if there is no executive officer, the secretary of the body is taken to have incurred the debt that results from the failure and may be sued for the debt under section 85.

(4) Before instituting a proceeding against a person under subsection (3), the Authority must cause a copy of the notice mentioned in section 85(4) to be served on the person.

(5) It is a defence to—

- (a) a prosecution brought against a person for an offence against subsection (2); or
- (b) proceedings instituted against a person under subsection (3);

to prove—

- (c) that the failure of the unincorporated body to comply with a provision of this Act, or to pay long service leave levy, happened without the person's consent or connivance; and
- (d) that the person took all reasonable steps to—
 - (i) prevent the failure; or
 - (ii) ensure that the levy was paid.

Powers of Industrial Magistrate

107. For this Act, an Industrial Magistrate has all the powers conferred on an Industrial Magistrate under the *Industrial Relations Act 1990*, as far as the powers are appropriate for issues to be decided under this Act.

Evidentiary provisions

108.(1) This section applies to a proceeding under this Act or another Act prescribed under the regulations.

(2) The appointment of a director of the Authority or a person appointed

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under this Act and the authority of the chairperson of the Authority, or another person appointed under this Act, to do anything under this Act must be presumed unless a party, by reasonable notice, requires proof of the appointment or authority.

(3) A signature purporting to be the signature of the chairperson or other appointed person is evidence of the signature it purports to be.

(4) A certificate purporting to be signed by the general manager stating any of the following matters is evidence of the matter—

- (a) a stated document is—
 - (i) an appointment or approval or a copy of an appointment or approval; or
 - (ii) a record or document, a copy of a record or document, or an extract from a record or document, kept under this Act;
- (b) on a stated day, a stated person was or was not listed in the register of employers or the register of employees;
- (c) on a stated day, an application for registration as an employer under section 43 had, or had not, been received by the Authority;
- (d) on a stated day, a certificate of service under section 47(1)(a) or (b) had, or had not, been received by the Authority;
- (e) on a stated day, a stated direction was made or given by the Authority.

(5) In a complaint starting a proceeding, a statement that the matter of the complaint came to the complainant's knowledge on a stated day is evidence of the matter.

Certificate as to payment of levy

109. A certificate that appears to be signed by the general manager certifying—

- (a) that, on a specified date, a specified amount of long service leave levy, in respect of carrying out of specified building and construction work, was paid to the Authority or an authorised agent of the Authority; or

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- (b) that, during a specified period, a specified amount of long service leave levy, in respect of carrying out of specified building and construction work, was not so paid; or
- (c) that no amount of long service leave levy was payable in respect of specified building and construction work;

is evidence of the matters certified.

Indemnity to persons administering Act

110. The Authority is to indemnify all persons engaged in giving effect to this Act against all actions, proceedings and claims in respect of—

- (a) acts done, or omissions made, in good faith under this Act; or
- (b) acts done, or omissions made, in good faith and without negligence for the purposes of this Act.

Protection of employee from dismissal

111. An employer must not dismiss a person employed by the employer, merely because the person has given information under this Act to an officer of the Authority.

Maximum penalty—16 penalty units.

Regulations

112.(1) The Governor in Council may make regulations for the purposes of this Act.

(2) A regulation may provide that contravention of a regulation is an offence and prescribe a maximum penalty, of not more than 16 penalty units, for the offence.

PART 11—TRANSITIONAL

*Building and Construction Industry (Portable
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Members of the Board

113.(1) The person who, immediately before the commencement, was the chairperson of the former Board becomes, on the commencement, a director and the chairperson of the new Board.

(2) The person who, immediately before the commencement, was the deputy chairperson of the former Board becomes, on the commencement, a director and the deputy chairperson of the new Board.

(3) A person who, immediately before the commencement, was a member of the former Board representing employers in the building and construction industry becomes, on the commencement, a director of the new Board representing employers in the building and construction industry.

(4) A person who, immediately before the commencement, was a member of the former Board representing employees who perform building and construction work becomes, on the commencement, a director of the new Board representing employees who perform building and construction work.

(5) A person mentioned in subsections (1) to (4) is entitled to the same remuneration and continues in office for the same term that applied to the person as a member of the former Board immediately before the commencement.

(6) In this section—

“former Board” means the Building and Construction Industry (Portable Long Service Leave) Board.

“new Board” means the Authority’s Board of directors.

(7) Section 20A of the *Acts Interpretation Act 1954* applies to this section.

(8) This section expires 6 months after the commencement.

Authority is legal successor of Board

114.(1) The Authority is the legal successor of the Building and Construction Industry (Portable Long Service Leave) Board and the assets and liabilities of the Board are, by force of this section, the assets and

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Long Service Leave) Act 1991*

liabilities of the Authority.

(2) Section 20A of the *Acts Interpretation Act 1954* applies to this section.

(3) This section expires 6 months after the commencement.

Legal proceedings

115.(1) A legal proceeding by or against the Building and Construction Industry (Portable Long Service Leave) Board may be continued and completed by or against the Authority established under this Act.

(2) Section 20A of the *Acts Interpretation Act 1954* applies to this section.

(3) This section expires 6 months after the commencement.

References to Board

116. A reference at the commencement in an Act or instrument or other document to the Building and Construction Industry (Portable Long Service Leave) Board is taken to be a reference to the Building and Construction Industry (Portable Long Service Leave) Authority.

ENDNOTES

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2 Date to which amendments incorporated

This is the reprint date mentioned in the Reprints Act 1992, section 5(c). Accordingly, this reprint includes all amendments that commenced operation on or before 25 January 1995. Future amendments of the Building and Construction Industry (Portable Long Service Leave) Act 1991 may be made in accordance with this reprint under the Reprints Act 1992, section 49.

3 Table of earlier reprints

Reprint No.	Amendments included	Reprint date
1	none	1 July 1992
2	to Act No. 66 of 1993	25 March 1994

4 Tables in earlier reprints

TABLES IN EARLIER REPRINTS

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5 List of legislation

Building and Construction Industry (Portable Long Service Leave) Act 1991 No. 90

date of assent 11 December 1991

ss 1–2 commenced on date of assent

Pt 1 (except ss 1–2), Pts 3–5, 9–10 commenced 8 February 1992 (1992 SL No. 6)

Pt 6 (except s 53), Pts 7 and 8 commenced 1 July 1992 (1992 SL No. 104)

remaining provisions commenced 1 January 1993 (1992 SL No. 111)

as amended by—

Building and Construction Industry (Portable Long Service Leave) Amendment Act 1993 No. 66

date of assent 23 November 1993

commenced 1 January 1994 (see s 2)

Building and Construction Industry (Portable Long Service Leave) Amendment Act 1994 No. 65

date of assent 1 December 1994

ss 1–2 commenced on date of assent

remaining provisions commenced 1 January 1995 (see s 2)

6 List of annotations

Key to abbreviations in list of annotations

AIA	=	Acts Interpretation Act 1954
amd	=	amended
Ch	=	Chapter
def	=	definition
Div	=	Division
exp	=	expired
hdg	=	heading
ins	=	inserted
om	=	omitted
prec	=	preceding
pres	=	present
prev	=	previous
(prev)	=	previously
prov	=	provision
Pt	=	Part
R3	=	Reprint No. 3
RA	=	Reprints Act 1992
renum	=	renumbered
Sdiv	=	Subdivision
sub	=	substituted

Provisions not included in reprint, or amended by amendments not included in reprint, are underlined

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Interpretation

- s 3** def **“approved form”** sub 1994 No. 65 s 4(1)–(2)
 def **“Authority”** ins 1994 No. 65 s 4(2)
 def **“award”** sub 1994 No. 65 s 4(1)–(2)
 def **“Board”** sub 1994 No. 65 s 4(1)–(2)
 def **“building and construction industry”** amd 1993 No. 66 s 3 Sch;
 1994 No. 65 s 4(3)
 def **“building and construction industry award or agreement”** ins
 1994 No. 65 s 4(2)
 def **“employee”** amd 1993 No. 66 s 4(2)
 sub 1994 No. 65 s 4(1)–(2)
 def **“General Manager”** ins 1994 No. 65 s 4(2)
 def **“government entity”** ins 1993 No. 66 s 4(1)
 def **“industrial agreement”** ins 1994 No. 65 s 4(2)
 def **“Local Authority”** om 1993 No. 66 s 3 Sch
 def **“Manager”** om 1994 No. 65 s 4(1)
 def **“owner-builder permit”** ins 1993 No. 66 s 4(1)
 def **“person”** ins 1993 No. 66 s 4(1)
 def **“register of employees”** sub 1994 No. 65 s 4(1)–(2)
 def **“register of employers”** sub 1994 No. 65 s 4(1)–(2)
 def **“State”** ins 1994 No. 65 s 4(2)
 def **“substantially engaged in the building and construction industry”**
 ins 1993 No. 66 s 4(1)

Meaning of “substantially engaged in the building and construction industry”
s 4 ins 1993 No. 66 s 5

Act binds all persons

s 5 sub 1994 No. 65 s 5

**PART 2—BUILDING AND CONSTRUCTION INDUSTRY (PORTABLE LONG
SERVICE LEAVE) AUTHORITY**

Pt hdg ins 1994 No. 65 s 6

Division 1—Establishment of Authority

Div hdg ins 1994 No. 65 s 6

Establishment of Authority

s 6 ins 1994 No. 65 s 6

Legal status of Authority

s 7 ins 1994 No. 65 s 6

Authority may operate under trading name

s 8 ins 1994 No. 65 s 6

Divisions 2—Functions and powers of Authority

Div hdg ins 1994 No. 65 s 6

Authority’s functions

s 9 ins 1994 No. 65 s 6

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Authority's powers

s 10 ins 1994 No. 65 s 6

PART 3—OTHER PROVISIONS ABOUT THE AUTHORITY

Pt hdg sub 1994 No. 65 s 7

The Board

s 11 sub 1994 No. 65 s 8

Role of Board

s 12 sub 1994 No. 65 s 8

Composition of Board

s 13 sub 1994 No. 65 s 8

Appointment of directors

s 14 sub 1994 No. 65 s 8

Disqualification from Board

prov hdg sub 1994 No. 65 s 3 Sch

s 15 amd 1994 No. 65 s 3 Sch

Term of office

s 16 amd 1994 No. 65 s 3 Sch

Vacating office

s 17 amd 1993 No. 66 s 3 Sch; 1994 No. 65 s 3 Sch

Casual vacancy

s 18 amd 1994 No. 65 s 3 Sch

Board meetings

s 19 amd 1994 No. 65 s 3 Sch

Procedure at meetings etc.

s 20 amd 1994 No. 65 s 3 Sch

Minutes

s 21 amd 1994 No. 65 s 3 Sch

Custody and affixing of seal

s 22 amd 1994 No. 65 s 3 Sch

Execution of contracts and agreements

s 23 amd 1994 No. 65 s 3 Sch

Authentication of documents

s 18 prev s 18 om 1994 No. 65 s 9

Validity of actions

s 19 prev s 19 om 1993 No. 66 s 3 Sch

Remuneration of directors

prov hdg amd 1994 No. 65 s 3 Sch

s 24 amd 1994 No. 65 s 3 Sch

Administration subject to Minister

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s 25 amd 1994 No. 65 s 3 Sch

Appointment of officers to administer Act

s 26 amd 1994 No. 65 s 3 Sch

Duties of general manager

s 27 sub 1994 No. 65 s 10

Things done by general manager

s 28 ins 1994 No. 65 s 10

Manager's power of delegation

s 29 amd 1994 No. 65 s 3 Sch

Judicial notice of signatures

s 30 amd 1994 No. 65 s 3 Sch

Use of services of public sector employees

s 31 amd 1994 No. 65 s 3 Sch

Funds of Authority

prov hdg amd 1994 No. 65 s 3 Sch

s 32 amd 1994 No. 65 s 3 Sch

Funds manager

s 33 ins 1994 No. 65 s 11

Proposed budget and progress budget reports

s 34 amd 1994 No. 65 s 3 Sch

Actuarial investigation of funds

s 35 sub 1994 No. 65 s 12

Application of Finance Acts

s 36 ins 1994 No. 65 s 12

Authority to keep register of employees

prov hdg amd 1994 No. 65 s 3 Sch

s 37 amd 1994 No. 65 s 3 Sch

Application for registration

s 38 amd 1994 No. 65 s 13

Approval or refusal of application for registration

s 39 amd 1994 No. 65 s 14, 3 Sch

Date of registration

s 40 amd 1994 No. 65 s 15, 3 Sch

Cancellation of registration

s 41 amd 1994 No. 65 s 3 Sch

Authority to keep register of employers

prov hdg amd 1994 No. 65 s 3 Sch

s 42 amd 1994 No. 65 s 3 Sch

Application for registration

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Long Service Leave) Act 1991*

s 43 amd 1993 No. 66 s 3 Sch; 1994 No. 65 ss 16, 3 Sch

Approval or refusal of application for registration

s 44 amd 1993 No. 66 s 3 Sch
 sub 1994 No. 65 s 17

Employer to notify Authority of any change in circumstance

s 45 sub 1994 No. 65 s 17

Approval or refusal of application for registration

s 39 prev s 39 om 1994 No. 65 s 17

Cancellation of registration

s 46 amd 1994 No. 65 s 3 Sch

Certificate of service to be supplied by employers

s 47 amd 1993 No. 66 s 3 Sch; 1994 No. 65 s 3 Sch

Form and contents of certificate

s 48 amd 1994 No. 65 s 3 Sch

Exemptions

s 49 sub 1994 No. 65 s 18

Number of days' service

s 50 amd 1994 No. 65 s 3 Sch

Limitations on service credits

s 52 amd 1994 No. 65 s 3 Sch

Notice to registered employees of service credits

s 53 amd 1994 No. 65 s 3 Sch

Retrospective service credits

s 54 amd 1994 No. 65 s 3 Sch

Application for retrospective service credits

s 55 amd 1994 No. 65 s 3 Sch

Application for entitlement to long service leave

s 56 amd 1994 No. 65 s 3 Sch

**Employees not to carry out certain building and construction work during
leave**

s 58 amd 1993 No. 66 s 3 Sch

Amount of long service leave payment

s 59 amd 1994 No. 65 s 19, 3 Sch

Long service leave payment not payable in certain cases

s 60 amd 1994 No. 65 s 3 Sch

Election to take benefits under this Act or Industrial Relations Act

s 61 amd 1993 No. 66 s 3 Sch

Payments to employers

s 62 amd 1993 No. 66 s 3 Sch; 1994 No. 65 s 3 Sch

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Entitlement to long service leave payment for service in reciprocating State or Territory

s 63 amd 1994 No. 65 s 3 Sch

Authority's liability confined to long service leave

prov hdg amd 1994 No. 65 s 3 Sch

s 64 amd 1994 No. 65 s 3 Sch

Payment when due

s 65 amd 1993 No. 66 s 3 Sch; 1994 No. 65 s 3 Sch

Imposition of levy

s 66 sub 1993 No. 66 s 6

Notification of building and construction work

s 67 ins 1994 No. 65 s 20

Offence for failure to pay levy

s 68 ins 1994 No. 65 s 20

Power of Authority to decide day when building and construction work starts and ends

prov hdg amd 1994 No. 65 s 3 Sch

s 69 sub 1993 No. 66 s 6

amd 1994 No. 65 s 3 Sch

No levy for certain building and construction work

s 70 sub 1993 No. 66 s 6; 1994 No. 65 s 21

Exemption from payment of levy

s 71 sub 1993 No. 66 s 6; 1994 No. 65 s 21

Rate of levy

s 72 sub 1993 No. 66 s 6

Meaning of "cost of building and construction work"

s 73 sub 1993 No. 66 s 6; 1994 No. 65 s 22

Liability for levy

s 74 ins 1993 No. 66 s 6

sub 1994 No. 65 s 22

When levy is payable

s 75 ins 1993 No. 66 s 6

amd 1994 No. 65 s 3 Sch

Government entity to notify of building and construction work

s 76 ins 1993 No. 66 s 6

amd 1994 No. 65 s 3 Sch

Duty of local government to sight approved form

s 77 ins 1993 No. 66 s 6

amd 1994 No. 65 s 23; 1994 No. 65 s 3 Sch

Building and construction work for public authority

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- s 78 amd 1993 No. 66 s 7; 1994 No. 65 s 3 Sch
- Voluntary performance of building and construction work**
- s 79 prev s 67 def “**voluntary component**” amd 1993 No. 66 s 3 Sch
 sub 1994 No. 65 s 24
- Offence for failure to pay levy**
- s 68 prev s 68 amd 1993 No. 66 ss 8, 3 Sch
 om 1994 No. 65 s 25
- Determination of cost of building and construction work**
- s 69 prev s 69 om 1993 No. 66 s 9
- Additional provisions about levy**
- s 80 prev s 70 amd 1993 No. 66 s 3 Sch
 sub 1994 No. 65 s 26
- Refunds of levy**
- s 81 amd 1993 No. 66 s 3 Sch; 1994 No. 65 s 3 Sch
- Payment of levy by instalments**
- s 82 amd 1993 No. 66 ss 10, 3 Sch; 1994 No. 65 ss 27, 3 Sch
- Appointment of agents for collection of levy**
- s 83 amd 1994 No. 65 s 3 Sch
- Interest on, and extension of time for payment of, levy**
- s 84 amd 1993 No. 66 s 3 Sch; 1994 No. 65 s 28
- Recovery of levy**
- s 85 amd 1993 No. 66 s 3 Sch; 1994 No. 65 ss 29, 3 Sch
- Penalties no relief from levy**
- s 86 amd 1993 No. 66 s 3 Sch
- Reconsideration by Authority**
- prov hdg amd 1994 No. 65 s 3 Sch
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- Appeal to Industrial Magistrate**
- s 88 prev s 78 amd 1993 No. 66 s 3 Sch
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- Arrangements with other States and with Territories**
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- Keeping, and inspection, of books and records**
- s 92 amd 1993 No. 66 s 3 Sch
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- s 93 amd 1994 No. 65 s 3 Sch

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Holders of office to act honestly and with propriety

s 94 amd 1994 No. 65 s 3 Sch

Authorised officers

s 95 amd 1993 No. 66 s 3 Sch; 1994 No. 65 s 3 Sch

Entry and search—evidence of offences

s 98 amd 1993 No. 66 s 3 Sch

General powers of authorised officer in relation to places

s 99 amd 1994 No. 65 s 33

Offence related warrant

s 101 amd 1993 No. 66 s 3 Sch

Secrecy

s 104 amd 1993 No. 66 s 3 Sch

def “**person to whom this section applies**” amd 1994 No. 65 s 3 Sch

def “**protected document**” amd 1993 No. 66 s 3 Sch

def “**protected information**” amd 1993 No. 66 s 3 Sch

Proceedings for offences

s 105 amd 1994 No. 65 s 34

Certain persons liable for offences by unincorporated bodies

s 106 amd 1994 No. 65 s 3 Sch

Powers of Industrial Magistrate

s 107 prev s 97 amd 1993 No. 66 s 3 Sch

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Evidentiary provisions

s 108 sub 1994 No. 65 s 35

Certificate as to payment of levy

s 109 amd 1994 No. 65 s 3 Sch

Indemnity to persons administering Act

s 110 amd 1994 No. 65 s 3 Sch

Protection of employee from dismissal

s 111 amd 1993 No. 66 s 3 Sch; 1994 No. 65 s 3 Sch

Regulations

s 112 sub 1993 No. 66 s 3 Sch

PART 11—TRANSITIONAL

Pt hdg ins 1994 No. 65 s 36

Members of the Board

s 113 ins 1994 No. 65 s 36

exp 1 July 1995 (see s 103(8))

s 20A AIA applies (see s 103(7))

Authority is legal successor of Board

s 114 ins 1994 No. 65 s 36

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exp 1 July 1995 (see s 104(3))
s 20A AIA applies (see s 104(2))

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s 115 ins 1994 No. 65 s 36
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s 20A AIA applies (see s 104(2))

References to Board

s 116 ins 1994 No. 65 s 36

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s 107 prev s 107 ins 1994 No. 65 s 36
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