Government of Western Australia
Department of Commerce

wageline 1300 655 266

Please note - This is a previous WA award summary and does not contain the current rates of pay

WA Award Summary

Building Trades Award

1 July 2016

Not the current wage rates

Three Step Check: to make sure this Award Summary is relevant to you

Step 1 Is the business in the state system?	This information applies to businesses in the **state industrial relations system.** It covers businesses which operate as: ✓ **sole traders** (eg Jane Smith trading as Jane's Manufacturing) ✓ **partnerships** (eg Jane and Bob Smith trading as Jane's Manufacturing) ✓ **unincorporated trust arrangements** (Jane and Bob Smith as trustees for Jane's Manufacturing) This information does **not** cover businesses and organisations in the national system which operate as: ✘ **Pty Ltd businesses** that are trading or financial corporations (eg Smith Pty Ltd trading as Jane's Manufacturing) ✘ **incorporated associations and other not-for-profit bodies** (that are trading or financial corporations) If the business or organisation is in the national system visit the Fair Work Ombudsman website: www.fairwork.gov.au
Step 2 Is the business covered by the Building Trades Award 1968?	The Building Trades Award 1968 applies to building trades workers in a variety of businesses in the state industrial relations system including: ✓ private schools ✓ joinery manufacturing ✓ hotels ✓ plastic fabrication ✓ shop and office fitting ✓ aluminium prefabrication A complete list of types of businesses covered is available in Schedule B and a list of named employer respondents is in Schedule C in the full Building Trades Award at www.wairc.wa.gov.au. Wageline can also assist in determining coverage of this award – please contact Wageline on 1300 655 266.
Step 3 Is the employee's job covered by the Building Trades Award?	The Building Trades Award sets pay rates, working hours and other employment arrangements for full time, part time and casual employees working in the occupations listed on page 2 in businesses that are covered by the award.

Rates of pay

All rates of pay are gross rates (before tax). Current rates applied from the first pay period on or after **1 July 2016.**

Adult rates of pay

Adult wages – applicable from the first pay period on or after 1 July 2016 until end of last pay period commenced in June 2017 (new rates applied first pay period on or after 1 July 2017).

Classification	**Weekly** (includes special payment of $40.78 per week)	**Hourly**	**Casual** (includes 20% loading)	**Tool allowance** (payable where an employer does not provide the employee with all necessary tools)
Bricklayers, Stone workers	$789.40	$20.77	$24.93	$15.60
Plasters	$789.40	$20.77	$24.93	$18.20
Carpenter, Joiner	$789.40	$20.77	$24.93	$22.10
Joiner - Assembler A	$754.00	$19.84	$23.81	$11.10
Joiner - Assembler B	$739.30	$19.46	$23.35	$11.10
Plumber	$789.40	$20.77	$24.93	$22.10
Plumber - Registered	$799.10	$21.03	$25.23	$22.10
Painter, Glazier, Sign writer	$789.40	$20.77	$24.93	$5.40
Labourer Group 1*	$770.50	$20.28	$24.33	N/A
Labourer Group 2*	$754.40	$19.85	$23.82	N/A
Labourer Group 3*	$742.40	$19.54	$23.44	N/A
Labourer Group 4*	$733.70	$19.31	$23.17	N/A

* **Labourer Group 1** includes: Rigger, Drainer, Dogman; **Labourer Group 2** includes: Scaffolder, Powder Monkey, Hoist or Winch Driver, Concrete Finisher, Steel Fixer including Tack Welder and Operator Concrete Pump; **Labourer Group 3** includes: Bricklayer's Labourer, Plasterer's Labourer, Assistant Powder Monkey, Assistant Rigger, Demolition Worker (after 3 months experience), Gear Hand, Pile Driver, Tackle Hand , Jackhammer Hand, Mixer Driver (Concrete), Steel Erector, Aluminium Alloy Structural Erector, Gantry Hand or Crane Hand, Crane Chaser, Concrete Gang including Concrete Floater, Steel or Bar Bender to patter or plan, Concrete Formwork Stripper, Concrete Pump Hose Hand; **Labourer Group 4** includes: Builders' Labourers employed on work other than specified in Groups 1 – 3.

Apprentice rates of pay

Apprentice wages – applicable from the first pay period on or after 1 July 2016 until end of last pay period commenced in June 2017 (new rates applied first pay period on or after 1 July 2017).

Adult Apprentices aged 21 and above receive the minimum adult wage of **$593.90 per week** or the prescribed apprenticeship rate, whichever is the higher, for ordinary hours of work.

4 year term	**3.5 year term**	**3 year term**	**% of relevant trades rate**
1st Year	0-6 months		42%
2nd Year	7-18 months	1st Year	55%
3rd Year	19-30 months	2nd Year	75%
4th Year	31-42 months	3rd Year	88%

Apprentice tool allowance			
Year of apprenticeship	**1st year**	**2nd year**	**3rd/4th year**
Proportion of Tradesperson Tool Allowance	One third	Two thirds	Full allowance

Not the current wage ra

Junior rates of pay

Junior wages – applicable from the first pay period on or after 1 July 2016 until end of last pay period commenced in June 2017 (new rates applied first pay period on or after 1 July 2017).

Junior employees (19 and under) may only be employed in the classification of **Joiner - Assembler A**.
Note the Building Trades Award also contains wage rates for employees who are 16 years of age or under.

Juniors	**Weekly** (includes special payment of $40.78 per week)	**Hourly**	**Casual** (includes 20% loading)	**Tool allowance** (payable where an employer does not provide the employee with all necessary tools)
17 years of age	$416.00	$10.95	$13.14	$11.10
18 years of age	$550.40	$14.48	$17.38	$11.10
19 years of age	$663.50	$17.46	$20.95	$11.10

Some of the junior pay rates in the Building Trades Award fall below the minimum wages set by the 2016 State Wage Order. In such instances the rates listed here are the legal minimum rate.

Time and wages record keeping

Employers must keep time and wages records which demonstrate that employees have been paid all entitlements under the Building Trades Award and relevant legislation. For information about time and wages record keeping, visit the Record Keeping Requirements page on the Commerce website

Hours and overtime

Ordinary hours are:

- An average of 38 hours a week to be worked in one of the following arrangements:
  - 38 hours within a work cycle not exceeding seven consecutive days
  - 76 hours within a work cycle not exceeding fourteen consecutive days
  - 114 hours within a work cycle not exceeding twenty-one consecutive days
  - 152 hours within a work cycle not exceeding twenty-eight consecutive days
- worked Monday and Friday, between 6:30am and 6:00pm each day
- no more than eight hours each day (or ten hours each day by agreement of the employer and the majority of relevant employees)

In the case of emergency work an employee in the plumbing industry may be rostered to work on Saturday morning and such work may be counted as part of the 38 hours per week. The altered starting and finishing times necessitated by such an arrangement are to be agreed between the employee and the employer.

Overtime

- If an employee is required to work outside the hours specified above, they must be paid at overtime rates.
- A part time employee who works in excess of the hours fixed under the contract of employment must be paid overtime rates for any hours in excess.
- Overtime is paid at the rate of time and half for the first two hours and double time after that. Any hours worked on a Sunday are paid at the rate of double time.
- If an employee starts work between 12am and 6am, double time must be paid until usual starting time.
- If an employee works on a public holiday or substituted public holiday they must be paid at the rate of double time and one half.

Shift work

If an employee is required to work shift work, different ordinary hours and additional allowances apply. Please access a full version of the Building Trades Award at www.wairc.wa.gov.au

Not the current Wage rates

Meal breaks

- A meal break of not less than 45 minutes must be allowed. The meal break or the spread of hours may be altered by agreement between the employer and employee. Where it is necessary for work to continue uninterrupted, a lunch break of not less than thirty minutes must be allowed between the hours of 11.15am and 1.30pm to employees engaged on such work.
- If an employee is required to work during the recognised meal break so that the commencement of the meal break is postponed for more than half an hour the employee must be paid at the rate of double time until the employee is released for their meal.

Allowances

Allowance	When allowance is paid	Rate
Leading Hand Allowance	An employee specifically appointed to be a leading hand must be paid in addition to the applicable weekly rate: • If in charge of 1 employee (excludes apprentices) • If in charge of between 2 and 5 employees • If in charge of between 6 and 10 other employees • If in charge of more than 10 other employees	 **$13.49** per week **$30.09** per week **$38.19** per week **$50.86** per week
Meal Money	If required to work for more than two hours beyond usual finish time and the employer does not supply a meal. This does not apply if the employee was notified the previous day or earlier that he/she would be required to work overtime.	Meal money of **$9.90** per occasion
Location Allowance	Where working in certain regional towns in Western Australia (paid on a proportionate basis to casual/part time employees and apprentices).	See Location Allowance page of Commerce website for the amounts payable per town or Clause 24 of the Award

Travel Allowance

- Where an employee is required to work away from their usual shop or depot, they must be paid fares in excess of those they would incur travelling between their home and their shop or depot.
- An employee is entitled to their ordinary rate of pay for travel time that exceeds normal travelling time from their home to the shop or depot if it is outside their normal hours of work.
- When an employee uses their own car to travel from their home to the shop or depot and the kilometres exceed what they would normally travel, they must receive 0.73 cents per additional kilometre if the employer requests they use their car. An employer may pay an allowance of $13.30 per day to satisfy the above entitlements. An allowance of 0.69 cents per kilometre must be paid when an employee uses their own car during working hours at the employer's request or fares/expenses must be otherwise paid.

Other allowances

A range of other special rates and allowances apply in certain circumstances and when employees are undertaking particular tasks. View the Building Trades Award at www.wairc.wa.gov.au for details.

Public holidays

- Full time employees are entitled to public holidays (or days substituted for public holidays) without deduction of pay. Part time employees are entitled to public holidays (or days substituted for public holidays) without deduction of pay if they would ordinarily be required to work on that day if it was not a public holiday.

Not the current Wage rates

- If a public holiday falls on a Saturday or Sunday, the following Monday will be considered to be the public holiday. However, if Boxing Day falls on a Sunday or Monday, the following Tuesday will be considered to be the public holiday. When a public holiday is substituted with another day, the public holiday itself is no longer considered a public holiday for the purposes of the WA award.
- If an employee works on a public holiday or substituted public holiday they must be paid at the rate of double time and one half.

Leave entitlements

Quick reference guide

Leave entitlement	Full time	Part time	Casual
Annual leave	✓	✓	✗
Sick and carer's leave	✓	✓	✗
Unpaid carer's leave	✓	✓	✓
Bereavement leave	✓	✓	✓
Unpaid parental leave	✓	✓	✓
Long service leave	✓	✓	✓

This WA Award summary covers the basic leave entitlements for employees covered by the Building Trades Award but does **not** include all details on leave obligations and entitlements. Full details of conditions are contained in the Building Trades Award at www.wairc.wa.gov.au, the *Minimum Conditions of Employment Act 1993* and the *Long Service Leave Act 1958*.

Annual leave

- Full time employees are entitled to a minimum of four weeks of paid annual leave for each year of completed service, up to 152 hours. Part time employees are entitled to a minimum of annual leave of four weeks per year paid on a pro rata basis according to the number of hours they are required ordinarily to work in a four week period. Casual employees are not entitled to annual leave.
- Annual leave is a minimum entitlement in the *Minimum Conditions of Employment Act 1993* and the Building Trades Award sets out additional requirements regarding annual leave and annual leave loading.
- Annual leave loading of 17.5% applies when employees take annual leave. Where the employee would have received any additional shift loadings for work performed in shift work, had they not been on leave during the relevant period and such shift loadings would have entitled them to a greater amount than the loading of 17.5%, then shift loadings must be paid instead of the 17.5% loading.
- Annual leave accrues on a weekly basis:
  - a full time employee accrues 2.923 hours of annual leave for each completed week of work.
  - a part time employee accrues the relevant proportion of 2.923 hours annual leave for each completed week of work.
  - Wageline's Annual Leave Calculation Guide can help to work out annual leave entitlements.

Sick and carer's leave

- Sick and carer's leave entitles an employee to paid time off work due to either illness or injury to themselves (sick leave) or because they have to care for an ill or injured family member (carer's leave).
- Full time and part time employees are entitled to paid sick and carer's leave equal to the number of hours they would ordinarily work in a two week period, up to 76 hours per year. Sick and carer's leave is a cumulative entitlement, any leave not taken in one year can be carried over to the next year. Casual employees are not entitled to paid sick and carer's leave.
- Sick and carer's leave accrues on a weekly basis for full and part time employees. Wageline's Sick Leave Calculation Guide can help to work out sick and carer's leave entitlements.

Not the current wage rates

- Employees, including casuals, are entitled to unpaid carer's leave of up to 2 days for each occasion on which a member of the employee's family or household requires care or support because of an illness or injury of the member or an unexpected emergency affecting the member.
- Sick and carer's leave is a minimum entitlement from the *Minimum Conditions of Employment Act 1993*.

Parental leave

- Employees, including eligible casual employees, are entitled to the unpaid parental leave entitlements in the National Employment Standards of the *Fair Work Act 2009*, as well as a number of more beneficial conditions contained in the *Minimum Conditions of Employment Act 1993* (a return to work after parental leave on a modified basis and a reversion to pre-parental leave working conditions). Further details are on the Parental leave page of the Commerce website.

Long service leave

- Full time, part time and casual employees are entitled to long service leave (LSL).
- Long service leave is an entitlement from the *Long Service Leave Act 1958.*
- The length of continuous employment for an employee's long service leave entitlement is based on the total time with the business, rather than any one employer. An employer who buys a business or part of a business will take on the long service leave obligations for existing employees if there has been a transmission of business. This applies regardless of anything written in the sale contract.

Amount of continuous employment with same business	**Amount of leave**
After **10 years** of continuous employment	$8^{2/3}$ weeks
For every **5 years** of continuous employment after this initial 10 years	$4^{1/3}$ weeks
When an employee is terminated (except for serious misconduct) or resigns after they have completed **between 7 and 10 years** continuous employment	The employee is entitled to be paid out for LSL on a proportionate basis. LSL payment is worked out on a pro-rata basis for entire period of employment, including years, months and days.
When an employee is terminated or resigns after they have worked continuously for **10 or more years**.	The employee is entitled to be paid out for LSL. LSL payment is worked out on completed years of service only.

- An employee who has completed a full qualifying period of service (e.g. 10 years) is entitled to be paid out their full long service leave entitlement (e.g. $8^{2/3}$ weeks) on termination, regardless of the circumstances of the termination.
- Where an employee has a period of service that is less that the full qualifying period and they were terminated by their employer for serious misconduct, they are not entitled to **pro rata** LSL.
- More detail and a calculation guide are on the Long Service Leave page of the Commerce website.

Bereavement leave

- All employees, including casual employees, are entitled to two days paid bereavement leave on the death of a spouse, de facto partner, parent, step-parent, grandparent, child, step-child, grandchild, sibling or any other member of the employee's household. The two days need not be consecutive.
- Bereavement leave is a minimum entitlement from the *Minimum Conditions of Employment Act 1993*.

Deductions from pay

An employer may only deduct from an employee's pay an amount which:

- the employer is authorised, in writing, by the employee to deduct and pay on behalf of the employee
- the employer is authorised to deduct and pay on behalf of the employee under the relevant WA award or
- the employer is authorised or required to deduct by law or a court order.

Not the current wage rates

Employment of children

- Under the *Children and Community Services Act 2004*, it is illegal to employ children under the age of 15 in this industry, except if the child is working as part of a school program or in a family business.
- School aged children must not be employed during school hours, unless participating in a school program.

Resignation, termination and redundancy

Resignation by the employee

- Full time and part time employees are required to provide one week's notice.
- A casual employee is required to provide one hour's notice to the employer.

Termination

- An employer is required to give a casual employee one hours' notice of termination.
- Except in cases of serious misconduct, an employer is required to give full time and part time employees the following period of notice of termination (or payment in lieu):
-

Period of continuous service	Notice period
Not more than 1 year	**1 week**
More than 1 year but not more than 3 years*	**2 weeks**
More than 3 years but not more than 5 years*	**3 weeks**
More than 5 years*	**4 weeks**

  - *Employees over 45 years of age with two or more years of continuous service must receive an additional week's notice.
  - These obligations are in the *Fair Work Act 2009* which applies rather than the notice provisions in the Building Trades Award.

Redundancy

- An employee is redundant when their employer has made a definite decision that they no longer wish the job the employee has been doing to be done by anyone.
- An employer has a number of obligations in redundancy situations and may be required to pay severance pay. Please visit the Redundancy pages on the Commerce website for redundancy obligations.

About this Award Summary

This WA Award Summary is a summary of the state Building Trades Award and does not include all obligations required by the award. **It is important that you also refer to the full Building Trades Award** which is available on the WA Industrial Relations Commission website - www.wairc.wa.gov.au. Relevant provisions of other employment legislation also apply to employees and you may need to refer to the *Minimum Conditions of Employment Act 1993* and the *Long Service Leave Act 1958*.

The Building Trades Award is a legal document that outlines the minimum wages and condition of employment that must be provided to employees who are covered by the award. Employers and employees cannot agree to lesser conditions.

Please call **Wageline** on **1300 655 266** if you have any queries on employment wages and conditions in this industry.

Disclaimer

The Department of Commerce has prepared this WA award summary to provide information on pay rates and major award provisions. It is provided as a general guide only and is not designed to be comprehensive or to provide legal advice. The Department of Commerce does not accept liability for any claim which may arise from any person acting on, or refraining from acting on, this information.

Not the current wage rates