

## **HIA Workplace Services Team**

### **Legal assistance and Workplace solutions for HIA members**

HIA recognises that its members whether they are builders, trade contractors or manufacturers and suppliers, all are required to operate amidst a minefield of constantly changing laws and regulations and from time to time will need some external assistance in managing through this minefield.

Through HIA's Workplace Services Team, members are offered a wide range of services to assist them address their day-to-day workplace and legal concerns.

Some of our services include:

- assisting you in your workplace relationships including, engaging and dismissing employees;
- helping you to resolve disputes with clients over contract performance and quality of work;
- addressing queries on how you can properly use HIA's industry specific residential construction contract documentation;
- helping your business meet its ongoing regulatory obligations, including licensing, workers compensation, long service leave, taxation and superannuation obligations;
- providing you with referrals to accredited HIA specialists such as lawyers, accountants and tax advisers;
- Workplace Services have a number of [information sheets through hia.com.au](http://hia.com.au) covering a wide range of topics for members to access up-to-date useful information on a variety of industrial relations, contract and compliance topics.

The InfoCentre is also there to help – it is a specialised information service for HIA members needing assistance with:

- award information - rates of pay, which award applies, conditions of employment, sick leave information, RDOs and allowances;
- award updates –the InfoCentre provides an automatic award update service, available by e-mail or by direct mail.
- the InfoCentre can also put you in contact with a Workplace Advisor should you need further expert information.

The InfoCentre is available through the memberline on **1300 650 620**

## **HIA Building & Planning Services Team**

### **Technical solutions for HIA members**

HIA's Building and Planning Services Team across Australia are available to assist members in keeping up-to-date with all the latest information on:

- local council planning and building regulations for all types of housing and renovations;
- energy & water efficiency regulations;
- the Building Code of Australia (BCA);
- Australian Standards; and
- building materials and products installation requirements...

We have a variety of national and state information available for members to find out more about dealing with councils, understanding the building regulations and standards and dealing with all the other steps in getting your building built.

HIA Building & Planning Services provide a number of useful [information sheets online](#) at [hia.com.au](http://hia.com.au) to assist you. You can access the latest updates and both the national and state information that suits you in our *Building & Planning information* section.

If you would like to know more about any of the issues covered in these information sheets or get help with other questions you may have on building and planning procedures, HIA members can contact the Building & Planning Services staff in the HIA office nearest to you by calling **1300 650 620** or emailing [hia\\_technical@hia.com.au](mailto:hia_technical@hia.com.au).



HIA Victoria – Workplace Services & Building & Planning Services Team