



Public report

2015-16

Submitted by

Legal Name:

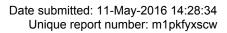
Merri Community Health Services Limited





Organisation and contact details

Submitting organisation details	Legal name	Merri Community Health Services Limited		
	ABN	24550946840		
	ANZSIC	Q Health Care and Social Assistance 8790 Other Social Assistance Services		
	Business/trading name/s	Merri Health		
	ASX code (if applicable)			
	Postal address	11 Glenlyon Road BRUNSWICK VIC 3056 AUSTRALIA		
Reporting structure	Organisation phone number	(03) 9387 6711		
	Number of employees covered by this report	356		





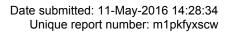


Workplace profile

Manager

Managar aggunational actagorica	Deporting level to CEO	Employment status	No. of employees			
Manager occupational categories	Reporting level to CEO	Employment status	F	М	Total employees	
		Full-time permanent	0	1	1	
		Full-time contract	0	0	0	
CEO/Head of Business in Australia	0 Part-time permanent		0	0	0	
	Full-time permanent 0 1 1 1 Full-time contract 0 0 0				0	
		Casual	0	0	0	
		Full-time permanent	3	2	5	
		Full-time contract 0 0 0				
Key management personnel	-1	Part-time permanent				
		0				
		Casual	0	0	0	
	Full-time permanent		7	2	9	
				3		
Senior Managers	-2	Part-time permanent	5	0	5	
	i i i i i i i i i i i i i i i i i i i			0	0	
		Casual	0	0	0	
		Full-time permanent	2	0	2	
		Full-time contract	0	1	1	
Other managers	-3	Part-time permanent	0	0	0	
		Part-time contract	0	0	0	
		Casual	0	0	0	
Grand total: all managers			19	7	26	

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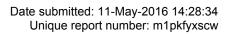


Workplace profile

Non-manager

Non manager conjugational actorogica	Employment status	No. of employees (excluding graduates and apprentices)		No. of graduates (if applicable)		No. of apprentices (if applicable)		Total ampleyees
Non-manager occupational categories	Employment status	F	M	F	М	F	М	Total employees
	Full-time permanent	37	8	0	0	0	0	45
	Full-time contract	21	3	0	0	0	0	24
Professionals	Part-time permanent	61	4	0	0	0	0	65
	Part-time contract	44	7	0	0	0	0	51
	Casual	5	1	0	0	0	0	6
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Technicians and trade	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
	Full-time permanent	4	0	0	0	0	0	4
	Full-time contract	5	1	0	0	0	0	6
Community and personal service	Part-time permanent	28	5	0	0	0	0	33
	Part-time contract	5	3	0	0	0	0	8
	Casual	31	1	0	0	0	0	32
	Full-time permanent	15	0	0	0	0	0	15
	Full-time contract	3	0	0	0	0	0	3
Clerical and administrative	Part-time permanent	20	0	0	0	0	0	20
	Part-time contract	5	1	0	0	0	0	6
	Casual	9	2	0	0	0	0	11
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Sales	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Machinery operators and drivers	Part-time permanent	0	1	0	0	0	0	1
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0

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Non manager equipational estageries	Employment status	No. of employees (excluding gra	aduates and apprentices)	No. of graduate	s (if applicable)	No. of apprentice	es (if applicable)	Total ampleyage
Non-manager occupational categories	Employment status	F	M	F	М	F	М	Total employees
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Labourers	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Others	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
Grand total: all non-managers	Grand total: all non-managers		37	0	0	0	0	330

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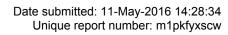
Reporting questionnaire

Gender equality indicator 1: Gender composition of workforce

This indicator seeks information about the gender composition of relevant employers in a standardised format, to enable the aggregation of data across and within industries. The aggregated data in your workplace profile assists relevant employers in understanding the characteristics of their workforce, including in relation to occupational segregation, the position of women and men in management within their industry or sector, and patterns of potentially insecure employment.

1. Do you have formal policies and/or formal strategies in place that SPECIFICALLY SUPPORT GENDER EQUALITY in relation to:

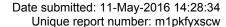
1.1	Recruitment?
	 ✓ Yes (you can select policy and/or strategy options) ✓ Standalone policy ✓ Policy is contained within another policy ✓ Standalone strategy ✓ Strategy is contained within another strategy ✓ No ✓ No, currently under development ✓ No, insufficient human resources staff ✓ No, don't have expertise ✓ No, not a priority
1.2	Retention?
	 Yes (you can select policy and/or strategy options) ☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy ☐ Strategy is contained within another strategy ☐ No ☐ No, currently under development ☐ No, insufficient human resources staff ☐ No, don't have expertise ☐ No, not a priority
1.3	Performance management processes?
	 ✓ Yes (you can select policy and/or strategy options) ✓ Standalone policy ✓ Policy is contained within another policy ✓ Standalone strategy ✓ Strategy is contained within another strategy ✓ No ✓ No, currently under development ✓ No, insufficient human resources staff ✓ No, don't have expertise ✓ No, not a priority
1.4	Promotions?







	☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy ☐ Strategy is contained within another strategy ☐ No ☐ No, currently under development ☐ No, insufficient human resources staff ☐ No, don't have expertise ☐ No, not a priority
1.5	Talent identification/identification of high potentials?
	 ✓ Yes (you can select policy and/or strategy options) ✓ Standalone policy ✓ Policy is contained within another policy ✓ Standalone strategy ✓ Strategy is contained within another strategy
	 No No, currently under development No, insufficient human resources staff No, don't have expertise No, not a priority
1.6	Succession planning?
	 ✓ Yes (you can select policy and/or strategy options) ☐ Standalone policy ☑ Policy is contained within another policy ☐ Standalone strategy
	☐ Strategy is contained within another strategy ☐ No ☐ No, currently under development ☐ No, insufficient human resources staff ☐ No, don't have expertise ☐ No, not a priority
1.7	Training and development?
	 ✓ Yes (you can select policy and/or strategy options) ✓ Standalone policy ✓ Policy is contained within another policy ✓ Standalone strategy ✓ Strategy is contained within another strategy
	No No, currently under development No, insufficient human resources staff No, don't have expertise No, not a priority
1.8	Resignations?
	 ✓ Yes (you can select policy and/or strategy options) ✓ Standalone policy ✓ Policy is contained within another policy ✓ Standalone strategy ✓ Strategy is contained within another strategy
	No, currently under development No, insufficient human resources staff No, don't have expertise No, not a priority







1.9	Key performance indicators for managers relating to gender equality?
	 Yes (you can select policy and/or strategy options) ☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy ☐ Strategy is contained within another strategy ☑ No ☐ No, currently under development ☐ No, insufficient human resources staff ☐ No, don't have expertise ☐ No, not a priority
1.10	Gender equality overall?
	 Yes (you can select policy and/or strategy options) ☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy ☐ Strategy is contained within another strategy ☐ No ☐ No, currently under development ☐ No, insufficient human resources staff ☐ No, don't have expertise ☐ No, not a priority
1.11	You may provide details of other formal policies or formal strategies that specifically support equality that may be in place:

gender

We are a Rainbow Tick Accreditation organization through Gay & Lesbian Victoria. All our staff have undertaken Inclusive Practice Training and we have a plan in place to ensure we target all new and over time all existing staff into a more extensive 3.5 hour Living GLBTIQ training session. We also have a GLBTIQ working party that runs internal audits and discusses ways in which we can further promote inclusiveness and incorporate into business as usual processes. We have also rolled our training on CALD Diversity and ATSI. We have also had our Population Health Team undertake a gender equity audit and we have put together an action plan for implementing the recommendations to move towards best practice across the organisation.

1.12 In the table below, please provide the NUMBER of new appointments made during the reporting period (by gender and manager/non-manager categories). This should include appointments from both external and internal sources such that if an existing employee is appointed to another role within the organisation (promotion or not), they would need to be included.

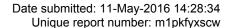
All appointments need to be included regardless of how they were made, for example through recruitment exercises, cold canvassing, previously-submitted resumes.

	Managers		Non-mana	agers
	Female	Male	Female	Male
NUMBER of appointments made	14	3	98	16

In the table below, please provide the NUMBER of employees who were awarded promotions during the 1.13 reporting period (by gender, employment status and manager/non-manager categories).

('Promotion' means where a person has advanced or been raised to a higher office or rank on an ongoing basis. Temporary higher duties are not considered a promotion. This does not typically include movement within a salary band unless it involves a move to higher office or rank.)

No cell should be left blank, please enter '0' (zero) where there is no data.







	Mana	gers	Non-managers	
	Female	Male	Female	Male
Permanent/ongoing full-time employees	1	0	0	0
Permanent/ongoing part-time employees	1	0	0	0
Fixed-term contract full-time employees	0	0	0	0
Fixed-term contract part-time employees	0	0	0	0
Casual employees	0	0	0	0

1.14 In the table below, please provide the NUMBER of employees who have resigned during the reporting period (by gender, employment status, and manager/non-manager categories).

('Resigned' refers to employees who have given up their employment voluntarily, not those who are subject to employer-initiated terminations or redundancies.)

No cell should be left blank, please enter '0' (zero) where there is no data.

	Mana	Managers		nagers
	Female	Male	Female	Male
Permanent/ongoing full-time employees	4	0	13	4
Permanent/ongoing part-time employees	2	0	26	4
Fixed-term contract full-time employees	0	0	2	0
Fixed-term contract part-time employees	0	0	3	0
Casual employees	0	0	44	1

1.15 Should you wish to provide additional information on any of your responses under gender equality indicator 1, please do so below:

ΝΔ

Gender equality indicator 2: Gender composition of governing bodies

Gender composition of governing bodies is an indicator of gender equality at the highest level of organisational leadership and decision-making. This gender equality indicator seeks information on the representation of women and men on governing bodies. The term "governing body" in relation to a relevant employer is broad and depends on the nature of your organisation. It can mean the board of directors, trustees, committee of management, council or other governing authority of the employer.

- 2. Your organisation, or organisations you are reporting on, will have a governing body/board as defined in the Workplace Gender Equality Act 2012 (Act). (In the Act, a governing body is defined as "the board of directors, trustees, committee of management, council or other governing authority of the employer".) For the purposes of reporting under the Act, this question relates to the ultimate or 'highest' governing body for your organisation. NB: if your governing body/board is located overseas, it still needs to be included.
 - o For private or publicly listed companies, you will have one or more directors or a board of directors.
 - o For trusts, the trustee is the governing body/board.
 - o For partnerships, the governing body/board is likely to comprise all or some (if elected) partners.
 - o For organisations whose governing body/board is the same as their parent entity's governing body/board, it is still deemed to have a governing body/board.
 - o For religious structures, you may have a canonical advisor, bishop or archbishop.
 - o For other structures that do not fall into any of the above categories, your committee of management would be considered your governing body/board.
 - 2.1 Please complete the table below, ensuring data entered is based on the instructions in each column header. For each organisation, enter the number of women and men on that governing body/board (not percentage).



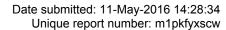


If a target has been set to increase the representation of women on any of the governing bodies listed, please indicate the % target and the year it is to be reached.

If your organisation's governing body/board is the same as your parent entity's governing body/board, you will need to enter your organisation's name but the details of your parent entity's governing body/board in the table below.

	Organisation	NUME chairpe (N	er and BER of erson/s OT ntage)	other g body/boai	I NUMBER of overning or members ercentage)	% target for representation of women on each governing body/board	Year to be reached
	name	F (Chair)	M (Chair)	F	M	(enter 0 if no target has been set, or enter a % between 1- 100)	(in YYYY format; if no target has been set, leave blank)
01	Merri Health	0	1	3	5	0	
02							
03							
04							
05							
06							
07							
08							
09							
10 11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							
22							
23							
24							
25							
26							
27							
28							
29							
30							

2.2	If a target relating to the representation of women has not been set for any of the governing bodies listed above, you may specify why below:
	Governing body/board has gender balance (e.g. 40% women/40% men/20% either) Currently under development
	 ☐ Insufficient human resources staff ☐ Don't have expertise ☑ Do not have control over governing body/board appointments (provide details why):







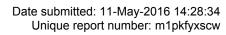
	Equity partners who are "Other managers"				
	Equity partners who are "Senior managers"				
	Equity partners who are "Other executives/General managers"				
	(KMPs) (excluding your managing partner)				
	Equity partners who ARE key management personnel	females	females	males	males
	Joan Squity partitions solon, is also cittored in question	Full-time	Part-time	Full-time	Part-time
	NB: Please ensure that the composition of your govern your equity partners below) is also entered in question		d (which ma	y include a	III or som
	Details of your managing partner should be included so	eparately in the	CEO row o	of your wor	kplace pr
	structure, ie is NOT an incorporated entity (ie Pty Ltd, L Please enter the total number of female and male equity following table against the relevant WGEA standardises need to be included in your workplace profile.	_td or Inc), or a y partners (exc	n unincorportion unincorportion to the contract of the contrac	orated entit managing p	y). partner) ir
2.4	Partnership structures only: (only answer this question	if your organi	sation oner	atos undor	a nartnor
	☐ No, not a priority ☐ No, other (provide details):				
	 No, do not have control over governing body/board apport No, don't have expertise 	ointments (provi	de details wl	ny):	
	☐ No, in place for some governing bodies/boards ☐ No, currently under development ☐ No, insufficient human resources staff				
	☐ Standalone strategy ☐ Strategy is contained within another strategy ☐ No				
	 ✓ Yes (you can select policy and/or strategy options) ✓ Standalone policy ✓ Policy is contained within another policy 				
	for ALL organisations covered in this report?				

3. Do you have a formal policy and/or formal strategy on remuneration generally?

Equal remuneration between women and men is a key component of improving women's economic security and progressing

☒ Yes (you can select policy and/or strategy options)☒ Standalone policy

gender equality.

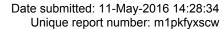






No No No No No	☐ Policy is contained within another policy ☐ Standalone strategy ☐ Strategy is contained within another strategy , currently under development , insufficient human resources staff , included in workplace agreement , don't have expertise , salaries set by awards or industrial agreements , non-award employees paid market rate , not a priority , other (provide details):
3.1	Are specific gender pay equity objectives included in your formal policy and/or formal strategy?
	Yes (provide details in questions 3.2 and/or 3.3 below) No No, currently under development No, insufficient human resources staff No, don't have expertise No, salaries set by awards or industrial agreements No, non-award employees are paid market rate No, not a priority No, other (provide details):
3.2	You have answered yes to question 3.1. Please indicate whether your formal policy or formal strategy includes the following gender pay equity objectives (more than one option can be selected): To achieve gender pay equity To ensure no gender bias occurs at any point in the remuneration review process (for example at commencement, at annual salary reviews, out-of-cycle pay reviews, and performance pay reviews) To be transparent about pay scales and/or salary bands To ensure managers are held accountable for pay equity outcomes To implement and/or maintain a transparent and rigorous performance assessment process Other (Please provide details in question 3.3 below)
3.3	Provide details of other gender pay equity objectives that are included in your formal policy or formal strategy including timeframes for achieving these objectives:
	The majority of our remuneration decisions are set by multi-enterprise agreements with the exception of the CEO appointment and where the organization has implemented its remuneration strategy for individuals that are remunerated above agreement salaries and therefore our remuneration strategy covers this and decisions to progress individuals to the next pay point on an EBA with clear accountabilities that these are done fair, equitable and having no regard to protected attributes.
	gender remuneration gap analysis been undertaken? (This is a payroll analysis to determine whether there by gaps between what women and men are paid.)
⊠ Ye	s. When was the most recent gender remuneration gap analysis undertaken? Within last 12 months Within last 1-2 years More than 2 years ago but less than 4 years ago Other (provide details):
☐ No ☐ No ☐ No for dis	, currently under development , insufficient human resources staff , don't have expertise , salaries for ALL employees (including managers) are set by awards or industrial agreements, AND there is no room cretion in pay changes (for example because pay increases occur only when there is a change in tenure or cations)

4.



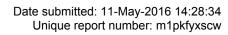




room asses No	, salaries for SOME of ALL employees (including managers) are set by awards of industrial agreements and there is for discretion in pay changes (because pay increases can occur with some discretion such as performance sments) , non-award employees are paid market rate , not a priority , other (provide details):
4.01	Should you wish to provide details on the type of gender remuneration gap analysis that has been undertaken (for example like-for-like, organisation-wide), please do so below:
	Looking at internal relativities on like-for-like with those remunerated above and outside the EBA.
4.1	Were any actions taken as a result of your gender remuneration gap analysis?
	 Yes - please indicate what actions were taken (more than one option can be selected):
	 No unexplainable or unjustifiable gaps identified No, currently under development No, insufficient human resources staff No, don't have expertise No, salaries set by awards or industrial agreements No, non-award employees are paid market rate No, unable to address cause/s of gaps (provide details why):
	☐ No, not a priority ☐ No, other (provide details):
4.2	Should you wish to provide additional information on any of your responses under gender equality indicator 3, please do so below:
	NA

Gender equality indicator 4: Flexible working and support for employees with family and caring responsibilities

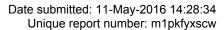
This indicator will enable the collection and use of information from relevant employers about the availability and utility of employment terms, conditions and practices relating to flexible working arrangements for employees and to working arrangements supporting employees with family or caring responsibilities. One aim of this indicator is to improve the capacity of women and men to combine paid work and family or caring responsibilities through such arrangements. The achievement of this goal is fundamental to gender equality and to maximising Australia's skilled workforce.







5.		u provide employer funded paid parenta al leave scheme for primary carers?	I leave for PRIMARY CARERS, in addition to any government funded				
	time ov	 ✓ Yes. (Please indicate how employer funded paid parental leave is provided to the primary carer): ☐ By paying the gap between the employee's salary and the government's paid parental leave scheme ☐ By paying the employee's full salary (in addition to the government's paid scheme), regardless of the period of ime over which it is paid. For example, full pay for 12 weeks or half pay for 24 weeks ☐ As a lump sum payment (paid pre- or post- parental leave, or a combination) 					
	☐ No, ☐ No, ☐ No, ☐ No, ☐ No,	currently being considered insufficient human resources staff government scheme is sufficient don't know how to implement not a priority other (provide details):					
	5.1	Please indicate the MINIMUM number of for primary carers.	f weeks of EMPLOYER FUNDED paid parental leave that is provided				
		10					
Option		If you wish to provide additional de al leave offered to primary carers, pleas	tails on the eligibility period/s and the maximum number of paid e do so below:				
	5.1a		rees to access the MINIMUM amount of employer funded paid es need to be employed to access this MINIMUM amount - in				
		12					
	5.1b		yer funded paid parental leave, what is the MAXIMUM number of all leave that is provided for primary carers (in weeks)?				
		12					
	5.1c		rees to access the MAXIMUM amount of employer funded paid es need to be employed to access this MAXIMUM amount – in				
		12					
	5.2	What proportion of your total workforce has access to employer funded paid parental leave for PRIMARY CARERS? In your calculation, you must include casuals when working out the proportion. For example, if ALL employees have access to employer funded paid parental leave for PRIMARY CARERS, including casuals, you would enter 100%. If casuals do not have access to this leave, your figure would always be less than 100%.					
		You may enter a number that represent the nearest 10th percentile, e.g. if 23.4%	s the actual percentage of employees, or round the number to 6 enter 20; if 45.7% enter 50).				
			Primary carer's leave				
		Percentage:	100				
6.		u provide employer funded paid parenta nment funded parental leave scheme for	I leave for SECONDARY CARERS, in addition to any secondary carers?				
		s, one week or greater (please go to 6.1)					
	☐ No	s, less than one week (please go to 6.2) currently being considered					







☐ No ☐ No ☐ No	, insufficient human resources staff , government scheme is sufficient , don't know how to implement , not a priority , other (provide details):				
6.1	.1 Please indicate the number of weeks of employer funded paid parental leave that is provided for secondary carers.				
	1				
6.3	What proportion of your total workforce has access to employer funded paid parental leave for SECONDARY CARERS? In your calculation, you must include casuals when working out the proportion. For example, if ALL employees have access to employer funded paid parental leave for SECONDARY CARERS, including casuals, you would enter 100%. If casuals do not have access to this leave, your figure would always be less than 100%.				
	Please enter a whole number that repercentile, (e.g. if 23.4% enter 20; if	epresents the percentage of employees to the nearest 10th 45.7% enter 50).			
		Secondary carer's leave			
	Percentage:	100			
and/o		I female and male non-managers, have utilised parental leave (paid eriod (this is to include employees still on parental leave who g period)?			

7.

No cell should be left blank, please enter '0' (zero) where there is no data.

	Primary carer's leave		Secondary carer's leave		
	Female	Male	Female	Male	
Managers	2	0	0	0	
Non-managers	13	0	0	2	

8. Provide the NUMBER of employees who, during the reporting period, ceased employment during, or at the end of, parental leave (by gender and manager/non-manager categories).

This includes employees on parental leave that had commenced in another reporting period. Include situations where the parental leave was taken continuously with any other leave type. For example, a person may have utilised paid/unpaid parental leave, annual leave or other unpaid leave during a single block of 'parental leave'.

'Ceased employment' means anyone who has exited the organisation for whatever reason, including resignations, redundancies and dismissals.

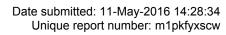
No cell should be left blank, please enter '0' (zero) where there is no data.

	Female	Male
Managers	0	0
Non-managers	1	0

Do you have a formal policy and/or formal strategy on flexible working arrangements?
☐ Standalone policy
⊠ Policy is contained within another policy
☐ Standalone strategy
☐ Strategy is contained within another strategy
□ No
No, currently under development

☐ No, insufficient human resources staff

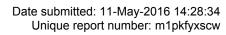
9.







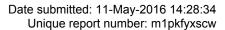
	☐ No ☐ No ☐ No	, included in workplace agreement , don't have expertise , don't offer flexible arrangements , not a priority , other (provide details):
10.		ou have a formal policy and/or formal strategy to support employees with family or caring nsibilities?
	No N	s (you can select policy and/or strategy options) Standalone policy Policy is contained within another policy Standalone strategy Strategy is contained within another strategy currently under development insufficient human resources staff included in workplace agreement indon't have expertise in not a priority in other (provide details):
11.		ou have any non-leave based measures to support employees with family or caring responsibilities (e.g. byer-subsidised childcare, breastfeeding facilities, referral services)?
	☐ No ☐ No ☐ No	
	11.1	Please indicate what measures are in place and if they are available at all worksites (where only one worksite exists, for example a head-office, please select "Available at all worksites"):
		☐ Employer subsidised childcare ☐ Available at some worksites only ☐ Available at all worksites ☐ On-site childcare ☐ Available at some worksites only
		☐ Available at all worksites ☐ Breastfeeding facilities ☐ Available at some worksites only ☐ Available at all worksites ☐ Childcare referral services
		Available at some worksites only Available at all worksites Internal support networks for parents Available at some worksites only
		☐ Available at all worksites ☐ Return to work bonus (only select this option if the return to work bonus is NOT the balance of paid parental leave when an employee returns from leave). ☐ Available at some worksites only ☐ Available at all worksites
		☐ Available at all worksites ☐ Information packs to support new parents and/or those with elder care responsibilities ☐ Available at some worksites only ☐ Available at all worksites ☐ Referral services to support employees with family and/or caring responsibilities ☐ Available at some worksites only
		☐ Available at some worksites only ☐ Available at all worksites







		☐ Available at some worksites only ☐ Available at all worksites
		☐ Support in securing school holiday care ☐ Available at some worksites only
		Available at all worksites Coaching for employees on returning to work from parental leave
		Available at some worksites only Available at all worksites
		Parenting workshops targeting mothers Available at some worksites only
		☐ Available at all worksites ☐ Parenting workshops targeting fathers
		☐ Available at some worksites only ☐ Available at all worksites
		None of the above, please complete question 11.2 below
	11.2	Please provide details of any other non-leave based measures that are in place and whether they are available at all worksites.
		Keeping in Touch Agreements between the line manager and the employee ensuring they remain engaged and abreast of what is happening within the organisation. Flexibility in work from home arrangements, negotiating a plan/roster and changes as needed to support a balance between their work and family commitments.
12.	Do yo violer	u have a formal policy and/or formal strategy to support employees who are experiencing family or domestic nce?
	☐ Ye	s (you can select policy and/or strategy options) Standalone policy
		☐ Policy is contained within another policy ☐ Standalone strategy
	☐ No	☐ Strategy is contained within another strategy
		, currently under development , insufficient human resources staff
	☐ No	, included in workplace agreement , not aware of the need
	☐ No	, don't have expertise
		, not a priority , other (please provide details):
13.		than a policy and/or strategy, do you have any measures to support employees who are experiencing family mestic violence?
	☐ Ye	s - please indicate the type of measures in place (more than one option can be selected):
		 ☐ Employee assistance program (including access to a psychologist, chaplain or counsellor) ☐ Training of key personnel
		☐ A domestic violence clause is in an enterprise agreement or workplace agreement ☐ Workplace safety planning
		☐ Access to paid domestic violence leave (contained in an enterprise/workplace agreement)
		 ☐ Access to unpaid domestic violence leave (contained in an enterprise/workplace agreement) ☐ Access to paid domestic violence leave (not contained in an enterprise/workplace agreement)
		☐ Access to unpaid leave ☐ Confidentiality of matters disclosed
		☐ Referral of employees to appropriate domestic violence support services for expert advice
		☐ Protection from any adverse action or discrimination based on the disclosure of domestic violence ☐ Flexible working arrangements
		Provide financial support (e.g. advance bonus payment or advanced pay)
		☐ Offer change of office location ☐ Emergency accommodation assistance
		Access to medical services (e.g. doctor or nurse)
		Other (provide details):





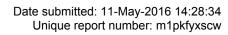


availa	e tick the checkboxes in the state of the st	(please n							
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Gender equality indicator 5: Consultation with employees on issues concerning gender equality in the workplace

This gender equality indicator seeks information on what consultation occurs between employers and employees on issues concerning gender equality in the workplace.

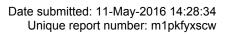
15. Have you consulted with employees on issues concerning gender equality in your workplace?







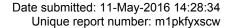
	☐ No ☐ No	insufficient human resources staff don't have expertise not a priority other (provide details):
	15.1	How did you consult with employees on issues concerning gender equality in your workplace (more than one option can be selected)?
		 Survey Consultative committee or group Focus groups Exit interviews Performance discussions Other (provide details):
	15.2	Please indicate what categories of employees you consulted.
		 All staff Women only Men only Human resources managers Management Employee representative group(s) Diversity committee or equivalent Women and men who have resigned while on parental leave Other (provide details):
	15.3	Should you wish to provide additional information on any of your responses under gender equality indicator 5, please do so below:
		NA
Ger	nder	equality indicator 6: Sex-based harassment and discrimination
partici	pation.	n of sex-based harassment and discrimination (SBH) has been identified as important in improving workplace Set by the Minister, this gender equality indicator seeks information on the existence of a SBH policy and/or strategy raining of managers on SBH is in place.
16.	Do yo	u have a formal policy and/ or formal strategy on sex-based harassment and discrimination prevention?
	No No No No	s (you can select policy and/or strategy options) Standalone policy Policy is contained within another policy Standalone strategy Strategy is contained within another strategy currently under development insufficient human resources staff included in workplace agreement don't have expertise not a priority other (provide details):







	16.1	Do you include a grievance process in any sex-based harassment and discrimination prevention policy and/or strategy?
		 Yes No No, currently under development No, insufficient human resources staff No, don't have expertise No, not a priority No, other (provide details):
17.	Does your workplace provide training for all managers on sex-based harassment and discrimination prevention?	
	⊠ Yes	s - please indicate how often this training is provided ('At induction' AND one of the other options can be selected): At induction At least annually Every one-to-two years Every three years or more Varies across business units Other (provide details):
	☐ No, ☐ No, ☐ No,	currently under development insufficient human resources staff don't have expertise not a priority other (provide details):
	17.1	Should you wish to provide additional information on any of your responses under gender equality indicator 6, please do so below:
		NA
Oth	er	
18.	in imp	d you wish to provide details of any initiatives that you feel are particularly outstanding, or that have resulted roved gender equality outcomes in your workplace, please enter this information below. (As with all of the ons in this questionnaire, any information you provide here will appear in your public report.)
	NA	







Gender composition proportions in your workplace

Important notes:

- 1. Proportions are based on the data contained in your workplace profile and reporting questionnaire.
- Some proportion calculations will not display until you press **Submit** at step 6 on the reporting page in the portal. When your CEO signs off the report prior to it being submitted, it is on the basis that the proportions will only reflect the data contained in the report.
- 3. If any changes are made to your report after it has been submitted, the proportions calculations will be refreshed and reflect the changes after you have pressed **Re-submit** at step 6 on the reporting page.

Based upon your workplace profile and reporting questionnaire responses:

Gender composition of workforce

1. the gender composition of your workforce overall is 87.6% females and 12.4% males.

Promotions

- 2. 100.0% of employees awarded promotions were women and 0.0% were men
 - i. 100.0% of all manager promotions were awarded to women
 - ii. 0.0% of all non-manager promotions were awarded to women.
- 3. 53.1% of your workforce was part-time and 50.0% of promotions were awarded to part-time employees.

Resignations

- 4. 91.3% of employees who resigned were women and 8.7% were men
 - . 100.0% of all managers who resigned were women
 - ii. 90.7% of all non-managers who resigned were women.
- 5. 53.1% of your workforce was part-time and 34.0% of resignations were part-time employees.

Employees who ceased employment before returning to work from parental leave

- i. 6.7% of all women who utilised parental leave ceased employment before returning to work
- ii. 0.0% of all men who utilised parental leave ceased employment before returning to work
- iii. N/A managers who utilised parental leave and ceased employment before returning to work were women
- iv. 100.0% of all non-managers who utilised parental leave and ceased employment before returning to work were women.

Notification and access List of employee organisations: ANMF,VHPA, ASU, HWU CEO sign off confirmation Name of CEO or equivalent: Nigel Fidgeon CEO signature: Date: