



Date Created: 25-05-2023



**Australian Government**



**Workplace  
Gender Equality  
Agency**





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# 2022 - 23 Gender Equality Reporting

## Submitted By:

Sexual Assault And Family Violence Centre Inc 93316567100

# #Workplace Overview

## Policies and Strategies

- 1. Do you have a formal policy and/or formal strategy in place that specifically supports gender equality in the following areas?**

**Recruitment:** Yes  
Policy

**Retention:** Yes  
Strategy

**Performance management processes:** Yes  
Policy

**Promotions:** Yes.  
Policy

**Talent identification/identification of high potentials:** No  
**Other:** Identified need for talent identification strategy

**Succession planning:** Yes  
Strategy

**Training and development:** Yes  
Policy

**Key performance indicators for managers relating to gender equality:** No
- 2. Do you have a formal policy and/or formal strategy in place that supports gender equality overall?**  
Yes  
Policy; Strategy
- 4. If your organisation would like to provide additional information relating to your gender equality policies and strategies, please do so below.**

## Governing Bodies

**Organisation:** Sexual Assault And Family Violence Centre Inc

**1.Name of the governing body:** The Sexual Assault & Family Violence Centre Board

**2.Type of the governing body:** Board / committee of partners

**Number of governing body chair and member by gender:**

<b>Chair</b>	<b>Female (F)</b> 1	<b>Male (M)</b> 0	<b>Non-Binary</b> 0
<b>Member</b>	<b>Female (F)</b> 6	<b>Male (M)</b> 1	<b>Non-Binary</b> 0

**4. Formal section policy and/or strategy:** Yes

**Selected value:** Strategy

**6. Target set to increase the representation of women:** No

**Selected value:**

Other

**Other value:** Only one male board member

**7. Do you have a formal policy and/or formal strategy in place to support gender equality in the composition of this organisation's governing body?**

Yes

**Selected value:** Strategy

**2. If your organisation would like to provide additional information relating to your gender equality policies and strategies, please do so below.**

# #Action on gender equality

## Gender Pay Gaps

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

No

Currently under development

**Estimated completion date:** 2023-12-31

**2. What was the snapshot date used for your Workplace Profile?**

2023-03-16

**4. If your organisation would like to provide additional information relating to gender pay gaps in your workplace, please do so below.**

Most employee pay conditions are provided by Enterprise Agreement. There is discretion to pay Manager roles above Enterprise Agreement terms and conditions. A formal remuneration framework under development to determine clear guide and criteria for Manager remuneration.

## Employer action on pay equality

1. Have you analysed your payroll to determine if there are any remuneration gaps between women and men (e.g. conducted a gender pay gap analysis)?

Yes

- 1.1 When was the most recent gender remuneration gap analysis undertaken?

Within the last 1-2 years

- 1.2 Did you take any actions as a result of your gender remuneration gap analysis?

No

No unexplained or unjustifiable gaps identified

- 1.3 What type of gender remuneration gap analysis has been undertaken?

3. If your organisation would like to provide additional information relating to employer action on pay equity in your workplace, please do so below.

## Employee Consultation

1. Have you consulted with employees on issues concerning gender equality in your workplace during the reporting period?

No/Not aware of the need

2. Do you have a formal policy and/or formal strategy in place on consulting employees about gender equality?

No

Not aware of the need

3. On what date did your organisation share your last year's public reports with employees and shareholders?

Employees:

Shareholder:

4. Have you shared previous Executive Summary and Industry Benchmark reports with the governing body?

Yes

5. If your organisation would like to provide additional information relating to employee consultation on gender equality in your workplace, please do so below.

# #Flexible Work

## Flexible Working

1. Do you have a formal policy and/or formal strategy on flexible working arrangements?

Yes

Policy

- 1.1. Please indicate which of the following are included in your flexible working arrangements strategy or policy:

**A business case for flexibility has been established and endorsed at the leadership level**

Yes

**The organisation's approach to flexibility is integrated into client conversations**

Yes

**Employees are surveyed on whether they have sufficient flexibility**

Yes

**Employee training is provided throughout the organisation**

Yes

**The impact of flexibility is evaluated (e.g. reduced absenteeism, increased employee engagement)**

Yes

**Flexible working is promoted throughout the organisation**

Yes

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**Targets have been set for engagement in flexible work**

No

Currently under development

**Estimated Completion Date:** 2023-12-31

**Metrics on the use of, and/or the impact of, flexibility measures are reported to the governing body**

No

Not aware of the need

**Metrics on the use of, and/or the impact of, flexibility measures are reported to key management personnel**

No

Not aware of the need

**Leaders are held accountable for improving workplace flexibility**

Yes

**Leaders are visible role models of flexible working**

Yes

**Manager training on flexible working is provided throughout the organisation**

Yes

**Targets have been set for men's engagement in flexible work**

No

Other

**Other:** predominant female workforce, 3 male employees, not identified as a current need

**Team-based training is provided throughout the organisation**

Yes

**Other:** No

**2. Do you offer any of the following flexible working options to MANAGERS in your workplace?**

**Carer's leave:** Yes

SAME options for women and men  
Formal options are available

**Compressed working weeks:** Yes

SAME options for women and men Formal options are available

**Flexible hours of work:** Yes

SAME options for women and men Formal options are available; Informal options are available

**Job sharing:** Yes

SAME options for women and men

Formal options are available

**Part-time work:** Yes

SAME options for women and men Formal options are available

**Purchased leave:** Yes

SAME options for women and men Formal options are available

**Remote working/working from home:** Yes

SAME options for women and men

**Time-in-lieu:** Yes

SAME options for women and men

Informal options are available

**Unpaid leave:** Yes

SAME options for women and men Formal options are available

3. **Are your flexible working arrangement options for NON-MANAGERS the same as the options for managers above?**

Yes

5. **Did you see an increase, overall, in the approval of FORMAL flexible working arrangements for your workforce between the 2021-22 and the 2022-23 reporting periods?**

Yes, women and men

7. **If your organisation would like to provide additional information relating to flexible working and gender equality in your workplace, please do so below.**

# #Employee Support

## Paid Parental leave

1. **Do you provide employer-funded paid parental leave in addition to any government-funded parental leave scheme?**

Yes, we offer employer funded parental leave using the primary/secondary carer definition



**1. If your organisation would like to provide additional information relating to paid parental leave and gender equality in your workplace, please do so below.**

Employee commencing employment with the organisation can access paid parental leave on a pro rata basis up to 12 months of employment where they are entitled to access to full paid parental leave entitlement.

## Support for carers

**1. Do you have a formal policy and/or formal strategy to support employees with family or caring responsibilities?**

Yes

Policy

**2. Do you offer any of the following support mechanisms for employees with family or caring responsibilities?**

**2.1. Employer subsidised childcare**

No

Not aware of the need

**2.2. Return to work bonus (only select if this bonus is not the balance of paid parental leave)**

No

Insufficient resources/expertise

**2.3. Breastfeeding facilities**

Yes

Available at ALL worksites

**2.4. Childcare referral services**

No

**2.5. Coaching for employees on returning to work from parental leave**

No

Not aware of the need

**2.6. Targeted communication mechanisms (e.g. intranet/forums)**

No

Not aware of the need

**2.7. Internal support networks for parents**

No

Not aware of the need

**2.8. Information packs for new parents and/or those with elder care responsibilities**

No

Not aware of the need

**2.9. Parenting workshops targeting fathers**

No

Not aware of the need

**2.10. Parenting workshops targeting mothers**

No

Not aware of the need

**2.11. Referral services to support employees with family and/or caring responsibilities**

No

Not aware of the need

**2.12. Support in securing school holiday care**

No

Not aware of the need

**2.13. On-site childcare**

No

Insufficient resources/expertise

**2.14. Other details: No**

- 3. If your organisation would like to provide additional information relating to support for carers in your workplace, please do so below.**

## **Sexual harassment, harassment on the grounds of sex or discrimination**

- 1. Do you have a formal policy and/or formal strategy on the prevention and response to sexual harassment, harassment on the grounds of sex or discrimination?**

Yes

Policy

- 1.3 Do you provide a grievance process in your sexual harassment policy and/or strategy?**

Yes

- 2. Do you provide training on the prevention of sexual harassment, harassment on the ground of sex or discrimination to the following groups?**

All Non-Managers

Yes

**Voluntary question: All Non-Managers**

9. If your organisation would like to provide additional information relating to measures to prevent and response to sexual harassment, harassment on the grounds of sex or discrimination, please do so below.

## Family or domestic violence

1. Do you have a formal policy and/or formal strategy to support employees who are experiencing family or domestic violence?

Yes

Policy

2. Other than a formal policy and/or formal strategy, do you have the following support mechanisms in place to support employees who are experiencing family or domestic violence?

**A domestic violence clause is in an enterprise agreement or workplace agreement**

Yes

**Confidentiality of matters disclosed**

Yes

**Protection from any adverse action or discrimination based on the disclosure of domestic violence**

Yes

**Employee assistance program (including access to psychologist, chaplain or counsellor)**

Yes

**Emergency accommodation assistance**

Yes

**Provision of financial support (e.g. advance bonus payment or advanced pay)**

No

Other

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**Provide Details:** Financial support has not yet been needed.

**Flexible working arrangements**

Yes

**Offer change of office location**

Yes

**Access to medical services (e.g. doctor or nurse)**

Yes

**Training of key personnel**

Yes

**Referral of employees to appropriate domestic violence support services for expert advice**

Yes

**Workplace safety planning**

Yes

**Access to paid domestic violence leave (contained in an enterprise/workplace agreement)**

Yes

**Is the leave period unlimited?**

No

**Number of Days:**

20

**Access to paid domestic violence leave (not contained in an enterprise/workplace agreement)**

No

Other

**Other Details:** up to 20 days provided per year

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**Access to unpaid domestic violence leave (contained in an enterprise/workplace agreement)**

No

Not aware of the need

**Access to unpaid leave**

Yes

**Is the leave period unlimited?**

Yes

**Provide Details: Yes**

dependent on individual circumstances

- 2. If your organisation would like to provide additional information relating to family and domestic violence affecting your workplace, please do so below**