



Public report

2019-20

Submitted by

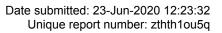
Legal Name: Warilla Bowls & Recreation Club Ltd





Organisation and contact details

Submitting organisation details	Legal name	Warilla Bowls & Recreation Club Ltd
	ABN	56000984145
	ANZSIC	H Accommodation and Food Services 4530 Clubs (Hospitality)
	Business/trading name/s	Warilla Bowls & Recreation Club
	ASX code (if applicable)	
	Postal address	PO Box 84 WARILLA NSW 2528 AUSTRALIA
	Organisation phone number	(02) 4295 9595
Reporting structure	Number of employees covered by this report	123





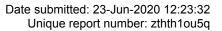


Workplace profile

Manager

Manager	Deposition level to CEO	Complex one of status		ı	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
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	1	1	2
		Full-time contract	0	0	0
Key management personnel	-1	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	0	2	2
		Full-time contract	0	0	0
Other executives/General managers	-2	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	2	4	6
		Full-time contract	0	0	0
Senior Managers	-3	Part-time permanent	1	0	1
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	0	2	2
		Full-time contract	0	0	0
Other managers	-4	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
Grand total: all managers			4	10	14

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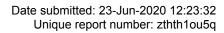


Workplace profile

Non-manager

Non manager appunational estagaries	Employment status	No. of employees (excluding	graduates and apprentices)	No. of graduate	s (if applicable)	No. of apprentic	es (if applicable)	Total ampleyage
Non-manager occupational categories	Employment status	F	M	F	М	F	M	Total employees
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Professionals	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	1	2	0	0	2	6	11
	Full-time contract	0	0	0	0	0	0	0
Technicians and trade	Part-time permanent	0	1	0	0	0	0	1
	Part-time contract	0	0	0	0	0	0	0
	Casual	1	0	0	0	0	0	1
	Full-time permanent	3	4	0	0	0	0	7
	Full-time contract	0	0	0	0	0	0	0
Community and personal service	Part-time permanent	12	5	0	0	0	0	17
	Part-time contract	0	0	0	0	0	0	0
	Casual	31	12	0	0	0	0	43
	Full-time permanent	3	2	0	0	0	0	5
	Full-time contract	0	0	0	0	0	0	0
Clerical and administrative	Part-time permanent	3	1	0	0	0	0	4
	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
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	1	0	0	0	0	1
	Full-time contract	0	0	0	0	0	0	0
Machinery operators and drivers	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

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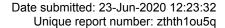






Non manager equipational estageries	Employment status	No. of employees (excluding	graduates and apprentices)	No. of graduate	s (if applicable)	No. of apprentice	es (if applicable)	Total ampleyees
Non-manager occupational categories	Employment status	F	M	F	М	F	М	Total employees
	Full-time permanent	0	3	0	0	0	0	3
	Full-time contract	0	0	0	0	0	0	0
Labourers	Part-time permanent	2	0	0	0	0	0	2
	Part-time contract	0	0	0	0	0	0	0
	Casual	8	3	0	0	0	0	11
	Full-time permanent	1	0	0	0	0	0	1
	Full-time contract	0	0	0	0	0	0	0
Others	Part-time permanent	1	0	0	0	0	0	1
	Part-time contract	0	0	0	0	0	0	0
	Casual	1	0	0	0	0	0	1
Grand total: all non-managers		67	34	0	0	2	6	109

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Reporting questionnaire

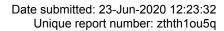
Gender equality indicator 1: Gender composition of workforce

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.

NB. IMPORTANT:

- References to the Act mean the Workplace Gender Equality Act 2012.
- A formal 'policy' and/or 'formal strategy' in this questionnaire refers to formal policies and/or strategies that are either standalone or contained within another formal policy/formal strategy.
- Data provided in this reporting questionnaire covers the TOTAL reporting period from 1 April 2019 to 31 March 2020. (This differs from the workplace profile data which is taken at a point-in-time during the reporting period).
- · Answers need to reflect ALL organisations covered in this report.
- If you select "NO, Insufficient resources/expertise" to any option, this may cover human or financial resources.
- 1. Do you have formal policies and/or formal strategies in place that SPECIFICALLY SUPPORT GENDER EQUALITY relating to the following?

1.1	Recruitment ☐ Yes (select all applicable answers) ☐ Policy ☐ Strategy ☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority
1.2	Retention ☐ Yes (select all applicable answers) ☐ Policy ☐ Strategy ☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority
1.3	Performance management processes ☐ Yes (select all applicable answers) ☐ Policy ☐ Strategy ☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority







1.4	Promotions
	 ✓ Yes (select all applicable answers) ✓ Policy ✓ Strategy ✓ No (you may specify why no formal policy or formal strategy is in place) ✓ Currently under development, please enter date this is due to be completed ✓ Insufficient resources/expertise ✓ Not a priority
1.5	Talent identification/identification of high potentials
	 Yes (select all applicable answers) ☐ Policy ☐ Strategy ☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority
1.6	Succession planning
	 ✓ Yes (select all applicable answers) ✓ Policy ─ Strategy ☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority
1.7	Training and development
	 ✓ Yes (select all applicable answers) ✓ Policy ─ Strategy ☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority
1.8	Key performance indicators for managers relating to gender equality
	 ✓ Yes (select all applicable answers) ✓ Policy ─ Strategy ☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority
1.9	Gender equality overall
	 ✓ Yes (select all applicable answers) ✓ Policy ✓ Strategy ✓ No (you may specify why no formal policy or formal strategy is in place) ✓ Currently under development, please enter date this is due to be completed ✓ Insufficient resources/expertise ✓ Not a priority





1.10 How many employees were promoted during the reporting period against each category below?
IMPORTANT: Because promotions are included in the number of appointments in Q1.11, the number of promotions should never exceed appointments.

	Mana	gers	Non-ma	nagers
	Female	Male	Female	Male
Permanent/ongoing full-time employees	1	0	3	3
Permanent/ongoing part-time employees	0	0	2	1
Fixed-term contract full-time employees	0	0	0	0
Fixed-term contract part-time employees	0	0	0	0
Casual employees	0	0	8	6

1.11 How many appointments in total were made to manager and non-manager roles (based on WGEA-defined managers/non-managers) during the reporting period (add the number of external appointments and internal promotions together)?

	Female	Male
Number of appointments made to MANAGER roles (including promotions)	1	0
Number of appointments made to NON-MANAGER roles (including promotions)	13	10

1.12 How many employees resigned during the reporting period against each category below?

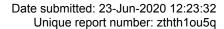
	Mana	gers	Non-ma	nagers
	Female	Male	Female	Male
Permanent/ongoing full-time employees	0	1	2	3
Permanent/ongoing part-time employees	0	0	3	0
Fixed-term contract full-time employees	0	0	0	0
Fixed-term contract part-time employees	0	0	0	0
Casual employees	0	0	8	4

1.13 If your organisation would like to provide additional information relating to gender equality indicator 1, please do so below.

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. The organisation(s) you are reporting on will have a governing body. In the Act, governing body is defined as "the board of directors, trustees, committee of management, council or other governing authority of the employer". This question relates to the highest governing body for your Australian entity, even if it is located overseas.
 - 2.1 Please answer the following questions relating to each governing body covered in this report.



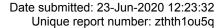




Note: If this report covers more than one organisation, the questions below will be repeated for each organisation before proceeding to question 2.2.

If your organisation's governing body is the same as your parent entity's, you will need to add your organisation's name BUT the numerical details of your parent entity's governing body.

.1b.1	I What gender is the Chair on t Chair at your last meeting)?	his governing body (if the ro	le of the Chair rotates	s, enter the gender of the
		Fem	ale	Male
	Number	0	1	
1c.1	How many other members are	e on this governing body (ex	cluding the Chair/s)?	
		Fem	ale	Male
	Number	0	8	
	☐ Currently under deve ☐ Insufficient resources	rarget has not been set) rd has gender balance (e.g. 40 elopment, please enter date thi s/expertise over governing body/board app the Members s):	% women/40% men/20 s is due to be complete pointments (provide de	0% either) ed
.2	Do you have a formal selection organisations covered in this		tion strategy for gove	erning body members for A
	∑ Yes (select all applicable ans	formal selection policy or form		. ,
	Currently under deve	s/expertise over governing body appointment	·	







2.5 If your organisation would like to provide additional information relating to gender equality indicator 2, please do so below.

Gender equality indicator 3: Equal remuneration between women and men

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

3.	Do yo	ou have a formal policy and/or formal strategy on remuneration generally?
		es (select all applicable answers) Policy Strategy (you may specify why no formal policy or formal strategy is in place) Currently under development, please enter date this is due to be completed Insufficient resources/expertise Salaries set by awards/industrial or workplace agreements Non-award employees paid market rate Not a priority Other (provide details):
4.		you analysed your payroll to determine if there are any remuneration gaps between women and men (i.e. ucted a gender pay gap analysis)?
	⊠ No room qualif IS roo	ss - the most recent gender remuneration gap analysis was undertaken: Within last 12 months Within last 1-2 years More than 2 years ago but less than 4 years ago Other (provide details): O (you may specify why you have not analysed your payroll for gender remuneration gaps) Currently under development, please enter date this is due to be completed Insufficient resources/expertise Salaries for ALL employees (including managers) are set by awards or industrial agreements AND there is no for discretion in pay changes (for example because pay increases occur only when there is a change in tenure or ications) Salaries for SOME or ALL employees (including managers) are set by awards or industrial agreements and there om for discretion in pay changes (because pay increases can occur with some discretion such as performance issments) Non-award employees paid market rate Not a priority Other (provide details):
	4.2	If your organisation would like to provide additional information relating to gender equality indicator 3, please do so below:

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

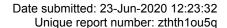




to combine paid work and family or caring responsibilities through such arrangements. The achievement of this goal is fundamental to gender equality and to maximising Australia's skilled workforce.

			or PRIMARY CARERS that scheme for primary care	at is available for women AN rs?
☐ By paying ☐ By paying ☐ By paying time over which it is ☐ As a lump ☐ No, we offer paid indicate how employ ☐ By paying ☐ By paying ☐ No, we offer paid paid parental leave is ☐ By paying ☐ As a lump ☐ As a lump ☐ No, not available ☐ Currently ☐ Insufficien	the gap between the end the employee's full sapaid. For example, full a parental leave for primer funded paid parental the gap between the end the employee's full sapaid. For example, full a sum payment (paid proparental leave for primes provided to men ONL the gap between the end the employee's full sapaid. For example, full a paid. For example, full a sum payment (paid proparental leave for primes provided to men ONL the gap between the end the employee's full sapaid. For example, full a sum payment (paid proparent) you may specify why under development, plut resources/expertise ent scheme is sufficient rity	employee's salary an lary (in addition to th pay for 12 weeks or re- or post- parental lary carers that is avalleave is provided to employee's salary an lary (in addition to the pay for 12 weeks or re- or post- parental lary (in addition to the pay for 12 weeks or lary carers that is avaly (in addition to the pay for 12 weeks or lary (in addition to the pay for 12 weeks or re- or post- parental lary (in addition to the pay for 12 weeks or re- or post- parental lates are enter date this	half pay for 24 weeks leave, or a combination) ailable to women ONLY (common only): and the government's paid schemal pay for 24 weeks leave, or a combination) ailable to men ONLY. (Plead the government's paid schemal pay for 24 weeks leave, or a combination) ailable to men only. (Plead the government's paid schemal pay for 24 weeks leave, or a combination)	parental leave scheme ame), regardless of the period of th
(,	Wide details).			
-		of a couple or a sing	gle carer, REGARDLESS	OF GENDER, who is not the
A "SECONDARY CA primary carer. Do you provide EM women, in addition	ARER" is a member o	id parental leave fo		OF GENDER, who is not the S that is available for men an y carers?
A "SECONDARY CAprimary carer. Do you provide EM women, in addition Yes No, we offer paid No, we offer paid Currently Insufficient Government	PLOYER FUNDED parental leave for SEC parental leave for SEC parental leave for SEC cify why employer fundunder development, plat resources/expertise ent scheme is sufficient	id parental leave for unded parental leave CONDARY CARERS CONDARY CARERS led paid parental leave ease enter date this	or SECONDARY CARERS we scheme for secondary	S that is available for men any carers? ONLY (e.g. paternity leave) n ONLY
A "SECONDARY CAPTION PRIVATE OF A "SECONDARY CAPTION OF A TOP OF A	PLOYER FUNDED parental leave for SEC parental leave for SEC parental leave for SEC cify why employer fundunder development, plat resources/expertise ent scheme is sufficient rity poide details):	id parental leave for unded parental leave for unded parental leave condant of the condant of th	or SECONDARY CARERS we scheme for secondary that is available to men Conthat is available to wome ve for secondary carers is is due to be completed	S that is available for men ary carers? ONLY (e.g. paternity leave) n ONLY
A "SECONDARY CAPTION PRIVATE OF A "SECONDARY CAPTION OF A TOP OF A	PLOYER FUNDED parental leave for SEC parental leave for SEC parental leave for SEC cify why employer fund under development, plat resources/expertise ent scheme is sufficient rity ovide details): ERS have taken parents and provide details of the second parents are sufficient rity ovide details.	id parental leave for unded parental leave to unded parental leave CONDARY CARERS led paid parental leave asse enter date this to the unit leave during the lease of when it cortains to the unit cortains are the unit leave during the lease of when it cortains are the unit leave during the lease of when it cortains are the unit leave during the lease of when it cortains are the unit leave during the lease of when it cortains are the unit leave during the lease of when it cortains are the unit leave during the leave during the unit leave during the unit leave the unit leave during the unit	or SECONDARY CARERS we scheme for secondary that is available to men Control that is available to wome we for secondary carers is is due to be completed the reporting period (paid mmenced.	S that is available for men any carers? ONLY (e.g. paternity leave) n ONLY not paid)

7.1 How many NON-MANAGERS have taken parental leave during the reporting period (paid and/or unpaid)? Include employees still on parental leave, regardless of when it commenced.







	Primary carer's leave		Secondary carer's leave	
	Female	Male	Female	Male
Non-managers	1	0	0	0

8.	How many MANAGERS, during the reporting period, ceased employment before returning to work from parental
	leave, regardless of when the leave commenced?

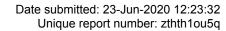
- Include those where parental leave was taken continuously with any other leave type. For example, where annual leave or any other paid or unpaid leave is also taken at that time.
- 'Ceased employment' means anyone who has exited the organisation for whatever reason, including resignations, redundancies and dismissals.

	Female	Male
Managers	0	0

- 8.1 How many NON-MANAGERS, during the reporting period, ceased employment before returning to work from parental leave, regardless of when the leave commenced?
 - Include those where parental leave was taken continuously with any other leave type. For example, where annual leave or any other paid or unpaid leave is also taken at that time.
 - 'Ceased employment' means anyone who has exited the organisation for whatever reason, including resignations, redundancies and dismissals.

	Female	Male
Non-managers	0	0

	Non-managers	0	0
9.	Do you have a formal policy and/or formal s	strategy on flexible working arr	angements?
	☐ Yes (select all applicable answers) ☐ Policy ☐ Strategy ☐ No (you may specify why no formal policy of a currently under development, pleas ☐ Insufficient resources/expertise ☐ Don't offer flexible arrangements ☐ Not a priority ☐ Other (provide details): Informal Policy		npleted
10.	Do you have a formal policy and/or formal s	strategy to support employees	with family or caring responsibilities?
		e enter date this is due to be com	ppleted
11.	Do you offer any other support mechanism (eg, employer-subsidised childcare, breastf		ees with family or caring responsibilities
	 ✓ Yes ☐ No (you may specify why non-leave based ☐ Currently under development, pleas ☐ Insufficient resources/expertise ☐ Not a priority 		ppleted

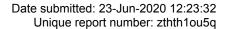






	Other (provide details):
11.1	Please select what support mechanisms are in place and if they are available at all worksites. • Where only one worksite exists, for example a head-office, select "Available at all worksites".
	☐ Employer subsidised childcare
	Available at some worksites only
	☐ Available at all worksites
	☐ On-site childcare ☐ Available at some worksites only
	☐ Available at some worksites only ☐ Available at all worksites
	☐ Reastfeeding facilities
	☐ Available at some worksites only
	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 ☐ 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 all worksites
	☐ Targeted communication mechanisms, for example intranet/ forums ☐ Available at some worksites only
	☐ 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
	Trans of the above, piedes complete question 11.2 below
Do yo	u have a formal policy and/or formal strategy to support employees who are experiencing family or domestic
violer	ce?
∐ Ye	s (select all applicable answers)
	☐ Policy ☐ Strategy
⊠ No	(you may specify why no formal policy or formal strategy is in place)
<u> </u>	Currently under development, please enter date this is due to be completed
	☐ Insufficient resources/expertise
	Included in award/industrial or workplace agreements
	Not aware of the need
	☐ Not a priority☑ Other (please provide details):
	Informal Policy

12.





14.



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

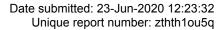
Yes (select all applicable answers)
☐ Employee assistance program (including access to a psychologist, chaplain or counsellor)
☐ Training of key personnel
☐ A domestic violence clause is in an enterprise agreement or workplace agreement
☐ Workplace safety planning
☐ Access to paid domestic violence leave (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)
☑ 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
☐ Provision of 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):
Counselling available upon request
☐ No (you may specify why no other support mechanisms are in place)
Currently under development, please enter date this is due to be completed
☐ Insufficient resources/expertise
☐ Not aware of the need
☐ Not a priority
Other (provide details):
Where any of the following options are available in your workplace, are those option/s available to both womer
AND men?
flexible hours of work
 compressed working weeks time-in-lieu
telecommuting
• part-time work
 job sharing carer's leave
carer's leave purchased leave
• unpaid leave.
Options may be offered both formally and/or informally.
For example, if time-in-lieu is available to women formally but to men informally, you would select NO.
roi example, il time-in-neu is avaliable to women formally but to men imormally, you would select NO.

14.1 Which options from the list below are available? Please tick the related checkboxes.

 \boxtimes Yes, the option/s in place are available to both women and men. \square No, some/all options are not available to both women AND men.

Unticked checkboxes mean this option is NOT available to your employees.

Managers		Non-managers	
Formal	Informal	Formal	Informal
	\boxtimes		\boxtimes
\boxtimes		\boxtimes	
		\boxtimes	
\boxtimes		\boxtimes	
	\boxtimes		\boxtimes
	\boxtimes		\boxtimes
	\boxtimes		\boxtimes
	Formal	Formal Informal	Formal Informal Formal



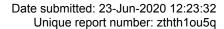




		 ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☑ Not a priority ☐ Other (provide details):
	14.4	If your organisation would like to provide additional information relating to gender equality indicator 4, please do so below:
		equality indicator 5: Consultation with employees on issues ning gender equality in the workplace
This (gender e erning ge	equality indicator seeks information on what consultation occurs between employers and employees on issues cender equality in the workplace.
5.	Have	you consulted with employees on issues concerning gender equality in your workplace?
	⊠ Ye □ No	(you may specify why you have not consulted with employees on gender equality) Not needed (provide details why): Insufficient resources/expertise Not a priority Other (provide details):
	15.1	How did you consult with employees on issues concerning gender equality in your workplace?
		□ Survey □ Consultative committee or group □ Focus groups □ Exit interviews □ Performance discussions □ Other (provide details): Induction
	15.2	Who did you consult?
		 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	If your organisation would like to provide additional information relating to gender equality indicator 5, please do so below.

You may specify why any of the above options are NOT available to your employees.

Gender equality indicator 6: Sex-based harassment and discrimination







The prevention of sex-based harassment and discrimination (SBH) has been identified as important in improving workplace participation. Set by the Minister, this gender equality indicator seeks information on the existence of a SBH policy and/or strategy and whether training of managers on SBH is in place.

⊠ Ye	s (select all applicable answers) ☑ Policy ☐ Strategy
□ No	you may specify why no formal policy or formal strategy is in place) Currently under development, please enter date this is due to be completed Insufficient resources/expertise
	☐ Included in award/industrial or workplace agreement ☐ Not a priority ☐ Other (provide details):
16.1	Do you include a grievance process in any sex-based harassment and discrimination prevention formal policy and/or formal strategy?
	 Yes No (you may specify why a grievance process is not included) □ Currently under development, please enter date this is due to be completed □ Insufficient resources/expertise □ Not a priority □ Other (provide details):
Do yo	ou provide training for all managers on sex-based harassment and discrimination prevention?
⊠ Ye	s - please indicate how often this training is provided: At induction At least annually
	☐ Every one-to-two years ☐ Every three years or more ☐ Varies across business units ☑ Other (provide details):
□ No	Also when a course arises through the Club Managers Association (you may specify why this training is not provided) Currently under development, please enter date this is due to be completed Insufficient resources/expertise Not a priority Other (provide details):
17.1	If your organisation would like to provide additional information relating to gender equality indicator 6,

Other

18. If your organisation has introduced any outstanding initiatives that have resulted in improved gender equality in your workplace, please tell us about them.

(As with all questions in this questionnaire, information you provide here will appear in your public report.)

Date submitted: 23-Jun-2020 12:23:32 Unique report number: zthth1ou5q





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 59.3% females and 40.7% males.

Promotions

- 2. 58.3% of employees awarded promotions were women and 41.7% were men
 - i. 100.0% of all manager promotions were awarded to women
 - ii. 56.5% of all non-manager promotions were awarded to women.
- 3. 21.1% of your workforce was part-time and 12.5% of promotions were awarded to part-time employees.

Resignations

- 4. 61.9% of employees who resigned were women and 38.1% were men
 - i. 0.0% of all managers who resigned were women
 - ii. 65.0% of all non-managers who resigned were women.
- 5. 21.1% of your workforce was part-time and 14.3% of resignations were part-time employees.

Employees who ceased employment before returning to work from parental leave

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

CEO sign off confirmation

Name of CEO or equivalent:	Confirmation CEO has signed the report:
Phillip Kipp	
CEO signature:	Date: